

# Bassett Creek Watershed Management Commission



## 2024 Annual Report



*Protecting and improving the ᠠᠶᠢᠨ ᠠᠨᠠᠵᠢ ᠠᠨᠠᠵᠢ ᠠᠨᠠᠵᠢ / Bassett Creek watershed, homeland of the Dakota people.*

April 2025

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

# Bassett Creek Watershed Management Commission 2024 Annual Report

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Cover photo: Medley Park Stormwater Improvement Project, Golden Valley  
Credit: Laura Jester

# Bassett Creek Watershed Management Commission

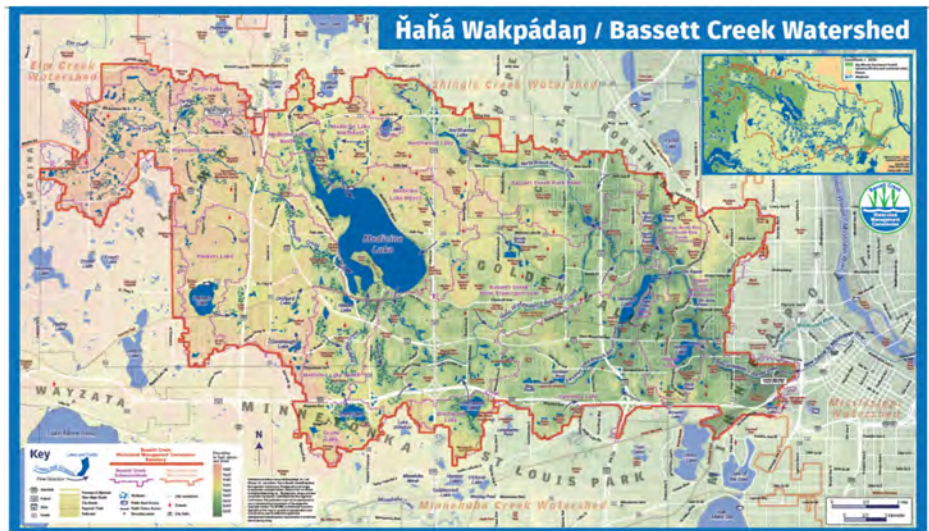
Executive Summary: 2024 Annual Report



## 2024 Activities & Achievements

### Ĥaĥá Wakpádaŋ / Bassett Creek – New Watershed Map Features Indigenous History & Culture

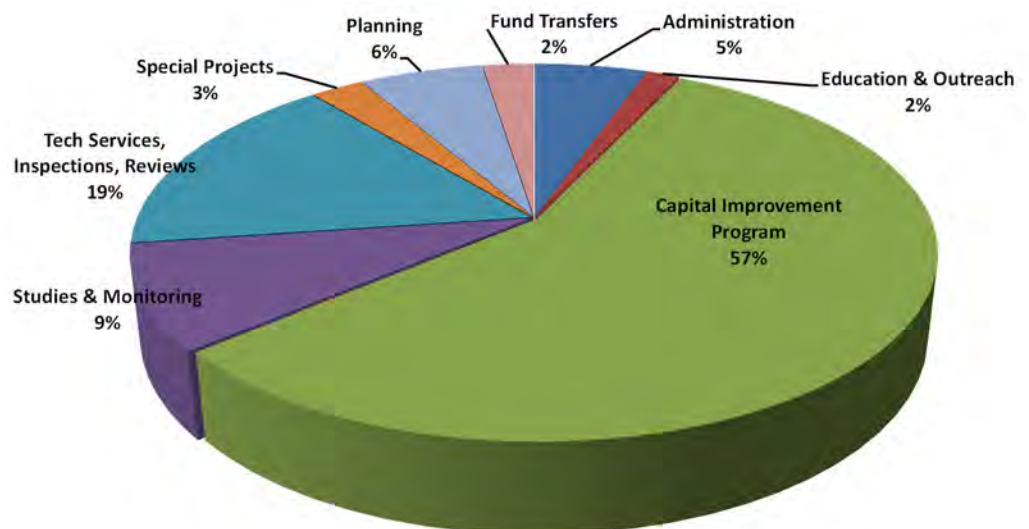
The BCWMC’s printed watershed map has been a key part of the Commissions educational material since 2015, but a lot has changed in the last 10 years! The BCWMC Education Committee and Indigenous cultural advisors updated and redesigned the map with an emphasis on topography, water flow, Indigenous history and culture, and Dakota place names. Ĥaĥá Wakpádaŋ means “creek to the river of the falls” - the original name for the creek. Long before Europeans arrived, the Dakota people were caretakers of the creek and surrounding forests and wetlands. The [watershed map](#) and a companion [webpage](#) represent a beginning in learning Indigenous knowledge and convey some foundational information.



### Budget

In FY 2024, the BCWMC spent approximately \$1.05 million on activities and programs and \$1.4 million on capital projects. BCWMC income included \$622,500 from member cities, about \$292,000 in grants and reimbursements, and \$77,000 in development review fees. Another \$2.2 million was collected through a Hennepin County tax levy on watershed residents for the capital projects. For an itemization or more information on the BCWMC’s 2024 expenditures, see the 2024 Operating Budget in Appendix A or the financial audit online.

2024 BCWMC Expenses



# 2024 Highlights

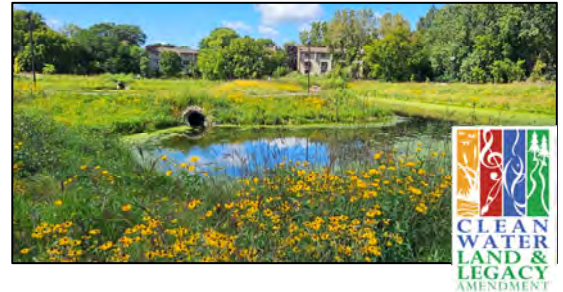
*The Bassett Creek Watershed Management Commission (BCWMC) is governed by a board composed of representatives from each of the nine member cities: Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, St. Louis Park, and Robbinsdale. Representatives are appointed by their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

## Medley Park Stormwater Improvement Project Completed

Each year, the BCWMC implements one or more major capital improvement program (CIP) projects to protect or improve water resources.



In 2024, the [Medley Park Stormwater Improvement Project](#) was constructed in Golden Valley. This project expanded an existing storm water pond and added two new ponds to increase water storage, protecting infrastructure and homes from flooding and improving water quality in Medicine Lake downstream from this park. The project also created 1.2 acres of native prairie and wetland fringe around the ponds. The project is in an area of Medley Park once covered by turf grass and a ballfield that was difficult to maintain due to challenging soils and drainage issues.



The total project cost was approximately \$2 million. The BCWMC received a \$300,000 Clean Water Fund grant from the MN Board of Water and Soil Resources for this project and implemented the project in collaboration with the City of Golden Valley.

## Watershed Management Plan Under Development

Throughout 2024, the BCWMC continued to develop its next 10-year watershed management plan including identifying 10-year goals, and the programs, projects, and activities that could be implemented to meet the goals. Plan development is continuing into 2025 with an opportunity to receive feedback on the draft plan from interested groups or parties and through a formal 60-day review period. Find planning documents online at [www.bassettcreekwmo.org/document/2025-plan-update](http://www.bassettcreekwmo.org/document/2025-plan-update).

## Eurasian Watermilfoil Discovery & Control on Sweeney Lake

In August 2024, an aquatic vegetation plant survey conducted by the BCWMC discovered a small patch of Eurasian watermilfoil (EWM) in the southwest corner of Sweeney Lake. The BCWMC, the City of Golden Valley, the Minnesota DNR, and the Sweeney Lake Association moved quickly to address issue and the EWM bed was treated with herbicide five days after discovery. Unfortunately, later that year an additional area of EWM was discovered near the boat launch but it was too late in the year to treat that area.

In spring 2024, Sweeney Lake residents waited patiently for a second herbicide treatment. Despite a beautiful early spring they residents stayed completely off the lake, closed the access points, and were diligent about keeping visiting watercraft off the lake until after the EWM treatment. Thanks to a Hennepin County Aquatic Invasive Species (AIS) Prevention Grant, local funding from the Sweeney Lake Association, and funding from BCWMC, 2.6 acres of EWM were treated in May 2024 and no EWM was found in the lake in a follow up survey in July. Further, Twin Lake and ponds in the area that are connected to Sweeney Lake were also surveyed and none were found to have EWM. An AIS early detection training session for lake residents will be held this summer with hopes of preventing a full-scale AIS threat in the future. Additional plant surveys will also be conducted in 2025 with the hope reporting EWM eradication from the lake – a rare feat! Time will tell....

# I. Annual Activity Report

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This annual report covers the Bassett Creek Watershed Management Commission’s (BCWMC) activities for fiscal year 2024 (February 1, 2024—January 31, 2025). The BCWMC Annual Report was prepared to meet the Annual Reporting Requirements as set forth in Minn. Rules Chapter 8410.0150, subparts 1, 2, & 3.

## A. 2024 Commissioners

<b>Municipality / Term Expiration</b>	<b>Commissioners</b>	<b>Alternates</b>
<b>Crystal</b> February 1, 2027	Joan Hauer	Terri Schultz
<b>Golden Valley</b> February 1, 2027	Paula Pentel (Vice Chair starting Nov 20)	Roxanne Gould (until Nov 17)
<b>Medicine Lake</b> February 1, 2027	Clint Carlson	Shaun Kennedy
<b>Minneapolis</b> February 1, 2025	Michael Welch, Vice Chair (until Oct 22)	Jodi Polzin
<b>Minnetonka</b> February 1, 2025	Maryna Chowhan	Stacy Harwell
<b>New Hope</b> February 1, 2025	Jere Gwin Lenth	Jen Leonardson
<b>Plymouth</b> February 1, 2026	Catherine Cesnik, Chair	Monika Vadali
<b>Robbinsdale</b> February 1, 2026	Wayne Sicora, Secretary/Treasurer	Bob Stamos (until Dec 31)
<b>St. Louis Park</b> February 1, 2026	RJ Twiford	David Johnston

## B. BCWMC Staff and Consultants

### Administrator

Laura Jester  
Keystone Waters LLC  
16145 Hillcrest Lane  
Eden Prairie, MN 55346  
952-270-1990  
[laura.jester@keystonewaters.com](mailto:laura.jester@keystonewaters.com)

### Engineer

Karen Chandler, P.E.  
Jim Herbert, P.E.  
Barr Engineering Co.  
4300 MarketPointe Dr.  
Minneapolis, MN 55435  
952-832-2600  
[kchandler@barr.com](mailto:kchandler@barr.com)  
[jherbert@barr.com](mailto:jherbert@barr.com)

### Attorney

Dave Anderson  
Kennedy & Graven  
150 South Fifth Street, Suite 700  
Minneapolis, MN 55402  
612-337-9274  
[danderson@Kennedy-Graven.com](mailto:danderson@Kennedy-Graven.com)

### Deputy Treasurer

Ryan Vadnais, City of Plymouth  
3400 Plymouth Blvd.  
Plymouth, MN 55447  
Phone: 763-509-5327  
[rvadnais@plymouthmn.gov](mailto:rvadnais@plymouthmn.gov)

## C. Minnesota Watersheds Membership, Watershed Management Plan, Goals

In 2019, the BCWMC became a member of the Minnesota Watersheds and continued their participation in 2024. Commissioners Hauer and Kennedy attended the 2024 Minnesota Watersheds Annual Meeting. Alternate Commissioner Kennedy is a member of the Minnesota Watersheds Board of Directors. Administrator Jester co-coordinates the Metro Watershed Region quarterly meetings and sits on the Executive Committee of the Minnesota Association of Watershed Administrators.

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

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

Minor amendments to the Plan were adopted in 2017, 2018, 2020, 2021, and 2023 to revise requirements for development or redevelopment of linear projects and to update the Capital Improvement Program (CIP) (Table 5-3 in Plan). The watershed management plan and explanations of all amendments are kept updated online at: <https://www.bassettcreekwmo.org/document/wmp-plans>.

## D. 2024 Activities

The BCWMC implemented the following projects and programs in 2024. Work associated with review of development proposals is listed in Section E. Work related to water monitoring is found in Section F.

### 1. Capital Improvement Program (CIP)

The BCWMC continued to implement its capital improvement program. The complete 10-year CIP can be found in Table 5-3 in Section 5.0 of the 2015 Watershed Management Plan. Information, photos, related documents (including final reports of completed projects), and progress on projects can be found at: <http://www.bassettcreekwmo.org/projects>. In 2024, progress on CIP projects included:

- **FEASIBILITY STUDIES COMPLETED:** The feasibility study for the [Plymouth Creek Restoration Project: Dunkirk Lane to 38<sup>th</sup> Ave. North Project](#) in the city of Plymouth was completed in May. The project was officially ordered in September along with approval of an agreement with the City of Plymouth to design, construct, and maintain the project.
- **FEASIBILITY STUDY UNDERWAY:** A feasibility study for the [Crane Lake Chloride Reduction Demonstration Project](#) got underway in August. Monitoring in the lake and adjacent stormwater ponds will continue through 2025. A final feasibility study report is expected in early 2026.

- **CONTINUED WORK ON SCHAPER POND AND SWEENEY LAKE PROJECTS:** Although Sweeney Lake Water Quality Improvement Project is complete and the Schaper Pond Diversion Project was constructed, work continues to survey and manage carp in these waterbodies and monitor water quality in Schaper Pond using the funds remaining in the Schaper Pond CIP budget. In 2024, box netting was needed to Sweeney Lake to keep the carp population below 100 kg/ha - the threshold known to impact water quality.

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

- **CONTINUED WORK IN CHLORIDE REDUCTION IN PARKERS LAKE SUBWATERSHED:** In 2024, staff worked to identify and provide outreach/education on chloride reduction practices to several properties in the subwatershed, mostly through the West Metro Water Alliance staff person (a position shared with Hennepin County).

### 2. Grant Administration

- Submitted interim reports and a final report for a Clean Water Fund grant for Medley Park Stormwater Improvement Project

- Submitted interim report for the Hennepin County AIS Prevention Grant for Sweeney Lake Eurasian Watermilfoil Eradication Project
- Submitted grant proposal for Clean Water Funds for the Plymouth Creek Restoration Project Dunkirk Lane to 38<sup>th</sup> Ave. North – awarded \$400,000 in December

### **3. Citizen Participation**

The BCWMC encourages citizen participation, including providing an opportunity at each monthly BCWMC meeting for the Commission to hear citizen-input about agenda and non-agenda items. The BCWMC posts its meeting calendar, upcoming meeting agendas, meeting materials, and previous meeting minutes on its website ([www.bassettcreekwmo.org](http://www.bassettcreekwmo.org)) to provide citizens an opportunity to attend BCWMC and BCWMC Committee meetings and to monitor BCWMC actions.

### **4. Annual Report and Website**

In May 2024, the BCWMC prepared the 2023 Annual Report as set forth in the Minnesota Rules Chapter 8410.0150. The report was submitted to the Board of Water and Soil Resources and is available online at the Bassett Creek Watershed Management Commission website at <http://www.bassettcreekwmo.org/document/annual-report-budget>.

Throughout 2024, the BCWMC regularly maintained and updated its website which features easily accessed data and information on the priority lakes and streams and BCWMC Capital Improvement Projects, along with a meeting and event calendar, interactive maps, and a document library. The BCWMC contracts with HDR, Inc. to host the website and provide technical assistance, as needed. (Appendix C includes website analytics.)

### **5. Bassett Creek Valley (BCV)**

In 2019, the BCWMC and the City of Minneapolis collaborated on the Bassett Creek Valley Floodplain and Stormwater Management Study to assess the potential for developing a regional approach to stormwater and floodplain management. In 2023, in collaboration with Hennepin County, BCWMC convened a broad group of stakeholders to learn about the potential for significant improvements in the BCV and options for moving forward collaboratively. It was acknowledged that Hennepin County could lead a Community Works Program in the BCV to convene partners and develop plans for improved floodplain and stormwater management, climate resiliency, access to the creek, and community amenities. Letters of support were submitted to the county regarding development of a Community Works Program from the BCWMC and other stakeholders. In 2024, BCWMC and Minneapolis staff discussed the need to update the 2019 Bassett Creek Valley Floodplain and Stormwater Management Study (which got underway in 2025).

### **6. Water Quantity**

The BCWMC continued its lake- and stream-gauging program. The lake-gauging program consisted of collecting lake-level readings at Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane



Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond, and the Theodore Wirth Park storage area (upstream of the Highway 55 control structure). Lake levels were measured once per month.

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

## **7. Flood Control Project Inspections**

In October 2024, the BCWMC performed its annual Flood Control Project inspections. The conditions of the flood control features were inspected, and erosion, settlement, sedimentation, and structural issues were recorded, compiled into a report dated December 12, 2024, and reported to the Commission at its December 2024 meeting. The BCWMC distributed its findings and recommendations to the Minnesota Department of Natural Resources, the U.S. Army Corps of Engineers (Corps), and staff at the BCWMC member cities.

The BCWMC double box culvert was inspected November 2024 and is next scheduled to be inspected in 2029. The BCWMC deep tunnel (3rd Ave. tunnel and 2nd St. tunnel) was inspected October 2020. The 3rd Ave tunnel and unsubmerged portions of 2nd St. tunnel are next scheduled to be inspected (non-NASSCO reporting) in 2025. The deep tunnel is scheduled to be dewatered and fully inspected (NASSCO reporting) in 2030.

## **8. XP-SWMM Modeling**

In 2017, the BCWMC completed their XP-SWMM Phase 2 hydrologic and hydraulic model by further dividing subwatersheds, incorporating upstream storage in ponds and wetlands, adding associated storm sewer data, using new soils data, incorporating Atlas 14 precipitation data, adjusting vertical datum's, performing flow monitoring, calibrating the model, and preparing a report. The 2015 Watershed Management Plan was updated to reflect the new floodplain elevations and a fact sheet was developed about the modeling project and updated floodplain elevations.

In 2018 the MnDNR used federal grant funds and entered an agreement with the BCWMC to update the Federal Emergency Management Agency (FEMA) hydrologic and hydraulic modeling by leveraging the XP-SWMM Phase 2 model and creating the supporting GIS files for the Bassett Creek watershed. Updates to the XP-SWMM Phase 2 model were completed in early 2018 before beginning the FEMA modeling update. In October 2019, the Interagency Hydrology Review Committee approved the updated model. In January 2020, the BCWMC executed an amendment to their grant agreement and work scope with the MnDNR to perform additional work and extend the schedule. The project continued through March 2021, and included finalizing the modeling to reflect hydraulics comments received from MnDNR and the cities, developing a preliminary floodway model and summary of results (floodway modeling to be completed by the MnDNR), creating preliminary FEMA mapping deliverables including depth grid, mapping cross-sections, and inundation mapping, performing work in support of community meetings, and following up with the MnDNR and cities regarding modeled

storage associated with the upland areas that are not part of the BCWMC trunk system. The MnDNR will develop the final FEMA mapping and associated deliverables.

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

In 2023, and again in 2024, the BCWMC requested that the member cities compile and provide construction plans/permit information related to significant projects implemented between 2022-2024 that are located along the BCWMC trunk system or within the watershed to be incorporated into the BCWMC’s XP-SWMM model. This information was filed for future model updates.

At their April 2024 meeting, the Commission directed the Commission Engineer to move forward with updates to the XP-SWMM model to incorporate newly available topographic and land use data, and to incorporate information on storm sewer improvements and projects completed within the watershed since the 2021 update. As part of the approved work, the XP-SWMM model will also be converted to the PCSWMM modeling software, in response to the XP-SWMM software company’s impending phasing out of support for the software. The BCWMC model updates and conversion are planned to begin in 2025.

**9. Development Proposals**

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

**Development Proposals Reviewed per Year**

2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
31	35	37	40	38	28	38	44	44	38	35

See Section E: Project Reviews.

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

In 2018 and 2019, the BCWMC reviewed and approved the local water management plans of all nine member cities, each by resolution and determined that each plan was prepared in accordance with the requirements of Minnesota Statutes, Section 103B.235 and Minnesota Rules, Parts 8410.0160 and

8410.0170, and that they contained the requirements for a local plan, and were consistent with the Commission’s water management plan.

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

**11. Aquatic Plant Management and Aquatic Invasive Species**

In 2024, the Commission continued to implement the approved [recommendations of the APM/AIS committee](#) and the [AIS Rapid Response Plan](#) by 1) partnering with Three Rivers Park District (TRPD) to control curly-leaf pondweed in Medicine Lake, 2) providing funds for augmented boat inspections by TRPD on Medicine Lake, and 3) monitoring waterbodies for AIS suitability parameters. In 2023, the AIS Rapid Response Plan was used to quickly respond to a new infestation of Eurasian Watermilfoil (EWM) in Sweeney Lake. The BCWMC cooperated with multiple partners including the Sweeney Lake Association, MnDNR, and City of Golden Valley to survey and treat the EWM within 5-days after discovery. In May 2024, an additional area of EWM was treated in Sweeney Lake and a follow-up survey in July found no EWM in Sweeney Lake.

**12. Technical Advisory Committee**

Technical Advisory Committee meetings are open to the public and the meeting times and dates are posted on the BCWMC’s website. The BCWMC Technical Advisory Committee (TAC) met six times in 2024 to review and work on the items below. TAC members also regularly attend and participate in regular monthly Commission meetings.

- Develop the 5-year Capital Improvement Program list using the CIP Prioritization matrix and hot spot map to target the best projects
- Provide input an updated Joint Powers Agreement
- Make recommendations on a project to update the watershed-wide hydrologic and hydraulic model and convert it to a new software platform
- Provide input on the 2025 operating budget
- Make recommendations on a street sweeping prioritization study
- Review information for development of a social vulnerability index

- Provide input on development of the 2026 Watershed Management Plan including input on revisions to BCWMC requirements for linear projects, stream and wetland buffers, and chloride management plans

### 13. Impaired Waters, Total Maximum Daily Loads (TMDL) Studies, and Medicine Lake TMDL Assessment Project

In 2024, Sweeney Lake was removed from the impaired waters list due to improvements in water quality following the Sweeney Lake Water Quality Improvement Project. Unfortunately, there were 5 waterbodies added to the MPCA’s 2024 impaired waters list including Lost Lake for nutrients, Plymouth Creek for benthic invertebrates, Medicine Lake for fish bioassessments, and Sweeney Lake Branch for E. coli (bacteria), and Crane Lake for chlorides. The following water bodies in the Bassett Creek Watershed are listed in the Minnesota Pollution Control Agency’s (MPCA) 2024 “*Inventory of Impaired Waters*”. The inventory includes listings of (1) impaired waters that require the development of a TMDL study, (2) impaired waters that have an approved TMDL study, but are not yet meeting water quality standards, and (3) impaired waters from natural causes that do not require a TMDL study. The inventory is available at the MPCA’s Impaired Waters website:

<http://www.pca.state.mn.us/water/tmdl/tmdl-303dlist.html>.

Water Body (Lake/River ID #)	Pollutant or Stressor (Year of Listing)
Bassett Creek from Medicine Lake to Mississippi River (07010206-538)	Fish bioassessments (2004) Fecal coliform (2008) Chloride (2010)
Plymouth Creek from Headwaters to Medicine Lake (07010206-526)	E. coli (2014) Chloride (2014) Benthic Macroinvertebrate (2024)
North Branch Bassett Creek from Northwood Lake to Bassett Creek (07010206-552)	E. coli (2014)
Sweeney Lake Branch of Bassett Creek (07010206-734)	E. coli (2024)
Sweeney Lake (27-0035-01)	DELISTED for nutrients (2024) Chloride (2014) E. coli (2024)
Wirth Lake (27-0037-00)	Nutrient/Eutrophication Biological indicators (2002) – REMOVED from Impaired Waters List (2014) Mercury in fish tissue (1998) <sup>1</sup> Chloride (2016)
Medicine Lake (27-0104-00)	Nutrient/Eutrophication Biological indicators (2004) Fish Bioassessments (2024) Mercury in fish tissue (1998) <sup>1</sup>
Parkers Lake (27-0107-00)	Mercury in fish tissue (1998) <sup>1</sup>

Water Body (Lake/River ID #)	Pollutant or Stressor (Year of Listing)
	Chloride (2014)
Spring Lake (27-0654-00)	Chloride (2014)
Northwood Lake (27-0627-00)	Nutrient/Eutrophication Biological indicators (2004)
Lost Lake (27-0103-00)	Nutrient/Eutrophication Biological indicators (2024)
Crane Lake (27-0734-00)	Chloride (2024)

<sup>1</sup> The MPCA completed a statewide mercury TMDL that was approved 2007

- Bassett Creek Fish Bioassessment Listing**—In the Final EPA-Approved MPCA 2004 CWA 303(d) *List of Impaired Waters*, the Main Stem of Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fish (biota). In response to this listing, the MPCA completed fish sampling of the creek in 2008. The MPCA is currently reviewing the existing biota standards/listing criteria. The TMDL will be completed as part of the future watershed-wide TMDL.
- Bassett Creek Fecal Coliform Listing and E. coli listings for Plymouth Creek and North Branch, Bassett Creek** —In the 2008 *Final TMDL List Inventory of all Impaired Waters*, Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fecal coliform. In response to this listing, the BCWMC and the MPCA cooperated in collecting and analyzing E. coli samples of Bassett Creek between July 2008 and June 2010. The samples confirmed the presence of E. coli bacteria. The Bassett Creek watershed is included in the Upper Mississippi River Bacteria TMDL project. Additional data for the Upper Mississippi River E. coli TMDL was collected in 2010 and 2011, and identification of the likely sources of bacteria pollution began in 2011 and continued in 2013. The TMDL report was approved in 2016 and included impairments for E. coli in Plymouth Creek and North Branch, and Bassett Creek. The Upper Mississippi River E. coli TMDL project website maintained by the MPCA is at <https://www.pca.state.mn.us/water/tmdl/upper-mississippi-river-bacteria-tmdl-project>.
- Sweeney Lake TMDL Study and Delisting of Impairment** —In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Sweeney Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL was approved on August 10, 2011. Since then, the BCWMC, City of Golden Valley, and lake residents implemented multiple strategies to reduce nutrients in the lake including permanently turning off year-round aerators and completing the [Sweeney Lake Water Quality Improvement Project](#). That project included control of curly-leaf pondweed, carp assessment and removal, and a two-phase alum treatment. Water quality improved significantly and the lake was removed from the impaired waters list in 2024.
- Wirth Lake TMDL Study and Delisting of Impairment** —In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Wirth Lake was listed as impaired due to excess nutrients. The Wirth Lake TMDL and implementation plan were approved October 25, 2010. The implementation plan identified one project—modifying the Wirth Lake outlet structure to prevent flow from Bassett Creek to Wirth Lake during flood periods. The [Wirth Lake Outlet Modification Project](#) was completed in 2012 with partial funding from a BWSR Clean Water Fund grant. The

project reduces phosphorus loading to the lake by an estimated average of 55 pounds per year. MPCA removed Wirth Lake from the Impaired Waters list in July, 2014.

- **Medicine Lake TMDL Study and Status Assessment**—In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Medicine Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL and implementation plan were approved on February 8, 2011.

In December 2023, the BCWMC approved a [study to assess the status of the Medicine Lake TMDL](#). Results of the assessment will be used to help prioritize projects and programs in the new 10-year watershed management plan.

- **Twin Cities Metro Area (TCMA) Chloride Project**—In the *2014 Draft TMDL List Inventory of all Impaired Waters*, MPCA proposed several new impairment listings for chloride in September, 2013. Following responses to comments from BCWMC, five listings (tabulated above) remained on the 2014 Proposed Impaired Waters List (updated 4/15/2014). Based on the available monitoring data for chloride, three BCWMC water bodies—Northeast drainage to Medicine Lake, the Rockford Road drainage to Medicine Lake and Medicine Lake, were placed in a category of high-risk waters, which can be viewed as a watch list for future changes. The Twin Cities Metropolitan Area Chloride TMDL and Chloride Management Plan were approved in 2016. The TCMA Chloride Management Plan is intended to balance the public safety needs for deicing with attainment of the chronic and acute water quality standards for chloride. (The BCWMC provided comments on the draft TMDL Report and Chloride Management Plan in August 2015.) The management plan includes a performance-based approach for meeting chloride TMDLs and is also intended to protect water bodies with water quality that is currently better than the standard. A winter maintenance assessment tool was developed to support TMDL implementation efforts. The Chloride TMDL and road salt/water quality project website maintained by the MPCA is at <https://www.pca.state.mn.us/water/road-salt-and-water-quality>.
- **TMDL Implementation Reporting** Although the BCWMC is not a MS4, the Medicine Lake and Sweeney Lake TMDLs assigned the BCWMC a role in the implementation of the TMDLs. For example, the Medicine Lake TMDL calls for the BCWMC to serve as the “convener of action for the categorical TMDL, but not as a responsible entity.” The BCWMC’s interpretation of this role is that the BCWMC should track implementation of the TMDLs, which would likely include the following tasks:
  - Assisting cities with reporting on TMDL implementation activities to the MPCA. TMDL progress reports will be due one year after the MPCA issues the new MS4 permit. However, the new MS4 permit was not issued in 2012, so the BCWMC did not develop the implementation reports. The new MS4 permit became effective on August 1, 2013, which means the TMDL progress reports will be due each year after that, in June.
  - Estimating and reporting progress towards achieving the assigned wasteload allocations. The BCWMC’s watershed P8 model, originally completed in 2013 and updated semi-annually, is an essential tool for estimating reductions in phosphorus loading.
  - Monitoring lake water quality on an annual basis. See Section F “Water Quality Monitoring Data and Studies” regarding monitoring of these lakes in 2024.

- Tracking implementation of projects and quantifying progress towards meeting the TMDL allocations for the MS4s in the impaired watersheds.

## E. BCWMC Project Reviews

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

Application Form	Project Name	Date Submitted	City	Type
<b>2022-27</b>	<b>BNSF Bridge Replacement</b>	<b>3/27/2023</b>	<b>MPLS</b>	<b>Commercial/ Industrial/ Institutional</b>
2023-20	18035 Old Rockford Rd, Multi-Unit Res	10/4/2023	PLY	Multi-residential
2023-26	Jet 55 Industrial	1/10/2024	PLY	Commercial/ Industrial/ Institutional
<b>2023-27</b>	<b>Schaal 2023 Rip Rap</b>	<b>1/10/2024</b>	<b>PLY</b>	<b>Single-family Home</b>
2023-28	Productivity Inc. Building Addition	1/25/2024	PLY	Commercial/ Industrial/ Institutional
2024-01	2024 Utility Reconstruction	2/6/2024	CRY	Street/ Hwy/ Trails/ Utility/ Municipal
2024-02	2024 Street Rehabilitation Project	3/8/2024	PLY	Street/ Hwy/ Trails/ Utility/ Municipal
<b>2024-03A</b>	<b>Ply Blvd Rehabilitation Project</b>	<b>3/7/2024</b>	<b>PLY</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>
<b>2024-03B</b>	<b>Ply Blvd Rehabilitation Project (WQ Regional Treatment)</b>	<b>6/20/2024</b>	<b>PLY</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>
2024-04	Penn Ave Pond Maintenance	3/25/2024	MPLS	Street/ Hwy/ Trails/ Utility/ Municipal
2024-05	MnDOT Pond Maintenance Group B	3/19/2024	CRY GV MNTK	Project Withdrawn
2024-06	Wagner Spray Tech-Final Phase 3B	3/29/2024	PLY	Commercial/ Industrial/ Institutional
2024-07	GV Golf Course ROW (Golden Valley Country Club Underground Distribution)	5/14/2024	GV	Street/ Hwy/ Trails/ Utility/ Municipal
2024-08	2024 Improvements-School of Engr & Arts	5/9/2024	GV	Street/ Hwy/ Trails/ Utility/ Municipal
<b>2024-09</b>	<b>Zane Ave &amp; Lindsay Street Improvements</b>	<b>5/22/2024</b>	<b>GV</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>

Application Form	Project Name	Date Submitted	City	Type
<b>2024-10</b>	<b>Highway 55 Lift Station Relocation</b>	<b>7/9/2024</b>	<b>GV</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>
2024-11	Covenant Living Site Improvements	7/16/2024	GV	Multi-residential
<b>2024-12</b>	<b>Creek Edge Townhomes</b>	<b>7/23/2024</b>	<b>CRY</b>	<b>Multi-residential</b>
2024-13	Graham Research Addition	8/29/2024	PLY	Commercial/ Industrial/ Institutional
<b>2024-14</b>	<b>1326 Spring Valley Rd. Landscape Improvements</b>	<b>9/26/2024</b>	<b>GV</b>	<b>Single-family Home</b>
2024-15	Minnetonka Redevelopment (1809 Plymouth Road)	10/4/2024	MTKA	Commercial/ Industrial/ Institutional
2024-16	Wausau Coated Products	10/9/2024	PLY	Commercial/ Industrial/ Institutional
2024-17	Highway 55 Daycare (Higher Ground)	10/14/2024	PLY	Commercial/ Industrial/ Institutional
2024-18	Minnetonka Redevelopment Phase 1 (1809 Plymouth Road)	10/25/2024	MTKA	Commercial/ Industrial/ Institutional
<b>2024-19</b>	<b>MnDOT Pond Maintenance, #10,14,15</b>	<b>11/18/2024</b>	<b>CRY GV MTKA</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>
<b>2024-20</b>	<b>Station 73 TRIP</b>	<b>12/31/2024</b>	<b>PLY</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>
2024-21	Plymouth 2025 Street Rehabilitation	12/30/2024	PLY	Street/ Hwy/ Trails/ Utility/ Municipal
2024-22	Zachary WTP Enhancements Project	12/23/2024	PLY	Commercial/ Industrial/ Institutional
<b>2024-23</b>	<b>Plymouth Ice Center (PIC) Parking Lot Improvements</b>	<b>1/14/2025</b>	<b>PLY</b>	<b>Commercial/ Industrial/ Institutional</b>
2024-24	SP-2789-174: Highway 394 - Dunwoody	1/13/2025	MPLS	Street/ Hwy/ Trails/ Utility/ Municipal
<b>2024-25</b>	<b>36th Avenue Rehabilitation</b>	<b>1/16/2025</b>	<b>PLY</b>	<b>Street/ Hwy/ Trails/ Utility/ Municipal</b>
2024-26	Fernbrook Multi-Family	1/21/2025	PLY	Multi-residential

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



## Non-Fee Project Reviews

- Nonfee Reviews:
  - 13 MnDNR permit applications were reviewed.
  - Several appropriation permit applications were reviewed for the Fruen Mill site
  - 30% preliminary design plans for Blue Line LRT were reviewed
- Preliminary review: several preliminary reviews of projects prior to submittal of a formal application were performed as directed by the BCWMC administrator and city staff.

## F. Water Quality Monitoring

The following water quality monitoring and water quality studies were performed in 2024. The BCWMC follows a monitoring program laid out in Appendix A of the 2025 Watershed Management Plan.

- **Citizens Assisted Lake Monitoring Program (CAMP)** — The BCWMC participated with the Metropolitan Council Environmental Services (MCES) in its citizen-assisted lake-monitoring program (CAMP). In 2024, citizen volunteers monitored the following lakes: Twin Lake and two sites on Sweeney Lake in Golden Valley, Northwood Lake in New Hope, two sites on Medicine Lake in Medicine Lake and Plymouth, Parkers Lake, Cavanaugh (Sunset) Lake, and Lost Lake in Plymouth, and Westwood Lake in St. Louis Park. Reports that include CAMP monitoring results can be found on the Met Council website at: <https://metro council.org/Wastewater-Water/Services/Water-Quality-Management/Lake-Monitoring-Analysis.aspx?source=child>
- **Bassett Creek WOMP Station** —Stream monitoring was performed in cooperation with the Metropolitan Council Environmental Services (MCES) as part of the stream monitoring and watershed outlet monitoring program (WOMP). The BCWMC contracts with Stantec to perform monitoring activities and Barr Engineering to take flow measurements at this station. In 2024, monitoring continued at the new location on Van White Memorial Blvd. crossing but equipment was plagued by vandalism. The station equipment was substantially secured in 2024. Also in 2024, the BCWMC partnered with the MN Department of Agriculture (MDA) (at their request) to collect pesticide samples at the WOMP station. The BCWMC contracted with Stantec for this work and was reimbursed by the MDA. <http://www.metro council.org/Wastewater-Water/Services/Water-Quality-Management/Stream-Monitoring-Assessment.aspx?source=child>
- **BCWMC Stream Monitoring** – In 2024, the Commission began its first of two years of monitoring on North Branch of Bassett Creek. The Commission began this stream monitoring program 2018 to more fully assess the flow and water quality in its major creeks. The Commission installed seasonally-permanent monitoring equipment on North Branch in spring 2024. Both grab and composite water samples were collected and analyzed for nutrients, solids, bacteria, chlorides, dissolved oxygen, pH, conductivity, etc. Monitoring on North Branch will continue in 2025.
- **Routine Lake Monitoring**—In 2024, the BCWMC monitored the water quality of Parkers Lake and Cavanaugh (Sunset), and Medicine Lakes in Plymouth and Westwood Lake in St. Louis Park. Water

samples were collected from the deepest location in each lake on six occasions from April through September 2024 and analyzed in the laboratory for total phosphorus, soluble reactive phosphorus, total nitrogen, chlorophyll *a*, and chlorides. Dissolved oxygen, temperature, specific conductance, pH, oxidation reduction potential (ORP), Secchi disc transparency (Secchi depth), and turbidity were measured in the field. On five occasions from June through September, water samples were collected and analyzed for phytoplankton (algae) and zooplankton (microscopic crustaceans). An aquatic plant survey was also performed on two occasions, in June and August.

Reports for each lake will be available on the BCWMC website later in 2025.

- **Monitoring by Partners** – In 2024, Medicine Lake in Plymouth and Wirth Lake in Golden Valley were monitored by the City of Plymouth/Three Rivers Park District and the Minneapolis Park and Rec Board, respectively.

## G. Special Studies

In 2024, the BCWMC used its newly created Special Projects Fund (using income from financial investment) to continue the Medicine Lake TMDL Status Assessment Project and to begin the Prioritized Street Sweeping Study. These studies will help identify, target, and prioritize projects and practices needed to improve water quality in Medicine Lake such that it meets State water quality standards (meets the TMDL), and improves water quality in multiple waterbodies through improved and targeted street sweeping practices.

## H. Education, Outreach, Communications

The BCWMC utilized the following outreach mechanisms to educate and provide information to the general public:

- **Improvements and Development Requirements**—The document *Requirements for Improvements and Development Proposals*, prepared by the BCWMC (updated in 2023), is posted for use and reference on the BCWMC's website at [www.bassettcreekwmo.org/developer](http://www.bassettcreekwmo.org/developer).
- **Website**— The BCWMC maintained its user-friendly website in 2024 and maintained the information including contact list, meeting calendar, meeting materials, watershed plan, data, and projects. In 2024, there were approximately 17,271 total users and 7,798 engaged sessions. A copy of the website Usage Report from February 1, 2024, through January 31, 2025 (Appendix C).
- **BCWMC Meeting Packet**— Each month in 2024 the BCWMC posted all meeting materials on its website, e-mailed the link to approximately 40 parties, and mailed paper copies of materials to those requesting them.
- **Publications**—The Commission published its public hearing notices in its official publication, *Finance and Commerce* as well as other publications including the Sun Post.

- **Public Open Houses for Capital Projects:** The BCWMC collaborates with member cities and other partners to inform and gather input from the public on proposed capital improvement projects. In 2024, the BCWMC held two capital project open houses and attended one grant opening event.
  - Plymouth Creek Restoration Project Open House – March 11, 2024
  - Ponderosa Woods Stream Restoration Project Public Open House – October 23, 2024
  - Bryn Mawr Meadows Park Improvements Project Grand Opening – October 24, 2024

- **Low Salt, No Salt Minnesota Campaign Roll Out:** In 2022 and 2023, the BCWMC was one of several watersheds and cities in Hennepin County that worked with state grant funding and developed a new outreach campaign to reduce winter deicer use. The campaign’s target audience is decision makers, like boards or committees, with homeowners associations, townhome associations, and faith based communities. A professional marketing firm created multiple outreach tools for use by watershed staff, city staff, and trained volunteers. In 2024, BCWMC staff worked with other partners to facilitate transferring the program into the Metro Watershed Partners coalition. Watershed Partners created a chloride subcommittee that works to advance and promote use of the Low Salt, No Salt MN campaign among cities and watersheds throughout the state. [www.rpbcd.org/low-salt-no-salt](http://www.rpbcd.org/low-salt-no-salt)



- **Ĥaĥá Wakpádaŋ Oral History Project:** In June, several BCWMC commissioners and staff attended a joint meeting with staff and managers of the Mississippi Watershed Management Organization to learn more about the Ĥaĥá Wakpádaŋ Oral History Project and develop ideas for collaborative work on Indigenous issues in the future.

On Indigenous People’s Day on October 14<sup>th</sup>, BCWMC co-sponsored the Ĥaĥá Wakpádaŋ Water Blessing at Bassett Creek Park in Crystal. The event was widely attended and covered by multiple media outlets.

- **Watershed Map Update:** A large, folded printed map of Ĥaĥá Wakpádaŋ / Bassett Creek watershed has been a useful outreach tool since its initial printing in 2015. In fall 2023 the BCWMC hired a map designer and starting working with its Education Committee to redesign and update the map. In 2024, the BCWMC hired an Indigenous culture advisor to develop content for a large section on the “back of the map” (which showcases educational content) to highlight Ĥaĥá Wakpádaŋ and Indigenous history and culture. The Education Committee worked throughout much of the year refining the map and educational content. The final map was printed in December. A companion webpage featuring Ĥaĥá Wakpádaŋ was also developed and will be expanded in the future. <https://www.bassettcreekwmo.org/haha-wakpadan-indigenous-culture>.
- **Outreach Events:** The BCWMC staff and commissioners participated in several outreach events in 2024, engaging with residents and distributing educational material. Additionally, BCWMC outreach materials were used by city staff and volunteers at other events throughout the year.
  - Discover Plymouth Event, Plymouth – March 23, 2024

- Sustainability Day at the Market, Golden Valley – July 28, 2024
- St. Louis Park Ecotacular, St. Louis Park – June 15, 2024
- **West Metro Water Alliance (WMWA) Membership** – The BCWMC continued its participation in WMWA along with several watershed management and other water-related organizations in the west Metro area. Through WMWA, these organizations collaborated on educational campaigns including the Watershed PREP program aimed at educating 4th grade students about water resources and the impacts of stormwater. Watershed PREP has three individual lessons meeting State education standards. **Lesson 1**, *What is a Watershed and Why do We Care?* provides an overview of the watershed concept and is specific to each school's watershed. It describes threats to the watershed. **Lesson 2**, *Water Cycle - More than 2-dimensional*, describes the movement and status of water as it travels through the water cycle. In 2023, lessons in native plants and the “watershed game” were added to the Watershed PREP program.

In 2023, students from multiple schools in the Bassett Creek watershed participated in the Watershed PREP lessons including 379 students in Lesson 1, 263 students in Lesson 2, and 234 students in Native Plantings and the Watershed Game.

- **Conservation Education and Implementation Program**

In April 2022, WMWA members worked with Hennepin County and the Minnesota Board of Soil and Water Resources to secure Watershed-Based Implementation Funding (WBIF) grant dollars to pilot a two-year Conservation Education and Implementation position employed by and shared jointly with Hennepin County with 50% of time spent on WMWA and Richfield-Bloomington WMO outreach and implementation, and 50% on Hennepin County outreach. Meetings from April through December 2022 refined the vision and scope for this position.

In spring 2023, Hennepin County hired Grace Barcelow with the title Conservation Specialist. Throughout 2023 Barcelow has created work plans for WBIF funded projects through WMWA, campaigns for pet waste, chloride, and Adopt-A-Drain education, updated the WMWA website, and began implementing outreach to faith-based organizations for chloride consultations. In the Bassett Creek watershed, Barcelow will the Parker’s Lake Chloride Reduction Project.

In 2024, the WMWA partner watersheds agreed to contribute a portion of their fiscal year 2025 WBIF grant funding to continue this position in 2025 and 2026, with a goal of funding the position in the future through contributions from member watersheds and member cities that benefit from the enhanced outreach the position provides. Also in 2024, a GreenCorps member was assigned to work with Barcelow September 2024 – August 2025.

Accomplishments of this program in 2024 include:

- Outreach and use of the Low Salt, No Salt MN campaign to nine faith-based communities including three in the Bassett Creek Watershed: Bryn Mawn Presbyterian Church in Minneapolis, Calvary Lutheran Church in Golden Valley, and Oak Knoll Lutheran Church in Minnetonka.

- Increased the number of classrooms that use the Adopt-a-Drain Program. Hennepin County funds the Adopt-A-Drain K12 program to be implemented in classrooms through a contract with Hamline University. In 2024, seventeen classrooms throughout the WMWA area began participating in the program including two classrooms in the School of Engineering and Arts in Golden Valley.
- Produced 9 media kits to support WMWA’s education and outreach goals. Media kits are posted publicly for anyone to use and emailed to partners (cities and watersheds) monthly, for use in social media, newsletters, etc. The GreenCorps member created illustrations for the media kits to increase visibility and audience reach.
- Two news articles were published in nine local newspapers in Hennepin County (Osseo Maple Grove Press, Crow River News, 2 Sun Posts, 2 Sun Currents, and 3 Sun Sailors) discussing WMWA project work, water quality, and chloride pollution.
- One article in the Star Tribune regarding chloride pollution.
- Parkers Lake Chloride Reduction Outreach Project – In addition to the activities listed above, the conservation specialist (Barcelow) also provided outreach and implementation of one larger project specific to each partnering watershed. In BCWMC, that project was focused on chloride source reduction in the northeast subwatershed of Parkers Lake. In early 2024, Barcelow worked with BCWMC and Plymouth staff to identify and prioritize properties within subwatershed. Seventeen properties were identified as ideal candidates for targeted chloride consultations, and research was completed to identify contact information for each facility. Visual inspections were completed at multiple facilities within the area to observe onsite snow management and deicing practices.

In October letters were sent to each property and follow-up calls and emails were completed for many facilities. Barcelow engaged with Meritex, a property management company that owns and manages a large, 24.5-acre warehouse facility with multiple tenants. In December Barcelow was joined by BCWMC and city staff met with three representatives of Meritex to review current snow and ice removal practices and made customized recommendations for the site. Also in 2024, Barcelow contacted facility managers at the Hennepin County Sheriff’s Department and Correctional Facility, a 60-acre property west of Parkers Lake. She met with the facility’s winter maintenance contractor, BrightView, to review current practices and barriers to implementing best management practices. BrightView is also a property owner in the targeted subwatershed where their local maintenance facility is located. Work for 2025 will continue outreach to facilities and operators in the area.

- **Metro WaterShed Partners Membership & Adopt a Drain** —The BCWMC participated as a member of the Metro WaterShed Partners as a general supporter of the program and a financial supporter of the Metro Clean Water Minnesota Media Campaign and the Adopt a Drain Program. Metro Watershed Partners maintains a listserve and a website as forums for information sharing, holds monthly meetings for members to collaborate, and coordinates the Adopt-a-Drain program.
- **Partnership with Metro Blooms for Projects in Minneapolis Neighborhoods** – Since 2016, the BCWMC has partnered with and supported the Metro Blooms on outreach, engagement, and

project installation in Near North neighborhoods in Minneapolis. The projects aim to engage residents and commercial businesses, train youth, and install water quality practices in Minneapolis' Near North neighborhoods. The BCWMC collaborates on grant-funded projects and offers its own financial support. These programs have resulted in engagement with dozens of Minneapolis residents and more than 14 Minneapolis commercial/institutional property owners.

## **I. Diversity, Equity, Inclusion, Access Policies**

In 2024, the BCWMC adopted several new policies and practices related to diversity, equity, inclusion, and access including:

- Land and Water Acknowledgement Statement
- Diversity, Equity, Inclusion, Access Policy
- Creek Co-Naming Practices (using “Ĥaĥá Wakpádaŋ / Bassett Creek” wherever the creek name is used)

These policies/practices can be found at

[www.bassettcreekwmo.org/application/files/5117/3706/7903/Equity\\_Related\\_Policies\\_and\\_Practices.pdf](http://www.bassettcreekwmo.org/application/files/5117/3706/7903/Equity_Related_Policies_and_Practices.pdf).

## **J. Professional Services Proposal**

The BCWMC solicits proposals or letters of interest for legal and engineering/technical consulting services every two years. In December 2024, the BCWMC officially sought letters of interest proposals for legal services and engineering services. Two engineering proposals were submitted (one from the current consultant, Barr Engineering, and one from a smaller firm). Only one legal firm (the Commission's current legal consultant) submitted a proposal.

## **K. Joint Powers Agreement**

Throughout much of 2024, the Commission and member cities worked to update and renew the BCWMC joint powers agreement (JPA) which was set to expire January 1, 2025. The original JPA was approved by all nine member cities in 1968 and has been renewed with only minor revisions since then, most recently in 2015. In 2024, rather than simply renewing the JPA in its current form, the BCWMC overhauled the document to streamline the language, move historical language to other non-JPA documents, and reorganize key provisions. Although many commissioners hoped to make one substantive in the JPA to allow compensation to commissioners by the BCWMC, that provision was ultimately struck from the document at the insistence of one member city. The updated JPA did not change any powers or authorities of the BCWMC and was approved by all nine member cities by year's end. The new JPA is in effect until January 1, 2033.

## L. Wetland Conservation Act

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

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

In 2024, the BCWMC submitted to BWSR its WCA annual reporting form covering all 2024 WCA-related activities within the municipalities for which BCWMC is the LGU. The other municipalities were responsible for submitting the annual reporting form to BWSR for their respective municipality.

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

## M. 2025 Watershed Management Plan

In 2022, the BCWMC began work on development of its 2025 – 2035 Watershed Management Plan. A scope and budget for the Plan’s development and the Stakeholder Outreach Plan were approved 2022. Early input was gathered from member cities and State, regional, and local agencies in the spring and early summer. In 2023, the BCWMC listed the [issues in the watershed and prioritized](#).

Throughout 2023 and 2024 the Plan Steering Committee (comprised of several commissioners, two TAC members, and one community member) met monthly to write desired future conditions and issue statements, develop 10-year goals, and identify potential activities to meet the goals. Updates to the BCWMC requirements were also reviewed and discussed including significant updates to requirements for linear projects, updates to buffer requirements for streams and wetlands, and a requirement for chloride management plans for certain developments. The Planning Technical Advisory Committee (comprised of staff from member cities, partnering organizations, and state, regional, and local governments) met in July to review draft issues, goals, and implementation activities.

A 2025 Plan webpage is regularly updated: [www.bassettcreekwmo.org/document/2025-plan-update](http://www.bassettcreekwmo.org/document/2025-plan-update).

## II. 2025 Projected Work Plan

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**A. Capital Improvements Program (CIP)**—The BCWMC will continue to implement its capital improvements program. In 2025, this work will include:

1. **Capital Improvement Program and Prioritization**—The BCWMC will review and update its 5-year capital improvement program, and will utilize its process of project prioritization.
2. **Progress on CIP projects:**
  - Complete construction and/or prepare final reports on SEA School-Wildwood Flood Reduction Project, DeCola Ponds B&C Project, Ponderosa Woods Restoration Project, and Bryn Mawr Meadows Improvement Project
  - Finalize feasibility study for Double Box Culvert Repair Project
  - Begin design and construction of Main Stem Bassett Creek Restoration Project and Plymouth Creek Restoration Project

**B. Watershed Management Plan**—In 2025 the BCWMC will complete development of the 2025 Watershed Management Plan, submit the draft plan for 60-day review, gather feedback on the plan from community members, and respond to comments received during the 60-day review. Plan adoption is expected in early 2026.

### C. Monitoring, Studies, and Programs

1. **Water Quantity**—The BCWMC will perform its lake- and stream-gauging program. The lake-gauging program will encompass Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond and Theodore Wirth Park Storage area upstream of the TH 55 control structure. Two readings per month will be taken during the period April 1 – September 30; one reading per month will be taken outside this period. The stream-gauging program will consist of periodically surveying stages or inspecting the creek during periods of high flow. The program also includes periodic surveys of benchmarks.
2. **Flood Control Project Inspection**—The BCWMC will perform its annual flood control project inspection program, as set forth in the Bassett Creek Flood Control Project Operations and Maintenance Manual.
3. **Municipal Plan Review**—The BCWMC will review of the member cities’ local water management plans and plan amendments, and BCWMC review of adjacent WMO plans and plan amendments, as needed. The BCWMC will also ensure that proper official controls are in place in each member city as required by the 2015 Bassett Creek Watershed Management Plan.



4. **Water Quality**— Proposed water quality tasks for 2025 include:
- **Water Quality Monitoring:** The BCWMC will perform detailed water quality monitoring as laid out in its Water Monitoring Program [http://www.bassettcreekwmo.org/application/files/7914/4676/6436/Appendix\\_A\\_Monitoring\\_Plan.pdf](http://www.bassettcreekwmo.org/application/files/7914/4676/6436/Appendix_A_Monitoring_Plan.pdf) In 2025, the BCWMC will monitor Northwood and Crane Lakes. The BCWMC will continue its intensive stream monitoring program by performing the second of two years of monitoring on North Branch Bassett Creek.
  - **Citizens Assisted Monitoring Program (CAMP):** The BCWMC entered into an agreement with the Metropolitan Council Environmental Services (MCES) to participate in this program in 2024. Volunteer citizens will monitor the following lakes in 2025: Twin Lake and Sweeney Lake (2 sites) in Golden Valley, two sites of Medicine Lake in the cities of Medicine Lake and Plymouth, Northwood Lake in New Hope, Westwood Lake in St. Louis Park, and Cavanaugh (Sunset) Lake, Parkers Lake and Lost Lake in Plymouth.
  - **Watershed Outlet Monitoring Program (WOMP):** The BCWMC is the local sponsor of this monitoring site in cooperation and with funding support from the Metropolitan Council. The Metropolitan Council Environmental Services (MCES) provides up to \$5,000 per year in financial support to the BCWMC for operating the station and maintaining the rating curve. The BCWMC entered into an agreement with a Stantec to ensure the monitoring equipment is in working order, conduct routine maintenance of the WOMP site and equipment, collect samples, make in-situ field measurements, and coordinate sample delivery to MCES. BCWMC staff will continue to maintain the rating curve.
5. **Development Reviews**—The BCWMC will review development and redevelopment proposals in the watershed for conformance to water quality and quantity policies.
6. **Channel Maintenance Fund**—The BCWMC will continue to fund its Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (the Channel Maintenance Fund). The BCWMC collects \$25,000 annually for the fund through an assessment paid by the member cities.
7. **Flood Control Long-Term Maintenance Fund**—The BCWMC established a long-term maintenance fund to be used to repair structures associated with the BCWMC Flood Control Project. The BCWMC collects \$35,000 annually for the fund through an assessment paid by the member cities. The fund balance is not to exceed \$1 million.
8. **XP-SWMM Modeling** – The BCWMC will continue to maintain its hydrologic/hydraulic XP-SWMM model.
9. **APM/AIS Work** – The BCWMC will implement recommendations of the APM/AIS committee including treating curly-leaf pondweed in Medicine Lake, coordinating with Three Rivers Park District (TRPD) for level II AIS inspectors for French Regional Park. It will also help coordinate an AIS early detection training for Sweeney Lake residents.

**10. Medicine Lake TMDL Status Assessment** — The BCWMC will finalize this project in conjunction with partners including the City of Plymouth, other MS4s, and Three Rivers Park District.

## **D. Education and Outreach**

The BCWMC will work with West Metro Water Alliance and other partners to implement education programming. This includes coordination and use of a new education coordinator position shared with Hennepin County. Education activities will also include financial contributions and participation in the following organizations and programs: Metro WaterShed Partners, Citizen Assisted Monitoring Program, Metro Blooms, West Metro Water Alliance (includes staff participation), and the Children’s Water Festival. The plan also includes funding for Commissioner registration fees for training or programs, participation in community events.

## **III. Annual Financial Report**

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The 2024 fiscal year for the Bassett Creek Watershed Management Commission (BCWMC) started on February 1, 2024 and ended January 31, 2025.

### **A. 2024 Approved Operating Budget**

The approved operating budget for fiscal year 2024 (as amended December 2023) was \$958,640. Each member’s contribution toward the annual budget is based 50 percent on the total area of the municipality within the watershed and 50 percent on the tax capacity of the area within the watershed. A copy of the 2024 operating budget, revenues, and city assessments are located in Appendix A. In 2024, the BCWMC amended its bylaws to change its fiscal year to the calendar year starting January 1, 2026.

### **B. Report of Revenues**

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

### **C. Report of Expenditures**

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

### **D. Financial Audit Report**

The annual audit report for the year ending January 31, 2025, was performed by LB Carlson. A copy of the annual audit report is available online at: <http://www.bassettcreekwmo.org/document/annual-report-budget>.

## **Appendix A**

### **2024 Financial Information**

- 2024 Budget and Notes
- 2024 Expected Revenues
- 2024 Member City Assessments

2024 BCWMC Operating Budget as amended Dec 21, 2023

	2020 Budget	2020 Gross Expenses	2020 Revenue	2020 NET Expenses	2021 Budget	2021 Gross Expenses	2021 Revenue	2021 NET Expenses	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	Final 2024 Budget as amended	See Notes
<b>ENGINEERING &amp; MONITORING</b>															
Technical Services	130,000	143,081	-	143,081	134,000	105,492	\$ -	105,492	145,000	132,541		132,541	145,000	145,000	(A1)
Development/Project Reviews	75,000	94,267	63,000	31,267	68,000	89,507	\$ 73,554.00	15,953	75,000	103,851	77,617	26,234	80,000	90,000	(A)
			Review fees				Review fees				Review fees				
Non-fee and Preliminary Reviews	20,000	16,851	-	16,851	24,000	38,406	\$ 10,000.00	28,406	22,000	17,788	1,000	16,788	30,000	30,000	(B)
							Cost share w/ MPLS				Cost share w/ MPLS				
Commission and TAC Meetings	12,000	10,478	-	10,478	12,000	10,961	\$ -	10,961	14,000	13,119		13,119	15,000	15,000	(C)
Surveys and Studies	10,000	3,745	-	3,745	9,000	7,683	\$ -	7,683	10,000	14,283		14,283	15,000	15,000	(D)
Water Quality / Monitoring	102,600	119,397	-	119,397	129,000	132,432	\$ -	132,432	110,000	109,478		109,478	105,000	186,900	(E)
Water Quantity	6,500	6,229	-	6,229	7,000	7,205	\$ -	7,205	8,000	6,369		6,369	9,000	9,000	(F)
Annual Flood Control Project Inspections	12,000	69,149	69,149	0	12,000	14,999	\$ 14,999.00	-	12,000	21,290	21,290	-	15,000	85,000	(G)
			Transfer from long term account				Transfer from long term account				Transfer from long term account				
Municipal Plan Review	2,000	1,548	-	1,548	2,000	-	\$ -	-	2,000	1,464		1,464	2,000	2,000	(H)
Watershed Outlet Monitoring Program	20,500	20,837	4,500	16,337	23,000	18,257	\$ 5,500.00	12,757	28,500	28,425	3,750	24,675	27,000	26,500	(I)
			Grant from Met Council				Grant from Met Council				Grant from Met Council				
Annual XP-SWMM Model Updates/Reviews	-	-	-	-	-	\$ -	\$ -	-	5,000	8,983		8,983	3,000	3,000	(J)
APM/AIS Work	30,000	11,634	1,128	10,506	14,000	13,533	\$ 5,601.00	7,932	13,000	41,844	22,500	19,344	40,000	40,000	(K)
			Cost share with TRPD				DNR Grant & Cost share w/ TRPD				DNR Grant & Cost share w/ TRPD				
<b>Subtotal Engineering &amp; Monitoring</b>	<b>\$420,600</b>	<b>\$497,215</b>	<b>\$137,777</b>	<b>\$359,438</b>	<b>\$434,000</b>	<b>\$438,475</b>	<b>\$ 109,654.00</b>	<b>\$328,821</b>	<b>\$444,500</b>	<b>\$499,435</b>	<b>\$126,157</b>	<b>\$373,278</b>	<b>\$486,000</b>	<b>\$647,400</b>	<b>See Notes</b>
<b>PLANNING</b>															
Next Generation Plan Development	18,000	18,000	-	18,000	18,000	10,001	\$ -	10,001	18,000	47,372	11,000	36,372	53,250	47,650	(L)
											Transfer from Plan account				
<b>Subtotal Planning</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$10,001</b>	<b>\$ -</b>	<b>\$10,001</b>	<b>\$18,000</b>	<b>\$47,372</b>	<b>\$11,000</b>	<b>\$36,372</b>	<b>\$53,250</b>	<b>\$47,650</b>	

Item	2020 Budget	2020 Gross Expenses	2020 Revenue	2020 NET Expenses	2021 Budget	2021 Gross Expenses	2021 Revenue	2021 NET Expenses	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	Final 2024 Budget as amended	See Notes
<b>ADMINISTRATION</b>															
Administrator	69,200	64,764	30,000	34,764	67,400	67,481	\$ 29,495.00	37,986	70,848	69,174	34,000	35,174	78,750	78,750	(M)
			Transfer from CIP account				Transfer from CIP account				Transfer from CIP account				
MAWD Dues	500	500	-	500	3,750	3,750	\$ -	3,750	7,500	7,500		7,500	7,500	7,500	(N)
Legal	15,000	20,996	-	20,996	15,000	16,280	\$ -	16,280	17,000	20,204		20,204	17,000	26,520	(O)
Financial Management	3,500	3,500	-	3,500	4,000	10,600	\$ -	10,600	13,500	14,260		14,260	14,540	17,000	(P)
Audit, Insurance & Bond	18,000	18,684	-	18,684	18,000	14,949	\$ -	14,949	18,700	18,218		18,218	18,700	18,700	(Q)
Meeting Catering	1,500	317	-	317	1,300	-	\$ -	-	1,300	1,830		1,830	2,400	2,400	(R)
Administrative Services	15,000	11,887	-	11,887	8,000	5,960	\$ -	5,960	8,000	5,993		5,993	7,240	2,570	(S)
<b>Subtotal Administration</b>	<b>\$122,700</b>	<b>\$120,648</b>	<b>\$30,000</b>	<b>\$90,648</b>	<b>\$117,450</b>	<b>\$119,020</b>	<b>\$29,495</b>	<b>\$89,525</b>	<b>\$136,848</b>	<b>\$137,179</b>	<b>\$34,000</b>	<b>\$103,179</b>	<b>\$146,130</b>	<b>\$153,440</b>	
<b>OUTREACH &amp; EDUCATION</b>															
Publications / Annual Report	1,300	1,069	-	1,069	1,300	375	\$ -	375	1,300	1,164		1,164	1,000	1,200	(T)
Website	1,000	1,264	-	1,264	1,800	544	\$ -	544	1,800	645		645	1,600	1,600	(U)
Watershed Education Partnerships	15,850	16,535	-	16,535	17,350	13,080	\$ -	13,080	18,350	15,410		15,410	18,350	18,350	(V)
Education and Public Outreach	22,000	38,321	28,811	9,510	26,000	23,073	\$ 6,295.00	16,778	28,000	36,591	13,013	23,578	28,000	28,000	(W)
			Grant from BWSR				Grant from BWSR				Grant from BWSR				
Public Communications	1,000	1,113	-	1,113	1,000	1,028	\$ -	1,028	1,100	69		69	1,100	1,000	(X)
<b>Subtotal Outreach &amp; Education</b>	<b>\$41,150</b>	<b>\$58,302</b>	<b>\$28,811</b>	<b>\$29,491</b>	<b>\$47,450</b>	<b>\$38,100</b>	<b>\$6,295</b>	<b>\$31,805</b>	<b>\$50,550</b>	<b>\$53,879</b>	<b>\$13,013</b>	<b>\$40,866</b>	<b>\$50,050</b>	<b>\$50,150</b>	
<b>MAINTENANCE FUNDS</b>															
Channel Maintenance Fund	25,000	25,000	-	25,000	20,000	\$20,000	\$ -	20,000	25,000	25,000		25,000	25,000	25,000	(Y)
Flood Control Project Long-Term Maint.	25,000	25,000	-	25,000	25,000	25,000	\$ -	25,000	25,000	25,000		25,000	35,000	35,000	(Z)
<b>Subtotal Maintenance Funds</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	
<b>TMDL WORK</b>															
TMDL Implementation Reporting	10,000	263	-	263	7,000	6,989	\$ -	6,989	7,000	3,397	-	3,397	-	-	(AA)
<b>Subtotal TMDL Work</b>	<b>\$10,000</b>	<b>\$263</b>	<b>\$0</b>	<b>\$263</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>3,397</b>	<b>-</b>	<b>3,397</b>	<b>\$0</b>		
<b>GRAND TOTAL</b>	<b>\$662,450</b>	<b>\$744,428</b>	<b>\$196,588</b>	<b>\$547,840</b>	<b>\$668,900</b>	<b>\$657,596</b>	<b>\$152,444</b>	<b>\$512,152</b>	<b>\$706,898</b>	<b>\$791,262</b>	<b>\$184,170</b>	<b>\$607,092</b>	<b>\$795,430</b>	<b>\$958,640</b>	

<b>Estimated 2024 Revenues</b>	
<b>Expected Income</b>	Income
Assessments to cities	\$ 622,500
Investment Income	\$ -
CIP Administrative Funds (2.0% of est. requested levy of \$1.972M)	\$ 39,440
Project review fees	\$ 77,000
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 85,000
WOMP reimbursement	\$ 5,000
TRPD reimbursement	\$ 5,000
Transfer from Plan Development Savings*	\$ 18,000
<b>TOTAL EXPECTED INCOME</b>	<b>\$ 851,940</b>
<b>Expected Expenses</b>	
Total operating budget	\$ 958,640
<b>Fund Balance Details</b>	
Est. Beginning Fund Balance (Jan 31, 2024)	\$ 517,671
Change in Fund Balance (income - expenses)	\$ (106,700)
Est. Remaining Fund Balance (Jan 31, 2025)	\$ 410,971
* Amended approved 12/21/23 to use \$18,000 rather than original budget of \$13,000	

Community	For Taxes Payable in 2023	2023 Percent of	Area Watershed (w/ 2022 changes)	Percent of	Average	City Assessments							2024 Budget	Percent increase by city over 2023
						2017	2018	2019	2020	2021	2022	2023		
	Net Tax Capacity	Valuation	in Acres	of Area	Percent	\$500,000	\$515,050	\$529,850	\$550,450	\$554,900	\$565,998	\$ 617,430	\$ 622,500	
Crystal	\$12,385,383	5.58	1,297	5.11	5.35	\$25,704	\$26,904	\$27,877	\$29,062	\$29,898	\$30,206	\$32,948	\$33,280	1.0%
Golden Valley	\$56,201,654	25.34	6,615	26.05	25.70	\$131,270	\$134,649	\$138,553	\$144,693	\$145,228	\$148,477	\$160,438	\$159,957	-0.3%
Medicine Lake	\$1,436,006	0.65	199	0.78	0.72	\$3,561	\$3,783	\$3,846	\$3,975	\$3,928	\$3,988	\$4,472	\$4,455	-0.4%
Minneapolis	\$16,265,139	7.33	1,685	6.64	6.98	\$33,609	\$34,763	\$35,805	\$37,631	\$37,983	\$39,103	\$43,643	\$43,481	-0.4%
Mnetonka	\$14,598,518	6.58	1,108	4.36	5.47	\$28,199	\$28,053	\$28,989	\$29,967	\$29,622	\$30,437	\$34,091	\$34,069	-0.1%
New Hope	\$12,585,791	5.68	1,368	5.39	5.53	\$25,917	\$26,740	\$27,987	\$28,987	\$29,464	\$30,087	\$33,078	\$34,431	4.1%
Plymouth	\$93,993,300	42.38	12,001	47.26	44.82	\$224,531	\$231,682	\$237,986	\$245,942	\$247,860	\$252,307	\$275,216	\$279,012	1.4%
Robbinsdale	\$4,329,509	1.95	369	1.45	1.70	\$7,747	\$8,189	\$8,523	\$8,937	\$9,299	\$9,288	\$10,314	\$10,599	2.8%
St. Louis Park	\$9,974,412	4.50	752	2.96	3.73	\$19,463	\$20,287	\$20,284	\$21,257	\$21,618	\$22,105	\$23,230	\$23,216	-0.1%
<b>TOTAL</b>	<b>\$221,769,712</b>	<b>100.00</b>	<b>25,394</b>	<b>100.00</b>	<b>100.00</b>	<b>\$500,000</b>	<b>\$515,050</b>	<b>\$529,850</b>	<b>\$550,450</b>	<b>\$554,900</b>	<b>\$565,998</b>	<b>\$ 617,430</b>	<b>\$ 622,500</b>	<b>0.8%</b>

## NOTES

(A1) General technical services by Barr Engineering; 2021 budget based on actual expenditures in 2019 and 2020. 2024 Budget same as 2022 and 2023.

(A) Partially funded by application fees; with the creation of the preliminary and non-fee budget category, most of the review costs will be covered by application fees. Budget based on recent actual expenses and projected number of projects submitted for review. New review fees effective Aug 1, 2022. Increase in 2024 to better align with 2022 costs.

(B) This was a new line item in 2015 used to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee. Includes DNR application reviews, MnDOT project reviews, and other prelim reviews requested by administrator and member cities. Reviews for large projects such as SWLRT reviews and North Loop Green Project have been partially or fully reimbursed to Commission.

(C) Includes attendance at BCWMC meetings, TAC meetings and other committee meetings, as needed. 2017 budget increased to allow for additional BCWMC Engineer staff to attend Commission/TAC meetings (total of 3 assumed). 2018 - 2020 budgets were reduced from 2017 and assumed 12 BCWMC meetings and 5 other meetings (TAC, etc.). 2021 budget also assumes 17 meetings including BCWMC meetings (12), TAC meetings (3), Administrative Services Committee meetings (1), Budget Committee meetings and other meetings (1). 2022 and 2023 budgets increased to reflect return to in-person meetings, plus additional staff attendance at meetings. 2024 Budget same as 2023.

(D) For Commission-directed surveys and studies not identified in other categories - e.g., past work has included watershed tours, Medicine Lake outlet work, Flood Control Project Maintenance and Responsibilities, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. 2018 budget was reduced from previous years for overall budget savings. 2019 budget is more in line with previous years and gives Commission flexibility to investigate or tackle unforeseen issues that arise. Lowered again in 2020, 2021, and 2022 for budget savings. Among other surveys and studies, in 2023 this budget may be used to review and develop agreements with Minneapolis related to tunnel roles and responsibilities. There are not yet specific plans for this budget in 2024 but it allows BCWMC to address unforeseen issues.

(E) Routine lake and stream monitoring. Budget amendment from \$160,500 to \$186,900 to add Medicine Lake monitoring approved 12/21/23. See details on next page.

(F) Water Quantity (lake level) monitoring. 2018 budget lowered for budget savings and resulted in fewer data points. 2019 budget back to earlier budget levels. 2020 budget lowered again for budget savings. 2022 and 2023 budget increase allows for additional measurements and benchmark checks, beyond the once/month lake level measurements to assist with proper maintenance of hydrologic and hydraulic modeling and climate resiliency preparations. 2024 same as 2023 budget

(G) 2024 budget includes double box inspection, along with annual inspections. Budget assumes \$70,000 for double box inspection (includes \$25,000 in subcontractor fees for Rescue Resources and a crane), and \$15,000 for regular annual inspections. The BCWMC Flood Control Project Double Box Culvert Repairs CIP project (FCP-1) is slated for 2027; a feasibility study is needed in 2025 or 2026. Therefore, the double box inspection includes meeting with contractor in double box culvert to discuss repairs for 2025/2026 feasibility study. The last deep tunnel inspection was 2020, next one is due 2030. Unsubmerged deep tunnel inspection due in 2025.

[http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016\\_FCP\\_Policies.pdf](http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016_FCP_Policies.pdf)

(H) Municipal plan approvals completed in 2019; however, this task has also included review of adjacent WMO plan amendments, and review of city ordinances; \$2,000 budget recommended annually.

(I) Monitoring at the Watershed Outlet Monitoring Program (WOMP) site in Minneapolis through an agreement with Met Council (MCES). Commission is reimbursed \$5,000 from Met Council. Met Council pays for equipment, maintenance, power, cell service, and lab analyses. Monitoring protocol changed in 2017 with collection of bi-monthly samples (up from once-per-month sampling). Both Barr and Stantec (previously Wenck) have tasks related to WOMP activities. Station was moved in late 2020. In 2022, Barr portion was set at \$10,000 because MCES requested additional high flow measurements due to the new station location. Stantec portion was similar to previous years at \$18,500 due to similar sampling regime. 2024 budget reflects actual 2023 contract with Stantec and Barr estimates (\$7,500 for Barr + \$19,000 for Stantec).

(J) This item is used to make updates to the XP-SWMM model, coordinate with P8 model updates, and assist cities with model use. No XP-SWMM updates were performed 2019 - 2021 due to work on the grant funded FEMA modeling project. 2022 budget includes finalizing updates to the Commission's official model and flood elevations to match the "FEMA model" (this work was started in 2021 using "Surveys and Studies" budget). 2024 budget is same as 2023: budget assumes Barr will request, compile, and review information provided by the cities and flag those that are large enough/significant enough to incorporate into the XP-SWMM and P8 model updates. As this covers both XP-SWMM and P8, we assumed \$0 for the TMDL Implementation Reporting (P8 model update) budget.

**Notes (continued)**

(K) Funds to implement recommendations of Aquatic Plant Management/Aquatic Invasive Species Committee likely including curly-leaf pondweed control in Medicine Lake and small grant program for launch inspectors, education/outreach, etc. by other organizations including TRPD, AMLAC, others. TRPD shares cost (17%) of treatments. In 2021, recieved \$5,000 DNR grant. In 2022, recieved \$10,000 DNR grant. In 2022 and for a few years thereafter, treatment costs are expected to be significantly higher due to expanded treatment area allowed under Lake Vegetation Management Plan. No DNR grant in 2023 awarded in 2023. 2024 budget same as 2023.

(L) The scope and budget for development of the 2025 Watershed Plan was approved in February 2022. \$38,000 has already been set aside 2019 - 2022 in a long term account for Plan development, of which \$11,000 was initially planned to cover work in 2022. The Commission approved a revised Plan scope and budget in September 2022 to include additional funding to address "complex issues." Plan development is running slightly behind schedule and over budget due to complex discussions on issues and goals. 2024 budget amended from \$35,650 to \$47,650 approved 12/21/23.

(M) Amended Administrator contract approved March 2022 includes 87.5 hours per month at \$75/hour starting in FY23 for total of \$78,750.

(N) MN Association of Watershed District Annual dues. New budget item. 2019 and 2020 dues were \$500 because WMOs were newly allowed to join the organization. 2021 dues \$3,750. Starting in 2022 dues went to the max of \$7,500 similar to other Metro watersheds.

(O) For Commission attorney. 2022 budget included 3% hourly rate increase over 2021 + more work expected. Acutal costs in 2022 were \$3,000 over budget. 2024 budget was amended from \$21,000 to \$26,520 approved 12/21/23 to be more in line with acutal costs. Legal costs for some CIP projects will be charged to specific CIP budgets, as warranted.

(P) In 2021, Commission began contractoing with Redpath for accounting services. 2023 contract includes NTE of \$16,650. Increased 2024 budget to reflect slight potential increase from 2023 contract.

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

(R) Assumes 12 in-person meetings @ \$200 per meeting

(S) Recording Secretary \$40/hr rate \* 8 hrs/mo for 6 months for minutes (\$1,920 total) + \$250/mo meeting packet printing/mailing + \$400 supplies (envelopes, stamps, etc).

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

(U) Based on agreement with HDR for website hosting and maintenance activities.

(V) Includes CAMP (\$7,000), River Watch (\$2,000), Metro Watershed Partners (\$3,500), Metro Blooms Workshops (\$1,500), Children's Water Festival (\$350), Metro Blooms resident engagement in Minneapolis neighborhoods (\$4,000).

(W) Includes funding for West Metro Water Alliance at \$13,000 and \$15,000 for work by educational contractors + supplies and materials including educational signage, display materials, Commissioner training, etc. [2024 may be a good year to redesign and print watershed map for estimated \$15,000]

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

(Y) Will be transferred to Channel Maintenance Fund for use by cities with smaller projects along main streams.

(Z) Will be transferred to Long-Term Maintenance Fund. Budget increased in 2023 to be more in line with expected costs at TAC's recommendation.

(AA) This task is meant for updating the P8 pollution model; will be done in conjunction with the work in budget line J with XP-SWMM model updates.



BCWMC 2024 Water Quality Monitoring Budgets - by item		
Item	Budget	Notes
<b>Reporting on 2023 (and 2022 biological) monitoring:</b>		
Plymouth Creek stream flow and quality monitoring (2022 & 2023), and biological monitoring (2022)	\$15,500	Stream flow, water quality, and biological monitoring will be combined into one report for Plymouth Creek. Report will follow template of recent reports.
Sweeney Lake & Twin Lake	\$13,000	Report will follow template of recent reports.
<b>2024 monitoring:</b>		
Year 1 of North Branch stream flow and quality monitoring	\$42,000	Flow and monitoring equipment will be installed in the North Branch of Bassett Creek. Samples will be collected during 8 storm events and 7 baseflow events. Water depth, flow, temperature, and specific conductance will be continuously measured during the 2024 monitoring period. Dissolved oxygen will be continuously measured for 4 days during July or August. Storm and base flow samples will be analyzed for nutrients (total phosphorus, ortho phosphorus, dissolved phosphorus, nitrate/nitrite, ammonia, and total Kjeldahl nitrogen), solids (total suspended solids and volatile suspended solids), chlorides, hardness, calcium, and magnesium. Base-flow samples will also be analyzed for chlorophyll a, and E. coli bacteria. Quarterly grab samples will be analyzed for metals (chromium, cadmium, copper, lead, nickel, and zinc). Instantaneous dissolved oxygen and pH measurements will be taken when baseflow samples are collected. MCES Lab will perform the analyses. Four manual flow measurements will be taken to verify/adjust the rating curve. Budget assumes an average level of maintenance and trouble-shooting efforts. Budget also includes purchase of a new 4G cell modem, as the existing modem is obsolete. Cellular data services will be purchased directly from the vendor (Campbell Scientific), rather than Verizon (saves time and costs). Equipment that cannot withstand winter weather (e.g., specific conductance probe) will be removed at the end of the monitoring period. Data will be reviewed and QAQC'd. Data will be submitted to the MPCA EQUIS database.
Parkers Lake (Priority 1 Deep lake)	\$20,000	Detailed lake monitoring includes monitoring one location on Parkers Lake on 6 occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, chlorophyll a, chloride, temperature, pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (alkalinity, sodium, hardness, calcium, and magnesium) sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of dissolved oxygen, temperature, total phosphorus, and specific conductance isopleths, completion of trend analyses of total phosphorus, chlorophyll a, and Secchi disc average summer values. Three Rivers Park District staff will collect water quality, phytoplankton, and zooplankton samples, perform aquatic plant surveys, and complete lab analysis of samples (except for AIS vulnerability parameters) at a reduced cost to BCWMC. Final report preparation (following template of recent reports) and presentation costs deferred to 2025.
Westwood Lake (Priority 1 Shallow lake)	\$23,000	Detailed lake monitoring includes monitoring one location on six occasions for selected parameters (total phosphorus, ortho phosphorus, total nitrogen, nitrate +nitrite nitrogen, total Kjeldahl nitrogen, chlorophyll a, chloride, Secchi disc, temperature, pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (alkalinity, hardness, calcium, magnesium, and sodium) and sample analysis, monitoring phytoplankton, and zooplankton and sample analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of dissolved oxygen, temperature, total phosphorus, and specific conductance isopleths, completion of trend analyses of total phosphorus, chlorophyll a, and Secchi disc average summer values. Final report preparation (following template of recent reports) and presentation costs deferred to 2025.
Cavanaugh Lake (Priority 2 Shallow lake)	\$23,000	Detailed lake monitoring includes monitoring one location on six occasions for selected parameters (total phosphorus, ortho phosphorus, total nitrogen, nitrate +nitrite nitrogen, total Kjeldahl nitrogen, chlorophyll a, chloride, Secchi disc, temperature, pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (alkalinity, hardness, calcium, magnesium, and sodium) and sample analysis, monitoring phytoplankton, and zooplankton and sample analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of dissolved oxygen, temperature, total phosphorus, and specific conductance isopleths, completion of trend analyses of total phosphorus, chlorophyll a, and Secchi disc average summer values. Final report preparation (following template of recent reports) and presentation costs deferred to 2025.
Biological monitoring - Main Stem & North Branch	\$14,000	Assumptions: 1) one sample event during late September to early October of 2024; 2) macroinvertebrate samples will be collected and a habitat survey completed at one location on the North Branch and three locations on the Main Stem; 3) microscope identification/ enumeration by subconsultant (Dr. Dean Hansen); and 4) MPCA computes MIBI at no cost to BCWMC. Budget does not include report and presentation to Commission, which will likely occur in 2026 (and be included in 2026 budget), to coincide with the reporting on the North Branch stream flow and water quality monitoring. This monitoring could be deferred to 2025, if needed.
General water quality	\$10,000	
Medicine Lake Monitoring - added through budget amendmend 12/21/23	\$26,400	The last time BCWMC performed its full monitoring program on Medicine Lake (in partnership with TRPD) was 2016. In 2020, the BCWMC partnered with TRPD to add just zooplankton and phytoplankton monitoring in the main basin, but did not perform any sampling in the southwest basin (for budget reasons). Although no additional BCWMC monitoring occurred since 2016/2020, Three Rivers Park District continued with their annual monitoring, so there is good data available for the main basin, plus aquatic plant survey data for the entire lake. Monitoring in 2024 will be the BCWMC complete monitoring suite in cooperation with TRPD routine sample collection.
<b>Total Water Quality Monitoring</b>	<b>\$186,900</b>	

**Appendix B**  
**2024 Resolutions**



## Bassett Creek Watershed Management Commission

### RESOLUTION NO. 24-01

Member Welch introduced the following resolution and moved its adoption:

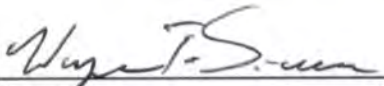
A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.0% OF THE TAX LEVY REQUEST TO HENNEPIN COUNTY FOR COLLECTION IN 2023, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT 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 \$44,140, which is 2.0% of the BCWMC's September 2022 tax request in the amount of \$2,207,000 to Hennepin County for collection in 2023 for administrative expenses related to 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.

 1/18/2024  
Chair Date

Attest

 1/18/2024  
Secretary Date

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



## Bassett Creek Watershed Management Commission

### RESOLUTION NO. 24-02

Member Welch 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. \$9,000 will be transferred from the Next Generation Plan Development Long Term Account to partially reimburse the Administrative Fund for 2023 expenses related to Watershed Plan Development.
2. \$20,200 will be transferred from the Flood Control Long Term Maintenance Account to reimburse the Administrative Fund for 2023 expenses related to Flood Control Project inspections and reporting.

  
\_\_\_\_\_  
Chair

1/18/2024  
Date

Attest

  
\_\_\_\_\_  
Secretary

1/18/2024  
Date

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



## Bassett Creek Watershed Management Commission

RESOLUTION NO. 24-03

Member Welch 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.

[Signature] 1/18/2024  
Chair Date

Attest:

[Signature] 1/18/2024  
Secretary Date

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

**RESOLUTION 24-04**

Member Welch introduced the following resolution and moved its adoption:

**RESOLUTION DESIGNATING DEPOSITORIES FOR  
BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS**

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that the following are named as depositories for funds, subject to the furnishing of collateral for funds on deposit as provided in the Laws of the State of Minnesota: **RBC Dain Rauscher; Wells Fargo; 4M Fund; U.S. Bank**

BE IT FURTHER RESOLVED that a sweep account will be used for nightly balances.

BE IT FURTHER RESOLVED that the following signatories or alternates are authorized to be signatories on checks drawn on funds deposited:

General Checking:


Chair or Vice Chair and Treasurer or Deputy Treasurer

Each check shall require two signatures.

BE IT FURTHER RESOLVED that the following shall be authorized to make investments of the Bassett Creek Watershed Management Commission and shall be authorized to deposit the principal of said investments in the above named depositories as necessary and beneficial to the Bassett Creek Watershed Management Commission: Deputy Treasurer of the Bassett Creek Watershed Management Commission, Finance Director of the City of Plymouth, Assistant Finance Director of the City of Plymouth.

The Deputy Treasurer shall supply each of the depositories with certified copies of this resolution along with such signature documentation as is required by the depository and the authorizations set forth above.

Adopted by the Board of the Bassett Creek Watershed Management Commission this 18<sup>th</sup> day of January 2024.

 1/18/2024  
Chair

ATTEST:

 1/18/2024  
Secretary Date

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

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION  
RESOLUTION NO. 24-05

**RESOLUTION AUTHORIZING CONTRACT WITH JIM ROCK**

WHEREAS, the Bassett Creek Watershed Management Commission (the "Commission") desires to enter into a contract with Jim Rock, the spouse of Alternate Commissioner Gould, for the development of certain educational content on Native cultures;

WHEREAS, the form of such contract was presented to the Commission on the date of this resolution;

WHEREAS, public officials are generally prohibited from having a financial interest in a contract with their own governing body unless the interest falls within one of the exceptions set out in Minnesota Statutes, section 471.88;

WHEREAS, Minnesota Statutes, section 471.88, subdivision 5, provides an exception to the general rule above exists for contracts where competitive bids are not required by law, and the proposed contract with Mr. Rock falls within said exception; and

WHEREAS, the Commission hereby determines the hourly rate provided for the services is as low as, or lower than, the rate which the services can be obtained elsewhere at this time.

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

1. The Commission unanimously agrees to enter into the aforementioned contract with Mr. Rock for the services described therein.
2. Alternate Commissioner Gould is required to submit an affidavit that complies with the requirements of Minnesota Statutes, section 471.89 with each claim for payment for the services provided in said contract.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 18<sup>th</sup> day of April, 2024.

*Catherine Ceanik*

Chair

ATTEST:

*Wayne T. Sisson*

Secretary

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION  
RESOLUTION NO. 24-06

A RESOLUTION ORDERING THE 2025 IMPROVEMENT, DESIGNATING ENTITY RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS PURSUANT TO MINNESOTA STATUTES, SECTION 103B.251, CERTIFYING COSTS TO HENNEPIN COUNTY, AND APPROVING AGREEMENT FOR CONSTRUCTION OF THE 2025 IMPROVEMENT

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

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

WHEREAS, the CIP includes the following capital project for the year 2025: Plymouth Creek Restoration Project, Dunkirk Lane to 38<sup>th</sup> Ave. North (2025CR-P) ("2025 Project");

WHEREAS, the Plan specifies a county tax levy under Minnesota Statutes, section 103B.251 as a source of funding for the 2025 Project and three previously ordered projects: Cost Share Purchase of High Efficiency Street Sweeper (BC-12); Bassett Creek Main Stem Restoration Project - Regent Ave to Golden Valley Rd (2024-CRM); and Sochacki Park Water Quality Improvement Project (BC-14);

WHEREAS, on September 19, 2024, following published and mailed notice in accordance with the Commission's Joint Power Agreement and Minnesota Statutes, section 103B.251, the Commission conducted a public hearing on the 2025 Project; and

WHEREAS, the 2025 Project will be conducive to the public health, promote the general welfare and is in compliance with Minnesota Statutes, sections 103B.205 to 103B.255 (the "Act") and with the Plan as adopted and amended in accordance with the Act.

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

1. The Plymouth Creek Restoration Project, Dunkirk Lane to 38<sup>th</sup> Ave. North (2025CR-P) is hereby ordered.
2. The total estimated cost for the Plymouth Creek Restoration Project, Dunkirk Lane to 38<sup>th</sup> Ave. North is \$2,600,000. Of this amount, \$1,300,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2024 for collection in 2025. Additional funds of up to \$1,300,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2025 for collection in 2026.
3. The cost of the Bassett Creek Main Stem Restoration Project - Regent Ave to Golden Valley Rd Project was partially paid from a county tax levy collected in 2024 totaling \$434,000. Another \$500,000 will come from the City of Golden Valley and BCWMC closed project funds. Of the remaining estimated cost, 653,500 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2024 for collection in 2025. The remaining amount of \$653,500 will be paid from funds



BASSETT CREEK WATERSHED MANAGEMENT COMMISSION  
RESOLUTION NO. 24-07

RESOLUTION AMENDING BYLAWS

WHEREAS, the Board of Commissioners of the Bassett Creek Watershed Management Commission has considered proposed amendments to its Bylaws; and

WHEREAS, the notice of proposed changes was submitted to all member cities and persons entitled to notice in accordance with the requirements of the Commission's Joint Powers Agreement and Bylaws;

WHEREAS, the Board has determined that it is reasonable, expedient and in the best interest of the public to amend the Bylaws of the Commission.

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

1. The Commission's Bylaws are amended to the form attached to this Resolution as Exhibit A.
2. The Commission Secretary is directed to provide a copy of the amended Bylaws to the clerk of each member city.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 19<sup>th</sup> day of September 2024.

  
Chair

ATTEST:

  
Secretary

# EXHIBIT A

## BYLAWS

### **BASSETT CREEK WATERSHED MANAGEMENT COMMISSION**

#### ARTICLE I

##### **NAME AND MEMBERSHIP**

Section 1. The name of the Commission shall be the "Bassett Creek Watershed Management Commission." The members of the Commission are the following municipalities:

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

#### ARTICLE II

##### **DEFINITION OF TERMS**

Section 1. For the purposes of these bylaws, the terms defined in this Article shall have the meanings given them.

Sec. 2. "Commission" means the organization created by the Joint and Cooperative Agreement for Bassett Creek, the full name of which is "Bassett Creek Watershed Management Commission." It shall be a public agency of its members.

Sec. 3. "Board" means the Board of Commissioners of the Commission, consisting of one Commissioner from each of the governmental units that is a Member or, in absence of the Commissioner, that Member's Alternate Commissioner. The Board shall be the governing body of the Commission.

Sec. 4. "Commissioner" means the person appointed by a Member to serve on the Board of

the Commission.

Sec. 5. "Alternate Commissioner" means the person appointed by a Member to act as a Board member in the absence of the appointed Commissioner.

Sec. 6. "Council" means the governing body of a governmental unit that is a member of the Commission.

Sec. 7. "Governmental Unit" means any city, county or town.

Sec. 8. "Member" means a Governmental Unit that entered into the Agreement.

Sec. 9. "Agreement" means the "Joint and Cooperative Agreement" entered into by the nine Members, creating and establishing the Bassett Creek Watershed Management Commission.

Sec. 10. "Officers" means those persons designated as officers under Article IV, Section 1 of these bylaws.

### ARTICLE III

#### **BOARD MEMBERS**

Section 1. The Board shall have nine Commissioners, one from each of the Members.

Sec. 2. The term of office of each Commissioner shall be three years, ending on February 1, or until his or her successor is selected and qualified, except as provided in Article V, Section 3 of the Agreement.

Sec. 3. If any Commissioner dies, resigns or is removed in accordance with the provisions of Article V, Subdivision 4 of the Agreement, that Commissioner's office shall be deemed vacant, and a successor shall be appointed for the unexpired term by the Council that appointed that Commissioner.

Sec. 4. Alternate Commissioners may be appointed to represent a Member. The Alternate Commissioner shall be appointed by the Council and may serve in lieu of the Member's Commissioner if the Commissioner is not present at the meeting. The Alternate Commissioner may

participate in all discussions and may vote on all proposals before the Board if the Commissioner is not present.

#### ARTICLE IV

#### **OFFICERS AND EMPLOYEES**

Section 1. The officers of the Board shall be the Chair, Vice Chair, Secretary and Treasurer. The offices of the Secretary and Treasurer may be combined and held by the same person. A Recording Secretary and a Deputy Treasurer may be appointed by the Board. The Recording Secretary and the Deputy Treasurer need not be Commissioners.

Sec. 2. The term of office for all officers shall be one year, and they shall be selected and take office at the first business meeting held after February 1.

Sec. 3. The Chair shall be the presiding officer of the Board. The Chair shall preside at all meetings of the Board, but shall have all of the same privileges of discussion, making motions and voting as do other Commissioners.

Sec. 4. The Vice Chair shall, in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair.

Sec. 5. The Treasurer shall have the custody of the funds and securities of the Commission and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Commission and shall deposit all monies and other valuable effects in the name and to the credit of the Commission in such depository as may be designated by the Board. The Treasurer shall disburse the funds of the Commission as ordered by the Board on orders signed by the Chair, Vice Chair, Secretary or Treasurer, taking the proper vouchers for such disbursements, and shall render to the Board at regular meetings, or as the Board may request, an account of all transactions and of the financial condition of the Commission. The Treasurer shall supervise and direct the work of the Deputy Treasurer. No Commission funds shall be disbursed without the signature of at least two

Officers of the Board, one of whom shall be the Treasurer or the Treasurer's authorized Deputy Treasurer.

Sec. 6. The Secretary shall attend all meetings of the Board and shall act as Clerk at such meetings and shall record all votes and the minutes of all proceedings in a minute book kept for that purpose. The Secretary shall give notice of all meetings of the Board and shall perform such other duties as may be prescribed by the Board. The Secretary may assign the aforesaid duties to a Recording Secretary if authorized to do so by the Board.

Sec. 7. The Deputy Treasurer, if one is appointed, shall assist the Treasurer and shall perform the Treasurer's administrative duties during the absence or disability of the Treasurer, but the performance of such duties shall not make the Deputy Treasurer a Commissioner.

Sec. 8. The officers and employees of the Commission shall give bond as required by the Board, and by the Agreement, with corporate sureties satisfactory to the Board for the faithful performance of their duties and for restoration to the Commission, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind coming into their possession or under their control, belonging to the Commission. The premium on any such bond shall be paid out of Commission funds.

Sec. 9. Any person engaged to perform any service or hold any office for the Commission, other than Chair, Vice Chair, Secretary and Treasurer, may be engaged on a full-time, part-time or consulting basis, as determined by the Board.

## ARTICLE V

### MEETINGS

Section 1. Regular monthly meetings of the Board shall be held at such locations and at such times as are specified from time to time by resolution of the Board. The Secretary shall cause copies of all such resolutions to be provided promptly to each of the Members and filed in the

primary offices of the Commission at Golden Valley City Hall. In the event the Board determines to hold a regular meeting at a location or time other than as specified in such resolution, such meeting shall be deemed a special meeting for purposes of giving notice; and notice of such meeting shall be given to all Members in accordance with Article V, Subd. 7 of the Agreement, to all Commissioners and Alternate Commissioners in accordance with this Article, and to the public in accordance with Minnesota Statutes, section 13D.04, as amended.

Section 2. For purposes of posting notice of meetings as required by Minnesota Statutes, section 13D.04, the community bulletin board at Golden Valley City Hall shall be deemed the principal bulletin board of the Commission.

Sec. 3. Written notice of all meetings of the Board shall be sent to all Commissioners, and to duly appointed Alternate Commissioners of all Members.

Sec. 4. Special meetings of the Board may be called by the Chair or any other three Commissioners jointly. The purpose of any special meeting shall be stated in the notice of the meeting.

Sec. 5. Written notice of regular meetings shall be sent at least four days prior to each meeting and written notice of special meetings shall be sent at least two days prior to each such meeting.

Sec. 6. At any meeting of the Board, five Commissioners or their Alternate Commissioners shall constitute a quorum.

Sec. 7. If the Secretary is absent from the meeting, and if a Recording Secretary has not been selected, the Chair shall appoint a Secretary Pro Tem for each meeting.

Sec. 8. All meetings shall be conducted in accordance with Robert's Rules of Order Revised, except as otherwise provided in the Agreement or these bylaws.

Sec. 9. The Board may from time to time determine the order of business for Board

meetings.

## ARTICLE VI.

### **POWERS AND DUTIES OF COMMISSION**

Section 1. The Commission is created and established by the Agreement. Its powers and duties shall be those established in said Agreement.

Sec. 2. The Board may exercise all powers necessary and incidental to the implementation of purposes and powers set forth in the Agreement.

Sec. 3. The Board may establish work committees, which committees shall act in advisory capacity to the Board. These committees may include persons who are not Board Members.

## ARTICLE VII.

### **FINANCIAL MATTERS**

Section 1. Commission funds may be expended in accordance with procedures established by law for the expenditure of funds for statutory cities. Orders, checks and drafts shall be signed by the Chair, Vice Chair or Secretary and the Treasurer or Deputy Treasurer. All claims shall be paid after audit by the Board. At least two Officers of the Commission shall sign all orders, checks or drafts in accordance with Article IV.

Sec. 2. Effective January 1, 2026, the fiscal year of the Commission shall be January 1 to December 31.

Sec. 3. The Board shall cause an annual audit to be made of all its books, reports and records by a certified public accountant.

Sec. 4. One or more depositories for Commission funds shall be designated by the Board at its annual meeting each year. Prior to such designation the Treasurer may recommend one or more depositories. Commission funds shall be deposited and invested in accordance with the laws applicable to cities.

ARTICLE VIII.  
**AMENDMENTS TO BYLAWS**

Section 1. These bylaws may be amended at any regular or special meeting of the Board, provided that a seven day prior notice of the proposed amendment has been furnished to each Member.

Sec. 2. A majority vote of Commissioners shall be necessary to adopt any amendment to these bylaws.

Sec. 3. In any instance where these bylaws are in conflict with the "Joint and Cooperative Agreement", the Agreement shall control.

ARTICLE IX  
**TECHNICAL ADVISORY COMMITTEE**

Section 1. There is hereby created a Technical Advisory Committee (TAC) of the Board.

Sec. 2. The Council of each Member may appoint a TAC member, and one or more alternate members of the TAC who may act in the absence of the TAC member. The clerk of each Member city shall notify the Secretary of the Commission of such appointments. TAC members may be, but need not be, members of the Board. TAC members shall serve at the pleasure of the Council that appoints them and are not required to meet statutory qualifications for board members.

Sec. 3. The TAC is a committee of the Board and its meetings shall be subject to the Minnesota Open Meeting Law, Minn. Stat., Ch. 13D.

Sec. 4. The Board may by resolution delegate to the TAC any duties or responsibilities that may lawfully be so delegated.

Sec. 5. Notice of all regular and special meetings of the Board shall be given to all TAC



members, and copies of all correspondence, agenda materials and other written materials provided to members of the Board shall also be provided to TAC members.

Sec. 6. TAC members may attend and participate in all meetings of the Board. TAC members shall not have the authority to make motions or vote on matters before the Board but shall otherwise have the rights of a Commissioner to question, discuss, debate and comment on any matter before the Board.

Adopted this 15th day of November, 1984.

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Chair

Attest:

---

Secretary

Article V, Secs. 1 and 2 amended by Res. 96-2, adopted August 15, 1996.

Article V, Secs. 1 and 2 and Article IV, Sec. 2 amended by Res. 97-6 adopted April 17, 1997.

Article IX added by Res. 01-01, adopted July 19, 2001.


Articles I through IX amended by Res. 12-07, adopted September 20, 2012.

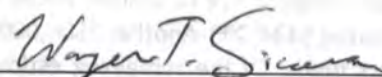
Article VII Sec. 2 amended by Res. 24-07, adopted September 19, 2024.

received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2025 for collection in 2026.

4. The cost of the Sochacki Park Water Quality Improvement Project was partially paid from a county tax levy collected in 2024 totaling \$300,000. The remaining estimated cost of the project is \$2,000,000. Of this amount, \$1,700,000 will come from federal and local (non-Commission) funds. The final \$300,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2024 for collection in 2025.
5. The cost of the Cost Share Purchase of High Efficiency Street Sweeper was partially paid from a county tax levy collected in 2024 totaling \$100,000. The remaining cost share amount of 50,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2024 for collection in 2025.
6. In light of the above, the total amount certified to Hennepin County for the 2025 Project and the three previously ordered projects referenced above is \$2,303,500 for payment by the County in accordance with Minnesota Statutes, section 103B.251, subdivision 6.
7. The Commission has received, accepted, and approved the feasibility report for the Plymouth Creek Restoration Project, Dunkirk Lane to 38<sup>th</sup> Ave. North (2025CR-P).
8. The costs of the aforementioned projects will be paid by the Commission up to the amount specified in paragraphs 2 - 5 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, section 103B.251 and grant funding, if awarded. Additional costs may be paid by the city constructing the particular project, but no additional costs will be charged to the Commission or other members of the Commission.
9. The City of Plymouth is designated as the member responsible for contracting for the construction of the Plymouth Creek Restoration Project, Dunkirk Lane to 38<sup>th</sup> Ave. North, and the engineer designated for preparation of plans and specifications is the Plymouth City Engineer, or other engineers selected and retained by the City of Plymouth. Contracts for construction shall be let in accordance with the requirements of law applicable to the City of Plymouth. The Cooperative Agreement with the City of Plymouth for the construction of the Plymouth Creek Restoration Project, Dunkirk Lane to 38<sup>th</sup> Ave. North (2025CR-P) presented to the Commission on the date of this Resolution is approved, and the Chair and Secretary are authorized to execute said agreement on behalf of the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 19<sup>th</sup> day of September 2024.

  
\_\_\_\_\_  
Chair

ATTEST:   
\_\_\_\_\_  
Secretary

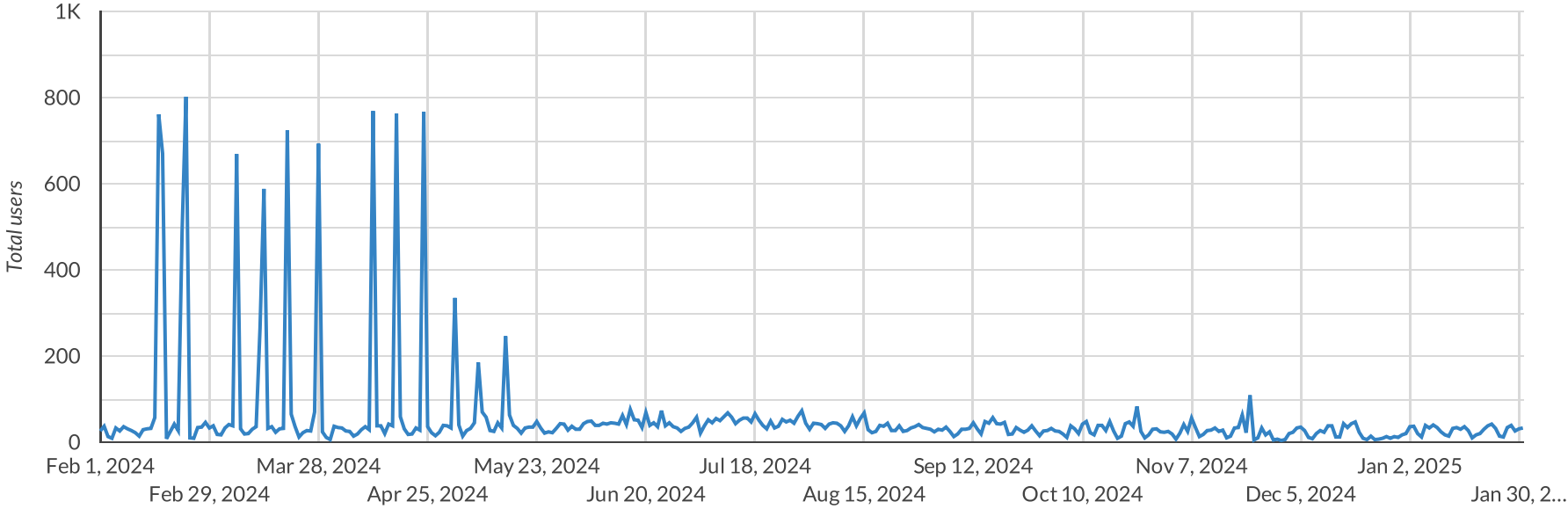
**Appendix C**  
**2024 Website Usage Report**



# BCWMC Website Traffic Summary \*New analytics version as of July 1, 2022

Total users	New users	Engaged sessions	Views	Average session duration
<b>17,271</b>	<b>17,286</b>	<b>7,798</b>	<b>38,303</b>	<b>00:00:38</b>

## Users per Day



## Referrals & Social Media Sources

	Session source	Engaged sessions
1.	threeriversparks.org	179
2.	plymouthmn.gov	43
3.	discoverstlouispark.com	29
4.	goldenvalleymn.gov	25
5.	metro council.maps.arcg...	19
6.	epermits.logis.org	17
7.	cityofmedicinelake.com	14

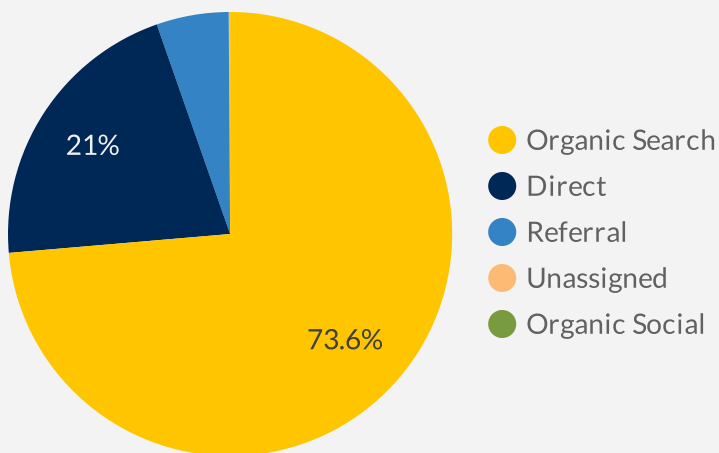
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## Sessions by Regional Cities (MN)

	City	Engaged...	Total users
1.	Minneapolis	1,537	1,693
2.	Eden Prairie	539	129
3.	Plymouth	310	302
4.	Edina	301	95
5.	Saint Paul	261	272
6.	Golden Valley	253	241
7.	Minnetonka	169	138
8.	St. Louis Park	109	108
9.	Maple Grove	105	121
10.	Crystal	102	95
11.	Shakopee	100	21
12.	Burnsville	80	37
13.	New Hope	80	55
14.	Roseville	77	60
15.	Brooklyn Park	67	68
16.	Robbinsdale	65	67
17.	Eagan	52	33

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## Sessions by Acquisition Type





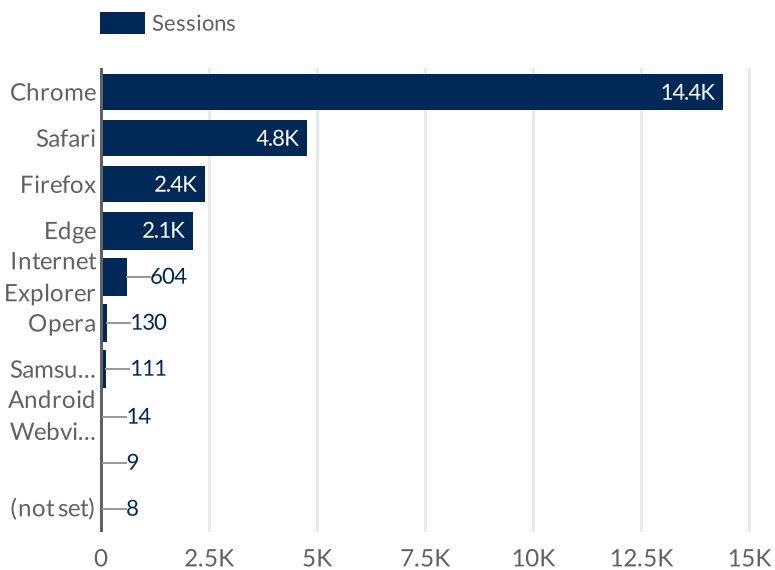
# BCWMC Website Traffic Summary

## Top Pages/Page Views

	Page path	Views
1.	/	6,322
2.	/index.php	4,507
3.	/lakes-streams/twin-lake	1,092
4.	/document/meeting-materials-minu	1,081
5.	/lakes-streams/sweeney-lake	1,060
6.	/lakes-streams/medicine-lake	978
7.	/lakes-streams/parkers-lake	976
8.	/projects	919
9.	/meeting-events	908
10.	/lakes-streams	826
11.	/about/our-members	734
12.	/lakes-streams/plymouth-creek	717
13.	/lakes-streams/main-stem-bassett-creek	636
14.	/document/2025-plan-update	511
15.	/developer/standards-requirements	493
16.	/contact	491
17.	/learn-participate	426
18.	/document/wmp-plans	398

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## Sessions by browser



## Sessions by Device Type

