



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: September 10, 2026

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 9/17/26 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 – August 20, 2026 Commission Meeting - **ACTION ITEM with attachment**
 - B. Acceptance of September Financial Report - **ACTION ITEM with attachment**
 - C. Approval of Payment of Invoices - **ACTION ITEM attachments available upon request** – *I reviewed the remaining invoices and recommend payment.*
 - i. Keystone Waters, LLC – August 2026 Administration
 - ii. Keystone Waters, LLC – August 2026 Administrative Expenses
 - iii. Barr Engineering – August 2026 Engineering Services
 - iv. Triple D Espresso – September Meeting Catering
 - v. City of Plymouth – August 2026 Accounting Services
 - vi. Kennedy & Graven – July 2026 Legal Services
 - vii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - viii. Stantec – WOMP Activities
 - ix. Kaitlyn Egan – August Communications & Outreach Activities
 - x. PLM Land and Lake Management – Medicine Lake Herbicide Treatment
 - xi. HDR – Website Maintenance
 - xii. Strategic Consulting and Coaching – Organizational Assessment
 - xiii. U of M – Annual Salt Symposium
 - D. Approval of Staff and Commissioners to Attend [Annual Salt Symposium](#) – **ACTION ITEM no attachment** – *The Annual Salt Symposium is a fully online event October 27 – 28, 2026 at 8:00 a.m. – 4:00 p.m. Early bird registration (until Oct 15th) is \$199/person for both days. The symposium offers a variety of presentations on research, education, best practices, low salt design, etc. I recommend the Commission approve attendance by any commissioner or alternate commissioner along with attendance by me and the Communications & Outreach Coordinator. (Approval of Item 4E below would result in one free registration.)*
 - E. Approval of Resolution 26-08 for Salt Symposium Contribution – **ACTION ITEM with attachment** – *At the meeting in August the Commission conditionally approved a \$500 contribution to support the Salt Symposium. Commission Attorney Anderson recommends approving the attached resolution to clearly state the intent for the contribution.*
5. **PUBLIC HEARING**
 - A. Receive Comments on Proposed 2027 CIP Projects - **PUBLIC INPUT ITEM with attachment** - *The public hearing will be opened and the public will be asked for comments on the 2027 CIP projects listed below. All*

comments will be entered into the public record and will be considered before the Commission approves the resolution in 6A below. The attached public hearing notice briefly describes the projects. The Commission approved an agreement with the City of Crystal for cost share of the street sweeper at its meeting in April. Feasibility studies for the other two projects were approved at the June meeting; project webpages are linked below.

- i. [Dredging Sediment \(Phase II\) & Wetland Restoration in Bassett Creek Lagoons, Theodore Wirth Regional Park](#)
- ii. [Crane Lake Chloride Reduction Demonstration Project](#)
- iii. Cost Share High Efficiency Street Sweeper for City of Crystal

6. BUSINESS

- A. Consider Approval of Resolution 26-09 Ordering 2027 Improvement (10 min) – **ACTION ITEM with attachment** - Pending the outcome of the public hearing in 5A, the attached resolution should be considered for approval to order the projects, designate the entities responsible for construction, make findings pursuant to MN Statutes 103B.25, and certify the costs of the 2027 projects to Hennepin County. Staff recommends approval of the resolution which approves the following:
 - i. Ordering 2027 Improvements
 - ii. Making Findings Pursuant to Minnesota Statutes Section 103B.251
 - iii. Certifying Costs to Hennepin County - The attached memo lists the estimated project costs for the 2027 projects and recommends the Commission direct staff to certify for payment by Hennepin County in 2027 a total (final) tax levy of \$2,862,900
- B. Consider Awarding Contract and Approving Access Agreements for Bassett Creek Double Box Culvert Repair Project (FCP-1) (15 min) – **ACTION ITEM with attachments** – At the meeting in June the Commission approved the 90% drawings and specification for [this project](#) along with a communications plan. Since then, drawings and bid documents were finalized, bids were received, and the Commission Attorney assisted with contract documents and access agreements. Additional information is included in the attached memo. Staff recommends approval of Resolution 26-10 accepting the bid from Minger Construction Company and directing BCWMC officials to enter a construction contract; and approval of the attached access agreement with NSP. Two additional access agreements will be sent to commissioners ahead of the meeting or conditional approval will be sought.
- C. Consider Approval of 90% Plans for Sochacki Park Water Quality Project (BC-14) (20 min) – **ACTION ITEM with attachments** - The feasibility study for [this CIP project](#) was approved in September 2023. Since then, TRPD secured significant additional project funding and is implementing this project using Barr Engineering as their design consultant. The 50% designs were approved at the July Commission meeting and a public open house and hearing was held on August 10th. The attached slides provide an overview of the project elements and designs, expected benefits, and costs. Actual designs are also available with meeting materials. Staff recommends approval and direction to continue to final design, bidding, and construction.
- D. Consider Approval of Scope and Budget for Wirth Lake Aeration Study (25 min) – **ACTION ITEM with attachment** – An aeration system was originally installed in the 1970s on Wirth Lake by the Minneapolis Park and Recreation Board (MPRB) to improve water quality and prevent winter fish kills. Various versions of the original system have been in use since then but the purpose, usefulness, and efficacy of the system is currently unknown. The Bassett Creek Watershed Management Plan includes CIP #36: Wirth Lake Aeration (originally slated for 2027). A study of the status of aeration in the lake and establishment of goals and justification for continued aeration (similar to a CIP feasibility study) is recommended ahead of ordering a CIP project. Staff recommends approval of the attached scope and budget which were developed in coordination with MPRB.

- E. Consider Approval of Scope and Budget for Feasibility Study for Toledo Ave/Minnaqua Pond Stormwater Improvements & Flood Reduction (CIP BC-13/#9) (25 min) – **ACTION ITEM with attachment** – *The Toledo Ave/Minnaqua Pond Stormwater Improvements & Flood Reduction project in Golden Valley is included in the Bassett Creek Watershed Management Commission’s (BCWMC) CIP for the years 2028-2029 as project #14 (formerly BC-13). In cooperation with Golden Valley staff, the Commission Engineer developed the attached scope of work for development of a feasibility study for the project. Staff recommends approval.*
- F. Appoint BCWMC Representative to “Convene” Meeting on Watershed Based Implementation Funding (10 min) – **ACTION ITEM with attachment** – *The MN Board of Water and Soil Resources (BWSR) biennially provides each watershed area with a portion of Clean Water Funds to supplement existing funding to accelerate clean water activities. In the 2026-2027 biennium, the Bassett Creek Watershed is allocated \$183,255. Entities eligible for these funds include the BCWMC, cities, and Hennepin County. A meeting of these entities, called a “convene meeting,” must be held to jointly determine the best project or program for these funds. The Commission should appoint a representative to the convene meeting, which can be a commissioner, alternate commissioner, or me. Please see the attachment for more information and/or visit <https://bwsr.state.mn.us/watershed-based-implementation-funding-program>.*

7. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report
 - i. Organizational Assessment Project
 - ii. Medicine Lake Task Force and Survey
 - iii. Reminder of October/November Meeting Dates
 - iv. WMTA Educator Job Opening
- B. Engineer
 - i. Report on Bassett Creek Restoration Project
- C. Legal Counsel
- D. Communications & Outreach Coordinator
- E. Chair
- F. Minnesota Watersheds
 - i. Report on Summer Tour and Resolutions Hearing
- G. Commissioners
- H. TAC Members
 - i. Report on Sept 2nd Meeting
 - ii. Liaison for Oct 7th Meeting
 - iii. Report Plymouth Creek Restoration Project
- I. Committees
 - i. Report on Sept 2nd Administrative Services Committee Meeting

8. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Spreadsheet
- D. WCA Notice, Golden Valley
- E. August Minnesota Watersheds Newsletter

9. ADJOURNMENT

Upcoming Meetings & Events

- [Blue Thumb Fall Native Plant Sale](#): Saturday, September 19th, 10:00 a.m. – 1:00 p.m., Valley Community Presbyterian Church, Golden Valley
- [BCWMC Technical Advisory Committee Meeting](#): Wednesday, October 7th, 10:30 a.m., Brookview
- [BCWMC Administrative Services Committee Meeting](#): Wednesday, October 7th, 12:00 p.m., Brookview
- [Ĥaĥá Wakpádan Water Blessing Ceremony](#): Monday, October 12th, 10:00 a.m., Westwood Hills Nature Center
- [Metro Watersheds Quarterly Meeting](#): Tuesday, October 20th, 7:00 p.m., Capitol Region WD
- [BCWMC Regular Meeting](#): Thursday, October 22nd, 8:30 a.m., Golden Valley City Hall