



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: December 11, 2019

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 12/19/19 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 – November 20, 2019 Commission Meeting- **ACTION ITEM with attachment**
  - B. Acceptance of December 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 – November 2019 Administrative Services
    - ii. Keystone Waters, LLC – November 2019 Expenses
    - iii. Barr Engineering – November 2019 Engineering Services
    - iv. Triple D Espresso – December 2019 Meeting Refreshments
    - v. Wenck – November 2019 WOMP Monitoring
    - vi. Lawn Chair Gardener – November 2019 Administrative and Education Services
    - vii. Kennedy & Graven – October 2019 Legal Services
    - viii. Metro Blooms – Harrison Neighborhood Commercial 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 4<sup>th</sup> 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 Grant Agreement with MPCA for Sweeney Lake Water Quality Improvement Project – **ACTION ITEM with attachment (additional documents online) - As previously reported, the BCWMC was awarded a \$330,000 Federal grant through the MN Pollution Control Agency for carp management in Sweeney Lake and Schaper Pond and an alum treatment in Sweeney Lake. Staff recommends approval of the attached grant agreement, allowing the project to get underway early next year.**
  - F. Approval to Amend Educational Services Contract with Lawn Chair Gardener – **ACTION ITEM with attachment – The Commission’s Education Consultant, Dawn Pape, continues to make strides on chloride education and is connecting with collaborators across the metro to work collectively on salt education and consistent messaging. She is requesting an amendment to her contract to increase the total compensation by \$2,500 to continue this work through the term of her contract (March 31, 2020). This amendment would fit within the Commission’s approved Education and Outreach Budget due to lower than expected costs for the 50<sup>th</sup> Anniversary event and reimbursement from Hennepin County for AIS education. Staff recommends approval.**

- G. Approval of Single-Family Home Redevelopment, Medicine Lake – **ACTION ITEM with attachment** – *The proposed project includes demolition and reconstruction of a single-family home resulting in 0.36 acres of grading and a decrease of 540 ft<sup>2</sup> of impervious surfaces. The project lies within the Bassett Creek floodplain but results in a net increase in floodplain storage of approximately 1 yd<sup>3</sup>. Staff recommends approval.*
- H. Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers – **ACTION ITEM with attachment (additional details online)** - *In accordance to the Operation and Maintenance Manual for the Bassett Creek Flood Control Project (FCP), an annual inspection of the FCP features was recently completed by the Commission Engineers. Staff requests approval to submit the inspection report to the appropriate entities. The municipalities are responsible for routine maintenance and repair of the FCP features located within their city and are responsible for submitting the completed FCP Maintenance Record from the previous year's inspection.*

## 5. BUSINESS

- A. Consider Approval of Final Bassett Creek Valley Study Report (30 min) – **ACTION ITEM with attachment (full report online)** – *At last month's meeting, the Commission received a presentation from Wenck Associates on the draft Bassett Creek Valley Study Report and commissioners discussed the study. At this meeting, the Commission should consider approving the final report which incorporates BCWMC and Minneapolis comments. Wenck will provide an overview of changes from the draft report at the meeting. Wenck also produced a summary document (brochure), outlining the outcomes of the study. It is included online and with printed meeting materials.*
- B. Receive Presentation and Discuss Dominion Project Plans and Agreements for Four Seasons Area Mall Redevelopment (45 min) – **DISCUSSION ACTION ITEM with attachment** – *A local developer, Dominion, plans to redevelop the Four Seasons Mall Site in Plymouth and incorporate water quality treatment above and beyond the Commission's redevelopment requirements. BCWMC staff have been working with Dominion staff on structuring an agreement to reimburse Dominion up to \$824,000 in CIP funds for the "extra" stormwater treatment, and to review the stormwater analyses for both the redevelopment site and the CIP project. The attached memo from the Commission Engineer provides background on the project and an overview of the water management components already known. At the time of this writing, pollutant load reductions are still be analyzed and discussed by Dominion and BCWMC Engineers. At this meeting Dominion staff and consultants will give a presentation on the project and the stormwater management components. And, the Commission attorney will present possible structures for the agreement with Dominion and a separate maintenance agreement with the City of Plymouth.*
- C. Receive Report on MN Association of Watershed District (MAWD) Annual Meeting (10 min) – **INFORMATION ITEM no attachment** – *Chair Prom and Vice Chair Welch attended the MAWD meeting as delegates of the BCWMC. At this meeting they will report on the discussions and outcomes of the MAWD business meeting and provide their recommendations on the Commission's future involvement with the organization.*
- D. Receive Update on October/November TAC Meetings and Assign January TAC Meeting Liaison (10 min) – **INFORMATION ITEM with attachment** – *The TAC met on October 4<sup>th</sup> and November 25<sup>th</sup> to discuss a variety of topics, but mostly to review the BCWMC water monitoring program. The attached memo reports on those discussions. A TAC recommendation regarding the water monitoring program is expected at the January Commission meeting. The Commission should appoint a liaison for the January 10<sup>th</sup> TAC meeting.*

E.

**6. COMMUNICATIONS (10 minutes)**

- A. Administrator's Report - **INFORMATION ITEM with attachment**
  - i. Update on BWSR Watershed Based Funding
  - ii. Update on MTDs Discussion
- B. Chair
  - i. Update on Staff Evaluations
- C. Commissioners
- D. TAC Members
  - i. Upcoming Meeting 1/10
- E. Committees
- F. Education Consultant
  - i. Volunteers Needed: Lions Conference January 10 & 11
- G. Legal Counsel
- H. Engineer
  - i. Update on Sewer Line Crossing Bassett Creek and WOMP Station

**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 November Meeting Minutes
- E. Hennepin Co. AIS Prevention Grant Report
- F. WCA Notices of Decision, Plymouth
- G. WCA Notices of Application and Decision, Medicine Lake
- H. WCA Notice of Application and Decision, Luce Line Trail

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- BCWMC Technical Advisory Committee Meeting: January 10, 9:00 a.m., Golden Valley City Hall
- Bassett Creek Watershed Management Commission Regular Meeting: Thursday January 16, 8:30 a.m., Golden Valley City Hall