

Bassett Creek Watershed Management Commission



2021 Annual Report

Crystal • Golden Valley • Medicine Lake • Minneapolis
Minnetonka • New Hope • Plymouth • Robbinsdale • St. Louis Park



May 2022

Bassett Creek Watershed Management Commission 2021 Annual Report

Table of Contents

| | |
|---|----|
| I. Annual Activity Report | 4 |
| A. 2021 Commissioners..... | 4 |
| B. BCWMC Staff and Consultants | 5 |
| C. Mission Statement, MAWD Membership, PRAP, Watershed Management Plan, Goals | 5 |
| D. 2021 Activities..... | 6 |
| E. BCWMC Project Reviews | 15 |
| F. Water Quality Monitoring Data and Studies | 18 |
| G. Watershed Communication/Public Education | 20 |
| H. Professional Services Proposal | 23 |
| I. Assessment of Changes in Fund Balance | 24 |
| J. Wetland Conservation Act..... | 24 |
| II. 2022 Projected Work Plan..... | 25 |
| A. Capital Improvements Program (CIP) | 25 |
| B. Watershed Management Plan | 26 |
| C. Hire Intern from Dougherty Family College..... | 26 |
| D. Additional Monitoring, Studies, and Programs | 26 |
| E. Education and Outreach | 28 |
| III. Annual Financial Report | 29 |
| A. 2021 Approved Operating Budget..... | 29 |
| B. Report of Revenues | 29 |
| C. Report of Expenditures | 29 |
| D. Financial Audit Report | 29 |

List of Appendices

| | |
|------------|--|
| Appendix A | 2021 Financial Information |
| Appendix B | 2021 Resolutions |
| Appendix C | 2021 Website and Social Media Usage Reports |
| Appendix D | Performance Review and Assistance Program Report |

Cover photo: Stream Restoration and Erosion Reduction Project, Main Stem Bassett Creek, Minneapolis near historic Fruen Mill, December 2020.

Bassett Creek Watershed Management Commission

Executive Summary: 2021 Annual Report



2021 Activities & Achievements

In 2021, the BCWMC continued its work toward fulfilling its mission:
Stewardship of Water Resources to Protect and Enhance Our Communities.

Capital Improvement Program

Each year, the BCWMC implements one or more major capital improvement program (CIP) projects to protect or improve water resources. In 2021, much of the CIP work was centered on designing projects for construction in 2022. The Bryn Mawr Meadows Water Quality Improvement Project in Minneapolis is one of the more significant projects that was in the design phase in 2021.

The project will treat stormwater runoff from 45 acres of residential land that currently flows untreated into Bassett Creek. The project will be implemented within Bryn Mawr Meadows Park and will be designed and constructed in conjunction with the Minneapolis Park and Rec Board's Park improvement project and includes cooperation with the city of Minneapolis. The project is expected to reduce total phosphorus pollution by 30 pounds per year.

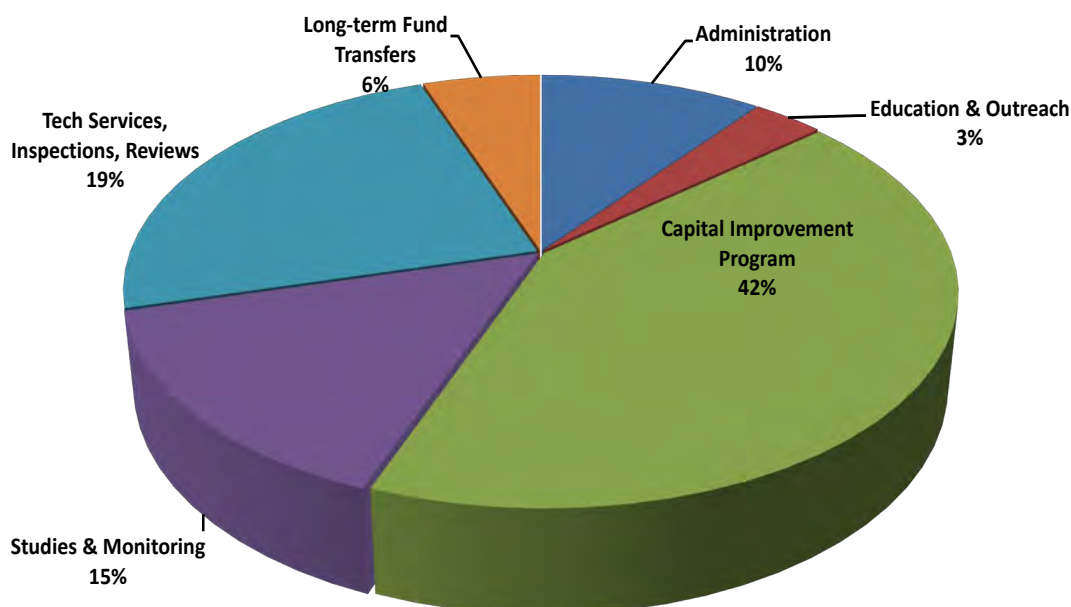
The project will be partially paid with a Minnesota Clean Water Fund grant from the MN Board of Water and Soil Resources. Learn about all current and past CIP projects at www.bassettcreekwmo.org/projects.



Budget

In FY 2021, the BCWMC spent approximately \$665,560 on activities and programs and \$0.5 million on capital projects. BCWMC income included \$554,900 from member cities, \$297,570 in grants and reimbursements, and \$61,000 in development review fees. Another \$1.475 million was collected through a Hennepin County tax levy on watershed residents for the capital projects. For an itemization or more information on the BCWMC's 2021 expenditures, see the 2021 Operating Budget in Appendix A or the financial audit online.

2021 BCWMC Expenses



2021 Highlights

The Bassett Creek Watershed Management Commission (BCWMC) is governed by a board composed of representatives from each of the nine member cities: Crystal Golden Valley Medicine Lake Minneapolis Minnetonka New Hope Plymouth St. Louis Park and Robbinsdale. Representatives are appointed by their cities and serve three-year terms.

Progress on Capital Projects:

As with most major endeavors, careful planning and design are critical. Design of several projects took center stage in 2021, gearing up for construction to begin in 2022. Two large projects in Golden Valley – the SEA School-Wildwood Park Flood Storage Project and Medley Park Stormwater Treatment Project were in the design phase, which included considerable public input and engagement. Similarly, design began on the Main Stem Lagoon Dredging Project in Theodore Wirth Park. All three projects will receive grant funding from the State of Minnesota and all are slated for construction beginning in late 2022.

Monitoring: In 2021, the BCWMC continued to assess its lakes and streams through a robust water monitoring program:

- Assessed the health of **Parkers, Westwood, and Crane Lakes** by collecting data on water quality, plankton, and aquatic plants; and partnered with Three Rivers Park District on monitoring in **Medicine Lake**.
- Completed the second year of a 2-year monitoring project on the **Sweeney Branch of Bassett Creek** including collecting data on flow, water quality, habitat, and macroinvertebrates
- Performed continuous stream flow and water quality monitoring on **Bassett Creek at the Watershed Outlet Monitoring Program** station in partnership with the Met Council, and
- Coordinated **volunteers on eight lakes** to collect water samples and data through the Met Council's Citizen Assisted Monitoring Program.



Education & Outreach: Despite the COVID-19 pandemic, the BCWMC continued engaging and educating watershed residents through various avenues including:

- Began coordinating the Hennepin County Chloride Initiative, a collaborative group of watersheds and cities across the county that pooled grant funding to collectively address over salting.
- Drafted and submitted **seven articles** to the local newspaper, Sun Post, for an educational column on topics like reducing pollinator-friendly practices, climate impacts, planting rain gardens, and honoring Native American heritage.
- Created and posted five short videos on various topics similar to the columns for the Sun Post; view all the videos on the BCWMC YouTube channel: https://www.youtube.com/channel/UCKrsWkEW8DI5FZbI93Fb_hg
- Continued a partnership with Metro Blooms on the **Harrison Neighborhood Project** to engage residents and businesses, train youth, and install water quality practices.
- Continued **financial support** of West Metro Water Alliance, Metro Watershed Partners, and Children's Water Festival.

I. Annual Activity Report

This annual report covers the Bassett Creek Watershed Management Commission’s (BCWMC) activities for fiscal year 2021 (February 1, 2010—January 31, 2022). The BCWMC Annual Report was prepared to meet the Annual Reporting Requirements as set forth in Minn. Rules Chapter 8410.0150, subparts 1, 2, & 3.

A. 2021 Commissioners

| Municipality / Term Expiration | Commissioners | Alternates |
|---|--|---------------------|
| Crystal February 1, 2024 | Dave Anderson | Vacant |
| Golden Valley February 1, 2024 | Stacy Harwell, Treasurer | Jane McDonald Black |
| Medicine Lake February 1, 2024 | Clint Carlson | Gary Holter |
| Minneapolis February 1, 2022 | Michael Welch, Vice Chair | Jodi Polzin |
| Minnnetonka February 1, 2022 | Michael Fruen <i>(passed away Dec 2021)</i> | Vacant |
| New Hope February 1, 2022 | John Elder | Pat Crough |
| Plymouth February 1, 2023 | Catherine Cesnik, Chair | James Prom |
| Robbinsdale February 1, 2023 | Wayne Sicora | Vacant |
| St. Louis Park February 1, 2023 | Jim de Lambert, Secretary | Angela Lawrence |

B. BCWMC Staff and Consultants

Administrator

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

Engineer

Karen Chandler, P.E.
Jim Herbert, P.E.
Len Kremer, P.E.
Barr Engineering Co.
4300 MarketPointe Dr.
Minneapolis, MN 55435
952-832-2600
kchandler@barr.com
jherbert@barr.com
lkremer@barr.com

Attorney

Dave Anderson
Kennedy & Graven
150 South Fifth Street, Suite 700
Minneapolis, MN 55402
612-337-9274
danderson@Kennedy-Graven.com

Bassett Creek Recording Administrator (through November 18, 2021)

Dawn Pape
We All Need Food and Water
5901 Birchwood St.
Shoreview, MN 55126
dawn@lawchairgardener.com

Deputy Treasurer

Susan Virnig
City of Golden Valley
7800 Golden Valley Road
Golden Valley, MN 55427
763-593-8010
svirnig@goldenvalleymn.gov

C. Mission Statement, MAWD Membership, PRAP, Watershed Management Plan, Goals

The mission statement of the BCWMC is *the stewardship of water resources to protect and enhance our communities.*

In 2019, the BCWMC became a member of the Minnesota Association of Watershed Districts (MAWD) and continued their participation in 2021. The BCWMC Administrator and Commissioner Welch regularly attended Metro MAWD meetings. Commissioners Welch and Harwell were delegated for the 2021 MAWD Annual Meeting. Chair Cesnik and Administrator Jester also attended the MAWD Annual Meeting. Administrator Jester also participated on the MAWD Handbook Committee which met monthly to work on updating the MAWD Handbook.

The [2015 Bassett Creek Watershed Management Plan](#) (Plan) was adopted in September 2015. The annual implementation program (Table 5-4 in Plan), Capital Improvement Program (Table 5-3 in Plan), monitoring program (Appendix A in Plan), and education and outreach program (Appendix B in Plan) are being implemented and progress is being documented and evaluated.

In 2021, the BCWMC's performance on making progress toward plans set forth in its watershed plan was assessed by the Board of Water and Soil Resources through its Performance Review and Assistance Program (PRAP). Overall, the BCWMC received favorable feedback on its partnerships, projects, and programs. The final PRAP report is included in Appendix D.

The BCWMC's goals, as stated in its *2015 Watershed Management Plan*, fall under the categories of water quality, flood control, erosion and sediment control, stream restoration, wetland management, groundwater, public ditches, and public involvement and information. The list of nineteen goals can be found in Section 4 of the Watershed Management Plan.

Minor amendments to the Plan were adopted in 2017, 2018, and 2020 to revise requirements for development or redevelopment of linear projects and to update the Capital Improvement Program (CIP) (Table 5-3 in Plan). There were no plan amendments in 2021. The watershed management plan is kept updated online at: <https://www.bassettcreekwmo.org/document/wmp-plans>.

D. 2021 Activities

The BCWMC implemented the following projects and programs in 2021. Work associated with review of development proposals is listed in Section E. Work related to water monitoring is found in Section F.

1. Capital Improvement Program (CIP)

The BCWMC continued to implement its capital improvement program. The complete 10-year CIP can be found in Table 5-3 in Section 5.0 of the 2015 Watershed Management Plan. Information, photos, related documents (including final reports of completed projects), and progress on projects can be found at: <http://www.bassettcreekwmo.org/projects>. In 2021, progress on CIP projects included:

- IMPLEMENTATION UNDERWAY: The [Sweeney Lake Water Quality Improvement Project](#) was awarded a federal 319 grant through the Minnesota Pollution Control Agency to treat curly-leaf pondweed, manage and remove carp, and perform an alum treatment on Sweeney Lake. Work began in 2020 curly-leaf pondweed treatment, carp removal and an alum treatment. The Schaper Pond Diversion Project funding is being utilized to further assess carp populations in Schaper Pond (immediately upstream of Sweeney Lake). Long term carp management options were evaluated in 2021. Further carp assessments and panfish stocking are planned for 2022.
- DESIGN UNDERWAY: The feasibility study for the [Main Stem Lagoon Dredging Project](#) in Minneapolis (BC-7) was approved in spring 2020. Design got underway in 2021; 50% designs were approved December 2021. Permitting and final design will happen in 2022. Construction is slated for winter 2022/2023. Watershed Based Implementation Funding from the Clean Water Fund will be utilized for this project, along with a Hennepin County Opportunity Grant.
- DESIGN COMPLETE & CONSTRUCTION UNDERWAY: The feasibility study for the [Parkers Lake Drainage Improvement and Chloride Reduction Project \(PL-7\)](#) was approved in May 2020. 50% and 90% designs were approved in June and August 2021, respectively. Construction got underway in winter 2021. In collaboration with the Hennepin County Chloride Initiative and the city of Plymouth, potential chloride reduction measures through the use of structural best practices was evaluated. A work group of experts across the Twin Cities was assembled and technical meetings were facilitated by Young Environmental Consulting Group. A final technical memorandum is expected summer 2022.

- DESIGN COMPLETE & CONSTRUCTION UNDERWAY: The feasibility study for the [Mt. Olivet Stream Restoration Project \(ML-20\)](#) was approved in May 2020. 50% and 90% designs were approved in June and August 2021, respectively. Construction got underway in winter 2021.
- DESIGN UNDERWAY: A feasibility study was completed for the [Bryn Mawr Meadows Water Quality Project](#) in Minneapolis in 2020. The BCWMC entered an agreement with the city of Minneapolis and Minneapolis Park and Recreation Board to collaborate on design and construction which will coincide with park reconstruction 2022. Design for the CIP project got underway in late 2021. This project received a Clean Water Fund grant in 2020.
- DESIGN UNDERWAY: Designs got underway for two projects slated for 2022 construction including the [SEA School-Wildwood Flood Reduction Project](#) and the [Medley Park Stormwater Facility Project](#), both in Golden Valley. The Medley Park project received a Clean Water Fund grant in late 2021. Considerable public engagement for both projects was spearheaded by the city of Golden Valley with assistance from BCWMC.
- VEGETATION MANAGEMENT UNDERWAY: Construction of the [Main Stem Erosion Repair Project in Minneapolis](#) near the Fruen Mill and downstream of Cedar Ave. was completed in December 2020. Vegetation establishment and management began 2021 and will continue in 2022. A final project report was approved in early 2022.
- VEGETATION MANAGEMENT UNDERWAY: Construction of the [DeCola Ponds B & C Improvement Project](#) in Golden Valley was completed in 2020. Vegetation establishment and management began 2021 and will continue in 2022.
- REPORT REVIEWED: The Commission reviewed a report from the City of Plymouth on results from the first year of using the new high efficiency street sweeper. The sweeper was purchased partially with CIP funds.
- PROJECT ON HOLD: The feasibility study for the [Jevne Park Water Quality Improvement Project](#) in the City of Medicine Lake was approved in April 2019 and the project was officially ordered in September 2019. No agreement for design and construction has been approved.

2. Grant Administration

- Submitted final report for Metro Watershed Based Implementation Funding for DeCola Ponds B & C Improvement Project.
- Submitted final grant report for DNR-FEMA Floodplain Modeling and Mapping Project.
- Submitted interim reports and quarterly invoices Federal 319 grant through MPCA for Sweeney Lake Water Quality Improvement Project.

- Submitted interim reports for Lawns to Legumes Neighborhood Demonstration grant project implemented through Metro Blooms.
- Submitted interim reports for Clean Water Fund grant for Bryn Mawr Meadows Water Quality Improvement Project.
- Submitted interim reports for Metro Watershed Based Implementation Funding for Main Stem Lagoon Dredging Project.
- Participated in and began coordinating Hennepin County Chloride Initiative funded with Metro Watershed Based Funding.

3. Annual Report

The BCWMC prepared the 2020 Annual Report as set forth in the Minnesota Rules Chapter 8410.0150. The report was submitted to the Board of Water and Soil Resources and is available online at the Bassett Creek Watershed Management Commission website at <http://www.bassettcreekwmo.org/document/annual-report-budget>.

4. Citizen Participation

The BCWMC encourages citizen participation, including providing an opportunity at each monthly BCWMC meeting for the Commission to hear citizen-input about agenda and non-agenda items. Due to the COVID-19 pandemic in 2020 and 2021, all meetings were held virtually. Public participation at meetings was easier and thus, more members of the public attended meetings. The BCWMC posts its meeting calendar, upcoming meeting agendas, meeting materials, and previous meeting minutes on its website (www.bassettcreekwmo.org) to provide citizens an opportunity to attend BCWMC and BCWMC Committee meetings and to monitor BCWMC actions.

The BCWMC held a public hearing on September 16, 2021, regarding the 2022 proposed CIP projects: SEA School-Wildwood Flood Reduction Project and the Medley Park Stormwater Facility Project. (See Section H below for further information on public involvement and education.)

5. BCWMC Website and Social Media

The BCWMC regularly maintained and updated its website which features easily accessed data and information on the priority lakes and streams and BCWMC Capital Improvement Projects, along with a meeting and event calendar, interactive maps, and a document library. The BCWMC contracts with HDR, Inc. to host the website and provide technical assistance, as needed. (Appendix C includes website analytics.)

Through November 2021, the BCWMC contracted with the Dawn Pape of We All Need Food and Water (formerly with Lawn Chair Gardener) to post weekly information on the BCWMC Facebook page. The BCWMC is working on increasing the number of followers to further disseminate its news, educational messages, and information. (Appendix C includes social media analytics.)

6. Water Quantity

The BCWMC continued its lake- and stream-gauging program. The lake-gauging program consisted of collecting lake-level readings at Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake and the Theodore Wirth Park storage area (upstream of the Highway 55 control structure). Lake levels were measured once per month through October.

The stream-gauging program consisted of periodically surveying stages or inspecting the creek during periods of high flow. The BCWMC also participated with the Metropolitan Council on the watershed outlet monitoring program (WOMP) designed to continuously monitor flow and water quality.

7. Watershed Inspections

As of the 2014 fiscal year, the BCWMC no longer performs monthly erosion control inspections of construction sites within the watershed. The watershed inspection program includes BCMWC inspection of sites or sending communications to developers, only at the request of the member cities or the Commission. No inspections were requested or performed in 2021.

8. Flood Control Project Inspections

In August 2021, the BCWMC performed its annual Flood Control Project inspections. The conditions of the flood control features were inspected, and erosion, settlement, sedimentation, and structural issues were recorded, compiled into a report dated October 14, 2021, and reported to the Commission at its October 2021 meeting. The BCWMC distributed its findings and recommendations to the Minnesota Department of Natural Resources, the U.S. Army Corps of Engineers (Corps), and staff at the BCWMC member cities.

The BCWMC double box culvert was inspected October 2019 and is next scheduled to be inspected during 2024. The BCWMC deep tunnel (3rd Ave. tunnel and 2nd St. tunnel) was inspected October 2020. The 3rd Ave tunnel and unsubmerged portions of 2nd St. tunnel are next schedule to be inspected (non-NASSCO reporting) during 2025. The deep tunnel is scheduled to be dewatered and fully inspected (NASSCO reporting) during 2030.

9. XP-SWMM Phase II Project & FEMA Modeling Project

At their April 16, 2015 meeting, the BCWMC approved the XP-SWMM Phase 2 work, to be phased over BCWMC fiscal years 2015 and 2016. The BCWMC continued to develop the XP-SWMM Phase 2 model during 2016. The work involved updating the watershed-wide XP-SWMM model developed in 2012 by further subdividing the watershed divides, incorporating upstream storage in ponds and wetlands, including the associated storm sewer data, using new soils data, incorporating Atlas 14 precipitation data, adjusting vertical datum's, performing flow monitoring, calibrating the model, and preparing a report. The preliminary results of the BCWMC XP-SWMM Phase 2 modeling were presented to the BCWMC Commissioners in January 2017 and the final report and the resulting updated floodplain elevations were approved in May 2017. The 2015 Watershed Management Plan was updated to

reflect the new floodplain elevations and a fact sheet was developed about the modeling project and updated floodplain elevations.

The XP-SWMM Phase 2 modeling project was partially funded by a Flood Damage Reduction Grant from the MN Department of Natural Resources (MnDNR).

In 2017, the MnDNR approached the BCWMC about updating the Federal Emergency Management Agency (FEMA) hydrologic and hydraulic modeling by leveraging the XP-SWMM Phase 2 model and creating the supporting GIS files for the Bassett Creek watershed with federal grant funds that would be administered through the MnDNR. Early in 2018, the BCWMC entered into an agreement with the MnDNR to perform this work, building on the newly completed XP-SWMM model. Updates to the XP-SWMM Phase 2 model were completed in early 2018 before beginning the FEMA modeling update. In 2018, the model with the updated hydrology was submitted to the MnDNR, along with a narrative describing the changes to the model to reflect recent developments/projects in the watershed. Also in 2018, the MnDNR authorized additional survey work (completed in December 2018); the model was further updated to incorporate the results of the MnDNR and BCMWC (Barr) surveys.

In 2019, the model with updated hydraulics was submitted to the MnDNR, along with a narrative describing the hydraulic changes to the model. In October 2019, the Interagency Hydrology Review Committee approved the updated model.

In January 2020, the BCWMC executed an amendment to their grant agreement and work scope with the MnDNR to perform additional work and extend the schedule. The project continued through March 2021, and included finalizing the modeling to reflect hydraulics comments received from MnDNR and the cities, developing a preliminary floodway model and summary of results (floodway modeling to be completed by the MnDNR), creating preliminary FEMA mapping deliverables including depth grid, mapping cross-sections, and inundation mapping, performing work in support of community meetings, and following up with the MnDNR and cities regarding modeled storage associated with the upland areas that are not part of the BCWMC trunk system. The MnDNR will develop the final FEMA mapping and associated deliverables. The exact timeline on completion and approval by FEMA and the MnDNR is unknown, but it will likely be at least 2022 or 2023).

Because the FEMA model will not be finalized for some time and only reflects watershed conditions through 2018, the Commission (at their August 19, 2021 meeting) directed the Commission Engineer to begin updating the BCWMC's XPSWMM model in 2021, starting with the FEMA model. In late 2021, the BCWMC requested that the member cities compile and provide construction plans/permit information related to significant projects implemented between 2018-2021 that are located along the BCWMC trunk system or within the watershed to be incorporated into the XP-SWMM model. This update effort continues into 2022.

10. Development Proposals

The following table shows the number of BCWMC development proposals reviewed for conformance to BCWMC policies (including applications submitted in previous years but reviewed during the current year). The BCWMC also reviewed multiple MnDNR appropriations/dewatering permit applications.

Development Proposals Reviewed per Year

| 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 |
|------|------|------|------|------|------|------|------|------|------|
| 40 | 38 | 28 | 38 | 44 | 44 | 38 | 35 | 41 | 37 |

See Section E: Project Reviews.

11. Review and Adoption of Municipal Plans and Adjacent WMO Plans/Plan Amendments

In 2018 and 2019, the BCWMC reviewed and approved the local water management plans of all nine member cities, each by resolution and determined that each plan was prepared in accordance with the requirements of Minnesota Statutes, Section 103B.235 and Minnesota Rules, Parts 8410.0160 and 8410.0170, and that they contained the requirements for a local plan, and were consistent with the Commission's water management plan. No additional reviews were performed in 2021.

| City | Date Approved | BCWMC Resolution No. |
|----------------|---------------|----------------------|
| Crystal | 12/20/18 | 18-10 |
| Golden Valley | 9/20/18 | 18-06 |
| Minneapolis | 11/14/18 | 18-09 |
| Minnetonka | 12/20/18 | 18-11 |
| New Hope | 11/14/18 | 18-07 |
| Plymouth | 11/14/18 | 18-08 |
| Medicine Lake | 2/21/19 | 19-05 |
| Robbinsdale | 2/21/19 | 19-04 |
| St. Louis Park | 3/21/19 | 19-08 |

12. Aquatic Plant Management and Aquatic Invasive Species

In 2021, the Commission continued to implement the approved [recommendations of the APM/AIS committee](#) and the [AIS Rapid Response Plan](#) by 1) partnering with Three Rivers Park District to control curly-leaf pondweed in Medicine Lake, 2) providing funds for augmented boat inspections by TRPD on Medicine Lake, and 3) monitoring waterbodies for AIS suitability parameters.

13. Technical Advisory Committee

Technical Advisory Committee meetings are open to the public and the meeting times and dates are posted on the BCWMC’s website. The BCWMC Technical Advisory Committee (TAC) met four times in 2021 to review and work on the items below. TAC members also regularly attend and participate in regular monthly Commission meetings and participated on the Education Committee.

- Develop the 2023 – 2027 Capital Improvement Program list using the CIP Prioritization matrix and hot spot map to target the best projects
- FEMA Modeling/Mapping Project, management of flood storage areas, and updates to the Commission’s XP-SWMM model
- Status of Four Seasons Mall CIP Project and plans for collaboration during future redevelopment

14. Impaired Waters and Total Maximum Daily Loads (TMDL) Studies

The following water bodies in the Bassett Creek Watershed are listed in the Minnesota Pollution Control Agency’s (MPCA) 2020 “*Inventory of Impaired Waters*”. The inventory includes listings of (1) impaired waters that require the development of a TMDL study, (2) impaired waters that have an approved TMDL study, but are not yet meeting water quality standards, and (3) impaired waters from natural causes that do not require a TMDL study. The inventory is available at the MPCA’s Impaired Waters website: <http://www.pca.state.mn.us/water/tmdl/tmdl-303dlist.html>.

| Water Body (Lake/River ID #) | Pollutant or Stressor (Year of Listing) |
|--|---|
| Bassett Creek from Medicine Lake to Mississippi River (07010206-538) | Fish bioassessments (2004) Fecal coliform (2008) Chloride (2010) |
| Plymouth Creek from Headwaters to Medicine Lake (07010206-526) | E. coli (2014) Chloride (2014) |
| North Branch Bassett Creek from Northwood Lake to Bassett Creek (07010206-552) | E. coli (2014) |
| Sweeney Lake (27-0035-01) | Nutrient/Eutrophication Biological indicators (2004) Chloride (2014) |

| Water Body (Lake/River ID #) | Pollutant or Stressor (Year of Listing) |
|---------------------------------|---|
| Wirth Lake (27-0037-00) | Nutrient/Eutrophication Biological indicators (2002) – REMOVED from Impaired Waters List (2014) Mercury in fish tissue (1998) ¹ Chloride (2016) |
| Medicine Lake (27-0104-00) | Nutrient/Eutrophication Biological indicators (2004) Mercury in fish tissue (1998) ¹ |
| Parkers Lake (27-0107-00) | Mercury in fish tissue (1998) ¹ Chloride (2014) |
| Spring Lake (27-0654-00) | Chloride (2014) |
| Northwood Lake (27-0627-00) | Nutrient/Eutrophication Biological indicators (2004) |

¹ The MPCA completed a statewide mercury TMDL that was approved 2007

- Bassett Creek Fish Bioassessment Listing**—In the Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters, the Main Stem of Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fish (biota). In response to this listing, the MPCA completed fish sampling of the creek in 2008. The MPCA is currently reviewing the existing biota standards/listing criteria. The TMDL will be completed as part of the future watershed-wide TMDL (see “Watershed-wide TMDL”).
- Bassett Creek Fecal Coliform Listing and E. coli listings for Plymouth Creek and North Branch, Bassett Creek** —In the 2008 Final TMDL List Inventory of all Impaired Waters, Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fecal coliform. In response to this listing, the BCWMC and the MPCA cooperated in collecting and analyzing E. coli samples of Bassett Creek between July 2008 and June 2010. The samples confirmed the presence of E. coli bacteria. The Bassett Creek watershed is included in the Upper Mississippi River Bacteria TMDL project. Additional data for the Upper Mississippi River E. coli TMDL was collected in 2010 and 2011, and identification of the likely sources of bacteria pollution began in 2011 and continued in 2013. Stakeholder meetings also continued in 2013. The TMDL report incorporated the draft 2014 impaired waters listings for E. coli in Plymouth Creek and North Branch, Bassett Creek, and was approved in 2014. The BCWMC provided a comment letter on the TMDL study in May, 2014, reviewed the TMDL Implementation Plan in 2015, and attended the June 25, 2015 TAC meeting to discuss the plan with MPCA staff. The final TMDL Implementation Plan was approved by the MPCA in February, 2016. The Upper Mississippi River E. coli TMDL project website maintained by the MPCA is at <https://www.pca.state.mn.us/water/tmdl/upper-mississippi-river-bacteria-tmdl-project>.
- Sweeney Lake TMDL Study**—In the Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters, Sweeney Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL was approved on August 10, 2011.
- Wirth Lake TMDL Study**—In the Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters, Wirth Lake was listed as impaired due to excess nutrients (phosphorus in amounts greater than the state’s goal of 40 micrograms per liter). The Wirth Lake TMDL and implementation plan

were approved October 25, 2010. The implementation plan identified one project—modifying the Wirth Lake outlet structure to prevent flow from Bassett Creek to Wirth Lake during flood periods—to achieve the annual load reductions prescribed in the TMDL. The Wirth Lake Outlet Modification Project was completed in 2012 with partial funding from a BWSR Clean Water Fund grant. The project reduces phosphorus loading to the lake by an estimated average of 55 pounds per year. A detailed comparison of the lake water quality during the past ten years with MPCA’s eutrophication standards revealed that Wirth Lake was no longer impaired for excess nutrients. A request for re-categorization was submitted to MPCA in October, 2013. In December, 2013 the BCWMC submitted a technical memorandum to MPCA requesting delisting of Wirth Lake for nutrient/eutrophication biological indicators. The memo provided a detailed water quality evaluation for MPCA consideration during the formal comment period for development of the draft 2014 impaired waters list. MPCA removed Wirth Lake from the Impaired Waters list in July, 2014.

- **Medicine Lake TMDL Study**—In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Medicine Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL and implementation plan were approved on February 8, 2011.
- **Twin Cities Metro Area (TCMA) Chloride Project** —In the *2014 Draft TMDL List Inventory of all Impaired Waters*, MPCA proposed several new impairment listings for chloride in September, 2013. Following responses to comments from BCWMC, five listings (tabulated above) remained on the 2014 Proposed Impaired Waters List (updated 4/15/2014). Based on the available monitoring data for chloride, three BCWMC water bodies—Northeast drainage to Medicine Lake, the Rockford Road drainage to Medicine Lake and Medicine Lake, were placed in a category of high-risk waters, which can be viewed as a watch list for future changes. The Twin Cities Metropolitan Area Chloride TMDL and Chloride Management Plan were approved in 2016. The TCMA Chloride Management Plan is intended to balance the public safety needs for deicing with attainment of the chronic and acute water quality standards for chloride. (The BCWMC provided comments on the draft TMDL Report and Chloride Management Plan in August 2015.) The management plan includes a performance-based approach for meeting chloride TMDLs and is also intended to protect water bodies with water quality that is currently better than the standard. A winter maintenance assessment tool was developed to support TMDL implementation efforts. The Chloride TMDL and road salt/water quality project website maintained by the MPCA is at <https://www.pca.state.mn.us/water/road-salt-and-water-quality>.
- **TMDL Implementation Reporting** Although the BCWMC is not a MS4, the Wirth Lake, Medicine Lake, and Sweeney Lake TMDLs assigned the BCWMC a role in the implementation of the TMDLs. For example, the Medicine Lake TMDL calls for the BCWMC to serve as the “convener of action for the categorical TMDL, but not as a responsible entity.” The BCWMC’s interpretation of this role is that the BCWMC should track implementation of the TMDLs, which would likely include the following tasks:
 - Assisting cities with reporting on TMDL implementation activities to the MPCA. TMDL progress reports will be due one year after the MPCA issues the new MS4 permit. However, the new MS4 permit was not issued in 2012, so the BCWMC did not develop the implementation reports. The new MS4 permit became effective on August 1, 2013, which means the TMDL progress reports will be due each year after that, in June.

- Estimating and reporting progress towards achieving the assigned wasteload allocations. The BCWMC’s watershed P8 model, originally completed in 2013 and updated annually, is an essential tool for estimating reductions in phosphorus loading.
- Monitoring lake water quality on an annual basis. See Section G “2021 Water Quality Monitoring Data and Studies” regarding monitoring of these lakes in 2021.
- Tracking implementation of projects and quantifying progress towards meeting the TMDL allocations for the MS4s in the impaired watersheds.

E. BCWMC Project Reviews

The following table includes review of development proposals, Wetland Conservation Act submittals, and other plans that were submitted to the BCWMC for review. The list does not include review of capital improvement projects, and review of MnDNR appropriations/ dewatering permits.

Proposed Projects Reviewed by BCWMC in FY 2021 ¹

| Application Form | Project Name | Date Submitted | City | Type |
|------------------|---|------------------|---------------------|--|
| 2020-31 | Sandburg Middle School 2021 | 12/9/2020 | GV | Commercial/ Industrial/ Institutional |
| 2020-33 | Plymouth Fire Station 2 Recon | 1/25/2021 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-01 | Leef Townhomes | 2/1/2021 | MPLS | Multi-residential |
| 2021-02 | 1830 Magnolia Ln Pond Maintenance | 2/10/2021 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-03 | Ridgemount Ave Improvements | 2/17/2021 | MTKA PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-04 | Louisiana Ave Culvert Replacement | 2/19/2021 | CRY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-05 | TGK Automotive | 3/15/2021 | PLY | Commercial/ Industrial/ Institutional |
| 2021-06 | Boone Ave Animal Hospital (Blue Pearl) | 3/26/2021 | GV | Commercial/ Industrial/ Institutional |
| 2021-07 | Plymouth 2021 Street Rehabilitation | 3/31/2021 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-08 | Valor Place Twinhome Development | 4/12/2021 | PLY | Multi-residential |
| 2021-09 | Meadowbrook ES Parking Lot Imp | 4/26/2021 | GV | Commercial/ Industrial/ Institutional |

| Application Form | Project Name | Date Submitted | City | Type |
|-------------------------|--|-----------------------|-------------|--|
| 2021-10 | Hollydale Residential Development | 5/6/2021 | PLY | Single-family Subdivision |
| 2021-10A | Hollydale Res Dev (Remediation) | 6/24/2021 | PLY | Single-family Subdivision |
| 2021-11 | Ply Creek Parking Lot Reconstruction | 5/25/2021 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-12 | Taco Bell, Minnetonka | 5/26/2021 | MTKA | Commercial/ Industrial/ Institutional |
| 2021-13 | Carousel Auto Parking Expansion | 5/26/2021 | GV | Commercial/ Industrial/ Institutional |
| 2021-14 | Not used - Project withdrawn | NA | NA | NA |
| 2021-15 | Regency Hospital Expansion | 6/11/2021 | GV | Commercial/ Industrial/ Institutional |
| 2021-16 | Tennant Storm Water | 7/2/2021 | GV | Commercial/ Industrial/ Institutional |
| 2021-17 | Medtronic PNL Warehouse Addition | 8/16/2021 | PLY | Commercial/ Industrial/ Institutional |
| 2021-18 | Ridgedale Area Park Improvements | 8/16/2021 | MTKA | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-19 | Parkers Lake Commerce Center | 8/18/2021 | PLY | Commercial/ Industrial/ Institutional |
| 2021-20 | L&W Supply Company | 8/16/2021 | PLY | Commercial/ Industrial/ Institutional |
| 2021-21 | 170 Maryland Ave Deck Imp | 8/25/2021 | GV | Single-family Home |
| 2021-22 | MN Rubber & Plastics Bldg Addition | 9/9/2021 | PLY | Commercial/ Industrial/ Institutional |
| 2021-23 | Wagner Spraytech Phase 3B | 9/23/2021 | PLY | Commercial/ Industrial/ Institutional |

| Application Form | Project Name | Date Submitted | City | Type |
|------------------|---|-------------------|-------------|--|
| 2021-24 | Academy of Whole Learning | 9/30/2021 | GV | Commercial/ Industrial/ Institutional |
| 2021-25 | Golden Valley Apartments | 9/27/2021 | GV | Multi-residential |
| 2021-26 | Co. Rd 9 & Larch Lane Drainage Imp | 11/8/2021 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-27 | Kingsview Heights Drainage Project | 11/8/2021 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-28 | GV 2022 PMP- Brentwood | 11/15/2021 | GV | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-29 | Chick-fil-A | 11/22/2021 | PLY | Commercial/ Industrial/ Institutional |
| 2021-30 | Ridgedale Sears Redev -Dicks Sports | 11/22/2021 | MTKA | Commercial/ Industrial/ Institutional |
| 2021-31 | Greenway Villas | 12/7/2021 | GV | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-32 | Crystal 2022 Utility Reconstruction | 1/7/2022 | CRY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-33 | Wirth on the Woods | 1/10/2022 | MPLS | Multi-residential |
| 2021-34 | NOT USED | NA | NA | NA |
| 2021-35 | Plymouth 2022 Street Recon Project | 1/10/2022 | PLY | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-36 | Peninsula Rd Street & Utility Imp | 1/21/2022 | ML | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-36A | Peninsula Rd Street & Util Imp - WCA | 1/31/2022 | ML | Street/ Hwy/ Trails/ Utility/ Municipal |
| 2021-37 | 4900 Killarney Dr Shoreline Restor | 2/4/2022 | GV | Single-family Home |
| 2021-38 | Parkera Plymouth (Dundee Nursery Redevelopment) | 2/21/2022 | PLY | Commercial Multi-residential |

¹Projects in **bold** were presented for review and comment at a BCWMC meeting.

Non-Fee Project Reviews

MnDNR permit applications: five MnDNR permit applications were reviewed.

Preliminary review: several preliminary reviews of projects prior to submittal of a formal application were performed as directed by the BCWMC administrator and city staff.

North Loop Green Phase III: A developer in Minneapolis proposed to construct a building over a key access shaft into the Bassett Creek tunnel. The proposed building was directly over a portion of the Bassett Creek tunnel and the drop shaft from the double box culvert to the 3rd Ave. tunnel. The building is part of a mixed-use development located northeast of Target Field, specifically north and east of the intersection of N. 5th St. and Cedar Lake Trail. The BCWMC engineer, attorney, and administrator participated in several meetings with city staff and the developer regarding impacts to tunnel access and alternatives for accessing the tunnel. The proposed access shaft and cover would be located in interior space. The city, developer and BCWMC engineer met on several occasions to review and finalize the tunnel shaft staging and access plans to ensure appropriate tunnel access during future repair and maintenance work. The access plan included replacing the existing cover over the 12 ft. x 20 ft. shaft opening and installing a trolley hoist system to deliver materials and equipment into the tunnel when necessary. The developer also designed the building to prevent additional loading on the existing Bassett Creek tunnel system. The city and developer prepared an amendment to the underground storm water sewer easement agreement for future tunnel access. BCWMC staff reviewed the draft agreement and provided comments to the city.

F. Water Quality Monitoring Data and Studies

The following water quality monitoring and water quality studies were performed in 2021:

- **Citizens Assisted Lake Monitoring Program (CAMP)** — The BCWMC participated with the Metropolitan Council Environmental Services (MCES) in its citizen-assisted lake-monitoring program (CAMP). In 2021, citizen volunteers monitored the following lakes: Twin Lake and Sweeney Lake in Golden Valley, Northwood Lake in New Hope, two sites on Medicine Lake in Medicine Lake and Plymouth, Parkers Lake, Cavanaugh Lake, and Lost Lake in Plymouth, and Westwood Lake in St. Louis Park. Reports that include CAMP monitoring results can be found on the Met Council website at: <https://metro council.org/Wastewater-Water/Services/Water-Quality-Management/Lake-Monitoring-Analysis.aspx?source=child>
- **Bassett Creek WOMP Station** — Stream monitoring was performed in cooperation with the Metropolitan Council Environmental Services (MCES) as part of the stream monitoring and watershed outlet monitoring program (WOMP). The BCWMC contracts with Stantec to perform monitoring activities and Barr Engineering to take flow measurements at this station. 2021 was the first full year for the new monitoring station at the Van White Blvd. crossing. The station was relocated in late 2020 due to construction of streambank restoration and sanitary sewer projects at the original location. Compared to past years, the monitoring effort in 2021 was reduced.

MCES has not yet installed a permanent shelter, autosampler, and conductivity sensor. This was partially due to challenges caused by theft and vandalism of equipment. A new rating curve is being developed, so no flow data were calculated. Bi-weekly and storm event grab samples were collected. Stage and temperature were recorded on a continuous basis (15-minute interval) and manual flow measurements were taken every six weeks.

<http://www.metrocouncil.org/Wastewater-Water/Services/Water-Quality-Management/Stream-Monitoring-Assessment.aspx?source=child>

- **BCWMC Stream Monitoring** – In 2021, the Commission completed its second of two years of monitoring on Sweeney Branch Bassett Creek. This new stream monitoring program is aimed at more fully assessing the flow and water quality in its major creeks. The Commission installed seasonally-permanent monitoring equipment on the Sweeney Branch Bassett Creek in Golden Valley in 2020. Both grab and composite water samples were collected and analyzed for nutrients, solids, bacteria, chlorides, dissolved oxygen, pH, conductivity, etc.
- **Routine Lake Monitoring**—In 2021, the BCWMC monitored the water quality of Parkers Lake in Plymouth, Westwood Lake in St. Louis Park, and Crane Lake in Minnetonka. Water samples were collected from the deepest location in each lake on six occasions from April through September 2021 and analyzed in the laboratory for total phosphorus, soluble reactive phosphorus, total nitrogen, chlorophyll *a*, and chlorides. Dissolved oxygen, temperature, specific conductance, pH, oxidation reduction potential (ORP), Secchi disc transparency (Secchi depth), and turbidity were measured in the field. On five occasions from June through September, water samples were collected and analyzed for phytoplankton (algae) and zooplankton (microscopic crustaceans). An aquatic plant survey was also performed on two occasions, in June and August.

Reports for each lake will be available on the BCWMC website later in 2022.

- **Monitoring by Partners** – In 2021, Medicine Lake in Plymouth and Wirth Lake in Golden Valley were monitored by the City of Plymouth/Three Rivers Park District and the Minneapolis Park and Rec Board, respectively.
- **River Watch Program**—The BCWMC continues to support the Hennepin County Environmental Services' River Watch Program. The program began in 1995 and uses student volunteers to conduct biological monitoring as a means of monitoring water quality. The grading scale used in River Watch takes into account three major biotic indices used routinely in biological monitoring programs including the Family Biotic Index, EPT (Ephemeroptera, Plecoptera, and Trichoptera), and the number of families.

Students have been monitoring Bassett Creek since 1999. Unfortunately, due to the COVID-19 pandemic, no River Watch monitoring happened in 2020 and 2021.

G. Watershed Communication/Public Education

In accordance with Minnesota Rules, Chapter 8410.0100, Subpart 4, the BCWMC utilized the following information sources for providing information to the general public:

- **Bassett Creek Coloring Book** – In late 2020 a local artist, Erika Fine, created a Bassett Creek coloring book with water-related scenes throughout the watershed and interesting facts and points of interest. Copies of the coloring book are available for events. In 2021, the cities of Plymouth and Robbinsdale requested multiple copies for local events. The coloring book is also available online.
- **Kayaking Bassett Creek in the News** – In May 2021, Golden Valley Mayor Shep Harris and I provided an on-camera interview that aired on WCCO’s “Finding Minnesota” segment during the local nightly news. The segment included some information about the creek and how residents can help improve and protect water quality. It also spurred interest in paddling the creek. BCWMC worked with Golden Valley staff and local paddlers to begin producing an interactive paddling map that will be available later in 2022.
- **BCWMC Bicycling Tour** – In September 2021, the BCWMC held a biking tour of past, present, and future CIP projects in Minneapolis and Golden Valley. Approximately 15 commissioners, alternate commissioners, Commission staff, city staff, and MPRB staff attended the event to learn about these projects and to enjoy some in-person conversation at Utepils Brewery following the tour.
- **SEA School Walk for Water Event** – In October 2021, Alternate Commissioners McDonald Black and Holter volunteered at this event where dozens of school families gathered to learn about Bassett Creek and walk to the creek as part of a school fundraiser. The alternate commissioners also tabled at the event, providing education materials and information to families.
- **Improvements and Development Requirements**—The document *Requirements for Improvements and Development Proposals*, prepared by the BCWMC (updated in 2017), is posted for use and reference on the BCWMC’s website at www.bassettcreekwmo.org/developer. In 2019, the document was updated to include new procedures for submitting projects that propose to use Manufactured Treatment Devices. No updates were made in 2021.
- **Website**—The BCWMC launched a new user-friendly website in 2016 and maintained the information including latest news, contact list, meeting calendar, meeting materials, watershed plan, data, and projects. In 2021 there were approximately 8,300 unique users and 11,600 sessions, up about 15% from 2020. A copy of the website Usage Report from January 1, 2021, through December 31, 2021, is included in Appendix C.
- **BCWMC Meeting Packet**— Each month in 2021 the BCWMC posted electronic all meeting materials on its website, e-mailed the link to approximately 40 parties, and mailed paper copies of materials to those requesting them (approximately 11 people).

- **Publications**—The Commission published its public hearing notices in its official publication, *Finance and Commerce* as well as other publications including the Sun Post.
- **West Metro Water Alliance (WMWA) Membership** – The BCWMC continued its participation in WMWA along with several watershed management and other water-related organizations in the west Metro area. Through WMWA, these organizations collaborated on educational campaigns including the Watershed PREP program aimed at educating 4th grade students about water resources and the impacts of stormwater. Watershed PREP has three individual lessons meeting State education standards. Lesson 1, What is a Watershed and Why do We Care? provides an overview of the watershed concept and is specific to each school's watershed. It describes threats to the watershed. Lesson 2, Water Cycle - More than 2-dimensional, describes the movement and status of water as it travels through the water cycle. Lesson 3, Stormwater Walk, investigates movement of surface water on school grounds.

Due to the COVID-19 pandemic in 2021, schools were forced to provide instruction through online platforms during much of the year, significantly hampering WMWA's ability to deliver the Watershed PREP curriculum. In addition, the primary educator contracted by WMWA resigned in late 2020. A new educator was hired in November 2021 and has multiple classroom visits scheduled for spring 2022.

A video of the Watershed PREP class was produced and distributed to schools for their use in the fall 2020. Since then, it's been viewed 225 times, although there is no analytic information on viewership. <https://youtu.be/bq4zKMfc-pQ>.

In 2021 WMWA began development of three new educational flyers to address MS4 permit education needs on the topics of Pet Waste, Water Softener Chlorides, and Deicer Chlorides. These flyers will be completed in 2022 and provided to member cities for distribution and addition to website/social media.

- **Metro WaterShed Partners Membership** —The BCWMC participated as a member of the Metro WaterShed Partners as a general supporter of the program and a financial supporter of the Metro Clean Water Minnesota Media Campaign. Metro Watershed Partners maintains a listserve and a website as forums for information sharing, holds monthly meetings for members to collaborate, and coordinates the Adopt-a-Drain program. In 2021, the Clean Water Minnesota Media Campaign provided its members with regular, seasonally appropriate stories about metro area residents taking action at home and in their lives to keep water clean. These professionally produced stories and photos are used by partners across a variety of media platforms. The BCWMC occasionally used these stories in social media and its website homepage. Find more information at www.cleanwatermn.org.
- **Chloride Education** – The BCWMC continued its focus on education surrounding chloride and over salting in 2021 including working with other partners in the Metro area who are concerned about over salting.

The BCWMC started coordinating the Hennepin County Chloride Initiative (see below for HCCI purpose and membership) early in the year (taking over for RPBCWD who previously coordinated). In that role, the Commission spearheaded a project which developed an RFP and hired a marketing firm to develop a program that will engage, educate, and support citizen boards of condo and townhome associations and faith-based organizations in reducing the amount of winter deicing salt used on their properties. Implementation of the program should result in a shift in client demand toward a reduction in deicing salts, and the use of best practices by contracted winter maintenance crews for targeted properties. That project is currently underway and will be completed later this year.

HCCI: The Hennepin County Chloride Initiative (HCCI) is a collaborative of all eleven watershed organizations in Hennepin County, the County, the Minnesota Pollution Control Agency, and many cities from across the county. HCCI's goal is to reduce the amount of chloride entering our waterways from the overuse of winter deicing materials. While each of the HCCI members work in their own jurisdictions on this issue, the HCCI project uses Clean Water Funds through a state grant to collectively address this issue by pooling ideas and resources and promoting common messages and strategies, with an emphasis on private property owners and managers, from large retail centers to small properties or residences.

Additionally, the Sun Sailor local newspaper ran our article on pet safe deicers in February. https://www.hometownsource.com/stillwater_gazette/opinion/columnists/column-which-deicer-is-safest-for-pets/article_f7f4d5f6-77a5-11eb-bb42-f3aaeacf62a5.html. And, in March, we developed and posted the educational video "Time to Sweep the Salt" <https://www.youtube.com/watch?v=o45uHzw8oSI>. On YouTube the video has over 100 views which doesn't include views through Facebook.

The BCWMC was an official sponsor of the Annual Salt Symposium and actively recruited participants and helped to market the event to commissioners, member cities, partners, and the general public.

Finally, BCWMC continued to provide smart salting education materials at events through partners. We mailed over 120 smart salting flyers to residents requesting them.

- **Partnership with Metro Blooms for Harrison Neighborhood Project** – Since 2016, the BCWMC has partnered with and supported the Metro Blooms on outreach, engagement, and project installation in Near North neighborhoods in Minneapolis. The projects aim to engage residents and commercial businesses, train youth, and install water quality practices in Minneapolis' Near North neighborhoods. The BCWMC collaborates on grant-funded projects and offers its own financial support. These programs have resulted in engagement with and bioswale installations on dozens of residential properties; participation by neighborhood residents at multiple community block parties; engagement with more than 14 commercial/institutional property owners with 6 completed projects, and 20 landcare stewards trained. In 2021, the BCWMC continued a partnership with Metro Blooms on a Lawns to Legumes "Northside Pollinator Project." In 2021, 17 native plantings covering 1,275 square feet in Northside Minneapolis were installed through this project.

- **Commissioner Training Sponsorship** – The BCWMC sponsored Plymouth Commissioner Catherine Cesnik’s attendance at the Annual Salt Symposium in 2021.
- **Educational Guest Columns in Local Papers** – The BCWMC education consultant, on the Commission’s behalf, submitted multiple articles related to water resources to the Sun Post local newspaper. Many articles were published in the online newspaper and some appeared in print in the Post and/or the Sun Sailor.

February: Which deicer is safest for our pets

April: Bee Kind – Pollinator Friendly Yards

May: What Is Your Eco-Yard IQ?

June: No One Can Do Everything. But Everyone Can Do Something to Reduce Climate Impacts

July: Golden Valley residents unite to make a difference: rain garden offers pollution and drainage solutions

September: Children’s Water Festival

November: Honoring Native American Indian Heritage in our Watershed

- **Educational Videos/BCWMC You Tube Channel** – In 2021, BCWMC continued creating and posting videos to its YouTube channel and began the “Making Connections” series with five videos produced in 2021. On You Tube, these videos have been viewed 114 times (not including views from social media). See them all at:
https://www.youtube.com/channel/UCKrsWkEW8DI5FZbl93Fb_hg.

May: Eco Yard

June: Flooding, Water Quality, Climate Change

July: Golden Valley Neighbors Build Large Rain Garden September: Bee Kind

August: Don’t Dump Your Bait

October: Leave the Leaves

- **Social Media** – The BCWMC continued with weekly posts on its Facebook page. The BCWMC made 82 Facebook and Instagram posts reaching 16,651 people and had 1,562 engagements.

H. Professional Services Proposal

The BCWMC solicited letters of interest for legal and engineering/technical consulting services in December 2020 and did not take action changing its legal firm from Kennedy Graven nor its engineering consultant from Barr Engineering. As per MN State Statute, the BCWMC will solicit proposals again in 2022.

I. Assessment of Changes in Fund Balance

A discussion of the fund balance is included in the BCWMC’s annual financial audit report. A copy of the annual audit report is available on the BCWMC website at:

<http://www.bassettcreekwmo.org/document/annual-report-budget>.

J. Wetland Conservation Act

1991 Wetland Conservation Act—The interim program of the 1991 Wetland Conservation Act was effective through December 31, 1993. On January 1, 1994, the permanent program of the 1991 Wetland Conservation Act became effective. Each municipality was required to designate the local government unit (LGU) responsible for administrating the interim program and the permanent program of the 1991 Wetland Conservation Act. The following table indicates the LGU for each municipality.

| Municipality | Permanent Program (Effective 1/1/94) |
|---------------------|---|
| Crystal | Crystal |
| Golden Valley | Golden Valley |
| Medicine Lake | BCWMC |
| Minneapolis | Minneapolis |
| Minnetonka | Minnetonka |
| New Hope | New Hope |
| Plymouth | Plymouth |
| Robbinsdale | BCWMC |
| St. Louis Park | BCWMC |

BCWMC = Bassett Creek Watershed Management Commission

In 2021, the BCWMC submitted to BWSR its WCA annual reporting form covering all 2021 WCA-related activities within the municipalities for which BCWMC is the LGU. The other municipalities were responsible for submitting the annual reporting form to BWSR for their respective municipality.

Wetland Mitigation Policy—The BCWMC’s wetland management policies specify a preference for wetland mitigation to be performed within the same subwatershed as the impacted wetland.

II. 2022 Projected Work Plan

A. Capital Improvements Program (CIP)—The BCWMC will continue to implement its capital improvements program. In 2022, this work will include:

1. **Capital Improvement Program and Prioritization**—The BCWMC will review and update its 5-year capital improvement program, and will utilize its process of project prioritization.
2. **Progress on CIP projects:**
 - Assess the condition of Twin Lake and determine the possible need for a second dose of alum (Golden Valley) (TW-2)
 - Establish and maintain vegetation on the Main Stem Channel Restoration Project (CR2017-M) in Minneapolis from Cedar Lake Road to Irving Ave and around the ponds in the DeCola Ponds B & C Improvement Project (2019 BC-2, 3, 8) in Golden Valley
 - Complete designs and begin construction of the Main Stem Bassett Creek Lagoon Dredging Project, the Parkers Lake Drainage Improvement Project, and the Mt. Olivet Stream Restoration Project
 - Continue implementing the grant work plan for Sweeney Lake Water Quality Improvement Project including performing post treatment assessment of the alum treatment
 - Stock panfish and assess carp populations in Schaper Pond and Sweeney Lake through the Schaper Pond Diversion Project CIP
 - Finalize designs for the SEA School-Wildwood Flood Reduction Project and the Medley Park Stormwater Facility Project, both in Golden Valley
 - Review a report on the project to cost share purchase of high efficiency street sweeper in Plymouth
3. **Grant Administration:**
 - Assist with coordinating and preparing grant reports for the Hennepin County Chloride Initiative for Metro Watershed Based Implementation Fund grant
 - Develop work plan and execute agreement for Clean Water Fund grant for Medley Park Stormwater Improvement Project
 - Participate in convene meeting process for Metro Watershed Based Implementation Funds and develop work plan, as needed
 - Submit interim and final reports for the Northside Minneapolis Lawns to Legumes Neighborhood Demonstration Project

- Submit interim grant reports for the BWSR Clean Water Fund grant for the Bryn Mawr Meadows Water Quality Improvement Project
- Submit interim reports and quarterly invoices for the 319 grant from MPCA for the Sweeney Lake Improvement Project
- Submit interim reports for Metro Watershed Based Implementation Fund grant for Main Stem Lagoon Dredging Project
- Submit final report to Hennepin County for the Emergency Response Fund grant for the Main Stem Erosion Repair Project

B. Watershed Management Plan—In 2022 the BCWMC will begin development of its 2025 Watershed Management Plan including the following activities:

- Development of WMP development scope and budget
- Hosting Equity in Watershed Management Workshop
- Gathering initial stakeholder input from
 - member cities
 - review agencies
 - partners
 - adjacent watersheds
- Gathering input from diverse communities
- Performing gaps analysis
- Developing and maintaining a plan update webpage

C. Hire Intern from Dougherty Family College

The BCWMC will work with Dougherty Family College within St. Thomas University to hire an intern to assist with various tasks and activities including outreach in diverse communities. It’s anticipated a member city will house the intern on behalf of the BCWMC and will city staff will provide job shadowing opportunities and mentoring.

D. Additional Monitoring, Studies, and Programs

1. **Water Quantity**—The BCWMC will perform its lake- and stream-gauging program. The lake-gauging program will encompass Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond and Theodore Wirth Park Storage area upstream of the TH 55 control structure. Two readings per month will be taken during the period April 1 – September 30; one reading per month will be taken outside this period. The stream-gauging program will consist of periodically surveying stages or inspecting the creek during periods of high flow. The program also includes periodic surveys of benchmarks.

2. **Flood Control Project Inspection**—The BCWMC will perform its annual flood control project inspection program, as set forth in the Bassett Creek Flood Control Project Operations and Maintenance Manual.
3. **Municipal Plan Review**—The BCWMC will review of the member cities’ local water management plans and plan amendments, and BCWMC review of adjacent WMO plans and plan amendments, as needed. The BCWMC will also ensure that proper official controls are in place in each member city as required by the 2015 Bassett Creek Watershed Management Plan.
4. **Water Quality**— Proposed water quality tasks for 2022 include:
 - **Water Quality Monitoring:** The BCWMC will perform detailed water quality monitoring as laid out in its Water Monitoring Program http://www.bassettcreekwmo.org/application/files/7914/4676/6436/Appendix_A_Monitoring_Plan.pdf In 2022, the BCWMC will monitor Northwood and Lost Lakes. The BCWMC will also continue its intensive stream monitoring program by beginning the first of two years of monitoring on Plymouth Creek in collaboration with the city of Plymouth and Three Rivers Park District.
 - **Citizens Assisted Monitoring Program (CAMP):** The BCWMC entered into an agreement with the Metropolitan Council Environmental Services (MCES) to participate in this program in 2022. Volunteer citizens will monitor the following lakes in 2022: Twin Lake and Sweeney Lake in Golden Valley, two sites of Medicine Lake in the cities of Medicine Lake and Plymouth, Northwood Lake in New Hope, Westwood Lake in St. Louis Park, and Cavanaugh Lake, Parkers Lake and Lost Lake in Plymouth.
 - **Watershed Outlet Monitoring Program (WOMP):** The BCWMC is the local sponsor of this monitoring site in cooperation and with funding support from the Metropolitan Council. The Metropolitan Council Environmental Services (MCES) provides up to \$5,000 per year in financial support to the BCWMC for operating the station and maintaining the rating curve. The BCWMC entered into an agreement with a Stantec (formerly Wenck & Associates) to ensure the monitoring equipment is in working order, conduct routine maintenance of the WOMP site and equipment, collect samples, make in-situ field measurements, and coordinate sample delivery to MCES in 2022. BCWMC staff will continue to maintain the rating curve. Because the site was moved late in 2020, the rating curve needs to be re-established, requiring additional visits to the stream.
 - **River Watch Program:** The BCWMC will participate in the River Watch program managed by Hennepin County Environmental Services (HCES), as available in 2022.
5. **Development Reviews**—The BCWMC will review development and redevelopment proposals in the watershed for conformance to water quality and quantity policies.
6. **Channel Maintenance Fund**—The BCWMC will continue to fund its Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (the Channel Maintenance Fund). The BCWMC collects \$25,000 annually for the fund through an assessment paid by the member cities.

7. **Flood Control Long-Term Maintenance Fund**—The BCWMC established a long-term maintenance fund to be used to repair structures associated with the BCWMC Flood Control Project. The BCWMC collects \$25,000 annually for the fund through an assessment paid by the member cities. The fund balance is not to exceed \$1 million.
8. **XP-SWMM Modeling** – The BCWMC will update its hydrologic/hydraulic XP-SWMM model and will consider adopting new official floodplain levels.
9. **APM/AIS Work** – The BCWMC will implement recommendations of the APM/AIS committee including treating curly-leaf pondweed in Medicine Lake, coordinating with Three Rivers Park District (TRPD) for level II AIS inspectors for French Regional Park. In 2022, the BCWMC will work with TRPD and the MnDNR on development of a Lake Vegetation Management Plan for Medicine Lake.
10. **TMDL Implementation Reporting**— 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 waste load allocations, which means a watershed approach is to be taken in implementing water quality improvement measures in these watersheds. In 2022, the BCWMC will continue tracking the implementation of the Medicine Lake, Sweeney Lake and Wirth Lake TMDLs. The BCWMC role will likely include the following tasks:
 - Assisting the cities with reporting on TMDL implementation activities to the MPCA.
 - Estimating and reporting progress towards achieving the assigned wasteload allocations. The BCWMC’s watershed P8 model, completed in 2013, will be an essential tool for estimating reductions in phosphorus loading.
 - Monitoring lake water quality on an annual basis. See “Water Quality” bullet above regarding monitoring of these lakes in 2022.

E. Education and Outreach

The BCWMC will work to contract with a new Education Consultant and/or will work with West Metro Water Alliance and other partners to implement its 2022 education and outreach plan (as approved by the Commission). This plan includes financial contributions and participation in the following organizations and programs: Metro WaterShed Partners, River Watch, Citizen Assisted Monitoring Program, Metro Blooms, West Metro Water Alliance (includes staff participation), and the Children’s Water Festival. The plan also includes funding for Commissioner registration fees for training or programs, participation in community events such as the Golden Valley Arts and Music Festival, writing and submitting articles in local papers, developing/posting educational videos, and maintaining its website and presence on Facebook.

In 2022, the BCWMC will continue to explore ways to provide outreach and education to families in underserved, minority communities.

III. Annual Financial Report

The 2021 fiscal year for the Bassett Creek Watershed Management Commission (BCWMC) started on February 1, 2021 and ended January 31, 2022.

A. 2021 Approved Operating Budget

The approved operating budget for fiscal year 2021 was \$668,900. Each member's contribution toward the annual budget is based 50 percent on the total area of the municipality within the watershed and 50 percent on the tax capacity of the area within the watershed. A copy of the 2021 operating budget, 2021 revenues, and 2021 member-city assessment table are located in Appendix A.

B. Report of Revenues

See the Financial Audit Report available online at <http://www.bassettcreekwmo.org/document/annual-report-budget>.

C. Report of Expenditures

See the Financial Audit Report available online at <http://www.bassettcreekwmo.org/document/annual-report-budget>.

D. Financial Audit Report

The annual audit report for the year ending January 31, 2022, was performed by Malloy Montague Karnowski Radosevich & Co., P.A. A copy of the annual audit report is available online at: <http://www.bassettcreekwmo.org/document/annual-report-budget>.

Appendix A

2021 Financial Information

- 2021 Budget and Notes
- 2021 Expected Revenues
- 2021 Member City Assessments

BCWMC 2021 OPERATING BUDGET (Approved 8-20-20)

| | 2017 Budget | 2017 Actual | 2018 Budget | 2018 Actual | 2019 Budget | 2019 Actual | 2020 Budget | 2021 Budget | See Notes |
|--|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------|
| ENGINEERING & MONITORING | | | | | | | | | |
| Technical Services | 125,000 | 140,702 | 125,000 | 126,154 | 130,000 | 156,941 | 130,000 | 134,000 | (A1) |
| Development/Project Reviews | 65,000 | 71,791 | 75,000 | 45,070 | 80,000 | 56,420 | 75,000 | 68,000 | (A) |
| Non-fee and Preliminary Reviews | 15,000 | 20,906 | 10,000 | 23,073 | 15,000 | 32,937 | 20,000 | 24,000 | (B) |
| Commission and TAC Meetings | 14,000 | 11,753 | 12,000 | 10,575 | 12,000 | 13,207 | 12,000 | 12,000 | (C) |
| Surveys and Studies | 20,000 | 16,347 | 12,000 | - | 20,000 | 16,316 | 10,000 | 9,000 | (D) |
| Water Quality / Monitoring | 74,300 | 70,855 | 80,700 | 120,728 | 78,000 | 76,754 | 102,600 | 129,000 | (E) |
| Water Quantity | 11,500 | 8,570 | 6,300 | 5,678 | 10,000 | 9,998 | 6,500 | 7,000 | (F) |
| Assistance on Erosion Control Inspections | 1,000 | - | 1,000 | - | - | - | - | - | (G) |
| Annual Flood Control Project Inspections | 12,000 | 7,678 | 48,000 | 20,279 | 48,000 | 26,744 | 12,000 | 12,000 | (H) |
| Municipal Plan Review | 8,000 | 1,835 | 8,000 | 26,779 | 4,000 | 5,406 | 2,000 | 2,000 | (I) |
| Watershed Outlet Monitoring Program | 15,500 | 19,994 | 20,500 | 18,145 | 20,500 | 19,530 | 20,500 | 23,000 | (J) |
| Annual XP-SWMM Model Updates/Reviews | 10,000 | 5,650 | 10,000 | 8,918 | - | - | - | - | (K) |
| APM/AIS Work | 35,000 | 34,920 | 32,000 | 35,977 | 32,000 | 21,246 | 30,000 | 14,000 | (L) |
| Subtotal Engineering & Monitoring | \$406,300 | \$411,001 | \$440,500 | \$441,376 | \$449,500 | \$435,499 | \$420,600 | \$434,000 | |
| PLANNING | | | | | | | | | |
| Next Generation Plan Development | - | | | | 12,000 | 12,000 | 18,000 | 18,000 | (M) |
| Subtotal Planning | \$0 | | \$0 | \$0 | \$12,000 | \$12,000 | \$18,000 | \$18,000 | |

| Item | 2017 Budget | 2017 Actual | 2018 Budget | 2018 Actual | 2019 Budget | 2019 Actual | 2020 Budget | 2021 Budget | See Notes |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------|
| ADMINISTRATION | | | | | | | | | |
| Administrator | 67,200 | 60,559 | 67,200 | 59,955 | 69,200 | 64,926 | 69,200 | 67,400 | (N) |
| MAWD Dues | | | | | | | 500 | 3,750 | (O) |
| Legal | 18,500 | 16,249 | 17,000 | 13,313 | 17,000 | 14,428 | 15,000 | 15,000 | (P) |
| Financial Management | 3,200 | 3,200 | 3,200 | 3,200 | 3,500 | 3,500 | 3,500 | 4,000 | (Q) |
| Audit, Insurance & Bond | 15,500 | 17,304 | 15,500 | 17,648 | 18,000 | 15,892 | 18,000 | 18,000 | (R) |
| Meeting Catering | 2,000 | 1,198 | 1,600 | 1,295 | 1,500 | 1,341 | 1,500 | 1,300 | (S) |
| Administrative Services | 18,000 | 13,346 | 15,000 | 14,240 | 15,000 | 12,992 | 15,000 | 8,000 | (T) |
| Subtotal Administration | \$124,400 | \$111,856 | \$119,500 | \$109,651 | \$124,200 | \$113,079 | \$122,700 | \$117,450 | |
| OUTREACH & EDUCATION | | | | | | | | | |
| Publications / Annual Report | 2,500 | 1,138 | 1,500 | 937 | 1,300 | 1,263 | 1,300 | 1,300 | (U) |
| Website | 4,400 | 1,228 | 4,200 | 443 | 3,000 | 1,617 | 1,000 | 1,800 | (V) |
| Watershed Education Partnerships | 15,500 | 12,354 | 13,850 | 13,454 | 15,850 | 13,810 | 15,850 | 17,350 | (W) |
| Education and Public Outreach | 20,000 | 19,302 | 22,000 | 18,585 | 25,000 | 23,588 | 22,000 | 26,000 | (X) |
| Public Communications | 2,500 | 732 | 2,500 | 563 | 1,000 | 878 | 1,000 | 1,000 | (Y) |
| Subtotal Outreach & Education | \$44,900 | \$34,754 | \$44,050 | \$33,982 | \$46,150 | \$41,156 | \$41,150 | \$47,450 | |
| MAINTENANCE FUNDS | | | | | | | | | |
| Channel Maintenance Fund | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 20,000 | (Z) |
| Flood Control Project Long-Term Maint. | 25,000 | 25,000 | 25,000 | 4,000 | 25,000 | 25,000 | 25,000 | 25,000 | (AA) |
| Subtotal Maintenance Funds | \$50,000 | \$50,000 | \$50,000 | \$29,000 | \$50,000 | \$50,000 | \$50,000 | \$45,000 | |
| TMDL WORK | | | | | | | | | |
| TMDL Implementation Reporting | 20,000 | 19,209 | 10,000 | 4,668 | 10,000 | 215 | 10,000 | 7,000 | (BB) |
| Subtotal TMDL Work | \$20,000 | \$19,209 | \$10,000 | \$ 4,668 | \$10,000 | \$10,000 | \$10,000 | \$7,000 | |
| GRAND TOTAL | \$645,600 | \$626,820 | \$664,050 | \$618,677 | \$691,850 | \$661,734 | \$662,450 | \$668,900 | |

| | |
|---|------------|
| 2021 Revenues | |
| | |
| Expected Income | |
| Assessments to cities | \$ 554,900 |
| Use of fund balance | \$ 5,000 |
| CIP Administrative Funds (2.0% of est. requested levy of \$1.5M) | \$ 30,000 |
| Project review fees | \$ 62,000 |
| Transfer from Long-term Maint Fund for Flood Control Proj Inspections | \$ 12,000 |
| WOMP reimbursement | \$ 5,000 |
| Expected reimbursement for Blue Line LRT work | \$ - |
| Interest income in 2021 | \$ - |
| | \$ 668,900 |
| | |
| Expenses | |
| Total operating budget | \$ 672,650 |
| | |
| Fund Balance Details | |
| Est. Beginning Fund Balance (Jan 31, 2021) | \$ 393,676 |
| Use of Fund Balance | \$ 5,000 |
| Est. Remaining Fund Balance (Jan 31, 2022) | \$ 388,676 |

| Community | For Taxes Payable in 2020 | 2019 Percent of | Area Watershed | Percent of | Average | | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|----------------|---------------------------|-----------------|----------------|---------------|---------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | Net Tax Capacity | Valuation | in Acres | of Area | Percent | Community | \$490,345 | \$490,345 | \$500,000 | \$515,050 | \$529,850 | \$550,450 | \$554,900 |
| Crystal | \$10,060,219 | 5.69 | 1,264 | 5.09 | 5.39 | Crystal | \$25,868 | \$25,771 | \$25,704 | \$26,904 | \$27,877 | \$29,062 | \$29,898 |
| Golden Valley | \$45,484,227 | 25.72 | 6,615 | 26.63 | 26.17 | Golden Valley | \$121,964 | \$127,675 | \$131,270 | \$134,649 | \$138,553 | \$144,693 | \$145,228 |
| Medicine Lake | \$1,087,200 | 0.61 | 199 | 0.80 | 0.71 | Medicine Lake | \$3,543 | \$3,600 | \$3,561 | \$3,783 | \$3,846 | \$3,975 | \$3,928 |
| Minneapolis | \$12,181,159 | 6.89 | 1,690 | 6.80 | 6.84 | Minneapolis | \$33,235 | \$32,885 | \$33,609 | \$34,763 | \$35,805 | \$37,631 | \$37,983 |
| Minnetonka | \$10,994,799 | 6.22 | 1,108 | 4.46 | 5.34 | Minnetonka | \$28,121 | \$27,536 | \$28,199 | \$28,053 | \$28,989 | \$29,967 | \$29,622 |
| New Hope | \$9,869,052 | 5.58 | 1,252 | 5.04 | 5.31 | New Hope | \$25,681 | \$25,627 | \$25,917 | \$26,740 | \$27,987 | \$28,987 | \$29,464 |
| Plymouth | \$75,291,555 | 42.57 | 11,618 | 46.77 | 44.67 | Plymouth | \$225,159 | \$220,974 | \$224,531 | \$231,682 | \$237,986 | \$245,942 | \$247,860 |
| Robbinsdale | \$3,471,941 | 1.96 | 345 | 1.39 | 1.68 | Robbinsdale | \$7,587 | \$7,843 | \$7,747 | \$8,189 | \$8,523 | \$8,937 | \$9,299 |
| St. Louis Park | \$8,427,361 | 4.76 | 752 | 3.03 | 3.90 | St. Louis Park | \$19,184 | \$18,433 | \$19,463 | \$20,287 | \$20,284 | \$21,257 | \$21,618 |
| TOTAL | \$176,867,513 | 100.00 | 24,843 | 100.00 | 100.00 | TOTAL | \$490,345 | \$490,345 | \$500,000 | \$515,050 | \$529,850 | \$550,450 | \$554,900 |

NOTES

(A1) General technical services by Barr Engineering; amount similar to previous years; increased slightly based on 2019 actuals.

(A) Partially funded by application fees; with the creation of the preliminary and non-fee budget category, most of the review costs will be covered by application fees. 2021 budget assumes 30 submittals at average cost of \$2,000 - \$2,500 per review.

(B) Assumes a slight increase in non-fee reviews in 2021 based on recent activity. This was a new line item in 2015 used to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee. Includes DNR application reviews, MnDOT project reviews, Met Council light rail transit, and other prelim reviews requested by administrator and member cities. Through agreements with Met Council, \$66,400 of these costs have been reimbursed since 2015.

(C) Includes attendance at BCWMC meetings, TAC meetings, Administrative Services Committee meetings, Budget Committee meetings and other meetings. 2017 budget increased to allow for additional BCWMC Engineer staff to attend Commission/TAC meetings (total of 3 assumed). 2018 - 2020 budgets were reduced from 2017 and assumed 12 BCWMC meetings and 5 other meetings (TAC, etc.). 2021 budget also assumes 17 meetings including BCWMC meetings (12), TAC meetings (3), Administrative Services Committee meetings (1), Budget Cmte meetings & other meetings (1).

(D) For Commission-directed surveys and studies not identified in other categories - e.g., past work has included watershed tours, Medicine Lake outlet work, Flood Control Project Maintenance and Responsibilities, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. 2018 budget was reduced from previous years for overall budget savings. 2019 budget is more in line with previous years and gives Commission flexibility to investigate or tackle unforeseen issues that arise. Lowered again in 2020 to allow for higher monitoring budget. Remaining low for overall budget savings.

(E) Routine lake and stream monitoring. See details on next page.

(F) Water Quantity (lake level) monitoring. 2018 budget lowered for budget savings and resulted in fewer data points. 2019 budget back to earlier budget levels. 2020 budget lowered again for budget savings. In 2021 Engineer requests slight increase for unforeseen events, checking benchmarks, etc. This amount still may not cover unforeseen events.

(G) After recommendations from the TAC and Budget Committee, the Commission ended the erosion and sediment control inspection program (Watershed Inspection) in 2014 due to duplication with activities required by the member cities. Some budget remained here to provide, as requested by the Commission, some oversight of city inspection activities (reports of inspections are available from each city). However, little or no expenses have been incurred since 2014. In 2019 it was removed from budget. If inspections are needed they can be charged to general technical services.

(H) 2021 budget includes annual typical inspection of Flood Control Project (FCP) features without tunnel inspections. Budget varies widely by year depending on the FCP features being inspected. New FCP policies and inspection schedules were adopted in 2016. (See link below)

http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016_FCP_Policies.pdf

(I) Municipal plan approvals completed in 2019; however, this task has also included review of adjacent WMO plan amendments, and review of city ordinances; \$2,000 budget recommended in 2021 for these types of reviews.

(J) Monitoring at the Watershed Outlet Monitoring Program site in Minneapolis through an agreement with Met Council. Commission is reimbursed \$5,000 from Met Council. Met Council pays for equipment, maintenance, power, cell service, and lab analyses. Monitoring protocol changed in 2017 with collection of bi-monthly samples (up from once-per-month sampling). The station will be temporarily moved in 2020 to accommodate a city sanitary sewer project and is likely to be moved back to its original location in 2021, hence the higher amount. \$23,500 includes \$18,500 for Wenck or similar contractor + \$4,500 for Barr's flow measurements, data management and some analyses

(K) This item is used to make updates to the XP-SWMM model, coordinate with P8 model updates, and assist cities with model use. However, no XP-SWMM updates are expected in 2019 - 2021 due to work on the grant funded FEMA modeling project. This line item will return in the 2022 operating budget

(L) Funds to implement recommendations of Aquatic Plant Management/Aquatic Invasive Species Committee likely including curly-leaf pondweed control in Medicine Lake and small grant program for launch inspectors, education/outreach, etc. by other organizations including TRPD, AMLAC, others. 2019 net expenses were only \$11,400 due to grant funding and cost sharing with TRPD. Propose lowering amount in 2021 to be in line with actual expected costs that will only cover curly-leaf pondweed control and expanded boat launch inspections for Medicine Lake.

(M) Funding that will be set aside and accrued over next 5 years to pay for 2025 Watershed Plan development which will start in 2023.

(N) Typically includes \$72/hour for average of 80 hours per month. (Reduced from 80 hours per month budgeted since 2013 but in line with actual expenses.)

(O) MN Association of Watershed District Annual dues. New budget item. 2019 and 2020 dues were \$500 because WMOs were newly allowed to join the organization. 2021 dues expected to be \$3,750. In 2022 dues are expected to be \$7,500 similar to other Metro watersheds.

(P) For Commission attorney. No changes in expenditures expected for 2021.

(Q) Funding for City of GV staff's monthly accounting activities and coordination of annual audit. Increase is at GV's request for 70 hrs of work per year. Monthly tasks (approx 5 hours per mo) = Prepare financial reports, write checks, deposit checks, file reports, monitor investments; annual tasks (approx 10 hours per year) = work with auditors on financial statements, prepare confirmations, review draft audit, submit annual financial report to State Auditor

(R) Insurance and audit costs have risen considerably in the last few years.

(S) Meeting catering expenses from Triple D Espresso (includes delivery). Budget reduced slightly; plan to order less food.

(T) Recording Secretary \$45/hr rate * 8 hrs/mo for meeting attendance and minutes (\$4,320 total) + \$290 annual mileage + \$250/mo meeting packet printing/mailling + \$390 contingency. Budget is lowered because social media and education column writing was moved to Education & Outreach budget (X)

(U) Budget was decreased in last few years to be more in line with actual expenses. Costs associated with Commission Engineer assistance with annual report

(V) Based on 2017-2019 agreement with HDR for website hosting and maintenance activities and closer to actual funds spent in 2019.

(W) Includes CAMP (\$7,000), River Watch (\$2,000), Metro Watershed Partners (\$3,000), Metro Blooms Workshops (\$1,500), Children's Water Festival (\$350), Metro Blooms Local Match for Near North Projects (\$3,500). Does not allow for additional partnerships or increases in contributions. CAMP costs set by Met Council increased significantly in 2019 (after 16 years w/o increases). In 2021 moved annual support to Metro Blooms for resident engagement in Harrison Neighborhood, MPLS from Education & Outreach line item (X). 2021 Budget reflects reducing Metro Watershed Partners and Metro Blooms Local Match

(X) Includes funding for West Metro Water Alliance at \$13,000 and \$7,310 for other educational supplies and materials including educational signage, display materials, Commissioner training, etc. In 2021, moved social media (\$480 FB ads + \$3,510 for 1.5 hr/week*52 wks*\$45/hour) and moved educational newspaper column writing (\$2,700 for 5 hr/mo*12 months*\$45/hour) from Administrative Services line item (T)

(Y) Public Communications covers required public notices for public hearings, etc.

(Z) Will be transferred to Channel Maintenance Fund for use by cities with smaller projects along the BCWMC Trunk System streams. Reduced for 2021 for overall budget savings.

(AA) Will be transferred to Long-Term Maintenance Fund (less actual costs of FCP inspections in line (H)).

(BB) Budget reduced since 2018 for overall budget savings. Task includes reporting on TMDL implementation and updating P8 model to include new BMPs. Reduced again in 2021 for overall budget savings.

| |
|------------------|
| Monitoring Notes |
|------------------|

| 2021 Monitoring/Reporting on 2020 Monitoring | Total budget | 2021 proposed budget | 2022 proposed budget |
|---|---------------------|-----------------------------|-----------------------------|
| Year 2 Sweeney Branch water quality monitoring and reporting | \$45,000 | \$38,000 | \$7,000 |
| Reporting on 2020 Sweeney Branch biotic index monitoring | \$7,000 | \$0 | \$7,000 |
| Reporting on 2020 Sweeney and Twin Lakes monitoring | \$11,000 | \$11,000 | -- |
| Reporting on 2020 Medicine Lake monitoring | \$9,000 | \$9,000 | -- |
| 2021 Lake Monitoring: | | | |
| Parkers Lake | \$24,000 | \$18,000 | \$6,000 |
| Westwood Lake | \$28,000 | \$22,000 | \$6,000 |
| Crane Lake | \$29,000 | \$23,000 | \$6,000 |
| Wirth—aquatic plants only; MPRB will perform survey along with their usual water quality monitoring | \$0 | \$0 | \$0 |
| 2021 General Water Quality | \$8,000 | \$8,000 | TBD |
| Total | \$163,000 | \$129,000 | |

Monitoring Notes

| Budget item | Item description | Estimated cost | | | | | | | | | | | | | | | |
|--|--|--|----------------------|-----------------|------------------|-----|-----------|----------|-----|-----|---------|-------|--------|----------|------------------|------------------|-----------------------|
| 2021 Westwood Lake (St. Louis Park) and Crane Lake (Minnetonka) detailed lake monitoring | Detailed lake monitoring includes monitoring one location at each Lake on six occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, nitrate +nitrite, chlorophyll a, chloride, Secchi disc, temperature, pH, DO, specific conductance, and oxidation reduction potential), plus parameters associated with AIS vulnerability (calcium, alkalinity, hardness, sodium, magnesium, and potassium), sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of a presentation and preparation of a final report (following template of recent reports). Final report preparation and presentation costs deferred to 2021. | Total = \$57,000 | | | | | | | | | | | | | | | |
| | Westwood Hills Nature Center (WHNS) staff will collect Westwood Lake samples. Barr staff will train WHNS staff and provide technical support throughout the sample period. Technical support would include preparing bottles and paperwork (field note forms, lab paperwork), training WHNS staff, calibrating and couriering field measurement meter to WHNS staff for each sample event, arranging for courier to pick up samples from WHNS and deliver to Pace, providing technical support for each sample event including answering questions about sampling and completing lab paperwork. | 2021 = \$45,000 | | | | | | | | | | | | | | | |
| | | 2022 = \$12,000 | | | | | | | | | | | | | | | |
| 2021 Parkers Lake (Plymouth) detailed lake monitoring | Detailed lake monitoring includes monitoring one location on Parkers Lake on 6 occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, nitrate +nitrite, chlorophyll a, chloride, Secchi disc, temperature, pH, DO, specific conductance, and oxidation reduction potential), plus parameters associated with AIS vulnerability (calcium, alkalinity, hardness, sodium, magnesium, and potassium), sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of a presentation and preparation of a final report (following template of recent reports). Final report preparation and presentation costs deferred to 2021. | Total = \$24,000 | | | | | | | | | | | | | | | |
| | Three Rivers Park District staff will collect water quality, phytoplankton, and zooplankton samples, perform aquatic plant surveys, and complete lab analysis of samples at a reduced cost to BCWMC. | 2021 = \$18,000 | | | | | | | | | | | | | | | |
| | | 2022 = \$6,000 | | | | | | | | | | | | | | | |
| Second year of two-year stream water quality/ quantity monitoring effort (automatic sampling) on the Sweeney Branch | The stream water quality monitoring program is designed to approximate the Metropolitan Council's Watershed Outlet Monitoring Program (WOMP) design for the Sweeney Branch (note: Plymouth Creek will be monitored in years 5-6). The 2021 costs include collecting 7 grab samples and 8 storm samples. This approximates the change to the WOMP sampling protocols from monthly to bi-monthly samples (some WOMP stations do not collect grab samples in the winter). | Total = \$45,000 | | | | | | | | | | | | | | | |
| | Parameters to be monitored include (revised per BCWMC-approved 2020 monitoring program revisions): | 2021 = \$38,000 | | | | | | | | | | | | | | | |
| | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Total Phosphorus</td> <td style="width: 33%;">Dissolved Phosphorus</td> <td style="width: 33%;">Nitrate/Nitrite</td> </tr> <tr> <td>Ortho Phosphorus</td> <td>TKN</td> <td>Ammonia N</td> </tr> <tr> <td>Chloride</td> <td>TSS</td> <td>VSS</td> </tr> <tr> <td>E. Coli</td> <td>Chl-a</td> <td>Metals</td> </tr> <tr> <td>Hardness</td> <td>Instantaneous pH</td> <td>Dissolved oxygen</td> </tr> </table> | Total Phosphorus | Dissolved Phosphorus | Nitrate/Nitrite | Ortho Phosphorus | TKN | Ammonia N | Chloride | TSS | VSS | E. Coli | Chl-a | Metals | Hardness | Instantaneous pH | Dissolved oxygen | 2022 = \$7,000 |
| | Total Phosphorus | Dissolved Phosphorus | Nitrate/Nitrite | | | | | | | | | | | | | | |
| | Ortho Phosphorus | TKN | Ammonia N | | | | | | | | | | | | | | |
| | Chloride | TSS | VSS | | | | | | | | | | | | | | |
| | E. Coli | Chl-a | Metals | | | | | | | | | | | | | | |
| | Hardness | Instantaneous pH | Dissolved oxygen | | | | | | | | | | | | | | |
| 4-day continuous dissolved oxygen on one occasion in summer | | | | | | | | | | | | | | | | | |
| Draft report preparation included in 2021 budget; final report preparation and presentation deferred to 2022. | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| Reporting on 2020 Biotic index monitoring of the Sweeney Branch | Report preparation and presentation costs deferred to 2022, to coincide with final stream water quality reporting. | Total = \$7,000¹ 2021 = \$0 2022 = \$7,000 | | | | | | | | | | | | | | | |
| Reports on 2020 monitoring | 2020 reporting to be completed in 2021 – Sweeney Lake and Twin Lake (\$11,000), Medicine Lake (\$9,000) | \$20,000 | | | | | | | | | | | | | | | |
| General Water Quality Task | Potential items/issues include: Inventorying chloride sources and/or improvement measures; Preparing for TMDL studies on Northwood Lake and the Bassett Creek fish impairments; Internal load assessments and/or investigation(s) of alternative chemical treatments for Medicine Lake, Lost Lake, etc.; Addressing new AIS species; Implementing additional carp control issue measures at Sweeney Lake, such as an electric barrier(s); Address other water quality concerns that come up during the year (harmful algal blooms, etc.) | \$8,000 | | | | | | | | | | | | | | | |
| Total Estimated 2021 Budget | | \$129,000 | | | | | | | | | | | | | | | |

Notes:

¹ The BCWMC revised the biotic index monitoring schedule to line up with the stream monitoring schedule. This changes the frequency of the biotic index monitoring so that it is no longer consistent with the BCWMC Plan, which calls for biotic index monitoring every 3 years in Priority Streams. The most recent monitoring of all biotic index stations occurred in 2015. In 2018, biotic index monitoring occurred on the Main Stem and North Branch. By waiting to align stream monitoring with biotic index monitoring it will be 5 to 7 years between the 2015 and next monitoring events for Sweeney Lake Branch (2020) and Plymouth Creek (2022). Going forward, BCWMC will have a 6 year frequency between biotic index monitoring events. The BCWMC should consider revising the monitoring plan (Appendix A of the Plan) to reflect the changes to the stream monitoring and biotic index monitoring programs.

Appendix B
2021 Resolutions



Bassett Creek Watershed Management Commission

RESOLUTION NO. 21-01

Member Crough introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.0% OF THE TAX LEVY REQUEST TO HENNEPIN COUNTY FOR COLLECTION IN 2020, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

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:

1. The Bassett Creek Watershed Management Commission (BCWMC) will be reimbursed \$30,000, which is 2.0% of the BCWMC's September 2019 tax request in the amount of \$1,500,000 to Hennepin County for collection in 2020, for administrative expenses for Capital Improvement Projects.
2. The Bassett Creek Watershed Management Commission directs its Deputy Treasurer to transfer the reimbursed funds from the Commission's CIP Account to its Administrative Account.


Chair 1-27-21
Date

Attest


Secretary 1/28/2021
Date

The motion for adoption of the foregoing resolution was seconded by Member Harwell and upon a vote being taken thereon, the following voted in favor thereof: 8 members and the following voted against the same: 0 members whereupon said resolution was declared duly passed and adopted.



Bassett Creek Watershed Management Commission

RESOLUTION NO. 21-02

Member Crough introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS FROM THE ADMINISTRATIVE ACCOUNT TO THE EROSION/SEDIMENT (CHANNEL MAINTENANCE) ACCOUNT, THE FLOOD CONTROL LONG-TERM MAINTENANCE ACCOUNT, AND THE NEXT GENERATION PLAN DEVELOPMENT ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission that:

1. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Erosion/Sediment (Channel Maintenance Fund) account.
2. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Flood Control Long-Term Maintenance account.
3. \$18,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Next Generation Plan Development account.

[Signature] 1-27-21
Vice Chair Date

Attest:

[Signature] 1/28/21
Secretary Date

The motion for adoption of the foregoing resolution was seconded by Member Harwell and upon a vote being taken thereon, the following voted in favor thereof: 8 members and the following voted against the same: 0 members whereupon said resolution was declared duly passed and adopted.

RESOLUTION 21-03

Member J. de Lambert 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; U.S. Bank**

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, or Accounting Coordinator for City of Golden Valley.

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 18th day of February 2021.


Vice Chair 2-19-21

ATTEST:


Secretary 2/22/21
Date

The motion for the adoption of the foregoing resolution was seconded by Member P. Crough and upon a vote being taken thereon, the following voted in favor thereof: 7 and the following voted against the same 0 whereupon said resolution was declared duly passed and adopted.



Bassett Creek Watershed Management Commission

RESOLUTION NO. 21-04

Member J. de Lambert introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS FROM THE FLOOD CONTROL LONG-TERM MAINTENANCE ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission that:

1. \$69,149 will be transferred from the Bassett Creek Watershed Management Commission's Flood Control Long-Term Maintenance account to the Administrative Account to cover the costs of the 2020 BCWMC Flood Control Project (FCP) inspections including annual FCP inspections, 5-year double box culvert inspections, and 10-year deep tunnel inspections.


Chair 2-19-21
Date

Attest:


Secretary 2/22/21
Date

The motion for adoption of the foregoing resolution was seconded by Member P. Crough and upon a vote being taken thereon, the following voted in favor thereof: 7 and the following voted against the same 0 whereupon said resolution was declared duly passed and adopted.

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 21-05

RESOLUTION AUTHORIZING EXECUTION OF WAIVER FORM RELATING TO TORT
LIMITS FOR LIABILITY INSURANCE AND NOT WAIVING SUCH TORT LIMITS

WHEREAS, the Bassett Creek Watershed Management Commission ("Commission") is a joint powers watershed management organization established by the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park in accordance with Minnesota Statutes, section 103B.211; and

WHEREAS, the Commission is insured for tort liability matters by the League of Minnesota Cities Insurance Trust ("LMCIT"); and

WHEREAS, as part of its liability insurance coverage with LMCIT, the Commission is required to elect annually whether to waive the statutory tort liability limits stated in Minn. Stat. § 466.04; and

WHEREAS, staff has recommended that the Commission not waive the tort cap limits in order to mitigate the Commission's tort liability as permitted by law; and

WHEREAS, a decision to not waive the tort cap limits reasonably protects the Commission and limits its potential liability while allowing an individual claimant to recover damages as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Bassett Creek Watershed Management Commission that the Commission Administrator is authorized to execute the LMCIT Liability Coverage Waiver Form on behalf of the Commission by indicating that the Commission elects not to waive the statutory limitation on tort liability.

Adopted this 20th day of May, 2021.


Chair

ATTEST:

Jim de Lambert

Secretary

21 May 2021

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 21-06

A RESOLUTION ORDERING THE 2022 IMPROVEMENTS,
DESIGNATING ENTITIES RESPONSIBLE FOR CONSTRUCTION,
MAKING FINDINGS PURSUANT TO MINNESOTA STATUTES, SECTION
103B.251, CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING
AGREEMENTS FOR CONSTRUCTION OF THE IMPROVEMENTS

WHEREAS, on September 17, 2015, the Bassett Creek Watershed Management Commission (“Commission”) adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, September 2015* (the “Plan”);

WHEREAS, the Plan, as amended since its adoption, includes a capital improvement program (“CIP”) listing capital projects in Table 5-3 of the Plan;

WHEREAS, the CIP includes the following capital projects for the year 2022 (collectively, the “2022 Projects”):

- a) Medley Park Stormwater Treatment Facility (ML-12); and
- b) SEA School – Wildwood Flood Reduction Project (part of the Medicine Lake Rd & Winnetka Ave Long Term Flood Mitigation Plan Project) (BC-2, 3, 8, 10);

WHEREAS, the Plan specifies a county tax levy under Minnesota Statutes, section 103B.251 as a source of funding for said 2022 Projects and one previously ordered 2021 project, Dredging Accumulated Sediment in Main Stem Bassett Creek, Theodore Wirth Regional Park Project;

WHEREAS, on September 16, 2021, following published and mailed notice in accordance with the Commission’s Joint Power Agreement and Minnesota Statutes, section 103B.251, the Commission conducted a public hearing on the 2022 Projects; and

WHEREAS, the 2022 Projects will be conducive to the public health, promote the general welfare and is in compliance with Minnesota Statutes, sections 103B.205 to 103B.255 (the “Act”) and with the Plan as adopted and amended in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The 2022 Projects are hereby ordered.
2. The estimated cost of the Medley Park Stormwater Treatment Facility is Two Million Dollars (\$2,000,000). Of this amount, Four Hundred Thousand Dollars (\$400,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2021 for collection in 2022. Additional funds of up to One Million One Hundred Thousand Dollars (\$1,100,000) will be paid from funds received from county tax levies pursuant to Minnesota Statutes, section 103B.251, levied in years 2022 and 2023 for collection in 2023 and 2024, respectively. Up to \$500,000 is expected to be paid by the City of Golden Valley.

3. The estimated cost of the SEA School – Wildwood Flood Reduction Project is Three Million One Hundred Thousand Dollars (\$3,100,000). Of this amount, Three Hundred Thousand Dollars (\$300,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2021 for collection in 2022. Additional funds of up to One Million Dollars (\$1,000,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2022 for collection in 2023. Another One Million Eight Hundred Thousand Dollars (\$1,800,000) will be paid by state grant funding and the City of Golden Valley.
4. The cost of the Dredging Accumulated Sediment in Main Stem Bassett Creek, Theodore Wirth Regional Park Project was partially paid from a county tax levy collected in 2021 totaling One Hundred Thousand Dollars (\$100,000). Another Three Hundred Twenty-Five Thousand Dollars (\$325,000) will come from grants. Additional funds of up to Eight Hundred Thousand Dollars (\$800,000) will be paid from Commission Closed Project Account funds. The remaining estimated cost of the project is One Million Five Hundred Thirty-Four Thousand Dollars (\$1,534,000). Of this amount, One Million Dollars (\$1,000,000) will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2021 for collection in 2022. Additional funds of up to Five Hundred Thirty-Four Thousand Dollars (\$534,000) will be paid from funds received from county tax levies pursuant to Minnesota Statutes, section 103B.251 levied in 2022 and 2023 for collection in 2023 and 2024, respectively.
5. The total amount certified to Hennepin County for the 2022 Projects is One Million Seven Hundred Thousand Dollars (\$1,700,000) for payment by the County in accordance with Minnesota Statutes, section 103B.251, subdivision 6.
6. The Commission has received, accepted, and approved the feasibility reports for the 2022 Projects.
7. The costs of the aforementioned projects will be paid by the Commission up to the amount specified in paragraphs 2 - 4 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, section 103B.251 and grant funding, if awarded. Additional costs may be paid by the city constructing the particular project, but no additional costs will be charged to the Commission or other members of the Commission.
8. The City of Golden Valley is designated as the member responsible for contracting for the construction of the Medley Park Stormwater Treatment Facility, and the engineer designated for preparation of plans and specifications is the Golden Valley City Engineer, or other engineers selected and retained by the City of Golden Valley. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Cooperative Agreement with the City of Golden Valley for the construction of the Medley Park Stormwater Treatment Facility as presented to the Commission on the date of this Resolution is approved, and the Chair and Secretary are authorized to execute said agreement on behalf of the Commission.
9. The City of Golden Valley is also designated as the member responsible for contracting for the construction of the drainage improvement components of the SEA School – Wildwood Flood Reduction Project, and the engineer designated for preparation of plans and specifications is the Golden Valley City Engineer, or other engineers selected and retained by the City of Golden Valley. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Golden Valley. The Cooperative Agreement with the City of Golden Valley for the construction of the SEA School – Wildwood Flood Reduction Project presented to the Commission on the date of this Resolution is

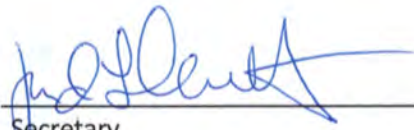
approved, and the Chair and Secretary are authorized to execute said agreement on behalf of the Commission.

10. As provided in Resolution 20-06, the Commission is the entity responsible for contracting for the construction of the Dredging Accumulated Sediment in Main Stem Bassett Creek, Theodore Wirth Regional Park Project, and contracts for construction thereof shall be let in accordance with the requirements of law applicable to the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 16th day of September, 2021.



Chair

ATTEST: 

Secretary

Appendix C
2021 Website Usage and Social Media Report

Untitled Dashboard

Jan 1, 2021 - Dec 31, 2021

All Users
100.00% Sessions

Total Unique Users

8,300
% of Total: 100.00% (8,300)

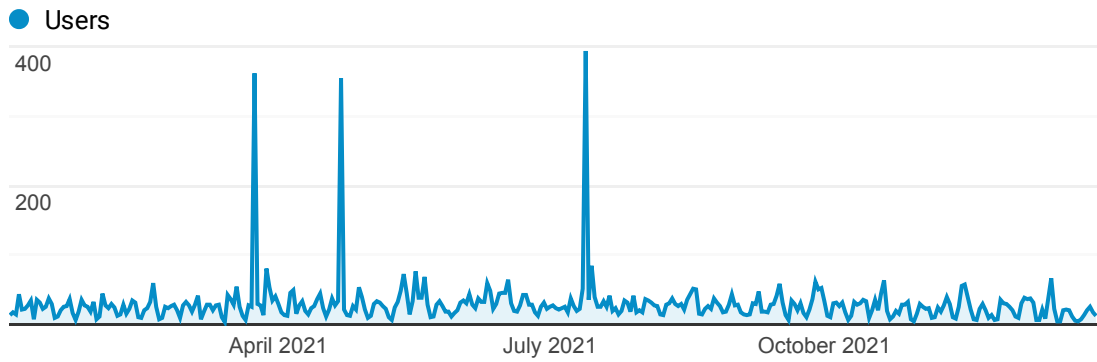


Sessions

11,632
% of Total: 100.00% (11,632)



Users



Avg. Session Duration

00:01:32
Avg for View: 00:01:32 (0.00%)



Avg Pages per Session

2.08
Avg for View: 2.08 (0.00%)

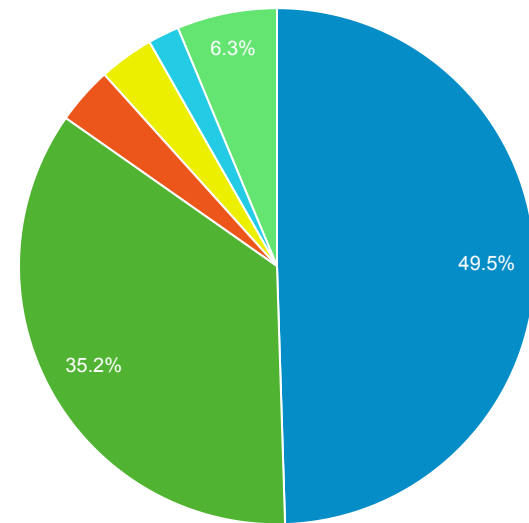


Sessions by City

| City | Sessions |
|----------------|----------|
| Minneapolis | 1,736 |
| Plymouth | 682 |
| (not set) | 612 |
| Eden Prairie | 577 |
| Golden Valley | 575 |
| Saint Paul | 506 |
| St. Louis Park | 267 |
| Chicago | 251 |
| Minnetonka | 193 |
| Cheyenne | 174 |

Traffic Source

google (direct) bing bottraffic143.xyz baidu Other

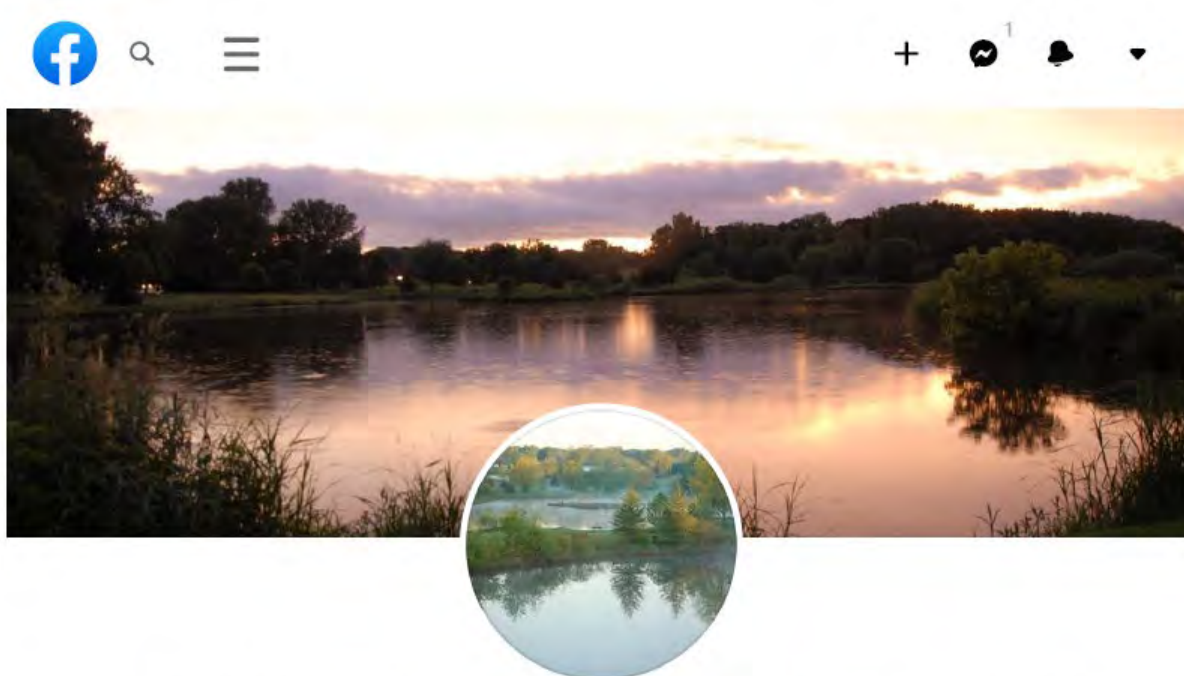


Pages by Session

| Page | Sessions |
|--|----------|
| / | 4,559 |
| /lakes-streams/plymouth-creek | 787 |
| /lakes-streams/twin-lake | 577 |
| /lakes-streams/medicine-lake | 533 |
| /lakes-streams/main-stem-bassett-creek | 395 |
| /lakes-streams/sweeney-lake | 317 |
| /learn-participate | 246 |
| /lakes-streams/northwood-lake | 242 |
| /lakes-streams/lost-lake | 233 |
| /projects | 206 |

Sessions by Browser

| Browser | Sessions |
|-------------------|----------|
| Chrome | 7,401 |
| Safari | 2,257 |
| Edge | 762 |
| Firefox | 386 |
| UC Browser | 231 |
| Internet Explorer | 165 |
| NinjBot | 154 |
| Samsung Internet | 149 |
| Android Webview | 28 |
| Safari (in-app) | 28 |



Bassett Creek Watershed Management Commission

412 followers • 12 following

January 2021 social media

7 Facebook posts

Reached 204 people and 90 engagements (clicks and reactions).

Published 7 Instagram posts that had 33 "heart" reactions.

February 2021 social media

10 Facebook posts

Reached 3,080 people with 90 engagements (278 clicks and reactions).

Published 8 Instagram posts that had 45 "heart" reactions.

March 2021 social media

7 Facebook posts

Reached 3,446 people with 90 engagements (301 clicks and reactions).

Published 5 Instagram posts that had 31 "heart" reactions.

April 2021 social media

9 Facebook

Reached 2,035 people with 167 engagements (with 99 clicks and 68 reactions, comments, or shares).

Published 3 Instagram posts that had 13 "heart" reactions.

May 2021 social media

7 Facebook posts

Reached 701 people with 192 engagements

June 2021 social media

8 Facebook posts

Reached 1010 people with 108 engagements

Instagram 1 post, 9 engagements

July 2021 social media

8 Facebook posts

Reached 1,338 people with 107 engagements

Instagram 1 post, 7 engagements

August 2021 social media

7 Facebook posts

Reached 255 people with 26 engagements

Instagram 2 posts, 6 engagements

September 2021 social media

7 Facebook posts

Reached 3,084 people with 203 engagements

October 2021 social media

5 Facebook 5 posts

Reached 1,027 people with 64 engagements

Instagram 2 posts with 10 engagements

November 2021 social media

7 Facebook posts

Reached 471 people with 26 engagements

Appendix D
Performance Review and Assistance Program Report

Level II Performance Review

Bassett Creek

Watershed Management Commission

Local Government Unit Review

Final Report

June 17, 2021

Minnesota Board of Water and Soil Resources

520 Lafayette Road North

St. Paul, MN 55155

651-296-0768

www.bwsr.state.mn.us

This page was intentionally left blank.

Table of Contents

| | |
|--|----|
| Introduction | 1 |
| Executive Summary | 2 |
| Findings | 4 |
| Findings Part 1: Planning | 4 |
| Findings Part 3: Internal and External Surveys | 6 |
| Internal Survey: Self-Assessment by BCWMC consultant staff and Board Members | 6 |
| External Survey: Assessment of BCWMC by Partners | 8 |
| Findings Part 4: Wetland Conservation Act Administrative Review | 9 |
| General Conclusions | 10 |
| Commendations | 10 |
| Action Items | 10 |
| Recommendations | 10 |
| LGU Comments and BWSR Responses | 12 |
| Appendix A. Plan Accomplishments | 13 |
| Appendix B. Performance Standards | 43 |
| Appendix C. Summary of External Survey Results | 45 |
| Appendix D. Wetland Conservation Act | 50 |
| Appendix E. Program Data | 54 |

This report has been prepared for **Bassett Creek Watershed Management Commission** by the Minnesota Board of Water and Soil Resources (BWSR) in partial fulfillment of the requirements of Minnesota Statutes, Chapter 103B.102, Subd.3.

Prepared by Brett Arne (brett.arne@state.mn.us; 218-850-0934).

BWSR is reducing printing and mailing costs by using the Internet to distribute reports and information to wider audiences. This report is available in alternative formats upon request.

Introduction

This is an informational document prepared by the staff of the Board of Water and Soil Resources (BWSR) for the Bassett Creek Watershed Management Commission. It reports the results of a routine performance review of this organization's water management plan implementation and overall organizational effectiveness in delivery of conservation projects and programs. The findings and recommendations are intended to give local government units (LGUs) constructive feedback they can use to enhance their joint and individual delivery of conservation services.

For this review, BWSR has analyzed data submitted by Bassett Creek WMO's Administrative staff, including the reported accomplishments of their management plan action items, determined the organization's compliance with BWSR's Level I and II performance standards, surveyed members of the organization and their partner organizations for feedback, and conducted a routine spot check of Wetlands Conservation Act activities if applicable.

This routine evaluation is neither a financial audit nor an investigation and it does not replace or supersede other types of governmental review of local government unit operations.

While the performance review reported herein has been conducted under the authority granted to BWSR by Minnesota Statutes Chapter 103B.102, this is a staff report and has not been reviewed or approved by the BWSR board members.

What is PRAP?

PRAP is an acronym for BWSR's Performance Review and Assistance Program. Authorized by the 2007 Minnesota legislature, the purpose of PRAP is to support local delivery of conservation and water management by periodically reviewing and assessing the performance of local units of government that deliver those services. These include soil and water conservation districts, watershed districts, watershed management organizations, and the local water management functions of counties.

BWSR has developed four levels of review, from routine to specialized, depending on the program mandates and the needs of the local governmental unit. A Level I review annually tabulates all local governmental units' compliance with basic planning and reporting requirements. In Level II, conducted by BWSR once every ten years for each local government unit, the focus is on the degree to which the organization is accomplishing its water management plan. A Level II review includes determination of compliance with BWSR's Level I and II statewide performance standards, a tabulation of progress on planned goals and objectives, a survey of staff and board members of the factors affecting plan implementation, a survey of LGU partners about their impressions of working with the LGU, and a BWSR staff report to the organization with findings, conclusions and recommendations. BWSR's actions in Levels III and IV include elements of Levels I and II and then emphasize assistance to address the local governmental unit's specific needs. More details can be found on the BWSR PRAP webpage.

Executive Summary

Minnesota Board of Water and Soil Resources (BWSR) staff met with the administrative consultants and the Bassett Creek WMC board to discuss an evaluation of the water management function of the Bassett Creek Watershed Management Commission. The findings in this document represent the data collected over the course of 60 days of review and the recommendations are a result of the observations and conclusions we have made based on that data. There are four distinct parts of a Level II evaluation conducted via the BWSR Performance Review and Assistance Program (PRAP) as authorized by M.S. 103B.102.

Part 1: Evaluation of the progress made by water management entities toward goals stated in their approved and adopted local water management plans.

Part 2: Review of the entities' adherence to level I and II standards as directed by statutes, policies, and guidelines via a performance standards certification checklist.

Part 3: Board member and staff surveys as well as partner surveys to assess internal and external perceptions of performance, communication, partnerships, and delivery of conservation programs and customer service.

Part 4: Wetlands Conservation Act spot check to evaluate WCA program performance and delivery.

After thorough review of the data we develop a list of Actions and Recommendations to help guide the water management entities in their continued growth of program delivery. We do this to ensure they continue to meet basic standards as established in statutes and policy. We also develop a list of commendations for the great work these entities do as our partners in delivering conservation across the varied landscapes of Minnesota. Each of the above listed parts of the review are described in the findings section of this document, and the completed documents can be found in the notated appendices for further review. This report will be summarized in conjunction with other PRAP level II reports collected in 2021 to be used as the official BWSR PRAP report delivered to the legislature as part of our reporting requirement under M.S. 103B.102.

Key Findings and Conclusions

The Bassett Creek Watershed Management Commission should be commended for their work in implementing core programs, rules, the Wetlands Conservation Act, planning efforts, and building partnerships. The board and administrative consultants are viewed very favorably by their partners and have made significant progress toward implementing their watershed management plan.

Ongoing water management challenges in the metro area have created the necessity to forge stronger working relationships among partners to improve local water management within the watershed, and the switch to comprehensive watershed management plans throughout the state means new opportunities for increased prioritization of projects and available funding.

The Bassett Creek WMC is commended for meeting all of the basic performance standards including having data practices policies, updated capital improvement program, and completing required annual reports. They are also commended for their effective administration of the Wetlands Conservation Act, and also for meeting several high performance standards, a testament to the quality of work they are recognized for by their partners.

Summary of Recommendations

There were several recommendations made by BWSR staff. These recommendations stem from the data we collected through the four parts of this review, as discussed previously. We rely heavily on our relationships with local government staff as well as the input of partners, staff, and board members to make sure we provide recommendations that are relevant, timely, and helpful for the LGUs to implement and improve their operations. The full text of the recommendations can be found in the conclusions section.

Recommendation 1 – Prioritize developing an education and outreach strategy for BCWMC constituents

Recommendation 2 – Conduct a review of the BCWMC capital improvement program (CIP)

Recommendation 3 – Develop clear, measurable goals and actions for future plan implementation

Recommendation 4 – Prioritize all training opportunities for staff implementing WCA

Recommendation 5 – Consider a WCA appeals fee and clarify the appeals process

Findings

This section describes what BWSR learned about the performance of the Bassett Creek Watershed Management Commission via the various collection methods as outlined below.

Findings Part 1: Planning

The findings in this section describe the Bassett Creek Watershed Management Plan and action items and the accomplishments to date.

As part of this review, the administrator for BCWMC prepared a table (See Appendix A) listing the accomplishments to-date for each of the action items for which they are responsible. The table contains a progress rating applied by BWSR to each item indicating whether it has been completed or its target was met, whether progress has been made and work is continuing, or whether it was dropped or not started yet.

In reviewing the Watershed Management Plan for BCWMC, it was noted that there were 122 action items listed. These action items were actually called “policies” within the plan, but denote the ongoing plan items with which the BCWMC is making progress. These 122 action items were separated by 10 specific objectives or “policy” groupings:

- Water quality
- Flooding and rate control
- Groundwater management
- Erosion and sediment control
- Stream restoration and protection
- Wetland management
- Public ditches
- Recreation, shoreland, and habitat management
- Education and outreach
- Administration

Typically, fewer action items in a long-range plan denote more broad, continuous activities and fewer specific goals. Conversely plans with too many action items may be too specific to be achievable within a reasonable timeframe. The BCWMC watershed management plan falls toward the middle of the scale in regards to metro watershed management plans and is a moderately aggressive plan. What we found in our review was that just over the halfway point of plan implementation there was identifiable progress made toward 115 of the actions. 15 of the identified actions had been completed or the target has been met, and we found that seven action items had not been started or they were dropped – although a few of these items were denoted as the responsibility of other agency partners as well. Typical of plans with numerous action items, much of the work completed by the BCWMC is part of ongoing programs.

The BWSR rated version of the Plan Progress Evaluation Table submitted by Bassett Creek staff is contained in Appendix A, pages 13-42.

Findings Part 2: Performance Standards

BWSR has developed a set of performance standards that describe both basic requirements and high-performance best management practices related to the overall operation of the organization. These standards are different depending on the type of LGU. Nevertheless, each set of standards addresses four areas of operation: administration, planning, execution, and communication/coordination. The basic standards describe practices that are either legally required and defined by state statute or fundamental to watershed management organization operations as determined by BWSR board policies. Each year BWSR tracks all of Minnesota's water management LGUs' compliance with a few of the basic standards to make sure our partners stay in compliance with statutory or other legislative requirements. These typically include annual report submittals for BWSR grant activities, website reporting requirements, and financial reporting requirements as well.

The high-performance standards describe practices that reflect a level of performance that exceeds the required practices and may be items found within BWSR guidance materials. While all local government water management entities should be meeting the basic standards, only the more ambitious ones will meet many high-performance standards. The performance standards checklists submitted and reviewed for Bassett Creek WMC are contained in Appendix B, pages 43-44.

For this Level II review, BCWMC reports compliance with all of 17 applicable basic standards, and 8 of 11 high performance standards. The high achievements noted include:

- BCWMC has a consultant administrator on retainer
- Certified wetland delineator on staff or retainer
- Tracking water quality trends for specific waterbodies
- Tracking watershed hydrologic trends
- Track progress toward information and education objectives within the watershed management plan
- Operational partnerships/cooperative projects accomplished with neighboring organizations
- Coordination with cities, townships, county and SWCD boards
- Current operation guidelines for fiscal procedures and conflicts of interest

Findings Part 3: Internal and External Surveys

Part 3 of this performance assessment is based on responses to an on-line survey of LGUs’ staff and board and an online survey to partner organizations. The board and staff were asked different survey questions than the partners. The survey questions are designed to elicit information about LGU successes and difficulties in implementing plan goals and objectives and assessing the extent and quality of partnerships with other related organizations.

Internal Survey: Self-Assessment by BCWMC consultant staff and Board Members

A total of 18 staff and board members of the BCWMC were invited to take the online survey, and 11 responses were provided (61%).

Please note: Information in this section has been analyzed and paraphrased to keep responses anonymous.

Survey participants were asked which programs or projects they consider to be particularly successful over the past few years. Examples given for Bassett Creek WMC were:

- Capital Improvement Program
- DeCola Ponds project
- Harrison neighborhood outreach
- Aquatic invasive species rapid response
- Plymouth Creek restoration
- Sweeney Lake water quality improvements

When asked why these projects and programs were successful, the following examples were given:

- Efficiency and competency of the BCWMC
- Coordination and collaboration with city staff
- Successful grant writing
- Good planning
-

The BCWMC staff and Board were asked to provide examples of areas where the agencies’ work has been difficult to implement, as well as potential explanations for the difficulties. Answers provided are summarized below.

| Identified Difficulty | Examples/Causes provided in survey (<i>paraphrased</i>) |
|--|--|
| <ul style="list-style-type: none"> • Regulatory program • Some CIP projects • Chlorides • Jevne Park stormwater improvement project • Water monitoring • Flooding • Schaper Pond baffle | <ul style="list-style-type: none"> • <i>Regulatory program hampered by joint-powers limitations, disagreement on thresholds and criteria</i> • <i>CIP projects on hold for changing timelines due to market forces, also unwillingness to partner</i> • <i>Defunct lake association</i> • <i>High costs for projects</i> • <i>Carp causing problems</i> • <i>Finding space and funding for flood management projects</i> |

Participants for the BCWMC survey were asked to list partners they had good working relationships with:

- All nine member cities
- Three Rivers Park District
- Minneapolis Park and Recreation Board
- Metro Blooms
- Metropolitan Council
- FEMA
- Government partners
- Barr Engineering
- Westwood Hills Nature Center
- West Metro Water Alliance

The survey also asked participants to identify organizations with whom they would like to collaborate with more often:

- Minneapolis Park and Recreation Board
- Non-profits
- Developers
- Twin West chamber of commerce
- Business owners
- Real estate/property management communities
- FEMA

Finally, the BCWMC staff and board were also asked to identify ways to improve the effectiveness of their organizations. Responses are summarized below:

- *Reduce the number of commissioners and compensate commissioners*
- *Contract with or hire more staff*
- *More funding for education*
- *Continue building support for state-wide chloride legislation*
- *Increase competition for engineering services*
- *Significantly more funding*

The full content of internal and external survey responses can be found in Appendix C, pages 45-49.

External Survey: Assessment of BCWMC by Partners

Bassett Creek WMC Partners Survey: BWSR was provided a list of 33 partners by BCWMC staff. 18 partners responded to the survey for a better-than 50% response rate which is excellent. These partners reported a wide range of interaction with the BCWMC over the past 2-3 years: 50% of the respondents reported they interacted with BCWMC in some way several times a year, 31% reported monthly interaction and 19% said almost every week. 94% of the respondents indicated that the amount of interaction they had with the BCWMC overall was about right.

The partners also assessed their interactions with the BCWMC in five operational areas within the survey. The partners’ rating of the commission’s work in these areas was overwhelmingly “strong” or “good” indicating a very strong working relationship between the partners and BCWMC. 100% of the partners rated the district’s communications as strong or good which is excellent. Quality of work, again was mostly strong to good as well with a combined rating of 94% between those two categories with the remaining 6% rated as “I don’t know”.

| Performance Area | BCWMC Partner Ratings (percent) | | | | |
|---------------------------|---------------------------------|------|------------|------|------------|
| | Strong | Good | Acceptable | Poor | Don't Know |
| Communication | 44% | 56% | 0% | 0% | 0% |
| Quality of Work | 63% | 31% | 0% | 0% | 6% |
| Customer Relations | 50% | 25% | 0% | 0% | 25% |
| Initiative | 63% | 19% | 6% | 0% | 12% |
| Timelines/ Follow through | 75% | 25% | 0% | 0% | 0% |

Relationships with customers were judged to be strong by 50% of the partners while 25% rated it good with 25% of respondents indicating they didn’t know.

Partner ratings for the BCWMC’s initiative and timelines were rated strong and good as well, again with no ratings below the acceptable level.

The partners’ overall rating of their working relationship with the BCWMC was Strong (44%), and Powerful (38%). There were three ratings that indicated their working relationship was good, but it could be better. It should be noted that there were no ratings of “poor” in any category which indicates the BCWMC maintains strong relationships with partners and should be commended for their efforts.

A couple of partners chose to make comments about their working relationship with the BCWMC:

- *Would be good to have more collaborative opportunities related to education and outreach*
- *The staff and board are very supportive of our partnership and willing to try new projects and rely on our expertise*

When partners were asked for additional thoughts about how the BCWMC could be more effective, they mostly indicated that they are already very effective and provided the following summarized comments:

- *The BCWMC is doing a great job with its partners and I think that continuing on the path they are currently on will serve them well.*
- *They do quite a bit with the investment they make in projects and staff. They invest less than some of the surrounding watersheds, though and they could make an even bigger impact with even small increases in revenue.*
- *BCWMC and Laura Jester, specifically, are phenomenal advocates for our lake and improving water quality.*
- *They would benefit from full time staff and a bigger budget.*

Findings Part 4: Wetland Conservation Act Administrative Review

BWSR uses the administrative review process to evaluate LGU and SWCD performance related to their responsibilities under the WCA rules, Chapter 8420. The review is intended to determine if an LGU or SWCD is fulfilling their responsibilities under WCA and to provide recommendations for improvement as applicable.

Data for this section of our report was collected via interview(s) with staff, a review of an appropriate number and type of project files, a review of existing documentation on file (i.e. annual reporting/resolutions), and through prior BWSR staff experience/interaction with the LGU or SWCD. Due to the COVID-19 pandemic interviews with staff were conducted virtually.

The review focused on nine performance standards in both the administration and execution of the local WCA program. Compliance with Performance Standards are ranked from “Does not meet minimum requirements”, “Meets minimum requirements but needs improvement”, to “Effectively implementing the program”. If necessary, recommendations to further improve implementation are listed. Several of these standards can also be found as part of the “Performance Standards” checklist that the BCWMC staff completed as part of the overall PRAP report.

The Bassett Creek WMC adopted WCA administration in 2016. The BCWMC has administered WCA on behalf of some member cities since the early 1990s. The BCWMC currently administers WCA on behalf of the cities of Medicine Lake, Robbinsdale, and St. Louis Park. Bassett Creek WMC has delegated WCA decision-making authority in regards to exemptions, no loss, wetland boundary and type applications to staff including the WMC engineer and contracted Administrator. The WMC board serves as the appeals board.

Overall BWSR commends the Bassett Creek WMC and its Staff, especially Karen Wold, for exemplary administration of the Wetland Conservation Act. Although the watershed is highly developed and WCA workload volume is low, Bassett Creek staff do an exceptional job noticing applications on time and making decisions based on rule in a timely manner. Despite some minor administrative or procedural recommendations that if implemented would further strengthen the program, Bassett Creek WMC is effectively and fairly implementing WCA.

Full details regarding the Wetland Conservation Action review can be found in Appendix D, pages 50-53 of this report.

General Conclusions

After a thorough review of the provided information including water plan progress, Wetlands Conservation Act, performance standards, and reviewing the survey inputs we have developed some recommendations for both the Bassett Creek Watershed Management Commission.

In brief review, the BCWMC reports compliance with all of 17 applicable basic performance standards, and 8 of 11 high performance standards. In addition, the BCWMC is meeting all 4 applicable basic WCA Administrative Review performance standards. The BCWMC has demonstrated effectiveness in implementation of core programs and their partners believe they are doing great work and have been generally good to work with. The BCWMC should continue to build strong working relationships with partners to meet the water management and conservation challenges in the watershed.

The Bassett Creek watershed management plan is a moderately aggressive plan with 122 stated actions that were reviewed and progress on plan goals and actions has been excellent with most actions having some progress started and the majority of the actions considered ongoing. We found that the plan however did not have stated measurable resource outcomes for most of the actions so we were unable to judge resource outcomes in general and will be recommended for future planning efforts.

Commendations

Commendations are based on achievement of BWSR's high performance standards (see Findings, Part 2 and Appendix B, pages 43-44). These practices reflect above average operational effectiveness and level of effort.

The Bassett Creek Watershed Management Commission is commended for:

- Maintaining an adequate watershed management plan
- Contracting with and retaining qualified consulting administrative and engineering staff
- Water quality data collected and trends tracked for priority water bodies
- Website contains additional content beyond minimum required
- Coordination with state watershed-based initiatives
- Convening an active technical advisory committee
- Developing a communication piece within the last 12 months

Action Items

Action items are based on compliance with BWSR's basic practice performance standards (see Findings, Part 2 and Appendix B pages 35-38). Action Item address lack of compliance with one or more basic standards.

The BCWMC has no action items to address at this time due to their successful implementation of all applicable basic standards.

Recommendations

This section contains recommendations offered by BWSR to the commissioners and staff of the BCWMC. The intention of these recommendations is to enhance the organization's delivery of effective water and related land resource management and service to the residents of the watershed. BWSR financial assistance may be available to support the implementation of some of these recommendations. See BWSR website for more information:

<https://bwsr.state.mn.us/prap-grants>

Recommendation 1 – Prioritize developing an education and outreach strategy for BCWMC constituents

There were several survey respondents that indicated there were potential roadblocks to implementing education and outreach activities – specifically staff capacity and funding were identified several times as barriers to doing more outreach activities. BWSR recommends that the BCWMC cultivate an education and outreach strategy for their constituents taking into account some of the limitations to make sure education and outreach remains a top priority for the commission. City staff should be included in this discussion on a parallel track through the TAC. Options for implementing the strategy may include annual events, more communication pieces sent to residents, or creating a citizen advisory board for special projects etc.. The comments received on education also seemed to tie into other issues the Commission may face in implementing the CIP program.

Recommendation 2 – Conduct a review of the BCWMC capital improvement program (CIP)

There were numerous barriers to successful completion of BCWMC CIPs identified within the survey. Among them were standard barriers like funding, regulatory constraints, etc. However, landowner willingness was also mentioned specifically for one project, and additional education and outreach efforts may also be helpful. BWSR recommends the BCWMC review the CIP program to identify specific barriers limiting implementation of some large projects, and develop a strategy for addressing those issues, which can be tied to education and outreach strategies as listed in our first recommendation. The strategy could also include a process for implementation which could define a role for neighborhood/community meetings while in the project development phase to build local support.

Recommendation 3 – Develop clear, measurable goals and actions for future plan implementation

After reviewing the BCWMC plan, it is clear that there are numerous activities in an ongoing basis within the Bassett Creek watershed. However, one issue that arose was in identifying clear actions that tie back to specific goals for assessing progress toward goals, and there are no measurable numerical goals for water quality improvement. It is highly recommended as BCWMC embarks on future planning efforts that the next generation plan define a strategy to identify the top resource priorities, identify clear measurable goals and actions, and develop metrics to measure progress. Ensuring that highly prioritized projects are targeted would make it easier to show how the BCWMC impacts its constituents directly and make it easier to communicate the need for projects in terms of achievable water quality improvements.

Recommendation 4 – Prioritize all training opportunities for staff implementing WCA

Continuing education is important for regulatory programs. It was recommended by BWSR WCA staff that any BCWMC staff involved in WCA regulation continue to attend trainings such as BWSR academy, WDCP, WPA and any other training opportunities that arise.

Recommendation 5 – Consider a WCA appeals fee and clarify the appeals process

It was noted by BWSR WCA staff that the appeals process for BCWMC WCA issues was not entirely clear. Appeals are handled by the BCWMC, but on forms such as the Notice of Decision (NOD) it was indicated that BWSR handled the appeals. It was also recommended that BCWMC implement an appeals fee for handling appeals locally.

LGU Comments and BWSR Responses

Bassett Creek Watershed Management Commission board members and staff were invited to comment on the findings, conclusions and joint recommendations in the draft version of this report. BWSR did not receive an official response letter from BCWMC to include in the final report.

Appendix A. Plan Accomplishments

Indicator symbol for Progress Rating: □=not started/dropped ○=on-going progress ✦=completed/target met

LGU Name: Bassett Creek Watershed Management Commission

Date of This Assessment: April/May 2021

Type of Management Plan: Watershed Management Plan

Date of Last Plan Revision: September 2015 (with minor amendments 2017, 2018, 2020)

Objective: WATER QUALITY POLICIES, page 4-2

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|--|---|--------------------|---|-----------------|--|
| 1. The BCWMC will classify priority waterbodies based on desired water quality standards and other uses of the waterbodies. Table 2-6 lists the management classifications of the priority waterbodies | Classifications were assigned within Plan | | Classifications assigned within Plan adopted Sept 2015 | ✦ | Re-evaluate classifications during next plan development |
| 2. The BCWMC adopts MPCA water quality standards (Minnesota Rules 7050, as amended) for BCWMC priority waterbodies (see Table 2-7). | MPCA standards adopted as part of this Plan | | Standards adopted with Plan, Sept 2015 | ✦ | Re-evaluate standards during next plan development |
| 3. Member cities shall classify other waterbodies according to the BCWMC classification system and include this information in their local water management plans. | With LWMP adoption | With LWMP adoption | All nine LWMPs were approved between Sept 2018 and March 2019 | ✦ | None needed |

| | | | | | |
|--|-----------------------------------|----------------|---|----------|---|
| <p>4. The BCWMC will work with stakeholders to manage its priority waterbodies to meet the applicable water quality goals of the BCWMC.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC does nearly all its work in partnership with member cities including development reviews, CIP project implementation, education, AIS management, modeling and monitoring.</p> | <p>○</p> | <p>Continue existing activities</p> |
| <p>5. The BCWMC and the member cities will implement the improvement options listed in the BCWMC's CIP (Table 5-3) to address the water quality of priority waterbodies based on feasibility, prioritization, and available funding (see policy 110 regarding CIP prioritization criteria).</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>See attached table with CIP project implementation status</p> | <p>○</p> | <p>Continue annually implementing CIP program</p> |
| <p>6. The BCWMC will prioritize water quality improvement projects that are most effective at achieving water quality goals, including non-structural BMPs and education.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Done annually through development of our 5-year CIP in collaboration with our TAC. In 2018, in an effort to better target CIP projects where they would have the most benefit, we created the CIP Prioritization Committee which developed a CIP scoring matrix to assess potential projects starting in 2019.</p> | <p>○</p> | <p>Continue using CIP pollutant hot spot maps, flood risk maps, and scoring matrix to target projects</p> |
| <p>7. The BCWMC will cooperate with member cities, the MPCA and other stakeholders in the preparation of total maximum daily load (TMDL) studies for waterbodies on the MPCA's current or future impaired waters 303(d) list, including Northwood Lake and Bassett Creek. The BCWMC will work to align TMDL implementation items into its Watershed Management Plan to achieve efficiency. The BCWMC will work with the cities to evaluate funding options for the TMDL studies.</p> | <p>Dependent on MPCA timeline</p> | <p>None</p> | <p>We continue to collect extensive monitoring data to assess waterbodies and update our P8 and XPSWMM models to target implementation. However, the MPCA has not initiated TMDL studies for Northwood Lake nor Bassett Creek. All other impairments in the watershed have completed TMDLs.</p> | <p>○</p> | <p>Will work on new TMDLs as opportunities arise. Will continue monitoring and modeling program</p> |

| | | | | | |
|---|------------------|----------------|---|----------|---|
| <p>8. The BCWMC will continue to identify opportunities to achieve and maintain excellent water quality in priority waterbodies.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Twin Lake has the best water quality of our waterbodies. We continue to monitor the lake (including supporting a CAMP volunteer for years when we're not actively monitoring there). We are currently holding funds for a second alum treatment in the lake if conditions warrant.(First treatment in spring 2015). Other unimpaired waterbodies are regularly monitored and trends closely tracked.</p> | <p>○</p> | <p>Continue monitoring program to track trends and assess needs</p> |
| <p>9. The BCWMC will continue to monitor its priority waterbodies on a rotating schedule as described in the BCWMC Monitoring Plan</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Monitoring program closely follows schedule laid out in monitoring plan. In 2020, the TAC performed a detailed review of the monitoring program to ensure goals were being met and State protocols being followed to adequately assess conditions. The monitoring program changed slightly as a result.</p> | <p>○</p> | <p>Continue implementing monitoring program</p> |
| <p>10. For every year sampling is conducted for the BCWMC's lakes and/or streams, the BCWMC will compile the available monitoring data, include the data in an annual report available on the BCWMC website, and submit the data to the MPCA in an appropriate format</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>All applicable monitoring data are submitted to EQIS. User friendly monitoring reports are developed, presented to the Commission and posted online (see individual waterbody webpages). Quick-view water quality graphs are also maintained and available online.</p> | <p>○</p> | <p>Continue existing reporting practices</p> |
| <p>11. The BCWMC will coordinate monitoring efforts with other programs</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>In an effort to augment data and utilize existing monitoring efforts, the BCWMC coordinates monitoring with multiple entities including cities, Met Council (WOMP), volunteers (CAMP), MPRB, and TRPD</p> | <p>○</p> | <p>Continue existing coordination efforts</p> |

| | | | | | |
|--|-----------|---------|---|---|--|
| 12. The BCWMC requires all stormwater to be treated in accordance with the MPCA's Minimal Impact Design Standards (MIDS) performance goal for new development, redevelopment, and linear projects. | 2015-2025 | Ongoing | Ongoing through development review process. Requirements for linear projects were revised in 2017. | ○ | Continue implementing development review program |
| 13. The BCWMC will review projects and developments to evaluate compliance with the MPCA's Minimal Impact Design Standards (MIDS) performance goals, triggers, and flexible treatment options | 2015-2025 | Ongoing | Ongoing through development review process. | ○ | Continue implementing development review program |
| 14. The BCWMC requires public agencies to comply with water quality management standards and policies presented in this Plan in order to maintain or improve water quality of stormwater runoff. | 2015-2025 | Ongoing | Ongoing through development review process. | ○ | Continue implementing development review program |
| 15. Member cities shall not allow the drainage of sanitary sewage or non-permitted industrial wastes onto any land or into any watercourse or storm sewer discharging into Bassett Creek | 2015-2025 | Ongoing | Included in LWMPs | ○ | None needed |
| 16. The BCWMC will maintain a water quality model (e.g., P8) for the watershed. Each year, member cities shall provide the BCWMC with plans for BMPs constructed within their city. | 2015-2025 | Ongoing | BCWMC regularly asks cities for data and information in order to update the model. The BCWMC also incorporates its own CIP projects into the model. | ○ | Continue regular model updates |
| 17. The BCWMC encourages member cities to implement best management and good housekeeping practices to minimize chloride loading to surface water and groundwater resources, utilizing emerging technology, as appropriate | 2015-2025 | Ongoing | The BCWMC and cities are continually working to find ways to reduce chlorides including training winter maintenance staff (MPCAs Smart Salt Certification), education materials, and CIP implementation | ○ | Implement Parkers Lake Chloride Reduction Project; provide education; seek additional chloride reduction opportunities |

| | | | | | |
|--|------------------|----------------|---|----------|--|
| <p>18. The BCWMC will assist and cooperate with member cities, MPCA, MDNR, MnDOT, other watersheds and other stakeholders in implementing projects or other management actions resulting from the Minnesota Pollution Control Agency’s Twin Cities Metro Chloride Project or future chloride TMDL.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC is a partner (and now coordinator) of the Hennepin County Chloride Initiative. The BCWMC is implementing the Parkers Lake Chloride Reduction Project and is currently instrumental in the development of a chloride management plan template for property managers. The BCWMC has hosted and co-hosted multiple Smart Salting Certification Trainings.</p> | <p>○</p> | <p>Continue to coordinate Hennepin Co. Chloride Initiative and other chloride reduction projects</p> |
|--|------------------|----------------|---|----------|--|

Objective FLOODING AND RATE CONTROL POLICIES, page 4-5

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|--|--------------------|------------------|--|-----------------|---|
| <p>19. The BCWMC will maintain a Flood Control Emergency Repair Fund for funding emergency repairs of the BCWMC Flood Control Project features.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Fund maintained. No expenses to date; \$500,000 balance</p> | <p>○</p> | <p>Maintain fund; utilize as needed</p> |
| <p>20. The BCWMC will maintain a Long-Term Maintenance Fund with annual assessments. The BCWMC will use the Long-Term Maintenance Fund to fund major repairs and major maintenance of the BCWMC Flood Control Project features</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Fund maintained. Up to \$25,000 added to the fund each year from the annual operating budget. Funds are used for inspections and minor maintenance</p> | <p>○</p> | <p>Maintain fund; annually contribute to fund; reassess fund balance vs. contributions vs. expenses</p> |
| <p>21. The BCWMC will regularly inspect the BCWMC Flood Control Project system, including water level control and conveyance structures, and perform the follow-up reporting.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Inspections and reporting happen annually on minor FCP features. Reports are sent to member cities. Cities must report back on their maintenance and repairs. The Bassett Creek tunnel components are inspected every 5 years (double box culvert) and 10 years (deep tunnel to Mississippi River).</p> | <p>○</p> | <p>Continue inspections program</p> |

| | | | | | |
|--|------------------|---------------------------|--|----------|---|
| <p>22. During the first five years of Plan implementation, the BCWMC will work with the member cities to determine responsibilities for major rehabilitation and replacement of the BCWMC Flood Control Project features and establish the associated funding mechanisms</p> | <p>2016</p> | <p>2016</p> | <p>TAC, Commission, engineers, and legal counsel collaborated on development of the Flood Control Project Policies to assign inspection, maintenance and repair responsibilities and estimated future costs.</p> | <p>✦</p> | <p>Continue to implement policies</p> |
| <p>23. The BCWMC will finance major maintenance and repair of water level control and conveyance structures that were part of the original BCWMC Flood Control Project on the same basis as the original project.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Codified in Flood Control Project Policies</p> | <p>○</p> | <p>Continue to follow policies</p> |
| <p>24. Member cities shall be responsible for routine maintenance and repair of BCWMC Flood Control Project structures located within each city</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Codified in Flood Control Project Policies. Annual inspection report is sent from BCWMC to cities. Cities are required to perform maintenance/repairs and report back to BCWMC</p> | <p>○</p> | <p>Review city reports to ensure routine maintenance and repairs</p> |
| <p>25. The BCWMC will reevaluate flood elevations and flood risk to affected properties based on the most recent NOAA precipitation data (e.g., Atlas 14) and will determine actions for protection, including partnering with and applying for grants from Federal and State agencies</p> | <p>2015-2017</p> | <p>2015 – 2017 + 2021</p> | <p>Hydrologic & hydraulic model (XP-SWMM) was updated through a Phase II project using Atlas 14 figures (2017). Floodplain and floodway mapping was updated through FEMA-DNR grant (2021).</p> <p>Multiple BCWMC CIP projects address localized flooding and flood risk.</p> | <p>✦</p> | <p>Adopt new floodplain maps after 2021 mapping update. (Planned for late 2021)</p> |

| | | | | | |
|---|------------------|----------------|--|----------|--|
| <p>26. When implementing BCWMC flood risk reduction projects, the BCWMC will identify properties prone to flooding. The most effective and reasonable solutions as approved by the member city will be evaluated. Solutions to be considered may include purchase of the properties, with attention to impact on tax base and other community factors</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Evaluated with appropriate BCWMC CIP project feasibility studies</p> | <p>○</p> | <p>Continue evaluating with CIP projects</p> |
| <p>27. The BCWMC will develop criteria for the allocation of funding for flood risk reduction projects, which may include the purchase of property prone to flooding.</p> | <p>2019</p> | <p>-</p> | <p>Instead of allocating funding, thus far the BCWMC has funded flood risk reduction projects through its CIP. Also, the Flood Control Project repairs, etc. will be funded through the CIP.</p> | <p>□</p> | <p>No criteria development planned to date</p> |
| <p>28. The BCWMC will monitor or coordinate with other entities to monitor water levels on the primary lakes in the watershed.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Accomplished annually through lake level monitoring program, WOMP station, and stream monitoring program</p> | <p>○</p> | <p>Continue lake level and WOMP monitoring</p> |
| <p>29. The member cities must implement the BCWMC's development policies, including minimum building elevations of at least 2 feet above the 100-year flood level for new and redeveloped structures, as outlined in the BCWMC's <i>Requirements for Improvements and Development Proposals</i> document</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through development review process and local controls</p> | <p>○</p> | <p>Continue through development review process</p> |

| | | | | | |
|--|------------------|----------------------|---|----------|--|
| <p>30. The BCWMC encourages property owners to implement best management practices to reduce the volume of stormwater runoff beyond the minimum requirements</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Encouraged through checklist of proposed BMPs on the development review application. The intent of the checklist is to help developers/applicants think about other BMPs that could be incorporated in the site plans. Also included in BCWMC educational materials (see "10 Things" brochure)</p> | <p>○</p> | <p>Continue utilizing checklist and educating public</p> |
| <p>31. The BCWMC and member cities must require rate control in conformance with the Flood Control Project system design and this Plan</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through development review process and local controls</p> | <p>○</p> | <p>Continue through development review process</p> |
| <p>32. The BCWMC requires cities to manage stormwater runoff so that future peak flow rates leaving development and redevelopment sites are equal to or less than existing rates for the 2-year, 10-year, and 100-year events.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through development review process and local controls</p> | <p>○</p> | <p>Continue through development review process</p> |
| <p>33. The BCWMC will revise floodplain elevations along the trunk system as necessary to reflect channel improvement, storage site development, or requirements established by appropriate state or federal governmental agencies</p> | <p>As needed</p> | <p>2017 and 2021</p> | <p>Hydrologic & hydraulic model (XP-SWMM) was updated through a Phase II project using Atlas 14 figures (2017). Updated floodplain maps were adopted. Floodplain and floodway mapping was updated through FEMA-DNR grant (completed March 2021). Adoption of updated floodways is expected later 2021.</p> | <p>○</p> | <p>Adopt new floodplain elevations after 2021 mapping effort (late 2021)</p> |
| <p>34. The BCWMC will allow only those land uses in the BCWMC-established floodplain that will not be damaged by floodwaters and will not increase flooding</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through development review process.</p> | <p>○</p> | <p>Continue through development review process</p> |

| | | | | | |
|---|--------------------|--------------------|---|---|---|
| 35. The BCWMC prohibits the construction of basements in the floodplain; construction of all other infrastructure within the floodplain is subject to BCWMC review and approval | 2015-2025 | Ongoing | Implemented through development review process. | ○ | Continue through development review process |
| 36. The BCWMC prohibits permanent storage piles, fences and other obstructions in the floodplain that would collect debris or restrict flood flows. | 2015-2025 | Ongoing | Implemented through development review process and local controls. | ○ | Continue through development review process |
| 37. Where streets, utilities, and structures currently exist below the 100-year floodplain, the BCWMC encourages the member cities to remove these features from the floodplain as development or redevelopment allows | 2015-2025 | Ongoing | Encouraged through review of city projects if review thresholds are triggered | ○ | Continue through development review process |
| 38. The BCMWC requires that projects within the floodplain maintain no net loss in floodplain storage and no increase in flood level any point along the trunk system. The BCWMC prohibits expansion of existing non-conforming land uses within the floodplain unless they are fully flood-proofed in accordance with codes and regulations. | 2015-2025 | Ongoing | Implemented through development review process and local controls. | ○ | Continue through development review process |
| 39. The BCWMC requires member cities to maintain ordinances that are consistent with BCMWC floodplain standards. | With LWMP adoption | With LWMP adoption | All nine LWMPs were approved between Sept 2018 and March 2019 | ✧ | None needed |
| 40. The BCWMC will review changes in local water management plans, comprehensive land use plans, and other plans, for their effect on the adopted floodplain and Flood Control Project, when such plans are submitted to BCWMC | 2015-2025 | Ongoing | Reviews performed when submitted. | ○ | Review as needed |

| | | | | | |
|--|------------------|----------------------|--|----------|---|
| <p>41. The BCWMC will update, as necessary, the existing flood profile to reflect any increases resulting from modifications to a flood storage site or the Flood Control Project system, following the approval of those modifications by the BCWMC, local and state agencies, and after a public hearing on the modification plan has been held.</p> | <p>As needed</p> | <p>2017 and 2021</p> | <p>Hydrologic & hydraulic model (XP-SWMM) was updated through a Phase II project using Atlas 14 figures (2017). Updated floodplain maps were adopted. Floodplain and floodway mapping was updated through FEMA-DNR grant (completed March 2021). Adoption of updated floodways is expected later 2021.</p> | <p>○</p> | <p>Adopt new floodplain elevations after 2021 mapping effort (late 2021)</p> |
| <p>42. BCWMC will review diversion plans to determine the effect of the proposal on the Bassett Creek watershed and such plans will be subject to BCWMC approval.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Reviews performed when submitted.</p> | <p>○</p> | <p>Review as needed</p> |
| <p>43. The BCWMC will pursue opportunities to collaborate with state agencies and other entities in the development of action plans (or similar management tools) related to the response of surface water and groundwater resources to long-term changes in precipitation and hydrology.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>In 2020 and 2021, staff participated in input meetings for the Hennepin County Climate Action Plan; reviewed and commented on draft plan</p> | <p>○</p> | <p>Seek opportunities to collaborate with Hennepin County and other entities on Climate Actions; consider presentation of Climate Action Plan at future meeting</p> |
| <p>44. The BCWMC will continue to monitor water quantity and quality in the watershed and will seek opportunities to contribute BCWMC data to other datasets, for the purpose of assessing the response of surface water and groundwater resources to long-term changes in precipitation and hydrology</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Ongoing work through water quality and quantity monitoring program. Report and provide data as required, requested, and warranted.</p> <p>Floodplain and floodway mapping was updated through FEMA-DNR grant (completed March 2021). Adoption of updated floodways is expected later 2021.</p> | <p>○</p> | <p>Continue monitoring programs and providing data where requested or beneficial</p> |

Objective: GROUNDWATER MANAGEMENT POLICIES page 4-8

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|--|----------------------------|------------------|--|-----------------|--|
| 45. The BCMWC will review all MDNR groundwater appropriation permit applications in the BCWMC excluding applications for temporary appropriations permits | 2015-2025 | Ongoing | Annually reviewed permit applications | ○ | Continue to review MDNR appropriations permits applications |
| 46. The BCWMC will work with member cities to consider a program to review development or redevelopment projects which include long-term dewatering within 1,000 feet of priority waterbodies | 2015-2025 | Limited Progress | No actual program considered to date. BCWMC reviews MDNR appropriations permits and comments as needed. In 2020, we reviewed a MDNR appropriations permit city of Plymouth for increasing pumping capacity from one a municipal well. We recommended the DNR perform adequate review to ensure the increased pumping rate does not impact surface water elevations of Medicine Lake, local wetlands, and creek flows. We also recommended additional groundwater monitoring. | □ | Continue to review MDNR appropriations permits applications |
| 47. The BCWMC will collaborate with local and state agencies if/when these agencies develop a groundwater action plan in an effort to gain a better understanding of groundwater-surface water interaction and develop management strategies that consider the protection of both resources. | 2015-2025, when applicable | NA | No groundwater action plan developed by local or state agencies | □ | Will collaborate if/when local or state groundwater action plan is developed |

| | | | | | |
|--|-----------|---------|---|---|---|
| 48. To protect groundwater quality, the BCWMC requires infiltration practices to be implemented in accordance with the following guidance for determining the feasibility of infiltration (NPDES, MDH, MIDS) | 2015-2025 | Ongoing | Review development and redevelopment projects for consistency with BCWMC standards and requirements | ○ | Continue through development review process |
| 49. The BCWMC encourages member cities to educate residents regarding the importance of implementing BMPs to protect groundwater quality and quantity | 2015-2025 | Ongoing | BCWMC partners with cities on a variety of education topics including this one. | ○ | Continue through collaborative education activities |
| 50. Member cities shall share groundwater elevation data, where available, with the BCWMC. | 2015-2025 | Ongoing | Groundwater elevation data has not been requested from cities to date | ○ | Request data as needed |

Objective: EROSION AND SEDIMENT CONTROL POLICIES, page 4-9

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|---|--------------------|------------------|--|-----------------|--|
| 51. Member cities shall continue managing erosion and sediment control permitting programs and ordinances as required by their NPDES MS4 permit and the NDPEs Construction Stormwater General Permit. | 2015-2025 | Ongoing | Each member city has active permitting and management via ordinances for NPDES MS4 and general permits. All criteria listed are being met. | ○ | Investigate erosion control issues and/or city enforcement as warranted or needed. |
| 52. The BCWMC will review projects and developments to evaluate compliance with BCWMC erosion and sediment control standards. | 2015-2025 | Ongoing | Implemented through BCWMC development review process | ○ | Continue through development review process |

| | | | | | |
|--|---------------------------|---------------------------|---|----------|--|
| <p>53. The BCWMC requires preparation of erosion control plans for construction projects meeting the applicable BCWMC threshold. Erosion control plans shall meet the standards given in the NPDES Construction Stormwater General Permit (as amended), and shall show proposed methods of retaining waterborne sediments onsite during the construction period, and shall specify methods and schedules for restoring, covering, or re-vegetating the site after construction</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through BCWMC development review process</p> | <p>○</p> | <p>Continue through development review process</p> |
| <p>54. Member cities shall perform regular erosion and sediment control inspections for projects triggering BCWMC review and subject to BCWMC erosion and sediment control standards. The member cities will annually report to the BCWMC regarding compliance with BCWMC standards as part of annual MS4 reporting or as requested by the Commission</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through city controls. BCWMC reviews inspection reports from cities, as submitted. Inspection reports from cities are not annually requested by BCWMC.</p> | <p>○</p> | <p>Continue to review reports as received.</p> |
| <p>55. The BCWMC requires local water management plans to describe existing and proposed city ordinances, permits, and procedures addressing erosion and sediment control</p> | <p>With LWMP adoption</p> | <p>With LWMP adoption</p> | <p>All nine LWMPs were approved between Sept 2018 and March 2019</p> | <p>✦</p> | <p>None needed</p> |

| | | | | | |
|---|------------------|----------------|---|----------|---|
| <p>56. The BCWMC will work with member cities to evaluate end-of-pipe sediment sources and controls. Following adequate source control, the BCWMC may fund removal of end-of-pipe sediment deltas downstream of intercommunity watersheds, or facilitate collaboration among responsible parties to remove these deltas</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Policy allows for BCWMC CIP to implement projects that address sediment downstream of pipes. Projects include: Winnetka Pond Dredging Project, Briarwood/Dawnview WQ Improvements, Crane Lake Improvement Project, Northwood Lake Improvement Project, Main Stem Lagoon Dredging Project</p> | <p>○</p> | <p>Continue implementing policy as current practice</p> |
|---|------------------|----------------|---|----------|---|

Objective: STREAM RESTORATION AND PROTECTION POLICIES, page 4-10

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|--|--------------------|------------------|--|-----------------|---|
| <p>57. The BCWMC will continue to maintain a Channel Maintenance Fund through an annual assessment. This fund will be used to help finance minor stream maintenance, repair, stabilization and restoration projects and/or portions of larger stream restoration projects.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Fund is maintained; contributions of \$25,000 are made to the fund from the annual operating budget. Funds are allocated to cities based on their percentage of Trunk System for channel maintenance activities (that aren't large enough to be consider for CIP)</p> | <p>○</p> | <p>Continue maintenance of and contributions to the fund; continue allocating funding to cities</p> |
| <p>58. The Channel Maintenance Fund may also be used to finance the BCWMC's share of maintenance projects that have a regional benefit, or to partially fund smaller, localized projects that cities wish to undertake.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>The fund has not yet been utilized for this purpose</p> | <p>□</p> | <p>Continue implementing policy as needed</p> |
| <p>59. Major stream and streambank stabilization and restoration projects will be considered and prioritized by the BCWMC for inclusion in its annual CIP.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Streambank restoration projects that have been implemented through the CIP since 2015 include 2015CR-M, 2017CR-M, 2017 CR-P (see CIP project list and status)</p> | <p>○</p> | <p>Continue implementing stream restoration projects through the CIP</p> |

| | | | | | |
|---|---------------------------|---------------------------|--|----------|--|
| <p>60. Recognizing their benefits to biodiversity and more natural appearance, the BCWMC will strive to implement stream and streambank restoration and stabilization projects that use soft armoring techniques (e.g., plants, logs, vegetative mats) as much as possible and wherever feasible.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>The BCWMC prepares feasibility studies for stream restoration projects that focus on the use of bioengineering techniques whenever possible. The BCWMC designs project with these techniques or recommends these techniques when others design.</p> | <p>○</p> | <p>Continue to implement policy through CIP implementation</p> |
| <p>61. The BCWMC will consider improving natural habitat and navigability, and will consider the needs of pedestrians when planning and implementing near-stream and in-stream projects, and when rehabilitating existing projects</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Aquatic, riparian, wetland, and/or upland habitat improvements are always incorporated into CIP projects. Stream navigability and waterbody access are also considered during CIP design</p> | <p>○</p> | <p>Continue to implement policy through CIP implementation</p> |
| <p>62. The member cities are responsible for funding maintenance and repairs that are primarily aesthetic improvements</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC CIP projects are implemented through agreements with member cities. Agreements require ongoing project maintenance by cities.</p> | <p>○</p> | <p>Continue to implement policy through CIP implementation</p> |
| <p>63. The BCWMC will take into account aesthetic and habitat values of future flood control and stabilization/restoration projects</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Aesthetics and habitats (including tree loss) are always considered during CIP design</p> | <p>○</p> | <p>Continue to implement policy through CIP implementation</p> |
| <p>64. Member cities shall maintain and enforce buffer requirements adjacent to priority streams for projects that will result in more than 200 yards of cut or fill, or more than 10,000 square feet of land disturbance. Buffer widths adjacent to priority streams must be at least 10 feet or 25 percent of the distance between the ordinary high water level and the nearest existing structure, whichever is less.</p> | <p>With LWMP adoption</p> | <p>With LWMP adoption</p> | <p>All nine LWMPs were approved between Sept 2018 and March 2019</p> | <p>✧</p> | <p>None needed</p> |

Objective: WETLAND MANAGEMENT POLICIES, page 4-11

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|---|--------------------|--------------------|---|-----------------|-------------|
| 65. The BCWMC requires member cities to inventory, classify and determine the functions and values of wetlands, either through a comprehensive wetland management plan or as required by the Wetland Conservation Act (WCA). | With LWMP adoption | With LWMP adoption | All nine LWMPs were approved between Sept 2018 and March 2019 | ✦ | None needed |
| 66. The BCWMC requires member cities to develop and implement wetland protection ordinances that consider the results of wetland functions and values assessments, and are based on comprehensive wetland management plans, if available. For wetlands classified as Preserve or Manage 1 (or comparable classification if BWSR's Minnesota Rapid Assessment Method (MnRAM) is not used), member cities are encouraged to implement standards for bounce, inundation, and runout control that are similar to MnRAM; member cities are encouraged to apply standards for other wetland classifications | With LWMP adoption | With LWMP adoption | All nine LWMPs were approved between Sept 2018 and March 2019 | ✦ | None needed |

| | | | | | |
|---|---------------------------|---------------------------|---|----------|--|
| <p>67. The BCWMC recommends that cities use the Minnesota Rapid Assessment Method (MnRAM) (or similar) wetland assessment method and wetland management classification system. Member cities are encouraged to use such a method for all wetland assessment and classification, but are not required to perform reassessments for wetlands already assessed</p> | <p>With LWMP adoption</p> | <p>With LWMP adoption</p> | <p>All nine LWMPs were approved between Sept 2018 and March 2019</p> | <p>✧</p> | <p>None needed</p> |
| <p>68. Member cities shall maintain and enforce buffer requirements for projects containing more than one acre of new or redeveloped impervious area. Average minimum buffer widths are required according to the MnRAM classification (or similar classification system):</p> | <p>With LWMP adoption</p> | <p>With LWMP adoption</p> | <p>All nine LWMPs were approved between Sept 2018 and March 2019</p> | <p>✧</p> | <p>None needed</p> |
| <p>69. The member cities are required to manage wetlands in accordance with the WCA.</p> | <p>With LWMP adoption</p> | <p>With LWMP adoption</p> | <p>All nine LWMPs were approved between Sept 2018 and March 2019</p> | <p>✧</p> | <p>None needed</p> |
| <p>70. The BCWMC will serve as the local governmental unit (LGU) responsible for administering the WCA for member cities, as requested (currently Medicine Lake, Robbinsdale, and St. Louis Park).</p> | <p>2015-205</p> | <p>Ongoing</p> | <p>WCA related tasks are completed for Medicine Lake, Robbinsdale, and St. Louis Park as needed</p> | <p>○</p> | <p>Continue to serve as LGU for 3 cities</p> |
| <p>71. The BCWMC prefers any wetland mitigation to be performed within the same subwatershed as the impacted wetland</p> | <p>2015-205</p> | <p>Ongoing</p> | <p>No activity</p> | <p>□</p> | <p>None planned</p> |

| | | | | | |
|--|-----------|---------|---|---|--|
| 72. The BCWMC requires that member cities annually inspect wetlands classified as Preserve for terrestrial and emergent aquatic invasive vegetation, such as buckthorn and purple loosestrife, and attempt to control or treat invasive species, where feasible. | 2015-2025 | Ongoing | Assume cities are performing this task but haven't checked with them | ○ | Will poll cities with regards to this activity |
| 73. The BCWMC encourages member cities to pursue wetland restoration projects, as opportunities allow. | 2015-2025 | Ongoing | Assume cities are performing this task but haven't checked with them. BCWMC incorporates wetland habitat improvements into most CIP projects. | ○ | Continue to seek wetland restoration opportunities with BCWMC CIP projects |
| 74. The BCWMC encourages member cities to participate in wetland monitoring programs (e.g., Wetland Health Evaluation Program). | 2015-2025 | Ongoing | Unknown progress within cities | ○ | Will poll cities and reiterate encouragement |

Objective: PUBLIC DITCH POLICIES, page 4-13

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|--|--------------------|------------------|--------------------------------|-----------------|--|
| 75. The BCWMC encourages member cities to petition Hennepin County to transfer authority over public ditches in the BCWMC to the member cities (per MN Statute 383B.61). | 2015-2025 | Ongoing | Unknown progress within cities | ○ | Will poll cities and reiterate encouragement |

| | | | | | |
|---|---------------|------|--|---|--------------|
| 76. In consideration for the original function of public ditches to provide drainage of agricultural lands, the BCWMC will support the efforts of other entities to pursue legislation abandoning public ditches on land zoned non-agricultural. | As applicable | None | No known efforts to date to pursue legislation | ☐ | None planned |
| 77. The BCWMC will manage abandoned or transferred public ditches that are part of the trunk system consistent with the policies of this Plan. Member cities will be responsible for management of abandoned or transferred public ditches that are not on the trunk system, but are currently part of their municipal drainage system. | 2015-2025 | None | No abandoned or transferred public ditches. | ☐ | None planned |

Objective: RECREATION, SHORELAND, AND HABITAT MANAGEMENT POLICIES, page 4-13

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|--|--------------------|------------------|---|-----------------|------------------------|
| 78. The BCWMC will consider developing and implementing a shoreland habitat monitoring program for its Priority 1 lakes to monitor biological and physical indicators and to recommend management actions (to cities or for the Commission's consideration) based upon monitoring results. | 2016 | 2016-2017 | TAC review in 2016 Commission approved TAC recommendation not to pursue program 2017 | ✦ | None, project complete |

| | | | | | |
|--|------------------|----------------|--|----------|--|
| <p>79. The BCWMC will support and collaborate with other entities (e.g., agencies, lake association, cities, counties) to manage and prevent the spread of aquatic invasive species</p> | <p>2015-2015</p> | <p>Ongoing</p> | <p>On-going work through routine aquatic vegetation surveys and lake monitoring program including analyzing for possible AIS; work of AIS/APM Committee June 2016 – June 2017 and their approved recommendations (July 2017). AIS budget line created, AIS Prevention Grants received from Hennepin County (2018, 2019, 2021), annual treatment of CLP on Medicine Lake in partnership with TRPD, financial contributions to boat access inspections annually to TPRD.</p> | <p>○</p> | <p>Continue to implement APM/AIS committee recommendations, continue CLP treatment on Medicine Lake, continue partnering with TRPD, pursue development of APM Plan for Medicine Lake</p> |
| <p>80. The member cities are responsible for shoreland regulation and are required to adopt MDNR-approved shoreland ordinances, in accordance with the MDNR’s priority phasing list.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented through local controls</p> | <p>○</p> | <p>None planned</p> |
| <p>81. The BCWMC will promote the protection of natural and native shoreland areas, including the preservation of lakeshore and streambank vegetation during and after construction projects, and the establishment and maintenance of buffers adjacent to priority waterbodies</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Promotion through BCWMC education materials. Implementation during our own CIP projects</p> | <p>○</p> | <p>Disseminate lakeshore restoration information specifically to Medicine Lake homeowners.</p> |
| <p>82. The BCWMC encourages cities to develop and maintain water-related recreational features (such as trails adjacent to waterbodies and water access points), with consideration for buffers, use of pervious surfaces, and other best management practices to reduce runoff.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented locally by cities. Also, BCWMC CIP projects often incorporate trails, piers, and other access points adjacent to waterbodies</p> | <p>○</p> | <p>Continue to implement through CIP program</p> |

| | | | | | |
|---|------------------|----------------|--|----------|--|
| <p>83. The BCWMC will take into account aesthetics, habitat, and recreation benefits during CIP project selection and prioritization, and when considering how a project might address multiple Commission goals (see policy 110).</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC CIP projects always improve habitat and aesthetics; and often improve access to waterbodies. Potential CIP projects are always evaluated for possibly meeting multiple goals</p> | <p>○</p> | <p>Continue to implement through CIP program</p> |
| <p>84. The BCWMC will encourage public and private landowners to maintain, preserve or restore open space and native habitats such as wetlands, uplands, forests, shoreland, streambanks, and prairies for the benefit of wildlife through education and by providing information on grant programs</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Promotion through BCWMC education materials. Implementation during our own CIP projects. Although BCWMC doesn't have a grant program, when asked by residents about grants I forward information about county grants.</p> | <p>○</p> | <p>Continue to disseminate educational materials</p> |
| <p>85. Member cities shall consider opportunities to maintain, enhance, or provide new open spaces and/or habitat as part of wetland creation or restoration, stormwater facility construction, development, redevelopment, or other appropriate projects</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Implemented locally.</p> | <p>○</p> | <p>None planned</p> |
| <p>86. The BCWMC will cooperate with the MDNR and other entities, as requested, to protect rare and endangered species under the State's Endangered Species Statute. The BCWMC will review the Natural Heritage Information System during the design phase of Commission projects</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>CIP project feasibility studies and designs always account for and plan for the protection of rare and endangered species</p> | <p>○</p> | <p>Continue to implement through CIP program</p> |

| | | | | | |
|---|----------------|---------|--|---|--|
| 87. The BCWMC will submit data, as available, and encourages others to submit data regarding occurrences of rare and endangered species and native plant communities to the State's Natural Heritage Information System | 2015-2025 | Ongoing | In 2015, the BCWMC reported the first record of <i>Lynchnothamnus barbaratus</i> (bearded stonewort), a native plant found first in Westwood Lake through our regular monitoring program. | ○ | Will continue to report as current practice |
| 88. The BCWMC will consider implementing a grant or cost-share program to fund the establishment of buffers adjacent to priority waterbodies | None specified | 2021 | A grant program specific to buffer establishment has not been considered. A grant program for private developers/redevelopers to provide water quality treatment above requirements was discussed by the TAC and Commission in early 2021. | ○ | BCWMC plans to reconsider various grant programs during development of its next watershed plan |
| 89. Member cities shall adopt State buffer and/or shoreland management requirements for public waters in incorporated areas, if and when they are promulgated | None specified | NA | Implemented locally, as applicable | ○ | None needed |

Objective: EDUCATION AND OUTREACH POLICIES, page 4-14

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|---|---|------------------|--|-----------------|---|
| 90. The BCWMC will develop an education and outreach plan | Education Plan developed for watershed plan, Appendix B | | Education Plan developed for watershed plan. Education Committee meets annually to develop an annual education work plan and budget with guidance from the overall education plan. | ○ | Re-evaluate education plan during next watershed plan development |

| | | | | | |
|--|------------------|----------------|---|----------|--|
| <p>91. The BCWMC will develop and maintain standard BCWMC messaging items to increase awareness of the BCWMC and its role.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Educational messaging is developed and considered through annual Education Work Plan.</p> | <p>○</p> | <p>Continue to implement through education program</p> |
| <p>92. The BCWMC will evaluate the success of its education and public involvement plan.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Educational programming success is difficult to measure. Our current metric include number of participants at events or trainings + website and social media engagements, followers, etc.</p> <p>BCWMC includes education program results in its annual report and through letters of understanding to each member city.</p> | <p>○</p> | <p>Continue to implement through education program</p> |
| <p>93. The BCWMC will recruit volunteers to conduct monitoring and participate in activities sponsored or promoted by the BCWMC and will provide training as needed</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC staff recruit and coordinate volunteers for the Met Council’s CAMP. We annually have 8 – 10 volunteers collecting water samples. Training is provided through Met Council.</p> | <p>○</p> | <p>Continue to implement through education program</p> |
| <p>94. The BCWMC will support cooperative educational and volunteer programs, such as the West Metro Water Alliance, Blue Thumb, River Watch, Metro Blooms, Metro Watershed Partners, Citizen Assisted Monitoring Program, Wetland Health Evaluation Program, etc.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC annually provides financial support to multiple educational programs and organizations and is actively involved as a West Metro Water Alliance member. See annual report for specifics</p> | <p>○</p> | <p>Continue to implement through education program</p> |

| | | | | | |
|---|-----------|-----------------------------|---|---|---|
| 95. The BCWMC will develop and implement a recognition program (certificates, letters of appreciation, events, thank you ads, etc.) for BCWMC volunteers. | 2015-2025 | Intermittent implementation | Volunteers are sometimes recognized through press releases. Thank you cards were sent to volunteers, for a few years, but not consistently. No formal recognition program developed | ○ | None planned |
| 96. The BCWMC will update and maintain its website and use it to communicate with and provide information to the public | 2015-2025 | Ongoing | BCWMC's new website launched in 2016. The site is continually updated with meeting information, reports, finances, contact information, water quality data, educational materials, meeting materials and minutes, CIP information, etc. | ○ | Continue to regularly maintain website. |
| 97. The BCWMC will seek opportunities to incorporate education and public involvement efforts into all of its proposed projects. | 2015-2025 | Ongoing | BCWMC CIP projects often incorporate education components including signage (e.g., Northwood Lake Improvement Project) or interactive components (e.g., Westwood Lake Improvement Project) | ○ | Continue to implement through CIP program |
| 98. The BCWMC will seek opportunities to use a citizen advisory committee to complete tasks meaningful to the Commission. | 2015-2025 | None | BCWMC does not utilize a CAC. However, committee members may include members of the public. In the past, the Education Committee has members of the public. | ○ | A CAC will be utilized during development of the next watershed management plan |
| 99. The BCWMC will distribute BCWMC meeting notices and agendas to city officials and key staff. The meeting notice and/or agenda will include a description of the key discussion item(s). | 2015-2025 | Ongoing | Meeting notices and a link to materials are emailed to all TAC members (city staff), and other city staff upon request. All materials are posted online one week before the meeting. | ○ | Continue current practice |

| | | | | | |
|---|-------------------------|-------------------------|--|----------|--|
| <p>100. The BCWMC will post informational signs at BCWMC projects during construction.</p> <p>The BCWMC will consider installing permanent informational signs at BCWMC watershed projects, major BCWMC waterbodies, monitoring sites, demonstration projects, adopt-a-stream/wetland sites, etc.</p> <p>The BCWMC will work with cities and other road authorities to install stream identification signs along roads at stream crossings.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>A temporary sign is erected on site during CIP construction informing visitors about the BCWMC project and how its funded.</p> <p>As noted above, many CIP projects incorporate permanent educational signs.</p> <p>BCWMC and cities have installed stream crossing signs at 7 crossings throughout the watershed. Three on Plymouth Creek and four on Bassett Creek.</p> | <p>○</p> | <p>Continue current practice</p> |
| <p>101. The BCWMC will regularly hold watershed tours for the Commission and the public.</p> | <p>Every other year</p> | <p>2014, 2016, 2019</p> | <p>Watershed tours via coach bus were given in 2014 and 2016, and as part of the 50th anniversary celebration in 2019. Invitees include commissioners, TAC members, local officials, county commissioners, partners, volunteers</p> | <p>○</p> | <p>A watershed tour is likely in fall 2021</p> |
| <p>102. The BCWMC will tailor its communications and educational strategies to present complex and/or technical issues in a manner that is appropriate for the audience.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC strives to make watershed information accessible and understandable to a wide audience. One example is the change in water monitoring reports from 60-page highly technical reports to 4-8 pages public-friendly document with color graphs, photos, and non-technical text. (e.g., Northwood Lake 2019 report)</p> | <p>○</p> | <p>Continue current practice</p> |

Objective: ADMINISTRATION, page 4-15

| Planned Actions or Activities | Proposed Timeframe | Actual Timeframe | Accomplishments to Date | Progress Rating | Next Steps |
|---|--------------------|------------------|--|-----------------|--|
| 103. The BCWMC will fund 100 percent of eligible project costs for those projects listed in the 10-year CIP (Table 5-3). Eligible project costs are listed in Table 5-1. | 2015-2025 | Ongoing | Implemented through CIP program | ○ | Continue to implement CIP program |
| 104. The Commission will review projects that trigger BCWMC review. | 2015-2025 | Ongoing | Implemented through project review program. Number and titles of projects reviewed are reported in the annual report. The BCWMC requirements document is posted online and updated/revised on occasion after TAC discussion and approval of their recommendations by the Commission. | ○ | Continue to implement project review program |
| 105. At the request of the member cities, the BCWMC will review projects that would not otherwise trigger review per the BCWMC's <i>Requirements for Improvements and Development Proposals</i> | 2015-2025 | Ongoing | Implemented as needed. In 2015, the Commission created a new budget line for expenses related to reviewing/discussing projects (often with city staff and sometimes with developers) before a formal project application and fee is submitted. This allows for earlier coordination for complicated or controversial projects. | ○ | Continue current practice |
| 106. The BCWMC will review local water management plans for compliance with this Plan's goals and policies | 2015 - 2025 | As needed | Each member city has LWMP reviewed and approved through resolution by the BCWMC. (9/2018 – 3/2019) See annual report for listing and years of approval. | ○ | Will review LWMP revisions, as needed |

| | | | | | |
|---|------------------------------|---------|--|---|---------------------------------|
| 107. The BCWMC will annually evaluate member cities' compliance with the goals and policies of this Plan (see Section 5.1.1.6). The BCWMC will take appropriate administrative or legal action in response to non-compliance. | 2015 - 2025 | Ongoing | BCWMC does not evaluate compliance of member cities with specific policies but maintain close relationships with city staff and partner regularly on water-related activities and programs | ○ | Continue current practice |
| 108. The BCWMC will review applications for MDNR Work in Public Waters Permits. | 2015-2025 | Ongoing | Commission engineers review all public waters permits and provide comments, as needed. | ○ | Continue current implementation |
| 109. The BCWMC will annually review and update its 10-year CIP. The BCWMC will re-evaluate new or proposed additions to the CIP annually or as new data or opportunities develop, with consideration for the criteria outlined in policy 110. | 2015-2025 | Ongoing | The TAC and Commission annual update the rolling 5-year CIP by adding, removing, or shifting CIP projects, as needs, opportunities, and priorities shift. Minor Plan amendments were approved for CIP changes in 2017, 2018, and 2020. | ○ | Continue current implementation |
| 110. The BCWMC will consider including projects in the CIP that meet one or more of the following "gatekeeper" criteria. | 2015-2025 | Ongoing | Gatekeeper criteria listed in the policy are strictly followed when considering adding new projects to the CIP | ○ | Continue current implementation |
| 111. The BCWMC defines the trunk system as the collection of waterbodies and natural or constructed conveyances listed in Table 2-9 of this Plan | Established in the 2015 Plan | Ongoing | Trunk system definition has not changed. Definition is used to delineate BCWMC floodplain jurisdiction, channel maintenance activities, etc. | ○ | None needed |
| 112. The BCWMC may review proposed changes to member city development regulations (e.g., zoning and subdivision ordinances) at its discretion or the request of the member cities. | 2015-2025 | Ongoing | BCWMC reviews member city ordinances at their request (e.g., Crystal, Golden Valley, Medicine Lake) or as part of reviewing their local water management plans. | ○ | Continue current practice |

| | | | | | |
|---|------------------|----------------|---|----------|---|
| <p>113. Member cities must inform the BCWMC regarding updates to city ordinances or comprehensive plans that will affect stormwater management. Stormwater management elements of the member cities' comprehensive plans must conform to the BCWMC Plan</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Changes to comp plans and ordinances are reviewed when submitted by cities.</p> | <p>○</p> | <p>Continue current practice</p> |
| <p>114. The BCWMC will annually assess its progress towards the goals presented in this plan, using quantitative metrics where appropriate. The BCMWC will provide this analysis, or a summary, to BWSR, as part of its annual reporting.</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>Progress and activities are annually reported in the BCWMC Annual Report, and through water quality reports and graphs presented online.</p> | <p>○</p> | <p>Continue current implementation</p> |
| <p>115. The BCWMC will work with member cities to assess the financial impact of regulatory controls and identify areas where the BCWMC may assist member cities in meeting the requirements of their MS4 permits</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>BCWMC has not assessed financial impact of regulatory controls. However, BCWMC assists cities with meeting MS4 permit requirements for education activities. (Annual Letter of Understanding submitted to each city outlining previous year's education activities). Regular updates to BCWMC P8 model helps cities determine progress toward meeting TMDLs. The BCWMC XPSWMM model is also useful/helpful in meeting MS4 permit requirements.</p> | <p>○</p> | |
| <p>116. The BCWMC will periodically review its capital improvement program (CIP) process and revise the process, as necessary</p> | <p>2015-2025</p> | <p>2018</p> | <p>In 2018, in an effort to better target CIP projects where they would have the most benefit, we created the CIP Prioritization Committee which developed a CIP scoring matrix to assess potential projects starting in 2019.</p> | <p>✦</p> | <p>None planned until development of next watershed management plan</p> |

| | | | | | |
|---|-----------|---------|--|---|---------------------------------|
| 117. The BCWMC will assist in calculating or calculate when necessary, the apportionment of costs between adjoining communities for water resource projects with intercommunity participation | 2015-2025 | Ongoing | Done upon request and inconjunction with certain project (e.g., DeCola Ponds B&C Improvement Project) | ○ | Nothing specific planned |
| 118. The BCWMC will assist member cities in resolving watershed management disputes, as requested. | 2015-2025 | Ongoing | In 2013 a BCWMC Dispute Resolution Committee worked with the cities of New Hope, Crystal, and Golden Valley to make recommendations regarding the distribution of cost for a Phase II study evaluating flooding issues in the DeCola ponds area. | ○ | Continue current implementation |
| 119. The BCWMC will maintain a Technical Advisory Committee (TAC) to promote communication and cooperation between the BCWMC and member cities. | 2015-2025 | Ongoing | TAC meets several times a year on an as-needed basis or at the request of the Commission to review, study, make recommendations on specific topics. See annual reports for more information on # of meetings and topics | ○ | Continue current implementation |
| 120. The BCWMC will continue to rely on member cities to implement the BCWMC's policies at the time of development and redevelopment. Member cities shall inform developers and other project applicants regarding BCWMC requirements | 2015-2025 | Ongoing | Continually implemented through BCWMC project review program. | ○ | Continue current implementation |
| 121. The BCWMC will continue to rely on member cities to issue permits. Member cities shall permit only those projects that conform to the policies and standards of the BCWMC. | 2015-2025 | Ongoing | Continually implemented through BCWMC project review program. | ○ | Continue current implementation |

| | | | | | |
|---|------------------|----------------|---|----------|--|
| <p>122. For CIP projects that have been ordered by the Commission, the BCWMC requires member cities to acquire and maintain easements, right-of-way, or interest in land necessary to implement and maintain projects upon order of the BCWMC</p> | <p>2015-2025</p> | <p>Ongoing</p> | <p>CIP projects are implemented through an agreement with the member city where the project is located. On-going maintenance of the project is a requirement with in the agreement.</p> | <p>○</p> | <p>Continue current implementation</p> |
|---|------------------|----------------|---|----------|--|

Appendix B. Performance Standards

METRO WATERSHED DISTRICT and WMO PERFORMANCE STANDARDS

LGU Name: Bassett Creek Watershed Management Commission

| Performance Area | Performance Standard | | Level of Review | Rating | | |
|------------------|----------------------|--|--|-------------------|------------|----------------|
| | ★ | ■ | I Annual Compliance | Yes, No, or Value | | |
| | | ■ | II BWSR Staff Review & Assessment (1/10 yrs.) | YES | NO | |
| Administration | | ■ | Activity report: annual, on-time | I | X | |
| | | ■ | Financial report & audit completed on time | I | X | |
| | | ■ | Drainage authority buffer strip report submitted on time | I | NA | |
| | | ■ | eLINK Grant Report(s): submitted on time | I | X | |
| | | ■ | Rules: date of last revision or review | II | NA | |
| | | ■ | Personnel policy: exists and reviewed/updated within last 5 years | II | NA | |
| | | ■ | Data practices policy: exists and reviewed/updated within last 5 years | II | X | |
| | | ■ | Manager appointments: current and reported | II | X | |
| | | ■ | Consultant RFP: within 2 yrs. for professional services | II | X | |
| | | ■ | WD/WMO has resolution assuming WCA responsibilities and appropriate delegation resolutions as warranted (N/A if not LGU) | II | X | |
| | | ■ | WD/WMO has knowledgeable & trained staff that manages WCA program or has secured qualified delegate. (N/A if not LGU) | II | X | |
| | | ★ | Administrator on staff | II | Consultant | |
| | | ★ | Board training: orientation and continuing education plan, record for each board member | II | | X ¹ |
| | | ★ | Staff training: orientation and continuing education plan and record for each staff | II | NA | |
| | | ★ | Operational guidelines for fiscal procedures and conflicts of interest exist and current | II | X | |
| | ★ | Public drainage records: meet modernization guidelines | II | NA | | |
| Planning | | ■ | Watershed management plan: up-to-date | I | X | |
| | | ■ | City/twp. local water plans not yet approved | II | 0 | |
| | | ■ | Capital Improvement Program: reviewed every 2 years | II | X | |
| | | ★ | Strategic plan or self-assessment completed in last 5 years | II | | X |
| | | ★ | Strategic plan identifies short-term priorities | II | | X |

| | | | | | | |
|---|---|---|----|-----------|--|--|
| Execution | ■ | Engineer Reports: submitted for DNR & BWSR review | II | NA | | |
| | ■ | WCA decisions and determinations are made in conformance with all WCA requirements. (if delegated WCA LGU) | II | X | | |
| | ■ | WCA TEP reviews & recommendations appropriately coordinated. (if delegated WCA LGU) | II | X | | |
| | ★ | Certified wetland delineator on staff or retainer | II | X | | |
| | ■ | Total expenditures per year (past 10 yrs.) | II | see below | | |
| | ★ | Water quality trends tracked for key water bodies | II | X | | |
| | ★ | Watershed hydrologic trends monitored / reported | II | X | | |
| Communication & Coordination | ■ | Website: contains information as required by MR 8410.0150 Subpart 3a, i.e. as board meeting, contact information, water plan, etc. | II | X | | |
| | ■ | Functioning advisory committee(s): recommendations on projects, reports, 2-way communication with Board | II | TAC only | | |
| | ■ | Communication piece: sent within last 12 months | II | X | | |
| | | Communication Target Audience: | | | | |
| | ★ | Track progress for Information and Education objectives in Plan | II | X | | |
| | ★ | Coordination with County Board, SWCD Board, City/Township officials | II | Partial | | |
| | ★ | Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, SWCDs, WDs, Non-Government Organizations | II | X | | |

¹ New Commissioner orientation materials available online: <https://www.bassettcreekwmo.org/about/commissioner-orientation>; budget for commissioner training and attendance at conferences (rarely used)

| Year | Total Expenditures (CIP + operating funds from audit) |
|------|---|
| 2020 | \$2,422,197 |
| 2019 | \$2,752,663 |
| 2018 | \$2,251,061 |
| 2017 | \$1,055,069 |
| 2016 | \$3,540,517 |
| 2015 | \$1,676,859 |
| 2014 | \$668,563 |
| 2013 | \$1,951,599 |
| 2012 | \$900,674 |
| 2011 | \$1,602,286 |

Appendix C. Summary of External Survey Results

Bassett Creek WMC Board and Staff Questions and Responses

| How often does your organization use your current management plan to guide decisions about what you do? (response percent) | |
|---|-----|
| Always | 80% |
| Usually | 20% |
| Seldom | 0% |
| Never | 0% |

| List your organization's most successful programs and projects during the past 3-5 years. |
|---|
| <i>Capital Improvement Program</i> |
| <i>* DeCola Ponds project * Schaper Pond diversion project * XPSWMM watershed modeling * 2020 Deep tunnel inspection * Harrison neighborhood outreach/citizen engagement</i> |
| <i>Our success lies in the partnerships we've created and maintained over the years with our member cities, Three Rivers Park District, Minneapolis Park and Rec Board, Hennepin County, Met Council, state agencies, and others. We could not do our work without working collaboratively with these entities. I believe our single most successful program is our robust capital improvement program and our ability to utilize 103B.251 for capital funds. Since 2004, we've installed 35 capital projects resulting in 2,000 lbs of TP removed, 650 tons of sediment removed, 5.7 miles of streambanks restored, and 1 delisted lake.</i> |
| <i>- our administrator has been hugely successful in securing AIS management grants - excellent use of our AIS rapid response plan when starry stonewort was found in Medicine Lake - extensive ed to elementary age students through WMWA's traveling Watershed PREP class</i> |
| <i>CIP program and education about salting smart</i> |
| <i>Sweeney Lake water quality improvements Wirth Park dredging project</i> |
| <i>The Westwood Hills Nature Center educational efforts and water cycle project</i> |
| <i>plymouth creek restoration</i> |

| What helped make these projects and programs successful? |
|--|
| <i>The efficiency of the commission and the competency of all member cities</i> |
| <i>Staff coordination and collaboration with city water staff * (For project) sound engineering design, diligent development and professional implementation, strong water-quality and resource-improvement results. * Partnership with effective nonprofit organization. * Successful grantwriting</i> |
| <i>Partnerships with our member cities, the support of Hennepin County staff and commissioners for the levy funding, and grant funding. Since 2004, we've secured over \$3M in county, state, and federal grants..</i> |
| <i>Laura Jester and her ability to create partnerships</i> |
| <i>The CIP projects are carefully chosen to give the best cost-benefit. The salt education program is the first of its kind (that I'm aware of) to target residents about smart salting practices</i> |
| <i>Sweeney like project used an innovative approach to improve water quality issues created by using the lake to mitigate flooding in the watershed. The Wirth Park dredging project was almost 3 times our annual CIP project but also me of the most cost effective and provides benefits to North Minneapolis; a racially diverse and socio economic disadvantaged community. It required ingenuity to administer such a large project.</i> |
| <i>The collaboration of multiple parties to complete a successful project</i> |

good planning

During the past 3-5 years, which of your organization's programs or projects have shown little progress or been on hold?

Now that I'm aware of

BCWMC's regulatory program is not clearly effective. Development and implementation of capital projects is not super well connected to goals or an overarching strategy in the plan..

We have a couple CIP projects on hold due to various conditions and constraints. We also have limited funding for watershed education

the chloride challenge is huge and needs more partnership from cities and local businesses

Jevne Park Stormwater Improvement Project. I believe this was put on hold due to resident concerns.

Reducing the costs of water monitoring

Flooding, the Commission has new storm water models, using ATLAS 14, and it's taken time to get a good understanding of the magnitude of the flooding and how to best address the issues.

Schaper Pond baffle

List the reasons why the organization has had difficulty with these projects and programs.

Regulatory program effectiveness is hampered by joint-powers agreement limitations on authority, city push for compromise on thresholds and criteria in the regulations. CIP approach is something of a pot luck of contribution of ideas from cities. Also, generally, there are too many commissioners (9) and they vary widely in their level of competence and contribution. Cities, to some degree through authority over commissioners, restrain effectiveness of commissioners as leading the commission's efforts

CIP projects on hold are due in one case to market forces changing the redevelopment timeline of the Four Seasons Mall in Plymouth. In another case, the city where the project would be located (Jevne Park Project in the city of Medicine Lake) is currently unwilling to cooperate on the project.

it's amazing how many positive actions laura and bassett creek have been able to accomplish for medicine lake given that the lake association is basically defunct

In general, I don't think BCWMC has

There is not a lot of competition in the industry. This is a significant portion of our budget and it should not cost this much.

Finding space in a fully developed watershed, funding, and general development of flood management of projects

Carp were causing additional problems

Regarding the various organizations and agencies with which you could cooperate on projects or programs...

List the ones with which you work well already

All member cities

Metro Blooms, city water-resources and public works staffs (sometimes)

All of our nine member cities, Hennepin County, Three Rivers Park District, Minneapolis Park and Rec Board, Met Council

Nearly all government partners

Three-Rivers Park District, all nine member cities, Barr Engineering, West Metro Water Alliance, Watershed Partners, Westwood Hills Nature Center

The Administrator, Laura Jester, Metro Blooms

| |
|---|
| FEMA |
| List the ones with which better collaboration would benefit your organization |
| <i>Minneapolis Park Board</i> |
| <i>Other nonprofits, private property (re)developers</i> |
| <i>We look forward to BWSR input and cooperation during the development of our next watershed management plan</i> |
| <i>twin west chamber of commerce, the real estate/real property management communities, business owners</i> |
| FEMA |
| If you don't know much about your organization's working relationships with partners, enter "I don't know" |
| <i>2 responses</i> |

| |
|---|
| What steps could your organization take to increase your effectiveness in accomplishing your plan goals and objectives? |
| <i>Over the last 15 years, I have been involved with many watershed organizations. This is the best-run organization that I have worked with</i> |
| <i>Find ways to increase competition for engineering services, legal services and water quality monitoring</i> |
| <i>Keep working together to improve upon our existing systems and significant more funding.</i> |
| <i>Not sure</i> |
| <i>None that I'm aware of</i> |
| <i>Reduce the number of commissioners and compensate commissioners. Contract with/hire more staff</i> |
| <i>I would really like more funding for education. We are members of the West Metro Water Alliance which works on education programming across four watersheds. We would like to emulate the East Metro Water Resource Education Program in Washington County but we don't have the funding</i> |
| <i>continue building support (within limits) for state-wide chloride legislation</i> |

| How long have you been with the organization? | (response percent) |
|--|---------------------------|
| Less than 5 years | 30% |
| 5 to 15 years | 60% |
| More than 15 years | 10% |

Bassett Creek WMC Partner Organization Questions and Responses

| Question: How often have you interacted with this organization during the past two to three years? Select the response closest to your experience. | (response percent) |
|---|---------------------------|
| Not at all | 0% |
| A few times | 0% |
| Several times a year | 50% |
| Monthly | 31.25% |
| Almost every week | 18.75% |
| Daily | 0% |

Comments:

- *None.*

| Is the amount of work you do in partnership with this organization... | (percent) |
|---|------------------|
| Not enough, there is potential for us to do more together | 6.25% |
| About right | 93.75% |
| Too much, they depend on us for work they should be doing for themselves | 0.0% |

| | |
|---|------|
| Too much, we depend on them for work we should be doing ourselves or with others | 0.0% |
|---|------|

| Based on your experience working with them, please rate the organization in the following areas: | | | | | |
|---|-------------------------------|--------|------------|------|--------------|
| Performance Characteristic | Rating (percent of responses) | | | | |
| | Strong | Good | Acceptable | Poor | I don't know |
| Communication (they keep us informed; we know their activities; they seek our input) | 43.75% | 56.25% | 0% | 0% | 0% |
| Quality of work (they have good projects and programs; good service delivery) | 62.50% | 31.25% | 0% | 0% | 6.25% |
| Relationships with Customers (they work well with landowners and clients) | 50% | 25% | 0% | 0% | 25% |
| Initiative (they are willing to take on new projects, try new ideas) | 62.50% | 18.75% | 6.25% | 0% | 12.5% |
| Timelines/Follow-through (they are reliable and meet deadlines) | 75% | 25% | 0% | 0% | 0% |

| How is your working relationship with this organization? (percent) | |
|---|--------|
| Powerful , we are more effective working together | 37.50% |
| Strong , we work well together most of the time | 43.75% |
| Good , but it could be better | 18.75% |
| Acceptable , but a struggle at times | 0% |
| Poor , there are almost always difficulties | 0% |
| Non-existent , we don't work with this organization | 0% |

Comments from Partners about their working relationship with the BCWMC:

- *Would be good to have more collaborative opportunities related to education and outreach*
- *The staff and board are very supportive of our partnership and willing to try new projects and rely on our expertise.*

| Do you have additional thought about how the "subject" organization could be more effective? |
|--|
| <i>The BCWMC is doing a great job with its partners and I think that continuing on the path they are currently on will serve them well. During the current plan cycle, they have also taken a more watershed-first approach (as opposed to city-submittal) to project identification which should benefit the resource and the system to a greater degree.</i> |
| <i>They do quite a bit with the investment they make in projects and staff. They invest less than some of the surrounding watersheds, though and they could make an even bigger impact with even small increases in revenue. Perhaps they could set a goal for a minimum percentage investment of the overall tax base. This would give them "cover" for increasing spending in the watershed if desired. They could also do a review of the metro watersheds and see where they fall.</i> |
| <i>Continuing to look at changing dynamics in land use in the watershed</i> |
| <i>BCWMC and Laura Jester, specifically, are phenomenal advocates for our lake and improving water quality. They have accomplished more in the past few years than I thought would be possible in the next ten</i> |

They would benefit from full time staff and bigger budget. When I compare what they produce to lets say 9 mile creek it is very small. However when I compare it to what Elm Creek produces it is quite high. I do not know the budget or constraints for any of these organizations.

Nope. I think they do a great job

| How long have you been with your current organization? | (response percent) |
|---|---------------------------|
| Less than 5 years | 25% |
| 5 to 15 years | 50% |
| More than 15 years | 25% |

Appendix D. Wetland Conservation Act Administrative Review Report

Wetland Conservation Act Administrative Review Report

Report Prepared for: Bassett Creek Watershed Management Commission (BCWMC)

Report Date: May 17, 2021

Prepared by: Ben Carlson, BWSR Wetland Specialist
Ben Meyer, BWSR Wetland Specialist

Introduction

In 1991, the Legislature passed the Wetland Conservation Act (WCA) in order to achieve a no-net loss in the quantity, quality, and biological diversity of Minnesota's wetlands. In doing so, they designated certain implementation responsibilities to local government units (LGUs) and soil and water conservation districts (SWCDs) with the Board of Water and Soil Resources (BWSR) to provide oversight. One oversight mechanism is an administrative review of how LGUs and SWCDs are carrying out their responsibilities.

BWSR uses the administrative review process to evaluate LGU and SWCD performance related to their responsibilities under the WCA. The review is intended to determine if an LGU or SWCD is fulfilling their responsibilities under WCA and to provide recommendations for improvement as applicable.

This review has been conducted in conjunction with the PRAP process, a summary of which is provided in the overall PRAP report.

Methods

Data for this report was collected via direct interview(s) with staff, a review of an appropriate number and type of project files, a review of existing documentation on file (i.e. annual reporting/resolutions), and through prior BWSR staff experience/interaction with the LGU or SWCD. In some cases, a project

site review may be necessary. Generally, interviews, project file reviews and site visits were done with two BWSR staff on agreed upon dates.

A copy of the questions and form(s) used during the data collection phase are available upon request.

Specific Methods

BWSR Staff interviewed Karen Wold and Laura Jester, Bassett Creek WMC (BCWMC) representatives on April 7, 2021. The interviews occurred remotely through a Microsoft Teams meeting and included Ben Carlson and Ben Meyer, BWSR Wetland Specialists. In addition to the data collection forms completed, seven project files were reviewed: 2 No Loss determinations, 1 Sequencing and Replacement Plan application, 2 Boundary and Type application, 1 Exemption determinations, and 1 Enforcement file. District staff also provided copies of the 2016 Bassett Creek WMC board resolution #16-04, with the Cities of Medicine Lake, Robbinsdale, and St. Louis Park designating the Bassett Creek WMC as the WCA LGU and identifying the local appeals board. No project site visits were required or conducted.

WCA Report Summary and Recommendations

A. Administration

Bassett Creek WMC is the LGU for Medicine Lake, Robbinsdale, and St. Louis Park within its jurisdictional boundaries. Bassett Creek WMC covers approximately 40 square miles of urban land located entirely within Hennepin County.

Trained and Knowledgeable Staff

Bassett Creek WMC has one staff (Karen Wold, Barr Engineering) that is trained in environment and natural resources and the 1987 Delineation Manual to meet MN Rule 8420.0240. Based solely on the interview and previous staff interaction, the watershed meets the requirement for being trained and knowledgeable. In addition, staff has attended trainings through BWSR and WDCP. The staff does an excellent job coordinating with other agencies (local, state, and federal). Additionally, the staff has a good rapport with landowners and effectively communicates WCA requirements to landowners. **This is effectively implementing the program.**

WCA Administrative Recommendation: The watershed staff implement WCA rule and wetland technical review at a high level of skill and performance, but should continue to make it a priority to have any staff involved with wetland regulation to attend BWSR Academy, WDCP, WPA and other trainings to keep current and further develop the skills and knowledge required to implement the WCA and technical review of delineations.

Delegation of WCA/Joint Powers Agreements

Bassett Creek WMC adopted WCA administration through Board Resolution #16-04 on February 18, 2016. The Watershed administers the WCA in all or portions of the following municipalities: Medicine Lake, Robbinsdale, and St. Louis Park. Resolutions designating WCA authority from Medicine Lake (1994), Robbinsdale (1993), and St. Louis Park (1993) to Bassett Creek WMC are retained in BWSR records. **This meets the requirement of the program.**

Delegation of Staff Decision-Making Authority

Bassett Creek WMC has designated decision making authority to staff, which includes the Commission Engineer, and the Commission Administrator for administering the WCA and making decisions related to exemption, no loss, wetland boundary and type applications. This decision was documented in Resolution 16-04 and provided to and retained in record by BWSR.

This meets the requirement of the program.

Appeals

Bassett Creek WMC does have a local appeal process per Resolution 16-04. Staff decisions may be appealed to the Bassett Creek WMC board. After reviewing multiple notice of decisions, it was noted that the local appeal process box was not checked, rather, appeal to BWSR was identified. **This meets minimum WCA requirements but needs improvement.**

WCA Administrative Recommendation: Bassett Creek WMC may want to consider an appeal fee be adopted by the board of managers and clarification of the appeal process identified on the NOD form.

B. Execution and Coordination

WCA Decisions and Determinations

WCA decisions appear to be made following the parameters of MN Rules Chapter 8420.0255 and MS 15.99. File review showed examples of good documentation and accurately completed forms. The LGU consistently includes rule citations and clearly describes the decision being made. Missing information on notices included appeal process information. **This is effectively implementing the program.**

Record Retention

8420.0200 Subp. 2. G requires the LGU to retain a record of all decisions for a minimum of ten years. The LGU currently has retained all project files and decisions since adopting the act. A hard copy is retained onsite or at an offsite storage, electronic copies are saved on a server. **This is effectively implementing the program.**

TEP Incorporation/Coordination

Bassett Creek WMC is the LGU per MN Rule 8420.0200 Subp. 1. B. and convenes TEPs when necessary. Members of the TEP include the BWSR Wetland Specialist, Hennepin Conservation District, and LGU Wetland Specialist. The Commission is proactive in inviting members of the TEP for all projects. Representatives from the Corps and DNR are involved when necessary. The TEP is utilized for projects that require TEP involvement as well as projects beyond what is required as necessary. **This is effectively implementing the program.**

Violation and Complaint Resolution

Bassett Creek WMC responds to and investigates actual and potential wetland violations as necessary. Due to the highly urbanized nature and limited aquatic resources, generally, violations are minimal within the watershed. One enforcement action occurred since 2010. Through its staff of wetland specialists and inspectors, the Commission worked with the TEP and landowner to comply with the WCA

as well as Watershed Rules. Bassett Creek WMC will inspect sites and elevate apparent violations to the Hennepin Conservation District, DNR and TEP as needed. **This is effectively implementing the program.**

C. Conclusion

BWSR commends the Bassett Creek WMC and its Staff, especially Karen Wold, for exemplary administration of the Wetland Conservation Act. Although the watershed is highly developed and WCA workload volume is low, Bassett Creek staff do an exceptional job noticing applications on time and make decision based on rule in a timely manner. Despite some minor administrative or procedural recommendations that if implemented would further strengthen the program, Bassett Creek WMC is effectively and fairly implementing WCA. Good job and keep up the good work.

Appendix E. Program Data

Time required to complete this review

BCWMC Staff: Administrator: 11.25 hours; Commission Engineer: 11.0 hours; WCA Staff: 7.5 hours (29.75hrs)

BWSR Staff: 80 Hours

Schedule of Level II Review

BWSR PRAP Performance Review Key Dates

- March 18, 2021: Initial meeting with BCWMC Board
- March 1, 2021: Initial meeting with BCWMC staff
- March 23, 2021: Survey of board, staff, and partners
- June 17, 2021: Presentation of Draft Report
- July 15, 2021: Transmittal of Final Report to LGU (tentative)

NOTE: BWSR uses review time as a surrogate for tracking total program costs. Time required for PRAP performance reviews is aggregated and included in BWSR's annual PRAP report to the Minnesota Legislature.