

# Bassett Creek Watershed Management Plan Development Calendar

Updated March 7, 2024

## 1. Updating Physical Environment Inventory

The draft Land and Water Resources Inventory will be an appendix of the plan. An initial draft of the inventory posted in the November 2023 PSC meeting packet and is still available for review and comment by PSC members.

[https://www.bassettcreekwmo.org/application/files/7317/0127/8335/BCWMC\\_2025\\_WMP\\_LW\\_RI\\_Appendix\\_11292023.pdf](https://www.bassettcreekwmo.org/application/files/7317/0127/8335/BCWMC_2025_WMP_LW_RI_Appendix_11292023.pdf)

## 2. Defining issues and measurable goals

21 issues were identified by PSC and confirmed by Commission.

For EACH issue:

- a) Develop succinct issue statement and narrative explaining why and where the issue occurs in the watershed. **What's the problem?**
- b) Develop measurable goals to address each issue. **What is the quantifiable change** in resource, watershed, or organizational condition you expect after you implement the 10-year plan? (Some issues may not have easily quantifiable goals; metrics will vary among issues.)

## 3. Revising policies and performance standards and identifying actions

For each goal, determine the strategies, actions, or tasks that will be implemented to achieve each goal. **How will you achieve the goal? What are the implementation actions associated with this goal?** These actions will consist of various tools like policies, requirements, programs, and projects performed by the BCWMC or its member cities.

Examples:

- 1) Assess Medicine Lake TMDL implementation status and existing conditions.
- 2) Perform subwatershed analysis for Northwood Lake.
- 3) Require winter maintenance plans for all applicable projects/locations.

## 4. Creating a targeted implementation program

Determine **when** actions will be taken, **where** they will be taken, **by whom** will they be taken, and the **estimated cost** of each action. The implementation program can be developed concurrently with activities in #3 above. This is an iterative process to make sure we can implement appropriately during the life of the plan.

## 5. Compiling the complete draft plan

Pull everything together into one complete document.

Potential Calendar of PSC Planning Activities – Updated March 7, 2024:

Month and Year	Plan Steering Committee Work	Notes and Meetings
September 2023 thru February 2024	<p>Developed format for presenting and discussing issue statements, desired future conditions, 10-year goals, potential actions/strategies, and tracking notes.</p> <p>Developed mission statement: <i>Stewardship of water resources to reduce flood risk and improve watershed ecosystem health.</i></p> <p>Developed issue statements and measurable goals:</p> <ul style="list-style-type: none"> <li>• Impaired Waters</li> <li>• Chloride Loading</li> <li>• Streambank and gully erosion</li> <li>• Lakeshore erosion</li> <li>• Wetland Health and Restoration</li> </ul> <p>Received update on plan development budget</p> <p>Planned for January 2024 Commission workshop and responded to input received</p> <p>Discussed implementation capacity of Commission</p>	<p>All PSC meeting materials are posted online</p> <p>PSC meeting notes are approved at each meeting; final meeting notes are posted online</p> <p>Plan Technical Advisory Committee met: December 15, 2023</p> <p>Commission Workshop: January 18, 2024</p>
March 7, 2024	<p>Review updated waterbody classification</p> <p>Revisit implementation capacity – need next steps if there are implications for Plan development</p> <p>Develop issue statements, measurable goals and possible implementation actions for:</p> <ul style="list-style-type: none"> <li>• Aquatic Invasive Species</li> <li>• Groundwater Surface Water Interaction</li> <li>• Degradation of Riparian Areas</li> <li>• Degradation/Loss of Upland Areas</li> <li>• Groundwater Quality</li> </ul>	
April 3, 2024	<p>Finalize issue statements, measurable goals and possible implementation actions for:</p> <ul style="list-style-type: none"> <li>• Aquatic Invasive Species</li> <li>• Groundwater Surface Water Interaction</li> <li>• Degradation of Riparian Areas</li> <li>• Degradation/Loss of Upland Areas</li> <li>• Groundwater Quality</li> </ul>	

Month and Year	Plan Steering Committee Work	Notes and Meetings
	Develop issue statements, measurable goals and possible implementation actions for Climate Resiliency category: <ul style="list-style-type: none"> <li>● Impact of climate change on hydrology, water levels, and flood risk</li> <li>● Bassett Creek Valley Stormwater Management</li> <li>● Groundwater Quantity</li> </ul>	
May 1, 2024	Finalize issue statements, measurable goals and possible implementation actions for Climate Resiliency category: <ul style="list-style-type: none"> <li>● Impact of climate change on hydrology, water levels, and flood risk</li> <li>● Bassett Creek Valley Stormwater Management</li> <li>● Groundwater Quantity</li> </ul> Discuss Plan TAC meeting format and desired outcomes  Develop issue statements, measurable goals and possible implementation actions for Education and Outreach category: <ul style="list-style-type: none"> <li>● Provide outreach to and develop relationships with diverse communities</li> <li>● Protect recreation opportunities</li> </ul>	Plan TAC meeting to discuss remaining Water Quality and Climate Resiliency categories
June 6, 2024 (Laura out of town)	Finalize issue statements, measurable goals and possible implementation actions for Education and Outreach category: <ul style="list-style-type: none"> <li>● Provide outreach to and develop relationships with diverse communities</li> <li>● Protect recreation opportunities</li> </ul> Plan for Commission workshop  Develop issue statements, measurable goals and possible implementation actions for Organizational Effectiveness category: <ul style="list-style-type: none"> <li>● Organizational assessment of capacity and staffing</li> <li>● BCWMC funding mechanisms</li> <li>● Progress assessment</li> <li>● Projects and programs implemented through a DEI lens</li> <li>● Public ditch management</li> <li>● Carbon footprint of BCWMC projects</li> </ul>	Commission workshop to discuss remaining Water Quality and Climate Resiliency categories

Month and Year	Plan Steering Committee Work	Notes and Meetings
July 3, 2024 (consider rescheduling)	Finalize any remaining statements, measurable goals and possible implementation actions for Organizational Effectiveness (and any other remaining issues)	
August 7, 2024	Review draft outreach and education plan Review draft water monitoring plan Plan for Commission workshop	Convene Plan TAC to complete discussion/input on issues, measurable goals, potential implementation
September 4, 2024	Discuss possible revisions to BCWMC development requirements. Possible topics include: <ul style="list-style-type: none"> <li>• Requirements related to winter maintenance and chloride minimization design practices</li> <li>• Changes to linear project standards</li> <li>• Changes to permitted activities in floodplains</li> </ul>	Present issue statements and measurable goals for Education, and Organizational Effectiveness at September 19 <sup>th</sup> Commission workshop
October 2, 2024	Consider policies for addressing various goals. What changes, additions, deletions from 2015 policies are needed?	
November 6, 2024	Continue discussion on policies	
December 4, 2024	Review updated CIP prioritization metrics to reflect this plan's priority issues.  Review potential CIP projects 2026 – 2035.	
January 2025	Discuss implementation of plan including CIP implementation and staff capacity.	End of January convene Plan TAC/PSC (joint meeting) to discuss implementation items (projects, programs, and policies)
February 2025	Catch up month for unfinished work from last few months.  Plan for Commission workshop	Alternate month for January Plan TAC/PSC meeting if schedule lags
March 2025	Review complete implementation program.	Present draft implementation program at March 2025 Commission workshop
April 2025	Finalize policies and implementation program Review various plan sections	

<b>Month and Year</b>	<b>Plan Steering Committee Work</b>	<b>Notes and Meetings</b>
	Prepare recommendation on complete plan for Commission	
May 2025	Review the complete Plan document	Present complete draft plan at May 15 Commission meeting
May 20 – July 20, 2025	60-day comment period	
August 2025	Review comments and discuss draft responses to comments	
September 2025	Review and finalize draft responses to comments  Plan for public hearing (required per MN Rule 8410)  Prepare recommendations to Commission	Response to comments presented at September 2025 Commission meeting
October 2025		Commission hosts public hearing at October 16 meeting
Nov 1 – Jan 31, 2025	90-day comment period; presentation to BWSR (likely week of Jan 5, 2026); target January 28, 2026 BWSR meeting for approval	
February 2026	Final approval and Commission adoption (6 months past due)	Commission approves and adopts at Feb 19, 2026 meeting

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