



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: July 10, 2024

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background Information for 7/18/24 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 – June 20, 2024 Commission Meeting- **ACTION ITEM with attachment**
  - B. Acceptance of July 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 – June 2024 Administration
    - ii. Keystone Waters, LLC – June 2024 Administrative Expenses
    - iii. Barr Engineering – June 2024 Engineering Services
    - iv. Triple D Espresso – Meeting Catering
    - v. City of Plymouth – June Accounting Services
    - vi. Kennedy and Graven – Legal Services
    - vii. Stantec – Watershed Outlet Monitoring Program (WOMP) Services
    - viii. HDR, Inc. – Website Services
    - ix. LSC Resource Inc. – Checking Account Checks
  - D. Appoint Ryan Vadnais as BCWMC Deputy Treasurer – **ACTION ITEM no attachment –** *The Commission’s Deputy Treasurer, Chad Guse, with the City of Plymouth recently resigned from the city for a job closer to home. Ryan Vadnais, Assistant Finance Director for the City of Plymouth, is recommended as the Commission’s new Deputy Treasurer. Staff recommends that the Commission appoint Mr. Vadnais as the BCWMC Deputy Treasurer.*
  - E. Set Public Hearing for September 19<sup>th</sup> Meeting – **ACTION ITEM no attachment –** *Before setting the final 2024 levy and officially ordering the CIP projects, the Commission should hold a public hearing on its 2024 CIP projects at its September meeting. Staff recommends setting the hearing date so that the 45-day notice to member cities can be provided.*
  - F. Approval of Hwy 55 Lift Station Relocation Project, Golden Valley – **ACTION ITEM with attachment –** *The proposed project is on the south side of Schaper pond, adjacent to the Sweeney Lake Branch of Bassett Creek in Golden Valley. The project includes removal of an existing lift station that is located in the BCWMC 100-year floodplain and construction of a new lift station that is approximately 30 feet outside of the BCWMC 100-year floodplain, resulting in 0.52 acres of grading and an increase of 0.04 acres of impervious surface. Staff recommends conditional approval as outlined in the attached memo.*
  - G. Approval to Provide Comments on the Supplemental Draft Environmental Impact Statement for the METRO Blue Line Extension Project – **ACTION ITEM no attachment –** *The METRO Blue Line Extension*

*project runs through a portion of the Bassett Creek watershed. Recently, the Met Council requested review and comment on a Supplemental Draft EIS for this project. The Commission Engineer reviewed and recommends submitting the attached comments.*

- H. Accept 2023 Financial Audit – ACTION ITEM with attachment (full document online) - *The 2023 financial audit (February 1, 2023 – January 31, 2024) is complete and will be submitted to the State. The audit was reviewed by me and the City of Plymouth Finance Director. Although the audit was a challenge to complete for various reasons, there were no findings or instances that require corrective actions. Staff recommends acceptance of the audit and directing me to work with Plymouth finance staff and the Budget Committee to address BCWMC accounting complexities to help streamline future audits.*

## 5. BUSINESS

- A. Review Revised Joint Powers Agreement (15 min) – ACTION ITEM with attachment – *At the June meeting the Commission directed Attorney Anderson to make non-substantive updates to the JPA document as recommended by member cities. The attached memo outlines staff recommendations on next steps and the attached JPA shows changes tracked from the June version.*
- B. Consider Approval of Feasibility Study Scope for Crane Lake Chloride Reduction Demonstration Project (CL-4) (20 min) – ACTION ITEM with attachment – *The Commission’s 2026 CIP list includes the Crane Lake Chloride Reduction Demonstration Project at Ridgedale Mall (CL-4). A feasibility study for this project is needed to understand the source and magnitude of chloride pollution reaching Crane Lake and develop options for pollution reduction. The attached scope and budget for the feasibility study was developed by the Commission Engineer with input from Minnetonka staff and me. Staff recommends approval of the scope and direction for the Commission Engineer to begin the study.*
- C. Receive Report on 2023 Water Quality Monitoring Results (40 min) – INFORMATION ITEM with attachments – *The Commission has had a robust water monitoring programs reaching back to the 1970’s. In 2023, Sweeney Lake and Twin Lake were monitored for water quality, aquatic plants, zooplankton and phytoplankton. Additionally, 2023 was the second of two years of monitoring on Plymouth Creek. Please review the attached reports which include staff recommendations. Commission Senior Biologist Meg Rattei will present results at this meeting and answer questions.*
- i. Sweeney Lake
  - ii. Twin Lake
  - iii. Plymouth Creek
- D. Consider Submitting Clean Water Fund Grant Application (5 min) – ACTION ITEM with attachment (full document online) – *Each year the MN Board of Water and Soil Resources (BWSR) seeks grant applications for projects that protect and improve water quality throughout the state. This competitive grant program has been a significant source of funding for Commission projects over the last several years. Although the Commission did not receive a grant for the Main Stem Restoration Project last year, we believe the Plymouth Creek Restoration Project may score higher because of the plan to re-meander a section of the stream and the proximity to a public school and trail system. Grant applications take about 5 hours of my time to prepare. I recommend applying for a grant of approximately \$400,000 for the Plymouth Creek Restoration Project.*
- E. Consider Approving Policy on Diversity, Equity, Inclusion, and Accessibility (15 min) – ACTION ITEM with attachment – *At the meeting in April 2023, the Commission briefly discussed development of a policy related to DEIA. Recently the Plan Steering Committee recommended that the Commission take*

up the discussion once again so that appropriate goals and policies can be developed in the watershed plan. Please see the attached memo with a draft policy for consideration.

- F. Consider Submitting Resolutions for Minnesota Watersheds 2025 Platform (5 min) – DISCUSSION ITEM with attachment (full document online) – *The Commission could consider drafting and submitting policy recommendations to the MN Watersheds (MW) organization (formerly MAWD) for consideration in MW’s resolutions process. After review by the MW Resolutions Committee, resolutions would be evaluated by the MW membership and voted on at the annual meeting in December. Approved resolutions would become part of MW’s 2024 legislative platform. Resolutions and background information are due September 1<sup>st</sup>. Staff does not have any recommended resolutions at this time.*
  
- G. Receive Update from Plan Steering Committee (5 min) – INFORMATION ITEM with attachment – *The Plan Steering Committee continues its work developing issue statements and goals. Please see the progress tracker attached and mark your calendar for the August 15<sup>th</sup> Plan Development Workshop.*

## 6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report
  - i. Update on Watershed Based Implementation Funding Convene Meeting #2
  - ii. Update on Twin Lake Riparian Restoration
  - iii. Golden Valley Historical Society Event Sept 14<sup>th</sup>
- B. Engineer
  - i. Update on Schaper and Sweeney Carp Surveys
- C. Legal Counsel
- D. Chair
- E. Commissioners
  - i. Report on Minnesota Watersheds Summer Tour
- F. TAC Members
- G. Committees
  - i. Report on Education Committee Meeting June 26<sup>th</sup>
  - ii. Report on Budget Committee Meeting July 17<sup>th</sup>

## 7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects)
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notice, Golden Valley

## 8. ADJOURNMENT

### Upcoming Meetings & Events

- Metro Watersheds Quarterly Meeting: Tuesday, July 16, 7:00 p.m., online
- BCWMC Budget Committee Meeting: Wednesday, July 17, 1:00 p.m., Sweeney Lake Room, Brookview
- BCWMC Regular Meeting: Thursday, July 18, 8:30 a.m., Golden Valley City Hall
- Annual Salt Symposium: August 6 – 7, virtual; [www.bolton-menk.com/salt-symposium/](http://www.bolton-menk.com/salt-symposium/)