



Bassett Creek Watershed Management Commission

Regular Meeting

11:30 a.m.

Thursday, January 17, 2013

Golden Valley City Hall Council Conference Room

7800 Golden Valley Rd; Golden Valley MN 55427

1. **CALL TO ORDER**
2. **CITIZEN FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA** - *Citizens may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, with the exception of referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*
 - A. Approval of December 20, 2012, meeting minutes
 - B. Approval of December Financial Report
 - C. Approval of Payment of Invoices
 - i. Barr Engineering – Engineering Services through December 28, 2012
 - ii. Amy Herbert – December Secretarial Services
 - iii. D'amico-ACE Catering – January 2013 Meeting Catering
 - iv. Hennepin County Environmental Services – 2012 Participation in River Watch
 - v. Metropolitan Council – 2012 Participation in CAMP (Citizen-assisted Monitoring Program)
 - vi. Rice Creek – 2012 Blue Thumb Participation
 - vii. CNA Surety – Fiscal Year 2013 Bond Premium (to be paid out of the BCWMC's 2013 Budget)
 - D. Resolution 13-01 Designating Official Depositories for BCWMC Funds
 - E. Boone Avenue Convenience Center & Retail Building: Golden Valley
5. **NEW BUSINESS**
 - A. Discussion of Slate of BCWMC Officers for 2013 (*verbal*)
 - B. Next Steps for Considering Letters of Interest from Consultants (*verbal*)
 - C. TAC Recommendations
 - i. Review Draft BCWMC CIP 2015-2019
 - ii. Review Draft Budget Document Information
 - iii. Schedule Future TAC Meetings
 - D. Met Council Call for Members of Watershed Organization Technical Advisory Committee
6. **OLD BUSINESS**
 - A. WMWA Request for Use of 2012 Administrative Funds
 - B. Next Generation Plan Update
 - i. Review of Proposed Plan Steps and Process
 - ii. Set Up Special Commission Meeting to Review Gaps Analysis
 - C. Update on Member City Assessment Payments Received to-date for Fiscal Year 2012 (*verbal*)
 - D. TMDL Implementation Reporting Update
7. **COMMUNICATIONS**
 - A. Administrator's Report (*verbal*)
 - B. Chair
 - C. Commissioners
 - D. Committees
 - E. Legal Counsel
 - F. Engineer

(Continued...)

8. ADJOURNMENT

Upcoming Meetings

- Monday, January 21st – Plan Steering Committee, 4:30 p.m. – 6:00 p.m. at Golden Valley City Hall Council Conf. Rm.
- Thursday, February 7th – Tentative- TAC Meeting, 1:30 p.m. at Golden Valley City Hall Council Conf. Rm.
- Thursday, February 21st – Commission Meeting, 11:30 a.m. **at Plymouth City Hall, Medicine Lake Rm.**
- Monday, February 25th - Plan Steering Committee, 4:30 p.m. – 6:00 p.m. at Golden Valley City Hall Council Conf. Rm.

Future Commission Agenda Items list

- Construct policy/procedure for feasibility studies
- Develop a post-project assessment to evaluate whether it met the project's goals.
- Medicine Lake rip-rap issue over sewer pipe
- Presentation on the joint City of Minnetonka/ UMN community project on storm water management
- Presentation by Claire Bleser and Kevin Bigalke on Chloride

Future TAC Agenda Items List

- At the May 17 meeting, the Commission discussed comparing the BCWMC thresholds for its water quality treatment standards with adjoining WMOs/WDs.
- Look into implementing “phosphorus-budgeting” in the watershed – allow “x” pounds of TP/acre.

Bassett Creek Watershed Management Commission Minutes of the Meeting of December 20, 2012

Commissioners and Staff Present:

Crystal	Commissioner Dan Johnson	Robbinsdale	Commissioner Wayne Sicora
Golden Valley	Alternate Commissioner Dave Hanson	St. Louis Park	Commissioner Jim de Lambert, Vice Chair
Medicine Lake	Commissioner Ted Hoshal, Secretary	Counsel	Charlie LeFevere
Minneapolis	Commissioner Michael Welch	Engineer	Karen Chandler
New Hope	Alternate Commissioner Pat Crough	Recorder	Amy Herbert
Plymouth	Commissioner Ginny Black, Chair	<i>Note:</i>	<i>City of Minnetonka was not represented</i>

Technical Advisory Committee (TAC) Members and other Attendees Present:

Laura Adler, TAC, City of St. Louis Park	Tom Mathisen, TAC, City of Crystal
Derek Asche, TAC, City of Plymouth	Richard McCoy, TAC, City of Robbinsdale
Pat Byrne, TAC, City of Minneapolis	Guy Mueller, Alternate Commissioner, City of Crystal
Christopher Gise, Golden Valley Resident	Jeff Oliver, TAC, City of Golden Valley
Laura Jester, Keystone Waters LLC	Liz Stout, TAC, City of Minnetonka
Linda Loomis, Golden Valley resident	

1. CALL TO ORDER AND ROLL CALL

On Thursday, December 20, 2012, at 11:30 a.m., Chair Black called to order the meeting of the Bassett Creek Watershed Management Commission (BCWMC) and asked for roll call to be taken. Cities of Minneapolis and Minnetonka were absent from the roll call.

2. CITIZEN FORUM ON NON-AGENDA ITEMS

No citizen input

3. AGENDA

Commissioner Johnson moved to approve the agenda. Commissioner de Lambert seconded the motion. The motion carried unanimously 7-0 with seven votes in favor [Cities of Minneapolis and Minnetonka absent from vote].

4. CONSENT AGENDA

Commissioner de Lambert moved to approve the Consent Agenda. Alternate Commissioner Hanson seconded the motion. The motion carried unanimously 7-0 with seven votes in favor [Cities of Minneapolis and Minnetonka absent from vote]. [The following items were approved as part of the Consent Agenda: the November 14, 2012, BCWMC meeting minutes, the December Financial Report, payment of the invoices, Legal Counsel Communications, Education Committee participation in Plymouth Yard and Garden Expo in April, Resolution 12-10 approving reimbursement to BCWMC of 2.5% of 2011 tax request to the County for CIP admin expenses, Resolution 12-11 approving transfer of 2012 funds of \$25,000 each from the Admin account to the Erosion/Sediment account and Long-term Maintenance account, Approving the terms of engagement agreement with MMKR for annual auditor services, Approving the Channel Maintenance Fund reimbursement request from the City of Golden Valley in the amount of \$17,900, Approving the Turtle Lake Drainage Improvement project in the City of Plymouth, Approving the 45th and Nathan Lane Drainage Improvement project in the City of Plymouth, and Authorizing the final closeout work for the 2010 BWSR Clean Water Grant.]

The general and construction account balances reported in the December 2012 Financial Report are as follows:

Checking Account Balance	\$528,593.14
TOTAL GENERAL FUND BALANCE	\$528,593.14
TOTAL CASH & INVESTMENTS ON-HAND (12/12/12)	\$3,125,686.83
CIP Projects Levied – Budget Remaining	(\$2,681,853.29)
Closed Projects Remaining Balance	\$443,833.54
2012 Anticipated Tax Levy Revenue	\$12,041.65
Anticipated Closed Project Balance	\$455,875.19
2013 Proposed & Future CIP Project Amount to be Levied	\$196,000.00

5. NEW BUSINESS

- A. 2014 CIP Update.** Ms. Chandler explained the schedule she prepared and included in the meeting packet. She said it outlines the CIP process that will facilitate the 2014 CIP projects getting ordered by September. She reviewed with the Commission the three projects that the Commission had

previously approved adding to its 2014 CIP:

- Schaper Pond diversion project, Golden Valley (BCWMC project SL-3) – estimated cost \$550,000
- Briarwood/ Dawnview water quality project, Golden Valley (BCWMC project BC-7) – estimated cost \$200,000
- Twin Lake in-lake alum treatment, Golden Valley (BCWMC project TW-2) – estimated cost \$100,000

Ms. Chandler said that the schedule is based on the assumption that the Twin Lake project would require a Major Plan Amendment since there is not a Twin Lake project in the Commission's *Watershed Management Plan*. She said that the other two projects likely would require just the Minor Plan Amendment but it would make sense to combine the three projects into one plan amendment. She noted that if the items listed in the schedule that are slated to come in front of the Commission at its February meeting aren't ready then there is the possibility of some projects not being able to go forward in 2014 and would instead need to wait for 2015.

[Commissioner Welch arrives]

Chair Black noted that it would be helpful to receive with memos of this type a map showing the location of the projects. She asked if Twin Lake has a public access. Commissioner Welch and Ms. Loomis responded that there is not. Chair Black raised the question of whether the Commission as a public body should be paying for a project that only benefits private property owners. She said she thinks that the Commission should have a discussion on this topic as part of its Watershed Management Plan process and should decide how the Commission will handle those types of projects. Chair Black said that an alum treatment is a stop-gap measure and wouldn't help the lake in the long term. She said she is looking for projects that have a more long-term effect.

Alternate Commissioner Hanson asked if there is a formal report that has been presented about the alum treatment project for Twin Lake. Ms. Chandler said that there is not a feasibility report but the studies have been done and formally presented to the Commission. Commissioner Johnson asked for an explanation of the alum treatment. Ms. Chandler provided a summary of the process and the expected effects. She mentioned that the Commission's *Watershed Management Plan* states that that a goal of the BCWMC is to protect and maintain the high quality of Twin Lake's water. Commissioner Welch commented that he sees the kind of water quality work being done around the metro area and this type of project seems like the kind of project that was done a long time ago. He said that he is interested in the issue of revising the Commission's CIP over the long haul. There was a discussion of the reason why an alum treatment is recommended for Twin Lake. There was a discussion about the water quality industry's floating island wetland practice. Chair Black said that this discussion was informational and no action was needed.

B. Authorization to Proceed with Feasibility Report for 2014 CIP Project in Golden Valley: Twin

Lake Alum Treatment. Ms. Chandler said that the information needed for the report has been gathered but would need to be put into a feasibility report format. Chair Black brought up the balance of the surveys and studies budget. Ms. Chandler said that the work on feasibility reports is tracked under the specific CIP project. Commissioner Welch said that he will not support directing the Commission Engineer to do this feasibility study. He said that he is interested in having an objective analysis undertaken that would rely on the prior work that Barr Engineering has completed. He said that the Commission needs to put in place a process and a procedure for ordering feasibility studies. Chair Black provided the reasons why she will not support directing the Commission Engineer to do the feasibility study. Chair Black said one solution is to go out for a Request for Proposals for an evaluation of BMPs for Twin Lake and a recommendation of the best BMP. She said the Commission could direct the preparation of an RFP to come back in front of the Commission at its January meeting.

Commissioner Sicora said that by ordering the feasibility study the Commission is not authorizing the project. Chair Black said that he is correct. Commissioner Sicora said that he would like to see the feasibility study prepared. He moved to approve the feasibility study for the Twin Lake Alum Treatment CIP project being prepared by Barr Engineering Company. He said that he is not in favor of going out for an RFP for this work and he is not interested in engaging in a policy discussion at this time. Commissioner Johnson seconded the motion. Chair Black brought up her concerns about the Commission getting boxed into the Alum treatment and said she wants a fresh look at the options.

Mr. Oliver said that the alum treatment project proposal was the outcome of two Commission-directed studies of the water quality of Twin Lake and that the information that the Commission is saying today that it is looking for is included in those studies. He said that the feasibility report will pull together the information and will answer the Commission's questions so it seems that the most cost effective way to go about this is to direct the Commission Engineer to go forward with the report and the Commission can request the Engineer to conduct additional analysis if the Commission sees the need. Chair Welch said that he didn't want his comments to impugn the integrity of Barr Engineering's past work on this project. He said it is just that he has never met an engineer that can't criticize another engineer's work and that type of critique is helpful to the Commission.

By call of roll the motion carried 6-2 with six votes in favor (Cities of Crystal, Golden Valley, Medicine Lake, New Hope, St. Louis Park, and Robbinsdale), two votes against (Minneapolis and Plymouth) and one vote absent (City of Minnetonka). Commissioner Welch asked for the policy and procedure discussion regarding the assignment of feasibility studies to be added to a future agenda. Chair Black agreed.

- C. **Discussion about Commissioner Findings from their Cities regarding Proposed Water Governance Changes.** Chair Black said that if there is no objection by the Commission then this item can be permanently deleted. The Commission agreed to delete the item from the Commission's agenda.

- D. TMDL Implementation Reporting.** Ms. Chandler said that she wanted to let the Commission know that the Commission Engineer is looking into what would be required of the Commission in terms of TMDL implementation reporting. She said that the Commission Engineer is starting to have conversations with the MPCA and City Staff. Ms. Chandler provided background on the Commission's role as a TMDL categorical implementer. Chair Black said that this should be addressed in the plan process.
- E. 2012 Flood Control Projects.** Ms. Chandler noted that there were some minor structural things noted in the report. She said that the flood control project is aging and some parts of it are 30 years old. Ms. Chandler said that it is important to note that the aging structures will start needing more maintenance. She explained that the Plan Steering Committee had talked about how the Commission needs to make sure it has enough money to cover maintenance in the future. She said that the Commission Engineer is looking for authorization to send letters to the Member Cities about what needs to be done in terms of maintenance based on the Commission Engineer's 2012 inspection of the flood control projects.

Mr. Byrne asked if the information sent to the cities could identify those projects that are urgent and should be addressed as soon as possible and to label those as 2013 projects. He requested that those projects retain the 2013 designation going forward. Chair Black said that she likes the idea and suggested that Commissioners also get copies of all of the letters.

Commissioner Welch moved to accept the 2012 Flood Control Projects inspection report and for the Commission Engineer to provide copies to the Member Cities, Minnesota Department of Natural Resources, and the Army Corps of Engineers and include a cover letter that highlights for each governmental entity the top priority projects and requests that the entity address those projects as soon as possible. Commissioner Johnson seconded the motion. Commissioner Hoshal asked about the status of the rip rap at the Medicine Lake outlet structure. Ms. Chandler said that the issue is unresolved. Commissioner Hoshal commented that absent from the inspection report is the communication that there are no invasive species on any of the structures. Ms. Chandler said that the inspectors are not biologists but she hears that the Commission wants in the future for the inspectors to note if they do see invasive species, such as zebra mussels, on the structures. The motion carried unanimously 8-0 with eight votes in favor [City of Minnetonka absent from vote]. Commissioner Welch supported Commissioner Hoshal's request that future inspections of flood control structures should assess for invasive species.

6. OLD BUSINESS

- A. Update on Contract Negotiations for Administrator Services.** Administrative Services Committee Chair Jim de Lambert reported on the process and said that a final proposed contract has been handed out for the Commission's review. He said that Laura Jester has obtained the insurance requested by the Commission and she has an electronic copy of the certificate, which she will forward to the Commission's legal counsel. Attorney LeFevere noted that the contract is between the

Commission and Keystone Waters, LLC. He said that the Commission does not have the certificate of insurance in hand but if the Commission wants to take action today it can do so and make it contingent on receiving the certificate. The Commission discussed details of the contract. Ms. Jester introduced herself. Commissioner Welch moved to enter into contract with Keystone Waters, LLC with a condition that paragraph 13 is amended to say that the Commission can authorize Ms. Jester in writing or by motion of the Commission. Commissioner de Lambert seconded the motion. The motion carried unanimously 8-0 with eight votes in favor [City of Minnetonka absent from vote]. Commissioner Welch stated that he was in favor of moving ahead with getting an Administrator on board quickly, the idea of working with Doug Snyder and the Mississippi Watershed Management Organization was put on the back burner for now but it is still an option that will be looked into further. Chair Black reported that the idea should be taken into consideration during the discussions of the 2014 budget. She also noted that the expense for advertising for the position in the Star Tribune should have come out of the 2012 Administrator budget but the financial report does not reflect that it was invoiced to that budget and asked staff to work with the Deputy Treasurer to make that change.

B. Update on Next Generation Watershed Management Plan and Review of Draft Gaps Analysis.

Plan Steering Committee Chair Linda Loomis reported that the Committee had reviewed the draft gaps analysis, made comments, and requested some changes, which were made for the version that the Commission received in its packet. She said that this morning prior to the meeting the Committee held the Visioning Workshop, which provided a lot of good information. Ms. Loomis said that the Committee will be contacting the Member Cities to set up meetings with them. She said that the Committee has a media contact list prepared and she is putting together a description of the Commission's public involvement process so that it can be provided to BWSR (the Minnesota Board of Water and Soil Resources). Ms. Loomis said that she will provide it to the Committee members for its review for the January 7th Committee meeting.

Commissioner Welch gave an update on the media piece being developed for publication in the watershed's local papers and said that if anyone with feedback about the scope of the article should provide it to him. The Commission discussed the timing of the article publication and the schedule of the Plan process. Ms. Loomis said that she would develop a timeline for the next Plan Steering Committee meeting. Chair Black said that the Commission would like to see the article at its next meeting.

Ms. Chandler provided a walk-through of the draft gaps analysis. She said that her plan is that she'd collect comments from the Commission and based on those comments, Barr Engineering would finalize the analysis. The Commission discussed the gaps analysis. Ms. Chandler commented that she discovered a gap not addressed in the document. She said an issue that can be added to the document as a new row in the water quality section is revisiting the Minnesota Pollution Control Agency's (MPCA) water quality criteria/ water classifications. Chair Black asked that it be added prior to the January 7th Plan Steering Committee meeting. Commissioner Welch suggested that the gaps analysis be available in an electronic format. He said that anyone who has comments on the gaps analysis should send them to Ms. Chandler. The Commission discussed how and when it

wanted to review the gaps analysis. The Commission decided that the Plan Steering Committee would decide and inform the Commission.

The Commission authorized Administrator Jester and Ms. Herbert to spend time training on BCWMC processes as needed by Administrator Jester.

- C. **Request from WMWA (West Metro Water Alliance) for Approval of Use of Administrative Funds for Education Initiative.** Commissioner Hoshal brought the request forward again from WMWA that it get authorization from the BCWMC to use the WMWA administrative funds for the proposed education market study in the watershed by two contractors and the request that the BCWMC carry over its unspent 2012 WMWA administrative and project budget into 2013 for WMWA to use on its proposed education project. The Commission discussed the request and asked Commissioner Hoshal to come back next month with clarification on the amount that WMWA is requesting from the Commission and asked staff to clarify with the Commission's Deputy Treasurer whether budget can be carried over into the next year.
- D. **Authorize Engineer to Perform Additional Work on the Watershed-wide Hydrologic and Hydraulic (XP-SWMM) Modeling Study.** Ms. Chandler provided an explanation of the proposed work and requested Commission authorization to do the work at an estimated cost of \$3,000 - \$5,000. She said the Commission Engineer recommends that the cost come from the BCWMC's Surveys and Studies budget. Commissioner Welch moved to authorize the Commission Engineer to undertake the work as described Ms. Chandler and in the Engineer memo. Commissioner Sicora seconded the motion. The motion carried unanimously 8-0 with eight votes in favor [City of Minnetonka absent from vote]. Ms. Chandler asked if 2012 budget could be used for this work. Chair Black said that staff will ask the Deputy Treasurer and will report back in January.

7. COMMUNICATIONS

Chair:

1. Chair Black thanked the caterer, D'amico & Sons/ ACE Catering for providing extra food at today's meeting.
2. Chair Black provided an update on the WOMP (Watershed Outlet Monitoring Program) contracts.
3. Chair Black announced that she will not be attending the Commission's February meeting and that Vice Chair Jim de Lambert will preside.

Commissioners:

1. Commissioner Welch said that he saw a great presentation by Claire Bleser and Kevin Bigalke on chloride and he recommends that the Commission invite them to do the presentation at a BCWMC meeting. The Commission agreed.

Committees: No Committee Communications.

Counsel Communications: No Counsel Communications.

Engineer Communications:

1. Ms. Chandler noted the grant tracking update that was e-mailed and posted with the online meeting packet and said that she will have an update each month.
2. Ms. Chandler reported on the Commission's lack of success in securing Clean Water Legacy fund grants from BWSR but noted that the City of Plymouth did receive a grant.

8. ADJOURNMENT

The meeting adjourned at 1:45 p.m.

Chair

Date

Amy Herbert, Recorder

Date

Secretary

Date

Monthly Meeting

Meetings are held at 11:30 am, every third Thursday of the month (except the November meeting is on Wednesday, Nov. 20 at the City of Golden Valley City Hall, Council Conference Room (2nd floor), 7800 Golden Valley Road, Golden Valley, MN 55427

Commissioner

Alternate Commissioner

Technical Advisory Committee Member

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Golden Valley – 2015

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Plymouth – 2014

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Administrator: Laura Jester, Keystone Waters, LLC, 16145 Hillcrest Lane, Eden Prairie, MN 55346; 952-270-1990. E-mail: laura.jester@keystonewaters.com

Deputy Treasurer: Susan Virnig, * Financial Director, 7800 Golden Valley Road, Golden Valley 55427; 763-593-8010 (Fax: 763-593-3969). E-mail: SVirnig@goldenvalleymn.gov

Counsel: Charlie LeFevre, * Kennedy & Graven, 470 U.S. Bank Plaza, 200 South Sixth Street, Minneapolis, 55402; 612-337-9215 (Fax: 612-337-9310); general firm number: 612-338-1177. E-mail: clefevere@kennedy-graven.com

Engineer: Karen Chandler, 952-832-2813, E-mail: kchandler@barr.com; Len Kremer, 952-832-2781, E-mail: lkremer@barr.com; Jim Herbert, 952-832-2784, E-mail: jherbert@barr.com, * Barr Engineering Company, 4700 West 77th Street, Minneapolis 55435-4803; (Fax: 952-832-2601).

Recorder: Amy Herbert, * Barr Engineering Company, 4700 W 77th Street, Minneapolis 55435-4803; 952-832-2652 (Fax: 952-832-2601). E-mail: bcra@barr.com

Administrative Personnel (Municipalities)

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Tom Burt, City Manager **	763-593-8002
Jeff Oliver, City Engineer	763-593-8034
Sue Virnig, City Clerk	763-593-8010
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Casey J. Carl, City Clerk 612-673-2216

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Tom Harmening, City Manager **

Scott Brink, City Engineer

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St. Louis Park 55416 952-924-2170 (fax)

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New Hope

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Plymouth

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2013 Administrative Calendar – Bassett Creek Watershed Management Commission

January 2013	February 2013	March 2013	April 2013
MEETING – JANUARY 17 <ul style="list-style-type: none"> January 3 – TAC meeting, 1:30 p.m. January 17 – Admin Cmte mtg., 10 a.m. January 31 - End of Fiscal Year Direct auditor to prepare audit report Terms end for Minneapolis, Minnetonka, and New Hope Resolution to appoint official depositories; 	MEETING – FEBRUARY 21- AT PLYMOUTH CITY HALL, Medicine Lake Room <ul style="list-style-type: none"> BCWMC Organizational meeting – elect officers; appoint committee; direct preparation of annual report; discuss 2013 watershed tour; review CIP reserve account policy Draft feasibility studies for Twin Lake and Briarwood/ Dawnview projects presented to Commission at 1/21 mtg. Authorize submittal of major plan amendment by 3/1 to BWSR for the three projects Assessment payments from member-cities due February 1 	MEETING – MARCH 21	MEETING – APRIL 18 <ul style="list-style-type: none"> April 12-13 – Plymouth Yard/Garden Expo Audit Report to State Auditor At BCWMC meeting, direct preparation of notice of public hearing on plan amendment
May 2013	June 2013	July 2013	August 2013
MEETING – MAY 16	MEETING / PUBLIC HEARING – JUNE 20 <ul style="list-style-type: none"> Public Hearing on Major Plan Amendment Set maximum levy request 	MEETING – JULY 17 <ul style="list-style-type: none"> Hennepin County meeting – Plan Amendment approval on agenda At BCWMC meeting, direct preparation of notice of public hearing 	MEETING – AUGUST 15 <ul style="list-style-type: none"> BWSR subcommittee considers plan amendment proposal/ full BWSR Board considers subcommittee recommendation regarding approval of amendment
September 2013	October 2013	November 2013	December 2013
MEETING/ PUBLIC HEARING – SEPTEMBER 19 <ul style="list-style-type: none"> At BCWMC meeting, adopt major plan amendment, hold public hearing, order projects via resolution, certify levy to Hennepin County, and approve project cooperative agreements. 	MEETING – OCTOBER 17	MEETING– Wednesday, NOVEMBER 20	MEETING – DECEMBER 19

Bassett Creek Watershed Management Commission General Account
General Fund (Administration) Financial Report
Fiscal Year: February 1, 2012 through January 31, 2013
MEETING DATE: January 17, 2013

4B.

BEGINNING BALANCE	12-Dec-12	528,593.14	
ADD:			
General Fund Revenue:			
Interest (Bank Charges)		(111.03)	
Permits:			
ISD #284	BCWMC 2012-31	3,000.00	
Transfer 2.5% of Tax Collection for Admin Expenses		19,050.25	
League of MN Cities - Insurance Dividend		1,736.00	
Reimbursed Construction Costs		4,485.50	
	Total Revenue and Transfers In	28,160.72	
DEDUCT:			
Checks:			
2485	Barr	Dec Engineering	41,392.21
2486	D'Amico Catering	Jan Meeting	166.44
2487	Amy Herbert	Dec Secretarial	1,619.90
2488	Henn Cty Dept Envir Ser	2012 Riverwatch	2,000.00
2489	MCES	2012 CAMP	3,030.00
2490	Rice Creek Watershed	2012 Blue Thumb Membership	1,000.00
2491	City of Plymouth	Yard & Garden Expo	60.00
	Total Checks		49,268.55
Outstanding from previous month:			
Meadowbrook School	2009 Exp-Grant	992.08	
	Total Expenses		49,268.55
Transfers:			
EROSION/SEDIMENT (CHANNEL MAINT)		25,000.00	
LONG TERM MAINTENANCE		25,000.00	
	Total Transfers		50,000.00
ENDING BALANCE	9-Jan-13	457,485.31	

	2012/2013 BUDGET	CURRENT MONTH	YTD 2012/2013	BALANCE
OTHER GENERAL FUND REVENUE				
INTEREST (BANK CHARGES)		(111.03)	(52.38)	
ASSESSEMENTS	461,045	0.00	461,045.00	0.00
PERMIT REVENUE	48,000	3,000.00	39,600.00	8,400.00
REVENUE TOTAL	509,045	2,888.97	500,592.62	8,400.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000	6,594.00	84,293.30	35,706.70
PLAT REVIEW	60,000	3,839.00	45,997.89	14,002.11
COMMISSION MEETINGS	14,250	580.00	7,399.82	6,850.18
SURVEYS & STUDIES	10,000	0.00	2,048.50	7,951.50
WATER QUALITY/MONITORING	20,000	1,975.50	7,069.60	12,930.40
WATER QUANTITY	11,000	1,392.62	8,995.52	2,004.48
WATERSHED INSPECTIONS	7,000	0.00	11,624.53	(4,624.53)
ANNUAL FLOOD CONTROL INSPECTIONS	9,000	2,735.00	3,848.10	5,151.90
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	253,250	17,116.12	171,277.26	81,972.74
PLANNING				
WATERSHED-WIDE SP-SWMM MODEL	70,000	11,340.50	63,008.93	6,991.07
WATERSHED-WIDE P8 WATER QUALITY MODEL	135,000	6,450.50	120,908.58	14,091.42
NEXT GENERATION PLAN	40,000	1,421.50	19,660.66	20,339.34
PLANNING TOTAL	245,000	19,212.50	203,578.17	41,421.83
ADMINISTRATOR	50,000	0.00	697.00	49,303.00
LEGAL COSTS	18,500	0.00	13,025.89	5,474.11
AUDIT, INSURANCE & BONDING	15,225	0.00	12,927.00	2,298.00
FINANCIAL MANAGEMENT	3,045	0.00	0.00	3,045.00
MEETING EXPENSES	2,750	166.44	2,735.43	14.57
SECRETARIAL SERVICES	40,000	1,987.99	28,456.46	11,543.54
PUBLICATIONS/ANNUAL REPORT	2,000	0.00	2,449.50	(449.50)
WEBSITE	2,500	0.00	57.00	2,443.00
PUBLIC COMMUNICATIONS	3,000	0.00	1,609.12	1,390.88
WOMP	10,000	210.00	4,249.75	5,750.25
EDUCATION AND PUBLIC OUTREACH	5,775	60.00	3,316.48	2,458.52
WATERSHED EDUCATION PARTNERSHIPS	13,000	6,030.00	11,030.00	1,970.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	25,000.00	25,000.00	0.00
LONG TERM MAINTENANCE (moved to CF)	25,000	25,000.00	25,000.00	0.00
TMDL STUDIES (moved to CF)	10,000	0.00	0.00	10,000.00
GRAND TOTAL	724,045	94,783.05	505,409.06	218,635.94

General Fund (Administration) Financial Report

Fiscal Year: February 1, 2013 through January 31, 2014

MEETING DATE: January 17, 2013

	2013/2014 BUDGET	CURRENT MONTH	YTD 2013/2014	BALANCE
OTHER GENERAL FUND REVENUE				
ASSESSMENTS	515,045	43,715.00	43,715.00	471,330.00
PERMIT REVENUE	48,000	0.00	0.00	48,000.00
REVENUE TOTAL	563,045	43,715.00	43,715.00	519,330.00
EXPENDITURES				
ENGINEERING				
ADMINISTRATION	120,000	0.00	0.00	120,000.00
PLAT REVIEW	60,000	0.00	0.00	60,000.00
COMMISSION MEETINGS	14,250	0.00	0.00	14,250.00
SURVEYS & STUDIES	10,000	0.00	0.00	10,000.00
WATER QUALITY/MONITORING	40,000	0.00	0.00	40,000.00
WATER QUANTITY	11,000	0.00	0.00	11,000.00
WATERSHED INSPECTIONS	7,000	0.00	0.00	7,000.00
ANNUAL FLOOD CONTROL INSPECTIONS	15,000	0.00	0.00	15,000.00
REVIEW MUNICIPAL PLANS	2,000	0.00	0.00	2,000.00
ENGINEERING TOTAL	279,250	0.00	0.00	279,250.00
PLANNING				
NEXT GENERATION PLAN	40,000	0.00	0.00	40,000.00
PLANNING TOTAL	40,000	0.00	0.00	40,000.00
ADMINISTRATOR	50,000	0.00	0.00	50,000.00
LEGAL COSTS	18,500	0.00	0.00	18,500.00
AUDIT, INSURANCE & BONDING - CNA SURETY Bond	15,225	* 100.00	* 100.00	15,125.00 *
FINANCIAL MANAGEMENT	3,045	0.00	0.00	3,045.00
MEETING EXPENSES	2,750	0.00	0.00	2,750.00
SECRETARIAL SERVICES	40,000	0.00	0.00	40,000.00
PUBLICATIONS/ANNUAL REPORT	2,000	0.00	0.00	2,000.00
WEBSITE	2,500	0.00	0.00	2,500.00
PUBLIC COMMUNICATIONS	3,000	0.00	0.00	3,000.00
WOMP	17,000	0.00	0.00	17,000.00
EDUCATION AND PUBLIC OUTREACH	14,775	0.00	0.00	14,775.00
WATERSHED EDUCATION PARTNERSHIPS	15,000	0.00	0.00	15,000.00
EROSION/SEDIMENT (CHANNEL MAINT)	25,000	0.00	0.00	25,000.00
LONG TERM MAINTENANCE (moved to CF)	25,000	0.00	0.00	25,000.00
TMDL STUDIES (moved to CF)	10,000	0.00	0.00	10,000.00
GRAND TOTAL	563,045	100.00	100.00	562,945.00

Cash Balance 12/12/12

Cash	2,121,955.56	
Investments:		
Federal National Mtg Assn - Purchased 4/23/12 - Due 4/23/2015 - .912%(callable 04/23/13 .25%)	1,003,731.28	
Total Cash & Investments		3,125,686.84

Add:

Interest Revenue (Bank Charges)	(716.05)	
State of MN - Market Value Homestead Credit	845.41	
Total Revenue		129.36

Less:

CIP Projects Levied - Current Expenses - TABLE A	(22,133.25)	
Proposed & Future CIP Projects to Be Levied - Current Expenses - TABLE B	0.00	
Total Current Expenses		(22,133.25)

Total Cash & Investments On Hand 01/09/13 3,103,682.95

Total Cash & Investments On Hand	3,103,682.95
CIP Projects Levied - Budget Remaining - TABLE A	(2,659,720.04)

Closed Projects Remaining Balance	443,962.91
2012 Anticipated Tax Levy Revenue - TABLE C	11,196.24

Anticipated Closed Project Balance 455,159.15

2013 Proposed & Future CIP Project Amount to be Levied - TABLE B 196,000.00

TABLE A - CIP PROJECTS LEVIED

	Approved Budget	Current Expenses	2012 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
Twin Lake-expected completion 2006	140,000.00	0.00	0.00	5,724.35	134,275.65
Plymouth Creek Channel Restoration (2010 CR)	965,200.00	1,538.00	45,010.09	931,185.61	34,014.39
Main Stem Crystal to Regent (2010 CR)	636,100.00	1,545.00	35,441.51	293,917.53	342,182.47
Wisc Ave/Duluth Street-Crystal (2011 CR)	580,200.00	0.00	9,157.98	53,071.45	527,128.55
North Branch-Crystal (2011 CR-NB)	834,900.00	0.00	5,465.00	47,432.86	787,467.14
Plymouth Pond NB-07(NL-2)	0.00	0.00	61,940.82	70,629.19	(70,629.19)
Wirth Lake Outlet Modification (WTH-4)(2012)	180,000.00	3,238.54	4,883.54	30,112.88	149,887.12
Main Stem Irving Ave to GV Road (2012 CR)	856,000.00	15,811.71	20,032.66	93,400.63	762,599.37
Schaper Pond Enhancement Feasibility (SL-1)	37,000.00	0.00	4,572.97	44,205.46	(7,205.46)
	<u>4,229,400.00</u>	<u>22,133.25</u>	<u>186,504.57</u>	<u>1,569,679.96</u>	<u>2,659,720.04</u>

TABLE B - PROPOSED & FUTURE CIP PROJECTS TO BE LEVIED

	Approved Budget - To Be Levied	Current Expenses	2012 YTD Expenses	INCEPTION To Date Expenses	Remaining Budget
2013					
Lakeview Park Pond (ML-8) (2013)	196,000.00	0.00	2,964.05	5,077.55	190,922.45
Briarwood / Dawnview Nature Area (BC-7)	0.00	0.00	152.80	152.80	(152.80)
2013 Project Totals	<u>196,000.00</u>	<u>0.00</u>	<u>3,116.85</u>	<u>5,230.35</u>	<u>190,769.65</u>
Total Proposed & Future CIP Projects to be Levied	<u>196,000.00</u>	<u>0.00</u>	<u>3,116.85</u>	<u>5,230.35</u>	<u>190,769.65</u>

TABLE C - TAX LEVY REVENUES

	County Levy	Abatements / Adjustments	Adjusted Levy	Current Received	Year to Date Received	Inception to Date Received	Balance to be Collected	BCWMO Levy
2012 Tax Levy	762,010.00		762,010.00	845.41	750,813.76	750,813.76	11,196.24	762,010.00
2011 Tax Levy	863,268.83	(2,871.91)	860,396.92		3,142.12	854,088.63	6,308.29	862,400.00
2010 Tax Levy	935,298.91	(4,927.05)	930,371.86		(48.97)	926,955.66	3,416.20	935,000.00
2009 Tax Levy	800,841.30	(8,054.68)	792,786.62		481.07	792,624.00	162.62	800,000.00
2008 Tax Levy	908,128.08	(4,357.22)	903,770.86		109.87	903,655.87	114.99	907,250.00
2007 Tax Levy	190,601.74	(657.93)	189,943.81		7.93	189,947.08	(3.27)	190,000.00
				<u>845.41</u>			<u>21,195.07</u>	

OTHER PROJECTS:

	Approved Budget	Current Expenses / (Revenue)	2012 YTD Expenses / (Revenue)	INCEPTION To Date Expenses / (Revenue)	Remaining Budget
TMDL Studies					
TMDL Studies	125,000.00	1,402.50	2,049.50	104,805.65	20,194.35
Sweeney TMDL	119,000.00	0.00	0.00	212,222.86	
Less: MPCA Grant Revenue		0.00	0.00	(163,870.64)	70,647.78
TOTAL TMDL Studies	244,000.00	1,402.50	2,049.50	153,157.87	90,842.13
Annual Flood Control Projects:					
Flood Control Emergency Maintenance	500,000.00	0.00	0.00	0.00	500,000.00
Flood Control Long-Term Maintenance	573,373.00	0.00	0.00	13,566.33	559,806.67
Sweeney Lake Outlet (2012 FC-1)	250,000.00	0.00	0.00	11,648.15	238,351.85
Annual Water Quality					
Channel Maintenance Fund	250,000.00	0.00	17,900.00	59,718.10	190,281.90
Total Other Projects	1,817,373.00	1,402.50	19,949.50	238,090.45	1,579,282.55

Cash Balance 12/12/12	1,287,278.40
Add:	
Transfer from GF	50,000.00
MPCA Grant-Sweeney Lk	0.00
Less:	
Current (Expenses)/Revenue	(1,402.50)
Ending Cash Balance	01/09/13
	1,335,875.90

Bassett Creek Construction Project Details

1/10/2013

	CIP Projects Levied							
	Total		2010	2010	2011	2011	2011	2012
	CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (CR- NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Original Budget	4,229,400	140,000	965,200	636,100	580,200	834,900		180,000
Expenditures:								
Feb 2004 - Jan 2005	1,983.50	1,983.50						
Feb 2005 - Jan 2006	1,716.70	1,716.70						
Feb 2006 - Jan 2007	375.70	375.70						
Feb 2007 - Jan 2008	36.00	36.00						
Feb 2008 - Jan 2009	20,954.25		20,954.25					
Feb 2009 - Jan 2010	22,501.45	1,612.45	9,319.95	11,569.05				
Feb 2010 - Jan 2011	114,036.63		30,887.00	11,590.80	34,803.97	31,522.86	602.00	2,910.00
Feb 2011 - Jan 2012	1,221,571.16		825,014.32	235,316.17	9,109.50	10,445.00	8,086.37	22,319.34
Feb 2012 - Jan 2013	186,504.57		45,010.09	35,441.51	9,157.98	5,465.00	61,940.82	4,883.54
Total Expenditures:	1,569,679.96	5,724.35	931,185.61	293,917.53	53,071.45	47,432.86	70,629.19	30,112.88
Project Balance	2,659,720.04	134,275.65	34,014.39	342,182.47	527,128.55	787,467.14	(70,629.19)	149,887.12

	Total		2010	2010	2011	2011	2011	2012
	CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (CR- NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Project Totals By Vendor								
Barr Engineering	325,049.27	3,758.10	45,360.10	28,379.50	48,051.20	36,255.21	18,702.04	24,649.19
Kennedy & Graven	14,476.75	1,966.25	2,120.10	2,435.25	1,002.75	792.65	2,034.15	2,225.15
City of Golden Valley	255,131.83			255,131.83				
City of Plymouth	911,036.86		861,143.86				49,893.00	
Com of Trans								
S E H								
Misc								
2.5% Admin Transfer	63,985.25		22,561.55	7,970.95	4,017.50	10,385.00		3,238.54
Total Expenditures	1,569,679.96	5,724.35	931,185.61	293,917.53	53,071.45	47,432.86	70,629.19	30,112.88

	Total		2010	2010	2011	2011	2011	2012
	CIP Projects Levied	Twin Lake	Plymouth Creek Channel Restoration (CR)	Main Stem Crystal to Regent (CR)	Wisc Ave (Duluth Str)- Crystal (GV)	North Branch - Crystal (CR- NB)	Plymouth Pond NB-07 (NL-2)	Wirth Lake Outlet Modification (WTH-4)
Levy/Grant Details								
2009/2010 Levy	935,000		902,462	32,538				
2010/2011 Levy	862,400			286,300	160,700	415,400		
2011/2012 Levy	775,000							175,000
Construction Fund Balance	904,000		62,738	2,262	419,500	419,500		
BWSR Grant- BCWMO	652,500		212,250	147,750				75,000
Total Levy/Grants	4,128,900		1,177,450	468,850	580,200	834,900		250,000
BWSR Grants Received			191,025	132,975				67,500

Bassett Creek Construction Project Details

	2012 Main Stem Irving Ave to GV Road (2012CR)	2012 Schaper Pond Enhancement Feasibility (SL-1)
Original Budget	856,000	37,000
Expenditures:		
Feb 2004 - Jan 2005		
Feb 2005 - Jan 2006		
Feb 2006 - Jan 2007		
Feb 2007 - Jan 2008		
Feb 2008 - Jan 2009		
Feb 2009 - Jan 2010		
Feb 2010 - Jan 2011	1,720.00	
Feb 2011 - Jan 2012	71,647.97	39,632.49
Feb 2012 - Jan 2013	20,032.66	4,572.97
Total Expenditures:	93,400.63	44,205.46
Project Balance	762,599.37	(7,205.46)

Proposed & Future CIP Projects (to be Levied)

Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)	2014 Briarwood / Dawnview Nature Area (BC-7)
196,000	196,000	
637.50	637.50	
1,476.00	1,476.00	
3,116.85	2,964.05	152.80
5,230.35	5,077.55	152.80
190,769.65	190,922.45	(152.80)

	2012 Main Stem Irving Ave to GV Road (2012CR)	2012 Schaper Pond Enhancement Feasibility (SL-1)
Project Totals By Vendor		
Barr Engineering	75,726.67	44,167.26
Kennedy & Graven	1,862.25	38.20
City of Golden Valley		
City of Plymouth		
Com of Trans		
S E H		
Misc		
2.5% Admin Transfer	15,811.71	
Total Expenditures	93,400.63	44,205.46

Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)	2014 Briarwood / Dawnview Nature Area (BC-7)
3,877.00	3,877.00	
1,200.55	1,200.55	
152.80		152.80
5,230.35	5,077.55	152.80

	2012 Main Stem Irving Ave to GV Road (2012CR)	2012 Schaper Pond Enhancement Feasibility (SL-1)
Levy/Grant Details		
2009/2010 Levy		
2010/2011 Levy		
2011/2012 Levy	600,000	
Construction Fund Balance		
BWSR Grant- BCWMO	217,500	
Total Levy/Grants	817,500	
BWSR Grants Received	108,750	

Total Proposed & Future CIP Projects (to be Levied)	2013 Lakeview Park Pond (ML-8)	2014 Briarwood / Dawnview Nature Area (BC-7)
196,000	196,000	
196,000	196,000	

Bassett Creek Construction Project Details

Other Projects							
Total					2012		Totals - All Projects
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	
Original Budget	1,717,373.00	125,000.00	119,000.00	500,000.00	773,373.00 (250,000.00)	200,000.00	6,142,773.00
MPCA Grant	163,870.64		163,870.64		250,000.00		163,870.64
From GF	100,000.00			50,000.00		50,000.00	100,000.00
Expenditures:							
Feb 2004 - Jan 2005							2,621.00
Feb 2005 - Jan 2006	6,949.19			3,954.44		2,994.75	8,665.89
Feb 2006 - Jan 2007	10,249.09	637.20		9,611.89			10,624.79
Feb 2007 - Jan 2008	113,141.44	23,486.95	89,654.49				113,177.44
Feb 2008 - Jan 2009	117,455.33	31,590.12	47,041.86			38,823.35	138,409.58
Feb 2009 - Jan 2010	76,184.64	31,868.63	44,316.01				98,686.09
Feb 2010 - Jan 2011	45,375.25	15,005.25	25,920.00		4,450.00		159,411.88
Feb 2011 - Jan 2012	12,656.65	168.00	5,290.50		7,198.15		1,235,703.81
Feb 2012 - Jan 2013	19,949.50	2,049.50				17,900.00	209,570.92
Total Expenditures:	401,961.09	104,805.65	212,222.86		13,566.33	11,648.15	1,976,871.40
Project Balance	1,579,282.55	20,194.35	70,647.78	500,000.00	559,806.67	238,351.85	4,429,772.24

Total					2012		Totals - All Projects
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	
Project Totals By Vendor							
Barr Engineering	216,613.69	101,929.20	94,948.17	9,549.32	10,187.00		545,539.96
Kennedy & Graven	5,907.54	1,164.30	2,902.59	24.75	1,461.15	354.75	21,584.84
City of Golden Valley	20,540.00					20,540.00	275,671.83
City of Plymouth	38,823.35					38,823.35	950,013.01
Com of Trans	3,992.26			3,992.26			3,992.26
S E H	101,598.10		101,598.10				101,598.10
Misc	14,486.15	1,712.15	12,774.00				14,486.15
2.5% Admin Transfer							63,985.25
Total Expenditures	401,961.09	104,805.65	212,222.86		13,566.33	11,648.15	1,976,871.40

Total					2012		Totals - All Projects
Other Projects	TMDL Studies	Sweeney Lake TMDL	Flood Control Emergency Maintenance	Flood Control Long-Term Maintenance	Sweeney Lake Outlet (FC-1)	Channel Maintenance	
Levy/Grant Details							
MPCA Grant	163,870.64		163,870.64				935,000
2009/2010 Levy							912,400
2010/2011 Levy	50,000.00			25,000		25,000	971,000
2011/2012 Levy							904,000
Construction Fund Balance							652,500
BWSR Grant- BCWMO							
Total Levy/Grants	213,870.64		163,870.64		25,000	25,000	4,374,900
BWSR Grants Received							

RESOLUTION 13-01

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION DESIGNATING DEPOSITORIES FOR BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that the following are named as depositories for funds, subject to the furnishing of collateral for funds on deposit as provided in the Laws of the State of Minnesota: **RBC Dain Rauscher; Wells Fargo; 4M Fund**

BE IT FURTHER RESOLVED that a sweep account will be used for nightly balances.

BE IT FURTHER RESOLVED that the following signatories or alternates are authorized to be signatories on checks drawn on funds deposited:

General Checking: Chair or Vice Chair and Treasurer or Deputy Treasurer
Each check shall require two signatures.

BE IT FURTHER RESOLVED that the following shall be authorized to make investments of the Bassett Creek Watershed Management Commission and shall be authorized to deposit the principal of said investments in the above named depositories as necessary and beneficial to the Bassett Creek Watershed Management Commission: Deputy Treasurer of the Bassett Creek Watershed Management Commission.

The Deputy Treasurer shall supply each of the depositories with certified copies of this resolution along with such signature documentation as is required by the depository and the authorizations set forth above.

Adopted by the Board of the Bassett Creek Watershed Management Commission this _____ day of _____ 2013.

Chair

Date

ATTEST:

Secretary

Date

The motion for the adoption of the foregoing resolution was seconded by Member _____ and upon a vote being taken thereon, the following voted in favor thereof: ____ and the following voted against the same ____ whereupon said resolution was declared duly passed and adopted.

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Company
Subject: Item 4E – Boone Avenue Convenience Center and Retail Building – Golden Valley
BCWMC January 17, 2013 Meeting Agenda
Date: January 9, 2013
Project: 23/27 051 2012

4E. Boone Ave Convenience Center and Retail Building: Golden Valley

Summary

Proposed Work: Convenience Center Reconstruction and Retail Building Construction

Basis for Commission Review: Non-BCWMC approved BMP for water quality treatment

Change in Impervious Surface: 0.45 acre increase

Recommendation: Conditional approval

General Background & Comments

The proposed redevelopment will be located at the northeast corner of Highway 55 and Boone Avenue in Golden Valley, MN. The proposed development includes demolition of the existing BP gas station/convenience center and construction of a new convenience center and a retail building. There will be an increase in impervious surface of 0.45 acres as a result of the project.

Floodplain

The project is located along the west side of Bassett Creek. The floodplain elevation is 888.0 at the project site. A portion of the proposed construction will be within the floodplain and placement of fill is required. However fill in this area of the floodplain has already been mitigated by construction of the Golden Valley Road regional treatment pond, located north of the proposed project area.

Wetlands

The City of Golden Valley is the Local Government Unit (LGU) responsible for review of the project for conformance to the MN Wetland Conservation Act. There does not appear to be any wetlands within the construction area.

Stormwater Management

The site is in the Bassett Creek Main Stem watershed. The site currently discharges to a storm sewer at the northwest corner of the property that carries flow under Golden Valley Road and discharges into the Golden Valley Road regional treatment pond. The pond discharges to Bassett Creek. There

will be no change in stormwater management under proposed conditions. Peak flow rates will be controlled by the Golden Valley Road regional treatment pond.

Water Quality Management

Because of the increase in impervious surface, the site must meet the BCWMC's non-degradation standards. There is currently no on-site water quality treatment. The applicant proposes utilizing a Hydro International Up-Flo Filter treatment manhole to treat runoff from the new impervious surfaces.

The Hydro International Up-Flo Filter documentation included with the application states that the device will remove 72% of the total phosphorus of the influent runoff. Removal is achieved by settlement of coarse material in a sump while fine particles are removed as the stormwater passes through filter media.

Erosion and Sediment Control

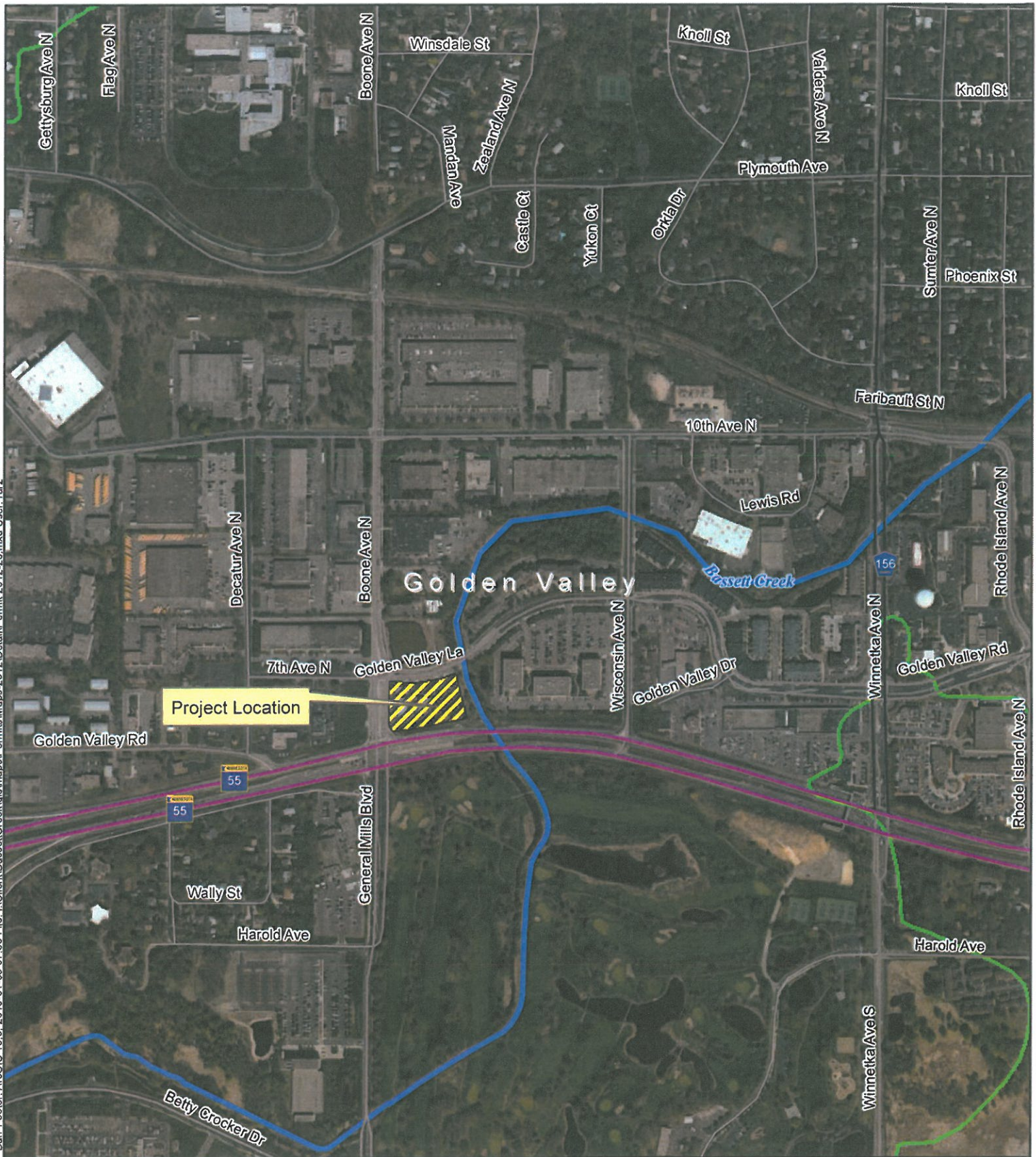
Temporary erosion control features include silt fence, inlet protection at catch basins affected by construction and rock construction entrances.

Recommendation

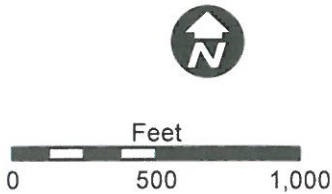
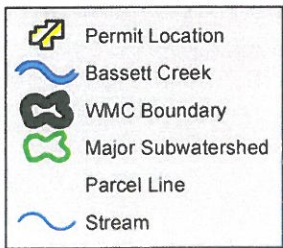
Conditional approval based on following comments:

1. Applicant must demonstrate that the Up-Flo Filter treatment manhole is sized appropriately for the runoff leaving the site via the storm sewer.
2. A four foot sump should be included in CBMH-1 to provide pre-treatment before runoff enters the Up-Flo Filter treatment manhole.
3. Applicant must review and revise the existing impervious areas in the water quality calculations.
4. Maintenance is extremely critical for proper operation of these filtration units. Applicant must provide a maintenance program and schedule to the Commission's engineer for review and approval. The maintenance program must be consistent with the manufacturer's recommendation and the appropriate BCWMC's maintenance requirements for wet vaults.
5. A maintenance agreement for the treatment system must be established between the City of Golden Valley and applicant.

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Imagery Source: Bing Maps for ArcGIS (2010)



LOCATION MAP
APPLICATION 2012-25
Boone Ave Convenience Center and Retail Bldg
Golden Valley, MN



Memorandum

To: Bassett Creek Watershed Management Commission
From: Technical Advisory Committee
Subject: January 3, 2013 Technical Advisory Committee Meeting
Date: January 9, 2013

The Technical Advisory Committee (TAC) met on January 3, 2013. The following TAC members, city representatives, BCWMC commissioners, and BCWMC staff attended the meeting:

City	TAC Members/Alternates	Other City Representatives
Crystal	Tom Mathisen	
Golden Valley	Jeff Oliver	
Medicine Lake	Absent	
Minneapolis	Lois Eberhart	
Minnetonka	Absent	
New Hope	Guy Johnson, Chris Long	Alternate Commissioner Pat Crough
Plymouth	Derek Asche	
Robbinsdale	Richard McCoy	
St. Louis Park	Laura Adler	
BCWMC Staff	Karen Chandler, Laura Jester	

The Technical Advisory Committee (TAC) forwards the following recommendations to the Commission for its consideration. This memorandum presents the recommendations relating to 1) the annual review of the Commission's CIP and developing a draft five-year CIP for 2015 – 2019 and 2) development of a Commission budget document.

1. Annual CIP Review: Develop a Draft Five-Year BCWMC CIP for 2015 – 2019

In accordance with the Commission-approved CIP process flow chart, the TAC is to meet in December or January to develop a draft five-year CIP for 2015-2019. Ultimate Commission approval of the five-year CIP is needed by the April 18 Commission meeting.

At their January 3 meeting, the TAC reviewed the BCWMC CIP. The TAC discussed the remaining projects on the CIP and the member cities brought forward new projects to add to the CIP. The TAC proposes the following modifications to the BCWMC CIP (proposed year of implementation in parentheses):

- Add a water quality improvement project in Golden Valley (project BC-2/BC-8) to improve water quality of Bassett Creek and provide flood protection benefits. This project is proposed to be a single project (not two), located south of the intersection of Sandburg Road and Louisiana Avenue (2019)

Projects BC-2 and BC-8 are per the recommendations in the 2000 Bassett Creek Main Stem Watershed Management Plan and are included in the Commission's Resource Management Plan (RMP). The 2000 study assumed construction of water quality treatment ponds in each location. Project BC-2 would treat runoff from the surrounding industrial area and the basin would remove 67 pounds of phosphorus per year. Project BC-8 would provide additional treatment to stormwater runoff from a series of upstream basins and remove an additional 15 pounds of phosphorus per year. The proposed ponds would also enhance the efficiency of downstream basins, and reduce the frequency of maintenance (i.e. removal of accumulated sediment) of downstream basins.

The TAC also recommends that the proposed type of project not yet be limited to a "wet" pond, as a different type of water quality treatment project besides a pond may be more appropriate at the site.

The attached map from the RMP shows the location of projects BC-2 and BC-8.

- Revise Plymouth Creek restoration project to cover the reach from Annapolis Lane to 2,500 feet upstream of Annapolis Lane through Plymouth Creek Regional Playfield (2016).

The TAC proposes revising the location of this project, originally proposed to cover Reach 2 of Plymouth Creek, from 26th Avenue North to Fernbrook Lane. The portion of Reach 2 from Fernbrook Lane to Annapolis Lane would be included in the proposed project. The portion of Reach 2 from 26th Avenue North to just upstream of 28th Avenue North was completed as part of the 2010 Plymouth Creek restoration project. No work is proposed at this time downstream of Annapolis Lane because the City of Plymouth's erosion survey does not identify significant issues in the remainder of the reach.

The portion of the proposed reach upstream (west) of Fernbrook was not included in the Commission's RMP and is not included in the Commission's CIP in the Watershed Management Plan. However, the proposed reach of the creek is included in the City of Plymouth's erosion survey.

The attached map from the City of Plymouth shows the project location.

- Revise water quality improvement project in New Hope (project NL-1) to include constructing a pond west of Northwood Lake, just east of Highway 169, either in place of, or in addition to constructing ponds NB 29A, B. Delete the references to constructing ponds NB 35A, B, C, as they have already been built (2017).

This project is in the Northwood Lake watershed, and is per the recommendations in the 1996 Northwood Lake Watershed and Lake Management Plan. In the 1996 study, the NL 1 water

quality improvement project consisted of two components: 1) construction of a three-cell pond system NB 35; and 2) construction of a two-cell pond system NB 29. However, the first component of project NL-1, pond system NB 35, has been completed, and is referred to as BC P2.5B by the City of New Hope (Local Water Management Plan, City of New Hope, September 2008).

The remaining component of project NL-1 is the construction of new detention basins NB 29A and NB 29B. The NB 29 pond system is referred to as BC P2.5C in the City of New Hope Local Water Management Plan (September 2008). The two-cell pond system would be located immediately north of the southern end of Northwood Lake, west of Boone Avenue North. The 1996 found that pond NB 29A and NB29 B would treat runoff from a 115-acre residential watershed and remove 29 pounds of phosphorus per year.

The City of New Hope would also like to further explore the possibility of constructing a pond west of Northwood Lake, directly east of Highway 169. This project would either be in addition to the NB 29A and NB 29B project, or in place of the project, depending on the amount of treatment that can be obtained and other considerations.

The TAC also recommends that the proposed type of project not yet be limited to a "wet" pond, as a different type of water quality treatment project besides a pond may be more appropriate at the site.

The attached map from the RMP shows the location of project NL-1.

The TAC requests that the Commission review and provide feedback regarding the draft 2015-2019 CIP (see attached). Assuming the Commission has comments or questions about the CIP, the TAC will meet in February to discuss them. The TAC would then bring final recommendations back to the Commission for approval at the Commission's March or April meeting.

Recommendations

1. The TAC recommends that the Commission discuss and provide feedback to the TAC regarding the draft 2015-2019 CIP.
2. The TAC recommends that the Commission direct the TAC to review the draft CIP recommendations at the February 7 TAC meeting, and make a final CIP recommendation for the Commission's March or April meeting.

2. Development of Commission Budget Document

At its July 21, 2011 meeting, the Commission authorized formation of a subcommittee (John Elder, Sue Virnig, Lee Gustafson, Geoff Nash and Karen Chandler) to work on finding a new way to report the Commission's finances (in particular the construction account). The goals were to allow for more transparency and understanding of the Commission's finances. The committee met once, on August 9, 2011 and discussed ideas and a mock-up for a finance/budget report. The TAC discussed the development of such a budget document, and reviewed the August 2011 mock-up prepared by Minnetonka staff. The TAC recommended focusing on the CIP first and that the budget document

follow a format similar to that used by the cities for their capital projects. Attached is one-page example description of a capital project, plus a summary page that lists the CIP projects from 2015 – 2019.

The TAC recommends that the Commission review the draft information, provide feedback and direct the TAC as to whether they are interested in further pursuing development of the budget document. Should the Commission wish to continue with the development of the document, the TAC recommends that they meet in February, March and April to complete the development of the draft document, including development of the administrative financial documents (e.g., administration fund, channel maintenance fund, etc.) in addition to the CIP documents.

Recommendations

1. The TAC recommends that the Commission review the draft information and provide feedback to the TAC regarding the CIP document.
2. The TAC recommends that the Commission direct the TAC and Commission Engineer to complete development of the CIP document.
3. The TAC recommends that the Commission direct the TAC to meet in February, March and April to continue development and discussion of the CIP and administrative financial documents.

3. Next TAC Meeting

Next TAC meetings: February 7, March 7, and April 4, 2013. Agenda items include:

1. Further develop and recommend a 5-year CIP for the years 2015 – 2019.
2. Further develop and discuss the CIP and administrative financial documents.






Future TAC Meeting agenda items:

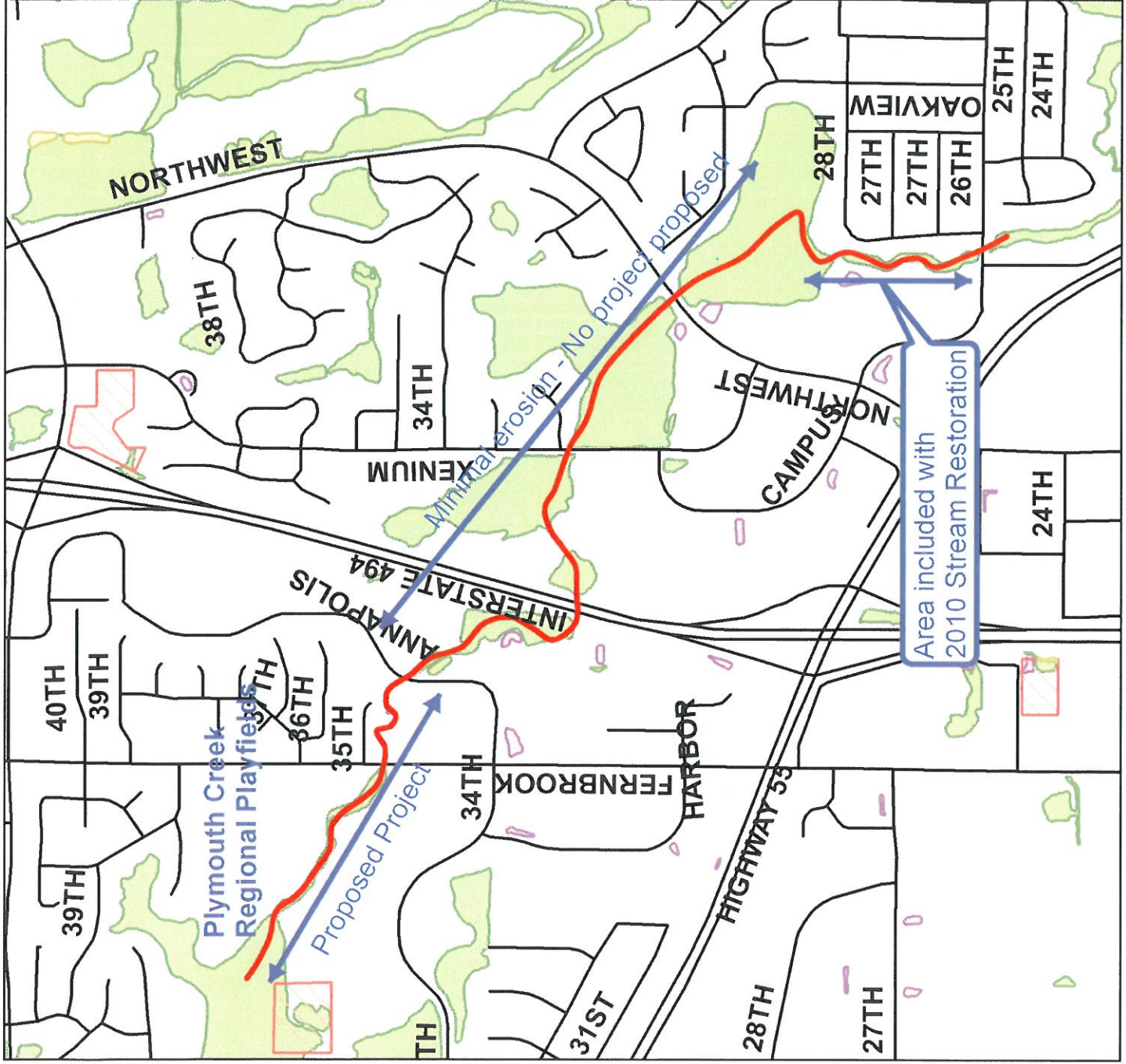
1. At the May 17, 2012, meeting, the BCWMC discussed comparing the BCWMC thresholds for its water quality treatment standards with adjoining WMOs/ WDs.
2. Look into implementing “phosphorus-budgeting” in the watershed – allow “x” pounds of TP/acre.

Plymouth Creek Stream Restoration

Annapolis Lane upstream through Plymouth Creek Regional Playfields

Legend

-  Wetland Delineation Available
-  Wetland
-  Water Quality Ponding
-  Wetland Mitigation
-  Plymouth Creek



Draft Recommended Bassett Creek WMC Capital Improvements Program
Revised Per January 3, 2013 TAC Meeting

Year	Project Description	Project Number	Estimated Cost	Proposed Assessment
Projects Underway:				
2011	Restore Main Stem Channel, Duluth St. to Crystal Border-Golden Valley	2011CR	\$580,200 ¹	Approved Assessment ²
2011	Restore North Branch, 36 th Ave to Bassett Creek Park-Crystal	2011CR	\$834,900 ³	Approved Assessment ⁴
2012	Schaper Pond Enhancements, Feasibility Study – Golden Valley	SL-1	\$37,000	\$37,000 – 2011 ⁵
2012	Wirth Lake Outlet Modification (TMDL Implementation Project) – Golden Valley	WTH-4	\$180,000 ⁶	Approved Assessment ⁷
2012	Restore Main Stem Channel, Cedar Lake Rd to Golden Valley Road-Minneapolis & Golden Valley	2012CR	\$856,000 ⁸	Approved Assessment ⁹
2012	Sweeney Lake Outlet Replacement – Golden Valley	FC-1	\$250,000	\$0 ¹⁰
2013	Four Seasons Mall Area Water Quality Project, Northwood Lake Watershed-Plymouth	NL-2	\$990,000 ¹¹	Approved Assessment ¹²
2013	Lakeview Park Pond Medicine Lake Watershed – Golden Valley	ML-8	\$196,000 ¹³	Approved Assessment ¹⁴
Projects Approved by BCWMC for 2014 CIP, But Not Yet Ordered:				
2014	Schaper Pond Diversion Project Sweeney Lake Watershed – Golden Valley	SL-3	\$550,000	\$550,000 – 2014
2014	Water Quality Improvement Site Main Stem Watershed – Golden Valley	BC-7	\$200,000 ¹⁵	\$200,000 – 2014
2014	Twin Lake In-Lake Alum Treatment Twin Lake Watershed – Golden Valley	TW-2	\$100,000	\$100,000 – 2014
TAC-Recommended Future CIP Projects for Consideration by BCWMC:				
2015	Restore Main Stem Channel, 10 th Ave. to St. Croix Ave. – Golden Valley	2015CR	\$1,000,000	\$1,000,000-2015
2016	Water Quality Improvement Site Main Stem Watershed –Minneapolis	BC-5	\$160,000 ¹⁵	\$160,000-2016
2016	Honeywell Pond Expansion Main Stem Watershed – Golden Valley	BC-4	\$285,000 ¹⁶	\$285,000 – 2016
2016	Restore Plymouth Creek, From Annapolis Lane to 2,500 feet upstream (west) of Annapolis Lane – Plymouth	2016CR	\$559,000 ¹⁷	\$555,000-2016 \$4,000-2017
2017	Restore Main Stem Channel, Cedar Lake Road to Irving Ave – Minneapolis	2017CR	\$800,000	\$800,000 – 2017
2017	Construct Pond NB 29A,B, and pond west of Northwood Lake, just east of Highway 169 Northwood Lake Watershed – New Hope	NL-1	\$595,000 ¹⁷	\$196,000-2017 \$399,000 – 2018
2018	Water Quality Improvement Sites Main Stem Watershed – Golden Valley	BC-3	\$1,100,000 ¹⁵	\$601,000 – 2018 \$499,000 – 2019
2019	Sandburg Rd and Louisiana Ave. Water Quality Improvement and Flood Reduction Project Main Stem Watershed – Golden Valley	BC-2/BC-8	\$501,000 ¹⁸	\$501,000 – 2019
2019	Divert Lancaster Lane Storm Sewer Northwood Lake Watershed—Plymouth	NL-3	\$59,000 ¹⁷	\$59,000-2019

¹ September, 2010, *Feasibility Report for Bassett Creek Restoration Project – Reach 1*

² Approved 2011 assessment \$160,700; balance funded from reserves

³ September, 2010, *Feasibility Report for North Branch Bassett Creek Restoration Project*

⁴ Approved 2011 assessment \$415,400, balance funded from reserves

⁵ Funded from reserves

⁶ July, 2011 *Feasibility Report for the Wirth Lake Outlet Modification Project*

⁷ Approved 2012 assessment \$83,111; \$21,889 funded from reserves; balance (\$75,000) funded through BWSR Clean Water Fund grant

⁸ June, 2011, *Feasibility Report for the 2012 Bassett Creek Main Stem Restoration Project, Golden Valley Road to Irving Avenue North*

⁹ Approved 2012 assessment \$678,599; balance (\$177,101) funded from reserves; project also received BWSR Clean Water Fund Grant (\$217,500)

¹⁰ Funded using flood control project long term maintenance funds

¹¹ July, 2012 *Four Seasons Mall Water Quality Improvement Feasibility Report*

¹² Approved 2013 assessment \$824,000, balance (\$166,000) funded from reserves

¹³ June, 2011 update to August, 2004 *Lakeview Park—Proposed Water Quality Pond* feasibility study

¹⁴ Approved 2013 assessment \$162,000, balance (\$34,000) funded from reserves

¹⁵ Bassett Creek CIP, 2012 cost update; previous version of CIP table showed a cost estimate of \$1,300,000 for all three sites (BC-3, BC-5, and BC-7), assuming construction of a pond at each site, cost shown is estimate for each pond separately, based on the relative project cost in the 2000 study *Bassett Creek Main Stem Watershed Management Plan*.

¹⁶ Placeholder cost estimate (cost estimate shown was for proposed BC-8 project, which this project replaces); project cost estimate expected in 2013. Cost shown is the portion of the total project costs that would provide water quality treatment above and beyond the city of Golden Valley's/BCWMC's requirements.

¹⁷ Bassett Creek CIP, 2008 cost update

¹⁸ Placeholder cost estimate.

Bassett Creek Watershed Management Commission
Capital Improvement Program
2015 - 2019

Project Name	Project Location (City)	Project Number	Priority	2015	2016	2017	2018	2019	Totals
Main Stem Channel Restoration, 10th Ave. to St. Croix Ave.	Golden Valley	2015CR	?	\$ 1,000,000					\$1,000,000
Water Quality Improvement Site, Main Stem Watershed	Minneapolis	BC-5	?		\$ 160,000				\$160,000
Honeywell Pond Expansion, Main Stem Watershed	Golden Valley	BC-4	?		\$ 285,000				\$285,000
Plymouth Creek Restoration, from Annapolis Lane to 2,500 feet upstream (west) of Annapolis	Plymouth	2016CR	?		\$ 555,000	\$ 4,000			\$559,000
Main Stem Channel Restoration, Cedar Lake Road to Irving Ave	Minneapolis	2017CR	?			\$ 800,000			\$800,000
Construct Pond NB 29A, B, and pond west of Northwood Lake, just east of Highway 169, Northwood Lake Watershed	New Hope	NL-1	?			\$ 196,000	\$ 399,000		\$595,000
Water Quality Improvement Site, Main Stem Watershed	Golden Valley	BC-3	?				\$ 601,000	\$ 499,000	\$1,100,000
Sandburg Rd and Louisiana Ave. Water Quality Improvement and Flood Reduction Project, Main Stem Watershed	Golden Valley	BC-2/BC-8	?					\$ 501,000	\$501,000
Divert Lancaster Lane Storm Sewer, Northwood Lake Watershed	Plymouth	NL-3	?					\$ 59,000	\$59,000
Totals				\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,059,000	\$ 5,059,000

Following this page could be a watershed map showing the project locations

Project Category: Water Quality

Project Title: Main Stem Channel Restoration,
10th Ave. to St. Croix Ave.,
Golden Valley

Total Estimated Cost: \$1,000,000

Funding Priority: ?

Project Number: 2015CR

Description:

This project will include bank stabilization measures for erosion sites and corrective measures to address detrimental obstructions in the stream channel.

Source of Project Funding	2015	2016	2017	2018	2019
CIP account – BCWMC ad valorem levy through Hennepin County	\$1,000,000				

Justification:

The City of Golden Valley's erosion inventory includes many erosion sites and obstructions along this stretch of creek. Continued erosion of the stream will increase the sediment loading of the stream and carry more pollutants downstream

Scheduling and Project Status:

A feasibility study will need to be prepared for this project, as the 2010 feasibility report did not cover this subreach. A major plan amendment will also be required.

As the project progresses, feasibility study, levy and grant information could be added, as applicable.

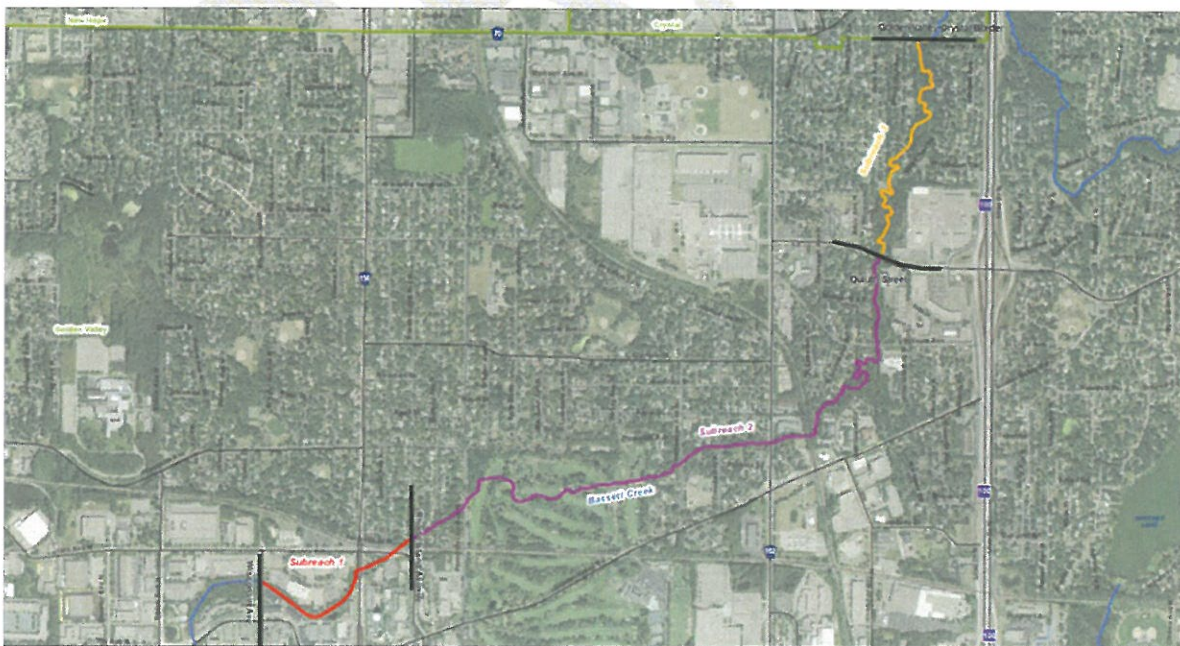
Relationship to General Plan and Other Projects:

This project is consistent with the goals and policies of the BCWMC Watershed Management Plan and is included in the BCWMC's Resource Management Plan. However, a major plan amendment will be required to add the project to the BCWMC's CIP.

This project includes most of Subreach 2 of Reach 1, as identified in the 2010 Feasibility Report for Bassett Creek Restoration Project - Reach 1. Subreaches 1 and 3 of Reach 1 were included in previously-completed or ordered projects.

Effect on Annual Operations Costs:

No effect.



December 12, 2012

Watershed Administrators and Representatives

First we wanted to thank you for your participation at the Council's Thrive Listening Session held in late October. Many thoughtful comments were submitted that are being incorporated into and considered as we continue to work on the Thrive MSP 2040 policy plan which will replace the Council's 2030 Regional Framework.


We personally took away from that meeting that there was a strong interest in providing more direction to the Council as we develop water policies for the future. For those interested in continuing and expanding on the discussions from the October meeting, we would like to set up a watershed organization's technical advisory committee to advise the Council on the policy direction and implementation strategies needed as we begin to update the Water Resources Management Policy Plan in 2013. We anticipate that we would meet monthly beginning in January for most of 2013.

In particular, we are looking for advice from you on a regional vision for water quality management and protection that will not only guide our efforts in the metropolitan area but also aid you in completing your valued work in the region.

This letter is intended to solidify interest from you on working with the Council on this important policy plan update. Please let Judy Sventek know of your interest in participating on the technical advisory committee by December 31st. We plan to set up the first meeting in mid January.

Sincerely,


Leisa Thompson
General Manager, MCES


Judy Sventek
Water Resources Assessment Manager

Next Generation Watershed Management Plan – Proposed Plan Steps and Schedule

- Plan Development Simplified:
 - i. How have we done?
 - ii. What do we have?
 - iii. What do we want (to achieve)?
 - iv. How will we achieve it?

The plan steps and Commission actions listed below are also shown on the attached proposed schedule.

Plan Steps and Commission Actions	
1	Establish Steering Committee
2	Develop Public Outreach process <ul style="list-style-type: none"> • Evaluate various methods to conduct outreach to the watershed, including the Golden Valley Envision Process • Make recommendation to the Commission
3	Notify plan stakeholders <ul style="list-style-type: none"> • Notify plan stakeholders of plan initiation and request information – New and current 8410 requirement. Current 8410 rules require that the WMO request information from the plan review authorities (local, regional and state). The proposed 8410 rules would require that the WMO request this information at a particular time in the planning process (before initial planning meeting), and that the WMO <u>allow 60 days</u> for the stakeholders to respond.
4	Visioning <ul style="list-style-type: none"> • Review BCWMC's current Vision, revised as appropriate. This is an exercise that looks to the future and lays out, in one or two sentences what the Commission/TAC would like the watershed to look like in the future (ten (10) years or more). • Visioning exercise conducted at December 20 Commission meeting
5	Perform Gaps Analysis <ul style="list-style-type: none"> • Evaluate TAC work on Next Generation Plan issues (see February 8, 2012 memo, Item 6F on the February 2012 Commission meeting agenda). • Review WMO/member city roles and responsibilities. Although not required in either the current or new/proposed 8410, the new/proposed 8410 rules state "the success of implementing the previous plan...must be summarized and considered in identifying priority issues" which points to at least a self-assessment (see Step 7 below). • Cover issues relating to funding and financial stability, regulatory rules and standards, data availability, progress evaluation for TMDL implementation plans, load reduction and other BMPs, and maintaining the existing 100-year flood profile. How "non-bricks and mortar" CIP projects can be funded and implemented. Joel Settles, Hennepin County Environmental Services, should be invited to participate in discussions on this topic. • Develop gaps analysis document that identifies new issues and existing topics from the 2004 Plan that may need updating in light of new data, priorities, and regulations.
6	Kickoff and Stakeholder Input Process (based in-part on Golden Valley's Envision process) <ul style="list-style-type: none"> • Public participation will consist of a series of small group meetings, an online survey, and a

Plan Steps and Commission Actions	
	<p>final summit/large group meeting (described below).</p> <ul style="list-style-type: none"> February: Publish article one month prior to first kickoff meeting. <ul style="list-style-type: none"> Publish in various media outlets including local papers, neighborhood newsletters, city newsletters, etc. Article to contain information about watershed, water resources, and planning process and to solicit input from citizens and groups for new plan. February: Publish on-line survey for general public to identify major water-resources issues and possible focus areas for the plan. February/March: Recruit volunteers from the commission and community. Volunteers will be trained to facilitate break-out sessions at large meetings and focus group meetings that will follow initial kickoff meeting. Government Training Services (GTS) have been contacted to assist in recruiting and training facilitators. Officially kickoff development of the Next Generation Plan. <ul style="list-style-type: none"> March: Host large kickoff meeting inviting all member cities, county neighborhood groups, lake associations, media, state agencies and other interested groups. Following large kickoff meeting, hold smaller focus group meetings facilitated by volunteers. Meetings will specifically target WMO member cities; anticipate one meeting per city. Cities will be asked to identify groups/departments to be invited to those meetings. Participants may include city councils, city staff, and advisory commissions (e.g., planning, environmental). Identify and contact additional groups for small group meetings, including lake associations, civic organizations, and other self-identified groups wishing to provide input (state agencies?). Host a second, large meeting/summit to report on the findings from the smaller group meetings and wrap-up the kickoff process. A framework will be developed to guide discussion at focus group meetings to allow ample public participation, using the Gaps Analysis as a foundation. Framework will include information and comments submitted to the Commission as part of the initial 60-day notice period from review agencies and the member cities. This process will begin identifying water-resource issues and goals to be addressed in the Next Generation Plan. This information will assist in the development of Goals and Policies and the Assessment of Issues and Opportunities. If interest or need presents itself, a standalone Citizen Advisory Committee (CAC) may be developed to follow plan development and offer input on various plan aspects. Maintain all planning information on a website including meeting announcements, draft plan documents, scoping documents, etc. This will allow those not able to attend meetings to keep up with the process and allow an open and transparent process. Develop a communication plan to inform the public of this process and engage as many participants as possible. Volunteer facilitators will be invited to step forward.
7	<p>Self-assessment and review of current practices</p> <ul style="list-style-type: none"> Exercise at commission meeting, "Five things Commissioners/TAC want to accomplish" in the next 10-year plan
8	<p>Assess and prioritize issues</p> <ul style="list-style-type: none"> Initial Planning Meeting to identify and prioritize issues will be combined with large kickoff

	Plan Steps and Commission Actions
	<p>meeting (see Step 6). This meeting includes all plan stakeholders, including: BWSR, MDH, MDA, MPCA, Met Council, MnDOT, and member cities. The proposed 8410 rules would require that the BCWMC hold an initial planning meeting, after notification of plan stakeholders (see Step 3). According to the proposed 8410 rules, the purpose of this meeting is to receive, review and discuss input, and the WMO must provide two weeks' notice of the meeting.</p> <ul style="list-style-type: none"> The process will include input from stakeholders gathered at meetings identifies in Step 3. This implies that you would need to allow enough time to review and summarize the information received in Step 3 so you can present it at the meeting.
9	<p>Establish goals</p> <ul style="list-style-type: none"> The Commission and the TAC have spent some meetings undertaking a self-assessment, some visioning, and some identification of gaps and issues. The next step is to take this "big picture" analysis and to start identifying possible goals and actions for 2014-2023. These initial goal statements will then be presented to city policymakers (see Step 10) and the general public (?) for review and comment during the subsequent next month or two. Revise goals following meetings/feedback. Review goals from the previous watershed management plans: <ol style="list-style-type: none"> Maintain the existing 100-year flood profile throughout the watershed; Protect and improve water quality based on practical use; Strive to provide water quality that supports recreation, fish and wildlife based on practical use; Establish an education and public outreach program; Protect and improve groundwater quality and promote groundwater recharge; Protect and improve wetlands; Reduce erosion and sedimentation. Identify prioritization principles; principles to consider include: <ol style="list-style-type: none"> Control flooding; Improve public information and education; Protect wetlands; Improve water quality in lakes, streams, and rivers; Improve fish and wildlife habitat; Restore wetlands; Research and encourage development strategies that minimize impervious surface and encourage infiltration; Research and encourage innovative and sustainable maintenance and improvement practices. Identify possible water management goals for 2014-2023; possible goals to consider include: <ol style="list-style-type: none"> Water Quantity <ol style="list-style-type: none"> Maintain the existing 100-year flood profile throughout the watershed; Determine ecological low flows for Bassett Creek; Develop a sustainable water budget for the watershed and an action plan for management activities necessary for its achievement; Water Quality <ol style="list-style-type: none"> Implement load reduction actions sufficient to achieve de-listing of water

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	<p>bodies currently listed on the MPCA's impaired waters (303d) list.</p> <ul style="list-style-type: none"> b. Improve water clarity in the balance of the lakes by 10% over the average of the previous ten years; c. Improve at least 30% of Bassett Creek to meet a possible future corridor study standards and/or future TMDL requirements; d. Maintain nondegradation of all waterbodies compared to 2010 conditions; e. Conduct an intensive BMP assessment for at least 25% of that part of the watershed that developed prior to Commission rules in 1994, and achieve 25% of the recommended load reduction within 10 years of the analysis. <p>3. Groundwater</p> <ul style="list-style-type: none"> a. Work with the appropriate state agencies to incorporate groundwater assessment into the sustainable water budget analysis for the watershed. <p>4. Wetlands</p> <ul style="list-style-type: none"> a. Maintain the existing functions and values of wetlands identified as high-priority; b. Improve functions and values of wetlands as feasible based on the sustainable water budget study; <p>5. Commission Operations and Programming</p> <ul style="list-style-type: none"> a. Identify and operate within a sustainable funding level that is affordable to member cities; b. Review funding of capital improvement and other implementation projects (e.g., tax levy, cost share, flood control project funds); c. Operate a public education and outreach program that meets the NPDES Phase II education requirements for the member cities; d. Operate a monitoring program sufficient to characterize water quantity, water quality, and biotic integrity in the watersheds and to evaluate progress toward meeting TMDL goals; e. Maintain updated hydrologic and hydraulic models for the watershed; f. Maintain updated water quality models for the watershed g. Maintain rules and standards for development and redevelopment that are consistent with local and regional TMDLs, federal guidelines, source water and wellhead protection requirements, sustainable water yields, nondegradation, and ecosystem management goals; h. Serve as a technical resource for member cities. i. Research projects on innovative and cost-effective stormwater management practices and technologies; j. Coordinate water resources management between the Commission and the member cities.
10	<p> Policymaker's Meeting (City Managers/staff review)</p> <ul style="list-style-type: none"> • City Managers and Commission TAC representatives meet early to learn about the Next Generation Watershed Management Plan and to discuss various policy issues. The group reviews the division of responsibilities between the Commission and the member cities; and receives an overview of the Commission's activities and accomplishments in the past

Plan Steps and Commission Actions	
	<p>ten years. The group reviews the Gaps Analysis of preliminary problems and issues and the preliminary Next Generation Goals identified by the Commission and the TAC. Discuss the Joint Powers Agreement (JPA)—does the JPA need revision as part of the Next Generation Plan? If so, when should this occur (later in 2013)? Discuss communication between the Council and Commission; are there improvements to be made?</p> <p><u>Draft Agenda:</u></p> <ol style="list-style-type: none"> 1. Refresher on watershed roles and responsibilities; 2. Overview of activities and accomplishments in the past 10 years; 3. Preliminary problems and issues identified by Commission and TAC; 4. Preliminary goals identified by Commission and TAC; 5. Policy issues; <ol style="list-style-type: none"> a. Roles and responsibilities of watershed vs. city b. Financial policies c. Operational budget funding d. Capital project cost policy e. Citizens Advisory Committee f. Joint Powers Agreement
11	Review water quality monitoring activities, water quality monitoring data, and hydrologic & hydraulic modeling
12	<p>Develop water quality and water quantity monitoring plans</p> <ul style="list-style-type: none"> • Reference MN Rules 8410.0100 Implementation Program Subp. 5. Data collection programs
13	<p>Review Rules and Standards</p> <ul style="list-style-type: none"> • This task should follow the assessment of issues and identification of goals and policies, to ensure consistency with rules and standards.
14	<p>Develop education & outreach plan</p> <ul style="list-style-type: none"> • Education Committee to develop a draft Education and Outreach Plan. The plan will continue to be refined and the final draft will be forwarded to the cities and the citizens' advisory representatives for their review and input.
15	<p>Develop implementation plan</p> <ul style="list-style-type: none"> • Upon Commission final review of rules, begin developing implementation plan
16	Establish self-evaluation process
17	Discuss plan organization & look
18	Complete draft plan
19	<p>Approve final draft plan April 17, 2014</p> <ul style="list-style-type: none"> • Commission review of final draft plan; authorize 60-day review period;

Plan Steps and Commission Actions	
20	Submit draft plan for 60-day review <ul style="list-style-type: none"> • First formal review of draft Plan; • 60 day city and agency review period
21	Compile comments and prepare draft responses resulting from the 60-day review
22	Commission approval of responses to comments received during 60-day review
23	Submit responses to comments to reviewers at least 10 days prior to the public hearing (see Step 23)
24	Public hearing October 16, 2014 <ul style="list-style-type: none"> • Public hearing on draft Plan – to be held no sooner than 14 days after the 60-day review period and at least 10 days after distribution of the response to comments.
25	Revise Plan per response to comments and commission approval to submit Plan for final review/approval
26	Submit Plan for review and BWSR approval by March 27, 2015 <ul style="list-style-type: none"> • Second/final formal review of Plan & BWSR approval – 3 steps: <ul style="list-style-type: none"> v. Submit plan for second/final review & BWSR approval; vi. Attend/present at BWSR subcommittee meeting – <u>1 – 2 months after submittal</u>; vii. BWSR Board approval of plan – <u>within 90 days after submittal</u>; • The first key date is the plan expiration date, which is 10 years from the date BWSR approved the current BCWMC Plan: <u>August 25, 2014</u>.
27	Commission adoption of plan after BWSR Board approval April 16, 2015

The TAC meetings and topics listed below are also shown on the attached proposed schedule.

TAC Meetings & Topics (Including city staff and review agencies?)	
1	Assess and Prioritize Issues
2	Review Commission Goals
3	Review Water Quality & Modeling <ul style="list-style-type: none"> List the types of monitoring data the TMDLs identified as necessary in the long-term to best understand lake water quality, improvement strategies and progress toward water quality goals. The TAC will meet to review water quality monitoring results, the various TMDL Implementation Plans, and guidance from the MPCA regarding evaluating progress towards meeting TMDL requirements and return with recommendations regarding monitoring and other activities to consider for the coming 10 years.
4	Review Rules & Standards <ul style="list-style-type: none"> Start the discussion on the rules and standards review. <ul style="list-style-type: none"> Size of Projects and Applicability to Redevelopment Projects: <ul style="list-style-type: none"> Linear Projects; Consistency with Other Standards: <ul style="list-style-type: none"> Lake and Stream TMDLs; Draft NPDES Minnesota General Permit; MPCA's Minimal Impact Design Standards (MIDS); Infiltration in Drinking Water Supply Management Areas (DWSMAs); Soil Management; Inspection of Infiltration/Filtration Facilities; Abstraction Requirements; Development of a long-term maintenance plan
5	Implementation Plan <ul style="list-style-type: none"> TAC to discuss principles of a ten year monitoring plan. Review potential new standards, emerging contaminants, TMDL progress monitoring, and potential requirements relating to regional TMDLs and NPDES permitting. Recommend BCWMC Staff prepare a monitoring plan that details the specific purpose of each type of monitoring, the frequency, and cost of such monitoring, which will tie the monitoring to specific next generation plan goals. This monitoring policy data will be used to generate a table of recommended specific monitoring actions by year. It is expected that the table will be revisited in future years to take into account changing requirements. Consider creating an additional spreadsheet of monitoring activities done by others to reduce redundancy and to identify the sites where monitoring occurs.
6	Education & Outreach Plan <ul style="list-style-type: none"> Education Committee to develop a draft Education and Outreach Plan. The plan will continue to be refined and the final draft will be forwarded to the cities and the citizens' advisory representatives for their review and input. Identified goals, strategies, and priority areas for education and outreach.

TAC Meetings & Topics (Including city staff and review agencies?)	
7	Review Comments & Responses
8	Review Final Plan Revisions

BCWMC Visioning Workshop

Notes from the January 17, 2013, Workshop

Present:

Linda Loomis (Workshop Coordinator & Plan Steering Committee Chair), Ginny Black, Ted Hoshal, Dan Johnson, Wayne Sicora, Jim de Lambert, Lisa Goddard, Pat Crough, Dave Hanson, Liz Stout, Kris Sundberg, Derek Asche, Pauline Langsdorf, Eric Eckman, Lois Eberhart, Jeff Oliver, Lois Eberhart, Tom Mathisen, Chris Long, Karen Chandler, Diane Spector, and Amy Lemieux.

Watershed Game

Facilitators Diane Spector and Amy Lemieux each led a group through the watershed game.

Visioning Exercise

Workshop Coordinator and Plan Steering Committee Chair Linda Loomis introduced the topic of vision statements and opened the floor to brainstorming a Bassett Creek Watershed Management Organization (BCWMO) vision statement, which will be incorporated into the Next Generation Plan and the planning process. Ms. Eberhart asked if the Organization has a vision statement. Ms. Loomis said no.

Ms. Sundberg said that the Organization's goals are to deliver high impact projects at moderate cost and to partner to reduce the cost. Mr. Sicora suggested looking at what was done in the *Watershed Management Plan* and gave the examples of flood control, water quality, and implementation projects. He added that the modeling and analysis are also parts of the Organization's functions. Ms. Chandler said that a goal of the BCWMO is to understand the system. Mr. Eckman added that goals of the watershed are to have little to no property loss due to flooding and, as a long-term plan, to have no impaired waters. Ms. Chandler added the goals of public safety and protecting public infrastructure. Mr. Crough suggested adding to the vision statement the goal of avoiding erosion caused by flooding. Ms. Black commented on the watershed goal of reducing flows.

Mr. Sicora said that people look to the watershed organization to provide education and public outreach. He said that one point that was illustrated by the watershed game is that getting the word out doesn't need to have a high cost. Ms. Sundberg brought up the idea of community engagement and encouraging community understanding and participation. Mr. Mathisen pointed out that the BCWMO comprises nine cities and brings the cities together with a common goal. He said that through the BCWMO the cities partner together to reach the common goal. Ms. Black agreed that the BCWMO is a partnership approach. Ms. Chandler remarked on the local control aspect of the Joint Powers Organization and the collaboration. Mr. Johnson added that the watershed has the objective of utilizing best practices. Ms. Loomis added that the watershed looks for high impact and low cost.

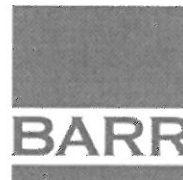
Mr. de Lambert said that the watershed serves the interests of the member communities, the watershed, and the downstream communities and waterbodies. Mr. Hoshal suggested wording the vision statement as "The vision of the Bassett Creek Watershed Management Organization is to protect, manage, and mitigate the surface and ground water impacts of a growing population as a means of enhancing, sustaining, or restoring those nature resources for this generation as well as for future generations." Ms. Sundberg commented that it sounded like a vision statement and a mission statement blended into one. She said that a vision statement is an inspirational message and a mission statement captures how to get it done. Ms. Loomis said that Ms. Black brought today to the workshop the mission statement of The Nature Conservancy. Ms. Loomis read it aloud, "The mission of the

Nature Conservancy is to conserve the lands and waters upon which all life depends.”

Ms. Chandler said that it is important to make that distinction between mission and vision and said that with the distinction in mind then the collaboration aspect would fit more with the watershed’s mission. Mr. Johnson said that the overarching concept is stewardship. Ms. Eberhart suggested a vision statement: “Stewardship of our water resources to protect and enhance our communities.”

Ms. Black said that stewardship implies partnership. Mr. Johnson said that stewardship also implies that it is done cost effectively. Ms. Sunderg suggested, “The watershed strives to be innovative stewards of water resources that protect and enhance our communities.” She said that innovative reflects that the watershed thinks outside of the box and is leadership driven and utilizes best management practices.

Ms. Loomis thanked everyone for their participation and input and said that the Plan Steering Committee would review all of these ideas and suggestions.



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 6D. TMDL Implementation Reporting Update
BCWMC January 17, 2013 Meeting Agenda
Date: January 10, 2013
Project: 23270051.33 2012

6D. TMDL Implementation Reporting Update

Recommendations:

1. For information only.

Background

The EPA approved the Wirth Lake TMDL on October 25, 2010, the Medicine Lake TMDL on February 8, 2011 and the Sweeney Lake TMDL on August 10, 2011. These TMDLs assigned categorical wasteload allocations, which means a watershed approach will be needed to implement the necessary water quality improvement measures in each watershed. Although the BCWMC is not a MS4, the TMDLs assigned the BCWMC a role in the implementation of the TMDLs. For example, the Medicine Lake TMDL called for the BCWMC to serve as the "convener of action for the categorical TMDL, but not as a responsible entity." The Commission's interpretation of this role is that the Commission should track implementation of the TMDLs. The BCWMC's 2012 budget set aside funding to assist further developing the Commission's role in tracking the implementation of the Medicine Lake, Sweeney Lake and Wirth Lake TMDLs.

The 2012 budget document laid out three major components to the TMDL implementation reporting:

1. Develop the formal implementation reports to be submitted to the MPCA.

Much of the discussion and ideas presented in the 2012 budget document were based on the Commission Engineer's understanding at that time of the MPCA's intended revisions to the MS4 permit. A couple of draft MS4 permits have been circulated or public noticed since that time, but each draft has generated significant debate, so the MPCA has not finalized and approved the MS4 permit. As a result, the Commission Engineer's progress on this task has been affected by MPCA's delays in finalizing and releasing the next MS4 permit.

The Commission engineer recently spoke to MPCA staff regarding the MS4 permit. The MPCA staff informed us that they plan to go to the January 29, 2013 MPCA Board meeting with the following:

- a. Responses to the public comments on the last draft MS4 permit (from summer 2012)
- b. An updated MS4 permit for Board approval
- c. A guidance document for compliance with the updated MS4 permit

The timing for the January MPCA meeting indicates that the MPCA will not be granting any of the several contested-case hearing requests they received, and they will not be re-issuing another draft permit for comment. Based on this information, the Commission Engineer will wait until the MPCA Board approves the MS4 permit (possibly at their January meeting) before proceeding further with this task.

MPCA staff indicated that the final MS4 permit would likely require the following information from each MS4:

- a. A breakdown of the TMDL wasteload allocations (WLAs) that apply to the MS4
- b. A discussion of what the MS4 intends to implement to comply with the WLAs
- c. Document the BMPs that have already been implemented

Once the final MS4 permit is issued, the Commission Engineer will review the permit requirements and discuss them with the MS4s and MPCA staff. Based on that review, we will develop a recommended approach for the Commission to track TMDL implementation.

Assuming the final permit includes the requirements noted above, our recommendations will likely include collecting the above information from the MS4s (to the extent this information exists). The collected information could then be used in combination with the TMDL Reports/Implementation Plans, the watershed-wide water quality (P8) modeling, and/or recent monitoring data to track how well the TMDL WLAs are being met in each of the impaired watersheds.

This approach is also in line with the current MS4 permit requirements, as follows:

- MS4s must review the adequacy of their Storm Water Pollution Prevention Program (SWPPP) to meet the TMDL's WLA set for Storm Water sources
 - If the SWPPP is not meeting the applicable requirements, schedules and objectives of the TMDL, the MS4 must modify the SWPPP, as appropriate, within 18 months after the TMDL WLA is approved.
2. Estimate and report progress towards achieving the assigned wasteload allocations.
For 2012, the first step was to complete the P8 model, which is being done under a separate budget. In future years, the P8 model will be used to estimate phosphorus load reductions resulting from installation/construction of BMPs.
 3. Lake water quality monitoring.
Annual monitoring of the three lakes should (and currently does) occur every year. The MPRB conducts annual monitoring of Wirth Lake, and the TRPD conducts annual monitoring of Medicine Lake. The Commission funds the monitoring of Sweeney Lake.