



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, August 15, 2024
8:30 a.m.

Council Conference Room
Golden Valley City Hall @ 7800 Golden Valley Rd.

Listen via Zoom:

<https://plymouthmn.gov.zoom.us/meeting/register/tZcodOCvrj8rHtZJxg6hib82UqHHvF4Ift3#/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 – July 18, 2024 Commission Meeting
- B. Acceptance of August Financial Report
- C. Approval of Payment of Invoices
 - 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

5. BUSINESS

- A. Consider Approving Budget Committee Recommendations (20 min)
 - 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)
- C. Consider Approving Policy on Diversity, Equity, Inclusion, and Accessibility (15 min)
- D. Consider Submitting Resolutions for Minnesota Watersheds 2025 Platform (5 min)

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
 - ii. Report on Salt Symposium
- 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)

- 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/>



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
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Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting

Thursday, July 18, 2024

8:30 a.m.

Golden Valley City Hall, 7800 Golden Valley Road

1. CALL TO ORDER and ROLL CALL

On Thursday July 18, 2024 at 8:31 a.m. Chair Cesnik 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	<i>Absent</i>	<i>Absent</i>
Golden Valley	<i>Absent</i>	Roxanne Gould	<i>Absent</i>
Medicine Lake	Clint Carlson	Shaun Kennedy (voting member)	<i>Absent</i>
Minneapolis	Michael Welch	Jodi Polzin	Liz Stout
Minnetonka	Maryna Chowhan	<i>Absent</i>	Chris Long, Sarah Schweiger
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora	Bob Stamos	Richard McCoy, Jenna Wolf
St. Louis Park	RJ Twiford	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Karen Chandler, Stephanie Johnson, Meg Rattei, Greg Wilson – 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

No public comments.

3. APPROVAL OF AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the agenda. Alternate Commissioner Kennedy seconded the motion. Upon a vote the motion carried 9-0.

4. CONSENT AGENDA

Two items were removed from the consent agenda: Item 4A Approval of Minutes – June 20, 2024 Commission Meeting and Item 4G Approval to Provide Comments on the Supplemental Draft Environmental Impact Statement for the METRO Blue Line Extension Project.

MOTION: Commissioner Gwin-Lenth moved to approve the consent agenda as amended. Chair Cesnik seconded the motion. Upon a vote the motion carried 9-0.

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

- Acceptance of July Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – June 2024 Administration
 - Keystone Waters, LLC – June 2024 Administrative Expenses
 - Barr Engineering – June 2024 Engineering Services
 - Triple D Espresso – Meeting Catering
 - City of Plymouth – June Accounting Services
 - Kennedy and Graven – Legal Services
 - Stantec – Watershed Outlet Monitoring Program (WOMP) Services
 - HDR, Inc. – Website Services
 - LSC Resource Inc. – Checking Account Checks
- Appoint Ryan Vadnais as BCWMC Deputy Treasurer
- Set Public Hearing for September 19th Meeting
- Approval of Hwy 55 Lift Station Relocation Project, Golden Valley
- Accept 2023 Financial Audit

4A. Approval of Minutes – June 20, 2024 Commission Meeting

Commissioner Welch pointed out a grammatical error in motion statement of Item 5F of the June minutes, noting that the word “moved” is missing.

MOTION: Commissioner Welch moved to approve the June meeting minutes as amended. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 9-0.

4G. Approval to Provide Comments on the Supplemental Draft Environmental Impact Statement for the METRO Blue Line Extension Project

Commission Engineer Chandler noted that the Commission should decide who should submit the comments on the project – either the chair, administrator, or engineer.

MOTION: Commissioner Chowhan approved submittal of the comments as presented and direction for the Administrator to submit the comments. Commissioner Hauer seconded the motion. Upon a vote the motion carried 9-0.

5. BUSINESS

A. Review Revised Joint Powers Agreement

Commission Attorney Anderson reminded commissioners that they reviewed comments from member cities on the JPA at the June meeting and approved only non-substantive changes to the document. He presented the next version of the JPA with those changes made and outlined his recommendations for next steps which included submitting this version of the JPA to cities for review and official comment from city leadership by August 31st. He noted that cities should not actually sign the document until all cities have one final chance to dispute particular provisions, if any.

Commissioner Hauer outlined two areas where she recommended a change to semantics. Attorney Anderson recommended no further changes to the document at this point.

MOTION: Commissioner Hauer moved to approve staff recommendations to send this version of the JPA to member cities requesting comment on any disputed provisions from city leadership by August 31st. Alternate Commissioner Kennedy seconded the motion.

Discussion: Commissioner Welch indicated that he, Minneapolis Alternate Commissioner Polzin, and Minneapolis city staff have been discussing the term of the JPA and trying to meet with his city council representative. He reported that he will advocate that the city not support the JPA with the 12-year term and again recommended that the term be shorter to better incentivize a shift in structure or funding after an evaluation of options in 2026 or 2027. There was discussion about how the Commission could amend the JPA sooner than 12 years if there is consensus that a significant change is warranted. Commissioner Hauer voiced her support for a shorter term.

Upon request, Commission Attorney Anderson reiterated the preferred timeline for JPA approval noting that city comments on any disputed provisions would come to the BCWMC's September meeting and hopefully a final decision on the JPA would be made at that time. When asked, Commissioner Welch noted that he doesn't know how the Minneapolis city council would vote and said it would first need to go to committee. Minneapolis TAC member Liz Stout indicated that most city councils will take direction from staff and suggested that the TAC spend time discussing the JPA at an upcoming meeting.

VOTE: Upon a vote the motion carried 9-0.

There was further discussion after the vote. Commissioner Welch and Commission Attorney Anderson indicated that they don't know how a JPA discussion at a TAC meeting would help as negotiations or discussions on JPA provisions should be beyond a city staff level. Commissioner Sicora disagreed noting that a discussion and consensus building among TAC members would be helpful and that commissioners could attend that meeting as well. Commissioner Gwin-Lenth noted that consensus does not necessarily mean total agreement, but rather compromise and that he is open to compromise, if needed.

B. Consider Approval of Feasibility Study Scope for Crane Lake Chloride Reduction Demonstration Project (CL-4)

Administrator Jester reported that this project is on the Commission's CIP schedule for 2026 and that a feasibility study for this project as part of the normal CIP implementation process.

Commission Engineer Wilson reviewed the scope reporting that chloride levels in Crane Lake continue to increase and that a CIP project adjacent to Crane Lake in 2019 did not result in a project to reduce chloride levels, despite efforts. Engineer Wilson reviewed various components of the proposed study including monitoring of stormwater ponds with outlets to the lake, pollutant load modeling to assess various sources (including gathering information on deicer use by adjacent properties), development of management options or BMPs, meetings with stakeholders, and final report generation. He noted that the monitoring task includes purchasing \$18,000 worth of equipment that could be used elsewhere in the watershed after this project.

[Commissioner Carlson leaves the meeting.]

Commission Engineer Chandler noted that this project will be informed by the recent Parkers Lake Chloride Reduction project. She also noted that this project does not include a typical public open house, but more directed outreach to adjacent property owners and managers.

There were questions from commissioners regarding pond sizes, monitoring equipment storage and maintenance (which is done by Barr Engineering), and the impact of development on chloride levels. There was discussion about the potential sources of chlorides in this subwatershed, differences in deicer use by different types of land use, the need for alternatives to chlorides for deicing, and the acknowledgement that actual regulation of chloride use may be needed. Additionally, Plymouth TAC Member Scharenbroich noted that the City of Plymouth has been monitoring "Ridgedale Creek" (which flows from Crane Lake to Medicine Lake under certain conditions) and offered to monitor it next year too.

MOTION: Commissioner Hauer moved to approve the Crane Lake Chloride Reduction Demonstration Project feasibility study as presented. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion passed 9-0.

[Chair Cesnik called for a 5-minute break.]

[Alternate Commissioner Gould leaves the meeting.]

- C. Receive Report on 2023 Water Quality Monitoring Results for Sweeney Lake, Twin Lake, and Plymouth Creek**
 Commission Engineer Chandler introduced Commission Biologist Meg Rattei (Barr Engineering) who presented the monitoring results.

Ms. Rattei reported that water quality has improved significantly in Sweeney Lake due to improvements in the watershed, stopping use of the year-round aerator, and BCWMC projects (including carp management, alum treatment). The lake will be removed from the impaired waters list in 2024 for nutrients. However, chloride levels remain high in the lake and have doubled in the last 6 years. She reported that zooplankton numbers are down but may be a result of better fish foraging because of improved water clarity. She also reported that Sweeney Lake has a healthy native plant community (although noted a few locations of yellow iris) and the (hopefully) eradicated beds of Eurasian watermilfoil discovered late last summer. Recommendations include continuing to monitor for Eurasian watermilfoil, continued regular BCWMC monitoring, removing yellow iris, reducing chloride pollution and educating on AIS prevention.

For Twin Lake, Ms. Rattei reported that the lake continues to have excellent water quality following an alum treatment in 2015. She also noted that chloride levels meet state standards. She reported the plant community and zooplankton community are healthy and recommended continued monitoring and educating on AIS prevention.

Ms. Rattei reported on results of monitoring in Plymouth Creek in 2022 and 2023 including some monitoring by Three Rivers Park District on behalf of the city of Plymouth. Flow and water quality were monitored in 2022 and 2023 while macroinvertebrates and habitat were assessed in 2022. She described two monitoring locations, one capturing 3,700 acres of the Plymouth Creek watershed, and the other capturing a 222-acre subwatershed that drains into the creek from the west. She reported that the stream failed to meet state standards for dissolved oxygen, total suspended solids, and chlorides and had some high bacteria readings. While the stream met the eutrophication standard (despite high total phosphorus levels), it was below the standard for biological assessment, and habitat had declined in some areas. Ms. Rattei reported that Plymouth Creek will be added to the impaired waters list for biological impairment in 2024. She also reported that the MPCA performed a stressor identification study for aquatic life and found that altered hydrology and connectivity, eutrophication due to excess total phosphorus, inadequate dissolved oxygen, excess chloride, and excess total suspended solids were likely stressors.

Recommendations for the creek include continued monitoring, evaluation of excess phosphorus and total suspended solids, evaluation of stream corridor for improvement opportunities, and chloride reduction measures.

- D. Consider Submitting Clean Water Fund Grant Application**

Administrator Jester reported that the MN Board of Water and Soil Resources (BWSR) is seeking grant applications for projects that protect and improve water quality throughout the state. This competitive grant program has been a significant source of funding for Commission projects over the last several years. Although the Commission did not receive a grant for the Main Stem Restoration Project last year, she believes the Plymouth Creek Restoration Project may score higher because of the plan to re-meander a section of the stream and the proximity to a public school and trail system. She recommended applying for a grant of approximately \$400,000 for the Plymouth Creek Restoration Project. She noted that grant applications take about 5 hours of her time to prepare.

MOTION: Commissioner Chowhan moved to approve the submittal of a Clean Water Fund grant application for the Plymouth Creek Restoration Project. Commissioner Hauer seconded the motion. Upon a vote the motion carried 8-0 with the City of Golden Valley absent from the vote.

- E. Consider Approving Policy on Diversity, Equity, Inclusion, and Accessibility (DEIA)**

Administrator Jester noted that at the meeting in April 2023, the Commission briefly discussed development of a policy related to DEIA. She noted that recently the Plan Steering Committee recommended that the Commission take up the discussion once again so that appropriate goals and policies can be developed in the watershed plan. She reported the draft policy presented here was developed in collaboration with Commissioner Pentel. There was some discussion about the definition and purpose of the term “accessibility.” Ultimately the group agreed it should remain broad rather than being more specific. Commissioner Welch requested that the policy be revised to incorporate the Commission’s primary functions of flood risk mitigation and water resource improvement to better define the Commission’s “work.” Others wondered if the Commission’s “climate resiliency” should also be included

as Commission work. Administrator Jester will bring another draft back next month with input from Commissioner Pentel.

[Commissioners Chowhan and Hauer leave the meeting.]

F. Consider Submitting Resolutions for Minnesota Watersheds 2025 Platform

Administrator Jester reported that the Commission could consider drafting and submitting policy recommendations to the MN Watersheds (MW) organization (formerly MAWD) for consideration in MW's resolutions process. She noted final recommended resolutions are due September 1st. Commissioner Welch wondered if the Commission or another watershed should consider submitting a resolution advocating for regulatory control of deicer use (such as licensing or fines for overuse) as the limited liability legislation may not ever pass. He noted he will connect with Administrator Jester and/or other watersheds on the matter. Alternate Commissioner Kennedy reported that more and more non-Metro watersheds are starting to understand the significance of oversalting.

G. Receive Update from Plan Steering Committee

Committee Chair Kennedy reported that the committee continues its work of developing issue statements and 10-year goals for the plan. He noted the progress tracker with the meeting materials and reminded commissioners about the workshop in August.

6. COMMUNICATIONS

A. Administrator's Report

- i. Update on Watershed Based Implementation Funding Convene Meeting #2 – The second convene meeting was held July 8th. The group agreed to continue funding the shared educator position with Hennepin County for \$46,000. They discussed using the remaining funds (\$137,000) to implement the Crane Lake Chloride Reduction Demonstration Project. The group also discussed using funds for an enhanced street sweeping program. But, BWSR representatives reminded the group the funding can only be used for projects or programs in the watershed management plan. Another meeting will be scheduled soon for final decisions.
- ii. Update on Twin Lake Riparian Restoration – The MPRB is working to remedy illegal action by a beachgoer who removed soil from the slope and added it to the lakebed (apparently to expand the beach area). (The city of Golden Valley and DNR are also informed and/or cooperating.) They are also considering other restoration projects to protect and stabilize the steep slope. Administrator Jester reported a resident recently called and emailed her with information about the deteriorating conditions at the beach including the filling of the lakebed, no bathroom facilities, and dozens of people there at times. She noted that, luckily, the lake's water quality continues to be excellent.
- iii. Golden Valley Historical Society Event Sept 14th – Volunteers requested for this event and the Golden Valley Sustainability Fair on July 28th. Administrator Jester will send an email with details.

B. Engineer

- i. Update on Schaper and Sweeney Carp Surveys – Commission Engineer Chandler reported that carp populations in Schaper Pond remain stable but apparently have increased in Sweeney Lake to levels above the threshold that impacts water quality. She noted that Carp Solutions will be advising on possible box netting to remove carp on Sweeney Lake later this summer. She noted that Commission Engineers may request funding for additional effectiveness monitoring on Schaper Pond.

C. Legal Counsel – No report

D. Chair – Chair Cesnik reported that she is running for the Plymouth City Council seat she was appointed to fill.

E. Commissioners

- i. Report on Minnesota Watersheds Summer Tour – Alternate Commissioner Kennedy reported that the tour in the east Metro visited 8 sites and was very informative. He also indicated he has been learning more about the differences between watershed management organizations (like BCWMC) and watershed districts. Engineer Chandler was also on the tour and noted how all projects showcased relied heavily on collaboration and partnerships.

F. TAC Members – No report

G. Committees

- i. Report on Education Committee Meeting June 26th – Committee Chair Leonardson reported that the committee continues to work on the map and that Jim Rock presented a wealth of interesting information on Native history, geography and content at the last meeting.
- ii. Report on Budget Committee Meeting July 17th – Committee Chair Sicora reported that the group is still anticipating comments from cities on the proposed budget and that they are considering an 11-month budget year in 2025, which would also help reduce some costs. A final proposed budget will be presented at the August meeting.

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 Notice, Golden Valley

8. ADJOURNMENT – The meeting adjourned at 11:08 a.m.

DRAFT

Bassett Creek Watershed Management Commission				
Statement of Financial Position as of 07/31/2024				
Unaudited		400	100	
		Capital Improvement Projects	General Fund	
			TOTAL	
ASSETS				
Current Assets				
Checking/Savings				
·	101 · Wells Fargo Checking	919,867.28	569,428.94	1,489,296.22
·	102 · 4MP Fund Investment	3,501,986.62	351,494.10	3,853,480.72
·	103 · 4M Fund Investment	3,528,330.86	450,859.91	3,979,190.77
	104 · US Bank Checking	0.00	-6,972.34	-6,972.34
	Total Checking/Savings	7,950,184.76	1,364,810.61	9,314,995.37
Accounts Receivable				
·	113 · Delinquent Taxes Receivable	22,306.08	0.00	22,306.08
	Total Accounts Receivable	22,306.08	0.00	22,306.08
Other Current Assets				
·	114 · Prepays	0.00	3,294.00	3,294.00
	Total Other Current Assets	0.00	3,294.00	3,294.00
	Total Current Assets	7,972,490.84	1,368,104.61	9,340,595.45
TOTAL ASSETS		7,972,490.84	1,368,104.61	9,340,595.45
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
·	211 · Accounts Payable	9,388.74	74,965.93	84,354.67
	Total Accounts Payable	9,388.74	74,965.93	84,354.67
Other Current Liabilities				
·	212 · Unearned Revenue	150,000.00	0.00	150,000.00
·	251 · Unavailable Rev - property tax	22,306.08	0.00	22,306.08
	Total Other Current Liabilities	172,306.08	0.00	172,306.08
	Total Current Liabilities	181,694.82	74,965.93	256,660.75
	Total Liabilities	181,694.82	74,965.93	256,660.75
Equity				
·	311 · Nonspendable prepaids	0.00	3,294.00	3,294.00
·	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00
·	314 · Res for following year budget	0.00	149,700.00	149,700.00
·	315 · Unassigned Funds	0.00	256,519.07	256,519.07
·	32000 · Retained Earnings	2,191,053.30	467,695.43	2,658,748.73
	Net Income	1,037,160.72	415,930.18	1,453,090.90
	Total Equity	7,790,796.02	1,293,138.68	9,083,934.70
TOTAL LIABILITIES & EQUITY		7,972,490.84	1,368,104.61	9,340,595.45
UNBALANCED CLASSES		0.00	0.00	0.00

Bassett Creek Watershed Management Commission						
Actual vs Budget Year to Date Comparison - General Fund						
7/31/2024						
Unaudited						
		Annual Budget	July	August	Year to Date	Budget Balance
Ordinary Income/Expense						
Income						
	411 · Assessments to Cities	622,500.00	0.00	0.00	343,488.00	279,012.00
	412 · Project Review Fees	77,000.00	6,500.00	0.00	30,226.13	46,773.87
	413 · WOMP Reimbursement	5,000.00	0.00	0.00	4,500.00	500.00
	414 · State of MN Grants	0.00	0.00	0.00	0.00	0.00
	415 · Investment earnings	0.00	34,721.18	0.00	190,689.52	-190,689.52
	416 · TRPD Reimbursement	5,000.00	0.00	0.00	0.00	5,000.00
	417 · Transfer from LT & CIP	227,840.00	0.00	0.00	0.00	227,840.00
	418 · Property Taxes	0.00	0.00	0.00	0.00	0.00
	419 · Insurance Dividend	0.00	0.00	0.00	0.00	0.00
	Total Income	937,340.00	41,221.18	0.00	568,903.65	368,436.35
Expense						
1000 · Engineering						
	1010 · Technical Services	145,000.00	13,403.00	16,217.60	87,715.60	57,284.40
	1020 · Development/Project Reviews	90,000.00	3,782.50	7,257.00	30,700.50	59,299.50
	1030 · Non-fee and Preliminary Reviews	30,000.00	7,768.00	6,007.00	27,923.00	2,077.00
	1040 · Commission and TAC Meetings	15,000.00	1,584.50	1,771.89	9,267.89	5,732.11
	1050 · Surveys and Studies	15,000.00	0.00	0.00	0.00	15,000.00
	1060 · Water Quality / Monitoring	186,900.00	15,806.24	11,827.69	76,022.45	110,877.55
	1070 · Water Quantity	9,000.00	643.50	0.00	3,853.50	5,146.50
	1080 · Annual Flood Control Inspection	85,000.00	368.00	2,301.00	5,299.50	79,700.50
	1090 · Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00
	1100 · Watershed Monitoring Program	26,500.00	4,065.46	3,114.89	16,636.54	9,863.46
	1110 · Annual XP-SWMM Model Updates	3,000.00	0.00	0.00	148.00	2,852.00
	1120 · TMDL Implementation Reporting	0.00	0.00	0.00	0.00	0.00
	1130 · APM/AIS Work	40,000.00	356.50	15.50	13,285.65	26,714.35
	1140 · Erosion Control Inspections	0.00	0.00	0.00	0.00	0.00
	1000 · Engineering - Other	0.00	0.00	0.00	0.00	0.00
	Total 1000 · Engineering	647,400.00	47,777.70	48,512.57	270,852.63	376,547.37
2000 · Plan Development						
	2010 · Next Gen Plan Development	47,650.00	4,570.25	7,308.25	43,307.00	4,343.00
	2000 · Plan Development - Other	0.00	0.00	0.00	0.00	0.00
	Total 2000 · Plan Development	47,650.00	4,570.25	7,308.25	43,307.00	4,343.00
3000 · Administration						
	3010 · Administrator	78,750.00	5,437.50	4,706.25	33,600.00	45,150.00
	3020 · MAWD Dues	7,500.00	0.00	0.00	0.00	7,500.00
	3030 · Legal	26,520.00	1,815.38	1,493.55	15,023.63	11,496.37
	3040 · Financial Management	17,000.00	1,334.00	1,334.00	8,004.00	8,996.00
	3050 · Audit, Insurance & Bond	18,700.00	0.00	10,600.00	27,133.00	-8,433.00
	3060 · Meeting Catering	2,400.00	197.53	197.53	1,341.93	1,058.07
	3070 · Administrative Services	2,570.00	678.12	233.78	2,200.08	369.92
	3000 · Administration - Other	0.00	0.00	0.00	0.00	0.00
	Total 3000 · Administration	153,440.00	9,462.53	18,565.11	87,302.64	66,137.36
4000 · Education						
	4010 · Publications / Annual Report	1,200.00	0.00	0.00	1,008.50	191.50
	4020 · Website	1,600.00	693.97	0.00	693.97	906.03
	4030 · Watershed Education Partnership	18,350.00	0.00	0.00	14,850.00	3,500.00
	4040 · Education and Public Outreach	28,000.00	200.00	0.00	2,655.23	25,344.77
	4050 · Public Communications	1,000.00	0.00	0.00	0.00	1,000.00
	4000 · Education - Other	0.00	0.00	0.00	0.00	0.00
	Total 4000 · Education	50,150.00	893.97	0.00	19,207.70	30,942.30
5000 · Maintenance						
	5010 · Channel Maintenance Fund	25,000.00	0.00	0.00	0.00	25,000.00
	5020 · Flood Control Project Long-Term	35,000.00	0.00	0.00	0.00	35,000.00
	5000 · Maintenance - Other	0.00	0.00	0.00	0.00	0.00
	Total 5000 · Maintenance	60,000.00	0.00	0.00	0.00	60,000.00
	Total Expense	1,044,040.00	65,736.95	74,965.93	420,669.97	537,970.03

Bassett Creek Watershed Management Commission						
Actual vs Budget Year to Date Comparison - Construction in Progress						
Unaudited - 7/31/24						
		Project Budget	August	Year to Date	Inception to Date Expense	Remaining Budget
Ordinary Income/Expense						
	Income	0.00	0.00	0.00	0.00	0.00
	Property Taxes	0.00	0.00	1,128,227.75	0.00	0.00
	· BC2,3,8 · DeCola Ponds B&C Improve	0.00	0.00	0.00	0.00	0.00
	· BC23810 · Decola Ponds/Wildwood Park	0.00	0.00	0.00	0.00	0.00
	· BC5 · Bryn Mawr Meadows	0.00	0.00	0.00	0.00	0.00
	· BC7 · Main Stem Dredging Project	0.00	0.00	0.00	0.00	0.00
	· BCP2 · Bassett Creek Park & Winnetka	0.00	0.00	0.00	0.00	0.00
	· CL3 · Crane Lake Improvement Project	0.00	0.00	0.00	0.00	0.00
	· CRM · Main Stem Cedar Lk Rd-Dupont	0.00	0.00	0.00	0.00	0.00
	· Fld1 · Flood Control Long Term Maint	0.00	0.00	0.00	0.00	0.00
	· Flood1 · Emergency FCP Income	0.00	0.00	0.00	0.00	0.00
	· LT1 · Metro Blooms Harrison Nghbr CWF	0.00	0.00	0.00	0.00	0.00
	· ML12 · Medley Park Stormwater Treatment	0.00	0.00	0.00	0.00	0.00
	· ML21 · Jevne Park Stormwater Mgmt	0.00	0.00	0.00	0.00	0.00
	· NL2 · Four Seasons Mall Area	0.00	0.00	0.00	0.00	0.00
	· Qual · Channel Maintenance Fund	0.00	0.00	0.00	0.00	0.00
	· SL1,3 · Schaper Pond Enhancement	0.00	0.00	0.00	0.00	0.00
	· SL8 · Sweeny Lake Water Quality	0.00	0.00	0.00	0.00	0.00
	· TW2 · Twin Lake Alum Treatment	0.00	0.00	0.00	0.00	0.00
	· WST2 · Westwood Lake Water Quality	0.00	0.00	0.00	0.00	0.00
	Total Income	0.00	0.00	1,128,227.75	0.00	0.00
	Expense					
	· 1000 · Engineering	0.00	0.00	0.00	0.00	0.00
	· 2024CR-M · CIP-BS Main Stem Restore	1,941,000.00	0.00	1,771.00	87,266.39	1,853,733.61
	· 2026CR-P · Plymouth Creek Restor Dunk 38t	0.00	0.00	65,807.71	108,261.58	-108,261.58
	· BC-12 · CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	0.00	150,000.00
	· BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	0.00	600,000.00
	· BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	0.00	1,507,985.31	92,014.69
	· BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	77,749.39	1,222,250.61
	· BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	1,297.00	6,869.58	753,341.56	1,081,658.44
	· BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	0.00	197.50	1,589,533.34	1,169,466.66
	· BCP-2 · CIP- Basset Cr Pk & Winnetka	1,123,351.00	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	98,218.61	1,401,781.39
	· ML-20 · CIP-Mount Olive Stream Restore	178,100.00	0.00	0.00	178,100.00	0.00
	· ML-21 · CIP-Jevne Park Stormwater Mgmt	500,000.00	0.00	0.00	56,390.75	443,609.25
	· ML-22 · CIP-Ponderosa Wood Strm Restora	352,000.00	1,310.50	1,934.50	45,724.31	306,275.69
	· NL-2 · CIP-Four Seasons Mall	990,000.00	0.00	0.00	204,215.06	785,784.94
	· PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	0.00	3,313.50	237,566.62	247,433.38
	· SL-3 · CIP-Schaper Pond	612,000.00	6,781.24	11,173.24	499,315.20	112,684.80
	· SL-8 · CIP-Sweeny Lake WQ Improvement	568,080.00	0.00	0.00	568,064.13	15.87
	· TW-2 · CIP-Twin Lake Alum Treatment	163,000.00	0.00	0.00	91,037.82	71,962.18
	Total Expense	16,656,531.00	9,388.74	91,067.03	7,178,468.39	9,478,062.61

Bassett Creek Watershed Management Commission									
Long Term Accounts - General Fund									
Unaudited									
		Total	August	Year	Prior Years	Inception			
		Budget		to-Date		to Date			Remaining Budget
Income	·		0.00	0.00	189,421.90	189,421.90			
Expense	·	699,980.00	0.00	0.00	442,776.41	442,776.41			
Total		699,980.00	0.00	0.00	(253,354.51)	-253,354.51			446,625.49
Income	·		0.00	0.00	-	0.00			
Expense	·	500,000.00	0.00	0.00	-	0.00			
Total		500,000.00	0.00	0.00	-	0.00			500,000.00
Income	·		0.00	0.00	38,000.00	38,000.00			
Expense	·	0.00	0.00	0.00	20,000.00	20,000.00			
Total		0.00	0.00	0.00	18,000.00	18,000.00			18,000.00
Income	·		0.00	0.00	570,000.00	570,000.00			
Expense	·	0.00	0.00	0.00	265,837.70	265,837.70			
Total		0.00	0.00	0.00	304,162.30	304,162.30			304,162.30
Income	·	0.00	0.00	190,689.52	339,620.56	530,310.08			
Expense	·	0.00	580.00	13,815.50	4,541.95	18,357.45			
Total		0.00	580.00	176,874.02	335,078.61	511,952.63			511,952.63



Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr) (Jim Herbert, PE; Gabby Campagnola)
Subject: Item 4D: Creek Edge Townhomes – Crystal, MN
BCWMC August 15, 2024 Meeting Agenda
Date: August 8, 2024
Project: 23270051 1020 2412

4D Creek Edge Townhomes – Crystal, MN BCWMC 2024-12

Summary:

Proposed Work: Construction of duplexes
Project Proposer: Overland Property Management (Aaron Baruch)
Project Schedule: Fall 2024, starting September
Basis for Review at Commission Meeting: Work in the floodplain
Impervious Surface Area: Increase 0.49 acres
Recommendation for Commission Action: Conditional approval

General Project Information

The proposed project is located at 6203 and 6213 36th Avenue North in the Bassett Creek Park Pond subwatershed in Crystal. The work includes construction of 4 duplexes, private roads, and two stormwater ponds, resulting in approximately 0.92 acres of disturbance. The project creates 0.57 acres of new and fully reconstructed impervious surfaces and results in an increase of 0.49 acres of impervious surfaces from 0.08 acres (existing) to 0.57 acres (proposed).

Floodplain

The proposed project includes work in the BCWMC (North Branch of Bassett Creek) 100-year floodplain. The BCWMC 1% annual-chance (100-year) floodplain elevation of the North Branch of Bassett Creek in the project area is 870.6 feet NAVD88. The January 2023 BCWMC Requirements for Improvements and Development Proposals (Requirements document) states that projects within the floodplain must maintain no net loss in floodplain storage and no increase in flood level at any point along the trunk system (managed to at least a precision of 0.00 feet). The proposed project will result in net gain of approximately 80 cubic yards of floodplain storage, therefore meeting BCWMC requirements.

Wetlands

There are no wetland impacts as part of the project.

Rate Control

The proposed project does not create one or more acres of new and/or fully reconstructed impervious surfaces; therefore, BCWMC rate control review is not required.

Water Quality

The proposed project includes two stormwater ponds. However, since the proposed project does not create one acre or more of new and/or fully reconstructed impervious surfaces, water quality review was not performed

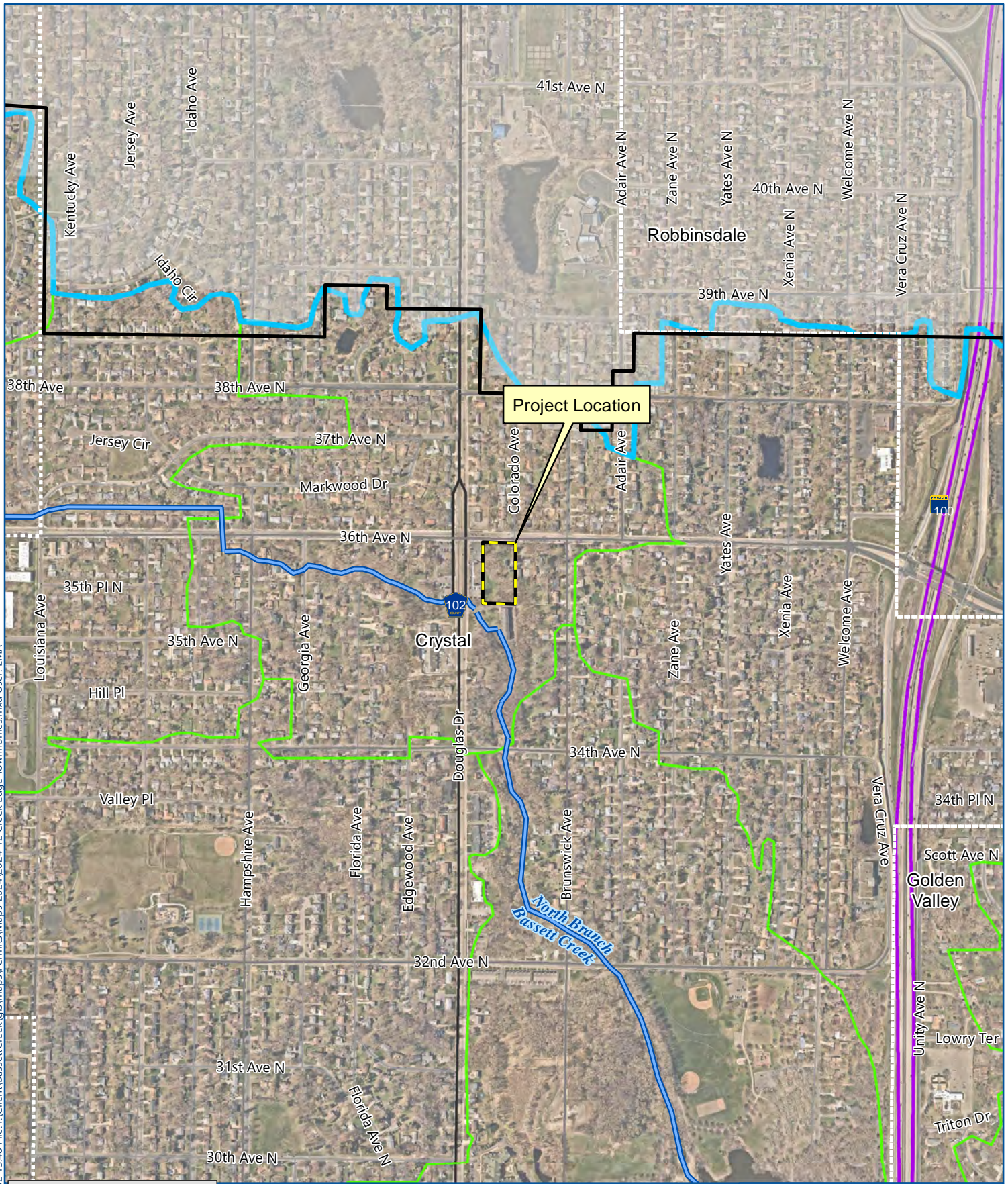
Erosion and Sediment Control





The proposed project results in more than 10,000 square feet of land disturbance; therefore, the proposed project must meet the BCWMC erosion and sediment control requirements. Proposed temporary erosion and sediment control features include rock construction entrances, silt fence, and storm drain inlet protection. Permanent erosion and sediment control features include stabilization with seed and riprap at storm sewer outlets.

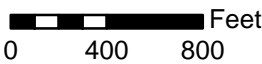
Recommendation for Commission Action

Conditional approval based on the following comments:

1. Sheets C5, C12 FES 2 (outlet for north pond): The outlet pipe should be extended to discharge at a flatter surface grade (i.e., 871 or 872 contour) to minimize erosion potential. A general swale path must be included on the drawing.
2. Sheets C5, C12 FES 4 (outlet for south pond): The outlet pipe alignment should be reviewed and revised as necessary to prevent erosion. A general swale path must be included on the drawing.



-  Project Location
-  Municipality
-  BCWMC Legal Boundary
-  Major Subwatershed
-  BCWMC Hydrologic Boundary



BCWMC 2024-12
CREEK EDGE TOWNHOMES

Crystal, MN

LOCATION MAP



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Member Cities
From: Budget Committee
Date: August 7, 2024

RE: Budget Committee Recommendations on 2025 Operating Budget and Change to Fiscal Year (FY)

At their meeting on June 20th, the BCWMC directed staff to submit a proposed 2025 BCWMC Operating Budget to member cities for comment by August 1st. Due to last minute information from the BCWMC auditor, the Commission wasn't able to take action approving each specific line item but directed staff to adjust the budget such that city assessments were less than 10% higher than 2024 assessments and that a line item for increased staff capacity was set no lower than \$10,000.

No member cities submitted comments on the proposed budget which includes an average increase over 2024 city assessments of 9.2% (as shown in the attached budget table as "proposed 2025 budget to cities in June").

The Budget Committee met on July 17th to discuss the proposed budget and options for revisions. As mentioned in previous committee reports, one of the actions that might simplify the budget process is moving the fiscal year (FY) to the calendar year. (Currently the BCWMC fiscal year starts on February 1st.) If this action is taken now, FY2025 would be February 1, 2025 – December 31, 2025, making it an 11-month fiscal year. (Then FY2026 would move to a calendar year: January 1, 2026 – December 31, 2026).

This action has multiple benefits, including a reduction in FY2025 expenses. While some budget items would remain the same no matter how many months are in the fiscal year, many budget line items could be reduced by one month of expenses.

Further, member cities indicate that moving the BCWMC budget to a calendar year would be helpful in their budgeting process because the BCWMC process would move ahead in the calendar and would be more in line with city budgeting timing. Finally, annual reports, audits, grant reporting, and budget communications with the public would be more straightforward with a calendar-based fiscal year.

Changing the fiscal year would require a change to the Commission's bylaws (see tracked changes attached). Note that the suggested changes to the bylaws would not change February as the month for the annual meeting (including the election of officers), nor would they move the effective date for start of Commissioner terms from February 1st.

Changing the bylaws requires a 7-day notice to member cities. Changing the fiscal year may also require special reporting or documentation to the Minnesota Office of the State Auditor (OSA). The BCWMC's accountants and/or auditor can help with transition documentation. (The OSA was asked for guidance on

the proposed fiscal year change but has not yet provided feedback.) Although not required, changing the fiscal year may also warrant a change to budgeting timelines in the JPA.

A budget based on a new fiscal year should not be approved before changes to the bylaws are approved. Considering the desire by the Commission to change its fiscal year, and in order to lower budget expenses and city assessments in 2025, the Budget Committee recommends the following:

BUDGET COMMITTEE RECOMMENDATIONS:

1. Consider the attached 11-month budget totaling \$823,565 in expenses and city assessments an average of 6% higher than 2024 levels.
2. Approve a proposed change to the fiscal year and corresponding changes to the bylaws.
3. Direct staff to send a notice of the attached proposed bylaws changes to member cities.
4. Consider approving the bylaws change and 11-month budget at the September Commission meeting.

The attached budget includes a column showing the proposed budget sent to cities in June and a column showing the committee-recommended 11-month budget. Highlighted rows indicate budget lines that were reduced by 1/12th to reflect an 11-month budget year (except for “website” expenses). The BCWMC website will be 10 years old next year which is the end of a typical website lifespan. The committee recommends reassigning a portion of the 2025 budget savings towards the task of a website update in 2025 to bring the site into ADA compliance and update the site’s technology.

BYLAWS

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

ARTICLE I

NAME AND MEMBERSHIP

Section 1. The name of the Commission shall be the "Bassett Creek Watershed Management Commission." The members of the Commission are the following municipalities:

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

ARTICLE II

DEFINITION OF TERMS

Section 1. For the purposes of these bylaws, the terms defined in this Article shall have the meanings given them.

Sec. 2. "Commission" means the organization created by the Joint and Cooperative Agreement for Bassett Creek, the full name of which is "Bassett Creek Watershed Management Commission." It shall be a public agency of its members.

Sec. 3. "Board" means the Board of Commissioners of the Commission, consisting of one Commissioner from each of the governmental units that is a Member or, in absence of the Commissioner, that Member's Alternate Commissioner. The Board shall be the governing body of the Commission.

Sec. 4. "Commissioner" means the person appointed by a Member to serve on the Board of

the Commission.

Sec. 5. "Alternate Commissioner" means the person appointed by a Member to act as a Board member in the absence of the appointed Commissioner.

Sec. 6. "Council" means the governing body of a governmental unit that is a member of the Commission.

Sec. 7. "Governmental Unit" means any city, county or town.

Sec. 8. "Member" means a Governmental Unit that entered into the Agreement.

Sec. 9. "Agreement" means the "Joint and Cooperative Agreement" entered into by the nine Members, creating and establishing the Bassett Creek Watershed Management Commission.

Sec. 10. "Officers" means those persons designated as officers under Article IV, Section 1 of these bylaws.

ARTICLE III

BOARD MEMBERS

Section 1. The Board shall have nine Commissioners, one from each of the Members.

Sec. 2. The term of office of each Commissioner shall be three years, ending on February 1, or until his or her successor is selected and qualified, except as provided in Article V, Section 3 of the Agreement.

Sec. 3. If any Commissioner dies, resigns or is removed in accordance with the provisions of Article V, Subdivision 4 of the Agreement, that Commissioner's office shall be deemed vacant, and a successor shall be appointed for the unexpired term by the Council that appointed that Commissioner.

Sec. 4. Alternate Commissioners may be appointed to represent a Member. The Alternate Commissioner shall be appointed by the Council and may serve in lieu of the Member's Commissioner if the Commissioner is not present at the meeting. The Alternate Commissioner may

participate in all discussions and may vote on all proposals before the Board if the Commissioner is not present.

ARTICLE IV

OFFICERS AND EMPLOYEES

Section 1. The officers of the Board shall be the Chair, Vice Chair, Secretary and Treasurer. The offices of the Secretary and Treasurer may be combined and held by the same person. A Recording Secretary and a Deputy Treasurer may be appointed by the Board. The Recording Secretary and the Deputy Treasurer need not be Commissioners.

Sec. 2. The term of office for all officers shall be one year, and they shall be selected and take office at the first business meeting held after February 1.

Sec. 3. The Chair shall be the presiding officer of the Board. The Chair shall preside at all meetings of the Board, but shall have all of the same privileges of discussion, making motions and voting as do other Commissioners.

Sec. 4. The Vice Chair shall, in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair.

Sec. 5. The Treasurer shall have the custody of the funds and securities of the Commission and shall keep full and accurate accounts of receipts and disbursements in books belonging to the Commission and shall deposit all monies and other valuable effects in the name and to the credit of the Commission in such depository as may be designated by the Board. The Treasurer shall disburse the funds of the Commission as ordered by the Board on orders signed by the Chair, Vice Chair, Secretary or Treasurer, taking the proper vouchers for such disbursements, and shall render to the Board at regular meetings, or as the Board may request, an account of all transactions and of the financial condition of the Commission. The Treasurer shall supervise and direct the work of the Deputy Treasurer. No Commission funds shall be disbursed without the signature of at least two

Officers of the Board, one of whom shall be the Treasurer or the Treasurer's authorized Deputy Treasurer.

Sec. 6. The Secretary shall attend all meetings of the Board and shall act as Clerk at such meetings and shall record all votes and the minutes of all proceedings in a minute book kept for that purpose. The Secretary shall give notice of all meetings of the Board and shall perform such other duties as may be prescribed by the Board. The Secretary may assign the aforesaid duties to a Recording Secretary if authorized to do so by the Board.

Sec. 7. The Deputy Treasurer, if one is appointed, shall assist the Treasurer and shall perform the Treasurer's administrative duties during the absence or disability of the Treasurer, but the performance of such duties shall not make the Deputy Treasurer a Commissioner.

Sec. 8. The officers and employees of the Commission shall give bond as required by the Board, and by the Agreement, with corporate sureties satisfactory to the Board for the faithful performance of their duties and for restoration to the Commission, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind coming into their possession or under their control, belonging to the Commission. The premium on any such bond shall be paid out of Commission funds.

Sec. 9. Any person engaged to perform any service or hold any office for the Commission, other than Chair, Vice Chair, Secretary and Treasurer, may be engaged on a full-time, part-time or consulting basis, as determined by the Board.

ARTICLE V

MEETINGS

Section 1. Regular monthly meetings of the Board shall be held at such locations and at such times as are specified from time to time by resolution of the Board. The Secretary shall cause copies of all such resolutions to be provided promptly to each of the Members and filed in the

primary offices of the Commission at Golden Valley City Hall. In the event the Board determines to hold a regular meeting at a location or time other than as specified in such resolution, such meeting shall be deemed a special meeting for purposes of giving notice; and notice of such meeting shall be given to all Members in accordance with Article V, Subd. 7 of the Agreement, to all Commissioners and Alternate Commissioners in accordance with this Article, and to the public in accordance with Minnesota Statutes, section 13D.04, as amended.

Section 2. For purposes of posting notice of meetings as required by Minnesota Statutes, section 13D.04, the community bulletin board at Golden Valley City Hall shall be deemed the principal bulletin board of the Commission.

Sec. 3. Written notice of all meetings of the Board shall be sent to all Commissioners, and to duly appointed Alternate Commissioners of all Members.

Sec. 4. Special meetings of the Board may be called by the Chair or any other three Commissioners jointly. The purpose of any special meeting shall be stated in the notice of the meeting.

Sec. 5. Written notice of regular meetings shall be sent at least four days prior to each meeting and written notice of special meetings shall be sent at least two days prior to each such meeting.

Sec. 6. At any meeting of the Board, five Commissioners or their Alternate Commissioners shall constitute a quorum.

Sec. 7. If the Secretary is absent from the meeting, and if a Recording Secretary has not been selected, the Chair shall appoint a Secretary Pro Tem for each meeting.

Sec. 8. All meetings shall be conducted in accordance with Robert's Rules of Order Revised, except as otherwise provided in the Agreement or these bylaws.

Sec. 9. The Board may from time to time determine the order of business for Board

meetings.

ARTICLE VI.

POWERS AND DUTIES OF COMMISSION

Section 1. The Commission is created and established by the Agreement. Its powers and duties shall be those established in said Agreement.

Sec. 2. The Board may exercise all powers necessary and incidental to the implementation of purposes and powers set forth in the Agreement.

Sec. 3. The Board may establish work committees, which committees shall act in advisory capacity to the Board. These committees may include persons who are not Board Members.

ARTICLE VII.

FINANCIAL MATTERS

Section 1. Commission funds may be expended in accordance with procedures established by law for the expenditure of funds for statutory cities. Orders, checks and drafts shall be signed by the Chair, Vice Chair or Secretary and the Treasurer or Deputy Treasurer. All claims shall be paid after audit by the Board. At least two Officers of the Commission shall sign all orders, checks or drafts in accordance with Article IV.

Sec. 2. Effective January 1, 2026, tThe fiscal year of the Commission shall be February 1 to January 31~~January 1 to December 31~~.

Sec. 3. The Board shall cause an annual audit to be made of all its books, reports and records by a certified public accountant.

Sec. 4. One or more depositories for Commission funds shall be designated by the Board at its annual meeting each year. Prior to such designation the Treasurer may recommend one or more depositories. Commission funds shall be deposited and invested in accordance with the laws applicable to cities.

ARTICLE VIII.
AMENDMENTS TO BYLAWS

Section 1. These bylaws may be amended at any regular or special meeting of the Board, provided that a seven day prior notice of the proposed amendment has been furnished to each Member.

Sec. 2. A majority vote of Commissioners shall be necessary to adopt any amendment to these bylaws.

Sec. 3. In any instance where these bylaws are in conflict with the "Joint and Cooperative Agreement", the Agreement shall control.

ARTICLE IX
TECHNICAL ADVISORY COMMITTEE

Section 1. There is hereby created a Technical Advisory Committee (TAC) of the Board.

Sec. 2. The Council of each Member may appoint a TAC member, and one or more alternate members of the TAC who may act in the absence of the TAC member. The clerk of each Member city shall notify the Secretary of the Commission of such appointments. TAC members may be, but need not be, members of the Board. TAC members shall serve at the pleasure of the Council that appoints them and are not required to meet statutory qualifications for board members.

Sec. 3. The TAC is a committee of the Board and its meetings shall be subject to the Minnesota Open Meeting Law, Minn. Stat., Ch. 13D.

Sec. 4. The Board may by resolution delegate to the TAC any duties or responsibilities that may lawfully be so delegated.

Sec. 5. Notice of all regular and special meetings of the Board shall be given to all TAC

members, and copies of all correspondence, agenda materials and other written materials provided to members of the Board shall also be provided to TAC members.

Sec. 6. TAC members may attend and participate in all meetings of the Board. TAC members shall not have the authority to make motions or vote on matters before the Board but shall otherwise have the rights of a Commissioner to question, discuss, debate and comment on any matter before the Board.

Adopted this 15th day of November, 1984.

Chair

Attest:

Secretary

Article V, Secs. 1 and 2 amended by Res. 96-2, adopted August 15, 1996.

Article V, Secs. 1 and 2 and Article IV, Sec. 2 amended by Res. 97-6 adopted April 17, 1997.

Article IX added by Res. 01-01, adopted July 19, 2001.

Articles I through IX amended by Res. 12-07, adopted September 20, 2012.

Item 5Aiii.
BCWMC 8-15-24

	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	2023 Gross Expenses	2023 Revenue	2023 NET Expenses	Final 2024 Budget as amended	Expected 2024 Revenue	Expected 2024 NET Expenses	Proposed 2025 Budget to Cities in June	Budget Cmte Rec 11-mo year for 2025	See Notes
ENGINEERING & MONITORING														
Technical Services	145,000	132,541		132,541	145,000	145,181	-	145,181	145,000	-	145,000	145,000	133,000	(A1)
Development/Project Reviews	75,000	103,851	77,617	26,234	80,000	76,360	79,170	(2,810)	90,000	77,000	13,000	90,000	82,500	(A)
			Review fees				Review fees			Review fees				
Non-fee and Preliminary Reviews	22,000	17,788	1,000	16,788	30,000	19,003	-	19,003	30,000	-	30,000	25,000	23,000	(B)
			Cost share w/ MPLS								-			
Commission and TAC Meetings	14,000	13,119		13,119	15,000	15,199	-	15,199	15,000	-	15,000	16,000	10,700	(C)
Surveys and Studies	10,000	14,283		14,283	15,000	6,572	-	6,572	15,000	-	15,000	7,000	7,000	(D)
Water Quality / Monitoring	110,000	109,478		109,478	105,000	98,246	-	98,246	186,900	-	186,900	133,500	133,500	(E)
Water Quantity	8,000	6,369		6,369	9,000	7,935	-	7,935	9,000	-	9,000	9,000	8,250	(F)
Annual Flood Control Project Inspections	12,000	21,290	21,290	-	15,000	21,428	20,200	1,228	85,000	85,000	-	45,000	45,000	(G)
			Transfer from long term account				Transfer from long term account			Transfer from long term account				
Municipal Plan Review	2,000	1,464		1,464	2,000	1,860	-	1,860	2,000	-	2,000	2,000	2,000	(H)
Watershed Outlet Monitoring Program	28,500	28,425	3,750	24,675	27,000	22,249	4,500	17,749	26,500	5,000	21,500	29,300	29,300	(I)
			Grant from Met Council				Grant from Met Council			Grant from Met Council				
Annual XP-SWMM Model Updates/Reviews	5,000	8,983		8,983	3,000	1,277	-	1,277	3,000	-	3,000	-		(J)
APM/AIS Work	13,000	41,844	22,500	19,344	40,000	44,674	-	44,674	40,000	-	40,000	40,000	40,000	(K)
			DNR Grant & Cost share w/ TRPD					-						
Subtotal Engineering & Monitoring	\$444,500	\$499,435	\$126,157	\$373,278	\$486,000	\$459,984	\$103,870	\$356,114	\$647,400	\$167,000	\$480,400	\$541,800	\$514,250	See Notes
PLANNING														
Next Generation Plan Development	18,000	47,372	11,000	36,372	53,250	85,774	9,000	76,774	47,650	18,000	29,650	32,600	32,600	(L)
			Transfer from Plan account				Transfer from Plan account			Transfer from Plan account				
Subtotal Planning	\$18,000	\$47,372	\$11,000	\$36,372	\$53,250	\$85,774	\$9,000	\$ 76,774	\$47,650	\$18,000	\$29,650	\$32,600	\$32,600	

Item	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	2023 Gross Expenses	2023 Revenue	2023 NET Expenses	Final 2024 Budget as amended	Expected 2024 Revenue	Expected 2024 NET Expenses	Proposed 2025 Budget to Cities in June	Budget Cmte Rec 11-mo year for 2025	See Notes
ADMINISTRATION														
Administrator	70,848	69,174	34,000	35,174	78,750	70,517	44,140	26,377	78,750	44,760	33,990	78,750	72,200	(M)
			Transfer from CIP account				Transfer from CIP account			Transfer from CIP account				
Additional Staff												10,000	10,000	(MM)
MAWD Dues	7,500	7,500		7,500	7,500	7,500	-	7,500	7,500	-	7,500	7,500	7,500	(N)
Legal	17,000	20,204		20,204	17,000	22,296	-	22,296	26,520	-	26,520	26,520	24,300	(O)
Financial Management	13,500	14,260		14,260	14,540	15,240	-	15,240	17,000	-	17,000	19,800	18,150	(P)
Audit, Insurance & Bond	18,700	18,218		18,218	18,700	20,805	-	20,805	18,700	-	18,700	22,000	22,000	(Q)
Meeting Catering	1,300	1,830		1,830	2,400	1,935	-	1,935	2,400	-	2,400	2,400	2,200	(R)
Administrative Services	8,000	5,993		5,993	7,240	3,156	-	3,156	2,570	-	2,570	4,380	4,015	(S)
Subtotal Administration	\$136,848	\$137,179	\$34,000	\$103,179	\$146,130	\$141,449	\$44,140	\$97,309	\$153,440	\$44,760	\$108,680	\$171,350	\$160,365	
OUTREACH & EDUCATION														
Publications / Annual Report	1,300	1,164		1,164	1,000	1,338	-	1,338	1,200	-	1,200	1,300	1,300	(T)
Website	1,800	645		645	1,600	687	-	687	1,600	-	1,600	1,600	12,000	(U)
Watershed Education Partnerships	18,350	15,410		15,410	18,350	9,500	-	9,500	18,350	-	18,350	14,850	14,850	(V)
Education and Public Outreach	28,000	36,591	13,013	23,578	28,000	18,765	12,636	6,129	28,000	-	28,000	27,000	27,000	(W)
			Grant from BWSR			Grant from BWSR								
Public Communications	1,100	69		69	1,100	1,263	-	1,263	1,000	-	1,000	1,200	1,200	(X)
Subtotal Outreach & Education	\$50,550	\$53,879	\$13,013	\$40,866	\$50,050	\$31,553	\$12,636	\$18,917	\$50,150	\$0	\$50,150	\$45,950	\$56,350	
MAINTENANCE FUNDS														
Channel Maintenance Fund	25,000	25,000		25,000	25,000	25,000	-	25,000	25,000	-	25,000	25,000	25,000	(Y)
Flood Control Project Long-Term Maint.	25,000	25,000		25,000	35,000	35,000	-	35,000	35,000	-	35,000	35,000	35,000	(Z)
Subtotal Maintenance Funds	\$50,000	\$50,000	\$0	\$50,000	\$60,000	\$60,000	\$0	\$60,000	\$60,000	\$0	\$60,000	\$60,000	\$60,000	
TMDL WORK														
TMDL Implementation Reporting	7,000	3,397	-	3,397	-	-	-	-	-	-	-	-	-	(AA)
Subtotal TMDL Work	\$7,000	3,397	-	3,397	\$0	\$0	\$0	\$0						
GRAND TOTAL	\$706,898	\$791,262	\$184,170	\$607,092	\$795,430	\$778,760	\$169,646	\$609,114	\$958,640	\$229,760	\$728,880	\$851,700	\$823,565	

NOTES

(A1) General technical services by Barr Engineering; 2025 budget is same as 2024 budget (or 1/12 less with 11- mo year)

(A) Partially funded by application fees; with the creation of the preliminary and non-fee budget category, most of the review costs will be covered by application fees. Budget based on recent actual expenses and projected number of projects submitted for review. New review fees effective Aug 1, 2022. No change in budget from 2024 (or 1/12 less with 11- mo year)

(B) This was a new line item in 2015 used to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee. Includes DNR application reviews, MnDOT project reviews, and other prelim reviews requested by administrator and member cities. Reviews for large projects such as SWLRT reviews and North Loop Green Project have been partially or fully reimbursed to Commission. Decreased budget due to 2022 and 2023 actuals (or 1/12 less with 11- mo year)

(C) Includes attendance at BCWMC meetings, TAC meetings and other committee meetings, as needed. 2025 budget is slightly increased due to 2023 actuals (or 1/12 less with 11- mo year)

(D) For Commission-directed surveys and studies not identified in other categories - e.g., past work has included watershed tours, Medicine Lake outlet work, Flood Control Project Maintenance and Responsibilities policy development, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. Intended to give Commission flexibility to investigate or tackle unforeseen issues that arise. Budget lowered in 2020, 2021, and 2022 for budget savings. Increased in 2023 and 2024. 2025 budget significantly reduced for budget savings.

(E) Routine lake and stream monitoring. See details on next page.

(F) Water Quantity (lake level) monitoring. 2018 budget lowered for budget savings and resulted in fewer data points. 2019 budget back to earlier budget levels. 2020 budget lowered again for budget savings. 2022 and 2023 budget increase allows for additional measurements and benchmark checks, beyond the once/month lake level measurements to assist with proper maintenance of hydrologic and hydraulic modeling and climate resiliency preparations. 2024 and 2025 same as 2023 budget (or 1/12 less with 11- mo year)

(G) 2025 budget includes the once-every-5-year unsubmerged deep tunnel inspection (non-NASSCO) and annual inspections. Budget assumes \$25,000 for deep tunnel inspection (includes \$10,000 in subcontractor fees for crane and inspection/rescue support services), \$15,000 for annual inspections, and \$3,000-\$5,000 for coordination on flood control project issues. The BCWMC Flood Control Project Double Box Culvert Repairs CIP project (FCP-1) is slated for 2027, which means feasibility study is needed in 2025 or 2026. (Feasibility study will be financed with CIP funds.) The results of the 2024 double box culvert inspection will be used for the feasibility study. The last deep tunnel inspection was 2020, next one is due 2030.

http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016_FCP_Policies.pdf

(H) Municipal plan approvals completed in 2019; however, this task has also included review of adjacent WMO plan amendments, and review of city ordinances; \$2,000 budget recommended annually.

(I) Monitoring at the Watershed Outlet Monitoring Program (WOMP) site in Minneapolis through an agreement with Met Council (MCES). Commission is reimbursed \$5,000 from Met Council. Met Council pays for equipment, maintenance, power, cell service, and lab analyses. Monitoring protocol changed in 2017 with collection of bi-monthly samples (up from once-per-month sampling). Both Barr and Stantec (previously Wenck) have tasks related to WOMP activities. Station was moved in late 2020. 2025 budget reflects 2024 contract with Stantec and includes Barr estimates (\$7,500 for Barr + \$21,800 for Stantec).

(J) This item is used to make updates to the XP-SWMM model, coordinate with P8 model updates, and assist cities with model use. No XP-SWMM updates were performed 2019 - 2021 due to work on the grant funded FEMA modeling project. 2022 budget includes finalizing updates to the Commission's official model and flood elevations to match the "FEMA model" (this work was started in 2021 using "Surveys and Studies" budget). 2024 and 2023 budgets include Barr requesting, compiling, and reviewing information provided by the cities and flagging those that are large enough/significant enough to incorporate into the XP-SWMM and P8 model updates. In 2025 the broader XP-SWMM to PCSWMM and update project will begin. Work typically included in this line item will be wrapped into that project instead. As this covers both XP-SWMM and P8, we assumed \$0 for the TMDL Implementation Reporting (P8 model update) budget.

Notes (continued)

(K) Funds to implement recommendations of Aquatic Plant Management/Aquatic Invasive Species Committee likely including curly-leaf pondweed control in Medicine Lake and small grant program for launch inspectors, education/outreach, etc. by other organizations including TRPD, AMLAC, others. TRPD shares cost (17%) of treatments. In 2021, recieved \$5,000 DNR grant. In 2022, recieved \$10,000 DNR grant. No grant funds were recieved in 2023 and 2024. In 2022 and for a few years thereafter, treatment costs are expected to be significantly higher due to expanded treatment area allowed under Lake Vegetation Management Plan.

(L) The scope and budget for development of the 2025 Watershed Plan was approved in February 2022. \$38,000 has already been set aside 2019 - 2022 in a long term account for Plan development, of which \$11,000 was initially planned to cover work in 2022. The Commission approved a revised Plan scope and budget in September 2022 to include additional funding to address "complex issues." In 2022, Barr spent approximately \$41,000 as part of the original Plan update and complex issues tasks. In 2023, Barr and the administrator spent \$72,987 as part of the original Plan update and complex issues tasks. In 2024, the combined budget for Barr and the Administrator is \$47,650. In 2025, the estimated combined budget for Barr and the Administrator is \$32,600 (\$22,900 for Barr, and \$9,700 for the Administrator). Revenue includes transfer from plan development long term account to help offset costs.

(M) Amended Administrator contract approved March 2022 includes 87.5 hours per month at \$75/hour starting in FY23 for total of \$78,750. No change in hourly rate for 2025. Changes to contracted hours to be discussed (or 1/12 less with 11-mo year).

(MM) Increased staff capacity. Although budgeted amount won't cover significantly increased staffing, it's a start and a placeholder for future additional staffing budget.

(N) MN Association of Watershed District Annual dues. New budget item. 2019 and 2020 dues were \$500 because WMOs were newly allowed to join the organization. 2021 dues \$3,750. Starting in 2022 dues went to the max of \$7,500 similar to other Metro watersheds.

(O) For Commission attorney. 2022 budget included 3% hourly rate increase over 2021 + more work expected. Acutal costs in 2022 were \$3,000 over budget. 2024 budget was amended from \$21,000 to \$26,520 approved 12/21/23 to be more in line with acutal costs. Legal costs for some CIP projects will be charged to specific CIP budgets, as warranted (or 1/12 less with 11-mo year).

(P) In 2024, Commission began contractoing with the City of Plymouth for accounting services. 2025 budget is based on 2024 contract with \$1,334/month + \$150/hour for audit services up to 25 hours (or 1/12 less with 11-mo year).

(Q) Insurance and audit costs have risen considerably in the last few years. 2022 audit cost \$12,800. 2023 audit contract is for \$13,750. 2023 insurance was \$7,905.

(R) Assumes 12 in-person meetings @ \$200 per meeting (or 1/12 less with 11-mo year).

(S) Assumes the BCWMC contracts with a Recording Secretary @ \$40/hr * 4 hrs/mo for 12 months (\$1,920 total) + \$180/mo meeting packet printing/mailling + \$300 supplies (envelopes, stamps, etc) (or 1/12 less with 11-mo year)

(T) Budget was decreased in last few years to be more in line with actual expenses. Costs are associated with Commission Engineer assistance with annual report

(U) \$1,600 based on agreement with HDR for website hosting and maintenance activitieS + \$10,400 for website update (needed for ADA compliance and supported platform)

(V) Includes CAMP (\$7,000), Metro Watershed Partners (\$3,500), Children's Water Festival (\$350), Metro Blooms resident engagement in Minneapolis neighborhoods (\$4,000). Budget was reduced from previous years to remove Metro Blooms workshops (which have not been scheduled in last several years)

(W) Includes funding for West Metro Water Alliance at \$15,000 (an increase of \$2,000 over previous years to support new coordinator position) and \$12,000 for work by educational contractors + supplies and materials including educational signage, display materials, Commissioner training, etc.

(X) Public Communications covers required public notices for public hearings, etc.

(Y) Will be transferred to Channel Maintenance Fund for use by cities with smaller projects along main streams.

(Z) \$35,000 Will be transferred to Long-Term Maintenance Fund. Budget increased from \$25,000 in 2023 to be more in line with expected costs at TAC's recommendation.

(AA) This task is meant for updating the P8 pollution model. A significant portion of the Commission's P8 model will be updated in 2024 as part of the Medicine Lake TMDL Assessment project. P8 model updates are also being planned for following the comprehensive update to the Commission's XPSWMM/PCSWMM model in 2026. Because of this, no additional P8 model updates are planned for 2025.

BCWMC 2025 Water Quality Monitoring Budgets - by item		
Item	Budget	Notes
Reporting on 2024 monitoring:		
Cavanaugh Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
Medicine Lake Report on 2024 Monitoring	\$10,000	Report will follow template of recent reports.
Parkers Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
Westwood Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
2025 monitoring:		
Year 2 of North Branch stream flow and quality monitoring	\$40,000	Flow and monitoring equipment will be reinstalled in the North Branch of Bassett Creek. Samples will be collected during 8 storm events and 7 baseflow events. Water depth, flow, temperature, and specific conductance will be continuously measured during the 2024 monitoring period. Dissolved oxygen will be continuously measured for 4 days during July or August. Storm and base flow samples will be analyzed for nutrients (total phosphorus, ortho phosphorus, dissolved phosphorus, nitrate/nitrite, ammonia, and total Kjeldahl nitrogen), solids (total suspended solids and volatile suspended solids), chlorides, hardness, calcium, and magnesium. Base-flow samples will also be analyzed for chlorophyll a, and E. coli bacteria. Quarterly grab samples will be analyzed for metals (chromium, cadmium, copper, lead, nickel, and zinc). Instantaneous dissolved oxygen and pH measurements will be taken when baseflow samples are collected. MCES Lab will perform the analyses. Four manual flow measurements will be taken to verify/adjust the rating curve. Budget assumes an average level of maintenance and trouble-shooting efforts. Cellular data services will be purchased directly from the vendor (Campbell Scientific). Equipment will be removed at the end of the monitoring period. Data will be reviewed and QAQC'd. Data will be submitted to the MPCA EQuIS database.
Northwood and Crane Lakes	\$46,000	Detailed lake monitoring includes monitoring one location on Crane Lake and one location on Northwood Lake on 6 occasions for selected parameters (total phosphorus, ortho phosphorus, total nitrogen, chlorophyll a, chloride, temperature, pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (alkalinity, sodium, hardness, calcium, and magnesium) sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of dissolved oxygen, temperature, total phosphorus, and specific conductance isopleths, completion of trend analyses of total phosphorus, chlorophyll a, and Secchi disc average summer values. Final report preparation(following template of recent reports) and presentation costs deferred to 2026.
General water quality	\$12,000	Based on past year actual budgets, increased to \$12,000 for 2025
Total Water Quality Monitoring	\$133,500	

Proposed 2025 Revenues		
Proposed Income	2025 Proposed Income to Cities in June	Budget Cmte Rec 11-month year in 2025
Assessments to cities	\$ 680,000	\$ 660,000
Investment Income		
CIP Administrative Funds (2.0% of est. requested levy of \$2,303,500)	\$ 46,070	\$ 46,070
Project review fees	\$ 77,000	\$ 70,600
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 45,000	\$ 45,000
WOMP reimbursement	\$ 5,000	\$ 5,000
TRPD reimbursement		
Transfer from Watershed Plan Fund		
TOTAL PROPOSED INCOME	\$ 853,070	\$ 826,670
Expected Expenses		
Total operating budget	\$ 851,700	\$ 823,565
Fund Balance Details		
Est. Beginning Fund Balance (Jan 31, 2025)	\$ 431,209	\$ 431,209
Change in Fund Balance (income - expenses)	\$ 1,370	\$ 3,105
Est. Remaining Fund Balance (Jan 31, 2026)	\$ 432,579	\$ 434,314

City Assessments

Community	For Taxes Payable in 2024	2024 Percent of	Area Watershed (w/ 2022 changes)	Percent of	Average	City Assessments					2025 Assessments to Cities in June	Percent increase over 2024	Budget Cmte Rec 11-mo year	Percent increase over 2024
						2020	2021	2022	2023	2024				
	Net Tax Capacity	Valuation	in Acres	of Area	Percent	\$550,450	\$554,900	\$565,998	\$ 617,430	\$ 622,500	\$ 651,900		\$ 660,000	
Crystal	\$13,491,675	5.51	1,297	5.11	5.31	\$29,062	\$29,898	\$30,206	\$32,769	\$33,280	\$36,090	8.4%	\$35,028	5.3%
Golden Valley	\$59,252,512	24.19	6,615	26.05	25.12	\$144,693	\$145,228	\$148,477	\$155,084	\$159,957	\$170,800	2.4%	\$165,776	3.6%
Medicine Lake	\$1,665,817	0.68	199	0.78	0.73	\$3,975	\$3,928	\$3,988	\$4,518	\$4,455	\$4,976	7.1%	\$4,830	8.4%
Minneapolis	\$18,628,473	7.60	1,685	6.64	7.12	\$37,631	\$37,983	\$39,103	\$43,959	\$43,481	\$48,413	6.7%	\$46,989	8.1%
Minnetonka	\$17,027,639	6.95	1,108	4.36	5.66	\$29,967	\$29,622	\$30,437	\$34,927	\$34,069	\$38,466	8.2%	\$37,335	9.6%
New Hope	\$13,019,891	5.31	1,368	5.39	5.35	\$28,987	\$29,464	\$30,087	\$33,037	\$34,431	\$36,385	1.3%	\$35,315	2.6%
Plymouth	\$105,012,941	42.86	12,001	47.26	45.06	\$245,942	\$247,860	\$252,307	\$278,225	\$279,012	\$306,420	5.3%	\$297,408	6.6%
Robbinsdale	\$4,315,237	1.76	369	1.45	1.61	\$8,937	\$9,299	\$9,288	\$9,924	\$10,599	\$10,929	-1.1%	\$10,608	0.1%
St. Louis Park	\$12,574,371	5.13	752	2.96	4.05	\$21,257	\$21,618	\$22,105	\$24,987	\$23,216	\$27,519	13.6%	\$26,710	15.1%
TOTAL	\$244,988,556	100.00	25,394	100.00	100.00	\$550,450	\$554,900	\$565,998	\$ 617,430	\$ 622,500	\$ 680,000	9.2%	\$ 660,000	6.0%



Technical Memorandum

To: BCWMC Technical Advisory Committee
From: Michael McKinney, Stephanie Johnson, and Karen Chandler
Subject: BCWMC 2024 Street Sweeping Study
Date: August 1, 2024 (updated 8/7/2024)

At the June 12, 2024 Technical Advisory Committee (TAC) meeting, the Commission Engineer presented information on how some Metro watersheds have used an approach to enhance street sweeping operations toward improved water quality outcomes by estimating relative water quality benefits and prioritizing street sweeping areas within their watersheds. The TAC requested that the Commission Engineer develop a detailed scope of work and budget to perform a similar enhanced street sweeping prioritization study for the Bassett Creek Watershed Management Commission (BCWMC), including refinements to the presented approach in response to TAC questions and comments. The following scope of work describes the proposed approach.

Outcomes from the proposed study can be used by the BCWMC to help inform any necessary adjustments to their current approach for partnering with member communities on enhanced street sweeping efforts for improving water quality. For example, results of similar studies have been used by other watershed management organizations to inform where grant dollars for enhanced street sweeping would be prioritized and also to help inform expectations for the amount of additional sweeping that would be most beneficial. Results of the study can also be used by cities to consider any adjustments to their existing street sweeping operations to increase water quality benefits (for example: the type of equipment being used; frequency of sweeping within identified priority areas; and/or delineations of street sweeping zones).

1 Background

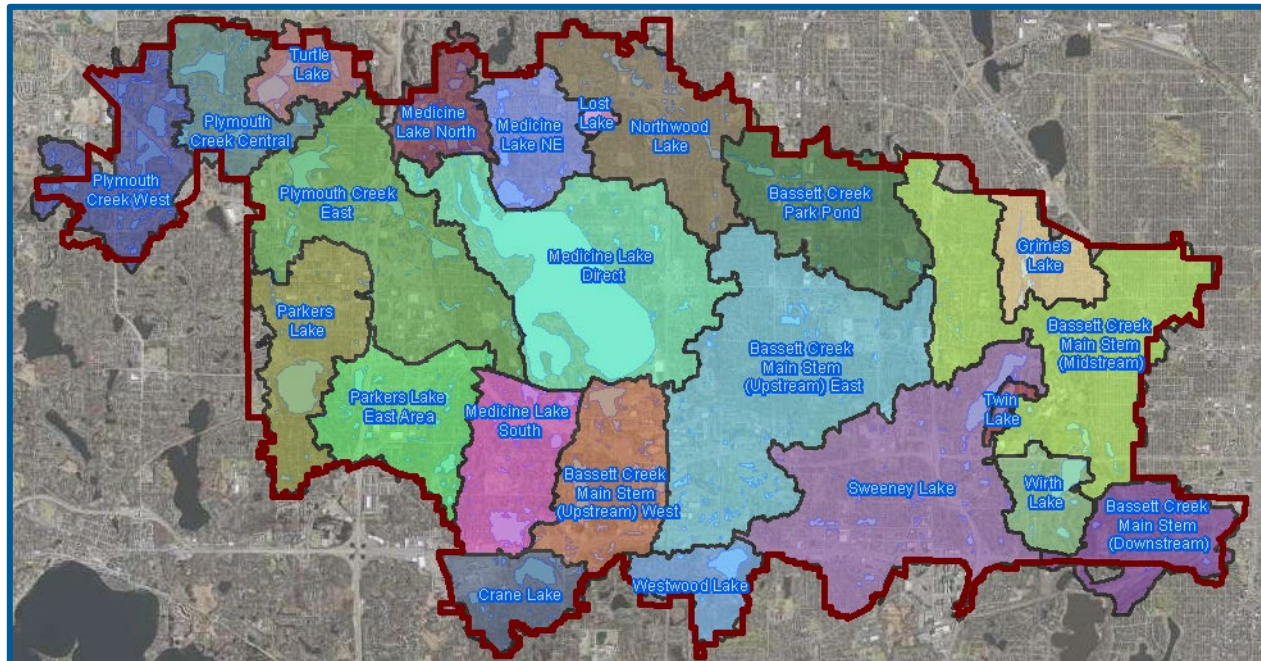
The BCWMC seeks to better understand the impact of municipal street sweeping operations within their jurisdiction, and to evaluate and prioritize areas for enhanced street sweeping operations. The BCWMC spans nine municipalities (Plymouth, Medicine Lake, Minnetonka, New Hope, Crystal, Robbinsdale, Golden Valley, Saint Louis Park, and Minneapolis) each with unique street sweeping operations and equipment. The Minnesota Department of Transportation (MnDOT) and Hennepin County also operate street sweeping operations within the BCWMC's boundary.

At the June 12, 2024 TAC meeting, the Commission Engineer presented information about a proposed approach to develop a model to evaluate the water quality impacts of (a) existing street sweeping operations, and (b) enhanced seasonal street sweeping operations. The Commission Engineer would then use the developed street sweeping model and existing BCWMC water quality P8 models to evaluate the impact of street sweeping operations, based on both the estimated pollutant load recovered during street sweeping operations (i.e., pollutant "recovery"), as well as the pollutant loading prevented from reaching downstream

receiving waterbodies (i.e., pollutant “reduction”). A high-level evaluation of street sweeping operation costs would be used to evaluate the cost-benefit of existing and enhanced street sweeping operations, and a prioritization strategy would be developed to evaluate and map high-priority areas for enhanced street sweeping efforts throughout the Bassett Creek watershed.

Following the presentation, TAC members provided feedback and questions related to the development of the street sweeping prioritization study. The following list outlines additional key project tasks that were incorporated into the proposed project scope based on review and consideration of TAC feedback:

- Account for roadways owned and operated by MnDOT and Hennepin County separately from roadways owned and operated by municipalities throughout the BCMWC.
- Develop estimates of tree canopy coverage throughout the study area based on the best-available, most recent aerial imagery spanning the BCMWC. At the time of scope development, it is anticipated that imagery will reflect summer conditions from 2023.
- Include recommendations for how the street sweeping study results could be used to support municipal total maximum daily load (TMDL) wasteload allocation (WLA) reporting.
- Incorporate information summarizing how current and enhanced street sweeping efforts may impact chloride recovery and chloride reduction to receiving waterbodies.
- Review street sweeping effectiveness data collected and reported by the City of Plymouth. Potential uses of the Plymouth data include (a) validation of model performance and/or (b) evaluation of chloride recovery.



[Red outline shows the BCWMC legal boundary. Shaded areas show the P8 major watershed model areas covering a majority of the BCWMC legal boundary area.]

Figure A BCWMC legal boundary and P8 model area coverage

2 Modeling Scope

2.1 Task 1: Kickoff, Municipal Survey, and Data Acquisition

To begin the project, we will organize a virtual project kickoff meeting with the BCWMC Administrator and interested TAC members (i.e., BCWMC / TAC staff) to discuss project data needs and data requests. To obtain information related to current street sweeping operations within the BCWMC, the Commission Engineer will create a survey to send to municipal partners, MnDOT, and Hennepin County. We will review survey questions with BCWMC / TAC staff at the kickoff meeting and incorporate comments (e.g., the survey may provide an opportunity for BCWMC to collect other related information from the survey recipients).

This scope assumes that the Commission Engineer will develop and distribute the survey as well as track responses. We will then coordinate with BCWMC / TAC staff to review survey responses and how they will be incorporated into modeling assumptions.

Below is an initial list of critical data requests, some of which will be requested or obtained through the Task 1 survey. Note that if data are not available, we will discuss options and share potential strategies to fill data gaps. We have developed methodology to fill data gaps related to all key required information included in the data requests, below:

- **Street sweeping operations (survey):**
 - Confirm existing street sweeping operations (e.g., number of citywide sweeping operations performed in the spring, summer, and fall).

- Confirm types of street sweepers used (e.g., mechanical broom, regenerative air, etc.).
- Identify swept road areas. Note: our base assumption will be that all road surfaces within the BCWMC boundary are swept, including MnDOT and Hennepin County roads, unless directed otherwise.
- Confirm if street sweeping operations are uniform throughout each jurisdictional area.
- Determine if surveyed parties have street sweeping “zones” or other ways of tracking and delineating street sweeping areas.
- **Street, canopy cover, land use, and P8 information (Task 1 survey & Commission Engineer input development):**
 - Street area polygons and/or street curb-line polygons, if available.
 - Canopy cover dataset, if available. Note: in addition to any data received, the Commission Engineer will develop canopy cover estimates based on AI image processing of best-available high-resolution aerial imagery available (anticipated to be summer conditions, 2023).
 - Impervious datasets and land use datasets, if available.
 - Best-available subwatershed data, including subwatershed data developed for BCWMC P8 models.
 - Best-available P8 water quality models. P8 models will be used to evaluate the existing BMP treatment within major watersheds within the BCWMC.

Assumptions

- We will fill data gaps following the kickoff meeting and collection of survey responses. We assume that we will generate canopy cover, road profile, and directly-connected impervious assumptions as outlined in Task 2.
- A majority of P8 models will be complete and used as is (i.e., P8 models will not require updates). BCWMC P8 models have been updated as needed over time, and some models have not been updated since 2015. As part of this task, we will review internally and re-run select models as needed using modern rainfall datasets.
- We will coordinate with BCWMC / TAC staff to confirm the study area extents to include in the GIS WQM model. Our current assumption is that the model will include all areas covered by existing P8 modeling (Figure A); i.e., we assume the model will span the extent of P8 areas and will not extend to the BCWMC legal boundary in all areas.

Deliverables

- Routine project updates (e.g., monthly) as requested by BCWMC.
- Kickoff meeting agenda, meeting notes, and summary of action items.
- Development and delivery of survey, and processing of survey responses.

Cost Estimate: \$7,400

2.2 Task 2: Model Development and Evaluation of Existing Street Sweeping Recovery

Recent street sweeping studies have made a distinction between pollutant “recovery” versus pollutant “reduction”. Within this proposal, the terms are defined as follows:

- **Pollutant recovery:** the mass of pollutants collected during street sweeping operations.
- **Pollutant reduction:** the mass of pollutants prevented from reaching downstream waterbodies.

We will estimate pollutant recovery (this task) through evaluating the results of the GIS-based water quality model (GIS WQM), as described below. We will then use the BCWMC P8 model results, showing the location and treatment efficiency of BMPs, to evaluate pollutant reduction to receiving, downstream waterbodies as described in Task 3.

The GIS WQM is a GIS-based water quality model used to estimate pollutant loading and BMP performance on an annualized basis using methodology developed for the MIDS calculator and pollutant loading areal empirical equations developed from the P8 water quality model. For this study, we will develop only the pollutant loading and street sweeping modules within the GIS WQM. Development of the GIS WQM model for the BCWMC will require the following major steps:

- **Imperviousness:** estimate the total and directly-connected impervious surfaces within the study area. We assume that we will develop estimates of total and directly-connected impervious area by utilizing high-resolution imagery and land use based directly-connected impervious assumptions.
- **Canopy cover:** estimate the tree canopy cover overhang over road surfaces. We assume that we will generate canopy cover mapping from recent high-resolution imagery (e.g., summer 2023 high-resolution imagery).
- **Road surfaces:** develop road area and curb-length mapping. We assume we will develop road area and curb-length estimates from road centerline data.
- **Watersheds:** utilize P8 subwatershed data to determine (a) what areas are tributary to downstream BMPs and (b) the major receiving waterbody from each point within the BCWMC. We assume subwatersheds developed for each BCWMC P8 model will be available and no post-processing will be required. P8 subwatershed divides will be referenced within the GIS WQM model to assign major watersheds and downstream receiving BMPs. This file will be further intersected by a 500- by 500-foot grid to provide additional resolution for modeling and prioritization results.

- **Street sweeping efficiency, existing operations:** utilize the GIS WQM model to evaluate the relative efficiency of existing street sweeping operations as reported through the Task 1 survey. Specifically, we will summarize the estimated annual total suspended sediment (TSS) and total phosphorus (TP) load recovery within watersheds to each receiving waterbody.

Figure A shows that P8 models cover a majority of the BCWMC legal boundary. As outlined above, we assume the GIS WQM will match the P8 model boundary in Figure A, and will not be expanded to cover all portions of the BCWMC boundary. We will evaluate the TSS and TP recovery within each P8 major watershed associated with existing street sweeping operations.

Assumptions

- See data source and processing assumptions listed above.
- The subwatersheds used for GIS WQM calculations will utilize P8 subwatershed divides and major watershed divides from best-available BCWMC P8 models intersected with a 500- by 500-foot grid.

Deliverables

- Figure showing percent tree canopy cover over road surfaces throughout the BCWMC.
- Tabular summary of street sweeping recovery results for existing sweeping operations. Tables will summarize overall recovery as well as recovery by major watershed and municipality.

Cost Estimate: \$12,700

2.3 Task 3: Evaluation of Existing Street Sweeping Pollutant Reduction

Within this task, we will estimate the relative street sweeping pollutant reduction based on existing street sweeping operations to downstream, receiving waterbodies (note: "recovery" vs "reduction" is discussed in Task 2). We will complete this analysis for all areas included within P8 models spanning the BCWMC (see Figure A).

- Utilizing available P8 modeling to calculate the cumulative downstream pollutant reduction for all modeled locations within the BCWMC.
- Defining what locations to utilize as recovery calculation points. We recommend utilizing major receiving waterbodies (e.g., Turtle Lake, Bassett Creek, etc.) as calculations points.

In addition to estimating pollutant loading reduction, we will evaluate and compare pollutant loading predicted by the GIS WQM to values predicted by the BCWMC's P8 models. Within the GIS WQM model, street sweeping recovery results are irrespective of pollutant areal loading, but comparison of the GIS WQM and P8 models will be useful to evaluate how the estimated street sweeping annual recovery and reduction compares to estimated annual total pollutant loading within each major watershed.

Assumptions

- We will utilize best available P8 models for all areas with model coverage (see Figure A), further intersected by a 500- by 500-foot grid to increase model resolution. For all other areas, we will utilize only the 500-foot by 500-foot grid as calculation points within the GIS WQM.
- Recovery calculations will be performed only within areas modeled in P8 (see Figure A).

Deliverables

- Figure showing cumulative reduction calculated within all major watersheds modeled in P8.
- Table summarizing existing street sweeping reductions. Tables will summarize reduction by municipality and major watershed for areas modeled in P8 (see Figure A).

Cost Estimate: \$5,700

2.4 Task 4: Evaluation of Seasonal Efficiency and Cost-Benefit Analysis

Using the GIS WQM model, we will perform iterative modeling to evaluate the effectiveness of street sweeping in each of the non-winter seasons (i.e., spring, summer, and fall). Additionally, we will develop high-level cost estimates and calculate the relative cost-benefit of each seasonal street sweeping scenario in terms of cost per pound of pollutant recovered (\$ / pound TP recovery / year). A goal of this analysis will be to evaluate the “optimum” number of sweepings to perform in each season. An overview of the planned seasonal cost-benefit analysis is summarized below:

- Evaluate the effectiveness of one through four sweeping events in each season.
- Generate a high-level estimate of cost utilizing regression equations developed for the Ramsey Washington Metro Watershed District (RWMWD) street sweeping prioritization study, informed by the *City of Woodbury Enhanced Street Sweeping Plan* (EOR, 2022). Note: these calculations do not reflect unique street sweeping operations and cost considerations of municipalities within BCWMC. Rather, this “high-level” estimate of cost will be used to evaluate the relative cost-benefit of seasonal street sweeping operations across the BCWMC.
- Create a tabular summary of results and identify the number of sweepings per season that optimizes cost-benefit for pollutant recovery.

Results of the seasonal street sweeping efficiency analysis may impact selection of the scenario to be utilized for street sweeping prioritization analysis (Task 5).

Assumptions

- We will estimate cost utilizing regression equations developed for the RWMWD street sweeping prioritization study, informed by the *City of Woodbury Enhanced Street Sweeping Plan* (EOR, 2022).
- We will evaluate a range of one to four sweeping events in each season (spring, summer, and fall).

Deliverables

- Tabular summary of pollutant recovery, cost, and cost-benefit for one through four sweeping events in each season.

Cost Estimate: \$3,100

2.5 Task 5: Street Sweeping Prioritization Mapping

Within this task, we will perform prioritization mapping across the BCWMC for one (1) street sweeping scenario. The scenario to be mapped will be selected in coordination with BCWMC / TAC staff. Prioritization mapping will identify high- and low-priority areas for street sweeping implementation throughout the BCWMC (i.e., mapping will identify where sweeping efforts result in higher and lower pollutant recovery and reduction totals throughout the BCWMC). For previous studies, prioritization has been completed by calculating, comparing, and ranking the pollutant recovery and/or pollutant reduction per swept curb-mile in each GIS WQM subwatershed-grid. These results can then be processed at different scales (e.g., Public Land Survey System quarter sections; municipal street sweeping zones, etc.)

Prioritization mapping will be performed at the scale of the subwatershed grid and one other resolution (e.g., quarter section mapping) as directed by BCWMC staff and the TAC. We will conduct one meeting with the BCMWC / TAC staff to discuss the prioritization and mapping, including mapping resolution and alternative prioritization strategies (e.g., prioritization within major watershed to impaired waterbodies). Following this discussion, we will then meet with the full BCWMC TAC to review key findings from the Task 1 survey and Tasks 2-4; as an outcome of this discussion, we will obtain confirmation of the preferred additional street sweeping prioritization mapping approach.

We will generate two (2) versions of prioritization: one based on pollutant recovery, and one based on pollutant reduction. Additionally, we will evaluate and rank the relative street sweeping recovery and reduction prioritization within each City and major watershed area (see Figure A).

Assumptions

- We will develop prioritization calculations and mapping for one (1) street sweeping scenario (e.g., 2 spring, 1 summer, and 3 fall sweeping events).

Deliverables

- Street sweeping recovery tabular summary for selected scenario by major watershed and municipality.
- Two meetings with BCWMC staff and TAC to discuss prioritization methodology and mapping resolution.
- Prioritization mapping for one (1) selected street sweeping scenario.

Cost Estimate: \$7,000

2.6 Task 6: Chloride and Street Sweeping Coordination

As noted in the project background, BCWMC staff and TAC have inquired about the potential impact of street sweeping efforts on chloride reduction. As part of this study, we will perform the following research tasks:

- Conduct and summarize a limited literature review on the impacts of street sweeping on chloride recovery. This may include research related to seasonal chloride recovery, as well as fate and transport of chloride recovered in street sweeping operations.
- Coordinate with concurrent BCMWC project(s) related to modeling of chloride source loading within the Crane Lake watershed and taking into account work already completed on the Parkers Lake chloride study. We will coordinate internally on efforts which overlap between these projects and will coordinate with BCWMC Administrator on key findings throughout.

Assumptions

- Literature review not to exceed 15-hours of staff time.
- Task 6 does not include updates to the GIS WQM and/or estimation of chloride reduction and recovery.

Deliverables

- Summary of street sweeping / chloride recovery literature review to be included in the project report (Task 8).

Cost Estimate: \$6,300

2.7 Task 7: Plymouth Street Sweeping Data Review [to be funded by the City of Plymouth]

The City of Plymouth has been collecting detailed records regarding their street sweeping operations for the past 3 years, including weight collection and swept material sampling and testing. Within this task, we will coordinate with the BCWMC Administrator and City of Plymouth staff to evaluate collected data with respect to pollutant recovery and reduction estimates generated by this study. It is anticipated that specific tasks may include:

- Comparison of pollutant recovery estimates from the GIS WQM model to estimates generated by City of Plymouth collection and testing.
- Comparison of street sweeping pollutant concentrations collected by City of Plymouth to assumptions within the MPCA Street Sweeping Calculator.
- Evaluation of chloride recovery concentrations and comparison to other values from literature (Task 6, optional).

We will coordinate with the BCWMC Administrator and City of Plymouth staff throughout this task and adjust scope and deliverables in response to available data and goals of BCWMC and City staff. This task includes one (1) meeting with the BCWMC Administrator and City of Plymouth staff.

Assumptions

- Time spent on this task will not exceed 50 hours without prior approval of the Commission.
- This task does not involve any updates or modifications to the GIS WQM.

Deliverables

- One (1) meeting with the BCWMC Administrator and/or City of Plymouth staff to review and discuss (a) available data and (b) model review and comparison tasks outlined in the Task 7 text, above.
- Summary of City of Plymouth data collection and comparison to GIS WQM results to be included in the project report (Task 8).

Cost Estimate: \$8,800

2.8 Task 8: Reporting and Project Coordination

We will generate a project report summarizing methodology, data sources, results and conclusions for all selected work tasks described above. In addition to summarizing all selected work tasks, we will include a section summarizing how results from this study and/or street sweeping data may be used to help inform TMDL reporting, including WLA reporting for individual cities to impaired waterbodies, and recommendations for potential actions that the Commission may want to consider given findings from the work.

We will organize up to one (1) additional (virtual) project coordination meeting to discuss work tasks, obtain data from municipal partners, and/or share draft results prior to finalizing the project report. We will present the final results and recommendations of the street sweeping study and prioritization to the Commission at a regularly scheduled monthly meeting.

Deliverables

- Up to one additional project coordination meeting; draft and final project report documenting methodology and summarizing outcomes of street sweeping prioritization study.
- Presentation of study results to the Commission.

Cost Estimate: \$9,800

3 Schedule and Budget

3.1 Schedule

Assuming the Commission approves the scope of work and budget at their August 15th, 2024 meeting, we anticipate completing the project by March 2025.

3.2 Budget

The table below shows the estimated cost for each task and indicates that Task 7 would be funded by the City of Plymouth. We recommend the Commission consider using BCWMC “Special Projects” funding for this study as this effort is similar to a subwatershed assessment and helps target and prioritize water quality improvement activities. The current balance of the “Special Projects” fund is approximately \$500,000.

Table 1 Proposed project budget

Street Sweeping Study Task	Estimated Hours	Total Cost
1. Kickoff, Municipal Survey, and Data Acquisition	45	\$7,400
2. Model Development and Evaluation of Existing Street Sweeping Recovery	93	\$12,700
3. Evaluation of Existing Street Sweeping Pollutant Reduction	37	\$5,700
4. Evaluation of Seasonal Efficiency and Cost-Benefit Analysis	20	\$3,100
5. Street Sweeping Prioritization Mapping	44	\$7,000
6. Chloride and Street Sweeping Coordination	35	\$6,300
7. Plymouth Street Sweeping Data Review	50	\$8,800
8. Reporting and Project Coordination	57	\$9,800
Project Total		\$60,800
Task 7: Funded by City of Plymouth		-\$8,800
Cost to Commission		\$52,000



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Administrator Jester
Date: August 7, 2024

RE: Draft Policy on Diversity, Equity, Inclusion, and Accessibility (DEIA)

At their meeting in April 2023, the Commission briefly discussed the need for a policy on DEIA principals that identifies how and why equity principals are important to accomplishing Commission goals and how they connect with watershed management. At the meeting last month, the Commission reviewed a [draft policy](#) and recommended revisions to more clearly articulate a connect between DEIA and the Commission's core work. Staff recommends that the Commission approve the policy statement below which reflects changes (tracked) from last month's version.

BCWMC Draft Policy: The BCWMC is committed to understanding issues and prioritizing improvements in diversity, equity, inclusion, and accessibility as they relate to the Commission's work in improving and protecting aquatic ecosystems, building climate resiliency, and reducing flood risk. The BCWMC strives for diverse representation in decision making, robust engagement and communication with historically underrepresented communities, equitable access to information and resources, and use of social vulnerability and related indices in prioritization of its projects and programs.



Bassett Creek Watershed Management Commission MEMO

Date: August 8, 2024
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.>)

2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley (No change since Nov 2021): A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10th and a public hearing on the water level drawdown was held April 16th. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Dewatering began late summer 2019. Tree removal was completed in early winter; excavation was ongoing through the winter. As of early June 2020, earth work and infrastructure work by Dahn Construction is nearly complete and trail paving is complete. Vegetative restoration by AES is underway including soil prep and seeding. Plants, shrubs, and trees will begin soon along with placement to goose protection fencing to help ensure successful restoration. The construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. A final grant report for BWSR's Watershed Based Implementation Funding was submitted at the end of January. City staff recently completed a site walk through to document dead or dying trees and shrubs in need of replacement (under warranty). This project (along with Golden Valley's Liberty Crossing Project) recently received the award for "Project of the Year" from the Minnesota Association of Floodplain Managers as part of the overall Project website: <http://www.bassettcreekwmo.org/index.php?CID=433> .

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis: 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 legal counsel 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 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 later this year. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

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>.

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. The Commission Engineer is working with Carp Solutions on next steps and will provide an update at this meeting. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): 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 on May 20th. There were no complaints or comments from residents during or since the treatment.

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

2013 Four Seasons Area Water Quality Project (NL-2) (No change since Nov): 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 meeting. Unfortunately, city staff recently indicated that due to permitting inconsistencies with the U.S. Army Corps of Engineers, the project will not be built this winter as planned. The city is now planning to construct the project in the fall and winter of 2024. Project webpage: <http://www.bassettcreekwmo.org/index.php?cid=282>.

2021 Parkers Lake Chloride Reduction Project (PL-7) (No change since March): 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. Following direction from the Commission, Commission staff are preparing a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. Commission Engineers and Administrator recently met with city staff and the WMWA educator to discuss outreach, possibly highly contributing properties, data needs, and possible approaches to reducing chlorides. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2022 Medley Park Stormwater Treatment Facility (ML-12) (No change since February): The feasibility study for this project is complete after the Commission Engineer’s scope of work was approved last August. City staff, Commission Engineers and I collaborated on developing materials for public engagement over the fall/early winter. A project kick-off meeting was held in September, an internal public engagement planning meeting was held in October, and a Technical Stakeholder meeting with state agencies was held in November. A [story map of the project](#) was created and a survey to gather input from residents closed in December. Commission Engineers reviewed concepts and cost estimates have been reviewed by city staff and me. Another public engagement session was held in April to showcase and receive feedback on concept designs. The feasibility report was approved at the June meeting with a decision to implement Concept #3. At the July meeting the Commission directed staff to submit a Clean Water Fund grant application, if warranted. A grant application was developed and submitted. Funding decisions are expected in early December. A public hearing on this project was held in September with no members of the public attending. In September, 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 which are now underway. 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. Final plans and bid documents were developed by the city's consultation (Barr Engineering). Construction began in November and winter construction was finished in late January 2023. Activities this spring 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, 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. An interim grant report was submitted to the MN Board of Water and Soil Resources in late January. www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10) (No change since December): The feasibility study for this project is complete after the Commission Engineer's scope of work was approved last August. A project kick-off meeting with city staff was held in late November. Meetings with city staff, Robbinsdale Area School representatives, and technical stakeholders were held in December, along with a public input planning meeting. A virtual open house video and comment form were offered to the public including live chat sessions on April 8th. The feasibility study report was approved in June with a decision to implement Concept #3. A public hearing on this project was held in September with no members of the public attending. In September, 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 which are now underway. A virtual public open house was held February 3rd. 50% Design Plans were approved at the January meeting. A public open house was held September 29th. 90% were approved at the October Commission meeting. Six construction bids were received in late February with several of them under engineer's estimates. The city contracted with Rachel Contracting and construction got underway earlier this spring. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. Bids were open for the SEA School/Wildwood Park restoration project on June 20. Three bids were received and two came in right around our estimate. The city is recommending the low bidder (Landbridge Ecological). At the end of July 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. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August. The SEA School site construction is complete and restoration work is complete for the season. 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.

Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd. (2024 CR-M), Golden Valley (No change since June):

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 to implement the project was drafted by the Commission Attorney recently reviewed by city staff. Commission staff and city staff continue to work through development of an implementation agreement. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-restoration-project-regent-ave-golden-valley-r>

Ponderosa Woods Stream Restoration Project, Plymouth (ML-22): A feasibility study for this project got underway in fall 2022. A public open house was held February 13th with 3 residents attending. The draft feasibility report was presented at the May 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 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 are slated to be presented to the Commission in September or October. A public open house will be planned during the design process and construction is likely to get underway in late fall/early winter. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project>.

Sochacki Park Water Quality Improvement Project (BC-14): This project is proposed to be added to the CIP through a minor plan amendment as approved at the March 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 among BCWMC, TRPD, and the cities of Golden Valley and Robbinsdale. A feasibility study is underway for the project and is being funded by TRPD. The feasibility study kick off meeting was held June 5th. Information on the project and an update on the feasibility study was presented at the June meeting. A technical stakeholder meeting was held July 10th. A public open house was held July 26th and a Phase I Environmental Site Assessment was recently completed. The draft feasibility study was presented at the August meeting and the final feasibility study was approved at the September meeting. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. Project partners recently met to review a scope and budget for design and discuss construction sequencing, funding availability, and cooperative agreement provisions. TRPD was recently awarded \$1.6M in federal funding for this project and other facility investments in Sochacki Park. Staff provided a project update at the March meeting. A cooperative agreement with TRPD and Robbinsdale was approved at the April meeting. Three Rivers Park District contracted with Barr Engineering to develop project designs. A Phase II Environmental Assessment was recently completed. A project partner meeting is scheduled for next week. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sochacki-park-water-quality-improvement-project>.

Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North (2026 CR-P): 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. An agreement with the City of Plymouth is being developed. A BCWMC public hearing should be held in September before officially ordering the project. The city will hold a public open house in late September or early October. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n>.

Administrator Activities July 11 – August 7, 2024

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"> • <u>Sweeney Lake EWM Eradication Project</u>: Assisted with coordination of scheduling and logistics for AIS Early Detection Training and • <u>Plymouth Creek Restoration Project</u>: Provided initial draft of agreement with City of Plymouth to Commission Attorney • <u>Future TMDLs</u>: Met with MPCA staff and Commission Engineer to continue conversation and planning for potential MPCA-led TMDL studies and Commission-led subwatershed analyses for for Lost Lake and Northwood Lake
Education and Outreach	<ul style="list-style-type: none"> • Sent email to commissioners with request for volunteers for upcoming events • Assisted with set up and take down of education display/items at Golden Valley Sustainability Fair • Reviewed resumes and participated in interviews for WMWA Educator • Reviewed and provided potential edits to Native content for watershed map • Attended WMWA Conservation Specialist Steering Committee meeting
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted July 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 August Commission meeting • Participated in pre-meeting call with Commission Engineer and Chair Cesnik • Corresponded with Commission Attorney Anderson re: JPA discussions by TAC, sent current JPA

	<p>document to member cities with direction on next steps, sent correspondence to commissioners on upcoming JPA discussion at TAC meeting</p> <ul style="list-style-type: none"> • Submitted 2023 audit to the State and posted online • Corresponded with accountants re: adopting new fiscal year and developed an 11-month budget for Budget Committee review • Attended Hennepin County committee meeting on 2025 levy request (online) • Attended meeting of female watershed administrators • Developed and sent questionnaire on buffer enforcement to cities • Attended one session of the Salt Symposium • Developed agenda for TAC meeting, distributed/posted meeting materials and attended meeting • Posted 2023 water quality reports online
MN Watersheds	<ul style="list-style-type: none"> • Attended MN Association of Watershed Administrator’s Executive Committee meeting (online) • Made reservations for lodging for annual meeting in December • Corresponded with Commission Engineers re: presentation at annual meeting
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Met with Commission Engineers for bi-weekly check in meetings • Drafted meeting minutes for July PSC meeting • Prepared materials and requested input from Planning TAC members on some draft issues and goals; reviewed comments, met with Commission Engineers to discuss, developed recommended revisions to goals resulting from input for PSC consideration • Prepared agenda and materials for August PSC meeting; attended meeting



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners, Alternate Commissioners, TAC Members
From: BCWMC Plan Steering Committee
Date: August 7, 2024

RE: August 15th Watershed Management Plan Development Workshop Agenda and Materials

During the regular BCWMC meeting on August 15th, we'll hold a whole-Commission workshop to review recommendations from the Plan Steering Committee (PSC) on some of the draft issue statements and goals for the 2025 Watershed Management Plan (plan). As a reminder, the plan is the most important document you will help develop in your tenure as a commissioner. The plan will guide every aspect of the Commission's work for ten years (2026 – 2035). Commissioner input on the issue statements and goals discussed at this workshop is a critical step in the plan development process. The issue statements and goals provide the basis for developing the rest of the plan - where the BCWMC will prioritize its work, the actions and policies it will set in place, and the level of time, effort, and funding that will go into implementation of projects and programs. Ultimately, implementation of the plan will result in improvements in the watershed and its waterbodies.

Ahead of the workshop, please review the following information:

- Commission-approved prioritized list of issues across four categories (approved August 2023) (Attachment A).
- Commission-approved issue statements, desired future conditions, and 10-year goals for fourteen goals in the Waterbody and Watershed Quality category (approved January 2024). The final content for those issues can be found [here](#).
- NEW: PSC-recommended issue statements, desired future conditions, and 10-year goals for the remainder of the Waterbody and Watershed Quality category (Attachment B).
- NEW: PSC-recommended issue statements, desired future conditions, and 10-year goals for the Flooding and Climate Resiliency category (Attachment C).

All 2025 Watershed Planning materials can be found at: <https://www.bassettcreekwmo.org/document/2025-plan-update>.

Workshop Outline (approximately 90 minutes)

1. Introduction and background information
 - A. Prioritized watershed issues (Attachment A)
 - B. Overview of plan structure and content
 - C. Overview of PSC process and progress

2. Small group discussions: review and discuss draft issue statements, desired future conditions, and 10-year goals for remaining issues in Waterbody & Watershed Quality category (Attachment B) and all issues in Flooding & Climate Resiliency category (Attachment C)
 - A. Review and discuss sections in orange:
 - i. Issue Statement: Brief statement defining the problem and why it should be addressed. (Additional context about the issue will be included in the narrative of the plan.)
 - ii. Desired Future Condition: This is the overarching, long-range goal related to the issue but not a goal that can likely be reached within the 10-year life of the plan.
 - iii. 10-year Goal: This is a measurable outcome that should be attainable within the life of the plan for distinct waterbodies, resources, or watersheds.
 - B. Some things to keep in mind:
 - i. Some of these goals (and previously finalized goals) may seem too ambitious for the BCWMC with its current funding and staffing capacity. At a future workshop the PSC will present recommendations for goals in the Organizational Effectiveness category which will include a comprehensive evaluation of options for organizational structures and funding mechanisms.
 - ii. While education is a tool that can be used to help reach nearly every goal, goals for the Education and Outreach issue category will be discussed at a future workshop.
 - C. Consider these questions about the 10-year goals as you review and discuss:
 - i. Which goals are you most excited to get working on?
 - ii. Are there any goals that make you nervous or give you pause?
 - iii. What are you still curious about? Where do you need more information?
 - iv. Are there any local issues or goals missing?
 - v. If the goals are achieved, will they result in noticeable improvements for ecosystems and communities?
 - vi. Are there any goals that you believe are likely unachievable?
 - D. Grayed sections won't be discussed at this workshop - they include a non-exhaustive list of potential implementation activities that will be considered in the future when the implementation section of the plan is developed. The PSC keeps a list of these possible activities as a placeholder for future discussions.

3. Whole group discussion: report out highlights, questions, key critiques

Attachment A

Issue Category	Item ID	Issue Title and Description	Priority Level
Waterbody & Watershed Quality	1	Impaired waters – Some lakes and streams within the Bassett Creek watershed do not meet State water quality standards; some are listed as impaired for aquatic life function and recreational use due to pollutants such as nutrients, chloride, bacteria, and other stressors.	High
	2	Chloride loading – High chloride loading from use of winter deicers across the Bassett Creek watershed negatively impacts lakes streams, and groundwater water quality.	High
	3	Streambank and gully erosion – Excessive erosion along streambanks and gullies negatively impacts stream geomorphology, water quality, aquatic habitat, and floodplain function.	Medium
	4	Lakeshore erosion – Erosion along lake shorelines degrades water quality and negatively impacts lake ecology.	Medium
	5	Wetland health and restoration – The function, value and quantity of wetlands within the Bassett Creek watershed have been negatively impacted by development and the changing climate.	Medium
	6	Aquatic invasive species – Aquatic invasive species (AIS) present in the Bassett Creek watershed negatively impact water quality, lake and stream ecology, and are exacerbated by climate trends.	Medium
	7	Ground-/surface water interactions – The uncertainty of groundwater and surface water interactions complicates our ability to protect, restore, and responsibly manage natural resources.	Medium
	8	Degradation of riparian areas – Degraded riparian areas allow excess pollutant loading to water resources, contribute to impairments (water quality and biological), and result in decreased ecological function and habitat.	Low
	9	Degradation of upland areas – Natural areas in uplands may be threatened by development pressure, lack of proper management, and negative impacts from climate change.	Low
	10	Groundwater quality – Groundwater quality impacts public health as a source of drinking water and may be threatened by infiltration of stormwater and associated pollutants.	Low
Flooding and Climate Resiliency	11	Impact of climate change on hydrology, water levels, and flood risk – Extreme fluctuations in precipitation amounts and intensities increase flood risk and prolonged drought cycles that contribute to significant changes to water level and stream flow and may negatively impact the natural and built environment, (e.g. ecology, water quality, public health and safety, economy, and recreation)	High
	12	Bassett Creek Valley flood risk reduction and stormwater management opportunities – Current conditions in the Bassett Creek Valley present significant challenges to sustainable development and resilient, healthy ecosystems and people due to floodplain extents, environmental hazards, and limited space for stormwater management.	High
	13	Groundwater quantity – Groundwater levels may be negatively impacted by overuse, loss of recharge, or extreme changes in precipitation.	Low
Education and Outreach	Newly Proposed	Public Awareness and Action - Ability and interest of watershed residents and stakeholders to be good caretakers of the BCWMC waterbodies and ecosystems may be limited by the lack of knowledge and resources for action.	Medium
	14	Engagement of diverse communities – Efforts are needed to engage and build relationships with communities that have been under-represented in past BCWMC planning, programs, and projects.	Medium
	15	Recreation opportunities – Opportunities to protect or enhance recreational use of, and access to, natural areas in the watershed may be lost without proactive consideration by the BCWMC and its partners in their activities.	Low
Organizational Effectiveness	16	Organizational capacity and staffing – Current BCWMC staff capacity and organizational structure are likely not sufficient to achieve intended goals and effectively execute projects and programs.	High
	17	BCWMC funding mechanisms – Funding sources and funding mechanisms for BCWMC administration and implementation are not adequate to achieve the most efficient, equitable, and robust outcomes.	High
	18	Progress assessment – Evaluation of progress toward achieving 10-year goals is critical to process improvement.	High
	19	Projects and programs implemented through a DEI lens – Additional focus is needed to ensure equity in the delivery of BCWMC projects, programs, and decision making.	Medium
	20	Public ditch management – The Plan must address management of the public ditches within BCWMC jurisdiction (per MN Statutes 103B)	Low
	21	Carbon footprint of BCWMC projects – Carbon released in the construction and ongoing maintenance of BCWMC projects is not currently considered and contributes to climate change	Low

WATERBODY AND WATERSHED QUALITY

Aquatic Invasive Species – Medium Priority		
Issue Statement: Aquatic invasive species (AIS) present in the Bassett Creek watershed can negatively impact water quality, lake and stream ecology, and are exacerbated by climate trends.		
Desired Future Condition	Goal (10-year)	Implementation Activities (some potential examples; highlight = new activity)
No new AIS infestations in lakes or creeks. Existing AIS managed such that they are not negatively impacting beneficial functions.	Prevent new AIS infestations in lakes or creeks throughout the watershed.	<ul style="list-style-type: none"> - Implement BCWMC’s aquatic plant management/aquatic invasive species (APM/AIS) policies (\$40,000) - Assist TRPD, Hennepin County, and others with AIS inspection programs (\$5,000) - Work with partners and agencies to identify and track emerging AIS threats – new activity (\$ unknown) - Work with Hennepin County, member cities, and other partners to provide signage, education, and early detection training to residents, boaters, anglers, and lakeshore landowners (\$46,000 current education programs)
	Mitigate the impact of existing AIS infestations through application of BCWMC policies and practices.	<ul style="list-style-type: none"> - Implement BCWMC’s aquatic plant management/ aquatic invasive species (APM/AIS) policies (\$40,000) - Work with TRPD and MnDNR to manage and assess curly-leaf pondweed, starry stonewort, and zebra mussels in Medicine Lake (included in \$40,000 above) - Follow AIS Rapid Response Plan when needed - \$ unknown

WATERBODY & WATERSHED QUALITY
PSC Recommendations for Commission Workshop Aug 2024
 (Find previously finalized issues and goals in this category [here](#))

Groundwater – Surface Water Interactions – Medium Priority			
Issue Statement: The uncertainty of groundwater and surface water interactions complicates our ability to protect, restore, and responsibly manage natural resources.			
Desired Future Condition	Goal (10-year)	Implementation Activities (some potential examples; highlight = new activity)	
<p>Areas with significant groundwater – surface interaction are identified and potential negative impacts due to interaction are minimized.</p> <p>Hennepin County develops and implements county groundwater plan.</p>	<p>Understand groundwater-surface water interaction characteristics of BCWMC priority waterbodies.</p>	<ul style="list-style-type: none"> - Work with Met Council or other agencies to map groundwatersheds and evaluate groundwater-surface water interactions and groundwater dependency of BCWMC priority waterbodies – new activity (\$50,000 possible estimate) - Lobby Hennepin County to develop county-wide groundwater management plan (similar to Dakota and Washington Counties) – new activity \$0 	
	<p>Reduce or mitigate negative impacts of groundwater-surface water interactions during development and project implementation.</p>	<ul style="list-style-type: none"> - Assist with development of regional or statewide policies regarding infiltration of stormwater – new activity (\$5,000 possible estimate) - Through BCWMC Requirements Document: maintain requirements detailing circumstances where stormwater infiltration is limited or prohibited for the protection of groundwater resources (consistent with the MPCA Construction Stormwater General Permit) – fee for service - Consider updating BWCMC requirements so infiltration is also consistent with MDH guidance 	

WATERBODY & WATERSHED QUALITY

PSC Recommendations for Commission Workshop Aug 2024

(Find previously finalized issues and goals in this category [here](#))

<h2>Degradation of Riparian Areas – Low Priority</h2>		
Issue Statement: Degraded riparian areas allow excess pollutant loading to water resources, contribute to impairments (water quality and biological), and result in decreased ecological function and habitat.		
Desired Future Condition	Goal (10-year)	Implementation Activities (some potential examples; highlight = new activity)
Riparian areas throughout the watershed are ecologically healthy with well established, diverse native vegetation.	Establish and maintain native vegetation along streams through BCWMC buffer requirements, wherever triggered.	<ul style="list-style-type: none"> - Require vegetated buffers adjacent to priority streams for projects triggering BCWMC review (ensure enforcement of existing stream buffer standard – new activity \$ unknown) - Provide education to creek homeowners including riparian protection/restoration workshops – new activity (\$5,000)
	Restore degraded riparian areas adjacent to 75% of BCWMC CIP projects, where applicable.	<ul style="list-style-type: none"> - Assess the condition of riparian areas on BCWMC priority streams and lakes and prioritize areas for action – new activity (\$ included in activities under other issues) [determine where this activity would apply – along all waters or only where CIP projects are proposed?] - Incorporate elements to improve riparian areas on all stream-focused and lake-adjacent BCWMC capital improvement projects. - CIP

WATERBODY & WATERSHED QUALITY
PSC Recommendations for Commission Workshop Aug 2024
 (Find previously finalized issues and goals in this category [here](#))

<h2>Degradation of Upland Areas – Low Priority</h2>			
Issue Statement: Natural areas in uplands may be threatened by development pressure, lack of proper management, and negative impacts from climate change.			
Desired Future Condition	Goal (10-year)	Implementation Activities (some potential examples; highlight = new activity)	
<p>Natural areas throughout the watershed are well managed, ecologically healthy, and accessible to the public, where possible. High quality uplands are not lost or negatively impacted by development projects.</p>	<p>Consider and support preservation or enhancement of upland natural areas and greenway corridor connections within BCWMC interest and authority.</p>	<ul style="list-style-type: none"> - Evaluate aesthetics, habitat, and accessibility during CIP project selection and prioritization - CIP - Encourage and support public and private landowners to maintain, preserve or restore open space and native habitats (\$46,000 current education programs) - Member cities shall consider opportunities to maintain, enhance, or provide new open spaces and/or habitat. \$0 - Cooperate with the MDNR and other entities, as requested, to protect rare and endangered species under the State’s Endangered Species Statute. The BCWMC will review the Natural Heritage Information System during the design phase of Commission projects – CIP - Cooperate, when appropriate and as resources allow, with partners and organizations that identify and work to preserve connected greenway corridors and other natural areas - Incorporate trails, parks, and natural areas into BCWMC watershed map. (to be included with current map update) 	

WATERBODY & WATERSHED QUALITY
PSC Recommendations for Commission Workshop Aug 2024
 (Find previously finalized issues and goals in this category [here](#))

Groundwater Quality – Low Priority			
Issue Statement: Groundwater quality impacts public health as a source of drinking water and may be threatened by infiltration of stormwater and associated pollutants.			
Desired Future Condition	Goal (10-year)	Implementation Activities (some potential examples; highlight = new activity)	
Groundwater is safe to drink, meets all drinking water standards, and is not adversely impacted by pollutants.	Reduce negative impacts to groundwater quality from proposed projects reviewed by the BCWMC.	<ul style="list-style-type: none"> - Through BCWMC Requirements Document: maintain requirements detailing circumstances where stormwater infiltration is limited or prohibited for the protection of groundwater resources (consistent with the MPCA Construction Stormwater General Permit) – fee for service - Review all MDNR groundwater appropriation permit applications in the BCWMC excluding applications for temporary appropriations permits - \$3,000 - Consider updating BWCMC requirements so stormwater infiltration practices are consistent with MDH guidance 	
	Prevent negative impacts to groundwater quality from BCWMC projects.	<ul style="list-style-type: none"> - Evaluate CIP projects for potential impacts to groundwater before implementation - CIP 	

FLOODING AND CLIMATE RESILIENCY

Impact of climate change on hydrology, water levels, and flood risk – High Priority

Issue Statement: Extreme fluctuations in precipitation amounts and intensities increase flood risk and prolonged drought cycles that contribute to significant changes to water level and stream flow and may negatively impact the natural and built environment, (e.g. ecology, water quality, public health and safety, economy, and recreation)

Desired Future Condition	Goal (10-year)	Strategy, Action, or Task (some potential examples; highlight = new activity)
Watershed residents, businesses, and infrastructure are protected from flood damages and water fluctuations	Identify areas, populations, and ecosystems most vulnerable to flooding and hydrologic risk resulting from existing and future climate trends	<ul style="list-style-type: none"> - Perform a risk analysis and prioritization considering vulnerable populations, critical infrastructure, and priority resources - Identify potential flood risk reduction projects - Maintain/update watershed-wide hydrologic and hydraulic model - Encourage/assist cities or partners with development of flood emergency response plans
	Reduce flood risk for structures and infrastructure within the floodplain	<ul style="list-style-type: none"> - Update implementation program to include flood risk reduction projects that increase watershed storage and/or reduce peak flows – CIP - Create a grant or cost-share program to reduce flood risk for habitable structures - Review development and redevelopment projects for compliance with BCWMC floodplain requirements – fee for service - Help with promotion of FEMA’s Flood Insurance Study and Community Rating System among residents and property owners - Review overall BCWMC Flood Control Project for effectiveness; continue inspection and maintenance program - Maintain H&H model - Implement CIP projects that reduce flood risk on structures or infrastructure
	Implement 3 CIP projects that reduce flood risk on structures or infrastructure.	
Waterbodies are resilient to changes in water levels and climate such that	Evaluate impacts of climate trends on hydrology, ecology, and recreation of priority streams and lakes.	<ul style="list-style-type: none"> - Monitor water quality of priority waterbodies - Maintain/update watershed-wide hydrologic and hydraulic model - Develop climate resilience study/plan that evaluates potential impacts to priority waterbodies

FLOODING & CLIMATE RESILIENCY

PSC Recommendations for Commission Workshop Aug 2024

their beneficial functions are maintained or enhanced		<ul style="list-style-type: none"> - Work with Met Council or other agencies to map groundwatersheds and evaluate groundwater-surface water interactions – new activity (\$50,000 possible estimate)
	Enhance climate resilience through BCWMC projects and programs by incorporating climate mitigation and adaptation functions.	<ul style="list-style-type: none"> - Develop climate resilience study/plan that evaluates potential impacts to priority waterbodies - Continue to implement APM/AIS rapid response plan - Update APM/AIS rapid response plan (if needed based on findings of above study/plan) - Encourage and support public and private landowners to maintain, preserve or restore open space and native habitats to improve climate resiliency (\$50K in 2024 for current education programs)
	Incorporate climate resiliency improvements into the majority of CIP projects.	<ul style="list-style-type: none"> - Implement CIP projects to protect or restore ecological functions of priority waters and tributary watersheds - CIP - Evaluate CIP projects relative to climate trends before implementation. – CIP

Bassett Creek Valley flood risk reduction and stormwater management opportunities – High Priority

Issue Statement: Current conditions in the Bassett Creek Valley present significant challenges to sustainable development and resilient, healthy ecosystems and people due to floodplain extents, environmental hazards, and limited space for stormwater management.

Desired Future Condition	Goal (10-year)	Strategy, Action, or Task (some potential examples; highlight = new activity)
The Bassett Creek Valley supports healthy ecosystems and communities with reduced flood risk, improved water quality, and neighborhood access to the creek corridor.	Collaborate on evaluation, sequencing, and implementation of multi-beneficial projects within the Bassett Creek Valley to create regional flood storage, reduce floodplain by at least 8 acres, and improve regional stormwater management.	<ul style="list-style-type: none"> - Assist multi-jurisdictional partners with evaluating and prioritizing multi-benefit project opportunities within the Bassett Creek Valley - Implement CIP project(s) to increase storage, reduce peak flow, and/or improve water quality in the Bassett Creek Valley while providing multiple benefits - CIP

Groundwater quantity – Low Priority

Issue Statement: Groundwater levels may be negatively impacted by overuse, loss of recharge, or extreme changes in precipitation.

Desired Future Condition	Goal (10-year)	Strategy, Action, or Task (some potential examples; highlight = new activity)
Groundwater levels support drinking water needs and do not negatively impact groundwater-sensitive resources	Reduce negative impacts to groundwater quantity from proposed projects in the Bassett Creek watershed.	<ul style="list-style-type: none"> - Review development and redevelopment projects for compliance with BCWMC requirements – fee for service - Review MDNR groundwater appropriation permit applications in the BCWMC that are forwarded to the BCWMC - \$3,000 - Coordination with the MDNR to ensure its review of proposed water appropriation projects prevents negative impacts to groundwater quantity (i.e., ensure water appropriations are not negatively impacting adjacent creeks, lakes, wetlands and other water resources, including groundwater)
	Incorporate water reuse practices into 2 BCWMC CIP projects.	<ul style="list-style-type: none"> - CIP projects are evaluated relative to groundwater quantity impacts before implementation. - CIP
	Increase the use of groundwater conservation practices among watershed residents	<ul style="list-style-type: none"> - Encourage and support public and private landowners to pursue conservation practices (\$50K in 2024 for current education programs) - Support cities in the implementation of their water conservation grant or cost-share programs - Advocate that Hennepin County map and prioritize groundwater recharge areas