



## Memorandum

**To:** Commissioners, Bassett Creek Watershed Management Commission  
**From:** Karen Chandler, Greg Williams (Barr), and Laura Jester, BCWMC Administrator  
**Subject:** Scope of Work to Address Complex Issues (Plan Update Phase 2)  
**Date:** August 8, 2022; revised September 6, 2022

### Recommendation:

1. Approve the scope of work and budget to address complex issues by Commission Engineer.

As part of the 2025 Watershed Management Plan (Plan) update, several complex issues should be evaluated to determine the appropriate role for the Commission. This analysis is identified as Phase 2 in the [Plan update scope](#) approved in March, 2022. These are issues that are estimated to require consideration beyond the scope of a typical Plan update due to their complexity, emerging nature, or other factors. At their July 21, 2022 meeting, the Commission directed the Commission Engineer and Administrator to develop a scope of work to address these complex issues based on [results of the July 11, 2022 Plan Steering Committee workshop](#).

All Commission, Plan Steering Committee (PSC), BCWMC Technical Advisory Committee (TAC), and Planning TAC meetings are assumed to be in person.

Note: Items italicized in "deliverables" sections below are those included in the original Plan update scope. As noted throughout the memo, this scope generally includes only research and analysis tasks. The original Plan update scope and budget included tasks related to drafting potential policies, programs, and projects that might result from the analyses and discussing findings and BCWMC roles with the BCWMC Plan Steering Committee (PSC).

### **A. & B. Use an equity lens and input from diverse communities in development of priorities, policies, and programs; and expand outreach to and build relationships with diverse communities (including Native cultures)**

Throughout Plan development, staff, the BCWMC TAC, and commissioners will consider and strive for improving the implementation of projects and programs towards more equitable outcomes and will include input from all communities. Plans and policies related to outreach to diverse communities and relationship building will be developed by the Administrator with community input and in cooperation with the commissioners and BCWMC TAC with minimal involvement of the Commission Engineer. (Note: this task incorporates issue B from the July 13 memo to the Commission.)

**C. Expand education and outreach program (education to groups/residents, helping cities fulfill stormwater education requirements)**

This issue will be addressed by the Administrator in cooperation with the commissioners and BCWMC TAC with no or minimal involvement of the Commission Engineer.

**D. Training, orientation, and education for commissioners and alternate commissioners**

This issue will be reviewed and addressed as part of the originally-scoped Plan update effort.

**E. Assess impacts of climate change on water resources and build climate resiliency**

Commission staff will review existing climate resiliency resources (e.g., Hennepin County Climate Action Plan, Board of Water and Soil Resources climate resiliency toolbox, Metropolitan Council community planning tools), along with similar work done for other Metro Area watershed organizations and cities. Commission staff will also seek input from member cities about priority concerns, roles and current and planned actions. Commission staff will summarize existing and planned future roles of other organizations and identify potential additional roles not yet locally implemented. Commission staff will present initial findings to the Plan Steering Committee (PSC) for feedback and further direction. Commission staff will develop draft policy, performance standards, and/or future implementation actions to characterize a range of actions and roles available to the Commission (or possibly member cities in support of BCWMC strategies) as part of the originally scoped plan update; the PSC will review and revise these items as part of the originally scoped plan update.

The Commission Engineer will update watershed-wide hydrologic and hydraulic modeling based on anticipated future precipitation events (e.g., mid-century 100-year event) and develop inundation mapping to better characterize flooding and capacity issues. The results of the update may be incorporated into plan policy or implementation actions as part of the originally scoped plan update.

Note: Depth grid mapping (i.e., showing maximum flood depth within inundation areas) can be performed for an additional cost outside this scope.

**Deliverables:**

- One meeting with the BCWMC TAC (or potentially the larger Planning TAC) to discuss climate resiliency concerns, actions and BCWMC/city roles
- Summary of climate resiliency concerns and proposed actions of member cities and other Metro Area watersheds and potential actions not yet implemented locally
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Proposed policy, performance standards, and implementation activities to address climate resiliency*
- Updates to hydrologic-hydraulic modeling and inundation mapping

**Estimated Cost:** \$9,745

## **F. Strategies to address chloride pollution**

The Commission Engineer will review relevant State guidance documents (e.g., Twin Cities Metropolitan Area Chloride Management Plan) and relevant activities of member cities (e.g., City of Plymouth's Parkers Lake Chloride Reduction project), other Metro Area cities, the Hennepin County Chloride Initiative, watershed districts, and watershed management organizations (WMOs). Commission staff will seek input from member cities regarding current chloride reduction activities. Commission staff will consider others' efforts as well as new standards, policies and practices not yet implemented and prepare a summary of possible management activities presented as a continuum of level of effort/involvement (qualitative). The Commission Engineer will review available water quality monitoring, modeling, and updated land use/impervious area data to update chloride loading priority areas ("hot spots") to target potential chloride reduction activities. Commission staff will present findings to the PSC for feedback and further direction. Based on PSC feedback, Commission staff will prepare a summary of possible Commission policies and/or implementation activities corresponding to varying levels of Commission involvement (i.e., high, medium, and low).

### **Deliverables:**

- One meeting with the BCWMC TAC (or potentially the larger Planning TAC) to discuss existing and potential chloride management roles
- Summary of chloride management actions of Metro Area cities, counties, watershed districts, and WMOs and potential actions not yet implemented
- Updated map of chloride loading priority areas
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Proposed policy and implementation activities to address chloride loading for BCWMC and/or member cities*

**Estimated Cost:** \$8,900

## **G. Water quality standards for linear projects**

The Commission Engineer will review recent updates to the MPCA's Municipal Separate Storm Sewer System (MS4) permit requirements for linear projects relative to 1) existing BCWMC requirements and 2) member city stormwater management standards. The Commission Engineer will prepare a summary comparison (e.g., table) and list of recent projects subject to a range of differing triggers and standards to quantify differences in treatment levels achieved under possible new requirements. Commission staff will meet with the BCWMC TAC to discuss the issue as related to City project review and permitting. Commission staff will present these findings to the PSC for feedback and further direction. Based on PSC input, Commission staff will prepare a draft updated linear performance standard, if directed, for consideration by the Commission.

### **Deliverables:**

- Summary comparison of linear performance standards

- List of affected projects and corresponding treatment differences
- One meeting with the BCWMC TAC to discuss linear project review and permitting
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- Draft updated linear performance standards

**Estimated Cost:** \$4,905

## **H. Capital improvement program (CIP) including project identification and program implementation**

This issue will be addressed by the Administrator in cooperation with the commissioners and BCWMC TAC with no or minimal involvement of the Commission Engineer (beyond what is included in the original Plan update scope).

### **I. Stormwater management in Bassett Creek Valley**

Commission staff will review the Bassett Creek Valley Floodplain and Stormwater Management Study developed in cooperation with the City of Minneapolis and Wenck Associates (now Stantec) in 2019. Commission staff will meet with City of Minneapolis staff to better understand projects planned within the Bassett Creek Valley area and will seek information from other potential partners including Hennepin County. Commission staff will develop potential project descriptions, to the extent possible, and characterize the alignment with existing BCWMC goals (understanding that BCWMC goals will be updated as part of the Plan update) and the BCWMC project prioritization framework (which may also be updated). Commission staff will summarize this information in a brief memorandum or summary table. Commission staff will present this information to the PSC for consideration as part of other aspects of Plan development, including developing policy related to the CIP, evaluating the CIP process and public-private partnerships, and developing a targeted implementation program.

#### **Deliverables:**

- Meet with Minneapolis City staff and other partners, as needed
- Summary of proposed projects and City/BCWMC roles
- *Presentation to the PSC as part of CIP development*

**Estimated Cost:** \$5,370

### **J. Programs to manage or restore riparian areas**

Commission staff will summarize existing BCWMC policy, performance standards, and implementation actions relevant to riparian areas along streams and creeks. The Commission Engineer will review available member city, BCWMC, and public data to map riparian areas that may benefit from additional protection and/or restoration within the watershed. Commission staff will review practices and programs of member cities and other stream-centric watershed organizations. Opportunities to improve ecological health of riparian areas and improve public access to streams will be considered as an expanded Commission role. Efforts in this area may also help to address stream biotic impairments discussed in "K" below.

Commission staff will present findings to the PSC for feedback and further direction. Commission staff will develop proposed edits or additions to policy, project ranking criteria, and implementation programs to improve or restore riparian areas to be considered during subsequent phases of Plan development.

**Deliverables:**

- Review of current BCWMC policy and practice related to riparian areas
- Review of Metro Area watershed district and WMO riparian management projects/programs
- Map riparian areas for possible protection/restoration areas
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Draft revisions to policy and implementation programs*

**Estimated Cost:** \$3,975

**K. Evaluate stream health to address biotic impairments**

Commission staff will review existing stream data and results of the Bassett Creek stressor identification study (expected in 2023). Commission staff will meet with MPCA to discuss expectations for biotic health of urban streams, learn how Bassett Creek compares to other streams across the State, and discuss possible strategies to mitigate identified stressors in the context of the BCWMC's projects and programs. Commission staff will consider how other watersheds address biotic impairments, and how BCWMC and member city policies and programs fit these strategies. Commission staff will present this information to the PSC. Appropriate actions or policies recommended to address biotic impairments will be considered in subsequent Plan development activities and discussed with the PSC as part of the original plan update scope and budget.

**Deliverables:**

- Review and comment on MPCA's draft stressor identification study
- Summary of discussions with MPCA regarding expectations for improvements in biotic indexes and best practices of other organizations
- *One meeting with the PSC to discuss initial findings prior to developing plan content*
- *Proposed policy, monitoring activities, and implementation activities to address stream impairments*

**Estimated Cost:** \$5,480

**L. Policy development for addressing sediment deltas in streams and lakes**

This issue is fairly straightforward will be reviewed and addressed as part of the originally-scoped Plan update effort.

**M. Provide grant funding for small scale BMPs by residents or businesses**

This issue will be addressed by the Administrator in cooperation with the commissioners and BCWMC TAC with no or minimal involvement of the Commission Engineer.

## N. Water level variability

This issue will be reviewed and addressed as part of the originally-scoped Plan update effort.

**Table 1 Summary of Additional Scope Item Estimated Cost**

Issue or Topic	Number of hours		Labor costs		Expenses	Total Cost
	Admin.	Barr	Admin.	Barr		
A/B. Implement projects through an equity lens; Outreach to and build relationships with diverse communities (including Native cultures))	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
C. Expand education and outreach program (education to groups/residents, helping cities fulfill stormwater education requirements)	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
D. Training, orientation, and education for commissioners and alternate commissioners	To be reviewed and addressed as part of the originally-scoped Plan update effort.					
E. Assess impacts of climate change on water resources and build climate resiliency	12.5	66	\$940	\$8,780	\$25	\$9,745
F. Strategies to address chloride pollution	16.5	49	\$1,240	\$7,610	\$50	\$8,900
G. Water quality standards for linear projects	6.5	30.5	\$490	\$4,365	\$50	\$4,905
H. Capital improvement program (CIP) including project identification and program implementation	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
I. Stormwater management in Bassett Creek Valley	18	24	\$1,350	\$3,970	\$50	\$5,370
J. Programs to manage or restore riparian areas	6	26	\$450	\$3,525	\$0	\$3,975
K. Evaluate stream health to address biotic impairments	12	28	\$900	\$4,580	\$0	\$5,480
L. Policy development for addressing sediment deltas in streams and lakes	To be reviewed and addressed as part of the originally-scoped Plan update effort.					
M. Provide grant funding for small scale BMPs by residents or businesses	To be developed by Administrator in cooperation with the commissioners and TAC, with community input and minimal involvement of the Commission Engineer					
N. Water level variability	To be reviewed and addressed as part of the originally-scoped Plan update effort.					
<b>Totals</b>	71.5	223.5	\$5,370	\$32,830	\$175	\$38,375

Note: hours and costs reflect anticipated incremental cost over original Plan scope and budget; original Plan scope and budget already includes efforts related to developing BCWMC policies and implementation actions.