



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: September 11, 2019

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 9/19/19 BCWMC Public Hearing & Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
  - A. Approval of Minutes – August 15, 2019 Commission Meeting- ACTION ITEM with attachment
  - B. Acceptance of September Financial Report - ACTION ITEM with attachment (more details online)
  - C. Approval of Payment of Invoices - ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend approval of payment.
    - i. Keystone Waters, LLC – August 2019 Administrative Services
    - ii. Keystone Waters, LLC – August 2019 Expenses
    - iii. Barr Engineering – August 2019 Engineering Services
    - iv. Triple D Espresso – September 2019 Meeting Refreshments
    - v. Wenck – August 2019 WOMP Monitoring
    - vi. Lawn Chair Gardener – August 2019 Administrative and Education Services
    - vii. Wenck – August 2019 Bassett Creek Valley Study
    - viii. ECM Publishers, Inc – Public Hearing Notice
    - ix. Metro Blooms – Grant Funded Commercial Properties Project
    - x. Kennedy & Graven – July Legal Services
  - D. Approval to Close Lakeview Park Pond Project (ML-8) and Move Remaining Funds to Closed Project Account – ACTION ITEM no attachment – During the design phase of this project in June 2013, it was determined that the project was *not feasible due to site conditions* and possible effects to neighboring homes. Although CIP funds were held while other alternatives in the area were sought, no other viable options have been presented. Golden Valley staff and I recommend officially closing this project and moving the \$184,410.50 to the Commission’s Closed Project Account.
5. **PUBLIC HEARING**
  - A. Receive Comments on Proposed 2020 CIP Projects - PUBLIC INPUT ITEM with attachment

*The public hearing will be opened and the public will be asked for comments on the 2020 CIP projects. All comments will be entered into the public record and will be considered before the Commission approves the resolution in 6A below. Project webpages are linked below or can be found at [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects). Comments on the Jevne Park Project were received from one resident via email.*

    - i. [Bryn Mawr Meadows Water Quality Improvement Project](#) (BC-5)
    - ii. [Jevne Park Stormwater Improvement Project](#) (ML-21)
      - o Comments received from resident - **attachment**
    - iii. [Crane Lake Improvement Project](#) (CL-3)
    - iv. [Sweeney Lake Water Quality Improvement Project](#) (SL-8)

## 6. BUSINESS

- A. Consider Approval of Resolution 19-09 Ordering 2020 Improvements (20 minutes) - **ACTION ITEM with attachments** - *Pending the outcome of the public hearing in 5A, the attached resolution should be considered for approval to order the projects, designate members responsible for construction, make findings pursuant to MN Statutes 103B.25, certify the costs of the 2020 projects to Hennepin County, and approve an agreement with the City of Minnetonka for construction of the Crane Lake Improvement Project. Agreements with MPRB and City of Medicine Lake will be considered at a future meeting. Staff recommends approval of the resolution which approves the following:*
- i. Ordering 2020 Improvements
  - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
  - iii. Certifying Costs to Hennepin County - with attachment – *The attached memo shows the breakdown of estimated project costs for the 2020 projects and recommends the Commission direct staff to certify for payment by Hennepin County in 2020 a total (final) tax levy of \$1,500,000.*
  - iv. Approving Agreement with City of Minnetonka for Construction of Crane Lake Improvement Project (CL-3) - with attachment - *The attached agreement between the City of Minnetonka and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the Project.*
- B. Receive Update on Main Stem Bassett Creek Erosion Repair Project (2017CR-M) (15 min) – **INFORMATION ITEM with attachment** – *The attached memo from the City of Minneapolis’ consultant for this project (Barr Engineering) updates the Commission on the latest challenge with project construction. City staff will be at the meeting to provide more detail on the options for moving forward and their impact on project outcomes.*
- C. Consider Approval for West Metro Water Alliance (WMWA) to Contract for Project Coordinator Position (20 min) – **ACTION ITEM with attachment** – *WMWA is a partnership of five local watershed management organizations, including the BCWMC, that works collaboratively on education initiatives. The BCWMC helps fund WMWA work through an agreement and annual financial contributions. I regularly attend the monthly WMWA meetings. Members of the WMWA partnership (including me) are requesting the ability to use WMWA Special Project funding to contract with Catherine Cesnik (BCWMC Alternate Commissioner for Plymouth) as a WMWA Project Coordinator. Catherine has been an active participant at WMWA meetings, has interest and expertise in this area of work, and can add a needed level of dedication toward advancing WMWA goals through a contract to work approximately 30 hours per month. The Commission attorney agrees that conflicts of interest can be avoided by Catherine abstaining from Commission votes where WMWA funding or work is being considered. We are requesting the ability for WMWA’s fiscal agent, the Shingle Creek WMC, to enter a contract with Catherine. The BCWMC’s 2019 education budget includes funding for WMWA, including the amount needed for this position. Please see the attached memo and position description.*
- D. Discuss Minnesota Association of Watershed District’s (MAWD) Annual Meeting Attendance (15 min) – **DISCUSSION ITEM no attachment** – *MAWD’s annual conference and board meeting are scheduled for Dec 5 -7 in Alexandria. Program and registration materials are not yet available; however, the Commission should discuss how many delegates might be appointed (can be appointed at a future Commission meeting) and/or other commissioners who may wish to attend. When registration materials are available later this month, there will be a limited number of hotel rooms available so getting an estimate on the number needed would allow me to reserve as soon as possible. I am also requesting to attend this year’s event including the MN Association of Watershed Administrator’s meeting on Dec 4<sup>th</sup>. Last year’s registration cost was \$200; plus \$150/night/room and travel expenses. The estimated total for my attendance is \$650 including registration, two nights lodging, and travel expenses. This does not include my time for attendance.*

## 7. COMMUNICATIONS (10 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
  - i. Clean Water Fund Grant Application for Bryn Mawr Meadows Project
- B. Chair
- C. Commissioners
  - i. Report on Golden Valley Arts and Music Festival
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer
  - i. Report on Investigation of Flooding Along South Shore Drive in Plymouth

## 8. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet
- D. Technical Memo on South Shore Drive Flooding
- E. WCA Notice of Decision, Plymouth
- F. WCA Notice of Decision, Golden Valley
- G. WCA Notice of Application – Four Seasons Area, Plymouth

## 9. ADJOURNMENT

### Upcoming Meetings & Events

- [Smart Salting for Property Managers](#): Thursday September 24<sup>th</sup>, 9:00 a.m. – 1:00 p.m., Crystal Community Center
- [Sustainability Day @ Golden Valley Farmers Market](#): Sunday September 29<sup>th</sup>, 9:00 a.m. – 1:00 p.m., Golden Valley City Hall
- [BCWMC TAC Meeting](#): Friday October 4<sup>th</sup>, 10:00 a.m. – Noon, Golden Valley City Hall
- [Minnesota Water Resources Conference](#): October 15 – 16, St. Paul RiverCentre
- [Bassett Creek Watershed Management Commission Regular Meeting](#): Thursday October 17<sup>th</sup>, 8:30 a.m., Golden Valley City Hall
- [Road Salt Symposium](#): Thursday October 24<sup>th</sup>, all-day event, Jimmy's Event Center, 3565 Labore Rd, Vadnais Heights