



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, October 17, 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 – September 19, 2019 Commission Meeting
- B. Acceptance of October 2019 Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – September 2019 Administrative Services
 - ii. Keystone Waters, LLC – September 2019 Expenses
 - iii. Barr Engineering – September 2019 Engineering Services
 - iv. Triple D Espresso – October 2019 Meeting Refreshments
 - v. Wenck – September 2019 WOMP Monitoring
 - vi. Lawn Chair Gardener – September 2019 Administrative and Education Services
 - vii. Wenck – September 2019 Bassett Creek Valley Study
 - viii. Kennedy & Graven – August 2019 Legal Services
 - ix. Finance & Commerce – Public Hearing Notice

5. BUSINESS

- A. Receive Presentation on Results of Carp Population Study on Schaper Pond and Sweeney Lake (45 min)
- B. Receive Update on Jevne Park Stormwater Improvement Project (15 min)
- C. Receive Update on Rice Ponds/Sochaki Park Subwatershed Assessment (15 min)
- D. Receive Additional Information on Status of Main Stem Erosion Repair Project (20 min)
- E. Appoint Delegates to Minnesota Association of Watershed Districts (MAWD) (15 min)

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report
 - i. Reminder: WEDNESDAY November 20 Commission Meeting
- B. Chair
- C. Commissioners
 - i. Report on Golden Valley Sustainability Fair
- D. TAC Members

- i. Report on 10/4 TAC Meeting
- E. Committees
- F. Education Consultant
 - i. Update on Chloride Education Activities
- G. Legal Counsel
- H. Engineer

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. WMWA August and September Meeting Minutes
- E. WCA Notice of Decision, Four Seasons Area Plymouth
- F. WCA Notice of Application, Crystal

8. ADJOURNMENT

Upcoming Meetings & Events

- [Minnesota Water Resources Conference](#): October 15 – 16, St. Paul RiverCentre
- [Metro MAWD Meeting](#): Tuesday October 15th, 7:00 – 9:00 p.m. Capitol Region Watershed District, St. Paul
- [Road Salt Symposium](#): Thursday October 24th, all-day event, Jimmy’s Event Center, 3565 Labore Rd, Vadnais Heights
- [Bassett Creek Watershed Management Commission Regular Meeting](#): WEDNESDAY November 20th, 8:30 a.m., Golden Valley City Hall
- [Minnesota Association of Watershed Districts Annual Meeting and Conference](#): December 5 – 7, Alexandria MN



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: October 9, 2019

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 10/17/19 BCWMC 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 – September 19, 2019 Commission Meeting- ACTION ITEM with attachment
 - B. Acceptance of October 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 – September 2019 Administrative Services
 - ii. Keystone Waters, LLC – September 2019 Expenses
 - iii. Barr Engineering – September 2019 Engineering Services
 - iv. Triple D Espresso – October 2019 Meeting Refreshments
 - v. Wenck – September 2019 WOMP Monitoring
 - vi. Lawn Chair Gardener – September 2019 Administrative and Education Services
 - vii. Wenck – September 2019 Bassett Creek Valley Study
 - viii. Kennedy & Graven – August 2019 Legal Services
 - ix. Finance & Commerce – Public Hearing Notice
5. **BUSINESS**
 - A. Receive Presentation on Results of Carp Population Study on Schaper Pond and Sweeney Lake (45 min) – INFORMATION ITEM with attachment – At its September 2018 meeting, the Commission approved additional study on the movement and population of carp in Schaper Pond and Sweeney Lake after an initial survey found large numbers of carp in Schaper Pond that may be impacting water quality in the pond and downstream in Sweeney Lake. The final results of the carp study are included in the attached memo and will be presented by the Commission Engineer at this meeting including recommendations for carp management activities to be performed as part of the grant funded Sweeney Lake Water Quality Improvement Project.
 - B. Receive Update on Jevne Park Stormwater Improvement Project (15 min) – DISCUSSION ITEM no attachment – At their meeting on October 4th the Medicine Lake City Council voted not to move forward with the Jevne Park Stormwater Quality Improvement Project. The Commission should discuss its options moving forward including either putting the project on indefinite hold or removing the project from its 2020 CIP list and reallocating those 2020 levy funds to a different project.
 - C. Receive Update on Rice Ponds/Sochaki Park Subwatershed Assessment (15 min) – INFORMATION ITEM with attachment & additional documents online – At the September meeting I informed the Commission about a meeting with residents near South Rice Pond, their frustration at the poor water quality in the ponds (including North Rice Pond and Grimes Pond), and Three Rivers Park District's (TRPD) commitment to improve Sochacki Park and assess the ponds. The Sochacki Park Joint Powers Agreement (JPA) group that includes Golden Valley, Robbinsdale, and TRPD recently approved the attached resolution to create and develop a water resources plan for the ponds. At their request, Commission Engineer Chandler and I

recently met with TRPD staff to discuss the scope of the project. We will update the Commission with additional information at this meeting. A link to the park map and an article about the formation of the JPA in 2015 are provided with online meeting materials.

- D. Receive Additional Information on Status of Main Stem Erosion Repair Project (20 min) – INFORMATION ITEM with attachment – At the September meeting, the city of Minneapolis provided an update and [memo](#) on new developments and constraints related to this project. The Commission requested additional information about the implications of these changes. That information can be found in the attached memo.

- E. Appoint Delegates to Minnesota Association of Watershed District's (MAWD) (15 min) – ACTION ITEM with attachment - According to the attached MAWD bylaws, the Commission should appoint two delegates and may also appoint alternate delegates to MAWD. The delegates (or alternates in the delegates' absence) would represent the Commission at MAWD meetings and would cast votes on resolutions and other business. Ideally, the delegates would attend MAWD's annual meeting in Alexandria December 5 – 7 (or at least the business meeting and regional caucus on December 6). The MAWD annual meeting tentative schedule is available here:
https://static1.squarespace.com/static/5963dafa4c8b03a819ee618d/t/5d97aac5c0c65438f20a149d/1570220743853/Final_Schedule+of+Events_Oct4.pdf.

6. COMMUNICATIONS (10 minutes)

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Bassett Creek Watershed Management Commission

DRAFT Minutes of Public Hearing & Regular Meeting
Thursday, September 19, 2019
8:30 a.m.
Golden Valley City Hall, Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On Thursday, September 19, 2019 at 8:30 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>	Mark Ray
Golden Valley	Stacy Harwell (Treasurer)	<i>Absent</i>	Eric Eckman
Medicine Lake	Clint Carlson	Gary Holter	Brad Scheib, Susan Wiese
Minneapolis	Michael Welch (Vice Chair)	<i>Vacant Position</i>	Liz Stout
Minnetonka	<i>Absent</i>	<i>Absent</i>	Chris Long, Sarah Schweiger
New Hope	John Elder	Pat Crough (voting member)	Megan Hedstrom
Plymouth	Jim Prom (Chair)	Catherine Cesnik	Ben Scharenbroich
Robbinsdale	<i>Vacant Position</i>	<i>Absent</i>	Richard McCoy
St. Louis Park	<i>Absent</i>	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters		
Engineer	Karen Chandler, Barr Engineering		
Recorder	Dawn Pape, Lawn Chair Gardener		
Legal Counsel	Sarah Sonsalla, Kennedy & Graven		
Presenters/ Guests/Public	McKenzie Erickson (Minneapolis), Shahram Missaghi (City of Minneapolis), Ted Hoshal (Medicine Lake Resident), Rachael Crabb (Minneapolis Park and Rec. Board)		

2. CITIZEN FORUM ON NON-AGENDA ITEMS

None.

3. APPROVAL OF AGENDA

MOTION: Commissioner Welch moved to approve the agenda. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 6-0 [Cities of Minnetonka, Robbinsdale, and St. Louis Park absent from the vote.]

4. CONSENT AGENDA

The following items were approved as part of the consent agenda: August 15, 2019 Commission meeting minutes, acceptance of the September 2019 financial report, payment of invoices, approval to close Lakeview Park Pond Project and move remaining funds to closed project account.

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

Checking Account Balance	\$ 564,652.17
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TOTAL GENERAL FUND BALANCE	\$ 564,652.17
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TOTAL CASH & INVESTMENTS ON-HAND (09/11/19)	\$ 4,296,284.06
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CIP Projects Levied – Budget Remaining	\$ (4,449,604.62)
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Closed Projects Remaining Balance	\$ 551,059.67
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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	\$ 567,160.43
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MOTION: Alt. Commissioner Crough moved to approve the consent agenda. Commissioner Anderson seconded the motion. Upon a vote, the motion carried 6-0, [Cities of Minnetonka, Robbinsdale, and St. Louis Park absent from the vote.]

5. PUBLIC HEARING

A. Receive Comments on Proposed 2020 CIP Projects:

Chair Prom opened the public hearing 8:33. Administrator Jester gave a brief overview of each project and the public was asked for comments.

- i. Bryn Mawr Meadows Water Quality Improvement Project (BC-5)
No comments were made.
- ii. Jevne Park Stormwater Improvement Project (ML-21)
Medicine Lake resident, Ted Hoshal, read aloud his letter disapproving of the project. Mr. Hoshal indicated his concern about the cost of the project relative to the project benefits. The letter included thirteen points with Mr. Hoshal’s concerns and possible misconceptions that he has heard about the project. Chair Prom and Commissioner Carlson thanked Mr. Hoshal for his comments.

Commissioner Carlson stated that and Medicine Lake’s project team still support the project, and stated that Mr. Hoshal’s comments should be considered as the project is designed. He also mentioned

that comments had been sought for a long time and it would have been advantageous to consider these points earlier in the process. Medicine Lake resident (and BCWMC TAC member) Susan Wiese reviewed that the project improves drainage and supplies additional flood storage. She noted that since weather patterns seem to be getting wetter, flood control is important. She noted that adjacent homeowners' properties are already holding water and that the education benefits to the project are worthy. Alternate Commissioner Holter also supported the project adding that a side benefit of the project is also safety—ambulances have historically not been able to access driveways due to flooding.

Chair Prom noted that he had concerns regarding potential impacts the project may have on adjacent properties.

- iii. Crane Lake Improvement Project (CL-3)
No comments were made.
- iv. Sweeney Lake Water Quality Improvement Project (SL-8)
No comments were made.

Chair Prom closed the public hearing at 9:07 a.m.

6. BUSINESS

A. Consider Approval of Resolution 19-09 Ordering 2020 Improvements

- 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)

Administrator Jester gave an overview of the resolution: to order the projects, designate members responsible for construction, make findings pursuant to MN Statutes 103B.251, 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. She noted that agreements with the Minneapolis Park and Rec Board for the Bryn Mawr Project and the City of Medicine Lake will be considered at future meetings as the language in those agreements has not been finalized.

Commissioner Welch noted that the Jevne Park Project appears to have many hurdles and residents concerned about the project. He noted the Commission does not “force” a city to implement a project it doesn't deem feasible or appropriate. He indicated that perhaps the project could be ordered and funded in a future year.

MOTION: Commissioner Welch moved to approve the resolution without the Jevne Park Stormwater Improvement Project components. Commissioner Harwell seconded the motion.

Discussion: Administrator Jester indicated that her recommendation would be to remove the section ordering the Jevne Park Project, if that was desired, but to keep the final levy amount at \$1.5 million. She indicated that the \$500,000 earmarked for the Jevne Project could be used for the Bryn Mawr or Sweeney Lake projects whose levies are split between 2020 and 2021.

After discussion, Commissioner Welch agreed the motion could be removed from consideration. There was no vote on the motion.

A discussion about the Jevne project ensued. Commissioner Welch indicated that the Commission has a critical link to the city when it orders a project and if the city and the Commission aren't on the same page, it is concerning. He indicated that he's not convinced that proceeding with the project is appropriate at this time. He stated further that the Commission has other projects that are ready to go.

Commissioner Harwell asked about public engagement of the project. Administrator Jester recounted the engagement including two presentations to the city council and one public open house. Commissioner Carlson restated that if the Jevne Park Project moves forward, they can keep Mr. Hoshal's comments in mind by looking at different aspects and possible impacts of the project. He also noted that he generally hears positive comments about the project from the city council and residents.

MOTION: Commissioner Harwell moved to approve the resolution as written and continue to negotiate on the Jevne agreement. Commissioner Carlson seconded the motion.

There was further discussion about Mr. Hoshal's letter. Commissioner Harwell indicated it is not prudent to explore and analyze each point of contention in the letter because some issues, such as PAHs and chlorides, are not meant to be addressed by the project. Commission Engineer Chandler noted that many of the concerns in the letter were already taken into consideration and that the concerns about impacts to the road were not expressed until after the feasibility study was complete and approved. She noted the project could be delayed to coincide with road reconstruction.

Commissioner Carlson stated that the city has taken the issue of the project's potential impact on the road into consideration and is spending separate funds on investigating that situation. He noted the road will be reconstructed in 2-10 years. Commissioner Anderson agreed that the letter from Mr. Hoshal lacked facts and he didn't hear anything that would warrant not moving forward.

Regarding the Sweeney Lake Improvement Project, Commissioner Harwell asked for confirmation that lake monitoring will continue after the project in order to measure the project's impacts on the lake. Administrator Jester noted that monitoring will continue. Commissioner Harwell also recommended continuing with resident engagement and keeping the aerators turned off.

VOTE: A roll call vote was taken: the cities of Crystal, Golden Valley, Medicine Lake, and New Hope voted for the motion; the cities of Minneapolis and Plymouth voted against. The motion passed on a 4 – 2 vote. [The cities of Minnetonka, Robbinsdale and St. Louis Park were absent from the vote.]

B. Receive Update on Main Stem Bassett Creek Erosion Repair Project (2017CR-M)

Liz Stout, TAC member from Minneapolis, summarized the status of the project. She noted construction bids were received in the spring of 2018 with construction slated for the summer of 2018. She indicated that usually these are winter projects, but a significant riparian landowner, Pioneer Paper, requested a construction window of August through September. Ms. Stout reported that before construction could start, they learned that a State Historic Preservation Office (SHPO) permit was needed so the project was delayed for a year. She reported that in July 2019, they met on site with Pioneer Paper representatives and the city's engineers from Barr Engineering to go through access and construction plans. She noted that at the end of August, the City of Minneapolis started ticketing Pioneer Paper for semitrailers that were parked on city streets (an issue unrelated to the stream restoration project). Ms. Stout reported that now Pioneer Paper is no longer willing to partner with the city on this stream project and will not allow access and construction on their property. Ms. Stout recommended that the Commission move forward with the rest of the project, and noted the cost will be about 50% lower and the pollutant removals will go from approximately 27 pounds per year to 19 pounds per year of total phosphorus.

There was some discussion about light rail and significant redevelopment coming to this area; about how the creek is very high right now so working in the winter is better for the project; and that some of the railroad corridor passing through this area has been purchased by a developer. There was agreement that the project should move forward even without the Pioneer Paper piece. The city was asked to bring more information back to the next meeting about possible impacts to the construction contract and implications of not installing VRSS along the Pioneer Paper section.

C. Consider Approval for West Metro Water Alliance (WMWA) to Contract for Project Coordinator Position

Administrator Jester reminded commissioners about the WMWA - a partnership of five local watershed management organizations, including the BCWMC, that works collaboratively on education initiatives. She noted that the BCWMC helps fund WMWA work through an agreement and annual financial contributions and that she regularly attends the monthly WMWA meetings. Administrator Jester reported that she and other WMWA members 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. She noted that Ms. Cesnik 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. Administrator Jester reported that the Commission attorney agrees that conflicts of interest can be avoided by Ms. Cesnik abstaining from Commission votes where WMWA funding or work is being considered. She noted that WMWA is requesting the ability for WMWA's fiscal agent, the Shingle Creek WMC, to enter a contract with Ms. Cesnik. The BCWMC's 2019 education budget includes funding for WMWA, including the amount needed for this position.

Commissioner Welch agreed it was a good idea and requested that the Commission be kept apprised of WMWA's work.

MOTION: Commissioner Welch moved to approve that the Shingle Creek Watershed Management Commission, acting as the West Metro Water Alliance fiscal agent, contract for a Project Coordinator Position. Commissioner Anderson seconded the motion. Upon a vote, the motion carried 5-0. [The cities of Minnetonka, Robbinsdale, and St. Louis Park absent from the vote, City of Plymouth abstained from the vote.]

D. Discuss Minnesota Association of Watershed District's (MAWD) Annual Meeting Attendance

Administrator Jester reported that MAWD's annual conference and board meeting are scheduled for Dec 5 -7 in Alexandria, MN. She noted that program and registration materials are not yet available, however, the Commission should discuss how many delegates might be appointed and/or other commissioners who may wish to attend. She noted that 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 her to reserve rooms quickly. Administrator Jester also requested to attend this year's event including the MN Association of Watershed Administrator's meeting on Dec 4th. She indicated the estimated total for her attendance is \$650 including registration, two nights lodging, and travel expenses.

Chair Prom and Commissioner Harwell indicated their interest in attending.

MOTION: Commissioner Welch moved to authorize Administrator Jester to attend the Minnesota Association of Watershed District Conference Dec. 4-7, 2019. Commissioner Anderson seconded the motion. Upon a vote, the motion carried 6-0. [The cities of Minnetonka, Robbinsdale, and St. Louis Park absent from the vote]

7. COMMUNICATIONS

A. Administrator's Report

- i. Clean Water Fund Grant Application for Bryn Mawr Meadows Project – The grant application was submitted with a request for \$400,000
- ii. Commissioner Harwell and TAC Member Wiese volunteered to “table” at the Golden Valley Sustainability Day event on Sept. 29th
- iii. North and South Rice Ponds/Sochacki Park - A meeting with a large group of residents, Three Rivers Park District officials and staff, Golden Valley staff and 5 council members, and City of Robbinsdale staff was recently held. At the meeting, Administrator Jester gave a presentation on the 2013 monitoring data from the ponds and results of a 1997 “lake” management plan. The residents are frustrated by the poor water quality, significant algae, and foul smell. Three Rivers Park District is planning to implement water quality improvements in that area and committed to studying the current pond condition next year. Commissioner Harwell stated she wants to stay involved with this issue and was disappointed she wasn't invited to the meeting. Administrator Jester apologized for the oversight.

Bassett Creek Watershed Commission
 General Fund (Administration) Financial Report
 Fiscal Year: February 1, 2019 through January 31, 2020
 MEETING DATE: October 17, 2019

Item 4B.
 BCWMC 10-17-19
 Full document online

(UNAUDITED)

BEGINNING BALANCE	11-Sep-19		564,652.17
ADD:			
General Fund Revenue:			
Interest less Bank Fees		54.94	
Permits:			
Free Lutheran Theological Semi	BCWMC 2019-21	2,500.00	
FPH Morries Re LLC	BCWMC 2019-22	1,500.00	
Loucks	BCWMC 2019-23	1,500.00	
Stevens Construction Corp	18-4003-0 Avidor Minne	1,143.00	
Other:			
City of Minneapolis	Bassett Creek Study	51,398.11	
Three Rivers Park District	Reimb-Curly-leaf pond treatment	977.52	
Reimbursed Construction Costs		21,681.58	
	Total Revenue and Transfers In		80,755.15
DEDUCT:			
Checks:			
3234 Barr Engineering	Sept Engineering	57,902.79	
3235 Kennedy & Graven	August Legal	1,134.30	
3236 Keystone Waters	Sept Admin	4,768.73	
3237 Lawn Chair Gardener	Sept Admin/Outreach	2,336.51	
3238 void	void	0.00	
3239 Wenck Associates	WOMP/Bassett Cr Study	9,415.56	
3240 Finance & Commerce	PH Hearing Notice	129.46	
3241 Triple D Espresso	Oct Meeting	111.75	
	Total Checks/Deductions		75,799.10
Outstanding from previous month:			
3229 Lawn Chair Gardener	August Admin/Outreach	1,098.31	
3233 Metro Blooms	Harrison Neighborhood	13,206.64	
ENDING BALANCE	9-Oct-19		569,608.22

Bassett Creek Watershed Commission
 General Fund (Administration) Financial Report

(UNAUDITED)

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

MEETING DATE: October 17, 2019

	2019/2020 BUDGET	CURRENT MONTH	YTD 2019/2020	BALANCE
OTHER GENERAL FUND REVENUE				
ASSESSMENTS TO CITIES	529,850		529,850.00	0.00
PROJECT REVIEW FEES	60,000	6,643.00	42,596.50	17,403.50
WOMP REIMBURSEMENT	5,000		4,500.00	500.00
METROPOLITAN COUNCIL - LRT			10,399.50	
METRO BLOOMS - MET COUNCIL GRANT			1,000.00	
THREE RIVERS PARK DISTRICT - CURLY LEAF POND		977.52	1,694.22	
CITY OF MINNEAPOLIS-BASSETT CREEK STUDY		51,398.11	0.00	
TRANSFERS FROM LONG TERM FUND & CIP	76,000		0.00	76,000.00
REVENUE TOTAL	670,850	59,018.63	590,040.22	93,903.50
EXPENDITURES				
ENGINEERING & MONITORING				
TECHNICAL SERVICES	130,000	8,550.16	99,054.30	30,945.70
DEV/PROJECT REVIEWS	80,000	3,237.50	42,676.80	37,323.20
NON-FEE/PRELIM REVIEWS	15,000	1,413.80	19,091.80	(4,091.80)
COMMISSION AND TAC MEETINGS	12,000	577.50	7,872.24	4,127.76
SURVEYS & STUDIES	20,000	5,391.00	15,268.46	4,731.54
WATER QUALITY/MONITORING	78,000	8,478.41	49,218.47	28,781.53
WATER QUANTITY	10,000	757.34	9,138.36	861.64
WATERSHED INSPECTIONS -EROSION CONTROL	0	0.00	771.50	(771.50)
ANNUAL FLOOD CONTROL INSPECTIONS	48,000	364.50	2,022.00	45,978.00
REVIEW MUNICIPAL PLANS	4,000	0.00	2,431.00	1,569.00
WOMP	20,500	1,223.00	13,709.54	6,790.46
XP-SWMM MODEL UPDATES/REVIEWS	0	0.00	0.00	0.00
APM / AIS WORK	32,000	7,451.00	16,151.62	15,848.38
ENGINEERING & MONITORING TOTAL	449,500	37,444.21	277,406.09	172,093.91
PLANNING				
Next Generation Plan Development	12,000	0.00	0.00	12,000.00
MAINTENANCE FUNDS TOTAL	12,000	0.00	0.00	12,000.00
ADMINISTRATION				
ADMINISTRATOR	69,200	4,644.00	44,046.00	25,154.00
LEGAL COSTS	17,000	1,134.30	7,423.20	9,576.80
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	1,005.75	494.25
ADMINISTRATIVE SERVICES	15,000	830.43	8,508.43	6,491.57
ADMINISTRATION TOTAL	124,200	6,720.48	76,875.38	47,324.62
OUTREACH & EDUCATION				
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	129.46	748.26	251.74
EDUCATION AND PUBLIC OUTREACH	25,000	1,630.81	17,074.02	7,925.98
WATERSHED EDUCATION PARTNERSHIPS	15,850	0.00	6,350.00	9,500.00
OUTREACH & EDUCATION TOTAL	46,150	1,760.27	25,995.72	20,154.28
MAINTENANCE FUNDS				
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
MAINTENANCE FUNDS TOTAL	50,000	0.00	0.00	50,000.00
TMDL WORK				
TMDL IMPLEMENTATION REPORTING	10,000	0.00	0.00	10,000.00
TMDL WORK TOTAL	10,000	0.00	0.00	10,000.00
DUE FROM OTHER GOVERNMENTS				
Due from City of Minneapolis	0	8,192.56	74,800.62	(74,800.62)
	0	8,192.56	74,800.62	(74,800.62)
TOTAL EXPENSES	691,850	54,117.52	455,077.81	236,772.19

Cash Balance 09/11/19				
Cash			1,724,759.71	
	Total Cash			1,724,759.71
Investments:				
	Minnesota Municipal Money Market (4M Fund)		2,500,000.00	
	2018-19 Dividends		44,653.88	
	2019-20 Dividends		26,870.47	
	Dividends-Current		3,858.98	
	Total Investments			2,575,383.33
	Total Cash & Investments			4,300,143.04
Add:				
	Interest Revenue (Bank Charges)		268.38	
	Total Revenue			268.38
Less:				
	CIP Projects Levied - Current Expenses - TABLE A		(1,675.50)	
	Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B		(17,888.08)	
	Total Current Expenses			(19,563.58)
	Total Cash & Investments On Hand	10/09/19		4,280,847.84
	Total Cash & Investments On Hand		4,280,847.84	
	Current Anticipated Levy -2019 (July 19/Dec 19/Jan 20)		704,380.23	
	Current Anticipated Levy -2020 (July 20/Dec 20/Jan 21)		1,500,000.00	
	CIP Projects Levied - Budget Remaining - TABLE A		(6,830,281.49)	
	Closed Projects Remaining Balance			(345,053.42)
	2012 - 2017 Anticipated Tax Levy Revenue - TABLE C		7,330.29	
	2018 Anticipated Tax Levy Revenue - TABLE C		8,770.47	
	Anticipated Closed Project Balance			(328,952.66)
	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	
2014						
Schaper Pond Enhance Feasibility/Project (SL-1)(SL-3)	612,000	841.50	48,127.69	424,182.55	187,817.45	
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	
2015						
Main Stem 10th to Duluth (CR2015) Close Project	1,503,000	0.00	114,601.05	1,118,347.29		
2016						
Northwood Lake Pond (NL-1) ²	822,140					
Budget Amendment	611,600	1,433,740	0.00	1,447,143.38	(13,403.38)	700,000
2017						
Main Stem Cedar Lk Rd-Dupont (2017CR-M) 2017 Levy	400,000	1,064,472	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	594,690.16	268,882.84	200,000
2018 Levy	282,643					
2018						
Bassett Creek Park & Winnetka Ponds Dredging (BCP-2)	1,000,000	0.00	179.10	132,991.90	867,008.10	
2019						
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	
2020						
Bryn Mawr Meadows (BC-5)	904,900	711.50	2,183.47	97,687.03	807,212.97	
Jevne Park Stormwater Mgmt Feasibility (ML-21)	500,000	122.50	15,936.46	46,390.75	453,609.25	
Crane Lake Improvement Proj (CL-3)	582,837	0.00	6,838.50	12,000.85	570,836.15	
Sweeney Lake WQ Improvement Project (SL-8)	550,000	0.00	140.00	140.00	549,860.00	
	11,865,112	1,675.50	190,171.49	4,650,177.30	6,830,281.49	

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
2021					
Main Stem Dredging Project (BC-7)	0	10,065.62	17,585.62	17,585.62	(17,585.62)
Mt Olivet Stream Restoration (MN-20)	0	2,320.00	3,786.50	3,786.50	(3,786.50)
Parkers Lake Stream Restoration (PL-7)	0	5,502.46	7,397.46	7,397.46	(7,397.46)
2021 Project Totals	0	17,888.08	28,769.58	28,769.58	(28,769.58)
Total Proposed & Future CIP Projects to be Levied	0	17,888.08	28,769.58	28,769.58	(28,769.58)

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
2020 Tax Levy	1,500,000.00		1,500,000.00				1,500,000.00	1,500,000.00
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
				<u>0.00</u>			<u>720,480.99</u>	

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2019 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
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
Flood Control Long-Term					
Flood Control Long-Term Maintenance	694,573.00	2,118.00	43,112.50	384,562.91	
Less: State of MN - DNR Grants		0.00	(44,304.90)	(141,846.90)	
	694,573.00	2,118.00	(1,192.40)	242,716.01	451,856.99
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Annual Water Quality					
Channel Maintenance Fund	400,000.00	0.00	0.00	255,619.60	144,380.40
Metro Blooms Harrison Neighborhood CWF Grant Project					
BWSR Grant	134,595.00	0.00	36,745.95	60,622.79	73,972.21
	134,595.00	0.00	36,745.95	(67,298.00)	(67,298.00)
				(6,675.21)	
Total Other Projects	1,864,168.00	2,118.00	35,553.55	532,127.55	1,130,146.45

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 5A: Final Results of Carp Population Study on Schaper Pond and Sweeney Lake
BCWMC October 17, 2019 Meeting Agenda
Date: October 9, 2019

Recommendations:

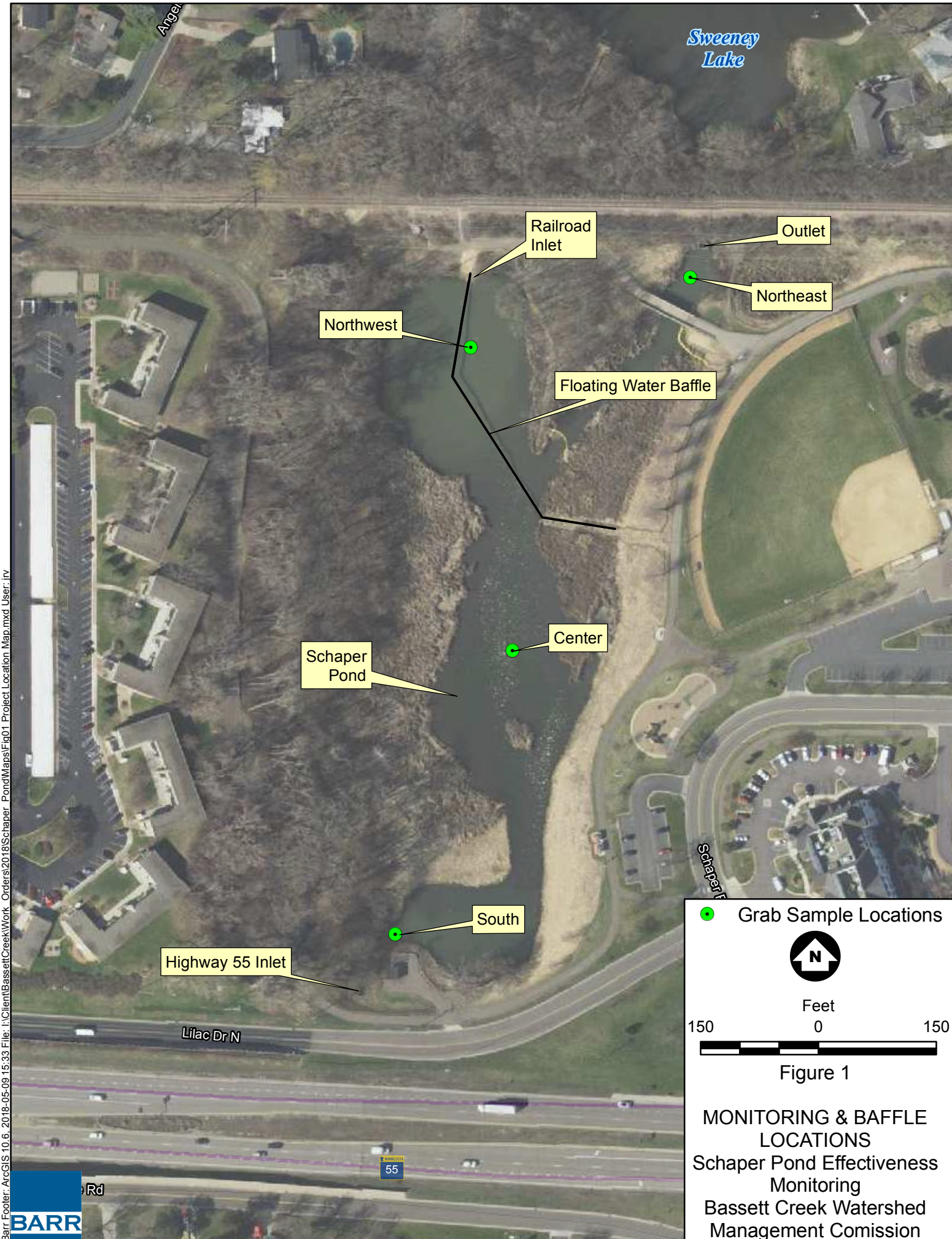
1. Implement carp removal and carp control project consistent with the 319 grant funded project workplan and budget for the Sweeney Lake Water Quality Improvement Project
2. Design project to include in the following activities
 - a. Obtain necessary permits
 - b. Drawdown (lower) water level in Schaper Pond
 - c. Electrofish to remove carp in Schaper Pond
 - d. Install four baited box nets for carp removal from shallow areas of Sweeney Lake
 - e. Perform post-treatment carp population monitoring to assess population changes and migration between Schaper Pond and Sweeney Lake,

1.0 Background

Schaper Pond is classified by the Minnesota Department of Natural Resources as a public water wetland; it is located south of Sweeney Lake and north of Highway 55 in Golden Valley. The pond receives about 90% of its flow from the Sweeney Branch of Bassett Creek from the south (under Highway 55), and 10% of its flow from a stormwater inlet (called the Railroad inlet) in the northwest lobe of the pond. The pond outlets directly to Sweeney Lake from its northeast lobe (Figure 1).

The BCWMC selected the Schaper Pond Diversion Project alternative from the Schaper Pond Improvement Project [feasibility study](#) (Barr, 2012). The City of Golden Valley constructed this BCWMC CIP project in 2015, which was designed to divert water, via a floating water baffle, within the pond to direct more of the water flows to the northwest part of the pond so that more settling could occur. Based on the 2011 monitoring data and modeling, it was believed that the diversion would reduce the amount of phosphorus reaching Sweeney Lake by an estimated 81 - 156 pounds per year.

After the floating barrier was secured and working properly, the Commission approved a program to monitor the effectiveness of the diversion project in 2017. Figure 1 shows the water quality grab sample locations in both 2011 and 2017 (using identical equipment and methods). When comparing the water quality in the pond and upstream of the pond between 2011 and 2017, it was determined that Schaper





● Grab Sample Locations

 Feet
 150 0 150


Figure 1
MONITORING & BAFFLE
LOCATIONS
 Schaper Pond Effectiveness
 Monitoring
 Bassett Creek Watershed
 Management Commission

Pond was not removing suspended solids or total phosphorus as well as it did in 2011, and during most of the monitored events, the flow-weighted pollutant concentrations were higher at the pond outlet than the combined inflows. (In other words, after the diversion project was completed, more total phosphorus was leaving the pond than entering the pond.) In addition, a single longitudinal monitoring event appeared to provide a better understanding about where within the pond system the treatment effectiveness is compromised.

2.0 Results of preliminary monitoring and surveys

The 2017 monitoring indicated that there were unexpected factors contributing to the results, which had not previously been assessed (e.g., carp) or might require updated information (such as the pond's bathymetry). Consequently, additional monitoring occurred during the summer of 2018 to identify the gaps in the available data and distinguish the source(s) or factors that are limiting the treatment capacity of the pond. The additional monitoring included performing longitudinal water quality monitoring and surveys of the carp and pond's bathymetry. Results of the 2018 monitoring and surveys indicated the following:

- The bathymetric survey indicates that some sedimentation has taken place in discrete areas of the pond, but that it is unlikely that those changes have greatly altered the settling or treatment capacity in the northwest corner of the pond.
- The water quality monitoring confirmed that pollutant concentrations are higher as the flow moves longitudinally through the pond. One out of the four water quality monitoring events showed that sediment phosphorus release could have contributed to higher phosphorus levels at the outlet, compared to the upstream sites. Otherwise, it does not appear that anoxic sediment phosphorus release is a significant source of the phosphorus that reaches the outlet when higher flows (above summer baseflow levels) are conveyed through the pond.
- The first carp survey estimated the carp population in the pond that day to be 227 individuals, with an average mass between 4 and 5 pounds. The carp biomass for the pond at that time was calculated to be about 368 kilograms/hectare, which is nearly four times the recommended threshold for carp management. The second survey resulted in the capture of 37 carp in one hour of electrofishing. Most of the carp were captured in the deeper-water portion of the northwest lobe. Six of the 37 carp were young of year (YOY), making it very likely that successful recruitment (i.e., fish surviving to enter the fishery or a mature life stage) occurred this year, and likely within Schaper Pond (i.e., these fish likely hatched, and continue to survive, in the pond). Three of the 37 fish were recaptured from the first survey, which provided another way of assessing the population.

3.0 Results of additional carp survey work

The initial carp surveys confirmed that large numbers of carp inhabit the northwest lobe of Schaper Pond, with more than enough biomass to adversely impact water quality, including indications that Schaper Pond represents a place for rearing young-of-year carp. As a result, the Commission (at its September 2018 meeting) approved additional carp monitoring during the fall of 2018 and spring of 2019. This additional carp monitoring was intended to gather the kind of data needed to make future carp management decisions, including information about carp recruitment and mobility throughout the Sweeney Branch system.

PIT (passive integrated transponder) tags were attached to nearly all of the carp that were caught during the October, 2018 carp survey and antenna stations were installed at the Hwy 55 inlet and the Schaper Pond outlet to Sweeney Lake. PIT tags are attached to carp, and used in conjunction with stationary antenna (to trip a signal) and recorders, to track the movement of each fish. PIT tags provide a means to obtain representative data on the whole carp population (including young of year carp), including the upstream and downstream movement of the carp from the pond over time.

Three boat electrofishing surveys were conducted in October 2018; two in Sweeney and one in Schaper. A total of 206 carp were captured (70 in Schaper and 136 in Sweeney). Of the 70 carp tagged in Schaper Pond, 50 were young of year and 20 were adults. Based on the average electrofishing catch of carp per hour, the carp biomass in the Schaper Pond and Sweeney Lake systems are estimated to be 420 and 1,030 kg/ha, respectively.

PIT antennas showed that very little movement occurred in the fall of 2018. Nevertheless, there were two tagged young of year carp, both of which were tagged in Schaper Pond, which moved downstream to Sweeney Lake on 11/25/18. No detections were recorded over the winter, but more movement occurred in April of 2019. Between April 8 and June 27, 2019, there were 31 unique carp that crossed at least one of the two antennas. All of these carp were tagged as adults and there were no detections of young of year carp at either antenna. Of the 31 carp detected, 7 were originally tagged in Schaper Pond (35% of tagged adults) and the other 24 were from Sweeney Lake. The antenna at upper Schaper Pond (pump house) detected a total of 21 unique tags (7 from Schaper Pond and 14 from Sweeney Lake).

4.0 Conclusions and Recommendations

Electrofishing surveys suggest that carp biomass in both Schaper Pond and Sweeney Lake is extremely high, 5 to 10 times above the threshold associated with impacts on water quality (Bajer et al., 2009). Young of year carp were captured in Schaper Pond, suggesting that this system functions as a nursery for carp from Sweeney Lake. However, relatively few of these fish moved downstream from Schaper Pond to Sweeney Lake in the fall and spring. On the other hand, adults moved frequently between the two systems. The migration of juvenile carp is often delayed until the 2nd or 3rd year of life (Lechelt et al.,

To: Bassett Creek Watershed Management Commission
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2017). Thus, more intense movement of the monitored young of year carp might occur later in 2019 or 2020.

Management recommendations include the reduction of carp biomass in Sweeney Lake and Schaper Pond below 100 kg/ha. Consistent with the 319 grant funded project workplan for the Sweeney Lake Water Quality Improvement Project, it is recommended that the Commission perform carp removal and control work in Schaper Pond and Sweeney Lake in 2020 and 2021. This work, funded through MPCA's 319 grant, would include design, permitting, and the drawdown and electrofishing of Schaper Pond to remove carp under low flow conditions, the installation of four baited box nets for the removal of carp from the shallow areas of Sweeney Lake, followed by post-treatment carp population monitoring to assess changes to overall populations and migration between Schaper Pond and Sweeney Lake. These recommended carp management activities are in-line with the 319 grant budget. While the 319 grant workplan has a flexible timeline (up to a year-and-a-half), it is expected that these carp management actions would largely occur during the spring and summer of 2020, followed by the first phase of the Sweeney Lake alum treatment in the fall of 2020. It is expected that carp removal will restore the water quality treatment capacity of the Schaper Pond diversion project, which should result in a 100 pound reduction of total phosphorus delivered to Sweeney Lake (Barr, 2012). It is also noted that the water quality improvements envisioned for all of the 319 grant funded project activities should be realized as long the Sweeney Lake aerators are not used during the summer.

Physical and non-physical migration barriers can also be considered as future management actions, if post-treatment carp population monitoring indicates that additional carp control efforts are necessary.

References

- Bajer, P. G., Sullivan, G., & Sorensen, P. W. 2009. Effects of a rapidly increasing population of common carp on vegetative cover and waterfowl in a recently restored Midwestern shallow lake. *Hydrobiologia*, 632(1), 235-245.
- Barr Engineering Company. 2012. Feasibility Report for the Schaper Pond Improvement Project. Golden Valley, Minnesota. Prepared by the Bassett Creek Watershed Management Commission.
- Lechelt, J. D., Kocian, M. J., & Bajer, P. G. 2017. Low downstream dispersal of young-of-year common carp from marshes into lakes in the Upper Mississippi River region and its implications for integrated pest management strategies. *Management*, 8(4), 485-495.

SOCHACKI JPA BOARD ACTION ITEM

Meeting Date: 09/23/2019

Business Item: New

Item Number: 2019-10
Revised

Agenda Item: Water Quality Action

Operation Committee's Recommendation:

MOTION TO DIRECT THE JPA OPERATIONS STAFF TO CREATE AND IMPLEMENT A WATER RESOURCES PLAN FOR THE SOUTH AND NORTH RICE POND WETLAND COMPLEX WITHIN SOCHACKI PARK.

Staff will provide a verbal update of discussions to date with local residents who have expressed concerns about the water quality in the wetland complex.

Three Rivers is willing to take the lead in developing and implementing a water quality plan for the park. Funding for the development of such a plan has been identified in Three River's CIP for 2020.

Development of the plan will be overseen by a steering committee whose members will include the Sochacki JPA Partners, Bassett Creek WMO, any other cities within the sub-watershed, and a citizen representative from the neighborhood adjacent to the south pond.

In addition, Three Rivers proposes to implement a first point of contact for water quality issues in Sochacki Park.

APPROVED



Memorandum

To: Liz Stout, City of Minneapolis
From: Jeff Weiss, Barr Engineering
Subject: Bassett Creek Main Stem Stabilization Project – Project Update
Date: October 9, 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, as was discussed at the September meeting of the Bassett Creek Watershed Management Commission (BCWMC) Pioneer Paper is no longer willing to provide access to complete the project. This memorandum provides a summary of answers to questions about the implications of this development.

Question #1

Are there impacts to contract with Sunram – is a change order needed? Will there be changes to the costs for the portion of the project that's still getting implemented?

Answer #1

The project was originally scheduled for construction during the summer of 2018, but due to permitting issues with the US Army Corps of Engineers and the State Historic Preservation Office, it was postponed to the summer of 2019. Because of the year delay in the project, the Contractor has asked for a change order for 5% of the project cost to account for a cost of living increase and general inflation. Because the Pioneer Paper portion of the project will not be completed, this is not expected to result in an increase in the overall project cost.

Question #2

If the water stays high will construction still happen this winter?

Answer #2

Even if water levels stay relatively high, it will be possible to complete the work this winter. The Contractor is currently working on another creek project in Chanhassen which is expected to be finished by Thanksgiving. They are anticipating moving that crew back to Bassett Creek once the other project is finished.

Question #3

What are the implications of not installing VRSS along Pioneer Paper?

Answer #3

If no work at Pioneer Paper is completed, then that bank will still be susceptible to erosion. Barr and the city of Minneapolis are exploring ways to complete some stabilization in the area by exploring alternative access routes. This scenario would likely have stabilization measures be limited to riprap toe protection, but not include the VRSS lifts above the riprap. This is a less comprehensive solution, but the risk of future erosion would still be reduced. The work proposed with the reduced project scope will not have any additional negative impacts on the stream banks at the Pioneer Paper site beyond the existing erosion issues.

If no work at Pioneer Paper is completed and the bank continues to erode, then the expected change in pollutant loading to Bassett Creek as a result of the project will change as well. The following table summarizes the anticipated costs and pollutant reductions with and without the inclusion of the Pioneer Paper portion of the project.

	Project Cost	Annualized Cost	TSS reduction (lb/yr)	TP reduction (lb/yr)	\$ / lb TSS	\$ / lb TP
Original project	\$399,909	\$58,900	47,100	27.1	\$1.25	\$2,180
Project w/o Pioneer Paper	\$206,909	\$36,100	33,200	19.1	\$1.09	\$1,890

It should be noted that the annualized cost is based on estimates in the feasibility study, which had cost estimates generated per erosion site on the project. Because they were organized per site, it was possible to remove portions of the project not included in the final project, such as Alternative Bid items near the Fruen Mill. It was also possible to remove the Pioneer Paper site from the estimates above. The costs are from the Engineer's Opinion of Probable Cost in the feasibility study. The bid prices were approximately 30% lower than the estimate in the feasibility study.

BYLAWS

MINNESOTA ASSOCIATION OF WATERSHED DISTRICTS, INC.

St. Paul, Minnesota

ARTICLE I.

Offices and Corporate Seal

- 1.1 Official Name. The official name of the corporation is the Minnesota Association of Watershed Districts, Inc., hereinafter referred to as MAWD.
- 1.2 Purpose. The purpose of MAWD is to provide educational opportunities, access to information resources, interface with other agencies, facilitate tours, meetings, and lobby on behalf of members. Additionally, MAWD will facilitate the exchange of information to help members better comply with governmental regulations and laws while offering an informed interface with the community or communities being served.
- 1.3 Organized. The corporation is organized as a 501(c)(4) organization. Notwithstanding any provision of the Articles of Incorporation or Bylaws which may be interpreted to the contrary, MAWD shall not authorize or undertake any actions which jeopardize its status as a 501(c)(4) organization.
- 1.4 Office. The registered office of the corporation shall be designated by the Board of Directors.
- 1.5 Corporate Seal. The corporation shall have no corporate seal.
- 1.6 Manual of Policy and Procedures. The Board of Directors has established a management document identified as Manual of Policy and Procedures (MOPP) to support the orderly and timely details of regular operation. It may be revised at any time by a majority vote of the Board of Directors.

ARTICLE II.

Membership

- 2.1 Membership. Each dues-paying watershed district (WD) or water management organization (WMO) duly established and in good standing pursuant to Minnesota Statutes, Chapter 103B or 103D, shall be entitled to membership in this corporation.
- 2.2 Delegates. Alternates. When a WD or WMO becomes a member of this corporation, it shall designate from among its board members two delegates to represent it in this corporation. In addition, each member may designate alternate delegates to represent such member in the absence of any originally designated delegate. Thereafter, each member shall annually designate its delegates and alternate delegates so long as it remains a member in good standing of this corporation.
- 2.3 Termination of Membership. Any member that has failed to pay its dues is not in good standing and shall be stricken from the membership roll.

- 2.4 Resignation of Member. Any member may withdraw from this corporation effective immediately by notifying the secretary in writing. Regardless of the date of termination, there shall be no refund of the annual dues paid by the member.
- 2.5 Associate Membership. The Board of Directors may from time to time extend associate membership to this corporation upon payment of dues as determined by the Board of Directors. An associate member shall not be entitled to submit resolutions, vote, or serve on the Board of Directors, but shall otherwise be afforded all the rights and privileges granted to members, their delegates and alternate delegates by law and by the Articles of Incorporation and Bylaws of this corporation.

ARTICLE III.

Meetings of Membership

- 3.1 Annual Meeting. An annual meeting of this corporation shall be held to vote for the election of the Board of Directors and to transact such other business as shall properly come before them. Notice of the time and place of such annual meeting shall be mailed, either physically or electronically, by the secretary to all members at least thirty (30) days in advance thereof.
- 3.2 Special Meeting. Special meetings of the members of the corporation shall be called by the president upon request of a majority of directors of the Board of Directors or upon the written request of one-third of the members of the corporation in good standing. This request shall be in writing addressed to the president or the secretary of the corporation. Within thirty days of receipt of said request, the Board of Directors shall, mail (either physically or electronically) notice of said special meeting to all members. This notice shall state the objective of the meeting and the subjects to be considered.
- 3.3 Quorum. A majority of the delegates (two per member) shall constitute a quorum for the transaction of business.
- 3.4 Voting. Any action taken by the members shall be by majority vote of the delegates present unless otherwise specifically provided by these Bylaws. Each member shall be entitled to one (1) vote for each delegate present.

ARTICLE IV.

Board of Directors

- 4.1 General Powers. The business activities of the corporation shall be directed and managed by the Board of Directors. The Board of Directors shall be authorized to pay officers and directors of the corporation per diem allowances and expenses as may from time to time be submitted to the Board of Directors, and such other expenses as may from time to time be necessary for the furtherance of the corporation's business, consistent with the rate and provisions of watershed board member per diem allowances and expense reimbursement provided in state law. The Board of Directors is authorized to hire and/or contract for services needed.
- 4.2 Directors to be Elected by Regions. For the purpose of election of the Board of Directors, members are grouped into three regions; three Directors shall be elected from each region, with staggered three-year terms. Members from each region shall elect one director for a three-year term at the

annual meeting of the Association. No WD or WMO shall have more than one board member elected to be a Director on the Board of Directors of the Corporation. Regional caucuses shall elect a Chairman and Recording Secretary from its delegates for the purpose of its election procedure and report the election results to the Convention at a designated time.

- 4.3 Regions. The Board of Directors may re-align the regions or the members contained therein, it being the intent and purpose that each region contain the approximate same number of members. Any WD or WMO in Minnesota not presently a member of this corporation, upon admission to membership, will be assigned to a region by the Board of Directors. Regional membership shall be listed in the Policy and Procedure Manual.
- 4.4 Number, Qualification and Term of Office. The number of directors constituting the board shall be nine. Each director elected at the annual meeting shall be elected for a three-year term. Directors shall be on the board of a watershed member in good standing of this corporation.
- 4.5 Vacancies. If there be a vacancy among the officers of the corporation or among the directors by reason of death, resignation, termination of membership, or removal as provided by law, the Articles of Incorporation, or these Bylaws, or otherwise or for non-excused absences for three consecutive meetings, such vacancy shall be filled by the Board of Directors until the next Annual Meeting of the Association.
- 4.6 Removal of Directors by Members. At a special meeting of the Board of Directors called solely for that reason, the notice of which meeting shall have been given in writing to members of this board at least thirty days prior thereto and not more than fifty days prior thereto, a majority of the members of this board may remove one or more directors from their term of office without cause.
- 4.7 Meetings, Actions. The Board of Directors shall hold the annual meeting of the Board of Directors immediately after the annual meeting of the members of this corporation, and at such annual meeting shall elect the officers as above provided for. Regular meetings of the Board of Directors shall be held at a time and place to be fixed by resolution or adopted by the majority of the Board of Directors.

The majority of the Board of Directors shall constitute a quorum. Directors may participate and vote in Board of Directors meetings by telephone or other electronic means approved by the Board in the MOPP.

Actions may be taken by a majority vote of those Directors present or participating by telephone or other electronic means approved by the Board in the MOPP. The secretary of the board shall give written or electronic notice to each director at least ten (10) days in advance of any regular or special directors' meeting. Special meetings may be called at the discretion of the President of the board or upon demand in writing to the secretary by three (3) directors of the Board of Directors.

- 4.8 Conflicts of Interest. Members of the Board of Directors shall act at all times in the best interests of the corporation. This means setting aside personal self-interest and performing their duties in transacting the affairs of the corporation in such a manner that promotes public confidence and trust in the integrity, objectivity and impartiality of the Board. No Director shall directly or indirectly

receive any profit from his/her position as such, and Directors shall serve without remuneration other than as provided in Section 4.1 of these Bylaws for the payment for reasonable expenses incurred by them in the performance of their duties. The pecuniary interests of immediate family members or close personal or business associates of a Director are considered to also be the pecuniary interest of the Director.

- 4.9 Indemnification. All directors and officers of the corporation shall be indemnified against any and all claims that may be brought against them as a result of action taken by them on behalf of the corporation as provided for and subject to the requirements of Chapter 317A of Minnesota Statutes as amended.

ARTICLE V. Board Officers

- 5.1 Officers and Duties. There shall be four officers of the board, consisting of a president, vice-president, secretary and treasurer. All officers shall be directors of the corporation. Their terms and duties are as follows:

- 5.2 President. The president shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms. The president shall have the following duties:

- Convene and preside over regularly scheduled board meetings.
- Have general powers and duties of supervision and management usually vested in the office of president.
- Appoint such committees as he/she shall deem necessary with the advice and consent of the Board of Directors.

- 5.3 Vice-President. The Vice-President shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms. The Vice-President shall have the following duties:

- Assume and perform the duties of the president in case of his/her absence or incapacity; and shall chair committees on special subjects as designated by the President.
- Have general powers and duties of supervision and management usually vested in the office of Vice-President.

- 5.4 Secretary. The Secretary shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms.

The Secretary shall be responsible for preparing and keeping all records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each board member, and assuring that corporate records are maintained.

- 5.5 Treasurer. The Treasurer shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms.

The treasurer shall chair the finance committee, maintain account of all funds deposited and disbursed, disburse corporate funds as designated by the Board of Directors, assist in the preparation of the budget, collect membership dues, and make financial information available to board members and the public.

ARTICLE VI.

Fiscal Year, Dues and Annual Review of Financial Procedures

- 6.1 Fiscal Year. The fiscal year of the corporation shall end on September 30 each year.
- 6.2 Membership Dues. Dues will be determined annually by the Board of Directors as specified in the Policies and Procedures Manual.
- 6.3 Annual Dues. Annual dues shall be payable in January of each year. If a member's dues are not paid on or before April 30 of each year, such member's name shall be stricken from the membership roll. Reinstatement shall be upon such terms and conditions as prescribed by the Board of Directors.

The Board of Directors shall have the authority to suspend or defer dues of any newly organized WD or WMO that joins this association until such member WD or WMO is in actual receipt of its first authorized fund. The Board shall send out the annual dues statement with payment directed to the Authorized Accounting firm. The Board of Directors may consider deferring, suspending, or reducing dues on an individual case basis when an appeal is made by a member because of hardship or funding problems.

- 6.4 Annual Review of Financial Procedures. The Board of Directors of this corporation shall provide for an annual review of financial procedures of all its resources and expenditures. A full report of such review and financial status shall be furnished at each annual meeting of the members. This review will be conducted by an auditing firm selected by the Board of Directors with experience in the field of government and water management. The review results shall be furnished to all members within forty-five days after receipt thereof by the Treasurer.

ARTICLE VII.

Employees

- 7.1 Employees. At the discretion of and under the direction of the Board of Directors, MAWD may choose to hire and administer various employees. Their positions and job expectations shall be individually developed and included in the Policies and Procedures Manual.

ARTICLE VIII.

Resolutions and Petitions

- 8.1 Resolutions: The Chair of the MAWD Resolutions/Policy Committee will send a request for resolutions, along with a form for submission, to the membership at least 3 months prior to the annual MAWD membership meeting. Resolutions and their justification must be submitted to the MAWD Resolutions/Policy Committee in the required format at least 2 months prior to the annual MAWD membership meeting for committee review and recommendation. The committee will

present these resolutions and their recommendations to the Board of Directors and the MAWD membership at least 1 month prior to the start of the annual MAWD membership meeting. The Board of Directors may make additional recommendations on each proposed resolution through its board meeting process. This same procedure will be used when policy issues are to be considered at any special MAWD membership meeting.

- 8.2 Petitions: Any member or group of members may submit to the Board of Directors at any time a petition requesting action, support for, rejection of, or additional information on any issue of potential importance to the members. Such petitions require signed resolutions from at least 15 members before a Special meeting of the membership will be convened.

ARTICLE IX.

Chapters

- 9.1 Chapters. Members may form chapters to further the purposes stated in Article II of the Articles of Incorporation, to carry out policies of the Board of Directors, and to suggest policies for consideration by the Board of Directors.

ARTICLE X.

Rules of Order

- 10.1 Rules. When consistent with its Articles of Incorporation and these Bylaws, Robert's Rules of Order shall govern the proceedings of this corporation. For consistency in operation, a copy of Robert's Rules of Order shall be available for consultation if requested at every scheduled meeting of the Board of Directors and Membership meetings.

ARTICLE XI. Amendments

- 11.1 Amendments. These Bylaws may be amended by a majority vote of the members of this corporation only as provided below.
- 11.2 Annual Meeting. At the annual meeting of the members of this corporation, the Bylaws may be amended by the majority of the members present if there is a quorum at said annual meeting and due notice has been given to the membership of the changes 30 days in advance of the meeting.
- 11.3 Special Meeting. These Bylaws may be amended by the members at a special meeting called for that reason but only by a majority vote of the entire membership of the corporation, and only if there has been thirty days' written notice to all members of such special meeting. Such special meeting may be called upon the request of one-third of the members of this corporation by notice in writing to the secretary or president, which notice shall ask for said special meeting and shall state the proposed Bylaws changes, and upon receipt of such request, the secretary or president must send written notice of the meeting to the members of this corporation within thirty days of receipt of such request, which shall be not less than thirty days nor more than fifty days of the date of the written notice.



Bassett Creek Watershed Management Commission

MEMO

Date: October 9, 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: 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 10th and a public hearing on the water level drawdown was held April 16th. 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: 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 was held September 19, 2019. The project was officially ordered at that meeting. A Clean Water Fund grant application for this project was submitted September 9th. An agreement with the MPRB and the city of Minneapolis will be considered at a future meeting. 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 Item 5B): 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 28th. 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 5th, 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. The BCWMC held a public hearing on this project on September 19, 2019 and received comments from residents both in favor and opposed to the project. The project was officially ordered on September 19, 2019. On October 4, 2019, the Medicine Lake City Council took action not to move forward with the project. 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 16th 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 24th 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 14th 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 5C): 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 updated the Commission on the latest developments with this project at the Sept 19, 2019 meeting and will provide further details at this meeting.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3) (See Item 5A): 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>.

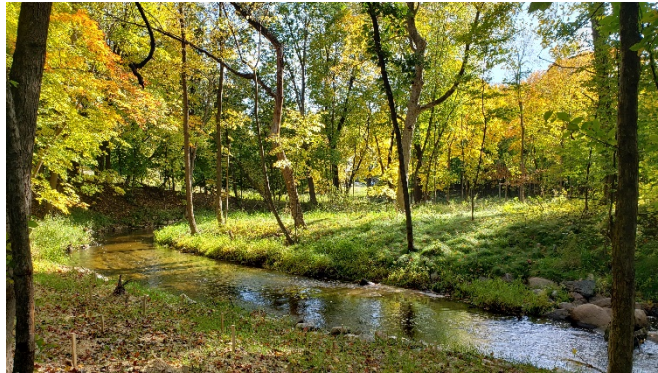
The grant-funded project (the Sweeney Lake Water Quality Improvement Project, SL-8) was added as a separate CIP project for 2020/2021 levy funding and was officially ordered after a public hearing on September 19, 2019. A report on the carp population study and management recommendations will be presented at this 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 2nd 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): 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 was held on September 19, 2019. No persons commented on the project. The project was officially ordered and an agreement with the city of Minnetonka was approved at the same meeting. Project webpage: <http://www.bassettcreekwmo.org/index.php?CID=490>.



Plymouth Creek Restoration Project, October 2019

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
- Attended kickoff meeting and agendas for Mt. Olivet and Parkers Lake Drainage Project
- Certified 2020 levy to Hennepin County
- Updated CIP project pages online
- Met with Hennepin County staff re: Sweeney Lake WQ Improvement Plan resident engagement needs
- Prepared presentation, reviewed engineer's presentation, and prepared for and attended TAC meeting
- Prepared TAC meeting notes for engineer
- Held conference call with watersheds and developed responses to MPCA's questions on MTDs
- Reviewed previous agreements re: Agora project; sent request to BCWMC legal counsel to draft new agreement for redevelopment at Four Seasons Mall
- Reviewed technical memo on carp survey results

Administration and Education

- Attended meeting with TRPD on developing work scope for assessments at Rice Ponds/Sochacki Park
- Reviewed smart salt flyer for businesses
- Prepared email to commissioners with upcoming events
- Participated in salt education collaboration meeting
- Assisted with coordination of future meeting on chloride management requirements by watersheds
- Completed survey by Hennepin County re: AIS Prevention grant program
- Assisted with set up and take down at GV Sustainability Fair
- Inquired with MAWD Executive Director on roles of delegates at MAWD annual meeting
- Attended WMWA meeting; reviewed meeting materials