



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: June 8, 2023

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 6/15/23 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 – May 18, 2023 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 2023 Administration
 - ii. Keystone Waters, LLC – May 2023 Administrative Expenses
 - iii. Barr Engineering – May 2023 Engineering Services
 - iv. Kennedy & Graven – April 2023 Legal Services
 - v. Redpath – May 2023 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. MMKR – 2022 Financial Audit
 - viii. ECM Publishers – Public Hearing Notice Publication
 - ix. LCMIT – Insurance Renewal
 - D. Approval to Support Ĥaĥa Wakpadaŋ Pronunciation Video – **ACTION ITEM with attachment – A subset of the Ĥaĥa Wakpadaŋ / Bassett Creek Oral History Project is underway: the production of a short video describing the pronunciation of “Ĥaĥa Wakpadaŋ.” Organizers are seeking BWCMC support of the project. See the attached memo for more information. Staff recommends approval of providing non-monetary support to the project.**
 - E. Approval of Funding Support for Metro Blooms Programs – **ACTION ITEM with attachment – Metro Blooms is seeking funding support for programs in Minneapolis neighborhoods including the \$4,000 budgeted support + \$2,000 additional support for their Sustainable Landcare Training Program. See the attached memo for more information. Staff recommends approval of the funding request.**
5. **BUSINESS**
 - A. Review Final Feasibility Study and Choose Option for Main Stem Restoration Project (2024 CR-M) (20 min) - **ACTION ITEM with attachment (full document online) – At the April meeting the Commission reviewed the draft feasibility study for this project. Based on comments at that meeting, scoring for prioritizing stream sections for restoration changed slightly to prioritize restoration on public land higher than privately owned parcels. This shifted some outcomes and estimated project costs for the each alternative slightly. The Commission Engineer, city, and I recommend implementing option 1.**

- B. Review Additional Information and Choose Option for Ponderosa Woods Stream Restoration Project (ML-22) (20 min) - **ACTION ITEM with attachment (see report from Item 6A from May meeting)** – *At the May meeting, the Commission reviewed the [draft feasibility study](#) for this project and requested additional information regarding parcel ownership, easements, and impacts of buckthorn removal on water quality. The attached memo includes the additional information requested. The Commission Engineer, city, and I recommend implementing Alternative 1.5. See [this article](#) from St. Croix 360 for additional reading on buckthorn and water quality.*
- C. Receive Update on Sochacki Park WQ Project and Feasibility Study (15 min) – **INFORMATION ITEM with attachment** – *This project is proposed to be added to the CIP through a minor plan amendment as approved at the March Commission meeting with CIP funding set at \$600,000. The project involves a suite of projects totaling an estimated \$2.3M aimed improving the water quality in three ponds and Bassett Creek based on a subwatershed analysis by Three Rivers Park District (TRPD). A feasibility study is now underway for the project and is being funded by TRPD. Information on the project and a memo on the status of the feasibility study are attached here.*
- D. Set Maximum 2024 Levy (15 min) - **ACTION ITEM with attachment** – *A maximum 2024 levy amount for collection by Hennepin County on behalf of the Commission must be set at this meeting. 2024 projects and their associated costs (along with costs for different alternatives for projects in 5A and 5B above) are shown in the attached levy table and updated 5-year CIP table. Assuming Alternative 1.5 is chosen for Ponderosa Woods and Alternative 1 is chosen for the Main Stem Project, the recommended maximum 2024 levy is \$1,931,000. If different alternatives are chosen, levy amounts in 2024 and/or 2025 would change accordingly. In September the Commission can lower the levy request for its final levy, but it cannot request a higher levy.*
- E. Consider Adopting Fiscal Policy Regarding Investment Income (20 min) - **ACTION ITEM with attachments** – *At the May meeting, the Commission reviewed the Budget Committee’s recommendation for a new fiscal policy related to investment income. At that meeting the TAC requested the ability to review and discuss which they did at their meeting on June 7th. The recommendations from each committee are included here. The Commission could adopt a policy now or continue to discuss at a future meeting. Adopting a policy now may have implications on the 2024 proposed budget (Item 5F).*
- i. Review Recommendation from Technical Advisory Committee
 - ii. Review Recommendation from Budget Committee
- F. Set Proposed 2024 Operating Budget and City Assessments (15 min) - **ACTION ITEM with attachment** – *At the May meeting, the Budget Committee reviewed information it was considering regarding the 2024 budget. At this meeting, the Commission must approve a 2024 proposed budget that will be sent to member cities for review. The attached budget is recommended by the Budget Committee. Page 3 shows two options for revenues and city assessments based on the fiscal policies in 5E above.*
- G. Receive Information on Plymouth Regional Treatment Planning (15 min) – **INFORMATION ITEM with attachment** – *The City of Plymouth plans to study the feasibility of building regional stormwater treatment facilities in conjunction with a 2024 city pavement rehabilitation project. The facilities would be built to meet requirements for the pavement rehabilitation project and would have extra treatment capacity for future redevelopment. Plymouth staff recently discussed their ideas with me, Commission engineers and the Technical Advisory Committee. Please see the attached memo for additional information.*
- H. Receive Information on Proposed Transition of Commission Engineer (10 min) - **DISCUSSION ITEM with**

no attachment – For over 10 years, Commission Engineer Chandler has been the principal contact between the Commission and Barr, and she is retiring at the end of 2025. At this meeting she will discuss the transition to a different primary contact over the coming months and requests feedback from the Commission.

- I. Receive Update on Main Stem Lagoon Dredging Project (10 min) - **INFORMATION ITEM with no attachment** – The project site has been restored by the contractor. The Commission Engineer will provide an update on the project status at this meeting.
- J. Review Status of 2023 Annual Operating Budget (5 min) - **INFORMATION ITEM with no attachment (see Item 4B)** – 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 or slightly under budget in most categories. I am happy to answer questions or address concerns.

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
- B. Engineer
 - i. Update on 2023 Water Monitoring Activities
- C. Legal Counsel
- D. Chair
- E. Commissioners
- F. TAC Members
 - i. Update on SEA School – Wildwood Park Flood Reduction Project
 - ii. Update on Medley Park Water Quality Improvement Project
- G. Committees

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. [Annual Salt Symposium](#)
- F. [MN Watersheds May Newsletter](#)
- G. [BWSR Legislative Summary](#)

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Plan Steering Committee Meeting: Tuesday July 11th, 10:30 – 12:30, GV City Hall
- Metro Watershed Quarterly Meeting: Tuesday, July 18th, 7:00 – 9:00 p.m., via Zoom
- BCWMC Regular Meeting: Thursday July 20th, 8:30 a.m., Golden Valley City Hall
- Annual Salt Symposium: August 1 & 1, 7:30 a.m. – 3:00 p.m., livestream <https://www.bolton-menk.com/salt-symposium/>.