



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: October 13, 2022

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 10/20/22 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 – September 15, 2022 Commission Meeting- ACTION ITEM with attachment
 - B. Acceptance of October 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 – September 2022 Administrative Services
 - ii. Keystone Waters, LLC – September 2022 Meeting Expenses
 - iii. Barr Engineering – September 2022 Engineering Services
 - iv. Kennedy & Graven – August 2022 Legal Services
 - v. Redpath – September 2022 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. Stantec – WOMP
 - viii. Metro Blooms – Lawns to Legumes Grant Funded Program
 - D. Approval of Bassett Creek Park Pedestrian Bridge Project, Crystal – ACTION ITEM with attachment – The proposed project is located along the North Branch of Bassett Creek in Bassett Creek Park in Crystal. The work includes replacement of a pedestrian bridge and associated grading, resulting in 0.12 acres of disturbance and no change in impervious surface. The project results in a net gain of approximately 23 cubic yards of floodplain storage. Although the lowest part of the bridge is not 1 foot above the 100-year floodplain, the Commission Engineer recommends approval due to the wide floodplain (flood waters would flow around the bridge) and similar ped bridge projects previously approved.
 - E. Approval of Brookview Golf Course Channel Stabilization Project, Golden Valley – ACTION ITEM with attachment - *The proposed project is along Bassett Creek in Brookview Golf Course owned by the City of Golden Valley. The project includes stabilizing 500 linear feet of Bassett Creek through grading and installing a combination of soft and hard armoring restoration techniques. The project results in additional floodplain storage. Staff recommends approval.*
5. **BUSINESS**
 - A. Consider Approval of 90% Design Plans for SEA School-Wildwood Park Flood Reduction Project (BC-2,3,8,10) (20 min)– ACTION ITEM with attachments (design plan set available 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. 50% designs were approved by the Commission at the January meeting. Since then, Robbinsdale Area Schools requested changes to the proposed school driveway alignment and playground location. 90% plans reflect desired school alignments along with desired city and Commission project outcomes.*

Staff recommends approval of the 90% plans and directing the city to proceed with final designs, permitting, and bidding.

- B. Consider Selection of Contractor and Awarding Contract for Main Stem Lagoon Dredging Project (BC-7) (20 min) – ACTION ITEM with attachment – *At the June meeting, the Commission approved 90% plans for this project and authorized the advertisement for bids. Four bids were received by the submittal deadline of September 30th and thoroughly reviewed by Commission Engineers. The lowest responsible bidder was Fitzgerald Excavating and Trucking, Inc. with a bid of \$1,588,970 which is approximately \$662,000 below engineer’s estimates for project construction. Staff recommends that the Commission accept the lowest bid and award the contract to Fitzgerald Excavating and Trucking through approval of the attached resolution drafted by Commission Attorney Anderson. Details of all bids are considered non-public data and not included in the meeting packet. Bid details may be discussed at the meeting, as needed, and Commissioners may request details prior to the meeting.*

BREAK (at Chair’s discretion)

- C. Consider Approval of Recommendation from Technical Advisory Committee on Use of Channel Maintenance Funds (15 min) – ACTION ITEM with attachment – *The Technical Advisory Committee met on October 5th to discuss a variety of topics. The attached memo includes one recommendation to the Commission regarding the use of BWCMC Channel Maintenance Funds for a streambank stabilization project in Plymouth. Staff recommends approval.*
- D. Review Status of 2022 Operating Budget (10 min) – INFORMATION ITEM no attachment (See Item 4B) – *We are two thirds of the way through our fiscal year which ends on January 31, 2023. While we are over budget in a few areas, other areas are running well under or right on budget. Grant and partnership funds are also higher than budgeted. I am projecting that we will be very close budget by year’s end. I will review the budget status at the meeting.*
- E. Consider Approving Administrator Attendance at MAWD Conference and Gauge Interest in Commissioner Attendance (10 min) – ACTION ITEM with attachment – *The Minnesota Association of Watershed District’s annual meeting and conference will be held in person at Arrowwood Resort in Alexandria December 1 – 3. I am requesting to attend the conference December 1st and 2nd and the quarterly meeting of the Minnesota Association of Watershed Administrators meeting on November 30th. Lodging for two nights, mileage, and conference registration is expected to cost approximately \$710, plus my time. Commissioners should also consider attending. (Lodging should be booked soon!) The Commission should ultimately appoint two delegates and one alternate delegate to attend the MAWD Business Meeting on the morning of December 2nd. See attached schedule of events and learn more at: www.mnwatershed.org/annual-conference-trade-show.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report - **INFORMATION ITEM with attachment**
- i. Reminder of WEDNESDAY November 16 Meeting
 - ii. Report Watershed Plan Development Activities
 - iii. Update on Hennepin County Chloride Initiative Work Including Professional Videos
 - i. Long Video (5 min) <https://youtu.be/IN28xSzYv94>
 - ii. Short Video <https://youtu.be/MW7F2i4VldA>
- B. Chair
- C. Commissioners
- i. Report on September 25th Outreach Events
- D. TAC Members

- i. October 5th Meeting Report
- ii. Update on Four Seasons Mall Project
- E. Committees
- F. Legal Counsel
- G. Engineer
 - i. Review of Redevelopment at 6300 Olsen Memorial Highway, Golden Valley
 - ii. Sweeney Lake Alum Treatment Update

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 – Plymouth
- E. Sochacki Park Subwatershed Assessment Report

8. ADJOURNMENT

Upcoming Meetings & Events

- Buckthorn Bash Event by Friends of Bassett Creek: Saturday October 15th, 1:00 – 4:00 p.m., Bassett’s Creek Park (see BCWMC online calendar for details and RSVP)
- Metro MAWD Meeting: Virtual Tuesday October 18th, 7:00 p.m.
- BCWMC Regular Meeting: WEDNESDAY November 16th, 8:30 a.m., Golden Valley City Hall
- BCWMC Regular Meeting: Thursday October 20th, 8:30 a.m., Location TBD