



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: November 11, 2021

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 11/17/21 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 – October 21, 2021 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of November 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 – October 2021 Administrative Services
 - ii. Keystone Waters, LLC – October 2021 Printing Expenses
 - iii. Barr Engineering – October 2021 Engineering Services
 - iv. Kennedy & Graven – September 2021 Legal Services
 - v. Redpath – October Accounting Services
 - vi. We All Need Food and Water – October 2021 Administrative and Education Services

5. **BUSINESS**
 - A. Receive Update on Proposed North Green Loop Development, Minneapolis (30 min) – INFORMATION ITEM with attachment (exhibits included online) – *This is a follow up to the discussion at the last meeting regarding a development that is proposed to be constructed over the Bassett Creek double box culvert and an access shaft to the deep tunnel. The Commission Engineers have continued to review and discuss the project and access options with the developer and city staff on numerous occasions. And, I recently spoke with the Minneapolis City Engineer about this issue and future cooperation opportunities. The attached letter from the city addresses the technical questions and concerns previously relayed by Commission Engineers. At this meeting, Commission Engineer Herbert will provide an overview of the current status of the project.*
 - B. Review Draft Schedule and Consider Directing Staff to Develop Scope for 2025 Watershed Plan Development (20 min) – ACTION ITEM with attachment – *Commission Engineers and I recently began drafting a potential framework and schedule for developing the 2025 Watershed Management Plan. A draft schedule is attached along with a memo recommending that staff be directed to develop a scope and budget for plan development. The memo also includes questions for the Commission regarding aspects of plan development to help develop an appropriate scope.*
 - C. Assign Delegates to Attend MAWD Annual Meeting (Virtual) (10 min) – ACTION ITEM with attachment – *The annual MAWD meeting and convention will be held virtually December 1 - 3. The Commission should appoint two delegates and one alternate delegate to attend the official business meeting, 1:00 – 4:00 p.m. on Friday December 3rd. In addition, the Commission should consider requests by commissioners to attend the convention. Registration is \$99/person.*

BREAK (at Chair's discretion)

- D. Consider Positions on Resolutions for MAWD Annual Meeting (20 min) – **DISCUSSION ITEM with attachment** – *The attached resolutions will be discussed and voted on during the MAWD business meeting on December 3rd. Appointed delegates (from Item 5C above) should get direction from the Commission on recommended positions to take on the resolutions.*
- E. Consider Administrator Attendance at MAWD Annual Conference (Virtual) (5 min) – **ACTION ITEM no attachment** – *I am requesting to attend the MAWD Conference for a \$99 registration fee plus my time to attend (up to 14 hours over two days). Please note that I am co-presenting with MPCA staff on chloride management resources during a Friday morning session based on an abstract I submitted for consideration this summer.*
- F. Consider Applying for MPCA Climate Resilience Grant (10 min) – **ACTION ITEM with attachment** – *The MPCA has a new grant program to assist local governments (including watersheds) in planning for climate resiliency. Grant applications are due December 21st. Commission staff recommend applying for funds for activities such as engaging with communities to assess and identify vulnerable areas and critical infrastructure, and using the XP-SWMM model to identify critical impacts under varying scenarios. Assessments could be concentrated in the Bassett Creek Valley where impacts are disproportionately more catastrophic and community members are vulnerable and historically underserved. Many of these activities would dovetail well with Watershed Management Plan development and community engagement.*
- G. Assign Liaison for Technical Advisory Committee Meeting (5 min) – **DISCUSSION ITEM no attachment** – *The TAC is meeting via Zoom on Monday November 22nd to revisit the XP-SWMM update timing per Commission direction; discuss if specific inventories or assessments are needed ahead of 2025 Plan development, review latest costs for Flood Control Project inspections and budget implications; and consider internship possibilities for student from Dougherty Family College. The Commission should appoint a liaison to the meeting.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
 - i. Location for 2022 In Person Meetings
- B. Chair
- C. Commissioners
 - i. MN Association of Floodplain Managers Award
- D. TAC Members
 - i. TAC Meeting November 22nd 11:00 – 12:30 Virtual
 - ii. Update on Recent Smart Salting Trainings
- E. Committees
 - i. Administrative Services Committee to Meet Soon
- F. Education Consultant
- G. Legal Counsel
- H. Engineer
 - i. Update on MTD Analyses and MN Stormwater Manual

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. MPCA Smart Salting News
- E. WCA Notices, Plymouth

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Technical Advisory Committee Meeting – Monday November 22; 11:00 – 12:30, online
- MAWD Annual Meeting and Conference – December 1 – 3, online
- BCWMC Regular Meeting: December 16, 2021, 8:30 a.m., online