



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: May 11, 2023

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 5/18/23 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 – April 20, 2023 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 payment.
 - i. Keystone Waters, LLC – April 2023 Administration
 - ii. Keystone Waters, LLC – April 2023 Administrative Expenses
 - iii. Barr Engineering – April 2023 Engineering Services
 - iv. Kennedy & Graven – March 2023 Legal Services
 - v. Redpath – April 2023 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. Finance and Commerce – Public Hearing Notice
 - viii. Metro Blooms – Lawns to Legumes Grant Reimbursement
 - ix. Stantec – WOMP Tasks
 - D. Approval of Agreement with Metropolitan Council for 2023 Citizen Assisted Monitoring Program – ACTION ITEM with attachment – *Staff recommends approval of the annual agreement with Met Council to cooperate in the CAMP which uses volunteers to collect water samples and data on 10 BCWMC lakes. The Commission Legal Counsel reviewed the agreement. More information on the CAMP is found here: <https://metrocouncil.org/Wastewater-Water/Services/Water-Quality-Management/Lake-Monitoring-Analysis/Citizen-Assisted-Monitoring-Program.aspx>*
 - E. Approval of Resolution 23-05 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.*
 - F. Approval of 2022 Annual Report – ACTION ITEM with attachment – *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.*
 - G. Approval of Golden Valley Country Club Improvements – ACTION ITEM with attachment – *The proposed project is in the Bassett Creek Main Stem subwatershed at the Golden Valley Country Club (GVCC). The proposed project includes bunker and green construction, grading, path realignments, and pond liner improvements resulting in 5.14 ac of disturbance, an increase of 0.01 ac of impervious surfaces, and mitigated floodplain impacts. Staff recommends conditional approval as shown in the attached memo.*

- H. Approval of Waiver of Conflict for Commission Attorney – **ACTION ITEM with attachment** – *The Commission Attorney is requesting a waiver of conflict for his work on the Commission’s behalf related to development of an agreement with the City of Minneapolis regarding Bassett Creek Tunnel responsibilities. I recommend approval of the waiver. Please see complete explanation in the attached memo.*

5. PUBLIC HEARING

- A. Receive Comments from Cities and Public on Proposed Minor Plan Amendment – **DISCUSSION ITEM with attachment** - *At the March meeting, the Commission approved a 5-year CIP that requires a minor amendment to the watershed management plan to incorporate the Sochacki Park Water Quality Improvement Project into the CIP. At this hearing the Commission should consider comments from the public and its member cities on the proposed amendment.*
 - i. Consider Extending Comment Period to August 8, 2023 per Hennepin County Request – **ACTION ITEM with attachment** - *Although the 30-day comment period for the plan amendment ended on April 28th, due to the timing of Hennepin County Board meetings the County is requesting an extension of the comment period until August 8th. Staff recommends approval.*

6. BUSINESS

- A. Review Draft Feasibility Study for Ponderosa Woods Stream Restoration Project (ML-22) (40 min) – **DISCUSSION ITEM with attachment** (full document and appendices online) – *At the August 2022 meeting, the Commission approved the Commission Engineer’s proposal to conduct a feasibility study for this capital improvement program (CIP) project. The draft study is attached here along with the Commission Engineer’s recommendations for implementation. The Commission currently has \$475,000 earmarked for this project in its 2024 CIP. The Commission should discuss the options presented in the report. A revised report or more information can be brought to the June meeting. The Commission must set a maximum 2024 levy no later than its June meeting.*
- B. Receive Update on Main Stem Lagoon Dredging Project (20 min) – **INFORMATION ITEM with attachment** – *Although the dredging activities for the [Lagoon Dredging Project](#) (BC-7) wrapped up in March, staff discovered possible discrepancies between the amount of material reported to have been dredged and dredged amounts calculated through post-dredging surveys. The attached memo includes a status update on the project.*
- C. Consider Recommendations from Budget Committee (20 min) – **INFORMATION & ACTION ITEMS in one attachment** - *The BCWMC Budget Committee met April 3rd and May 1st to discuss BWCMC finances and to begin developing the 2024 operating budget. The committee offers the attached notes regarding the 2024 operating budget and a recommendation for updates to fiscal policies. A final proposed 2024 operating budget will be brought to the June meeting for approval to send to cities for review no later than July 1st.*
 - i. Review Memo with Notes on 2024 Operating Budget Development
 - ii. Consider Adopting Fiscal Policy Regarding Investment Income

7. COMMUNICATIONS (10 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
- B. Chair
- C. Commissioners
 - i. Report on Loppet Sustainability Fair
- D. TAC Members
 - i. Appoint Liaison for June 7th TAC Meeting
- E. Committees
- F. Legal Counsel
- G. Engineer
 - i. Update on Parkers Lake Chloride Reduction Project

8. 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. Wakes, Waves, Propeller Wash Webinar
- F. [CCX News Story on Sochacki Park Water Quality Improvement Project](#)

9. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Plan Steering Committee Meeting: Wednesday May 24th, 11:00 – 1:00, Brookview
- BCWMC Administrative Services Committee Meeting: Tuesday May 30th, 1:00 – 2:30 pm., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday June 7th, 10:30 a.m., Brookview
- BCWMC Regular Meeting: Thursday June 15th, 8:30 a.m., Golden Valley City Hall