



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: August 15, 2024

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 8/15/24 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 – July 18, 2024 Commission Meeting- ACTION ITEM with attachment

 - B. Acceptance of August Financial Report - ACTION ITEM with attachment

 - C. Approval of Payment of Invoices - ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend payment.
 - i. Keystone Waters, LLC – July 2024 Administration
 - ii. Keystone Waters, LLC – July 2024 Administrative Expenses
 - iii. Barr Engineering – July 2024 Engineering Services
 - iv. Triple D Espresso – Meeting Catering
 - v. City of Plymouth – July Accounting Services
 - vi. Kennedy and Graven – Legal Services
 - vii. Stantec – Watershed Outlet Monitoring Program (WOMP) Services
 - viii. MMKR – 2023 Financial Audit

 - D. Approval of Creek Edge Townhomes Project, Crystal – ACTION ITEM with attachment – This project includes construction of 4 duplexes, private roads, and two stormwater ponds resulting in an increase of 0.49 acres of impervious surfaces from 0.08 acres (existing) to 0.57 acres (proposed). The project involves work in the floodplain but results in a net gain of floodplain storage. Rate control and water quality treatment requirements are not triggered by the project. Staff recommends approval with conditions outlined in the memo.

5. **BUSINESS**
 - A. Consider Approving Budget Committee Recommendations (20 min) – ACTION ITEM with attachments – The Budget Committee met on July 17th to discuss the 2025 operating budget and potential change to the fiscal year. Please see the attached materials outlining their recommendations.
 - i. Budget Committee Recommendations
 - ii. Proposed Changes to Bylaws
 - iii. 2025 Proposed Budget

 - B. Consider Approval of TAC Recommendations for Street Sweeping Prioritization Study (20 min) – ACTION ITEM with attachment – At their meeting in June, the TAC received a presentation from the Commission Engineer on enhanced street sweeping prioritization studies performed by some Metro watersheds. At the TAC's request, the Commission Engineer developed a scope and budget for a similar study in the Bassett Creek watershed. The TAC recommends that the Commission approve the attached project scope and budget.

- C. Consider Approving Policy on Diversity, Equity, Inclusion, and Accessibility (15 min) – **ACTION ITEM with attachment** - *At the meeting last month, the Commission discussed a draft policy on Diversity, Equity, Inclusion, and Accessibility. The policy was revised to reflect recommendations from the meeting. Staff recommends that the Commission adopt the attached policy.*
- D. Consider Submitting Resolutions for Minnesota Watersheds 2025 Platform (5 min) – **DISCUSSION ITEM with attachment** – *At the meeting last month, the Commission briefly discussed the resolution submittal process for the MN Watershed’s (MW’s) 2025 platform. Please see materials from [Item 5F](#) from the July meeting packet. Resolutions are due from MW members by September 1st.*

6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report
 - i. Update on Hennepin County Comments on 2025 Maximum Levy
- B. Engineer
 - i. Update on Sweeney Lake Carp Box Netting
- C. Legal Counsel
- D. Chair
- E. Commissioners
 - i. Report on Golden Valley Sustainability Fair
- F. TAC Members
 - i. Discussions on JPA
- G. Committees
 - i. Education Subcommittee on Creek Co-naming

7. INFORMATION ONLY (Information online only)

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

8. 2025 WATERSHED PLAN DEVELOPMENT WORKSHOP (90 Min) – DISCUSSION ITEM with attachment

- A. Plan Development Background and Status
- B. Small Group Breakout Discussions
- C. Whole Group Feedback

9. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Plan Steering Committee Meeting: Wednesday, September 4, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, September 4, 10:30 a.m., Brookview
- BCWMC Regular Meeting and Public Hearing: Thursday, September 19, 8:30 a.m., Golden Valley City Hall
- BCWMC Plan Steering Committee Meeting: Wednesday, October 2, 8:30 a.m., Brookview
- Ĥaĥá Wakpádaŋ Water Ceremony: Monday, October 14, 10:00 a.m., Bassett Creek Park, Crystal
- Ĥaĥá Wakpádaŋ 5K Fun Run and Loopet Loppet: Saturday, October 19, Theodore Wirth Park
<https://www.loppet.org/events/loopet/>