



Bassett Creek Watershed Management Commission

MEMO

Date: July 8, 2015
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 (see CIP Project Update Chart in Information Only Items)

2012 Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly in Wirth Park) (2012CR): The Minneapolis Park and Rec Board (MPRB) is managing this project and hired Rachel Contracting to construct the project. The main stem restoration work is nearly complete, and then final inspection will be performed. In addition to the main stem restoration, dredging of the side channel north of Hwy. 55 and east of the railroad was added as a change order with additional funding from Minneapolis Public Works. This dredging work will be completed in the next two weeks. An extension of the paved trail north of Hwy 55 and south of the project limits, which would be funded by the MPRB, may also be added.

2013 Four Season Area Water Quality Project (NL-2): The City of Plymouth presented 4 options including the original stream restoration, a rock-only option, flocculation facility, and a do nothing option at a public meeting on January 29th. Approximately 25 residents attended and provided comments. Plymouth staff are reviewing the comments as they relate to the options and will be discussing with the City of New Hope.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3): The Commission approved 90% plans at their February meeting. The City's consultant (Barr Engineering) completed contract documents for the project May 21st, the bid advertisement publication date. June 11th was the bid opening, and the city council awarded the contract on July 7th. Construction could start as early as mid-July, but must be completed no later than December 15 (before freezing temperatures). This construction schedule meets the DNR's public waters work permit condition that prohibits activity affecting the bed of the public water between April 1 and June 30, to minimize impacts on fish spawning and migration.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): 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 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. City staff reports no complaints or comments from residents since the treatment and also reports consistently clear water since the last actual reading on May 20th.

2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): NewLook Contracting, the contractor for this project, has completed the majority of the site work including temporary stabilization of the disturbed areas and the utility work. This includes setting a storm sewer structure in the street to divert a large trunk storm sewer line into the new treatment pond. The street was backfilled and

paved and the pond has received final stabilization. Crews have also finished a few final tasks in the last couple weeks. The city will make sure the native plantings are established before calling the project complete and submitting a final reimbursement request and final report later this year.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): (See Item 5E) The 90% design plans were approved by the Commission at their June 2015 meeting. The City of Golden Valley and their consultant (WSB) continue to work on: addressing comments on the 90% plans, finalizing designs, securing the last remaining temporary construction permits, developing final cost estimates for the proposed project, and preparing bid documents. The City anticipates bidding the project in late summer with a contract award in early fall.

2016 Northwood Lake Improvement Project, New Hope (NL-1): A major plan amendment to the BCWMC 2004 Watershed Management Plan to incorporate this project into the BCWMC CIP was adopted by the Commission at their June 2015 meeting. Also at that meeting, the Commission took action to implement Options A and C – a stormwater reuse system and installation of a traditional stormwater pond at the upstream end of Northwood Lake. Additionally in June, the Commission accepted a \$300,000 Clean Water Partnership Grant from the MPCA for this project. I am working with city staff and the MPCA to complete a work plan for the grant. A public hearing to receive comments from the public and member cities about this project will be held during the Commission’s regular meeting on August 20th. Depending on comments during the hearing, the Commission will consider entering an agreement with New Hope for project design and construction.

2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): The Commission took action at its November 2014 meeting to levy up to \$752,000 for this project. A major plan amendment to the BCWMC 2004 Watershed Management Plan to incorporate this project into the BCWMC CIP was adopted by the Commission at their June 2015 meeting. A public hearing to receive comments from the public and member cities about this project will be held during the Commission’s regular meeting on August 20th. Depending on comments during the hearing, the Commission will consider entering an agreement with Golden Valley for project design and construction. Project designs will be completed by December 2015 and the project will be let with the Douglas Drive project in February of 2016. Construction of the pond will likely occur in 2017.

Other Projects

Hennepin County Natural Resources Partnership: No update since June report.

MPRB Ecological System Plan: This project is now on hold until approximately late winter to allow the MPRB staff to concentrate on a different major comprehensive planning effort.

Next Generation Watershed Management Plan: The draft Watershed Management Plan was submitted for its 60-day review at the end of November. The review period ended January 30, 2015. Comments were received from multiple State agencies and partners. At the April Commission meeting the responses to comments were approved and subsequently sent to review agencies and organizations. A public hearing was held during the May Commission meeting and no comments were received. At that meeting, the Commission approved the 90-day review draft of the Plan. The 90-day review period began on approximately June 1st. Staff and Chair de Lambert will present the draft Plan to the BWSR Metro Region Committee at their meeting on August 4th.

Non-Point Education for Municipal Officials (NEMO) Workshops: As recommended by the Education Committee and approved at the March Commission meeting, I am assisting with the development of 3 NEMO workshops for appointed and elected officials in the west Metro. A workshop-on-the-water will be held on

Lake Minnetonka on July 23. Additional workshops include Green Infrastructure for Clean Water on September 14th and Chlorides and Winter Road Management on October 7th.

Website Redesign Project: Our consultant, Kelly Spitzley with HDR, has been working on the layout, content map, and designs for the new site through an iterative process with review and comment from Amy and I. The Education Committee met on June 30th to review and provide comments on the site layout, content map, and design options.

New Commissioner Materials: Posting of materials to the website were completed earlier this year and are available at:

<http://www.bassettcreekwmo.org/CommissionOrientation/CommissionOrientationHomepage.htm>.

Records Retention/Management and Data Practices: At the direction of the Administrative Services Committee, I updated the Commission's Records Retention Schedule and asked legal counsel to review and recommend any changes needed. Additionally, a Data Practices Procedure was drafted for the Commission by our legal counsel. The Commission will review these documents at a future meeting. Also, I continue to work on records management including locating all official records, determining what records should be disposed of or sent to the State Archives, how paper records can be digitized, and how and where to store our electronic records. I will be researching and gathering input on different options for records management and storage over the course of the year.

Organizational Efficiencies: At the direction of the Administrative Services Committee I will be drafting an organizational chart and have been discussing practices and procedures with TAC members, Commission staff, and Commissioners to ensure the proper and efficient use of staff's time and to streamline communications where needed.