



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: September 13, 2023

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 9/21/23 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 – August 17, 2023 Commission Meeting- ACTION ITEM with attachment**
 - B. **Acceptance of September 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 – August 2023 Administration
 - ii. Keystone Waters, LLC – August 2023 Administrative Expenses
 - iii. Barr Engineering – August 2023 Engineering Services
 - iv. Kennedy & Graven – July 2023 Legal Services
 - v. Redpath – August 2023 Accounting Services
 - vi. Triple D Espresso – Meeting Catering
 - vii. Stantec – WOMP Monitoring Tasks
 - viii. ECM Publishing, Inc. - Public Hearing Notice
 - ix. MMKR – 2022 Financial Audit
 - D. **Approval of Payment for Pre and Post Road Survey in Lagoon Dredge Project Area – ACTION ITEM with attachment** – *Part of the permit issued by the Minneapolis Park and Rec Board (MPRB) for construction of the lagoon dredging project was a required evaluation of the park roads where truck hauling was planned before the project and again after the project to quantify impacts and needed repairs to the park road. Prior to the evaluation, Commission Engineers reviewed and agreed to an estimate for this work from the company under contract by the MPRB (AET). Staff recommends approval of the reimbursement to MPRB to be paid from Lagoon Dredging Project CIP funds.*
 - E. **Approval of Updated Commission Roles and Responsibility Document – ACTION ITEM with attachment** – *At the February meeting the Commission briefly reviewed the Commission’s roles and responsibility document, noted some updates that were needed, and sent the matter to the Administrative Services Committee. At their meetings in April and July the committee discussed (among other topics) the document and recommended changes to align with current practice and to add clarity where needed. The committee’s recommended updates are shown in the attached. Staff recommends approval of the changes.*

5. PUBLIC HEARING

- A. Receive Comments on Proposed 2024 CIP Projects (15 min) - **PUBLIC INPUT ITEM with attachment** - *The public hearing will be opened and the public will be asked for comments on the 2024 CIP projects. All comments will be entered into the public record and will be considered before the Commission approves the resolution in 6A below. Project webpages are linked below and in the attached public hearing notice. They can also be found at www.bassettcreekwmo.org/projects.*
- i. [Bassett Cr Main Stem Restoration Project - Regent Ave to Golden Valley Rd](#) (2024-CRM)
 - ii. [Ponderosa Woods Stream Restoration Project](#) (ML-22)
 - iii. [Sochacki Park Water Quality Improvement Project](#) (BC-14)
 - iv. Cost Share Purchase of High Efficiency Street Sweeper (BC-12)

6. BUSINESS

- A. Review Feasibility Study for Sochacki Park Water Quality Project (45 min) – **ACTION ITEM with attachment (complete document and appendices online)** – *At the August meeting the Commission reviewed and discussed the draft feasibility study for this project. The revised feasibility study is attached here and was revised to reflect comments and address questions from the Commission. Additionally, the configurations and footprints of some proposed BMPs (best management practices) were revised to reduce impacts to wetlands, restored prairies, and open space in South Halifax Park. Staff recommends approval of the feasibility study. 50% and 90% designs of the Commission-funded components must be approved by the Commission prior to construction.*
- B. Consider Approval of Resolution 23-06 Ordering 2024 Improvements (15 minutes) - **ACTION ITEM WITH ATTACHMENT** - *Pending the outcome of the public hearing in 5A, the attached resolution should be considered for approval to order the projects, designate entities responsible for construction, make findings pursuant to MN Statutes 103B.25, certify the costs of the 2024 projects to Hennepin County, and approve an agreement with the City of Plymouth for implementation of the Ponderosa Woods Stream Restoration Project. Agreements with designated entities for the other projects are in process and will be presented at a future meeting. Staff recommends approval of the resolution which approves the following:*
- i. Ordering 2024 Improvements
 - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
 - iii. Certifying Costs to Hennepin County - *The attached memo lists the estimated project costs for the 2022 projects and recommends the Commission direct staff to certify for payment by Hennepin County in 2024 a total (final) tax levy of \$2,238,000.*
 - iv. Approving Agreement with City of Plymouth for Construction of Ponderosa Woods Stream Restoration Project (ML-22) - *The attached agreement between the City of Plymouth and the BCWMC includes expectations and requirements of the city and the Commission for implementation of the Project. The agreement was drafted by the Commission Attorney and reviewed by Plymouth staff.*
- C. Consider Approval of Updated 90% Plans for Four Seasons Area Water Quality Improvement Project – **ACTION ITEM with attachment** – *At the July meeting, the Commission approved an agreement with the City of Plymouth to design and construct this project. 90% design plans were updated since the previous iteration of the project and reviewed by the Commission Engineer. Staff recommends approval of the plans with conditions noted in the memo and direction to the City to proceed to construction.*

- D. Consider Proposal to Update and Reprint Watershed Map (15 min) – **ACTION ITEM with attachment** - *The Bassett Creek Watershed map (printed, folded green map) has been a popular staple of the Commission’s outreach and education program since it was first developed and printed in 2015. We have very few copies of the map remaining and it’s time to update some of the educational content on the “back of the map.” I recommend approval of the attached agreement with a mapping contractor which was drafted by the Commission Attorney for design and printing of an updated map. The BCWMC Education Committee will be instrumental in creation of the updated content.*
- E. Receive Update from Plan Steering Committee (5 min) – **INFORMATION ITEM no attachment** - *Plan Steering Committee Chair Kennedy will provide an update on the committee’s work and discussion at its meeting on September 7th.*

7. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report
 - i. Update on Watershed Tour
 - ii. Report on AIS Rapid Response in Sweeney Lake
- B. Engineer
- C. Legal Counsel
 - i. Update on Lagoon Dredging Project Negotiations
- D. Chair
- E. Commissioners
 - i. Report on Salt Symposium
- F. TAC Members
 - i. Report on September 6 Meeting
 - ii. Appoint Liaison for Oct 4 Meeting
- G. Committees

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. [Haha Wakpadan Oral History Podcast](#)
- E. Haha Wakpadan Upcoming Events
- F. WCA Notices Plymouth
- G. Medicine Lake Water Levels 1972-2023 Graphic
- H. 2022 Met Council Lake Quality Report

9. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Watershed Tour: Monday October 2nd, 3:30 p.m., caravan from Utepils Brewery
- BCWMC TAC Meeting: Wednesday October 4th, 10:30 a.m., Wirth Lake Room, Brookview
- Metro Watersheds Quarterly Meeting: Tuesday October 17th, 7:00 p.m., Capitol Region Watershed District, St. Paul
- BCWMC Regular Meeting: Thursday October 19th, 8:30 a.m., Golden Valley City Hall