



Bassett Creek Watershed Management Commission

MEMO

Date: February 11, 2015
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

Aside from this month's agenda items, the Commission Engineers, city staff, committee members, and I continue to work on the following Commission projects and issues.

CIP Projects (see CIP Project Update Chart in Information Only Items)

2012 Main Stem Restoration Project, Golden Valley Rd. to Irving Ave. N., Minneapolis and Golden Valley (mostly in Wirth Park) (2012CR): The Minneapolis Park and Rec Board is managing this project and hired Rachel Contracting to construct the project. The project is well underway with work already completed in 3 of 4 major areas. Work is now starting south of Plymouth Ave. The contractor will also perform the alternate work at the storm outlet by the Wirth Park Chalet the week of February 16th. The most complicated section north of the Chalet is complete with the exception of blanketing and restoration. Recent photo:



Photo courtesy of MPRB

2013 Four Season Area Water Quality Project (NL-2): The City of Plymouth presented 4 options including the original stream restoration, a rock-only option, flocculation facility, and a do nothing option at a public meeting on January 29th. Approximately 25 residents attended and provided comments. Plymouth staff are reviewing the comments as they relate to the options and will be discussing with the City of New Hope. They expect to bring a recommendation to the Commission in March.

2014 Schaper Pond Diversion Project, Golden Valley (SL-3): See Agenda Item 6B. The Commission is reviewing the 90% plans at this meeting. The city and consultants (Barr Engineering) are in the process of submitting applications for WCA and DNR public waters work permit approvals. The City already received notification from the Corps of Engineers that the project falls under a general permit, so an individual permit will not be required. Project construction could start as early as April.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): At the November meeting the Commission approved an agreement with Golden Valley to implement the project. The City of Golden Valley and Barr Engineering (their consultant for the project) are developing public outreach materials for distribution in early March. A presentation and open house on the project is scheduled for March 19th, 6:00 p.m. at Golden Valley City Hall. The Commission will review plans for the alum treatment at their March meeting. The first alum application is slated for late April or early May.

2014 Briarwood/Dawnview Water Quality Improvement Project, Golden Valley (BC-7): The contractor for this project, New Look Contracting, completed the pond excavation the week of February 2nd. Rip rap was placed on the emergency overflow, and the contractor is beginning to install storm sewer pipe. Crews are also in the process of stabilizing the area surrounding the pond. The clay liner along the east end of the pond will be installed the week of February 16 and final restoration will be completed in the spring.

2015 Main Stem Restoration Project 10th Avenue to Duluth Street, Golden Valley (2015CR): The City of Golden Valley hosted an open house meeting on January 8, 2015 to present the preliminary design plans and gather additional input from property owners to assist in the development of the 50% planset. Staff has also been meeting individually with property owners to secure temporary construction easements to perform the proposed work. Based on input at the open house and further discussions with property owners, the project team has developed a set of 50% plans which will be reviewed by the Commission engineer and presented at the March Commission meeting.

2016 Northwood Lake Improvement Project, New Hope (NL-1): The Commission took action at its November 2014 meeting to levy up to \$1.1M for this project. A major plan amendment to the BCWMC 2004 Watershed Management Plan was submitted to State review agencies in early December. The review period ended January 30, 2015 with no comments from reviewers. The City of New Hope did not receive the \$50,000 grant requested from Hennepin County nor the Clean Water Fund grant from BWSR. See agenda item 6F for discussion of a grant application to the MPCA.

2016 Honeywell Pond Expansion Project, Golden Valley (BC-4): The Commission took action at its November 2014 meeting to levy up to \$752,000 for this project. A major plan amendment to the BCWMC 2004 Watershed Management Plan was submitted to State review agencies in early December. The review period ended January 30, 2015 with no comments from reviewers. Golden Valley staff anticipates entering into a cooperative agreement with the watershed at its June 18th meeting for this project. Project designs will be completed by December 2015 and the project will be let with the Douglas Drive project in February of 2016. Construction of the pond will likely occur in 2017.

Other Projects

Major Plan Amendment: See agenda item 6G. A request for a major plan amendment was submitted to State review agencies to incorporate the 2016 projects (shown above) into the CIP. The review period ended on January 30th. Multiple agencies reviewed the proposed amendment including Hennepin County (staff review), BWSR, MPCA, Met Council, and MDNR. There were no comments from any of these agencies and thus no response to comments necessary. A public hearing on the plan amendment is scheduled for the March 19th Commission meeting. See the plan amendment request documents online here: <http://www.bassettcreekwmo.org/PlanAmendments/PlanAmendmentHome.htm>

Hennepin County Natural Resources Partnership: The latest meeting of this group was held on January 27th. Speakers from the University of MN, Board of Water and Soil Resources, and Barr Engineering presented

information on a wetland restoration project at the MN Landscape Arboretum and general information about the MN Wetland Conservation Act.

MPRB Ecological System Plan: A third meeting of this group that was scheduled for October 21st was cancelled. A future meeting has not yet been scheduled.

Next Generation Watershed Management Plan: See Agenda Item 6A. The draft Watershed Management Plan was submitted for its 60-day review at the end of November. The review period ended January 30, 2015. Comments were received from Hennepin County, BWSR, MPCA, MDNR, Met Council, MN Department of Agriculture, MnDOT, MPRB, AMLAC, City of Minneapolis, City of Plymouth Environmental Commission, and Commissioners/Alt Commissioners Crough, Goddard and Mueller. Staff will draft responses to comments over the next couple weeks. The Plan Steering Committee should meet to review comments and proposed responses. Responses to comments should come to the Commission for review and approval at their April meeting. A public hearing on the Plan could be as early as May.

New Commissioner Materials: Materials were gathered by me and posted by Amy Herbert (Recording Secretary) on the BCWMC website under "Commission Orientation." I requested some minor changes to the postings which should be completed by the week of February 16th.

Records Retention/Management and Data Practices: At the direction of the Administrative Services Committee, I updated the Commission's Records Retention Schedule and asked legal counsel to review and recommend any changes needed. Additionally, a Data Practices Procedure was drafted for the Commission by our legal counsel. The Commission will review these documents at a future meeting. Also, I continue to work on records management including locating all official records, determining what records should be disposed of or sent to the State Archives, how paper records can be digitized, and how and where to store our electronic records. I will be researching and gathering input on different options for records management and storage over the course of the year.

Organizational Efficiencies: At the direction of the Administrative Services Committee and in anticipation of developing the 2016 budget, I will be drafting an organizational chart and discussing practices and procedures with TAC members, Commission staff, and Commissioners to ensure the proper and efficient use of staff's time and to streamline communications where needed.