



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: December 9, 2020

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 12/17/20 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
  - A. Approval of Minutes – November 18, 2020 Commission Meeting- ACTION ITEM with attachment
  - B. Acceptance of December Financial Report - ACTION ITEM with attachment (full report 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 2020 Administrative Services
    - ii. Keystone Waters, LLC – November 2020 Expenses
    - iii. Barr Engineering – November 2020 Engineering Services
    - iv. Lawn Chair Gardener – November 2020 Administrative and Education Services
    - v. Wenck – November WOMP Monitoring
    - vi. Kennedy & Graven – October 2020 Legal Services
    - vii. Commissioner Sicora – MAWD Annual Meeting Registration
  - D. Approval of Reimbursement Request from Golden Valley for DeCola Ponds B & C Improvement Project – ACTION ITEM with attachment; full documentation online – Construction of this project was completed this summer and vegetation establishment will continue for three growing seasons. I reviewed all documentation provided for this reimbursement request of \$603,772.66 of BCWMC CIP funds and recommend approval. As a reminder, the MnDNR is providing Flood Damage Reduction Grant funding to the city for 50% of project costs.
  - E. Approval of Currie Commons Development, Minneapolis – ACTION ITEM with attachment – This proposed project is located within the Bassett Creek Valley in Minneapolis and includes construction of a multi-story residential building, a second level parking deck, a surface parking lot, a stormwater management system, and utility improvements resulting in creation of 1.29 acres of new impervious surfaces. The project involves work in the floodplain but results in a net increase in flood storage and will remove approximately 62% of total phosphorus from site runoff. Staff recommends conditional approval with comments provided in attached memo.
  - F. Approval of Residential Project at 10406 South Shore Dr., Plymouth – ACTION ITEM with attachment – The proposed project includes construction of a new single-family home on Medicine Lake resulting in 0.28 acres of disturbance and creation of 1,082 sq. ft. of new impervious surfaces. The project includes fill in the floodplain to raise the elevation of the proposed home. Compensatory cut in the floodplain is provided on the west side of the property, which results in a net increase in floodplain storage. Staff recommends approval.

- G. Approval of Contract for 2021 WOMP Services with Wenck – **ACTION ITEM with attachment** – *Wenck Associates has been operating the Bassett Creek Watershed Outlet Monitoring Program (WOMP) station since 2013 and I recommend continuing to contract with them for this work per the contract and proposal attached. Wenck was recently acquired by Stantec, but will retain the same personnel and projects, and will retain the company name through 2021.*

## 5. BUSINESS

- A. Receive Presentation from Metro Blooms on Northside Neighborhood Projects (20 min) – **INFORMATION ITEM with attachment** – *Since 2017, Metro Blooms has been working in the Minneapolis' Harrison Neighborhood and surrounding areas to engage residents through an equity lens and install best management practices along residential boulevards and on commercial properties. Metro Blooms staff will give an update on the Northside Neighborhood Commercial Projects Program funded by a Clean Water Fund Grant from BWSR, and the Northside Pollinator Project, a Lawns to Legumes Project also funded by BWSR.*
- B. Consider Approval of Final Report and Reimbursement Request for Crane Lake Water Quality Improvement Project (10 min) – **ACTION ITEM with attachments** – *The city of Minnetonka recently completed the 2020 Crane Lake Improvement CIP Project (CL-3) which included storm water quality improvements completed in conjunction with the Ridgedale Drive Reconstruction Project. City staff prepared the attached final report and is requesting reimbursement of project fund balance of \$367,999.15. I reviewed the project expenses and documentation and recommend approval of the reimbursement request and project close-out. City staff will provide an overview of the completed project at this meeting.*
- i. Final Report
  - ii. Reimbursement Request
- C. Consider Approval of Accounting Services Request for Proposals (10 min) – **ACTION ITEM with attachment** – *At the November meeting, I reported that the city of Golden Valley is seeking to relinquish its BCWMC deputy treasurer position and turn over monthly accounting to another city or outside firm. I was directed to develop a request for proposals (RFP) for outside firms. The attached RFP was developed with input from Golden Valley accounting staff and Commission Attorney Anderson. Staff recommends submitting the RFP to well-known firms and reviewing submissions at the January meeting.*
- D. Review Staff Evaluations and Consider Process for Consultant Solicitation (15 min) – **DISCUSSION ITEM no attachment** – *Chair Prom will present and discuss the results of the 2020 evaluations for me and Engineer Chandler. The evaluations are non-public data and thus are not included with meeting materials. Pending the results, the Commission should decide how to solicit proposals for at least engineering and legal services as required biennially by State law.*
- E. Receive Update on MAWD Annual Conference and Meeting (10 min) – **INFORMATION ITEM with attachment** – *Commissioners Harwell, Sicora and Welch participated in the MAWD business meeting on December 4<sup>th</sup> as the BCWMC's two delegates and alternate delegate, respectively. I attended the meeting as a spectator. The meeting included reports from state agencies and MAWD committees. There was a lengthy discussion on the resolutions presented for consideration for the 2021 legislative platform. Attached is the list of resolutions which passed or failed. Commissioners will report on the MAWD meeting at this meeting.*

- F. Receive Update on New MS4 Permit (15 min) – **INFORMATION ITEM with attachment online** – *At the Commission meeting in November, TAC members were asked to bring information about the new MS4 permit to a future meeting. The attached document (online only) is the permit with highlighted sections indicating new requirements. TAC members will provide an overview of the permit, new requirements, and their thoughts on how/if the Commission can assist cities with education or other requirements.*

**6. COMMUNICATIONS (10 minutes)**

- A. Administrator’s Report – **INFORMATION ITEM with attachment**
- i. Update on Chloride Management Webpage and Template Development
  - ii. Update on Medicine Lake Vegetation Management
- B. Chair
- C. Commissioners
- D. TAC Members
- i. Sanitary Sewer Break on North Branch Bassett Creek
- E. Committees
- F. Education Consultant
- i. Latest Education [Video on Smart Salting](#)
- G. Legal Counsel
- H. Engineer

**7. INFORMATION ONLY (Information online only)**

- A. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- B. Grant Tracking Summary and Spreadsheet
- C. 2020 BCWMC Administrative Calendar
- D. WCA Notices of Decision, Plymouth
- E. WCA Notices of Application, Plymouth
- F. WCA Notice of Decision, Golden Valley
- G. MN Stormwater Research Program 2019 – 2020 Highlights Report

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- Bassett Creek Watershed Mgmt Commission Meeting: Thursday January 21<sup>st</sup> 8:30 a.m. online