



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, December 17, 2020
8:30 – 11:00 a.m.

Via Zoom – Click [HERE](#) to join the meeting.
Or join by phone +1-312-626-6799; Meeting number 897 9358 2667

AGENDA

1. CALL TO ORDER and ROLL CALL

2. PUBLIC FORUM ON NON-AGENDA ITEMS – *Members of the public may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commission committee.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

- A. Approval of Minutes – November 18, 2020 Commission Meeting
- B. Acceptance of December 2020 Financial Report
- C. Approval of Payment of Invoices
 - 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
- E. Approval of Currie Commons Development, Minneapolis
- F. Approval of Residential Project at 10406 South Shore Dr., Plymouth
- G. Approval of Contract for 2021 WOMP Services with Wenck

5. BUSINESS

- A. Receive Presentation from Metro Blooms on Northside Neighborhood Projects (20 min)
- B. Consider Approval of Final Report and Reimbursement Request for Crane Lake Water Quality Improvement Project (10 min)
 - i. Final Report
 - ii. Reimbursement Request
- C. Consider Approval of Accounting Services Request for Proposals (10 min)
- D. Review Staff Evaluations and Consider Process for Consultant Solicitation (15 min)
- E. Receive Update on MAWD Annual Conference and Meeting (10 min)
- F. Receive Update on New MS4 Permit (15 min)

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report
 - i. Update on Chloride Management Webpage and Template Development
 - ii. Update on Medicine Lake Vegetation Management

- B. Chair
- C. Commissioners
- D. TAC Members
 - i. North Branch Sanitary Sewer Break
- 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 21st 8:30 a.m. online



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 4th 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>
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8. ADJOURNMENT

Upcoming Meetings & Events

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



Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting
Wednesday, November 18, 2020
8:30 a.m.**

Via video conference due to the COVID-19 global pandemic

1. CALL TO ORDER and ROLL CALL

On Wednesday, November 18, 2020 at 8:30 a.m. via video conference, Chair Prom 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>	<i>Absent</i>
Golden Valley	<i>Absent</i>	Jane McDonald Black	Eric Eckman
Medicine Lake	Clint Carlson	Gary Holter	<i>Absent</i>
Minneapolis	Michael Welch	<i>Vacant Position</i>	<i>Absent</i>
Minnetonka	Mike Fruen	<i>Vacant Position</i>	<i>Absent</i>
New Hope	<i>Absent</i>	Patrick Crough	Megan Hedstrom
Plymouth	James Prom (Chair)	Catherine Cesnik	Ben Scharenbroich
Robbinsdale	Wayne Sicora	<i>Vacant Position</i>	Marta Roser
St. Louis Park	Jim de Lambert	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters		
Engineer	Karen Chandler, Barr Engineering Greg Wilson, Barr Engineering Jim Herbert, Barr Engineering		
Recorder	Dawn Pape, Lawn Chair Gardener		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Presenters/ Guests/Public	Joel Spoonheim-Plymouth Resident and AMLAC President		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

Plymouth resident and AMLAC president Joel Spoonheim commended the Commission for its work. He was hoping to hear an update on Medicine Lake and a commitment to reduce salt applications across the watershed. Commissioners acknowledged Mr. Spoonheim’s concerns and assured him that these are priorities for the Commission as well. Administrator Jester also noted that she had discussed Medicine Lake water quality and AIS concerns with Three Rivers Park District (TRPD) staff, had received the water quality data to review, and has a meeting scheduled for December 11th between the DNR, TRPD, commission engineers, and Plymouth staff to discuss options for managing vegetation in 2021.

3. APPROVAL OF AGENDA

MOTION: Alternate Commissioner McDonald Black moved to approve the agenda. Commissioner Welch seconded the motion. Upon a roll call vote, the motion carried 7-0, with the cities of New Hope and Minnetonka unable to participate in the vote due to technical difficulties.

4. CONSENT AGENDA

The following items were approved as part of the consent agenda: October Commission meeting minutes, November financial report, and payment of invoices, approval of pay request from Solitude Lake Management for Sweeney Lake Alum Treatment, approval of 60-day review comments on Mississippi WMO Watershed Management Plan, approval of 4930 Markay Ridge Retaining Wall Project, Golden Valley, and approval of 1875 Kyle Place Shoreline Improvements, Golden Valley.

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

Checking Account Balance	\$ 502,804.37
TOTAL GENERAL FUND BALANCE	\$ 502,804.37
TOTAL CASH & INVESTMENTS ON-HAND (11/8/20)	\$ 3,765,593.00
CIP Projects Levied – Budget Remaining	\$(4,257,323.65)
Closed Projects Remaining Balance	\$ 1,577,111.05
2015-2018 Anticipated Tax Levy Revenue	\$ 2,288.14
2019 Anticipated Tax Levy Revenue	\$ 4,953.76
Anticipated Closed Project Balance	\$ 1,584,352.95

MOTION: Alternate Commissioner McDonald Black moved to approve the consent agenda. Commissioner de Lambert seconded the motion. Upon a roll call vote, the motion carried 7-0, with the cities of Minneapolis and Minnetonka unable to participate in the vote due to technical difficulties.

Commissioner Carlson commented that he wants to encourage shoreline projects rather than slow them down. Administrator Jester noted that staff will likely have a recommendation soon to change the requirement for certain projects to be approved at a Commission meeting.

5. BUSINESS

A. Receive Update on Sweeney Lake Alum Treatment

Commission Engineer Greg Wilson reported that the first phase of the alum treatment was completed. He noted the cold temperatures, snowfall, and high winds slowed down the project, but ultimately everything was completed as planned.

Engineer Wilson reported that 37,700 gallons of alum and 18,000 gallons of sodium aluminate were applied to Sweeney Lake between October 28th and November 5th with four passes each in the north and south basin treatment zones to ensure uniform application of the chemicals. He reported that Barr staff collected water quality and temperature measurements to confirm that neutral pH was maintained throughout the application. The City of Golden Valley and the Hidden Lakes HOA assisted by accommodating equipment storage and lake access throughout the treatment. The second (and final) phase of alum treatment is scheduled for the fall of 2022. Engineer Wilson reported that a small amount of chemical spilled within the holding berm which was handled as required. He indicated that overall, they were satisfied with the work of the contractor and that water temperatures stayed within the appropriate application range.

B. Appoint MAWD Delegates and Consider Approval of Meeting Attendance by Commissioners and Administrator

Administrator Jester informed the Commission that the annual MAWD meeting and convention will be held virtually December 2-4. She noted the Commission should appoint two delegates and one alternate delegate to attend the official business meeting on December 4th and noted that delegates must register for the meeting (registration is \$199/person). Administrator Jester also requested approval to attend the convention.

Commissioner Welch noted that MAWD is extremely valuable and urged all Commission members to attend and/or to attend Metro MAWD meetings. He will be attending but thinks it would be better if he didn't serve as a delegate. Chair Prom may have a conflict, so he would also rather not serve as a delegate.

Commissioners Wayne Sicora and Stacy Harwell were appointed to serve as the BCWMC delegates, with Commissioner Welch as an alternate delegate.

Administrator Jester will publicly notice the MAWD conference because there may be a quorum of commissioners. It was agreed that there should be a pre-conference TAC/Commissioners meeting to review the pending MAWD resolutions and to prepare for the MAWD business meeting. Administrator Jester was asked to set up a meeting and publicly notice that meeting as well.

MOTION: Commissioner Welch moved to authorize payment of registration fees for any commissioner and the administrator to attend the MAWD conference and approve Commissioner Sicora and Commissioner Harwell to be delegates. Alternate Commissioner McDonald Black seconded the motion. Upon a roll call vote, the motion carried 8-0 with Minnetonka unable to participate in the vote due to technical difficulties.

C. Review Protocols and Process for Addressing Potential Conflicts of Interest

Due to recent questions about potential conflicts of interest related to Commission work, Administrator Jester worked with the Commission attorney Dave Anderson to develop a framework for addressing potential conflicts as they arise.

Commissioner Welch suggested changes to the framework which were emailed to commissioners the afternoon before this meeting. He acknowledged that the first bullet point should be "administrative approval" rather than "administrative waiver." He stressed that it needs to be clear whether the authority to waive conflict is delegated to the administrator.

Chair Prom asked whether consent should be done in writing or verbal. Attorney Anderson responded that written consent would be better for transparency.

There was a discussion about how cities and others can access and use the Commission's XP-SWMM hydrologic model. Commission Engineer Chandler stated that there is an agreement that can be executed when others wish to use the

model. However, she noted that cities may have to hire a firm to run it, so it is easier and faster to have Barr run the model. Commissioner Welch noted that the only time there is an issue is when someone is paying Barr to do something.

Commissioner de Lambert liked Commissioner Welch's proposed changes and thought they adequately address various scenarios.

MOTION: Commissioner de Lambert moved to adopt the proposed framework for addressing potential conflicts of interest, with Commissioner Welch's recommended changes and noting the first bullet should indicate "administrative approval" rather than "waiver." Alternate Commissioner Crough seconded the motion.

Discussion: Attorney Dave Anderson clarified that the second bullet is intended to be very narrow in scope, i.e. an exception to a rule. He also noted that this policy can be a "working" policy with changes and adjustments made, as needed in the future. It was also reiterated that properly documenting the procedure used to address potential conflicts is important.

VOTE: Upon a roll call vote, the motion carried 8-0 with Minnetonka unable to participate in the vote due to technology issues.

D. Discuss Recommendations from Technical Advisory Committee and Possible Projects for 5-year CIP 2023-2027

Administrator Jester explained that the TAC met on October 1st and discussed a variety of issues including developing future CIP lists and chloride reduction strategies. She noted the TAC doesn't currently have recommendations for new or additional salt education, training or programs. Some TAC members are waiting to see what the new MS4 permit will require regarding chlorides. Plymouth staff indicated that MPCA's Smart Salting Assessment Tool was very useful for their city crews.

Administrator Jester reviewed the TAC recommendation that when applicable, project approval letters from the Commission Engineer include language encouraging developers and property managers to implement a chloride management plan with the goal of using best management practices for winter deicers and reducing the over application of chlorides. She noted that no template for a chloride management exists for property managers.

Commissioner Welch said that Nine Mile Creek Watershed District has a template. Administrator Jester replied that Nine Mile and Riley-Purgatory Bluff Creek Watershed Districts require a chloride management plan but the only elements within the plan are a point of contact for the property regarding winter maintenance and winter maintenance contractors certified in Smart Salting. She noted she hoped to develop an actual template that could be used for specific sites to note when, where, and how winter maintenance would happen.

The discussion revolved around the acknowledgment that a template is needed, but working with colleagues might be more effective than developing a template on our own. It was also noted that "encouragement" isn't likely to work. Commissioner Welch believes chloride management should be a requirement. Chair Prom added that salt management is difficult to enforce, but liked the encouragement language. Alternate Commissioner McDonald Black shared that she is happy to see the TAC discussing this issue and hopes further discussion continues. Administrator Jester noted that the BCWMC project review letters are sent to city staff who could decide to make the chloride plan a requirement for permit issuance.

Education consultant Dawn Pape added that this month's educational video is about smart salting practices in an attempt to normalize the proper scatter pattern of roughly three inches apart. She asked if the illicit discharge section of the MS4 permit would be a way to make shopkeepers, etc. more accountable. Plymouth TAC member Ben Scharenbroich responded by saying that is a slippery slope, because an illicit discharge must be excessive and conclusively drain to a waterbody. Cities will need more guidance from the MPCA. Generally, cities are waiting to see the chloride management requirements in the new MS4 permit (expected later this fall) before deciding what strategies or changes are needed at the city level. Alternate Commissioner Cesnik added her support for the development of a template—the easier, the better.

There was consensus that the TAC's recommendation to include the chloride management plan language in review letters was appropriate and should begin immediately.

Approaches for developing 10-year CIP in next watershed management plan

Administrator Jester reported that the TAC spent some time discussing methods for targeting and prioritizing projects for inclusion in the 10-year CIP for the next watershed management plan. Plan development will begin in 2022 or 2023 and is due in 2025. Staff noted that some analyses may take time to perform and pre-planning might need to get started soon.

The TAC recommends exploring the development of subwatershed analyses (SWAs) to help determine the location and cost-benefit of best management practices or projects that can be implemented to reduce pollution to a specific waterbody or to reduce flooding. It was noted that Shingle Creek WMC performs SWAs to identify the best areas for water quality improvement projects that not only help target Shingle Creek WMC CIP projects, but also help cities understand where projects would have the most benefit. This allows cities to look for improvement opportunities in those areas when city projects or development/redevelopment projects are proposed. It was noted that areas in need of SWAs could be determined through a combination of model results, hot spot and flood potential maps, known water quality issues, and Commission and city staff knowledge and input. Other commissioners agreed on the value of this evaluation.

There was discussion about the possibility of using a committee to discuss CIP development to determine what we have, what we need, and where opportunities exist. Chair Prom noted that commissioners can join TAC meetings to have joint discussions. Commissioner Welch noted it was important for the CIP ideas to start with the Commission rather than the TAC. Commissioner Sicora stated that as a Shingle Creek WMC commissioner, he understood the value of these SWAs and thought it could be valuable to have a presentation about the Crystal Lake SWA.

Commission Engineer Chandler noted that SWAs are very good at pointing out where BMPs can be placed for phosphorus reductions but may not be as useful for identifying locations or BMPs to address chlorides or flooding.

Commissioner Sicora and Commissioner Welch added comments about how it's important to determine how the SWA will be useful and only focusing on phosphorus would be a mistake. Commissioner Welch reminded the group that Minnehaha Creek WD staff gave a great presentation to a small audience of the former CIP Prioritization Committee on their targeting processes. Alternate Commissioner McDonald Black said it would be important to understand the scope and to make sure there's a balance between planning and doing. There was consensus that a presentation about Shingle Creek SWA(s) was a good idea for a future Commission meeting.

Commissioner Welch asked about the TAC item related to review of CIP implementation timelines. Administrator Jester noted that the TAC had a brief discussion about the various timelines for implementation for CIP projects over the years. She noted the TAC discussed the possibility of recommending timing guidelines or requirements, but in the end agreed that due to vast differences between the projects the timing of CIP implementation should continue on a case-by-case basis without imposing timing constraints, and thus had no recommendation for change. Commissioner Welch agreed there can't be a "one size fits all" requirement but noted the Commission has an obligation to tax payers for project implementation and thought perhaps the Commission should be the direct implementer more often.

E. Consider Options for Implementing Bryn Mawr Meadows Water Quality Improvement Project

Administrator Jester started with an overview explaining the three recommendations outlined in the memo including:

1. Commission prepare designs and specifications for CIP project components to be built on park land and within city right-of-way through BCWMC contractors rather than entering an agreement with MPRB or Minneapolis for design and engineering work.
2. After designs are complete, consider separate agreements for construction: one with MPRB and one with city of Minneapolis.
3. Request that the Commission Engineer develop a proposal and cost estimate for the final design and development of plans and specifications, permitting assistance, and bidding assistance for the project.

Administrator Jester noted that at the September 2019 meeting, the Commission officially ordered this project that will construct BMPs in Minneapolis right-of-way and within the MPRB park in conjunction with a major park redevelopment project. Because the project will be constructed within two different jurisdictions, there are various options for implementation. The project is complicated because there are pieces in city right-of-way in addition to being in the park. Administrator Jester noted that neither the city nor the MPRB was excited about taking on the whole project because of the different jurisdictions.

Commissioner Welch stated we should have a written agreement outlining roles and responsibilities among all parties before beginning project design. He noted the Commission should be cautious about spending CIP funding before there is an agreement in place. There was some discussion about the elements that should be included in the agreement. Administrator Jester agreed an agreement was a good idea and noted there had been no inclination from MPRB that the project would not be designed and constructed on the timeline previously reported.

MOTION: Commissioner Welch moved to approve development of a scope of work from the Commission Engineer to design the Bryn Mawr Meadows Water Quality Improvement Project for an amount not to exceed \$183,000 and to direct Administrator Jester to develop an agreement with the city of Minneapolis and Minneapolis Park and Rec Board with assistance from Commission Attorney Anderson. Alternate Commissioner Crough seconded the motion.

Commission Engineer Chandler noted that it may be easier to develop a scope of work after the agreement is in place. This detail was noted as being implied within the motion. It was also noted that the agreement would need a process for review and approval of 90% plans by all parties.

VOTE: Upon a roll call vote, the motion carried 8-0, with Minnetonka unable to participate in the vote due to technology issues.

F. Consider Options for Implementing Main Stem Lagoon Dredging Project

Administrator Jester explained that at the September 2020 meeting, the Commission officially ordered this project and agreed to design and construct the project without contracting with another entity for implementation. She further explained since BCWMC is implementing this project rather than reimbursing another entity, the Commission should be able to cover the expenses as soon as invoiced. She reviewed her recommendation including:

1. Request that the Commission Engineer develop a proposal and cost estimate for the final design and development of plans and specifications, permitting assistance, bidding assistance and construction services for the project.
2. Begin project design and permitting summer 2021; dredge Lagoons D, E & F winter 2022/2023.

Alternate Commissioner Crough said this sounds like a project that will require considerable work by the Commission Attorney and indicated it would be helpful to have a cost estimate from the attorney. Commission Attorney Anderson agreed that attorney fees will be higher due to more involvement. Administrator Jester recommended that, for this project, the attorney's time be charged directly to the specific CIP project account.

MOTION: Commissioner Welch moved to approve the Administrator's recommended implementation timing and to receive a scope of work from the Commission Engineer to provide project engineering for an amount not to exceed \$300,000. Alternate Commissioner McDonald Black seconded the motion. Upon a roll call vote, the motion carried 9-0.

G. Decide on Method for Staff Evaluation

Chair Prom asked for input on whether the Commission would like to pursue a different route in evaluating staff. Commissioner Welch expressed support to continue with a survey and stressed that commissioners need to weigh in because the staff deserves the feedback. There was consensus to use the same evaluation mechanism as 2019 with Chair Prom collecting input and summarizing the input at the December meeting.

6. COMMUNICATIONS

A. Administrator's Report

- i. Update on Medicine Lake issues were covered during the public forum.

- ii. Update on Grant Applications - \$250,000 in Watershed Based Implementation Funding approved for the Lagoon Dredging Project; \$250,000 requested with grant application to Hennepin County ERF grant program; \$100,000 to be requested through the Hennepin County Opportunity Grant program.
- iii. Search for New Deputy Treasurer – Noted that city of Golden Valley is seeking another city to take over as deputy treasurer. City staff spends about 70 hours a year for \$4,000 stipend.

Commissioner Welch indicated that accounting was not a good place to save money. He suggested directing the Administrator to prepare a request for proposals. Alternate Commissioners McDonald Black and Crough agreed that accounting should be performed by an outside entity.

- iv. Report on MAISRC Showcase and Water Resources Conference. Great conferences; most informative presentation from Water Resources Conference was from the City of Edina about the risk of flooding.

B. Chair

Chair Prom wished everyone a good Thanksgiving holiday.

C. Commissioners

Commissioner Welch volunteered TAC member Ben Scharenbroich to make a presentation on the new MS4 permit. Ben Scharenbroich agreed to and to also include other TAC members.

D. TAC Members

TAC members have been talking about ways to handle the new MS4 requirements, including cooperating together on some items. And, the new staff gage at the Medicine Lake outlet uses colors (green, red, yellow) to indicate high wake, no wake, etc.

E. Committees

Nothing to report.

F. Education Consultant

The latest education video was on wetlands and WHEP Volunteers. The first of several smart salting videos will come out around Thanksgiving.

G. Legal Counsel

Nothing to report.

H. Engineer

Engineer Chandler shared that she also attended the MAISRC showcase and found the starry stonewort presentation very informative.

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 Application, Plymouth (3)
- E. WCA Notice of Decision, Golden Valley
- F. WCA Notice of Application, Golden Valley
- G. [MPRB Draft Parks for All Comprehensive Plan Comment Period](#)

8. ADJOURNMENT

Chair Prom adjourned the meeting at 11:09 a.m.

Bassett Creek Watershed Commision
 General Fund (Administration) Financial Report
 Fiscal Year: February 1, 2020 through January 31, 2021
 MEETING DATE: December 17, 2020

Item 4B.
 BCWMC 12-17-20
 Full report online (NAUDITED)

BEGINNING CASH BALANCE	18-Nov-2020	(19,289.22)	
Transfer from 4M Fund		289,028.08	
	Total Cash Balance		269,738.86
BEGINNING INVESTMENT BALANCE		522,114.76	
Transfer out to Wells Fargo		(289,028.08)	
Interest Earnings - 4M Funds		16.68	
	Total Investment Balance		233,103.36
	Total Cash and Investments		502,842.22
ADD:			
General Fund Revenue:			
Interest less Bank Fees-Wells Fargo		(1.40)	
Total Interst Earnings		(1.40)	
Permits:			
Wellington Mgmt		3,500.00	
City of Plymouth		1,500.00	
TC Homes		500.00	
Other:			
Three River Park District	Curly Pond Leaf	1,127.85	
Reimbursed Construction Costs		1,011,912.69	
	Total Revenue and Transfers In		1,018,539.14
DEDUCT:			
Checks:			
3354 Barr Engineering	November Services	69,156.95	
3355 Kennedy & Graven	October Legal	2,129.30	
3356 Keystone Waters LLC	November Services/Admin Chg	5,296.56	
3357 Lawn Chair Gardener	WOMP	1,226.25	
3358 Wenck	November Services	1,128.20	
3359 Wayne Sicora	Conference Reimb	202.78	
3360 City of Golden Valley	DeCola Ponds B & C	603,772.66	
3361 City of Minnetonka	Crane Lake Improvement	367,999.15	
	Total Checks/Deductions		1,050,911.85
Outstanding from previous month:			
3321 Catherine Cesnik	Training Reimbursement	160.00	
ENDING BALANCE	9-Dec-2020		470,469.51

Bassett Creek Watershed Commission
 General Fund (Administration) Financial Report
 Fiscal Year: February 1, 2020 through January 31, 2021
 MEETING DATE: December 17, 2020

(UNAUDITED)

	2020/2021 BUDGET	CURRENT MONTH	YTD 2020/2021	BALANCE
OTHER GENERAL FUND REVENUE				
ASSESSMENTS TO CITIES	550,450	0.00	550,451.00	(1.00)
PROJECT REVIEW FEES	50,000	5,500.00	57,000.00	(7,000.00)
WOMP REIMBURSEMENT	5,000	0.00	4,500.00	500.00
TRANSFERS FROM LONG TERM FUND & CIP	42,000	0.00	0.00	42,000.00
CIP ADMINISTRATIVE CHARGE	30,000			
LONG TERM MAINT-FLOOD CONTROL PRC	12,000			
USE OF FUND BALANCE	15,000	0.00	0.00	15,000.00
METROPOLITAN COUNCIL - LRT		0.00	0.00	
THREE RIVERS PARK DISTRICT - CURLY LEAF POND		1,127.85	1,127.85	
CITY OF MINNEAPOLIS-BASSETT CREEK STUDY			53,571.89	
REVENUE TOTAL	662,450	6,627.85	666,650.74	50,499.00
EXPENDITURES				
ENGINEERING & MONITORING				
TECHNICAL SERVICES	130,000	7,470.00	125,442.64	4,557.36
DEV/PROJECT REVIEWS	75,000	6,542.00	84,114.75	(9,114.75)
NON-FEE/PRELIM REVIEWS	20,000	687.00	14,290.00	5,710.00
COMMISSION AND TAC MEETINGS	12,000	1,141.00	9,129.20	2,870.80
SURVEYS & STUDIES	10,000	582.00	582.00	9,418.00
WATER QUALITY/MONITORING	102,600	8,931.62	93,321.62	9,278.38
WATER QUANTITY	6,500	465.00	5,227.44	1,272.56
ANNUAL FLOOD CONTROL INSPECTIONS	12,000	2,430.55	54,245.05	(42,245.05)
REVIEW MUNICIPAL PLANS	2,000	198.00	1,548.00	452.00
WOMP	20,500	1,697.10	16,625.88	3,874.12
APM / AIS WORK	30,000	0.00	11,634.42	18,365.58
ENGINEERING & MONITORING TOTAL	420,600	30,144.27	416,161.00	4,439.00
PLANNING				
Next Generation Plan Development	18,000	0.00	0.00	18,000.00
MAINTENANCE FUNDS TOTAL	18,000	0.00	0.00	18,000.00
ADMINISTRATION				
ADMINISTRATOR	69,200	4,770.00	51,696.00	17,504.00
MN ASSOC WATERSHED DIST DUES	500	0.00	500.00	0.00
LEGAL COSTS	15,000	2,129.30	15,085.73	(85.73)
AUDIT, INSURANCE & BONDING	18,000	0.00	18,684.00	(684.00)
FINANCIAL MANAGEMENT	3,500	0.00	0.00	3,500.00
MEETING EXPENSES	1,500	0.00	223.50	1,276.50
ADMINISTRATIVE SERVICES	15,000	1,269.06	9,449.44	5,550.56
ADMINISTRATION TOTAL	122,700	8,168.36	95,638.67	27,061.33
OUTREACH & EDUCATION				
PUBLICATIONS/ANNUAL REPORT	1,300	0.00	1,000.00	300.00
WEBSITE	1,000	0.00	724.90	275.10
PUBLIC COMMUNICATIONS	1,000	0.00	1,112.59	(112.59)
EDUCATION AND PUBLIC OUTREACH	22,000	686.53	31,050.20	(9,050.20)
WATERSHED EDUCATION PARTNERSHIPS	15,850	0.00	9,850.00	6,000.00
OUTREACH & EDUCATION TOTAL	41,150	686.53	43,737.69	(2,587.69)
MAINTENANCE FUNDS				
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
MAINTENANCE FUNDS TOTAL	50,000	0.00	0.00	50,000.00
TMDL WORK				
TMDL IMPLEMENTATION REPORTING	10,000	0.00	0.00	10,000.00
TMDL WORK TOTAL	10,000	0.00	0.00	10,000.00
TOTAL EXPENSES	662,450	38,999.16	555,537.36	106,912.64

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2020/21 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2021					
Main Stem Dredging Project (BC-7)	3,259,000	1,439.50	38,616.50	80,811.22	3,178,188.78
Mt Olivet Stream Restoration (ML-20)	178,100	0.00	14,410.50	35,993.92	142,106.08
Parkers Lake Stream Restoration (PL-7)	485,000	0.00	24,564.90	57,547.12	427,452.88
Purchase High Efficiency Street Sweeper (ML-23)	81,600	0.00	0.00	0.00	81,600.00
2021 Project Totals	4,003,700	1,439.50	77,591.90	174,352.26	3,829,347.74
2022					
DeCola Ponds/Wildwood Park/SEA School Flood Control (BC-2,3,8,10)	0	10,520.50	15,695.39	15,695.39	(15,695.39)
Medley Park Stormwater Treatment Feasibility (ML-12)	0	10,607.50	39,086.56	39,086.56	(39,086.56)
2022 Project Totals	0	21,128.00	54,781.95	54,781.95	(54,781.95)
Total Proposed & Future CIP Projects to be Levied	4,003,700	22,567.50	132,373.85	229,134.21	3,774,565.79

BCWMC Construction Account

Fiscal Year: February 1, 2020 through January 31, 2021

(UNAUDITED)

December 2020 Financial Report

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception To Date Rec'd	Balance to be Collected	BCWMO Levy
2020 Tax Levy	1,500,000.00	1,239.74	1,501,239.74	701,646.09	1,474,482.20	1,474,482.20	26,757.54	1,500,000.00
2019 Tax Levy	1,436,000.00	(4,500.13)	1,431,499.87	454.46	1,952.86	1,427,000.57	4,499.30	1,436,000.00
2018 Tax Levy	1,346,815.00	(8,893.33)	1,337,921.67	279.77	(125.40)	1,335,639.00	2,282.67	947,115.00
2017 Tax Levy	1,303,600.00	(16,571.62)	1,287,028.38	193.65	344.03	1,288,055.03	(1,026.65)	1,303,600.00
2016 Tax Levy	1,222,000.00	(11,662.58)	1,210,337.42	96.74	171.60	1,210,242.31	95.11	1,222,000.00
2015 Tax Levy	1,000,000.00	(103.70)	999,896.30	288.87	461.81	999,818.32	77.98	1,000,000.00
				<u>702,959.58</u>			<u>32,685.95</u>	

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2020/21 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	135,000.00	0.00	85.00	107,850.15	27,149.85
TOTAL TMDL Studies	135,000.00	0.00	85.00	107,850.15	27,149.85
Flood Control Long-Term					
Flood Control Long-Term Maintenance	674,980.00	2,110.00	15,845.00	405,421.91	
Less: State of MN - DNR Grants		0.00	(3,231.50)	(145,078.40)	
	674,980.00	2,110.00	12,613.50	260,343.51	414,636.49
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Annual Water Quality					
Channel Maintenance Fund	415,950.00	0.00	11,453.70	267,073.30	148,876.70
Metro Blooms Harrison Neighborhood CWF Grant Project					
BWSR Grant	134,595.00	0.00	18,957.96	106,850.85	27,744.15
		(53,838.00)	(53,838.00)	(121,136.00)	(121,136.00)
	134,595.00	(53,838.00)	(34,880.04)	(14,285.15)	
Total Other Projects	1,860,525.00	(51,728.00)	(10,727.84)	499,845.81	997,271.19

(174,974.00)

Item 4D.
BCWMC 12-17-20
Full documentation
online



7800 Golden Valley Road
Golden Valley, MN 55427

November 30, 2020

Laura Jester, Administrator
Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55356

Subject: DeCola Ponds B and C Improvement Project (City Project 18-06)
BCWMC Project #BC-2, 3, 8
Reimbursement Request 2

Per the terms of the Cooperative Agreement for this project, the City of Golden Valley is requesting reimbursement for costs incurred by the City in the design and construction of the project. Enclosed is an invoice from the City of Golden Valley for Reimbursement Request 2 in the amount of **\$603,772.66**.

As you may recall, 50% of the project is being funded by the Minnesota Department of Natural Resources (MnDNR) Flood Damage Reduction grant through an appropriation by the Minnesota State Legislature. The BCWMC is funding up to \$1.6 million of the local share of the project, less Commission expenses. Hennepin County and the City of Golden Valley are contributing up to \$700,000 for the remaining local share. The City is paying the upfront costs of the project and is being reimbursed as work progresses.

The City made its fourth pay request to the MnDNR in July 2020 and received payment for 50% of the project costs for invoices paid between November 19, 2019 and July 23, 2020. The packet for the fourth pay request to the MnDNR also serves as documentation for BCWMC Reimbursement Request 2.

Below is a summary of BCWMC Reimbursement Request 2

<u>Item</u>	<u>Total cost</u>	<u>50% DNR share</u>	<u>BCWMC</u>
MnDNR pay request 4	\$1,207,545.32	\$ 603,772.66	\$ 603,772.66



7800 Golden Valley Road
Golden Valley, MN 55427

Following is a summary of BCWMC reimbursement requests to date:

Reimbursement 1 (Feb 2020)	\$ 787,615.09 PAID
<u>Reimbursement 2 (Dec 2020)</u>	<u>\$ 603,772.66</u>
Total amount requested to date	\$1,391,387.75

For information, the construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. There will be one more reimbursement request before the project is completed and a final report is submitted. Thank you for your continued support of this important flood mitigation and water quality project. If you have any questions, please contact me at 763-593-8084.

Sincerely,

A handwritten signature in blue ink that reads "Eric Eckman".

Eric Eckman
Environmental Resources Supervisor

Enclosures

C: Sue Virnig, Finance Director
Jeff Oliver P.E., City Engineer

Quarterly, Semi-Annual, Annual Payment Request Worksheet*
Flood Hazard Mitigation Grant Applicant: City of Golden Valley



Grant Number: 147299/3000140570 Representative's Signature _____

Beginning Date of Grant: October 2, 2018

Date Submitted: July 28, 2020

				Documentation
Date Work Done**	Description of Expense***	Amount	Date Paid	Attached
10/29/2019	Fee - Public Notice - Ad for Bid - Restoration Contract	\$444.15	11/19/2019	ECM Publishers Inv
12/28/19-1/24/20	Professional Services - Barr Engineering Invoice 17	\$17,466.45	1/31/2020	Barr Inv 17
12/24/19-1/29/20	Construction Contract - Dahn Const Payment 6	\$787,306.73	2/13/2020	Pay Request 6
1/25/20-2/21/20	Professional Services - Barr Engineering Invoice 18	\$16,532.86	3/28/2020	Barr Inv 18
1/30/20-3/05/20	Construction Contract - Dahn Const Payment 7	\$282,371.12	7/14/2020	Pay Request 7
2/22/20-3/20/20	Professional Services - Barr Engineering Invoice 19	\$7,123.45	4/18/2020	Barr Inv 19
3/21/20-4/17/20	Professional Services - Barr Engineering Invoice 20	\$8,673.19	5/21/2020	Barr Inv 20
4/18/20-5/15/20	Professional Services - Barr Engineering Invoice 21	\$18,282.30	6/11/2020	Barr Inv 21
5/1/20-5/31/20	Restoration Contract - AES Payment 1	\$35,789.25	6/25/2020	AES Pay Request 1
6/29/2020	Fee - 3 floating goose deterrant devices	\$1,773.36	7/7/2020	Goose Buster Invoice
5/16/20-6/12/20	Professional Services - Barr Engineering Invoice 22	\$10,908.70	7/14/2020	Barr Inv 22
7/15/2020	Fee - MPCA Review Implementation Report	\$937.50	7/23/2020	MPCA #10000109495
7/15/2020	Fee - MPCA Review Implementation Report	\$62.50	7/23/2020	MPCA #10000109635
1/1/20-7/19/20	City staff admin costs 1-1-20 through 7-19-20	\$19,873.76	7/19/2020	City finance report
	Total for this billing period	\$1,207,545.32		
	DNR share (50%)	\$603,772.66		
* State fiscal year ends on June 30 - Payment requests must be processed at least annually.				
** Expenses must be listed by date in the order the work was done (not in the order the bills were paid) starting with the oldest date.				
*** Include documentation or evidence of expense such as invoice, canceled check, employee time worked, hourly rate, etc..				



Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr)
Subject: Item 4E: Currie Commons – Minneapolis, MN
BCWMC December 17, 2020 Meeting Agenda
Date: December 9, 2020
Project: 23270051 2020 2233

4E Currie Commons – Minneapolis, MN BCWMC 2020-28

Summary:

Proposed Work: 187-unit residential housing, second level parking deck, surface parking lot, and utilities including stormwater management

Basis for Review at Commission Meeting: Cut and fill in the floodplain

Impervious Surface Area: Increase 1.29 acres (increase 0.04 acres relative to historical site use)

Recommendation: Conditional Approval

General Project Information

The proposed project is in the Bassett Creek Main Stem subwatershed at 187 Humboldt Avenue North in Minneapolis. The proposed project includes construction of a multi-story residential building with 187 units, a second level parking deck, a surface parking lot, a stormwater management system, and utility improvements resulting in 1.66 acres of grading (disturbance). The proposed project creates 1.29 acres of new impervious surfaces, from 0 acres (existing) to 1.29 acres (proposed). An additional 0.27 acres of work occurs in the right of way of adjacent streets (Irving Avenue North, Currie Avenue West, and Humboldt Avenue North) to facilitate utility, sidewalk, and curb work.

Floodplain

The proposed project includes work in the Bassett Creek 1% (base flood elevation, 100-year) floodplain. The October 2019 BCWMC Requirements for Improvements and Development Proposals (Requirements) document states that projects within the floodplain must maintain no net loss in floodplain storage and no increase in flood level at any point along the trunk system (managed to at least a precision of 0.00 feet). The 1% (base flood elevation, 100-year) floodplain elevation of Bassett Creek at this location is 811.2 feet NAVD88.

The proposed project will result in a net increase in floodplain storage of approximately 169 cubic yards and does not result in an increase in flood level at any point along the trunk system.

The Requirements document also states that minimum building elevations (lowest) floor of new and redeveloped structures, including parking ramps/garages, must be at least 2.0 feet above the 100-year flood level. The proposed building and second level of parking are at least 2.0 feet above the 100-year

flood level. The ground level parking is approximately 6 feet below the 100-year flood elevation and was reviewed as a surface parking lot, which is an allowable land use in the floodplain. Applicable elevations for the proposed development are listed in Table 1.

Table 1: Applicable Elevations for the Proposed Development

Feature	Elevation (feet, NAVD88)
100-year Floodplain	811.2
10-year Flood Level (for reference, not regulated)	806.9
2-year Flood Level (for reference, not regulated)	805.7
Proposed Building Finished Floor Elevation (FFE)	814.0
Proposed Tuck-Under (Surface) Parking Lot	Varies: 805.0 – 808.0
Proposed Tuck-Under (Surface) Parking Lot Access Driveway	~ 808.0
Proposed Parking Ramp (Above Tuck-Under (Surface) Parking Lot)	~819.0
Proposed Parking Ramp (Above Tuck-Under (Surface) Parking Lot) Access Driveway	~ 810.0

Since this site provides parking within the 100-year floodplain, the owner indicated that an emergency plan will be developed to protect the users and the infrastructure during flood events. The owner is currently evaluating the most effective emergency flood notification and protection plan for this project.

Wetlands

The proposed project does not involve work in or adjacent to wetlands.

Rate Control

The October 2019 BCWMC Requirements document states that projects that create more than one (1) acre of new or fully reconstructed impervious area *must manage stormwater such that peak flow rates leaving the site are equal to or less than the existing rate leaving the site for the 2-, 10-, and 100-year events, based on Atlas 14 precipitation amounts and using a nested 24-hour rainfall distribution.*

In existing conditions, stormwater runoff generally leaves the site in three directions: to the west to the gutter line and storm sewer in Irving Avenue North, to the north to the gutter line and storm sewer in Currie Avenue West, and to the southeast to Humboldt Avenue North right of way, which is assumed to drain or be conveyed north to storm sewer in Currie Avenue West and ultimately to Bassett Creek.

In proposed conditions, stormwater will continue to generally leave the site in the same three directions. A combined underground and surface filtration system is proposed to provide detention and rate control for a majority of the site runoff. The outlet for the filtration system routes flows to the storm sewer in Currie Avenue West, which ultimately discharges to Bassett Creek.

Table 2 summarizes the existing and proposed peak discharge rates for the proposed project.

Table 2: Existing and Proposed Peak Discharge Rates

Runoff Direction	Area (acres)		2-Year Peak (cfs)		10-Year Peak (cfs)		100-Year Peak (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed
To West	0.07	0.17	0.3	0.6	0.4	1.0	0.8	1.9
To North	1.87	1.77	3.0	1.0	5.7	1.4	12.1	5.6
To East			2.9	0.5	5.5	1.1	11.8	5.2
Total ¹	1.94	1.94	3.1	1.6	5.8	2.4	12.4	6.0

¹ Total peak discharge rates are not a direct sum of the peak discharge rates of inflows as drainage to the east is routed to the north and then summed with the discharge from the west. Additional discrepancies may be due to rounding or the timing of the peak discharge rates for each inflow.

Although there is a slight increase in rates to the west to Irving Avenue North, overall the stormwater management system provides an overall decrease in runoff rates leaving the site, which meets the BCWMC requirement for overall rate control.

Water Quality

The BCWMC Requirements document states that projects on sites without restrictions *that create one or more acres of new and/or fully reconstructed impervious surfaces shall capture and retain on-site 1.1 inches of runoff from the new and/or fully reconstructed impervious surfaces*. If the applicant is unable to achieve the performance goals due to site restrictions, the MIDS flexible treatment options approach shall be used following the MIDS design sequence flow chart.

The proposed project creates 1.29 acres of new and/or fully reconstructed impervious area on the parcel. Infiltration is not feasible on the site due to project site constraints, including low-infiltrating soils, contaminated soils, and high groundwater. Therefore, the applicant followed the Design Sequence Flow Chart and determined that the project must meet Flexible Treatment Option (FTO) #2. FTO #2 requires that the project provide 60% removal of total phosphorus (TP). A filtration basin that also has some underground storage components is proposed to provide stormwater treatment. The filtration basin will collect runoff from the majority of the parcel, with the exception of some areas on the west and north sides of the proposed buildings that drain into the right of way of Irving Avenue North and Currie Avenue West. Table 3 summarizes the annual TP loading and TP removal for the filtration basin and demonstrates that the proposed project meets FTO #2. The 0.27 acres of work in the street rights of way is not included in the water quality analysis. Disconnected sidewalks are exempt from water quality treatment, and the utility connections and street improvements are considered linear work.

Table 3: Summary of TP Loading, TP Removals, and TP Removal Efficiency for Proposed BMP

Drainage Area / BMP	Area (acres)	TP Loading (lbs/year)	TP Removal (lbs/year)	Percent Removal (%)
Project Parcel / Filtration Basin	1.29	2.9 ¹ (2.7 ²)	1.8 ¹ (1.7 ²)	61.9% ¹ (61.7% ²)

¹ Provided by applicant.

² Estimated by Barr based on modifications resulting from comments in Recommendation section.

Erosion and Sediment Control

The proposed project results in more than 10,000 square feet of land disturbance; therefore, the proposed project must meet the BCWMC erosion and sediment control requirements. Proposed temporary erosion

and sediment control features include a rock construction entrance, silt fence, biologs, and inlet protection. Permanent erosion and sediment control features include riprap at flared end section outlets, erosion control blanket, and stabilization with sod or seed and mulch.

Recommendation

Conditional approval based on the following comments:

1. The HydroCAD models must be revised as follows to demonstrate that the proposed project meets BCWMC rate control requirements:
 - a. On the drainage area maps, the assumed project extents is the thick, double-dashed black line. The project extents on the drainage maps (and areas in the HydroCAD models) do not appear to match the project extents on the plans and must be clarified or revised to match.
 - b. On the drainage area maps, the delineated drainage areas do not include the entire project extents and must be revised to include the entire project extents. Note: the extents of the existing and proposed drainage areas should continue to match to provide a fair comparison of existing and proposed discharge rates.
 - c. Additional documentation must be provided to support the assumed roof storage capacity.
 - d. Outlet device #4 for the filtration basin must be revised to match the plans.
 - e. An emergency overflow should be provided for the filtration basin.
2. The P8 model must be revised as follows to demonstrate that the proposed project meets BCWMC water quality goals (or flexible treatment options).
 - a. The "infiltration outlet" for the Filtration Basin device must be routed to the Currie Storm Sewer pipe device. (If this is not done, P8 treats the devices as infiltration BMPs rather than filtration BMPs).
 - b. Watershed PS-04 must be updated to match the area in the HydroCAD model and proposed drainage map.
 - c. Watershed PS-07 must be updated to match the percent imperviousness in the HydroCAD model and proposed drainage map.
3. Sheet C-801: the sediment control rock entrance detail must be modified to include a minimum wash-off berm height of 2 feet above the adjacent roadway, with maximum side slopes of 4:1, to intercept sediment-laden runoff.
4. A maintenance agreement must be established between the owner and the City of Minneapolis for the underground storage chambers and stormwater filtration basin. Note: A Proposed Operations and Maintenance Plan from Wenck to the City of Minneapolis was included in the submittal to the BCWMC, but we did not perform a detailed review of this information.
5. The BCWMC encourages the owners and/or managers of this property to develop and implement a winter deicer and chloride management plan to reduce environmental, structural,






To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr)
Subject: Item 4E: Currie Commons – Minneapolis, MN
Date: December 9, 2020
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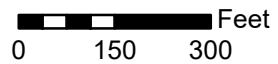
and landscaping degradation caused by the overuse of salt. More information is available at www.bassettcreekwmo.org/developer/winter-maintenance.

Administrator's note: This webpage is in development.

6. Revised plans (paper copy and final electronic files), stormwater management plan, and supporting documentation must be provided to the BCWMC Engineer for final review and approval.



-  Project Location
-  Municipality
-  BCWMC Legal Boundary
-  Major Subwatershed
-  Bassett Creek



BCWMC #2020-28
 CURRIE COMMONS
 Minneapolis, MN

LOCATION MAP



Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr)
Subject: Item 4F: 10406 South Shore Drive Single-Family Home – Plymouth, MN
BCWMC December 17, 2020 Meeting Agenda
Date: December 9, 2020
Project: 23270051.48 2020 2235

4F 10406 South Shore Drive Single-Family Home – Plymouth, MN BCWMC 2020-30

Summary:

Proposed Work: Single-family home construction

Basis for Review at Commission Meeting: Work in the floodplain

Impervious Surface Area: Increase 1,082 sq. ft.

Recommendation: Approval

General Project Information

The proposed project is located along Medicine Lake at 10406 South Shore Drive in Plymouth, MN. The proposed project includes construction of a new single-family home resulting in 0.28 acres of disturbance. The project creates 1,082 sq. ft. of new impervious surfaces.

Floodplain

The proposed project includes work in the BCWMC (Medicine Lake) 1% (base flood elevation, 100-year) floodplain. The October 2019 BCWMC Requirements for Improvements and Development Proposals (Requirements) document states that projects within the floodplain must maintain no net loss in floodplain storage and no increase in flood level at any point along the trunk system (managed to at least a precision of 0.00 feet). The 1% (base flood elevation, 100-year) floodplain elevation of Medicine Lake is 890.4 feet NAVD88.

The proposed 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 of approximately 6 cubic yards.

The Requirements document also states that minimum building elevations (lowest) floor of new and redeveloped structures, including parking ramps/garages, must be at least 2.0 feet above the 100-year flood level.

The new home is proposed as a slab on grade design. The garage floor is proposed to be 2.2 feet above the 100-year flood level and the low floor of the home is proposed to be 2.5 feet above the 100-year

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr)
Subject: Item 4F: 10406 South Shore Drive Single-Family Home – Plymouth, MN
Date: December 9, 2020
Page: 2

flood level. Portions of an existing detached garage and shed on the property appear to be in the 100-year floodplain. The city should review the elevations of the structures and consider requiring or requesting that these features be removed from the floodplain, as feasible.

Lakes, Streams, and Wetlands

The applicant does not appear to be proposing any work along the shoreline of Medicine Lake.

The City of Plymouth is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required.

Rate Control

The proposed project does not create one or more acres of new or fully reconstructed impervious surfaces; therefore, BCWMC rate control review is not required.

Water Quality

The proposed project does not create one or more acres of new or fully reconstructed impervious surfaces; therefore, BCWMC water quality review is not required.






Erosion and Sediment Control

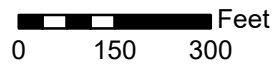
Single family homes are exempt from BCWMC erosion and sediment control requirements.

Recommendation

Approval. We also recommend that the city review the elevations of the existing structures and consider requiring or requesting that these features be removed from the floodplain, if feasible.



-  Project Location
-  Municipality
-  BCWMC Legal Boundary
-  Major Subwatershed
-  Bassett Creek



BCWMC #2020-30
 NEW HOME AT
 10406 SOUTH SHORE DRIVE
 Plymouth, MN

LOCATION MAP

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT (“Agreement”) made and entered into this day _____, 2020

Between: Bassett Creek Watershed Management Commission
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
(hereinafter called “CLIENT”)

And: Wenck Associates, Inc.
7500 Olson Memorial Highway
Suite 300
Golden Valley, Minnesota 55427
(hereinafter called “WENCK”)

(and together “the Parties”)

Witnesseth that the Parties hereto agree, each with the other, as follows:

1. PROJECT
This Agreement pertains to the provision of engineering services for the Proposal for the Bassett Creek Watershed Outlet Monitoring Services dated December 9, 2020 (“Project”).
2. SCOPE OF SERVICES
The services to be performed by WENCK for the Project are set forth in WENCK’s proposal referred to as the “2021 Bassett Creek Watershed Outlet Monitoring Program Services,” a copy of which is attached hereto as Exhibit A and made part of this Agreement (collectively, the “Services). The Services may be modified by a written, mutually agreeable Change Order. WENCK shall provide the Services as an independent contractor.
3. COMPENSATION
Compensation shall be paid for the Services actually provided in accordance with the WENCK’s proposal and total Project costs shall not exceed \$18,080 unless otherwise approved in writing by CLIENT. The Project will be invoiced on a monthly basis for professional time completed and expenses incurred with a 0% mark-up. Invoices are to be paid within 45 days of receipt of the invoice.
4. TERM
WENCK will commence the Services beginning January 1, 2021 and provide appropriate expertise and will proceed with due diligence until December 31, 2021.
5. TERMINATION
This Agreement may be terminated by CLIENT upon 5 days’ notice in writing to WENCK. CLIENT shall forthwith pay to WENCK all amounts, including all expenses and other applicable charges, payable under this Agreement as of the termination date.
6. STANDARD OF CARE/INDEMNITY WENCK will provide:
 - A. The standards of care, skill and diligence normally provided by a professional in the

performance of the Services contemplated by this Agreement.

- B. Wenck agrees to indemnify and hold CLIENT harmless from any claim, cause of action, demand or other liability of any nature or kind (including the costs of reasonable attorney's fees and expert witness fees) arising out of any negligent act or omission of Wenck or any subcontractor of Wenck in connection with the Services performed under the terms of this Agreement. Nothing herein shall be deemed a waiver by CLIENT of any limitations or exemptions from liability available to it under Minnesota Statutes, chapter 466 or other law.
- C. WENCK shall, during the entire term of this Agreement, maintain commercial general liability insurance and professional liability insurance, each with a policy limit of at least \$1,500,000. WENCK shall have CLIENT named as an additional insured on WENCK's commercial general liability policy. WENCK shall provide CLIENT a certificate of insurance showing proof of such coverages.

7. DISPUTE RESOLUTION/GOVERNING LAW

If a dispute arises out of or in connection with this Agreement or the breach thereof, the Parties will attempt to settle the dispute by negotiation before commencing legal action. The governing law shall be the law of the State of Minnesota.

8. NOTICE AND OFFICIALS

WENCK will appoint a Project Manager who shall be in charge of the Project for WENCK. CLIENT shall designate in writing an official who shall be authorized to act for the CLIENT. The person so appointed by WENCK will maintain close contact with the authorized representative of CLIENT. All notices to WENCK, including without limitation, those concerning changes in the scope of Services shall be directed in writing to the appointed Project Manager at the address shown above. Notices to CLIENT shall be directed in writing to CLIENT at the address of CLIENT shown above or to such other address as the CLIENT may designate in writing.

9. MISCELLANEOUS

This Agreement: i) constitutes the entire agreement between the Parties; ii) supersedes any previous representations or agreements between the Parties with respect to the Service; iii) may be modified or amended only in a writing signed by the Parties; and iv) shall inure to the benefit of and be binding upon the Parties, their respective permitted successors and assigns. Neither Party may assign this Agreement in whole or in part without the express written consent of the other Party. Nothing in this Agreement is to be construed to create any rights in any third party (including without limitation vendors and contractors working on the Project whether as third party beneficiaries or otherwise. WENCK shall comply with all applicable laws, rules, and regulations in providing the Services. WENCK agrees to comply with the Minnesota Data Practices Act with respect all data created, collected, received, stored, used, maintained, or disseminated by WENCK in the course of providing Services under this Agreement. This Agreement does not require data on individuals to be made available to WENCK. The books, records, documents, and accounting procedures of WENCK related to the Services are subject to examination by CLIENT and either the legislative auditor or the state auditor, as appropriate, for a minimum of six years.

10. GRANT REQUIREMENTS

WENCK recognizes that CLIENT will undertake certain obligations as part of a "Grant Agreement between the Metropolitan Council and Bassett Creek Watershed Commission For The Metropolitan Area Watershed Outlet Monitoring Program (WOMP2)" (the "Metropolitan

Council Grant”), a copy of which will be attached to the proposal when executed. WENCK agrees that obligations imposed by the Metropolitan Council Grant on subgrantees and subcontractors are hereby made binding on WENCK, and that the terms of said agreement are incorporated into this Agreement to the extent necessary for the Metropolitan Council to meet its obligations under the State Grant Agreement. The terms of the Metropolitan Council Grant are incorporated in and made part of this Agreement as needed to give effect to the purposes of this Agreement.

IN WITNESS WHEREOF the parties have duly executed this Agreement.

“CLIENT”
Bassett Creek Watershed
Management Commission

“WENCK”
Wenck Associates, Inc.

By: _____
Its Chair

By: _____

Its Secretary

Its:



December 9, 2020

Laura Jester

Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55346

RE: 2021 Bassett Creek Watershed Outlet Monitoring Program Services

Dear Ms. Jester:

Thank you for the opportunity to provide a scope of work and budget to continue operating the Met Council Environmental Services' (MCES) Watershed Outlet Monitoring Program (WOMP) station for Bassett Creek. Wenck has a long history of providing stream monitoring expertise to our clients and are confident this expertise will provide the Bassett Creek Watershed Management Commission (BCWMC) the highest quality stream monitoring.

Scope of Work

Wenck Associates will provide monitoring services and work with MCES staff to ensure that all monitoring needs/requirements for the Bassett Creek WOMP are satisfied. Wenck will complete the following tasks to accomplish the scope of work:

Task 1. Project Management.

This task assumes 1 hour of Wenck staff time per month for managing/coordinating budgets and field staff, and communication between Wenck, MCES, and BCWMC staff.

Task 2. Routine Monitoring.

Wenck will collect routine monitoring samples once every two weeks beginning in January 2021 through December 2021 (~25 total events). This task assumes approximately 3.5 hours of staff time per sample event which includes field sampling preparation, sample collection, and sample delivery to MCES laboratory in St. Paul. This task also covers staff time for on-site equipment training/maintenance with MCES staff

Task 3. Storm Event Monitoring.

Wenck will target and collect approximately 10 storm event samples in 2021. This task assumes approximately 2.5 hours of staff time per sample event which includes field sampling prep, sample collection, and sample delivery to MCES laboratory in St. Paul.

Task 4. Attend MCES Cooperator Forum

One Wenck staff member will attend MCES's WOMP Station Cooperator Forum which is typically held in the spring. A summary of the forum will be provided to BCWMC staff.

Cost Estimate

Wenck proposes to perform the scope of work stated above on a time and materials basis for a total estimated cost of \$18,080 for the 2021 monitoring season. A detailed breakdown of our cost estimate is provided below.



Table 1: Tasks and estimated costs.

Staff	Task	Hours/ Quantity	Total Cost
Anne Wilkinson	Task 1: Project Management	12	\$1,740
Anne Wilkinson/ Nick Omodt	Task 2: Routine Monitoring	88	\$10,560
	Task 3: Storm Event Monitoring	25	\$3,000
Anne Wilkinson or Nick Omodt	Task 4: Attend MCES Cooperator Forum	6	\$720
--	Mileage	1,400 miles	\$810
	Equipment (Data Sonde)	\$50/day	\$1,250
Total Estimated Project Cost			\$18,080

Project Team

The following Wenck staff will execute the Scope of Work. Other staff will participate as needed

- Project Manager Anne Wilkinson
- Senior QA/QC Jeff Strom
- Environmental Scientist Nick Omodt

Summary

On behalf of the 275+ employee-owners of Wenck, thank you for this opportunity to work with the BCWMC. Should you have any questions, or need clarification of anything presented in this scope of work, please do not hesitate to contact Anne Wilkinson at 763-252-6877 or awilkinson@wenck.com.

Wenck Associates, Inc.

Anne Wilkinson
 Project Manager

Jeff Strom
 Associate



Northside Commercial Projects

Item 5A.
BCWMC 12-17-20

Metro Blooms



Progress Report: December 2020

In addition to the clean water projects installed with Ripley Gardens, KNOCK Inc, and Venture North Bike Shop in 2019, we partnered with Masjid An Nur, the Regional Apprenticeship and Training Center (RATC) and All Nations Church in 2020 to implement raingardens, native plantings, and permeable pavement. Stormwater credit applications, operations and maintenance plans, and as built documents are underway. Signage is completed and installed for 2019 projects and in fabrication for 2020 projects. In conjunction with clean water and urban habitat, project focus remains on equitable development. The 2020 projects highlight this by supporting community-led projects, particularly at Masjid An Nur (striving to be the first eco mosque in the country) and the RATC. These projects were underway but required more funding support to reach completion and the Clean Water Fund grant was able to provide that final investment. Grant activities are nearly complete and will be wrapped up by year end 2020.



By the numbers (project totals)

- 14 sites engaged
- 6 completed project sites
- 28 raingardens (10,014 sq ft)
- 8 native plantings (4,107 sq ft)
- 5 fescue/bee lawns (8,861 sq ft)
- 1 permeable pavement plaza
- 20 landcare stewards trained



Additional funding and support provided by:





Northside Pollinator Project 2020

Scope of Project: The Northside Pollinator Project aims to replace conventional turfgrass lawns with gardens that will add beauty to the community, clean our water, and protect our bees and butterflies. Turfgrass currently accounts for much of the greenspace present on residential landscapes, despite providing little ecological value when compared to native plantings.

Engagement Approach: We placed an emphasis on environmental justice and equitable engagement, reaching out to racially diverse, low income communities that have been historically excluded from green infrastructure projects despite having greater exposure to environmental harm. Metro Blooms initiated a new, more targeted, recruitment approach to reach these engagement goals. We developed partnerships with local community leaders and strengthened existing relationships with neighborhood organizations to help us recruit project participants that were representative of the neighborhood. These efforts were highly successful, as the vast majority of the 25 project participants were Black Indigenous, People of Color (BIPOC) community members. Metro Blooms strives to build capacity within communities by providing project participants with the tools needed to expand their knowledge and serve as leaders on future projects. As such, Metro Blooms staff invested a significant amount of time in educating project participants to ensure long term impacts after project completion.

Project Outreach and Implementation: All entities involved in the project (including community leaders, neighborhood organizations, and residents) were given a thorough description of the goals of this project, with Metro Blooms staff explaining how native plants can improve local water quality, protect our valuable pollinators, and add beauty through diverse trees, shrubs, and flowering plants. A site consultation was included for each project participant, where Metro Blooms landscape designers worked with residents to select planting templates that were best suited for their yard based on personal preferences and environmental considerations. Metro Blooms Landscape Designers developed planting templates that took into consideration different environmental factors, like shade and soil moisture.

Residents Reached through Project: After adopting the engagement approach of direct and targeted outreach with the help of community leaders, the project was really popular among people living in Bassett Creek Watershed as well residents living outside it. We were able to do a total of 25 projects in Northside, including five residents outside the Bassett Creek watershed that were interested in getting their own gardens. This led to an unexpected partnership with the Mississippi Watershed Management Organization (MWMO) that allowed for 5 participants that were large influences in their community to be a part of this pollinator project. Beyond that, the MWMO was able to implement [a digital storytelling](#) piece interviewing two of the residents that had participated in this project and how this investment changes their interaction with the natural world and their community.



your yard
CAN BEE
the **CHANGE**
#Lawns2Legumes



By the numbers

- 52 properties engaged
- 3 Neighborhood Associations engaged, 2 took lead on engagement
- 25 completed native plantings
- 5 renters participated
- 2,000+ square feet pollinator habitat
- 7 paid community project stewards (3 youth community stewards who served as liaisons)



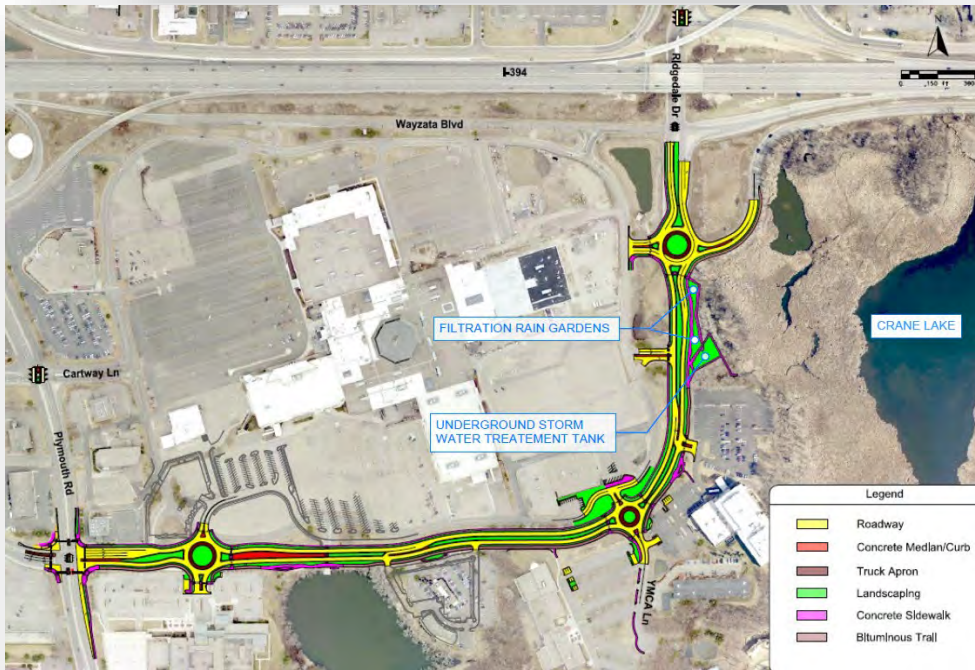
Credit

Illustration created by MCAD student Artist Katie Sartor-Duchene



Metro Blooms designer Jen Ehlert at a consultation with project participant

Crane Lake Improvement Project (CL-3)



FINAL REPORT
December 4, 2020



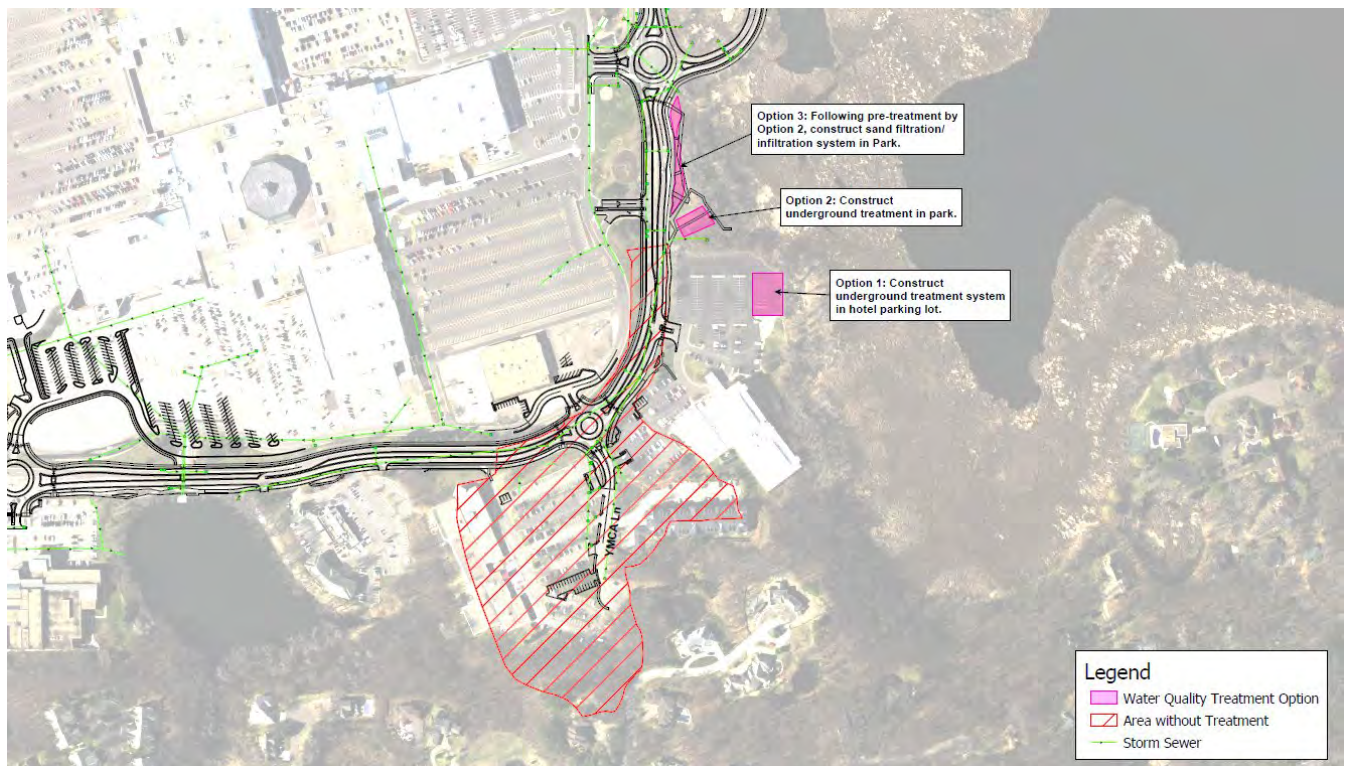
I. Project Overview

The Crane Lake Improvements Project included storm water quality improvements which were completed in conjunction with the Ridgedale Drive Reconstruction Project. The reconstruction of Ridgedale Drive between Plymouth Road and Wayzata Boulevard reconfigured the roadway with three roundabouts, and reduced the impervious area by approximately two acres. The associated Crane Lake Improvements include the installation of an underground treatment system beneath the park, which then pumps to a series of rain garden filtration basins prior to outlet into Crane Lake. These improvements provide treatment of a 13.3 acre drainage area which was previously not treated prior to entering Crane Lake.

The underground treatment system and rain gardens were constructed in the park area where a future park shelter (planned for 2021) with educational kiosk will be built and can educate the public about the treatment system and Crane Lake. This is a great opportunity for education with the close proximity to the Ridgedale Mall, park amenities, and adjacent trail network.

II. Project Area

The project area map shown below from the Feasibility Report is located on Ridgedale Drive from YMCA Lane to Wayzata Boulevard. A storm sewer network was installed to collect the untreated drainage area and direct storm water to the underground tank and filtration basins (Option 2 and 3 below). During the feasibility study, it was determined to no longer explore Option 1 which was not constructed.



III. Project Description and Outcomes

The Crane Lake Improvements included the installation of a 12,250 cubic-foot underground storage tank, a wet well with a 30 gallon per minute pump, and a series of rain garden filtration basins. The untreated drainage area of 13.3 acres as shown in the above image is collected and directed to the tank, where it is then pumped and filtered through the rain gardens prior to outlet into Crane Lake.

During construction, it was determined the soils were not conducive to infiltration and the rain gardens were constructed with granular filter media and underdrains to allow for filtration. As the improvements were constructed according to the approved design plans, the pollutant load reductions are anticipated to remove the originally estimated 9 pounds of total phosphorus and 3,500 pounds of total suspended solids from the runoff each year. The annualized cost per pound of total phosphorous pollutant removal is \$1,580 to \$1,960.

In efforts to further understand the amount of storm water pumped to the rain gardens each year, the City of Minnetonka installed a flow meter in the wet well. This flow meter will be removed along with the pump in the fall, and then replaced again in the spring.

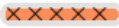

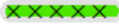

IV. Timeline and Key Documents

The project timeline is found below with documents found at:

<https://www.bassettcreekwmo.org/projects/all-projects/crane-lake-improvement-project>.

- April 19, 2018: BCWMC approved the 5-year (working) CIP, which included implementation of the Crane Lake Improvement Project (CIP #CL-3), as part of the Ridgedale Drive Reconstruction Project.
- March 21, 2019: Presentation and approval of Feasibility Study (Option 3 approved)
- May 16, 2019: 90% Design Plans Approved
- September 19, 2019: Resolution 19-09 Ordering Project
- Construction Timeline (Staging Map provided below)
 - July - November 2019: Ridgedale Drive Stage 1 Construction
 - Installation of storm sewer, underground tank, and rain gardens.
 - April – June 2020:
 - Installation of underground tank lift station pump to rain gardens, rain garden plantings, and remaining storm sewer directed to tank in Stage 2 area by YMCA Lane.
 - July – November 2020:
 - Final punch list item completion for lift station pump and rain gardens. Installation of street and utilities in Stage 3 area.



-  Stage 1 (2019 Construction)
-  Stage 2 (2020 Construction)
-  Stage 3 (2020 Construction)
-  Project Area

V. Project Budget and Funding

- BCWMC Reimbursement Request 1 & Final – December 4, 2020
 - Request Amount = \$367,999.15

The actual project costs for the related BCWMC items were approximately 10% above the original feasibility study estimated costs. The overall project costs received at bidding were higher than originally estimated, which is the primary reason the actual project costs were higher. The project scope and material quantities constructed were consistent with the approved design plans. The table below compares the actual project costs with the approved feasibility estimate provided in March of 2019.

Project Costs	Actual Project Costs	Feasibility Estimate
Construction	\$520,352.30	\$416,400.00
Indirect (25%)	\$130,088.08	\$104,100.00
Contingency (~15%)	N/A	\$62,337.00
Total Costs	\$650,440.38	\$582,837.00

The Crane Lake Improvements were funded by the City of Minnetonka and the BCWMC. Per the Cooperative Agreement with the BCWMC and the City, the total reimbursement from the BCWMC could not exceed \$380,000.00 less Commission expenses. The table below summarizes the funding detail for this project.

Project Funding	Amount
BCWMC	\$367,999.15
BCWMC - Administrative Expenses	\$12,000.85
City of Minnetonka	\$270,440.38
Total	\$650,440.38

VI. Lessons Learned

The project overall was very successful. An item that could have been improved included the connection details with the underground tank and storm system. Field modifications were required at the structure and pipe connections to the underground tank. Additional effort during the shop drawing creation could have been completed to ensure the separate designs for the tank and storm system were coordinated.

VII. Maintenance

The City of Minnetonka Public Works will be inspecting the underground tank system at a minimum of two times per year. Sediment, trash, and floating debris can be removed from the structures outside of the tank system. It is anticipated the tank system will need to be cleaned and sediment removed once every 10 years.

The maintenance of the rain gardens will be completed on a regular basis. The current contract with the planting maintenance includes an additional two year maintenance period to clean the rain gardens and remove weeds every month. It is anticipated the rain garden soil media material will need to be replaced every 15 years.

The flow meter and pump within the wet well will be removed each fall and replaced each spring in efforts to prolong the life of the equipment and avoid potential winter freezing damages.

VIII. Photos



Preconstruction - Drone South View of Ridgedale Drive & Crane Lake Park



Construction Starting - South View of Ridgedale Drive & Crane Lake Park



Underground Storm Water Tank Construction at Crane Lake Park – South View



Underground Storm Water Tank Construction at Crane Lake Park – East View



Underground Storm Water Tank Construction at Crane Lake Park – North View



Storm Water Lift Station Access Structures at Crane Lake Park – West View



South Rain Garden – South View



North Rain Garden – North View



North Rain Garden (Valve Closed – Filtration Needed) – North View



Temporary Seeding – North View



South Rain Garden Plantings Installed – North View



North Rain Garden Plantings Installed (Lift Station Outlet Left Side of Photo) – SE View



North Rain Garden Plantings Installed – North View



Aerial of Crane Lake Park Area – September 2020



Graphic Depiction of Rain Garden Areas at Crane Lake Park



Graphic Depiction of Future Shelter with Educational Kiosk at Crane Lake Park



Graphic Depiction of Ridgedale Drive Near Crane Lake Park – South View



14600 Minnetonka Blvd. | Minnetonka, MN 55345 | 952-939-8200 | minnetonkamn.gov

Item 5Bii.
 BCWMC 12-17-20
 Full accounting details
 available upon request

December 4, 2020

Laura Jester
 16145 Hillcrest Lane
 Eden Prairie, MN 55436

RE: Crane Lake Improvement Project CL-3 – Final Reimbursement Request

Ms. Jester:

The Crane Lake Improvement Project is complete and the City of Minnetonka is requesting reimbursement for associated project costs in the amount of **\$367,999.15**. Per the Cooperative Agreement with the BCWMC and the City, the total reimbursement cannot exceed \$380,000.00 less Commission expenses. The table below summarizes the funding detail for this project.

Project Funding	Amount
BCWMC	\$367,999.15
BCWMC - Administrative Expenses	\$12,000.85
City of Minnetonka	\$270,440.38
Total	\$650,440.38

The table below compares the actual project costs with the approved feasibility estimate provided in March of 2019.

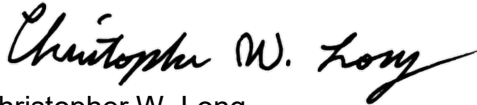
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Indirect (25%)	\$130,088.08	\$104,100.00
Contingency (~15%)	N/A	\$62,337.00
Total Costs	\$650,440.38	\$582,837.00

The breakdown of associated project construction costs per pay estimate is shown in the table below. Attached are the detailed payments provided to the project contractor.

BCWMC Construction Cost Payments	
Pay Estimate No.	Total Amount
2	\$111,077.00
3	\$237,456.00
4	\$23,950.30
6	\$91,701.00
7	\$49,743.00
8	\$2,100.00
10	\$4,325.00
CONSTRUCTION COST TOTAL	\$520,352.30

Please let us know if you have any questions or if additional information is required.

Sincerely,



Christopher W. Long
Assistant City Engineer
City of Minnetonka

Attachments: Contractor Pay Estimates: 2,3,4,6,7,8,10.

Cc: Phil Olson, City Engineer
Sarah Schweiger, Water Resources Engineer
Leslie Yetka, Natural Resources Manager



Bassett Creek Watershed Management

REQUEST FOR PROPOSAL (RFP) FOR PROFESSIONAL ACCOUNTING SERVICES FOR FISCAL YEAR FEBRUARY 1, 2021 – JANUARY 31, 2022

1. Introduction

The Bassett Creek Watershed Management Commission (BCWMC) is the governmental unit with primary responsibility for protecting the water resources of the Bassett Creek Watershed and was established in 1969. The Commission covers approximately 40 square miles and includes all or portions of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park. The BCWMC does not have an office or employees, but instead uses consultants and contractors for its administration, engineering, legal, and other needs. Therefore, no payroll tasks are included within its accounting needs.

The BCWMC has an annual administrative budget of approximately \$670,000. Most of the administrative funds are collected from its member cities in the form of assessments based on land area in the watershed and tax valuation of that land.

Additionally, the BCWMC collects tax funds through levy by Hennepin County utilizing Minnesota Statute Section 103B.251. These funds are collected for specific capital projects and, although they fluctuate, they generally total approximately \$1.5M annually.

Finally, the BCWMC collects fees for project reviews and has income from local, state, and federal grants. For additional information about the BCWMC, you may visit www.bassettcreekwmo.org.

2. Solicitation/Overview of Services

The City of Golden Valley has performed the accounting services of the BCWMC for several decades and has assisted with coordination of the annual financial audit by an outside firm. The BCWMC now seeks the services of an independent accounting professional for 1) monthly accounting services, and 2) assistance with its annual financial audit by a separate outside firm. The monthly accounting services include but are not limited to: preparing monthly checks and financial statements, including administrative and program/project budget reports; depositing review fee checks; posting receipts from grant funding to appropriate accounts; monitoring and managing investment funds; and submitting all reporting requirements to the Office of the State Auditor.

3. General Instructions

Firms interested in providing professional accounting services to the BCWMC shall submit a proposal, which must be received by the BCWMC on or before 3:00 P.M. on January 8, 2021. Thirteen (13) paper copies and one electronic PDF copy must be sent to:

Bassett Creek Watershed Management Commission
Attention: Laura Jester
c/o 16145 Hillcrest Lane
Eden Prairie, MN 55346
Laura.jester@keystonewaters.com (for the electronic copy)

4. Proposal Content

Firms are requested to include in their proposal the following information in the order listed below. Submittals may not exceed 10 pages in length; longer submittals may not be considered.

- a. A brief summary of the firm's qualifications;
- b. A list of at least three professional references, which to the extent possible should be governmental or watershed clients;
- c. Name and phone number of the person designated to answer questions about the proposal;
- d. A specific list of those individuals who would be assigned to work on and manage BCWMC projects, their proposed responsibilities, background, years of experience, and their previous experience in servicing watershed organizations or other government entities;
- e. Rates and/or fee schedules, and an estimated monthly and/or annual cost for work with BCWMC;
- f. A summary of the firm's insurance coverage (if selected, a firm will be required to maintain certain levels of insurance coverage throughout its relationship with the BCWMC, including general commercial liability, professional liability (E&O), and statutorily required workers' compensation).

5. Selection Process

The BCWMC Board of Commissioners (Board) anticipates making a decision within 30 days based upon the submittals and the proposer evaluated to be best qualified to perform services for the BCWMC, cost, and any other factors deemed relevant, in the Board's sole discretion. However, the Board may choose to conduct interviews after reviewing the proposals, which could result in a longer evaluation process.

The BCWMC will not reimburse a proposer for any expenses incurred by the proposer as it relates to responding to this RFP, including, but not limited to, expenses associated with the preparation and submission of the proposal and attendance at any interviews. The BCWMC reserves the right to reject any and all proposals or to request additional information from any and all proposers.

Following a selection decision by the Board, the chosen firm will be expected to enter into a written professional services agreement with the BCWMC. Should the BCWMC and the selected proposer be unable to mutually agree to terms and conditions, the BCWMC reserves the right to discontinue negotiations, select another proposer, or reject all of the proposals. Upon completion of negotiations agreeable to the BCWMC and any selected proposer, an agreement will be executed.

Proposals received after the deadline of 3:00 p.m. January 8, 2021 will not be considered. To ensure fairness and uniformity, prospective responders who have any questions regarding this RFP may only contact the BCWMC Administrator, Laura Jester, at 952-270-1990 or laura.jester@keystonewaters.com.

Resolutions Hearing Packet



DATE: November 2, 2020
 TO: MAWD members
 FROM: MAWD Board and Resolutions Committee
RE: Resolutions Hearing

The Resolutions Committee met online at 2 p.m. on Friday, September 18, 2020 to review the resolutions submitted by MAWD members this year. There were six resolutions: one was a renewal of a resolution that was set to expire, two were repeats from last year, and 3 were new. The MAWD Board recommended two resolutions at their board meeting on September 25th meeting that were reviewed by the committee via email. The committee feedback is summarized in the table below and are discussed further after each resolution. Members (2 delegates from each watershed organization) will vote on the resolutions at the annual business meeting on December 4, 2020.

As a reminder, the objective of the resolutions committee is to complete the following tasks:

1. Determine if any proposed resolutions are duplicative of current policy. If so, they should not be forwarded to the members for a vote at the annual meeting.
2. Determine if any resolutions are so similar that they should be combined into one. If so, MAWD staff will work with the watersheds who submitted the resolutions to rewrite them into one resolution.
3. Determine if the “THEREFORE, BE IT RESOLVED” statements are written in a way that directs HOW or WHEN to do the work. If so, the committee should propose new language that simply states what the organization supports or opposes.
4. Debate the merits of each resolution and make recommendations to the membership on whether each resolution should be adopted or rejected. A summary committee position is forwarded to members with the resolutions. Note: the committee is not responsible to determine if MAWD resources are to be allocated for an issue. The committee only recommends whether the resolution fits the mission of MAWD and its members. If a resolution is adopted as MAWD policy, it just means we support the idea. It is up to the MAWD Board to determine how much time, money, and energy is put behind each area.

Resolutions Committee Recommendations

#	Resolution Title	Committee Recommendation
1	Creating an Easier Appeals Process for Corrections to the Public Waters Inventory	Passed Support
2	Limiting Wake Boat Activities that Directly Cause Shoreline Erosion and Spread Aquatic Invasive Species	Passed Oppose – voted down Dec 2019
3	Banning the Use of Carcinogenic Pesticides and Herbicides on Residential and Commercial Lawns	Failed Oppose – voted down Dec 2019
4	Requiring Soil Health Goals in Watershed Management Plans and Ten-Year Plan Amendments	Passed Oppose – one size doesn't fit all
5	Limiting Excessive Use of Groundwater for the Purpose of Watering Urban and Suburban Landscapes During the Summer Months	Failed Oppose – one size doesn't fit all
6	Permitting Water Storage on Wetlands Controlled by the DNR During Major Flood Events	Passed Support
7	Watershed Districts Agriculture Drainage Bond Funding	Support
8	Watershed Based Implementation Funding through Coordinated Comprehensive Watershed Plans	Support



Bassett Creek Watershed Management

MEMO

Date: December 9, 2020
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 (more resources at <http://www.bassettcreekwmo.org/projects.>)

2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley (See item 4D): A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10th and a public hearing on the water level drawdown was held April 16th. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Dewatering began late summer 2019. Tree removal was completed in early winter; excavation was ongoing through the winter. As of early June 2020, earth work and infrastructure work by Dahn Construction is nearly complete and trail paving is complete. Vegetative restoration by AES is underway including soil prep and seeding. Plants, shrubs, and trees will begin soon along with placement to goose protection fencing to help ensure successful restoration. The construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. The second reimbursement request is on this month's consent agenda. Project website: <http://www.bassettcreekwmo.org/index.php?cID=433> .

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis: A feasibility study by the Commission Engineer began last fall and included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. At their meeting in April, the Commission approved a TAC and staff recommendation to move this project from implementation in 2019 to design in 2020 and construction in 2021 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. The final feasibility study was approved at the January 2019 Commission meeting. Staff discussed the maintenance of Penn Pond with MnDOT and received written confirmation that pond maintenance will occur prior to the park's reconstruction project with coordination among the BCWMC, MPRB, and MnDOT. A public

hearing for this project was held September 19, 2019. The project was officially ordered at that meeting. An agreement with the MPRB and the city of Minneapolis will be considered at a future meeting. In January 2020 this project was awarded a \$400,000 Clean Water Fund grant from BWSR; a grant work plan was completed and the grant with BWSR was fully executed in early May. The project and the grant award was the subject of an article in the Southwest Journal in February: <https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoff-project/>. In early September, Minneapolis and MPRB staff met to review the implementation agreement and maintenance roles. BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding (MOU) among BCWMC, MPRB, and city of Minneapolis to more formally recognize and assign roles and responsibilities for implementation. That MOU is in development and is expected to be distributed to partners next week. As per additional direction at the November meeting, the Commission Engineer will develop a scope of work to design the project, once an MOU is in place. Design is still slated for 2021 and construction in 2022. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake (No change since Oct 2019): At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28th. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. The city's project team is continuing to assess the project and understand its implications on city finances, infrastructure, and future management. The city received proposals from 3 engineering firms for project design and construction. At their meeting on August 5th, the Medicine Lake City Council voted to continue moving forward with the project and negotiating the terms of the agreement with BCWMC. Staff was directed to continue negotiations on the agreement and plan to order the project pending a public hearing at this meeting. Staff continues to correspond with the city's project team and city consultants regarding language in the agreement. The BCWMC held a public hearing on this project on September 19, 2019 and received comments from residents both in favor and opposed to the project. The project was officially ordered on September 19, 2019. On October 4, 2019, the Medicine Lake City Council took action not to move forward with the project. At their meeting on October 17th, the Commission moved to table discussion on the project. The project remains on the 2020 CIP list. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=467>.

2019 Westwood Lake Water Quality Improvement Project (WST-2) St. Louis Park (No change since October 2020): At their meeting in September 2017, the Commission approved a proposal from the Commission Engineer to complete a feasibility study for this project. The project will be completed in conjunction with the Westwood Hills Nature Center reconstruction project. After months of study, several meetings with city consultants and nature center staff, and a public open house, the Commission approved Concept 3 (linear water feature) and set a maximum 2019 levy at their May meeting. 50% designs were approved at the July meeting and 90% design plans were approved at the August meeting. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July. A BCWMC public hearing on this project was held on August 16th with no comments being received. At that meeting the Commission officially ordered the project and entered an agreement with the City of St. Louis Park to design and construct the project and directed the Education Committee to assist with development of a BCWMC educational sign for inside the nature center. The draft sign was presented at the October 2017 meeting and was finalized over the winter. The Sun Sailor printed [an article](#) on the project in October 2018. The project is largely complete and a ribbon cutting by the city was held September 13th. The building and site are open to the public and being used to educate students. There are still punch list items which must be addressed by the contractor to finalize the work. The system is capturing stormwater runoff from roof and paving, and the runoff is being stored underground and pumped via solar or hand pumps into the engineered creek. None of the captured water is flowing over land into Westwood Lake. The educational sign indoors is installed. (See photo.)

Project website: <http://www.bassettcreekwmo.org/projects/all-projects/westwood-lake-water-quality-improvement-project> .

2017 Main Stem Bassett Creek Streambank Erosion Repair Project (2017CR-M): The feasibility study for this project was approved at the April Commission meeting and the final document is available on the project page at: <http://www.bassettcreekwmo.org/index.php?cid=281>. A Response Action Plan to address contaminated soils in the project area was completed by Barr Engineering with funding from Hennepin County and was reviewed and approved by the MPCA. The Commission was awarded an Environmental Response Fund grant from Hennepin County for \$150,300 and a grant agreement is in the process of being signed by the county. A subgrant agreement with the City will be developed. The City hired Barr Engineering to design and construct the project. Fifty-percent and 90% designs were approved at the August and October Commission meetings, respectively. In September 2017, design plans were presented by Commission and city staff to the Harrison Neighborhood Association's Glenwood Revitalization Team committee and through a public open house on the project. Bidding for construction is complete and a pre-construction meeting was recently held. Construction was to begin summer of 2018 but will be delayed until summer 2019 due to the unanticipated need for a field based cultural and historical survey of the project area required by the Army Corps of Engineers and the preference for Pioneer Paper (a significant landowner and access grantor) for a spring/summer construction window. The cultural and historical survey fieldwork is complete and a final report was sent to the State Historical Preservation Office (SHPO) in February. The Hennepin County ERF grant agreement was amended to extend the term. Construction was scheduled to begin in September but will be pushed to late November. City staff updated the Commission on the latest developments with this project at the Sept 19 and Oct 17, 2019 meetings (see memos in those meeting packets). The section along Pioneer Paper will no longer be stabilized/restored due to lack of access and cooperation from Pioneer Paper. For various reasons, including additional permits needed, the project did not get underway in late 2019 as planned. The prolonged schedule and additional requirements resulted in an increase in the design budget of \$32,500, and the construction contractor will have a rate increase as well. The ERF grant extension was approved this fall.

Construction Update: Construction began in late November working across from Fruen Mill (Reach 2). That portion of the project has been completed with the exception of some seeding and blankets. There was minimal work in the streambed on that section due to the access but most of the work was completed from the banks. An interested resident reported the completed work looks very good. Although he wondered if the rock used on the dirt path along the creek will stay intact during high flows. He also noted a 15-foot section that is wet and seeping where a different path material might be warranted. I will be talking with city staff about those items.

Work is currently happening in Reach 1 (Cedar Lake Rd to the tunnel entrance). The clearing and grubbing of the site and the rip rap placement and soil removal all required working from the stream bed. While this is not ideal it was the only feasible option. The creek bed upstream of Van White Blvd is quite stable which allowed crews to remove the soil and install the rip rap with minimal soil loss. Downstream of Van White Blvd. where the streambed is not as stable, a backhoe got stuck/buried in the creek which caused a pulse of turbidity in the tunnel. There will not any more in-stream work downstream of Van White, and the contractor placed rip rap upstream of Irving Ave. minimizing any open sections of stream bank in that section. To minimize any further soil loss all future removals will be limited in length as to minimize the open space exposed at any given time.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3) (No change since Oct 2019): Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being

performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system. A Federal 319 grant for management of carp in relation to Schaper Pond and Sweeney Lake was recently approved by the MPCA and the grant agreement may be available by the December Commission meeting. At the October 17th meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Project webpage:

<http://www.bassettcreekwmo.org/index.php?cID=277>.

Sweeney Lake Water Quality Improvement Project, Golden Valley (SL-8) (No change since Nov): This project was added to the 2020 CIP list after receiving a federal 319 grant from the MPCA. It is partially a result of the carp surveys completed through the Schaper Pond Diversion Project and a study of the year-round aeration on Sweeney Lake. This project will treat curly-leaf pondweed in spring 2020, will remove carp in summer 2020, and will perform an alum treatment on Sweeney Lake in late summer 2020. The project was officially ordered by the Commission after a public hearing in September 2019. A public open house on this project was held via Webex on April 8th with approximately 20 people joining. The open house presentation and a question and answer document is available online. The curly-leaf pondweed herbicide treatment was completed in May. Carp Solutions performed carp tracking and setting nets in early June. The first round of netting resulted in 334 carp removed from Sweeney Lake (mean length 620 mm, mean weight 3.1 kg), representing an estimated 29% of the total population. From Schaper Pond 82 carp removed which likely represents about 17% of the initial population. After another round of carp removals in late July, 118 additional carp were netted from Sweeney. Based on preliminary estimates, approximately 40% of the carp population was removed from Sweeney this summer. The carp biomass was reduced from approximately 129 kg/ha to 79 kg/ha, which is below the threshold where adverse impacts on water quality are expected. All nets have been removed from Sweeney. The nets in Schaper remain in place as carp removals continue there. The first round of alum treatment is slated for this fall. This month's consent agenda includes approval to direct staff to finalize bid documents and to advertise for bids for the alum treatment. The alum treatment was completed during the last week of October and first week of November. Staff will provide a brief verbal report at this meeting. The project website is continually updated to keep lake residents informed: [Sweeney Lake Water Quality Improvement Project, SL-8](#)).

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): (No change since June 2018) 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, 2015 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. There were no complaints or comments from residents during or since the treatment. Water monitoring continues to determine if and when a second alum treatment is necessary. Lake monitoring results from 2017 were presented at the June 2018 meeting. Commissioners agreed with staff recommendations to keep the CIP funding remaining for this project as a 2nd treatment may be needed in the future. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=278>.

2013 Four Seasons Area Water Quality Project/Agora Development (NL-2) (No change since Oct 2020): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the Commission Engineer and I have met on numerous occasions with the developer and their consulting engineers to discuss stormwater management and opportunities with "above and beyond" pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominium shared preliminary project plans and the Commission discussed the redevelopment and potential "above and beyond" stormwater management techniques. At the April 2020 meeting, the Commission conditionally approved the 90%

project plans. The agreements with Dominion and the city of Plymouth to construct the project were approved May 2020 and project designers coordinated with Commission Engineers to finalize plans per conditions. The redevelopment project is scheduled to be before the Plymouth City Council again on November 24th for approval of various items including final plat, the stormwater grant agreement, and site improvement performance agreement. If approved, Dominion is scheduled to close on the property in the first half of 2021 and potentially begin construction later next year. Project webpage: <http://www.bassettcreekwmo.org/index.php?CID=282>.

2020 Crane Lake Improvement Project (CL-3) (See Item 5B): This project was constructed in conjunction with the reconstruction of Ridgedale Drive in the City of Minnetonka. At their meeting on March 21, 2019, the BCWMC approved the project's feasibility study and chose to implement Option 3 from the study. At their meeting on May 16, 2019, the BCWMC approved the 90% design plans for the project. A public hearing on this project was held on September 19, 2019. No persons commented on the project. The project was officially ordered and an agreement with the city of Minnetonka was approved at the same meeting. The project is complete and a final report and reimbursement request is included on this meeting's agenda. Project webpage: <http://www.bassettcreekwmo.org/index.php?CID=490>.

2021 Parkers Lake Drainage Improvement Project (PL-7): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to design and construct the project. The city hired a firm for project design which is currently underway. www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2021 Parkers Lake Chloride Reduction Project (PL-7): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to implement the project in coordination with commission staff. City staff and I have had an initial conversation about this project. The city plans to collect additional chloride data this winter in order to better pinpoint the source of high chlorides loads within the subwatershed. Our work through the Hennepin County Chloride Initiative (see other reports below) will dovetail nicely with this project. Additional information on project implementation will be available in January or February. www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2021 Mt. Olivet Stream Restoration Project (ML-20): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to design and construct the project. The city hired a firm for project design which is currently underway. www.bassettcreekwmo.org/projects/all-projects/mt-olivet-stream-restoration-project

2021 Main Stem Lagoon Dredging Project (BC-7): The feasibility study for this project was approved in May 2020 with Alternative 2-all (dredge all three lagoons to 6-foot depth) being approved. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020. Rather than entering an agreement with a separate entity to design and construct this project, the Commission will implement the project in close coordination with the MPRB. At their meeting in November, the Commission approved a timeline for implementation and the Commission Engineer was directed to prepare a scope of work for project design and engineering. That scope is expected in January or February. Design and permitting should get underway in summer 2021. Dredging of all three lagoons is planned for winter 2022/2023. Grant funding is being sought: \$250,000 in Watershed Based Implementation Funding from BWSR was approved. Hennepin County ERF and Opportunity grant applications were submitted. www.bassettcreekwmo.org/projects/all-projects/bassett-creek-main-stem-lagoon-dredging-project

2021 Cost-share Purchase of High Efficiency Sweeper (ML-23): Because the Commission had not entertained a project like this in the past (to cost share equipment purchase), this proposed project was discussed by the Commission in February and April, 2020 after being recommended for approval by the TAC. The Commission approved a [policy](#) regarding the use of CIP funds for equipment purchases at their April 2020 meeting. The project was added to the CIP through a Watershed Plan Amendment adopted in August 2020 and was officially ordered by the Commission on September 17, 2020 after a

public hearing. The Commission entered an agreement with the city of Plymouth which includes reporting requirements for street sweeper use and effectiveness. The first report is expected spring 2021.

2022 Medley Park Stormwater Treatment Facility (ML-12): The feasibility study for this project is underway after the Commission Engineer's scope of work was approved in August. City staff, Commission Engineers and I have collaborated on developing materials for public engagement this fall/early winter. A project kick-off meeting was held in September, an internal public engagement planning meeting was held in October, and a Technical Stakeholder meeting with state agencies was held in November. A [story map of the project](#) was created and a [survey](#) to gather input from residents is open until December 18th. A draft feasibility study report is expected in early spring 2021.

www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10): The feasibility study for this project is underway after the Commission Engineer's scope of work was approved in August. A project kick-off meeting with city staff was held on November 30th. A meeting with Robbinsdale Area School representatives is scheduled for December 10th and a Technical Stakeholder meeting will be held December 16th. A draft feasibility study report is expected in early spring 2021.

www.bassettcreekwmo.org/projects/all-projects/sea-school-wildwood-park-flood-reduction-project.

Other Work

CIP Project Work and Technical Assistance

- Assisted with development of memorandum of understanding for Bryn Mawr Meadows Improvement Project implementation
- Arranged meetings with various stakeholders for SEA School-Wildwood Flood Reduction Project; participated in staff kick-off meeting
- Participated in Hennepin County Chloride Initiative (HCCI) meeting; discussed development of chloride management plan template with group and received consensus to seek a proposal from Fortin Consulting to develop template with HCCI grant funding; further discussed template concepts with Connie Fortin
- Developed content for chloride management for property managers/owners for BCWMC website with input from Commission Engineer
- Developed an agenda for Medicine Lake vegetation management meeting with TRPD and DNR
- Participated in Minneapolis Stormwater Ordinance Update meeting
- Reviewed reimbursement requests for Crane Lake and DeCola Ponds B & C Improvement Projects
- Reviewed and made minor revisions to Crane Lake Final Report

Administration and Education

- Arranged and participated in meeting with BCWMC MAWD delegates to review and discuss proposed MAWD resolutions
- Participated in MAWD conference, attended several presentations, attended business meeting
- Participated in MN Association of Watershed Administrators meeting
- Sent 2021 assessment invoices to all nine city clerks
- Developed RFP for accounting firm
- Distributed email to commissioners with upcoming events, MAWD registration information, and staff evaluation forms
- Reviewed and edited education column
- Reviewed and posted latest education video
- Updated BCWMC grant spreadsheet and communicated incoming grant funds to deputy treasurer
- Completed and submitted Hennepin County Opportunity grant application for Lagoon Dredging Project