



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: April 10, 2014

To: BCWMC Commissioners

From: Laura Jester, Administrator

**RE: Background information on 4/17/14 BCWMC Meeting**

1. CALL TO ORDER and ROLL CALL
2. CITIZEN FORUM ON NON-AGENDA ITEMS
3. APPROVAL OF AGENDA – ACTION ITEM
4. CONSENT AGENDA
  - A. Approval of Minutes from 3/20/13 Commission Meeting - ACTION ITEM with attachment
  - B. Approval of April Financial Report - ACTION ITEM with attachment
  - C. Approval of Payment of Invoices - ACTION ITEM with attachments
    - i. Keystone Waters, LLC – March 2014 Administrator Services
    - ii. Barr Engineering – March 2014 Engineering Services
    - iii. Amy Herbert – March 2014 Secretarial Services
    - iv. Kennedy Graven – February 2014 Legal Services
    - v. West Metro Water Alliance
    - vi. Wenck – March 2014 WOMP Monitoring
    - vii. ACE Catering – April 2014 Meeting Refreshments
  - D. Approval of Agreement with Met Council for 2014 Citizen Assisted Monitoring Program (CAMP) ACTION ITEM with attachment *Each year the Commission supports volunteers who collect water quality samples on lakes through the CAMP. Program coordination, training, and sample collection is provided by the Met Council. The Commission must pay for some equipment and the costs of lab analysis of the samples (\$550/lake). So far this year six lakes are being monitored through CAMP in the BCWMC including Medicine, Northwood, Sweeney, Twin, Westwood, and Lost. Staff recommends approving the agreement with Met Council.*
  - E. Approval of Hennepin County Request to Extend Major Plan Amendment Comment Period ACTION ITEM with attachment *In order to accommodate their review process, the County requests an extension of the comment period on the Major Plan Amendment to June 24, 2014. This extension will fit into the Commission's Plan Amendment schedule and staff recommends approval.*
  - F. Approval Not to Waive Monetary Limits on Municipal Tort Liability ACTION ITEM with attachment *This is a routine, annual task. Commission Counsel LeFevere recommends the Commission take action to not waive monetary limits on municipal tort liability.*
  - G. Approval of Agreement with University of Minnesota for NEMO Program ACTION ITEM with attachment *Commission Counsel LeFevere recommends approval of the agreement with the University of Minnesota to financially assist with the West Metro NEMO Workshops this year.*
  - H. Set Public Hearing for Major Plan Amendment for June 19, 2014; 8:30 a.m. ACTION ITEM no attachment *The Commission needs to hold a public hearing on its proposed Major Plan Amendment no sooner than 14 days after the end of the 60-day comment period and at least 10 days after response to comments are received by review agencies.*

## 5. NEW BUSINESS

- A. Presentation of 2013 Monitoring Results – Northwood Lake, North and South Rice Ponds –  
**INFORMATIONAL ITEM with attachments** – *Engineer Chandler will present the results of 2013 Commission monitoring on these lakes. Find the complete report in the meeting packet online.*
- B. Discuss Development of Feasibility Studies for 2016 CIP Projects in Minneapolis, Golden Valley and New Hope –  
**DISCUSSION ITEM no attachment** *In order to adhere to the CIP process timeline (online [here](#)), in May the Commission should enter into agreements with cities that wish to use a firm other than the Commission Engineer to develop feasibility studies for the 2016 projects. There are three projects on the CIP schedule for 2016; one each in Minneapolis, Golden Valley, and New Hope. Staff from these cities will discuss their plans for feasibility study development at this meeting.*
- C. Set May 1<sup>st</sup> Technical Advisory Committee Meeting and Agenda –  
**DISCUSSION ITEM no attachment** *The TAC seeks approval from the Commission to meet on May 1<sup>st</sup> to discuss the following items: identifying responsible parties and funding sources for long term maintenance and replacement of the Flood Control Project components (as directed by Commission on 3/20/14); possible wetland, lake and stream buffer policies for the Watershed Plan (as requested by the Plan Steering Committee); discussion on changing the CIP process to include more reporting/communication with the Commission on project implementation (as directed by Commission on 3/20/14), and request from the City of Minneapolis for a more detailed inspection by the Commission of the double box culvert (via email received 4/1/14).*
- D. Discuss Possible 2014 Watershed Tour –  
**DISCUSSION ITEM no attachment** *Last year's watershed tour planned for June 24<sup>th</sup> was cancelled due to the destructive storm that occurred the day before. Tour stops planned for last year include Wirth Lake Outlet Structure, Bassett Creek Tunnel Entrance, WOMP monitoring station, Crystal Lake treatment plant, and stream restoration site in Golden Valley. The last watershed tour was held in 2011. The Commission should consider holding a tour in 2014.*

## 6. OLD BUSINESS

- A. Update on Medicine Lake Water Level Issue –  
**DISCUSSION ITEM no attachments** *Commissioners should update the group on any discussions they have had with their city councils and/or staff regarding this issue (as requested in an email from me on 3/27/14). Additionally, there will be an update on the meeting between Plymouth Councilmembers and Medicine Lake Councilmembers.*
- B. Status of Joint Powers Agreement Amendment –  
**INFORMATION ITEM no attachment** *The Commission has received a signed JPA amendment from the City of Robbinsdale. I will update Commissioners on any other JPA amendments received at the time of the meeting.*
- C. NEMO Workshop Update –  
**DISCUSSION ITEM no attachment** *Commissioners and Alternates should have received in the mail an invitation to register for a workshop in May. Other local officials such as councilmembers, planning commissioners and others are also encouraged to register. Watch for additional workshop invitations including a boat tour/workshop on Lake Minnetonka on July 23, and a bus tour/workshop on September 25.*
- D. Update on Next Generation Plan Development
  - i. Review of Plan Development Workshop –  
**DISCUSSION ITEM no attachment** *The Commission could discuss and review the results of the Workshop held on April 14<sup>th</sup>.*
  - ii. 3/10/14 Plan Steering Committee Meeting Notes –  
**INFORMATIONAL ITEM with attachment** *The Plan Steering Committee continues to work on policy development. The next meeting is scheduled for Monday April 21<sup>st</sup>, 4:30 p.m. at Golden Valley City Hall.*

- E. Review Draft FY 2016-17 Biennial Budget Request (BBR) for Submittal to BWSR –  
**INFORMATIONAL ITEM with attachment** *At the 3/20/14 meeting, the Commission directed staff to develop the FY2016-17 BBR for submittal to BWSR. The Commission Engineer developed the attached BBR which includes Commission CIP projects scheduled for implementation in 2016 and 2017. The Minnesota Board of Water and Soil Resources' (BWSR) BBR requests information on targeted local actions already identified in existing water resource management plans that local governments and citizens will implement to protect and restore priority waters. BWSR will use the BBR to generate an agency biennial budget request, respond to legislative information requests and to develop FY2016-17 grants processes. In addition, BWSR will provide the BBR data to other state agencies so they can have the opportunity to address local government priorities in their budget development. The last day to submit the BBR is 5/2/14.*

**7. COMMUNICATIONS – INFORMATIONAL ITEMS with attachment**

- A. Administrator's Report – *Report is attached*
- B. Chair
- C. Commissioners
- D. Committees
  - i. Budget Committee – *Verbal report to be given at meeting*
  - ii. Administrative Services Committee – *Verbal report to be given at meeting*
- E. Legal Counsel
- F. Engineer

**8. INFORMATION ONLY – INFORMATION ITEMS with documents online**

- A. Updated Commission Roster
- B. Grant Tracking Summary and Spreadsheet
- C. WMWA March Meeting Minutes
- D. Report by Met Council: 2012 Study of the Water Quality of 168 Metro Area Lakes  
[http://es.metc.state.mn.us/eims/related\\_documents/view\\_documents.asp](http://es.metc.state.mn.us/eims/related_documents/view_documents.asp)
- E. Rescheduled MIDS Workshop at Barr Engineering (April 29<sup>th</sup> – register by April 22<sup>nd</sup>)  
<https://www.barr.com/WhatsNew/MIDSWorkshop.asp>
- F. Mississippi River Forum April 18<sup>th</sup> : “River Protection Standards for the Mississippi River in the Twin Cities” <http://www.nps.gov/miss/naturescience/riverforum.htm>
- G. CIP Information now on BCWMC website: <http://www.bassettcreekwmo.org/CIP-Information/CIP-Process-home.htm>
- H. Sun Sailor Article on Upgrades to Boat Launch at French Regional Park

**9. ADJOURNMENT**

**Upcoming Meetings**

- Budget and Administrative Services Committees, Thursday April 10, 4:30 – 6:30 p.m., Golden Valley City Hall
- Plan Development Workshop, Monday April 14, 4:00 – 6:00 p.m., Hennepin County Library, Golden Valley
- Next Gen Plan Steering Committee, Monday April 21, 4:30 – 6:30 p.m., Golden Valley City Hall
- Technical Advisory Committee Meeting, Thursday May 1, 1:30 – 3:30 p.m., Golden Valley City Hall
- NEMO Workshop Thursday May 8 (Edina) **or** Wednesday May 14 (Excelsior), 5:00 – 9:00 p.m.
- Regular Commission Meeting, Thursday May 15, 8:30 a.m., Golden Valley City Hall