



## Bassett Creek Watershed Management Commission

### DRAFT Minutes of Regular Meeting

**Thursday, January 16, 2020**

**8:30 a.m.**

**Golden Valley City Hall, Golden Valley MN**

#### 1. CALL TO ORDER and ROLL CALL

On Thursday, January 16, 2020 at 8:39 a.m. in the Council Conference Room at Golden Valley City Hall (7800 Golden Valley Rd.), Vice Chair Welch 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)	Jane McDonald Black	Drew Chirpich
Medicine Lake	<i>Absent</i>	Gary Holter	<i>Absent</i>
Minneapolis	Michael Welch (Vice Chair)	<i>Vacant Position</i>	Shahram Missaghi, Liz Stout
Minnetonka	<i>Absent</i>	<i>Absent</i>	<i>Absent</i>
New Hope	<i>Absent</i>	Patrick Crough	Megan Hedstrom
Plymouth	<i>Absent</i>	Catherine Cesnik	Ben Scharenbroich
Robbinsdale	<i>Vacant Position</i>	<i>Absent</i>	Marta Roser, Richard McCoy
St. Louis Park	Jim de Lambert (Secretary)	<i>Absent</i>	Erick Francis
<b>Administrator</b>	Laura Jester, Keystone Waters		
<b>Engineer</b>	Karen Chandler, Barr Engineering		
<b>Recorder</b>	Dawn Pape, Lawn Chair Gardener		
<b>Legal Counsel</b>	Dave Anderson, Kennedy & Graven		
<b>Presenters/ Guests/Public</b>	James Wolfen and Laura Scholl, Metro Blooms; Cassie Champion, Met Council; Kris Guentzel, Hennepin County; McKenzie Erickson, resident		

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

None.

**3. APPROVAL OF AGENDA**

**MOTION:** Alternate Commissioner Holter moved to approve the agenda. Commissioner Harwell seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

**4. CONSENT AGENDA**

The following items were approved as part of the consent agenda: December 19, 2019 Commission meeting minutes, January 2020 financial report, payment of invoices, approval of resolution to transfer funds from CIP account to administrative account, approval of resolution to transfer funds from administrative account to channel maintenance fund and from long-term maintenance fund to administrative account, approval of proposal from MMKR to perform 2019 financial audit, approval of contract with Wenck Associates for 2020 WOMP Monitoring Services, approval of reimbursement request from City of Crystal for Winnetka Pond Dredging Project (BCP-2), and approval to amend grant contract with MnDNR for Floodplain Modeling & Mapping Project.

The general and construction account balances reported in the January 2020 Financial Report are as follows:

Checking Account Balance	\$ 553,183.08
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TOTAL GENERAL FUND BALANCE	\$ 553,183.08
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TOTAL CASH & INVESTMENTS ON-HAND (1/8/20)	\$3,958,618.16
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CIP Projects Levied – Budget Remaining	\$ (5,976,253.23)
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Closed Projects Remaining Balance	\$ (502,963.19)
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2012-2017 Anticipated Tax Levy Revenue	\$ 8,547.78
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2018 Anticipated Tax Levy Revenue	\$ 10,861.11
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Anticipated Closed Project Balance	\$ (483,554.30)
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Commissioner Welch requested to pull item 4J from the consent agenda and add it to the business section as 5E.

**MOTION:** Commissioner de Lambert moved to approve the agenda as amended. Commissioner Anderson seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

## 5. BUSINESS

### A. Receive Presentation from Metro Blooms with Update on Harrison Neighborhood Projects

Administrator Jester gave a brief overview of how the Commission supports and partners on grants with Metro Blooms to implement work in the Harrison Neighborhood. Laura Scholl and James Wolfin from Metro Blooms gave a detailed report of the Harrison Neighborhood Projects. The Harrison Neighborhood is in the Near North community in Minneapolis, located west of downtown. It's considered an environmental justice community. Through native plantings, stormwater management projects, and training residents and local businesses in maintenance of these practices, Metro Blooms is working with the Harrison Neighborhood Association to create a prosperous and peaceful community that equitably benefits all of the Harrison neighborhood residents.

Ms. Scholl reported that through a Clean Water Fund grant to the BCWMC, funding was passed through to Metro Blooms to complete commercial stormwater management projects, mostly along Glenwood Ave. In 2019, Metro Blooms completed projects at Ripley Gardens, KNOCK Inc., and Venture North Bike Shop. In addition to installed projects, stormwater credit applications, operations and maintenance plans and trainings, and as-built documents were completed. Educational signage is being developed for the projects. Construction documents are completed for a fourth site, Minnesota Builders Exchange, and they are in the preliminary design phase for a project at Water in Motion. In conjunction with clean water practices, project focus includes equitable engagement and development through the use of an equitable development scorecard, ongoing opportunities for community feedback, and training for local contractors. Many factors, including property sale, soil contamination, and tenant issues have led to numerous properties dropping out prior to installation so Metro Blooms received grant extensions to the end of 2020 from both the Clean Water Fund and Hennepin County.

Ms. Scholl and Mr. Wolfin also reported on Metro Bloom's Boulevard Bioswale Program which got its start in the Harrison Neighborhood with a Met Council grant to the BCWMC. Dozens of residents participated in that program which has now expanded to other areas of Minneapolis with funding from the city. Mr. Wolfin provided detailed information on the plant selections and maintenance practices for the stormwater projects and boulevard bioswales.

Finally, Ms. Scholl reported on a partnership with Minneapolis College of Art and Design (MCAD) to develop graphics and communication pieces related to creating pollinator habitat and promoting native plants. They plan to use some of the images produced by students in future marketing materials

### B. Consider Approval of Application for BWSR Lawns to Legumes Demonstration Neighborhood Grant

Administrator Jester report that Metro Blooms requested that the Commission apply for a \$40,000 Lawns to Legumes grant from the MN Board of Water and Soil Resources for a neighborhood demonstration project in the Harrison Neighborhood and other Near North neighborhoods to be implemented by Metro Blooms. She explained that she submitted the application (as it was due January 10<sup>th</sup>) after contacting Chair Prom and Vice Chair Welch about it. It was noted that Metro Blooms was going to submit the grant, but since their outreach program Blue Thumb—Planting for Clean Water is involved with processing the residential grants, they did not want there to be any potential for conflict of interest. Administrator Jester noted that Metro Blooms does a great job of keeping detailed records and performing almost all of the administration needed to manage the other Commission grant projects. She also noted that even though it's been submitted, the Commission could pull the application from consideration if they choose.

**MOTION:** Commissioner de Lambert moved to approve submittal of the Lawns to Legumes grant application. Commissioner Welch seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

### C. Review Letter to MN Association of Watershed District (MAWD) on Chloride Limited Liability Legislation

Administrator Jester reviewed a letter she drafted to Emily Javens, MAWD Administrator, as directed by the Commission at their December meeting. Commissioner Harwell asked that the letter underscore the issue of safety and reference New Hampshire's similar existing law.

Commissioner Welch reported that he will attend the Metro MAWD meeting where this issue could be raised and where other watersheds could decide to draft a similar letter.

**MOTION:** Commissioner Harwell moved to authorize Administrator Jester to send the letter to MAWD. Commissioner Welch seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

**D. Appoint Representative for BWSR Watershed-Based Funding Convene Meeting**

Administrator Jester reminded the Commission about BWSR's Watershed-Based funding process which includes "convene meetings" where each watershed and two cities will have one vote to decide which projects will receive the funding this biennium. She noted that the Commission should appoint a voting member and that she played that role during the pilot process in the last biennium. Commissioner Welch stated that Administrator Jester has the best handle on CIP projects and would be a logical choice.

**MOTION:** Commissioner Welch moved to appoint Administrator Jester as the voting representative for the BCWMC at the Watershed-Based Funding convene meetings; and to appoint Alternate Commissioner Cesnik as the first alternate, and Commissioner Harwell as the second alternate. Alternate Commissioner Holter seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

**E. Climate Adaptation Conference – moved from consent agenda**

Administrator Jester noted that she understands this conference is sold out. Although this conference is full, she, Alternate Commissioner Cesnik and Commissioner Welch would like to attend. Administrator Jester is going to check into ticket availability; if she is unable to attend, she will work to bring pertinent content to a future Commission meeting. Commissioner Welch mentioned that city attorneys are keenly interested in these issues.

**MOTION:** Commissioner de Lambert moved to authorize Alternate Commissioner Cesnik and Administrator Jester to attend if it is possible. Alternate Commissioner Holter seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

**6. COMMUNICATIONS**

**A. Administrator's Report**

- i. BWSR Performance Review and Assistance Program (PRAP) – Administrator Jester reported the BCWMC will be assessed by BWSR staff through a "level II" PRAP. She doesn't foresee concerns, but noted it may take considerable administrative time.

Administrator Jester also reported that the BCWMC received a \$400,000 Clean Water Fund grant for the Bryn Mawr Meadows Water Quality Improvement Project.

She also mentioned she was giving an interview for CCX on the Sweeney Lake project after the meeting, and she reminded commissioners about the upcoming election of officers and committee appointments at the February meeting.

**B. Chair**

- i. Commissioner Welch noted the staff evaluations are being reviewed by Chair Prom.

**C. Commissioners**

- i. Alternate Commissioner Holter asked about the use of drones for AIS inspection, as there was a presentation about it at the last AMLAC meeting. He wondered if this technology was being employed elsewhere. Pape and Missaghi confirmed the use of drones especially for invasive plants, algae detection and water temperatures.

**D. TAC Members**

- i. Commissioner de Lambert shared that the January 10th TAC meeting was very informative. Administrator Jester noted the TAC's recommendations on the 5-year CIP and the water monitoring program will be presented at a future meeting.

**E. Committees**

No reports.

**F. Education Consultant**

- i. Ms. Pape reported that she has been working on connecting with Kiwanis and Lions on smart salting and over salting issues. Her goal is to have the service groups help share the message. She is also putting together a video/media with kids sweeping up salt. She reminded commissioners to take a stack of info cards to hand out wherever they see too much salt. She also mentioned that it would be helpful for commissioners to share the message on Nextdoor. She asked which cities have had a good response on having residents pick up the cards. Minneapolis and Plymouth noted that they are out and have had some interest in the cards. Some city representatives didn't seem to understand their important role in having these info cards publicly displayed in their city halls for residents to pick up. Commissioner Welch suggested talking to the Minneapolis Park and Rec. Board.

**G. Legal Counsel**

No report.

**H. Engineer**

- i. Update on MnDNR Floodplain Modeling and Mapping Project - Engineer Chandler updated the Commission on the FEMA modeling project. She reported that all new pieces to the model have been entered and that MnDNR approval for the hydrologic model was obtained in October.

She is looking to get final approvals by June. She also mentioned the contract amendment in the meeting packet that reflects the extra tasks that Barr Engineering was asked to perform. In light of these extra tasks, she also mentioned that the contract amendment includes an extension of the contract until March of 2021. Chandler also updated the commission on the timing of federal and state approvals and use of the model.

**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. TRPD 2019 AIS Inspection Report
- E. WCA Notice of Decision, Luce Line Trail Phase II
- F. WCA Notice of Decision, Plymouth
- G. WCA Notice of Decision, Hollydale Golf Course Plymouth

**8. ADJOURNMENT**

**MOTION:** Commissioner Anderson moved to adjourn. Alternate Commissioner Holter seconded the motion. Upon a vote, the motion carried 7-0, with the Cities of Minnetonka and Robbinsdale absent from the vote.

The meeting was adjourned at 10:30 a.m.

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Signature/Title	Date
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Signature/Title	Date
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