



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: May 9, 2024

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 5/16/24 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
  - A. Approval of Minutes – April 18, 2024 Commission Meeting- **ACTION ITEM with attachment**
  - B. Acceptance of May Financial Report - **ACTION ITEMS with attachment**
  - C. Approval of Payment of Invoices - **ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend payment.**
    - i. Keystone Waters, LLC – April 2024 Administration
    - ii. Keystone Waters, LLC – April 2024 Administrative Expenses
    - iii. Barr Engineering – April 2024 Engineering Services
    - iv. Triple D Espresso – Meeting Catering
    - v. City of Plymouth – April Accounting Services
    - vi. Kennedy and Graven – Legal Services
    - vii. Stantec – WOMP Services
    - viii. INCase LLC – Watershed Map Contractor
  - D. Approval of Resolution 24-06 to Not Waive Monetary Limits on Municipal Tort Liability – **ACTION ITEM with attachment - Commission Attorney Anderson recommends the Commission take action (via resolution) to not waive monetary limits on municipal tort liability. This action is taken by the Commission annually.**
  - E. Approval to Reimburse Commissioners and Alternates for MN Watersheds Summer Tour Attendance- **ACTION ITEM no attachment – Minnesota Watersheds is hosting a summer tour in the east metro June 25-26. June 25<sup>th</sup> includes educational sessions in the afternoon followed by an evening reception in St. Paul. June 26<sup>th</sup> is an all-day bus tour of various projects throughout the east metro. A complete agenda is coming soon. Two-day registration is \$125/person. Staff recommends approving reimbursement of registration costs for any commissioner or alternate wishing to attend.**
  - F. Approval for Administrator to Attend MN Watersheds Summer Tour - **ACTION ITEM no attachment – I am requesting to participate in the Minnesota Watersheds Tour as described above including attendance at the Minnesota Association of Watershed Administrators meeting on the morning of June 25<sup>th</sup>. Registration cost of \$125, plus my time to attend, would come from my administrator’s budget.**

## 5. BUSINESS

- A. Review Draft Feasibility Study for Plymouth Creek Restoration Project (40 min) – **DISCUSSION ITEM WITH ATTACHMENT** – **full document online; appendices separate** – *At the October 2023 meeting, the Commission approved a scope and budget from the Commission Engineer for development of a feasibility study for the Plymouth Creek Restoration Project Dunkirk Lane to Plymouth Ice Center. The attached draft study was developed with input from the BCWMC Administrator, Plymouth staff, and residents in the area. The Commission Engineer will present the study at this meeting. The Commission should review and comment. A final study should be approved at the June Commission meeting in order to set the 2025 maximum levy.*
  
- B. Consider Adoption of Land and Water Acknowledgement Statement (20 min) – **ACTION ITEM with attachment** – *The first draft of the land and water acknowledgement statement was briefly discussed at the March meeting and was tabled at the April meeting due to time constraints. Chair Cesnik and Alternate Commissioner Gould developed the statement and refined it for the Commission’s consideration. I recommend adoption by the Commission and a commitment to carry out the statement’s call to action to identify and integrate Native wisdom in the stewardship of watershed resources.*
  
- C. Discuss Study of Creek Co-naming Opportunities (20 min) – **DISCUSSION ITEM with attachment** – *This item was moved from the March and April meetings due to time constraints. Please see the attached memo with ideas for studying co-naming opportunities.*
  
- D. Discuss Commission Review of Wetland Impacts and Buffers – **DISCUSSION ITEM with attachment** - *This item was tabled at the February 2024 meeting. Please review the attached memo which includes content from the original February memo, along with options recently developed by staff. Staff recommends that the Commission review these materials and options today and consider directing staff and the Plan Steering Committee to complete a more thorough gaps analysis on the issue to understand what’s working or not working with current requirements and processes. Staff recommends incorporating changes to policies or requirements (if any) in the updated watershed management plan.*
  
- E. Receive Update from Plan Steering Committee – **INFORMATION ITEM with attachment** – *At their meeting on May 1<sup>st</sup> the Plan Steering Committee made progress on developing issue statements, measurable goals, and potential actions for issues in the Flooding and Climate Resiliency category. The next Plan Steering Committee meeting is scheduled for June 12<sup>th</sup>. The Commission Workshop on plan development is slated for the July 18<sup>th</sup> or August 15<sup>th</sup> Commission meeting. Please see the attached progress tracker to review past and upcoming discussion topics.*
  
- F. Receive Update from Budget Committee – **INFORMATION ITEM no attachment** – *The Budget Committee met on May 2<sup>nd</sup> to discuss the 2025 operating budget, the potential use of a maintenance levy, and options for increasing staff capacity. Current projections (using unaudited figures) show the potential for only a moderate increase (less than 10%) in city assessments over 2024. The committee will meet again on May 20<sup>th</sup> and will bring recommendations to the June Commission meeting.*

## 6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report – **See attachment**

- i. Minnesota Watersheds Summer Tour
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Commissioners
- F. TAC Members
  - i. Need June 12<sup>th</sup> Liaison
  - ii. JPA Questions or Concerns
- G. Committees

## 7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects)
- C. Grant Tracking Summary and Spreadsheet
- D. [Sun Post Article on Sochacki Park Water Quality Improvement Project](#)
- E. Bassett Creek Pollutant Trend Update 2000 – 2020 by Met Council
- F. WCA Notice, Plymouth

## 8. ADJOURNMENT

### Upcoming Meetings & Events

- BCWMC Budget Committee Meeting: May 20, 12:00 p.m. Rice Lake Room, Brookview
- Indigenous Creek Connections: A Joint Meeting of MWMO and BCWMC: Tuesday, June 11, 5:30 p.m., Mississippi Watershed Management Organization Office
- BCWMC Plan Steering Committee Meeting: Wednesday, June 12, 8:30 a.m., Wirth Lake Room, Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, June 12, 10:30 a.m., Wirth Lake Room, Brookview
- BCWMC Regular Meeting: June 20, 8:30 a.m., Golden Valley City Hall
- MN Watersheds Summer Tour Event: June 25 – 27, St. Paul [www.mnwatersheds.com/summer-tour](http://www.mnwatersheds.com/summer-tour)
- BCWMC Education Committee Meeting: June 26, 4:00 p.m., Wirth Lake Room, Brookview
- Annual Salt Symposium: August 6 – 7, virtual; [www.bolton-menk.com/salt-symposium/](http://www.bolton-menk.com/salt-symposium/)