



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: December 9, 2021

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 12/16/21 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 – November 17, 2021 Commission Meeting- **ACTION ITEM with attachment**
  - B. Acceptance of December 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 – November 2021 Administrative Services
    - ii. Keystone Waters, LLC – November 2021 Meeting Expenses
    - iii. Barr Engineering – November 2021 Engineering Services
    - iv. Kennedy & Graven – October 2021 Legal Services
    - v. Stantec – WOMP Expenses (2)
    - vi. Redpath – November Accounting Services
    - vii. We All Need Food and Water – November 2021 Administrative and Education Services
  - D. Approval of Golden Valley 2022 Pavement Management Program (PMP) Project – **ACTION ITEM with attachment** - *The proposed linear project in the City of Golden Valley includes reconstruction of city streets and utility improvements, including water main, sanitary sewer, and storm sewer, resulting in 8.08 acres of disturbance, 4.65 acres of fully reconstructed impervious surfaces, and a decrease of 0.65 acres of impervious surfaces, from 5.30 acres (existing) to 4.65 acres (proposed). Staff recommends approval.*
  - E. Approval of Stantec Proposal for Watershed Outlet Monitoring Program (WOMP) Tasks in 2022 & Authorization for Chair to Execute Final Agreement with Attorney and Administrator Recommendation – **ACTION ITEM with attachment** – *The Commission has contracted with Wenck Associates to collect water samples and maintain equipment at the Bassett Creek WOMP site for several years. Wenck became part of Stantec early this year but maintains the same clients and performs same work. The attached proposal from Stantec for work beginning in January 2022 is the same as years past with the same staff and a slight increase in budget. I recommend approval of the proposal and authorization to the chair to execute a contract or terms and conditions, when finalized and with Commission Attorney and Administrator recommendation.*
  - F. Approval of Resolution of Appreciation for Dawn Pape – **ACTION ITEM with attachment** – *At the meeting last month, Education Consultant Dawn Pape ended her contract with the Commission. Chair Cesnik requested a resolution of appreciation for Dawn’s work over the years. Staff recommends approval.*

## 5. BUSINESS

- A. Consider Approval of 50% Design Plans for Main Stem Lagoon Dredging Project (BC-7) (20 min) – **ACTION ITEM with attachments (design plan set available online)** – *At the January 2021 meeting, the Commission approved a scope of work and budget from the Commission Engineer to design and provide engineering services for this project. The 50% design plans (and corresponding memo) are presented for review and discussion. There are no material differences between the option chosen from the feasibility study and these designs. Commission Engineers, Administrator, Commissioner Welch, and Alternate Commissioner Polzin met on December 7<sup>th</sup> with Golden Valley, Minneapolis, and MPRB staff to review and discuss the 50% plans. Permitting, a project budget, and plans for stakeholder/public engagement are also outlined in the memo. Staff recommends approval of the 50% plans, and direction to the Commission Engineer to continue developing plans to 90% and to the Commission Attorney to work with MPRB on documentation regarding indemnification, liabilities, and necessary permissions for construction.*
- B. Review Final Report for Westwood Lake Water Quality Improvement Project (WST-2) (20 min) – **INFORMATION ITEM with attachment** – *In summer 2019, the Commission approved the design plans for this project which was constructed in 2020 in conjunction with construction of the new Westwood Hills Nature Center. The project is complete and all components are functioning as designed. City staff will present this final report including a project overview, lessons learned and ongoing maintenance plans.*
- C. Consider Approval of Final Reimbursement Request for Westwood Lake Water Quality Improvement Project (WST-2) (5 min) – **ACTION ITEM with attachment (full documentation included online)** – *I reviewed the reimbursement documentation for this project and recommend approval of this payment request. Payment will utilize all remaining project funds and will close out this project.*
- D. Consider Recommendations from Technical Advisory Committee (20 min) – **ACTION ITEM with attachment** – *The TAC met on November 22<sup>nd</sup> to discuss XPSWMM model update timing, Flood Control Project items and costs, and other issues. A memo with their discussions and recommendations is presented here.*

**BREAK** (at Chair’s discretion)

- E. Review Information on New Impaired Waters Listing for Bassett Creek (5 min) – **INFORMATION ITEM with attachment** – *The MPCA recently added Bassett Creek to the draft 2022 impaired waters list for aquatic life due to a failure to meet the standard for macroinvertebrates. This listing is consistent with data collected by the BCWMC since 2006. Staff does not recommend providing comment to the MPCA regarding the listing but will continue to request information regarding where the macroinvertebrate standard is being met across the state. The attached memo provides additional information.*
- F. Receive Report on MAWD Annual Conference and Meeting (15 min) – **INFORMATION ITEM no attachment** – *MAWD delegates Harwell and Welch, and alternate delegate Cesnik attended the annual MAWD business meeting on December 3<sup>rd</sup>. Chair Cesnik, Commission Engineers, and I attended various sessions during the conference. The Commission’s [Salt Smart educational video](#) (set to the tune of Jingle Bells) won the conference’s best movie contest! We will provide an update on meeting outcomes at this meeting.*
- G. Receive Report or Recommendations from Administrative Services Committee (15 min) – **INFORMATION/ACTION ITEM no attachment** – *The committee will meet on Monday December 13<sup>th</sup> and may have information or recommendations to share with the Commission.*

**6. COMMUNICATIONS (10 minutes) - INFORMATION ITEM with attachment**

- A. Administrator's Report
- B. Chair
- C. Commissioners
- D. TAC Members
- E. Committees
- F. Legal Counsel
- G. Engineer
  - i. Update on North Green Loop Development, Minneapolis
  - ii. Update on Bryn Mawr Meadows Water Quality Improvement Project

**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. WCA Notices, Plymouth
- E. MAWD Petition for Rulemaking to BWSR
- F. Children's Water Festival Certificate and Thank You

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- BCWMC Administrative Services Committee Meeting: Monday December 13<sup>th</sup>, [online via ZOOM](#); 12:00
- BCWMC Regular Monthly Meeting: Thursday January 20<sup>th</sup>, [online via ZOOM](#); 8:30 a.m.