



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: June 9, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 6/16/22 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 – May 19, 2022 Commission Meeting- **ACTION ITEM with attachment**

 - B. Acceptance of June Financial Report - **ACTION ITEM with attachment**

 - C. Approval of Payment of Invoices - **ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend payment.**
 - i. Keystone Waters, LLC – May 2022 Administrative Services
 - ii. Keystone Waters, LLC – May 2022 Meeting Expenses
 - iii. Barr Engineering – May 2022 Engineering Services
 - iv. Kennedy & Graven – April 2022 Legal Services
 - v. Redpath – May 2022 Accounting Services
 - vi. Stantec – WOMP Services
 - vii. Triple D Espresso – Meeting Catering
 - viii. PLM Land and Lake Management – Curly-leaf Pondweed Herbicide Treatment
 - ix. MPCA Invoice – VIC Reimbursement for Main Stem Erosion Repair Project
 - x. MMKR – 2021 Financial Audit
 - xi. Jan Voit – May Meeting Minutes
 - xii. LMCIT – Insurance Renewal

 - D. Approval of Highway 55 and Highway 169 Apartments Project, Plymouth – **ACTION ITEM with attachment** – *The proposed project includes redevelopment of a parking lot to build an apartment building, parking lot, sidewalks, and stormwater management creating 1.70 acres of new and fully reconstructed impervious surfaces. The project results in ~1,070 cubic yards of floodplain fill and ~1,080 cubic yards of compensating storage, resulting in a net gain of ~10 cubic yards of floodplain storage. The project meets BCWMC rate control and erosion and sediment control requirements. Due to site constraints, the project meets water quality requirements using MIDS flexible treatment option #2. Staff recommends approval.*

5. **BUSINESS**
 - A. Consider Approval of 90% Design Plans for Main Stem Lagoon Dredging Project (BC-7) (30 min) – **ACTION ITEM with attachment (plan sets online)** – *At the December 2021 meeting, the Commission approved the 50% plans for this project which is being designed and constructed by the Commission itself (rather than through an agreement with a city). Project webpage: www.bassettcreekwmo.org/projects/all-projects/bassett-creek-main-stem-lagoon-dredging-project. Commission Engineers completed the 90% plans and will present them at this meeting. Staff recommends approving the 90% plans and directing the Commission Engineers and Attorney to continue with final design, permitting, coordination, outreach, drafting necessary agreements, and performing an additional survey. Final designs and bid documents would be brought to a future Commission meeting for approval.*

- B. Set Maximum Levy for 2023 Capital Improvement Projects (15 min) – **ACTION ITEM with attachment** - A maximum 2023 levy amount for collection by Hennepin County on behalf of the Commission must be set at this meeting. Staff recommends a levy of \$2,207,000 for the projects listed in the attached table. This levy amount reflects the Commission’s approval of the [5-year CIP](#) at their meeting in April, including the latest estimated cost for the Bryn Mawr Meadows Project. The Commission can lower the levy request when it submits its final levy amount in September of this year, but it cannot request a higher levy.
- C. Report on Haha Wakpadan Community Event and Update on Watershed Plan Development Receive (20 min) – **INFORMATION ITEM with no attachment** – Chair Cesnik, Vice Chair Welch and I attended the Haha Wakpadan event last Saturday and heard about the oral history project by Valley Community Presbyterian Church. Transcripts and recordings from the project will be available later this year. Native community members spoke at the event and the church’s land acknowledgement statement was presented. We will provide more information about the event and partnering opportunities at this meeting.

I will also provide an update on the 2025 Plan development process. A new Plan Update webpage was created (www.bassettcreekwmo.org/document/2025-plan-update) and a public input survey is now available. You should have your calendars marked for the July 11th Plan Steering Committee Workshop 4:00 – 6:00 p.m. (location to be determined).

BREAK – at the chair’s discretion

- D. Update on 2022 Operating Budget Status (10 min) – **INFORMATION ITEM see Item 4B above** – We are one third of the way through the fiscal year and it’s a good time to review the operating budget status. The budget is currently on track in most categories and we will receive grant and partner funding of about \$23,000 to offset the high APM/AIS costs. I will provide additional information at this meeting.
- E. Discuss Membership in Minnesota Association of Watershed Districts (MAWD) (20 min) – **DISCUSSION ITEM with attachment** – At the May meeting, the Commission discussed the Budget Committee’s recommendation to end membership in MAWD and save the \$7,500 in dues. As directed, I spoke with MAWD’s Executive Director and reviewed additional information. Please see my memo outlining my recommendation to remain a member of MAWD.
- F. Consider Approval of 2023 Proposed Operating Budget and Changes to Review Fee Schedule (15 min) – **ACTION ITEM with attachments** – At the May meeting, the Commission reviewed the Budget Committee’s proposed 2023 Operating Budget, 2023 city assessments, and updated development review fees. As requested, the TAC discussed the review fees at their meeting earlier this month and recommends the attached changes to review fees (showing changes from the 2017 fees). The attached budget includes the original proposed budget presented last month along with my recommended budget that includes MAWD dues and assumes the TAC-recommended review fees. The city assessment table on page 3 of the budget includes additional scenarios with and without MAWD dues; and with and without the TAC-recommended review fees. The Commission should approve a proposed budget at this meeting to allow member cities to comment between July 1 and August 1. The final 2023 budget would be approved at your August meeting.
- G. Consider Purchase of Dissolved Oxygen Sensor for Annual Stream Monitoring (10 min) – **ACTION ITEM with attachment** – The Commission Engineer recommends purchase of a dissolved oxygen meter to be used with the stream monitoring program. Purchase of the meter would be less expensive than renting a meter as is current practice. Please see the memo with additional information.

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report - **INFORMATION ITEM with attachment**
 - i. Freshwater Event at Utepils
- B. BCWMC Intern
- C. Chair
- D. Commissioners
- E. TAC Members
 - i. June 1st Meeting Report
 - ii. Next Meeting July 6th – Need Liaison Committees
- F. Committees
- G. Legal Counsel
- H. Engineer
 - i. Update on Sweeney Lake and Schaper Pond Activities
Update on Water Monitoring Activities

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. WCA Notices – Golden Valley, Minnetonka, Plymouth
- 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 July 6th @ 10:30 a.m., Wirth Lake Room, Brookview
- BCWMC Plan Steering Committee Workshop (committee of the whole) – Monday July 11th @ 4:00 – 6:00 p.m., Location TBD
- BCWMC Regular Meeting – Thursday July 21st @ 8:30 a.m., Plymouth Maintenance Facility
- 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/