



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: May 11, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 5/19/22 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 – April 21, 2022 Commission Meeting- **ACTION ITEM with attachment**

 - B. Acceptance of May 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 – April 2022 Administrative Services
 - ii. Keystone Waters, LLC – April 2022 Meeting Expenses
 - iii. Barr Engineering – April 2022 Engineering Services
 - iv. Kennedy & Graven – March 2022 Legal Services
 - v. Redpath – April 2022 Accounting Services
 - vi. Jan Voit – April 2022 Administrative Services
 - vii. Stantec – WOMP Services
 - viii. Three-One-Six Bar and Grill – Meeting Catering
 - ix. Metro Conservation Districts – Children’s Water Festival Sponsorship

 - D. Approval of Resolution 22-06 to Not Waive Monetary Limits on Municipal Tort Liability – **ACTION ITEM with attachment** - *Commission Legal Counsel Anderson recommends the Commission take action (via resolution) to not waive monetary limits on municipal tort liability. This action is taken by the Commission annually.*

 - E. Approval of 2021 BCWMC Annual Report – **ACTION ITEM with attachment (full document online)** - *According to MN Rules Chapter 8410, the BCWMC is required to submit an annual report to the MN Board of Water and Soil Resources. Staff recommends approval of the attached report and direction to submit the report and post online.*

 - F. Approval of Agreement with Three Rivers Park District for Medicine Lake Collaboration – **ACTION ITEM with attachment** - *Since 2017, the BCWMC has facilitated curly-leaf pondweed control on Medicine Lake with cost sharing of 17% from TRPD. Due to the high cost of CLP treatment this year, the TRPD is contributing nearly over 50% of the cost. The BCWMC also contributed funds to TRPD for expanded boat inspections at the launch. This agreement includes both activities. It was reviewed by the BCWMC Legal Counsel and is the same agreement used in years past. Staff recommends approval.*

 - G. Approval of Contract with Met Council for Watershed Outlet Monitoring Program (WOMP) – **ACTION ITEM with attachment** – *Every two years, the BCWMC enters an agreement with Met Council to continue cooperating on water quality and quantity monitoring at the WOMP station. The station is in Minneapolis near the base of the watershed. Data collected there are critical to maintaining the*

Commission's pollutant loading and hydrologic models. Met Council pays for the equipment and lab analyses and contributes \$5,000 per year toward staff expenses to maintain equipment, collect and deliver samples (both tasks performed through a contract with Stantec) and develop the rating curve by taking regular flow measurements (performed by the Commission Engineer). Staff recommends approval.

5. BUSINESS

- A. Consider Approval of 90% Design Plans for Medley Park Stormwater Treatment Facility (ML-12) (30 min) – ACTION ITEM with attachment (plan sets online) – *At the September 2021 meeting, the Commission ordered [this project](#) and entered an agreement with Golden Valley to design and construct the project. Golden Valley is contracting with Barr Engineering for this work. The Commission approved the 50% plan at the February meeting reflecting designs of Concept 3 from the feasibility study which was approved for implementation. Staff recommends approving the 90% plans and authorizing the city to proceed with 100% design, permitting and contract documents.*
- B. Review Recommendations on 2023 Operating Budget from Budget Committee (20 min) – DISCUSSION ITEM with attachment - *The Budget Committee met on March 30th and May 2nd to develop recommendations for the 2023 operating budget and city assessments. The attached budget includes the committee's proposed budget along with expected revenue for some line items, notes, and city assessments. The Commission Engineers and Budget Committee also recommend updating development review fees (see attached) for better alignment with actual costs. The budget is higher than previous years. This is partially due to development of the Watershed Management Plan (although that is partially offset from funds already set aside for the plan), and higher costs for curly-leaf pondweed treatment in Medicine Lake, and a higher amount put into the long-term account for Flood Control Project inspections/maintenance. The budget does NOT include MAWD dues and assumes the Commission would not be a MAWD member in 2023. The budget includes higher than normal increases in city assessments - proposed to be about 8.4% higher on average than 2022 assessments. The Commission can take action to approve a proposed budget at this meeting or can request a revised budget for consideration at the June meeting.*
- C. Review New Information on Crystal Dog Park Project (30 min) – ACTION ITEM with attachments (additional attachments online) – *At the meeting last month, the Commission reviewed plans for a proposed new dog park in Crystal. There was concern about the park being partially in the floodplain along the North Branch of Bassett Creek which is impaired for bacteria. The Commission Engineer, Commission Chair, TAC member Mark Ray, City Manager Anne Norris, Recreation Director John Elholm, and I walked the site of the proposed park last week. We reviewed site drainage and current and planned vegetation, and discussed mitigation measures to protect the creek. See the attached Commission Engineer review and recommendation letter which includes a letter from the city with additional information and responses to concerns. Also attached is a letter from Alternate Commissioner Hauer covering her concerns about the proposed project. Finally, included with online materials is a PowerPoint presentation with additional information about project. With the new information gathered onsite, the city's plans to enlarge an existing swale on the creek side of the park, and plans for expanded educational signage, staff recommends conditional approval of the project.*

BREAK (at Chair's discretion)

- D. Consider Approval of Internship Agreement (15 min) - ACTION ITEM with attachment – *At the Commission meeting in April 2021, staff was directed to further explore development of an internship position with Dougherty Family College. Please see the attached memo and agreement between BCWMC, city of Golden Valley, and Juan Del Valle Lopez.*

- E. Receive Report on Equity in Watershed Management Workshop (10 min) – **INFORMATION ITEM with attachment** – *About 35 people attended the workshop including 7 BCWMC commissioners, 7 BCWMC TAC members, and 3 BCWMC staff. There was a lot of great information, insights, and experiences shared by speakers and good small group discussions. Commissioner Fernando did a wonderful job facilitating! Attached is the agenda and a handout with definitions and resources. All presentations and resources will be posted on the BCWMC Watershed Plan Update webpage in the coming days.*
- F. Consider Commission Meeting Location and Catering Options (10 min) – **DISCUSSION ITEM no attachment** – *At the April Commission meeting, it was apparent the Brookview meeting space may not meet our needs in terms of acoustics and refreshment costs are well outside of the meeting catering budget. Staff would like direction from commissioners on future meeting location, catering, and logistics.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report - **INFORMATION ITEM with attachment**
 - i. July Plan Workshop Planning
 - ii. Update on Convene Meeting Discussions
 - iii. Haha Wakpadanj (Bassett Creek) Community Celebration– June 4th
- B. Chair
- C. Commissioners
- D. TAC Members
 - i. May 4th Meeting Report
 - ii. Next Meeting June 1st – Need Liaison Committees
- E. Committees
- F. Legal Counsel
- G. Engineer
 - i. Update on Proposed Impaired and Delisted Waters

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. Wetland Conservation Act Notices
- E. Stormwater Summit www.wef.org/StormwaterSummit
- F. Salt Symposium Early Registration bolton-menk.regfox.com/salt-symposium-2022

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Technical Advisory Committee Meeting– Wednesday June 1st @ 10:30 a.m., Location TBD
- Haha Wakpadanj Community Celebration – Saturday, June 4th, 11:00 a.m. – 2:00 p.m., Valley Community Presbyterian Church, Golden Valley
- BCWMC Regular Meeting– Thursday June 16th @ 8:30 a.m., Brookview
- Stormwater Summit Sponsored by the Water Environment Federation, July 27 – 29, Minneapolis www.wef.org/StormwaterSummit
- Salt Symposium Livestreamed August 2 & 3, www.bolton-menk.com/resources/salt-symposium/