



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: March 8, 2023

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 3/16/23 BCWMC Meeting**

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
 - A. Approval of Minutes – February 16, 2023 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 payment.
 - i. Keystone Waters, LLC – February 2023 Administrative Services
 - ii. Keystone Waters, LLC – February 2023 Meeting Expenses
 - iii. Barr Engineering – February 2023 Engineering Services
 - iv. Kennedy & Graven – January 2023 Legal Services
 - v. Redpath – February 2023 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. Stantec – WOMP Services
 - D. Approval of User Agreement with University of Minnesota – ACTION ITEM with attachment – The Commission is hosting the Bassett Creek Valley Stakeholder Summit meeting on March 29th at the Urban Research and Outreach-Engagement Center in Minneapolis (just outside the watershed). Use of the facility requires the attached agreement which was reviewed by the Commission Attorney. Staff recommends approval.
 - E. Approval to Appoint Commissioners to BCWMC Committees - ACTION ITEM with attachment – At the February meeting commissioners and TAC members volunteered to serve on various Commission committees (and two commissioners via email since then). However, action was not taken to officially appoint the members. I recommend the Commission approve the committee appointments of the individuals as listed in the attached memo.
 - F. Approval of Plymouth 2023 City Center Pavement Rehabilitation - ACTION ITEM with attachment – The proposed linear project is in the City of Plymouth within the Plymouth Creek Subwatershed includes reconstruction of streets and utility improvements, including storm sewer and water main, resulting in 9.5 acres of grading (disturbance). The proposed linear project creates 0.9 acres of new and fully reconstructed impervious, including 0.8 acres of fully reconstructed surfaces and an increase of 0.1 acres of impervious surfaces. Commission Engineers recommend approval with conditions outlined in the attached memo.
 - G. Approval of Resolution of Appreciation for Commissioner Harwell - ACTION ITEM with attachment – As announced at the February meeting, Commissioner Harwell is moving out of Golden Valley and must step down from her position representing the city. Commissioner Harwell has served on the Commission for

more than 11 years and deserves commendation and thanks. Staff recommends approval of the attached resolution of appreciation.

- H. Approval to Submit Letter of Support for Chlorides in Groundwater Study - **ACTION ITEM with attachment** – *The University of Minnesota is submitting a proposal to the Legislative-Citizen Commission on Minnesota Resources to research the impact of chloride-laden groundwater on surface water resources. The researchers requested a letter of support from BCWMC due to the creek’s high chloride levels and the organization’s strong interest in addressing the issue. Staff recommends approval of the attached letter of support.*
- I. Approval to Set Public Hearing on May 18th for Minor Plan Amendment - **ACTION ITEM no attachment** – *If the Commission approves the TAC-recommended 5-year CIP in Item 5D, the 2015 Watershed Management Plan will need to be amended to incorporate a new project in the Capital Improvement Program (CIP). This would be considered a minor plan amendment which is a streamlined process that has been used to update the CIP many times in the last several years. A public hearing is part of the plan amendment process and requires a 45-day notice to member cities. Staff recommends setting the public hearing date in conjunction with its May 18th meeting.*

5. BUSINESS

- A. Consider Approval of 2023 Schaper Pond Effectiveness Monitoring (20 min) – **ACTION ITEM with attachment** – *At the January meeting, the Commission approved further carp assessment and box netting of carp (if needed) in Schaper Pond. Commissioners also requested a plan for further water quality assessments in the pond to determine if the [2015 Schaper Pond Diversion CIP Project](#) and subsequent carp management efforts are effectively reducing total phosphorus in the pond. Staff recommends approval of the attached proposal for monitoring in 2023 at a total not to exceed budget of \$18,000 from the 2015 CIP project budget.*
- B. Receive Update and Consider Approving Pay Request #2 for Lagoon Dredging Project (10 min) – **ACTION ITEM with attachment** – *[The Lagoon Dredging Project](#) is nearly complete with dredging in all ponds completed and site restoration underway. The attached pay request is for work completed by the contractor through February 28th. Staff recommends approval of the payment and authorization for the Commission Chair to sign the pay application.*
- C. Consider Approval of Budget Amendment for Engineering Services for Bryn Mawr Meadows Water Quality Improvement Project (20 min) – **ACTION ITEM with attachment** – *The BCWMC’s [Bryn Mawr Meadows Water Quality Improvement Project](#) was designed and is being constructed in conjunction with the redevelopment of Bryn Mawr Meadows Park by the Minneapolis Park and Recreation Board (MPRB). The City of Minneapolis (City) is also involved in this project as some improvements to stormwater infrastructure will be constructed within city right-of-way. The latest engineering services budget of \$260,000 was approved in August 2022 and includes design, project management, construction oversight and coordination with the contractor and project partners. While the project is expected to have significant cost savings for construction, unanticipated design changes and additional project coordination will exceed the engineering services budget. Estimated costs for the remaining construction administration, observation, and development of project as-builts are outlined in the attached memo. Staff recommends adjusting the engineering services budget to a not-to-exceed \$286,300.*
- D. Review Technical Advisory Committee (TAC) Memo and Consider Approval of TAC Recommendation on 5-year Capital Improvement Program (CIP) (20 min) – **ACTION ITEM with attachment** – *The BCWMC Technical Advisory Committee (TAC) met on March 1st to discuss the MnDNR’s FEMA modeling project*

and to consider adding a new project to the 5-year CIP. While it was on the agenda, the TAC did not have time to discuss linear project standards and was moved to a TAC meeting on March 29th. Staff recommends approval of the TAC's recommendation on the 5-year CIP in the attached memo.

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report
- B. Chair
- C. Commissioners
 - i. Appoint liaison to March 29th TAC meeting
 - ii. Report on MN Watersheds Legislative Event
 - iii. Comments on February 28th Public Open House
- D. TAC Members
 - i. Update on SEA School-Wildwood Park Project Construction Bids
- E. Committees
 - i. Budget Committee Meeting April 3
- F. Legal Counsel
- G. Engineer

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 - Crystal and Plymouth

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Technical Advisory Committee Meeting: Wednesday, March 29th, 12:30 p.m., Brookview
- BCWMC Budget Committee Meeting: Monday, April 3rd, 1:00 – 2:30 p.m. Brookview
- Metro Watersheds Meeting: Tuesday April 18th, 7:00 – 9:00 p.m., Capitol Region Watershed District
- BCWMC Regular Meeting: Thursday April 20th, 8:30 a.m., Golden Valley City Hall