



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: July 14, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 7/21/22 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 – June 16, 2022 Commission Meeting- **ACTION ITEM with attachment**
  - B. Acceptance of July 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 – June 2022 Administrative Services
    - ii. Keystone Waters, LLC – June 2022 Meeting Expenses
    - iii. Barr Engineering – June 2022 Engineering Services
    - iv. Kennedy & Graven – May 2022 Legal Services
    - v. Redpath – June 2022 Accounting Services
    - vi. Stantec – WOMP Services
    - vii. Triple D Espresso – Meeting Catering
    - viii. MPCA Invoice – Review Fee for Main Stem Erosion Repair Project
    - ix. MMKR – 2021 Financial Audit
    - x. Jan Voit – June Meeting Minutes
    - xi. HDR – Website Services
    - xii. Metro Blooms – Lawns to Legumes Phase 2 Grant Project
    - xiii. Juan Del Valle Lopez – BCWMC Intern
  - D. Receipt of Communications Related to 2012 Financial Audit – **INFORMATION ITEM with attachment –**  
*Due to new audit standards effective for the BCWMC's 2021 fiscal year audit, the auditors are required to communicate some additional information relating to their audit planning, risk assessment, and responsibilities as the auditor. As some of this information was subject to change until the planning and risk assessment portion of the audit was complete, they opted to provide these communications separately rather than in the original engagement letter. The attached letter contains the additional required communications.*
  - E. Acceptance of 2021 Financial Audit – **INFORMATION ITEM with attachment (full document online) –** *The audit of the Commission's finances for the period February 1, 2021 to January 31, 2022 is complete. The auditor found no deficiencies in internal financial control and no findings based on testing of the Commission's compliance with laws and regulations. Deputy Treasurer Virnig and I recommend the Commission accept the audit. The audit documents have been submitted to the state auditor and the MN Board of Water and Soil Resources. They are also posted on the [BCWMC website](#).*
  - F. Approval to Direct Commission Staff to Prepare Bid Package and Advertise for Bids for Sweeney Lake Alum Treatment – **ACTION ITEM with no attachment –** *The [Sweeney Lake Water Quality Improvement Project](#) includes an alum treatment in the lake to significantly reduce the release of phosphorus from lake*

bottom sediments – a significant cause of algae blooms. The first phase of the alum treatment was performed in fall 2020. A second alum treatment is slated for this fall. Due to the anticipated cost of the alum treatment, the BCWMC must advertise for bids for the work. Bid documents are currently being drafted and will be very similar to the documents from the [September 2020 Commission meeting packet](#). However, in order to stay within the project budget and also account for rising costs of the treatment, the volume of alum used this year is expected to be about 25% lower than originally designed for the second treatment. The Commission Engineer ensures that despite the lower volume, the alum treatment will still be very effective at locking phosphorus in the sediments. The Commission should direct staff to finalize the documents with Commission attorney and administrator review and then submit for official advertisement. At the September meeting, the Commission will select a bidder and approve a contract for the work.

- G. Approval of Amendment to Grant Agreement with Hennepin County to Extend Deadline – ACTION ITEM with attachment – In 2017, the BCWMC received an Environmental Response Fund (ERF) grant from Hennepin County to help pay for costs associated with removing and hauling contaminated sediment during the [Main Stem Bassett Creek Erosion Repair Project \(2017CR-M\)](#) in Minneapolis. The project is now complete, however due to delays in the project schedule, the grant agreement has been twice amended to extend the term of the grant period. Staff recommends approval of the latest amendment which was reviewed by Attorney Anderson.

## 5. BUSINESS

- A. Receive Report on Parkers Lake Chloride Reduction Technical Findings Study & Consider Options for Implementation (PL-7) (30 min) – DISCUSSION/ACTION ITEM with attachment - At their meeting in September 2020, the Commission approved a feasibility study for the Parkers Lake Chloride Reduction Project and directed the City of Plymouth to develop more specific recommendations on projects to reduce chlorides in Parkers Lake. See the attached memo and executive summary from the city regarding a recent technical evaluation (complete report online, if desired) and a list of options for the Commission to consider evaluating further with the goal of future implementation. At this meeting city staff will present the technical findings along with more information on the options recommended for consideration.
- B. Consider Recommendation from Technical Advisory Committee (TAC) to Adopt Updated XP-SWMM Model (15 min) – ACTION ITEM with attachment - The TAC met three times since May to discuss the Commission's hydraulic and hydrologic (H&H) model and review how it compares with previous model results. The attached memo outlines their recommendation to the Commission to formally adopt the new model.

**BREAK** (at Chair's discretion)

- C. Receive Results of 2021 Water Quality Monitoring (40 min) – INFORMATION ITEM with attachments – In 2021, the Commission's water monitoring program included monitoring of Parkers, Westwood, and Crane Lakes and the second (final) year of monitoring for the Sweeney Lake Branch of Bassett Creek. The monitoring reports are attached. Commission Biologist Meg Rattei with Barr Engineering will present monitoring results and recommendations.
- D. Review Results of Plan Steering Committee Workshop and Consider Directing Commission Engineer to Develop Scope for Deeper Analysis of Issues (15 min) – ACTION ITEM with attachment - At the Plan Steering Committee workshop on July 11<sup>th</sup> commissioners, alternates, and city staff reviewed early input on the watershed plan from cities, agencies, and partners; and reviewed results of the gaps analysis. Results of the small group issue categorization exercise are attached along with a request to direct staff

*to develop a scope for further analysis of several challenging issues (as included in the original plan development scope).*

- E. Consider Submitting Resolutions to Minnesota Association of Watershed Districts (MAWD) (10 min) – **DISCUSSION ITEM with attachment** – *The Commission could consider drafting and submitting policy recommendations to the MN Association of Watershed Districts for consideration in MAWD’s resolutions process. After review the MAWD Resolutions Committee, resolutions would be evaluated by the MAWD membership and voted on at the annual meeting in December. Approved resolutions would become part of MAWD’s 2022 legislative platform. Staff does not have any recommended resolutions at this time.*
- F. Consider Administrator’s Request to Attend One Water Summit with Met Council Delegation (10 min) – **ACTION ITEM with attachment** - *I was recently invited to join the Met Council’s delegation to the U.S. Water Alliance’s One Water Summit conference in Milwaukee this fall. See the attached memo for more details and my request to accept the invitation.*

## 6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report - **INFORMATION ITEM with attachment**
  - i. Reminder August Meeting at Westwood Nature Center; includes tour after meeting
- B. BCWMC Intern
  - i. Brief Review of Public Input Received to Date
- C. Chair
  - i. Report on Freshwater Event
- D. Commissioners
- E. TAC Members
  - i. August Meeting Cancelled
- F. Committees
- G. Legal Counsel
- H. Engineer

## 7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects)
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices – Minnetonka, Plymouth

## 8. ADJOURNMENT

### Upcoming Meetings & Events

- Metro MAWD Meeting: Tuesday July 19, Virtual 7:00 p.m.
- Salt Symposium Livestreamed August 2 & 3, [www.bolton-menk.com/resources/salt-symposium/](http://www.bolton-menk.com/resources/salt-symposium/)
- BCWMC Regular Meeting: Thursday August 18, 8:30 a.m., Westwood Nature Center