



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, October 17, 2024
8:30 a.m.

Council Conference Room
Golden Valley City Hall @ 7800 Golden Valley Rd.

Listen via Zoom:

<https://plymouthmn.gov.zoom.us/meeting/register/tZcodOCvrj8rHtZJzxg6hib82UqHHvF4Ift3#/registration>

MEETING AGENDA

1. CALL TO ORDER and ROLL CALL

2. **PUBLIC FORUM ON NON-AGENDA ITEMS** – *Members of the public may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, except for referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA (10 minutes)

- A. Approval of Minutes – September 19, 2024 Commission Meeting
- B. Acceptance of October Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – September 2024 Administration
 - ii. Keystone Waters, LLC – September 2024 Administrative Expenses
 - iii. Barr Engineering – September 2024 Engineering Services
 - iv. Triple D Espresso – Meeting Catering
 - v. City of Plymouth – September Accounting Services
 - vi. Kennedy and Graven – Legal Services
 - vii. Stantec – Watershed Outlet Monitoring Program (WOMP) Services
 - viii. Finance and Commerce – Public Hearing Notice Publication
 - ix. U.S. Bank – Final Transfer from Wells Fargo Account
 - x. Indigenous Education Design – Watershed Map Content Development
 - xi. HDR, Inc. – Website Service
- D. Approval of Spring Valley Rd. Landscape Project, Golden Valley
- E. Approval of Reimbursement to City of Golden Valley for Medley Park Water Quality Improvement Project (ML-12)

5. BUSINESS

- A. Consider Approval of 60% Design for Ponderosa Woods Stream Restoration Project (ML-22) (30 min)
- B. Consider Approval of Plan Steering Committee Recommendation for Street Sweeping Prioritization Study (20 min)
- C. Consider Updating Monthly Financial Reporting Method (15 min)
- D. Consider Administrator and Commissioner Attendance at MN Watersheds Conference (10 min)
- E. Review Plan Process Tracker (5 min)

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Reminder of WEDNESDAY November 20th BCWMC Meeting
 - ii. Reminder of Low Salt, No Salt Minnesota Campaign
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Commissioners
 - i. Report on Ĥaĥá Wakpádaŋ Water Blessing
- F. TAC Members
 - i. Updates on JPA Approval Processes
- G. Committees

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notice, Minneapolis

8. ADJOURNMENT

Upcoming Meetings & Events

- Ĥaĥá Wakpádaŋ Water Blessing: Monday, October 14, 10:00 a.m., Bassett Creek Park, Crystal
- Ĥaĥá Wakpádaŋ 5K Fun Run and Loopet Loppet: Saturday, October 19, Theodore Wirth Park
<https://www.loppet.org/events/loopet/>
- Metro Watersheds Quarterly Meeting: Tuesday, October 22, 7:00 p.m., Capitol Region Watershed District
- Ponderosa Woods Stream Restoration Project Public Open House: Wednesday, October 23, 4:30 – 6:30 p.m., Aspen Room at Plymouth Community Center
- Bryn Mawr Meadows Park Improvements Project Grand Opening: Thursday, October 24, 4:00 p.m., Bryn Mawr Meadows Park
- BWCMC Plan Steering Committee Meeting: Wednesday, November 6, 8:30 a.m., Wirth Lake Room, Brookview
- BCWMC Education Committee Meeting: Tuesday, November 12, 4:00 p.m., Rice Lake Room, Brookview
- BCWMC Commission Meeting and Plan Development Workshop: WEDNESDAY, November 20, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: October 11, 2024

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 10/17/24 BCWMC Meeting and Public Hearing

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 – September 19, 2024 Commission Meeting- **ACTION ITEM with attachment**

 - B. Acceptance of October Financial Report - **ACTION ITEM 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 – September 2024 Administration
 - ii. Keystone Waters, LLC – September 2024 Administrative Expenses
 - iii. Barr Engineering – September 2024 Engineering Services
 - iv. Triple D Espresso – Meeting Catering
 - v. City of Plymouth – September Accounting Services
 - vi. Kennedy and Graven – Legal Services
 - vii. Stantec – Watershed Outlet Monitoring Program (WOMP) Services
 - viii. Finance and Commerce – Public Hearing Notice Publication
 - ix. U.S. Bank – Final Transfer from Wells Fargo Account
 - x. Indigenous Education Design – Watershed Map Content Development
 - xi. HDR, Inc. – Website Service

 - D. Approval of Spring Valley Rd. Landscape Project, Golden Valley – **ACTION ITEM with attachment – The proposed project on Sweeney Lake includes removal of an existing boulder wall and construction of a new boulder wall, sand beach, and patio, resulting creation of 315 square feet of new impervious surfaces. The project will result in a net gain of approximately 18 cubic yards of floodplain storage. Commission Engineers recommend approval.**

 - E. Approval of Reimbursement to City of Golden Valley for Medley Park Water Quality Improvement Project (ML-12) – **ACITON ITEM with attachment; full documentation online – At its meeting in September 2021, the Commission approved an agreement with the City of Golden Valley for the design, construction, and maintenance of this project. The project is largely complete except for ongoing vegetation establishment and maintenance. The city is requesting reimbursement for design and construction expenses. I reviewed the reimbursement request and all documentation, and I recommend approval. (See photo of completed project in my administrator’s report in 6A or on [project webpage.](#))**

5. BUSINESS

- A. Consider Approval of 60% Design for Ponderosa Woods Stream Restoration Project (ML-22) (30 min) – **ACTION ITEM with attachments; full documentation online** - *At its meeting in September 2023, the Commission approved an agreement with the City of Plymouth for the design, construction, and maintenance of this project. The city hired Midwest Wetland Improvements to design the project. Their 60% designs are presented here along with the Commission Engineer's review memo. Staff recommends approval of the 60% designs and direction to the city to continue to 90% designs which will be presented for approval at a future meeting. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project>.*
- B. Consider Approval of Plan Steering Committee Recommendation for Street Sweeping Prioritization Study (20 min) – **ACTION ITEM with attachment** – *At the August meeting, the Commission received a presentation on a TAC-recommended street sweeping prioritization study. Subsequently, the Plan Steering Committee (PSC) reviewed the proposed study at their meeting on October 2nd and discussed how the study could result in enhanced sweeping programs that work toward goals in the 2025 watershed plan including water quality improvements in Medicine Lake, Lost Lake, and Northwood Lake. The PSC, TAC, and staff recommend approval of the proposed study which would be funded by the Commission's special projects fund (comprised of investment income).*
- C. Consider Updating Monthly Financial Reporting Method (15 min) – **DISCUSSION ITEM no attachment** – *The Commission's Deputy Treasurer recommends that the Commission follow the League of Minnesota Cities' advice not to post invoices from vendors on the website due to concerns for potential fraud and to hide payment terms in contracts posted within meeting materials. At this meeting we'll discuss options for providing monthly financial information to commissioners.*
- D. Consider Administrator and Commissioner Attendance at MN Watersheds Conference (10 min) – **DISCUSSION ITEM with attachment** – *The Minnesota Watershed's annual meeting and conference will be held December 3 – 6 at the Grand View Lodge in Nisswa, MN. The tentative conference schedule is included here. Registration for the entire conference is \$375/person (including fees) + lodging (approx. \$160/night/person). Mileage may also be reimbursed. Expenses would come the Education and Outreach budget line under commissioner training. Commissioners or alternates should consider attendance. I am requesting to attend the whole conference plus the MN Assoc. of Watershed Administrator's (MAWA) meeting. My lodging, registration, and MAWA meeting attendance would total up to \$892 (plus my time and mileage) which would come from the Administrator budget line.*
- E. Review Plan Process Tracker (5 min) – **INFORMATION ITEM with attachment** – *The November 20th Commission meeting will include a Plan Development Workshop to review and discuss issue statements and goals in the Education and Organizational Effectiveness categories. See the attached plan progress tracker for updates on plan development and Plan Steering Committee discussions.*

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
- i. Reminder of WEDNESDAY November 20th BCWMC Meeting
 - ii. Reminder of Low Salt, No Salt Minnesota Campaign
- B. Engineer
- C. Legal Counsel
- D. Chair

- E. Commissioners
 - i. Report on Ĥaĥá Wakpádaŋ Water Blessing
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- BCWMC Commission Meeting and Plan Development Workshop: WEDNESDAY, November 20, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting and Public Hearing
Thursday, September 19, 2024
8:30 a.m.
Golden Valley City Hall, 7800 Golden Valley Road

1. CALL TO ORDER and ROLL CALL

On Thursday September 19, 2024 at 8:33 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	<i>Absent</i>	<i>Absent</i>
Golden Valley	Paula Pentel	Roxanne Gould	<i>Absent</i>
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	Michael Welch	Jodi Polzin	Liz Stout
Minnetonka	Maryna Chowhan (online)	Stacy Harwell	Leslie Yetka
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora	<i>Absent</i>	Richard McCoy, Jenna Wolf
St. Louis Park	RJ Twiford	David Johnston	<i>Absent</i>
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Karen Chandler, Stephanie Johnson – Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	John Davenport, watershed resident; Karen Galles, Hennepin County		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None.

3. APPROVAL OF AGENDA

MOTION: Commissioner Pentel moved to approve the agenda. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 8-0 with the City of Minnetonka absent from the vote.

4. CONSENT AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the consent agenda with a spelling error in the August minutes being corrected. Commissioner Carlson seconded the motion. Upon a vote the motion carried 8-0 with the City of Minnetonka absent from the vote.

The following items were approved as part of the consent agenda.

- Approval of Minutes – August 15, 2024 Commission Meeting
- Acceptance of September Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – August 2024 Administration
 - Keystone Waters, LLC – August 2024 Administrative Expenses
 - Barr Engineering – August 2024 Engineering Services
 - Triple D Espresso – Meeting Catering
 - City of Plymouth – August Accounting Services
 - Kennedy and Graven – Legal Services
 - Stantec – Watershed Outlet Monitoring Program (WOMP) Services
 - Metro Blooms – Engagement in Minneapolis Neighborhoods
 - ECM Publishers, Inc. – Public Hearing Notice Publication
- Approval of Administrator Attendance at MN Association of Watershed Administrators Fall Meeting

5. PUBLIC HEARLING

A. Receive Comments on Proposed 2025 CIP Project: Plymouth Creek Restoration Project, Dunkirk Lane to 38th Ave. North (2025CR-P)

Chair Cesnik opened the public hearing at 8:35 a.m. There were no comments or questions on the proposed project. The hearing was closed at 8:36 a.m.

6. BUSINESS

A. Consider Approval of Resolution 24-06 Ordering 2025 Improvement

- i. **Ordering 2025 Improvement**
- ii. **Making Findings Pursuant to Minnesota Statutes Section 103B.251**
- iii. **Certifying Costs to Hennepin County**
- iv. **Approving Agreement with City of Plymouth for Construction Plymouth Creek Restoration Project, Dunkirk Lane to 38th Ave. North (2025CR-P)**

Administrator Jester reviewed the various components of the proposed resolution noting that its approval would result in the Commission officially order the Plymouth Creek Restoration Project, Dunkirk Lane to 38th Ave. North (2025CR-P) and certify a final 2025 levy to Hennepin County. She reported the final levy would mirror the maximum levy approved and submitted in June to the county. She reviewed the costs for various CIP projects incorporated into the levy request. She also reported that the resolution would result in approval of an agreement between the BCWMC and the City of Plymouth for design, construction, and maintenance of the Plymouth Creek Restoration Project, Dunkirk Lane to 38th Ave. North (2025CR-P). She noted that Commission Attorney Anderson had drafted that agreement that follows the same agreement template as most previous projects, and that city legal counsel had also reviewed the agreements.

MOTION: Commissioner Hauer moved to approve Resolution 24-06. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-1 with Commissioner Welch voting against and all other members voting in favor. The City of Minnetonka was absent from the vote.

B. Review Letters from Member Cities on Joint Powers Agreement

Chair Cesnik reported that three member cities submitted letters from their city leadership regarding terms in the current draft of the JPA that would prevent the city from approving the agreement. She noted that the city manager of Robbinsdale’s letter indicates a strong objection to the new provision allowing the Commission to compensate commissioners (in addition to the original provision allowing cities to compensate their commissioners). Chair Cesnik also reported that the engineering directors for the cities of Minneapolis and St. Louis Park submitted letters advocating for an 8-

year term to the JPA, rather than the 12-year term in the current version of the draft agreement.

[Alternate Commissioners Harwell and Kennedy arrive.]

Commissioner Gwin-Lenth noted his belief that BCWMC commissioners are different from other city commissioners but pointed out that if Robbinsdale won't approve the JPA with commissioner compensation language included, he agreed the Commission should remove it. Commissioner Welch noted that the current draft of the JPA represents the first step on the process of reforming the Commission to improve capacity that's badly needed. Commissioner Pentel indicated that keeping the ability for commissioner compensation with the cities is appropriate because commissioners are appointed by the cities. She agreed with Commissioner Gwin-Lenth that the commissioner compensation provision should go back to the original JPA language. Alternate Commissioner Harwell voiced disappointment but agreed that commissioner compensation is "not a deal breaker" if it means JPA approval. Commissioner Sicora reiterated statements at previous meetings on his opinion that the commissioners serve as volunteers. Alternate Commissioner Kennedy noted that he recently learned that it took 5 years for the Comfort Lake-Forest Lake Watershed to convert from a JPA organization to a watershed district. He also noted that the City of Medicine Lake has no objections to removing or keeping the commissioner compensation language. Chair Cesnik noted her belief that removing the commissioner compensation language is a missed opportunity, particularly given the new BCWMC policy on diversity and equity, but is not likely a deal breaker for Plymouth.

Commissioner Welch noted that if the Commission moves away from allowing compensation now, it sends a signal of an intention to never reform into a more capable organization and may make it more difficult for the City of Minneapolis to approve the JPA.

Commission Attorney Anderson reminded commissioners that the Commission doesn't approve the JPA; that it's the job of city councils. He noted his belief that the Commission had done a good job of trying to inform cities and negotiate in good faith.

Administrator Jester presented a potential new draft of the JPA showing the commissioner compensation provision struck from the document and the term revised to 8 years. She also noted a minor housekeeping revision regarding watershed boundary provisions.

There was discussion about the differences between watershed management organizations (WMOs), such as the BCWMC, and watershed districts, and the potential need to educate city councils about what happens if the JPA fails. Administrator Jester noted that if the JPA fails, watershed management would go to the county and not automatically to a watershed district. Karen Galles, Hennepin County staff, noted that it would be her job to inform and advise the county commissioners on next steps and options.

MOTION: Commissioner Pentel moved to remove the language in the Joint Powers Agreement that gives the Commission the ability to compensate commissioners. Commissioner Carlson seconded the motion. Upon a vote the motion carried 8-1 with Commissioner Welch voting against and all other members voting in favor.

The discussion then turned to the matter of the term of the JPA which is currently 12 years, but with strong preference for an 8-year term from leadership staff at St. Louis Park and Minneapolis. Attorney Anderson reminded the group that the JPA can be revised before the end of its term with the approval of all member cities. Commissioner Welch voiced appreciation for Minneapolis TAC member Liz Stout's work with the city engineer regarding the JPA term. He noted, however, that he believes the 8-year term is still too long and would prefer to keep momentum for potential reform. He voiced support for a 3- to 5-year term. Commissioner Pentel voiced opposition to anything less than an 8-year term believing that a 5-year term would force a hasty decision on a change to the organization's structure. Alternate Commissioner Harwell agreed.

[Alternate Commissioner Harwell departs the meeting.]

Administrator Jester and Commission Engineer Chandler recounted the steps that got underway and long timeframe needed to develop a new watershed management structure when the former Vermillion River Watershed Management Organization's JPA failed in the early 2000's. Karen Galles with Hennepin County noted that the county has not previously dealt with dissolution of a WMO and it would likely take considerable time to determine the best organizational structure. Commissioner Welch reiterated his concern about the ability for the watershed to take on serious reform in the future. He

suggested that Attorney Anderson begin drafting plans for dissolution of the Commission in the event the JPA fails.

There was further discussion on the appropriate term for the JPA and additional information on potential outcomes if the JPA fails, including some information on watershed districts.

MOTION: Commissioner Hauer moved to approve an 8-year term for the Joint Powers Agreement. Commissioner Pentel seconded the motion.

MOTION: Commissioner Welch moved to amend the previous motion to include the minor revision regarding watershed boundary provisions. Commissioner Twiford seconded the motion. Upon a vote the motion carried 8-0 with City of Minnetonka absent from the vote.

[Alternate Commissioner Harwell returns to the meeting.]

Upon a VOTE on the original motion which now includes approving an 8-year term for the Joint Powers Agreement and minor revisions regarding watershed boundary provisions, the motion carried 8-1 with Commissioner Welch voting against and all other members voting in favor.

[Alternate Commissioner Harwell departs the meeting.]

Commissioner Welch reiterated his request that the Commission Attorney review the steps that would be needed should the Commission dissolve. Commissioner Sicora agreed this would be prudent. Attorney Anderson agreed that would be a smart action and that he would review the process and develop materials, as appropriate.

[Alternate Commissioner Harwell returns to the meeting.]

There was further discussion. Administrator Jester noted she would send a transmittal letter and JPA to city managers/administrators outlining the process and timelines and requesting approvals. There was discussion about how commissioners could help provide information and education to city councils, how Hennepin County commissioners could potentially be copied on the JPA transmittal letter, and how it may be important for city councils to know about the plan for an organizational assessment. When asked, Karen Galles with Hennepin County reported that there is no official position by county commissioners on the future of the BCWMC but that the county has a vested interest in the continued protection of water resources within their boundaries. At the end of the discussion there was a recommendation to keep the transmittal letter to cities brief and to the point.

[Chair Cesnik called for a 5-minute break.]

C. Consider Approval of Resolution 24-07 Amending Commission Bylaws

Administrator Jester noted that at the meeting in August, the Commission approved a Budget Committee recommendation to move the fiscal year from a February 1st start to a calendar year and directed her to notify member cities of a proposed change to the BCWMC bylaws to change the fiscal year. She reported that she received no comments from cities and recommended approval of the resolution amending the bylaws.

MOTION: Commissioner Gwin-Lenth moved to approve resolution 24-07 and direct the Administrator to inform the MN Office of the State Auditor of the fiscal year change and work with Plymouth accounting staff and auditors on next steps. Commissioner Hauer seconded the motion. Upon a vote the motion carried 9-0.

D. Consider Approving Budget Committee Recommendations

Budget Committee member Polzin reported that the committee met to review options for incorporating funding in the 2025 operating budget for a potential increase in administrator compensation. She noted all options were based on the 11-month budget and included a zero, 2%, 3%, or 4% increase in administrator compensation. She reviewed the committee recommendations to 1) approve an 11-month Operating Budget for 2025 (February 1 – December 31) of \$825,731 to accommodate a potential administrator compensation increase of 3%; 2) adjust the 2025 operating budget through an increase in the administrator budget line and a corresponding increase to city assessments rather than a decrease in other budget lines; and 3) direct the Administrative Services Committee to conduct a performance review and recommend a

specific compensation increase for consideration at a future BCWMC meeting, in accordance with the procedure followed in past contract negotiations.

Some commissioners expressed concern that the administrator may not be competitively compensated right now and that finding a new administrator at some point in the future (when Administrator Jester retires or moves on) may be difficult. Commissioner Welch noted the Commission is vulnerable right now with so much institutional knowledge and Commission documentation that are currently the sole responsibility of Administrator Jester. Alternate Commissioner Harwell expressed support for a 4% increase in administrator compensation.

MOTION: Alternate Commissioner Harwell moved to approve the Budget Committee’s recommendations but with sufficient budget for an up to 4% increase in administrator compensation. Commissioner Twiford seconded the motion. Upon a vote the motion carried 9-0.

[Commissioners Gwin-Lenth and Carlson, and Alternate Commissioner Leonardson depart the meeting.]

E. Review Plan Steering Committee Recommendations and Plan Process Tracker

Plan Steering Committee Chair Kennedy reviewed the recommendations for changes to some issue statements and goals in the 2025 Watershed Management Plan resulting from comments received at the Commission workshop in August. There were no comments or questions on the recommended changes. Committee Chair Kennedy also reviewed the plan progress tracker.

F. Receive Report on Outcome of Watershed Based Implementation Funding Convene Process

Administrator Jester reported that at the meeting in February, the Commission delegated her to represent the BCWMC at “convene” meetings of entities eligible for Watershed Based Implementation Funding (WBIF) in the Bassett Creek watershed. She noted the third and final convene meeting was recently held and reminded the group that the Bassett Creek watershed (as a geography, not as an organization) was allocated \$183,256 in WBIF for FY24-25 from the MN Board of Water and Soil Resources (BWSR). She reported there was consensus among convening members to allocate \$46,000 to Hennepin County to continue sharing a staff person dedicated to education, outreach, and project implementation through the West Metro Water Alliance, and to allocate the remaining \$137,256 to the BCWMC for implementation of the Bassett Creek Restoration Project: Regent Ave. to Golden Valley Road. She noted that project did not receive a Clean Water Fund grant and is slated to be constructed next winter and that the WBIF funding will reduce levy funds needed in 2026. She reported that she will develop a grant workplan and will bring a BWSR grant agreement to a future meeting.

7. COMMUNICATIONS

A. Administrator's Report

- i. Reminder of WEDNESDAY November 20th BCWMC Meeting
- ii. Update on Bassett Creek Valley Meeting – This meeting was cancelled due to not enough time to prepare by county staff.

Administrator Jester also reported on the upcoming Bryn Mawr Meadows grand opening which she will notice as a public meeting. She also reminded the group about the Haha Wakpandan Water Blessing event in Bassett’s Creek Park.

- B. Engineer – Engineer Chandler noted her planned January 2026 retirement and indicated that Engineer Johnson will be assuming more and more BCWMC responsibilities while she herself stays in a supporting role. Engineer Chandler also reported that carp box netting on Sweeney Lake will be complete this week.

C. Legal Counsel – no report

D. Chair – Chair Cesnik apologized for missing several committee meetings due to city council campaigning.

E. Commissioners – no report

F. TAC Members

- i. Parkers Lake Raingarden Project – TAC Member Scharenbroich reported that Plymouth is partnering with Hennepin County on the installation of 2 large raingardens in Parkers Lake Park that will capture about 2 acres of currently untreated runoff. He also noted that the Commission Administrator and Engineer will attend a Plymouth city council workshop about Medicine Lake.

G. Committees

- i. Education Committee – Continues to make progress on the watershed map.

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. [CAMP Monitoring Video with Commissioner Twiford](#)
- E. BCWMC Comments to State of MN on Draft Wetland Assessment Tool
- F. BCWMC Letter of Support for Clean Water Funds to Clean Water Council
- G. [MDNR Seeks Applicants for Advisory Boards](#)
- H. WCA Notices, Plymouth

8. ADJOURNMENT – The meeting adjourned at 11:03 a.m.

DRAFT

Bassett Creek Watershed Management Commission				Item 4B.	
Statement of Financial Position as of 9/30/2024				BCWMC 10-17-24	
Unaudited		400	100		
		Capital Improvement Projects	General Fund	TOTAL	
ASSETS					
Current Assets					
Checking/Savings					
	·	101 · Wells Fargo Checking	919,867.28	571,849.44	1,491,716.72
	·	102 · 4MP Fund Investment	3,501,986.62	384,722.89	3,886,709.51
	·	103 · 4M Fund Investment	3,512,207.70	310,225.03	3,822,432.73
		104 · US Bank Checking	0.00	-6,618.36	-6,618.36
		Total Checking/Savings	7,934,061.60	1,260,179.00	9,194,240.60
Accounts Receivable					
	·	111 · Accounts Receivable	0.00	0.00	0.00
	·	112 · Due from Other Governments	0.00	0.00	0.00
	·	113 · Delinquent Taxes Receivable	22,306.08	0.00	22,306.08
		Total Accounts Receivable	22,306.08	0.00	22,306.08
Other Current Assets					
	·	114 · Prepays	0.00	3,294.00	3,294.00
	·	116 · Undeposited Funds	0.00	0.00	0.00
		Total Other Current Assets	0.00	3,294.00	3,294.00
		Total Current Assets	7,956,367.68	1,263,473.00	9,219,840.68
TOTAL ASSETS		7,956,367.68	1,263,473.00	9,219,840.68	
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	·	211 · Accounts Payable	1,125,302.71	53,553.52	1,178,856.23
		Total Accounts Payable	1,125,302.71	53,553.52	1,178,856.23
Other Current Liabilities					
	·	212 · Unearned Revenue	150,000.00	0.00	150,000.00
	·	251 · Unavailable Rev - property	22,306.08	0.00	22,306.08
		Total Other Current Liabilities	172,306.08	0.00	172,306.08
		Total Current Liabilities	1,297,608.79	53,553.52	1,351,162.31
Equity					
	·	311 · Nonspendable prepays	0.00	3,294.00	3,294.00
	·	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00
	·	314 · Res for following year budget	0.00	149,700.00	149,700.00
	·	315 · Unassigned Funds	0.00	256,519.07	256,519.07
	·	32000 · Retained Earnings	2,191,053.30	467,695.43	2,658,748.73
		Net Income	-94,876.41	332,710.98	237,834.57
		Total Equity	6,658,758.89	1,209,919.48	7,868,678.37
TOTAL LIABILITIES & EQUITY		7,956,367.68	1,263,473.00	9,219,840.68	

Bassett Creek Watershed Management Commission						
Statement of Revenues, Expenditures, and changes in Fund Balance - General Fund						
9/30/2024						
Unaudited						
		Annual Budget	September	October	Year to Date	Budget Balance
Ordinary Income/Expense						
Income						
	410 · Special Projects Fund	0.00	0.00		0.00	0.00
	411 · Assessments to Cities	622,500.00	0.00		622,500.00	0.00
	412 · Project Review Fees	77,000.00	2,000.00		35,226.13	41,773.87
	413 · WOMP Reimbursement	5,000.00	0.00		4,500.00	500.00
	414 · State of MN Grants	0.00	0.00		387.50	-387.50
	415 · Investment earnings	0.00	32,317.80		257,452.51	-257,452.51
	416 · TRPD Reimbursement	5,000.00	0.00		0.00	5,000.00
	417 · Transfer from LT & CIP	227,840.00	0.00		0.00	227,840.00
	418 · Property Taxes	0.00	0.00		0.00	0.00
	419 · Insurance Dividend	0.00	0.00		0.00	0.00
	Total Income	937,340.00	34,317.80	0.00	920,066.14	17,273.86
Expense						
1000 · Engineering						
	1010 · Technical Services	145,000.00	11,850.50	6,968.50	106,534.60	38,465.40
	1020 · Development/Project Reviews	90,000.00	9,196.00	2,506.50	42,403.00	47,597.00
	1030 · Non-fee and Preliminary Review	30,000.00	2,176.00	841.50	30,940.50	-940.50
	1040 · Commission and TAC Meetings	15,000.00	1,328.50	758.50	11,354.89	3,645.11
	1050 · Surveys and Studies	15,000.00	0.00	0.00	0.00	15,000.00
	1060 · Water Quality / Monitoring	186,900.00	20,322.61	12,894.00	109,239.06	77,660.94
	1070 · Water Quantity	9,000.00	1,116.50	495.00	5,465.00	3,535.00
	1080 · Annual Flood Control Inspectio	85,000.00	318.50	942.00	6,560.00	78,440.00
	1090 · Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00
	1100 · Watershed Monitoring Program	26,500.00	3,495.59	2,508.74	22,640.37	3,859.63
	1110 · Annual XP-SWMM Model Updat	3,000.00	0.00	0.00	148.00	2,852.00
	1120 · TMDL Implementation Reportin	0.00	0.00	0.00	0.00	0.00
	1130 · APM/AIS Work	40,000.00	3,336.30	0.00	16,621.95	23,378.05
	1140 · Erosion Control Inspections	0.00	0.00	0.00	0.00	0.00
	1000 · Engineering - Other	0.00	0.00	0.00	0.00	0.00
	Total 1000 · Engineering	647,400.00	53,140.50	27,914.74	351,907.37	295,492.63
2000 · Plan Development						
	2010 · Next Gen Plan Development	47,650.00	25,469.75	11,846.50	80,623.25	-32,973.25
	2000 · Plan Development - Other	0.00	0.00	0.00	0.00	0.00
	Total 2000 · Plan Development	47,650.00	25,469.75	11,846.50	80,623.25	-32,973.25
3000 · Administration						
	3010 · Administrator	78,750.00	3,918.75	4,050.00	41,568.75	37,181.25
	3020 · MAWD Dues	7,500.00	0.00	0.00	0.00	7,500.00
	3030 · Legal	26,520.00	1,493.55	934.55	17,451.73	9,068.27
	3040 · Financial Management	17,000.00	1,404.77	1,334.00	11,101.46	5,898.54
	3050 · Audit, Insurance & Bond	18,700.00	0.00	0.00	27,133.00	-8,433.00
	3060 · Meeting Catering	2,400.00	197.53	197.53	1,736.99	663.01
	3070 · Administrative Services	2,570.00	233.33	491.03	2,924.44	-354.44
	3000 · Administration - Other	0.00	0.00	0.00	0.00	0.00
	Total 3000 · Administration	153,440.00	7,247.93	7,007.11	101,916.37	51,523.63
4000 · Education						
	4010 · Publications / Annual Report	1,200.00	0.00	0.00	1,008.50	191.50
	4020 · Website	1,600.00	0.00	912.53	1,606.50	-6.50
	4030 · Watershed Education Partners	18,350.00	4,000.00	0.00	18,850.00	-500.00
	4040 · Education and Public Outreach	28,000.00	0.00	2,000.00	4,655.23	23,344.77
	4050 · Public Communications	1,000.00	204.80	68.64	273.44	726.56
	4000 · Education - Other	0.00	0.00	0.00	0.00	0.00
	Total 4000 · Education	50,150.00	4,204.80	2,981.17	26,393.67	23,756.33
5000 · Maintenance						
	5010 · Channel Maintenance Fund	25,000.00	0.00	0.00	0.00	25,000.00
	5020 · Flood Control Project Long-Ter	35,000.00	0.00	0.00	0.00	35,000.00
	5000 · Maintenance - Other	0.00	0.00	0.00	0.00	0.00
	Total 5000 · Maintenance	60,000.00	0.00	0.00	0.00	60,000.00
6000 · Special Projects						
	6010 · Medicine Lake TMDL Assess	85,400.00	8,895.00	3,804.00	26,514.50	58,885.50
	Total 6000 · Special Projects	85,400.00	8,895.00	3,804.00	26,514.50	58,885.50
	Total Expense	1,044,040.00	98,957.98	53,553.52	587,355.16	397,799.34

Bassett Creek Watershed Management Commission									
Statement of Revenues, Expenditures, and changes in Fund Balance - Construction Fund									
9/30/2024									
Unaudited									
	Expense	Project Budget	October	Year to Date	Inception to Date Expense	Remaining Budget			
	• 1000 · Engineering	0.00	0.00	0.00	0.00	0.00			0.00
	• 2024CR-M · CIP-BS Main Stem Restore	1,941,000.00	0.00	1,771.00	87,266.39	1,853,733.61			
	• 2026CR-P · Plymouth Creek Restor Dunk 38th	0.00	0.00	65,807.71	108,261.58	-108,261.58			
	• BC-12 · CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	0.00	150,000.00			
	• BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	0.00	600,000.00			
	• BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	0.00	1,507,985.31	92,014.69			
	• BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	77,749.39	1,222,250.61			
	• BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	285.00	9,217.58	755,689.56	1,079,310.44			
	• BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	0.00	197.50	1,589,533.34	1,169,466.66			
	• BCP-2 · CIP-Basset Cr Pk & Winnetka	1,123,351.00	0.00	0.00	1,075,698.32	47,652.68			
	• ML-12 · CIP-Medley Park Stormwater	1,500,000.00	1,121,028.11	1,121,028.11	1,219,246.72	280,753.28			
	• ML-20 · CIP-Mount Olive Stream Restore	178,100.00	0.00	0.00	178,100.00	0.00			
	• ML-21 · CIP-Jevne Park Stormwater Mgmt	500,000.00	0.00	0.00	56,390.75	443,609.25			
	• ML-22 · CIP-Ponderosa Wood Strm Restora	352,000.00	1,036.00	3,696.50	47,486.31	304,513.69			
	• NL-2 · CIP-Four Seasons Mall	990,000.00	0.00	0.00	204,215.06	785,784.94			
	• PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	0.00	3,313.50	237,566.62	247,433.38			
	• SL-3 · CIP-Schaper Pond	612,000.00	1,384.50	13,777.24	501,919.20	110,080.80			
	• SL-8 · CIP-Sweeney Lake WQ Improvement	568,080.00	0.00	0.00	568,064.13	15.87			
	• TW-2 · CIP-Twin Lake Alum Treatment	163,000.00	0.00	0.00	91,037.82	71,962.18			
	• CL-4 · CIP-Crane Lake Chloride Reduction Proje	0.00	1,569.10	4,295.02	4,295.02	-4,295.02			
	Total Expense	16,656,531.00	1,125,302.71	1,218,809.14	8,310,505.52	8,346,025.48			
	Net Ordinary Income	-16,656,531.00	-1,125,302.71	-90,581.39	-8,310,505.52	-8,346,025.48			



Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr) (Jim Herbert, PE; Gabby Campagnola)
Subject: Item 4D: 1326 Spring Valley Road Landscape Improvements – Golden Valley, MN
BCWMC October 17, 2024 Meeting Agenda
Date: October 10, 2024
Project: 23270051.62 1020 2414

4D 1326 Spring Valley Road Landscape Improvements Golden Vally, MN BCWMC 2024-14

Summary:

Proposed Work: Landscape improvements

Project Proposer: Property owner of 1326 Spring Valley Road

Project Schedule: October/November 2024

Basis for Review at Commission Meeting: Work in the floodplain

Impervious Surface Area: Increase approximately 315 square feet

Recommendation for Commission Action: Approval

General Project Information

The proposed project is located at 1326 Spring Valley Road in the Sweeney Lake subwatershed in Golden Valley. The work includes removal of an existing boulder wall and construction of a new boulder wall, sand beach, and patio, resulting in approximately 0.34 acres of disturbance. The project creates 315 square feet of new impervious surfaces and results in an increase of 315 square feet of impervious surfaces from 8,515 square feet acres (existing) to 8,830 square feet (proposed).

The initial submittal was received on September 23, 2024. The BCWMC engineer reviewed the submittal and provided comments to the City on October 2, 2024. Revised plans were submitted on October 4, 2024.

Floodplain

The proposed project includes work in the BCWMC (Sweeney Lake) 100-year floodplain. The BCWMC 100-year (i.e., 1% annual-chance of occurrence) floodplain elevation of Sweeney Lake is 831.8 feet NAVD88. The January 2023 BCWMC Requirements for Improvements and Development Proposals (Requirements document) states that projects within the floodplain must maintain no net loss in floodplain storage and no increase in flood level at any point along the trunk system (managed to at least a precision of 0.00 feet). The proposed project will include 21 cubic yards of excavation to create a sand beach and new patio. The proposed project will include 3 cubic yards of fill for grading the backyard and boulder

To: Bassett Creek Watershed Management Commission (BCWMC)
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Page: 2

installation. Therefore, the proposed project will result in a net gain of approximately 18 cubic yards of floodplain storage, meeting the BCWMC requirements.

Wetlands

There are no wetland impacts as part of the project.

Rate Control

The proposed project does not create one or more acres of new and/or fully reconstructed impervious surfaces; therefore, BCWMC rate control review is not required.

Water Quality

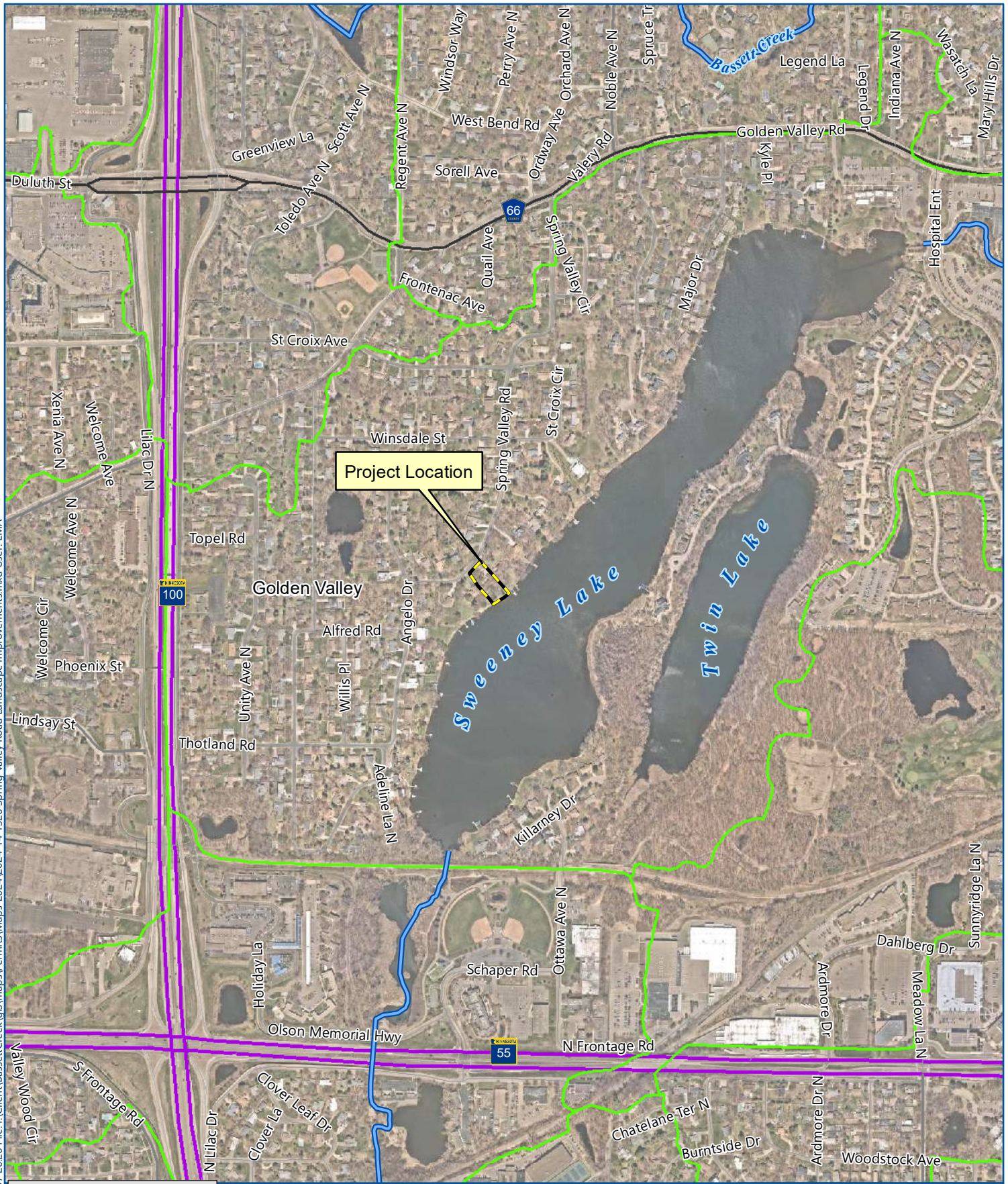
The proposed project does not create one or more acres of new and/or fully reconstructed impervious surfaces; therefore, BCWMC water quality review is not required.

Erosion and Sediment Control

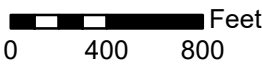
The proposed project involves a single-family home; therefore, BCWMC erosion and sediment control review is not required. However, the project proposes to use temporary erosion and sediment control features including a silt fence and floating silt curtain. Permanent erosion and sediment control features include stabilization with seed, sod, and coir logs.

Recommendation for Commission Action

Approval



-  Project Location
-  Municipality
-  BCWMC Legal Boundary
-  Major Subwatershed
-  BCWMC Hydrologic Boundary



BCWMC 2024-14
1326 SPRING VALLEY ROAD
LANDSCAPE IMPROVEMENTS

 Golden Valley, MN
LOCATION MAP



7800 Golden Valley Road
Golden Valley, MN 55427

October 7, 2024

Laura Jester, Administrator
Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55356

Subject: Medley Park Stormwater Improvement Project
City Project 20-26; BCWMC Project ML-12
Reimbursement Request 1

Consistent with the terms of the Cooperative Agreement for this project, the City of Golden Valley is requesting reimbursement for eligible costs incurred by the City during the design and construction of the subject project. Enclosed is an invoice from the City of Golden Valley for Reimbursement Request 1 in the amount of **\$1,121,028.11**.

Construction Contract

Peterson Companies	\$1,064,848.64
less City portion of construction contract	(\$ 237,126.69)

Professional Services

Barr Eng thru Invoice 23	\$ 283,536.16
ECM Publishers Inc	\$ 398.65
Do-Good.biz Inc	\$ 1,137.00

City staff costs thru 7-2-23	\$ 8,234.35
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Total **\$1,121,028.11**

As you may recall, the City is contributing funding for certain portions of the project that are not eligible for BCWMC reimbursement. This includes items such as excavating and managing regulated soils within the existing Medley Pond, installing park benches and concrete pads, constructing new trail extensions, and adding new trail lights. The cost for the City's portion of the construction contract is \$237,126.69. The cost breakdown for the City's portion is attached and is based on Barr Engineering's cost estimate at the time of bidding, updated to show actual quantities and actual unit prices bid.

For information, the City's public works staff did not charge for the demolition and disposal of certain items in the project area before bidding such as the softball backstop, dugout fences and benches; several trees; an overlook area with bench and timber wall; and transplanting two large spruce trees.

The heavy construction phase of the project was completed by Peterson Companies in summer 2023. Traverse des Sioux Garden Center started the restoration and landscape phase immediately following construction. Establishment and management of the native prairie and wetland vegetation will continue over three growing seasons. As such, there will be additional reimbursement requests made until the project is completed.

Thank you and the BCWMC for your support of this important water quality and flood reduction project. If you have any questions, please contact me at 763-593-8084.

Sincerely,



Eric Eckman
Environmental Resources Supervisor

Enclosures

C: Lyle Hodges, Finance Director

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Karen Chandler, P.E., and Jessica Olson, P.E.)
Subject: Item 5A – Consider Approval of 60% Plans for 2024 Ponderosa Woods Stream Restoration Project (CIP 2024 ML-22) – BCWMC October 17, 2024 Meeting Agenda
Date: October 11, 2024
Project: 23270051.62-6000-648

5A. Consider Approval of 60% Plans for 2024 Ponderosa Woods Stream Restoration Project, Plymouth (CIP 2024 ML-22)

Summary:

Proposed Work: 2024 Ponderosa Woods Stream Restoration Project, Plymouth (CIP 2024 ML-22)

Basis for Commission Review: 60% Plans Review

Change in Impervious Surface: N.A.

Recommendations:

- 1) Conditional approval of 60% drawings
- 2) Authorize the City of Plymouth to continue design and bring 90% plans to a future Commission meeting

At their meeting in September 2023, the BCWMC ordered this BCWMC CIP project and entered into an agreement with the City of Plymouth to design and construct the project. The BCWMC is funding the 2024 Ponderosa Woods Stream Restoration (CIP 2024 ML-22) through its ad valorem levy (via Hennepin County). The agreement requires submittal of the 50% and 90% plans and specifications to the Commission for approval, in accordance with the Commission's CIP project review process. For the 50% review of the project, the City of Plymouth provided 60% plans to the BCWMC for review and comment.

Feasibility Study Summary

The BCWMC completed the Feasibility Report for Ponderosa Woods Stream Restoration Project (Barr, June 2023) to examine the feasibility of restoration within the project area in the City of Plymouth. The Ponderosa Woods stream channel begins northeast of the intersection of Kirkwood Lane North and 18th Avenue North and flows northeast under West Medicine Lake Drive into West Medicine Lake Park, where it meets up with Plymouth Creek, flows through two water quality ponds, and then flows into Medicine Lake (Figure 1). The Ponderosa Woods Stream Restoration project area extends 1,045 feet downstream from the upstream end of the channel. The feasibility report identified multiple locations where bank erosion repairs were needed, in addition to removal of debris, fallen trees, and invasive buckthorn.

The feasibility report identified 4 design options and a final recommendation for the project. The feasibility report included small, medium, and large footprint alternatives, incorporating bioengineering (or soft armoring) approaches combined with bank and channel grading, and in-stream channel controls using rock and other non-vegetative materials for each alternative. At their June 15, 2023 meeting, the Commission approved the implementation of "alternative 1.5" to stabilize streambanks, improve flow and reduce erosion in stormwater side channels, and remove buckthorn along the riparian buffer and within a 2-acre floodplain area at the downstream end of the project. Alternative 1.5 included stream stabilization

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Karen Chandler, P.E., and Jessica Olson, P.E.)
Subject: Item 5A – Consider Approval of 60% Plans for 2024 Ponderosa Woods Stream Restoration Project (CIP 2024 ML-22) – BCWMC October 17, 2024 Meeting Agenda
Date: October 11, 2024
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with a combination of bioengineering and hard armoring, habitat improvement, including removal of dead and dying trees and buckthorn clearing, a stormwater sump structure for trapping sediment, and significant woody debris removal from the stream channel. Figure 1 from the June 8, 2023 memo to the BCWMC is included, highlighting the project area. Figure 5-1 from the Feasibility Study is also included, showing the design elements of the selected alternative.

The feasibility report estimated that this restoration project would require the removal of approximately 27 healthy trees, including 3 ash (a less desirable tree) and 4 buckthorn (an invasive species).

To avoid impacts to nesting northern long-eared bats, the feasibility study recommended that tree removal should occur in the period from October 15 to early April, outside of the bat's active season (mid-April –October 14). If tree clearing would be required during the bat's active season, the feasibility study recommended additional consultation with the US Fish and Wildlife Service.

The feasibility study included a desktop (Level 1) wetland delineation that identified 3.57 acres of potential floodplain forest wetland (PFO1A) located around the Ponderosa Woods Stream, and approximately 0.36 acres of riverine/stream bed aquatic resources (R4SB). The feasibility study noted that a field wetland delineation may be required to confirm the wetland delineation boundaries, but this would be confirmed with the LGU (City of Plymouth) during consultation.

The feasibility study estimated that project implementation would reduce the total phosphorus load from the site by 7.4 pounds per year and the total suspended sediment load by 14,700 pounds per year.

60% Plans

The 60% plans follow many of the recommendations from the feasibility study and include the use of slope grading with seeding and blanketing, stabilization of stormwater outlets, installation of cross vanes, debris clearing, restoring aquatic and riparian habitats, invasive removal, and replacement of a sediment trap sump structure on 18th Avenue North. Notable differences between the 60% plans and the feasibility study recommendations for the selected alternatives are listed below, as provided in the September 9, 2024 submittal memorandum from the city's consultant (Midwest Wetland Improvements, LLC). Provided that the comments presented later in this memo that apply to the following design features are addressed in future project submittals, the Commission Engineer does not consider any of the following changes to represent a significant departure from the intent of the project as evaluated in the feasibility study.

- Addition of a settling basin where the two side channels east of the creek converge near the creek. The feasibility study recommended defining the stormwater side channels and merging them before they enter the main channel. The 60% plans (sheet C-110) show a circular merging area, and the area is described in the design memo as a settling basin to provide an additional sediment trap that may provide some off-channel habitat.
- Completing less bank regrading and bioengineering at targeted locations than outlined in the feasibility study. The design memo notes that less regrading is needed because the cross vanes are intended to help re-establish the floodplain naturally through stream evolution. Any bank regrading will be intended to capture sediment deposition and revegetation on a natural cycle.
- Proposed rock riprap cross vanes in place of boulder cross vanes in a configuration that extends across the entire existing channel with a trapezoidal notch. This will function in a similar way to the boulder vanes proposed in the feasibility study: concentrating flow in the thalweg, maintaining the channel grade upstream of the structure, and focusing channel flows in the center of the

channel. The main difference is the size of material used in the structures, and the design needs to document appropriate riprap sizing based on a range of design shear stresses.

The feasibility study proposed removal of 27 healthy trees, and replacement with 27 tree plantings. Instead of planting replacement trees, it is the City’s preference to maintain a more open canopy and revegetate areas where trees are removed with native grasses and flowers to help stabilize the riparian zone. The 60% plans show and list the trees that will be removed for the project. Sheet C-101 shows the trees within the project area and those that will be removed. Sheet C-102 lists in a table the trees in the project area that will remain, and sheet C-103 lists in a table the trees that will be removed. The table below provides information about the trees proposed for removal.

Tree Species	Healthy	Dying / Dead	Removal Total
Amur Chokecherry	1	0	1
Ash/Green	3	11	14
Basswood/American	0	1	1
Box Elder	7	24	31
Buckthorn	5	0	5
Cottonwood	4	9	13
Elm/American	7	6	13
Maple/Sugar	1	1	2
Totals	28	52	80

The City’s consultant did not provide pollutant reduction estimates with the 60% submittal.

Six soil samples were taken within the proposed project area near stormwater inflow locations; all six sites are within the upstream half of the project reach. The 60% design memo includes documentation of soil contaminated with PAHs (polycyclic aromatic hydrocarbons) below the MPCA soil reference values (SRV) in each of the six soil samples that were analyzed. Additionally, one sample location includes elevated levels of benzo(a)pyrene exceeding the SRVs and another sample location includes arsenic levels that exceed the SRV. The City evaluated the impacts of the soil contamination on the construction of the project and identified the following soil management options:

- Use of excavated material as unregulated fill when contaminant levels do not exceed referenced SRVs. The sample results from soil borings B-1, B-2, B-3, B-4, and B-6 all fall into the unregulated fill category and can be moved around on site, out of the floodplain as needed, or hauled off site.
- Disposal of excavated material at a municipal solid waste landfill (MSW) when contaminants exceed allowable SRV levels for reuse on site. The sample result from soil boring B-5 indicated

that excavated soil may need to be disposed of at a MSW landfill that has an industrial solid waste management plan. Material excavated from soil boring 5 (downstream of flared end section) to soil boring 4 (downstream of proposed settling basin) would be disposed of offsite at a facility that can accept contaminated material according to applicable rules and regulations.

City staff and the city's consultant observed that an emergent and forested wetland exists on the downstream end of the project where the only project impact is a temporary site access area. The City noted that a wetland delineation will be completed and wetland boundaries shown on the 90% plans.

The submitted drawings were at a 60% design stage, which means there are a number of details yet to be worked out before the design is final. The City must address the comments below in the 90% design stage plans and specifications.

The City will host an open house on October 23, 2024 to give residents the opportunity to review proposed plans, provide feedback and ask questions.

Recommendations

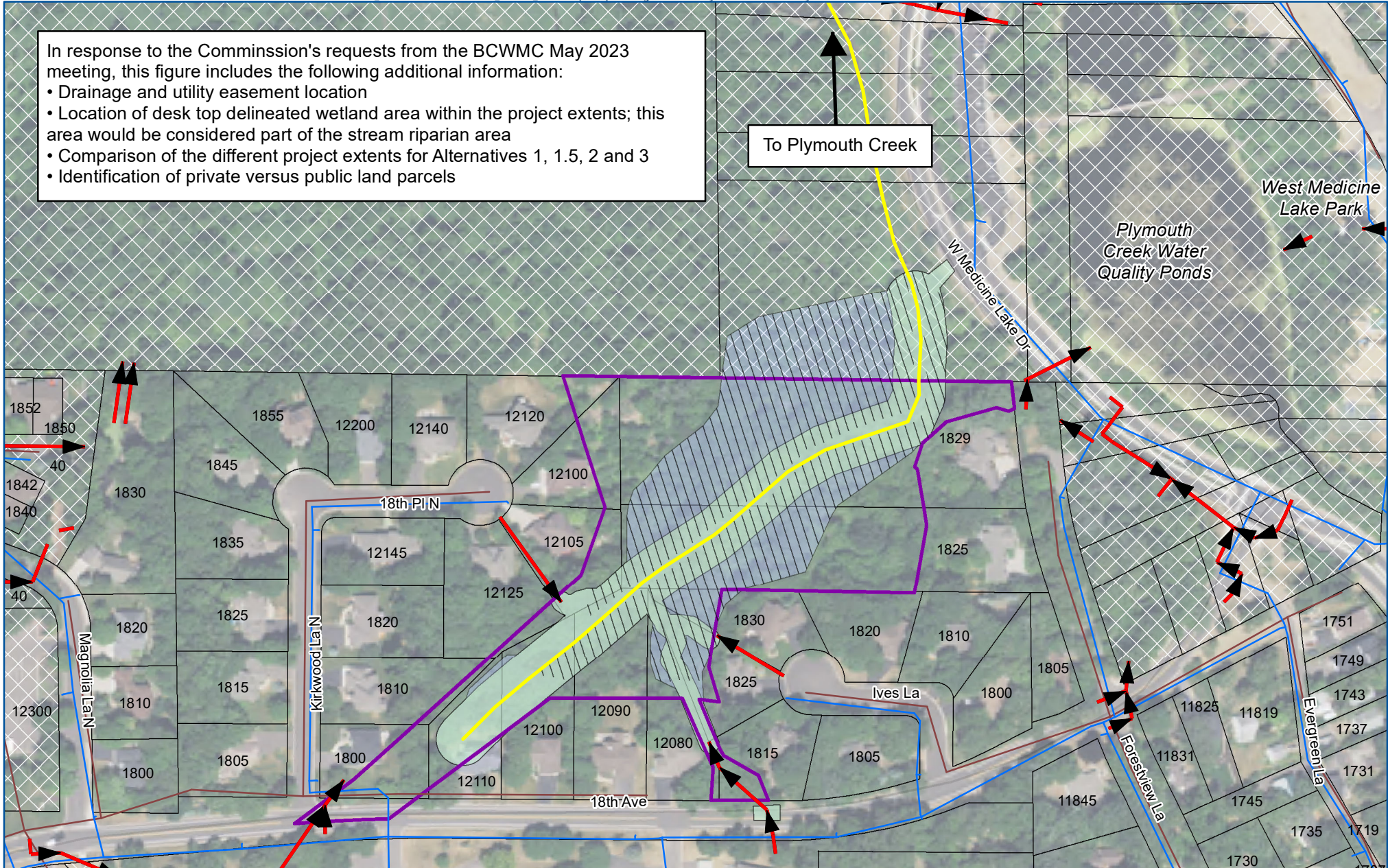
- A) Conditional approval of 60% plans, recognizing that the current plans reflect the 60% level of design. The following comments must be addressed as part of the 90% plans submittal:
- 1) The Plymouth Creek 100-year floodplain elevation is 893.64 NAVD88 in the project area. The BCWMC floodplain elevation should be shown and called out on the plans. If the project results in fill below the BCWMC floodplain, floodplain fill, and mitigation computations must be provided to demonstrate no net fill in the floodplain.
 - 2) The Plymouth Creek 100-year floodplain extends along the downstream portion of the Ponderosa Woods stream channel. The consultant's modeling of the existing and proposed conditions, as currently designed, shows no increase in the Plymouth Creek 100-year flood elevation of 893.64 NAVD88. As the design progresses, the revised model will need to be provided to demonstrate the Plymouth Creek 100-year flood elevation is not impacted.
 - 3) The design memo notes that the shear stresses in the channel during the 100-year flood event do not exceed 0.5 pounds per square foot (psf), falling within the range of permissible shear stresses for bank protection with native grasses. In some cases, maximum shear forces are associated with more frequent events than the 100-year. Modeled shear stress values and velocities must be provided for more frequent flood events that document peak shear stresses and velocities for proposed riprap and vegetated bank areas.
 - 4) Information must be provided that demonstrates how the proposed riffle cross-sectional area aligns with the bankfull cross-section.
 - 5) The drawings must include a typical riprap toe cross section that shows proposed riprap sizes, thickness, filter, and side slopes.
 - 6) The drawings must include a typical bank reshaping cross section that shows proposed maximum slope and stabilization extents (erosion control blanket or other stabilization) and/or a note call-out if grading will be as directed in the field by the inspector.
 - 7) The drawings must call out and include details about the settling basin where the southern tributaries merge.
 - 8) On sheet G-102 of the drawings, erosion control notes must be modified to clarify timing of exposed soil stabilization, per Barr's October 8, 2024 emailed comment.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Karen Chandler, P.E., and Jessica Olson, P.E.)
Subject: Item 5A – Consider Approval of 60% Plans for 2024 Ponderosa Woods Stream Restoration Project (CIP 2024 ML-22) – BCWMC October 17, 2024 Meeting Agenda
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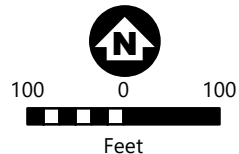
- 9) Sheets C-110 and C-1111 of the drawings must be revised to show erosion and sedimentation control measures, per Barr's October 8, 2024 emailed comment.
 - 10) The drawings must be revised to correlate the tree removals identified in the table on sheet C-103 with trees identified on the sheet C-101 that will be removed as part of the project.
 - 11) The drawings must show the restoration areas and the proposed seed mixes for the restoration areas.
 - 12) The drawings must show the proposed stream buffers and identify the proposed permanent stabilization measures for the project.
 - 13) The drawings and specifications must include details regarding the management of contaminated soil materials.
 - 14) The drawings must show the delineated wetland boundary, and the design must be modified (as required) to comply with applicable wetland rules.
 - 15) Updated pollutant reduction estimates must be provided for total phosphorus and total suspended sediment that reflect the current design.
 - 16) A summary of the expected permitting requirements must be provided.
- B) Authorize the City of Plymouth to continue design and bring 90% plans and specifications to a future Commission meeting.

In response to the Commission's requests from the BCWMC May 2023 meeting, this figure includes the following additional information:

- Drainage and utility easement location
- Location of desk top delineated wetland area within the project extents; this area would be considered part of the stream riparian area
- Comparison of the different project extents for Alternatives 1, 1.5, 2 and 3
- Identification of private versus public land parcels



- Main Stream Path
- ▶ Storm Sewer
- Watermain
- Sanitary Sewer
- Floodplain Forest Wetland
- Drainage and Utility Easement
- Small Project Extents (Alternative 1)
- Large Project Extents (Alternatives 1.5, 2, 3)
- Private Parcel
- Public Parcel



Note: The Commission Engineer performed a desktop evaluation for where the Floodplain Forest Wetland may exist within the project area. A field wetland delineation will be necessary to determine actual extents.

Imagery: USDA, 2021

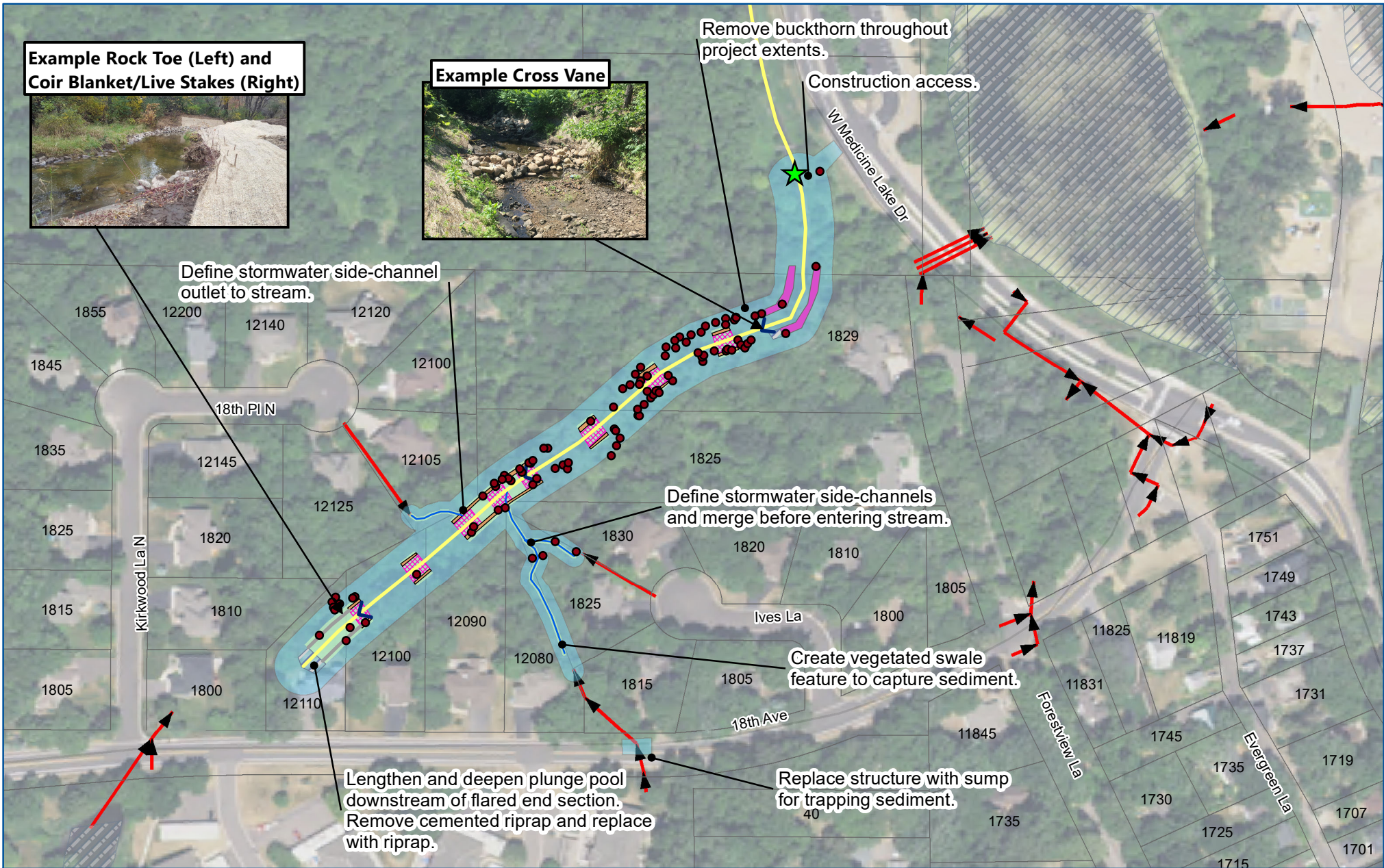
Additional Project Information
 Ponderosa Woods Stream
 Restoration Feasibility Study
 BCWMC

FIGURE 1

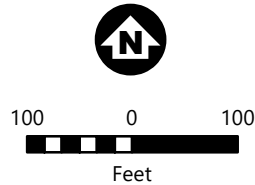
Example Rock Toe (Left) and Coir Blanket/Live Stakes (Right)



Example Cross Vane



- Ponds and Wetlands
- Storm Sewer
- Main Channel
- Project Extents
- Side Channels
- Bank and Channel Grading
- Cross Vanes
- Rock Toe
- Riprap
- Protect and Reinforce Existing Riprap
- Coir Blanket with Live Stakes and Planting
- Debris Removal
- Construction Access
- Remove Tree



Project extents: 2.3 acres

Imagery: USDA, 2021

DESIGN ALTERNATIVE 1
Ponderosa Woods Stream
Restoration Feasibility Study
 BCWMC

FIGURE 5-1

SITE CONSTRUCTION PLANS

Item 5A.
BCWMC 10-17-24
Full design set online

FOR PONDEROSA WOODS STREAM RESTORATION PROJECT CP WR210003 PLYMOUTH, MN

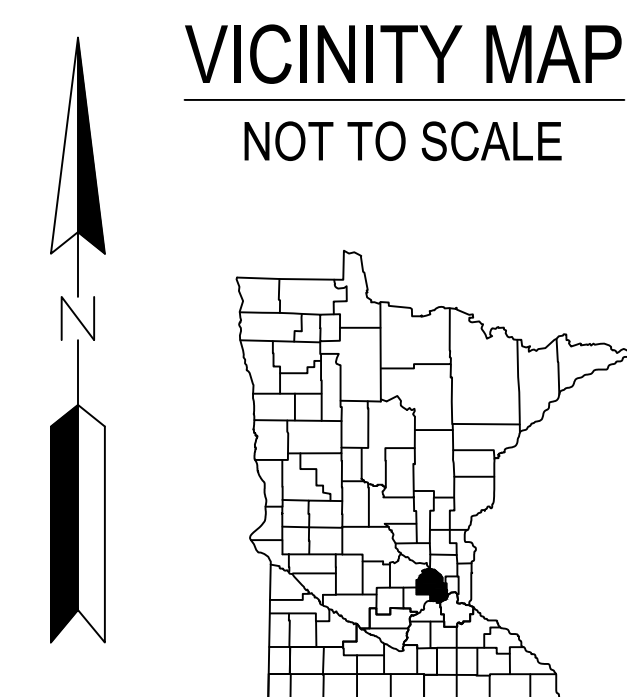
Project Team

CITY OF PLYMOUTH
BEN SCHAREN BROICH - WATER RESOURCES SUPERVISOR
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PHONE - (763) 509-5527

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SURVEYOR:
ANDERSON ENGINEERING OF MN
NICK HILLMER, PS
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PROJECT LOCATION
CITY: PLYMOUTH
COUNTY: HENNEPIN



DRAWING INDEX	
Sheet Number	Sheet Title
G-101	COVER SHEET
G-102	CONSTRUCTION NOTES
C-101	SITE ACCESS AND REMOVALS
C-102	TREE SURVEY - TREES SAVED
C-103	TREE SURVEY - TREES REMOVED
C-110	CHANNEL STABILIZATION PLAN 1
C-111	CHANNEL STABILIZATION PLAN 2
C-120	CHANNEL CROSS SECTIONS
C-801	DETAILS
C-802	DETAILS
C-803	DETAILS

CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

LUCIUS JONETT
LICENSE NO.: 52856
DATE: XX-XX-2024

ISSUE NO.	DESCRIPTION	DATE
01	60% PLAN SET	09/09/2024

PROJECT TITLE:
PONDEROSA WOODS STREAM RESTORATION PROJECT CP WR210003
12110 18TH AVE N
PLYMOUTH, MN 55441

CLIENT:
 City of Plymouth
3400 PLYMOUTH BLVD
PLYMOUTH, MN 55447
PHONE: 763-509-5000
WWW.PLYMOUTHMN.COM

PROJECT NO.: 0017-03
DWN BY: LNJ CHKD BY: LNJ APPD BY: LNJ
ISSUE DATE: 09/09/2024
ISSUE NO.: 01

SHEET TITLE:
COVER SHEET

SHEET NO.:
G-101

D:\Midwest\Wetland Improvements, LLC\Projects\10077 City Of Plymouth\10003 - Ponderosa Woods Stream - OneDrive - MHP\Projects\10077 City Of Plymouth\10003 - Ponderosa Woods Stream - DES\DWG_CADD\PLANS\HEE\TS6007-0003 C-101 Site Access & Removals.dwg

CERTIFICATION:
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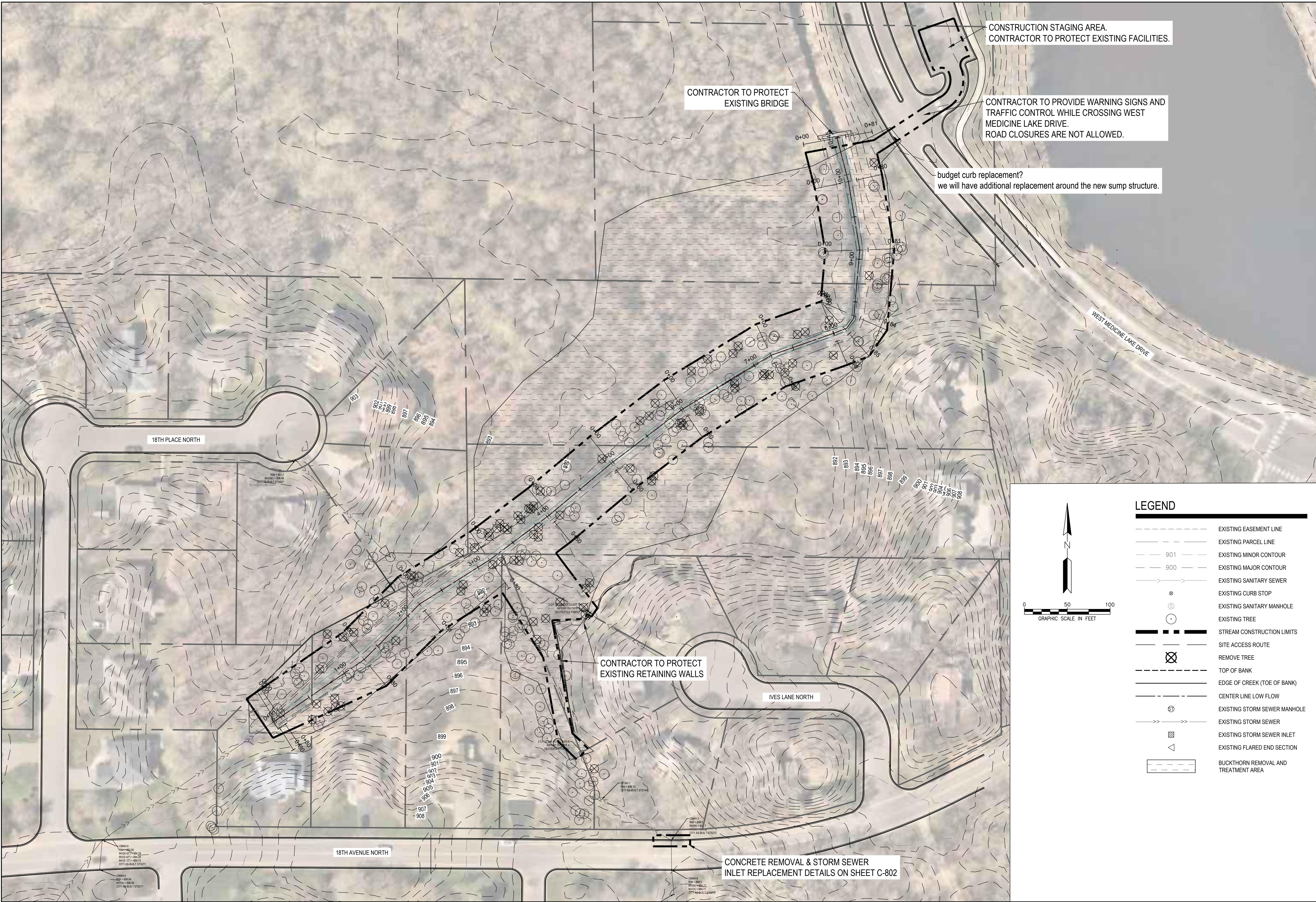
DATE	DESCRIPTION	ISSUE NO.
09/09/2024	60% PLAN SET	01

PROJECT TITLE:
PONDEROSA WOODS STREAM RESTORATION PROJECT CP WR210003
CLIENT:
12110 18TH AVE N
PLYMOUTH, MN 55441

CITY OF PLYMOUTH
3400 PLYMOUTH BLVD
PLYMOUTH, MN 55447
PHONE: 763-509-5000
WWW.PLYMOUTHMN.COM

PROJECT NO.: 0017-03
OWN BY: LNJ CHKD BY: LNJ APPD BY: LNJ
ISSUE DATE: 09/09/2024
ISSUE NO.: 01

SHEET TITLE:
SITE ACCESS AND REMOVALS
SHEET NO.:
C-101



LEGEND

- EXISTING EASEMENT LINE
- EXISTING PARCEL LINE
- 901 EXISTING MINOR CONTOUR
- 900 EXISTING MAJOR CONTOUR
- > EXISTING SANITARY SEWER
- ⊗ EXISTING CURB STOP
- ⊙ EXISTING SANITARY MANHOLE
- ⊙ EXISTING TREE
- STREAM CONSTRUCTION LIMITS
- SITE ACCESS ROUTE
- ⊗ REMOVE TREE
- TOP OF BANK
- EDGE OF CREEK (TOE OF BANK)
- CENTER LINE LOW FLOW
- ⊙ EXISTING STORM SEWER MANHOLE
- EXISTING STORM SEWER
- ⊙ EXISTING STORM SEWER INLET
- △ EXISTING FLARED END SECTION
- BUCKTHORN REMOVAL AND TREATMENT AREA

0 50 100
GRAPHIC SCALE IN FEET

N

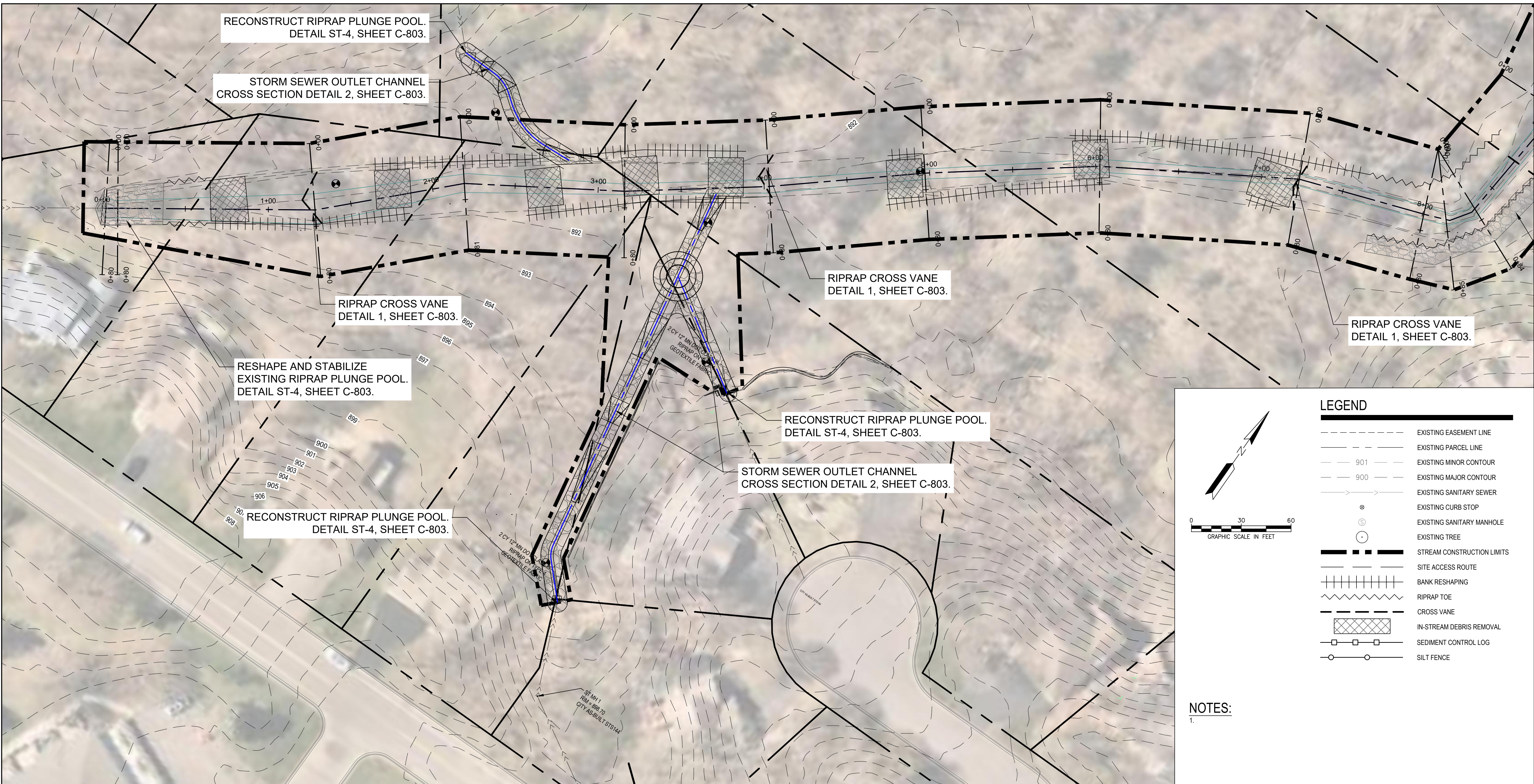
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CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

LUCIUS JONETT
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ISSUE NO.:	01
DESCRIPTION:	60% PLAN SET
DATE:	09/09/2024



LEGEND

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- - - EXISTING SANITARY SEWER
- ⊗ EXISTING CURB STOP
- ⊙ EXISTING SANITARY MANHOLE
- ⊙ EXISTING TREE
- STREAM CONSTRUCTION LIMITS
- SITE ACCESS ROUTE
- ||||| BANK RESHAPING
- ~ RIPRAP TOE
- CROSS VANE
- ▨ IN-STREAM DEBRIS REMOVAL
- SEDIMENT CONTROL LOG
- SILT FENCE

0 30 60
GRAPHIC SCALE IN FEET

NOTES:
1.

PROJECT TITLE:
PONDEROSA WOODS STREAM RESTORATION PROJECT CP WR210003

CLIENT:
City of Plymouth
3400 PLYMOUTH BLVD
PLYMOUTH, MN 55447
PHONE: 763-509-5000
WWW.PLYMOUTHMN.COM

PROJECT NO.: 0017-03

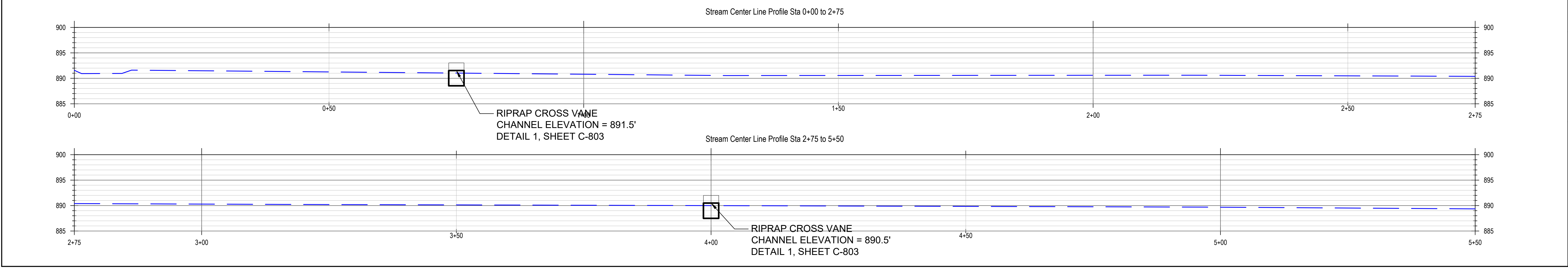
DWN BY: LNJ CHKD BY: LNJ APPD BY: LNJ

ISSUE DATE: 09/09/2024

ISSUE NO.: 01

SHEET TITLE:
CHANNEL STABILIZATION PLAN 1

SHEET NO.:
C-110





Memorandum

To: BCWMC Board of Commissioners
From: Michael McKinney, PE, Stephanie Johnson, PhD, PE, and Karen Chandler, PE
Subject: BCWMC 2024 Street Sweeping Study
Date: October 10, 2024

At their August 2024 meeting, the Commission discussed a recommendation from the TAC that the BCWMC perform a study on enhanced street sweeping for improved water quality within the Bassett Creek Watershed. Due to some concerns and questions by some commissioners at that meeting, the Commission tabled the recommendation until a future meeting and suggested that the Commission Engineer and administrator gather additional information before bringing the item back. At the September 4, 2024 Planning Steering Committee (PSC) meeting, the committee briefly discussed the proposed street sweeping study and directed the Commission Engineer bring the study back to the PSC for further review. At the October 2, 2024 PSC meeting, the Commission Engineer presented additional information on the proposed street sweeping study.

The intent of this study is to develop information to help inform the targeted prioritization and guide the most cost-effective use of enhanced street sweeping to improve water quality within the Bassett Creek Watershed. The study aims to answer questions including:

- How are current street sweeping programs performed by member cities?
- Where and how can sweeping programs be enhanced for greater water quality benefits?
- What are the cost per pollutant reduction figures (cost-benefit) for enhanced sweeping?
- Can MnDOT or Hennepin County improve their sweeping efforts?
- Can enhanced sweeping help address chloride pollution?

Outcomes from the study could be used by the Commission to adjust their current approach for partnering with member communities on enhanced street sweeping efforts for improving water quality. For example, results of similar studies have been used by other watershed management organizations to target grant dollars for enhanced street sweeping in prioritized areas, and estimate how changes to sweeping programs (such as location, timing, and frequency) would be most beneficial. Results of the study could also be used by cities to consider adjusting their existing street sweeping operations to increase water quality benefits (for example: the type of equipment being used; frequency of sweeping within identified priority areas; and/or delineations of street sweeping zones).

At its October 2, 2024 meeting, the PSC discussed how the proposed study is similar to a subwatershed assessment in that it would help target and prioritize street sweeping practices for water quality benefits. The PSC also noted that the study would help address water quality issues and align with goals identified in the Commission's draft 2025 Watershed Management Plan, particularly the goals to:

- Achieve State eutrophication standards in Medicine Lake; and
- Make statistically significant improvement in water quality toward achieving State eutrophication standards in Lost and Northwood Lakes.

For these reasons, the PSC recommends that the Commission approve the enhanced street sweeping prioritization study. The following scope of work describes the proposed study, as presented at the August 2024 Commission meeting, with additional background information outlining current Commission policies and practices.

1 Background

In April 2020, the BCWMC approved a policy to allow for use of BCWMC capital improvement program dollars to help fund the purchase of city equipment, provided certain conditions are met. Conditions set within the April 2020 policy include:

- The equipment has a demonstrated ability to reduce loading of TMDL pollutants;
- The equipment be used to undertake a new or expanded pollutant load-reducing activity;
- The equipment is new and is an upgrade to existing equipment in terms of effectiveness and/or efficiency; and
- That the city agrees to document for at least five years the effectiveness of the equipment in achieving expected benefits.

Equipment eligible for purchase under this policy includes street sweepers. Since the policy went into effect, the Commission has approved requests to provide funding for the purchase of two regenerative air street sweepers with city partners.

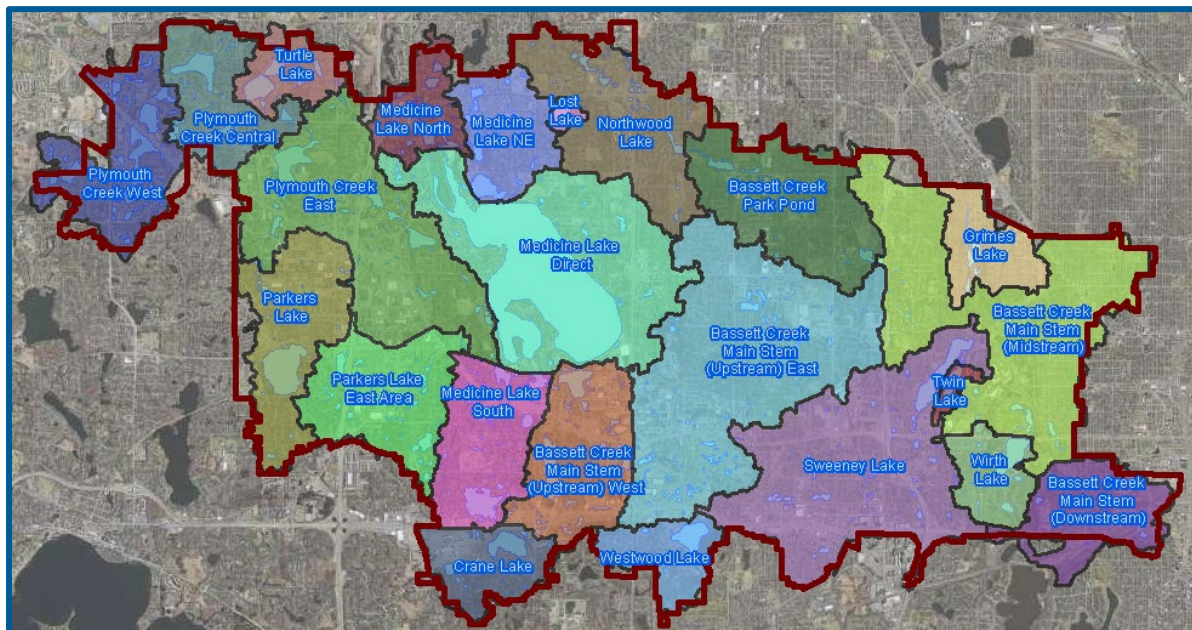
Research has shown that targeted street sweeping can be a cost-effective practice for improving water quality. The BCWMC seeks to better understand the impact of municipal street sweeping operations within their jurisdiction, and to evaluate and prioritize areas for enhanced street sweeping operations. The BCWMC spans nine municipalities (Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and Saint Louis Park) each with unique street sweeping operations and equipment. The Minnesota Department of Transportation (MnDOT) and Hennepin County also perform street sweeping operations within the BCWMC's boundary.

At the June 12, 2024 TAC meeting, the Commission Engineer presented information about a proposed approach to evaluate the water quality impacts of (a) existing street sweeping operations, and (b) enhanced seasonal street sweeping operations. The proposed approach combines results from a GIS-based water quality model and existing BCWMC water quality P8 models to evaluate the impact of street sweeping operations, based on both the estimated pollutant load recovered during street sweeping

operations (i.e., pollutant “recovery”), as well as the pollutant loading prevented from reaching downstream receiving waterbodies (i.e., pollutant “reduction”). A high-level evaluation of street sweeping operation costs would be used to evaluate the cost-benefit of existing and enhanced street sweeping operations, and a prioritization strategy would be developed to evaluate and map high-priority areas for enhanced street sweeping efforts throughout the Bassett Creek watershed.

Following the presentation, TAC members provided feedback and questions related to the development of the street sweeping prioritization study. The following list outlines additional key project tasks that were incorporated into the proposed project scope based on review and consideration of TAC feedback:

- Account for roadways owned and operated by MnDOT and Hennepin County separately from roadways owned and operated by municipalities throughout the BCMWC.
- Develop estimates of tree canopy coverage throughout the study area based on the best-available, most recent aerial imagery spanning the BCWMC. At the time of scope development, it is anticipated that imagery will reflect summer conditions from 2023.
- Include recommendations for how the street sweeping study results could be used to support municipal total maximum daily load (TMDL) wasteload allocation (WLA) reporting.
- Incorporate information summarizing how current and enhanced street sweeping efforts may impact chloride recovery and chloride reduction to receiving waterbodies.
- Review street sweeping effectiveness data collected and reported by the City of Plymouth. Potential uses of the Plymouth data include (a) validation of model performance and/or (b) evaluation of chloride recovery.



[Red outline shows the BCWMC legal boundary. Shaded areas show the P8 major watershed model areas covering a majority of the BCWMC legal boundary area.]

Figure A BCWMC legal boundary and P8 model area coverage

2 Modeling Scope

2.1 Task 1: Kickoff, Municipal Survey, and Data Acquisition

To begin the project, we will organize a virtual project kickoff meeting with the BCWMC Administrator and interested TAC members (i.e., BCWMC / TAC staff) to discuss project data needs and data requests. To obtain information related to current street sweeping operations within the BCWMC, the Commission Engineer will create a survey to send to municipal partners, MnDOT, and Hennepin County. We will review survey questions with BCWMC / TAC staff at the kickoff meeting and incorporate comments (e.g., the survey may provide an opportunity for BCWMC to collect other related information from the survey recipients).

This scope assumes that the Commission Engineer will develop and distribute the survey as well as track responses. We will then coordinate with BCWMC / TAC staff to review survey responses and how they will be incorporated into modeling assumptions.

Below is an initial list of critical data requests, some of which will be requested or obtained through the Task 1 survey. Note that if data are not available, we will discuss options and share potential strategies to fill data gaps. We have developed methodology to fill data gaps related to all key required information included in the data requests, below:

- **Street sweeping operations (survey):**
 - Confirm existing street sweeping operations (e.g., number of citywide sweeping operations performed in the spring, summer, and fall).
 - Confirm types of street sweepers used (e.g., mechanical broom, regenerative air, etc.).
 - Identify swept road areas. Note: our base assumption will be that all road surfaces within the BCWMC boundary are swept, including MnDOT and Hennepin County roads, unless directed otherwise.
 - Confirm if street sweeping operations are uniform throughout each jurisdictional area.
 - Determine if surveyed parties have street sweeping “zones” or other ways of tracking and delineating street sweeping areas.
- **Street, canopy cover, land use, and P8 information (Task 1 survey & Commission Engineer input development):**
 - Street area polygons and/or street curb-line polygons, if available.
 - Canopy cover dataset, if available. Note: in addition to any data received, the Commission Engineer will develop canopy cover estimates based on AI image processing of best-available high-resolution aerial imagery available (anticipated to be summer conditions, 2023).

- Impervious datasets and land use datasets, if available.
- Best-available subwatershed data, including subwatershed data developed for BCWMC P8 models.
- Best-available P8 water quality models. P8 models will be used to evaluate the existing BMP treatment within major watersheds within the BCWMC.

Assumptions

- We will fill data gaps following the kickoff meeting and collection of survey responses. We assume that we will generate canopy cover, road profile, and directly-connected impervious assumptions as outlined in Task 2.
- A majority of P8 models will be complete and used as is (i.e., P8 models will not require updates). BCWMC P8 models have been updated as needed over time, and some models have not been updated since 2015. As part of this task, we will review internally and re-run select models as needed using modern rainfall datasets.
- We will coordinate with BCWMC / TAC staff to confirm the study area extents to include in the GIS WQM model. Our current assumption is that the model will include all areas covered by existing P8 modeling (Figure A); i.e., we assume the model will span the extent of P8 areas and will not extend to the BCWMC legal boundary in all areas.

Deliverables

- Routine project updates (e.g., monthly) as requested by BCWMC.
- Kickoff meeting agenda, meeting notes, and summary of action items.
- Development and delivery of survey, and processing of survey responses.

Cost Estimate: \$7,400

2.2 Task 2: Model Development and Evaluation of Existing Street Sweeping Recovery

Recent street sweeping studies have made a distinction between pollutant “recovery” versus pollutant “reduction”. Within this proposal, the terms are defined as follows:

- **Pollutant recovery:** the mass of pollutants collected during street sweeping operations.
- **Pollutant reduction:** the mass of pollutants prevented from reaching downstream waterbodies.

We will estimate pollutant recovery (this task) through evaluating the results of the GIS-based water quality model (GIS WQM), as described below. We will then use the BCWMC P8 model results, showing the location and treatment efficiency of BMPs, to evaluate pollutant reduction to receiving, downstream waterbodies as described in Task 3.

The GIS WQM is a GIS-based water quality model used to estimate pollutant loading and BMP performance on an annualized basis using methodology developed for the MIDS calculator and pollutant loading areal empirical equations developed from the P8 water quality model. For this study, we will develop only the pollutant loading and street sweeping modules within the GIS WQM. Development of the GIS WQM model for the BCWMC will require the following major steps:

- **Imperviousness:** estimate the total and directly-connected impervious surfaces within the study area. We assume that we will develop estimates of total and directly-connected impervious area by utilizing high-resolution imagery and land use based directly-connected impervious assumptions.
- **Canopy cover:** estimate the tree canopy cover overhang over road surfaces. We assume that we will generate canopy cover mapping from recent high-resolution imagery (e.g., summer 2023 high-resolution imagery).
- **Road surfaces:** develop road area and curb-length mapping. We assume we will develop road area and curb-length estimates from road centerline data.
- **Watersheds:** utilize P8 subwatershed data to determine (a) what areas are tributary to downstream BMPs and (b) the major receiving waterbody from each point within the BCWMC. We assume subwatersheds developed for each BCWMC P8 model will be available and no post-processing will be required. P8 subwatershed divides will be referenced within the GIS WQM model to assign major watersheds and downstream receiving BMPs. This file will be further intersected by a 500- by 500-foot grid to provide additional resolution for modeling and prioritization results.
- **Street sweeping efficiency, existing operations:** utilize the GIS WQM model to evaluate the relative efficiency of existing street sweeping operations as reported through the Task 1 survey. Specifically, we will summarize the estimated annual total suspended sediment (TSS) and total phosphorus (TP) load recovery within watersheds to each receiving waterbody.

Figure A shows that P8 models cover a majority of the BCWMC legal boundary. As outlined above, we assume the GIS WQM will match the P8 model boundary in Figure A, and will not be expanded to cover all portions of the BCWMC boundary. We will evaluate the TSS and TP recovery within each P8 major watershed associated with existing street sweeping operations.

Assumptions

- See data source and processing assumptions listed above.
- The subwatersheds used for GIS WQM calculations will utilize P8 subwatershed divides and major watershed divides from best-available BCWMC P8 models intersected with a 500- by 500-foot grid.

Deliverables

- Figure showing percent tree canopy cover over road surfaces throughout the BCWMC.

- Tabular summary of street sweeping recovery results for existing sweeping operations. Tables will summarize overall recovery as well as recovery by major watershed and municipality.

Cost Estimate: \$12,700

2.3 Task 3: Evaluation of Existing Street Sweeping Pollutant Reduction

Within this task, we will estimate the relative street sweeping pollutant reduction based on existing street sweeping operations to downstream, receiving waterbodies (note: “recovery” vs “reduction” is discussed in Task 2). We will complete this analysis for all areas included within P8 models spanning the BCWMC (see Figure A).

- Utilizing available P8 modeling to calculate the cumulative downstream pollutant reduction for all modeled locations within the BCWMC.
- Defining what locations to utilize as recovery calculation points. We recommend utilizing major receiving waterbodies (e.g., Turtle Lake, Bassett Creek, etc.) as calculations points.

In addition to estimating pollutant loading reduction, we will evaluate and compare pollutant loading predicted by the GIS WQM to values predicted by the BCWMC’s P8 models. Within the GIS WQM model, street sweeping recovery results are irrespective of pollutant areal loading, but comparison of the GIS WQM and P8 models will be useful to evaluate how the estimated street sweeping annual recovery and reduction compares to estimated annual total pollutant loading within each major watershed.

Assumptions

- We will utilize best available P8 models for all areas with model coverage (see Figure A), further intersected by a 500- by 500-foot grid to increase model resolution. For all other areas, we will utilize only the 500-foot by 500-foot grid as calculation points within the GIS WQM.
- Recovery calculations will be performed only within areas modeled in P8 (see Figure A).

Deliverables

- Figure showing cumulative reduction calculated within all major watersheds modeled in P8.
- Table summarizing existing street sweeping reductions. Tables will summarize reduction by municipality and major watershed for areas modeled in P8 (see Figure A).

Cost Estimate: \$5,700

2.4 Task 4: Evaluation of Seasonal Efficiency and Cost-Benefit Analysis

Using the GIS WQM model, we will perform iterative modeling to evaluate the effectiveness of street sweeping in each of the non-winter seasons (i.e., spring, summer, and fall). Additionally, we will develop high-level cost estimates and calculate the relative cost-benefit of each seasonal street sweeping scenario in terms of cost per pound of pollutant recovered (\$ / pound TP recovery / year). A goal of this analysis

will be to evaluate the “optimum” number of sweepings to perform in each season. An overview of the planned seasonal cost-benefit analysis is summarized below:

- Evaluate the effectiveness of one through four sweeping events in each season.
- Generate a high-level estimate of cost utilizing regression equations developed for the Ramsey Washington Metro Watershed District (RWMWD) street sweeping prioritization study, informed by the *City of Woodbury Enhanced Street Sweeping Plan* (EOR, 2022). Note: these calculations do not reflect unique street sweeping operations and cost considerations of municipalities within BCWMC. Rather, this “high-level” estimate of cost will be used to evaluate the relative cost-benefit of seasonal street sweeping operations across the BCWMC.
- Create a tabular summary of results and identify the number of sweepings per season that optimizes cost-benefit for pollutant recovery.

Results of the seasonal street sweeping efficiency analysis may impact selection of the scenario to be utilized for street sweeping prioritization analysis (Task 5).

Assumptions

- We will estimate cost utilizing regression equations developed for the RWMWD street sweeping prioritization study, informed by the *City of Woodbury Enhanced Street Sweeping Plan* (EOR, 2022).
- We will evaluate a range of one to four sweeping events in each season (spring, summer, and fall).

Deliverables

- Tabular summary of pollutant recovery, cost, and cost-benefit for one through four sweeping events in each season.

Cost Estimate: \$3,100

2.5 Task 5: Street Sweeping Prioritization Mapping

Within this task, we will perform prioritization mapping across the BCWMC for one (1) street sweeping scenario. The scenario to be mapped will be selected in coordination with BCWMC / TAC staff. Prioritization mapping will identify high- and low-priority areas for street sweeping implementation throughout the BCWMC (i.e., mapping will identify where sweeping efforts result in higher and lower pollutant recovery and reduction totals throughout the BCWMC). For previous studies, prioritization has been completed by calculating, comparing, and ranking the pollutant recovery and/or pollutant reduction per swept curb-mile in each GIS WQM subwatershed-grid. These results can then be processed at different scales (e.g., Public Land Survey System quarter sections; municipal street sweeping zones, etc.)

Prioritization mapping will be performed at the scale of the subwatershed grid and one other resolution (e.g., quarter section mapping) as directed by BCWMC staff and the TAC. We will conduct one meeting with the BCWMC / TAC staff to discuss the prioritization and mapping, including mapping resolution and alternative prioritization strategies (e.g., prioritization within major watershed to impaired waterbodies).

Following this discussion, we will then meet with the full BCWMC TAC to review key findings from the Task 1 survey and Tasks 2-4; as an outcome of this discussion, we will obtain confirmation of the preferred additional street sweeping prioritization mapping approach.

We will generate two (2) versions of prioritization: one based on pollutant recovery, and one based on pollutant reduction. Additionally, we will evaluate and rank the relative street sweeping recovery and reduction prioritization within each City and major watershed area (see Figure A).

Assumptions

- We will develop prioritization calculations and mapping for one (1) street sweeping scenario (e.g., 2 spring, 1 summer, and 3 fall sweeping events).

Deliverables

- Street sweeping recovery tabular summary for selected scenario by major watershed and municipality.
- Two meetings with BCWMC staff and TAC to discuss prioritization methodology and mapping resolution.
- Prioritization mapping for one (1) selected street sweeping scenario.

Cost Estimate: \$7,000

2.6 Task 6: Chloride and Street Sweeping Coordination

As noted in the project background, BCWMC staff and TAC have inquired about the potential impact of street sweeping efforts on chloride reduction. As part of this study, we will perform the following research tasks:

- Conduct and summarize a limited literature review on the impacts of street sweeping on chloride recovery. This may include research related to seasonal chloride recovery, as well as fate and transport of chloride recovered in street sweeping operations.
- Coordinate with concurrent BCMWC project(s) related to modeling of chloride source loading within the Crane Lake watershed and taking into account work already completed on the Parkers Lake chloride study. We will coordinate internally on efforts which overlap between these projects and will coordinate with BCWMC Administrator on key findings throughout.

Assumptions

- Literature review not to exceed 15-hours of staff time.
- Task 6 does not include updates to the GIS WQM and/or estimation of chloride reduction and recovery.

Deliverables

- Summary of street sweeping / chloride recovery literature review to be included in the project report (Task 8).

Cost Estimate: \$6,300

2.7 Task 7 [Optional]: Plymouth Street Sweeping Data Review

The City of Plymouth has been collecting detailed records regarding their street sweeping operations for the past 3 years, including weight collection and swept material sampling and testing. Within this task, we will coordinate with the BCWMC Administrator and City of Plymouth staff to evaluate collected data with respect to pollutant recovery and reduction estimates generated by this study. It is anticipated that specific tasks may include:

- Comparison of pollutant recovery estimates from the GIS WQM model to estimates generated by City of Plymouth collection and testing.
- Comparison of street sweeping pollutant concentrations collected by City of Plymouth to assumptions within the MPCA Street Sweeping Calculator.
- Evaluation of chloride recovery concentrations and comparison to other values from literature (Task 6, optional).

We will coordinate with the BCWMC Administrator and City of Plymouth staff throughout this task and adjust scope and deliverables in response to available data and goals of BCWMC and City staff. This task includes one (1) meeting with the BCWMC Administrator and City of Plymouth staff.

Assumptions

- Time spent on this task will not exceed 50 hours without prior approval of the Commission.
- This task does not involve any updates or modifications to the GIS WQM.

Deliverables

- One (1) meeting with the BCWMC Administrator and/or City of Plymouth staff to review and discuss (a) available data and (b) model review and comparison tasks outlined in the Task 7 text, above.
- Summary of City of Plymouth data collection and comparison to GIS WQM results to be included in the project report (Task 8).

Cost Estimate: \$8,800

2.8 Task 8: Reporting and Project Coordination

We will generate a project report summarizing methodology, data sources, results and conclusions for all selected work tasks described above. In addition to summarizing all selected work tasks, we will include a

section summarizing how results from this study and/or street sweeping data may be used to help inform TMDL reporting, including WLA reporting for individual cities to impaired waterbodies, and recommendations for potential actions that the Commission may want to consider given findings from the work.

We will organize up to one (1) additional (virtual) project coordination meeting to discuss work tasks, obtain data from municipal partners, and/or share draft results prior to finalizing the project report. We will present the final results and recommendations of the street sweeping study and prioritization to the Commission at a regularly scheduled monthly meeting.

Deliverables

- Up to one additional project coordination meeting; draft and final project report documenting methodology and summarizing outcomes of street sweeping prioritization study.
- Presentation of study results to the Commission.

Cost Estimate: \$9,800

3 Schedule and Budget

3.1 Schedule

Assuming the Commission approves the scope of work and budget by the end of October 2024, we anticipate we can complete the project by May 2025.

3.2 Budget

The table below shows the estimated cost for each task. The table also highlights "optional" tasks and provides a summary of total project budget with and without optional tasks. We recommend the Commission consider using BCWMC "Special Projects" funding for this study as this effort is similar to a subwatershed assessment and helps target and prioritize water quality improvement activities. The current balance of the "Special Projects" fund is approximately \$566,000.

Table 1 Proposed project budget

Street Sweeping Study Task		Estimated Hours	Total Cost
1.	Kickoff, Municipal Survey, and Data Acquisition	45	\$7,400
2.	Model Development and Evaluation of Existing Street Sweeping Recovery	93	\$12,700
3.	Evaluation of Existing Street Sweeping Pollutant Reduction	37	\$5,700
4.	Evaluation of Seasonal Efficiency and Cost-Benefit Analysis	20	\$3,100
5.	Street Sweeping Prioritization Mapping	44	\$7,000
6.	Chloride and Street Sweeping Coordination	35	\$6,300
7.	[<i>Optional</i>] Plymouth Street Sweeping Data Review	50	\$8,800
8.	Reporting and Project Coordination	57	\$9,800
Project Total			\$60,800
Task 7: Funded by City of Plymouth			-\$8,800
Cost to Commission			\$52,000



Annual Conference and Trade Show Tentative Agenda

Location: Grand View Lodge, Nisswa, MN

*Please note that this is a **TENTATIVE schedule**. We will upload the final version in mid-October.

Tuesday, Dec 3	Time
Government Affairs Conversation with Lockridge, Grindal and Nauen (LGN)	6:30pm-8pm
Wednesday, Dec 4	
Registration + Breakfast	8am-9am
<p>Choose your workshop when you register:</p> <p>The Minnesota Watersheds Drainage Workshop will include a variety of topics such as overcoming barriers that exist in the drainage environment, an overview of what the Drainage Work Group is doing, managing trees along drainage systems, myths regarding drainage systems and their management, lessons learned about grants, and an update on case law impacting drainage authorities.</p> <p>The Watershed Management Workshop will cover the roles of watershed districts and watershed management organizations in watershed management, watershed planning and plan implementation, laws that govern government officials, and real-world examples of on-the-ground projects. We encourage board and staff to attend this workshop.</p> <p>The Staff Development Workshop is geared toward watershed administrators and will cover the topics of best-value bidding and human resources training regarding fostering a thriving and engaged workforce and understanding the nuances of human resources regulations.</p> <p>The Staff Technical Training Workshop is a new endeavor. It is meant for watershed staff and will focus on new tools and framework for developing a storage strategy, an adaption of the MDNR Score the Score methodology for shoreline health, and a session on GPS surveying and construction staking.</p>	9am-4:30pm
Lunch	12pm-1pm
Trade Show + Networking – Opening Night	6pm-9pm
Night at the Movies (TBD)	6pm-8pm
Thursday, Dec 5	
Breakfast	6:30am-9:30am
Regional Caucuses	7am-9am
Concurrent Sessions: No need to register for these sessions individually (view presentations)	8am-4:30pm
Lunch, Keynote and Awards	12pm-1:30pm
Trade Show	8am-3pm
Banquet + Awards	5pm-7pm
Friday, Dec 6	
Breakfast	7am-9am
Business Meeting (resolutions)	9am-11am
MW BOD Meeting	11am-12pm



Bassett Creek Watershed Management Commission

Watershed Plan Development - Progress Tracker October 2024 Update

At their meeting on October 2nd the Plan Steering Committee (PSC) finalized issue statements and goals for DEIA-related issues; reviewed and discussed the proposed street sweeping prioritization study, the format for portion of draft Plan section(s) addressing activities, and the water monitoring plan; and began discussing linear project standards and other development project review triggers.

The next Plan Development Commission Workshop will be held during the November 20th meeting and will focus on goals in the Education and Organizational Effectiveness categories.

Month and Year	Plan Steering Committee Work
September 2023 thru February 2024	<p>Developed format for presenting and discussing issue statements, desired future conditions, 10-year goals, potential actions/strategies, and tracking notes.</p> <p>Developed mission statement: <i>Stewardship of water resources to reduce flood risk and improve watershed ecosystem health.</i></p> <p>Developed issue statements and measurable goals addressing:</p> <ul style="list-style-type: none"> • Impaired waters • Chloride loading • Streambank and gully erosion • Lakeshore erosion • Wetland health and restoration <p>Received update on plan development budget.</p> <p>Reviewed input from the Plan TAC which met in December 2023.</p> <p>Planned for January 2024 Commission workshop and responded to input received.</p> <p>Discussed implementation capacity of Commission.</p>
March 7, 2024	<p>Reviewed and approved updated waterbody classification table; recommended keeping current list of priority waterbodies.</p> <p>Reviewed plan development calendar and timeline.</p> <p>Revisited discussion on future funding and governance structure, acknowledging complicated matter given JPA status and difficulty writing a 10-year plan considering that the future structure or funding of the organization could change . General</p>

Month and Year	Plan Steering Committee Work
	<p>approach agreed to: 1) get the JPA updated and keep the JPA update simple; 2) engage with cities to gain support for additional staff hours/higher operating budget; 3) build the plan with a tiered approach dependent on staffing and structure; 4) analyze organizational structure early in plan Implementation.</p> <p>There was concern from some that momentum for analyzing organizational structure will wane once new JPA is adopted. PSC members acknowledged that future structure will be further explored within the “organizational effectiveness” category in the coming months and a commission workshop would incorporate this item.</p> <p>Developed issue statements, measurable goals and possible implementation actions for:</p> <ul style="list-style-type: none"> • Aquatic Invasive Species • Groundwater – Surface Water Interaction (partial)
April 3, 2024	<p>Revisited discussion on future funding and governance structure for the Commission. Noted that at March Commission meeting, the topic was introduced but without enough background and written materials. The group considered providing a memo on the governance item to the Commission but ultimately decided to provide a monthly status report to the Commission that includes a summary of PSC discussions and plan development progress. Again, the PSC confirmed the funding and governance topic would be subject of a future Commission workshop.</p> <p>Finalized development of issue statements, measurable goals and possible implementation actions for Waterbody and Watershed Quality category including:</p> <ul style="list-style-type: none"> • Groundwater – Surface Water Interaction • Degradation of Riparian Areas • Degradation/Loss of Upland Areas • Groundwater Quality <p>Discussed format and timing for next Plan TAC meeting.</p> <p>Rescheduled June and July PSC meetings.</p>
May 1, 2024	<p>Developed issue statements, measurable goals and possible implementation actions for a portion of the Flooding and Climate Resiliency category:</p> <ul style="list-style-type: none"> • Impact of climate change on hydrology, water levels, and flood risk <p>Reviewed draft mockup of Waterbody and Watershed Quality Issues and Goals section.</p> <p>Discussed timing and topics for next Commission workshop.</p>
June 12, 2024	<p>Finalized issue statements, measurable goals and possible implementation actions for a portion of the Flooding and Climate Resilience category:</p> <ul style="list-style-type: none"> • Impact of climate change on hydrology, water levels, and flood risk

Month and Year	Plan Steering Committee Work
	<ul style="list-style-type: none"> • Bassett Creek Valley flood risk reduction and stormwater management opportunities • Groundwater quantity <p>Began developing issue statements, measurable goals and possible implementation actions for Education and Outreach category:</p> <ul style="list-style-type: none"> • Provide outreach to and develop relationships with diverse communities (need policy from Commission before finalizing) • Recreation opportunities
July 10, 2024	<p>To the extent possible (without a DIEA policy), finalized issue statements, measurable goals and possible implementation actions for Education and Outreach category:</p> <ul style="list-style-type: none"> • Provide outreach to and develop relationships with diverse communities • Protect recreation opportunities • POTENTIAL NEW ISSUE: Increase resident and stakeholder capacity for stewardship <p>Developed issue statements, measurable goals and possible implementation actions for some issues in the Organizational Effectiveness category:</p> <ul style="list-style-type: none"> • Organizational assessment of capacity and staffing • BCWMC funding mechanisms <p>Begin planning for Commission August 15th Commission workshop to discuss the remaining 9 goals of the Waterbody and Watershed Quality category and all 10 goals in the Flooding and Climate Resilience category.</p>
August 7, 2024	<p>Reviewed Planning TAC input on remaining goals in Waterbody and Watershed Quality category and all goals in Flooding and Climate Resiliency category</p> <p>Finalized plans for August 15th Commission Workshop</p> <p>Finalized issue statements, measurable goals and possible implementation actions for Organizational Effectiveness category.</p> <ul style="list-style-type: none"> • Progress assessment • Public ditch management • Carbon footprint of BCWMC projects
September 4, 2024	<p>Reviewed input from August Commission Workshop and made revisions to issues and goals.</p> <p>Finalized issue statements, measurable goals and possible implementation actions for remaining goals area under the Education and Outreach category and Organizational Effectiveness category:</p> <ul style="list-style-type: none"> • Engagement of diverse communities • Projects and programs implemented through a DEI lens

Month and Year	Plan Steering Committee Work
	Discussed mechanism for developing and discussing technical policies and implementation strategies such as street sweeping, buffer standards, linear project requirements, chloride reduction strategies, etc.
October 2, 2024	<p>Finalized DEIA-related issues and goals</p> <p>Reviewed proposed street sweeping prioritization study</p> <p>Reviewed format for portion of draft Plan section(s) addressing activities</p> <p>Began discussing linear project standards.</p> <p>Reviewed draft water monitoring plan</p> <p>Set next Commission workshop on Education and Organizational Effectiveness goals for November 20th.</p>
Nov 6, 2024	<p>Review draft education and engagement plan</p> <p>Continue discussing possible revisions to the BCWMC’s Requirements document including:</p> <ul style="list-style-type: none"> • Potential changes to linear project standards • Potential changes to water quality and rate control triggers • Requirements related to winter maintenance and chloride minimization design practices, including chloride management plans for applicable projects/locations • Changes to permitted activities in floodplains • Stream and wetland buffers <p>Consider additional activities or associated guidance for addressing various goals (building on content developed during goal development). What changes, additions, deletions from 2015 policies are needed?</p> <p>Finalize plans for Commission workshop on Education and Organizational Effectiveness goals.</p>
Dec 4, 2024	Continue discussion on activities.
January 2025	Review updated CIP prioritization metrics to reflect this plan’s priority issues. Review potential CIP projects 2026 – 2035.
February 2025	Discuss implementation of plan including CIP implementation and staff capacity.
March 2025	<p>Catch up month for unfinished work from last few months.</p> <p>Review complete implementation program, including CIP.</p> <p>Plan for Commission workshop</p>
April 2025	<p>Finalize activities and implementation program</p> <p>Review various plan sections</p>

Month and Year	Plan Steering Committee Work
	Prepare recommendation on complete plan for Commission action at May 15 Commission meeting
May 2025	Review the complete Plan document
May 20 – July 20, 2025	60-day comment period
August 2025	Review comments and discuss draft responses to comments
September 2025	Review and finalize responses to comments Plan for public hearing (required per MN Rule 8410) Prepare recommendations to Commission
October 2025	
Nov 1 – Jan 31, 2025	90-day comment period; presentation to BWSR (likely week of Jan 5, 2026); target January 28, 2026 BWSR Board meeting for approval
February 2026	Final BWSR approval and Commission adoption (5 months past due)

*Plan TAC = Regular city TAC members plus state and local agencies and other partners



Bassett Creek Watershed Management Commission MEMO

Date: October 10, 2024
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

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

CIP Projects (more resources at <http://www.bassettcreekwmo.org/projects.>)

2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley (No change since Nov 2021): A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10th and a public hearing on the water level drawdown was held April 16th. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Dewatering began late summer 2019. Tree removal was completed in early winter; excavation was ongoing through the winter. As of early June 2020, earth work and infrastructure work by Dahn Construction is nearly complete and trail paving is complete. Vegetative restoration by AES is underway including soil prep and seeding. Plants, shrubs, and trees will begin soon along with placement to goose protection fencing to help ensure successful restoration. The construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. A final grant report for BWSR's Watershed Based Implementation Funding was submitted at the end of January. City staff recently completed a site walk through to document dead or dying trees and shrubs in need of replacement (under warranty). This project (along with Golden Valley's Liberty Crossing Project) recently received the award for "Project of the Year" from the Minnesota Association of Floodplain Managers as part of the overall Project website: <http://www.bassettcreekwmo.org/index.php?CID=433> .

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (No change since August): A feasibility study by the Commission Engineer was developed in 2018 and approved in January 2019. The study included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. Project construction year was revised from 2020 and 2022 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. A public hearing for this project was held September 19, 2019. The project was officially ordered at that meeting. In January 2020 this project was awarded a \$400,000 Clean Water Fund grant from BWSR; a grant work plan was completed and the grant with BWSR was fully executed in early May 2020. The project and the grant award was the subject of an article in the Southwest Journal in February: <https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoff-project/>. In September 2020, Minneapolis and MPRB staff met to review the implementation agreement and maintenance

roles. BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding or agreement among BCWMC, MPRB, and city of Minneapolis to recognize and assign roles and responsibilities for implementation more formally. The draft agreement was developed over several months and multiple conversations among the parties. At the May 2021 meeting the Commission approved to waive potential conflict of the Commission legalcounsel and reviewed a proposal for project design by the Commission Engineer. The updated design proposal and the design agreement among all three parties were approved at the June 2021 meeting. Four public open houses were held in the park in 2021 to gather input on park concepts. Project partners met regularly throughout design to discuss schedules, planning and design components, and next steps. Concept designs were approved by the MRPB Board in late 2021. Staff met with MnDOT regarding clean out of Penn Pond and continue discussions. 50% design plans were approved by the Commission at the January 2022 meeting; 90% design plans were approved at the March 2022 meeting along with an agreement with MPRB and Minneapolis for construction. The agreement was approved by all three bodies. Commission Engineers finalized designs and assisted with bidding documents. Bids were returned in early August. At the meeting in August, the Commission approved moving forward with project construction (through MPRB), and approved a construction budget (higher than previously budgeted) and an amended engineering services budget. MPRB awarded the construction contract. In late November the contractor began the initial earthwork and started on portions of the stormwater pond excavations. By late December the 1st phase of construction was complete with the ponds formed and constructed. The contractor began driving piles in late January and began installing underground piping in early February. At the March meeting, the Commission approved an increase to the engineering services budget and learned the construction budget is currently tracking well under budget. The change order resulting from the City of Minneapolis' request to replace a city sewer pipe resulted in extra design/engineering costs that were approved by the Administrator so work could continue without delays. The MPRB will reimburse the Commission for those extra costs and will, in-turn, be paid by the city. In early May construction was focused in the Morgan / Laurel intersection. The right-of-way storm sewer work is complete including the rerouting of some of the existing storm infrastructure and installation of the stormwater diversion structures. Construction of the ponds is complete and stormwater from the neighborhood to the west is now being routed through new storm sewers to the ponds. Vegetation is currently being established around the ponds. At the October meeting the Commission approved an amendment to the agreement with MPRB and Minneapolis in order to facilitate grant closeout. At the December 2023 meeting the Commission approved a partial reimbursement to MPRB for \$400,000. Corrections to a weir that was installed at the wrong elevation were made in spring 2024. A final grant report was submitted to the MN Board of Water and Soil Resources in late January 2024 and the final grant payment was recently received. Project as-built drawings were recently completed and an operations and maintenance plan is being developed. Final reimbursement requests from MPRB and Minneapolis are expected later this year. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake (No change since July 2023): At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28th. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. The city's project team is continuing to assess the project and understand its implications on city finances, infrastructure, and future management. The city received proposals from 3 engineering firms for project design and construction. At their meeting on August 5th, the Medicine Lake City Council voted to continue moving forward with the project and negotiating the terms of the agreement with BCWMC. Staff was directed to continue negotiations on the agreement and plan to order the project pending a public hearing at this meeting. Staff continues to correspond with the city's project team and city consultants regarding language in the agreement. The BCWMC held a public hearing on this project on September 19, 2019 and received comments from residents both in favor and opposed to the project. The project was officially ordered on September 19, 2019. On October 4, 2019, the Medicine Lake City Council took action not to move forward with the project. At their meeting in October 2019, the Commission moved to table discussion on the project. The project remains on the 2020 CIP list. In a letter dated January 3, 2022, the city of Medicine Lake requested that the Commission direct its engineer to analyze alternatives to the Jevne Park Project that could result in the same or similar pollutant removals and/or stormwater storage capacity. At the March meeting, the Commission directed the Commission Engineer to prepare a scope and budget for the alternatives analysis which were presented and discussed at the April 2022 meeting. No action was taken at that meeting to move forward with alternatives analysis. In May and June 2023, Commission staff discussed the possibility of incorporating stormwater management features into a redevelopment of Jevne Park currently being considered by the City of Medicine

Lake. After review of the preliminary park design plans, the Commission Engineer and I recommended implementation of the original CIP Project to the City. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=467>.

2014 Schaper Pond Diversion Project and Carp Management, Golden Valley (SL-3): Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system. At the October 2020 meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Carp removals were performed through the Sweeney Lake Water Quality Improvement Project. Results were presented at the February 2021 meeting along with a list of options for long term carp control. Commission took action approving evaluation of the long-term options to be paid from this Schaper Pond Project. Commission and Golden Valley staff met in March 2021 to further discuss pros and cons of various options. At the September 2021 meeting, the Commission approved utilizing an adaptive management approach to carp management in the pond (\$8,000) and directed staff to discuss use of stocking panfish to predate carp eggs. Commission Engineers will survey the carp in 2022. At the April meeting, the Commission approved panfish stocking in Schaper Pond along with a scope and budget for carp removals to be implemented later in 2022 if needed. Commission staff informed lake association and city about summer activities and plans for a fall alum treatment. Approximately 1,000 bluegills were released into Schaper Pond in late May. Carp population assessments by electroshocking in Sweeney Lake and Schaper Pond were completed last summer. A report on the carp assessment was presented in January. Monitoring in Schaper Pond in 2023 and a reassessment of carp populations in 2024 were approved in early 2023. Carp box netting in 2024 is also approved, as needed. A carp survey of Schaper Pond and Sweeney Lake were recently completed which found higher than expected carp numbers in Sweeney Lake. Carp Solutions completed box netting in Sweeney Lake last month. Results will be presented at a future meeting. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2) (No changes since August): At their March 2015 meeting, the Commission approved the project specifications and directed the city to finalize specifications and solicit bids for the project. The contract was awarded to HAB Aquatic Solutions. The alum treatment spanned two days: May 18- 19, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters on May 20th. There were no complaints or comments from residents during or since the treatment.

Water monitoring continues to determine if and when a second alum treatment is necessary. Lake monitoring results from 2023 were presented at the July 2024 meeting. Results show continued excellent water quality. The CIP funding remains in place for this project as a 2nd treatment may be needed in the future. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=278>.

2013 Four Seasons Area Water Quality Project (NL-2) (No change since November 2023): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the Commission Engineer and I have met on numerous occasions with the developer and their consulting engineers to discuss stormwater management and

opportunities with “above and beyond” pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominion shared preliminary project plans and the Commission discussed the redevelopment and potential “above and beyond” stormwater management techniques. At the April 2020 meeting, the Commission conditionally approved the 90% project plans. The agreements with Dominion and the city of Plymouth to construct the project were approved May 2020 and project designers coordinated with Commission Engineers to finalize plans per conditions. In June 2021, the City of Plymouth purchased the property from Walmart. The TAC discussed a potential plan for timing of construction of the stormwater management BMPs by the city in advance of full redevelopment. At the August 2021 meeting, the Commission approved development of an agreement per TAC recommendations. The city recently demolished the mall building and removed much of the parking lot. At the December meeting the Commission approved the 90% design plans and a concept for the city to build the CIP project ahead of development and allow the future developer to take credit for the total phosphorus removal over and above 100 pounds. At the July meeting, the Commission approved an agreement with the city to design, construct, and maintain the CIP project components and allow a future developer to use pollutant removal capacity above 100 pounds of total phosphorus. A fully executed agreement is now filed. The updated 90% project plans were approved at the September meeting. Unfortunately, city staff recently indicated that due to permitting inconsistencies with the U.S. Army Corps of Engineers, the project will not be built this winter as planned. The city is now planning to construct the project in the fall and winter of 2024. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

2021 Parkers Lake Chloride Reduction Project (PL-7) (No change since March): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to implement the project in coordination with commission staff. City staff and I have had an initial conversation about this project. The city plans to collect additional chloride data this winter in order to better pinpoint the source of high chlorides loads within the subwatershed. Partners involved in the Hennepin County Chloride Initiative (HCCI) are interested in collaborating on this project. A proposal from Plymouth and BCWMC for the “Parkers Lake Chloride Project Facilitation Plan” was approved for \$20,750 in funding by the HCCI at their meeting in March. The project will 1) Compile available land use data and chloride concentrations, 2) Develop consensus on the chloride sources to Parkers Lake and potential projects to address these sources, and 3) Develop a recommendation for a future pilot project to reduce chloride concentrations in Parkers Lake, which may be able to be replicated in other areas of Hennepin County, and 4) help target education and training needs by landuse. A series of technical stakeholder meetings were held last fall and winter to develop recommendations on BMPs. A technical findings report was presented at the July 2022 meeting. At the September 2022 meeting, the Commission approved a scope and budget for a study of the feasibility of in-lake chloride reduction activities which was presented at the November meeting. Following direction from the Commission, Commission staff are preparing a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. Commission Engineers and Administrator recently met with city staff and the WMWA educator to discuss outreach, possibly highly contributing properties, data needs, and possible approaches to reducing chlorides. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2022 Medley Park Stormwater Treatment Facility (ML-12) See Item 4E: The feasibility study for this project is complete after the Commission Engineer’s scope of work was approved last August. City staff, Commission Engineers and I collaborated on developing materials for public engagement over the fall/early winter. A project kick-off meeting was held in September, an internal public engagement planning meeting was held in October, and a Technical Stakeholder meeting with state agencies was held in November. A [story map of the project](#) was created and a survey to gather input from residents closed in December. Commission Engineers reviewed concepts and cost estimates have been reviewed by city staff and me. Another public engagement session was held in April to showcase and receive feedback on concept designs. The feasibility report was approved at the June meeting with a decision to implement Concept #3. At the July meeting the Commission directed staff to submit a Clean Water Fund grant application, if warranted. A grant application was developed and submitted. Funding decisions are expected in early December. A public hearing on this project was held in September with no members of the public attending. In September, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs which are now underway. The BCWMC received a \$300,000 Clean Water Fund grant from BWSR in December 2021 and the grant agreement approved in March 2022. 50% design plans were approved in February 2022 and 90% plans were approved at the May 2022 meeting. Final

plans and bid documents were developed by the city's consultation (Barr Engineering). Construction began in November 2022 and winter construction was finished in late January 2023. Activities in spring 2023 included completing grading (topsoil adjustments); paving (concrete, bituminous); light pole and fixture install; benches install; site clean up and prep for restoration contractor. In late May 2023, Peterson Companies completed their construction tasks and the project transitioned to Traverse de Sioux for site restoration and planting. A small area of unexpected disturbance from construction was added to the overall area to be restored with native plants through a minor change order. Site restoration, planting, and seeding was completed in late June 2023. An interim grant report was submitted to the MN Board of Water and Soil Resources in late January 2024. With the construction and vegetation establishment complete, the City of Golden Valley is requesting reimbursement from the project's CIP budget. Additional reimbursement requests are forthcoming during the vegetation management phase of the project. www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility



2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10) (No change since December): The feasibility study for this project is complete after the Commission Engineer's scope of work was approved last August. A project kick-off meeting with city staff was held in late November. Meetings with city staff, Robbinsdale Area School representatives, and technical stakeholders were held in December, along with a public input planning meeting. A virtual open house video and comment form were offered to the public including live chat sessions on April 8th. The feasibility study report was approved in June with a decision to implement Concept #3. A public hearing on this project was held in September with no members of the public attending. In September, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs which are now underway. A virtual public open house was held February 3rd. 50% Design Plans were approved at the January meeting. A public open house was held September 29th. 90% were approved at the October Commission meeting. Six construction bids were received in late February with several of them under engineer's estimates. The city contracted with Rachel Contracting and construction got underway earlier this spring. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. Bids were open for the SEA School/Wildwood Park restoration project on June 20. Three bids were received and two came in right around our estimate. The city is recommending the low bidder (Landbridge Ecological). At the end of July utility crews lowered the watermain and installed the storm sewer diversions into the park from along Duluth Street. The hydrodynamic separator was also set (with a crane). Crews also worked on the iron-enhanced sand filter and the outlet installation, stone work on the steepened slopes, trail prep, bituminous paving, and concrete work (curb and gutter, pads, and ADA ramps). The preconstruction meeting for the restoration work was held with work to begin late August or early September. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August. The SEA School site construction is complete and restoration work is complete for the season. The DeCola Pond D outlet replacement and site restoration is also now complete.

Project webpage: www.bassettcreekwmo.org/projects/all-projects/sea-school-wildwood-park-flood-reduction-project.

Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd. (2024 CR-M), Golden Valley (No change since June):

A feasibility study for this project got underway in fall 2022. A public open house was held March 1st with 30 residents attending. The draft feasibility report was presented at the April meeting. A final feasibility report was presented at the June meeting where the Commission approved the implementation of Alternative 3: to restore all high, medium, and low priority sites. A Clean Water Fund grant application for \$350,000 was recently developed and submitted to BWSR. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. An agreement with the City of Golden Valley to implement the project was drafted by the Commission Attorney recently reviewed by city staff. Commission staff and city staff continue to work through development of an implementation agreement. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-restoration-project-regent-ave-golden-valley-r>

Ponderosa Woods Stream Restoration Project, Plymouth (ML-22) (See Item 5A): A feasibility study for this project got underway in fall 2022. A public open house was held February 13th with 3 residents attending. The draft feasibility report was presented at the May meeting and additional information was presented at the June meeting where the Commission approved implementing Alternative 1.5. The Commission held a public hearing on this project at its September meeting and officially ordered the project, set the final levy, and approved an agreement with the City of Plymouth for project implementation. Plymouth hired Midwest Wetland Improvements to design the project. 60% designs will be presented at this meeting. A public open house is scheduled for October 23rd. 90% design plans are expected to be presented in November. Construction is likely to get underway in late fall/early winter. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project>.

Sochacki Park Water Quality Improvement Project (BC-14) (No change since September): This project is proposed to be added to the CIP through a minor plan amendment as approved at the March Commission meeting with CIP funding set at \$600,000. The project involves a suite of projects totaling an estimated \$2.3M aimed improving the water quality in three ponds and Bassett Creek based on a subwatershed analysis by Three Rivers Park District (TRPD). A memorandum of understanding about the implementation process, schedules, and procedural requirements for the project was executed in April among BCWMC, TRPD, and the cities of Golden Valley and Robbinsdale. A feasibility study is underway for the project and is being funded by TRPD. The feasibility study kick off meeting was held June 5th. Information on the project and an update on the feasibility study was presented at the June meeting. A technical stakeholder meeting was held July 10th. A public open house was held July 26th and a Phase I Environmental Site Assessment was recently completed. The draft feasibility study was presented at the August meeting and the final feasibility study was approved at the September meeting. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. Project partners recently met to review a scope and budget for design and discuss construction sequencing, funding availability, and cooperative agreement provisions. TRPD was recently awarded \$1.6M in federal funding for this project and other facility investments in Sochacki Park. Staff provided a project update at the March meeting. A cooperative agreement with TRPD and Robbinsdale was approved at the April meeting. Three Rivers Park District contracted with Barr Engineering to develop project designs. A Phase II Environmental Assessment was recently completed. Preliminary results were presented at a recent project partner meeting. Soil contamination (including PCBs) was found in some areas to be above MPCA action levels. TRPD and their consultants (Barr Engineering) are developing response plans and considering applying for Hennepin County Environmental Response funds. The Sochacki Park Joint Powers Operations Committee is meeting soon. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sochacki-park-water-quality-improvement-project>.

Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North (2026 CR-P): A scope and budget for a feasibility study was approved at the October meeting. A project kick off meeting was held November 3rd and a technical stakeholder meeting was held December 5th. Field investigations and desktop analyses are complete. Site prioritization ranking criteria are being developed and concept designs are being developed. A public open house was held on March 11th. Residents who attended are in favor of the project and had questions about impacts to trees, potential construction activities in specific reaches, and buckthorn removal. The feasibility study was approved at the May meeting with Option 3a being approved for implementation. At the June meeting the Commission approved a maximum levy for 2025 that includes funding for this project which was approved by the Hennepin County Board August 6th. A Clean Water Fund grant application for \$400,000 was submitted to the BWSR in August. At its September meeting, the Commission held a public hearing on this project and approved a resolution officially ordering the project, setting the 2025 levy, and entering an agreement with the City of Plymouth for design and construction. The city will hold a public open house on this project in spring 2025 after the city contracts with an engineering firm. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n>.

Crane Lake Chloride Reduction Demonstration Project, Minnetonka (CL-4): At the meeting in July, the Commission approved a scope and budget for the feasibility study for this project. The Commission Engineer is gathering background information. A project kick off meeting was held September 26th.

Administrator Activities September 10 – October 9, 2024

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"> • <u>Main Stem Bassett Creek Restoration Project, GV</u>: Reviewed and commented on latest version of agreement with Golden Valley; corresponded with city staff • <u>Crane Lake Chloride Reduction Demonstration Project</u>: Attended project kick off meeting • <u>Sweeney Lake Conditions</u>: Corresponded with SLA members and Commission Engineers re: fish stocking plans • <u>Medley Park Water Quality Improvement Project</u>: Reviewed reimbursement request and corresponded with city staff • <u>Ponderosa Woods Restoration Project</u>: Reviewed and commented on memo from Commission Engineers on 60% designs
Education and Outreach	<ul style="list-style-type: none"> • Developed presentation for Plymouth city council workshop on Medicine Lake • Participated in meeting to prepare for presentation on Low Salt, No Salt campaign to Metro Watershed Partners • Attended Metro Watershed Partners steering committee meeting • Reviewed and commented on outreach letter on chloride reduction in Parkers Lake subwatershed • Sent correspondence for Education Committee meeting follow up • Continued reviewing/commenting on Native content for watershed map • Attended WMWA meeting
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted August meeting minutes; reviewed memos, reports, and documents for Commission meeting; printed and disseminated meeting information to commissioners, staff, and TAC; updated online calendar; drafted meeting follow up email; ordered catering for September Commission meeting • Participated in pre-meeting call with Commission Engineer and Chair Cesnik • Assisted with preparations for (and then cancellation of) Bassett Creek Valley Neighborhood meeting • Drafted and sent transmittal letter and Joint Powers Agreement to city managers; answered questions; gathered signature pages to date • Posted 2025 operating budget online • Sent email to commissioners with events and meetings reminders • Set Education Committee meeting
MN Watersheds	<ul style="list-style-type: none"> • Assisted with prep for quarterly Metro Watersheds meeting
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Met with Commission Engineers for bi-weekly check in meetings • Drafted meeting minutes for September PSC meeting • Updated plan progress tracker • Reviewed/commented on information related to linear projects • Finalized goals for DEIA-related issues • Assisted with preparation of agenda and materials for October PSC meeting; attended meeting