

Bassett Creek Watershed Management Commission

Regular Meeting Wednesday, June 18, 2025 8:30 a.m. Medicine Lake Room Plymouth City Hall; 3400 Plymouth Blvd. Listen via Zoom:

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

MEETING AGENDA

1. CALL TO ORDER and ROLL CALL

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

3. APPROVAL OF AGENDA

4. CONSENT AGENDA (10 minutes)

- A. Approval of Minutes May 15, 2025 Commission Meeting
- B. Acceptance of June Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC May 2025 Administration
 - ii. Keystone Waters, LLC May 2025 Administrative Expenses
 - iii. Barr Engineering May 2025 Engineering Services
 - iv. Triple D Espresso June Meeting Catering
 - v. City of Plymouth May 2025 Accounting Services
 - vi. Kennedy & Graven Legal Services
 - vii. Stantec WOMP Services
 - viii. Metro Conservation Districts Children's Water Festival
 - ix. League of Minnesota Cities Insurance
 - x. LB Carlson LLP 2024 Financial Audit
- D. Approval of Commercial Insurance Proposal
- E. Approval of Resolution of Appreciation for Stacy Harwell
- F. Approval of Conditional License Agreement with MnDOT for Use of Hydrologic Model

5. BUSINESS

- A. Receive Presentation on Redevelopment Plans and Potential Future Variance Request at Fruen Mill (25 min)
- B. Consider Approval of Double Box Culvert Repair Project Feasibility Study (FCP-1) (30 min)
- C. Set Maximum 2026 Levy (10 min)
- D. Review Watershed Plan Development Progress Tracker and Receive Report on Plan TAC Meeting (15 min)

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Request for Ideas for Website Updates
 - ii. Update on Lost and Northwood Lake TMDLs
 - iii. Update on Sweeney Lake AIS
- B. Engineer
 - i. Update on Bassett Creek Restoration Project Design and Permitting
 - ii. Update on Street Sweeping Prioritization Project
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
 - i. Report on St. Louis Park Ecotacular Event
- G. TAC Members
 - i. Update on Four Seasons Water Quality Improvement Project
 - ii. Update on Plymouth Creek Restoration Project
- H. Committees

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates <u>www.bassettcreekwmo.org/projects</u>
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices, Minnetonka and Golden Valley

8. ADJOURNMENT

Upcoming Meetings & Events

- <u>BCWMC Plan Steering Committee Meeting</u>: Monday, July 7th, 8:30 a.m., Brookview
- <u>BCWMC Technical Advisory Committee Meeting</u>: Wednesday, June 4th, 10:30 a.m., Brookview
- <u>BCWMC Commission Meeting:</u> Thursday, July 17th, 8:30 a.m., Golden Valley City Hall
- <u>Dakota Plant Walk with Tanağidan To Win</u>: Saturday, July 19th, 10:00 11:00 a.m., Stormwater Park and Learning Center (2522 Marshall St NE, Minneapolis)
- <u>BCWMC Plan Steering Committee Meeting</u>: Wednesday, August 6th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, August 6th, 10:30 a.m., Brookview



Bassett Creek Watershed Management Commission

AGENDA MEMO Date: June 11, 2025 To: BCWMC Commissioners From: Laura Jester, Administrator RE: Background Information for 6/18/25 BCWMC Meeting

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

4. CONSENT AGENDA

- A. Approval of Minutes May 15, 2025 Commission Meeting- ACTION ITEM with attachment
- B. Acceptance of June Financial Report ACTION ITEM with attachment
- C. <u>Approval of Payment of Invoices</u> **ACTION ITEM attachments available upon request** *I reviewed the following invoices and recommend payment. Commission Treasurer Polzin reviewed Keystone Waters invoices.*
 - i. Keystone Waters, LLC May 2025 Administration
 - ii. Keystone Waters, LLC May 2025 Administrative Expenses
 - iii. Barr Engineering May 2025 Engineering Services
 - iv. Triple D Espresso June Meeting Catering
 - v. City of Plymouth May 2025 Accounting Services
 - vi. Kennedy & Graven Legal Services
 - vii. Stantec WOMP Services
 - viii. Metro Conservation Districts Children's Water Festival
 - ix. League of Minnesota Cities Insurance
 - x. LB Carlson LLP 2024 Financial Audit
- D. <u>Approval of Commercial Insurance Proposal</u> **ACTION ITEM with attachment** *Commission Attorney* Anderson recommends approval of the proposal from North Risk Partners (provided through the League of Minnesota Cities) for the BCWMC's commercial insurance which is similar to previous years' coverage and rates.
- E. <u>Approval of Resolution of Appreciation for Stacy Harwell</u> **ACTION ITEM with attachment** Alternate Commissioner Harwell represented the City of Golden Valley for eleven years (which was recognized in a previous resolution) and then the City of Minnetonka for the last two years. This is her last meeting with the Commission before she moves out of the watershed. Staff recommends approval of the attached resolution of appreciation.
- F. <u>Approval of Conditional License Agreement with MnDOT for Use of Hydrologic Model</u> **ACTION ITEM** with attachment – *MnDOT is requesting use of the BCWMC Hydrologic and Hydraulic model for an upcoming project. The Commission's standard license agreement, which was approved by the Commission several years ago, includes some provisions that cannot be met by a State agency. Commission Attorney Anderson drafted this alternative agreement. Staff recommends approval.*

5. BUSINESS

- A. <u>Receive Presentation on Redevelopment Plans and Potential Future Variance Request at Fruen Mill (25 min) INFORMATION ITEM no attachment</u> The owners of the Fruen Mill on Bassett Creek in Minneapolis are drafting plans for its redevelopment. They will present their vision for the future of the site, including use of the existing structures. Their plans are likely to include a request for a variance from one or more of BCWMC's development requirements, which would be formally presented at a future meeting.
- B. <u>Consider Approval of Double Box Culvert Repair Project Feasibility Study (FCP-1)</u> (30 min) **ACTION ITEM with attachment** (full document online) – *At the meeting in February, the Commission approved moving this CIP project to 2026 and approved a scope and budget for the feasibility study. At their meeting last month, the Commission received an update on the feasibility study findings to date. The complete feasibility study is included here. Staff recommends approval to move forward with implementing the project as outlined in the report and setting a 2026 levy based, in part, on the recommended project budget.*
- C. <u>Set Maximum 2026 Levy</u> (10 min) **ACTION ITEM with attachment** A maximum levy request for 2026 must be set at this meeting and submitted to the County by June 26th. The final levy will be set later this year and can be lower than the maximum amount set at this meeting but cannot be higher. Staff recommends a maximum 2026 levy of \$2,503,500. Please see the attached memo for additional information.
- <u>Review Watershed Plan Development Progress Tracker and Receive Report on Plan TAC Meeting</u> (15 min)
 <u>INFORMATION ITEM with attachment</u> The Plan Steering Committee continues to refine content in the draft Plan, which is nearing its final form. The Plan Progress Tracker is attached here. The committee is likely to recommend submittal of the draft plan for 60-day review at the July Commission meeting. On June 10th, the Plan TAC (including review agencies, partners, and member cities) met to discuss the implementation section of the Plan. Staff will provide an overview of feedback gathered at that meeting.

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report INFORMATION ITEM with attachment
 - i. Request for Ideas for Website Updates
 - ii. Update on Lost and Northwood Lake TMDLs
 - iii. Update on Sweeney Lake AIS
- B. Engineer
 - i. Update on Bassett Creek Restoration Project Design and Permitting
 - ii. Update on Street Sweeping Prioritization Project
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
 - i. Report on St. Louis Park Ecotacular Event
- G. TAC Members
 - i. Update on Four Seasons Water Quality Improvement Project
 - ii. Update on Plymouth Creek Restoration Project
- H. Committees

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices, Minnetonka and Golden Valley

8. ADJOURNMENT

Upcoming Meetings & Events

- <u>BCWMC Plan Steering Committee Meeting</u>: Monday, July 7th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, June 4th, 10:30 a.m., Brookview
- <u>BCWMC Commission Meeting:</u> Thursday, July 17th, 8:30 a.m., Golden Valley City Hall
- <u>Dakota Plant Walk with Tanağidan To Win</u>: Saturday, July 19th, 10:00 11:00 a.m., Stormwater Park and Learning Center (2522 Marshall St NE, Minneapolis)
- <u>BCWMC Plan Steering Committee Meeting</u>: Wednesday, August 6th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, August 6th, 10:30 a.m., Brookview



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting & Plan Development Workshop Thursday, May 15, 2025 8:30 a.m. 7800 Golden Valley Rd., Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On May 15, 2025 at 8:32 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

| City | Commissioner | Alternate | Technical Advisory Committee Members (City | | |
|----------------|--|--------------------------|--|--|--|
| | | Commissioner | Stall) | | |
| Crystal | Joan Hauer | Absent | Absent | | |
| Golden Valley | Paula Pentel | Wendy Weirich | Eric Eckman | | |
| Medicine Lake | Clint Carlson | Shaun Kennedy | Absent | | |
| Minneapolis | Jodi Polzin | Vacant | Liz Stout | | |
| Minnetonka | Vacant | Absent | Leslie Yetka, online | | |
| New Hope | Jere Gwin-Lenth | Jen Leonardson | Nick Macklem | | |
| Plymouth | Catherine Cesnik | Absent | Ben Scharenbroich and Finton Lenahan | | |
| Robbinsdale | Absent | Vacant | Jenna Wolf | | |
| St. Louis Park | RJ Twiford | David Johnston | Erick Francis | | |
| Administrator | Laura Jester, Keystone Waters, LLC | | | | |
| Engineers | Stephanie Johnson, Ba | nrr Engineering Co. | | | |
| | Josh Phillips, Barr Engineering Co. (partial) Jim Herbert, Barr Engineering Co. (partial, online) | | | | |
| Recording | Vacant Position | acant Position | | | |
| Secretary | | | | | |
| Legal Counsel | Dave Anderson, Kenne | edy & Graven | | | |
| Guests/Public | Jen Dullum, MN Board | of Water and Soil Resour | Ces | | |

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None.

3. APPROVAL OF AGENDA

MOTION: Commissioner Pentel moved to approve the agenda. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

4. CONSENT AGENDA

MOTION: <u>Commissioner Gwin-Lenth moved to approve the consent agenda as presented.</u> <u>Commissioner Carlson seconded</u> <u>the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.</u>

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

- o Acceptance of April Financial Report
- Approval of Minutes April 17, 2025 Commission Meeting
- $\circ \quad \mbox{Acceptance of May Financial Report}$
- Approval of Payment of Invoices
 - Keystone Waters, LLC April 2025 Administration
 - Keystone Waters, LLC April 2025 Administrative Expenses
 - Barr Engineering April 2025 Engineering Services
 - Triple D Espresso May Meeting Catering
 - City of Plymouth April 2025 Accounting Services
 - Kennedy & Graven Legal Services
 - Stantec WOMP Services
 - Bolton & Menk Parkers Lake Chloride Reduction Outreach Project

5. BUSINESS

A. Receive Update on Double Box Culvert Repair Project Feasibility Study (FCP-1)

Commission Engineer Johnson noted the final feasibility study for this project would be presented in June. She introduced Commission Engineer Josh Phillips who provided an update on the feasibility study. Engineer Phillips reminded commissioners about the tunnel location, the three different tunnels sections, and a basic description of each section. He noted the furthest upstream section was constructed as a double box culvert in 1992. The end of this section is a 30-foot drop structure into the deeper 3rd Avenue Tunnel section. He noted the city of Minneapolis owns the tunnel while the BCWMC inspects and performs significant maintenance when needed. He reported the double box culvert has been inspected at least 6 times since the completion of construction. He noted that based on Barr's inspection there is no risk of critical failure at this time, but that regular upkeep and maintenance is needed to keep the tunnel in good working condition. He described the various types of repairs needed and showed corresponding photographs from within the tunnel.

Engineer Phillips noted the significant mobilization cost of the repair project which includes water management and safety and security measures. He gave a preliminary budget estimate of \$850,000 to \$1.4M. Administrator Jester indicated the final project budget should include estimated commission engineer and attorney expenses.

Engineer Phillips noted this project is not like others where there are various alternatives to consider; the only alternatives are to do the repairs or do nothing. There was some discussion amongst the commissioners about any prior maintenance to the tunnel. Minneapolis TAC member Stout indicated the city had not completed any significant maintenance because it had not been needed to date. Commission Engineer Johnson noted that the city and BCWMC are following the operation and maintenance plan that was developed for the tunnel, along with nationally-approved structural engineering guidelines. She indicated this project is a proactive maintenance project to help prevent future critical, structural failures.

Commissioner Gwin-Lenth noted the repairs represent money well spent due to the increased severity of storms and potential for issues in the future.

B. Consider Approval of Recommendations from Budget Committee

- i. Memo on Budget Tracking and Transparency
- ii. Proposed 2026 Operating Budget

Budget Committee Chair Polzin reviewed the Budget Committee recommendations noting the committee met three times so far this year to discuss ways to improve budget processes and transparency, and reduce uncertainty

with budgets. She noted the committee may meet quarterly in the future.

Committee Chair Polzin reviewed the first quarter budget status report noting that everything is on track – including expenses and income. She noted that this is a new report format and welcomed feedback.

Committee Chair Polzin then moved on to review the committee-recommended 2026 operating budget. She pointed to the lower total expenses over 2025 for several reasons: 1) the watershed plan development will be complete, 2) the surveys and studies line item is zeroed out because the Special Projects fund can be used for unforeseen expenses, and 3) there is no transfer of funds into the Flood Control Project Long Term Maintenance account because that account's balance does not need to be as high as it currently stands. Committee Chair Polzin explained that additional staff are likely needed for implementation of the new plan, hence the budget includes funds for approximately a half-time person for half the year. She went on to describe that because the fund balance is below optimal levels and the Special Projects fund is not being used this year to augment the operating budget, city assessments in 2026 are proposed to be about 5.4% higher than this year.

There was some concern among commissioners about federal funding cuts eventually impacting city and/or commission budgets and funding. Plymouth TAC member Scharenbroich noted the Commission could consider a financial contribution to support the Minnesota Stormwater Research Council similar to some other watershed organizations.

MOTION: <u>Commissioner Carlson moved to approve the proposed 2026 operating budget and directed staff to</u> submit the proposed budget to member cities for comment by August 1st. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.</u>

C. Consider Approval of Recommendations from Education Committee

Education Committee Chair Leonardson review the committee's recent work and recommendations. She noted that committee members and Administrator Jester continue to distribute the watershed map and are working on developing educational signage for places around the watershed, likely starting with Utepils Brewery. There was a brief discussion about donations to the Commission. Commission Attorney Anderson noted the Commission cannot solicit donations but it can accept donations.

Committee Chair Leondardon reported that the Committee received a request for \$1,000 from the organizers of the Hahá Wakpádaŋ Water Blessing event to help cover stipends for the cultural advisors, presenters, and event planners. She reported the Education Committee recommends approving this funding request. Commission Attorney Anderson noted the event organizers should prepare and submit an actual invoice for the funds with a description of how they would be used. Plymouth TAC Chair Scharenbroich noted that some materials incorrectly indicate the City of Plymouth is an event sponsor and should be updated.

Committee Chair Leonardson went on to review a committee recommendation for website updates including basic ADA compliance, technology update due to the site's age, and some minor formatting or content updates. Administrator Jester briefly reviewed the proposal for this work submitted by the Commission's website contractor, HDR, Inc. She noted the 2025 budget includes funding for this work and that the Commission Attorney had reviewed the contract and terms.

MOTION: <u>Commissioner Pentel moved to approve the Education Committee's recommendations for \$1,000 toward</u> the Hahá Wakpádan Water Blessing event (with Commission Attorney approval of the invoice), and approval of the contract with HDR, Inc. for website updates. Commissioner Polzin seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

D. Consider Approval of Resolutions for Minnesota Watershed 2026 Legislative Session

Administrator Jester noted that at the April meeting, commissioners were asked for thoughts or ideas for possible resolutions for the MN Watersheds (MW) 2026 legislative platform which are due June 2. She noted Commissioner Polzin expressed two ideas for potential resolutions, drafts of which are provided today. Alternate Commissioner Kennedy reviewed the updated timeline for the MW's resolution and legislative process and reported that he is on the MW's Resolutions and Legislative Committee. Administrator Jester reviewed the first proposed resolution

which seeks a revision to MN Statute 383B.79 to include watershed management organizations among the list of entities that can officially participate in a Hennepin County multijurisdictional reinvestment program. There were no concerns or questions about that resolution.

Administrator Jester then reviewed the second potential resolution seeking a revision to MN Statute 275.066 to include joint powers watershed management organizations as special taxing districts along with watershed districts, school districts, other special districts, and the Mississippi Watershed Management Organization. There was considerable discussion including a question on whether submitting the resolution circumvents the city input process or presumes the outcome of the BCWMC organizational assessment. Commissioner Polzin indicated that it often takes several years of lobbying to get legislative action and that it does not assume there would be a reorganization of the Commission but might, instead, offer a real option for moving forward with a change, if desired and warranted, rather than waiting even longer for legislative action. There was further discussion about the need for transparency and communication and collaboration with member cities, and more education on the subject, in general. There was acknowledgement that MW shouldn't be asked to advocate for a change to statute that isn't supported by the member cities.

MOTION: <u>Commissioner Hauer moved to approve the submittal of the resolution seeking revision to MN Statute</u> 383B.79 regarding multijurisdictional programs. <u>Commissioner Polzin seconded the motion</u>. <u>Upon a vote the</u> motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

E. Consider Approval of Commissioners and Administrator Attendance at Minnesota Watersheds Summer Tour Administrator Jester reviewed information on the MW's Summer Tour in Roseau, MN and the costs associated with registration and lodging. She requested approval to attend the event, which includes a quarterly meeting of watershed administrators. She also recommended approval for commissioners and alternates to attend the event with funding coming from the Education Budget.

MOTION: <u>Commissioner Carlson moved to approve Administrator Jester and any commissioners or alternates</u> attendance at the MN Watersheds Summar Tour event. Commissioner Twiford seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.</u>

2. COMMUNICATIONS

A. Administrator's Report

i. Update on Parkers Lake Chloride Reduction Outreach Project – Administrator Jester reported that the contractors (Bolton & Menk) had been able to visit only one of the four sites but that additional outreach will be scheduled for the fall. She indicated she is waiting for a report on the one site visit.

ii. Update on Potential Maintenance Levy – Administrator Jester reported that Commission Attorney Anderson had provided research and information related to potentially requesting maintenance levy funding through the County. She noted that because the Commission does not currently have a project identified that needs specific maintenance, she does not recommend pursuing a maintenance levy in 2026.

- B. Engineer No report
- C. Legal Counsel No report
- D. Chair No report
- E. Minnesota Watersheds No report
- F. Commissioners Commissioner Carlson asked about wetland impacts due to changes in federal protections. Staff indicated that the MN Wetland Conservation Act continues to be enforced in Minnesota despite changes at the federal level.
- G. TAC Members Plymouth TAC member Scharenbroich reported that the city is hosting an Environmental Academy with two sessions concentrating on water quality and stormwater management. The sessions are geared towards city residents but commissioners or alternates are welcome to register. Robbinsdale TAC member Wolf reported that she will be giving tours of the floc plant on Crystal Lake every other Friday during the summer. Anyone can register online.
- H. Committees No report

3. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates <u>www.bassettcreekwmo.org/projects</u>
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notice, Plymouth
- E. Minneapolis Park and Rec Board 2024 Annual Report
- F. Watershed Partners 2024 Annual Report
- G. West Metro Water Alliance 2024 Annual Report
- H. Clean Water Fund Fact Sheet
- I. Minnesota Stormwater Research Council Annual Report

[Chair Cesnik called a 5-miute break. Commissioner Gwin-Lenth and Alternate Commissioner Leondarson depart the meeting.]

4. WATERSHED MANAGEMENT PLAN DEVELOPMENT WORKSHOP

- A. Review Plan Content and Draft Table of Contents
 - i. Section 4.0 Implementation Program Tools, Policies, Activities, Projects
 - ii. Revisions to BCWMC Requirements for Development and Improvement Projects

Plan Steering Committee Chair Kennedy, Administrator Jester, and Commission Engineer Johnson gave a presentation with an overview of the proposed implementation section of the draft plan, including a description of implementation tools, new policies and activities, proposed updates to the BCWMC Requirements for Developments.

The group then broke into two smaller groups to further discuss components of the draft plan.

B. Participate in Small Group Discussions The following summarizes input from each group:

Table of contents looks good. Make sure the executive summary is written in plain language as a public facing document. The first paragraph should sum up the work and purpose of the commission in plain language. While there are requirements for exec summary content in MN Rules, BWSR staff noted they are discussing the exec summary requirements and may be open to more flexibility so that the exec summary can be the public facing document. Noted that PSC has considered having an even more succinct document summarizing the plan for public use. Be sure to note the commission works on surface waters rather than groundwater. When speaking with the public they often assume the commission deals with drinking water.

When asked about concerns: There was a comment that the plan IS aggressive and it will be interesting to see city's appetites for higher budgets and assessments that will ultimately be needed.

Lost and Northwood Lakes are specifically called out for studies. What if something comes up in another lake and/or in another city? Staff shared the Activities Table and noted the placeholder for subwatershed analyses in other areas of the watershed.

Interesting to see the public-private partnership line item. We will need to be careful about that. How will we be sure that developers aren't just taking advantage and using as another funding mechanism? How will we ensure that it's actually providing real benefits? Staff responded: this is less hard than you might think. City of Plymouth already does this through agreements. And, other watershed organizations (e.g., Shingle Creek WMC) are doing this so there are good examples out there. Staff also noted the first steps and work of the Commission would be to have those types of conversations and think through the necessary policies and practices associated with a new program.

When asked how folks are feeling about the draft plan, is it too much? Are we overcommitting? Commissioners (and a TAC member) noted plans are meant to be aspirational, the activities seem appropriate, and that it's better to be aggressive than just staying status quo.

C. Report Out and Next Steps

The groups came back together to briefly report on their discussions.

7. **ADJOURNMENT –** The meeting adjourned at 11:10 a.m.

| _ | | ~ | | | Item 4 | 1B. |
|-----|--------|--------|-------------------------------------|-------------------------|--------------|---------------------------|
| Ba | ssett | Cre | ek Watershed Management Cor | nmission | BCW | NC 6-18-25 |
| Sta | ate me | ent o | of Financial Position as of 05/31/2 | 2025 | | |
| Un | audit | ed | | 400 | 100 | |
| | | | | Improvement Projects | General Fund | TOTAL |
| AS | SETS | | | | | |
| | Curr | ent / | Assets | | | |
| | (| Che | cking/Savings | | | |
| | | • | 102 · 4MP Fund Investment | 3,501,986.62 | 501,592.17 | 4,003,578.79 |
| | | • | 103 · 4M Fund Investment | 4,339,910.90 | 1,091,270.80 | 5,431,181.70 |
| | | | 104 · US Bank Checking | -0.00 | -395.06 | -395.06 |
| | - | Tota | l Checking/Savings | 7,841,897.52 | 1,592,467.91 | 9,434,365.43 |
| | | Acco | ounts Receivable | | | |
| | | • | 111 · Accounts Receivable | 0.00 | 0.00 | 0.00 |
| | | • | 112 · Due from Other Governments | 0.00 | 0.00 | 0.00 |
| | | • | 113 · Delinquent Taxes Receivable | 22,306.08 | 0.00 | 22,306.08 |
| | - | Tota | Accounts Receivable | 22,306.08 | 0.00 | 22,306.08 |
| | (| Othe | er Current Assets | | | |
| | | | 114 · Prepaids | 0.00 | 3,294.00 | 3,294.00 |
| | | • | 116 · Undeposited Funds | 0.00 | 0.00 | 0.00 |
| | - | Tota | I Other Current Assets | 0.00 | 3,294.00 | 3,294.00 |
| | Tota | l Cu | rrent Assets | 7,864,203.60 | 1,595,761.91 | 9,459,965.51 |
| TO | TAL A | SSE | TS | 7,864,203.60 | 1,595,761.91 | 9,459,965.51 |
| LIA | BILITI | IES | & EQUITY | | | |
| | Liabi | ilitie | s l | | | |
| | | Curr | ent Liabilities | | | |
| | | | Accounts Pavable | | | |
| | | | 211 · Accounts Pavable | 54 383 02 | 92 027 90 | 146 410 92 |
| | | | Total Accounts Pavable | 54 383 02 | 92 027 90 | 146 410 92 |
| | | | Other Current Liabilities | 01,000.02 | 02,021.00 | 110,110.02 |
| | | | 212 · Unearned Revenue | 200 000 00 | 0.00 | 200 000 00 |
| | | | 251 · Unavailable Rev - property | 22 306 08 | 0.00 | 22 306 08 |
| | | | Total Other Current Liabilities | 222,306.08 | 0.00 | 222,306.08 |
| | - | Tota | | 276 689 10 | 92 027 90 | 368 717 00 |
| | Tota | llia | hilities | 276,689.10 | 92 027 90 | 368 717 00 |
| | Faui | tv | | 210,000.10 | 02,021.00 | 000,111.00 |
| | Equi | -y | 311 · Nonspendable prepaids | 0.00 | 3 20/ 00 | 3 20/ 00 |
| | | | 312 · Restricted for improvements | 4 562 582 00 | 0.00 | 4 562 582 00 |
| | | | 314 · Res for following year hudget | -,002,002.00 0 00 | 149 700 00 | 149 700 00 |
| | | | 315 · Ilnassigned Funde | 0.00 | 256 510 07 | 256 510 07 |
| | | | 32000 · Retained Farnings | 3 285 157 01 | 620 746 08 | 3 905 901 90 |
| | | | Nat Income | _260 225 /11 | 473 473 06 | 212 2/2 5/ |
| | Toto | | | -200,223.41 | 1 502 724 04 | 0 001 040 54 |
| то | | | | 7,007,014.00 | 1,503,734.01 | 9,091,240.5 |
| 10 | | IAD | LINED & EQUIT | 1,004,203.00 | 1,595,701.91 | ୬, 4 0୬,900.51 |

| sett | Creel | watershed Management Commission | | | | | |
|-------|---------|--|------------|-----------|-----------|--------------|---------|
| ual v | 's Bud | get Year to Date Comparison - Genera | l Fund | | | | |
| /31/2 | 2025 | | | | | | |
| udit | ed | | Annual | | | | Budget |
| | | | Budget | Мау | June | Year to Date | Balance |
| inary | Incom | e/Expense | | | | | |
| Inco | ome | | | | | | |
| | 411 · | Assessments to Cities | 662,888.00 | 0.00 | 0.00 | 662,887.00 | 1 |
| | 412 · | Project Review Fees | 70,600.00 | 1,525.50 | 0.00 | 11,273.50 | 59,326 |
| | 413 · ' | WOMP Reimbursement | 5,000.00 | 0.00 | 0.00 | 4,500.00 | 500 |
| | 414 · | Grants | 0.00 | 0.00 | 0.00 | 0.00 | (|
| _ | 415 · | Investment earnings | 44,000.00 | 34,292.59 | 0.00 | 132,685.44 | -88,68 |
| _ | 416 · | Transfer from CIP and LT Accounts | 50,570.00 | 0.00 | 0.00 | 0.00 | 50,57 |
| Tot | al Inco | me | 833,058.00 | 35,818.09 | 0.00 | 811,345.94 | 21,71 |
| Exp | oense | | | | | | |
| | 1000 | · Engineering | | | | | |
| | | 1010 · Technical Services | 133,000.00 | 11,717.50 | 9,915.00 | 56,656.50 | 76,34 |
| _ | | 1020 · Development/Project Reviews | 82,500.00 | 4,946.50 | 2,057.50 | 16,592.00 | 65,90 |
| | | 1030 · Non-fee and Preliminary Reviews | 23,000.00 | 2,365.50 | 2,769.50 | 7,790.50 | 15,20 |
| | | 1040 · Commission and TAC Meetings | 10,700.00 | 3,023.40 | 1,791.50 | 7,290.90 | 3,40 |
| | | 1050 · Surveys and Studies | 7,000.00 | 0.00 | 0.00 | 0.00 | 7,00 |
| | | 1060 · Water Quality / Monitoring | 133,500.00 | 8,187.85 | 15,396.10 | 34,757.25 | 98,74 |
| | | 1070 · Water Quantity | 8,250.00 | 495.00 | 495.00 | 2,407.10 | 5,84 |
| | | 1080 · Annual Flood Control Inspection | 45,000.00 | 620.50 | 1,033.00 | 8,389.00 | 36,61 |
| | | 1090 · Municipal Plan Review | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,00 |
| | | 1100 · Watershed Outlet Monitoring Prog | 29,300.00 | 1,820.12 | 4,699.32 | 10,320.96 | 18,97 |
| _ | | 1110 · Annual XP-SWMM Model Updates | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | 1120 · APM/AIS Work | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,00 |
| _ | Total | 1000 · Engineering | 514,250.00 | 33,176.37 | 38,156.92 | 144,204.21 | 370,04 |
| _ | 2000 | · Plan Development | | | | | |
| | | 2010 · Next Gen Plan Development | 75,000.00 | 6,517.00 | 18,392.50 | 44,278.00 | 30,72 |
| | Total | 2000 · Plan Development | 75,000.00 | 6,517.00 | 18,392.50 | 44,278.00 | 30,72 |
| | 3000 | · Administration | | | | | |
| | | 3010 · Administrator | 75,088.00 | 6,415.50 | 4,212.00 | 20,845.50 | 54,24 |
| | | 3015 · Additional Staff | 10,000.00 | 0.00 | 0.00 | 0.00 | 10,00 |
| | | 3020 · MAWD Dues | 7,500.00 | 0.00 | 0.00 | 7,500.00 | |
| | | 3030 · Legal | 24,300.00 | 2,182.00 | 2,773.50 | 9,255.00 | 15,04 |
| | | 3040 · Financial Management | 18,150.00 | 1,419.03 | 1,374.00 | 5,673.28 | 12,47 |
| | | 3050 · Audit, Insurance & Bond | 22,000.00 | 0.00 | 12,834.00 | 12,834.00 | 9,16 |
| | | 3060 · Meeting Catering | 2,200.00 | 197.53 | 197.53 | 987.65 | 1,21 |
| | | 3070 · Administrative Services | 4,015.00 | 242.90 | 336.45 | 999.41 | 3,01 |
| | Total | 3000 · Administration | 163,253.00 | 10,456.96 | 21,727.48 | 58,094.84 | 105,15 |
| | 4000 | Adda Dublications / Annual Depart | 1 200 00 | 005.00 | 0.00 | 000 50 | 07 |
| | | 4010 · Publications / Annual Report | 1,300.00 | 0.00 | 0.00 | 929.50 | 12.00 |
| _ | | 4020 Wetershed Education Dorthorphin | 12,000.00 | 0.00 | 250.00 | 2.850.00 | 11.00 |
| | | 4030 · Watershed Education Partnership | 14,650.00 | 0.00 | 350.00 | 3,030.00 | 11,00 |
| | | 4040 · Education and Public Outreach | 27,000.00 | 0.00 | 0.00 | 15,420.43 | 11,57 |
| | Total | 4050 · Public Communications | 1,200.00 | 0.00 | 250.00 | 20 100 03 | 26.16 |
| _ | FOOD | 4000 · Education | 56,350.00 | 005.00 | 350.00 | 20,199.93 | 30,10 |
| | 5000 | 5010 - Chappel Maintenance Fund | 25,000,00 | 0.00 | 0.00 | 0.00 | 25.00 |
| | | 5010 - Channel Maintenance Fund | 25,000.00 | 0.00 | 0.00 | 0.00 | 25,00 |
| - | Total | 5000 - Maintonanco | 60,000,00 | 0.00 | 0.00 | 0.00 | 30,00 |
| | 6000 | | 00,000.00 | 0.00 | 0.00 | 0.00 | 00,00 |
| | 0000 | 6010 · Modicine Lake TMDL Access | 31 022 00 | 0.024.00 | 0.00 | 20 001 50 | - |
| | | 6020 - Street Sweeping Drietitingting Drei | 31,033.00 | 9,924.00 | 12 225 00 | 30,981.50 | 42.04 |
| | | 6030 - Bassett Crock Valley Electricity | 40,494.00 | 14,002.00 | 12,323.00 | 35,474.30 | 01 02 |
| | | 6040 - Northwood & Local are TMDL Acc | 00,400.00 | 2,013.50 | 1.076.00 | 3,503.00 | 81,83 |
| | Total | 6000 - Special Projects | 39,500.00 | 0.00 | 12 404 00 | 71.005.00 | 38,42 |
| - | i otal | | 204,427.00 | 20,090.00 | 02.007.00 | 1,090.00 | 133,33 |

| Bas | sett Creek Watershed Management Commission | | | | | | |
|------|--|------------------|-----------|-----------|--------------|------------------------------|---------------------|
| Acti | al vs Budget Year to Date Comparison - Construct | tion in Progress | | | | | |
| 5/: | 31/2025 | | | | | | |
| Una | udited | | | | | | |
| | | Project Budget | May | June | Year to Date | Inception to Date Expense | Remaining Budget |
| | Expense | | | | | | |
| | · 1000 · Engineering | 00.00 | 00.00 | 0.00 | 0.00 | 0.00 | 00.0 |
| | · 2024CR-M · CIP-BS Main Stem Restore | 1,941,000.00 | 35,243.30 | 36,137.00 | 77,662.80 | 175,842.19 | 1,765,157.81 |
| | · 2026CR-P · Plymouth Creek Restor Dunk 38th | 2,600,000.00 | 0.00 | 0.00 | 0.00 | 108,261.58 | 2,491,738.42 |
| | · BC-12 · CIP-CostShare Pur High Eff St S | 150,000.00 | 0.00 | 00.0 | 0.00 | 2,500.00 | 147,500.00 |
| | · BC-14 · CIP-Sochacki Pk Wter Quality Im | 600,000.00 | 0.00 | 00.0 | 0.00 | 7,500.00 | 592,500.00 |
| | · BC-238 · CIP-DeCola Ponds B&C | 1,600,000.00 | 0.00 | 0.00 | 19,473.61 | 1,527,458.92 | 72,541.08 |
| | · BC-2381 · CIP-DeCola Ponds/Wildwood Pk | 1,300,000.00 | 0.00 | 0.00 | 0.00 | 84,049.39 | 1,215,950.61 |
| | · BC-5 · CIP-Bryn Mawr Meadows | 1,835,000.00 | 0.00 | 0.00 | 00.0 | 755,689.56 | 1,079,310.44 |
| | · BC-7 · CIP-Main Stem Lagoon Dredging | 2,759,000.00 | 0.00 | 0.00 | 0.00 | 1,589,533.34 | 1,169,466.66 |
| | · BCP-2 · CIP- Basset Cr Pk & Winnetka | 1,123,351.00 | 0.00 | 0.00 | 0.00 | 1,075,698.32 | 47,652.68 |
| | · ML-12 · CIP-Medley Park Stormwater | 1,500,000.00 | 0.00 | 0.00 | 118,890.48 | 1,358,137.20 | 141,862.80 |
| | · ML-21 · CIP-Jevne Park Stormwater Mgmt | 500,000.00 | 0.00 | 00.0 | 0.00 | 56,390.75 | 443,609.25 |
| | · ML-22 · CIP-Ponderosa Wood Strm Restora | 352,000.00 | 0.00 | 00.0 | 0.00 | 72,657.31 | 279,342.69 |
| | · NL-2 · CIP-Four Seasons Mall | 990,000.00 | 0.00 | 0.00 | 0.00 | 209,680.56 | 780,319.44 |
| | PL-7 · CIP-Parkers Lake Stream Restore | 485,000.00 | 3,965.00 | 0.00 | 3,965.00 | 241,531.62 | 243,468.38 |
| | · SL-3 · CIP-Schaper Pond | 612,000.00 | 102.50 | 102.50 | 1,107.50 | 539,637.46 | 72,362.54 |
| | · SL-8 · CIP-Sweeney Lake WQ Improvement | 568,080.00 | 0.00 | 0.00 | 0.00 | 568,064.13 | 15.87 |
| | · TW-2 · CIP-Twin Lake Alum Treatment | 163,000.00 | 0.00 | 0.00 | 0.00 | 91,037.82 | 71,962.18 |
| | · CL-4 · CIP-Crane Lake Chloride Reduction Project | 00.0 | 2,084.90 | 765.50 | 7,016.60 | 58,787.04 | -58,787.04 |
| | · FCP-1 · CIP-Flood Control Project Double Box Cul | 0.00 | 14,558.90 | 17,378.02 | 32,109.42 | 32,109.42 | -32,109.42 |
| Tota | Expense | 19,078,431.00 | 55,954.60 | 54,383.02 | 260,225.41 | 8,554,566.61 | 10,523,864.39 |

| Bassett Ci | reek Wa | tershed Management Commission | | | | | | |
|------------|---------|--|-------------------|-----------|------------|-------------|-------------|----------------------------|
| Long Terr | n Accou | nts - General Fund | | | | | | |
| Unaudited | | | Total | | Year | | Inception | |
| | | | Project Alloc. | June | to-Date | Prior Years | to Date | Remaining Project Funds |
| | | | | | | | | |
| ncome | | Fld1 · Flood Control Long Term Maint | | 0.00 | 0.00 | 224,421.90 | 224,421.90 | |
| Expense | | Fld2 · Flood Control Long Term Exp | 699,980.00 | 00.0 | 0.00 | 503,776.41 | 503,776.41 | |
| Total | | | 699,980.00 | 00.0 | 0.00 | -279,354.51 | -279,354.51 | 420,625.49 |
| ncome | | Flood1 · Emergency FCP Income | | 00.0 | 0.00 | | 0.00 | |
| Expense | | Flood2 · Emergency FCP Expense | 500,000.00 | 00.0 | 0.00 | I | 0.00 | |
| Total | | | 500,000.00 | 0.00 | 0.00 | | 00.0 | 500,000.00 |
| | | | | | | | | |
| ncome | | Gen · Next gen Plan Development Income | | 0.00 | 0.00 | 38,000.00 | 38,000.00 | |
| Expense | | Gen1 · Next gen Plan Development Exp | 0.00 | 00.0 | 0.00 | 38,000.00 | 38,000.00 | |
| Total | | | 0.00 | 00.0 | 0.00 | 0.00 | 0.00 | 0.00 |
| ncome | | Qual · Channel Maintenance Fund | | 0.00 | 0.00 | 595,000.00 | 595,000.00 | |
| Expense | | Qual1 · Channel Maintenance Expense | 0.00 | 00.0 | 00.0 | 265,837.70 | 265,837.70 | |
| Total | | | 0.00 | 00.0 | 0.00 | 329,162.30 | 329,162.30 | 329,162.30 |
| ncome | | 410 · Special Projects Fund | 00.0 | 00.00 | 132.685.44 | 726.989.69 | 859.675.13 | |
| Expense | | 410 · Special Projects Fund | 123.527.00 | 13.401.00 | 71.095.00 | 61.554.55 | 132.649.55 | |
| Total | | | 123,527.00 | 13,401.00 | 61,590.44 | 665,435.14 | 727,025.58 | 850,552.58 |
| | | | | | | | | |



Item 4D.

Commercial Insurance Proposal

Presented to: Bassett Creek Watershed Management Commission

PO Box 270825, Golden Valley, MN 55427

Proposed Effective Date: 06/27/2025 Presented by: Collin Hardman

1-800-247-7016 Info@northriskpartners.com

THIS DOCUMENT SUMMARIZES THE PROPOSAL FOR YOUR INSURANCE. THIS IS NOT A CONTRACT. THE TERMS OF THE POLICY FORMS WILL CONTROL THE INSURANCE CONTRACT WITHOUT REGARD TO ANY STATEMENT MADE IN THIS PROPOSAL.

Premium Summary

| Proposed Policy Term | Line of Business | Carrier |
|-------------------------|--|----------------------------|
| 06/27/2025 - 06/27/2026 | Package: Crime, General Liability, Business Auto | League of Minnesota Cities |
| 06/27/2025 - 06/27/2026 | Defense Cost Reimbursement | League of Minnesota Cities |

| Line of Business | Expiring Premium | Proposed Premium |
|--|------------------|------------------|
| First Party Cyber | \$971 | \$893 |
| Municipal Liability | \$8,197 | \$7,263 |
| Business Auto – Hired & Non-Owned Only | \$87 | \$90 |
| Bond | \$128 | \$128 |
| Defense Cost Reimbursement | Included | Included |
| Total Premium | \$9,383 | \$8,374 |



Crime

Coverage Detail

| | Coverage Description | Limit | Deductible |
|-------|----------------------|-----------|------------|
| Bond | | \$50,000 | \$250 |
| Crime | | \$250,000 | \$250 |

Additional Coverages

| Coverage | Limit | Deductible |
|--------------------------------------|-----------|------------|
| First Party Cyber | \$250,000 | \$250 |
| Fraudulent Instruction Loss Sublimit | \$50,000 | \$250 |



General Liability

Coverage Written On

| Coverage Type | Coverage Basis |
|--|----------------|
| Commercial General Liability | Claims Made |
| Municipal Liability Retroactive Date: 06/27/1991 | |
| Limited Contamination Liability Claim Limit Retroactive Date: 06/27/1991 | |

Limits of Liability

| Coverage | Limit 1 | Limit 2 | Deductible |
|---|------------------------|---------------------|------------|
| General Aggregate | \$0 | | \$250 |
| Products/Completed Ops Aggregate | \$3,000,000 | | \$250 |
| Personal & Advertising Injury | Included | | \$250 |
| Each Occurrence | \$2,000,000 | | \$250 |
| Fire Damage | Included | | \$250 |
| Medical and Related Expense | \$2,500 Any One Person | \$10,000 Occurrence | \$250 |
| Failure to Supply Claim Limit | \$3,000,000 | | \$250 |
| EMF Claim Limit | \$3,000,000 | | \$250 |
| Limited Contamination Liability Claim Limit | \$3,000,000 | | \$250 |
| Land Use And Special Risk Litigation Limit | \$1,000,000 | | \$250 |
| Outside Organization Claim Limit | \$100,000 | | \$250 |
| System Security Breach Claim Limit | \$3,000,000 | | \$250 |
| Sexual Abuse Claim Limit | \$3,000,000 | | \$250 |
| Wildfire Claim Limit | \$3,000,000 | | \$250 |
| | | | |
| Petrofund Supplemental | | | |
| Reimbursable Costs and Defense Costs | | | |
| Each Tank Release | \$250,000 | | |
| Agreement Term Aggregate | \$250,000 | | |

Schedule of Hazards

| Class Code | Classification | Expiring Premium Basis | Proposed Premium Basis |
|------------|----------------|------------------------|------------------------|
| Ш | Expenditures | \$2,823,496 | \$2,816,454 |

General Liability Additional Interests

| Туре | Name | Address | City | State | Zip |
|---|---------------------|---------------------------|-------------|-------|-------|
| Additional insured RE: Right of Entry to Obtain Samples | City of Minneapolis | 350 South 5th Street | Minneapolis | MN | 55415 |
| Additional insured RE: Environmental Response Fund Grant | Hennepin County | A 2300 Government Center. | Minneapolis | MN | 55487 |



Business Auto – Hired & Non-Owned Only

Coverage Table

| Coverage | Limit | Deductible |
|---|-------------------|------------|
| Combined single limit | \$2,000,000 | \$250 |
| PIP-Basic Minnesota Statutory Coverage – All owned autos | \$20,000 | \$250 |
| Uninsured motorist combined single limit – All owned autos | \$200,000 | \$250 |
| Underinsured motorist combined single limit – All owned autos | \$200,000 | \$250 |
| Automobile Physical Damage – Actual Cash Value, Unless Endorsed | Actual Cash Value | \$250 |
| Minnesota Each Claimant Limit - Statutory Cap | \$500,000 | |
| Minnesota Each Occur Limit - Statutory Cap | \$1,500,000 | |

Hired Auto Physical Damage

| Coverage | | Limit | Deductible |
|----------------|--------|-------|------------|
| Hired/borrowed | Inclue | ded | \$250 |



Defense Cost Reimbursement

Coverage Written On

| Coverage Type | Coverage Basis |
|----------------------------|----------------|
| Defense Cost Reimbursement | Claims Made |

Limits of Liability

| Coverage | Limit | Retro Date |
|--------------------------------------|-----------|------------|
| Defense Cost | | 06/27/1991 |
| Defense Cost Reimbursement Limits | | |
| Annual Aggregate Per Member Official | \$50,000 | |
| Agreement Term Annual Aggregate | \$250,000 | |



Binding Requirements

Items needed to Bind:

Signed Proposal Page 12 Electronic Delivery Authorization form - Contacts: DAnderson@Kennedy-Graven.com & laura.jester@keystonewaters.com

Coverages to Consider

| Decline a | Coverage in | | |
|-----------|-------------|--|--|
| Quote | Force | | |
| | Х | Directors and Officers Liability | |
| | Х | Fiduciary Liability | |
| | Х | Employment Practices Liability | |
| | Х | Crime \$250,000 Limit | |
| | Х | Bonds \$50,000 Limit | |
| | Х | Pollution Liability Petrofund Reimb. Costs & Defense Each Tank Release: \$250K | |
| | Х | First Party Cyber \$250,000 Limit | |
| Х | | Excess Liability – Optional Coverage Not Elected | |
| Х | | Flood Insurance | |
| Х | | Earthquake Insurance | |
| | Х | Ordinance or Law Coverage \$250K for Demo and ICC | |
| Х | | Equipment Breakdown – Optional Coverage Not Elected | |
| Х | | Communicable Disease/Virus & Bacteria Exclusion | |
| Х | | Drone Coverage – Included Under Mobile Property – Coverage Not Elected | |
| Х | | Life Insurance | |
| Х | | Coverage for States Other Than Those Already Listed | |
| Х | | Workers Compensation - Owners, spouses, parent or children | |
| Х | | Higher Limits Are Available Subject to Underwriter Review | |

I acknowledge that the above coverages have been offered to me, and I have either requested a formal quote or declined the additional coverages. I understand my rejection of these additional coverages may result in the denial of claims in the future.

| Named Insured: Bassett Creek Watershed Management Commission | Title: |
|--|--------|
| | |

Signature: Date:



Electronic Delivery Authorization

ELECTRONIC SELECTION/REJECTION OPTIONS

North Risk Partners is requesting consent from insureds prior to engaging in further electronic delivery of insurance policies and/or other supporting documents in connection with the policy. You have the right to:

- Select Electronic Delivery; policies and/or supporting documents are delivered via electronic delivery-either via email or InsurLink client portal. Paper copies of documents will no longer be sent.
- **Reject Electronic Delivery;** policies and or/supporting documents are delivered via mail or hand delivery by risk advisor. You will continue to receive email correspondence from North Risk Partners.
- Withdraw your consent; if you decide you no longer want to receive electronic delivery of documents in connection with your insurance policy. You will continue to receive email correspondence from North Risk Partners.

□ SELECTION OF ELECTRONIC DELIVERY OPTION – Please Choose One

□ Email Delivery

□ InsurLink Client Portal Delivery

□ REJECTION OF ELECTRONIC DELIVERY OPTION

□ WITHDRAWAL OF CONSENT OF ELECTRONIC DELIVERY

ELECTRONIC DELIVERY DISCLOSURE

The policyholder who elects to allow for electronic delivery of policy documents should be diligent in updating the electronic mail address provided to the North Risk Partners in the event that the address should change.

Signature: _____ Date: _____

Preferred email for Electronic Delivery: _____

North Risk Partners contact email: vicki.juelfs@northriskpartners.com



Claims Made Policy Information

Each claims made policy issued has individual coverages, policy conditions and exclusions. It is especially important to understand the conditions and requirements in the policy agreement for reporting claims. Each policyholder has rights, duties and responsibilities for claims that are explained within the policy itself. Not complying with your obligation to report a claim in the timely manner prescribed, admitting liability or assuming responsibility for a loss, or incurring claims expense not authorized may void coverage under this insurance contract.

Extended Reporting Period

If you decide to cancel this claims made policy form and do not replace it with another or are unable to obtain the same retroactive date for coverage, you may want to purchase an Extended Reporting Period. This endorsement would allow you an additional period of time to report claims that may result from Wrongful Acts committed during the period of time you did have coverage. There is an additional premium for the claim reporting extension and the premium in most cases is set forth in the policy contract. You have a limited time to notify the carrier of your intent to purchase the extension.

Retroactive Date

Coverage is provided under the policy for Wrongful Acts that occur after the Retroactive Date stated in the policy. Some policies will provide coverage for "full prior acts." Wrongful Acts that occur prior to the retroactive date of coverage will not be covered by this policy.

Pending and Prior Litigation

If you are aware of any pending or prior litigation at the time the policy is issued, those situations or claims will not be covered by this insurance. Often the policy will have a Pending and Prior Litigation date that usually will match the effective date of coverage.

Your Application

The application for coverage becomes a warranty. Everything stated in the application must be truthful and honest to the best of your knowledge at the time the application is completed. Failure to fully disclose information may void coverage under the contract.

Your Duty to Report Claims and Incidents

Within each policy you have a duty to report claims and incidents that could give rise to a claim. Claim is defined differently under each contract. Sometimes it is a written demand for money. It can be described as a written or oral demand for damages. Some policy forms include some coverage for administrative hearings. If you are worried about any situation it is important for you to call and report the claim or incident to the agency or the company as outlined in your policy.



Non-Admitted/Unlicensed Insurance Company Notice

This proposal includes an offering for coverage through a non-admitted (unlicensed) carrier in the State of Minnesota. Unlicensed carriers are not subject to regulation by the Minnesota Department of Commerce and policyholders are not entitled to protection under the Minnesota Insurance Guaranty Association (see attached NOTICE CONCERNING POLICYHOLDER RIGHTS IN AN INSOLVENCY UNDER THE MINNESOTA INSURANCE GUARANTY ASSOCIATION LAW).

By accepting the coverage through an unlicensed insurance company, you acknowledge that there is an added risk in placing coverage with this company. In consideration of our agency's placement of coverage with an unlicensed carrier you waive any and all rights against North Risk Partners in the event that the surplus lines carrier fails to honor any claim, for any reason, including but not limited to bankruptcy, reorganization or liquidation. Although many surplus lines companies are financially stable, we must advise you the possibility exists that your insurance may be uncollectible in the event of a loss.

You further acknowledge that by accepting this coverage you waive any claim against North Risk Partners for any unearned premiums paid for the coverage in the event that the coverage is terminated prior to its expiration. Coverage with unlicensed carriers will carry at least a 25% minimum earned premium in the event of cancellation.

THE INSURANCE PROPOSED WOULD BE ISSUED PURSUANT TO THE MINNESOTA SURPLUS LINES INSURANCE ACT. THE INSURER IS AN ELIGIBLE SURPLUS LINES INSURER BUT IS NOT OTHERWISE LICENSED BY THE STATE OF MINNESOTA. IN CASE OF INSOLVENCY, PAYMENT OF CLAIMS IS NOT GUARANTEED.



Minnesota Guaranty Association Notice

NOTICE CONCERNING POLICYHOLDER RIGHTS IN AN INSOLVENCY UNDER THE MINNESOTA INSURANCE GUARANTY ASSOCIATION

The financial strength of your insurer is one of the most important things for you to consider when determining from whom to purchase a property or liability insurance policy. It is your best assurance that you will receive the protection for which you purchased the policy. If your insurer becomes insolvent, you may have protection from the Minnesota Insurance Guaranty Association as described below but to the extent that your policy is not protected by the Minnesota Insurance Guaranty Association or if it exceeds the guaranty association's limits, you will only have the assets, if any, of the insolvent insurer to satisfy your claim.

Residents of Minnesota who purchase property and casualty or liability insurance from insurance companies licensed to do business in Minnesota are protected, SUBJECT TO LIMITS AND EXCLUSIONS, in the event the insurer becomes insolvent. This protection is provided by the Minnesota Insurance Guaranty Association.

Minnesota Insurance Guaranty Association 7600 Parklawn Avenue, Suite 460 Edina, Minnesota 55435 (952) 831-1908

The maximum amount that the Minnesota Insurance Guaranty Association will pay in regard to a claim under all policies issued by the same insurer is limited to \$300,000. This limit does not apply to workers' compensation insurance. Protection by the guaranty association is subject to other substantial limitations and exclusions. If your claim exceeds the guaranty association's limits, you may still recover a part or all of that amount from the proceeds from the liquidation of the insolvent insurer, if any exist. Funds to pay claims may not be immediately available. The guaranty association assesses insurers licensed to sell property and casualty or liability insurance in Minnesota after the insolvency occurs. Claims are paid from the assessment.

THE PROTECTION PROVIDED BY THE GUARANTY ASSOCIATION IS NOT A SUBSTITUTE FOR USING CARE IN SELECTING INSURANCE COMPANIES THAT ARE WELL MANAGED AND FINANCIALLY STABLE. IN SELECTING AN INSURANCE COMPANY OR POLICY, YOU SHOULD NOT RELY ON PROTECTION BY THE GUARANTY ASSOCIATION. THIS NOTICE IS REQUIRED BY MINNESOTA STATE LAW TO ADVISE POLICYHOLDERS OF PROPERTY AND CASUALTY INSURANCE POLICIES OF THEIR RIGHTS IN THE EVENT THEIR INSURANCE CARRIER BECOMES INSOLVENT. THIS NOTICE IN NO WAY IMPLIES THAT THE COMPANY CURRENTLY HAS ANY TYPE OF FINANCIAL PROBLEMS. ALL PROPERTY AND CASUALTY INSURANCE POLICIES ARE REQUIRED TO PROVIDE THIS NOTICE.





BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

A RESOLUTION OF APPRECIATION FOR THE SERVICES OF STACY HARWELL TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

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

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

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

WHEREAS, Stacy Harwell served as a representative from the City of Minnetonka from June 2023 through June 2025; and

WHEREAS, Stacy was previously recognized as having served as a representative from the City of Golden Valley for more than eleven years from 2012 to 2023; and

WHEREAS, as a representative from Minnetonka, Stacy served on the Plan Steering Committee, helping to craft a vision and goals for watershed management over the next 10 years; and

WHEREAS, as a representative from Minnetonka, Stacy served on the Education Committee helping to develop education materials including the Hahá Wakpádaŋ / Bassett Creek Watershed map; and

WHEREAS, Stacy actively participated in Commission meetings, lent her expertise, and provided significant advice to the Commission, particularly on hydraulic and hydrologic modeling; and

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

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

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 18th day of June, 2025.

Chair

Item 4F. BCWMC 6-18-25

CONDITIONAL LICENSE AGREEMENT

This Conditional License Agreement ("Agreement") is entered into by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization under the laws of the state of Minnesota ("Owner"), and the following company/agency ("Licensee"):

| The State of Minnesota, acting through its Dept of Transportation | |
|---|--|
| Company/Agency Name | |

MnDOT Metro District, 1500 W Co Rd B2, Roseville MN 55113 Address

RECITALS

- A. The Owner owns a proprietary computer model, which uses the BCWMC XP-SWMM program, ("Model") which may be used to create modeling data for certain projects; and
- B. The Owner wishes to provide a temporary, non-exclusive, license ("License") to the Licensee to use the Model for the purposes for which it is intended; and
- C. The Licensee wishes to utilize the Model for such purposes pursuant to the terms outlined in this Agreement.

AGREEMENT

In consideration of the recitals and the mutual promises set forth herein, the parties hereby agree as follows:

- <u>License</u>. The Owner hereby grants the Licensee a temporary, non-exclusive, license to use the Model for only the following project/purpose: development of an Extreme Flood Vulnerability Tool. Such use shall be subject to the terms outlined in this Agreement. The Licensee shall be responsible for obtaining, at its own cost, the XP-SWMM program and related licenses in order to run the Model.
- <u>Term</u>. This License shall commence upon the date of the final signature on this Agreement, below, and be in effect for a period of twelve months, unless terminated earlier by the Owner providing written notice of termination to the Licensee. This Agreement shall terminate immediately upon the delivery of such termination notice unless a different termination date is provided in the notice.
- 3. <u>No Support</u>. The parties hereby expressly acknowledge that the Licensee shall be solely responsible for use of the Model by the Licensee. The Owner is in no way required or obligated to provide any technical or other support to the Licensee in the use of the Model. The Owner may elect to answer basic questions regarding the Model, but is under no duty to assist in the use of the Model or in the production of results. In the event the Owner elects to provide any support, such support shall not create any ongoing or future obligation on behalf of the Owner to provide additional support to the Licensee.
- 4. <u>No Warranty</u>. The Owner expressly waives any and all warranties related to the use of the Model. The Owner further makes no representation regarding the accuracy, completeness, or permanence of the Model, or for its merchantability or fitness for a particular purpose. If errors are found by the Licensee or changes to the Model are

1029898.v2

made, the Licensee shall document those errors and changes made and provide that information to the Owner.

- 5. <u>Specific Purpose</u>. The Model was developed exclusively for a specific project and Licensee acknowledges that the data and programing may not be suitable for other uses or computer applications. The use of files prepared by the Owner shall not in any way negate the Licensee's responsibility for the proper checking of model input parameters. All information in the Model constitutes an instrument of service of the Owner. Licensee has no ownership rights in the Model and has only the limited, revocable, rights granted under this Agreement. The Model shall, in all respects, remain the sole legal property of Owner. In no case shall Licensee transfer the Model to others without the prior written consent of the Owner.
- 6. <u>Compatibility</u>. The Owner hereby makes no representations related to the compatibility of the Model with any hardware or software. The Owner uses reasonable efforts to eliminate contamination, but files are not guaranteed to be free from contamination and the Licensee uses the Model at its sole risk.
- 7. <u>Modifications</u>. If the Licensee modifies the Model through its use, Licensee shall not represent to others that the modified Model or the resulting data is that of the Owner's, except with the prior written consent of the Owner.
- 8. <u>Sharing</u>. The Licensee shall not transfer or share the Model with any person, company, or entity that is not a party to this Agreement or an employee of a party to this Agreement. The Licensee shall direct any third parties inquiring about using the Model to the Owner. For the avoidance of doubt, Licensee is not authorized to transfer or share the Model with any third party unless and until said third party executes either (i) a third-party certification form or (ii) a separate conditional license agreement with the Owner, pursuant to any terms and conditions required by the Owner, in its sole discretion.
- 9. <u>Liability</u>. Licensee agrees to utilize the Model at its sole risk. Licensee agrees to be responsible for its own acts and behavior and the results thereof. Licensee's liability is governed by the Minnesota Tort Claims Act, Minn. Stat. § 3.736. The Licensee waives any and all claims against the Owner, its employees, officers, and agents to the extent that such claims arise out of or are related to the Licensee's use of the Model. Further, the Owner shall have no liability to the Licensee for any loss or damage which may be caused to Licensee's data or systems due to its use of the Model.
- 10. <u>No Copyright Fees</u>. The Owner believes that no licensing or copyright fees are due to others on account of the transfer or licensing of the Model.
- 11. <u>Intellectual Property</u>. The Licensee hereby acknowledges that the Model is the intellectual property of the Owner. As such, the Licensee hereby agrees not to take any action which may give rise to a claim of infringement or any other legal claim related to the Model. Further, the Licensee will not knowingly make any modifications to the Model which would infringe upon any other intellectual property rights of any other party.
- 12. <u>Governing Law</u>. The terms of this Agreement shall be construed under the laws of the state of Minnesota. Any dispute arising hereunder shall be heard in the courts of the state of Minnesota, Hennepin County. Both parties hereto waive any challenge to the jurisdiction of such courts.

1029898.v2

- 13. <u>Amendments</u>. This Agreement represents the full and complete agreement between the parties. This Agreement replaces and supersedes any other agreements, whether oral or written, between the parties related to the subject matter herein. This Agreement may only be amended in writing signed by the parties.
- 14. <u>Data Practices Act</u>. The parties hereby acknowledge that the Owner and Licensee are entities subject to the provisions of the Minnesota Government Data Practices Act (the "Act"), Minnesota Statutes, Chapter 13. To the extent necessary to comply with those laws, the parties shall take all required actions to provide the other party with any information which may be deemed necessary to allow the party to comply with its requirements under the Act.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties effective as of the latest date indicated below.

OWNER:

Bassett Creek Watershed Management Commission

Ву:

Its: Commission Engineer

Date:

LICENSEE:

State of Minnesota, acting through its Department of Transportation (with delegated authority)

Signature:

By: Jeff Perkins, MnDOT Operations Division

Date:



Item 5B. BCWMC 6-18-25 Full document online

Double Box Culvert Repair Project (FCP-1) Feasibility Report

Minneapolis, Minnesota

.....

Prepared for Bassett Creek Watershed Management Commission



June 2025

4300 MarketPointe Drive, Suite 200 Minneapolis, MN 55435 952.832.2600

barr.com





Double Box Culvert Repair Project (FCP-1) Feasibility Report



June 2025

.....

Contents

| 1 | E | Executive Summary | . 5 |
|--------------------|------|--|-----|
| | 1.1 | Background | . 5 |
| | 1.2 | General Description and Site Characteristics | . 5 |
| | 1.3 | Recommendations | . 5 |
| 2 | E | Background, Goals and Objectives | . 6 |
| | 2.1 | Background | . 6 |
| | 2.2 | Goals and Objectives | . 6 |
| 3 | 5 | Stakeholder Engagement | . 8 |
| | 3.1 | Kickoff Meeting with BCWMC Staff and City of Minneapolis | . 8 |
| | 3.2 | Technical Stakeholder / Agency Meeting | . 8 |
| | 3.3 | Site Meeting and Contractor Input | . 8 |
| | 3.4 | Constructability Meeting | . 9 |
| | 3.5 | Public Engagement | 9 |
| 4 Project Elements | | Project Elements | 10 |
| | 4.1 | General1 | 10 |
| | 4.1. | 1 Mobilization | 10 |
| | 4.1. | 2 Water Management1 | 10 |
| | 4.1. | 3 Erosion Control 1 | 10 |
| | 4.1. | 4 Traffic Control1 | 10 |
| | 4.2 | Repairs1 | 10 |
| | 4.2. | 1 Shear Key Joint Repair | 10 |
| | 4.2. | 2 Crack Repair 1 | 11 |
| | 4.2. | 3 Fracture Repair 1 | 12 |
| | 4.2. | 4 Concrete Surface Repair 1 | 13 |
| | 4.2. | 5 Tap Repair1 | 13 |
| | 4.2. | 6 Invert Repair1 | 4 |
| | 4.2. | 7 Reinforcement Spacer Repair1 | 15 |
| | 4 0 | 8 Remove Attached Encrustations 1 | 16 |

barr.com


| | 4.2.9 | Remove Sediment and Debris | 16 | |
|---|------------|--|----|--|
| | 4.2.1 | 0 Access Improvements | 16 | |
| | 4.3 | Access Locations | | |
| | 4.4 | Easement Acquisition | 18 | |
| 5 | P | ermits, Approvals, and Environmental Reviews | 19 | |
| | 5.1 | Approvals Required for the Project | 19 | |
| | 5.1.1 | City of Minneapolis Requirements | 19 | |
| | 5.1.2 | 2 BCWMC Requirements | 19 | |
| | 5.2 | Permits and Environmental Reviews Not Required for the Project | 19 | |
| | 5.2.1 | Minnesota Wetland Conservation Act | 19 | |
| | 5.2.2 | 2 Public Waters Work Permit | 19 | |
| | 5.2.3 | B Environmental Assessment Worksheet | 20 | |
| | 5.2.4 | Minnesota Pollution Control Agency Permits | 20 | |
| | 5.2.5 | 5 Other Permits, Approvals, and Environmental Reviews | 20 | |
| 6 | С | ost and Schedule Considerations | 21 | |
| | 6.1 | Alternatives | 21 | |
| | 6.2 | Opinion of Cost | | |
| | 6.3 | Funding Sources | 22 | |
| | 6.4 | Schedule | | |
| 7 | R | ecommendation | | |
| 8 | References | | | |

Tables

| Table 4-1 | Box Culvert Access Locations | 17 |
|-----------|--|----|
| Table 6-1 | Double Box Culvert Repair Project Cost Summary | 22 |

Figures

| Figure 1 | System Overview | 7 |
|----------|--|----|
| Figure 2 | Typical Shear Keys Recommended for Repair | 11 |
| Figure 3 | Typical Cracks Recommended for Repair | 12 |
| Figure 4 | Typical Fractures Recommended for Repair | 12 |
| Figure 5 | Typical Concrete Areas Recommended for Repair | 13 |
| Figure 6 | Tap Recommended for Repair | 14 |
| Figure 7 | Invert Area Recommended for Repair | 14 |
| Figure 8 | Typical Reinforcement Spacers Recommended for Repair | 15 |
| Figure 9 | Typical Attached Deposits Recommended for Removal | 16 |



Appendices

Appendix A30% Design Plans for RepairsAppendix BCost Estimate



Abbreviations

| Bassett Creek Watershed Management Commission |
|---|
| Burlington Northern Sante Fe Railway Company |
| Minnesota Board of Water and Soil Resources |
| capital improvement program |
| Construction Stormwater General Permit |
| environmental assessment worksheet |
| Environmental Quality Board |
| flood control project |
| local government unit |
| Minnesota Environmental Policy Act of 1973 |
| Minnesota Department of Natural Resources |
| Minnesota Pollution Control Agency |
| National Pollutant Discharge Elimination System/State Disposal System |
| responsible government unit |
| stormwater pollution prevention plan |
| U.S. Army Corps of Engineers |
| wetland conservation act |
| |

1 Executive Summary

1.1 Background

The Bassett Creek Watershed Management Commission's (BCWMC) current Capital Improvement Program (CIP) (Table 5-3 in the 2015-2025 Bassett Creek Watershed Management Plan, as revised) (1) includes the Flood Control Project Double Box Culvert Repairs (CIP #FCP-1). At their February 2025 meeting, the Commission approved the Commission Engineer's proposal to conduct a feasibility study for the Double Box Culvert Repair Project.

As is required for BCWMC CIP projects, a feasibility study must be completed prior to the BCWMC holding a hearing and ordering the project. This feasibility study examines methods and costs to repair the double box culvert. The Commission Engineer investigated one primary option during this feasibility study, with the alternative options being to do nothing or delay the repairs.

If ordered, the BCWMC will utilize the BCWMC CIP funds to implement the proposed project. The current CIP budget earmarks \$1,200,000 for this project. The source of these funds is an ad valorem tax levied by Hennepin County over the entire Bassett Creek watershed on behalf of the BCWMC.

1.2 General Description and Site Characteristics

The Double Box Culvert Repair Project is located entirely underground within the "new" stormwater tunnel in the City of Minneapolis. The project will repair defects identified during the 2019 and 2024 tunnel inspections (2) (3).

1.3 Recommendations

The Commission Engineer recommends proceeding with the necessary repairs. This proactive approach is preferred over delaying the work or opting to do nothing. Performing the repairs will help maintain the infrastructure's functionality and prevent further deterioration, which could lead to more significant issues and higher repair costs in the future.

2 Background, Goals and Objectives

The *BCWMC 2015-2025 Watershed Management Plan* (Plan) (1) discusses the Bassett Creek Flood Control Project in Section 2.8.1 (BCWMC Flood Control Project). The Plan identifies the 1.7-mile tunnel through downtown Minneapolis as the principal feature of the BCWMC Flood Control Project.

2.1 Background

The Double Box Culvert is part of a system of storm sewer tunnels that convey Bassett Creek flow through downtown Minneapolis to the Mississippi River, where it discharges downstream of St. Anthony Falls. The storm sewer system was constructed in three phases including the I-94/2nd Street tunnel (Phase 1), the 3rd Avenue tunnel (Phase 2), and the Double Box Culvert (Phase 3), all of which are depicted in Figure 1. The Double Box Culvert was constructed by the USACE in 1992 and it was turned over to the local sponsor (City of Minneapolis) in 2002 (i.e., the City of Minneapolis owns the system). The Double Box Culvert was constructed by open cut excavation 0–20 feet below ground surface and was designed to convey Bassett Creek flows to the 3rd Avenue tunnel, via a 30-foot drop structure. The Double Box Culvert generally runs parallel with the Cedar Lake Trail and consists of three primary cross sections (from upstream to downstream):

- Flared end inlet structure (Sta. 172+45 to 172+24)
- 11-foot-high by 11-foot-wide double box culverts (Sta. 172+24 to Sta. 119+88)
- 11-foot-high by 15-foot-wide single box culvert (Sta. 119+88 to Sta. 116+73)

The past two Double Box Culvert inspection reports (2019 and 2024) (2) (3) identified both structural and operation and maintenance defects within the box culvert; therefore, the Double Box Culvert Repair project would address needed repairs along the 5,600-foot-long tunnel.

2.2 Goals and Objectives

The project is consistent with the goals (Section 4.1) and policies (Section 4.2.2) for flooding and rate control in the Plan (1) and is consistent with the BCWMC's subsequent Flood Control Project policies, adopted in 2016, and updated in 2021. As is required for BCWMC CIP projects, a feasibility study must be completed prior to the BCWMC holding a hearing and ordering the project. This study examines the feasibility, methods, and costs of repairing the Double Box Culvert, which is proposed to be included for design and construction in the BCWMC's 2026 CIP - Double Box Culvert Repair Project (FCP-1).

Furthermore, as listed in the Operation and Maintenance Manual (4) for the Flood Control Project, "prior approval by the USACE District Engineer is required for any proposed improvement or change in any feature within the project limits. Before starting construction on such improvements or changes, the City of Minneapolis Superintendent shall submit a written request with two complete sets of the proposed plans for consideration to the USACE District Engineer... Construction of any alterations to the project shall not begin until written approval has been received from the USACE District Engineer." The Commission Engineer will continue to seek confirmation from the USACE regarding whether they consider the Double Box Culvert Repair Project an "improvement" to the FCP that requires USACE approval.



- Phase 2: 3rd Avenue Tunnel
- Phase 3: Double Box Culvert



1,500 Feet

Imagery Source: NearMap, 9-11-2024

Bassett Creek Watershed Management Commission

FIGURE 1



3 Stakeholder Engagement

3.1 Kickoff Meeting with BCWMC Staff and City of Minneapolis

A virtual project kickoff meeting with the BCWMC administrator, Commission Engineer staff, and City of Minneapolis staff occurred on April 16, 2025. USACE and MnDNR staff were invited but did not attend. At this meeting, the project scope, schedule and key tasks were discussed, and data needs were identified.

3.2 Technical Stakeholder / Agency Meeting

The Commission engineer contacted the USACE and MnDNR representatives and discussed the project.

- MnDNR: Staff provided an email on March 17, 2025 stating that the box culvert segment is not considered a public water, and no MnDNR authorization or further review is needed. The MnDNR requested the project to be compliant with local floodplain regulations.
- USACE: No feedback has been received as of June 10, 2025. The Commission Engineer will continue to reach out to USACE staff, incorporate any of their comments into the final project, and determine whether any approvals will be required for this repair project.

3.3 Site Meeting and Contractor Input

On April 17, 2025, key members of the Commission Engineer's project team (Jim Herbert, Joe Welna, Josh Phillips, and Andrew Lund) met with the City of Minneapolis (Joe Klejwa) and a contractor experienced in tunnel rehabilitation projects. The objective of the site meeting was to walk through the Double Box Culvert to review the defects and discuss repair options and constructability.

Andrew Lund (Commission Engineer) served as a surface attendant, while the rest of the group entered the box culvert through a catch basin at Sta. 170+81 in the southwest parking lot of the Minneapolis Public School Transportation facility at 1001 2nd Ave N, Minneapolis, MN 55405, which is approximately 150 feet downstream of the inlet structure. The invert of the double box culvert is approximately 15 feet below the surface at this location; therefore, the group entered and exited the box culverts at this location using a ladder, harnesses and fall arrestor. While in the box culverts, the group walked upstream in the left box culvert to the inlet structure (that discharges into the 3rd Avenue Tunnel), then turned around and walked back upstream in the left box culvert to the same catch basin access location. [Note: left & right are referenced with respect to facing downstream.]

A summary of the key discussion items amongst the project team, city staff and contractor includes:

- Shear keys repairs: consider one of several options to seal open joints and minimize the migration of water and soil particles into the tunnel, such as (1) full depth repairs with flexible chemical grout, (2) near surface repair consisting of placing backing bar and flexible seal, or (3) placement of oakum soaked in hydrophilic chemical grout in open joints that expands and seals the joints to minimize migration of soil particles.
- 2. Damaged concrete in tunnel walls and at shear keys: consider repairing spalled and fractured concrete. Consider if a structural repair is required (i.e. epoxy injection, removal of unsound

concrete and placement of new repair mortar) or if repairs are more related to operations and maintenance (i.e. infiltration sealing/chemical grout injection)

- 3. Deposited sediment: remove the sediment, particularly at sags in the invert. Removal of sediment and debris will allow inspection of the invert. As a result of tunnel operation, the sags are likely to fill with sediment again over time.
- 4. Attached deposits: although not excessive, remove attached deposits as necessary to inspect and repair (if necessary) underlying concrete.
- 5. Invert repairs: One invert repair area was identified during the 2024 inspection and two additional invert repair areas were identified during the April 17, 2025 site meeting (3 total). It is anticipated additional invert repairs will be found during construction after box culverts are dewatered.
- 6. Water control: the contractor typically controls the means and methods for water control. Water control is anticipated to include construction of a bulkhead at the inlet of one box culvert and diverting water to the other box culvert during construction. The contractor may need to seal the shared wall joints to minimize flow from one box culvert to the other during construction.
- 7. Construction access: it may be feasible to remove the inlet grate to provide construction access into both the left and right box culverts. The project team will meet with the bus garage staff to discuss temporary use of its property for staging. It is anticipated the contractor would use other manhole access locations for ventilation, access, or emergency egress. Additionally, an access vault is located directly over the drop structure that would allow equipment to be lowered into the tunnel; however, this vault would be better used for work in the deep tunnel and would not likely be used for the double box culvert repairs.

3.4 Constructability Meeting

On May 29, 2025, after developing preliminary repair plans and a cost estimate, Commission Engineers (Jim Herbert, Joe Welna, and Josh Phillips) had a follow up meeting with the contractor to discuss constructability and cost feedback. Overall, the contractor generally concurred with the Commission Engineer's design and approach but provided additional feedback on water control that was incorporated into this report.

3.5 Public Engagement

Typically, BCWMC feasibility studies include gathering public input on proposed projects. However, because this project is all underground and contained within the box culvert, and due to the time constraints, this study did not include a public engagement task.

4 Project Elements

4.1 General

4.1.1 Mobilization

Mobilization includes mobilizing to the project site the personnel, equipment, supplies and incidentals necessary to complete the work. Also, as part of mobilization, the contractor will establish above-ground staging areas, develop access locations, provide temporary utilities, and site safety elements.

4.1.2 Water Management

Water management will be required and is anticipated to include construction of a bulkhead at the inlet of one box culvert and diverting water to the opposite box culvert during construction. The contractor may need to seal the shared wall joints to minimize flow from one box culvert to the other during construction. The contractor will also need to address water seeping into the tunnel through the base slab joints, active taps, and other existing penetrations. Sandbag dikes and a pump will likely be used to augment water management in localized areas. Another option that should be considered during final design is potentially diverting low flows into the old Bassett Creek tunnel, thereby eliminating creek flows into the Double Box Culvert.

4.1.3 Erosion Control

Erosion control will be required and includes methods to prevent sediment and construction-related debris from leaving the site. Erosion control typically consists of sandbag settling basins (or similar) at the downstream end of the project. Materials collected will be removed from the tunnel and disposed of off-site.

4.1.4 Traffic Control

Traffic control will be required and includes providing materials, equipment and labor to control traffic (both vehicular and pedestrian traffic) on or near the site, including obtaining necessary permits for road closings, work in the right-of-way, and detours. Significant traffic control is not anticipated for this project and may vary depending upon the contractor's proposed access.

4.2 Repairs

This section introduces the primary repairs proposed as part of the repair project.

4.2.1 Shear Key Joint Repair

The Double Box Culvert was constructed with shear key joints at 35 locations along the Double Box Culvert alignment. The purpose of the shear keys is to transfer load between culvert segments and minimize differential settlement. During the 2019 and 2024 inspections (2) (3), the Commission Engineer observed infiltration, deposits, and concrete deterioration at many of the shear key joints. In addition, approximately 70% of the shear keys had missing or deteriorated bitumastic material within the 1- to 1.5-inch-wide joints. These defects and observations indicate some level of differential settlement has occurred at the shear keys since construction. In addition, water and soil intrusion through these joints could lead to void spaces developing outside of the box culvert walls, which can lead to settlement or sinkholes at the ground surface above the box culvert.

The primary objective of this repair is to replace deteriorated joint filler material to minimize potential migration of water and soil particles into the tunnel. Shear keys that are experiencing concrete deterioration will be repaired under "concrete surface repair," "crack repair," or "fracture repair" as noted in the subsections below. The approach to repair the shear key joints includes installing oakum, soaked in a hydrophilic chemical grout, to seal the joints and fractures. This would minimize water and soil intrusion and reduce the risk of void spaces developing outside of the box culvert. Photos showing typical shear key joints recommended for repair are included in Figure 2.



Figure 2 Typical Shear Keys Recommended for Repair

4.2.2 Crack Repair

During the 2019 and 2024 inspections (2) (3), the Commission Engineer observed approximately 18,000 linear feet of cracks in the Double Box Culvert. A crack is a defined as a break in a culvert or tunnel that is visible but not physically open. The majority of the cracks are fine "hairline" shrinkage and temperature cracks in the concrete that likely developed shortly after initial construction. However, some cracks are more prominent and are allowing water infiltration into the box culvert. Water infiltration through cracks can advance concrete and steel reinforcement deterioration and cause the formation of mineral encrustation within the tunnel. The Commission Engineer estimates that approximately 10% of the identified cracks warrant repairs as part of the project. To repair these cracks, a contractor would remove mineral deposits, drill holes that intercept the cracks and inject chemical grout to seal the cracks. Photos showing typical cracks recommended for repair are included in Figure 3. Note, some cracks recommended for repair occur along construction joints.



Figure 3 Typical Cracks Recommended for Repair

4.2.3 Fracture Repair

During the 2019 and 2024 inspections (2) (3), the Commission Engineer observed a total of approximately 100 linear feet fractures within the double box culvert that warrant repairs, most commonly at the shear key locations as a result of potential differential settlement occurring at that joint. A fracture is a crack that has become visibly open, and a gap can be seen. A fracture allows more groundwater infiltration/exfiltration than a crack. Similar to crack repairs, to repair fractures, a contractor would remove mineral deposits (if present), drill holes that intercept the fracture and inject epoxy into the fracture to complete the structural repair. Photos showing typical fractures recommended for repair are included in Figure 4.



Figure 4

Typical Fractures Recommended for Repair

4.2.4 Concrete Surface Repair

During the 2019 and 2024 inspections (2) (3), the Commission Engineer observed approximately 34 locations of concrete surface defects and concrete spalling that warrant repair in the double box culvert. A contractor would perform concrete surface repairs by saw cutting a perimeter around the proposed repair, removing loose concrete, installing corrosion inhibitor on any exposed reinforcement, placing new reinforcement and anchorages as necessary, and placing repair mortar material to repair the defects. Photos showing typical concrete areas recommended for repair are included in Figure 5.



Figure 5 Typical Concrete Areas Recommended for Repair

4.2.5 Tap Repair

During the 2019 and 2024 inspections (2) (3), the Commission Engineer observed one tap location with a defective connection with the double box culvert. The defective connection is a source for infiltration and concrete degradation. The repair will include removing unsound material, repairing exposed reinforcement, and installing new repair mortar around the tap. A photo showing the tap recommended for repair is included in Figure 6.



Figure 6 Tap Recommended for Repair

4.2.6 Invert Repair

During the 2024 inspections (2) (3), the Commission Engineer observed three locations in the invert where the concrete appeared to be buckling and spalling. It is anticipated that additional invert deficiencies may be identified during construction when the tunnel is dewatered. The identified invert deficiencies were located at an existing invert joint. The invert repair work will include saw cutting and removing the deficient concrete, drilling and anchoring reinforcement and placing new concrete. A photo showing an invert area recommended for repair is included in Figure 7.



Figure 7 Invert Area Recommended for Repair

4.2.7 Reinforcement Spacer Repair

As part of the original Double Box Culvert construction, the structural reinforcement was placed on steel spacers to provide the specified concrete cover between the formwork and reinforcement. During the 2024 inspections (2) (3), the Commission Engineer observed that at various locations within the right box culvert, the reinforcement spacers along the ceiling of the tunnel were visible and corroding. The corrosion pattern was generally linear and often visible at multiple locations along the ceiling of the tunnel within select segments. For example, the pattern may be visible along the ceiling near the left wall, in the middle, and near the right wall within the same reach of the tunnel. In total, the Commission Engineer quantified approximately 1,200 feet of visible corrosion of the reinforcement spacers. This corrosion can contribute to concrete degradation over time; therefore, the Commission Engineer recommends repairs for the full extent of the visible corrosion. Anticipated repairs include removing the corrosion, installing a corrosion inhibitor over the exposed steel, and placing a skim coat of repair mortar over the affected area. Photos showing typical reinforcement spacer repair areas are included in Figure 8.



Figure 8 Typical Reinforcement Spacers Recommended for Repair

4.2.8 Remove Attached Encrustations

During the 2024 inspections (2) (3), the Commission Engineer observed 34 locations of attached, encrusted deposits. Attached encrustations consist of mineral deposits left by the partial evaporation of infiltrating groundwater containing dissolved salts. These deposits will normally be concentrated alongside weeping or dripping joints or fractures. If left unchecked, attached deposits can hide other defects and eventually build up and reduce the cross-section area and capacity of the Double Box Culvert. Deposits are typically removed by a contractor using water blasting, chipping hammers and grinding wheels. Photos showing typical attached deposits recommended for removal are included in Figure 9.



Figure 9 Typical Attached Deposits Recommended for Removal

4.2.9 Remove Sediment and Debris

Settled deposits are often distributed throughout a box culvert length and will be most evident in sections with a flatter grade or sag. Fine deposits consisting of sand and silt particles were most prevalent in the following Double Box Culvert sections:

- Sta. 151+75 to Sta. 150+99 (approximately 76 feet)
- Sta. 132+04 to Sta. 131+10 (approximately 94 feet)

A contractor would use equipment, such as a skid steer and bucket, to scrape up the settled deposits, then load and bring them to the surface, and then haul the material to a landfill for disposal.

Debris, including miscellaneous bricks, concrete parts, rocks and other debris (including 4-foot by 8-foot sheet of plywood lodged in the left box culvert at the connection from the double box culvert to the single box culvert), will be removed and hauled away for disposal.

4.2.10 Access Improvements

Manhole Step Installation: Commission Engineers noted that the access manholes do not have steps. A bid item has been included in the cost estimate for adding steps to these access locations for ease of future inspection and maintenance. The project team will coordinate with City staff regarding this item because some municipalities discourage manhole steps (due to potential step failure and to discourage unauthorized entry). Authorized tunnel entrants will always be connected to fall protection equipment during tunnel access or egress, regardless of if steps are in place.

Fall Protection Anchorage: In addition, the 30-foot drop structure from the single box culvert to the 3rd Avenue tunnel poses significant safety risks to inspection staff. Therefore, similarly, a bid item has been included in the cost estimate for providing fall protection anchorage near the drop structure for staff to use during inspections. This would allow inspection staff to tie off and use fall resistors to approach closer to the drop structure and safely inspect the single box culvert.

4.3 Access Locations

As shown in the following table, several manholes are located along the entire length of the Double Box Culvert that can be used for access into the system. Removing the inlet grate would likely work best for construction access into both the left and right box culverts. The contractor noted that temporary use of other manholes may be needed for ventilation, equipment staging, product delivery, or emergency egress. but did not anticipate any other locations would be needed for primary construction access. The project team considered installing a new access vault as part of the project that could accommodate larger construction equipment but decided to forego a new vault and utilize the inlet for access. This may be reconsidered during final design if restrictions are identified with removing the inlet grate. Outreach to, and coordination with, landowners regarding temporary site access easements will occur during project design.

| Station | Feature | Access Into | Location |
|---------|-------------------------------------|-------------------------------|--|
| 172+25 | Inlet Structure | Left Box & Right Box | West of Minneapolis Public Schools Transportation facility parking lot |
| 170+80 | Manhole | Left Box & Right Box | Minneapolis Public Schools Transportation facility parking lot |
| 167+06 | Manhole | Left Box | Colfax Avenue |
| 165+18 | Manhole | Right Box | Colfax Avenue |
| 165+10 | Manhole | Left Box | Colfax Avenue |
| 156+50 | Manhole | Left Box & Right Box | Cedar Lake Trail, west side of I-94 |
| 149+50 | Manhole | Right Box | Chestnut Avenue |
| 147+51 | Manhole | Right Box | |
| 144+60 | Abandoned | Left Box | Cedar Lake Trail, near Glenwood Avenue (abandoned) |
| 144+59 | Manhole | Right Box | Cedar Lake Trail, near Glenwood Avenue |
| 134+10 | Manhole | Left Box & Right Box | Twins Stadium Champions Club Parking Lot, between Royalston Avenue and 10th Street bridges |
| 128+50 | Manhole | Left Box | Twins Stadium Champions Club Parking Lot, between 10 th Street and 7 th Street bridges |
| 128+45 | Manhole | Right Box | Twins Stadium Champions Club Parking Lot, between 10 th Street and 7 th Street bridges |
| 125+10 | Abandoned | Left Box | Below Twins Stadium at 6 th Street (abandoned) |
| 125+06 | Abandoned | Right Box | Below Twins Stadium at 6 th Street (abandoned) |
| 119+59 | Manhole | Single Box | Cedar Lake Trail, between 5 th Street and 4 th Street bridges |
| 116+50 | Access Vault over drop structure | 3 rd Avenue Tunnel | Inside North Loop Green 360 Building |

Table 4-1 Box Culvert Access Locations

[Note: left & right with respect to facing downstream]

4.4 Easement Acquisition

In general, most of the project reach is adjacent to the BNSF railway, the Cedar Lake Trail bike/pedestrian path in the City of Minneapolis, and existing easements that can be used for access to the Double Box Culvert. However, temporary easements may be required to provide contractor staging, equipment storage and access. As noted in Section 4.3, removing the inlet grate would likely work best for construction access into both the left and right box culverts. The inlet grate is most easily accessed from the Minneapolis Public Schools Transportation facility parking lot; therefore, coordination with the Minneapolis Public Schools Transportation facility staff will be required for construction access and temporary construction easement acquisition near the box culvert inlet. Also, temporary easements may need to be acquired for other access areas due to the proposed length of the project work.

5 Permits, Approvals, and Environmental Reviews

5.1 Approvals Required for the Project

The proposed project is expected to require approval from and compliance to requirements from the following entities:

- City of Minneapolis
- BCWMC

5.1.1 City of Minneapolis Requirements

The proposed project includes work in the City of Minneapolis; therefore, the proposed project must adhere to the City of Minneapolis' requirements. The contractor will need to obtain construction permits required by the City of Minneapolis.

5.1.2 BCWMC Requirements

The proposed project includes work in the BCWMC's 100-year floodplain; therefore, the proposed project must adhere to the BCWMC's floodplain requirements. Due to the nature of the proposed work, the main requirements from the BCWMC are that the project must maintain no net loss in floodplain storage, and no increase in flood level at any point along the trunk system. The flood levels for the BCWMC are managed to a precision of 0.00 feet. The BCWMC flood levels will not be impacted because the project will not result in cross-sectional changes to the tunnel. Temporary construction impacts may include loss of tunnel capacity if temporary bulkheads are utilized for water control. Typically, a bulkhead system would be limited to a few feet in height to allow overtopping during higher flow events.

The proposed project will include surface staging for equipment and personnel near the proposed site access locations. Land disturbance that triggers the BCWMCs erosion and sediment control requirements is not anticipated as part of the project. However, sediment control requirements will be incorporated to minimize downstream soil transport in the double box culvert and tunnel system.

5.2 Permits and Environmental Reviews Not Required for the Project

5.2.1 Minnesota Wetland Conservation Act

The Minnesota Wetland Conservation Act (WCA) regulates the filling and draining of wetlands and excavation within Type 3, 4, and 5 wetlands—and may regulate any other wetland type if fill is proposed. The project will not impact wetlands, therefore WCA approvals are not required.

5.2.2 Public Waters Work Permit

The MnDNR regulates projects constructed below the ordinary-high-water level of public waters, watercourses, or wetlands, which alter the course, current, or cross-section of the waterbody. Coordination with MnDNR staff confirmed that the Bassett Creek tunnel is not considered a public water, and no MnDNR authorization or further review is needed. However, the project must comply with local floodplain regulations.

5.2.3 Environmental Assessment Worksheet

The Minnesota Environmental Policy Act of 1973 (MEPA) established the Environmental Quality Board (EQB), which oversees the formal environmental review process for the state of Minnesota. An Environmental Assessment Worksheet (EAW) is a screening tool used to determine whether a full environmental impact statement is needed. The MnDNR does not consider the Bassett Creek Tunnel a public water and the project will not change or diminish the course, current, or cross-section. Therefore, an EAW is not required.

5.2.4 Minnesota Pollution Control Agency Permits

This project will not create more than one acre of land disturbance, therefore a SWPPP and compliance with the CSW General Permit are not required.

5.2.5 USACE Section 401 and Section 404 Permits

Since this project is maintenance of a previously constructed project rather than construction of a new project, Section 401 and Section 404 permits are not anticipated to be needed. As noted in Section 2.2 and Section 3.2, the Commission Engineer will continue to reach out to USACE staff, incorporate any of their comments into the final project, and seek confirmation from the USACE regarding whether they consider the Double Box Culvert Repair Project an "improvement" to the FCP that requires USACE approval.

5.2.6 Cultural Resources and Threatened & Endangered Species Reviews

Except for staging areas and access, the project will be performed underground within the existing Double Box Culvert. Therefore, a cultural resources literature review and threatened and endangered species review do not appear to be necessary.

6 Cost and Schedule Considerations

6.1 Alternatives

This study focuses on maintaining Double Box Culvert functions and presents two primary alternatives:

- Option 1: Perform Repairs: This option involves addressing the identified issues. By undertaking the necessary repairs, the BCWMC can maintain the continued functionality of the Double Box Culvert infrastructure. This proactive approach helps prevent further deterioration, potentially reducing long-term costs and avoiding more extensive damage.
- Option 2: Do Nothing /Delay Repairs: Choosing this alternative means postponing the repairs or opting not to perform them at all. While this might save immediate costs, it carries the risk of exacerbating the existing problems. Delaying repairs can lead to more significant issues in the future, potentially resulting in higher repair costs and compromised infrastructure integrity and safety.

6.2 Opinion of Cost

The Commission Engineer's opinion of cost is a Class 3 feasibility-level cost estimate as defined by the American Association of Cost Engineers International (AACE International) (5) and includes the assumptions listed below and detailed in the following sections.

- The cost estimate assumes a 25% construction contingency. This contingency may be utilized for additional repairs that may be identified following dewatering of the box culvert and removal of attached encrustations,
- Costs associated with design, permitting, bidding, and construction observation and other services (collectively "engineering") are assumed to be 25% of the estimated construction costs (excluding contingency).
- Construction easements will be limited to existing City of Minneapolis property or existing easements along the box culvert as necessary to construct the project; however, the costs were not estimated as part of this study

The Class 3 level cost estimates have an acceptable range of between -10% to -20% on the low range and +10% to +30% on the high range. We assume the final costs of construction may range between -15% and +20% of the estimated construction budget. The assumed contingency for the project (25%) incorporates the potential high end of the cost estimate range.

Table 6-1 summarizes the feasibility-level total construction cost estimates and the 30-year annualized total construction cost estimates. Appendix B provides a detailed cost-estimate table for Option 1: Perform Repairs.

Table 6-1 Double Box Culvert Repair Project Cost Summary

| Option Description | Cost Estimate ^(1,3) | Annualized Cost ⁽²⁾ | |
|--------------------------------------|--------------------------------|--------------------------------|--|
| | | | |
| Option 1: Perform Repairs | \$1,410,000 | \$96,000 | |
| | (\$1,199,000–\$1,692,000) | | |
| Option 2: Do Nothing / Delay Repairs | \$0 | \$0 | |

(1) A Class 3 screening-level opinion of probable cost, as defined by the American Association of Cost Engineers International (AACE International), has been prepared for these options. The opinion of probable construction cost provided in this table is based on the Commission Engineer's experience and qualifications and represents our best judgment as experienced and qualified professionals familiar with the project. The cost opinion is based on project-related information available to the Commission Engineer at this time and includes a conceptual-level design of the project. It includes 25% project contingency and 25% for planning, engineering, design, and construction administration. The lower bound is assumed at +15%, and the upper bound is assumed at +20%.

(2) Assumed to be 1% of the total project cost for annual maintenance, plus the initial project cost distributed evenly over a 30year project lifespan.

(3) Costs do not include easements, construction access routes, or legal expenses for construction contracting.

6.3 Funding Sources

As noted in the Plan's Flooding and Rate Control Policies, the BCWMC would finance the project:

The BCWMC will finance major maintenance and repair of water level control and conveyance structures that were part of the original BCWMC Flood Control Project on the same basis as the original project. New road crossings of the creek that were installed as part of the project will be maintained by the city where the structure is located. (policy 23)

In addition, the BCWMC's updated Flood Control Project Policies (2021) include this policy:

3. Maintenance Funding

The Commission will add the identified FCP major repairs, rehabilitation and replacement projects to the BCWMC CIP and will fund the projects using the BCWMC's ad valorem levy (via Hennepin County). The Commission will need to amend the BCWMC plan to add these projects to the CIP and to change (or add to) the funding mechanisms for project implementation.

If ordered, the BCWMC will utilize the BCWMC CIP funds to implement the proposed project. The current CIP budget earmarks \$1.2 million for this project. The source of these funds is an ad valorem tax levied by Hennepin County over the entire Bassett Creek watershed on behalf of the BCWMC.

6.4 Schedule

The BCWMC will hold a public hearing for this project in September 2025. Pending the outcome of the hearing, the BCWMC will consider officially ordering the project, and certifying to Hennepin County a final 2026 tax levy for this project.

If approved, final design and development of plans and specifications will likely begin during the first quarter of 2026. Bidding is anticipated to occur during the third quarter of 2026. The construction work would likely begin in winter 2026/2027, during low flow periods in the Double Box Culvert. The BCWMC or the City of Minneapolis would lead the project.

7 Recommendation

The Commission Engineer recommends proceeding with the necessary repairs. This proactive approach is preferred over delaying the work or opting to do nothing. Performing the repairs will help maintain the infrastructure's functionality and prevent further deterioration, which could lead to more significant issues and higher repair costs in the future.



Bassett Creek Watershed Management Commission

MEMO

To:BCWMC Commissioners and Alternate CommissionersFrom:Administrator JesterDate:Juen 10, 2025

RE: 2026 Proposed Maximum Levy

RECOMMENDATION: Set a maximum levy of \$2,503,500 for collection by Hennepin County in 2026

A maximum levy request for 2026 must be set at this meeting and submitted to the County by June 26th. The final levy will be set later this year and can be lower than the maximum amount set at this meeting but cannot be higher. The table below shows the CIP projects slated for 2026 levy funding along with the current 2025 levy and the projected 2027 levy for context.

The table assumes Commission approval of the feasibility study for the Double Box Culvert Repair Project presented earlier in this meeting including \$1,410,000 for construction, design, and bidding.

| TOTAL | \$1,504,000 |
|-------------------------------|-------------------------|
| Administrative Expense | \$36,500 (2.5% of levy) |
| Legal Assistance | \$2,500 |
| Feasibility Study | \$55 <i>,</i> 000 |
| Design, Construction, Bidding | \$1,410,000 |
| Double Box Culvert Repairs | |

| Recommended 20 | 026 Levv (with | Projected 2027 | / Levv) – Based c | n Approved 5- | vear CIP |
|----------------|----------------|----------------|-------------------|---------------|----------|
| | | | | | |

| Project Name | Project | Current | Recommended | Projected | TOTAL |
|-----------------------------|--------------|------------------------|------------------------|-------------|-----------------------|
| | Number | 2025 Levy | 2026 Levy | 2027 Levy | |
| Medicine Lake Rd & | Golden | | | \$1,000,000 | |
| Winnetka Ave Long Term | Valley | | | | |
| Flood Mitigation Plan | BC-2,3,8, 10 | | | | |
| Project | | | | | Additional |
| Dredging accumulated | Golden | | | \$200,000 | funding in |
| sediment in Main Stem | Valley/MPLS | | | | future years |
| Bassett Creek Lagoons, | BC-7 | | | | |
| Wirth Park | | | | | |
| Crane Lk Chloride | Minnetonka | | | \$300,000 | |
| Reduction Demonstration | CL-4 | | | | |
| Project at Ridgedale Mall | | | | | |
| Fernbrook Regional | Plymouth | | | \$500,000 | |
| Stormwater Improvements | PC-1 | | | | |
| Bassett Creek Main Stem | Golden | \$953 <i>,</i> 500 | \$653 <i>,</i> 500 | | \$2,241,000 |
| Restoration - Regent Ave to | Valley | | | | (includes |
| Golden Valley Rd | 2024-CR-M | | | | \$634,000 in 2024) |
| Plymouth Creek | Plymouth | \$1,300,000 | \$1,300,000 | | \$2,600,000 |
| Restoration Project Dunkirk | 2025 CR-P | | | | |
| Lane to Plym Ice Center | | | | | |
| Flood Control Project | Minneapolis | | \$950,000 | \$554,000 | \$1,504,000 |
| Double Box Culvert Repairs | FCP-1 | | | | |
| SUB TOTAL | | \$2,603,500 | \$2,803,500 | 2,554,000 | |
| | | | | | |
| City and Grant Funding | | \$300,000 ¹ | \$400,000 ² | \$0 | |
| | | | | | |
| TOTAL LEVY | | \$2,303,500 | \$2,503,500 | \$2,554,000 | |
| | | | | | |

¹ \$300,000 from City of Golden Valley for 2024-CR-M ² \$400,000 Clean Water Fund Grant for 2025 CR-P



Bassett Creek Watershed Management Commission

Watershed Plan Development - Progress Tracker June 2025 Update

At their meeting on June 4th, the Plan Steering Committee (PSC) reviewed feedback gathered during the Commission Plan Development Workshop. They also revisited the vision statement that was originally written at the beginning of the plan development process. The revised vision statement being recommended is: Stewardship of the Hahá Wakpádaŋ / Bassett Creek Watershed to reduce flood risk and improve ecosystem health.

At their June meeting, the PSC also decided on where and how to incorporate the creek's co-name (Hahá Wakpádaŋ) into the plan.

Finally, the PSC reviewed and provided valuable feedback on new sections of the draft plan including the executive summary, list of acronyms, summary of land and water resources inventory, and the appendix that summarizes public engagement and input during the plan development process. PSC members will give a final review of the complete plan in the coming weeks and are expected to recommend submittal for 60-day review at the July meeting.

The PSC discussed outreach to the public, partners, and interested groups – in addition to outreach already happening with some city commissions and councils. They decided that outreach should begin at the start of the 60-day review period with a press release and targeted outreach to stakeholder groups.

The PSC meeting next on Monday, July 7th. All PSC meetings are open to commissioners and the public (see meeting schedule in online calendar). Plan development materials can be found at: <u>https://www.bassettcreekwmo.org/document/2025-plan-update</u>.

| Month and Year | Plan Steering Committee Work |
|---------------------------|---|
| September 2023 thru | Developed format for presenting and discussing issue statements, desired future conditions, 10-year goals, potential actions/strategies, and tracking notes. |
| February 2024 | Developed mission statement: <i>Stewardship of water resources to reduce flood risk and improve watershed ecosystem health.</i> |
| | Developed issue statements and measurable goals addressing: Impaired waters Chloride loading Streambank and gully erosion Lakeshore erosion Wetland health and restoration |

| Month and Year | Plan Steering Committee Work |
|-------------------|--|
| | Received update on plan development budget. |
| | Reviewed input from the Plan TAC which met in December 2023. |
| | Planned for January 2024 Commission workshop and responded to input received. |
| | Discussed implementation capacity of Commission. |
| March 7, 2024 | Reviewed and approved updated waterbody classification table; recommended |
| | keeping current list of priority waterbodies. |
| | Reviewed plan development calendar and timeline. |
| | Revisited discussion on future funding and governance structure, acknowledging complicated matter given JPA status and difficulty writing a 10-year plan considering that the future structure or funding of the organization could change . General approach agreed to: 1) get the JPA updated and keep the JPA update simple; 2) engage with cities to gain support for additional staff hours/higher operating budget; 3) build the plan with a tiered approach dependent on staffing and structure; 4) analyze organizational structure early in plan Implementation. |
| | There was concern from some that momentum for analyzing organizational structure will wane once new JPA is adopted. PSC members acknowledged that future structure will be further explored within the "organizational effectiveness" category in the coming months and a commission workshop would incorporate this item. |
| | Developed issue statements, measurable goals and possible implementation actions for: |
| | Aquatic Invasive Species |
| | Groundwater – Surface Water Interaction (partial) |
| April 3, 2024 | Revisited discussion on future funding and governance structure for the Commission. Noted that at March Commission meeting, the topic was introduced but without enough background and written materials. The group considered providing a memo on the governance item to the Commission but ultimately decided to provide a monthly status report to the Commission that includes a summary of PSC discussions and plan development progress. Again, the PSC confirmed the funding and governance topic would be subject of a future Commission workshop. |
| | Finalized development of issue statements, measurable goals and possible implementation actions for Waterbody and Watershed Quality category including: Groundwater – Surface Water Interaction Degradation of Riparian Areas Degradation/Loss of Upland Areas Groundwater Quality |

| Month and Year | Plan Steering Committee Work |
|-------------------|--|
| | Discussed format and timing for next Plan TAC meeting. |
| | Rescheduled June and July PSC meetings. |
| May 1, 2024 | Developed issue statements, measurable goals and possible implementation actions for a portion of the Flooding and Climate Resiliency category: |
| | • Impact of climate change on hydrology, water levels, and hood risk |
| | Reviewed draft mockup of waterbody and watershed Quality issues and Goals section. |
| | Discussed timing and topics for next Commission workshop. |
| June 12, 2024 | Finalized issue statements, measurable goals and possible implementation actions for a portion of the Flooding and Climate Resilience category: Impact of climate change on hydrology, water levels, and flood risk Bassett Creek Valley flood risk reduction and stormwater management opportunities Groundwater quantity |
| | Began developing issue statements, measurable goals and possible implementation actions for Education and Outreach category: Provide outreach to and develop relationships with diverse communities (need policy from Commission before finalizing) Recreation opportunities |
| July 10, 2024 | To the extent possible (without a DIEA policy), finalized issue statements, measurable goals and possible implementation actions for Education and Outreach category: Provide outreach to and develop relationships with diverse communities Protect recreation opportunities POTENTIAL NEW ISSUE: Increase resident and stakeholder capacity for stewardship |
| | Developed issue statements, measurable goals and possible implementation actions for some issues in the Organizational Effectiveness category: |
| | Organizational assessment of capacity and staffing BCWMC funding mechanisms |
| | Begin planning for Commission August 15 th Commission workshop to discuss the remaining 9 goals of the Waterbody and Watershed Quality category and all 10 goals in the Flooding and Climate Resilience category. |
| August 7, 2024 | Reviewed Planning TAC input on remaining goals in Waterbody and Watershed Quality category and all goals in Flooding and Climate Resiliency category |
| | Finalized plans for August 15 th Commission Workshop |

| Month and | Plan Steering Committee Work |
|--------------|--|
| Year | Finalized issue statements, measurable goals and possible implementation actions for |
| | Organizational Effectiveness category. |
| | Progress assessment |
| | Public ditch management |
| | Carbon footprint of BCWMC projects |
| | |
| | |
| September 4, | Reviewed input from August Commission Workshop and made revisions to issues and |
| 2024 | goais. |
| | Finalized issue statements, measurable goals and possible implementation actions for |
| | remaining goals area under the Education and Outreach category and Organizational |
| | Effectiveness category: |
| | Engagement of diverse communities |
| | Projects and programs implemented through a DEI lens |
| | Discussed mechanism for developing and discussing technical policies and |
| | implementation strategies such as street sweeping, buffer standards, linear project |
| | requirements, chloride reduction strategies, etc. |
| October 2, | Finalized DEIA-related issues and goals |
| 2024 | |
| | Reviewed proposed street sweeping prioritization study |
| | Reviewed format for portion of draft Plan section(s) addressing activities |
| | Began discussing linear project standards. |
| | Reviewed draft water monitoring plan |
| | Set next Commission workshop on Education and Organizational Effectiveness goals for November 20 th . |
| Nov 6, 2024 | Discussed possible revisions to the BCWMC's Requirements document including: |
| | Potential changes to linear project standards |
| | Requirements related to winter maintenance and chloride minimization design |
| | practices, including chloride management plans for applicable projects/locations |
| | Requested TAC input on linear project and chloride management |
| | standards/requirements |
| | Finalized manitoring plan |
| | rmanzeu monitoring plan |
| | Finalized plans for Commission workshop on Education & Engagement and |
| | Organizational Effectiveness goals. |
| Dec 11, 2024 | Reviewed input from November Commission Workshop and revised issues and goals, |
| | accordingly. |

| Month and Year | Plan Steering Committee Work |
|---------------------|--|
| | Reviewed updated plan development schedule. |
| | Reviewed draft education and engagement plan. Requested Education Committee review. |
| | Reviewed and discussed potential revisions to stream and wetland buffer requirements. Requested TAC input. |
| | Did not review as a group Commission Engineer recommendations on changes to Requirements Document – sent to TAC for review. |
| January 3, 2025 | Reviewed status of plan development budget |
| | Reviewed TAC input and revised Commission staff recommendations for linear project standards, stream and wetland buffers, chloride management requirements - finalized recommended standards |
| | Briefly commented on draft Implementation Section 5.1. |
| February 5, 2025 | Reviewed draft table of contents |
| | Reviewed and discussed the format and the new issues vs. tools matrix in revised Implementation Section 4.1 (formerly 5.1) |
| | Discussed development and use of equity metrics to help prioritize and guide Commission work and CIP projects |
| March 19, 2025 | Reviewed Plan TAC input on issues/goals/draft updates to standards and requirements |
| | Discussed CIP program implementation:Potential Projects |
| | Prioritization Metrics Implementation Poloc |
| | Eligible Project Costs |
| | Project Maintenance |
| | Added Benefits Cost Share Program (for above and beyond stormwater treatment) |
| April 3, 2025 | Final discussions of CIP program implementation |
| | Reviewed 10-year CIP |
| | Reviewed Non-CIP Implementation schedule |

| Month and Year | Plan Steering Committee Work |
|---|---|
| | Discussed engaging public on draft plan and the next Commission workshop |
| May 7, 2025 | Review complete Implementation Section 4.0 |
| | Review complete Issues and Goals narrative Section 3.0 |
| | Review draft presentation for city commissions, councils, other groups |
| | Plan for May 15 th Commission Workshop |
| May 15, 2025 | Commission Workshop on Proposed Updates to Standards/Requirements |
| June 4, 2025 | Revisited vision statement |
| | Discussed creek co-naming formats |
| | Reviewed the complete Plan document: |
| | Executive Summary |
| | Acronyms List |
| | Sections 1 – 4 |
| | Appendix C: Revised Education and Engagement Plan |
| | Appendix F: Summary of Public Engagement and Input |
| June 1 – 30, 2025 | Presentations to city commissions, councils, other groups |
| June 10, 2025 | Plan TAC reviewed implementation sections, implementation tables, requirements document updates |
| July 7, 2025 | PSC review Plan TAC input and finalize any remaining issues |
| July 17, 2025 | Commission approves draft plan and submittal for 60-day review |
| July 21 – September 22, 2025 (approx) | 60-day comment period |
| October 1, 2025 (earliest) | Review comments and discuss draft responses to comments |
| November 5, | Review and finalize responses to comments |
| 2025 (earliest) | Plan for public hearing (required per MN Rule 8410) |
| | Prepare recommendations to Commission |
| November 19, 2025 (earliest) | Public Hearing on Draft Plan (during November Commission meeting) |
| December 2025 | Catch up month, if needed |
| Jan – March | 90-day comment period; presentation to BWSR (likely week of Jan 5, 2026); target |
| 2026 | January 28, 2026 BWSR Board meeting for approval |
| April 2026 | Final BWSR approval and Commission adoption |

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



Bassett Creek Watershed Management Commission MEMO

Date:June 10, 2025From:Laura Jester, AdministratorTo:BCWMC CommissionersRE:Administrator's Report

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

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

2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley: A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of GoldenValley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The <u>Sun Post</u> ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10th and a public hearing on the water level drawdown was held April 16th. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Dewatering began late summer 2019. Tree removal was completed in early winter; excavation was ongoing through the winter. As of early June 2020, earth work and infrastructure work by Dahn Construction is nearly complete and trail paving is complete. Vegetative restoration by AES is underway including soil prep and seeding. Plants, shrubs, and trees will begin soon along with placement to goose protection fencing to help ensure successful restoration. The construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. A final grant report for BWSR's Watershed Based Implementation Funding was submitted at the end of January 2021. City staff completed a site walk through to document dead or dying trees and shrubs in need of replacement (under warranty). This project (along with Golden Valley's Liberty Crossing Project) received the award for "Project of the Year" from the Minnesota Association of Floodplain Managers in 2021. A reimbursement request for Restoration, planting, and vegetation establishment completed in 2023 and tree replanting in 2024 was approved for payment at the April meeting. A final project report will be presented at the July meeting. Project website: http://www.bassettcreekwmo.org/index.php?cID=433.

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

February: https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoffproject/. In September 2020, Minneapolis and MPRB staff met to review the implementation agreement and maintenance roles. BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding or agreement among BCWMC, MPRB, and city of Minneapolis to recognize and assign roles and responsibilities for implementation more formally. The draft agreement was developed over several months and multiple conversations among the parties. At the May 2021 meeting the Commission approved to waiver potential conflict of the Commission legalcounsel and reviewed a proposal for project design by the Commission Engineer. The updated design proposal and the design agreement among all three parties were approved at the June 2021 meeting. Four public open houses were held in the park in 2021 to gather input on park concepts. Project partners met regularly throughout design to discuss schedules, planning and design components, and next steps. Concept designs were approved by the MRPB Board in late 2021. Staff met with MnDOT regarding clean out of Penn Pond and continue discussions. 50% design plans were approved by the Commission at the January 2022 meeting; 90% design plans were approved at the March 2022 meeting along with an agreement with MPRB and Minneapolis for construction. The agreement was approved by all three bodies. Commission Engineers finalized designs and assisted with bidding documents. Bids were returned in early August. At the meeting in August, the Commission approved moving forward with project construction (through MPRB), and approved a construction budget (higher than previously budgeted) and an amended engineering services budget. MPRB awarded the construction contract. In late November the contractor began the initial earthwork and started on portions of the stormwater pond excavations. By late December the 1st phase of construction was complete with the ponds formed and constructed. The contractor began driving piles in late January and began installing underground piping in early February. At the March meeting, the Commission approved an increase to the engineering services budget and learned the construction budget is currently tracking well under budget. The change order resulting from the City of Minneapolis' request to replace a city sewer pipe resulted in extra design/engineering costs that were approved by the Administrator so work could continue without delays. The MPRB will reimburse the Commission for those extra costs and will, in-turn, be paid by the city. In early May construction was focused in the Morgan / Laurel intersection. The right-of-way storm sewer work is complete including the rerouting of some of the existing storm infrastructure and installation of the stormwater diversion structures. Construction of the ponds is complete and stormwater from the neighborhood to the west is now being routed through new storm sewers to the ponds. Vegetation is currently being established around the ponds. At the October meeting the Commission approved an amendment to the agreement with MPRB and Minneapolis in order to facilitate grant closeout. At the December 2023 meeting the Commission approved a partial reimbursement to MPRB for \$400,000. Corrections to a weir that was installed at the wrong elevation were made in spring 2024. A final grant report was submitted to the MN Board of Water and Soil Resources in late January 2024 and the final grant payment was recently received. Project as-built drawings were recently completed and an operations and maintenance plan is being developed. Final reimbursement requests from MPRB and Minneapolis are expected later this year. Project website: <u>http://www.bassettcreekwmo.org/projects/all-</u> projects/bryn-mawr-meadows-water-quality-improvement-project

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

forward with alternatives analysis. In May and June 2023, Commission staff discussed the possibility of incorporating stormwater management features into a redevelopment of Jevne Park currently being considered by the City of Medicine Lake. After review of the preliminary park design plans, the Commission Engineer and I recommended implementation of the original CIP Project to the City. Project webpage: <u>http://www.bassettcreekwmo.org/index.php?cID=467</u>.

2014 Schaper Pond Diversion Project and Carp Management, Golden Valley (SL-3) (No change since March): Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system. At the October 2020 meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Carp removals were performed through the Sweeney Lake Water Quality Improvement Project. Results were presented at the February 2021 meeting along with a list of options for long term carp control. Commission took action approving evaluation of the long-term options to be paid from this Schaper Pond Project. Commission and Golden Valley staff met in March 2021 to further discuss pros and cons of various options. At the September 2021 meeting, the Commission approved utilizing an adaptive management approach to carp management in the pond (\$8,000) and directed staff to discuss use of stocking panfish to predate carp eggs. Commission Engineers will survey the carp in 2022. At the April meeting, the Commission approved panfish stocking in Schaper Pond along with a scope and budget for carp removals to be implemented later in 2022 if needed. Commission staff informed lake association and city about summer activities and plans for a fall alum treatment. Approximately 1,000 bluegills were released into Schaper Pond in late May. Carp population assessments by electroshocking in Sweeney Lake and Schaper Pond were completed last summer. A report on the carp assessment was presented in January. Monitoring in Schaper Pond in 2023 and a reassessment of carp populations in 2024 were approved in early 2023. Carp box netting in 2024 is also approved, as needed. A carp survey of Schaper Pond and Sweeney Lake were recently completed which found higher than expected carp numbers in Sweeney Lake. Carp Solutions completed box netting in Sweeney Lake in late September 2024. At the October meeting the Commission Engineer reported that 191 carp were removed bringing the carp density to about 31.3 kg/hectare, less than the 100 kg/hectare threshold for water quality problems. A more detailed report on carp population status and recommendations for further monitoring in Schaper Pond was presented and approved at the January 2025 meeting. Project webpage: http://www.bassettcreekwmo.org/index.php?cID=277.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2) (No changes since August 2024): At their March 2015 meeting, the Commission approved the project specifications and directed the city to finalize specifications and solicit bids for the project. The contract was awarded to HAB Aquatic Solutions. The alum treatment spanned two days: May 18- 19, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters on May 20th. There were no complaints or comments from residents during or since the treatment.

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

2013 Four Seasons Area Water Quality Project (NL-2) (No change since March 2024): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance

of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the Commission Engineer and I have met on numerous occasions with the developer and their consulting engineers to discuss stormwater management and opportunities with "above and beyond" pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominium shared preliminary project plans and the Commission discussed the redevelopment and potential "above and beyond" stormwater management techniques. At the April 2020 meeting, the Commission conditionally approved the 90% project plans. The agreements with Dominium and the city of Plymouth to construct the project were approved May 2020 and project designers coordinated with Commission Engineers to finalize plans per conditions. In June 2021, the City of Plymouth purchased the property from Walmart. The TAC discussed a potential plan for timing of construction of the stormwater management BMPs by the city in advance of full redevelopment. At the August 2021 meeting, the Commission approved development of an agreement per TAC recommendations. The city recently demolished the mall building and removed much of the parking lot. At the December meeting the Commission approved the 90% design plans and a concept for the city to build the CIP project ahead of development and allow the future developer to take credit for the total phosphorus removal over and above 100 pounds. At the July meeting, the

Commission approved an agreement with the city to design, construct, and maintain the CIP project components and allow a future developer to use pollutant removal capacity above 100 pounds of total phosphorus. A fully executed agreement is now filed. The updated 90% project plans were approved at the September 2023 meeting. Changes to those plans were needed to address permitting requirements resulted. Those changes were presented at the November 2024 meeting and were administratively approved by the Commission Engineers. Construction of the wetland restoration is complete (see photo).



Project webpage: http://www.bassettcreekwmo.org/index.php?cID=282.

2021 Parkers Lake Chloride Reduction Project (PL-7): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to implement the project in coordination with commission staff. City staff and I have had an initial conversation about this project. The city plans to collect additional chloride data this winter in order to better pinpoint the source of high chlorides loads within the subwatershed. Partners involved in the Hennepin County Chloride Initiative (HCCI) are interested in collaborating on this project. A proposal from Plymouth and BCWMC for the "Parkers Lake Chloride Project Facilitation Plan" was approved for \$20,750 in funding by the HCCI at their meeting in March. The project will 1) Compile available land use data and chloride concentrations, 2) Develop consensus on the chloride sources to Parkers Lake and potential projects to address these sources, and 3) Develop a recommendation for a future pilot project to reduce chloride concentrations in Parkers Lake, which may be able to be replicated in other areas of Hennepin County, and 4) help target education and training needs by landuse. A series of technical stakeholder meetings were held last fall and winter to develop recommendations on BMPs. A technical findings report was presented at the July 2022 meeting. At the September 2022 meeting, the Commission approved a scope and budget for a study of the feasibility of in-lake chloride reduction activities which was presented at the November meeting. The Commission directed staff to develop a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. Commission and Plymouth staff continue to work on outreach and engagement with properties in the subwatershed, primarily through activities by WMWA's coordinator position. At the March meeting the Commission approved a contract with Bolton and Menk for assessment of salt storage and other practices at 4 properties. In April, Bolton and Menk staff met owners/operators of Brightview and submitted a report on their visit. I recently met with city and county staff to review the report and discuss next steps. I'll be reaching out to Bolton & Menk to get further information on some of their recommendations in the coming days. Visits to three other properties will take place in early winter when operations can be reviewed. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvementproject

2022 Medley Park Stormwater Treatment Facility (ML-12): The feasibility study for this project is complete after the Commission Engineer's scope of work was approved last August. City staff, Commission Engineers and I collaborated on developing materials for public engagement over the fall/early winter. A project kick-off meeting was held in September, an internal public engagement planning meeting was held in October, and a Technical Stakeholder meeting with state agencies was held in November. A story map of the project was created and a survey to gather input from residents closed in December. Commission Engineers reviewed concepts and cost estimates have been reviewed by city staff and me. Another public engagement session was held in April to showcase and receive feedback on concept designs. The feasibility report was approved at the June meeting with a decision to implement Concept #3. At the July meeting the Commission directed staff to submit a Clean Water Fund grant application, if warranted. A grant application was developed and submitted. Funding decisions are expected in early December. A public hearing on this project was held in September with no members of the public attending. In September, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs which are now underway. The BCWMC received a \$300,000 Clean Water Fund grant from BWSR in December 2021 and the grant agreement approved in March 2022. 50% design plans were approved in February 2022 and 90% plans were approved at the May 2022 meeting. Final plans and bid documents were developed by the city's consultation (Barr Engineering). Construction began in November 2022 and winter construction was finished in late January 2023. Activities in spring 2023 included completing grading (topsoil adjustments); paving (concrete, bituminous); light pole and fixture install; benches install; site clean up and prep for restoration contractor. In late May 2023, Peterson Companies completed their construction tasks and the project transitioned to Traverse de Sioux for site restoration and planting. A small area of unexpected disturbance from construction was added to the overall area to be restored with native plants through a minor change order. Site restoration, planting, and seeding was completed in late June 2023. A final grant report was submitted to the MN Board of Water and Soil Resources in late January 2025 and all grant funds were received. The Commission approved reimbursement requests from Golden Valley at their October 2024 and March 2025 meetings. The project was recently featured in the "Snap Shots" newsletter from the MN Board of Water and Soil Resources. A final reimbursement request and report will be submitted after final vegetation establishment. www.bassettcreekwmo.org/projects/allprojects/medley-park-stormwater-treatment-facility

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10) (No change since December 2023): The feasibility study for this project is complete after the Commission Engineer's scope of work was approved last August. A project kick-off meeting with city staff was held in late November. Meetings with city staff, Robbinsdale Area School representatives, and technical stakeholders were held in December, along with a public input planning meeting. A virtual open house video and comment form were offered to the public including live chat sessions on April 8th. The feasibility study report was approved in June with a decision to implement Concept #3. A public hearing on this project was held in September with no members of the public attending. In September, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs which are now underway. A virtual public open house was held February 3rd. 50% Design Plans were approved at the January meeting. A public open house was held September 29th. 90% were approved at the October Commission meeting. Six construction bids were received in late February with several of them under engineer's estimates. The city contracted with Rachel Contracting and construction got underway earlier this spring. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. Bids were open for the SEA School/Wildwood Park restoration project on June 20. Three bids were received and two came in right around our estimate. The city is recommending the low bidder (Landbridge Ecological). At the end of July utility crews lowered the watermain and installed the storm sewer diversions into the park from along Duluth Street. The hydrodynamic separator was also set (with a crane). Crews also worked on the iron-enhanced sand filter and the outlet installation, stone work on the steepened slopes, trail prep, bituminous paving, and concrete work (curb and gutter, pads, and ADA ramps). The preconstruction meeting for the restoration work was held with work to begin late August or early September. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August. The SEA School site construction is complete and restoration work is complete for the season. The DeCola Pond D outlet replacement and site restoration is also now complete.

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

Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd. (2024 CR-M), Golden Valley:

A feasibility study for this project got underway in fall 2022. A public open house was held March 1st with 30 residents attending. The draft feasibility report was presented at the April meeting. A final feasibility report was presented at the June meeting where the Commission approved the implementation of Alternative 3: to restore all high, medium, and low priority sites. A Clean Water Fund grant application for \$350,000 was recently developed and submitted to BWSR. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. An agreement with the city of Golden Valley for design and construction was approved at the November 2024 Commission meeting. The Commission Engineers) will design the project and provide engineering services. A scope of work for engineering services was approved at the March meeting. A drone survey of the entire stretch was completed in early April. A project kick-off meeting was held with city and commission staff on April 9th. Field and desktop surveys are continuing. Meetings regarding utility easements and communications planning were recently held. A public open house on the project was held on June 5th. A meeting with US Army Corps of Engineers was held and discussions with other permitting agencies are ongoing. A scope is being developed by Commission Engineers for cultural resources surveys. Project website: https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-restoration-project-regent-ave-golden-valley-r

Ponderosa Woods Stream Restoration Project, Plymouth (ML-22) (No change since March): A feasibility study for this project got underway in fall 2022. A public open house was held February 13th with 3 residents attending. The draft feasibility report was presented at the May meeting and additional information was presented at the June meeting where the Commission approved implementing Alternative 1.5. The Commission held a public hearing on this project at its September meeting and officially ordered the project, set the final levy, and approved an agreement with the City of Plymouth for project implementation. Plymouth hired Midwest Wetland Improvements to design the project. 60% designs were conditionally approved at the October meeting. A public open house was held on October 23rd. 90% design plans were approved at the November 2024 meeting. The city received favorable bids for the project and construction began in December. Tree removals and channel restoration is continuing and should be completed soon. Outreach and communication to impacted property owners has been thorough. Construction of the project is complete and vegetation establishment will continue into this year. Project website: <u>https://www.bassettcreekwmo.org/projects/all-projects/all-projects/ponderosa-woods-stream-restoration-project</u>.

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

Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North (2026 CR-P) (No change since May): A scope and budget for a feasibility study was approved at the October meeting. A project kick off meeting was held November 3rd and a technical stakeholder meeting was held December 5th. Field investigations and desktop analyses are complete. Site prioritization ranking criteria are being developed and concept designs are being developed. A public open house was held
on March 11th. Residents who attended are in favor of the project and had questions about impacts to trees, potential construction activities in specific reaches, and buckthorn removal. The feasibility study was approved at the May meeting with Option 3a being approved for implementation. At the June meeting the Commission approved a maximum levy for 2025 that includes funding for this project which was approved by the Hennepin County Board August 6th At its September meeting, the Commission held a public hearing on this project and approved a resolution officially ordering the project, setting the 2025 levy, and entering an agreement with the City of Plymouth for design and construction. The city will hold a public open house on this project in spring 2025 after the city contracts with an engineering firm. A Clean Water Fund grant for \$400,000 was awarded by BWSR. The grant agreement and sub-grant agreement were approved at the April meeting. The grant agreement with BWSR is now fully executed. Project webpage: https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n.

Crane Lake Chloride Reduction Demonstration Project, Minnetonka (CL-4) (No change since Feb): At the meeting in July, the Commission approved a scope and budget for the feasibility study for this project. The Commission Engineer is gathering background information. A project kick off meeting was held September 26th. Monitoring equipment was recently installed and included communications/coordination with MnDOT. Project webpage: <u>https://www.bassettcreekwmo.org/projects/all-projects/crane-lake-chloride-reduction-demonstration-project</u>.

| Subject | Work Progress |
|-------------------------------|--|
| CIP and Technical Projects | <u>Main Stem Bassett Creek Restoration Project</u>: Reviewed correspondence on cultural resources survey recommendations; sent email to NRRC about open house; reviewed and commented on open house display materials; attended public open house; updated website with open house materials; met with partners to discuss city staff changes <u>Parkers Lake Chloride Reduction Project</u>: Reviewed report on visit to Brightview from Bolton and Menk; discussed report with city and county staff <u>Hydrologic & Hydraulic Model Update and Conversion Project</u>: Completed FEMA grant application and submitted through Homeland Security website; reviewed FEMA feedback and communicated with Commission Engineer and FEMA staff <u>Double Box Culvert Repair Project</u>: Reviewed/commented on draft feasibility study |
| Education and Outreach | Discussed next steps on chloride pollution reduction ideas with Low Salt, No Salt MN campaign partners Developed agendas for May and June WMWA meetings; finalized May WMWA meeting notes; discussed WMWA strategic planning effort with D. Spector Corresponded with CAMP volunteers; picked up samples from volunteers and delivered to Met Council pick up location Filed and sent executed website update project contract; participated in website update kick off meeting with contractor Crafted and sent email to commissioners with upcoming events and meetings Requested Westwood Nature Center educational signage files from Commission Engineer Attended Metro Watershed Partners chloride sub-committee meeting Attended Watershed Equity Alliance meeting |
| Administration | Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted May meeting minutes; reviewed memos, reports, and documents for Commission meeting; printed and disseminated meeting information to commissioners, staff, and TAC; updated online calendar; drafted meeting follow up email; ordered catering for June Commission meeting; updated meeting notice Participated in pre-meeting call with Commission Engineer and Chair Cesnik Developed agenda and materials for TAC meeting; attended meeting Document filing, mailing checks and agreements and updating website calendar Updated commissioner roster Corresponded with new alternate commissioner from Golden Valley Discussed Fruen Mill potential variance request with developers and Commission Engineer Attended meeting of metro female administrators |

Administrator Activities May 8 – June 9, 2025

| MN Watersheds | Attended MAWA Executive Committee meeting Reviewed MAWA quarterly meeting agenda Registered for and arranged travel to MW Summer Tour Finalized and submitted resolution to Minnesota Watersheds Reviewed ideas for Metro Watershed's July meeting agenda |
|-----------------|---|
| Management Plan | Drafted meeting minutes for May PSC meeting and updated plan progress tracker Prepared agenda and materials for June PSC meeting; attended meeting Developed presentation and materials for Commission workshop; drafted workshop notes Corresponded with cities re: outreach to city commissions or councils Revised and resent presentation for city outreach Finalized Section 1.0 Drafted executive summary Drafted Section 2.0 (Land and Water Resources summary) |
| | Drafted public outreach and input appendix Draft acronym list Met with BWSR staff re: measurability of goals and actions Developed agenda and materials for Plan TAC meeting |