



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, April 16, 2026
8:30 a.m.

Council Conference Room - Golden Valley City Hall
7800 Golden Valley Rd., Golden Valley MN

Listen via Zoom:

<https://plymouthmn.gov.zoom.us/meeting/register/tZcodOCvrj8rHtZJzvg6hib82UqHHvF4ift3#/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 – March 19, 2026 Commission Meeting
- B. Acceptance of April Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – March 2026 Administration
 - ii. Keystone Waters, LLC – March 2026 Administrative Expenses
 - iii. Barr Engineering – March 2026 Engineering Services
 - iv. Triple D Espresso – April Meeting Catering
 - v. City of Plymouth – March 2026 Accounting Services
 - vi. Kennedy & Graven – February 2026 Legal Services
 - vii. Metro Watershed Partnership – 2026 Contribution
 - viii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - ix. Stantec – WOMP Tasks
- D. Approval of Amendment Agreement with City of Plymouth for Ponderosa Woods Stream Restoration Project
- E. Approval of Contract for Herbicide Treatment on Medicine Lake
- F. Approval of Resolution 26-06 to Not Waive Monetary Limits on Municipal Tort Liability

5. BUSINESS

- A. Consider Approval of Resolution 26-07 to Adopt 2026 – 2035 Bassett Creek Watershed Management Plan (15 min)
 - i. Memo from Administrator
 - ii. MN Board of Water and Soil Resources Board Order
 - iii. Resolution 26-07 Adopting Plan
 - iv. 2026 – 2035 Watershed Plan Main Body
 - v. Appendices

- B. Consider Approval of Administrative Services Committee Recommendation to distribute Request for Proposals for Organizational Assessment (30 min)
- C. Consider Approval of 2025 Annual Report (10 min)
- D. Consider Approval of Final Report and Reimbursement Request for Ponderosa Woods Stream Restoration Project (CIP ML-22) (15 min)
- E. Consider Approval of Agreement with City of Crystal for Cost Sharing High Efficiency Street Sweeper (10 min)
- F. Review Call for Resolutions from MN Watersheds on Policy Recommendations or Legislative Action (10 min)

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Update on H&H Conversion and Update Project
 - ii. Volunteers Needed 4/22 and 5/31
 - iii. Report on Stormwater Pond Symposium
 - iv. Letter of Support for Golden Valley Downtown Connections Project
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
 - i. Metro Watersheds Quarterly Meeting May 19th
- F. Commissioners
 - i. Report on Dakota New Years Day Event
- G. TAC Members
- H. Committees
 - i. Report on Administrative Services Committee Meeting
 - ii. Budget Committee Meeting April 20th

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Spreadsheet
- D. WMWA April Media Kit
- E. [MN Watersheds March Newsletter](#)
- F. WCA Notice, Golden Valley

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Budget Committee Meeting: Monday, April 20th, 4:00 p.m., Brookview
- NibiWalk: Medicine Lake to Mississippi River, Wednesday, April 22nd www.nibiwalk.org/
- State of the Parks Address & Expo: Wednesday, April 22nd, 9:00 a.m., Mississippi Gateway Regional Park
- BCWMC Technical Advisory Committee Meeting: Thursday, April 30th, 1:00 p.m., TBD
- BCWMC Administrative Services Committee Meeting: Wednesday, May 6th, 12:00 p.m., Brookview
- Metro Watersheds Quarterly Meeting: Tuesday May 19th, 7:00 p.m. Capitol Region WD, St. Paul
- BCWMC Regular Meeting: Thursday, May 21st, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: April 9, 2026

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 4/16/26 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 – March 19, 2026 Commission Meeting - ACTION ITEM with attachment
 - B. Acceptance of April Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM attachments available upon request –Commission Treasurer Polzin reviewed Keystone Waters invoices. I reviewed the remaining invoices and recommend payment.
 - i. Keystone Waters, LLC – March 2026 Administration
 - ii. Keystone Waters, LLC – March 2026 Administrative Expenses
 - iii. Barr Engineering – March 2026 Engineering Services
 - iv. Triple D Espresso – April Meeting Catering
 - v. City of Plymouth – March 2026 Accounting Services
 - vi. Kennedy & Graven – February 2026 Legal Services
 - vii. Metro Watershed Partnership – 2026 Contribution
 - viii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - ix. Stantec – WOMP Tasks
 - D. Approval of Amendment Agreement with City of Plymouth for Ponderosa Woods Stream Restoration Project – ACTION ITEM with attachment – At the meeting in March, the Commission approved an amendment to the total budget for this project such that the City of Plymouth could be fully reimbursed for their expenses. Commission Attorney Anderson drafted this amendment which was reviewed by city staff. Staff recommends approval.
 - E. Approval of Contract for Herbicide Treatment on Medicine Lake – ACTION ITEM with attachment – As laid out in the agreement with Three Rivers Park District (TRPD) in March, the Commission is responsible for contracting with an herbicide applicator for this year’s treatment of curly-leaf pondweed. I received four quotes for this work and recommend contracting with PLM for a not to exceed amount of \$21,720. Although their quote was not the lowest, PLM has a good history of working on Medicine Lake and is known to be a responsible contractor that prioritizes the health of native plants. This work is completed with the Commission’s Aquatic Plant Management (APM)/AIS budget line. This quote is in line with the budget. The attached agreement was developed by Commission Attorney Anderson, and the service requirements were developed in consultation with TRPD staff. Staff recommends approval.

- F. Approval of Resolution 26-06 to Not Waive Monetary Limits on Municipal Tort Liability – **ACTION ITEM with attachment** - *Commission Attorney Anderson recommends the Commission take action (via resolution) to not waive monetary limits on municipal tort liability. This action is taken by the Commission annually.*

5. BUSINESS

- A. Consider Approval of Resolution 26-07 to Adopt 2026 – 2035 Bassett Creek Watershed Management Plan (15 min) – **ACTION ITEM with attachments** - *It's the moment we've been waiting for! It's time for the Commission to officially adopt the new watershed management plan and give a big thank you to the work of the Plan Steering Committee! Please see my memo and the documents listed below including the entire draft plan and appendices. Staff recommends approval of resolution 26-07.*
- i. Memo from Administrator
 - ii. MN Board of Water and Soil Resources Board Order
 - iii. Resolution 26-07 Adopting Plan
 - iv. 2026 – 2035 Watershed Plan Main Body
 - v. Appendices
- B. Consider Approval of Administrative Services Committee Recommendation to distribute Request for Proposals for Organizational Assessment (30 min) – **ACTION ITEM with attachment** – *The new watershed plan includes an activities EA-4 and EA-5 in Table 4-5 to complete a comprehensive assessment of BCWMC organization structure and staffing options, benefits, and challenges and a comprehensive assessment of funding mechanisms available to BCWMC. The Administrative Services Committee discussed, reviewed, and revised this request for proposals (RFP) for this project over several meetings and they recommend approval of the RFP presented here. A \$10,000 grant from BWSR was recently awarded and additional funding (up to \$50,000) will likely come from the Special Projects fund. Staff recommends approval of the RFP and distribution to appropriate firms.*
- C. Consider Approval of 2025 Annual Report (10 min) – **ACTION ITEM with attachment** – *The BCWMC annual report is a requirement of Minnesota Rules Chapter 8410.0150. Staff invites feedback on the draft report and recommends approval (with revisions as needed). The report will be [posted online](#) with the executive summary posted separately.*
- D. Consider Approval of Final Report and Reimbursement Request for Ponderosa Woods Stream Restoration Project (CIP ML-22) (15 min) - **ACTION ITEM with attachments** – *With the approval of the project budget revision in March and the amendment agreement in Item 4D, staff recommends approval of the project's final report and final reimbursement request which includes the original request dated February 18, 2026 plus an additional \$2,314.20 in city administrative costs identified and reported by email since receipt of the initial request letter for a total reimbursement of \$334,582.*
- E. Consider Approval of Agreement with City of Crystal for Cost Sharing High Efficiency Street Sweeper (10 min) – **ACTION ITEM with attachment** – *At the meeting in March the Commission approved a TAC recommendation for a 2027 CIP project to cost share the purchase of a high-efficiency street sweeper with the City of Crystal for a total of \$18,816. Commission Attorney Anderson drafted the attached agreement with reimbursement to the city contingent on the Commission officially ordering this project and certifying levy costs to Hennepin County later this year.*

- F. Review Call for Resolutions from MN Watersheds on Policy Recommendations or Legislative Action (10 min) – **DISCUSSION ITEM with attachment** – MN Watersheds (MW) recently distributed its call for 2026 resolutions. Last year, MW approved resolution 2025-02 submitted by the BCWMC requesting a revision to Minnesota Statutes, Section 383B.79, Subd. 1 to explicitly include “joint powers watershed management organizations entirely or partially located in Hennepin County” to the list of political subdivisions that can participate in the county’s multijurisdictional reinvestment programs. MW lobbyists and I will continue to pursue this item in the coming months for likely introduction during the 2027 legislative session. Ideas for resolutions for 2026 should be discussed at this meeting. Final resolutions are due June 2.

6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report - **INFORMATION ITEM with attachment**
- i. Update on H&H Conversion and Update Project
 - ii. Volunteers Needed 4/22 and 5/31
 - iii. Report on Stormwater Pond Symposium
 - iv. Letter of Support for Golden Valley Downtown Connections Project
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- i. Metro Watersheds Quarterly Meeting May 19th
- F. Commissioners
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 - ii. Budget Committee Meeting April 20th

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- Metro Watersheds Quarterly Meeting: Tuesday May 19th, 7:00 p.m. Capitol Region WD, St. Paul
- BCWMC Regular Meeting: Thursday, May 21st, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

**Draft Minutes of Regular Meeting
March 19, 2026
8:30 a.m.
7800 Golden Valley Rd., Golden Valley MN**

1. CALL TO ORDER and ROLL CALL

On March 19, 2026 at 8:31 a.m. Vice Chair Pentel called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	Terri Schultz	Jesse Struve
Golden Valley	Paula Pentel	Wendy Weirich	Emma Rakestraw
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	Jodi Polzin	Nick Minderman	Liz Stout
Minnetonka	<i>Vacant</i>	<i>Vacant</i>	<i>Absent</i>
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	<i>Absent</i>	<i>Vacant</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora (online)	<i>Vacant</i>	Jenna Wolf
St. Louis Park	RJ Twiford	David Johnston	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson and Josh Phillips, Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	None		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the agenda as presented. Commissioner Carlson seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

4. CONSENT AGENDA

Commissioner Gwin-Lenth requested the removal of 4E from the consent agenda.

MOTION: Commissioner Hauer moved to approve the consent agenda as amended. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth and Robbinsdale were absent from the vote.

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

- Approval of Minutes – February 19, 2026 Commission Meeting
- Acceptance of March Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – February 2026 Administration
 - Keystone Waters, LLC – February 2026 Administrative Expenses
 - Barr Engineering – February 2026 Engineering Services
 - Triple D Espresso – March Meeting Catering
 - City of Plymouth – February 2026 Accounting Services
 - Kennedy & Graven – January 2026 Legal Services
 - Shingle Creek WMC – 2026 WMWA Contribution
 - Travelers Risk Management – Bond Insurance
 - Stantec – WOMP Sampling
- Approval to Appoint Committee Members
- Approval of Plymouth Creek Trail Construction Project

4E. Approval of Reimbursement Request from City of Plymouth for Four Seasons Area Water Quality Project (NL-2)

Commissioner Gwin-Lenth asked about the status of the project and what would happen with the remaining \$244,000 in the project budget after reimbursing the City of Plymouth the requested amount. TAC member Scharenbroich reported that the project is not yet complete; that vegetation establishment and restoration was ongoing. He noted the city would request additional project funds in the future, although it’s likely there would be funds remaining even after the final reimbursement request. Administrator Jester noted that CIP funds left over after final payments or reimbursements go into the Closed Project Account as outlined in the BCWMC policy document. Closed Project funds can be used for other CIP projects. There was discussion about how the project will benefit Northwood Lake and the potential future of the site of the former Four Seasons Mall.

MOTION: Commissioner Polzin moved to approve reimbursement to the City of Plymouth for the Four Seasons Area Water Quality Project. Commissioner Hauer seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

5. BUSINESS

A. Consider Approval of 60% Designs for Double Box Culvert Repair Project (FCP-1)

Commission Engineer Phillips gave an overview of the 60% design plans for the upcoming Double Box Culvert Repair Project starting with a reminder of the alignment of the tunnel segments and the segment to be addressed with this project. He reminded commissioners that two previous inspections had documented needed maintenance and repairs. He reviewed information on how the tunnel would be accessed for the project, likely staging areas for above-ground equipment, and more detail on the repair work to be completed.

Commission Engineer Phillips reported that he recently presented the project to the Minneapolis Capital Project Task Force, that the Cedar Lake Trail may need to be temporarily closed due to the project, and that the U.S.

Army Corps of Engineers (ACOE) is likely to provide comments on the project plans but that no ACOE permit is needed.

Commission Engineer Phillips reported that some coordination with private property owners will be needed for access. He reviewed the project schedule, noting the 90% designs will be presented at the May meeting, with bidding likely in August and construction over the winter. He reminded commissioners that this project will be bid and constructed by the Commission, rather than a member city. He reviewed the engineers' opinion of cost for the 60% design.

Commissioner Pentel noted this project might be a good opportunity to inform the public about the tunnel infrastructure and the Commission's work to inspect and maintain it. She suggested educational boards at access points. Commission Engineer Johnson agreed that the city's capital project webpage might be a good place to post information. She noted it would be important to prioritize public safety and not encourage curiosity about entering the tunnels. It was noted that because work is planned for the winter, there may be less interest or ability to convey information due to less activity on the Cedar Lake Trail during the winter months.

MOTION: Commissioner Polzin moved to approve the 60% designs and authorize the Commission Engineer to continue design, bring 90% design to a future Commission meeting, and to assess the need for public engagement/communication. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

B. Consider Approval of TAC Recommendations (30 min)

i. City of Crystal Request for Cost Share of High Efficiency Street Sweeper

Administrator Jester reported that the TAC met on March 4th and discussed possible CIP projects for the next 5-years. She noted that a complete 5-year CIP recommendation will come to a future meeting. In the short term, the TAC recommends that the Commission approve a project to cost share the purchase of a high efficiency street sweeper for the City of Crystal for a total of \$18,816. There was discussion on whether the CIP Closed Project Account might be a good source of funding for this project. It was noted that the Closed Project account is useful for projects that go over budget. Administrator Jester noted BCWMC policies include a description of uses for the Closed Project Account. She also noted that an agreement with the City of Crystal would be required and could be included on the consent agenda in April.

MOTION: Commissioner Hauer moved to approve a 2027 CIP project to cost share the purchase of a high-efficiency street sweeper with the City of Crystal for a total of \$18,816. Commissioner Twiford seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

ii. Revision to Scope and Budget for Hydrologic & Hydraulic Conversion and Update Project

Commission Engineer Johnson reminded commissioners of the history of this project including approval of the original scope and budget in April 2024. She reported that since then, she and Administrator Jester have worked to secure FEMA grant funding which has yet to be allocated and the future of the potential grant funds is unknown. Engineer Johnson noted that due to the passage of time since the original budget, Administrator Jester requested an update to the scope and budget which was reviewed by the TAC and recommended for approval. She noted the revised scope incorporates three minor updates and a slight increase to the project budget from \$278,100 to \$290,500.

There was discussion about the task of converting the model from XP-SWMM to PC-SWMM including time sensitivity, how other watersheds are handling this task, licensing fees, and the probability of PC-SWMM becoming obsolete. Engineer Johnson noted that Barr Engineering has been analyzing the situation closely, has converted H&H models for several other clients, and covers the licensing fees. There was discussion about the likelihood of federal funding ever coming through. Administrator Jester noted that it may be possible to revise the grant application to under \$100,000 which could help it get funded more quickly. She noted that FEMA is

still part of the partial government shutdown so there is little new information on the status of grant applications.

There was discussion about options for phasing the project and requesting grant funding for a later task (further in the project timeline). Engineer Johnson noted that once the project is underway, it's best to keep moving. She also noted that bringing options and information to the Commission for multiple meetings, or revising the grant application incurs costs. Commissioner Polzin noted that it's worth the risk to take more time to wait for more information from FEMA.

Staff was directed to bring a recommendation on project phasing and funding options to a future meeting.

C. Consider Amendment to Project Budget and Total Reimbursement for Ponderosa Woods Stream Restoration Project (CIP ML-22)

Administrator Jester reported that this CIP project was recently completed and the City of Plymouth submitted a reimbursement request for more funding than was available in the project budget. She walked through a memo that outlined how all areas of the project were more expensive than the budget that was based on the feasibility study estimates. She noted the City of Plymouth is requesting a revision to the project budget and subsequent amendment to the cooperative agreement such that the city can be reimbursed for actual project costs.

Vice Chair Pentel noted that some of the tasks over budget were the Commission's responsibility (i.e., design reviews) and the over budget permitting item was out of the city's control. She noted that all other over budget items were the city's responsibility. There was agreement that the city should have notified the Commission of higher than budgeted construction bids and design costs before the funds were spent.

Plymouth TAC member Scharenbroich noted the project was more complicated than anticipated and agreed he should have brought financial information to the Commission earlier in the process.

Commissioner Polzin wondered if the Commission would have increased the project budget if it was requested after bids were received. She noted there is fault on both sides (city and Commission) and that the Commission needs better policies and processes in place so it isn't continually asked for more funding after the fact. There was also discussion about the city's request for reimbursement of some city administrative costs related to the project. Administrator Jester noted there is no policy on reimbursement of city costs and different cities handle that differently. TAC member Scharenbroich noted the reimbursement request does not include his staff time on the project. It was noted that if the project budget is revised that Closed Project funds would be used to cover the difference.

MOTION: Commissioner Twiford moved to approve a revision to the project budget from \$352,000 to \$407,238 such that the city can be reimbursed for total project costs. Commissioner Polzin seconded the motion.

DISCUSSION: Commissioner Polzin reiterated that fault appears to lie on both sides and that CIP policies need to be improved with regards to expectations and funding. Alternate Commissioner Minderman noted that perhaps a policy on sharing/splitting cost overruns could work. It was mentioned that the TAC should be involved with CIP policy revisions. Commission Attorney Anderson noted he would revise the cooperative agreement with Plymouth and that it would be on consent agenda in April.

VOTE: Upon a vote the motion carried 5-1 with Golden Valley voting against and all other cities voting in favor. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

[Vice Chair Pentel called for a 10-minute break.]

D. Consider Approval of Revision to Scope and Budget for Phase II Lagoon Dredging CIP Project (BC-7)

Administrator Jester reported that she requested that a new alternative be evaluated for this project to consider wetland restoration in Lagoon G rather than removing sediment to recreate an open water pond. She

noted that the stream channel has reclaimed a path through the pond with sediment deposits and wetland characteristics in areas that were once open water. She reported that at the project's public open house, many attendees were curious about the trade-offs between improving ecological habitat through wetland restoration vs. improved water quality through pond dredging. She noted that given the interest at the open house and direction from Commissioner Polzin and herself, the Commission Engineer developed a scope and budget to include evaluation of the wetland restoration alternative in the project feasibility study.

Commission Engineer Johnson walked through the additional scope and budget noting that some additional fieldwork would be needed. She reminded commissioners that the new watershed plan does include ecological restoration. She reported that a new tool to assess wetland health and function would be used along with another tool to estimate ecological benefits from the restoration including removing contaminated sediments vs. leaving them in place. Results from the tools will inform cost benefits. She noted the final feasibility study would be presented in June in time to set the maximum 2027 levy.

Commissioner Polzin noted this new alternative may be the start of a new focus and a good test for future projects. There was discussion about how the cost benefit of various alternatives would be compared. It was noted the TAC may need to weigh in on the new approach for evaluating ecological benefits and that this approach may also be useful for the Sochacki Park Water Quality Improvement Project.

MOTION: Commissioner Hauer moved to approve the addition to the scope and budget for the Lagoon Dredging Project feasibility study. Commissioner Polzin seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

TAC member Scharenbroich noted that permitting may be challenging for work in Lagoon G due to existing wetland characteristics.

E. Approval of Agreement with Three Rivers Park District for Medicine Lake Activities

Administrator Jester reminded commissioners that the Commission has been sharing the cost of curly-leaf pondweed treatments in Medicine Lake with TRPD for several years and has provided \$5,000 a year towards boat launch inspections since 2019. She noted that TRPD is requesting additional funding for boat launch inspections this year due to decreased funding from Hennepin County. She noted the letter from TRPD with meeting materials outlines their request and that the agreement was reviewed by TRPD legal counsel and the Commission Attorney. Staff recommended approval and noted the Commission's AIS/APM budget line has adequate funding for this request.

While there was agreement among most commissioners that this was a good use of funding due to the risk of AIS escaping Medicine Lake and impacting other lakes in the watershed, Commissioner Carlson advocated for tabling the item to allow for negotiations about boat launch operations. He noted that the Medicine Lake City Council, in the past, had offered additional funding for inspections if the launch was closed when no inspectors were on duty but the offer was turned down by TRPD as they noted it's a public launch on a public water. There was further discussion among commissioners. It was noted that Commission funding does not preclude the City of Medicine Lake to continue discussions with TRPD.

MOTION: Commissioner Gwin-Lenth moved to approve the agreement with Three Rivers Park District as presented for Medicine Lake activities. Commissioner Polzin seconded the motion.

DISCUSSION: Administrator Jester was directed to tell TRPD staff about the discussion at this meeting and concerns of Commissioner Carlson. Commissioner Carlson reiterated his goal of keeping the boat launch closed during non-inspection hours to reduce the likelihood of AIS entering or leaving the lake.

MOTION: Commissioner Carlson moved to table the item to allow for ongoing discussions on boat launch operations. There was no second to the motion. Motion dies.

MOTION: Commissioner Carlson moved to amend the original motion to include language encouraging TRPD to

review and improve procedures for AIS management. Commissioner Polzin seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

VOTE ON ORIGINAL MOTION WITH AMENDMENT: Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, and Robbinsdale were absent from the vote.

6. COMMUNICATIONS

- A. Administrator's Report
 - i. Report on Status of Operating Budget – all expenses in line with budgets
 - ii. Report on PRAP Grant Application – BWSR staff indicate a grant application for the Comprehensive Assessment of Organizational Structure Project is appropriate; staff will develop content and submit
 - iii. [NibiWalk](#) Along ĦaĦá Wakpádaŋ April 22 – honored that ĦaĦá Wakpádaŋ/Bassett Creek was chosen for this impactful walk along the entire stream length (or as close as possible without traversing private land); more information to come
- B. Engineer – Bassett Creek Restoration Project update: construction bids received but decided to rebid the project to clarify some bid language
- C. Legal Counsel – no report
- D. Chair – no report
- E. Minnesota Watersheds
 - i. Report on Legislative Event – Alternate Commissioner Kennedy and Administrator Jester attended and reported it was an informative event; no legislators from the BCWMC attended the reception but Rep. Acomb will meet with BCWMC staff/interested commissioners virtually
- F. Commissioners – no report
- G. TAC Members – April 23rd TAC meeting liaison will be Commissioner Polzin
- H. Committees
 - i. Administrative Services Committee Meetings March 4th and March 30th - committee continues to refine the RFP for Comprehensive Assessment of Organizational Structure

2. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Spreadsheet
- D. WMWA March Media Kit
- E. [MN Watersheds February Newsletter](#)
- F. [Watershed Partners 2025 Annual Report](#)
- G. Adopt-a-Drain 2025 Annual Report for Bassett Creek
- H. [Sacred Water Shared Future Campaign](#)
- I. Dakota New Year's Event

3. ADJOURNMENT

The meeting adjourned at 10: 56 a.m.

Bassett Creek Watershed Management Commission			Item 4B. BCWMC 4-16-26		
Statement of Financial Position as of 3/31/2026					
Unaudited			400	100	
			Capital Improvement Projects	General Fund	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
	·	102 · 4MP Fund Investment	3,501,986.62	636,093.62	4,138,080.24
	·	103 · 4M Fund Investment	5,364,537.71	1,347,662.45	6,712,200.16
		104 · US Bank Checking	0.00	-197.53	-197.53
		Total Checking/Savings	8,866,524.33	1,983,558.54	10,850,082.87
Accounts Receivable					
	·	111 · Accounts Receivable	0.00	0.00	0.00
	·	112 · Due from Other Governments	0.00	0.00	0.00
	·	113 · Delinquent Taxes Receivable	24,508.64	0.00	24,508.64
		Total Accounts Receivable	24,508.64	0.00	24,508.64
Other Current Assets					
	·	114 · Prepays	0.00	4,187.00	4,187.00
	·	116 · Undeposited Funds	0.00	0.00	0.00
		Total Other Current Assets	0.00	4,187.00	4,187.00
		Total Current Assets	8,891,032.97	1,987,745.54	10,878,778.51
TOTAL ASSETS			8,891,032.97	1,987,745.54	10,878,778.51
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	·	211 · Accounts Payable	389,451.35	47,875.34	437,326.69
		Total Accounts Payable	389,451.35	47,875.34	437,326.69
Other Current Liabilities					
	·	212 · Unearned Revenue	200,000.00	0.00	200,000.00
	·	251 · Unavailable Rev - Property T	24,508.64	0.00	24,508.64
		Total Other Current Liabilities	224,508.64	0.00	224,508.64
		Total Current Liabilities	613,959.99	47,875.34	661,835.33
		Total Liabilities	613,959.99	47,875.34	661,835.33
Equity					
	·	311 · Nonspendable prepays	0.00	4,187.00	4,187.00
	·	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00
	·	315 · Unassigned Funds	0.00	406,219.07	406,219.07
	·	32000 · Retained Earnings	4,765,842.18	948,037.91	5,713,880.09
		Net Income	-1,051,351.20	581,426.22	-469,924.98
		Total Equity	8,277,072.98	1,939,870.20	10,216,943.18
TOTAL LIABILITIES & EQUITY			8,891,032.97	1,987,745.54	10,878,778.51

Bassett Creek Watershed Management Commission				
Actual vs Budget Year to Date Comparison - General Fund				
3/31/2026				
Unaudited				
	Annual Budget	March	Year to Date	Budget Balance
Ordinary Income/Expense				
Income				
411 · Assessments to Cities	672,830.00	0.00	624,563.00	48,267.00
412 · Project Review Fees	77,000.00	3,000.00	10,000.00	67,000.00
413 · WOMP Reimbursement	5,000.00	0.00	4,500.00	500.00
414 · Grants	0.00	0.00	0.00	0.00
415 · Investment earnings	0.00	34,622.67	101,655.03	-101,655.03
416 · Transfer from CIP and LT Accounts	65,070.00	0.00	0.00	65,070.00
417 · Reimbursement for Expenses	0.00	0.00	348.83	-348.83
418 · Insurance Dividend	300.00	0.00	0.00	300.00
Total Income	820,200.00	37,622.67	741,066.86	79,133.14
Expense				
1000 · Engineering				
1010 · Technical Services	150,000.00	10,912.50	33,722.00	116,278.00
1020 · Development/Project Reviews	90,000.00	4,086.50	14,374.00	75,626.00
1030 · Non-fee and Preliminary Reviews	30,000.00	459.00	3,763.50	26,236.50
1040 · Commission and TAC Meetings	16,000.00	787.50	3,910.70	12,089.30
1050 · Surveys and Studies	0.00	0.00	0.00	0.00
1060 · Water Quality / Monitoring	178,000.00	3,797.20	16,160.66	161,839.34
1070 · Water Quantity	9,000.00	629.75	2,316.50	6,683.50
1080 · Annual Flood Control Inspection	15,000.00	0.00	342.50	14,657.50
1090 · Municipal Plan Review	2,000.00	0.00	0.00	2,000.00
1100 · Watershed Outlet Monitoring Prog	34,500.00	2,332.50	4,155.22	30,344.78
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	40,000.00
Total 1000 · Engineering	564,500.00	23,004.95	78,745.08	485,754.92
2000 · Plan Development				
2010 · Next Gen Plan Development	10,000.00	751.50	6,217.35	3,782.65
2020 · Savings for 2036 Plan	15,000.00	0.00	0.00	15,000.00
Total 2000 · Plan Development	25,000.00	751.50	6,217.35	18,782.65
3000 · Administration				
3010 · Administrator	81,900.00	4,938.18	15,780.18	66,119.82
3015 · Additional Staff	40,000.00	0.00	0.00	40,000.00
3020 · MAWD Dues	7,500.00	0.00	7,500.00	0.00
3030 · Legal	28,000.00	957.60	2,153.26	25,846.74
3040 · Financial Management	19,230.00	1,457.49	4,374.70	14,855.30
3050 · Audit, Insurance & Bond	26,000.00	100.00	100.00	25,900.00
3060 · Meeting Catering	2,400.00	197.53	790.12	1,609.88
3070 · Administrative Services	4,200.00	108.03	290.10	3,909.90
Total 3000 · Administration	209,230.00	7,758.83	30,988.36	178,241.64
4000 · Education				
4010 · Publications / Annual Report	1,300.00	0.00	283.50	1,016.50
4020 · Website	2,000.00	0.00	391.16	1,608.84
4030 · Watershed Education Partnership	18,350.00	0.00	3,500.00	14,850.00
4040 · Education and Public Outreach	37,350.00	15,208.19	15,208.19	22,141.81
4050 · Public Communications	1,000.00	0.00	0.00	1,000.00
Total 4000 · Education	60,000.00	15,208.19	19,382.85	40,617.15
5000 · Maintenance				
5010 · Channel Maintenance Fund	25,000.00	0.00	0.00	25,000.00
5020 · Flood Control Project Long-Term	35,000.00	0.00	0.00	35,000.00
Total 5000 · Maintenance	60,000.00	0.00	0.00	60,000.00
6000 · Special Projects				
6030 · Bassett Creek Valley Floodplain S	68,275.00	6,681.00	18,074.50	50,200.50
6040 · Northwood & Lost Lake TMDL As	9,247.00	6,145.50	6,232.50	3,014.50
Total 6000 · Special Projects	77,522.00	12,826.50	24,307.00	53,215.00
Total Expense	996,252.00	59,549.97	159,640.64	836,611.36

Bassett Creek Watershed Management Commission										
Actual vs Budget Year to Date Comparison - Construction in Progress										
3/31/2026										
Unaudited										
	Project Budget	March	April	Year to Date	Inception to Date Expense	Remaining Budget				
Ordinary Income/Expense										
Expense										
• 1000 · Engineering	0.00	0.00	0.00	0.00	0.00	0.00				0.00
• 2024CR-M · CIP-BS Main Stem Restore	3,534,580.00	22,922.50	21,157.10	82,509.10	582,838.63	2,951,741.37				
• 2026CR-P · Plymouth Creek Restor Dunk 38th	2,600,000.00	0.00	0.00	0.00	155,556.08	2,444,443.92				
• BC-12 · CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	0.00	3,500.00	146,500.00				
• BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	0.00	13,500.00	586,500.00				
• 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	0.00	755,689.56	1,079,310.44				
• BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	10,783.00	5,541.50	26,448.36	1,651,969.35	1,107,030.65				
• 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	0.00	1,358,137.20	141,862.80				
• ML-21 · CIP-Jevne Park Stormwater Mgmt	500,000.00	0.00	0.00	0.00	56,390.75	443,609.25				
• ML-22 · CIP-Ponderosa Wood Strm Restora	407,238.00	0.00	334,582.00	334,582.00	407,239.31	-1.31				
• NL-2 · CIP-Four Seasons Mall	990,000.00	544,774.77	0.00	544,774.77	754,455.33	235,544.67				
• PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	0.00	1,805.00	1,805.00	253,331.62	231,668.38				
• SL-3 · CIP-Schaper Pond	612,000.00	3,783.25	462.50	10,838.22	593,658.52	18,341.48				
• 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 Proj	0.00	731.00	9,743.25	11,338.75	79,613.29	-79,613.29				
• FCP-1 · CIP-Flood Control Project Double Box	1,504,000.00	10,785.00	16,160.00	39,055.00	84,243.52	1,419,756.48				
Total Expense	20,063,169.00	593,779.52	389,451.35	1,051,351.20	8,000,908.69	12,062,260.31				

FIRST AMENDMENT TO COOPERATIVE AGREEMENT
(Ponderosa Woods Stream Restoration Project ML-22)

This First Amendment to Cooperative Agreement (the “First Amendment”) is made this ___ day of _____, 2026 by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (the “Commission”), and the city of Plymouth, a Minnesota municipal corporation (the “City”).

WHEREAS, the Commission and the City previously entered into that certain Cooperative Agreement, dated September 21, 2023 (the “Contract”); and

WHEREAS, the Contract provided terms and conditions related to the City’s undertaking of the Ponderosa Woods Stream Restoration Project ML-22 (the “Project”) and cost reimbursement by the Commission for the Project; and

WHEREAS, the Project is now complete, and for various reasons, the total Project cost was \$407,238, which is \$55,238 more than the \$352,000 that was originally anticipated; and

WHEREAS, the City has requested an amendment to the Contract to provide for additional Commission reimbursement for Project costs that were not anticipated at the time the parties entered into the Contract; and

WHEREAS, the Commission has sufficient funds available in its Closed Project Account and is willing to reimburse the City for the additional cost as requested; and

WHEREAS, in light of the above, the parties wish to modify the terms of the Contract as provided in this First Amendment.

NOW, THEREFORE, on the basis of the premises and mutual covenants hereinafter set forth, the parties hereby agree to the following:

I. Section 5 of the Contract is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

5. Commission Reimbursement. The Commission will use its best efforts to secure payment from the County in accordance with Minnesota Statutes, section 103B.251 in the amount of Three Hundred and Fifty Two Thousand Dollars (\$352,000) by tax levy in 2023 for collection in 2024. The Commission also has an additional \$55,238 in its Closed Project Account available for Project reimbursement. The total reimbursement paid by the Commission to the City for the Project may not exceed the total amount levied for the Project plus the Closed Project Account funding provided above, i.e. \$407,238, less Commission expenses. Out-of-pocket costs incurred and paid by the Commission related to the Project including but not limited to feasibility studies, publication of notices, securing County tax levy, preparation of contracts, review of engineering designs, review of proposed contract documents, grant application development, grant administration, administration of this contract, and up to a 2.5% administrative charge shall be repaid from the amount specified above from

funds received in the tax settlement from Hennepin County. All ~~such levied~~ funds in excess of such expenses are available for reimbursement to the City for costs incurred by the City in the design and construction of the Project. Reimbursement to the City will be made as soon as funds are available, provided a request for payment has been received from the City that contains such detailed information as may be requested by the Commission to substantiate costs and expenses. The City shall complete and submit with its final reimbursement request to the Commission a final report on the Project using the Commission's final reporting form and providing such other information as may be requested by the Commission.

II. Section 6 of the Contract is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

6. Limits on Reimbursement. Reimbursement to the City under this Agreement will not exceed ~~the lesser of the amount specified above (\$352,000~~407,238) ~~or the amount received from the County for the Project,~~ less any amounts retained by the Commission for Commission expenses. Reimbursement will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.

III. All other terms and conditions of the Contract shall remain in full force and effect.

[signature page to follow]

IN WITNESS WHEREOF, the parties have caused this First Amendment to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

By: _____
Its Secretary

CITY OF PLYMOUTH

By: _____
Its Mayor

By: _____
Its City Manager

CURLY-LEAF PONDWEED TREATMENT PROGRAM SERVICES AGREEMENT

THIS CURLY-LEAF PONDWEED TREATMENT PROGRAM SERVICES

AGREEMENT (“Agreement”) made and entered into by and between the Bassett Creek Watershed Management Commission, a Minnesota joint powers organization (the “Commission”), and PLM Lake and Land Management Corp., a Michigan business corporation (the “Contractor”). The Commission and the Contractor may hereinafter be referred to individually as a “party” or collectively as the “parties.”

1. **SERVICES.** The Contractor will provide all labor, materials, supplies, and equipment needed to perform the Curly-leaf pondweed treatment services as set out in the attached Exhibit 1 and in accordance with the terms and conditions of this Agreement (collectively, the “Services”).
2. **TIMING OF SERVICES.** The Contractor shall fully perform and complete delivery of the Services to the reasonable satisfaction of the Commission by July 1, 2026.
3. **PAYMENT FOR SERVICES.** The Contractor shall be paid based on the price in its quote, attached hereto as Exhibit 2, and in accordance with the provisions in Exhibit 1. The Contractor shall provide the Commission a detailed invoice for the completed Services in accordance with the requirements of Minnesota Statutes, section 471.38. The Commission shall pay the Contractor within 40 days of receipt of the invoice.
4. **INSURANCE.** The Contractor shall carry, during the entire term of this Agreement, insurance coverage in values indicated below and shall furnish a certificate of insurance to the Commission prior to commencing the Services. The Commission shall be named an additional insured on the Contractor’s Commercial General Liability policy.

TYPE	MINIMUM LIMITS
Commercial General Liability	\$1,500,000
Automobile Liability	\$1,000,000
Workers Compensation	State of MN Statutory Limits
Employer’s Liability	\$500,000

5. **INDEPENDENT CONTRACTOR.** The Contractor acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between the Commission and the Contractor. No employee related withholdings or deductions shall be made from payments due the Contractor. The Contractor shall not be entitled to receive any benefits from the Commission and shall not be eligible for workers’ compensation or unemployment benefits. The Contractor shall at all times be free to exercise initiative, judgment, and discretion in how best to perform or provide the Services identified herein.
6. **COMPLIANCE WITH LAWS.** The Contractor shall comply with all applicable federal, state and local laws, regulations or ordinances in performance of the Contractor’s duties hereunder, such laws including but not limited to those relating to non-discrimination in hiring or labor

practices. The Contactor shall also be required to, at its own cost, obtain any permits, licenses, or permissions that may be required to provide the Services, except that the Commission shall obtain, at its own cost, a permit from the MnDNR for the treatment. The Contractor shall adhere to the MnDNR permit issued for this project. Any violation of federal, state, or local laws, statutes, ordinances, rules or regulations, as well as loss of any applicable license, permit, or certification by the Contractor shall constitute a material breach of this Agreement, regardless of the reason and whether or not intentional, and shall entitle the Commission to terminate this Agreement effective as of the date of such violation, failure, or loss.

7. **TERM AND TERMINATION.** This Agreement shall be effective April 16, 2026 and it shall continue in effect until final payment by the Commission after satisfactory completion of the Services. The Commission may terminate this Agreement if the Contractor fails to make sufficient progress toward completion, or fails to complete, the Services in accordance with the timeline established herein. Either party may terminate this Agreement if the other party is in breach of any material term of this Agreement if the breaching party fails to complete the cure the breach within 20 days' written notice of breach provided by the non-breaching party.
8. **AMENDMENTS.** This document, together with the attached exhibits and quote (which are incorporated herein by reference), constitutes the entire Agreement between the parties and no modifications of its terms shall be valid unless reduced to writing and signed by both parties.
9. **DATA PRACTICES.** Any data created, collected, received, stored, used, maintained, or disseminated by the Contractor in performing the Services is subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, ("Act") and the Contractor must comply with those requirements as if it were a government entity. The Contractor does not have a duty to provide access to public data to the public if the public data is available from the Commission. The Contractor shall immediately notify the Commission if it receives a request under the Act and shall work with the Commission to ensure the response complies with the Act.
10. **AUDIT.** The Contractor agrees that for a period of six years after completion of the Services the Commission, the State Auditor, and the Legislative Auditor, or any of their duly authorized representatives, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, and records that are relevant to and involve transactions relating to this Agreement.
11. **INDEMNIFICATION.** Any and all claims that arise or may arise against the Contractor, its agents, servants, or employees as a consequence of any act or omission on the part of the Contractor or its agents, servants, or employees while engaged in the performance of the Agreement shall in no way be the obligation or responsibility of the Commission. The Contractor shall indemnify, hold harmless, and defend the Commission, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney fees which the Commission, its officers, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the Contractor, its agents, servants or employee, in the execution, performance, or failure to adequately perform the Contractor's obligations pursuant to this Agreement. Nothing in this

Agreement shall constitute a waiver by the Commission of any statutory limits or immunities from liability.

12. **APPLICABLE LAW.** The law of the State of Minnesota shall govern all interpretations of this Agreement, and the appropriate venue and jurisdiction for any litigation that may arise under this Agreement will be in and under those courts located within the County of Hennepin, State of Minnesota, regardless of the place of business, residence, or incorporation of the Contractor.
13. **NO AGENCY.** The Contractor is an independent contractor and shall not be considered to be the agent or servant of the Commission for any purpose and shall have no authority to enter into any contracts, create any obligations, or make any warranties or representations on behalf of the Commission.
14. **NOTICES.** Any notice or demand, authorized or required under this Agreement shall be in writing and shall be sent by certified mail to the other party as follows:

 To the Contractor: Patrick Selter
 PLM Lake and Land Management
 1511 Maras Avenue
 Shakopee MN 55379
 866-687-5253

 To the Commission: Laura Jester, Administrator
 BCWMC
 P.O. Box 270825
 Golden Valley, MN 55427
 952-270-1990
15. **AUTHORITY.** Each of the undersigned parties warrants that it has the full authority to execute this Agreement, and each individual signing this Agreement on behalf of a corporation hereby warrants that he or she has full authority to sign on behalf of the corporation and that he or she represents and binds such corporation thereby.
16. **NO WAIVER.** The waiver by any party of a breach or violation of, or failure of any party to enforce, any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach or violation or as a relinquishment of any rights hereunder.
17. **SEVERABILITY.** If any part of this Agreement is invalid or unenforceable under applicable law, that part shall be ineffective only to the extent of such invalidity or unenforceability without in any way affecting the remaining parts of the provision or this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of April 16, 2026.

CONTRACTOR

By: _____

Its: _____

Date: _____

**BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION**

By: _____
Chairperson

Date: _____

By: _____
Secretary

Date: _____

EXHIBIT 1
General Service Requirements

1. LOCATION & SCOPE OF SERVICES

The purpose of the Services is to perform herbicide treatment of Curly-leaf pondweed. The location of the Services shall only be on Medicine Lake within the Cities of Plymouth and Medicine Lake, Minnesota. The Services shall include furnishing and applying herbicide, furnishing and installing signage, as required, throughout the project area during the spring of 2026. The work shall be done in accordance with Minnesota Department of Natural Resources (MnDNR) guidelines for herbicide application, including any permit requirements.

2. MATERIALS

- A. Herbicide. The herbicide used will be Diquat at locations and at a concentration specified in MnDNR herbicide application permit.
- B. Signage. The Contractor will place all necessary signage in the project area according to approved MnDNR standards.

3. APPLICATION

- A. MnDNR Guidelines. The Contractor shall follow all of MnDNR's guidelines for herbicide application and will install all necessary signage throughout the project area and public access areas.
- B. Treatment Times. The herbicide treatment, if feasible, will be conducted during mid-week (Tuesday-Thursday) to minimize impact on lake users. Once the herbicide application has begun, it must be completed within seven days. Treatment should be done between 5/1/2026 and 7/1/2026. No treatment should be done 5/23/26 to 5/25/26 for the Memorial Day holiday.

4. TREATMENT AREA

Specific locations for treatment will be determined by an early spring aquatic vegetation survey by Three Rivers Park District. Total treated areas will not exceed 120 acres on Medicine Lake. There will be no treatment of the lake closer than 150 feet off the shore.

5. WEATHER AND TEMPERATURE LIMITATIONS

The treatment must happen when the lake water temperature is between 50 and 65 degrees Fahrenheit. The Contractor is responsible for receiving timely updates on water temperature data from Three Rivers Park District (TRPD) staff to ensure proper timing of the treatment. If the temperature of the lake water is at 55 degrees Fahrenheit and there is a risk that it may decrease below 55 degrees Fahrenheit, then the herbicide application must be postponed. The decision to begin, postpone, or continue the herbicide application will be made by the Bassett Creek

Watershed Management Commission in consultation with the MN DNR and/or TRPD. There will be no herbicide application if the water temperature stays over 65 degrees Fahrenheit over four consecutive days.

6. GPS DOCUMENTATION

The Contractor must have Global Positioning System (GPS) technology to record all areas of the lake that are treated and provide the records to the Commission.

7. QUESTIONS

Any questions with regard to these requirements should be directed to Laura Jester, Administrator, Bassett Creek Watershed Management Commission, (952) 270-1990, laura.jester@keystonewaters.com. All questions should be in writing, if time permits. Verbal interpretations shall not be considered binding.

8. PAYMENT

- A. Basis. Payment for Curly-leaf pondweed treatment shall be made based on the total number of acres treated, which shall include all labor, equipment, signage, and application.
- B. The amounts shown in the quote are estimates only. Final payment for the Services shown in the quote will be determined by final amount of acres treated but total amount will not exceed \$21,720.
- C. Subcontractors. The Contractor shall pay any subcontractors in accordance with Minnesota Statutes, section 471.25, subdivision 4a.

EXHIBIT 2
Contractor's Quote

PLM Lake and Land Management Corp.

Midwest Division
Tel. 1-866-687-5253
Office. 1-218-270-3338



2026 CLP Treatment Medicine

Lake Name:	Medicine
Product:	Diquat

<u>Diquat</u>	Area (Acres)	Depth (ft)	Rate(Gal/Acre)	Price Per Gal	Units (Gal)	Site Estimate
1	120	6	2	\$90.50	240.00	\$ 21,720.00
	120			TOTAL:	240	\$21,720.00

Grand TOTAL:	\$21,720.00
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Sincerely,

Patrick Selter
Vice President
PLM Lake and Land Management Corp.
Midwest Division – Shakopee, MN

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 26-06

RESOLUTION AUTHORIZING EXECUTION OF WAIVER FORM RELATING TO TORT
LIMITS FOR LIABILITY INSURANCE AND NOT WAIVING SUCH TORT LIMITS

WHEREAS, the Bassett Creek Watershed Management Commission (“Commission”) is a joint powers watershed management organization established by the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park in accordance with Minnesota Statutes, section 103B.211; and

WHEREAS, the Commission is insured for tort liability matters by the League of Minnesota Cities Insurance Trust (“LMCIT”); and

WHEREAS, as part of its liability insurance coverage with LMCIT, the Commission is required to elect annually whether to waive the statutory tort liability limits stated in Minn. Stat. § 466.04; and

WHEREAS, staff has recommended that the Commission not waive the tort cap limits in order to mitigate the Commission’s tort liability as permitted by law; and

WHEREAS, a decision to not waive the tort cap limits reasonably protects the Commission and limits its potential liability while allowing an individual claimant to recover damages as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Bassett Creek Watershed Management Commission that the Commission Administrator is authorized to execute the LMCIT Liability Coverage Waiver Form on behalf of the Commission by indicating that the Commission elects not to waive the statutory limitation on tort liability.

Adopted this 16th day of April, 2026.

Chair

ATTEST:

Secretary



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternates
From: Administrator Jester
Date: April 9, 2026

RE: Adoption of Bassett Creek Watershed Management Plan

Development of the 2026 – 2035 Watershed Management Plan began in 2022 by gathering input from partners, member cities, members of the public, state agencies, and regional governments. With the recognition that members of minority communities were not involved with previous planning efforts, the Commission made a concerted effort to engage with historically underserved and minority communities to develop this plan. In April 2022, the Commission held a workshop on “equity in watershed management” to develop a shared understanding of equity principles and how they could be incorporated into watershed management. Staff and commissioners attended events and communicated with Minneapolis neighborhood associations and others, with the goal of gathering input from diverse voices.

In February 2023, the Commission held a public open house to share information and continue gathering perspectives from audiences across the watershed. Additionally, between June 2022 and January 2023, 165 people responded to an online survey (Appendix F). Development of this Plan also included a gaps analysis (Appendix E) to identify new or evolving issues that required updates relative to the 2015 Watershed Plan. The gaps analysis was paired with further evaluation of several complex issues (e.g., chloride management, linear project standards, climate resiliency) to determine the appropriate role for the Commission.

The Plan Steering Committee, led by Chair Kennedy, worked for more than 2 years leading the effort to identify and prioritize issues, establish measurable goals, and develop an implementation plan incorporating a variety of policies, activities, and tools. The Plan Steering Committee developed initial Plan content or recommendations, sought and responded to feedback from the Technical Advisory Committee or broader Plan Technical Advisory Committee, and presented material to the Commission for decision-making or as informational, when appropriate.

During a 60-day review period last fall cities, agencies, and partners submitted excellent comments and suggestions for revisions. The Commission responded to each of the comments in writing and submitted the final draft for 90-day review in December.

In early March Committee Chair Kennedy, Commission Chair Cesnik, Engineer Johnson, and I presented the draft Plan to the Central Region Committee of the MN Board of Water and Soil Resources (BWSR). The committee recommended approval of the Plan by the full BWSR Board. The BWSR Board formally approved the Bassett Creek Watershed Management Plan on March 26, 2026.

Some minor edits were made to the Plan since the 90-day draft including:

- Bassett Creek tunnel length was corrected to 2.2 miles
- Description of MDH surface water contributing areas was corrected to clarify that those areas are a subset of drinking water supply areas where data show a direct surface water-groundwater connection
- Lake eutrophication goals in Table 3-4 were updated to reference 2015-2024 data instead of 2013-2022 data
- Commission Engineer's signature was added to the certifications page

After adoption but prior to distribution, the Plan's format will be updated for accessibility compliance. Some photos may be added or white space removed.

At this meeting, staff recommends that the Commission officially adopt the Plan by resolution and direct staff to finalize the Plan's format as noted, post the Plan on the BCWMC website, and distribute a notice to cities, agencies, and partners. Implementation of many activities in the Plan is already underway. Updated development requirements go into effect on May 1st. Member cities have two years from this date to update their local water management plans and official controls for conformance with this Plan.



March 25, 2026

Bassett Creek Watershed Management
Commission c/o Laura Jester, Administrator
P.O. Box 270825
Golden Valley, MN 55427

Dear Chair and Commissioners:

I am pleased to inform you that the Minnesota Board of Water and Soil Resources (Board) has approved the Bassett Creek Watershed Management Commission (BCWMC) Watershed Management Plan (Plan) at its regular meeting held on March 25, 2026. For your records I have enclosed a copy of the signed Board Order that documents approval of the Plan. Please be advised that the BCWMC must adopt and implement the Plan within 120 days of the date of the Order, in accordance with MN Statutes 103B.231, Subd. 10.

The commissioners, plan steering committee members, consultants, and all others involved in the planning process are to be commended for their work on developing the Plan. With continued implementation of your Plan, the protection and management of the water resources within the watershed will be greatly enhanced to the benefit of the residents. The Board looks forward to working with you as you implement this Plan and document its outcomes.

Please contact Board Conservationist, Jen Dullum at 651-308-6956, jen.dullum@state.mn.us, or at the central office address for further assistance in this matter.

Sincerely,

Todd Holman, Chair

Enclosure

cc: Reid Christianson, MDA (via email)
Abby Shea, MDH (via email)
Megan Moore, DNR (via email)
Katie Kowalczyk, DOT (via email)
Maureen Hoffman, Met Council (via email)
Melinda Neville, MPCA (via email)
Marcey Westrick, BWSR (via email)
Jen Dullum, BWSR (via email)
File Copy

Minnesota Board of Water and Soil Resources
520 Lafayette Road North
Saint Paul, Minnesota 55155

In the Matter of the review of the Watershed Management Plan for the Bassett Creek Watershed Management Commission, pursuant to Minnesota Statutes Section 103B.231, Subdivision 9.

ORDER
APPROVING
A WATERSHED
MANAGEMENT PLAN

Whereas, the Board of Commissioners of the Bassett Creek Watershed Management Commission (BCWMC) submitted a Watershed Management Plan (Plan) on January 12, 2026, to the Minnesota Board of Water and Soil Resources (Board) pursuant to Minnesota Statutes Section 103B.231, Subd. 9, and;

Whereas, the Board has completed its review of the Plan;

Now Therefore, the Board hereby makes the following Findings of Fact, Conclusions and Order:

FINDINGS OF FACT

1. **Watershed Management Organization Establishment.** The Bassett Creek Flood Control Commission was formed in 1968 primarily to study flooding issues in the watershed and adopted a watershed management plan in 1972. In 1984, the Bassett Creek Watershed Management Commission (BCWMC) was created after revising the Flood Control Commission's Joint Powers Agreement. The Commission prepared its first-generation watershed management plan that the Board approved in July 1989.
2. **Authority of Plan.** The Metropolitan Surface Water Management Act requires the preparation of a watershed management plan for the subject watershed area which meets the requirements of Minnesota Statutes Sections 103B.201 to 103B.251. The current BCWMC watershed management plan was approved by Board Order on August 27, 2015. Subsequently, the BCWMC completed two minor amendments between 2015 and 2025.
3. **Nature of the Watershed.** The BCWMC is located in Hennepin County in the northwest portion of the Twin Cities Metropolitan Area. It is bound by the Elm Creek and Shingle Creek Watershed Management Commissions to the north, on the south and west by the Minnehaha Creek Watershed District, and on the east by the Mississippi Watershed Management Organization. The watershed covers approximately 40 square miles and all or part of nine communities: Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park. There are 10 priority lakes and four priority streams in the Bassett Creek watershed. The watershed drains to Bassett Creek and ultimately enters the Mississippi River through the Bassett Creek tunnel that runs under downtown Minneapolis. The watershed is influenced by urban and suburban land uses, and the population is anticipated to continue increasing.
4. **Plan Development and Review.** On April 14, 2022, the BCWMC sent notification of initiation of the planning process for the 2026-2035 Watershed Management Plan (Plan) to the plan review agencies and other parties as required by MR 8410, and solicited each agency's priority issues, summaries of relevant water management goals, and water resource information. An initial planning meeting was hosted by the Board of Commissioners on February 28, 2023. Regular meetings were held with the Plan Steering Committee between May 2024 and November 2025. The BCWMC also conducted Commission workshops and periodically invited additional

participants to the plan steering committee meetings, as needed. The BCWMC also created a press kit for stakeholder engagement which included a watershed equity workshop, online survey, and meetings with underrepresented community groups, among other engagement actions.

The draft Plan was submitted to the Board, other state agencies, and local governments for the formal 60-day review on August 1, 2025, pursuant to Minnesota Statutes Section 103B.231 Subd. 7. The BCWMC prepared a written response to the 60-day comments, made revisions, and sent responses to reviewers on November 21, 2025. A public hearing was held on December 18, 2025. The BCWMC sent a final draft Plan to State Review Agencies and the Board on January 12, 2026. Comments received during the 90-day review period indicated that most reviewers did not have additional comments, however the Minnesota Department of Health recommended that one incorrect statement be addressed in the future.

5. **Local Review.** The BCWMC distributed copies of the draft Plan to local units of government for their review pursuant to Minnesota Statutes Section 103B.231 Subd. 7. During the 60-day comment period Hennepin County's remarks highlighted aquatic invasive species prevention, chloride reduction, carbon footprint consideration, goals and actions integrating Dakota knowledge, work with underrepresented communities, and support for education and community engagement. They also commented on development of a watershed-wide wetland inventory and assessment and identifying partnership opportunities for a county groundwater plan. The Minneapolis Park and Recreation Board (MPRB) also provided comments. Many of the comments were in agreement with the Plan contents or shared suggestions for partnership and projects. Comments also noted improvements for Plan accessibility, organization, and document navigation. The MPRB commended the BCWMC for focus on equity, climate resilience, and Dakota place-naming, and supported investigation into the BCWMC's best-fit for governance structure and regular plan reassessments to ensure goals are met. The City of Minneapolis provided several comments, of those a few highlighted general Plan accessibility and organization. They also voiced support for an organizational assessment to evaluate options for the appropriate governance structure and funding options, wanted to ensure goals are measurable, and hoped to see that water quality improvement projects are highest priority. Lastly, the Friends of the Eloise Butler Wildflower Garden also commented on the Plan which included requests for studies and restoration projects.
6. **Metropolitan Council (Council) Review.** During the 60-day review, the Council commended the BCWMC for developing a watershed management plan that includes a comprehensive list of issues, goals, and strategies, ambitious chloride loading goals, and that highlights partnership effort implementation. They welcomed the Plan's focus on water equity and feel the Plan is consistent with the Council's policies. They did office several comments which included adding a discussion on deicer, supporting work with partners, supporting BCWMC collaboration with the Council on studies and research, and encouraging goal measurability. During the 90-day review, the Council again commended the BCWMC for developing an inclusive Plan with comprehensive issues, goals, policies and strategies. They again applauded the ambitious chloride goals and welcomed the focus on water equity. The Council felt their 60-day comments were addressed and that the Plan was consistent with Council policies and the Council's Water Policy Plan.
7. **Department of Agriculture (MDA) Review.** At the 90-day review the MDA thanked the BCWMC for the opportunity to review, and did not provide any comments, but recommended approval.
8. **Department of Health (MDH) Review.** During the 60-day review, MDH commended the BCWMC on its well-organized and visually accessible draft plan, specifically highlighting the effective executive summary and layout of the Plan goals. MDH appreciated the inclusion of groundwater quality and multiple-benefit projects while suggesting improvements to the Plan by clarifying MDH roles, ensuring specific and measurable Plan goals, expanding on chloride loading in groundwater, considering surface water-groundwater interactions near drinking water supply management areas, and considering unused and unsealed wells as a potential contamination source. During the 90-day review, MDH noted that their comments, concerns, and priorities had been addressed. They noted that one comment provided during the 60-day resulted in an inaccurate statement in the final draft Plan. MDH recommends rewording during the next opportunity to edit the Plan.

9. **Department of Natural Resources (DNR) Review.** The DNR did not provide formal comment during the 60-day. During the 90-day review, DNR indicated that the Plan is consistent with DNR goals and priorities. The DNR appreciated the BCWMC's focus on ecosystem health and identification of climate change impacts on hydrology.
10. **Pollution Control Agency (PCA) Review.** During the 60-day review, the PCA commended the BCWMC on including the Native American stream name into the Plan, demonstrating completed work, and highlighting what is new in the updated Plan. Suggestions provided included listing PCA ID numbers, updating table descriptors for the general reader, correcting mislabeled TMDL dates, and using more current references. These edits were all for specific tables or Plan sections. A more general recommendation was to include numerical targets for goals to help evaluate success where appropriate. During the 90-day review, the PCA had no additional comments and recommended the Plan for approval.
11. **Department of Transportation (DOT) Review.** The DOT did not provide formal comment.
12. **Board Review.** During the 60-day review, Board staff thanked the BCWMC for hosting various Plan development meetings, noted appreciation of the inclusion of priorities related to chloride pollution, climate change, addressing inequities and authentic engagement, and noted that the Plan was well written and utilized plain language. Board staff suggested clarifications to several parts of the Plan for increased reader comprehension. Staff also had comments on goal measurability and other suggestions to help bring the plan into conformance with Minnesota Statutes Sections 103B.201 to 103B.251 and Minnesota Rules 8410. Staff also sent unofficial typographical, grammatical, and formatting comments. Staff felt the Plan was revised as necessary to provide required Plan content.
13. **Plan Summary.** The BCWMC identified issues into four categories: waterbody and watershed quality, flooding and climate resilience, education and engagement, and organizational effectiveness. The Plan sets six high priority issues with associated goals to address them. There are additional medium and low priority issues also with associated goals to help reach Plan objectives. The updated Plan will build on previous success through the continuation of many current programs and activities and introduction of new activities such requiring winter maintenance plans, targeting future work through surveys and assessments, and using indigenous land and water care practices where appropriate. Other programs include building connection with diverse communities, trainings for commissioners and local official, and potential public-private partnerships.
14. **Central Region Committee Meeting.** On March 2, 2026, the Board's Central Region Committee and staff met in St. Paul and online to review and discuss the final Plan. Those in attendance from the Board's committee were Joe Collins (in-person), Mike Runk (in-person), Jill Crafton (online), Mark Zabel (online), Lori Cox (online), Steve Robertson (online), and Heather Johnson (online). Board staff in attendance were Marcey Westrick (Central Regional Manager, in-person), Jen Dullum (Board Conservationist, in-person), and Josh Norman (Board Conservationist, online). Others in attendance included Laura Jester (BCWMC Administrator, in-person), Catherine Cesnik (BCWMC Commission Chair, in-person), Shaun Kennedy (BCWMC Alternate Commissioner, in-person), and Stephanie Johnson (BCWMC Engineer – Barr Engineering – in-person) who provided overview of the watershed, highlights of the Plan, and responded to comments. Joan Hauer (BCWMC Commissioner, online) was also present. After a presentation and discussion, the committee recommended approval of the Plan to the full Board.

CONCLUSIONS

1. All relevant substantive and procedural requirements of law and rule have been fulfilled.
2. The Board has proper jurisdiction in the matter of approving the Watershed Management Plan for the Bassett Creek Watershed Management Commission (BCWMC) pursuant to Minnesota Statutes Section 103B.231, Subd. 9.

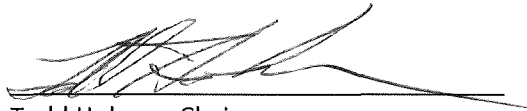
3. The BCWMC Watershed Management Plan, attached to this Order, defines the water and water-related problems within the BCWMC's boundaries, possible solutions thereto, and an implementation program through 2035.
4. The attached Plan is in conformance with the requirements of Minnesota Statutes Sections 103B.201 to 103B.251.

ORDER

The Board hereby approves the attached Bassett Creek Watershed Management Commission Watershed Management Plan submitted on January 12, 2026.

Dated at Saint Paul, Minnesota this 25th day of March 2026.

MINNESOTA BOARD OF WATER AND SOIL RESOURCES

A handwritten signature in black ink, appearing to read 'Todd Holman', is written over a horizontal line.

Todd Holman, Chair
Board of Water and Soil Resources



BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

RESOLUTION NO. 26-07

RESOLUTION ADOPTING WATERSHED MANAGEMENT PLAN

WHEREAS, the Commission is the Watershed Management Organization responsible for preparing a watershed plan for the Bassett Creek Watershed, pursuant to Minn. Stat. § 103B.231; and

WHEREAS, the Commission has prepared such watershed plan entitled, "2026-2035 Watershed Management Plan", (hereinafter the "Plan"); and

WHEREAS, the Plan has been reviewed in accordance with the requirements of Minn. Stat. § 103B.231; and

WHEREAS, the Plan was approved by the Minnesota Board of Water and Soil Resources on March 25, 2026; and

WHEREAS, the Commission finds that the adoption of the Plan is in accordance with the requirements of law and in the best interests of the public;

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

1. The Plan is hereby adopted in accordance with Minn. Stat. § 103B.231, Subd. 10.
2. Staff is directed to post the Plan on its website and transmit a notice of Plan adoption to all member cities, review agencies, and partners along with an expression of gratitude of the Commission for their assistance in preparing the Plan and advising the cities of their obligation to adopt and amend local water management plans in accordance with Minn. Stat. § 103B.235.

Adopted by the Board of Commissioners of the Bassett Creek Watershed Management Commission this 16th day of April, 2026.

Chair

ATTEST:

Secretary



Bassett Creek Watershed Management Plan

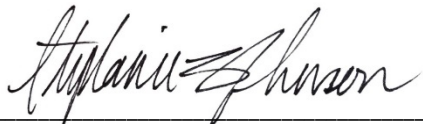
2026-2035



April 2026

Certification

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the Laws of the State of Minnesota.



Stephanie L. Johnson
PE#: 45069

April 7, 2026

Date

Watershed Management Plan

April 2026

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Acronyms

AIS	Aquatic Invasive Species
BCWMC	Bassett Creek Watershed Management Commission BMPs Best Management Practices
BWSR	Minnesota Board of Water and Soil Resources
CAMP	Community Assisted Monitoring Program
CFS	Cubic Feet per Second
CIP	Capital Improvement Program
CWA	Clean Water Act
DEIA	Diversity, Equity, Inclusion, Access
DWSMA	Drinking Water Supply Management Area
EWM	Eurasian Watermilfoil
FCP	Flood Control Project
FEMA	Federal Emergency Management Agency
FQI	Floristic Quality Index
GW	Groundwater
H&H	Hydrologic and Hydraulic Model
JPA	Joint Powers Agreement
LGU	Local Government Unit
MDH	Minnesota Department of Health
MDNR	Minnesota Department of Natural Resources
MIBI	Macroinvertebrate Index of Biological Integrity
MIDS	Minimal Impact Design Standards
MG/L	Milligrams per liter
ML	Milliliters
MLCCS	Minnesota Land Cover Classification System
MnRAM	Minnesota Rapid Assessment Method
MnDOT	Minnesota Department of Transportation
MPCA	Minnesota Pollution Control Agency

MPRB	Minneapolis Park and Recreation Board
MS4	Municipal Separate Storm Sewer System
MUSA	Metropolitan Urban Service Area
MWMO	Mississippi Watershed Management Organization
NFIP	National Flood Insurance Program
NOAA	National Oceanographic and Atmospheric Administration
NWI	National Wetland Inventory
P8	Program for Predicting Polluting Particle Passage through Pits, Puddles and Ponds
SSTS	Subsurface (Individual) Sewage Treatment Systems
SWA	Subwatershed Assessment
SWCA	Surface water contribution area
SWMM	Storm Water Management Model
TAC	Technical Advisory Committee
TCMA	Twin Cities Metropolitan Area
TMDL	Total Maximum Daily Load
TP	Total Phosphorus
TRPD	Three Rivers Park District
ug/L	Micrograms per liter
USACE	United States Army Corps of Engineers
USFWS	United States Fish and Wildlife Service
VIC	Voluntary Investigation and Cleanup
WCA	Wetland Conservation Act
WHPP	Wellhead Protection Plan
WMC	Watershed Management Commission
WMO	Watershed Management Organization
WMWA	West Metro Watershed Alliance
WOMP	Watershed Outlet Monitoring Program
WRAPS	Watershed Restoration and Protection Strategy
WWTP	Wastewater Treatment Plant

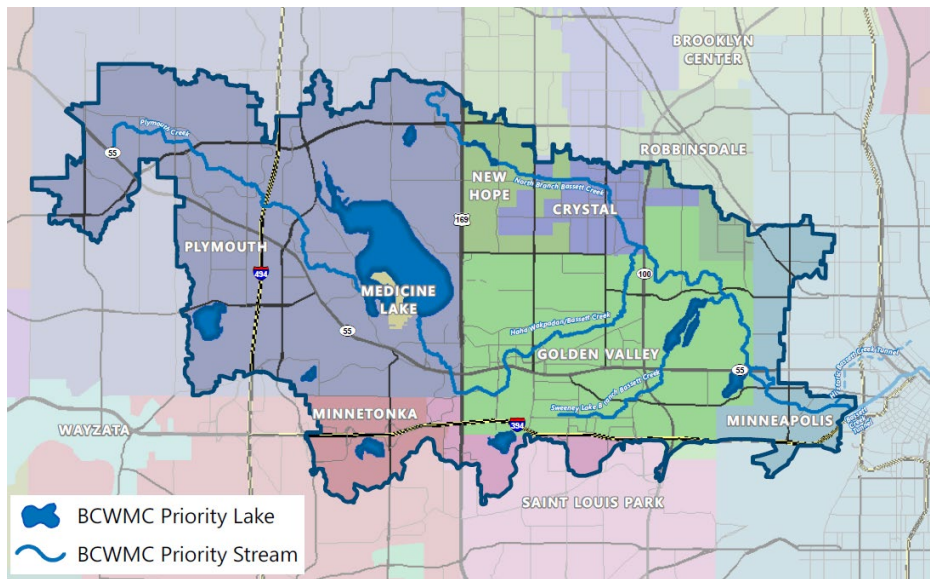
The Bassett Creek Watershed Management Plan (Plan) guides the management of water resources within the boundaries of the Bassett Creek Watershed Management Commission (BCMWC) to achieve the organization’s vision and goals for the next ten years. It was developed with significant input from watershed residents, member cities, partners, and state and local agencies. The Plan provides data and background information; identifies watershed-wide and resource-specific issues; sets measurable goals; and describes applicable tools, policies, and activities aimed at achieving the goals.

The Bassett Creek Watershed Management Commission (BCMWC) established the following vision to provide strategic direction to its work.

Stewardship of the Ĥaĥá Wakpádaŋ / Bassett Creek Watershed to improve ecosystem health and reduce flood risk.

About Us – who we are

The BCMWC is a special purpose unit of local government that manages surface water resources, like lakes and streams, within 40 square miles in the northwestern area of the Twin Cities. It encompasses all the land that ultimately drains to Ĥaĥá Wakpádaŋ / Bassett Creek, including all or part



of nine cities. The largest portion of the watershed lies in the cities of Plymouth and Golden Valley. The watershed also includes parts of New Hope, Crystal, Robbinsdale, Minneapolis, St. Louis Park, and Minnetonka, and the entire small city of Medicine Lake. There are ten priority lakes and four priority streams in the watershed. The final 2.2 miles of the creek flows under downtown Minneapolis in the Bassett Creek tunnel.

The BCMWC acknowledges that the waterways of the Ĥaĥá Wakpádaŋ / Bassett Creek encompass the homeland of the Dakota peoples, who nurtured the land and waters as relatives. The streams, lakes, and wetlands are living waters that are part of a broader ecosystem.

Executive Summary

The BCWMC was originally formed as a joint powers organization among the nine cities as the Bassett Creek Flood Control Commission in 1968 to address significant flooding along the creek. In 1984, the Flood Commission revised its joint powers agreement and became the BCWMC in accordance with provisions of the 1982 Metropolitan Surface Water Management Act. Much of the significant flooding in the watershed has been corrected, primarily through the extensive Bassett Creek Flood Control Project. And while flooding remains a concern and an area of focus for the BCWMC, much of our work is now centered on protecting and improving the quality of water in priority lakes and streams.

The BCWMC is managed by a nine-member Board of Commissioners – one commissioner and one alternate appointed from each member city. Each city also appoints a staff person to the Commission’s technical advisory committee (TAC). The TAC provides recommendations on technical aspects of studies and projects, and provides input on budgets, policies, etc.

Work of the BCWMC is primarily funded with an operating budget and capital improvement program funds. Operating funds come mostly from assessments to the nine member cities, while capital improvement projects are funded through a tax on all watershed properties levied by Hennepin County on the BCWMC’s behalf. State and local grant funds and development review fees often augment the BCWMC budgets, becoming an important source of current and future funding.

Priority Issues & Goals – what we’re working on

Many of the lakes and streams in the watershed have degraded water quality and habitats, impacting aquatic life and recreation opportunities. Significant pollutants, coming mainly from stormwater runoff, include chloride (i.e., salt from winter deicers), nutrients, sediment, and bacteria. In addition, water quantity concerns – including flooding and drought conditions – also impact water resources and watershed communities.

To focus work for the next ten years, the BCWMC identified discrete watershed issues early in the planning process through input from state and local agencies and member cities, commissioner workshops, an online public survey, and a public open house. Issues were grouped into four categories: Waterbody and Watershed Quality, Flooding and Climate Resilience, Education and Engagement, and Organizational Effectiveness.

Purpose of Watershed Management Organizations (WMOs)

Because water does not follow political boundaries, the 1982 Surface Water Management Act required the formation of WMOs across the Twin Cities.

Purposes of WMOs include:

1. Protect, preserve, and use natural surface and groundwater storage and retention systems.
2. Minimize public capital expenditures needed to correct flooding and water quality problems.
3. Identify and plan for means to effectively protect and improve surface and groundwater quality.
4. Establish more uniform local policies and official controls for surface and groundwater management.
5. Prevent erosion of soil into surface water systems.
6. Promote groundwater recharge.
7. Protect and enhance fish and wildlife habitat and water recreational facilities.
8. Secure the other benefits associated with the proper management of surface and groundwater.

Executive Summary

Each issue was assigned a priority level of high, medium, or low. Some issues span multiple areas of watershed management, including the intent to deliver projects and programs with an emphasis on diversity, equity, inclusion, and access. While specific issues regarding equity are categorized as a “medium” priority, helping to address current or past inequities will be incorporated across all BCWMC work – from representation on the Board of Commissioners, to building relationships with diverse audiences and selecting projects in vulnerable communities.

Once issues were identified and prioritized, goals were developed to describe the change or desired outcome expected by the end of 10 years. A process of adaptive management will be used to track progress and adjust activities depending on new data or changing conditions.

The high priority issues and associated goals include:

Category	High Priority Issue	High Priority Goal(s)
Waterbody and Watershed Quality	Impaired waters (degraded water quality) (see Section 3.1)	Improve water quality in Medicine Lake such that it is removed from impaired waters list for nutrients (WQ1)
		Significantly improve water quality in Lost Lake and Northwood Lake (WQ2)
		Improve/maintain water quality and ecology in all other priority lakes and streams (WQ3 – WQ9)
	Chloride pollution (salt from winter deicers) (see Section 3.2)	Reduce chloride pollution to lakes and streams (CHL1)
Reduce chloride concentrations in ǪǪǪǪ Wakpádaŋ / Bassett Creek by 10% (CHL2)		
Flooding and Climate Resilience	Impact of climate change on hydrology, water levels, and flood risk (see Section 3.11)	Reduce flood risk in vulnerable areas (FLD1 – FLD4)
		Enhance climate resiliency (FLD5)
Organizational Effectiveness	Organizational capacity and staffing (see Section 3.17)	Assess organizational structure, staffing needs, and funding mechanisms; implement recommendations (ORG1 – ORG2; FUND1 – FUND3)
	BCWMC funding mechanisms (see Section 3.18)	
	Progress assessment (see Section 3.19)	Assess progress toward plan goals (PRG1 – PRG2)

Executive Summary

Issues that were assigned medium or low priority levels are also addressed in this Plan. However, these issues may receive lower levels of resources and effort, and may be primarily addressed in collaboration with partners, or as opportunities arise. These issues include:

- Aquatic invasive species
- Carbon Footprint
- Ditch Management
- Education
- Erosion
- Equity
- Groundwater
- Recreation
- Riparian Areas and Uplands
- Wetlands

Primary Tools and Activities – the work we’re doing

The BCWMC uses various tools to make progress toward its goals including policies and requirements, education and engagement, and construction of capital improvement projects. Other important activities include inspection and maintenance of the Bassett Creek Flood Control Project structures; monitoring water quality and quantity; performing studies; mapping floodplains; and assisting with aquatic invasive species (AIS) management. Much of the work performed by the BCWMC is done in collaboration with partners such as member cities, Hennepin County, Three Rivers Park District, Minneapolis Park and Recreation Board, state and local agencies, lake groups, and others.

Over the next 10 years, the BCWMC will build on the success of many existing programs and activities with few changes. However, some new or expanded tools and activities will be used to better address priority issues and make accelerated progress toward goals. New activities are shown in red in the graphic below. The implementation schedule of the activities and capital improvement program can be found in Table 4-5 and Table 4-6, respectively, although the timing of some programs and projects may shift with a change in opportunities, partnerships, and available funds. While many of the activities are performed on a regular, routine basis, other discrete projects and studies are one-time activities and are scheduled in order to inform future work. Examples include sub-watershed assessments that are used to target and prioritize capital improvement projects or other programs to improve conditions in a specific waterbody. Similarly, development of a social vulnerability index will help prioritize work in areas where it is most needed and most impactful.

The annual budget (in 2025 dollars) is estimated to be between \$1 million and \$1.3 million for programs and activities (Table 4-5) and an average of \$5 million per year for capital improvement projects (Table 4-6).

The implementation schedule and corresponding budget is ambitious. A shift in organizational structure and/or an expansion of funding mechanisms may be needed to realize full implementation potential and desired outcomes. Options for significant changes to the operations of the BCWMC will be analyzed through comprehensive assessments early in the life of the plan (See Table 4-5, activities EA-4 and EA-5).

Executive Summary

Implementation Tools:

CAPITAL IMPROVEMENT PROJECTS

- Up to 36 projects scheduled over 10 years
- Projects start with feasibility study
- Examples: streambank restoration, pond creation or expansion, flood risk reduction, stormwater reuse
- Use Indigenous land/water care practices, where appropriate (new activity)
- Public-private partnerships (potential new activity)

DEVELOPMENT REQUIREMENTS

- Appropriate stormwater management – infiltration and treatment
- No impacts to 100-year floodplain
- Stream and wetland buffer requirements
- Winter maintenance plans required (new activity)
- Construction erosion control

EDUCATION & ENGAGEMENT

- Build communication and engagement with diverse communities (new emphasis)
- Partner with West Metro Water Alliance and Hennepin County
- Watershed map, displays, educational materials
- Signage and Indigenous art (new activity)
- Trainings for commissioners and local officials (expanded activity)
- Volunteer opportunities

MONITORING, MODELING, STUDIES

- Routine, comprehensive monitoring of priority waters
- Hydrologic modeling (water flow and quantity after rainfall and snowmelt)
- Floodplain mapping
- Surveys and assessments to target future work (expanded activity)

FLOOD CONTROL PROJECT

- Routine inspections of structures
- Minor maintenance by cities
- Major repair by BWCMC, as needed

OTHER TOOLS

- Administration, operations, technical assistance
- Inter-agency planning and collaboration
- Aquatic invasive species (AIS) management
- Evaluation and reporting

Executive Summary

Member City Responsibilities

As noted earlier, portions of nine cities lie within the Ĥaĥá Wakpádaŋ / Bassett Creek Watershed and the BCWMC exists as a joint powers organization among these “member cities.” Member cities are very involved in the work of the BCWMC, and they have corresponding responsibilities. Each city appoints a BCWMC board commissioner, alternate commissioner, and technical advisory committee member. Each city contributes funds to the BCWMC operating budget through “city assessments” which are based on the area of land in the watershed and the tax valuation of that land. In many cases, the BCWMC enters agreements with cities to construct and maintain BCWMC capital improvement projects. The technical advisory committee, comprised of city staff, often reviews and makes recommendations to the Board of Commissioners on technical studies, projects, budgets, etc.

Actual requirements of member cities are the same or similar to requirements included in the 2015 watershed management plan.

Subject Area	Policy No.	Requirement
Local Plans/ Controls	5	Member cities must update their local water management plans to incorporate consistency with BCWMC goals, policies, and requirements. The BCWMC will review city local water management plans for consistency with BCWMC goals.
Local Plans/ Controls	6	Member cities must inform the BCWMC regarding updates to city ordinances or comprehensive plans that will affect stormwater management.
Development Requirements	9	Member cities must incorporate standards and requirements included in the Requirements document into their official controls (e.g., ordinances). Member cities must inform developers and other project applicants regarding BCWMC requirements.
Development Requirements	12	Member cities shall not issue construction permits or other approvals relevant to controls intended to protect water resources, until the BCWMC has approved the project.
Development Requirements	13	For projects subject to BCWMC review and erosion and sediment control standards, the BCWMC requires that member cities perform regular erosion and sediment control inspections.
Data submission	19	Upon request (typically annually), member cities shall provide the BCWMC with information on development, redevelopment, and BMPs constructed within their city such that the BCWMC can appropriately update the models.
Aquatic Invasive Species	20	The BCWMC requires that member cities annually inspect wetlands classified as Preserve (or equivalent) for terrestrial and emergent aquatic invasive vegetation, such as buckthorn and purple loosestrife, and attempt to control or treat invasive species, where feasible.
Flood Control Project	25	Member cities must formally notify the Commission Engineer regarding their completed maintenance and repair actions on any of the FCP project features.
Flood Control Project	25	Member cities are responsible for routine maintenance and repair of FCP features as outlined in Table 4-4.

1 Introduction

The Bassett Creek Watershed Management Commission (BCWMC) *Watershed Management Plan* (Plan) sets the vision, policies, programs, and projects for managing Ĥaǰǰa Wakpádaŋ / Bassett Creek and other surface waters within the boundaries of the BCWMC for the next 10 years. This section includes the Commission’s land and water acknowledgement statement and summarizes the role of watershed management organizations, the BCWMC’s location, history, governance structure, and authority. It also gives an overview of past accomplishments, illustrates inter-agency coordination, and provides a summary of the plan development process.

1.1 Land and Water Acknowledgement

Adopted May 2024

The Bassett Creek Watershed Management Commission acknowledges that the waterways of the Ĥaǰǰa Wakpádaŋ, located in Mnisota Makoce, the homeland of the Dakota peoples, are living waters which are part of a larger living ecosystem.

Historically, the Ĥaǰǰa Wakpádaŋ provided material, nutritional, and spiritual sustenance to the Dakota peoples. We acknowledge the forced removal of the Dakota from the lands and waterways that nurtured them as relatives. And, we recognize the environmental degradation that continues in the watershed today.

The living waters of Ĥaǰǰa Wakpádaŋ remain significant to the Dakota and other Native peoples, including many who presently live in the watershed. The Bassett Creek Watershed Management Commission seeks to identify and integrate Native wisdom by collaborating with Indigenous peoples and communities to reduce the impacts of

climate change and improve the ecosystem health for all living beings in the watershed.

Acknowledging the complex past and present traumas and triumphs is a step toward healing for the land, watershed, and peoples who live in the watershed today.

1.2 Role of Watershed Management Organizations

The BCWMC is a special purpose unit of local government that manages water resources on a watershed basis, like all watershed management organizations (WMOs). WMO boundaries generally follow natural watershed divides, rather than political boundaries. Thus, they often include several municipalities and counties.

Recognizing that water does not follow political boundaries, the State of Minnesota established the Watershed Act (Minnesota Statutes 103D) in 1955, which allowed for the creation of watershed districts anywhere in the state. In 1982, the Minnesota Legislature enacted the Metropolitan Surface Water Management Act (Minnesota Statutes 103B.201 – 103B.255). This act required the formation of a WMO, and the development and implementation of a watershed management plan, for each of the watersheds in the seven county Twin Cities metropolitan area. WMOs can be organized as joint powers agreement organizations among municipalities (e.g., BCWMC), as watershed districts (e.g., Minnehaha Creek Watershed District), or under county government (e.g., Scott County WMO).

The Metropolitan Surface Water Management Act states that the purposes of WMO water management programs are as follows (quoted from Minnesota Statutes 103B.201):

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1. Protect, preserve, and use natural surface and groundwater storage and retention systems.
2. Minimize public capital expenditures needed to correct flooding and water quality problems.
3. Identify and plan for means to effectively protect and improve surface and groundwater quality.
4. Establish more uniform local policies and official controls for surface and groundwater management.
5. Prevent erosion of soil into surface water systems.
6. Promote groundwater recharge.
7. Protect and enhance fish and wildlife habitat and water recreational facilities.
8. Secure the other benefits associated with the proper management of surface and groundwater.

1.3 BCWMC Location and Boundary

The Ĥaĥá Wakpádaŋ / Bassett Creek watershed is located entirely within Hennepin County, in the northwestern portion of the Twin Cities metropolitan area. The watershed of the creek and its three main tributaries covers all or part of nine cities:

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

Figure 1-1 shows the location of the BCWMC in relation to the other WMOs in the seven-county metropolitan area. The BCWMC is adjacent to the following WMOs:

- Mississippi WMO – along eastern boundary of BCWMC
- Minnehaha Creek Watershed District – along southern and western boundary of BCWMC
- Shingle Creek WMC – along northern boundary of BCWMC
- Elm Creek WMC – along extreme northwestern boundary of BCWMC

The downstream end of the BCWMC is a tunnel which conveys the creek under downtown Minneapolis and flows into the Mississippi River below St. Anthony Falls. The jurisdictional boundary of the BCWMC ends at the tunnel entrance for activities on the land. Although the City of Minneapolis owns the tunnel infrastructure, through policies and agreements, the BCWMC is responsible for regular inspections and any significant repairs or maintenance within the tunnel.

The total drainage area of the BCWMC upstream of the tunnel is 39.7 square miles (~25,400 acres). Overall, the watershed is heavily developed with all of the land lying within the 2030 Metropolitan Urban Service Area (MUSA). The watershed has ten priority lakes and four priority streams as well as numerous smaller lakes, ponds, and wetlands.

Boundaries with adjacent WMOs shift from time to time as new mapping information is available or when development changes drainage patterns. Most recently, the BCWMC officially updated its boundary with the Shingle Creek WMO which resulted in minor changes (2022). More significantly, in 2000, the BCWMC and the Mississippi WMO entered into a joint and cooperative agreement for

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a larger boundary change. A legal description of the revised boundary was included as part of the agreement. This boundary change transferred 1,002 acres from the BCWMC to the Mississippi WMO to reflect the changed drainage conditions upon completion of the Bassett Creek Flood Control Project. With the project in place, the portion of watershed area directly tributary to the old Bassett Creek tunnel no longer flows to Ḥaḥá Wakpádaŋ / Bassett Creek.

Learn more about the BCWMC geography and natural features in Section 2.0 and Appendix A.

Introduction

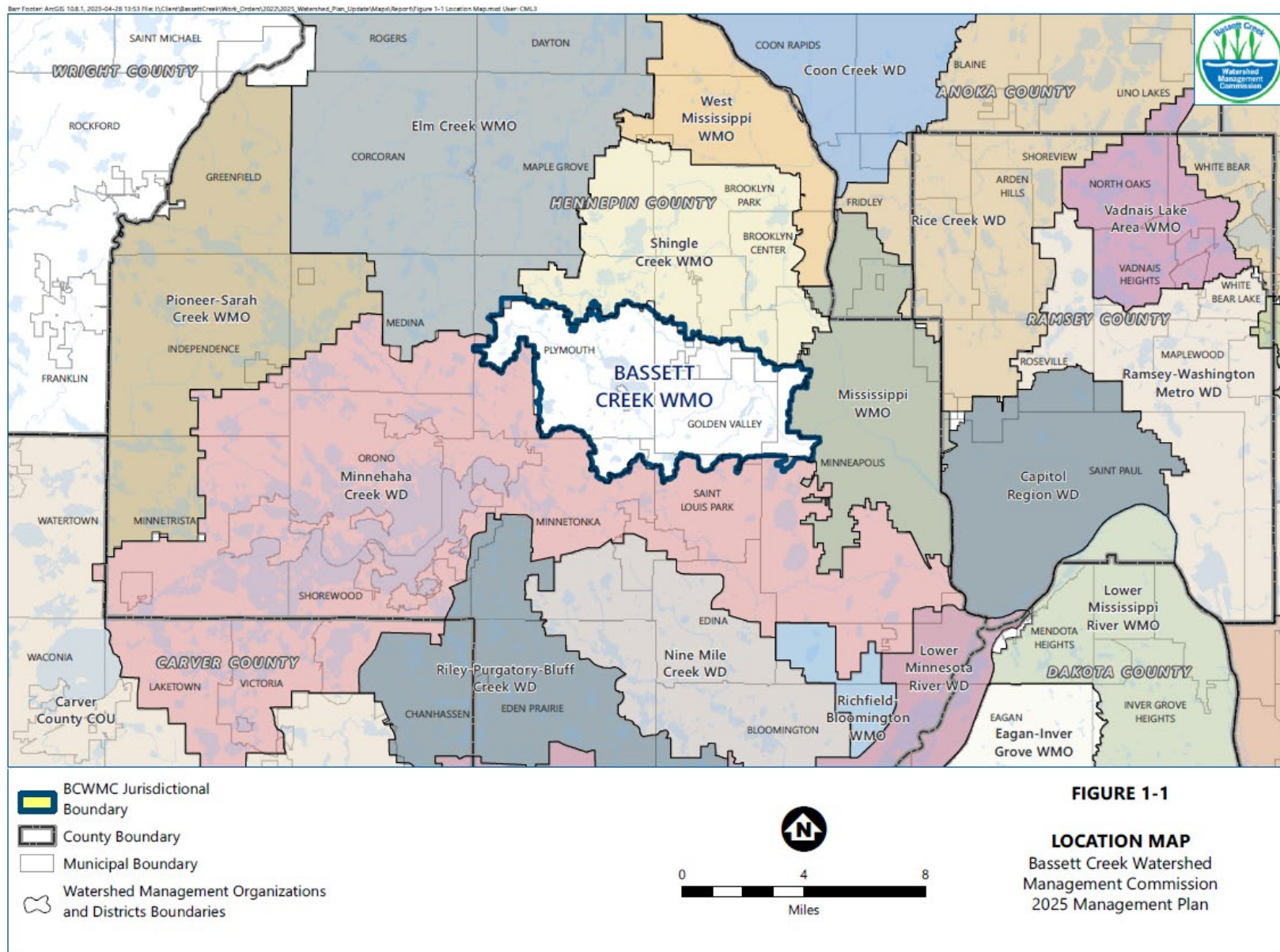


Figure 1-1 Location of the Bassett Creek Watershed Management Commission

1.4 History and Governance Structure of the BCWMC

The beginnings of the BCWMC stretch back nearly 60 years when flooding along the creek was recognized as a regional issue, transcending city boundaries and requiring cooperation to address the issue. Prior to the adoption of a formal joint powers agreement, the cities in the watershed acted together as a committee, which was formed to study and plan for flood control in the watershed. The committee members included city engineers and/or city council members. In 1968, the Bassett Creek Flood Control Commission was formed by adoption of a joint powers agreement (JPA) among the nine communities in the watershed. As required by the JPA, the BCWMC adopted the Watershed Management Plan for Ĥaĥá Wakpádaŋ / Bassett Creek in February 1972.

In accordance with provisions of the 1982 Metropolitan Surface Water Management Act, the Bassett Creek Flood Control Commission revised its JPA in 1984 and became the Bassett Creek Watershed Management Commission (BCWMC). The BCWMC adopted the *Bassett Creek Water Management Plan* in 1986. The Minnesota Water Resources Board (now the Board of Water and Soil Resources – BWSR) approved the plan on July 26, 1989, and the BCWMC printed the plan in 1990 (1990 Plan).

Also in accordance with the 1982 Metropolitan Surface Water Management Act and Minnesota Rules relating to Metropolitan Area Local Water Management, the BCWMC revised its JPA in 1993. The

The BCWMC's 50th anniversary celebration in 2019 included a booklet showcasing the organization's history and key accomplishments. Find it at www.bassettcreekwmo.org.

1993 JPA was in effect until 2014, when it was extended with a new expiration date of January 1, 2025. In 2024, the JPA was refined and reorganized for clarity and to reflect current practices. No authorities of the BCWMC nor its member cities were expanded or retracted with the updated JPA. The new JPA was approved by each of the nine member city councils and is effective January 1, 2025 - January 1, 2033 (Appendix G).

The powers and duties of the BCWMC, taken from the joint powers agreement, include, but are not limited to:

1. Prepare and adopt an "overall plan" (watershed management plan).
2. Acquire necessary personal property to accomplish its purposes.
3. Contract for space, material, and supplies.
4. Make necessary surveys or use other information and develop projects to accomplish the purposes for which the BCWMC is organized.
5. Enter into contracts or cooperate with governmental agencies, private/public organizations, or individuals to accomplish the purposes for which the BCWMC is organized.
6. Order any member city to construct, clean, repair, alter, abandon, consolidate, reclaim or change the course or terminus of any ditch, drain, storm sewer or water course, natural or artificial, within BCWMC.
7. Order any member city to carry out improvements necessary to implement the BCWMC watershed

Introduction

- management plan.
8. Regulate, conserve and control the use of stormwater, surface water and groundwater within BCWMC.
 9. Contract for or purchase insurance, as needed.
 10. Establish and maintain devices for acquiring and recording hydrological and water quality data within BCWMC.
 11. Enter upon lands to make surveys and investigations to accomplish the BCWMC's purposes.
 12. Provide any member city with technical data or other information to assist the city in preparing its local watershed management plan.
 13. Provide legal and technical assistance in connection with litigation or other proceedings between one or more of its members and any other unit of government relating to drainage or water quality within BCWMC.
 14. Accumulate reserve funds and invest funds not currently needed for BCWMC operations.
 15. Collect money from the BCWMC members, Hennepin County, and from any other BCWMC-approved source.
 16. Make contracts, employ staff or consultants, incur expenses and make expenditures.
 17. Obtain an annual audit of the BCWMC books and accounts.
 18. Make its books, reports, and records available for and open to inspection by its member cities.
 19. Recommend changes to the joint powers agreement to its member cities.
 20. Exercise all other powers necessary and incidental to the implementation of the purposes and powers set forth in the joint powers agreement and state law.
 21. Cooperate with the Minnesota Department of Natural Resource (MDNR) in obtaining protected waters permits and complying with Minnesota law regarding protected waters.
 22. Member cities may conduct separate or concurrent studies on any matter under study by the BCWMC.
 23. Establish a procedure for establishing citizen or technical advisory committees and to provide other means for public participation.

Board of Commissioners

The BCWMC is managed by a nine member board of commissioners and nine alternate commissioners. Each of the nine member cities appoints one commissioner and one alternate. Alternate commissioners are voting board members when the primary commissioner is absent. The JPA gives each member city the responsibility to determine the eligibility or qualifications of its representatives (commissioner and alternate) on the board.

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Table 1-1 BCWMC Commissioner Terms

Member City	Termination of Commissioner’s Term
Crystal Golden Valley Medicine Lake	February 1, 2027, 2030, 2033, 2036, etc.
Minneapolis Minnetonka New Hope	February 1, 2028, 2031, 2034, 2037, etc.
Plymouth Robbinsdale St. Louis Park	February 1, 2026, 2029, 2032, 2035, etc.

The term of each commissioner and alternate is three years and until their successors are selected. Table 1-1 lists commissioner terms, which are staggered. Commissioner vacancies must be filled in accordance with the JPA. Commissioners cannot be removed from the Commission prior to their term expiration except under the conditions given in the JPA. The commissioners serve without compensation from the BCWMC. The BCWMC’s organizational year begins on February 1st with the annual organizational meeting being the monthly meeting in February of each year. At the time of this writing, regular meetings for the BCWMC are held at 8:30 AM at the Golden Valley City Hall on the third Thursday of each month.

Funding Mechanisms

In 2024, the BCWMC amended its bylaws to change the BCWMC’s fiscal year from February 1 – January 31 to a calendar year January 1

– December 31. There are two primary funding mechanisms for the Commission’s work – assessments from member cities and capital funds levied through Hennepin County. City assessments are calculated using a formula based 50% on area in the watershed and 50% on tax valuation of the land in the watershed. The Commission’s operating budget utilizes city assessments along with some grant funding and fees for development reviews for most non-capital expenses including planning, monitoring, technical analyses, administration, and education. The Commission utilizes Minnesota Statute 103B.251 to collect ad valorem taxes through Hennepin County for large capital projects. More information on funding mechanisms is found in Section 4.3.

Future Governance and Funding

Although the Commission’s existing structure and funding mechanisms are sound, they may limit the capacity of the organization to implement more robust and complex projects and programs (see organizational effectiveness and funding mechanisms issues and goals in Sections 3.17 and 3.18). Options for changing the Commission’s governance structures and/or funding mechanisms will be the focus of a comprehensive assessment in the first two years of this Plan’s implementation. Changes to the Commission’s operational structure or funding mechanisms may require changes to the joint powers agreement or this plan.

1.5 Past Accomplishments

The list of BCWMC’s accomplishments is long, stretching back nearly 60 years and serves as solid foundation for the future! Early on, the Commission (known as a Flood Control Commission) was focused solely on reducing flooding along the creek. In partnership with the nine member cities, Hennepin County, the Minnesota Department of Transportation, the Minnesota Department of Natural Resources, and

Introduction

the U.S. Army Corps of Engineers, the massive Bassett Creek Flood Control Project was completed in 1992. The project resulted in a 2.4-mile-long tunnel that carries the creek under downtown Minneapolis and into the Mississippi River. Additional flood control structures were built along the creek upstream through the watershed. Learn more about ongoing management of the Flood Control Project in Section 4.1.7.

While the BCWMC continues to work on flood reduction projects, it now concentrates much of its work on improving and protecting water quality in its priority lakes and streams. The Commission began routine water monitoring in the 1970s to help identify pollution issues and target improvements. It began a robust capital improvement program (CIP) emphasizing water quality improvement in 2004 and adopted the Minnesota Minimal Impacts Design Standards (MIDS) for large development and redevelopment projects in 2015.

Accomplishments from the CIP include the construction of 40 projects from 2004 to 2024 including streambank restoration projects, stormwater pond creation or expansion, flood reduction, underground stormwater storage, and in-lake treatments. A total of approximately \$24,700,000 was levied through the county for these projects and leveraged over \$5,000,000 in grant funding.

The CIP has resulted in significant outcomes including:

- 2,455 pounds of total phosphorus annually prevented from entering lakes and streams
- 661 tons of suspended solids annually prevented from entering lakes and streams
- 6.4 miles of streambanks restored

- 41.3 acre-feet of flood storage created
- 2 lakes removed from the list of impaired waters for nutrients (Wirth Lake and Sweeney Lake)

These and other activities and accomplishments of the BCWMC are reported in greater detail each year in the Commission's Annual Report found at www.bassettcreekwmo.org/document/annual-report-budget.

1.6 Coordination with Agencies and Partners

In addition to working closely with its member cities, the BCWMC works regularly with other units of state and regional governments responsible for managing waters and natural resources. Figure 1.2 summarizes the roles of these entities.

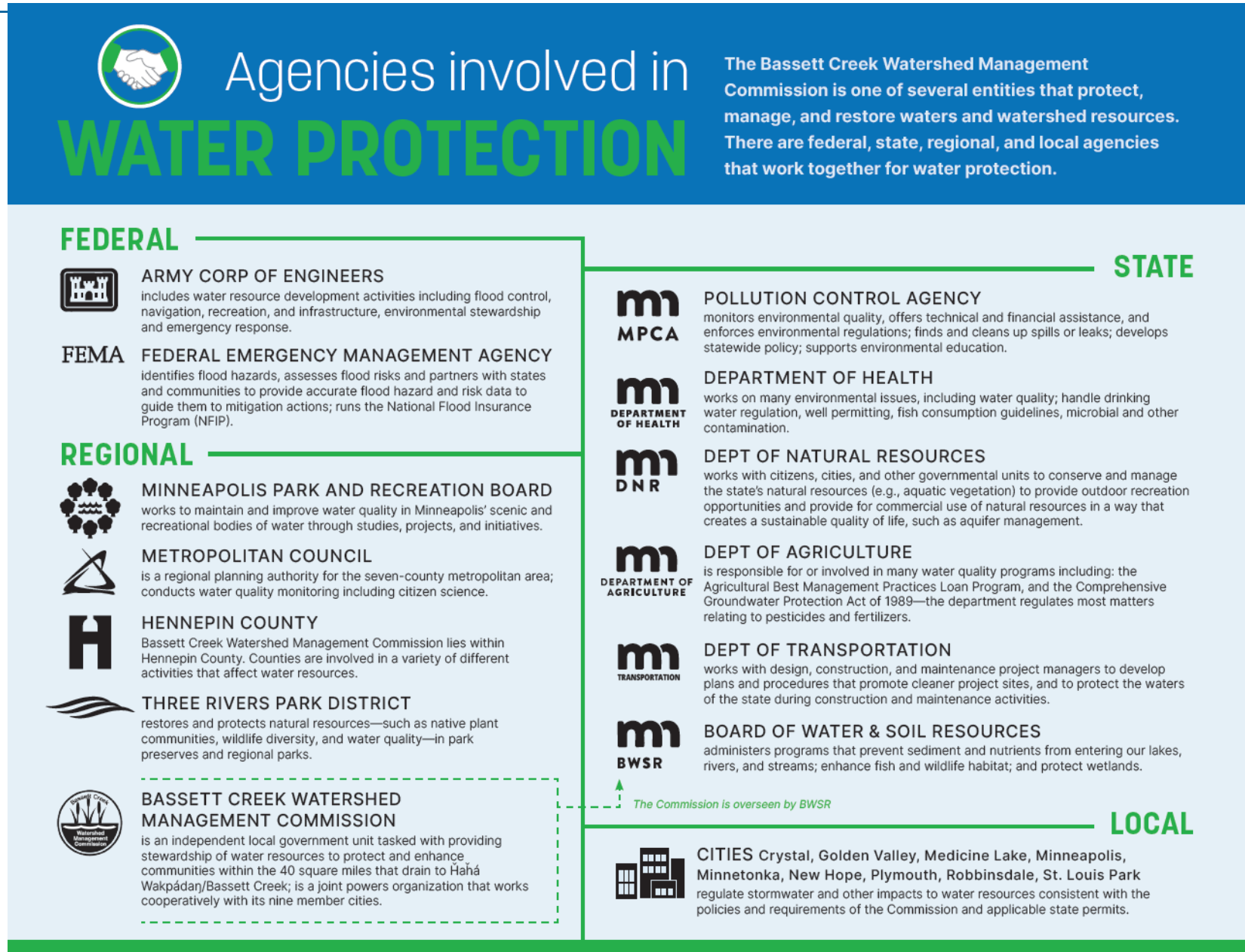


Figure 1-2 Roles of Agencies Involved in Water Protection

1.7 BCWMC Plan Development, Vision, and The Next 10 Years

BCWMC Plan development began in 2022 and embarked, first, on gathering input from partners, member cities, members of the public, state agencies, and regional governments. With the recognition that members of minority communities were not involved with previous planning efforts, the Commission made a concerted effort to engage with historically underserved and minority communities to develop this plan. In April 2022, the Commission held a workshop on “equity in watershed management” to develop a shared understanding of equity principles – such as diversity, equity, inclusion, and access – and how they could be incorporated into watershed management. Staff and commissioners attended events and communicated with Minneapolis neighborhood associations and others, with the goal of gathering input from diverse voices. In February 2023, the Commission held a public open house to share information and continue gathering ideas and perspectives from audiences across the watershed. The Commission also used an online survey to collect input from partners and community members from June 2022 to January 2023. A detailed accounting of the stakeholder input process and results is found in Appendix F.

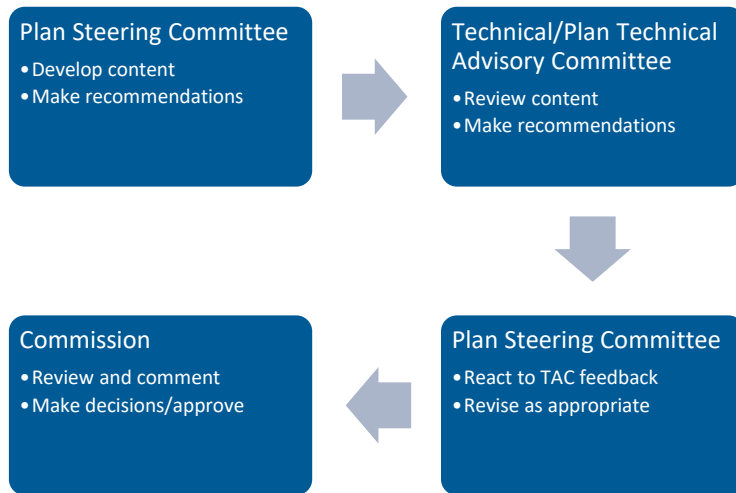
Development of this Plan also included a gaps analysis (Appendix E) to identify new or evolving issues that required updates relative to the 2015 Watershed Plan, new Commission priorities, and changes to regulatory, political, or social environments. The gaps analysis was paired with further evaluation of several complex issues (e.g., chloride management, linear project standards, climate resiliency) to determine the appropriate role for the Commission.

Table 1-2 List of Active Plan Steering Committee Members

Member	Service Period
Alternate Commissioner Shaun Kennedy (Committee Chair)	May 2023 – April 2025
Alternate Commissioner Jodi Polzin	May 2023 - April 2025
Commission Chair Catherine Cesnik	May 2023 - April 2025
Alternate Commissioner Stacy Harwell	May 2023 – Feb 2025
Commissioner Michael Welch	May 2023 – Oct 2024
Commissioner Joan Hauer	March 2024 - April 2025
Commissioner Paula Pentel	May 2024 - April 2025
Community Member Linda Loomis	May 2023 - April 2025
TAC Member Mark Ray, Crystal	May 2023 – Nov 2023
TAC Member Ben Scharenbroich, Plymouth	May 2023 - April 2025
TAC Member Eric Eckman, Golden Valley	Sept 2023 – May 2025

Concurrent with gathering input from partners and the public, and assessing gaps and more complex issues, a Plan Steering Committee was formed (Table 1-2). This committee worked for more than 2 years leading the effort to identify and prioritize issues, establish measurable goals, and develop an implementation plan incorporating a variety of policies, activities, and tools. The Plan Steering Committee developed initial Plan content or recommendations, sought and responded to feedback from the Technical Advisory Committee or broader Plan Technical Advisory Committee, and presented material to the Commission for decision-making or as informational as appropriate.

Introduction



Generalized workflow of Plan content development.

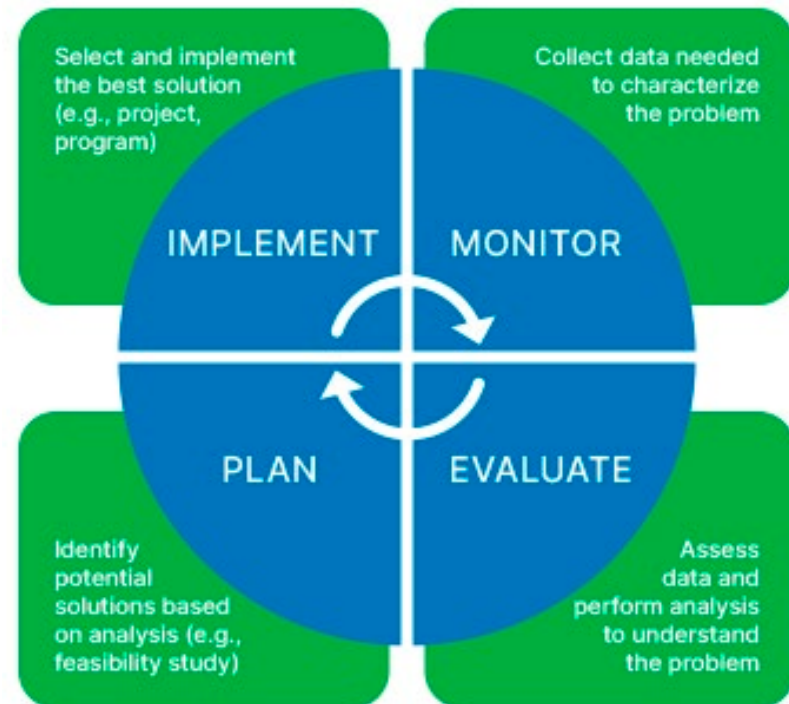
Vision

At the beginning of their work, the Plan Steering Committee updated the BCWMC vision statement to help center and guide the Commission’s work:

Stewardship of Ĥaĥá Wakpádan / Bassett Creek Watershed to improve ecosystem health and reduce flood risk.

The Next Ten Years

This plan provides the BCWMC with the foundation for guiding the implementation of projects and programs, and for enforcing standards and requirements. It is also a tool that ensures the BCWMC stays in tune with the issues and solutions needed in the future. Throughout plan implementation, BCWMC monitoring, modeling, studies, and assessments will continue to guide and target our work, ensuring that sound science and adaptive management are utilized at every turn and that progress toward goals is measurable and continuous.



Schematic of BCWMC’s adaptive management approach.



Bassett Creek Watershed Management Commission
P.O. Box 250827
Golden Valley, MN 55427
(952) 270-1990
www.bassettcreekwmo.org

Item 5B.
BCWMC 4-16-26

DRAFT Request for Proposals

Comprehensive Assessment of Organizational Structure and Funding Mechanisms for the Bassett Creek Watershed Management Commission (BCWMC)

I. ISSUE STATEMENT

The BCWMC recently adopted a new 10-year watershed management plan. Current BCWMC staff capacity is likely not sufficient to complete the work needed to achieve the goals in the plan and the BCWMC organization may need to be restructured to better align with the goals and desired outcomes. Further, additional funding sources or alternate funding mechanisms for BCWMC administration and implementation are needed to achieve the most efficient, equitable, and robust outcomes.

II. ABOUT THE BCWMC

The BCWMC is a special purpose unit of local government that manages surface water resources, like lakes and streams, within 40 square miles in the northwestern area of the Twin Cities. It encompasses all the land that ultimately drains to Ĥañá Wakpádaŋ / Bassett Creek, including all or part of nine cities. The largest portion of the watershed lies in the cities of Plymouth and Golden Valley. The watershed also includes parts of New Hope, Crystal, Robbinsdale, Minneapolis, St. Louis Park, and Minnetonka, and the entire small city of Medicine Lake. There are ten priority lakes and four priority streams in the watershed.

The BCWMC currently operates as a joint powers organization among nine cities and is governed by a board of commissioners that includes one commissioner and one alternative commissioner appointed by each member city. The BCWMC's governance structure, authorities, and funding mechanisms are described in Section 1 of the 2026 – 2035 Bassett Creek Watershed Management Plan (2026 Plan) and defined in its Joint Powers Agreement (2026 Plan, Appendix G).

III. PROJECT BACKGROUND

In 2021, the Minnesota Board of Water and Soil Resources (BWSR) completed a routine performance review of the BCWMC to assess progress on implementation of the 2015 Watershed Plan (2026 Plan, Appendix D). BWSR commended the BCWMC for their work in implementing core programs, rules, the Wetland Conservation Act, planning efforts, and building partnerships. Some recommendations for improvements included prioritizing the development of an education and outreach strategy and reviewing the capital improvement program to identify specific barriers limiting implementation of some large projects. These recommendations highlight the potential need for increased staff capacity.

The BCWMC currently contracts with one part time administrator and receives legal, audit, and engineering services through consultants. As a joint powers organization, the BCWMC relies heavily on cooperation and collaboration with its nine member cities to implement programs and projects, including participating in the BCWMC's Technical Advisory Committee (TAC). The 2026 Plan includes

an ambitious implementation program with multiple studies, programs, and capital projects intended to achieve the BCWMC's goals. The BCWMC believes that the current governance structure and staff capacity are insufficient to implement all elements of the 2026 Plan. The BCWMC has operated as a joint powers organization similar to its current structure since its inception in 1969. Changes to the BCWMC's organizational structure and/or capacity may result in more complete and/or more efficient implementation of the Plan.

The BCWMC funds its operations, projects, and programs through a variety of funding mechanisms including a general fund supported by member city contributions, CIP funds levied through Hennepin County, and grants. However, these funding mechanisms may not be adequate to fully support implementation of the 2026 Plan. New or expanded funding mechanisms may be available to the BCWMC to promote further program and project implementation without increasing the financial burden to member cities and, indirectly, watershed residents. Evaluation is necessary to identify the benefits and risks of different funding options and determine the most appropriate mechanisms to fund BCWMC operations, projects and programs.

IV. PROJECT GOALS & EXPECTATIONS

The goal of this project is for the BCWMC, through a comprehensive assessment, to understand the options, benefits, and challenges of various organizational structures and potential funding mechanisms for long term, sustainable, effective, and efficient management of the Bassett Creek watershed.

The selected firm is expected to understand the differences between joint powers watershed management organizations (WMOs) and watershed districts (WDs) including authorities outlined in MN Statutes 103B and 103D. The selected firm will also have experience in human resources and the expertise to prepare a cost-benefit analysis as noted in Section V.

The assessment is expected to include a thorough review of the structures and funding mechanisms of at least 4 and no more than 6 other watershed organizations (both WMOs and WDs) to help understand and assess options for the BCWMC. The proposal should include a statement with their proposed list of organizations they intend to assess and reasons for including each. Factors to consider when making comparisons should include the geographic and population size of the watershed, land use, and number of cities included. Potential organizations for evaluation include:

- Mississippi Watershed Management Organization
- Vadnais Lakes Area Watershed Management Organization
- Comfort Lake Forest Lake Watershed District (transitioned from a WMO to a WD in 1999)
- Riley Purgatory Bluff Creek Watershed District or Nine Mile Creek Watershed District
- Non-profit or other organization that may offer structural or capacity options

A final list of organizations used in the assessment will be discussed with the BCWMC before assessment work begins.

The assessment is expected to include an evaluation of an option for sharing one or more staff with a member city or another watershed district/organization.

V. SCOPE OF SERVICES

The project should include the following activities and deliverables:

1. Periodic meetings with the BCWMC Administrator and Administrative Services Committee (or a subcommittee thereof) to relay project progress
2. A workshop, survey, interviews or other means of gathering insights from BCWMC Administrator and Engineers, commissioners, partners, and city staff to inform a gaps analysis and/or the challenges and benefits of various options
3. A draft report presented to the Administrative Services Committee
4. A final report presented to the BCWMC Board of Commissioners at a regular monthly meeting

The assessment report should include the methods and outcomes of the following investigations and analyses. Alternate or additional methods of investigation or assessment may be proposed and utilized with BCWMC approval.

1. An assessment of the organization that includes
 - a. Identification and description of gaps or deficiencies in the current BCWMC structure that limits the effective and efficient implementation of the BCWMC 2026 Watershed Management Plan
 - b. Description of alternative organizational or governance structures and an evaluation of benefits and challenges (pros/cons) or SWOT analysis for each option as it relates to the Bassett Creek Watershed presented in a matrix
 - c. Description of characteristics of effective structures
 - d. Identification of friction points (particularly those that may be expressed by member cities) related to various structures and how they might be addressed
 - e. Recommended policies, procedures, bylaws, other mechanisms to improve efficiency if the organization structure remains unchanged
2. A staffing analysis that includes
 - a. Optimal staffing levels for effective and efficient implementation of the BCWMC 2026 Watershed Management Plan
 - b. Pros and cons of hiring employees vs. using contractors
 - c. Suggestions for building resiliency and planning for staff turnover particularly as it relates to the Administrator
 - d. Assessment of sharing staff with other organizations
3. An analysis of various funding mechanisms available to watershed organizations including those allowed under current State Law and those requiring amendment to MN Statutes. The analysis should include
 - a. Assessment of value for taxpayers such as a cost benefit analysis per structure/funding mechanism, analysis of funding level vs. outcomes, and/or recommendations for most efficient and effective funding mechanism.
 - b. Metrics such as use of operating budget, use of capital budget, staffing levels/positions, use of consultants, costs related to tax valuation and land area, outcomes/benefits for water resources (i.e., delisting impaired waters, pollutant reductions, streambank miles, etc. restored over standardized timeframe)
4. Recommendations for next steps and/or implementation of project outcomes

VI. TIMELINE

This RFP will be conducted according to the following tentative schedule. This schedule may be altered at any time at the discretion of the BCWMC.

Task	Timeline
Release of RFP	April 20, 2026
Deadline for Questions Regarding RFP	May 4, 2026
Deadline for Submittal of Responses to RFP	May 18, 2026
Interviews (Optional, at BCWMC's discretion)	Late May 2026
Selection of Contractor	June 11, 2026
Execute Contract	June 18, 2026
Commence Work/Services	June 18, 2026
Deliver and present draft report	October - November 2026
Deliver and present final report	November – December 2026

VII. INSTRUCTIONS TO PROPOSERS

A. General Information

1. Submittal of Proposals

Proposers shall submit one electronic proposal via email to BCWMC's Administrator, Laura Jester, at laura.jester@keystonewaters.com. The email shall clearly indicate that it contains a Proposal for Comprehensive Assessment of Organizational Structure and Funding Mechanisms for the Bassett Creek Watershed Management Commission. **All proposals must be received no later than May 18, 2026.** The BCWMC reserves the right to reject any and all proposals, request additional information from any and all proposers, waive any and all irregularities, and negotiate a final contract in the best interest of the BCWMC.

2. Proposal Format

Proposals shall be prepared with 8-1/2" x 11" format as a PDF. Index and bookmark proposal sections and sequentially number all pages throughout or by section. The proposal should be clear and understandable when printed in black and white. Examples of the proposer's work products need not conform to the 8-1/2" x 11" paper requirement and should be in electronic format only (links to documents on websites

are acceptable). All text and exhibits should be succinct and relevant to the RFP requirements.

3. Examination of RFP

By submitting a proposal, the proposer represents that the proposer has thoroughly examined and become familiar with the work required under this RFP and that the proposer is capable of performing quality work to achieve the objectives of the BCWMC.

4. Addenda/Clarifications

Any changes, if any, to this RFP will be made by the BCWMC through a written addendum that will be uploaded onto the website housing the RFP and may be transmitted via email to any known proposers. No verbal modification will be binding.

5. Pre-Contractual Expenses

Pre-contractual expenses are defined as expenses incurred by the proposer in: 1) preparing its proposal in response to this RFP; 2) submitting the proposal to the BCWMC; or 3) any other expenses incurred by the proposer prior to the date of execution of the proposed agreement. The BCWMC shall not, in any event, be liable for any pre-contractual expenses incurred by the proposers in the preparation of their proposals. Proposers shall not include any such expenses as part of their proposals.

6. Exceptions and Deviations

Any exceptions to the requirements in this RFP must be included in the proposal submitted by the proposer. Segregate such exceptions as a separate element of the proposal under the heading "Exceptions and Deviations."

7. Contract Award

Issuance of this RFP and receipt of proposals do not commit the BCWMC to award a contract. The BCWMC reserves the right to postpone reviewing for its own convenience, to accept or reject any or all proposals received in response to this RFP.

8. Joint Offers

Where two or more proposers desire to submit a single proposal in response to this RFP, they should do so on a prime-subcontractor basis rather than as a joint venture. The BCWMC intends to contract with a single firm and not with multiple firms doing business as a joint venture.

9. Contact Person

The proposer’s sole point of contact with the BCWMC for this proposal is BCWMC Administrator, Laura Jester. Her contact information is provided on the cover page. In order to ensure a fair review and selection process, proposers are specifically requested not to make other contacts with other BCWMC officials or consultants regarding their proposals unless otherwise specifically directed to do so.

10. BCWMC Rights

The BCWMC may investigate the qualifications of any proposer under consideration, require confirmation of information furnished by the proposer, and require additional evidence of qualifications to perform the work described in this RFP. The BCWMC reserves the right to:

- a. Reject any or all proposals.
- b. Cancel the RFP;
- c. Issue a subsequent RFP;
- d. Remedy errors in the RFP;
- e. Appoint evaluation committees to review proposals;
- f. Establish a short list of proposers eligible for interview after evaluation of written proposals;
- g. Negotiate with any, all, or none of the proposers; and
- h. Reject and replace one or more subcontractors.

B. Components for the Proposal

1. Letter of Transmittal

Address the letter of transmittal to the BCWMC Administrator, Laura Jester, and include, at a minimum, the following:

- a. Identification of the proposing firm, including name, address, and telephone number;
- b. Acknowledgment of receipt of RFP addenda, if any;
- c. Name, title, address, telephone and fax numbers, and email address (if any) of contact person during period of proposal evaluation;
- d. A statement to the effect that the proposal shall remain valid for a period of not less than 90 days from the date of submittal; and
- e. Signature of a person authorized to bind the offering firm to the terms of the proposal.

2. Proposer’s Team Organization

Provide an organization chart showing the interrelationship of the proposer’s team members and key personnel. Identify the team members’ areas of responsibility. If applicable, provide any subcontractors’ name, address, contact person, and telephone number. Describe your previous experience working with each subcontractor.

3. Qualifications and Experience

Identify similar projects undertaken by the proposer's team within the last five (5) years. Document the team members' actual responsibility on each project. For each project, provide the client's name, address and telephone number for a contact person currently available who is familiar with the firm's performance on each project listed. The contact person should be familiar with the firm's key personnel.

4. Key Personnel

For each of the key personnel shown in the organization chart, provide a one- to two-page résumé. A longer résumé may be used for the project manager. Include in the project manager's résumé a summary of experience with any specialization or expertise needed for the project.

5. Work Plan and Budget for Scope of Services

The proposal should demonstrate the proposer understands of project goals. The proposal must include a clear description of the methods or process to be used to develop each component in the scope of services. In addition, the proposer shall include a project schedule that details tasks, timelines and work products.

The proposer shall provide a detailed budget for the proposed project. The budget should include each of the tasks/products in the scope of services and provide:

- a. Professional fees, including hourly rates and number of hours to be worked per person
- b. Direct expenses expected to be reimbursed (equipment, supplies, etc.)
- c. Other costs, as appropriate

6. Conflict of Interest and Disclosure of Interest

The proposer must identify any potential conflict of interest it may have providing the services contemplated by this RFP.

VIII. EVALUATION OF PROPOSALS

Each proposal will be assessed with regards to the requirements of the RFP. Specifically, the following will be taken into account:

A. Experience of Firm(s)

- The comprehensiveness, appropriateness, and quality of experience of the member firms with respect to similar projects;
- Response of references; and
- The firm has the appropriate disciplines.

B. Experience of Personnel

- Level of effort and participation of key personnel;
- Experience, education and qualifications of key personnel with similar roles and projects;
- Experience, reputation and interpersonal skills of project manager;
- Demonstrated ability to successfully lead the project; and
- Access to and availability of project manager and key personnel.

C. Work Plan for Scope of Services

- Completeness and clarity of proposal;
- Scope of work approach, timing and substance;
- Understanding the project objective and desired products;
- Proposed level of detail, documentation, and back-up material; and
- Ability to complete project in a timely manner.

D. Cost Allocation

- Cost relative to proposed level of effort and products;
- Allocation of resources among work tasks (including person-hours); and
- Reasonableness of costs.

E. Other Factors

- Any other factors deemed by the BCWMC to be important in considering the best interests of the BCWMC.

IX. CONTRACT TERMS AND CONDITIONS

The BCWMC's intends to use its standard professional service agreement, a copy of which is included herewith as Attachment A. The BCWMC reserves the right to negotiate the final terms and conditions of the contract to be executed with a selected proposer, and the final form may deviate from the standard form attached. Should the parties be unable to mutually agree upon the entire contract, the BCWMC reserves the right to discontinue negotiations, select another proposer or reject all of the proposals.

ATTACHMENT A

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (this “Agreement”) is effective on the ____ day of _____, 20__ (the “Effective Date”) by and between the Bassett Creek Watershed Management Commission, a Minnesota joint powers organization (the “Commission”), and _____, a _____ (the “Contractor”).

I. SERVICES TO BE PROVIDED. The Contractor will perform for the Commission all services (“Services”) related to a comprehensive assessment of organizational structure and funding mechanisms, in accordance with and as provided in its proposal attached hereto as Exhibit A (the “Proposal”). For avoidance of doubt, said Proposal is incorporated into this Agreement as if fully set forth herein. If any terms contained in the Proposal conflict with any terms in this written Agreement, the terms in the Agreement shall prevail. The Contractor will endeavor to perform and complete the Services within timelines contained in the Proposal. All Services provided by the Contractor under this Agreement shall be provided in a manner consistent with the level of care and skill ordinarily exercised by professional consultants currently providing similar services.

II. COST OF SERVICES. The Commission agrees to pay the Contractor for providing the Services an amount not to exceed \$ _____, as provided in the Proposal. Any additional charges must be approved by the Commission in writing before expenses are incurred. No additional commissions, fees, or reimbursement shall otherwise be due under this Agreement. Additionally, the Commission shall not be responsible for payment for any work performed by the Contractor that is not expressly listed on the Proposal unless otherwise expressly agreed to by the Commission in writing. The Contractor shall submit invoices for the Services it provides to the Commission on a monthly basis. The itemized invoices shall identify all work completed, and once approved, invoices submitted will be processed and paid in the same manner as other claims made to the Commission, and in accordance with Minnesota Statutes, section 471.425.

III. TERM; TERMINATION. The term of this Agreement shall begin on the Effective Date and end following completion of and payment for all Services in accordance with the Proposal. Notwithstanding any other provision herein to the contrary, this Agreement may be terminated as follows: (1) the parties, by mutual written agreement, may terminate this Agreement at any time; (2) the Contractor may terminate this Agreement in the event of a material breach of the Agreement by the Commission, upon providing 30 days’ written notice to the Commission, if the Commission fails to cure said breach within those 30 days; and (3) the Commission may terminate this Agreement at any time at its option, for any reason or no reason at all, upon providing 30 days’ written notice to the Contractor. Following termination, the Commission shall pay the Contractor for all Services provided through the date of termination.

IV. INDEPENDENT CONTRACTOR. All Services provided pursuant to this Agreement shall be provided by the Contractor as an independent contractor and not as an employee of the Commission for any purpose. Any and all officers, employees, subcontractors, and agents of the Contractor, or any other person engaged by the Contractor in the performance of Services pursuant to this Agreement, shall not be considered employees of the Commission. Any and all actions which arise as a consequence of any act or omission on the part of the Contractor, its officers, employees, subcontractors, or agents, or other

persons engaged by the Contractor in the performance of Services pursuant to this Agreement, shall not be the obligation or responsibility of the Commission.

V. INDEMNIFICATION. The Contractor, and any and all officers, employees, and agents of the Contractor, or any other person engaged by the Contractor in the performance of Services pursuant to this Agreement, shall indemnify, defend, and hold harmless the Commission and its officials, employees, contractors and agents from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent act or omission by the Contractor, its officers, employees, and agents, or any other person engaged by the Contractor in the performance of Services pursuant to this Agreement. In no event shall the Commission be liable to the Contractor for consequential, incidental, indirect, special, or punitive damages. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which the Commission is entitled under Minnesota Statutes, Chapter 466 or otherwise.

VI. INSURANCE. The Contractor agrees that before any of the Services can be performed hereunder, the Contractor shall procure at a minimum: worker's compensation Insurance as required by Minnesota state law; and commercial general liability in an amount of not less than \$1,500,000.00 per occurrence for bodily injury or death arising out of each occurrence, and \$1,500,000.00 per occurrence for property damage. To meet the commercial general liability requirements, the Contractor may use a combination of excess and umbrella coverage.

VII. CONFLICT OF INTEREST. The Contractor shall use best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety.

VIII. THIRD PARTY RIGHTS. The Parties to this Agreement do not intend to confer on any third party any rights under this Agreement.

IX. NOTICES. Any notices permitted or required by this Agreement shall be deemed given when personally delivered or upon deposit in the United States mail, postage fully prepaid, certified, return receipt requested, addressed to:

Contractor: _____

Attn: _____

Commission: Bassett Creek Watershed Management Commission
Attention: Laura Jester
P.O. Box 250827
Golden Valley, MN 55427

or such other contact information as either party may provide to the other by notice given in accordance with this provision.

X. MISCELLANEOUS PROVISIONS.

A. Entire Agreement. This Agreement shall constitute the entire agreement between the Commission and the Contractor, and supersedes any other written or oral agreements between the

Commission and the Contractor. This Agreement can only be modified in writing signed by the Commission and the Contractor.

B. Data Practices Act Compliance. Data provided, produced or obtained under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. The Contractor will immediately report to the Commission any requests from third parties for information relating to this Agreement. The Contractor agrees to promptly respond to inquiries from the Commission concerning data requests.

C. Audit. The Contractor must allow the Commission, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to the Contractor's books, records, documents, and accounting procedures and practices that are pertinent to all Services provided under this Agreement for a minimum of six years from the termination of this Agreement.

D. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the parties waive any objections to jurisdiction.

E. No Assignment. This Agreement may not be assigned by either party without the written consent of the other party.

F. No Discrimination. The Contractor agrees not to discriminate in providing products and Services under this Agreement on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.

G. Severability. The provisions of this Agreement are severable. If any portion of this Agreement is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision will not affect the remaining provisions of the Agreement.

H. Waiver. Any waiver by either party of a breach of any provision of this Agreement will not affect, in any respect, the validity of the remainder of this Agreement.

I. Compliance with Laws. The Contractor shall exercise due professional care to comply with applicable federal, state and local laws, rules, ordinances and regulations in effect as of the date the Contractor agrees to provide the Services contemplated herein.

J. Headings. The headings contained in this Agreement have been inserted for convenience of reference only and shall in no way define, limit, or affect the scope and intent of this Agreement.

[remainder of page left intentionally blank]

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement which shall take effect on the date first written above.

THE COMMISSION:

CONTRACTOR:

By: _____
Its: Chair

By: _____

By: _____
Its: Secretary

Its: _____

EXHIBIT A
The Proposal

[to be inserted]

Bassett Creek Watershed Management Commission



DRAFT
2025 Annual Report



Stewardship of the Ḥaǵá Wakpádan / Bassett Creek Watershed to improve ecosystem health and reduce flood risk.

April 2026

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

Bassett Creek Watershed Management Commission 2025 Annual Report

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Cover photo: Sweeney Lake, Golden Valley
Credit: Laura Jester

Bassett Creek Watershed Management Commission

Executive Summary: 2025 Annual Report



2025 Activities & Achievements

Completion of New Watershed Management Plan

The BCWMC began development of its new 10-year watershed management plan in 2022 by gathering input from member cities, state agencies, partners, and the public. The BCWMC Plan Steering Committee and Board of Commissioners used the input to prioritize issues, develop goals, and plan projects and programs to meet the goals.

High priorities in the plan include improving water quality (particularly in Medicine, Northwood, and Lost Lakes), lowering chloride pollution coming from winter deicers, reducing flood risk, improving ecology in streams and lakes, collaborating on regional improvements in the Bassett Creek Valley, and assessing the organization's structure, staffing, and funding mechanisms.

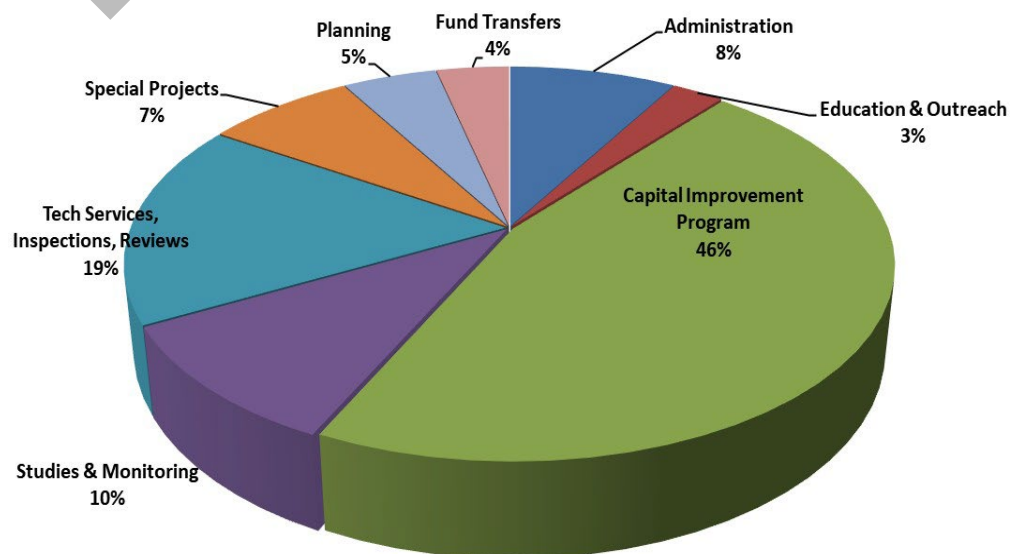


The [new plan](#) was approved by the MN Board of Water and Soil Resources in early 2026 and adopted by the BCWMC in April 2026.

Budget

In 2025, the BCWMC adjusted its fiscal year to align with a calendar year resulting in an 11-month fiscal year. In FY 2025, the BCWMC spent about \$880,000 on activities and programs and \$750,700 on capital projects. BCWMC income included \$663,000 from member cities, about \$8,000 in grants and reimbursements, and \$53,000 in development review fees. Another \$377,700 was earned from investments and \$2.23 million was collected through a Hennepin County tax levy on watershed residents for the capital projects. more information on the BCWMC's 2025 expenditures, see the 2025 Operating Budget in Appendix A or the financial audit online.

2025 BCWMC Expenses
11-month fiscal year



2025 Highlights

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

Where and When to Sweep the Streets: A Prioritization Project

Each year the BCWMC sets aside income from investments into a Special Project Fund used to perform studies that help develop and target programs and projects for the most beneficial and cost-effective outcomes. In 2025, Special Project funds were used to evaluate where, when, and under what conditions street sweeping is most effective at reducing water pollution.

Street sweeping is a critical practice used by cities to maintain road surfaces, improve public safety, and improve water quality by removing dirt, leaves, grass clippings, road salt, and trash before this pollution reaches a storm sewer and flows into a lake or stream. Not surprisingly, street sweeping in the fall in areas with a lot of tree cover is the most cost effective for pollution reduction. The study also prioritized areas across the watershed where additional sweeping or sweeping on a different schedule would most benefit downstream waters when compared to the city's current sweeping program.



Photo by Karen Chandler

Cities in the BCWMC can use the results to improve the effectiveness of their sweeping program. The BCWMC will use the results to adjust its policies on cost sharing sweeping equipment and when determining practices needed to improve specific lakes or streams.

Update on Eurasian watermilfoil in Sweeney Lake

Last year we reported that in August 2023 a small patch of the aquatic invasive species (AIS), Eurasian watermilfoil (EWM), was discovered in Sweeney Lake. The BCWMC, the City of Golden Valley, the Minnesota DNR, and the Sweeney Lake Association partnered to treat the area quickly five days later. Another patch of EWM was treated early in 2024 with grant funds from Hennepin County.

Vegetation surveys later in 2024 and throughout 2025 continued to find no trace of EWM in the lake which may indicate that the invasive species was actually eradicated. Eradication of AIS is a rare occurrence! In this case, it's clear that early detection of the infestation, partnerships among various organizations, county grant funds, and lake association funding and restricted lake activities resulted in success. In July 2025, Sweeney Lake residents completed a training course, funded by Hennepin County, to identify EWM and other AIS before they get a foothold in the lake.



Ponderosa Woods Stream Restoration Project



FINAL REPORT
April 2026



I. Project Overview

This project in the City of Plymouth restored a small stream that was actively eroding near Medicine Lake and which drains into Plymouth Creek and then into the West Medicine Lake Park Water Quality ponds. This project stabilized streambanks along a 1,000 foot section of stream, removed a significant amount of woody debris and fallen trees from within and adjacent to the stream, improved in-stream and riparian habitats, and improved upland habitat near the stream by removing more than two acres of buckthorn. The project will reduce sediment and nutrient pollution to Medicine Lake and will prevent future channel erosion along this stretch.

The project will annually reduce total phosphorus and total suspended solids entering Plymouth Creek and downstream Medicine Lake by an estimated 7.3 pounds and 14,690 pounds, respectively. The project included the removal of buckthorn, dead and dying ash trees, and box elder trees to improve habitats and allow more sunlight for vegetation establishment. In addition, some healthy desirable trees were removed to access the site, grade streambanks to a stabilized slope, and protect infrastructure. New trees were planted to replace lost trees.

II. Project Area

The project is located north of 18th Avenue North and west of West Medicine Lake Drive on the west side of Medicine Lake in the city of Plymouth. The project area was located on both private and public parcels.



III. Project Description and Outcomes

Through a cooperative agreement with the BCWMC, the City of Plymouth designed and constructed this project. The city hired Midwest Wetland Improvements LLC for design and engineering assistance and contracted with Sunram Construction, Inc. to construct the project.

This project incorporated stream stabilization with a combination of bioengineering and hard armoring; habitat improvement, including removal of dead and dying trees and buckthorn clearing along the riparian buffer and within a 2-acre floodplain area at the downstream end of the project; installation of a stormwater sump structure for trapping sediment; and significant woody debris removal from the stream channel.

Project outcomes included:

- Improved Water Quality:
 - a. Reduce phosphorus by 7.3 lbs/year
 - b. Reduce total suspended solids by 14,690 lbs/year
- Restored Upland/Floodplain Habitats: 3.5 acres
- Replanted Trees:
 - a. Ten 10-gallon trees
 - b. Ten 20-gallon trees

IV. Timeline and Key Documents

All documents can be found on the [project website](#).

June 2023:	Feasibility study completed
September 2023:	Project officially ordered
September 2023:	Cooperative agreement with City of Plymouth for design, construction, long term maintenance approved
October 2024:	60% Designs approved
November 2024:	90% Designs approved
Winter 2024/2025:	Construction completed
Spring 2025:	Vegetation establishment & tree Planting
Ongoing:	Annual Vegetation Maintenance

V. Project Budget and Funding

The estimated cost for this project was \$352,000, however upon completion, total cost for design and construction amounted to \$407,238. The Commission approved an amendment to the project budget at their meeting in March 2026.

Activity	Actual	Notes
Commission Expenses	\$72,656	Feasibility study: \$43,789 Administrative costs: \$8,800 (2.5% of total levy of \$352,000)
Project Design and Engineering	\$94,130	The contract between the City of Plymouth and Midwest Wetlands was originally \$90,630. One change order (\$4,127) was required after the U.S. Army Corps of Engineers required a wetland delineation during permitting.
Construction + Contingency	\$236,490	The contract amount between the City of Plymouth and Sunram Construction was originally \$238,685. One change order (\$2,000) was issued for additional tree clearing identified once construction began. Contract Total with Change Order: \$240,685 The City realized cost savings in several areas: <ul style="list-style-type: none"> • Street sweeping: Not required due to winter construction conditions and no material tracking off site. • Field stone: The contractor did not need the full bid quantity due to favorable on-site conditions. These savings resulted in the project finishing \$4,195 under the revised construction contract amount.
City Project Administration	\$3,962	Permit fees, mailings, and public notices
TOTAL	\$407,238	

VI. Lessons Learned

Overall, the project was constructed without significant challenges. Vegetation and tree establishment was not difficult due to good growing conditions and adjacent resident input and ancillary maintenance of vegetation.

The project budget status, including a comparison of bids to feasibility study estimates, should have been reviewed early in the project. The BCWMC should have been alerted to over budget estimates and items prior to project completion.

VII. Maintenance

The City of Plymouth's maintenance schedule includes regular management of the entire project, including inspection and maintenance of the sump structure annually as required by the MS4 Permit. Other project components such as the vegetation in the streambank and upland area will be maintained 3-4 times annually by a vegetation management contractor hired by the city as part of ongoing maintenance of all past capital projects.

VIII. Photos



Pre-construction



Pre-construction



Construction of sump manhole



Post construction



Post construction



Post construction after significant rain

February 18, 2026

Bassett Creek Watershed Management Commission
c/o Laura Jester
P.O. Box 270825
Golden Valley, MN 55427

SUBJECT: Ponderosa Woods Stream Restoration Project - Reimbursement Request

Dear Ms. Jester,

Enclosed you will find payment documentation totaling \$332,267.80 to date for the design and implementation of the Ponderosa Woods Stream Restoration Project. Per the "Cooperative Agreement (Ponderosa Woods Stream Restoration Project ML-22)" between the City of Plymouth and the Bassett Creek Watershed Management Commission, the City is requesting reimbursement of \$332,267.80 for this project, which is broken down as follows:

- Engineering & Project Administration: \$95,778.00
- Construction: \$236,489.80

The City is grateful for the partnership with the Bassett Creek Watershed Management Commission on water quality improvements and protections.

Sincerely,



Ben Scharenbroich
Water Resources Supervisor

At their meeting in March 2026, the Commission approved reimbursement of additional administrative costs of \$2,314.20.

Total reimbursement = \$334,582.

enc



COOPERATIVE AGREEMENT
(Cost Share Purchase of Enhanced Regenerative Street Sweeper)

This Cooperative Agreement (“**Agreement**”) is made as of this ____ day of _____, 2026 by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (“**Commission**”), and the City of Crystal, a Minnesota municipal corporation (“**City**”). The Commission and the City may hereinafter be referred to individually as a “party” or collectively as the “parties.”

RECITALS

- A. The Commission has formally adopted the 2026-2035 Bassett Creek Watershed Management Commission Watershed Management Plan on April 16, 2026 (“**Plan**”), a watershed management plan within the meaning of Minnesota Statutes, section 103B.231.
- B. The Plan includes a capital improvement program (“**CIP**”) that lists a number of water quality project capital improvements, including, without limitation, a watershed-wide CIP project to "Implement Recommendations from the Street Sweeping Prioritization Project." As part of that watershed-wide CIP project, the City has requested that the Commission share in the cost of the City’s purchase of an enhanced regenerative street sweeper (“**Sweeper**”) for use within the Bassett Creek Watershed (“**Project**”).
- C. The Project includes the City’s purchase of the Sweeper for use in the City. The Project, including the requested cost-sharing structure outlined herein, is consistent with the BCWMC’s “Policy on Use of CIP Funds for City Equipment Purchase” (“**Policy**”), which was originally approved by the Commission on April 16, 2020 and amended on November 19, 2025.
- D. The City will use the Sweeper on City streets that drain to North Branch Bassett Creek and Bassett Creek at least three times annually, including one spring, one summer, and one fall sweeping.
- E. The estimated total cost of the Project to the Commission, including cost share pursuant to Policy guidelines, administration, and technical review is \$18,816.
- F. In accordance with the Plan and Policy, the Commission intends to initiate the process for ordering and funding of the Project and, if ordered, direct that it be implemented by the City.
- G. The City desires to implement the Project and pursue Commission reimbursement, subject to the terms and conditions hereinafter set forth.

AGREEMENT

In consideration of the mutual covenants and agreements hereinafter set forth, and intending to be legally bound, the parties hereby agree as follows:

1. Project. The Project will include the purchase of the Sweeper by the City, at an estimated total cost of \$396,230, in accordance with all statutory municipal contracting requirements, and its use and related reporting requirements contained herein. Following the City's initial purchase of the Sweeper and the subsequent satisfaction of all express requirements and conditions set forth in section 2 of this Agreement, the Commission will reimburse the City in accordance with the terms and conditions herein. The City shall use the Sweeper as specified in the attached Exhibit A and it will annually report on the use of the Sweeper and its effectiveness at reducing pollutant loads. Reporting will occur annually for five years and shall include, but may not necessarily be limited to, all data specified in Exhibit A. Said annual reports (the "**Effectiveness Report**") shall be submitted to the Commission upon completion.
2. Project Implementation; Commission Reimbursement. The Commission will initiate the process to order the Project and secure payment from the county in accordance with Minnesota Statutes, section 103B.251 in the amount of \$18,816 by tax levy in 2026 for collection in 2027, though there is no guarantee that the Project will be ordered and funded via that process. If the Project is ordered and funded pursuant to that process, then the Commission will reimburse the City \$18,816 towards purchase of the Sweeper. Reimbursement to the City will be made as soon as funds are available, provided a request for payment has been received from the City that contains such detailed information as may be requested by the Commission to substantiate all associated costs and expenses.
3. Limits on Reimbursement. Reimbursement to the City will not exceed the lesser of \$18,816 or the total amount received from the county for the Project. All costs of the Project incurred by the City in excess of such amounts shall be borne by the City or secured by the City from other sources. For avoidance of doubt, it is expressly understood and acknowledged by the City that the Commission is required to follow the statutory process contained in Minnesota Statutes, section 103B.251 to order the Project and secure the funding contemplated herein, and as such, there is no guarantee that the Project will be funded as contemplated herein.
4. Audit. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission and either the State Auditor or the Legislative Auditor for at least six years after completion of the Project.
5. Ongoing Service Period; Maintenance. The City shall be responsible for ongoing maintenance of the Sweeper and shall ensure that it remains in service, in good repair, and continues to effectively remove pollutants in the Bassett Creek Watershed for no less than 60 months from its date of purchase. The City agrees to perform all maintenance of the Sweeper at its sole cost and expense.
6. Data Practices. The City shall retain and make available data related to effectiveness documentation in accordance with the Minnesota Government Data Practices Act.
7. Term. This Agreement shall be in effect as of the date first written above and shall terminate after the last annual report that is required herein is finalized by the City and submitted to the Commission.

8. Entire Agreement. The above recitals and the exhibits attached hereto are incorporated in and made part of this Agreement. This Agreement contains the entire understanding between the parties regarding this matter and no amendments or other modifications of its terms are valid unless reduced to writing and signed by both parties.
9. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION

By: _____
Its Chair

And by: _____
Its Secretary

Date: _____

CITY OF CRYSTAL

By: _____
Its Mayor

And by: _____
Its City Manager

Date: _____

EXHIBIT A

Use and Reporting Requirements for High Efficiency Street Sweeper

The City shall use the Sweeper in areas that drain to the North Branch of Bassett Creek and Bassett Creek. The priority for City sweeping efforts should concentrate on areas found to have higher total phosphorus reduction as shown in [Figure 3-2 of the BCWMC Street Sweeping Prioritization Project Final Report](#).

The City shall collect data to document the effectiveness of the equipment at reducing pollutant loads, as provided in this Exhibit, and as required under the BCWMC's "Policy on Use of CIP Funds for City Equipment Purchase" ("Policy"). The Commission shall deliver a copy of the Policy to the City and shall provide at least 30 days written notice to the City of any changes to the Policy.

Required Timing for Sweeping:

The City shall use the Sweeper at least once in the spring to reduce chlorides and nutrients, at least once in the summer months, and at least once in October or November to reduce nutrients from leaf litter. The timing of fall sweeping shall be prioritized to capture peak leaf litter, particularly on tree-lined streets.

Required Effectiveness Testing and Reporting:

During the first year of Sweeper use, the City shall collect a representative sample from each sweeping season (spring, summer, fall) and submit for testing of parameters that include chloride and phosphorus concentrations (the "Sample(s)"). The City shall submit the Samples to a laboratory for testing provide all test results to the Commission.

In the years 2027-2031, the City shall prepare an annual Effectiveness Report and provide the report to the Commission. The annual report shall contain at least the following information:

- Description of area swept and downstream waterbody
- Dates of sweeping
- Lane miles swept
- Estimated pollutant load reduction in mg/kg for total phosphorus and chlorides using empirical testing data collected in year one. Pollutant reductions in subsequent years may be estimated using year one test results, the MPCA calculator, or test results from adjacent cities.

The City shall promptly submit all Effectiveness Reports to the Commission upon their completion.

MEMORANDUM



DATE: April 1, 2026
TO: Minnesota Watersheds Members
FROM: Don Pereira and Michelle Overholser, Resolutions Committee Co-Chairs
RE: **2026 REQUEST FOR RESOLUTIONS**

It is the time of year for Minnesota Watersheds members to submit their policy recommendations through our resolutions process. This is YOUR organization and policy statements start with YOU! Here are the next steps and timeline:

- April / May** Members write, discuss, and approve resolutions at your WD/WMO meetings. As you are aware, a well-written, well-researched, concise resolution will fare better in the review process.
- June 1** Administrators submit resolutions and background information documents to Jan Voit, Executive Director at jvoit@mnwatersheds.com by **June 2**. The submitted resolutions will be compiled and distributed to members as soon as possible.
- NOTE: If all the requested information is not included, the resolution will NOT be accepted.**
- June 12** Deadline for members to submit comments during the 10-day early review of resolutions.
- The Legislative Committee will review the resolutions, gather more information, or ask for further clarification when deemed necessary; work with the submitting watersheds to combine similar resolutions; reject resolutions already active; and discuss and make recommendations to the membership on the passage of resolutions.
- July 1** Resolutions (with committee feedback) will be emailed to each Minnesota Watersheds member organization by **July 1**.
- NOTE: If possible, please hold a regional meeting to discuss the resolutions BEFORE the Annual Meeting on Resolutions and Petitions.**
- July** Members should discuss the resolutions at their July meeting(s) and decide who will be voting on their behalf at the Annual Meeting on Resolutions and Petitions (2 voting members and 1 alternate are to be designated by watershed organization)
- August 31** Delegates discuss and vote on resolutions at the **Annual Meeting on Resolutions and Petitions** hearing. Please be prepared to present and defend your resolution.
- October** The Legislative Committee will review existing and new resolutions and make a recommendation to the Minnesota Watersheds members for the 2026 legislative priorities.
- December** Minnesota Watersheds membership will vote on legislative priorities at the Annual Business Meeting. The Board of Directors will finalize the 2026 legislative platform.

NOTE: Resolutions passed by the membership will remain Minnesota Watersheds policy for five years after which they will sunset. If a member wishes to keep the resolution active, it must be resubmitted and passed again by the membership. Included with this memorandum are the **active resolutions** and **those that will sunset on 12/31/26**. Also included is the **Legislative Platform** that was adopted in 2025. If you have questions, Please feel free to contact co-chairs at dpereira@vbwd.org or 651-968-9788, michelle.overholser@ymrwd.com or 320-226-8223, or our executive director at jvoit@mnwatersheds.com or 507-822-0921.

THANK YOU FOR YOUR EFFORTS IN OUR POLICY DEVELOPMENT!

Background Information

2026 Minnesota Watersheds Resolution

Proposing Watershed: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Resolution Title: _____

Background that led to the submission of this resolution:

Describe the problem you wish to solve, provide background information to understand the factors that led to the issue, and explain why the issue is important now. If relevant, attach statutory or regulatory documents.

Efforts to solve the problem:

Document the efforts you have taken to try to solve the issue. For example: have you spoken to state agency staff, legislators, county commissioners, etc.? If so, what was their response?

Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal? If not, what advocacy steps could be taken with state or local government officials?

Describe potential solutions for the problem. Provide references to statutes or rules if applicable.

Anticipated support or opposition:

Who would be willing to partner with your watershed or Minnesota Watersheds on the issue? Who may be opposed to our efforts? (Ex. other local units of government, special interest groups, political parties, etc.)?

This issue: (check all that apply)

Applies only to our district	<input type="checkbox"/>	Requires legislative action	<input type="checkbox"/>
Applies only to 1 or 2 regions	<input type="checkbox"/>	Requires state agency advocacy	<input type="checkbox"/>
Applies to the entire state	<input type="checkbox"/>	Impacts MW bylaws or MOPP	<input type="checkbox"/>

Minnesota Watersheds

2025 Resolutions Hearings Results



Resolutions Adopted at the Annual Meeting on Resolutions and Petitions

Resolution #1 Supporting a Legislative Amendment to Expand the Wetland Conservation Act Exemption of Public Drainage System Repairs – Passed

- Minnesota Watersheds supports the introduction of new legislation to amend Minnesota Statutes 103G.2241 and MN Rule 8420.0420 to expand the WCA exemption to include all public drainage system repairs and commits its staff to further discussion through the Drainage Work Group in 2025 to promote passage of such legislation in upcoming sessions.

Resolution #2 Seeking Revision to MN Statute 383B.79 to Include Watershed Management Organizations – Passed

- Minnesota Watersheds seeks a revision to Minnesota Statutes, section 383B.79, Subd. 1 to explicitly include “joint powers watershed management organizations entirely or partially located in Hennepin County” to the list of political subdivisions that can participate in the county’s multijurisdictional reinvestment programs.

Resolution #3 Seeking Legislative Reform to Increase MDNR and MPCA Permit Efficiency and Define Permit Application Completeness – Passed

- Minnesota Watersheds shall pursue legislation to amend Minnesota Statutes 15.99, 84.027, and 116.03 to:
 - separate permit completeness review from compliance standards review so that statutory deadlines for permit decisions are meaningfully triggered.
 - require MDNR and MPCA to develop and publish a list of practical, reasonable information and criteria that constitutes a complete permit application.
 - mandate that, once submitted by the applicant, the application is deemed complete and allows review timelines to begin.
 - require MDNR and MPCA to notify an applicant in writing, within 30 days of receiving a permit application, whether the application is complete or incomplete. If the agency determines the application is incomplete, specific provisions of applicable rules and statutes must be cited, an explanation of what additional information is needed must be provided, and the agency must advise the applicant how the deficiencies can be remedied. If action on the permit application is not completed within 150 days, the permit is deemed to be granted.

And that:

- the Board of Water and Soil Resources establish a formal process to distribute, on an annual basis, an accurate and complete list identifying Calcareous Fens to all watershed districts, watershed management organizations, and soil and water conservation districts.
- pre-application meetings shall be required upon request by a qualified local agency with a project identified in state-approved plans, Watershed Restoration and Protection Strategies, or other recognized water quality studies. Such meetings shall be scheduled within four weeks of the request.
- local agencies requesting such meetings must provide 10% - 20% design-level plans with sufficient specificity to identify natural resource concerns and constraints.
- failure of either MDNR or MPCA to attend a requested pre-application meeting shall be construed as satisfaction of relevant permitting standards, allowing the project to proceed toward final design and permitting.

Resolutions Adopted at the Annual Business Meeting

Resolution #4 Seeking Revision to MS 471.617 to Include Watershed Districts and Watershed Management Organizations - Passed

- Minnesota Watersheds seeks revision to Minnesota Statute 471.617, Subdivisions 1 and 2 to explicitly include “Watershed Districts and Watershed Management Organizations” on the list of political subdivisions allowed to self-insure for employee health benefits.

Resolution #5 Improving Mitigation Under the Minnesota Endangered Species Act – Passed

- Minnesota Watersheds should pursue legislation that addresses the need to improve threatened and endangered species mitigation by addressing past gaps and future challenges arising from approved water quality restoration projects, and
 - that Minnesota Statute 84.0895 should be amended to require the Commissioner of Natural Resources to develop and implement recovery plans for the conservation and survival of state listed endangered and threatened species, and
 - that the Commissioner shall cooperate to the maximum extent practicable with local land and water management authorities. Such cooperation in implementing the endangered species act shall allow the Commissioner to:
 - Enter into management agreements with any local land managing unit of government for the administration and management of an area established for the conservation of endangered or threatened species.
 - Enter into cooperative agreements which establishes and maintains an adequate and active program for the conservation of endangered and threatened species.
 - Conduct periodic review of locally administered programs at no greater frequency than annual intervals.
 - that Minnesota Statutes 84.0895 Subd 7, which outlines general exceptions, should be amended by adding (f) the commissioner must give approval under this subdivision to water management projects that are part of a state approved:
 - Comprehensive Watershed Management Plans and capital improvement plans under MS 103B or MS 103D;
 - Watershed Restoration and Protection Strategies (WRAPS);
 - Load reduction studies,
 - Impairment monitoring and other studies, particularly studies involving impairments for fish and aquatic life.
- that Minnesota Statutes 84.0895 should be amended to provide for “conservation banking” defined by a site or suite of sites that provide the ecological functions and services expressed as credits that are conserved and managed in perpetuity for a species and used expressly to offset impacts occurring elsewhere to the same species.

Resolution #6 Supporting a Legislative Amendment to Clarify the Deadline for Watershed Districts to Certify Levies – Passed

- Minnesota Watersheds supports the introduction of legislation to amend Minnesota Statutes §§103D.911 and 103D.915 to specify a levy certification deadline of September 30.



Bassett Creek Watershed Management Commission MEMO

Date: April 9, 2026
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

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

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

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (No change since August 2024):

A feasibility study by the Commission Engineer was developed in 2018 and approved in January 2019. The study included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. Project construction year was revised from 2020 and 2022 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. A public hearing for this project was held September 19, 2019. The project was officially ordered at that meeting. In January 2020 this project was awarded a \$400,000 Clean Water Fund grant from BWSR; a grant work plan was completed and the grant with BWSR was fully executed in early May 2020. The project and the grant award was the subject of an article in the Southwest Journal in February: <https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoff-project/>. In September 2020, Minneapolis and MPRB staff met to review the implementation agreement and maintenance roles. BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding or agreement among BCWMC, MPRB, and city of Minneapolis to recognize and assign roles and responsibilities for implementation more formally. The draft agreement was developed over several months and multiple conversations among the parties. At the May 2021 meeting the Commission approved to waive potential conflict of the Commission legalcounsel and reviewed a proposal for project design by the Commission Engineer. The updated design proposal and the design agreement among all three parties were approved at the June 2021 meeting. Four public open houses were held in the park in 2021 to gather input on park concepts. Project partners met regularly throughout design to discuss schedules, planning and design components, and next steps. Concept designs were approved by the MRPB Board in late 2021. Staff met with MnDOT regarding clean out of Penn Pond and continue discussions. 50% design plans were approved by the Commission at the January 2022 meeting; 90% design plans were approved at the March 2022 meeting along with an agreement with MPRB and Minneapolis for construction. The agreement was approved by all three bodies. Commission Engineers finalized designs and assisted with bidding documents. Bids were returned in early August. At the meeting in August, the Commission approved moving forward with project construction (through MPRB), and approved a construction budget (higher than previously budgeted) and an amended engineering services budget. MPRB awarded the construction contract. In late November the contractor began the initial earthwork and started on portions of the stormwater pond excavations. By late December the 1st phase of construction was complete with the ponds formed and constructed. The contractor began driving piles in late January and began installing underground piping in early February. At the March meeting, the Commission approved an increase to the engineering services budget and learned the construction budget is currently tracking well under budget. The change order resulting from the City of Minneapolis' request to replace a city sewer pipe resulted in extra design/engineering costs that were approved by the Administrator so work could continue without delays. The MPRB will reimburse the Commission for those extra costs and will, in-turn, be paid by the city. In early May construction was focused in the Morgan / Laurel intersection. The right-of-way storm sewer work is complete including the rerouting of some of the existing storm infrastructure and installation of the stormwater diversion structures. Construction of the ponds is complete and stormwater from the neighborhood to the west is now being routed through new storm sewers to the ponds. Vegetation is currently being

established around the ponds. At the October 2023 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 in 2015. August 2025 update: St. Anthony Falls Lab is using the new ponds as part of a study to understand how stormwater pond plant communities affect functioning of stormwater ponds, and how pond design, maintenance and management can be adapted to promote conditions that maximize water quality benefits in urban and road-impacted areas. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

Original Project Budget: \$1,835,000.00; Remaining Funds: \$1,079,310.44 (Funds will be used to reimburse MPRB and City of Minneapolis upon receipt of final report and reimbursement request with appropriate documentation.)

2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake (No change since July 2023): At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28th. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. The city's project team is continuing to assess the project and understand its implications on city finances, infrastructure, and future management. The city received proposals from 3 engineering firms for project design and construction. At their meeting on August 5th, the Medicine Lake City Council voted to continue moving forward with the project and negotiating the terms of the agreement with BCWMC. Staff was directed to continue negotiations on the agreement and plan to order the project pending a public hearing at this meeting. Staff continues to correspond with the city's project team and city consultants regarding language in the agreement. The BCWMC held a public hearing on this project on September 19, 2019 and received comments from residents both in favor and opposed to the project. The project was officially ordered on September 19, 2019. On October 4, 2019, the Medicine Lake City Council took action not to move forward with the project. At their meeting in October 2019, the Commission moved to table discussion on the project. The project remains on the 2020 CIP list. In a letter dated January 3, 2022, the city of Medicine Lake requested that the Commission direct its engineer to analyze alternatives to the Jevne Park Project that could result in the same or similar pollutant removals and/or stormwater storage capacity. At the March meeting, the Commission directed the Commission Engineer to prepare a scope and budget for the alternatives analysis which were presented and discussed at the April 2022 meeting. No action was taken at that meeting to move forward with alternatives analysis. In May and June 2023, Commission staff discussed the possibility of incorporating stormwater management features into a redevelopment of Jevne Park currently being considered by the City of Medicine Lake. After review of the preliminary park design plans, the Commission Engineer and I recommended implementation of the original CIP Project to the City. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=467>.

Original Project Budget \$500,000; Remaining Funds: \$ 443,609.25 (Funds are held until a viable project is identified or Commission officially closes the project and returns funds to the Closed Project Account.)

2014 Schaper Pond Diversion Project and Carp Management, Golden Valley (SL-3): Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when

carp are moving through the system. At the October 2020 meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Carp removals were performed through the Sweeney Lake Water Quality Improvement Project. Results were presented at the February 2021 meeting along with a list of options for long term carp control. Commission took action approving evaluation of the long-term options to be paid from this Schaper Pond Project. Commission and Golden Valley staff met in March 2021 to further discuss pros and cons of various options. At the September 2021 meeting, the Commission approved utilizing an adaptive management approach to carp management in the pond (\$8,000) and directed staff to discuss use of stocking panfish to predate carp eggs. Commission Engineers will survey the carp in 2022. At the April meeting, the Commission approved panfish stocking in Schaper Pond along with a scope and budget for carp removals to be implemented later in 2022 if needed. Commission staff informed lake association and city about summer activities and plans for a fall alum treatment. Approximately 1,000 bluegills were released into Schaper Pond in late May. Carp population assessments by electroshocking in Sweeney Lake and Schaper Pond were completed last summer. A report on the carp assessment was presented in January. Monitoring in Schaper Pond in 2023 and a reassessment of carp populations in 2024 were approved in early 2023. Carp box netting in 2024 is also approved, as needed. A carp survey of Schaper Pond and Sweeney Lake were recently completed which found higher than expected carp numbers in Sweeney Lake. Carp Solutions completed box netting in Sweeney Lake 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. Monitoring on the pond got underway last summer. Challenges during the 2025 monitoring season included heavy rains and impacts to a city manhole that house monitoring equipment which had to be removed. An amendment to the effectiveness monitoring budget was approved at the October 2025 meeting At the February meeting, Commission Engineers presented results of the 2025 monitoring and the Commission approved a cost benefit analysis of long term carp management with the remaining project funds. Project webpage: <http://www.bassettcreekwmo.org/index.php?cid=277>.

Original Project Budget: \$612,000; Remaining Funds: \$18,341

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.

Water monitoring continues to determine if/when a second alum treatment is necessary. 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>.

Original Project Budget: \$163,000; Remaining Funds: \$71,962.18

2013 Four Seasons Area Water Quality Project (NL-2): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the

Commission Engineer and I have met on numerous occasions with the developer and their consulting engineers to discuss stormwater management and opportunities with “above and beyond” pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominion shared preliminary project plans and the Commission discussed the redevelopment and potential “above and beyond” stormwater management techniques. At the April 2020 meeting, the Commission conditionally approved the 90% project plans. The agreements with Dominion and the city of Plymouth to construct the project were approved May 2020 and project designers coordinated with Commission Engineers to finalize plans per conditions. In June 2021, the City of Plymouth purchased the property from Walmart. The TAC discussed a potential plan for timing of construction of the stormwater management BMPs by the city in advance of full redevelopment. At the August 2021 meeting, the Commission approved development of an agreement per TAC recommendations. The city recently demolished the mall building and removed much of the parking lot. At the December meeting the Commission approved the 90% design plans and a concept for the city to build the CIP project ahead of development and allow the future developer to take credit for the total phosphorus removal over and above 100 pounds. At the July meeting, the Commission approved an agreement with the city to design, construct, and maintain the CIP project components and allow a future developer to use pollutant removal capacity above 100 pounds of total phosphorus. A fully executed agreement is now filed. The updated 90% project plans were approved at the September 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). The Commission approved a reimbursement request at the March 2026 meeting. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

Original Project Budget: \$990,000; Remaining Funds: \$ 235,544.67 (Funds will be used to reimburse City of Plymouth upon receipt of final report and reimbursement request with appropriate documentation.)

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. Bolton & Menk has also been in contact with Twin Cities Outdoor Services and has a meeting scheduled with the City of Plymouth. They continue to follow up on some specific recommendations with Brightview including tailored training, improvements to salt storage and equipment calibration. In November, the Commission approved a reimbursement agreement with Hennepin County in order to utilize grant funding for this project. A final report from Bolton & Menk was recently submitted and will be reviewed and discussed with partners soon. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

Original Project Budget: \$485,000; Remaining Funds: \$ 231,668.38

2022 Medley Park Stormwater Treatment Facility (ML-12) (No change since June): The feasibility study for this project was approved in June 2021 with public engagement and a project kick-off meeting in the following months. The project was officially ordered by the Commission in September 2021. The city hired Barr Engineering to develop the project designs. 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. 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 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/all-projects/medley-park-stormwater-treatment-facility

Original Project Budget: \$1,500,000; Remaining Funds: \$141,862.80 (Funds will be used to reimburse City of Golden Valley upon receipt of final report and reimbursement request with appropriate documentation.)

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10) (No change since December 2023): The feasibility study for this project was approved in June 2021. Study development included meetings with and input from city staff, Robbinsdale Area School representatives, technical stakeholders, and the public. In September 2021, 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. 50% Design Plans were approved at the January 2022 meeting. A public open house was held September 2022 and 90% were approved at the October 2022 Commission meeting. Six construction bids were received in late February 2023 with several of them under engineer’s estimates. The city contracted with Rachel Contracting and construction got underway in early spring 2023. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. The city hired Landbridge Ecological for restoration work in summer 2023. At the end of July 2023, 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 2023. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August 2023. The SEA School site construction is complete and restoration work is complete. 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.

Original Project Budget: \$1,300,000; Remaining Funds: \$1,215,950 (Funds will be used to reimburse City of Golden Valley upon receipt of final report and reimbursement request with appropriate documentation.)

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

A feasibility study for this project got underway in fall 2022. A public open house was held March 1st with 30 residents attending. The draft feasibility report was presented at the April meeting. A final feasibility report was presented at the June meeting where the Commission approved the implementation of Alternative 3: to restore all high, medium, and low priority sites. A Clean Water Fund grant application for \$350,000 was recently developed and submitted to BWSR. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. An agreement with the city of Golden Valley for design and construction was approved at the November 2024 Commission meeting. The Commission (Commission Engineers) will design the project and provide engineering services. A scope of work for engineering services 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. At the June meeting the Commission

approved a scope and budget for a wetland delineation and architectural survey which are unexpected requirements for a permit from the U.S. Army Corps of Engineers. That work is getting underway. Additionally, Administrator Jester approved a scope and budget for an archeological survey that was included in the original engineering services scope as a contingency task with approval delegated to the Administrator. Commission Engineers presented the 50% designs at the July meeting. At the August meeting, commissioners reviewed a reprioritization of eroded sites and discussed cost saving and implementation options. Commissioners approved a new project budget to accommodate repair of new and expanded erosion and vegetation restoration on public and private properties along the project corridor. A public open house was held October 30th. Letters to residents along the project were sent by Golden Valley requesting temporary easements for the project. 90% plans were approved at the November meeting. An amendment to the engineering services budget and overall project budget were approved in January. An initial bid opening was held on March 4th but the project was rebid. New bids were received this week. The city plans to award a contract at a council meeting later this month. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-restoration-project-regent-ave-golden-valley-r>

Original Project Budget: \$1,941,000; Amended Project Budget: \$3,534,580; Remaining Funds: \$ 2,951,741

Ponderosa Woods Stream Restoration Project, Plymouth (ML-22) (See Items 4D and 5D): A feasibility study for this project got underway in fall 2022. A public open house was held February 2023 with 3 residents attending. The draft feasibility report was presented at the May 2023 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 2023 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 2024 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 2024. Outreach and communication to impacted property owners has been thorough. Construction was completed last summer and vegetation continues to become established. At the March meeting, the Commission approved an amendment the project budget. At this meeting the Commission will consider approval of an amendment agreement, final report, and final reimbursement. Project website: www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project.

Original Project Budget: \$352,000; Revised Project Budget: \$407,238; Remaining Funds: \$0 (assuming approval of reimbursement request.)

Sochacki Park Water Quality Improvement Project (BC-14) (No change since March): This project was added to the CIP through a minor plan amendment as approved at the March 2023 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 2023 among BCWMC, TRPD, and the cities of Golden Valley and Robbinsdale. A feasibility study funded by TRPD was approved in September 2023. The Commission held a public hearing on this project at the same meeting and officially ordered the project and set the final levy. A cooperative agreement with TRPD and Robbinsdale was approved at the April 2024 meeting. Three Rivers Park District contracted with Barr Engineering to develop project designs. A Phase II Environmental Assessment was completed last year. Soil contamination (including PCBs) was found in some areas to be above MPCA action levels.

The following are recent (2025) updates for the project: MPCA approved the response action plan; TRPD cleared the federal environmental review requirements for the project and were issued a release of funds for the HUD grant; additional test pits were completed for soil pre-characterization, and the extent of contaminants is less than anticipated, especially with regards to PCBs; Hennepin County ERF grant for \$447,000 was awarded for remediation efforts. A technical stakeholder meeting was held in March week with permitting agencies. Project design will get underway soon with 50% plans coming to the Commission within the next few months. TRPD is hoping to bid the project this fall. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sochacki-park-water-quality-improvement-project>.

Original Project Budget: \$600,000; Remaining Funds: 586,500.00

Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North (2026 CR-P) (No change since January): 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 City of Plymouth hired Moore Engineering for project designs. Commission Engineers sent requested data, surveys, and models to Moore Engineers at the request of the City of Plymouth. A public meeting will be scheduled for later this year. A pre-permitting meeting was held with permitting agencies on September 2nd. Commission Engineer's review and comments on 60% designs for Phase I were approved at the October meeting. A public open house was held on November 3rd. 90% designs were approved at the December meeting. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n>.

Original Project Budget: \$2,600,000; Remaining Funds: \$2,444,443.92

Double Box Culvert Repair Project (FCP-1): This project was officially ordered in September 2025 after completion of the [feasibility study](#) in June. A stakeholder kick-off meeting was held on February 19th. At the meeting in March, the Commission approved the 60% design plans.

Original Project Budget: \$1,504,000 Remaining Funds: \$ 1,419,756.48

Crane Lake Chloride Reduction Demonstration Project, Minnetonka (CL-4) (No change since February): 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 in September 2024. In summer 2025, water quality sampling and continuous chloride monitoring at the five pond monitoring sites was completed. In August, Commission Engineers began the process of compiling and analyzing the field and laboratory monitoring results. They have also developed watershed chloride load assessment modeling, which will be calibrated based on the water quality monitoring data. Model calibration is underway including results from the surveys of property managers and salt applicators. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/crane-lake-chloride-reduction-demonstration-project>.

Original Project Budget: Project not yet officially ordered

Administrator Activities March 12 – April 8, 2026

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"> • <u>Main Stem Bassett Creek Restoration Project</u>: Correspondence with Commission Engineer re: bid results and decision to rebid project • <u>Ponderosa Woods Stream Restoration Project</u>: Coordinated with Commission Attorney on agreement amendment; reviewed and edited final project report • <u>Street Sweeper Cost Share with Crystal</u>: Coordinated with Commission Attorney on agreement; discussed sweeping zones and testing/reporting requirements with city staff • <u>Jevne Park Water Quality Improvement Project</u>: Corresponded with Medicine Lake resident on history of project; discussed history and possible next steps with Commissioner Carlson • <u>Bassett Creek Valley Floodplain Management Update Project</u>: Reviewed interim report and corresponded with Commission Engineer • <u>Stormwater Pond Symposium</u>: Attended symposium, participated in small group discussions
Education and Outreach	<ul style="list-style-type: none"> • Attended March WMWA meeting and drafted meeting notes; drafted April meeting agenda • Reviewed WMWA logo options; provided comments • Met with HDR staff to learn website accessibility requirements/tasks/steps; began adding tags to photos online • Attended document accessibility training through HDR • Attended Watershed Equity Alliance meeting • Corresponded with partners re: upcoming events and requested commissioner volunteers • Delivered education materials to Commissioner Twiford • Determined/recorded equipment needs for CAMP monitoring program • Attended Watershed Partners Chloride subcommittee meeting
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted March 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 April Commission meeting; updated meeting notice • Participated in pre-meeting call with Commission Engineer and Vice Chair Pentel • Finalized RFP for organizational assessment • Developed and submitted grant application for BWSR PRAP grant • Developed agenda and materials for Administrative Services Committee meeting, attended meeting • Sending agreement to TRPD for 2026 activities on Medicine Lake and relaying commission concerns with AIS management and boat launch inspection schedule • Requesting/reviewing quotes for curly-leaf pondweed treatment in Medicine Lake and discussing with TRPD; coordinating with Commission Attorney to develop agreement • Continued to gather COI forms from commissioners • Meeting with Representative Acomb and sending documents at her request • Drafting 2025 Annual Report and coordinating with Commission Engineers for some content • Draft and send letter of support for GV Downtown Connections Project for federal funding • Participated in chloride workgroup meeting • Listened to BWSR Board meeting for Plan approval agenda item • Prepared items for auditor • Participated in meeting with Commission Engineer and city staff to review linear projects checklist • Rescheduled TAC meeting
MN Watersheds	<ul style="list-style-type: none"> • Attended MAWA Executive Committee meeting • Reviewed call for resolutions materials
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Corresponded with Commission Engineers on final edits