



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: October 14, 2021

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 10/21/21 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 (10 minutes)**
 - A. Approval of Minutes – September 16, 2021 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of October Financial Report - **ACTION ITEM with attachment**
 - 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 – September 2021 Administrative Services
 - ii. Keystone Waters, LLC – September 2021 Printing Expenses
 - iii. Barr Engineering – September 2021 Engineering Services
 - iv. Kennedy & Graven – August 2021 Legal Services
 - v. Redpath – September Accounting Services
 - vi. We All Need Food and Water – September 2021 Administrative and Education Services
 - vii. Stantec (Wenck) – Aug/Sept WOMP
 - viii. Finance & Commerce – Public Hearing Notice
 - ix. ECM Publishers – Public Hearing Notice
 - x. Metro Blooms – Lawns to Legumes Grant Project
 - xi. Metro Blooms – Local Contribution to Pollinator Project
 - D. Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers – **ACTION ITEM with attachment (full document online) - In accordance to the Operation and Maintenance Manual for the Bassett Creek Flood Control Project (FCP), an annual inspection of the FCP features was completed by Commission Engineers. Staff requests approval to submit the inspection report to the appropriate entities. The municipalities are responsible for routine maintenance and repair of the FCP features located within their city and are responsible for submitting the completed FCP Maintenance Record from the previous year’s inspection.**
 - E. Approval to Submit the Draft Environmental Assessment Worksheet for the Main Stem Lagoon Dredging Project to the City of Golden Valley (Responsible Government Unit, RGU) for Review and Approval – **ACTION ITEM with attachment (full document online) – As discussed at the September meeting, the EAW was developed by the Commission Engineer for this project. It is a brief document designed to lay out the basic facts of a project to determine if an Environmental Impact Statement (EIS) is required for the proposed project. It also provides permit information, informs the public about the project, and helps identify ways to protect the environment. The EAW will be signed by the City of Golden Valley as the Responsible Government Unit. I recommend directing staff to submit the EAW to Golden Valley.**

5. BUSINESS

- A. Receive Information on Proposed North Green Loop Development, Minneapolis (30 min) – **INFORMATION ITEM with attachment** – *A developer in Minneapolis is proposing to build a structure over a key access shaft into the Bassett Creek Tunnel. Staff including Commission Engineers, Commission Attorney, and I have been in discussions with city staff and the developer regarding impacts to tunnel access and alternatives for accessing the tunnel should the development be approved by the city. The attached letter to city staff outlines some of our questions and concerns regarding the proposed development (and includes a location map for context). Staff will update the Commission with further information at this meeting.*
- B. Receive Information on Chloride Reduction Projects (20 Min) – **INFORMATION ITEM with attachment** – *At the meeting in August, the Commission received information on high chloride levels in Sweeney Lake and heard briefly about some chloride reduction projects and programs happening in the watershed. High chlorides are being tackled in a variety of ways. The attached memo provides more information on these projects. Staff and TAC members will provide additional detail at the meeting.*
- C. Review Data on Sweeney Lake Chloride Sources (20 min) – **INFORMATION ITEM with attachment** – *In response to learning about high chloride levels in Sweeney Lake, and noting the request for more information from Commissioners, I asked the Commission Engineers to review chloride and land use data from the Sweeney Lake watershed to help determine possible sources of chloride and areas of high loading rates. The attached memo describes the data and analyses. Commissioners could consider further analyzing individual chloride sources in the Sweeney Lake watershed.*
- D. Update on Planning for 2025 Watershed Plan Development (10 min) – **DISCUSSION ITEM no attachment** – *Commission Engineers Chandler and Williams and I met recently to begin outlining a framework, timeline, and public engagement options for development of the 2025 Watershed Management Plan. At this meeting I would like feedback on an idea we have for hosting a BCWMC workshop on “Equity in Watershed Management” early next year. Workshop ideas will be presented at the meeting.*
- E. Review Status of 2021 Operating Budget (5 min) – **INFORMATION ITEM (See Item 4B)** – *We are 2/3 of the way through the fiscal year and it’s time to take a look at budget status. While Technical Services and Education are running just under budget so far, Administration is running high due to higher than budgeted expenses for financial management, legal services, and my hours. Overall, we are projected to come in at or just under budget for the year. I will keep a close watch on expenses over the next four months.*
- F. Consider Administrator Attendance at Joint SWCD-WD Meeting (5 min) – **ACTION ITEM no attachment** - *The Executive Committee of the Minnesota Association of Watershed Administrators (MAWA) and a group of Soil and Water Conservation District Managers are planning a joint meeting to share common interests and identify opportunities to strengthen existing partnerships. The meeting will be held on November 9th and 10th at the Arrowwood Resort in Baxter, MN. A meeting of MAWA will follow the joint meeting. I typically attend MAWA meetings. The Commission should consider my attendance at these meetings.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report – **INFORMATION ITEM with attachment**
 - i. Reminder of WEDNESDAY Meeting in November
 - ii. Update on BCWMC Bicycle Tour
- B. Chair
- C. Commissioners
 - i. Updates on Bryn Mawr Open House, SEA School Walk for Water Event, Buckthorn Bust Event in Bassett’s Creek Park
- D. TAC Members

- i. Parkers Lake and Mt. Olivet CIP Project Bids
- E. Committees
- F. Education Consultant
- G. Legal Counsel
- H. Engineer
 - i. Environmental Work for MPRB

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates <http://www.bassettcreekwmo.org/projects>
- C. Grant Tracking Summary and Spreadsheet
- D. Northside Lawns to Legumes Update
- E. WCA Notices, Plymouth
- F. WCA Notices, Golden Valley

8. ADJOURNMENT

Upcoming Meetings & Events

- Buckthorn Busting Event – Volunteers Needed: Saturday October 16th, 1:00 – 4:00 p.m., Bassett’s Creek Park, Minneapolis ([Event Flyer](#))
- Metro MAWD Meeting – Tuesday October 19th, 7:00 p.m. online
- BCWMC Regular Meeting: WEDNESDAY, November 17, 8:30 a.m., online
 - I.