



# Bassett Creek Watershed Management Commission

Watershed Plan Steering Committee Meeting

Tuesday, July 11, 2023

10:30 a.m. – 12:30 p.m.

Lower Level Conference Room, Golden Valley City Hall

## AGENDA

1. **WELCOME & REVIEW OF GROUND RULES & EXPECTATIONS** (pgs 3-4 in [May PSC meeting presentation](#)) (5 min)
2. **REVIEW MAY 24 MEETING NOTES** – attached with meeting materials (5 min)
3. **REVIEW NEW PROCESS FLOWCHART GRAPHIC** – attached with meeting materials (10 min)
4. **REVIEW DRAFT TABLE OF CONTENTS** – attached with meeting materials (15 min)
5. **REVISIT CURRENT CONDITIONS** (20 min) (*as needed review* materials from May PSC meeting)
  - A. Gaps Analysis
  - B. 2021 Performance Assessment Report
  - C. Maps with Current Conditions (pgs 19-34 in [May PSC meeting presentation](#))
6. **BREAK** (5 min)
7. **REVIEW/BRAINSTORM ONGOING & NEW ISSUES** – initial list attached with meeting materials (45 min)
  - A. Review initial list and add, subtract, make notes
  - B. Consider general prioritization of issues and/or priority locations for addressing issues
  - C. What information is missing to help prioritize issues?
8. **DISCUSS MEETING SCHEDULE** (10 MIN)
  - A. August 1, 2023 Plan Steering Committee Meeting (10:00 – 12:00 Golden Valley City Hall)
    - i. Finalize list of issues and prioritization of issues as recommendation to full Commission
  - B. August 17, 2023 Commission Workshop (immediately following BCWMC Regular meeting) – Issue Prioritization Workshop
  - C. Late Aug/early Sept Plan Steering Committee Meeting – Invite Minnehaha Creek WD staff to present their model for project and program implementation; discuss potential change to BCWMC implementation methods
9. **ADJOURN**



# Bassett Creek Watershed Management Commission

DRAFT Meeting Notes of the  
Watershed Plan Steering Committee

May 24, 2023 @ 11:00 a.m.

Wirth Lake Room, Brookview Golden Valley

## Meeting Attendees:

Commissioners Cesnik and Welch; Alternate Commissioners Polzin and Kennedy; TAC Member Ray; Administrator Jester, Commission Engineers Chandler and Williams

### 1. WELCOME & INTRODUCTIONS

Because some members had not met Engineer Williams, introductions were made around the table.

### 2. APPOINT COMMITTEE CHAIRPERSON

Alternate Commissioner Kennedy was appointed as committee chair person. There was a suggestion that the chair position could rotate to different members.

### 3. OVERVIEW OF PLAN DOCUMENT, PLANNING PROCESS, AND COMMITTEE ROLE

#### Committee Role and Ground Rules

Administrator Jester gave an overview of the committee's role – serving in an advisory capacity to the Commission; developing recommendations on issues, goals, policies, and implementation programs for the Commission's consideration. She noted that over the next 18 months this committee would be doing the heavy lifting, reviewing many details, and discussing significant policy issues.

Administrator Jester reviewed expectations of staff during the process including:

- Prepare meeting agendas, materials, and notes (materials to be posted online about one week in advance and no paper copies mailed)
- Provide the data and information to help committee make informed decisions
- Start and end meeting on time
- Bring snacks and drinks
- Respect all input and be open minded

The committee agreed to meeting ground rules including:

- Come prepared; review materials before meeting
- Respect all input and be open minded; realize not all voices are represented
- Step up/step back; make sure you're heard and make space for others to be heard
- Commit to active participation
- Route communications through Administrator
- Work with a spirit of brainstorming; keeping everything on table at beginning of process

The committee agreed that the group would strive for decisions by consensus and that if votes were needed a decision would be based on a simple majority of all members present at the meeting.

Administrator Jester reviewed the plan schedule with a basic graphic.

#### Plan Requirements and Structure

Engineer Chandler reviewed the basic contents required in the plan and noted that MN Rule 8410 was updated in

2015, the same year that BCWMC's last plan was adopted. She noted that BCWMC's 2015 Plan was written with an attempt to meet the spirit of the new 8410 Rules but not all aspects of the new rules were incorporated into that plan.

TAC Member Ray asked if the Land and Water Resources Inventory (a significant section in the watershed plan) could be streamlined as the same content is required in local plans. It was noted that local plans can reference watershed plans.

Engineer Chandler indicated that as goals and policies are being considered, staff plans to bring potential implementation (projects and programs) ideas that could be considered along with the goals and policies. She noted that during development of the 2015 plan, the implementation section seemed to be rushed because it was drafted at the end of the process. She hoped to avoid that scenario this time. She noted the plan's development should be an iterative process. She noted an internal review of the entire document would be expected during the last quarter of 2024. Committee Chair Kennedy suggested that internal reviews of the different plan sections be completed as they are developed, rather than reviewing the entire document at the end of the process.

It was noted that the structure of the plan should be developed soon. Administrator Jester asked committee members to review plans from different watersheds to see if there is a structure they like. It was noted that a draft table of contents should be reviewed at the next meeting. Alternate Commissioner Polzin asked that the plan be structured so that it's easier for cities to determine their responsibilities.

It was noted that very few printed copies of the final plan would be available and that most people would read an electronic version of the plan. There was consensus that the plan should have a landscape orientation most likely with two columns of text that can more easily include graphics and photos. It was noted that draft versions of the plan should include the version date in the header and "draft" as a watermark.

#### **4. REVIEW INPUT RECEIVED**

Administrator Jester reviewed input received from review agencies, member cities, the public open house, and the online survey. She noted much of the information was presented at the July 2022 Commission Workshop.

General input from member cities:

- BCWMC should continue core programs such as water monitoring, modeling, Flood Control Project inspections, and CIP program
- BCWMC could expand education programming including outreach to diverse communities
- BCWMC should consider starting a cost share or grant program for installation of best management practices by residents, businesses, and cities
- Provide assistance with routine maintenance of Flood Control Project
- Provide more focus on floodplain management
- Consider refining implementation of Capital Improvement Program (too time consuming and expensive)

Public online survey:

- 165 Respondents
- 80% say natural resources (lakes, streams, wetlands) are very important to their quality of life
- Biggest concerns
  - Pollutants entering waterbodies
  - Health of aquatic habitats; abundance & diversity of wildlife
  - Aquatic invasive species (AIS)
  - Impacts of climate change

Suggestions from public:

- Less trash in lakes and along streams
- Lower chloride levels (less salt!)
- More logs for turtles
- Less streambank and shoreline erosion
- More education of residents & new homeowners
- Better access to the creek for paddlers and enjoying nature
- Incentives for native plantings and other best practices

## 5. 5-Minute Break

## 6. REVIEW CURRENT CONDITIONS

- A. Conditions of water resources
- B. Progress on 2015 Plan (**review** 2021 performance assessment report)
- C. Capital Projects Completed
- D. Gaps Analysis (**review** gaps analysis)

### Conditions of Water Resources

Engineer Williams reviewed the geospatial information that is used to determine watershed conditions and which is typically included in the Plan's Land and Water Resources Inventory. He noted that once the Commission identifies the priority issue, it should determine where the issue is a priority. He noted that priority locations or priority resources should be identified in the Plan.

Engineer Williams showed maps with the following information:

Land Use	Impaired Waters and Impervious Land Use
Topography	Water Quality Modeling Results
Hydrologic Soil Groups	Potential Pollutant Sources
Wellhead Protection Areas	Hydrologic/Hydraulic Modeling
Major Subwatersheds	Floodplain (100-year)
Priority Waterbodies (streams to be added to map)	Trunk System and Flood Control Project
Wetlands and Biological Survey	Parks, Recreation, and Public Access
Monitoring Locations	

Commissioner Welch noted that one emerging issue is the conflict between State agencies on how to handle stormwater infiltration in relation to groundwater concerns. He noted that some State agencies often prohibit infiltration. He noted that the Commission should determine if MDH's requirements have an impact on the Commission's infiltration programs and practices.

There was some discussion about the need to confirm the Commission's current list of priority waterbodies. The group was reminded about the detailed process that was used during the 2105 Plan to analyze and assign priority levels to waterbodies across the watershed. Commissioner Cesnik wondered why French Regional Park wasn't included on the MN Biological Survey map. Commissioner Welch noted that the Commission should understand and map flood prone areas in order to help build climate resiliency.

It was noted that maps should include the source and date of the data and that aquatic invasive species should be added to the maps. Other comments/ideas for maps included presenting data from the P8 model and including a standalone list of Flood Control Project features.

Progress on 2015 Plan (review 2021 performance assessment report)

Administrator Jester presented the high level results of the performance assessment by the MN Board of Water and Soil Resources (BWSR) in 2021 which looked at progress on implementation of the BCWMC 2015 Watershed Plan. She noted three important recommendations from BWSR:

Recommendation 1 –Prioritize developing an education and outreach strategy for BCWMC constituents  
Survey respondents that indicated there were potential roadblocks to implementing education and outreach activities –specifically staff capacity and funding.

Recommendation 2 –Conduct a review of the CIP  
Review the CIP program to identify specific barriers limiting implementation of some large projects, and develop a strategy for addressing those issues

Recommendation 3 –Develop clear, measurable goals and actions for future plan implementation  
Highly recommended that the next watershed plan define a strategy to identify the top resource priorities, identify clear measurable goals and actions, and develop metrics to measure progress

Commissioner Welch requested that more details on the results of the 2021 Performance Assessment be brought to a future meeting. He noted that during development of the 2015 Plan, the Commission should have taken more time to determine the best mechanism for implementing key priorities. He recommended that Minnehaha Creek Watershed District (MCWD) staff present to the committee regarding their programs for working with communities and implementing large, impactful projects and programs. He noted that MCWD focuses on priority areas and can respond to opportunities. He indicated that the Commission should have a robust and meaningful assessment of water resources issues such as pollutant loading and flooding and determine the best ways to address those issues. He said the 2025 watershed plan should be “a plan rather than a list of ideas.”

Alternate Commissioner Polzin noted that the plan should be built on good data with a description of the higher-level decision-making process and details on identified issues. It was also noted that removing unimpactful activities would also be helpful to focus Commission work to priority issues and areas.

Next Steps/Meetings:

Administrator Jester asked committee members to review plans from other watersheds for good/effective plan formats. There was consensus that the next committee meeting would focus on identifying and defining watershed issues. It was noted that a presentation from MCWD could follow at the subsequent meeting. (The committee should first identify the issues before determining the best mechanism to solve them.)

The next meeting would be scheduled for July (through a scheduling poll) since Committee Chair Kennedy is gone during the month of June.

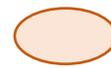
**7. ADJOURN** – The meeting adjourned at approximately 1:15



= inputs



= decisions/process



= outputs (plan content)

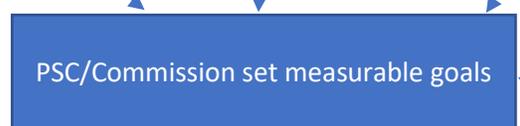
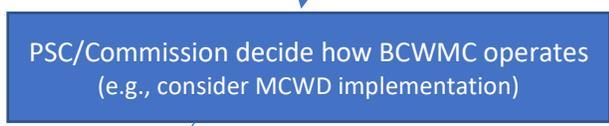
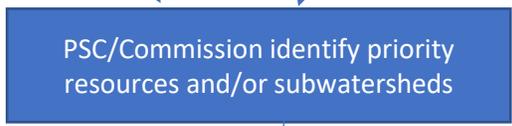
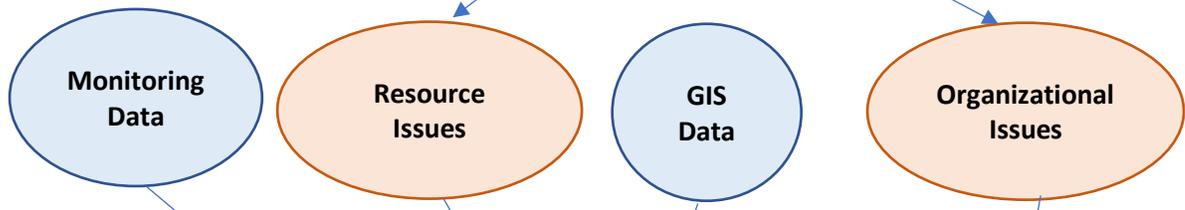
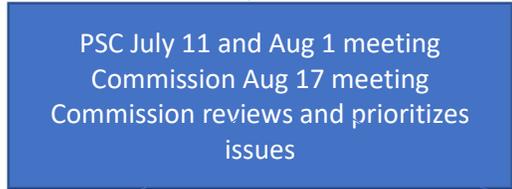
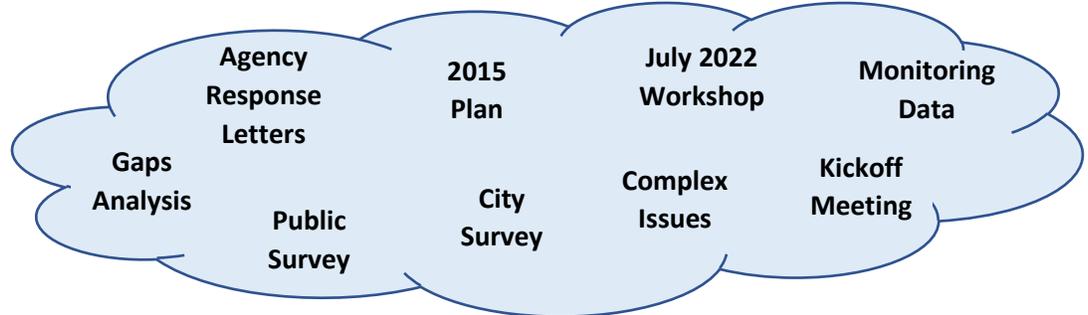
What are the problems?

Where are the problems?

How do we fix the problems?

How do we know when its fixed ?

How do we get there?



# Draft 2025 Plan Table of Contents

6/29/2023 Working Version for PSC; comments in red

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## Executive Summary

### 1. Introduction

- 1.1. Acknowledgement of Native Communities Caring for Land and Water
- 1.2. Role of Watershed Management Organizations
- 1.3. History and Accomplishments of the BCWMC
- 1.4. Location and Boundary
- 1.5. BCWMC Vision and Mission
- 1.6. Organizational Structure, Powers, and Duties

### 2. Summary of Land and Water Resources (Complete Inventory in Appendix A)

### 3. Watershed Issues

- 3.1. Issue Identification and Prioritization Process
- 3.2. Surface Water Quality (for example)
  - 3.2.1. Chlorides (for example)
- 3.3. Next issue topic
- 3.4. Next issue topic
- 3.5. Next issue topic
- 3.6. Etc.
- 3.7. BCWMC Waterbody Classifications
- 3.8. Priority Areas (may be incorporated into issue topic sections above)

### 4. Goals, Policies, and Strategies (policies = city responsibilities; strategies = BCWMC responsibilities)

- 4.1. Surface Water Quality goals, policies, and strategies (for example)
- 4.2. Next issue goals, policies, and strategies
- 4.3. Next issue goals, policies, and strategies
- 4.4. Etc.

### 5. Implementation

- 5.1. BCWMC Roles and Responsibilities
  - 5.1.1. Planning and Coordination
  - 5.1.2. Monitoring
  - 5.1.3. Flood Control Project and Trunk System Management
  - 5.1.4. Community Engagement and Education
  - 5.1.5. Development and Project Review
  - 5.1.6. Projects and Capital Improvement Program
  - 5.1.7. Reporting and Evaluation
- 5.2. Funding
- 5.3. Member City Responsibilities and Local Water Management
- 5.4. Plan Amendments

### 6. References

## Appendices

- A. Land and Water Resource Inventory
  - A.1 Land Use and Demographics
  - A.2 Climate and precipitation
  - A.3 Topography and Drainage Patterns
  - A.4 Soils

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- A.5 Geology and Groundwater
- A.6 Surface Waters (including public waters, lakes, streams, wetlands, public ditches, and stormwater systems)
- A.7 Water Quality (including impaired waters, monitoring, water quality plots, and watershed-wide modeling)
- A.8 Water Quantity and Flooding (including Flood Control Project, regulatory water levels and flow rates, flood insurance studies, monitoring, and watershed-wide modeling)
- A.9 Natural Communities and Habitat (including presettlement vegetation, rare species, aquatic plants, and fisheries)
- A.10 Pollutant Sources
  
- B. BCWMC Monitoring Plan
- C. BCWMC Education and Outreach Plan
- D. BWSR Level II Performance Review, BCWMC (June 17, 2021 report)
- E. 2025 Watershed Management Plan Gaps Analysis (May 26, 2023 memo)
- F. Summary of Stakeholder Engagement and Input
- G. Characteristics of Priority Waterbodies
- H. Joint Powers Agreement
- I. Other Agency Responsibilities (included in main body of 2015 Plan)

List of Issues for 2025 Plan Development

Issue Category (in 2015 Plan)	2015 Plan Section	Line No.	Sub-issue (black = noted in 2015 Plan) (red = not in 2015 Plan; considered at July 2022 workshop)	July 2022 Priority	Gaps Analysis Priority	Comments
Water Quality	3.1	1	Impaired waterbodies	High	Med	
		2	Pollutant loading hotspots (e.g., phosphorus loading)	High		
		3	Chloride loading is significant in some areas	Med	High	
Water Quantity and Flooding	3.2	4	Impact of climate change on hydrology and flood risk	Med	High	
		5	Flood Control Project inspections, maintenance, and repair	High		
		6	Water level variability (2015 Plan addressed Medicine Lake)	Med		
Erosion and Sedimentation	3.3	7	Streambank erosion			
		8	Lake shore erosion			
		9	Sediment deltas in streams and lakes	Med		
Streams	3.4	10	Impacts of urbanization on streams			
		11	Stream biological impairments	Med	Med	
Wetlands, Habitat, and Shoreland	3.5	12	Buffers and buffer widths	High	Med	
		13	Aquatic Invasive Species (AIS)	Med	Med	
		14	Poor ecosystem health in some areas			
		15	Loss/degradation of wetlands	High		
		16	Degradation of riparian areas	Med		
		17	Degraded quality/loss of upland natural areas	Low		
Groundwater	3.6	18	Groundwater contamination			
		19	Groundwater quantity			
		20	Surface water - groundwater interaction			Includes infiltration requirements and restrictions
Education and Outreach		21	Outreach to and relationships with diverse communities is lacking	Med		
		22	Education programs to help cities fulfill requirements	Med	High	
		23	Training and orientation for new Commissioners	Med		
		24	Provide and enhance recreation opportunities	Low		
Implementation and Responsibilities	3.8	25	Public ditch management			
		26	BCWMC funding mechanisms	High	Low	
		27	Progress assessment		High	
		28	CIP development, prioritization, and implementation	Med	High	
		29	Standards and requirements for linear projects	Med	High	
		30	Standards and requirements for non-linear projects	High		
		31	Carbon footprint of BCWMC projects and programs	Low		
		32	Bassett Creek Valley stormwater management	Med	Med	
		33	Organizational capacity and staffing may be inadequate	Med	Med	
		34	Projects and programs implemented through a DEI lens	Med	High	