



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: February 10, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 3/17/22 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**

4. **CONSENT AGENDA**
 - A. Approval of Minutes – February 17, 2022 Commission Meeting- ACTION ITEM with attachment

 - B. Acceptance of March 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 – February 2022 Administrative Services
 - ii. Keystone Waters, LLC – February 2022 Meeting Expenses
 - iii. Barr Engineering – February 2022 Engineering Services
 - iv. Kennedy & Graven – January 2022 Legal Services
 - v. Redpath – February 2022 Accounting Services
 - vi. Jan Voit – February 2022 Administrative Services
 - vii. Metro Watershed Partners – 2022 Contribution
 - viii. MPCA – CIP Project RAP Review & Implementation

 - D. Approval of Medicine Lake Vegetation Management Plan – ACTION ITEM with attachment – At the August 2021 meeting, Commissioners reviewed and discussed recent [monitoring results](#) for Medicine Lake. Commissioners recommended development of a Lake Vegetation Management Plan (LVMP). After discussions with Three Rivers Park District (TRPD) staff and MnDNR, and input from AMLAC and Plymouth staff, the following plan was developed by TRPD and is recommended for approval. If approved by the MnDNR, the plan would allow for additional treatment of curly-leaf pondweed in the lake, which has reached very high levels over the last few years. The Commission’s role in implementing the plan would be similar to current activities: coordinate permitting and treatment of CLP, financial cost-share partner, apply for grant dollars as grant applicant, review and approval of LVMP, submittal of annual report and coordinate annual meeting with DNR.

 - E. Approval of Resolution of Appreciation for John Elder – ACTION ITEM with attachment – John Elder stepped down from the Commission last month (and we welcomed new New Hope Commissioner Gwin-Lenth). I recommend approving the attached resolution noting John’s contributions to the Commission.

 - F. Approval of Resolution of Appreciation for Pat Crough – ACTION ITEM with attachment – This will be the last meeting for Commissioner Crough as he is moving from New Hope next month. Commissioner Crough has been on the Commission for nearly ten years and rarely missed a meeting! I recommend approving the attached resolution honoring Pat’s contributions to the Commission over the years.

 - G. Approval to Adopt Data Practices Policy – ACTION ITEM with attachment online - Commission Legal Counsel Anderson recommends annually adopting this policy. There were no changes to the policy that

was adopted in May 2020.

- H. Approval of Peninsula Road Street and Utility Improvements, City of Medicine Lake – **ACTION ITEM with attachment** - *The proposed linear project in the City of Medicine Lake includes reconstruction of city streets and utility improvements, resulting in 7.11 acres of grading (disturbance). The project creates 4.96 acres of fully reconstructed impervious surfaces and a decrease of 0.14 acres. The proposed project will result in 71 cubic yards of floodplain fill and 87 cubic yards of compensating storage, resulting in a net gain of 16 cubic yards of floodplain storage. Staff recommends conditional approval pending completion of documentation and requirements related to the Wetland Conservation Act.*
- I. Approval of Reimbursement Agreement with City of Minneapolis – **ACTION ITEM with attachment** - *As I've been reporting, City of Minneapolis staff and I have had productive discussions on current and future collaboration on various issues related to the Bassett Creek Tunnel. As part of these discussions, the city agreed to share the cost of Commission Engineers' time assisting with technical review of the recent North Loop Green Development Project. The attached reimbursement agreement was developed by Minneapolis and reviewed by Commission Attorney Anderson. Staff recommends approval.*
- J. Approval of Grant Agreement for Medley Park Stormwater Project Clean Water Funds – **ACTION ITEM with attachment (work plan available online)** – *As you know, in December the Commission was awarded a \$300,000 Clean Water Fund grant from the MN Board of Water and Soil Resources (BWSR) for the [Medley Park Stormwater Improvement Project](#). A grant work plan was recently approved by BWSR (attached online). Staff recommends approval of the grant agreement.*
- K. Approval of Resolution of Appreciation for Gary Holter – **ACTION ITEM with attachment** – *Gary Holter stepped down from the Commission on March 7th. I recommend approving the attached resolution noting Gary's contributions to the Commission. We'll welcome a new Alternate Commissioner from Medicine Lake, Shaun Kennedy, at this meeting.*

5. BUSINESS

- A. Consider Approval of 90% Design Plans for Bryn Mawr Meadows Water Quality Improvement Project (BC-5) (40 min) - **ACTION ITEM with attachment** – *At the meeting in January, the Commission approved the [50% design plans for this project](#) and directed staff to continue developing plans to 90% and bring funding options to a future meeting. Unfortunately, estimated construction costs have risen even higher than those presented in January. The Commission Engineer will review the recommended 90% plans along with options for changing the project design to reduce costs. Implications on higher costs can be reviewed in the memo and table in 5B.*
- B. Consider Options for Funding Bryn Mawr Meadows Water Quality Treatment Project (20 min) – **DISCUSSION ITEM with attachment** – *In conjunction with the discussion on the 90% plans in 5A above, the Commission should review impacts to the 2023 CIP levy in the attached memo and table. A maximum 2023 levy will be set at the May or June Commission meeting. However, direction on how to fund the Bryn Mawr Project is needed now.*
- C. Consider Approval of Agreement with Minneapolis Park and Recreation Board and City of Minneapolis for Construction of Bryn Mawr Meadows Water Quality Improvement Project (10 min) – **ACTION ITEM with attachment** – *The attached agreement was negotiated and developed through multiple discussions among Commission, MPRB, and city staff to assign responsibilities and expectations for project construction, maintenance, and reimbursements. The agreement language has been approved by legal staff with each entity and is slated to be considered for approval by the MPRB on March 16th and by Minneapolis City Council in April. Staff recommends approval.*

BREAK (at Chair's discretion)

- D. Consider Directing Commission Engineer to Develop Scope and Budget for Analysis of Alternatives to Jevne Park CIP Project (20 min) – **ACTION ITEM with attachment** – *At the meeting last month the Commission discussed the City of Medicine Lake's request for the Commission to analyze alternatives to the Jevne Park CIP Project. Please see the attached memo for my recommendation on moving forward on this item.*
- E. Consider Recommendations from Administrative Services Committee (15 min) – **ACTION ITEM with attachment** – *The BCWMC Administrative Services Committee met on March 9th and made recommendation on various items (listed below). Please find their recommendations in the attached memo.*
- i. Financial Services Resolution
 - ii. Results of Staff Evaluations
 - iii. Updated Administrator Contract
 - iv. Return to In Person Meetings
 - v. Joint Powers Agreement

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
 - i. Equity in Watershed Management Workshop Update
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. Medley Park Stormwater Improvement Project Public Open House, Golden Valley
- E. Committees
- F. Legal Counsel
- G. Engineer

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. 2025 Watershed Management Plan Scope and Budget – Final Document
- E. MN Stormwater Committee Bassett Creek Walking Tour Flyer
- F. Blue Thumb Workshops – [Resilient Yards and Pollinator Yards](#)
- G. WCA Notice of Decision, Golden Valley

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Budget Committee Meeting – Wednesday March 30th, 3:00 p.m. TBD
- Resilient Yards Workshop hosted by Plymouth – Thursday March 14th, 6:00 p.m., virtual; register at <https://bluethumb.thinkific.com/courses/plymouth-resilient-yards-workshop-april-14th-2022>
- BCWMC Regular Meeting – Thursday April 21st, 8:30 a.m. – TBD
- Equity in Watershed Management Workshop – Monday April 25th, 6:00 – 8:00 p.m., Crystal Community Center
- MN Stormwater Committee Walking Tour of Bassett Creek – Thursday April 28th 3:00 – 5:00 p.m., meet at Utepils, Minneapolis; (see flyer in Item 7E for registration)