



# Bassett Creek Watershed Management Commission

Public Hearing & Regular Meeting

Thursday, September 19, 2019

8:30 – 11:00 a.m.

Council Conference Room, Golden Valley City Hall, Golden Valley, MN

## AGENDA

### 1. CALL TO ORDER and ROLL CALL

2. **CITIZEN FORUM ON NON-AGENDA ITEMS** - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

### 3. APPROVAL OF AGENDA

### 4. CONSENT AGENDA

- A. Approval of Minutes – August 15, 2019 Commission Meeting
- B. Acceptance of September 2019 Financial Report
- C. Approval of Payment of Invoices
  - 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

### 5. PUBLIC HEARING

- A. Receive Comments on Proposed 2020 CIP Projects:
  - i. Bryn Mawr Meadows Water Quality Improvement Project (BC-5)
  - ii. Jevne Park Stormwater Improvement Project (ML-21)
  - 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)
  - i. Ordering 2020 Improvements
  - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
  - iii. Certifying Costs to Hennepin County
  - iv. Approving Agreement with City of Minnetonka for Construction of Crane Lake Improvement Project (CL-3)

- B. Receive Update on Main Stem Bassett Creek Erosion Repair Project (2017CR-M) (15 min)
- C. Consider Approval for West Metro Water Alliance to Contract for Project Coordinator Position (20 min)
- D. Discuss Minnesota Association of Watershed District's (MAWD) Annual Meeting Attendance (15 min)

**7. COMMUNICATIONS (10 minutes)**

- A. Administrator's Report
  - 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



# 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
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## Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting**  
**Thursday, August 15, 2019**  
**8:30 a.m.**  
**Golden Valley City Hall, Golden Valley MN**

**1. CALL TO ORDER and ROLL CALL**

On Thursday, August 15, 2019 at 8:33 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Chair Prom called the meeting of the Bassett Creek Watershed Management Commission (BCWMC) to order.

**Commissioners and city staff present:**

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Dave Anderson	<i>Vacant Position</i>	<i>Absent</i>
Golden Valley	Stacy Harwell (Treasurer)	Jane McDonald Black	Eric Eckman
Medicine Lake	Clint Carlson	Gary Holter	Susan Wiese
Minneapolis	Michael Welch (Vice Chair)	<i>Vacant Position</i>	<i>Absent</i>
Minnetonka	Mike Fruen	<i>Absent</i>	<i>Absent</i>
New Hope	<i>Absent</i>	Pat Crough	Megan Hedstrom
Plymouth	Jim Prom (Chair)	Catherine Cesnik	Ben Scharenbroich
Robbinsdale	<i>Vacant</i>	<i>Absent</i>	Marta Roser, Richard McCoy
St. Louis Park	Jim de Lambert (Secretary)	<i>Absent</i>	Erick Francis
<b>Administrator</b>	Laura Jester, Keystone Waters		
<b>Engineer</b>	Karen Chandler, Barr Engineering		
<b>Recorder</b>	Absent		
<b>Legal Counsel</b>	Dave Anderson, Kennedy & Graven		
<b>Presenters/ Guests/Public</b>			

**2. CITIZEN FORUM ON NON-AGENDA ITEMS**

No citizens present.

**3. APPROVAL OF AGENDA**

**MOTION:** Commissioner de Lambert moved to approve the agenda. Commissioner Welch seconded the motion. Upon a vote, the motion carried 8-0. [City of Robbinsdale was absent from the vote.]

**4. CONSENT AGENDA**

The following items were approved as part of the consent agenda: July 18, 2019 Commission meeting minutes, acceptance of the August 2019 financial report, payment of invoices

The general and construction account balances reported in the August 2019 Financial Report are as follows:

Checking Account Balance	\$ 628,988.23
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TOTAL GENERAL FUND BALANCE	\$ 628,988.23
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TOTAL CASH & INVESTMENTS ON-HAND (08/07/19)	\$ 4,301,843.44
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CIP Projects Levied – Budget Remaining	\$ (4,634,246.12)
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Closed Projects Remaining Balance	\$371,977.55
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2012-2017 Anticipated Tax Levy Revenue	\$7,330.29
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2018 Anticipated Tax Levy Revenue	\$8,770.47
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Anticipated Closed Project Balance	\$388,078.31
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**MOTION:** Commissioner de Lambert moved to approve the consent agenda. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 8-0. [City of Robbinsdale was absent from the vote.]

**5. BUSINESS**

**A. Consider Approval of Proposal to Prepare Feasibility Study for Mt. Olivet Stream Stabilization Project and Parkers Lake Drainage Improvement Project (2021 CIP Projects ML20 & PL-7)**

Commission Engineer Chandler reminded commissioners that the 5-year CIP approved in April includes three projects scheduled to start in 2021 including the Parkers Lake Drainage Improvement Project and the Mt. Olivet Stream Restoration Project. She noted that feasibility studies for these projects should begin this fall. Ben Scharenbroich, from the City of Plymouth, noted that both of these projects are in Plymouth and that they are both identified as city CIP projects for implementation in 2021/2022. He noted the projects will address water quality as well as flooding concerns.

Commissioner Welch asked if there is a change in protocol. Scharenbroich replied no. Engineer Chandler added that both projects have stream restoration components. Specifically, she noted the Mt. Olivet project is straightforward, although it may have considerable impact on trees. She noted the Parkers Lake project also looks beyond drainage improvement to reducing chlorides, improving ponds and/or using stormwater reuse. She noted there are more options to research with the Parkers Lake project. Engineer Chandler also reported that chloride levels are very high in Parkers Lake and that there is significant loading from the subwatershed where this project will take place.



Engineer Chandler walked through the proposal to develop the feasibility study, noting it would include: wetland delineations, a desktop environmental review, a stream survey, topography and utility surveys, and a tree survey.

There was discussion about how the Mt. Olivet project has some private property in the project area and that an easement would be needed and that there is already a partial easement for drainage and utility. It was noted the Mt. Olivet project is in Chair Prom's city council ward.

Staff noted that separate public meetings and open houses would be held for each project. Mr. Scharenbroich stated that the city plans to get a lot of input from residents early in the process and will include before and after pictures of the Plymouth Creek and the Elm Creek Restoration Projects.

[Alternate Commissioner McDonald Black arrives.]

Commissioner Welch added that this would be a good opportunity to engage and educate Mt. Olivet and adjacent apartments about chloride management. Mr. Scharenbroich agreed and added that it is standard practice for the city to talk about chlorides during projects like these.

Engineer Chandler clarified that chloride reduction options will be researched with the Parkers Lake project rather than the Mt. Olivet project. There was some discussion about possible capital projects to address chlorides, such as winter maintenance equipment. Commissioner Welch noted that it still makes sense to try to address chlorides near Mt. Olivet since the Commission will be working in the area.

**MOTION:** Alternate Commissioner Crough moved to approve the preparation of a feasibility study for the Mt. Olivet Stream Stabilization Project and Parkers Lake Drainage Improvement Project (2021 CIP Projects ML20 & PL-7). Commissioner Carlson seconded the motion. Upon a vote, the motion carried 8-0. [City of Robbinsdale was absent from the vote.]

## **B. Review 2019 Operating Budget Status**

Administrator Jester reviewed current expenses and expected future expenses for the second half of the year, noting the Commission is in good financial standing and is likely to remain within the budget overall and within most budget lines. She noted the exception is work in the "non-fee/preliminary reviews" line item, which includes larger non-fee review projects such as Southwest LRT, Blue Line LRT, and when developers or cities request information or get questions answered about pending/possible development before an application and review fee is submitted. She noted that much of that budget line is offset by revenues from agreements with the Met Council for reimbursement on work regarding the light rail projects. It also includes the Commission Engineer's costs for the Bassett Creek Valley study, most of which will be reimbursed by the City of Minneapolis.

## **C. Set 2020 Operating Budget**

Administrator Jester noted that at the June meeting, the Commission approved a proposed 2020 operating budget of \$669,450 which included a 4.5% increase in city assessments over 2019 levels, assumed \$7,500 in MAWD dues, and included funds to fully fund development of the 2025 Watershed Plan over the next 6 years. She reported the proposed budget was sent to cities on June 21<sup>st</sup> for review and comment by August 1<sup>st</sup> and that no comments were received from cities. Administrator Jester reported that in July the MAWD Board set 2020 member dues for WMOs at \$500 rather than the anticipated \$7,500. She further reviewed her recommended revised 2020 budget noting that the total budget was reduced to \$662,450 and the "extra" \$7,000 was split by lowering total city assessments by \$3,500 (to 3.9% over 2019 levels) and lowering the amount of fund balance used by \$3,500.

**MOTION:** Commissioner Prom moved to approve the 2020 operating budget as presented. Commissioner Welch seconded the motion. Upon a vote, the motion carried 8-0. [City of Robbinsdale was absent from the vote.]

## D. Consider 2020 Capital Improvement Implementation Options

Administrator Jester noted that typically, the Commission enters agreements with member cities for the implementation (design, construction, on-going maintenance) of its capital improvement projects after the Commission holds a public hearing and officially orders the project. She noted that as in typical years, the hearing will be held at the September meeting and then a resolution ordering the projects will be considered for approval. She reported that for three of the four 2020 CIP projects, the Commission is being asked to consider a few different circumstances regarding implementation:

### i. **Bryn Mawr Meadows Water Quality Improvement Project: MPRB to Implement; Consider Applying for Clean Water Fund Grant**

Administrator Jester reported that the City of Minneapolis and the Minneapolis Park and Recreation Board (MPRB) believe that since there will be close coordination between this CIP project and the park's reconstruction project, the MPRB is the appropriate agency to enter into an agreement with BCWMC. She noted that the Commission's legal counsel agrees that the Joint Powers Agreement allows the Commission to enter into such an agreement. She further noted that the City and MPRB would enter into a separate agreement for the long-term operations and maintenance of the BCWMC's CIP project.

Administrator Jester recommended approval to proceed with agreement negotiations with the MPRB for this project.

Commissioner Welch remarked it is a good idea to contract with the MPRB, but the project may need more oversight of the design and construction and changes that may come up. He further added that the Commission's standard agreement may need to be bolstered to anticipate more engagement and oversight by the Commission during design and construction. Commissioner Welch further recommended that the maintenance agreement between the city and the MPRB clearly outline maintenance obligations and that the agreement should be secured before the BCWMC enters into an agreement with the MPRB. He noted that any change orders to construction plans should come to the commission engineer.

There was further discussion about language in the agreement regarding changes to the design or construction specifications. It was noted that perhaps the MPRB would not be reimbursed for work resulting from unapproved change orders and that the Commission's "eligible project costs" are already set in policy.

Engineer Chandler communicated that construction change orders are typically minor—e.g., changes in quantities, and that big design changes should be caught by the 90% plan designs. She noted the Commission won't want to see every change order because it would just burden the process.

Alternate Commissioner Cesnik suggested that one way to address this may be to have skin in the game and contribute to cost sharing. For instance, Elm Creek Watershed Management Commission only covers 25% of project costs.

Administrator Jester understood there was consensus to move ahead with contracting with the MPRB and that staff, including legal counsel, should make changes to the agreement language regarding change orders. There was further discussion on various ideas for levels of change orders and the person(s) to sign off on changes, the language needed in the agreement, construction oversight, and the Commission's relationship with the MPRB.

Welch clarified that he agreed with Eckman. We don't have to review every change, the BCWMC just needs to make sure we get what we set out to build and pay for. This is public money and we need to be very careful.

**MOTION:** Commissioner Welch moved to enter into an agreement directly with the Minneapolis Park and Rec Board (MPRB) and engage with the City of Minneapolis on timing of the maintenance agreement with the MPRB and for the facilities to be constructed. Administrator Jester was directed to work with the BCWMC Attorney to add language for Commission oversight on materials and design changes. Commissioner Prom seconded the motion. Upon a vote, the motion carried 8-0. [City of Robbinsdale was absent from the vote.]

BCWMC staff recommended that the BCWMC apply for Clean Water Fund grant money for this project because it will likely score well due to the partnerships involved, water quality improvements expected, a completed feasibility

study, and the educational opportunities. Grant application materials are attached. Grant applications are due September 9th. There was consensus to apply for the grant.

**ii. Sweeney Lake Water Quality Improvement Project: Request for Commission to Implement**

Administrator Jester noted that because this project doesn't include any structural components that would require long-term maintenance, and given the Commission Engineer's experience with the Schaper Pond carp study and the Twin Lake alum treatment, she and Golden Valley staff recommend that the Commission implement this project rather than entering into an agreement with the city.

**MOTION:** Commissioner Carlson moved that the Commission implement the Sweeney Lake Water Quality Improvement project. Commissioner Harwell seconded the motion. Upon a vote, the motion carried 8-0. [City of Robbinsdale was absent from the vote.]

**iii. Jevne Park Water Quality Improvement Project: Requests from City of Medicine Lake**

Administrator Jester reported that she attended the August 5th Medicine Lake City Council meeting where the city's consultant gave an overview of the project (with the same slides and information as previously presented by the Commission Engineer to the council), and presented the concerns of the city's Public Works Superintendent, Chris Klar (a member of the CIP Project Team). She noted that residents attending the meeting also weighed in with their concerns about impacts of the project on roads and adjacent properties. She noted the council passed a motion to proceed with negotiation of the Jevne Park project contract with the BCWMC with the goal of having the project be "cost neutral" to the city (meaning no costs to the city, including buffer maintenance, for at least 10 years).

There was some discussion on timing of agreements. Administrator Jester reported that typically, the agreement is approved at the September Commission meeting, after the public hearing and along with officially ordering the project. Commissioner Welch noted that the project could still be ordered at the September meeting and an agreement approved later.

Commissioner Carlson commented that the Medicine Lake City Council voted 4-1 in favor of moving ahead with the project. There was discussion about discrepancies between the feasibility study estimates for buffer maintenance expenses and estimates calculated by Mr. Klar. Mr. Scharenbroich added that the City of Plymouth does a lot of contracting for vegetation maintenance and it's possible there could be a joint contract with the City of Medicine Lake to bring down costs. Mr. Eckman added that there are economies of scale with larger contracts and that Golden Valley pays about \$1,500/acre for vegetation maintenance.

Commissioner Welch remarked that it is fundamentally problematic to force a project onto a city and that representation from the city is needed to alleviate concerns. It was suggested that Commissioners Prom, Welch, and de Lambert, along with Mr. Scharenbroich could help with negotiations. Chair Prom had concerns about the Commission's liability and impacts to residents and he wished to better understand the city's concerns.

There was further discussion about buffer maintenance options. There was general consensus that maintenance for this project should not be considered differently than other Commission CIP projects.

Commission staff was directed to continue negotiating with the city.

**E. Discuss Request for Resolutions from Minnesota Association of Watershed Districts**

[Harwell departs. McDonald Black becomes Golden Valley voting member.]

Administrator Jester noted that at the July meeting, the Commission considered this request from MAWD for possible resolutions. The Commission asked for time to think about resolutions and for this item to be revisited at this meeting. Resolutions are due September 1st. Neither staff nor commissioners had recommended resolutions to submit.

## F. Discuss Holding Monitoring Workshop vs. Having Monitoring Committee

Administrator Jester stated that because the monitoring budget is a large part of the overall budget, it makes sense to examine and better understand the reasons for the Commission's monitoring program, where gaps in monitoring exist, etc. She reviewed options for performing a review of the Commission's monitoring program including holding a three-hour workshop with the whole Commission, creating a committee (3 two-hour meetings estimated), or requesting TAC review first.

Commissioner de Lambert said he does a lot of monitoring professionally and that he could participate. He noted that it is a very technical topic and a workshop may not work, noting he is leaning toward developing a committee, although they take time and commitment. Commissioner Welch recommended the TAC should look at it first and then possibly hold a two-hour workshop for the Commission. Alternate Commissioner McDonald Black remarked that it makes sense to address this from a budget perspective and to invite de Lambert to the TAC meeting.

Commissioner de Lambert and Chair Prom supported Welch's idea for the TAC to review the topic first. Chair Prom further stated that it is an important budget matter and that Commission members should understand it as well as they can.

## 6. COMMUNICATIONS

### A. Administrator's Report

- i. The Bassett Creek Valley Study is continuing. A design charrette was held a couple weeks ago; meeting notes are available if anyone is interested.
- ii. Volunteers are needed for two Golden Valley events. Commissioner Welch indicated he could staff the display at the Arts and Music Festival.
- iii. Former Chair Linda Loomis asked for the Commission to be present at Sustainability Day which is held in conjunction with the farmers' market on Sunday September 29th.

### B. Chair

- i. The alum treatment on Bass Lake [in the Shingle Creek watershed] worked great at first, but then plants grew quickly and died off, so the algae is back. A harvester may be needed to remove plants. Sweeney Lake may have similar conditions.

### C. Commissioners

- i. Commissioner Welch reported that carnivorous plants (bladderwort) were discovered in Wirth Lake. He also reported that MAWD is strategizing to address anti-watershed district lobbying.
- ii. Alternate Commissioner Crough requested adding commission positions (chair, vice chair, etc.) to minutes.
- iii. Commissioner Carlson shared that Medicine Lake is celebrating their 75<sup>th</sup> anniversary on September 8 from 2-4 p.m. at the Hutton house. Susan Wiese will send the invitations to Administrator Jester so she can forward them on to commissioners.

### D. TAC Members

- i. Mr. Scharenbroich reported that Plymouth plans to complete a full survey of the Medicine Lake dam. They are also coordinating high water and no wake times.

### E. Committees - Nothing to report

### F. Legal Counsel – Nothing to report

### G. Engineer

- i. MTD update: working on revising requirements documents and project review application.

## 7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet
- D. Letter to MPCA on Manufactured Treatment Devices

## 8. ADJOURNMENT

The meeting adjourned at 10:23 a.m.

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Signature/Title

Date

**Bassett Creek Watershed Management Commission General Account  
 General Fund (Administration) Financial Report  
 Fiscal Year: February 1, 2019 through January 31, 2020  
 MEETING DATE: September 19, 2019**

**Item 4B.  
 BCWMC 9-19-19  
 Full Document  
 Online**

**(UNAUDITED)**

<b>BEGINNING BALANCE</b>	<b>7-Aug-19</b>		<b>628,988.23</b>
<b>ADD:</b>			
<b>General Fund Revenue:</b>			
Interest less Bank Fees		76.05	
<b>Permits:</b>			
VanMan Architects	BCWMC 2019-20	1,500.00	
Reimbursed Construction Costs		31,352.14	
		<b>Total Revenue and Transfers In</b>	<b>32,928.19</b>
<b>DEDUCT:</b>			
<b>Checks:</b>			
3226 Barr Engineering	August Engineering	59,058.88	
3227 Kennedy & Graven	July Legal	815.90	
3228 Keystone Waters	August Admin	4,262.57	
3229 Lawn Chair Gardener	August Admin/Outreach	1,098.31	
3230 Triple D Espresso	Sept Meeting	111.75	
3231 Wenck Associates	WOMP/Bassett Cr Study	18,091.40	
3232 ECM Publishers	PH Notice	618.80	
3233 Metro Blooms	Harrison Neighborhood	13,206.64	
		<b>Total Checks/Deductions</b>	<b>97,264.25</b>
<b>ENDING BALANCE</b>	<b>11-Sep-19</b>		<b>564,652.17</b>

## Bassett Creek Watershed Management Commission General Account

## General Fund (Administration) Financial Report

(UNAUDITED)

Fiscal Year: February 1, 2019 through January 31, 2020

MEETING DATE: September 19, 2019

	2019/2020 BUDGET	CURRENT MONTH	YTD 2019/2020	BALANCE
<b>OTHER GENERAL FUND REVENUE</b>				
ASSESSEMENTS TO CITIES	529,850		529,850.00	0.00
PROJECT REVIEW FEES	60,000	1,500.00	35,953.50	24,046.50
WOMP REIMBURSEMENT	5,000		4,500.00	500.00
METROPOLITAN COUNCIL - LRT			10,399.50	
METRO BLOOMS - MET COUNCIL GRANT			1,000.00	
HENNEPIN COUNTY GRANT-AIS PREVENTION GRANT			0.00	
TRANSFERS FROM LONG TERM FUND & CIP	76,000		0.00	76,000.00
<b>REVENUE TOTAL</b>	<b>670,850</b>	<b>1,500.00</b>	<b>581,703.00</b>	<b>100,546.50</b>
<b>EXPENDITURES</b>				
<b>ENGINEERING &amp; MONITORING</b>				
TECHNICAL SERVICES	130,000	22,734.50	90,504.14	39,495.86
DEV/PROJECT REVIEWS	80,000	1,633.50	39,439.30	40,560.70
NON-FEE/PRELIM REVIEWS	15,000	1,270.00	17,678.00	(2,678.00)
COMMISSION AND TAC MEETINGS	12,000	490.00	7,294.74	4,705.26
SURVEYS & STUDIES	20,000	1,769.00	9,877.46	10,122.54
WATER QUALITY/MONITORING	78,000	8,003.44	40,740.06	37,259.94
WATER QUANTITY	10,000	3,113.68	8,381.02	1,618.98
WATERSHED INSPECTIONS -EROSION CONTROL	0	0.00	771.50	(771.50)
ANNUAL FLOOD CONTROL INSPECTIONS	48,000	97.50	1,657.50	46,342.50
REVIEW MUNICIPAL PLANS	4,000	506.00	2,431.00	1,569.00
WOMP	20,500	2,812.76	12,486.54	8,013.46
XP-SWMM MODEL UPDATES/REVIEWS	0	0.00	0.00	0.00
APM / AIS WORK	32,000	0.00	8,700.62	23,299.38
<b>ENGINEERING &amp; MONITORING TOTAL</b>	<b>449,500</b>	<b>42,430.38</b>	<b>239,961.88</b>	<b>209,538.12</b>
<b>PLANNING</b>				
Next Generation Plan Development	12,000	0.00	0.00	12,000.00
<b>MAINTENANCE FUNDS TOTAL</b>	<b>12,000</b>	<b>0.00</b>	<b>0.00</b>	<b>12,000.00</b>
<b>ADMINISTRATION</b>				
ADMINISTRATOR	69,200	4,104.00	39,402.00	29,798.00
LEGAL COSTS	17,000	815.90	6,288.90	10,711.10
AUDIT, INSURANCE & BONDING	18,000	0.00	15,892.00	2,108.00
FINANCIAL MANAGEMENT	3,500	0.00	0.00	3,500.00
MEETING EXPENSES	1,500	111.75	894.00	606.00
ADMINISTRATIVE SERVICES	15,000	746.57	7,678.00	7,322.00
<b>ADMINISTRATION TOTAL</b>	<b>124,200</b>	<b>5,778.22</b>	<b>70,154.90</b>	<b>54,045.10</b>
<b>OUTREACH &amp; EDUCATION</b>				
PUBLICATIONS/ANNUAL REPORT	1,300	0.00	1,263.00	37.00
WEBSITE	3,000	0.00	560.44	2,439.56
PUBLIC COMMUNICATIONS	1,000	618.80	618.80	381.20
EDUCATION AND PUBLIC OUTREACH	25,000	510.31	15,443.21	9,556.79
WATERSHED EDUCATION PARTNERSHIPS	15,850	0.00	6,350.00	9,500.00
<b>OUTREACH &amp; EDUCATION TOTAL</b>	<b>46,150</b>	<b>1,129.11</b>	<b>24,235.45</b>	<b>21,914.55</b>
<b>MAINTENANCE FUNDS</b>				
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
<b>MAINTENANCE FUNDS TOTAL</b>	<b>50,000</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>
<b>TMDL WORK</b>				
TMDL IMPLEMENTATION REPORTING	10,000	0.00	0.00	10,000.00
<b>TMDL WORK TOTAL</b>	<b>10,000</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>
<b>DUE FROM OTHER GOVERNMENTS</b>				
Due from City of Minneapolis	0	16,574.40	66,608.06	(66,608.06)
	<b>0</b>	<b>16,574.40</b>	<b>66,608.06</b>	<b>(66,608.06)</b>
<b>TOTAL EXPENSES</b>	<b>691,850</b>	<b>65,912.11</b>	<b>400,960.29</b>	<b>290,889.71</b>

Cash Balance 08/17/19				
<b>Cash</b>			1,734,502.95	1,734,502.95
	Total Cash			
<b>Investments:</b>				
	Minnesota Municipal Money Market (4M Fund)		2,500,000.00	
	2018-19 Dividends		44,653.88	
	2019-20 Dividends		22,686.61	
	Dividends-Current		4,183.86	
	Total Investments			2,571,524.35
	<b>Total Cash &amp; Investments</b>			4,306,027.30
<b>Add:</b>				
	Interest Revenue (Bank Charges)		336.76	
	<b>Total Revenue</b>			336.76
<b>Less:</b>				
	CIP Projects Levied - Current Expenses - TABLE A		(231.00)	
	Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(9,849.00)	
	<b>Total Current Expenses</b>			(10,080.00)
	<b>Total Cash &amp; Investments On Hand</b>	<b>09/11/19</b>		<b>4,296,284.06</b>
	Total Cash & Investments On Hand		4,296,284.06	
	Current Anticipated Levy -2019 (July 19/Dec 19/Jan 20)		704,380.23	
	CIP Projects Levied - Budget Remaining - TABLE A		(4,449,604.62)	
	<b>Closed Projects Remaining Balance</b>		<b>551,059.67</b>	
	2012 - 2017 Anticipated Tax Levy Revenue - TABLE C		7,330.29	
	2018 Anticipated Tax Levy Revenue - TABLE C		8,770.47	
	<b>Anticipated Closed Project Balance</b>		<b>567,160.43</b>	
	Proposed & Future CIP Project Amount to be Levied - TABLE B		0.00	

**TABLE A - CIP PROJECTS LEVIED**

	Approved Budget	Current Expenses	2019 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget	Grant Funds Received
Lakeview Park Pond (ML-8) (2013)	11,590	0.00	0.00	11,589.50	0.00	
Four Seasons Mall Area Water Quality Proj (NL-2)	990,000	0.00	2,007.72	164,915.06	825,084.94	
<b>2014</b>						
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000	231.00	47,286.19	423,341.05	188,658.95	
Briarwood / Dawnview Nature Area (BC-7)	250,000	0.00	0.00	250,000.00	0.00	
Twin Lake Alum Treatment Project (TW-2)	163,000	0.00	0.00	91,037.82	71,962.18	
<b>2015</b>						
Main Stem 10th to Duluth (CR2015)      Close Project	1,503,000	0.00	114,601.05	1,118,347.29		
<b>2016</b>						
Northwood Lake Pond (NL-1) <sup>2</sup>	822,140					
Budget Amendment	611,600	1,433,740	0.00	0.00	1,447,143.38	(13,403.38)
<b>2017</b>						
Main Stem Cedar Lk Rd-Dupont (2017CR-M)	2017 Levy 400,000	1,064,472	0.00	0.00	132,029.25	932,442.75
	2018 Levy 664,472					
Plymouth Creek Restoration (2017 CR-P)	2017 Levy 580,930	863,573	0.00	0.00	594,690.16	268,882.84
	2018 Levy 282,643					
<b>2018</b>						
Bassett Creek Park & Winnetka Ponds Dredging (BCP-2)	1,000,000	0.00	179.10	132,991.90	867,008.10	
<b>2019</b>						
Decola Ponds B&C Improvement(BC-2,BC-3,BC-8)	1,031,500	0.00	157.50	85,967.56	945,532.44	34,287
Westwood Lake Water Quality Improvement Project(Feasibility)	404,500	0.00	0.00	41,064.20	363,435.80	
	9,327,375	231.00	164,231.56	4,493,117.17	4,449,604.62	

**TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED**

	Approved Budget - To Be Levied	Current Expenses	2019 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
<b>2020</b>					
Bryn Mawr Meadows (BC-5)	0	157.50	1,471.97	96,975.53	(96,975.53)
Jevne Park Stormwater Mgmt Feasibility (ML-21)	0	1,190.00	15,813.96	46,268.25	(46,268.25)
Crane Lake Improvement Proj (CL-3)	0	0.00	6,838.50	12,000.85	(12,000.85)
Sweeney Lake WQ Improvement Project (SL-8)	0	0.00	140.00	140.00	(140.00)
2020 Project Totals	0	1,347.50	24,264.43	155,384.63	(155,384.63)
<b>2021</b>					
Main Stem Dredging Project (BC-7)	0	5,612.50	7,520.00	7,520.00	(7,520.00)
Mt Olivet Stream Restoration (MN-20)	0	1,081.50	1,466.50	1,466.50	(1,466.50)
Parkers Lake Stream Restoration (PL-7)	0	1,807.50	1,895.00	1,895.00	(1,895.00)
2021 Project Totals	0	8,501.50	10,881.50	10,881.50	(10,881.50)
Total Proposed & Future CIP Projects to be Levied	0	9,849.00	35,145.93	166,266.13	(166,266.13)

**TABLE C - TAX LEVY REVENUES**

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2019 Tax Levy	1,436,000.00		1,436,000.00	0.00	731,619.77	731,619.77	704,380.23	1,436,000.00
2018 Tax Levy	1,346,815.00		1,346,815.00	0.00	1,546.10	1,338,044.53	8,770.47	947,115.00
2017 Tax Levy	1,303,600.00	(10,691.48)	1,292,908.52	0.00	(754.74)	1,289,004.89	3,903.63	1,303,600.00
2016 Tax Levy	1,222,000.00	(9,526.79)	1,212,473.21	0.00	181.73	1,210,006.40	2,466.81	1,222,000.00
2015 Tax Levy	1,000,000.00	32.19	1,000,032.19	0.00	99.45	999,337.49	694.70	1,000,000.00
2014 Tax Levy	895,000.00	(8,533.75)	886,466.25	0.00	412.44	886,201.10	265.15	895,000.00
				0.00			720,480.99	

**OTHER PROJECTS:**

	Approved Budget	Current Expenses / (Revenue)	2019 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
<b>TMDL Studies</b>					
TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
TOTAL TMDL Studies	135,000.00	0.00	0.00	107,765.15	27,234.85
<b>Flood Control Long-Term</b>					
Flood Control Long-Term Maintenance	694,573.00	8,065.50	40,994.50	382,444.91	
Less: State of MN - DNR Grants		0.00	(44,304.90)	(141,846.90)	
	694,573.00	8,065.50	(3,310.40)	240,598.01	453,974.99
<b>Annual Flood Control Projects:</b>					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
<b>Annual Water Quality</b>					
Channel Maintenance Fund	400,000.00	0.00	0.00	255,619.60	144,380.40
<b>Metro Blooms Harrison Neighborhood CWF Grant Project</b>					
BWSR Grant	134,595.00	13,206.64	36,745.95	60,622.79	73,972.21
	134,595.00	13,206.64	36,745.95	(67,298.00)	(67,298.00)
	134,595.00	13,206.64	36,745.95	(6,675.21)	
Total Other Projects	1,864,168.00	21,272.14	33,435.55	530,009.55	1,132,264.45



## **BASSETT CREEK WATERSHED MANAGEMENT COMMISSION**

### **NOTICE OF PUBLIC HEARING**

#### **Proposed Improvements Contained in the**

#### **Bassett Creek Watershed Management Commission's 2015 Watershed Management Plan**

NOTICE IS HEREBY GIVEN that the Bassett Creek Watershed Management Commission (BCWMC) will hold a public hearing during its regular meeting on

**Thursday, September 19, 2019 at 8:30 a.m.**

**at Golden Valley City Hall, 7800 Golden Valley Rd, Golden Valley, MN**

Interested persons are invited to attend. The purpose of the hearing is to hear testimony and comments from the public and cities regarding four capital improvements proposed to begin in 2020.

1. **Bryn Mawr Meadows Water Quality Improvement Project:** This project in Minneapolis will collect stormwater runoff from 45.1 acres of residential areas for treatment in new stormwater ponds and water features in Bryn Mawr Meadows Park. Annually, it will remove an estimated 30 lbs. of phosphorus and 10,500 lbs. of sediment before entering Bassett Creek. The project will be built in conjunction with a park reconstruction project. The project has a total estimated cost of \$912,000. Funding is proposed to come from the BCWMC's Capital Improvement Program funds through 2020 and 2021 ad valorem property taxes collected by Hennepin County on property within the Bassett Creek Watershed.
2. **Jevne Park Stormwater Improvement Project:** This project in the City of Medicine Lake will create 0.38 acre-feet of flood storage within an existing wetland in Jevne Park and will reduce phosphorus pollution to Medicine Lake by 4.1 lbs. per year. The project will also improve wetland and upland habitat. This project has a total estimated cost of \$500,000. Funding is proposed to come from the BCWMC's Capital Improvement Program funds through a 2020 ad valorem property tax collected by Hennepin County on property within the Bassett Creek Watershed.
3. **Crane Lake Improvement Project:** This project in Minnetonka will treat runoff from 13.3 acres within an underground treatment and filtration/infiltration system in a new park on Ridgedale Drive. The project will reduce phosphorus and sediment pollution to Crane Lake by approximately 9 lbs. and 3,500 lbs. pounds per year, respectively, and will be built in conjunction with the reconstruction of Ridgedale Drive. Estimated project costs are \$582,800. Partial funding of \$380,000 is proposed to come from the BCWMC's Capital Improvement Program funds through a 2020 ad valorem property tax collected by Hennepin County on property within the Bassett Creek Watershed. The remainder of project costs will be paid by the City of Minnetonka.
4. **Sweeney Lake Water Quality Improvement Project:** This project in Golden Valley will significantly reduce phosphorus, improve water quality, and support a balanced aquatic ecosystem in the lake by performing an alum treatment and managing carp. Estimated project costs are \$550,000. Partial funding of \$220,000 is proposed to come from the BCWMC's Capital Improvement Program funds through 2020 and 2021 ad valorem property taxes collected by Hennepin County on property within the Bassett Creek Watershed. The remainder of project costs will be paid by a Federal Clean Water Act Section 319 grant.

More information is available at [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects).



**Les Young**

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**From:** Les Young  
**Sent:** Thursday, September 5, 2019 10:58 AM  
**To:** 'Scott marks'; 'Jack Garberg'; 'Chris Heim '; 'Ron Tomczik'  
**Cc:** 'Nancy Pauly '; 'Chris Klar'  
**Subject:** Jevne Park Project (increases the retention pond capacity)

Dear Mayor & Council members,

I attended the August council meeting wherein Bassett Creek Watershed made a presentation on the benefits of the proposed expansion of the retention pond @ Jenve Park. As near as I could tell, there were two benefits:

- Minimal help in the event of a decent but not too big rainfall (no help with a big rainfall)
- Removal of about 4 pounds of phosphorus over a calendar year

I have gone on line and read the last TMDL report (basically unreadable) and other sources in an attempt to determine how much phosphorus enters Medicine Lake in an average year.

While I don't have a real good answer, it appears at a minimum the number is in excess of 1,000 pounds (most of this might be from decomposing leaves, etc.) This would make the benefit of this project basically zero.

I understand this project will cost at a minimum an additional \$400,000 of taxpayer dollars to complete. I am not sure how much has been spent so far, but, I'm afraid the number is in the many thousands.

If we can't find a better value proposition for this \$400,000 we shouldn't spend it.

I understand there will be some relatively minor cost for ongoing maintenance of \$ 3-9,000 per year.

There also might be some relatively large additional cost in terms of road repair.

I am a taxpayer for: Federal, state, county and city government. These funds ( \$400,000+) come from people like me. Please don't spend our valuable dollars for projects with minimal value. Please vote down this project now so no more tax dollars are spent.

The cost/benefit analysis seems to be mind-boggling.

**Les Young | Executive Vice President**

Email: LYoung@hayscompanies.com

Direct: (612) 373-7266 | Mobile: (612) 817-8105 | Fax: (612) 313-8105

Hays Companies

80 South 8th Street, Suite 700 | Minneapolis | MN | 55402



All. Together. Certain.



**BASSETT CREEK WATERSHED MANAGEMENT COMMISSION  
RESOLUTION NO. 19-09**

A RESOLUTION ORDERING THE 2020 IMPROVEMENTS,  
DESIGNATING ENTITIES RESPONSIBLE FOR CONSTRUCTION,  
MAKING FINDINGS PURSUANT TO MINNESOTA STATUTES, SECTION  
103B.251, CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING  
AGREEMENTS FOR CONSTRUCTION OF THE IMPROVEMENTS

WHEREAS, on September 17, 2015, the Bassett Creek Watershed Management Commission (“Commission”) adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, September 2015* (the “Plan”);

WHEREAS, the Plan includes a capital improvement program (“CIP”) listing capital projects in Table 5-3 of the Plan;

WHEREAS, the CIP includes the following capital projects for the year 2020 (collectively, the “2020 Projects”):

- a) Bryn Mawr Meadows Water Quality Improvement Project (BC-5)
- b) Jevne Park Stormwater Improvement Project (ML-21)
- c) Crane Lake Improvement Project (CL-3)
- d) Sweeney Lake Water Quality Improvement Project (SL-8); and

WHEREAS, the Plan specifies a county tax levy under Minnesota Statutes, section 103B.251 as the source of funding for the 2020 Projects; and

WHEREAS, on September 19, 2019, following published and mailed notice in accordance with the Commission’s Joint Power Agreement and Minnesota Statutes, section 103B.251, the Commission conducted a public hearing on the 2020 Projects; and

WHEREAS, the 2020 Projects will be conducive to the public health, promote the general welfare and is in compliance with Minnesota Statutes, sections 103B.205 to 103B.255 (the “Act”) and with the Plan as adopted and amended in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The 2020 Projects are hereby ordered.
2. The estimated cost of the Bryn Mawr Meadows Water Quality Improvement Project is Nine Hundred Four Thousand Nine Hundred Dollars (\$904,900). Of this amount, One Hundred Thousand Dollars (\$100,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2019 for collection in 2020. Additional funds of up to Eight Hundred Four Thousand Nine Hundred Dollars (\$804,900) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2020 for collection in 2021.
3. The estimated cost of the Jevne Park Stormwater Improvement Project is Five Hundred Thousand Dollars (\$500,000). Of this amount, Five Thousand Hundred Dollars (\$500,000) will

be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2019 for collection in 2020.

4. The estimated cost of the Crane Lake Improvement Project is Five Hundred Eighty-two Thousand Eight Hundred Thirty Seven Dollars (\$582,837). Of this amount, Three Hundred Eighty Thousand Dollars (\$380,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2019 for collection in 2020. The remaining funds will come from the City of Minnetonka.
5. The estimated cost of the Sweeney Lake Water Quality Improvement Project is Five Hundred Fifty Thousand Dollars (\$550,000). Of this amount, Twenty Thousand Dollars (\$20,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2019 for collection in 2020. Additional funds of up to Two Hundred Thousand Dollars (\$200,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2020 for collection in 2021. Additional funds will be paid through a Federal Clean Water Act Section 319 grant.
6. The cost of Medicine Lake Rd and Winnetka Ave Long Term Flood Mitigation Plan Implementation: DeCola Ponds B & C Improvement Project was partially paid from a county tax levy collected in 2019 totaling One Million Thirty One Thousand Five Hundred Dollars (\$1,031,500), a State Clean Water Fund grant totaling Sixty Eight Thousand Five Hundred Dollars (\$68,500), and contributions from the City of Golden Valley, and other State and local grants.. The remaining estimated cost of the project is Five Hundred Thousand Dollars (\$500,000) to be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2019 for collection in 2020.
7. The total amount certified to Hennepin County for the 2020 Projects is One Million Five Hundred Thousand Dollars (\$1,500,000) for payment by the County in accordance with Minnesota Statutes, section 103B.251, subdivision 6.
8. The Commission has received, accepted, and approved the feasibility reports for the 2020 Projects.
9. The costs of the 2020 Projects will be paid by the Commission up to the amount specified in paragraphs 2 - 6 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, section 103B.251 and grant funding, if awarded. Additional costs may be paid by the city constructing the particular project, but no costs will be charged to other members of the Commission.
10. The Minneapolis Park and Recreation Board is designated as the entity responsible for contracting for the construction of the Bryn Mawr Meadows Water Quality Improvement Project, and the engineer designated for preparation of plans and specifications is an engineer selected and retained by the Minneapolis Park and Recreation Board. Contracts for construction shall be let in accordance with the requirements of law applicable to the Minneapolis Park and Recreation Board.
11. The City of Medicine Lake is designated as the member responsible for contracting for the construction of the Jevne Park Stormwater Improvement Project, and the engineer designated for preparation of plans and specifications is the Medicine Lake City Engineer, or other engineers selected and retained by the City of Medicine Lake. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Medicine Lake.

12. The City of Minnetonka is designated as the member responsible for contracting for the construction of the Crane Lake Improvement Project, and the engineer designated for preparation of plans and specifications is the Minnetonka City Engineer, or other engineers selected and retained by the City of Minnetonka. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Minnetonka. The Cooperative Agreement with the City of Minnetonka for the construction of the Crane Lake Improvement Project is approved, and the Chair and Secretary are authorized to execute the agreement on behalf of the Commission.

13. The Commission is the entity responsible for contracting for the implementation of the Sweeney Lake Water Quality Improvement Project. Contracts for construction shall be let in accordance with the requirements of law applicable to the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 19<sup>th</sup> day of September, 2019.

\_\_\_\_\_  
Chair

ATTEST: \_\_\_\_\_  
Secretary







## Bassett Creek Watershed Management Commission

# MEMO

To: BCWMC Commissioners  
From: Laura Jester, Administrator  
Date: September 9, 2019

**RE: Item 6Aiii Certifying Costs to Hennepin County:**

**Recommendation:** Direct staff to certify for payment by Hennepin County in 2020 a total tax levy of \$1,500,000 as laid out in Resolution 19-09 and in the table on the following page.

### Background

At their meeting in May 2019, the Commission set a maximum 2020 levy of \$1,500,000 for the projects below. I recommend certifying the same amount to the County for the final 2020 levy.

- 2020 portion of the Bryn Mawr Meadows Water Quality Improvement Project (BC-5) (project split between 2020 and 2021 levies)
- Total cost of the Jevne Park Stormwater Improvement Project (ML-21)
- Commission's total portion of the Crane Lake Improvement Project (CL-3)
- 2020 portion of the Sweeney Lake Water Quality Improvement Project (SL-8) (project split between 2020 and 2021 levies and will include grant funding)
- 2020 portion of the DeCola Ponds B & C Improvement Project (BC- 2,3,8) (project split between 2019 & 2020 levies)

Item	Estimated Costs Bryn Mawr Project	Estimated Costs Jevne Park Project	Estimated Costs Crane Lake Project	Estimated Costs Sweeney Lake Project	Estimated costs DeCola Ponds Project
Construction (includes engineering and design, project construction, construction observation, permitting, and contingency)	\$794,000	\$404,000	\$542,337	\$549,600	\$3,982,600
Feasibility study costs	\$90,900	\$46,800	\$21,000	\$0 <sup>a</sup>	\$85,400
BCWMC engineering costs (engineering review, grant management, levy request meetings, etc.)	\$18,000	\$39,200	\$11,900	\$0 <sup>b</sup>	\$0 <sup>c</sup>
Transfer to BCWMC Administrative Fund <sup>d</sup>	\$2,000	\$10,000	\$7,600	\$400	\$32,000
<b>TOTAL PROJECT EXPENSES</b>	<b>\$904,900</b>	<b>\$500,000</b>	<b>\$582,837</b>	<b>\$550,000</b>	<b>\$4,100,000</b>
City Funding and Grants to City	-\$0	-\$0	-\$202,837	-\$0	-\$2,500,000
Grants to Commission	-\$0	-\$0	-\$0	-\$330,000	-\$68,500
2019 Levy	-\$0	-\$0	-\$0	-\$0	-\$1,031,500
2021 Levy	-\$804,900	-\$0	-\$0	-\$200,000	-\$0
<b>TOTAL 2020 COMMISSION EXPENSES</b>	<b>\$100,000</b>	<b>\$500,000</b>	<b>\$380,000</b>	<b>\$20,000</b>	<b>\$500,000</b>
<b>TOTAL FINAL 2020 LEVY:</b>					<b>\$1,500,000</b>

<sup>a</sup> Carp management and alum treatment project; studies being completed currently through Schaper Pond Diversion Project funds

<sup>b</sup> Commission Engineer to develop plans and specifications so no engineering review needed

<sup>c</sup> City of Golden Valley hired Barr Engineering for design and construction so no engineering review needed

<sup>d</sup> 2.0% of \$1,500,000 (\$30,000) + \$22,000 to be transferred to Administrative Fund in 2019 for 2019 portion of DeCola Ponds Project

**COOPERATIVE AGREEMENT**  
(Crane Lake Improvement Project CL-3)

This Cooperative Agreement (“**Agreement**”) is made as of this 19<sup>th</sup> day of September, 2019 by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (“**Commission**”), and the City of Minnetonka, a Minnesota municipal corporation (“**City**”). The Commission and the City may hereinafter be referred to individually as a “party” or collectively as the “parties.”

**RECITALS**

- A. The Commission adopted the Bassett Creek Watershed Management Commission Watershed Management Plan on September 17, 2015 (“**Plan**”), a watershed management plan within the meaning of Minnesota Statutes, section 103B.231.
- B. The Plan includes a capital improvement program (“**CIP**”) that lists a number of water quality project capital improvements including the Crane Lake Improvement Project (CL-3).
- C. The proposed Project in the City of Minnetonka, will be designed and constructed in conjunction with a larger City project to reconstruct Ridgedale Drive (“**City Reconstruction**”) and as more fully described in the feasibility report for the Project prepared by WSB, Inc. entitled Feasibility Report: 2020 Crane Lake Improvement Project dated March 2019 (“**Feasibility Report**”), which is attached hereto as Exhibit A.
- D. The total cost estimate directly related to the Project, including feasibility study, design, construction and Commission costs directly related to the Project, is \$582,837.00.
- E. The Plan specifies that the Project will be funded by a County tax levy under Minnesota Statutes, section 103B.251.
- F. The City has agreed to contribute \$202,837.00 of funding toward the project costs.
- G. On September 19, 2019, the Commission adopted a resolution ordering the Project and directing that it be constructed by the City.
- H. Project costs in the amount of \$380,000 will be certified to Hennepin County, which will levy taxes throughout the watershed for the Commission’s portion of Project costs in 2019 for collection and settlement in 2020.
- I. The City is willing to construct the Project in accordance with the terms and conditions hereinafter set forth.

## AGREEMENT

In consideration of the mutual covenants and agreements hereinafter set forth, and intending to be legally bound, the parties hereby agree as follows:

1. Project. The Project will consist of the work identified as Concept 3 in Section IV of the Feasibility Report, which involves construction of an underground stormwater storage and pretreatment chamber along with a series of filtration/infiltration basins. Stormwater management or nutrient-reduction capacity created by the Project, if any, may be utilized by the City in accounting for compliance with federal and/or state regulatory obligations, but may not be utilized to comply with regulatory requirements imposed by or on behalf of the Commission. The City will determine, at its cost, available credit from the Project. The Commission makes no representation or warranty as to credit that will be available from, or results that will be achieved by, the Project.
2. Design and Plans. The City has designed the Project and prepared plans and specifications for construction of the Project. The 50% and 90% plans and specifications were previously submitted to the Commission, reviewed and approved in accordance with the Commission's required plan review procedures. Minor change orders that do not materially change either the effectiveness of the Project to meet its intended purposes or the environmental impacts of the Project may be approved by the City without requiring approvals by the Commission.
3. Contract Administration. The City has advertised for bids and awarded contracts for the Project in accordance with all requirements of law, including without limitation Minnesota Statutes, section 16C.285, and the City has further required the contractor to provide all payment and performance bonds required by law. The City will supervise and administer the construction of the Project to ensure that it is completed in accordance with the approved plans and specifications. The City will require the Contractor to name the Commission as additional insured on all liability policies required by the City of the contractor and the Commission shall be given the same notification of cancellation or non-renewal as is given to the City. The City will require the contractor to defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from negligent acts, errors or omissions of the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed. The City will display a sign at the construction site stating "Paid for by the Taxpayers of the Bassett Creek Watershed".
4. Contract Payments. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred, including a clear indication of costs directly related to this Project versus the costs attributable to the larger nature center reconstruction project.
5. Commission Reimbursement. The Commission will use its best efforts to secure payment from the County in accordance with Minnesota Statutes, section 103B.251 in the amount of Three Hundred Eighty Thousand Dollars (\$380,000) by tax levy in 2019 for collection in 2020. The total reimbursement paid by the Commission to the City for the Project will not exceed Three

Hundred Eighty Thousand Dollars (\$380,000), less Commission expenses. Out-of-pocket costs incurred and paid by the Commission related to the Project including, but not limited to, feasibility studies, publication of notices, securing County tax levy, preparation of contracts, review of engineering designs, review of proposed contract documents, grant application development, grant administration, administration of this contract, and up to a 2.5% administrative charge are expected to be approximately \$23,000 and shall be repaid from the amount specified above from funds received in the tax settlement from Hennepin County. All such levied funds in excess of such expenses are available for reimbursement to the City for costs incurred by the City in the design and construction of the Project. Reimbursement to the City will be made as soon as funds are available, provided a request for payment has been received from the City that contains such detailed information as may be requested by the Commission to substantiate costs and expenses. The City shall complete and submit with its final reimbursement request to the Commission a final report on the Project using the Commission's final reporting form and providing such other information as may be requested by the Commission.

6. Limits on Reimbursement. Reimbursement to the City will not exceed the amount specified above from the amount received from the County for the Project, less any amounts retained by the Commission for Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement, shall be borne by the City or secured by the City from other sources.
7. Audit. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission and either the State Auditor or the Legislative Auditor for at least six years after completion of the Project.
8. Environmental Review. The City will perform all necessary investigations of site contamination and secure all necessary local, state, or federal permits required for the construction of the Project and will not proceed with the Project until any required environmental review and remediation of site contamination is completed or a plan for remediation is approved by appropriate regulatory agencies.
9. Ongoing Maintenance. Upon completion of the Project, the City shall be responsible for its ongoing maintenance. The City agrees to perform, at its cost, such maintenance as may be required to sustain the proper functioning of the improvements constructed as part of the Project for their useful life.
10. Data Practices. The City shall retain and make available data related to the letting of contracts and construction of the Project in accordance with the Minnesota Government Data Practices Act.
11. Term. This Agreement shall be in effect as of the date first written above and shall terminate once the Project is completed and the Commission has completed its reimbursement payments to the City as provided herein.

12. Entire Agreement. The above recitals and the exhibits attached hereto are incorporated in and made part of this Agreement. This Agreement contains the entire understanding between the parties regarding this matter and no amendments or other modifications of its terms are valid unless reduced to writing and signed by both parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED  
MANAGEMENT COMMISSION

By: \_\_\_\_\_  
Its Chair

And by: \_\_\_\_\_  
Its Secretary

Date: \_\_\_\_\_

CITY OF MINNETONKA

By: \_\_\_\_\_  
Its Mayor

And by: \_\_\_\_\_  
Its City Manager

Date: \_\_\_\_\_

**EXHIBIT A**  
Feasibility Report

[attached hereto]





## Memorandum

**To:** Liz Stout, City of Minneapolis  
**From:** Jeff Weiss, Barr Engineering  
**Subject:** Bassett Creek Main Stem Stabilization Project – Project Update  
**Date:** September 10, 2019  
**Project:** 23271579

The Bassett Creek Main Stem Stabilization Project includes stabilization areas between Cedar Lake Road and the Bassett Creek Tunnel, and another area near the Fruen Mill. A significant portion of the project was scheduled to be completed on the property of Pioneer Paper Stock Co (Pioneer Paper); however, Pioneer Paper is no longer willing to provide access to complete the project. This memorandum provides a summary of recent developments and the project implications.

### Background

Bids were received on this project in March 2018, and construction was scheduled to begin in the summer of 2018. Construction was delayed due to requirements from the US Army Corps of Engineers and the Minnesota State Historic Preservation Office to investigate potential historic resources within the project area. After completing the required investigation, construction was scheduled to begin in the summer of 2019.

The stabilization areas for this project are located on both public and private property. Barr Engineering Co (Barr) maintained contact with private property owners during the construction delay to try to continue to coordinate schedules that would be acceptable to the private landowners. The landowner most significantly impacted by the project is Pioneer Paper Stock Co at 155 Irving Ave N. BCWMC, Barr, and the City have met with representatives from Pioneer Paper multiple times through the feasibility study through design and in preparation for construction. Pioneer Paper had consistently expressed concerns with logistics for accommodating the project due to limited space at their facility; however, they also consistently expressed a willingness to make necessary adjustments and allow access so the project could be completed.

### Recent Developments

In preparation for anticipated construction in 2019, the City, Barr, and the contractor (Sunram Construction) met with Pioneer Paper on July 19 to review details for access, staging, and construction. One of the primary obstacles is the need to find temporary storage for trailers currently stored on Pioneer Paper property. The trailers need to be moved to provide access to the eroding bank and complete the stabilization project. Another concern is allowing construction vehicle access in an otherwise busy area

with Pioneer Paper's own trucks entering and leaving the facility. During the meeting, an agreement was developed that would provide temporary storage for the trailers while minimizing the potential disturbance to regular operations at Pioneer Paper; however some details needed to be finalized before the agreement could be formally completed.

In early August, Pioneer Paper informed Jeff Weiss at Barr about some complications with access to the property. Pioneer Paper had been storing other trailers on City streets, and the City was requiring Pioneer Paper to move the trailers. While the trailers parked on the City streets were not in conflict with the project, the need to move the trailers reduced Pioneer Paper's ability to find temporary storage for the trailers that are in conflict with access for the project. Barr and the City attempted to resolve the issue through August; however, on August 26, Pioneer Paper sent an email stating that since the trailer storage issue could not be resolved, then they would not be able to provide access to complete the stabilization project.

### **Project Implications**

Without access through Pioneer Paper, there are two primary options for moving forward:

- 1) Find an alternative access route
- 2) Remove the portion of the project on Pioneer Paper

An alternative access route is possible; however, there are additional obstacles to overcome. It would require negotiating access through the City of Minneapolis Impound Lot. It would also require either working more directly within the stream channel or clearing a significant amount of trees on a steep slope on the opposite bank from Pioneer Paper. Due to higher than normal precipitation in 2019, flows in the creek have been high for most of the summer, and recent flows have not been low enough to provide access within the creek channel. The option for clearing trees on the steep slope opposite of Pioneer Paper was previously considered to be infeasible due to the desire to minimize tree clearing, and the complications for working on a steep slope. If an alternative access route is finalized, then the stabilization measures installed would likely be modified. The proposed stabilization at Pioneer Paper included Vegetated Reinforced Soil Stabilization. This approach typically requires excavation into the bank, and is most easily done from the top of the bank, i.e. on the Pioneer Paper property. Without access to the main part of the Pioneer Paper property, it would not be possible to install this approach; however, may still be possible to install a riprap toe stabilization and all or some of the cross vanes proposed in the same area.

If the project continues without stabilizing the slope on Pioneer Paper, then the overall project costs would be reduced by approximately half. The bid for the project, including the base bid and the accepted alternative bid, was \$399,909. The estimated cost for the stabilization work on Pioneer Paper is estimated to be approximately \$193,000.

## Next Steps

Due to the late change to access and the current high flows in the creek, Barr and the City agreed it would be best to delay the start date to later in the fall. This would hopefully allow flows to be reduced to make work in the creek easier, and it provides time to determine if another access route to the Pioneer Paper area can be worked out.

At this point, the portions of the project between Irving Avenue and the Bassett Creek Tunnel and the stabilization near Fruen Mill are expected to proceed. The feasibility of completing the portion of the project between Cedar Lake Road and Irving Avenue will depend on the alternate access route. See the images below.



Figure 1 Project area between Cedar Lake Road and Bassett Creek Tunnel. The blue box indicates the area of the project that may be excluded from construction due to access issues.



Figure 2 Fruen Mill Area. Project work on bank opposite of Fruen Mill is expected to proceed



Item 6C.  
BCWMC 9-19-19

**WEST METRO  
WATER ALLIANCE**  
3235 FERNBROOK LANE | PLYMOUTH, MN  
55447  
763.553.1144 | judie@jass.biz  
westmetrowateralliance.org

**To:** WMWA Partner WMOs  
**From:** WMWA Steering Committee  
**Date:** September 3, 2019  
**Subject:** Proposed WMWA Contracted Coordinator

**Recommended Commission Action** Approve the WMWA Project Coordinator position description, and authorize the Shingle Creek WMO, acting as fiscal agent, to contract with a part-time Project Coordinator to be funded from the WMWA Special Projects 2019 and 2020 budgets.

At recent WMWA and Commission meetings we’ve discussed contracting for a part-time coordinator for WMWA. Given our limited staff and volunteer time availability, we have not been able to make meaningful progress towards achieving the goals of this consortium. A coordinator would be able to take on the routine tasks of implementation as well as special projects, allowing WMWA to serve primarily as an oversight and advisory group. We used this model for the highly successful Watershed PREP program, contracting with part-time educators for school lessons and community events.

The Steering Committee drafted the attached Project Coordinator job description for consideration by the member commissions. We identified primary job duties to start with, and some priority tasks. We also identified some additional job duties that are now part of the administrative budget that could be considered for this position in the future.

We estimate that at the start, the contractor would work 8-10 hours per week or about 30 hours per month on average, at \$40/hour, similar to the educators. For the balance of 2019 we suggest that WMWA and the member Commissions fund this contract coordinator through the Special Projects budget (see Table 1). The four partners each budgeted \$2,000 for 2019 for Special Projects, but since there was carryover funding from 2018 sufficient to cover existing 2019 activities, that \$8,000 has not yet been invoiced and received. Billing that amount now and adding the \$8,000 budgeted in 2020 would cover most of the position for 2019 and 2020.

**Table 1. Proposed Project Coordinator funding.**

2019 Special Projects unbilled balance	\$8,000
3 months * 30 hours * \$40	\$3,600
Expected special projects carryover to 2020 + 2020 budget	\$4,400 + \$8,000 = \$12,400
12 months * 30 hours * \$40 (360 hours)	\$14,400
Deficit	\$2,000

As part of the 2021 budget process next spring, WMWA and the Commissions can evaluate progress and consider modifying the WMWA budget to fully fund 2020 and beyond, as the existing annual Special Projects budget would be inadequate to fund this contract on an ongoing basis.

The WMWA partner agreement states that uses of the Special Projects funds are required to be reviewed and approved by the four Commissions. The WMWA Steering Committee recommends approval. There is an individual, Catherine Cesnik, who is interested in this position. She currently is the alternate Plymouth Commissioner to both Bassett Creek WMC and Elm Creek WMC and has been actively involved in the WMWA Steering Committee. If the Commissions are in agreement, the Steering Committee will work with the Shingle Creek attorney to draft a contract for services similar to the contract used with the WMWA Educators or WMWA Social Media/Outreach Consultant.

# West Metro Water Alliance Project Coordinator

Position Description  
August 2019

This position would serve at the discretion of the West Metro Water Alliance (WMWA) partners as a contractor (non-staff member) with an hourly rate and no benefits, under a contract with a defined duration.

Average hours per week: 8-10

## Primary Job Duties:

1. Attend monthly WMWA partner meetings
2. Maintain the WMWA Education and Outreach Plan (amended 2015)
  - a. Consider and suggest updates and revisions to the plan in order to refine and focus on the WMWA mission
  - b. Periodically contact staff with member cities to determine existing or future educational gaps where WMWA work would be valued
3. Develop recommendations on core audiences, messages, and desired outcomes where WMWA should focus its work and budget
4. Develop potential projects and programs to advance the mission of WMWA
5. Carry out WMWA projects and programs as directed by the WMWA partners
6. Update and maintain WMWA website
7. Coordinate Metro Blooms workshops

## Additional Job Duties to Consider in the future:

1. Coordinate monthly WMWA meetings – secure location, develop agenda, send meeting notices, draft minutes
2. Develop proposed annual WMWA budget and workplan for consideration by WMWA partners
3. Receive and review reports from WMWA Educators and Outreach Consultant; summarize and present to WMWA partners
4. Receive and review reports from social media/outreach consultant; summarize and present to WMWA partners

## Priority Tasks:

1. Review and update the 2015 WMWA Education and Outreach Plan
  - a. Contact staff with member cities to determine existing or future educational gaps where WMWA work would be valued
  - b. Determine how/if a survey of residents is needed to help focus WMWA and its work
2. Coordinate the fabrication of a “roots display” for use at future watershed/city/WMWA events







## Bassett Creek Watershed Management Commission

Item 7A.  
BCWMC 9-19-19

# MEMO

Date: September 11, 2019  
From: Laura Jester, Administrator  
To: BCWMC Commissioners  
RE: **Administrator's Report**

Aside from this month's agenda items, the Commission Engineers, city staff, committee members, and I continue to work on the following Commission projects and issues.

**CIP Projects** (more resources at <http://www.bassettcreekwmo.org/projects>.)

**2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley (See Item 6A):** A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10<sup>th</sup> and a public hearing on the water level drawdown was held April 16<sup>th</sup>. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Work began in late August and should continue until September 13 with installation of a temporary dewatering (pumping) system in Ponds B and C and construction of a new storm sewer pipe between Ponds C and D. Remaining construction will happen over the winter with restoration in the late spring/early summer 2020. Construction was recently awarded to Dahn Construction. Project website: <http://www.bassettcreekwmo.org/index.php?cID=433> .

**2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (See Items 5A and 6A):** A feasibility study by the Commission Engineer began last fall and included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. At their meeting in April, the Commission approved a TAC and staff recommendation to move this project from implementation in 2019 to design in 2020 and construction in 2021 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. The final feasibility study was approved at the January 2019 Commission meeting. Staff discussed the maintenance of Penn Pond with MnDOT and received written confirmation that pond maintenance will occur prior to the park's reconstruction project with coordination among the BCWMC, MPRB, and MnDOT. A public hearing for this project is scheduled for this meeting. A Clean Water Fund grant application for this project was submitted September 9<sup>th</sup>. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

**2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake (See Items 5A and 6A):** At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28<sup>th</sup>. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. The city's project team is continuing to assess the project and understand its implications on city finances, infrastructure, and future management. The city received proposals from 3

engineering firms for project design and construction. At their meeting on August 5<sup>th</sup>, the Medicine Lake City Council voted to continue moving forward with the project and negotiating the terms of the agreement with BCWMC. Staff was directed to continue negotiations on the agreement and plan to order the project pending a public hearing at this meeting. Staff continues to correspond with the city's project team and city consultants regarding language in the agreement. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=467>.

**2019 Westwood Lake Water Quality Improvement Project (WST-2) St. Louis Park (No change since August):** At their meeting in September 2017, the Commission approved a proposal from the Commission Engineer to complete a feasibility study for this project. The project will be completed in conjunction with the Westwood Hills Nature Center reconstruction project. After months of study, several meetings with city consultants and nature center staff, and a public open house, the Commission approved Concept 3 (linear water feature) and set a maximum 2019 levy at their May meeting. 50% designs were approved at the July meeting and 90% design plans were approved at the August meeting. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July. A BCWMC public hearing on this project was held on August 16<sup>th</sup> with no comments being received. At that meeting the Commission officially ordered the project and entered an agreement with the City of St. Louis Park to design and construct the project and directed the Education Committee to assist with development of a BCWMC educational sign for inside the nature center. The draft sign was presented at the October meeting and was finalized over the winter. Construction on the new building started this spring. The Sun Sailor printed [an article](#) on the project in October 2018. All educational signs were finalized and are currently in production. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/westwood-lake-water-quality-improvement-project> .

**2018 Bassett Creek Park Pond Phase I Dredging Project: Winnetka Pond, Crystal (BCP-2) (No change since June):** The final feasibility study for this project was approved at the May 2017 meeting and is available on the project page online at <http://www.bassettcreekwmo.org/index.php?cID=403>. At the September 2017 meeting, the Commission held a public hearing on the project and adopted a resolution officially ordering the project, certifying costs to Hennepin County, and entering an agreement with the City of Crystal for design and construction. Hennepin County approved the 2018 final levy request at their meeting in November 2017. The City of Crystal hired Barr Engineering to design the project. At their meeting in April, the Commission approved 50% design plans. A public open house on the project was held May 24<sup>th</sup> where four residents asked questions, provided comments, and expressed support. 90% design plans were approved at the June 2018 meeting. An Environmental Assessment Worksheet was recently approved and a construction company was awarded the contract. A pre-construction meeting was held December 14<sup>th</sup> and construction began in January. A large area of contamination was discovered during excavation in February 2019. At their meeting February 21, 2019 the Commission approved additional funding for this project in order to properly dispose of the contamination and continue building the project as designed. An amended agreement with the city of Crystal was approved at the March Commission meeting. Pond dredging is complete; the contractor completed storm sewer work at the site and installed the outlet trash which began this summer.

**2017 Plymouth Creek Restoration Project, Annapolis Lane to 2,500 feet Upstream (2017CR-P) (No change since August):** All project documents including the feasibility study and 90% design plans are available online at <http://www.bassettcreekwmo.org/index.php?cID=284>. The BCWMC executed agreements with the BWSR for a \$400,000 Clean Water Fund grant and with Hennepin County for a \$50,000 Opportunity Grant and a subgrant agreement with the City was executed. Project design was completed by the city's contractor, Wenck Associates, with 60% and 90% design plans approved by the Commission at the April and August 2017 meetings, respectively. Plymouth City Council awarded a construction contract in early December 2017 and construction got underway on December 11, 2017. Streambank restoration work is complete in all three reaches. Vegetation is currently being established. Requests for reimbursement to the city were approved at the June and July BCWMC meetings. A Clean Water Fund grant interim report was submitted in February. Some vegetation management and minor streambank repairs are happening this summer.

**2017 Main Stem Bassett Creek Streambank Erosion Repair Project (2017CR-M)(See item 6B):** The feasibility study for this project was approved at the April Commission meeting and the final document is available on the project page at: <http://www.bassettcreekwmo.org/index.php?cID=281>. A Response Action Plan to address contaminated soils in the project area was completed by Barr Engineering with funding from Hennepin County and was reviewed and approved by the MPCA. The Commission was awarded an Environmental Response Fund grant from Hennepin County for \$150,300 and a grant agreement is in the process of being signed by the county. A subgrant agreement with the City will be developed. The City hired Barr Engineering to design and construct the project. Fifty-percent and 90% designs

were approved at the August and October Commission meetings, respectively. In September 2017, design plans were presented by Commission and city staff to the Harrison Neighborhood Association's Glenwood Revitalization Team committee and through a public open house on the project. Bidding for construction is complete and a pre-construction meeting was recently held. Construction was to begin summer of 2018 but will be delayed until summer 2019 due to the unanticipated need for a field based cultural and historical survey of the project area required by the Army Corps of Engineers and the preference for Pioneer Paper (a significant landowner and access grantor) for a spring/summer construction window. The cultural and historical survey fieldwork is complete and a final report was sent to the State Historical Preservation Office (SHPO) in February. Sunram. The Hennepin County ERF grant agreement was amended to extend the term. Construction was scheduled to begin work in September. City staff will update the Commission on the latest developments (see memo in Item 6B).

**2014 Schaper Pond Diversion Project, Golden Valley (SL-3) (See Items 5A and 6A):** Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system. A Federal 319 grant for management of carp in relation to Schaper Pond and Sweeney Lake was recently approved by the MPCA. Funding should be available early next year. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

The grant-funded project (the Sweeney Lake Water Quality Improvement Project, SL-8) is now a separate CIP project for 2020/2021 levy funding and will be considered during the public hearing at this meeting. A report on the carp population study is expected at the October meeting.

**2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): (No change since June 2018)** At their March 2015 meeting, the Commission approved the project specifications and directed the city to finalize specifications and solicit bids for the project. The contract was awarded to HAB Aquatic Solutions. The alum treatment spanned two days: May 18- 19, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters on May 20th. There were no complaints or comments from residents during or since the treatment. Water monitoring continues to determine if and when a second alum treatment is necessary. Lake monitoring results from 2017 were presented at the June 2018 meeting. Commissioners agreed with staff recommendations to keep the CIP funding remaining for this project as a 2<sup>nd</sup> treatment may be needed in the future. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=278>.

**2013 Four Seasons Area Water Quality Project/Agora Development (NL-2) (No change since August):** At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In spring 2019, a new potential buyer/developer is preparing plans for redevelopment at the site. Alternate Commissioner Cesnik and I attended the neighborhood meeting and briefly discussed opportunities for funding above and beyond stormwater management features to improve water quality leaving the area and entering Northwood Lake. The Commission Engineer and I met with city staff and the redevelopment team to review potential "above and beyond" stormwater management techniques. The redevelopment team continues to work through Plymouth city permitting, etc. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

**2020 Crane Lake Improvement Project (CL-3) (See Items 5A and 6A):** This project will be constructed in conjunction with the reconstruction of Ridgedale Drive in the City of Minnetonka. At their meeting on March 21, 2019, the BCWMC approved the project's feasibility study and chose to implement Option 3 from the study. At their meeting on May 16, 2019, the BCWMC approved the 90% design plans for the project. Construction is expected in early 2020. A public hearing on this project is scheduled for this meeting along with the approval of an agreement with the city for design and construction. Project webpage: <http://www.bassettcreekwmo.org/index.php?cid=490>.

## **Other Work**

### **CIP Project Work and Technical Assistance**

- Discussed Jevne Park CIP Project timeline, agreement, responsibilities, and feasibility study with Medicine Lake project team and the city's engineering consultant
- Revised agreement for Jevne Park CIP Project; sent to BCWMC attorney for review
- Corresponded with Contech representative re: letter to MPCA on MTDs verification program,
- Participated in Bassett Creek Valley Study meeting to review results of design charette
- Assisted with coordinating kickoff meeting and agendas for Mt. Olivet and Parkers Lake Drainage Project
- Attended kickoff meeting for Main Stem Lagoon Dredging Project, reviewed/revised meeting notes and distributed to project team

### **Administration and Education**

- Reviewed and edited September education press release
- Prepared email to commissioners with upcoming events and volunteer opportunities
- Assisted with recruitment for Smart Salting for Property Managers training
- Developed survey for lake leaders re: AIS education needs for homeowners
- Attended AMLCA Board meeting to discuss lake improvement district opportunity
- Pick up CAMP samples from volunteers
- Coordinate volunteers for Golden Valley Arts and Music Festival
- Attended WMWA meeting; reviewed meeting materials