



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: November 12, 2019

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 11/20/19 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 – October 17, 2019 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of November 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 – October 2019 Administrative Services
 - ii. Keystone Waters, LLC – October 2019 Expenses
 - iii. Barr Engineering – October 2019 Engineering Services
 - iv. Triple D Espresso – November 2019 Meeting Refreshments
 - v. Wenck – October 2019 WOMP Monitoring
 - vi. Lawn Chair Gardener – October 2019 Administrative and Education Services
 - vii. Wenck – October 2019 Bassett Creek Valley Study
 - viii. Kennedy & Graven – September 2019 Legal Services
 - ix. HDR – Website Maintenance & Hosting
 - x. Hennepin County – 2019 River Watch Program
 - xi. Met Council – 2019 CAMP
 - xii. Shingle Creek WMO – West Metro Water Alliance Special Projects
 - D. Approval of City of Plymouth Reimbursement Request for Plymouth Creek Restoration Project (PC-2017) – **ACTION ITEM with attachment (more detail online) – At their meeting in September 2016, the Commission approved an agreement with the City of Plymouth to design and construct this project. This is the 4th reimbursement request. The construction was completed in 2018 and vegetation was established and maintained with year along with some minor repairs. The city is requesting reimbursement for construction costs, vegetation management, and construction-related expenses (July 2018 – present). Staff recommends approval.**
 - E. Approval of Amendment to Extend Term of Clean Water Fund Grant Agreement for Harrison Neighborhood Project – **ACTION ITEM with attachment – In April 2017, the Commission received a BWSR Community Partnership Clean Water Fund Grant for the Harrison Neighborhood Project to engage with businesses and install water quality BMPs in the Harrison Neighborhood. The Commission entered an agreement with Metro Blooms to carry out that project. Due to various circumstances (see “request details” in the attached), the project is slightly behind schedule and BWSR has agreed to extend the term of the grant from 12/31/19 to 12/31/20. Staff recommends approval of the extension. (The agreement with Metro Blooms remains in effect until the term of the grant is complete and therefore does not require an amendment.)**

5. BUSINESS

- A. Receive Presentation of Draft Bassett Creek Valley Floodplain and Stormwater Study Report (45 min) – **INFORMATION ITEM with attachment (appendices online)** – *In February, the Commission contracted with Wenck Associates to complete this study to evaluate options to unlock the potential in natural resources, recreation, and redevelopment by integrating floodplain and stormwater management into a regional solution for the Bassett Creek Valley. (This project is being conducted largely on behalf of the City of Minneapolis; the city is reimbursing the Commission for this study and all but \$2,000 of our engineers' time related to the study.) The Commission Engineer and I participated in a design charrette and other meetings and have reviewed and commented on the draft report. Staff with Wenck will present the draft report at this meeting.*

- B. Make Determination on Contracting Entity for Four Seasons Redevelopment Project (15 min) – **ACTION/CONSENSUS ITEM with attachment** – *BCWMC Attorney, David Anderson, has carefully reviewed the BCWMC Joint Powers Agreement and state law regarding the Commission's ability to contract with a private entity for a capital improvement project. He presents his findings in the attached memo. The Commission should provide direction on how to proceed with contracting for the Four Seasons Redevelopment Project, which is likely to come before the Commission for official consideration at the December meeting.*

- C. Receive Report on Ordinance Updates by Member Cities (15 min) – **INFORMATION ITEM with attachment** – *I recently polled the member cities regarding the status of ordinances and enforcement of stream and wetland buffers required by the 2015 Bassett Creek Watershed Management Plan. The results are varied and presented in the attached memo. Most cities have adopted appropriate ordinances or are in the process of doing so.*

- D. Assign TAC Meeting Liaison (5 min) – **ACTION ITEM no attachment** – *The Commission should appoint a liaison to attend the November 25th TAC meeting (10:00 – 12:00, Golden Valley City Hall). The agenda will include a review of the water monitoring goals developed at the last TAC meeting, a discussion on how the Commission is achieving those goals; and development of recommendations on any needed changes to the water monitoring programs.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report - **INFORMATION ITEM with attachment**
 - i. Update on BWSR Watershed Based Funding
 - ii. Update on Sochacki Park/Rice Ponds
 - iii. Update on Revised Requirements Documents
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. Upcoming Meeting 11/25
- E. Committees
- F. Education Consultant
- G. Legal Counsel
- H. Engineer
 - i. Update on Deep Tunnel Inspection

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 October Meeting Minutes
- E. AIS Education Cards for Lake Residents
- F. Children's Water Festival Thank You
- G. WCA Notice of Application, Golden Valley
- H. WCA Notice of Applications (3), Plymouth Hollydale Development Project
- I. WCA Notice of Application, Plymouth
- J. WCA Notice of Decision, Crystal

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Technical Advisory Committee Meeting: Monday, November 25th, 10:00 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 Regular Meeting](#): Thursday December 19th, 8:30 a.m., Golden Valley City Hall