



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, January 16, 2025
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/tZcodOCvrj8rHtZjxg6hib82UqHHvF4lft3#/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 – December 19, 2024 Commission Meeting
- B. Acceptance of January Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – December 2024 Administration
 - ii. Keystone Waters, LLC – December 2024 Administrative Expenses
 - iii. Barr Engineering – December 2024 Engineering Services
 - iv. Triple D Espresso – January Meeting Catering
 - v. City of Plymouth – December Accounting Services
 - vi. Met Council – 2024 CAMP Services
 - vii. CNA Surety – Insurance Bond Payment
 - viii. State Register – Official Publication for Proposal Solicitation
- D. Approval of Three Rivers Park District Agreement for Medicine Lake Activities
- E. Approval of MnDOT Pond Maintenance Project (Sites #10, #14, #15)
- F. Approval of Resolution 25-01 Transferring Funds from Next Generation Plan Development and Flood Control Project Long Term Accounts to Administrative Fund
- G. Approval of Resolution 25-02 to Transfer Funds from Administrative Account to Channel Maintenance Fund and Long-Term Maintenance Fund
- H. Approval of Resolution of Appreciation for Maryna Chowhan
- I. Approval for Commissioner and Administrator Attendance and Registration Costs at Minnesota Watersheds Legislative Event

5. BUSINESS

- A. Receive Sweeney Lake Carp Update and Consider Approval of Schaper Pond Monitoring (30 min)
- B. Receive Update on Plan Development and Commission Operating Budget Status (20 min)
- C. Consider Resolution 25-03 to Transfer Funds from CIP Account to Administrative Account (5 min)
- D. Review Plan Progress Tracker (5 min)

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Winter Salt Week www.wintersaltweek.org/
 - ii. Reminder of February Officer Elections and Committee Appointments
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Commissioners
 - i. Staff Evaluation Reminder
- F. TAC Members
 - i. Ponderosa Woods Stream Restoration Project Update
 - ii. Appoint Liaison to Feb 5th TAC Meeting
- G. Committees
 - i. Education Committee Meeting

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. Clean Water Council [Story Map](#)
- E. Preserving Minnesota's Waters: Virtual Lecture Series

8. ADJOURNMENT

Upcoming Meetings & Events

- Metro Watersheds Quarterly Meeting: Tuesday, January 21st, 7:00 p.m., online
- Winter Salt Week: January 27 – 31, 2025 www.wintersaltweek.org/
- Plan Steering Committee Meeting: Wednesday, February 5th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, February 5th, 10:30 a.m., Brookview
- BCWMC Planning TAC Meeting: Friday, February 7th, online via Zoom, 9:30 – 11:00 a.m
- Minnesota Watersheds Legislative Briefing Event: Wednesday, February 19th, 3:00 – 7:00 p.m., St. Paul
- BCWMC Regular Meeting: Thursday, February 20th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: January 9, 2025

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 1/16/25 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**

4. **CONSENT AGENDA**
 - A. Approval of Minutes – December 19, 2024 Commission Meeting- **ACTION ITEM with attachment**

 - B. Acceptance of January Financial Report - **ACTION ITEM with attachment**

 - C. Approval of Payment of Invoices - **ACTION ITEM attachments available upon request – I reviewed the following invoices and recommend payment.**
 - i. Keystone Waters, LLC – December 2024 Administration
 - ii. Keystone Waters, LLC – December 2024 Administrative Expenses
 - iii. Barr Engineering – December 2024 Engineering Services
 - iv. Triple D Espresso – January Meeting Catering
 - v. City of Plymouth – December Accounting Services
 - vi. Met Council – 2024 CAMP Services
 - vii. CNA Surety – Insurance Bond Payment
 - viii. State Register – Official Publication for Proposal Solicitation

 - D. Approval of Three Rivers Park District Agreement for Medicine Lake Activities – **ACTION ITEM with attachment** – *Each year the BCWMC and the TRPD cooperate on and share costs of certain activities in Medicine Lake including herbicide treatments for curly-leaf pondweed control and boat launch inspections as outlined in the Commission’s [AIS management policies](#). The attached agreement with TRPD is the same as previous years and was reviewed by the Commission Attorney. Staff recommends approval.*

 - E. Approval of MnDOT Pond Maintenance Project (Sites #10, #14, #15) – **ACTION ITEM with attachment** – Commission Engineers reviewed MnDOT plans for dredging and maintenance of five stormwater ponds in the watershed. Please see the attached memo with further descriptions and recommendations for follow-up activities. Staff recommends approval.

 - F. Approval of Resolution 25-01 Transferring Funds from Next Generation Plan Development and Flood Control Project Long Term Accounts to Administrative Fund – **ACTION ITEM with attachment** – *The Commission’s 2024 budget includes reimbursement to the Administrative Fund from the Flood Control Project (FCP) Long Term Maintenance Account for expenses related to this fiscal year’s FCP inspections. Additionally, the 2024 budget (as amended) includes the use of \$18,000 from the Next Generation Plan Development long term account to offset Plan development activities this year. Staff recommends approval of the resolution.*

- G. Approval of Resolution 25-02 to Transfer Funds from Administrative Account to Channel Maintenance Fund and Long-Term Maintenance Fund – **ACTION ITEM with attachment** – *Per its fiscal policies, each year the Commission transfers funds from the administrative account into the Channel Maintenance Fund and the Flood Control Project Long Term Maintenance Fund to help fund its channel maintenance program and inspections of the Flood Control Project infrastructure. Staff recommends approval of the attached resolution to transfer the funds, as budgeted.*
- H. Approval of Resolution of Appreciation for Maryna Chowhan – **ACTION ITEM with attachment** – *Commissioner Chowhan recently announced she is stepping down from the Commission at the end of the month. Commissioner Chowhan has been a valuable member of the Commission and Education Committee. Staff recommends approval of the resolution of appreciation.*
- I. Approval for Commissioner and Administrator Attendance and Registration Costs at Minnesota Watersheds Legislative Event – **ACTION ITEM with attachment** – *Minnesota Watersheds is hosting its [annual legislative event](#) February 19th and 20th in St. Paul. A quarterly meeting of the MN Association of Watershed Administrators will also be held the morning of the 19th. I request to attend both events for a total of \$150 in registrations costs. Further, I recommend the Commission approve reimbursement of registration costs for any commissioner or alternate who wishes to attend (\$100/person). The BCWMC Education and Outreach budget includes funding for this commissioner-training activity.*

5. BUSINESS

- A. Receive Sweeney Lake Carp Update and Consider Approval of Schaper Pond Monitoring (30 min) – **ACTION ITEM with attachment** – *The Commission Engineer will present results of carp surveys and removals on Sweeney Lake in 2024 along with recommendations for additional monitoring in Schaper Pond in 2025 and carp surveys in 2026. Please see the attached memo for more information.*
- B. Receive Update on Plan Development and Commission Operating Budget Status (20 min) – **INFORMATION ITEM with attachment** – *For a variety of reasons, development of the watershed plan is behind schedule and over budget which also impacts the 2024 operating budget and fund balance. The attached memo includes information on the reasons behind the plan’s slow development and recommendations for potential cost-saving measures moving forward.*
- C. Consider Resolution 25-03 to Transfer Funds from CIP Account to Administrative Account (5 min) – **ACTION ITEM with attachment** – *Pending the discussion in item 5C above, the Commission should take action to make its annual transfer of 2.0 or 2.5% of the 2024 levy funds from the CIP account to the administrative account. Please see the brief memo and two different resolution options attached.*
- D. Review Plan Progress Tracker (5 min) – **INFORMATION ITEM with attachment** - *See the attached plan progress tracker for updates on plan development and Plan Steering Committee discussions. All plan development documents can be found at: <https://www.bassettcreekwmo.org/document/2025-plan-update>. The Commission will host a virtual Planning TAC meeting on Friday, February 7th at 9:30 a.m.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report
 - i. Winter Salt Week www.wintersaltweek.org/
 - ii. Reminder of February Officer Elections and Committee Appointments
- B. Engineer

- C. Legal Counsel
- D. Chair
- E. Commissioners
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- Minnesota Watersheds Legislative Briefing Event (Day 1): Wednesday, February 19th, 3:00 – 7:00 p.m., St. Paul
- BCWMC Regular Meeting: Thursday, February 20th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting
Thursday, December 19, 2024
8:30 a.m.
7800 Golden Valley Rd., Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On December 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>listened online</i>	Terri Schultz <i>listened online</i>	<i>Absent</i>
Golden Valley	Paula Pentel	<i>Vacant</i>	Eric Eckman
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	<i>Vacant</i>	Jodi Polzin	Liz Stout
Minnetonka	Maryna Chowhan – <i>listened online</i>	<i>Absent</i>	<i>Absent</i>
New Hope	Jere Gwin-Lenth	Jen Leonardson	<i>Absent</i>
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora	Bob Stamos	Jenna Wolf
St. Louis Park	RJ Twiford	David Johnston	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson – Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Roxanne Gould and Jim Rock, Golden Valley residents		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None.

3. APPROVAL OF AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the agenda. Commissioner Carlson seconded the motion. Upon a vote the motion carried 5-0 with the cities of Crystal, Golden Valley, Minneapolis, and Minnetonka absent from the vote.

[Commissioner Pentel arrives.]

4. CONSENT AGENDA

Items 4D and 4E were removed from the consent agenda.

MOTION: Commissioner Twiford moved to approve the consent agenda as amended. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 6-0 with the cities of Crystal, Minneapolis, and Minnetonka absent from the vote.

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

- Approval of Minutes – November 20, 2024 Commission Meeting
- Acceptance of December Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – November 2024 Administration
 - Keystone Waters, LLC – November 2024 Administrative Expenses
 - Barr Engineering – November 2024 Engineering Services
 - Triple D Espresso – Meeting Catering
 - City of Plymouth – November Accounting Services
 - Kennedy and Graven – Legal Services
 - Three Rivers Park District – Medicine Lake Herbicide Treatment Cost Share
 - Three Rivers Park District – Medicine Lake Boat Launch Inspections
- Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers

Item 4D: Approval of Resolution of Appreciation for Roxanne Gould

Chair Cesnik read the resolution of appreciation for Roxanne Gould.

[Alternate Commissioner Polzin arrives.]

Ms. Gould said she was honored to serve on the Commission and would like to stay on as a member of the Education Committee.

MOTION: Commissioner Pentel moved to approve the resolution of appreciation. Commissioner Twiford seconded the motion. Upon a vote, the motion carried 7-0 with the cities of Crystal and Minnetonka absent from the vote.

Multiple commissioners and alternates, Chair Cesnik, and Administrator Jester commended Ms. Gould for her contributions to the Commission and her passion and wisdom. Commissioner Pentel noted the new watershed map is significantly improved because of Ms. Gould's input; Chair Cesnik noted that Ms. Gould made an impact by teaching about how all beings are relatives. Administrator Jester noted that she thinks differently about how the Commission can and should do some of its work because of Ms. Gould's comments, teachings, and insights.

Item 4E. Approval of 2025 WOMP Contract with Stantec

Administrator Jester reported on a slight wording change in a provision of the terms and conditions that accompany the contract which were recommended by Commission Attorney Anderson.

MOTION: Commissioner Gwin-Lenth moved to approve the updated contract with Stantec for WOMP services. Commissioner Carlson seconded the motion. Upon a vote, the motion carried 7-0 with the cities of Crystal and Minnetonka absent from the vote.

5. BUSINESS

A. Review Plan Steering Committee Recommendations on Draft Plan Revisions Resulting from November Workshop

Plan Steering Committee (PSC) Chair Kennedy reviewed the committee's recommended revisions to issue statements and goals resulting from input received at the Commission Plan Development Workshop in November. He also reported that the more detailed Education and Engagement Plan will be reviewed by the Education Committee. Administrator Jester noted that additional context describing each of the issues will be included in the plan. There was consensus that the recommended revisions were appropriate.

B. Consider Education Committee Recommendations

i. Watershed Map

ii. Creek Co-naming and Updated Letterhead

Administrator Jester reminded commissioners that at their meeting in September 2023 the Commission approved a project to update and reprint the Bassett Creek Watershed map. She hoped the map could be printed by the end of January. She reported that the Education Committee met multiple times throughout the last 12 months to develop ideas and content and provide direction to the map designer hired to update the map. Education Committee Jen Leonardson reported on the significant amount of input on the map from a diverse group of committee members and from Jim Rock under a contract to develop content on Indigenous history and culture. She highlighted the fact that the map now features the topography of the watershed rather than city boundaries, depicts water flow overland and along creeks with arrows, and includes a significant amount of education and resources on the back of the map. Administrator Jester noted there may be a few minor changes to boundary lines needed before the map is printed.

Commissioners liked the new map and there was a discussion about wording for the backside of the folded map. After several iterations, the group agreed the text should be changed to: "EXPERIENCE Haha Wakpadan and the Bassett Creek Watershed – a great waterway flowing through our communities." There was also discussion on the use of a dot or a slash between "Haha Wakpadan" and "Bassett Creek" in the title at the top of the map. Some noted that a dot looks better and allows for some artistic creativity (even given the Education Committee's recommendations to always use a slash between the names). Others thought it was more proper to use a slash to imply interchangeable names. After a straw poll later in the discussion, the group decided to use a slash in the map title.

There was considerable discussion about the placement of the Dakota name for the creek as the first name coming before the English name for the creek. Commissioner Carlson expressed his concern that using both names for the creek would be confusing to readers and that placing the Dakota name first is a "backdoor" way of trying to rename the creek; an activity, he said, that should not be funded with BCWMC dollars. He noted his disagreement with using the Dakota name so prominently on the map. It was acknowledged that more than one name is used for places and geographies all over the world, and that it is standard practice to list Indigenous place names before English names when using both. Jim Rock expressed great disappointment in the view expressed by Commissioner Carlson. He reminded the group that Indigenous people were here first, were persecuted by white settlers, and are members of the community. He indicated that it should not be confusing for people to understand that the creek can be recognized by two names. Roxanne Gould noted that the map is intended as an educational tool which also works to provide equality to people who lived in this region long before white settlers. She indicated that Dakota names should have priority, particularly considering all the Dakota people lost.

Aside from Commissioner Carlson, other commissioners agreed that it is appropriate to use the Dakota name on the map and to place it ahead of the English name. It was noted that the Education Committee gave considerable thought to how and where the Dakota name would be used and to the Indigenous-related content on the back of the map.

Administrator Jester walked through the Education Committee's recommendations for how and where to use both names for the creek and presented the committee's recommended revised BCWMC letterhead. There was discussion about the potential to incorporate Native artwork in the letterhead or elsewhere in the future. It was also acknowledged that the draft Education and Engagement Plan should include the recommendation to consider using Dakota artwork (in addition to the name) on signs, on website, and other appropriate places.

There was further discussion on using both names for the creek in BCWMC documents. It was acknowledged that there

is not currently an attempt to officially change the name of the creek but that if that is a desire or activity in the future, the Commission should be very transparent about that intention. Commissioner Carlson again noted his disagreement in using both names stating that using Commission funds for the map with the Dakota name placed first takes away from clean water projects and promotes a separate agenda.

MOTION: Commissioner Pentel moved to approve the Education Committee recommendations regarding using both names for the creek (creek co-naming recommendations) with a revision to add “consider” using Dakota artwork rather than the implied “shall” use Dakota artwork. Commissioner Twiford seconded the motion. Upon a vote the motion carried 6-1 with Commissioner Carlson voting nay, all others voting aye, and the cities of Crystal and Minnetonka absent from the vote.

[Commissioner Carlson leaves the meeting. Alternate Commissioner Kennedy is now voting member for the City of Medicine Lake.]

There was further discussion about the watershed map, whether to use a slash in the map title between creek names and whether or not to add a symbol denoting Target Field on the map.

MOTION: Commissioner Pentel moved approval of the watershed map for printing, using a slash between the Dakota and English creek names in the title, incorporating necessary updates to the jurisdictional boundary, and incorporating changes to the text on the back cover as previously noted. Commissioner Gwin-Lenth seconded the motion.

Discussion: There was acknowledgement that transparency is needed with regards to the Plan Steering Committee and Education Committee’s work and decision making processes and it was noted that some members of the public may also disagree with the use of the Dakota name for the creek. Roxanne Gould reminded commissioners that the idea of co-naming the creek and otherwise honoring Native history and culture has been discussed at multiple Commission meetings and events for over a year. She noted that there will always be people with negative views but that it doesn’t mean you stop working toward equality. Golden Valley TAC Member Eckman reported that the City of Golden Valley has been working with community partners and unofficially using both names for the creek for a long time. He also advocated for the use of a dot to separate the creek names in the map title because it allows for artistic creativity and is more visually appealing. There was a straw poll on the use of a slash or a dot to separate creek names on the map. The majority of members voted to use the slash on the map.

VOTE: Upon a vote the motion carried 7-0 with the cities of Crystal and Minnetonka absent from the vote.

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

C. Update on Conservation Education and Implementation Partnership with Hennepin County

Administrator Jester reported that Grace Barcelow was not able to attend the meeting as planned due to illness. Administrator Jester provided an overview of the Commission’s involvement in the West Metro Water Alliance (WMWA) and how Ms. Barcelow is working in a position shared between the WMWA and Hennepin County. She briefly reviewed Ms. Barcelow’s recent work including outreach with Low Salt, No Salt messages in the Parkers Lake subwatershed.

D. Review Staff Evaluation Form

Commissioner Pentel presented an updated staff evaluation form noting that it is hopefully easier to complete and will result in more input from commissioners and TAC members. Administrator Jester was directed to create a fillable PDF for the evaluation forms and assist Commissioner Pentel with distributing the forms. Forms will be collected by Commissioner Pentel who will compile and summarize the information. Responses will be presented anonymously and would be considered non-public data.

6. COMMUNICATIONS

A. Administrator’s Report

- i. Winter Salt Week www.wintersaltweek.org/ - Overview of Winter Salt Week was provided. Administrator Jester will send additional information and a link to a Star Tribune article to commissioners. There was discussion about salt alternatives (such as grit) and how Chair Cesnik asked the Plymouth City Council to help

support the limited liability legislation at the Capitol in the upcoming legislative session.

Administrator Jester also reported that the Commission's Clean Water Fund grant application of \$400,000 for the Bassett Creek Main Stem Restoration Project in Golden Valley was approved.

- B. Engineer
 - i. Review of Hennepin County Hazard Mitigation Plan – Engineer Johnson reported that because the Commission is applying for FEMA grant funds for the hydrologic and hydraulic model update project, the Commission may need to adopt the Hennepin County Hazard Mitigation Plan which she is reviewing now.
Engineer Johnson also noted the BCWMC is submitting comments on BWSR's proposed updates to the Wetland Conservation Act rule. Member cities asked to see BCWMC comments as they may use them with their own city comments.
- C. Legal Counsel – No report
- D. Chair – No report
- E. Commissioners
 - i. Report on MN Watersheds Conference and Meeting – Alternate Commissioner Kennedy reported that the conference went well, was well attended, and had good educational sessions and opportunities for networking. He reported that MW's legislative priorities are the chloride limited liability legislation and ditch-related items.
- F. TAC Members
 - i. Report on December 18th Meeting – TAC Chair Scharenbroich reported that the TAC discussed potential updates to linear project standards, stream and wetland buffers, and chloride reduction strategies.
- G. Committees – The Education Committee will be meeting soon to review the Education and Engagement Plan

2. 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, Plymouth

7. ADJOURNMENT – The meeting adjourned at 10:50 a.m.

Bassett Creek Watershed Management Commission					
Statement of Financial Position as of 12/31/2024					
Unaudited			400	100	
			Capital Improvement Projects	General Fund	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
	·	101 · Wells Fargo Checking	0.00	0.00	0.00
	·	102 · 4MP Fund Investment	3,501,986.62	430,763.96	3,932,750.58
	·	103 · 4M Fund Investment	4,262,863.27	770,373.26	5,033,236.53
		104 · US Bank Checking	0.00	-39,782.39	-39,782.39
Total Checking/Savings			7,764,849.89	1,161,354.83	8,926,204.72
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			7,787,155.97	1,164,648.83	8,951,804.80
TOTAL ASSETS			7,787,155.97	1,164,648.83	8,951,804.80
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	·	211 · Accounts Payable	8,912.72	73,168.79	82,081.51
Total Accounts Payable			8,912.72	73,168.79	82,081.51
Other Current Liabilities					
	·	212 · Unearned Revenue	150,000.00	35,181.00	185,181.00
	·	251 · Unavailable Rev - property	22,306.08	0.00	22,306.08
Total Other Current Liabilities			172,306.08	35,181.00	207,487.08
Total Current Liabilities			181,218.80	108,349.79	289,568.59
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			852,301.87	179,090.54	1,031,392.41
Total Equity			7,605,937.17	1,056,299.04	8,662,236.21
TOTAL LIABILITIES & EQUITY			7,787,155.97	1,164,648.83	8,951,804.80

Bassett Creek Watershed Management Commission						
Statement of Revenues, Expenditures, and changes in Fund Balance - General Fund						
12/31/2024						
Unaudited						
	Annual Budget	December	January	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	3,500.00		49,226.13	27,773.87	
413 · WOMP Reimbursement	5,000.00	0.00		4,500.00	500.00	
414 · State of MN Grants	0.00	3.37		778.37	-778.37	
415 · Investment earnings	0.00	34,293.33		353,881.58	-353,881.58	
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	
420 · Hennepin County Grant Funds	0.00	0.00		11,530.00	-11,530.00	
Total Income	937,340.00	37,796.70	0.00	1,042,416.08	-105,076.08	
Expense						
1000 · Engineering						
1010 · Technical Services	145,000.00	8,888.50	17,466.50	141,826.60	3,173.40	
1020 · Development/Project Review	90,000.00	790.00	2,168.50	53,338.50	36,661.50	
1030 · Non-fee and Preliminary Review	30,000.00	2,684.00	1,300.00	36,444.50	-6,444.50	
1040 · Commission and TAC Meeting	15,000.00	825.00	1,869.50	14,853.89	146.11	
1050 · Surveys and Studies	15,000.00	0.00	0.00	0.00	15,000.00	
1060 · Water Quality / Monitoring	186,900.00	2,834.33	12,236.85	143,437.66	43,462.34	
1070 · Water Quantity	9,000.00	495.00	121.00	6,576.00	2,424.00	
1080 · Annual Flood Control Inspection	85,000.00	28,872.23	6,428.50	50,568.58	34,431.42	
1090 · Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00	
1100 · Watershed Monitoring Program	26,500.00	0.00	0.00	24,091.12	2,408.88	
1110 · Annual XP-SWMM Model Update	3,000.00	42.00	665.00	855.00	2,145.00	
1120 · TMDL Implementation Report	0.00	0.00	0.00	0.00	0.00	
1130 · APM/AIS Work	40,000.00	39,584.86	0.00	56,206.81	-16,206.81	
1140 · Erosion Control Inspection	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	85,015.92	42,255.85	528,198.66	119,201.34	
2000 · Plan Development						
2010 · Next Gen Plan Development	47,650.00	13,328.00	14,147.50	126,254.00	-78,604.00	
2000 · Plan Development - Other	0.00	0.00	0.00	0.00	0.00	
Total 2000 · Plan Development	47,650.00	13,328.00	14,147.50	126,254.00	-78,604.00	
3000 · Administration						
3010 · Administrator	78,750.00	4,218.75	4,425.00	54,375.00	24,375.00	
3020 · MAWD Dues	7,500.00	0.00	0.00	0.00	7,500.00	
3030 · Legal	26,520.00	1,161.00	0.00	21,728.83	4,791.17	
3040 · Financial Management	17,000.00	1,375.70	1,334.00	15,234.38	1,765.62	
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	2,329.58	70.42	
3070 · Administrative Services	2,570.00	327.38	109.37	3,967.06	-1,397.06	
3000 · Administration - Other	0.00	0.00	0.00	0.00	0.00	
Total 3000 · Administration	153,440.00	7,280.36	6,065.90	124,767.85	28,672.15	
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	0.00	1,606.50	-6.50	
4030 · Watershed Education Part	18,350.00	0.00	4,560.00	12,410.00	5,940.00	
4040 · Education and Public Outreach	28,000.00	2,346.40	175.54	18,552.49	9,447.51	
4050 · Public Communications	1,000.00	0.00	69.00	342.44	657.56	
4000 · Education - Other	0.00	0.00	0.00	0.00	0.00	
Total 4000 · Education	50,150.00	2,346.40	4,804.54	33,919.93	16,230.07	
5000 · Maintenance						
5010 · Channel Maintenance Fund	25,000.00	0.00	0.00	0.00	25,000.00	
5020 · Flood Control Project Loan	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 Assessment	85,400.00	11,590.50	1,741.50	43,831.60	41,568.40	
6020 · Street Sweeping Prioritization	0.00	1,956.00	4,153.50	6,353.50	-6,353.50	
Total 6000 · Special Projects	85,400.00	13,546.50	5,895.00	50,185.10	35,214.90	
Total Expense	1,044,040.00	121,517.18	73,168.79	863,325.54	145,499.56	

Bassett Creek Watershed Management Commission									
Statement of Revenues, Expenditures, and changes in Fund Balance - Construction Fund									
12/31/2024									
Unaudited									
	Project Budget	December	January	Year to Date	Inception to Date Expense	Remaining Budget			
Expense									
• 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	0.00	1,834.00	87,329.39	1,853,670.61			
• 2026CR-P · Plymouth Creek Restor Dunk 38ft	0.00	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	0.00	150,000.00			
• BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	0.00	0.00	600,000.00			
• BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	0.00	0.00	1,507,985.31	92,014.69			
• BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	0.00	77,749.39	1,222,250.61			
• BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	0.00	0.00	9,217.58	755,689.56	1,079,310.44			
• BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	0.00	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	0.00	1,075,698.32	47,652.68			
• ML-12 · CIP-Medley Park Stormwater	1,500,000.00	0.00	0.00	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	0.00	178,100.00	0.00			
• ML-21 · CIP-Jevne Park Stormwater Mgmt	500,000.00	0.00	0.00	0.00	56,390.75	443,609.25			
• ML-22 · CIP-Ponderosa Wood Strm Restora	352,000.00	7,566.50	427.00	20,067.50	63,857.31	288,142.69			
• NL-2 · CIP-Four Seasons Mall	990,000.00	3,529.50	0.00	5,465.50	209,680.56	780,319.44			
• PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	0.00	0.00	3,313.50	237,566.62	247,433.38			
• SL-3 · CIP-Schaper Pond	612,000.00	432.00	292.50	45,082.50	533,224.46	78,775.54			
• SL-8 · CIP-Sweeney Lake WQ Improvement	568,080.00	0.00	0.00	0.00	568,064.13	15.87			
• TW-2 · CIP-Twin Lake Alum Treatment	163,000.00	0.00	0.00	0.00	91,037.82	71,962.18			
• CL-4 · CIP-Crane Lake Chloride Reduction Pr	0.00	20,827.51	8,193.22	48,921.54	48,921.54	-48,921.54			
Total Expense	16,656,531.00	32,355.51	8,912.72	1,272,013.90	8,408,336.80	8,248,194.20			
Net Ordinary Income	-16,656,531.00	1,012,654.05	-8,912.72	901,223.41	-8,408,336.80	-8,248,194.20			

**COOPERATIVE WATER RESOURCES MANAGEMENT PROJECT
JOINT POWERS AGREEMENT
BETWEEN
Three Rivers Park District
AND
Bassett Creek Watershed Management Commission**

1. PARTIES

Bassett Creek Watershed Management Commission (hereinafter referred to as “the Commission”) and the Three Rivers Park District (hereinafter referred to as “the Park District”), both being governmental units of the State of Minnesota, and acting through their respective governing bodies, hereby enter into this Joint Powers Agreement (“Agreement”). The Commission and the Park District from time to time may be referred to hereinafter as “the parties.”

2. PURPOSE

The Park District and the Commission recognize that intergovernmental cooperation in preventing degradation of aquatic resources, assessing the quality of Medicine Lake in the Bassett Creek Watershed, preventing the spread of aquatic invasive species (AIS), and implementing the Medicine Lake TMDL plan and Medicine Lake Vegetation Management Plan is in the mutual interest of the citizens of Hennepin County and the metropolitan area. The parties enter into this Agreement to facilitate the improvement of Medicine Lake water quality and to assess the quality of the lake as implementation proceeds.

3. AUTHORITY

The parties enter into this Agreement pursuant to Minn. Stat. § 471.59, regarding joint exercise of powers which allows two or more governmental units, by agreement entered into through action of their governing bodies, to jointly or cooperatively exercise any power common to the contracting parties or any similar powers, including those which are the same except for the territorial limits within which they may be exercised. This Agreement provides for the cooperative undertaking of a project and does not involve the creation of a joint board.

4. DUTIES OF THE PARK DISTRICT

In recognition of the staff resources and capabilities of the Park District, the Park District will be responsible for all of the following:

- a. Coordinating the development and implementation of a CLP control strategy for Medicine Lake, as per the approved Medicine Lake TMDL implementation plan and the Medicine Lake Vegetation Management Plan.

- b. Completion of an early season assessment to determine herbicide treatment areas for control of curly-leaf pondweed (“CLP”) in Medicine Lake with GPS coordinates of areas in need of treatment.
- c. Completion of spring and fall littoral zone aquatic plant surveys to monitor native macrophyte response to the CLP control program in Medicine Lake.
- d. Completion of annual water quality monitoring to determine the effectiveness of the CLP control program in reducing phosphorus loading to the lake.
- e. Participation in a project advisory capacity to guide the project implementation and review project results.
- f. Securing and entering into a contract with a licensed contractor to perform the CLP herbicide treatment and adhering to performance criteria that ensures that all work meets the requirements of the Minnesota Department of Natural Resources (“DNR”) approved permit for control of CLP in Medicine Lake.
- g. Hiring, training, and employing Level I and Level II AIS inspectors to operate the AIS decontamination unit at the French Regional Park boat launch.

5. DUTIES OF THE COMMISSION

In recognition of the staff resources and capabilities of the Commission, the Commission will be responsible for all of the following:

- a. Coordinating the permitting process with the DNR for performing an herbicide treatment to control CLP in Medicine Lake.
- b. Ensuring compliance with monitoring and evaluation requirements outlined in DNR’s approved permit for controlling CLP.
- c. Coordinating communications with all affected parties regarding the treatment and securing funding from the parties to this Agreement.
- d. Reimbursing the Park District for 83% (which is estimated to be \$32,600) of the cost of the CLP treatment contractor as contemplated in section 4(e) above. Reimbursement for the treatment shall not exceed \$35,000 and shall be made by the Commission following an invoice submitted by the Park District, and if approved shall thereafter be paid by the Commission within 45 days. If grant funds for CLP treatment are secured by either party, such funds will be allocated on a prorated basis to each party such that 83% of the grant funds will be allocated to the Commission and 17% to the Park District.
- e. Providing an additional \$5,000 to the Park District to augment the AIS inspection program at the French Regional Park boat launch.

6. AMENDMENT

Any amendment to this Agreement must be in writing and approved by the Commission and the Park District. The parties shall have full power to amend this Agreement to add or delete items from the scope of this Agreement upon such terms as are agreed to between the parties.

7. LIABILITY

Each party to this Agreement shall be responsible for maintaining its own insurances and shall be responsible for its own acts and omissions. Neither party is agreeing to be responsible for the acts of the other under this Agreement. This Agreement provides for the undertaking of a cooperative activity and the parties shall be deemed a single governmental unit for the purposes of liability as provided in Minn. Stat. § 471.59, subd. 1(a). Nothing herein shall be interpreted as waiving any exception from or limitation on liability available to either party under Minn. Stat., Chap. 466 or other law.

8. TERMINATION

This Agreement will terminate at the end of the 2025 boat launch inspection season, estimated to be Monday September 1, 2025. Notwithstanding, either party may terminate this Agreement for any reason by providing 90 days written notice to the other party. In the event of termination, the Commission will pay pro rata for that portion of the CLP treatment completed in accordance with Sections 4 and 5.

IN WITNESS WHEREOF, the parties have caused this joint powers agreement to be executed and it shall be effective as of the date of signature of the last party to the Agreement.

**Basset Creek Watershed Management
Commission**

Dated: _____

Chair

Secretary

Three Rivers Park District

Dated: _____

Associate Superintendent

Director of Natural Resources

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jim Herbert, PE; Gabby Campagnola)
Subject: Item 4E: MnDOT Pond Maintenance Project; Sites #10, #14, #15 – Multiple Cities
BCWMC January 16, 2025 Meeting Agenda
Date: January 9, 2025
Project: 23270051.62 1020 2419

4E MnDOT Pond Maintenance Project, Sites #10, #14, #15 Multiple Cities BCWMC 2024-19

Summary:

Proposed Work: Dredging and pond improvements

Project Proposer: MnDOT

Project Schedule: Construction May 2025 to April 2026

Basis for Review at Commission Meeting: Work in the floodplain

Impervious Surface Area: No change

Recommendations for Commission Action: Approval

General Project Information

The proposed project includes improvements to five ponds in three locations within the Bassett Creek watershed:

- Site #10 – Crystal: North of 29th Avenue North and West of Highway 100; proposed work includes dredging and installing a sediment forebay.
- Site #14 – Minnetonka: East and west side of Crane Lake between Ridgedale Drive and County Road 73/Hopkins Crossroad, and south of Highway 394; proposed work includes dredging, installing a sump and SAFL baffle for the east pond, and installing a sediment forebay for the west pond.
- Site #15 – Golden Valley: Northwest corner and southeast corner of the intersection of General Mills Boulevard South and Highway 394; proposed work includes dredging and increasing the depth of the two ponds.

The initial submittal was received on November 18, 2024. The BCWMC engineer reviewed the submittal and provided comments to MnDOT and respective cities on December 3, 2024. Revised plans were received on January 3, 2025.

Site #10 (City of Crystal)

Background: The Site #10 pond is located immediately east of Bassett Creek Park Pond. The portion of the pond above the normal water level (838.58 ft. NAVD88) provides floodplain storage and is part of the BCWMC Flood Control Project (due to floodplain storage). The portion of the pond below the normal water level was constructed as a “betterment” for water quality improvements and is not part of the Flood

To: Bassett Creek Watershed Management Commission (BCWMC)
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BCWMC January 16, 2025 Meeting Agenda
Date: January 9, 2025
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Control Project. The pond, noted as Detention Pond on the Flood Control Project drawings was constructed between May 1995 – July 1996. The dead storage (water quality) portion of the pond was not eligible for federal funding (which was used for the BCWMC Flood Control Project) and was funded with local dollars.

The pond receives flows from the Lilac Drive storm sewer in Golden Valley that was diverted by MnDOT following the construction of the pond to provide “first flush” water quality benefits as part of the Highway 100 reconstruction. High flows bypass the water quality pond and discharge directly to Bassett Creek. The 2023 BCWMC Flood Control Project inspection report recommended a bathymetric survey of the water quality pond to determine if the pond has accumulated sediment; the BCWMC engineer appreciates that MnDOT is targeting this pond for sediment removal.

Floodplain Storage Modification: The BCWMC 100-year (i.e., 1% annual-chance of occurrence) floodplain elevation of Site #10 is 850.9 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 421 cubic yards of fill to install a berm to create the sediment forebay. The proposed project will include 423 cubic yards of excavation between the normal water level and the 100-year floodplain elevation along the northwest side of the pond. Therefore, the proposed project will result in a net gain of approximately 2 cubic yards of floodplain storage, meeting the BCWMC requirements. The BCWMC engineer requested that the applicant confirm the flood storage calculations.

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. However, since the pond was constructed to provide water quality benefits (below the normal water level), the project was reviewed to maintain the original water quality volume. The proposed project will increase the water quality volume by 23 cubic yards.

Wetlands: The City of Crystal is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required for this 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.

Erosion Control: The proposed project results in more than 10,000 square feet of land disturbance; therefore, the proposed project must meet the BCWMC erosion and sediment control requirements. Proposed temporary erosion and sediment control features include rock construction entrances, silt fence, bioroll logs, and storm drain inlet protection. Permanent erosion and sediment control features include stabilization with seed.

Site #14 (City of Minnetonka)

Background: The City of Minnetonka and BCWMC are performing chloride monitoring on the west pond of Site #14 pond through approximately June/July 2025 (Crane Lake Chloride Reduction Demonstration Project feasibility study). As part of the project, the BCWMC engineer placed chloride sensors near the pond outlet within one of the proposed excavation areas shown on the plans. Excavation/dredging activities at the outlet could damage the chloride monitoring equipment and excavation/dredging in other parts of the pond could impact monitoring results.

Floodplain Storage Modification: The proposed pond is not in the BCWMC 100-year floodplain; therefore, BCWMC floodplain review is not required.

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jim Herbert, PE; Gabby Campagnola)
Subject: Item 4E: MnDOT Pond Maintenance Project; Sites #10, #14, #15 – Multiple Cities
BCWMC January 16, 2025 Meeting Agenda
Date: January 9, 2025
Page: 3

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.

Wetlands: The City of Minnetonka is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required for this 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.

Erosion Control: The proposed project results in more than 10,000 square feet of land disturbance; therefore, the proposed project must meet the BCWMC erosion and sediment control requirements. Proposed temporary erosion and sediment control features include rock construction entrances, silt fence, bioroll logs, and storm drain inlet protection. Permanent erosion and sediment control features includes stabilization with seed.

Site #15 (City of Golden Valley)

Floodplain Storage Modification: The proposed pond is not in the BCWMC 100-year floodplain; therefore, BCWMC floodplain 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.

Wetlands: The City of Golden Valley is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required for this project.

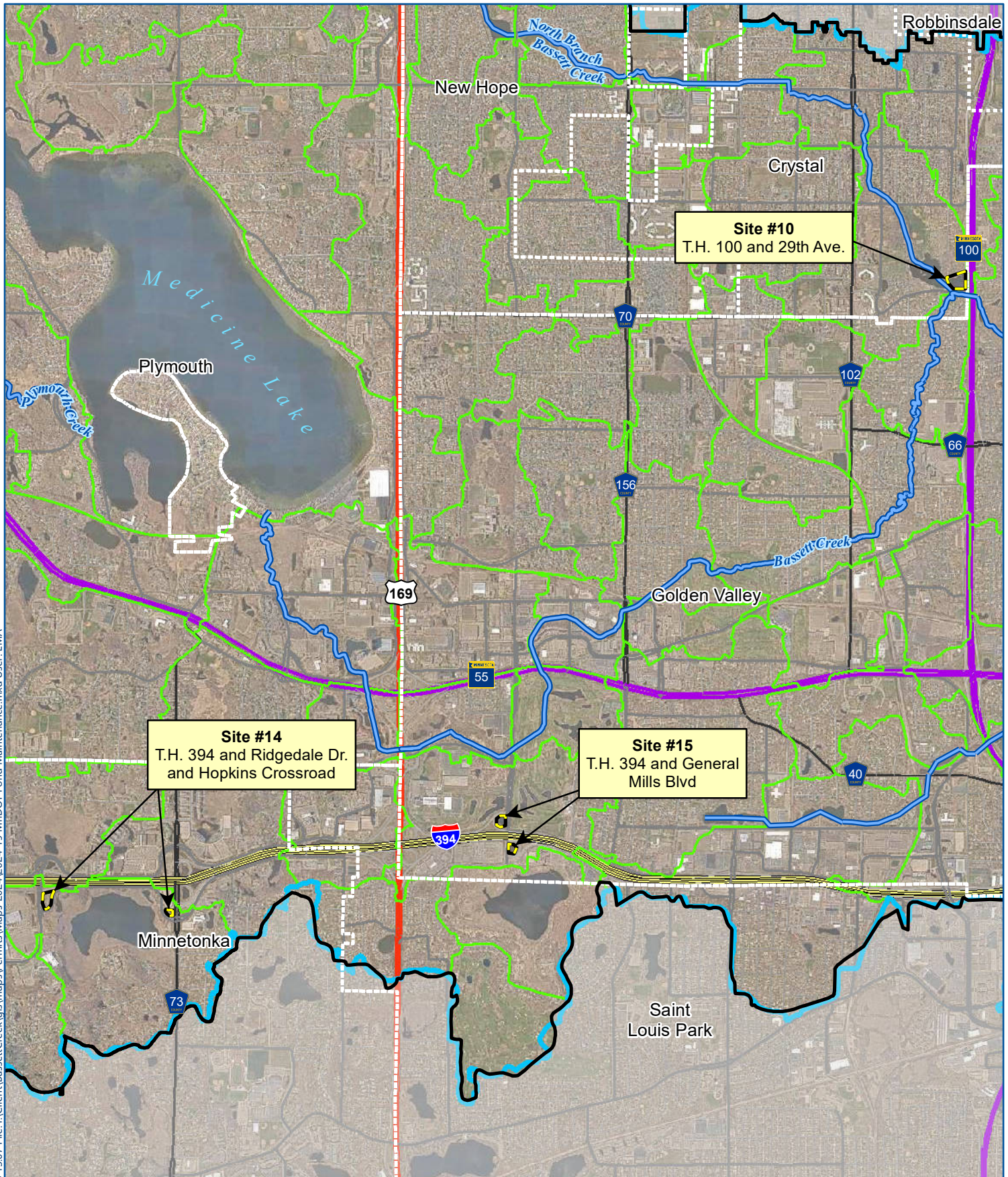
Rate Control: The proposed project does not create one or more acres of new and/or fully reconstructed impervious surfaces; therefore, BCWMC rate control review is not required.

Erosion Control: The proposed project results in more than 10,000 square feet of land disturbance; therefore, the proposed project must meet the BCWMC erosion and sediment control requirements. Proposed temporary erosion and sediment control features include rock construction entrances, silt fence, bioroll logs, and storm drain inlet protection. Permanent erosion and sediment control features includes stabilization with seed.

Recommendation for Commission Action

Approval based on the following:

1. Site #10 (City of Crystal): MnDOT must confirm the flood storage computations.
2. Site #14 (City of Minnetonka): Coordinate with MnDOT and recommend MnDOT start construction after completion of the monitoring period (June/July 2025). If this is not feasible then we recommend MnDOT delay dredging at the outlet until completion of the monitoring and install a flotation silt curtain around the area.

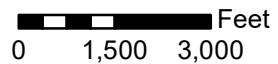


Site #10
T.H. 100 and 29th Ave.

Site #14
T.H. 394 and Ridgedale Dr.
and Hopkins Crossroad

Site #15
T.H. 394 and General
Mills Blvd

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



BCWMC 2024-19
MNDOT POND
MAINTENANCE
SITE #10, #14, #15

LOCATION MAP



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-01

Member _____ introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS FROM LONG TERM ACCOUNTS TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. \$18,000 will be transferred from the Next Generation Plan Development Long Term Account to partially reimburse the Administrative Fund for 2024 expenses related to Watershed Plan Development.
2. \$61,000 will be transferred from the Flood Control Long Term Maintenance Account to reimburse the Administrative Fund for 2024 expenses related to Flood Control Project inspections and reporting.

Chair

Date

Attest

Secretary

Date

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



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-02

Member _____ introduced the following resolution and moved its adoption:

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

BE IT RESOLVED by the Bassett Creek Watershed Management Commission by the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Erosion/Sediment (Channel Maintenance Fund) account.
2. \$35,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Flood Control Long-Term Maintenance account.

Chair

Date

Attest:

Secretary

Date

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



BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

A RESOLUTION OF APPRECIATION FOR THE SERVICES OF MARYNA CHOWHAN
TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

WHEREAS, the Bassett Creek Watershed Management Commission (the "Commission") is a joint powers organization formed by the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale and St. Louis Park; and

WHEREAS, the Commission serves as the duly constituted watershed management organization for the Bassett Creek watershed pursuant to the Metropolitan Surface Water Management Act); and

WHEREAS, under the Act and the Commission's joint powers agreement the Commission is charged with responsibility for the management of storm water to protect persons and property from flooding and to protect and preserve the water quality of lakes, streams and wetlands of the Bassett Creek Watershed and downstream receiving waters; and

WHEREAS, Maryna Chowhan served as a representative from the City of Minnetonka from July 2022 through January 2025; and

WHEREAS, Maryna lent her expertise and experience by serving on the Education Committee during her entire tenure with the Commission with particular dedication to development of a new watershed map; and

WHEREAS, Maryna actively participated in outreach efforts and engaged with watershed residents at various events; and

WHEREAS, Maryna gave her time and talents, without compensation, to protect and improve the environment and to serve the public with integrity, vision, and respect for others.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Bassett Creek Watershed Management Commission, its member cities, and the public hereby express its sincere and grateful appreciation to Maryna Chowhan for her distinguished service to the public.

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 16th day of January 2025.

Chair



2024 Legislative Briefing and Day at the Capitol
Radisson Hotel - Capitol Ridge
161 St. Anthony Avenue, St. Paul | February 19-20, 2025

Agenda – Wednesday, February 19, 2025

Welcome to the Minnesota Watersheds 2025 Legislative Briefing. The following schedule is approximate. Speakers and times may change as needed to accommodate the ever-changing schedules of lobbyists and directors.

3:00 – 4:00 Minnesota Watersheds Legislative Priorities

- 3:00 Welcome and Announcements – Jan Voit, Minnesota Watersheds Executive Director
- 3:05 Capitol Activity Update – Kevin Matzek, Minnesota Watersheds Lobbyist
- 3:20 The Legislative Process and Strategies for Working with the Legislature and State Agencies on Minnesota Watersheds Legislative Priorities
 - Top Two Priorities
 - Support 60-day permit review period for Department of Natural Resources
 - Support developing regulatory approaches to reduce chloride contamination
 - Endeavors to Support
 - Support Clean Water Land and Legacy Funding
 - Support legislation regarding DNR regulatory authority over public drainage maintenance and repairs
 - Support 2025 bonding requests and stable funding for multipurpose flood mitigation and water storage projects
 - Support streamlining the Flood Hazard Mitigation Program
 - Q & A

4:00 – 4:55 Agency Updates*

- 4:00 Sarah Strommen, Department of Natural Resources (invited)
- 4:15 John Jaschke, Board of Water and Soil Resources (invited)
- 4:30 TBD
- 4:45 Q & A

4:55 Closing Remarks/End of Briefing

- 4:55 Jan Voit, Executive Director

5:00 – 7:00 Legislative Reception: Minnesota Watersheds Members and Legislators

Invitations to this reception and networking event were sent to all legislators. However, individual invitations from members helps provide additional encouragement for them to attend.

Take advantage of this opportunity to network with other members and chat with legislators as they arrive. **Please also use this time for informal regional caucus discussion.** There will be a cash bar. Light food options will be served for you to enjoy.

Agenda – Thursday, February 20, 2025

7:00 am – 8:00 am Networking Event: Minnesota Watersheds Members

Take advantage of this opportunity to have a buffet breakfast with Minnesota Watersheds members at the Capitol Ridge Hotel and discuss our legislative priorities.

8:30 am – 4:00 pm Meet with Legislators

Please use this occasion to visit with legislators in their offices or at the Capitol.

*Speakers and topics may change as schedules evolve.



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Greg Wilson, P.E.)
Subject: Item 5A – Sweeney Lake Carp Update and Recommendations for Schaper Pond Effectiveness Monitoring (CIP Project SL-3)
BCWMC January 16, 2025 Meeting Agenda
Date: January 9, 2025

5A. Sweeney Lake Carp Update and Recommendations for Schaper Pond Effectiveness Monitoring (CIP Project SL-3)

Recommendations:

1. Approve a budget of up to \$42,000 from the remaining Schaper Pond Diversion Project CIP funds for the 2025 Schaper Pond effectiveness monitoring.
2. Approve a budget of \$12,000 from the remaining Schaper Pond Diversion Project CIP funds for carp biomass surveys in Sweeney Lake and Schaper Pond in 2026 including reporting results and recommendations for carp management.

Background

Following installation of the floating water baffle in Schaper Pond (shown on Figure 1), several investigations in 2017 and 2018 identified problems with stormwater treatment in Schaper Pond and found carp populations exceeding the 100 kg/ha threshold associated with impacts on water quality (Bajer et al., 2009). In 2019, the Commission was awarded grant funding for the Sweeney Lake Water Quality Improvement Project, which included a goal to reduce carp biomass in Sweeney Lake and Schaper Pond during the spring and summer of 2020. The carp reduction part of this project also tracked carp movement to 1) assess the likelihood that carp from Sweeney Lake could re-populate Schaper Pond, and 2) assess the need to prevent movement of juvenile and adult carp from Schaper Pond to Sweeney Lake. The Commission Engineer hired Carp Solutions, LLC as its subconsultant on this investigation (and all previous and subsequent investigations) to analyze carp impacts in the Sweeney Lake-Schaper Pond system. A 2022 carp survey and reassessment of biomass confirmed that carp populations in Schaper Pond and Sweeney Lake are still below the 100 kg/ha threshold for water quality impacts. At their meeting in January 2023, the Commission approved the Commission Engineer's recommendations and associated funds to resurvey and reassess the carp populations in the system in 2024 and perform box netting for additional carp removals, if needed.

At their January 2023 meeting, the Commission also directed the Commission Engineer to provide recommendations for future Schaper Pond effectiveness monitoring efforts, to assess the functionality of the diversion project, and to integrate that monitoring with the approved 2024 carp survey and carp removal.



Barr Footer: ArcGIS 10.6, 2018-05-09 15:33 File: I:\Client\BassettCreek\Work Orders\2018\Schaper Pond\Maps\Fig01 Project Location Map.mxd User: iv



● Grab Sample Locations

 Feet
 150 0 150


Figure 1
MONITORING & BAFFLE
LOCATIONS
 Schaper Pond Effectiveness
 Monitoring
 Bassett Creek Watershed
 Management Commission



The carp survey and effectiveness monitoring efforts need to be correctly timed to minimize confounding factors and improve interpretation of the data. At their March 2023 meeting, the Commission directed the Commission Engineer to complete (screening level) Schaper Pond monitoring and complete preliminary carp survey and biomass assessments (as approved at the January 2023 Commission meeting) to determine next steps, including carp box netting during the summer of 2024.

Results of Preliminary Pond Monitoring and 2024 Carp Management

Screening level monitoring, consisting of four rounds of grab samples collected from pond sampling locations (shown in Figure 1) was completed during the late summer/early fall of 2023. While it was dry earlier in the summer, the monitored events were generally representative of typical conditions (including both dry and wet conditions), with two of the sampling events corresponding to more substantial rainfall events. Unfortunately, runoff from a home construction site in the Railroad inlet subwatershed resulted in elevated phosphorus and suspended solids concentrations in the northwest pond and outlet sample locations, which made data interpretation difficult. Golden Valley staff visited the site and confirmed that the construction contractor had the home site stabilized shortly thereafter.

Carp Solutions completed carp population surveys of Sweeney Lake on June 24th and July 10th, 2024 and of Schaper Pond on June 26th, 2024. Based on preliminary survey results, Carp Solutions estimated that the carp biomass estimates for Sweeney Lake exceed the 100 kg/ha threshold for water quality impacts (see “Summer, 2024” row in the following table), which was a significant increase over the past two assessment periods. The preliminary carp biomass estimate for Schaper Pond was approximately the same as the past two assessment periods (see following table) and well below the 100 kg/ha threshold for water quality impacts. Due to the high carp biomass in Sweeney Lake, we contracted with Carp Solutions to complete another round of baited box nets for carp removal in Sweeney Lake in 2024 and we did not perform Schaper Pond effectiveness monitoring during the summer of 2024.

Carp Population Survey	Date	Estimated Carp Biomass (kg/ha)	
		Schaper Pond	Sweeney Lake
Baseline Assessment	October, 2018	420	1,030
Following Box Net Removal	Summer, 2020	75	68
Re-assessment	Summer, 2022	44	83
Re-assessment	Summer, 2024	57	178
Following Box Net Removal	Fall, 2024	57	31

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Greg Wilson, P.E.)
Subject: Item 5A – Sweeney Lake Carp Update and Recommendations for Schaper Pond Effectiveness Monitoring (CIP Project SL-3)
BCWMC January 16, 2025 Meeting Agenda
Date: January 9, 2025
Page: 4

During fall 2024, Carp Solutions caught and removed 191 carp from Sweeney Lake, weighing a total of 1473 pounds, which represented an estimated 42.5% of the carp biomass in the lake. After carp removal, the estimated carp biomass density in the lake was reduced to 31 kg/ha.

As in 2020, 2024 box netting was quite successful in removing a significant portion of the carp population in Sweeney Lake. For comparison, an estimated 51.4% of the carp population was removed in 2020 with 4 pulls of 5 box nets. In 2024, Carp Solutions removed an estimated 42.5% of the carp population with 2 pulls of 4 box nets. As a result, the carp population in Sweeney Lake is well below the 100 kg/ha management threshold and should be low enough to not cause significant impacts on water quality (see table above).

Recommendations for Schaper Pond Effectiveness Monitoring

Because the 2023 monitoring results were affected by construction site runoff and did not include any continuous monitoring or automatic sampling, more-rigorous effectiveness monitoring is recommended for Schaper Pond in 2025. The recommended monitoring is consistent with monitoring completed by the Commission Engineer in 2017, including automatic sampling and flow monitoring, and sample analysis for total phosphorus (TP), total dissolved phosphorus (TDP), total suspended solids (TSS), volatile suspended solids (VSS) and particle size distributions at the Schaper outlet, Hwy 55 inlet and Railroad inlet sites to allow for detailed computations of pollutant load reductions for Schaper Pond. With the carp population below the water quality threshold and assuming no construction or other impacts from the watershed, the monitoring results will show the effectiveness of the floating water baffle diversion in Schaper Pond at reducing TP and TSS concentrations.

We recommend that the Commission budget \$42,000 from the remaining Schaper Pond Diversion Project CIP funds for the Schaper Pond effectiveness monitoring during the 2025 growing season (described above). The work would include a summary memo and presentation to the Commission. After subtracting the proposed monitoring activity (above), the Schaper Pond Diversion Project CIP budget would have an expected balance of approximately \$34,000.

We also recommend that Carp Solutions complete another round of biomass surveys on Schaper Pond and Sweeney Lake in 2026 to confirm that the carp density is staying below the management threshold. The estimated cost of the biomass survey would be approximately \$12,000. We expect the remaining CIP budget upon completion of the effectiveness monitoring would cover the cost of the carp biomass survey. We will report results of the 2026 survey along with recommendations for additional carp removals or more long-term carp management.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Administrator Jester
Date: January 8, 2025

RE: Status of Plan Development and Annual Operating Budgets

At their meeting on January 3rd, the Plan Steering Committee received an update on expenses to date and projected future expenses for development of the 2026 Watershed Management Plan and agreed that the information should be presented to the Commission. The Commission was last updated on the plan development budget in September and December 2023.

The Commission is likely aware that development of the watershed plan has taken considerably longer than initially scoped and budgeted. There are several reasons for this, as outlined below, but one of the main drivers was the additional time taken in PSC meetings for in-depth discussions about the capacity, structure, and authority of the Commission to ultimately implement the plan. These were good discussions and will set the stage for a future assessment of organizational structure and funding mechanisms.

As originally scoped and budgeted, the plan was to be completed by September 2025 at a cost of \$162,755. The plan update was originally envisioned as a "simple" update rather than a significant departure from the Commission's current implementation tools, practices, and policies. In December 2023 we reported that plan development was behind schedule, and we estimated the projected total cost to be about \$30,000 higher than the original budget or \$192,755. However, the pace of progress continued to be slower than expected throughout 2024. More in-depth discussions and discussions on topics that were not included in the original scope are the primary reasons for the longer schedule and increased expenses, which include, briefly:

- Slower than expected cadence/pace of progress; longer and protracted discussions, especially near the beginning of plan development, regarding primarily (but not limited to):
 - Organizational capacity/organizational structure
 - Significant discussions were needed, but it was difficult to move forward due to some uncertainty regarding the impact of this on plan implementation
 - Development of vision statement and mission statement
 - Structure to be used for PSC materials and degree of comment tracking/version control
 - Development of a shared understanding/knowledge base for planning documents and definitions of terms (e.g., policy, goal, action tool, etc.)
 - Development of desired future conditions for each issue
 - More than a "simple update" (i.e., a more comprehensive look at everything BCWMC does)
- More in-depth analyses/discussions on technical topics not anticipated (e.g., linear standards, stream and wetland buffer standards, chloride management strategies)
- More meetings:

- PSC anticipated to meet 12-18 times over 3 years; January 2025 was the 20th meeting; monthly meetings will continue throughout much of this year.
- Significant preparation and follow up is needed by staff for each meeting (not just meeting attendance)
- Presence and involvement of three engineers for much of 2024. (Although aside from all 3 attending PSC meetings and bi-weekly staff check-in meetings, most of the “behind the scenes work” is divided among the engineers; duplication is avoided.)

The updated plan schedule estimates plan completion in April 2026, about 7 months behind the original schedule. The total estimated cost for the plan is now projected at be \$343,600. (This total reflects the PSC’s recommendation to remove about \$10,000 in expenses to publish the plan in InDesign and instead keep the plan in MS Word.)

In hopes of keeping costs lower than the updated total, staff will be even more vigilant about eliminating redundancy or duplication, will reduce engineer attendance at PSC meetings whenever possible, and will work to find additional efficiencies in completing remaining plan development tasks. Additional cost-saving ideas from commissioners or others are welcome.

2024 Operating Budget Status

As a reminder the fiscal year ends January 31st and the approved 2024 budget (as amended December 2023) estimated a shortfall of \$106,700. Many areas of the operating budget will come in under budget this year, but other areas (in addition to the plan development line item) have expenses that are over budget:

- Plan development: ~\$88,000 over
- Non-fee preliminary reviews: ~ \$6,500 over
- APM/AIS Work: ~\$5,000 over (due to high cost of herbicide treatment in Medicine Lake and assistance with Eurasian watermilfoil management in Sweeney Lake, despite \$11,000 in Hennepin Co. grant funds)
- Audit/Insurance/Bond: ~\$8,400 over
- Administrative Services (copying/printing/mailing): ~\$1,400 over

Right now, I’m projecting that the operating budget will have a \$141,000 shortfall.

To reduce that shortfall by about \$11,000, I recommend that the Commission transfer 2.5% of CIP levy funds to the operating budget instead of the typical 2.0%. BCWMC [fiscal policy 3.3](#) says that up to 2.5% of CIP levy funds will be transferred to the Administrative Account (operating budget) to cover costs associated with implementing the CIP program. For the last several years, the Commission has transferred only 2.0%. In 2024, the levy was \$2,238,000. (Funds transferred from the CIP into the operating budget reduce the funds available for project implementation including design and construction.)

Although the Commission does not have a cash flow issue, the operating budget shortfall has implications on the Commission’s fund balance, which should stay around 50% of annual operating costs. I recommend that the Commission direct the Budget Committee to develop recommendations to address the budget issue.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Administrator Jester
Date: January 9, 2025

RE: Resolution to Transfer Funds from CIP Account to Administrative Account

The Commission should approve a resolution to transfer funds from the CIP account to the administrative account (i.e., operating budget) to help cover the cost of implementing a CIP program. (See [fiscal policy 3.3](#) for policy language.)

For 2024, the final levy totaled \$2,238,000. Depending on the results of the discussion in Item 5B, the Commission should take action transferring up to 2.5% of the 2024 CIP levy into the administrative account. The attached resolutions present two different options for commission consideration: transferring 2.0% (\$44,760) or 2.5% (\$55,950).



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-03

Member _____ introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.5% OF THE TAX LEVY REQUEST TO HENNEPIN COUNTY FOR COLLECTION IN 2024, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. The Bassett Creek Watershed Management Commission (BCWMC) will be reimbursed \$55,950, which is 2.5% of the BCWMC's September 2023 tax request in the amount of \$2,238,000 to Hennepin County for collection in 2024, for administrative expenses for Capital Improvement Projects.
2. The Bassett Creek Watershed Management Commission directs its Deputy Treasurer or Contracted Financial Firm to transfer the reimbursed funds from the Commission's CIP Account to its Administrative Account.

Attest

Chair

Date

Secretary

Date

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



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-03

Member _____ introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.0% OF THE TAX LEVY REQUEST TO HENNEPIN COUNTY FOR COLLECTION IN 2024, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. The Bassett Creek Watershed Management Commission (BCWMC) will be reimbursed \$44,760, which is 2.0% of the BCWMC's September 2023 tax request in the amount of \$2,238,000 to Hennepin County for collection in 2024, for administrative expenses for Capital Improvement Projects.
2. The Bassett Creek Watershed Management Commission directs its Deputy Treasurer or Contracted Financial Firm to transfer the reimbursed funds from the Commission's CIP Account to its Administrative Account.

Attest

Chair

Date

Secretary

Date

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



Bassett Creek Watershed Management Commission

Watershed Plan Development - Progress Tracker January 2025 Update

At their meeting on January 3rd, the Plan Steering Committee (PSC) reviewed TAC input and continued discussions on updates to linear projects requirements, stream and wetland buffers, and new chloride management plan requirements. They also reviewed the status of the plan development budget and provided recommendations to more explicitly link implementation tools and policies with issues and goals. All PSC meetings are open to commissioners and the public (see meeting schedule in online calendar). Plan development materials can be found at:

<https://www.bassettcreekwmo.org/document/2025-plan-update>.

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>Discussed possible revisions to the BCWMC's Requirements document including:</p> <ul style="list-style-type: none"> • Potential changes to linear project standards • Requirements related to winter maintenance and chloride minimization design practices, including chloride management plans for applicable projects/locations <p>Requested TAC input on linear project and chloride management standards/requirements</p> <p>Finalized monitoring plan</p> <p>Finalized plans for Commission workshop on Education & Engagement and Organizational Effectiveness goals.</p>
Dec 11, 2024	<p>Reviewed input from November Commission Workshop and revised issues and goals, accordingly.</p> <p>Reviewed updated plan development schedule.</p> <p>Reviewed draft education and engagement plan. Requested Education Committee review.</p> <p>Reviewed and discussed potential revisions to stream and wetland buffer requirements. Requested TAC input.</p> <p>Did not review as a group Commission Engineer recommendations on changes to Requirements Document – sent to TAC for review.</p>
January 3, 2025	<p>Review status of plan development budget</p> <p>Review TAC input and revised Commission staff recommendations for linear project standards, stream and wetland buffers, chloride management requirements</p>

Month and Year	Plan Steering Committee Work
February 5, 2025	<p>Review draft Implementation Section 5.1.</p> <p>Discuss CIP program implementation: Potential Projects Prioritization Metrics Implementation Roles</p> <p>Plan for Commission workshop on updated standards/requirements (March Commission meeting)</p> <p>Review complete narrative section</p> <p>Review plan introduction and past accomplishments section</p>
March 5, 2025	<p>Review Plan TAC input on issues/goals/draft updates to standards and requirements</p> <p>Finalize Section 5.1 and CIP Implementation Program</p> <p>Review Education Committee input/finalize Education & Engagement Plan</p> <p>Review potential CIP projects 2026 – 2035</p> <p>Review draft non-CIP implementation program</p>
March 20, 2025	Commission Workshop on Proposed Updates to Standards/Requirements
April 2, 2025	<p>Review input from Commission workshop</p> <p>Finalize non-CIP and CIP Implementation tables</p> <p>Finalize various plan sections</p> <p>Review In-Design formatting - ?</p>
May 2025	<p>Review Plan TAC input</p> <p>Catch up month, as needed</p>
June 4, 2025	<p>Review the complete Plan document</p> <p>Prepare for June/July Commission workshop on complete final plan</p>
July 21 – September 22, 2025	60-day comment period

Month and Year	Plan Steering Committee Work
October 1, 2025	Review comments and discuss draft responses to comments
November 5, 2025	Review and finalize responses to comments Plan for public hearing (required per MN Rule 8410) Prepare recommendations to Commission
December 2025	Catch up month, if needed
Jan – March 2026	90-day comment period; presentation to BWSR (likely week of Jan 5, 2026); target January 28, 2026 BWSR Board meeting for approval
April 2026	Final BWSR approval and Commission adoption

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



Bassett Creek Watershed Management Commission MEMO

Date: January 9, 2025
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) (See Item 5A): 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 in late September 2024. At the October meeting the Commission Engineer reported that 191 carp were removed bringing the carp density to about 31.3 kg/hectare, less than the 100 kg/hectare threshold for water quality problems. A more detailed report on carp population status and recommendations for further monitoring in Schaper Pond will be presented at this 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 December): 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, Dominium 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 Dominium 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 2023 meeting. Changes to those plans were needed to address permitting requirements resulted. Those changes were presented at the November 2024 meeting and were administratively approved by the Commission Engineers. The city plans to begin construction in early 2025. 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) (No change since November): 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. Construction and vegetation establishment is largely complete. The Commission approved the first reimbursement request from Golden Valley at their October 2024 meeting. 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 2023): 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:

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 for design and construction was approved at the November 2024 Commission meeting. The Commission (Commission Engineers) will design the project and provide engineering services. A scope of work for engineering services is expected at the February or March 2025 meeting. 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): 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 were conditionally approved at the October meeting. A public open house was held on October 23rd. 90% design plans were approved at the November 2024 meeting. The city received favorable bids for the project and will soon enter a construction contract. Construction is likely to get underway this 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) (No change since October): 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) (No change since October): 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. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/crane-lake-chloride-reduction-demonstration-project>.

Administrator Activities December 12, 2024 – January 9, 2025

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"> • <u>Street Sweeping Prioritization Project</u>: Participated in kick off meeting and reviewed/commented on survey questions
Education and Outreach	<ul style="list-style-type: none"> • Corresponded with map design contractor for final edits and printing instructions • Developed and sent email to commissioners with Winter Salt Week information • Reviewed and commented on WMWA education contractor’s updated classroom presentation • Corresponded with Commissioner Carlson re: creek co-naming recommendations
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted December 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 January Commission meeting • Participated in pre-meeting call for December with Commission Engineer and Chair Cesnik • Attended client care meeting with Barr engineering team • Updated staff evaluation forms as readable PDFs; coordinated with Commissioner Pentel on distribution • Developed notice to solicit letters of interest proposals for legal and engineering services; submitted for official publication; review affidavit of publication • Attended TAC meeting • Corresponded with cities with expiring commissioner terms; corresponded with city of Minnetonka staff and Commissioner Chowhan; developed resolution of appreciation for Commissioner Chowhan • Document filing, mailing checks and agreements and updated website calendar • Submitting funding request for WBIF grant funds for Bassett Creek Restoration Project • Reviewed potential chloride reduction policies for Clean Water Council and met with Clean Water Council member J. Wilson and TAC member Scharenbroich • Updated TRPD agreement on Medicine Lake activities for 2025; sent to Attorney Anderson for review • Corresponded re: Hennepin Co. Hazard Mitigation Plan with commission engineers; reviewed potential resolution for adoption
MN Watersheds	<ul style="list-style-type: none"> • Attended MAWA Executive Committee meeting • Completed survey on MW conference
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Met with Commission Engineers for bi-weekly check in meetings • Finalized and posted issues/goals for Organizational Effectiveness and Education & Engagement categories • Corresponded with Planning TAC and arranged virtual meeting • Drafted meeting minutes for December PSC meeting • Met with engineers to review plan development budget; developed memo outlining budget status for commission • Reviewed Commission Engineer’s recommendations for revisions to linear project standards and stream/wetland buffers • Developed recommendations for chloride management plan requirements • Prepared agenda and materials for January PSC meeting; attended meeting