



# **Bassett Creek Watershed Management Commission**

## **Regular Meeting & Plan Development Workshop**

**Thursday, May 15, 2025**

**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/tZcodOCvrj8rHtZJzvg6hib82UqHHvF4lft3#/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 – April 17, 2025 Commission Meeting
- B. Acceptance of May Financial Report
- C. Approval of Payment of Invoices
  - i. Keystone Waters, LLC – April 2025 Administration
  - ii. Keystone Waters, LLC – April 2025 Administrative Expenses
  - iii. Barr Engineering – April 2025 Engineering Services
  - iv. Triple D Espresso – May Meeting Catering
  - v. City of Plymouth – April 2025 Accounting Services
  - vi. Kennedy & Graven – Legal Services
  - vii. Stantec – WOMP Services
  - viii. Bolton & Menk – Parkers Lake Chloride Reduction Outreach Project

### **5. BUSINESS**

- A. Receive Update on Double Box Culvert Repair Project Feasibility Study (FCP-1) (15 min)
- B. Consider Approval of Recommendations from Budget Committee (20 min)
  - i. Memo on Budget Tracking and Transparency
  - ii. Proposed 2026 Operating Budget
- C. Consider Approval of Recommendations from Education Committee (15 min)
- D. Consider Approval of Resolutions for Minnesota Watershed 2026 Legislative Session (15 min)
- E. Consider Approval of Commissioners and Administrator Attendance at Minnesota Watersheds Summer Tour (5 min)

### **6. COMMUNICATIONS (15 minutes)**

- A. Administrator's Report
  - i. Update on Parkers Lake Chloride Reduction Outreach Project
  - ii. Update on Potential Maintenance Levy

- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
- H. Committees

## **7. INFORMATION ONLY (Information online only)**

- A. Administrative Calendar
- B. CIP Project Updates [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects)
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notice, Plymouth
- E. [Minneapolis Park and Rec Board 2024 Annual Report](#)
- F. Watershed Partners 2024 Annual Report
- G. West Metro Water Alliance 2024 Annual Report
- H. Clean Water Fund Fact Sheet
- I. [Minnesota Stormwater Research Council Annual Report](#)

## **8. WATERSHED MANAGEMENT PLAN DEVELOPMENT WORKSHOP**

- A. Review Plan Content and Draft Table of Contents
  - i. Section 4.0 Implementation Program – Tools, Policies, Activities, Projects
  - ii. Revisions to BCWMC Requirements for Development and Improvement Projects
- B. Participate in Small Group Discussions
- C. Report Out and Next Steps

## **9. ADJOURNMENT**

### **Upcoming Meetings & Events**

- BCWMC Plan Steering Committee Meeting: Wednesday, June 4<sup>th</sup>, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, June 4<sup>th</sup>, 10:30 a.m., Brookview
- Bassett Creek Restoration Project Public Open House: Thursday, June 5<sup>th</sup>, 4:00 – 7:00 p.m., Golden Valley City Hall
- St. Louis Park Ecotacular: Saturday, June 14<sup>th</sup>, 1:30 - 4:00 p.m., Wolfe Park, St. Louis Park
- BCWMC Commission Meeting, **WEDNESDAY, June 18<sup>th</sup>**, 8:30 a.m., Plymouth City Hall



## Bassett Creek Watershed Management Commission

### AGENDA MEMO

Date: April 10, 2025

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 5/15/25 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 – April 17, 2025 Commission Meeting- **ACTION ITEM with attachment**
  - B. Acceptance of May Financial Report - **ACTION ITEM with attachment**
  - C. Approval of Payment of Invoices - **ACTION ITEM attachments available upon request – I reviewed the following invoices and recommend payment.**
    - i. Keystone Waters, LLC – April 2025 Administration
    - ii. Keystone Waters, LLC – April 2025 Administrative Expenses
    - iii. Barr Engineering – April 2025 Engineering Services
    - iv. Triple D Espresso – May Meeting Catering
    - v. City of Plymouth – April 2025 Accounting Services
    - vi. Kennedy & Graven – Legal Services
    - vii. Stantec – WOMP Services
    - viii. Bolton & Menk – Parkers Lake Chloride Reduction Outreach Project
5. **BUSINESS**
  - A. Receive Update on Double Box Culvert Repair Project Feasibility Study (FCP-1) (15 min) – INFORMATION ITEM no attachment – *At the meeting in February, the Commission approved the [scope and budget](#) for this CIP project which was moved to 2026 for implementation. The study is moving along quickly with the feasibility report will be presented at the June Commission meeting in time to set the 2026 maximum levy. At this meeting, the Commission Engineer will give an update on the feasibility study and findings to date.*
  - B. Consider Approval of Recommendations from Budget Committee (20 min)
    - i. Memo on Budget Tracking and Transparency – ACTION ITEM with attachment – *The Budget Committee has been discussing options to improve knowledge, tracking, and transparency of the Commission's budgets. At their meeting in April they finalized some initial recommendations outlined in the attached memo. The memo also includes a report on the 2025 operating budget status.*
    - ii. Proposed 2026 Operating Budget – DISCUSSION ITEM with attachments – *The Budget Committee reviewed and discussed options for the 2026 operating budget at their meetings in March and April. The attached proposed budget was also reviewed by the TAC. A final proposed budget must be approved by the June meeting for distribution to cities by July 1<sup>st</sup>.*

- C. Consider Approval of Recommendations from Education Committee (15 min) – ACTION ITEM with attachment – *The Education Committee has been discussing a variety of topics during recent meetings including watershed map distribution and educational signage. Committee recommendations on a contribution to the Third Annual Ĥaǵá Wakpádaŋ Water Blessing event and a contract for website updates are included in the attached memo and proposed contract. Staff recommends approval.*
- D. Consider Approval of Resolutions for Minnesota Watershed 2026 Legislative Session (15 min) – ACTION ITEM with attachments – *At the April meeting, commissioners were asked for thoughts or ideas for possible resolutions for the MN Watersheds 2026 legislative platform. Resolutions are due June 2. Commissioner Polzin expressed two ideas for potential resolutions at the April meeting. After consultation with the MN Watersheds executive director and the Commission Attorney, I drafted the attached resolutions for consideration. The Commission should discuss and provide thoughts or offer revisions. Staff recommends approval to finalize the text and submit these to MN Watersheds.*
- E. Consider Approval of Commissioners and Administrator Attendance at Minnesota Watersheds Summer Tour (5 min) – ACTION ITEM with attachment – *The MN Watersheds Summer Tour is in Roseau, MN in late June. The agenda is attached. A charter bus from the Twin Cities is likely to be available to participants at no extra cost (depending on if enough folks sign up for the bus). The bus would travel to Roseau on Monday June 23 and return Thursday June 26. Event registration is \$136 + \$125/night lodging. I would like approval to attend for up to 3 nights which includes attendance at the MN Association of Watershed Administrators meeting (an additional \$29). I also recommend approval for any commissioner or alternate to attend with reimbursement of registration fees and travel expenses. Commissioner attendance expenses would come from the Education and Outreach budget which includes funding for commissioner training/conferences.*

## 6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report – **INFORMATION ITEM with attachment**
  - i. Update on Parkers Lake Chloride Reduction Outreach Project
  - ii. Update on Potential Maintenance Levy
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
- H. Committees

## 7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
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- F. Watershed Partners 2024 Annual Report
- G. West Metro Water Alliance 2024 Annual Report
- H. Clean Water Fund Fact Sheet
- I. [Minnesota Stormwater Research Council Annual Report](#)

## 8. WATERSHED MANAGEMENT PLAN DEVELOPMENT WORKSHOP – (60 minutes)

### A. Review Plan Content – Review Draft [Watershed Management Plan Table of Contents](#)

- i. Section 4.0 Implementation Program – Tools, Policies, Activities, Projects – **DISCUSSION ITEM with attachment (and additional background online)** – *This section of the draft plan incorporates the description of how the BCWMC will make progress towards plan goals including tools, policies, the Activity and Program Implementation Schedule (Table 4.5) and the 10-year Capital Improvement Program (Table 4.6). It is important that commissioners understand the activities and projects being proposed for the next 10 years of watershed management! If you don't have time to review the whole document, please concentrate on Section 4.1.1 – Section 4.1.10, Table 4.5 and Table 4.6. We will review the most important pieces of this section at the meeting and in small group discussions.*
- ii. Revisions to BCWMC Requirements for Development and Improvement Projects – **DISCUSSION ITEM with attachment** – *The attached memo outlines the most significant changes proposed for the Commission's standards and requirements for developments, redevelopments, and other projects. The Commission Engineer will review this content at the meeting and we will discuss in small groups.*

### B. Participate in Small Group Discussions – **DISCUSSION ITEM with links to background below** – *As with previous workshops, we'll break into small groups for more concentrated discussions. Please come with your questions or concerns about the content presented in Item 8A above. You may want to be reminded of the 10-year goals previously approved by the Commission. They can be found in the links below.*

*Please consider these questions from PSC Chair Kennedy as your review materials:*

- 1) *Are there any gaps in activities or projects that may be needed to meet the Plan goals, especially in your community?*
- 2) *This 10-year plan sets out an aggressive schedule of work. How does that resonate with you or how might it resonate with your community?*
- 3) *What gaps do you see between the vision and implementation?*

At workshops in January, August, and November 2024 issue statements, desired future conditions, and 10-year goals were finalized for:

- [Waterbody and Watershed Quality Category](#)
- [Climate Resiliency and Flooding Category](#)
- [Education and Engagement Category](#)
- [Organizational Effectiveness Category](#)

### C. Report Out and Next Steps

## 9. ADJOURNMENT

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- St. Louis Park Ecotacular: Saturday, June 14<sup>th</sup>, 1:30 – 4:00 p.m., Wolfe Park, St. Louis Park
- BCWMC Commission Meeting, **WEDNESDAY, June 18<sup>th</sup>**, 8:30 a.m., Plymouth City Hall



## Bassett Creek Watershed Management Commission

**DRAFT Minutes of Regular Meeting**  
**Thursday, April 17, 2025**  
**8:30 a.m.**  
**7800 Golden Valley Rd., Golden Valley MN**

### 1. CALL TO ORDER and ROLL CALL

On April 17, 2025 at 8:33 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	Terri Schultz <i>online</i>	<i>Absent</i>
Golden Valley	Paula Pentel	<i>Vacant</i>	Eric Eckman
Medicine Lake	Clint Carlson	<i>Absent</i>	<i>Absent</i>
Minneapolis	Jodi Polzin	<i>Vacant</i>	Liz Stout
Minnetonka	<i>Vacant</i>	Stacy Harwell	Leslie Yetka, <i>online</i>
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	Monika Vadali	Ben Scharenbroich
Robbinsdale	Wayne Sicora	<i>Vacant</i>	Jenna Wolf
St. Louis Park	<i>Absent</i>	David Johnston	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson and Greg Wilson – Barr Engineering Co. Karen Chander – Barr Engineering Co. (online)		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Brian Vlach, Three Rivers Park District Amy Timm, MPCA (online)		

### 2. PUBLIC FORUM ON NON-AGENDA ITEMS

None.

### 3. APPROVAL OF AGENDA

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

#### 4. CONSENT AGENDA

Item 4F was removed from the consent agenda.

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

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

- Acceptance of April Financial Report
  - Keystone Waters, LLC – March 2025 Administration
  - Keystone Waters, LLC – March 2025 Administrative Expenses
  - Barr Engineering – March 2025 Engineering Services
  - Triple D Espresso – April Meeting Catering
  - City of Plymouth – March 2025 Accounting Services
  - Kennedy & Graven – Legal Services
  - Stantec – WOMP Services
- Approval of Reimbursement Request from City of Golden Valley for DeCola Ponds B & C Improvement Project (BC-2,3,8)
- Approval of 2024 BCWMC Annual Report
- Approval of Resolution 25-07 to Not Waive Monetary Limits on Municipal Tort Liability

#### Item 4F. Approval of Agreement with Metropolitan Council for CAMP Monitoring

Commissioner Hauer asked about the Community Assisted Monitoring Program (CAMP) including which lakes were monitored and the budget for the program. Administrator Jester reported that 8 lakes have CAMP volunteers and two of the lakes have two different monitoring locations and two different volunteers for a total of 10 volunteers. She noted the BCWMC Education Budget includes funding for this program which has been ongoing for nearly 20 years.

**MOTION:** Commissioner Hauer moved to approve the agreement with the Metropolitan Council for the CAMP monitoring. Alternate Commissioner Johnston seconded the motion. Upon a vote the motion carried 9-0.

#### 5. BUSINESS

##### A. Receive Report on Medicine Lake Total Maximum Daily Load (TMDL) Status Assessment Project

Commission Engineer Johnson provided background on this project noting that the scope and budget for the project were approved in December 2023 and that the project will help identify and estimate costs for projects needed to reduce total phosphorus in Medicine Lake and remove it from the impaired waters list – a high priority in the draft watershed plan. She introduced Commission Engineer Wilson.

Engineer Wilson presented the project report beginning with an overview of the 2010 total maximum daily load (TMDL) study. He noted the TMDL allocated pollution reduction needs across the cities contributing runoff to the lake (including Plymouth at 83%), MnDOT, Hennepin County and other minor MS4s. There was some discussion about which agency enforces a TMDL and if the water quality standard for the lake could be changed by the Federal government or another agency. It was noted that although the water quality standard originated with the federal Clean Water Act, the MPCA and BCWMC each adopted these standards as their own. It was also noted that there is no federal funding involved with this project. Commissioner Pentel indicated her desire for more easily accessible real-time data on water quality within the lake. Administrator Jester noted the BCWMC website has monitoring reports and average annual pollution concentrations for all priority waters. There was further discussion about the potential impact of reduced federal funding for programs that may impact the BCWMC. It was noted that potential impacts should be researched so that the BCWMC is planning ahead, if needed.

Engineer Wilson continued by reported that the TMDL indicated that external phosphorus loading to the lake should be reduced by 28% to meet water quality standards, plus a reduction in internal loads from within the lake. He described data from 2006 – 2024 for total phosphorus, chlorophyll-a, and water clarity (Secchi depth). He noted

that while chlorophyll-a and water clarity have significantly improved over the last 10 years, total phosphorus concentrations have not changed and remain about 55 mg/l (water quality standard is 40 mg/l). Engineer Wilson reported evidence of the effect of zebra mussels (discovered in 2017) on algae and zooplankton communities within the lake, noting the zebra mussels predate green algae leaving less food for zooplankton. He also noted that zebra mussels are less likely to eat blue green algae.

Engineer Wilson reported that lower amounts of phosphorus are entering the lake from the watershed due to projects installed and noted that the West Medicine Lake Park project alone reduces total phosphorus loading enough to meet the TMDL load reduction requirements. He noted the internal loading of phosphorus within Medicine Lake must be controlled to meet water quality standards.

There was a discussion about how improved water clarity within the lake may result in more plant growth including curly-leaf pond weed and starry stonewort and that it would be necessary to continue herbicide treatments. It was also noted that herbicide treatments don't tend to impact native communities due to the timing of the treatments. Brian Vlach with TPRD noted the lake still has a good, healthy native plant community that should improve even more with good water clarity.

Engineer Wilson's recommendations for the remaining water quality improvements needed to eventually remove Medicine Lake from the impaired waters list include a carp survey to determine if high carp populations could be impacting water quality, continued treatments of curly-leaf pondweed and other aquatic invasive vegetation, some additional best management projects or practices in a few watershed areas with direct drainage to the lake, and a 3-phase alum treatment. He noted a feasibility study should be completed before the alum treatments and that adaptive management including AIS and carp control is warranted.

Engineer Wilson reported the alum treatment may cost up to \$2 million. There was discussion about the cost of herbicide treatments. Brian Vlach noted that TRPD currently funds the treatment for starry stonewort (mostly near the boat launch) at \$8,000/year. There is a cost share agreement in place between TRPD and BCWMC for curly-leaf pondweed control. There was discussion about successful alum treatments in other lakes.

**MOTION:** Commissioner Carlson moved to extend appreciation for the Commission Engineer's work on the project and to move forward with implementation of the recommendations. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 9-0.

#### **B. Consider Approval of Scope and Budget for Work on Lost Lake and Northwood Lake TMDLs**

Administrator Jester reported that at the request of Commission staff, the MN Pollution Control Agency (MPCA) has agreed to complete Total Maximum Daily Load (TMDL) studies for Lost and Northwood Lakes which are impaired due to high nutrients. She noted that after several discussions with MPCA staff and Commission Engineers, the TMDL scope or "agreement" included with meeting materials was developed by MPCA staff, submitted and approved by MPCA leadership. She noted that while the MPCA has funding to complete TMDL calculations with existing data, Commission Engineers recommend updating the P8 pollutant model and collecting sediment cores to improve TMDL accuracy. She recommended approval of the scope and budget from the Commission Engineer for this work to be funded with the Commission's Special Projects fund and direction to cooperate with MPCA on the TMDL projects, including communication and outreach to affected cities, other MS4s and residents/lake groups.

Commission Engineer Johnson reviewed the tasks outlined in the scope and budget for the TMDL support including updating the P8 pollutant model and collecting sediment samples from the lakes. Commissioner Polzin asked when and by whom the TMDL implementation plan would be developed. Administrator Jester noted that a future subwatershed assessment would likely serve as the implementation plan. Upon a question from Commissioner Hauer, Engineer Johnson described how the TMDL would account for in-lake responses to pollutant loading using the BATHTUB model.

**MOTION:** Commissioner Gwin-Lenth moved to approve the scope and budget for the Commission Engineer's work on the Lost and Northwood Lake TMDLs. Commissioner Polzin seconded the motion. Upon a vote the motion carried 9-0.



[Chair Cesnik called a 5-minute break.]

**C. Consider Approval of TAC Recommendations on 5-year Capital Improvement Program and Set Public Hearing for June**

TAC Chair Scharenbroich reported that the TAC met in February and March and discussed the 5-year CIP. He reported the TAC recommendations to shift the starting years of some projects and update some project budgets (as listed in the memo with meeting materials). He also reviewed the TAC's recommendation to add the Fernbrook Regional Stormwater Improvement Project in Plymouth to the CIP for 2027. TAC Chair Scharenbroich reported that this project takes advantage of an opportunity to improve stormwater conditions in conjunction with expected redevelopment in the area. The City of Plymouth hired Barr Engineering to review and assess options for the site. He noted the project would be constructed on a 7-acre parcel in an area north of Hwy 55 between Fernbrook Ave. and I-494 and would alleviate flooding issues in the area and reduce or eliminate flooding of garages at an apartment complex where flooding is common, and which is within an Environmental Justice - Climate Vulnerability zone identified by the City. He reported the project would also improve water quality downstream in Plymouth Creek and Medicine Lake. He reported the planning level costs, including land acquisition, are \$5.6M and the project would create about 13.5 acre-feet for flood storage and reduce total phosphorus by about 13.8 lbs/year.

Commissioner Pentel asked if phosphorus reduction in Medicine Lake was really needed based on the TMDL status report presented in the previous agenda item. TAC Chair Scharenbroich noted the proposed project would improve water quality in Plymouth Creek as well and that overall, the city continues to implement water quality improvement projects.

TAC Chair Scharenbroich provided more information noting that the feasibility study for this project should be a streamlined effort due to Barr's prior review/assessment of the project. He also noted that the city forester recently identified some valuable trees on the eastern side of the parcel that should not be removed. He noted the project would incorporate an upgrade needed to the storm sewer system in the area, that the project was identified as an opportunity as part of the city's CIP process, and that there is little or no stormwater treatment currently in this area. He noted the project could be developed as a community amenity. Commissioner Pentel noted that she thinks the Towerside Stormwater Management Project implemented by the MWMO is a great example of stormwater management with significant community benefits.

Administrator Jester reviewed the project's score on the CIP prioritization matrix and noted that although it's not yet a metric, the fact that the project is located in a city-identified climate vulnerability zone should be considered. There was a brief discussion about the Commission's use of terminology related to equity and the potential need to review terminology in Commission documents in the future.

Commissioner Polzin asked if there was really a need for a minor plan amendment to add this project to the Commission's CIP because this project could be included with the 2026 Watershed Management Plan. Administrator Jester confirmed she was correct, that a minor plan amendment (and hence a public hearing) was NOT needed after all.

**MOTION: Commissioner Polzin moved to approve the TAC's recommendation for the 5-year Capital Improvement Program. Commissioner Pentel seconded the motion. Upon a vote the motion carried 9-0.**

**D. Review Draft Agreement with Minneapolis for Bassett Creek Tunnel Maintenance and Inspections**

Commission Attorney Anderson reviewed the map of the Bassett Creek Tunnel under downtown Minneapolis and noted the significance of this major piece of infrastructure. He noted the tunnel is owned by the City of Minneapolis and that the city and the BCWMC collaborate on maintenance, inspections, and review of projects impacting the tunnel. He noted these activities should be formalized through an agreement between the City and Commission. He reported that he developed the draft agreement in cooperation with Commission Engineers, Administrator Jester, city public works staff and city attorneys. He noted the agreement is still in draft form as multiple exhibits and descriptions are not yet complete but that he wanted to highlight significant provisions of the agreement and answer any questions.

Attorney Anderson reviewed various agreement provisions including the formal right of entry and license to do work. He noted the agreement outlines inspections, coordination, expectations, and notice requirements. He noted the city is expected to react to emergencies in the tunnel, including emergency maintenance due to their ability to mobilize more quickly than the Commission. Attorney Anderson reviewed the indemnification language noting that there was negotiation and compromise with the city. He noted the agreement has no term (does not expire unless revoked) and is mutually beneficial to both parties. He noted a final agreement with complete exhibits will be brought to the Commission for consideration of approval at a future meeting.

- E. Consider Conditional Approval of Grant Agreement with MN Board of Water and Soil Resources for Plymouth Creek Restoration Project Dunkirk Ln to 38<sup>th</sup> Ave N. and Approval of Sub-Grant Agreement with City of Plymouth**  
 Administrator Jester reminded commissioners that at their meeting in September, the Commission approved an agreement with the City of Plymouth to design, construct, and maintain this CIP project and that the Commission received a \$400,000 Clean Water Fund grant for this project. She noted a grant agreement with the BWSR needs to be executed along with a sub-grant agreement with the City of Plymouth to ensure the city adheres to the provisions of the grant agreement. She recommended approval of the sub-grant agreement with Plymouth and approval of the grant agreement with BWSR conditioned on the city's approval of the sub-grant agreement.

It was noted the grant requires that project implementation pay prevailing wages. TAC Chair Scharenbroich confirmed that the project will be designed and budgeted assuming prevailing wages.

**MOTION:** Alternate Commissioner Harwell moved to approve the sub-grant agreement with the City of Plymouth and approval of the grant agreement with BWSR conditioned on the city's approval of the sub-grant agreement. Commissioner Polzin seconded the motion. Upon a vote the motion carried 9-0.

- F. Receive Update on Watershed Plan Development**

- i. Minor Revisions to 10-year Goals
- ii. Plan Progress Tracker

In Plan Steering Committee Chair Kennedy's absence, Administrator Jester reviewed recommended minor revisions to goal statements in the organizational effectiveness category. She noted the revisions to not change the intent or outcome of the goal. She also reviewed the plan progress tracker. It was noted that outreach to city commissions, councils, or other groups will be conducted in June to present important elements of the draft plan and gather feedback ahead of the formal 60-day review period. Commissioner Pentel offered to help with outreach to various neighborhoods.

- G. Consider Resolutions for Minnesota Watershed 2026 Legislative Session**

Administrator Jester noted that with the change to the Minnesota Watershed's legislative process, proposed resolutions for the 2026 legislative session are due June 2, 2025. Commissioners or alternates are welcome to bring ideas for resolutions to the Commission for discussion. Commissioner Polzin wondered if a resolution can or should be crafted requesting an update to statutory language regarding what type of watershed organizations can be involved with multijurisdictional partnerships (MN Stat. 383B.79). Commissioner Polzin also wondered if Minnesota Watersheds would be willing to champion a resolution requesting legislation that allows any watershed management organization the ability to levy taxes directly, rather than a watershed by watershed approach. Administrator Jester said she would investigate those ideas as possible resolutions and bring information to the next Commission meeting.

There was some discussion about the MWMO structure requiring that board members be city council members which may result in a loss of expertise of commissioners.

## 6. COMMUNICATIONS

- A. Administrator's Report

- i. June Meeting Date and Location – Meeting will be held on Wednesday June 18<sup>th</sup> at 8:30 a.m. at Plymouth City Hall
- ii. Update on Watershed Based Implementation Funding – Convening group decided the grant funding would be pooled with other WBIF funding going to Hennepin County for outreach and implementation of water quality

- practices in vulnerable communities (most likely with multi-family housing properties) through Metro Blooms.
- B. Engineer – Engineer Johnson noted that discussions have been ongoing with Fruen Mill redevelopers and that the Double Box Culvert feasibility study is underway with the site evaluation happening that morning.
  - C. Legal Counsel – No report
  - D. Chair – No report
  - E. Minnesota Watersheds – Commissioner Hauer noted her attendance (virtually) at the Metro Watersheds quarterly meeting and indicated it was an informative meeting.
  - F. Commissioners
    - i. Report on Discover Plymouth Event – Chair Cesnik reported that it was a good event and attendees enjoyed the new map.  
Commissioner Carlson asked if anyone had joined the webinar by the DNR on wake boats. He would like to receive a recording of the webinar, if possible. Administrator Jester will assist.  
Commissioner Hauer reported that the MPCA is looking for lake monitoring volunteers.
  - G. TAC Members – Next meeting on May 2<sup>nd</sup>, 12:30 p.m. at Plymouth City Hall. Commissioner Pentel will attend as liaison.
  - H. Committees
    - i. Report on Budget Committee Meeting – Committee Chair Polzin noted that the 2026 proposed budget will be presented at the May meeting and that the group reviewed funding risks and prioritized areas for potential reductions, if needed. She noted the TAC will review the proposed 2026 budget at their May 2<sup>nd</sup> meeting.

Administrator Jester noted the Education Committee meets the following week.

## 2. INFORMATION ONLY (Information online only)

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- B. CIP Project Updates [www.bassettcreekwmo.org/projects](http://www.bassettcreekwmo.org/projects)
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notice, Minneapolis
- E. [BWSR Snap Shots Article on Medley Park Stormwater Improvement Project](#)
- F. [Hennepin County 2024 AIS Accomplishments Report](#)
- G. Applications Open for [Task Force on Future of Minnesota's Water](#)
- H. Public Hearing on Minneapolis Stormwater Management Program
- I. [Dakota Plant Relatives: Discussion with Tanažidan To Win and Family, April 26](#)
- J. [Restoration Projects in Golden Valley Featured on CCX](#)

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

**Bassett Creek Watershed Management Commission**
**Statement of Financial Position as of 04/30/2025**

Item 4B.

BCWMC 5-15-25

Unaudited		400	100	
		Capital Improvement Projects	General Fund	TOTAL
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
	BB · 4MP Fund Investment	3,501,986.62	473,006.55	3,974,993.17
	Receipts	0.00	14,102.24	14,102.24
	· 102 · 4MP Fund Investment	3,501,986.62	487,108.79	3,989,095.41
	BB · 4M Fund Investment	4,224,755.71	1,182,089.86	5,406,845.57
	Receipts	200,000.00	27,755.59	227,755.59
	Transfers In/out	-28,890.21	-58,837.70	-87,727.91
	Disbursements	0.00	-42.36	-42.36
	· 103 · 4M Fund Investment	4,395,865.50	1,150,965.39	5,546,830.89
	· BB · US Bank Checking	0.00	-395.06	-395.06
	Transfers In/out	-171,109.79	50,089.70	-121,020.09
	Disbursements	-28,890.21	-61,961.67	-90,851.88
	Receipts/Deposits in Transit	200,000.00	8,748.00	208,748.00
	104 · US Bank Checking	0.00	-3,519.03	-3,519.03
	Total Checking/Savings	7,897,852.12	1,634,555.15	9,532,407.27
Accounts Receivable				
	· 111 · Accounts Receivable	0.00	0.00	0.00
	· 112 · Due from Other Governments	0.00	0.00	0.00
	· 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 · Prepaids	0.00	3,294.00	3,294.00
	· 116 · Undeposited Funds	0.00	0.00	0.00
	Total Other Current Assets	0.00	3,294.00	3,294.00
	Total Current Assets	7,920,158.20	1,637,849.15	9,558,007.35
<b>TOTAL ASSETS</b>		<b>7,920,158.20</b>	<b>1,637,849.15</b>	<b>9,558,007.35</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
	· 211 · Accounts Payable	55,954.60	77,860.30	133,814.90
	Total Accounts Payable	55,954.60	77,860.30	133,814.90
Other Current Liabilities				
	· 212 · Unearned Revenue	200,000.00	0.00	200,000.00
	· 251 · Unavailable Rev - property	22,306.08	0.00	22,306.08
	Total Other Current Liabilities	222,306.08	0.00	222,306.08
	Total Current Liabilities	278,260.68	77,860.30	356,120.98
	Total Liabilities	278,260.68	77,860.30	356,120.98
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	3,285,157.91	620,746.98	3,905,904.89
	Net Income	-205,842.39	529,728.80	323,886.41
	Total Equity	7,641,897.52	1,559,988.85	9,201,886.37
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>7,920,158.20</b>	<b>1,637,849.15</b>	<b>9,558,007.35</b>

Bassett Creek Watershed Management Commission								
Statement of Revenues, Expenditures, and changes in Fund Balance - General Fund								
4/30/2025								
Unaudited								
				Annual Budget	April	May	Year to Date	Budget Balance
Ordinary Income/Expense								
	Income							
	411	Assessments to Cities		662,888.00	0.00	0.00	662,887.00	1.00
	412	Project Review Fees		70,600.00	4,248.00	0.00	9,748.00	60,852.00
	413	WOMP Reimbursement		5,000.00	4,500.00	0.00	4,500.00	500.00
	414	Grants		0.00	0.00	0.00	0.00	0.00
	415	Investment earnings		44,000.00	33,109.83	0.00	98,392.85	-54,392.85
	416	Transfer from CIP and LT Accounts		50,570.00	0.00	0.00	0.00	50,570.00
	Total Income			833,058.00	41,857.83	0.00	775,527.85	57,530.15
	Expense							
	1000	Engineering						
		1010	Technical Services	133,000.00	16,818.00	11,717.50	46,741.50	86,258.50
		1020	Development/Project Reviews	82,500.00	1,857.00	4,946.50	14,534.50	67,965.50
		1030	Non-fee and Preliminary Reviews	23,000.00	1,001.00	2,365.50	5,021.00	17,979.00
		1040	Commission and TAC Meetings	10,700.00	881.50	3,023.40	5,499.40	5,200.60
		1050	Surveys and Studies	7,000.00	0.00	0.00	0.00	7,000.00
		1060	Water Quality / Monitoring	133,500.00	3,513.00	8,187.85	19,361.15	114,138.85
		1070	Water Quantity	8,250.00	598.00	495.00	1,912.10	6,337.90
		1080	Annual Flood Control Inspection	45,000.00	1,177.50	620.50	7,356.00	37,644.00
		1090	Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00
		1100	Watershed Outlet Monitoring Progr	29,300.00	2,467.10	1,820.12	5,621.64	23,678.36
		1110	Annual XP-SWMM Model Updates	0.00	0.00	0.00	0.00	0.00
		1120	APM/AIS Work	40,000.00	0.00	0.00	0.00	40,000.00
	Total 1000 · Engineering			514,250.00	28,313.10	33,176.37	106,047.29	408,202.71
	2000 · Plan Development							
		2010	Next Gen Plan Development	75,000.00	7,763.50	6,517.00	25,885.50	49,114.50
	Total 2000 · Plan Development			75,000.00	7,763.50	6,517.00	25,885.50	49,114.50
	3000 · Administration							
		3010	Administrator	75,088.00	4,348.50	6,415.50	16,633.50	58,454.50
		3015	Additional Staff	10,000.00	0.00	0.00	0.00	10,000.00
		3020	MAWD Dues	7,500.00	0.00	0.00	7,500.00	0.00
		3030	Legal	24,300.00	3,321.50	2,182.00	6,481.50	17,818.50
		3040	Financial Management	18,150.00	1,416.36	1,374.00	4,254.25	13,895.75
		3050	Audit, Insurance & Bond	22,000.00	0.00	0.00	0.00	22,000.00
		3060	Meeting Catering	2,200.00	197.53	197.53	790.12	1,409.88
		3070	Administrative Services	4,015.00	193.00	242.90	662.96	3,352.04
	Total 3000 · Administration			163,253.00	9,476.89	10,411.93	36,322.33	126,930.67
	4000 · Education							
		4010	Publications / Annual Report	1,300.00	64.50	865.00	929.50	370.50
		4020	Website	12,000.00	0.00	0.00	0.00	12,000.00
		4030	Watershed Education Partnership	14,850.00	0.00	0.00	3,500.00	11,350.00
		4040	Education and Public Outreach	27,000.00	312.04	0.00	15,420.43	11,579.57
		4050	Public Communications	1,200.00	0.00	0.00	0.00	1,200.00
	Total 4000 · Education			56,350.00	376.54	865.00	19,849.93	36,500.07
	5000 · Maintenance							
		5010	Channel Maintenance Fund	25,000.00	0.00	0.00	0.00	25,000.00
		5020	Flood Control Project Long-Term M	35,000.00	0.00	0.00	0.00	35,000.00
	Total 5000 · Maintenance			60,000.00	0.00	0.00	0.00	60,000.00
	6000 · Special Projects							
		6010	Medicine Lake TMDL Assess	31,033.00	8,175.00	9,924.00	30,981.50	51.50
		6020	Street Sweeping Prioritization Proje	48,494.00	6,949.50	14,352.50	23,149.50	25,344.50
		6030	Bassett Creek Valley Floodplain Stu	85,400.00	949.50	2,613.50	3,563.00	81,837.00
	Total 6000 · Special Projects			79,527.00	16,074.00	26,890.00	57,694.00	107,233.00
	Total Expense			948,380.00	62,004.03	77,860.30	245,799.05	787,980.95

Bassett Creek Watershed Management Commission									
Statement of Revenues, Expenditures, and changes in Fund Balance - Construction Fund									
4/30/2025									
Unaudited									
		Project Budget	May	Year to Date	Inception to Date Expense	Remaining Budget			
Expense									
	• 1000 · Engineering	0.00	0.00	0.00	0.00	0.00			
	• 2024CR-M · CIP-BS Main Stem Restore	1,941,000.00	35,243.30	41,525.80	139,705.19	1,801,294.81			
	• 2026CR-P · Plymouth Creek Restor Dunk 38th	2,600,000.00	0.00	0.00	108,261.58	2,491,738.42			
	• BC-12 · CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	2,500.00	147,500.00			
	• BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	7,500.00	592,500.00			
	• BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	19,473.61	1,527,458.92	72,541.08			
	• BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	84,049.39	1,215,950.61			
	• BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	0.00	0.00	755,689.56	1,079,310.44			
	• BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	0.00	0.00	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	118,890.48	1,358,137.20	141,862.80			
	• 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	0.00	0.00	72,657.31	279,342.69			
	• NL-2 · CIP-Four Seasons Mall	990,000.00	0.00	0.00	209,680.56	780,319.44			
	• PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	3,965.00	3,965.00	241,531.62	243,468.38			
	• SL-3 · CIP-Schaper Pond	612,000.00	102.50	1,005.00	539,534.96	72,465.04			
	• SL-8 · CIP-Sweeney 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			
	• CL-4 · CIP-Crane Lake Chloride Reduction Project	0.00	2,084.90	6,251.10	58,021.54	-58,021.54			
	• FCP-1 · CIP-Flood Control Project Double Box Culvert	0.00	14,558.90	14,731.40	14,731.40	-14,731.40			
Total Expense		19,256,531.00	55,954.60	205,842.39	8,678,283.59	10,578,247.41			





## Bassett Creek Watershed Management Commission

### MEMO

To: BCWMC Commissioners and Alternates  
From: Administrator Jester on behalf of the Budget Committee  
Date: May 8, 2025

#### **RE: Budget Committee Recommendations and Quarterly Status Report on 2025 Operating Budget**

At their meeting on April 15, the BCWMC Budget Committee recommended the following activities to provide greater transparency and tracking of commission operating budgets.

- The Administrator will review all invoices submitted to the Commission and prepare recommendations to the Commission regarding payment. [*This is already current practice.*]
- The Commission Treasurer will review the Administrator's monthly invoice and correspond with the Administrator if questions or concerns arise. The Commission Treasurer will make a recommendation to the Commission regarding payment.
- The Administrator will quarterly review the status of the current operating budget with the Commission Treasurer and will prepare a memo outlining budget status and near-term spending forecast for the Commission. [*2025 first quarter report on page 2.*]

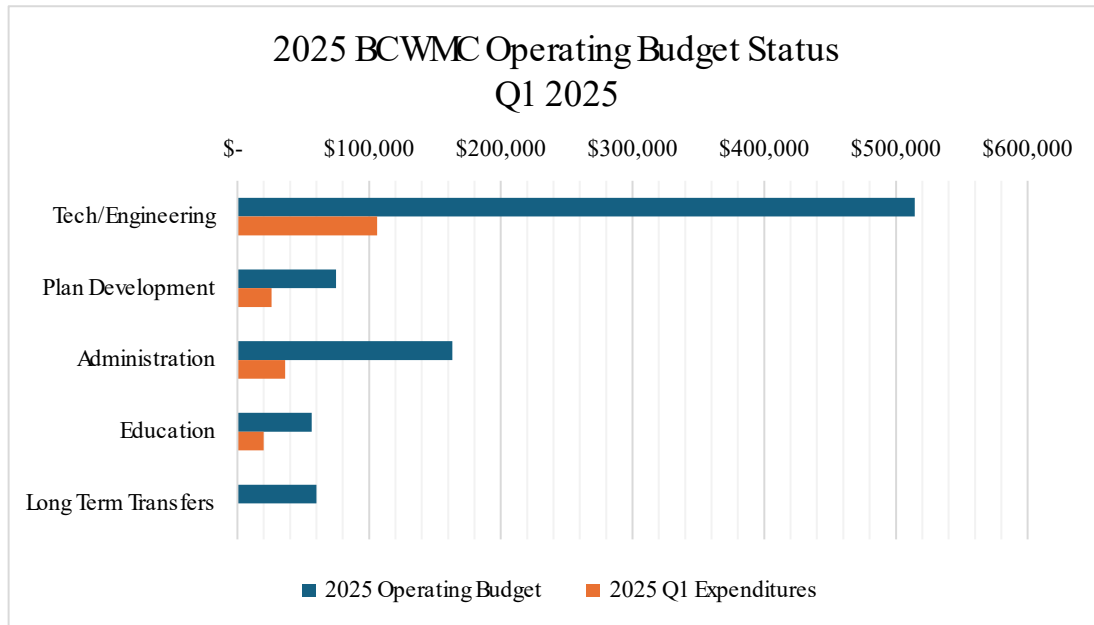
The committee also touched on some additional items they plan to discuss in future committee meetings including:

- Reviewing consultant contracts to determine if they can be strengthened financially
- Considering use of a consulting pool or "request for proposal" process for certain activities
- Adopting a staffing succession plan to allow for better cost estimates for future staffing needs
- Adding flexibility to the budget to adapt to changes in federal, state, and/or local funding
- Earmarking certain budget line items where reductions can take place, if needed



### BCWMC Operating Budget Status Report: Q1 2025

The 2025 fiscal year began on February 1, 2025 and will end on December 31, 2025. Thus far, pending is on track in all budgeted expense categories. This first quarter report represents all spending and revenue through April 30, 2025. Although spending may seem low in the technical/engineering services category, it's important to note that spending is typically higher in the summer months during the monitoring season.



Revenue is also on track with all nine member cities having contributed their 2025 assessment, and fees for development projects being collected. Investment income for 2025, which is moved to the long-term Special Projects account already totals over \$98,000.

Income Sources	Budget	Collected
City Assessments	\$662,888.00	\$662,887.00
Project Review Fees	\$70,600.00	\$9,748.00
WOMP Reimbursement	\$5,000.00	\$4,500.00
Grants	\$0.00	\$0.00
Transfer from Special Projects Fund	\$44,000.00	\$0.00
Transfers from Long Term Accounts	\$50,570.00	\$0.00
Investment Earnings	\$0.00	\$98,393.00



## Bassett Creek Watershed Management Commission

### MEMO

To: BCWMC Commissioners and Alternates  
From: Administrator Jester on behalf of the Budget Committee  
Date: May 8, 2025

#### **RE: Proposed 2026 Operating Budget**

At their meetings in March and April, the Budget Committee discussed the 2026 operating budget (also called the General Fund) including individual budget line items, revenue streams, long term account balances, and the overall fund balance. The 2026 budget spans a 12-month year with the new schedule of January 1, 2026 – December 31, 2026. The Commission's funds and the relationships among the funds are shown in Figure 1. The committee recommends the attached operating budget and notes particular elements below. The TAC reviewed this proposed budget at their meeting May 2<sup>nd</sup> and did not voice significant concerns.

The total budget (overall expenses) is proposed to be slightly lower than this year's budget (even though 2026 is a 12-month fiscal year rather than the current 11-month fiscal year). As proposed, the fund balance at the end of the 2026 fiscal year would be about 45% of the annual operating budget. This is slightly lower than the recommended level of 50% of annual operating costs.

Some additional elements of the proposed budget include:

#### **Expenses:**

Surveys and Studies (Row 5): This line item has been used to fund smaller studies or plans that weren't scheduled at budgeting time, but which may come up during the course of the year. The Budget Committee recommends zeroing this line item because the new Special Projects long-term fund can be used in these instances, if needed.

Savings for 2036 Plan (Row 14): The Plan Steering Committee recommends annually setting aside funds to help cover the cost of developing the next 10-year plan.

Additional staff (Row 16): The Administrative Services Committee will begin work this year on staffing needs and administrator succession planning. The Budget Committee recommends planning for use of additional staff in 2026. The \$40,000 currently included in this line item would cover approximately a quarter-time staff person to assist with implementation of the new watershed plan including administrative duties, communications and engagement, partnership building, project tracking, etc.

Flood Control Project Long Term Maintenance (Row 29): This is a transfer to the Flood Control Project Long-term Maintenance Fund to pay for annual inspections of the Flood Control Project (FCP). The cost of inspections varies year to year depending on which structures are slated for inspection that year. Over a 10-year period, the cost is estimated at \$350,000; hence there has been a \$35,000 annual transfer to the long-

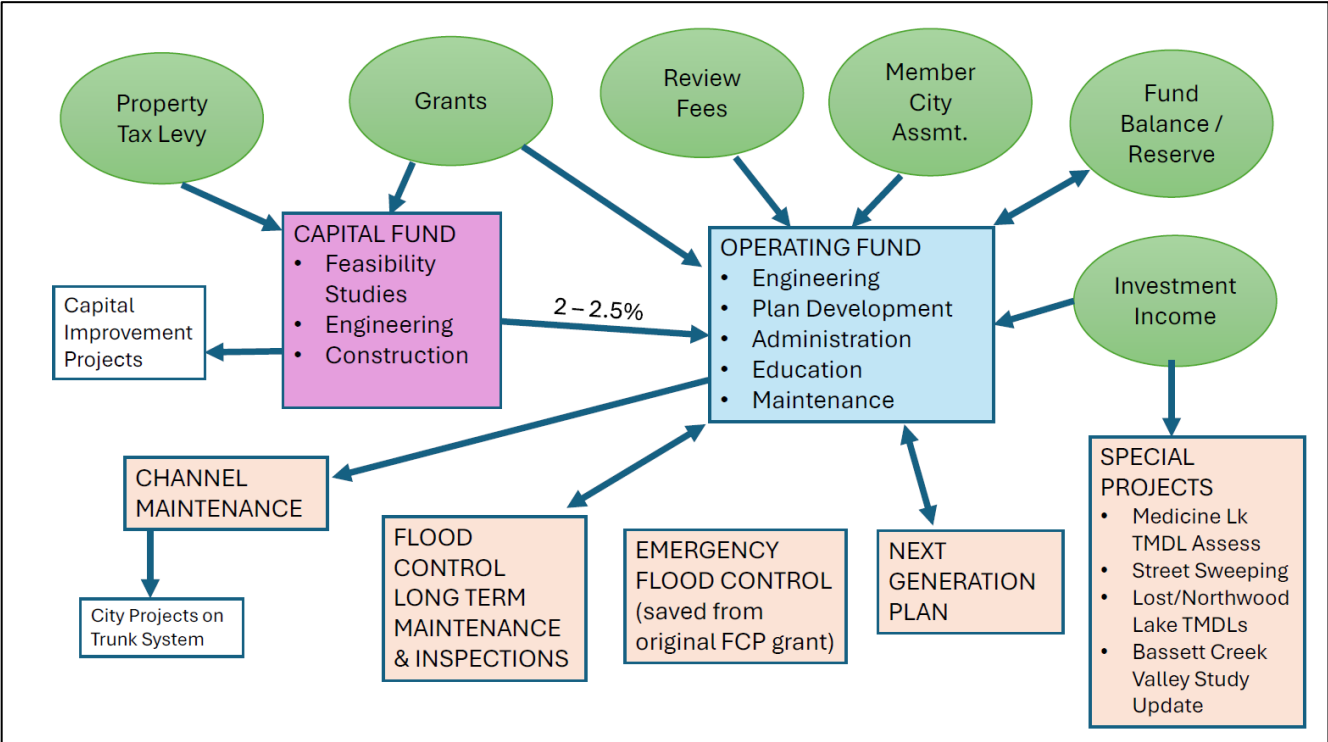
term account from the Operating Budget. The long-term fund currently has a balance of \$420,000. In consultation with the Commission Engineer, the committee recommends drawing down the balance of this account to about \$250,000. Therefore, this budget line is proposed to be zeroed out in 2026. [It's important to note, however, that the BCWMC hydrologic and hydraulic update and conversion study is currently slated to use this long- term fund if the FEMA grant is not awarded. If a grant is not awarded, annual transfers to the long-term account should resume in 2027.]

**Revenue:**

Transfer from CIP Levy: BCWMC fiscal policy states that between 2% and 2.5% of the levy collected in a year should be transferred to the operating budget (General Fund) to offset administrative costs in implementing the CIP. The Budget Committee recommends transferring 2.5% of the levy in 2026. To further offset the cost of implementing the CIP, the committee recommends that the Commission Attorney charge time spent on specific CIP projects to that project's budget rather to the operating budget. This practice was in place several years ago and is still in place for certain projects where a significant amount of the attorney's time is expected. Moving forward, this would become the practice for all CIP projects. (Attorney time for typical projects is primarily limited to developing an agreement with the project implementer.)

City Assessments: City assessments are proposed to be 5.4% higher than this year's assessments, on average. City assessments are typically a reflection of the status of the fund balance. Unlike this year, the Budget Committee is not recommending use of the Special Projects fund to help fill a gap in revenue. Hence, revenue from city assessments is slated to be at a level needed to balance the budget.

Figure 1. BCWMC Funds



	2024 Budget as amended	2024 Gross Expenses ACTUAL	2025 Budget (11-mo) amended 2-20-25	2026 Proposed Budget V2	See Notes
ENGINEERING & MONITORING					
Technical Services	145,000	155,692	133,000	150,000	(A1)
Development/Project Reviews	90,000	64,000	82,500	90,000	(A)
Non-fee and Preliminary Reviews	30,000	42,710	23,000	30,000	(B)
Commission and TAC Meetings	15,000	15,481	10,700	16,000	(C)
Surveys and Studies	15,000	-	7,000	-	(D)
Water Quality / Monitoring	186,900	183,903	133,500	178,000	(E)
Water Quantity	9,000	7,266	8,250	9,000	(F)
Annual Flood Control Project Inspections	85,000	60,972	45,000	15,000	(G)
Municipal Plan Review	2,000	-	2,000	2,000	(H)
Watershed Outlet Monitoring Program	26,500	25,768	29,300	34,500	(I)
Annual XP-SWMM Model Updates/Reviews	3,000	1,715		-	(J)
APM/AIS Work	40,000	56,207	40,000	40,000	(K)
Subtotal Engineering & Monitoring	\$647,400	\$613,714	\$514,250	\$564,500	See Notes
PLANNING					
Next Generation Plan Development	47,650	145,355	75,000	10,000	(L)
Savings for 2036 Plan				5,000	(LL)
Subtotal Planning	\$47,650	\$145,355	\$75,000	\$15,000	
ADMINISTRATION					
Administrator	78,750	58,856	75,088	81,900	(M)
Additional Staff			10,000	40,000	(MM)
MAWD Dues	7,500	-	7,500	7,500	(N)
Legal	26,520	22,810	24,300	28,000	(O)
Financial Management	17,000	16,610	18,150	19,230	(P)
Audit, Insurance & Bond	18,700	27,133	22,000	26,000	(Q)
Meeting Catering	2,400	2,330	2,200	2,400	(R)
Administrative Services	2,570	4,215	4,015	4,200	(S)
Subtotal Administration	\$153,440	\$131,954	\$163,253	\$209,230	
OUTREACH & EDUCATION					
Publications / Annual Report	1,200	1,008	1,300	1,300	(T)
Website	1,600	1,606	12,000	2,000	(U)
Watershed Education Partnerships	18,350	12,410	14,850	18,350	(V)
Education and Public Outreach	28,000	23,632	27,000	30,000	(W)
Public Communications	1,000	342	1,200	1,000	(X)
Subtotal Outreach & Education	\$50,150	\$38,998	\$56,350	\$52,650	
MAINTENANCE FUNDS					
Channel Maintenance Fund	25,000	25,000	25,000	25,000	(Y)
Flood Control Project Long-Term Maint.	35,000	35,000	35,000	-	(Z)
Subtotal Maintenance Funds	\$60,000	\$60,000	\$60,000	\$25,000	
TMDL WORK					
TMDL Implementation Reporting	-				(AA)
Subtotal TMDL Work					
GRAND TOTAL	\$958,640	\$990,021	\$868,853	\$866,380	

NOTES	
(A1) General technical services by Barr Engineering; 2026 budget is based on actual expenses for 2024.	
(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 and 2025	
(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. 2026 proposed may be low considering 2024 actuals.	
(C) Includes attendance at BCWMC meetings, TAC meetings and other committee meetings, as needed. 2026 budget is same as 2025 (assuming 12-mo fiscal 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. For 2026, Engineers suggest \$15,000. Budget Committee recommends zeroing this line item because the Special Project Fund should be used for unforeseen surveys/studies.	
(E) Routine lake and stream monitoring. See details on next page. Assumes some monitoring protocol proposed in 2026 Watershed Monitoring Plan.	
(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. Budget kept flat 2023 - 2026.	
(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 last deep tunnel inspection was 2020, next one is due 2030. 2026 budget assumes \$15,000 for annual inspections. The BCWMC Flood Control Project Double Box Culvert Repairs CIP project (FCP-1) is slated for 2026, with the feasibility study to be completed in 2025. The last deep tunnel inspection was 2020 and the last unsubmerged tunnel inspection was in 2025; both of these will be due again in 2030.	
<a href="http://www.bassettcreekwmo.org/application/files/45/14/96/37/1815/2016_FCP_Policies.pdf">http://www.bassettcreekwmo.org/application/files/45/14/96/37/1815/2016_FCP_Policies.pdf</a>	
(H) Municipal plan approvals completed in 2019 for compliance with 2015 Watershed Plan. This task has also includes 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 will likely be too low given Stantec's contract (approved Dec 2024) for \$26,650 + Barr's \$7,500 estimate (totaling \$34,150). 2026 budget includes Barr estimate for complete operation of station and is in line with 2025 estimates.	
(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. As in 2025, 2026 budget assumes no annual H&H model updates as the full H&H model update project is underway. Resume annual reviews/updates in 2027.	



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 DNR grant funds were recieved in 2023 and 2024. In 2025, staff assisted Sweeney Lk Association with EWM treatment logistics as match to a Hennepin County AIS Prevent grant. In 2026, CLP treatment on Med Lake + \$5,000 towards Med Lake boat inspections estimated at \$40,000.
(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 but costs were significantly over budget due to much slower pace of progress. In 2025, the estimated combined budget for Barr and the Administrator was originally \$32,600 (\$22,900 for Barr, and \$9,700 for the Administrator). A budget amendment in February 2025 updated this figure to \$75,00 to better reflect anticipated plan development costs. In 2026, the plan should be in the final phases of approval, adoption, and distribution.
(LL)	The Plan Steering Committee recommends a budget line item dedicated to saving for development of the next watershed management plan.
(M)	Same hourly rate as 2025 (\$78/hour). Amount reflects contract renewed Feb 1, 2025.
(MM)	Increased staff capacity. Administrative Services Committee will meet in 2025 to develop a staffing plan and discuss administrator succession planning. This line item would augment Administrator time and may be used for additional communications, community education/engagement activities, partnership development, etc.
(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. 2026 budget reflects actual expenses in recent years. Legal costs for some CIP projects will be charged to specific CIP budgets, as warranted.
(P)	In 2024, Commission began contracting with the City of Plymouth for accounting services. 2026 budget is based on contract with \$1,415/month + \$150/hour for audit services eastimating 15 hours.
(Q)	Insurance and audit costs have risen considerably in the last few years. 2026 budget reflects actual costs in 2024 for insurance and bond along with contracted amounth for FY24 audit.
(R)	Assumes 12 in-person meetings @ \$200 per meeting.
(S)	2026 Budget reflects 2024 actuals. Costs include meeting packet printing and mailing, stamps, envelopes, post office box, domain name renewal, and other supplies and administrative expenses.
(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)	2026 budget based on agreement with HDR for website hosting and maintenance activities and assumes slightly more assistance during first year of updated website
(V)	2026 budget is similar to previous years. Includes CAMP (\$7,000), Metro Watershed Partners (\$3,500), Children's Water Festival (\$350), Metro Blooms resident engagement in Minneapolis neighborhoods (\$4,000), shoreline restoration workshop or similar (\$4,000).
(W)	Includes funding for West Metro Water Alliance at \$15,000 and \$15,000 for work by educational contractors + supplies and materials including educational signage, display materials, Commissioner training, etc. Slight increase for 2026 reflects Education Committee's recommendation.
(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)	\$0 to be transferred to the Flood Control Project Long Term Maintenance account in 2026. This long term account could be drawn down to a lower level of approximatley \$250,000. The H&H model update and conversion project was slated to use these funds if grant funding is not awarded. That project could instead be funded with Special Projects Funding if grant funds are not awarded.
(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 2026.

BCWMC 2026 Water Quality Monitoring Budgets - by item		
Item	Budget	Notes
Reporting on 2025 monitoring:		
Crane Lake Report on 2025 Monitoring	\$16,500	Report will follow template of recent reports.
Northwood Lake Report on 2025 Monitoring	\$16,500	Report will follow template of recent reports.
North Branch Report on 2025 Water Quality and Biological Monitoring		
	\$26,000	Report will follow template of recent reports.
2026 monitoring:		
Year 1 of Sweeney Branch stream flow and quality monitoring	\$39,000	Flow and monitoring equipment will be reinstalled in the Sweeney Branch. 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 2026 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.
Sweeney Branch biological monitoring	\$5,000	Assumes one sample event in the Sweeney Branch in late September / early October 2026. One macroinvertebrate sample will be collected and habitat survey performed at one location. Macroinvertebrate identification will be completed in FY 2027. Data summary and analyses is planned for FY 2028.
Wirth Lake plant surveys	\$3,000	Assumes two aquatic plant surveys to be completed in June and August. Assumes MPRB administering contract and summarizing results as part of Wirth Lake lake monitoring report.
Sweeney and Twin Lakes	\$60,000	Detailed lake monitoring includes monitoring Sweeney Lake and Twin Lake on 8 occasions for selected parameters (total phosphorus, ortho phosphorus, total nitrogen, chlorophyll a, chloride, temperature, pH, DO, and specific conductance), one winter sampling event for chloride, sample analysis, phytoplankton and zooplankton collection and analysis, and aquatic plant surveys (two occasions). Data summaries, analyses, and preparation of the monitoring report will be completed in 2027.
General water quality	\$12,000	Same as 2025
Total Water Quality Monitoring	\$178,000	

Proposed 2026 Revenues - Version 2	
Income	Budget
Assessments to cities	\$ 698,993
Investment Income	\$ -
CIP Administrative Funds (2.5% of est. requested levy of \$2,403,500)	\$ 60,087
Project review fees	\$ 77,000
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 15,000
WOMP reimbursement	\$ 5,000
Insurance Dividend	\$ 300
TOTAL PROPOSED INCOME	\$ 856,380
Expected Expenses	
Total operating budget	\$ 866,380
Fund Balance Details	
Est. Beginning Fund Balance (Dec 31, 2025)	\$ 403,074
Change in Fund Balance (income - expenses)	\$ (10,000)
Est. Remaining Fund Balance (Dec 31, 2026)	\$ 393,074
Fund balance as percent of operating budget	45%

City Assessments

Community	For Taxes Payable in 2025	2025 Percent of	Area Watershed (w/ 2022 changes)	Percent of	Average	2021	2022	2023	2024	2025	Proposed 2026 - Version 2	Percent increase over 2025	
	Net Tax Capacity	Valuation	in Acres	of Area	Percent	\$554,900	\$565,998	\$ 617,430	\$ 622,500	\$ 662,888	\$ 698,993	5.4%	
Crystal	\$13,384,303	5.47	1,297	5.11	5.29	\$29,898	\$30,206	\$32,645	\$33,280	\$35,181	\$36,957	5.0%	Crystal
Golden Valley	\$59,819,832	24.43	6,615	26.05	25.24	\$145,228	\$148,477	\$155,850	\$159,957	\$166,502	\$176,438	6.0%	Golden Valley
Medicine Lake	\$1,785,472	0.73	199	0.78	0.76	\$3,928	\$3,988	\$4,671	\$4,455	\$4,851	\$5,288	9.0%	Medicine Lake
Minneapolis	\$18,880,627	7.71	1,685	6.64	7.17	\$37,983	\$39,103	\$44,293	\$43,481	\$47,195	\$50,144	6.2%	Minneapolis
Minnetonka	\$16,710,241	6.83	1,108	4.36	5.59	\$29,622	\$30,437	\$34,541	\$34,069	\$37,498	\$39,104	4.3%	Minnetonka
New Hope	\$13,241,415	5.41	1,368	5.39	5.40	\$29,464	\$30,087	\$33,328	\$34,431	\$35,470	\$37,730	6.4%	New Hope
Plymouth	\$104,939,432	42.86	12,001	47.26	45.06	\$247,860	\$252,307	\$278,222	\$279,012	\$298,709	\$314,975	5.4%	Plymouth
Robbinsdale	\$4,302,171	1.76	369	1.45	1.61	\$9,299	\$9,288	\$9,911	\$10,599	\$10,654	\$11,220	5.3%	Robbinsdale
St. Louis Park	\$11,759,506	4.80	752	2.96	3.88	\$21,618	\$22,105	\$23,970	\$23,216	\$26,827	\$27,137	1.2%	St. Louis Park
TOTAL	\$244,822,999	100.00	25,394	100.00	100.00	\$554,900	\$565,998	\$ 617,430	\$ 622,500	\$ 662,888	\$ 698,993		TOTAL





## Bassett Creek Watershed Management Commission

### MEMO

To: BCWMC Commissioners and Alternates  
From: Administrator Jester on Behalf of the Education Committee  
Date: May 7, 2025

#### **RE: Education Committee Recommendations**

At their meeting on April 23<sup>rd</sup>, the Education Committee discussed various issues and prepared recommendations including:

##### **Watershed Map:**

The committee discussed dissemination of the new watershed map to various locations, groups, and individuals. Many groups and locations have already received the map; it has been placed in brochure racks at some city halls, park buildings, Westwood Nature Center, Valley Community Presbyterian Church, and other locations. It was disseminated at the Discover Plymouth event and the Hąhá Wakpádaŋ/Bassett Creek clean-up event. The map is also being showcased in schools where the West Metro Water Alliance educator visits 4<sup>th</sup> and 5<sup>th</sup> grade classrooms. Some maps will be laminated for use at tabling events.

The committee discussed development of a press release on the map and distribution to city communications departments and Minneapolis neighborhoods. These efforts are on-going.

##### **Contribution to Third Annual Hąhá Wakpádaŋ Water Blessing:**

The organizers of this event recently requested \$1,000 from the BCWMC to help cover stipends for the cultural advisors, presenters, and event planners. The event will be hosted in partnership with the City of Plymouth at West Medicine Lake Park on Indigenous Peoples' Day (October 13<sup>th</sup>). Partial funding has been secured from other community partners.

Education Committee Recommendation: The committee recommends that the BCWMC contribute \$1,000 to the Hąhá Wakpádaŋ Water Blessing event from the Education and Outreach budget line.

##### **Watershed Educational Signage:**

The committee discussed the creation of education signs for locations around the watershed, starting at Utepils Brewery on the bank of the creek in Minneapolis. The owners of Utepils have expressed interest in erecting a sign(s) in their back patio. The committee recommends a simple design, about 18 x 14" in size, with a simple map and language, a QR code directing readers to more information, and potentially including Indigenous design or art. They reviewed photos of the sign at the Westwood Nature Center and may use some of the same elements. The education budget available for this work is currently only \$7,688. The committee will continue to review options and will bring additional information to a future Commission meeting.

**Website Update Project:**

The committee discussed the need for a website update including basic ADA compliance, technology updates, new artwork, and shifting/updating content. The 2025 Website Budget includes \$10,600 for website updates. ADA compliance is now required for web content provided by state and local governments. (<https://www.ada.gov/resources/2024-03-08-web-rule/#top>) Additionally, the age of the BCWMC website requires technological updates in order to stay functional. Finally, there may be a few updates to the content or format of the site warranted/desired at this time.

BCWMC contracts with HDR, Inc. for website services. HDR built the current site in 2015. At the committee's direction, I requested a quote from HDR for the tasks outlined above. HDR provided the attached contract, scope, and budget for this work. The total expenses are within the Commission's budget.

After the required tasks of ADA compliance, technology updates, and project management, HDR's budget also includes about 15 hours for updates to website content or format along with 3 hours for meetings or trainings with committee members or staff. The contract and terms were reviewed by Commission Attorney Anderson.

Education Committee Recommendation: The committee recommends that the BCMC approve the contract with HDR, Inc. for the website update project for a not-to-exceed amount of \$10,600 from the Website Services budget.

**SHORT FORM AGREEMENT BETWEEN OWNER AND  
HDR ENGINEERING, INC. FOR PROFESSIONAL SERVICES  
AGREEMENT NUMBER 1**

**THIS AGREEMENT** is made as of this 15th day of May, 2025, between the Bassett Creek Watershed Management Commission (“OWNER”), a watershed management organization, with principal offices at 16145 Hillcrest Lane, Eden Prairie Minnesota 55346, and HDR ENGINEERING, INC., (“ENGINEER”) for services in connection with the project known as “2025-2026 Website Services” (“Project”);

**WHEREAS**, OWNER desires to engage ENGINEER to provide professional engineering, consulting and related services (“Services”) in connection with the Project; and

**WHEREAS**, ENGINEER desires to render these Services as described in SECTION I, Scope of Services.

**NOW, THEREFORE**, OWNER and ENGINEER in consideration of the mutual covenants contained herein, agree as follows:

**SECTION I. SCOPE OF SERVICES**

ENGINEER will provide Services for the Project, which consist of the Scope of Services as outlined on the attached Exhibit A.

**SECTION II. TERMS AND CONDITIONS OF ENGINEERING SERVICES**

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit B, are incorporated into this Agreement by this reference as if fully set forth herein.

**SECTION III. RESPONSIBILITIES OF OWNER**

The OWNER shall provide the information set forth in paragraph 6 of the attached “HDR Engineering, Inc. Terms and Conditions for Professional Services.”

**SECTION IV. COMPENSATION**

Compensation for ENGINEER’S services under this Agreement shall be on the basis of Time and Materials. Time and Materials shall mean actual labor hours calculated using a multiplier to be paid as total compensation for each hour an employee works on the project, plus Reimbursable Expenses. HDR will perform the Scope of Services identified in Exhibit A on a time and expenses basis for a not-to-exceed fee of \$10,600. No increase in this NTE amount will be allowed without prior authorization of OWNER. The amount of any sales tax, excise tax, value added tax (VAT), or gross receipts tax that may be imposed on this Agreement shall be added to the ENGINEER’S compensation as Reimbursable Expenses.

Compensation terms are defined as follows:

Direct Labor Cost shall mean salaries and wages, (basic and overtime) paid to all personnel engaged directly on the Project. The Direct Labor Costs and the factor applied to Direct Labor Costs will be adjusted annually as of the first of every year to reflect equitable changes to the compensation payable to Engineer.

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, technology charges, telephone, telex, shipping and express, and other incurred expense. ENGINEER will add ten percent (10%) to invoices received by ENGINEER from subconsultants and subcontractors to cover administrative expenses and vicarious liability.

## **SECTION V. PERIOD OF SERVICE**

Upon receipt of written authorization to proceed, ENGINEER shall perform the services described in Exhibit A within a reasonable period of time.

as follows:

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER'S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If any specified dates for the completion of ENGINEER'S services are exceeded through no fault of the ENGINEER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER'S compensation shall be equitably adjusted. Notwithstanding the foregoing and for the avoidance of doubt, the OWNER's financial obligation under this Agreement shall not exceed the NTE amount above (\$10,600) without prior written approval of OWNER.

**SECTION VI. SPECIAL PROVISIONS**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

\_\_\_\_\_  
“OWNER”

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

HDR ENGINEERING, INC.

“ENGINEER”

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

**EXHIBIT A**  
**SCOPE OF SERVICES**

Laura Jester  
Administrator  
Bassett Creek Watershed Management Commission  
P.O. Box 270825  
Golden Valley, MN 55427

Ms. Jester,

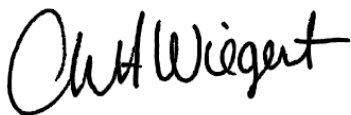
Please find HDR's proposed scope of services for 2025-2026 Web Services for the BCWMC website. This project will also provide accessibility improvements, a framework upgrade, two years of maintenance, and a migration to a separate hosting account for BCWMC to own.

Thank you for this opportunity! If you have any questions or concerns, please contact Kelly Spitzley at [Kelly.spitzley@hdrinc.com](mailto:Kelly.spitzley@hdrinc.com).

Signed,



Kelly Spitzley  
Lead Web Developer



Christine Wiegert  
MN-WI Area Manager

Sr. Vice President

# 2025-2026 Website Development and Maintenance

## Scope of Services

HDR will continue the development of the redesigned BCWMC website based on the task list outlined below.

### Task 1: Project Management

HDR will provide project coordination, contract management, and invoicing a maximum of every other month for up to 12 months from date of notice to proceed (NTP).

#### Deliverables

- Up to 6 invoices
- Project coordination
- Project set up and contract administration

#### Assumptions

- Invoices will be delivered no more than every other month.

### Task 1: Accessibility Improvements

HDR will audit and mitigate associate website code as necessary to comply with WCAG 2.1 AA standards within the scope and budget, focusing on global areas of the website and leveraging global scripts to improve image alt text and other cross-page elements for baseline compliance.

#### Deliverables

- Updated accessibility of website code on live site

#### Assumptions

- Documents and multimedia assets like videos are outside the scope of website accessibility mitigation, which relate specifically to the code of the website.
- HDR can programmatically insert alt text based on file names or figure captions to satisfy online accessibility checkers, but meaningful alt text will need to be added by BCWMC in cases where automatically generated alt text is insufficient.
- HDR recommends adding a phone number to the footer of the website for users to call for access to information in the case of older non-accessible documents or media.
- HDR does not certify accessibility and will rely on best practices and online checkers, including SiteImprove and IBM Equal Access to evaluate accessibility.

### Task 3: Framework Upgrade, Server Migration, and Launch

HDR will upgrade the ConcreteCMS site framework to the latest possible version (within limitations of existing blocks) and will migrate the upgraded site to a Semi-Dedicated server account with Veerotech (recommended web hosting company), and assist BCWMC with taking over ownership of the account.



### **Deliverables**

- Website upgraded to latest possible ConcreteCMS version (based on current version)
- Semi-Dedicated Veerotech server account access

### **Assumptions**

- HDR will retain an accessible copy of the previous website for up to 6 months after launch
- BCWMC will replace HDR's contact and payment information in the Veerotech hosting account after launch
- One year of hosting will be included as an expense in this contract, subsequent years will be charged directly to BCWMC's payment method
- BCWMC will commit to a week-long timeframe to significantly reduce or stop website updates to allow HDR to perform the migration. Any updates made during the upgrade process will need to be replicated on the new version of the site.

## **Task 4: Minor Website Updates**

HDR will complete the list of minor requests within the allotted task budget.

### **Deliverables**

- Minor changes to website pages and/or functionality as requested by BCWMC, prioritized in order of importance within the allotted task budget.

### **Assumptions**

- HDR will conduct the website updates on the updated version of the website
- BCWMC will prioritize the list of requests with an understanding that HDR will perform the changes in order of importance within the allotted task budget, which may result in some unfulfilled requests based on the level of effort required for each listed task.

## **Task 5: Additional Training/Meetings**

HDR will provide a one-hour virtual website training, and two additional one-hour virtual website meetings with BCWMC staff.

### **Deliverables**

- One one-hour training session
- Two one-hour check-in meetings

### **Assumptions**

- All trainings and meetings will be held virtually with one HDR staff.

## **Schedule**

The contract duration will be 12 months from the date of NTP.

## Budget

Based on the scope of work described above, HDR proposes to provide these services on a time and expenses basis with a not-to-exceed limit of \$10,600 without prior authorization of BCWMC.

Task	Hours	Cost
Task 1: Project Management	10 hours	\$1,710
Task 2: Accessibility Improvements	18 hours	\$2,395
Task 3: Framework Upgrade, Server Migration, and Launch	15 hours	\$2,950 + \$295 annual hosting expense
Task 4: Minor Website Updates	15 hours	\$2,530
Task 5: Training/Meetings	3 hours for training and meetings	\$720
<b>Total Fee</b>	<b>61 hours</b>	<b>\$10,600</b>

# Background Information

## 2025 Minnesota Watersheds Resolution

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Proposing Watershed: Bassett Creek Watershed Management Commission

Contact Name: Laura Jester, Administrator

Phone Number: 952-270-1990

Email Address: [laura.jester@kestonewaters.com](mailto:laura.jester@kestonewaters.com)

Resolution Title: Seeking Revision to MN Statute 383B.79 to Include Watershed Management Organizations

### **Background that led to the submission of this resolution:**

*Describe the problem you wish to solve, provide background information to understand the factors that led to the issue, and explain why the issue is important now. If relevant, attach statutory or regulatory documents.*

[MN Statute 383B.79 Multijurisdictional Program](#) gives Hennepin County the ability to create multijurisdictional reinvestment programs in partnership with certain jurisdictions in the county including watershed districts that are wholly or partially in the county. The statute does not include watershed management organizations in the list of jurisdictions allowed to officially participate in these programs.

The Bassett Creek Valley lies in the lower end of the watershed in the city of Minneapolis and receives stormwater runoff from over 20,000 acres of upstream and surrounding drainage areas. It lies within a natural low area that is plagued by historic contamination, poor soils, and high groundwater. In addition, the 100-year floodplain within the Bassett Creek Valley extends up and beyond the creek's channel and into surrounding neighborhood and commercial areas, negatively impacting existing properties and hindering redevelopment opportunities.

Improved conditions in the Bassett Creek Valley are a high priority for the BCWMC. Since 2019, the BCWMC has been working with the City of Minneapolis, Minneapolis Park and Rec Board, Hennepin County, and other partners to study the valley and develop plans for regional stormwater and floodplain management, ecological improvements, and community access to the creek. The County has expressed interest in convening a multijurisdictional partnership to implement a Community Works Project that would bring together science, partners, community planning, and funding to realize vast improvements in the Bassett Creek Valley. The BCWMC seeks to be an official partner in this endeavor. However, the statute is unclear on whether this is possible.

### **Efforts to solve the problem:**

*Document the efforts you have taken to try to solve the issue. For example: have you spoken to state agency staff, legislators, county commissioners, etc.? If so, what was their response?*

No actions have been taken on this issue to date.

**Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal? If not, what advocacy steps could be taken with state or local government officials?**

*Describe potential solutions for the problem. Provide references to statutes or rules if applicable.*

A change to the statute would require legislative action. BCWMC advocates for a change to the statute language to include “watershed management organizations” in Subdivision 1.

**Anticipated support or opposition:**

*Who would be willing to partner with your watershed or Minnesota Watersheds on the issue? Who may be opposed to our efforts? (Ex. other local units of government, special interest groups, political parties, etc.)?*

Hennepin County is likely to support this resolution. No known opposition.

**This issue: (check all that apply)**

<input type="checkbox"/> Applies only to our district	X <input checked="" type="checkbox"/> Requires legislative action
<input type="checkbox"/> Applies only to 1 or 2 regions	<input type="checkbox"/> Requires state agency advocacy
<input type="checkbox"/> Applies to the entire state	<input type="checkbox"/> Impacts Minnesota Watersheds bylaws or MOPP

(MOPP = Manual of Policies and Procedures)

X This would apply to any watershed management organization wholly or partially in Hennepin County.

**MINNESOTA WATERSHEDS RESOLUTION XX**  
**Resolution Seeking Revision to MN Statute 383B.79 to Include Watershed Management Organizations**

**WHEREAS**, Minnesota Statute 383B.79 Multijurisdictional Program gives Hennepin County the ability to create multijurisdictional reinvestment programs in partnership with certain jurisdictions in the county including watershed districts that are wholly or partially in the county; and

**WHEREAS**, a high priority goal of the Bassett Creek Watershed Management Commission (a WMO) is to 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, improve regional stormwater management and improve creek access; and

**WHEREAS**, Hennepin County has expressed interest in utilizing the multijurisdictional program to implement a Community Works Project that would bring together partners, science, community planning, and funding to realize vast improvements in the Bassett Creek Valley; and

**WHEREAS**, the Bassett Creek Watershed Management Commission wishes to participate as an official jurisdiction on the Community Works Project; and

**WHEREAS**, Minnesota Statute 383B.79 does not include watershed management organizations (WMOs) in the list of jurisdictions allowed to officially participate in these programs.

**NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds seeks a revision to Minnesota Statute 383B.79 Subd 1 to explicitly include watershed management organizations in the list of jurisdictions that can be involved with multijurisdictional reinvestment programs.

# Background Information

## 2025 Minnesota Watersheds Resolution

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Item 5D.  
BCWMC 5-15-25

Proposing Watershed: Bassett Creek Watershed Management Commission

Contact Name: Laura Jester, Administrator

Phone Number: 952-270-1990

Email Address: [laura.jester@keystonewaters.com](mailto:laura.jester@keystonewaters.com)

Resolution Title: Seeking Revision to MN Statute 275.066 to Include Joint Powers Watershed Management Organizations as Special Taxing Districts

### **Background that led to the submission of this resolution:**

*Describe the problem you wish to solve, provide background information to understand the factors that led to the issue, and explain why the issue is important now. If relevant, attach statutory or regulatory documents.*

[MN Statute 275.066 Special Taxing Districts](#) includes “watershed districts under chapter 103D” but does not include joint powers watershed management organizations (WMOs) formed under chapter 103B.211. Joint powers WMOs are entities that jointly or cooperatively manage or plan for the management of surface water in a delineated watershed. These entities do the same work as watershed districts but with a slightly different structure and typically with significantly lower budgets. There are sixteen joint powers WMOs in Minnesota.

About twenty-five years ago, the Mississippi WMO (formerly Middle Mississippi River WMO) successfully lobbied the legislature to be added as a special taxing district under MN Statute 275.066. The Mississippi WMO maintains its joint powers status but now operates as a robust organization very similar to a watershed district with well-funded projects and programs that benefit water resources and the community, capable staff that span a wide range of expertise, and a state-of-the-art office facility that showcases water management best practices and is considered a community amenity.

Most other watershed management organizations without taxing authority have limited budgets and therefore limited capacity to hire staff and implement programs that offer significant improvements to water resources and communities. While WMOs can levy taxes through their respective counties for the construction of capital projects, this funding cannot be used for the multitude of other watershed activities such as monitoring, modeling, flood risk assessment, engineering, administration, education, etc.

Individual watershed management organizations may lobby the legislature one by one to gain taxing authority. However, a more streamlined approach would be to revise MN Statute 275.066 to include “watershed management organizations formed pursuant to Minnesota Statutes, chapter 103B.211.”

This action would help to diversify and improve potential funding sources for WMOs, particularly in this time of funding uncertainty. Not all joint powers WMOs may want utilize tax levies – that decision would be made at the local level. But for those entities who do wish for an alternate way to raise funds, the result is likely to be accelerated implementation of projects and programs that improve water resources.

A high priority goal of the Bassett Creek Watershed Management Commission (a joint powers WMO) is to improve organization capacity and expand funding options after a comprehensive assessment of options,

benefits, and challenges to different organization structures and funding mechanisms. There is a possibility that the BCWMC would seek taxing authority as a result of the assessment. It would be beneficial to all WMO-served areas to have the option to utilize levy authority for their work.

**Efforts to solve the problem:**

*Document the efforts you have taken to try to solve the issue. For example: have you spoken to state agency staff, legislators, county commissioners, etc.? If so, what was their response?*

No actions have been taken on this issue to date.

**Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal? If not, what advocacy steps could be taken with state or local government officials?**

*Describe potential solutions for the problem. Provide references to statutes or rules if applicable.*

A change to the statute would require legislative action. BCWMC advocates for a change to the Minnesota Statute 275.066 to explicitly include joint powers watershed management organizations formed pursuant to Minnesota Statutes, chapter 103B.211 in the list special taxing districts.

**Anticipated support or opposition:**

*Who would be willing to partner with your watershed or Minnesota Watersheds on the issue? Who may be opposed to our efforts? (Ex. other local units of government, special interest groups, political parties, etc.)?*

Municipal members of joint powers WMOs and environmental advocacy groups may be supportive of this effort. Conversely, some municipal members of joint powers WMOs may be opposed to more robust watershed management in their jurisdiction. Tax payers or taxpayer advocacy groups may also be opposed.

**This issue: (check all that apply)**

☐ Applies only to our district  
☒ Applies only to 1 or 2 regions  
☐ Applies to the entire state

☒ Requires legislative action  
☐ Requires state agency advocacy  
☐ Impacts Minnesota Watersheds bylaws or MOPP  
(MOPP = Manual of Policies and Procedures)

**MINNESOTA WATERSHEDS RESOLUTION XX**  
**Resolution Seeking Revision to MN Statute 275.066 Include Joint Powers Watershed Management Organizations**

**WHEREAS**, MN Statute 275.066 Special Taxing Districts includes “watershed districts under chapter 103D” but does not include joint powers watershed management organizations (WMOs) formed under chapter 103B.211; and

**WHEREAS**, joint powers watershed management organizations without taxing authority have limited budgets and therefore limited capacity to hire staff and implement programs that offer significant improvements to water resources and communities; and

**WHEREAS**, there is precedent for a joint powers watershed management organization to gain taxing authority as a special taxing district under MN Statute 275.066; and

**WHEREAS**, individual watershed management organizations may lobby the legislature one by one to gain taxing authority but a more streamlined approach would be to revise MN Statute 275.066 to include watershed management organizations; and

**WHEREAS**, revising the statute would help to diversify and improve potential funding sources for WMOs, and result in accelerated implementation of projects and programs that improve water resources.

**NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds seeks a revision to Minnesota Statute 275.066 to explicitly include joint powers watershed management organizations formed pursuant to Minnesota Statutes, chapter 103B.211 in the list special taxing districts.

## 2025 Summer Tour

Hosted by Roseau River Watershed District and Minnesota Watersheds



### Monday, June 23

Networking event hosted by Roseau River WD

Registration = \$136 (Administrators meeting + \$29)  
Lodging = \$125/night  
Chartered bus from Twin Cities  
(included with registration) leaves Monday  
returns Thursday

### Tuesday, June 24

*Polaris manufacturing plant and experience center visit.*

Email [tawni@roseauriverwd.com](mailto:tawni@roseauriverwd.com) to register. The one-hour tour starts at 10 a.m. and space is limited.

**9 a.m. - 12 p.m.** Minnesota Association of Watershed Administrators (MAWA) Meeting

\*Lunch will be served for the MAWA attendees

**1:00 p.m. - 4:45 p.m.** Welcome and hear from the local experts

2025 Legislative Recap – Rob Sip, Red River Water Management Board

River Restoration in the Roseau River WD, the Red River Basin and across the state – Erik Jones, Houston Engineering

Peatland Restoration – Torin McCormack, HDR Engineering

Sturgeon Reintroduction in the Red River Basin – speaker TBD

**5:00 p.m. -7:00 p.m.** Welcome reception, dinner and tour overview

Welcome and Tour Overview: Tracy Halstensgard, Roseau River WD Administrator

Keynote speaker – Former Minnesota State Representative and current Roseau Mayor, Dan Fabian

### Wednesday, June 25

Bus Tour Day

Below are the bus stop locations, listed in no specific order.

**Oak Crest Coulee:** The Roseau River Watershed District (RRWD) in partnership with the City of Roseau and the Oak Crest Golf Course is leading implementation to improve water quality runoff

within the Oak Crest subdivision and development area adjacent to the golf course. This project will provide a drainage outlet, serve as stormwater treatment and runoff control, reduce undesirable vegetation, improve the coulee ecosystem, provide long-term maintenance ability of the coulee, and reduce phosphorus into the Roseau River for the Oak Crest subdivision area.

**Roseau Rock Arch Rapids:** The Roseau River Rock Arch Rapids Project is an enhancement of rock rapids located at the site of the former low head dam within the City of Roseau. The project will



enhance one of the Red River Basin's earliest rock arch rapids to ensure that fish have access to riverine habitat upstream and downstream of the former dam site.

**Roseau Lake Rehabilitation Project:** The purpose of the project is flood damage reduction & improved habitat for waterfowl, fish and other wildlife. This will be achieved with the construction of embankments and control structures along the Roseau River to better time the flood storage in the Roseau Lake basin.

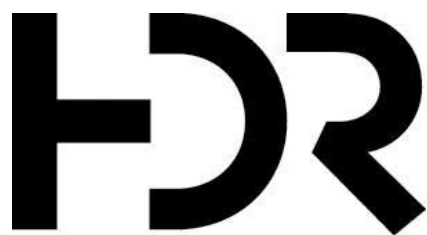
**City of Roseau East Diversion:** The East Diversion project was designed first and foremost to provide the Roseau community with permanent flood control benefits; however, the project also provides the community with recreational benefits as well.

**Norland Impoundment:** The project area includes the lower portion of the Hay Creek watershed and adjacent 37 square mile Norland sub-basin. The project includes three features: 7-mile corridor restoration and floodway enclosed by setback levees, an off-channel impoundment site, and a connection channel. This site provides a total of at least 9,500 acre-feet of gated and ungated runoff storage.

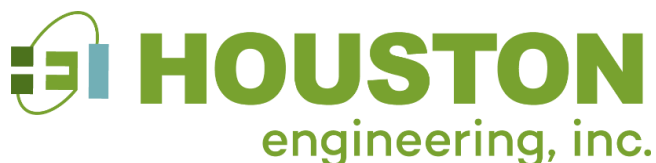
**Watershed Ditch (WD) 115:** The goal of the WD 115 establishment is to reduce the frequency of agricultural flooding and roadway damage along the system without increasing downstream flood impacts. Primary design considerations were project function, cost, and impacts to the environment.

**Norfarm Seed:** Tour of the grass seed cleaning and packaging facility that markets and ships grass seed varieties worldwide.

Thank you to our 2025 Summer Tour Sponsors!



**moore**  
engineering, inc.





## Bassett Creek Watershed Management Commission MEMO

Date: May 8, 2025  
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:** 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 10<sup>th</sup> and a public hearing on the water level drawdown was held April 16<sup>th</sup>. 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 2021. City staff 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) received the award for "Project of the Year" from the Minnesota Association of Floodplain Managers in 2021. A reimbursement request for Restoration, planting, and vegetation establishment completed in 2023 and tree replanting in 2024 was approved for payment at the April meeting. A final project report will be presented at the June meeting. Project website: <http://www.bassettcreekwmo.org/index.php?cid=433> .

**2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (No change since August):** 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 legalcounsel 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 1<sup>st</sup> 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 28<sup>th</sup>. 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 5<sup>th</sup>, 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) (No change since March):** 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. Carp Solutions completed box netting in Sweeney Lake in late September 2024. At the October meeting the Commission Engineer reported that 191 carp were removed bringing the carp density to about 31.3 kg/hectare, less than the 100 kg/hectare threshold for water quality problems. A more detailed report on carp population status and recommendations for further monitoring in Schaper Pond was presented and approved at the January 2025 meeting. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

**2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2) (No changes since August 2024):** 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 2<sup>nd</sup> 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 March 2024):** 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, Dominium 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 Dominium 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 2023 meeting. Changes to those plans were needed to address permitting requirements resulted. Those changes were presented at the November 2024 meeting and were administratively approved by the Commission Engineers. Construction recently began. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

**2021 Parkers Lake Chloride Reduction Project (PL-7):** 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. The Commission directed staff to develop a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. Commission and Plymouth staff continue to work on outreach and engagement with properties in the subwatershed, primarily through activities by WMWA’s coordinator position. At the March meeting the Commission approved a contract with Bolton and Menk for assessment of salt storage and other practices at 4 properties. In April, Bolton and Menk staff met owners/operators at one property. Visits to three other properties will likely be delayed until early winter when operations can be reviewed. Project website: [www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project](http://www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project)

**2022 Medley Park Stormwater Treatment Facility (ML-12):** 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 2022 and winter construction was finished in late January 2023. Activities in spring 2023 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 2023, 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 2023. An interim grant report was submitted to the MN Board of Water and Soil Resources in late January 2024. Construction and vegetation establishment is largely complete. The Commission approved reimbursement requests from Golden Valley at their October 2024 and March 2025 meetings. The project was recently featured in the "Snap Shots" newsletter from the MN Board of Water and Soil Resources. [www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility](http://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 2023):** 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 8<sup>th</sup>. 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 3<sup>rd</sup>. 50% Design Plans were approved at the January meeting. A public open house was held September 29<sup>th</sup>. 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](http://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:**

A feasibility study for this project got underway in fall 2022. A public open house was held March 1<sup>st</sup> 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 for design and construction was approved at the November 2024 Commission meeting. The Commission (Commission Engineers) will design the project and provide engineering services. A scope of work for engineering services was approved at the March meeting. A drone survey of the entire stretch was completed in early April. A project kick-off meeting was held with city and commission staff on April 9<sup>th</sup>. Field and desktop surveys are continuing. Meetings regarding utility easements and communications planning were recently held. A public open house on the project is scheduled for June 5<sup>th</sup>. City and Commission staff will develop notices about the project and open house for

residents, park and trail users (including Sochacki Park), and will coordinate with cultural advisors. 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) (No change since March):** A feasibility study for this project got underway in fall 2022. A public open house was held February 13<sup>th</sup> 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 were conditionally approved at the October meeting. A public open house was held on October 23<sup>rd</sup>. 90% design plans were approved at the November 2024 meeting. The city received favorable bids for the project and construction began in December. Tree removals and channel restoration is continuing and should be completed soon. Outreach and communication to impacted property owners has been thorough. Construction of the project is complete and vegetation establishment will continue into this year. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project>.

**Sochacki Park Water Quality Improvement Project (BC-14) (No change since September):** 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 5<sup>th</sup>. Information on the project and an update on the feasibility study was presented at the June meeting. A technical stakeholder meeting was held July 10<sup>th</sup>. A public open house was held July 26<sup>th</sup> 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. Preliminary results were presented at a recent project partner meeting. Soil contamination (including PCBs) was found in some areas to be above MPCA action levels. TRPD and their consultants (Barr Engineering) are developing response plans and considering applying for Hennepin County Environmental Response funds. The Sochacki Park Joint Powers Operations Committee is meeting soon. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sochacki-park-water-quality-improvement-project>.

**Plymouth Creek Restoration Project Dunkirk Lane to 38<sup>th</sup> 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 3<sup>rd</sup> and a technical stakeholder meeting was held December 5<sup>th</sup>. 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 11<sup>th</sup>. 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 6<sup>th</sup>. At its September meeting, the Commission held a public hearing on this project and approved a resolution officially ordering the project, setting the 2025 levy, and entering an agreement with the City of Plymouth for design and construction. The city will hold a public open house on this project in spring 2025 after the city contracts with an engineering firm. A Clean Water Fund grant for \$400,000 was awarded by BWSR. The grant agreement and sub-grant agreement were approved at the April meeting. The grant agreement with BWSR is now fully executed. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n>.

**Crane Lake Chloride Reduction Demonstration Project, Minnetonka (CL-4) (No change since Feb):** At the meeting in July, the Commission approved a scope and budget for the feasibility study for this project. The Commission Engineer is gathering background information. A project kick off meeting was held September 26<sup>th</sup>. Monitoring equipment was recently installed and included communications/coordination with MnDOT. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/crane-lake-chloride-reduction-demonstration-project>.

#### Administrator Activities April 10 – May 7, 2025

Subject	Work Progress
<b>CIP and Technical Projects</b>	<ul style="list-style-type: none"> <li>• <u>Main Stem Bassett Creek Restoration Project</u>: Attended meeting re: public outreach and communications and reviewed meeting notes from utility coordination meeting</li> <li>• <u>Northwood and Lost Lake TMDLs</u>: Corresponded with MPCA to review schedule; set project kick off meeting with MS4s; communicated timeline and project tasks with Lost Lake CAMP volunteer</li> <li>• <u>Parkers Lake Chloride Reduction Project</u>: Received update from Bolton and Menk on outreach project</li> <li>• <u>Plymouth Creek Restoration Project Dunkirk La to 38<sup>th</sup> Ave N</u>: Coordinated signatures on grant agreement and sub-grant agreement and filed fully executed Clean Water Fund grant agreement</li> <li>• <u>Hydrologic &amp; Hydraulic Model Update and Conversion Project</u>: Registered for federal Unique Entity Identification number, created an account and prepared/uploaded signed documents for grant application in Homeland Security website; complete pre-application form</li> <li>• <u>Bassett Creek Valley Study Update Project</u>: Corresponded with project partners to inquiry about scheduling a kick off meeting</li> <li>• <u>Double Box Culvert Repair Project</u>: Corresponded with Commission Engineers re: feasibility study schedule; participated in project kick off meeting</li> <li>• <u>Medicine Lake TMDL Assessment Report</u>: Reviewed report and presentation to Commission</li> <li>• <u>Curly-leaf pondwood treatment, Medicine Lake</u>: Reviewed treatment map from TRPD and secured herbicide treatment permit from DNR; discussed reimbursement agreement with TRPD staff</li> </ul>
<b>Education and Outreach</b>	<ul style="list-style-type: none"> <li>• Drafted 2024 BCWMC Annual Report</li> <li>• Discussed next steps on chloride pollution reduction ideas with Low Salt, No Salt MN campaign partners</li> <li>• Delivered education materials for events</li> <li>• Created agenda and meeting materials for Education Committee meeting; attended meeting</li> <li>• Corresponded with website contractor to receive scope and budget for website updates; coordinated review of contract with Commission Attorney</li> <li>• Restocked and delivered CAMP monitoring equipment kits to volunteers</li> <li>• Developed Education Committee recommendations memo</li> <li>• Meeting with NMCWD staff to discuss BCWMC experiences and actions re: incorporating Indigenous cultural information and policy adoption</li> <li>• Corresponded with U of M and Commission Engineers re: data inquiries for graduate student projects</li> <li>• Corresponded with residents re: pond and wetland impacts, stream restoration grants and projects, etc.</li> <li>• Crafted and sent email to commissioners with upcoming events and meetings</li> <li>• Developed and sent letter of understanding to member cities with 2024 education activities</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>• Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted April 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 May Commission meeting; secured meeting space for May workshop breakout sessions; updated meeting notice</li> <li>• Participated in pre-meeting call with Commission Engineer and Chair Cesnik</li> <li>• Completed insurance documents for updated policy</li> <li>• Developed Budget Committee recommendations memos and reviewed with Treasurer Polzin</li> <li>• Continued to gather COI forms from commissioners and send to auditor</li> <li>• Posted 2024 water quality graphs online</li> <li>• Developed agenda and materials for TAC meeting; attended meeting</li> <li>• Document filing, mailing checks and agreements and updating website calendar</li> <li>• Reviewed final documents developed by Hennepin County for Bassett watershed WBIF grant allocation</li> </ul>



<b>MN Watersheds</b>	<ul style="list-style-type: none"> <li>• Attended MAWA Executive Committee meeting</li> <li>• Assisted with Metro Watersheds meeting prep</li> <li>• Reviewed applicable statutes and developed draft resolutions for consideration in consultation with MN Watershed executive director, Commissioner Polzin, and the Commission Attorney</li> <li>• Reviewed materials for MN Watersheds Summer Tour and summer MAWA meeting</li> </ul>
<b>2025 Watershed Management Plan</b>	<ul style="list-style-type: none"> <li>• Met with Commission Engineers for bi-weekly check in meetings</li> <li>• Drafted meeting minutes for April PSC meeting and updated plan progress tracker</li> <li>• Prepared agenda and materials for May PSC meeting; attended meeting</li> <li>• Drafted remaining sections of Section 4.0 Implementation and revised earlier sections</li> <li>• Updated 10-year CIP with Golden Valley input</li> <li>• Updated Activities and Program Implementation schedule</li> <li>• Reviewed/revised Section 3 – issues and goals</li> <li>• Revised Requirements Document per TAC input and sent to Commission Engineers for final edits</li> </ul>

## Executive Summary

### 1. Introduction

- 1.1. Land and Water Acknowledgment
- 1.2. Role of Watershed Management Organizations (list of statutory authorities)
- 1.3. Location and Boundary
- 1.4. History and Governance Structure of the BCWMC (provides high level overview of current governance structure)
- 1.5. Past Accomplishments of the BCWMC (also references past annual reports)
- 1.6. Coordinating with Agencies and Partners (describes BCWMC's role relative to state, regional, and local governments)
- 1.7. BCWMC Plan Development, Vision, The Next 10 years (outlines the plan development process and references the appendix describing the public input process)

### 2. Summary of Land and Water Resources (Summary of full section included as Appendix A)

### 3. Watershed Issues and Goals

Describes the issue identification and prioritization process in the intro paragraph and references the “public input” issue Identification and Prioritization Process. Note that as part of this process the Commission identified priority resources (and reference appendix A – inventory)

#### 3.1. Waterbody and Watershed Quality

- 3.1.1. Impaired Waters
- 3.1.2. Chloride Loading
- 3.1.3. Streambank and Gully Erosion
- 3.1.4. Lakeshore Erosion
- 3.1.5. Wetland Health and Restoration
- 3.1.6. Aquatic Invasive Species
- 3.1.7. Groundwater-surface Water Interactions
- 3.1.8. Degradation of Riparian Areas
- 3.1.9. Degradation of Upland Areas
- 3.1.10. Groundwater Quality

#### 3.2. Flooding and Climate Resilience

- 3.2.1. Impact of Climate Change on Hydrology, Water Levels and Flood Risk
- 3.2.2. Bassett Creek Valley Flood Risk Reduction and Stormwater Management Opportunities
- 3.2.3. Groundwater Quantity

#### 3.3. Education and Engagement

- 3.3.1. Public Awareness and Action
- 3.3.2. Engagement of Diverse Communities
- 3.3.3. Recreation Opportunities

#### 3.4. Organizational Effectiveness

- 3.4.1. Organizational Capacity and Staffing
- 3.4.2. Funding Mechanisms
- 3.4.3. Progress Assessment
- 3.4.4. Projects and Program Implementation through a DEIA Lens
- 3.4.5. Public Ditch Management
- 3.4.6. Carbon Footprint of BCMWC Projects

#### 4. Implementation

Introduction of the section will include narrative about how the BCWMC works within a complex framework of authorities, leverages partners, and that state agencies also have roles.

##### 4.1. BCWMC Roles, Tools, and Policies for Implementation

Includes a matrix of issues (rows) versus applicable tools (columns), noting issue priority

4.1.1. Planning and Coordination

4.1.2. Monitoring and Modeling

4.1.3. Studies and Investigations

4.1.4. Requirements for Development, Redevelopment and Other Projects

4.1.5. Capital Improvements

4.1.6. Flood Control Project and Trunk System Management

4.1.7. Aquatic Invasive Species Management

4.1.8. Education and Engagement

4.1.9. Evaluation and Assessment

##### 4.2. Implementation Activities (10-year schedule as required per MN Rules 8410)

Non-CIP Implementation Schedule - table showing specific or general non-CIP activities with expected years, costs, funding sources; the table will look similar to budget; organized by tool to help cross reference to issues

CIP Implementation Schedule – table similar to above but limited to capital improvements

##### 4.3. Funding describes the mechanisms of how BCWMC gets its money

##### 4.4. Local Water Management and Member City Responsibilities – some of these are also listed in the narrative regarding tools (Section 4.1). Includes table of policies specific to member cities.

##### 4.5. Plan Amendments – generally describes the process of amending this Plan

#### 5. References

#### Appendices

- A. Land and Water Resource Inventory
- B. BCWMC Monitoring Plan
- C. BCWMC Education and Engagement Plan
- D. BWSR Level II Performance Review, BCWMC (June 17, 2021 report)
- E. 2025 Watershed Management Plan Gaps Analysis (May 26, 2023 memo)
- F. Summary of Public Engagement and Input
- G. Joint Powers Agreement
- H. Other Agency Responsibilities (This was included in main body of 2015 Plan; staff thinks it should be moved to an appendix)

Purple text = internal notes; won't be included in final plan

## BCWMC 2025 Watershed Management Plan

### Section 4 – Implementation

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## 4.0 Implementation

This section describes the BCWMC implementation program – the policies, programs, activities, and projects carried out by the BCWMC and its member cities to achieve the 10-year goals described in Section 3.0. The roles, policies, and tools for implementation are described in Section 4.1. Section 4.2 includes Table 4.5 – the schedule and estimated budgets for Activities and Program Implementation, and Table 4.6 – the BCWMC 10-year Capital Improvement Program. Information related to funding mechanisms, funding sources, and long-term funds are found in Section 4.3. Member city responsibilities and information related to local water management plan adoption are found in Section 4.4, including Table 4.4 which lists requirements of member cities. Finally, procedures for amending this plan are found in Section 4.5

### 4.1 BCWMC Roles, Policies and Tools for Implementation

The following sections describe the operational tools the BCWMC uses to address issues and pursue its goals and the roles of the BCWMC, member cities, and other agencies. These sections provide guidance and include BCWMC policies (numbered and shown in bold) within the specific areas. Additional details and guidance of select tools are also included in relevant Plan appendices (e.g., Education and Engagement Plan, Monitoring Plan) and in the BCWMC Requirements for Improvements and Development Proposals (“Requirements document”).

Activities related to these tools and policies are found the Activities and Program Implementation Schedule (Table 4.5) and the Capital Improvement Program Schedule (Table 4.6)

The tools include:

- Operations, Administration, Technical Services
- Inter-agency Planning and Collaboration
- Review of Development, Redevelopment, and Other Projects
- Studies, Subwatershed Assessments, and Other Non-Capital Projects
- Monitoring and Modeling
- Aquatic Invasive Species Management
- Flood Control Project and Trunk System Maintenance
- Capital Improvement Program (CIP)
- Education and Engagement
- Evaluation and Assessment

There are often multiple tools that are used to address a particular issue and each tool can be used to make progress on goals for multiple issues. The matrix in Table 4.1 presents these complex relationships.

Table 4.1. Matrix of Issues vs. Tools

ISSUE	PRIORITY	TOOLS									
		Operations, Administration	Inter-Agency Coordination	Development Requirements	Studies & Assessment (BCWMC lead)	Monitoring & Modeling	AIS Management	Flood Control Project	CIP	Education & Engagement	Evaluation & Assessment
Impaired Waters	Hi	X	X	X	X	X	X		X	X	X
Chloride Loading	Hi	X	X	X	X	X			X	X	X
Streambank & Gully Erosion	Med	X	X	X	X	X			X	X	X
Lakeshore Erosion	Med	X	X		X	X			X	X	X
Wetland Health & Restoration	Med	X	X	X	X	X	X		X	X	X
Aquatic Invasive Species	Med	X	X			X	X		X	X	X
GW – Surface Water Interaction	Med	X	X	X	X	X			X	X	X
Degradation of Riparian Areas	Low	X	X	X	X	X			X	X	X
Degradation of Upland Areas	Low	X	X			X				X	X
Groundwater Quality	Low	X	X	X					X	X	X
Flooding & Impact of Climate Change on Hydrology	Hi	X	X	X	X	X		X	X	X	X
Bassett Creek Valley	Hi	X	X	X	X	X		X	X	X	X
Groundwater Quantity	Low	X	X	X					X	X	X
Public Awareness & Action	Med	X	X			X	X		X	X	X
Engagement of Diverse Communities	Med	X	X		X	X	X		X	X	X
Recreation Opportunities	Low	X	X			X	X			X	
Organizational Staff & Capacity	Hi	X	X					X	X	X	X
Funding Mechanisms	Hi	X	X	X				X	X	X	X
Progress Assessment	Hi	X			X	X					X
Implementation with DEIA Lens	Med	X	X						X	X	X
Public Ditch Management	Low	X	X			X					
BCWMC Project Carbon Footprint	Low	X			X				X	X	X

#### **4.1.1 Operations, Administration, Technical Services**

The BCWMC operates as a joint powers organization among nine member cities with no employees and no physical office space. It contracts all services from consultants including an administrator, legal counsel, accountants, and technical experts/engineers. These positions are sometimes referred to as “BCWMC staff” for simplicity. Additional contractors or consultants may also be used to perform tasks such as website updates/hosting, education and outreach, communications, etc.

The BCWMC regularly convenes a technical advisory committee (TAC) consisting of staff from each of the member cities and the Minneapolis Park and Recreation Board which provides input on many BCWMC activities - particularly technical studies and capital projects. At times the TAC also comments on budgets and policies, or other matters as requested by the Board of Commissioners (Commission).

The BCWMC maintains a “roles and responsibilities” document which outlines specific tasks and responsibilities for its key staff, commissioners, alternates, and TAC. The BCWMC holds contracts with each of the consulting staff and seeks proposals from legal and engineering firms biennially as required by MN Statutes 103B.227, Subd. 5.

The BCWMC Administrator implements the strategic direction set by the Commission, acts as the primary point of contact for the BCWMC, coordinates the work of other consultants, and provides leadership, communication, project management, and overall coordination of BCWMC activities.

The BCWMC Engineers provide technical expertise, implement the BCWMC’s monitoring and modeling programs, ensure functionality and maintenance of the Flood Control Project, review development/redevelopment/project proposals, and perform studies or technical reviews as directed by the Commission.

The organizational structure and staff capacity of the BCWMC will be assessed for efficiency and effectiveness in the first two years of this Plan’s implementation. Changes to the staffing structure or staff capacity may be updated during the life of this plan.

#### **4.1.2 Inter-Agency Planning and Collaboration**

The BCWMC is one of many organizations responsible for managing natural resources within its jurisdictional area and collaborates with partners to implement this Plan. This collaboration is critical to much of the Commission’s work and is especially important with respect to those resources and/or issues listed below for which the BCWMC is not the primary managing entity. A robust mechanism



for collaborating and partnering with others helps improve the Commission's organizational capacity, extending its reach and impact. It also improves government efficiency and the responsible use of public funds.

## **Groundwater**

The BCWMC recognizes the groundwater management authorities of other local and state agencies and identifies the BCWMC's role as primarily one of support and collaboration. The BCWMC encourages and supports public and private landowners to pursue conservation practices and supports cities in the implementation of their water conservation grant or cost-share programs. These activities will help address the Commission's issues of groundwater quality and quantity. [policy #49 from 2015 plan]

**The BCWMC encourages local, regional, and state agencies to develop a groundwater action plan and will collaborate on implementation of a plan if/when it's developed in an effort to gain a better understanding of groundwater-surface water interaction and develop management strategies that consider the protection of both resources (Policy 1). [policies #43 and #47 from 2015 plan]**

## **Public Ditches**

There are two sections of Bassett Creek that are officially considered public ditches including a large portion of the Main Stem of Bassett Creek between Medicine Lake and Brookview Golf Course, and downstream of Highway 100 (Figure A-7). The original function of public ditches was to provide drainage for agricultural lands. Although these sections are now managed as creeks, the public ditch designation has not been removed. The BCWMC encourages member cities to petition Hennepin County to transfer authority over public ditches in the BCWMC to the member cities (per MN Statute 383B.61). BCWMC goals related to public ditches indicate that if authority is transferred to the member cities, the BCWMC and cities will manage these drainages similar to other BCWMC waterways, in accordance with the BCWMC's latest adopted Plan. [policy #75 from 2015 plan]

In consideration for the original function of public ditches to provide drainage of agricultural lands, the BCWMC will support the efforts of other entities to pursue legislation abandoning public ditches on land zoned non-agricultural. [policy 76 from 2015 plan]

**The BCWMC will manage public ditches that are part of the trunk system the same as its priority streams, reflecting their functions as urban waterways, and consistent with the BCWMC Requirements document (Policy 2). [policy #77 from 2015 plan]**

Member cities are responsible for management of public ditches that are not on the trunk system but are currently part of their municipal drainage system. [policy #77 from 2015 plan]

### **Rare Species and Land Conservation**

Although the BCWMC's work is primarily concentrated on aquatic resources, the BCWMC encourages and supports public and private landowners to maintain, preserve, and restore open space and native habitats. The BCWMC promotes and encourages the protection and restoration of natural and native shoreland, riparian corridors, prairies, and woodlands, and will incorporate restoration of these areas in its projects and programs as opportunities arise. Collaboration with others will help make progress toward BCWMC goals related to degraded upland habitats. [policies #81, 84, and 85 from 2015 plan]

**The BCWMC will submit data, as available, and encourages others to submit data regarding occurrences of rare and endangered species and native plant communities to the State's Natural Heritage Information System (Policy 3). [policy #87 from 2015 plan]**

**The BCWMC will cooperate, when appropriate and as resources allow, with partners and organizations that identify and work to preserve connected greenway corridors and other natural areas and encourages member cities to participate in these efforts (Policy 4). [new policy]**

#### **4.1.2.1 Community Planning and Design**

The BCWMC relies on the member cities for primary management of runoff and local water management issues. The BCWMC works to provide leadership, encourage collaboration, and assist member cities with local and intercommunity water management issues. Member cities may request that the BCWMC provide technical assistance, coordination, or dispute resolution for specific issues. This may include calculating the apportionment of costs between adjoining cities for water resource projects with intercommunity participation. [policy #117 from 2015 plan]

**Member cities must update their local water management plans to incorporate consistency with BCWMC goals, policies, and requirements. The BCWMC will review city local water management plans for consistency with BCWMC goals. (Policy 5).**

**Member cities must inform the BCWMC regarding updates to city ordinances or comprehensive plans that will affect stormwater management. (Policy #6) [Policy #113 from 2015 plan]**

**The BCWMC may review proposed changes to member city development regulations (e.g., zoning and subdivision ordinances) at its discretion or the request of the member cities (Policy 7). [policy #112 from 2015 plan]**

#### **4.1.2.2 Dispute Resolution**

If watershed management disputes should arise between the BCWMC member cities, member cities may refer these to the BCWMC for resolution. The BCWMC will hear the disputes and endeavor to reach a mutually agreeable solution whenever possible. Under the joint powers agreement, the BCWMC's findings and recommendations are not binding unless the parties to the dispute make a prior agreement to that effect.

**The BCWMC will follow this process for the hearing of such disputes (Policy 8): [policy #118 from 2015 plan]**

1. The BCWMC will mediate inter-community disputes relating to watershed management problems within the Bassett Creek watershed, as requested by member cities.
2. Disputes will be referred to a committee of three BCWMC members or alternate members from member communities who are not parties to the dispute. Members will be appointed by the BCWMC chair or vice-chair, which will also appoint one of the three members as the chair of the committee.
3. The committee chair will call a meeting where each party to the dispute will be allowed to present its suggestions to resolve the dispute.
4. The committee may consult with the members of the BCWMC staff and TAC and will prepare findings and recommendations to resolve the dispute.
5. The committee's recommendation will be presented to the full BCWMC, which may accept, reject, or amend the recommendation before forwarding the findings and recommendations to the parties of the dispute.

Disputes between a member city and the BCWMC regarding the allocation of project costs shall be resolved using the procedures described in the JPA (see Appendix G).

### 4.1.3 Requirements for Development, Redevelopment, and Other Projects

The BCWMC does not have a permit program (i.e., does not issue permits for development, redevelopment, or other projects) but it does review projects that trigger specific criteria for compliance with BCWMC requirements and performance standards published in the BCWMC *Requirements for Improvements and Development Proposals* (as amended) (Requirements document). For non-linear projects, (Minimal Impact Design Standards (MIDS) from the MN Stormwater Manual were adopted by the Commission in conjunction with its 2015 Watershed Plan and will continue to be in effect with this 2026 Watershed Plan.

BCWMC development requirements are a primary and critical function of the Commission that reduces the potentially harmful impacts of stormwater runoff. At a high level, requirements address: *[incorporates policies 12, 13, 29, 31, 32, 34, 35, 36, 38, 42 – specific requirements are moved into requirements document and not included in body of plan for easier revisions in the future, if needed.]*

- Floodplains (e.g., minimum building elevations, floodplain storage standards, allowable uses in floodplains)
- Stormwater rate control
- Water quality (including infiltration and pollutant removal requirements)
- Erosion and sediment control
- Lake, Stream, and Wetland impacts (including stream and wetland buffer requirements)
- Diversion of surface water runoff
- Utility crossings and bridges
- Modifications to the Bassett Creek tunnels
- Groundwater quality and quantity

The BCWMC has established criteria (“triggers”) to determine which projects require BCWMC project review and which requirements apply to specific projects. Generally, BCWMC requirements apply to any project (linear or non-linear) that creates one or more acres of new or fully reconstructed impervious area. Specific requirements and triggers for review are included in the most current version of the Requirements document.

**Member cities must incorporate standards and requirements included in the Requirements document into their official controls (e.g., ordinances). Member cities must inform developers and other project applicants regarding BCWMC requirements (Policy 9). *[policy #104 from 2015 plan]***

**The BCWMC requires public agencies to comply with the requirements and standards published in the Requirements document (Policy 10). [policy #14 from 2015 plan]**

**The BCWMC will work with member cities to periodically review and update the Requirements document outside of the Plan update process (Policy 11). [new policy]**

#### **4.1.3.1 Project Review and Permitting Process**

The BCWMC relies on its member cities to review development and redevelopment proposals for compliance with BCWMC requirements, when applicable, and to issue permits only after compliance has been determined.

**Member cities shall not issue construction permits, or other approvals relevant to controls intended to protect water resources, until the BCWMC has approved the project (Policy 12) [policy 121 from 2015 plan]**

Member cities must inform the BCWMC of development, redevelopment, and other project proposals that trigger review per the BCWMC Requirements document. Prior to BCWMC conducting its formal review, city staff completes their review and establishes that the development, redevelopment, or other project proposal conforms to their local municipal ordinances and regulations. The BCWMC will then review the proposal and submit their comments and recommendations to the city and other appropriate governmental agencies prior to the city or other governmental agency giving their final approval or disapproval, or the granting of any required permits.

**For projects subject to BCWMC review and erosion and sediment control standards, the BCWMC requires that member cities perform regular erosion and sediment control inspections (Policy 13). [policies #51 and 54 from 2015 plan]**

To ensure consistent enforcement of erosion and sediment control requirements, the BCMWC may assist cities with inspection activities upon request.

At the request of member cities and/or project proposers, the BCWMC will provide information and assistance in the preliminary planning stages of improvements or land development proposals. The BCWMC will also review projects that would not otherwise trigger review per the Requirements document at the request of the member cities. [policy #105 from 2015 plan]

**The BCWMC will review applications to the Minnesota Department of Natural Resources (MDNR) for public waters work permits and groundwater appropriations permits (Policy 14). [policies #45 and 108 from 2015 plan]**

#### 4.1.3.2 Wetland Conservation Act

The BCWMC cooperates with member cities to manage wetlands. Proper wetland management can help improve wetland health and is involved in wetland restoration projects – a medium level priority issue for the Commission. Most cities in the watershed serve as the Local Governmental Unit (LGU) administering the Wetland Conservation Act (WCA). The BCWMC will assist the member cities with managing wetlands in accordance with the WCA, as requested. The MnDOT is the LGU within its rights-of-way.

**The BCWMC will serve as the local governmental unit responsible for administering the Wetland Conservation Act in member cities, when officially delegated. The BCWMC is currently the LGU for the Cities of St. Louis Park, Robbinsdale, and Medicine Lake (Policy 15).** [policy #70 from 2015 plan]

Per the requirements of WCA, each city must maintain a comprehensive wetland inventory or inventory, classify, and assess the functions and values of wetlands on an as-needed basis. The BCWMC adopts the Minnesota Rapid Assessment Method (MnRAM) [placeholder for pending new State classification system or adapted BCWMC classification system] and encourages member cities to use this method when performing functions and values assessments. [policy #67 from 2015 plan]

**The BCWMC encourages member cities to complete comprehensive wetland management plans as part of their local water management plans and encourages member cities to pursue wetland restoration projects, as opportunities allow (Policy 16).** [policies #65 and 73 from 2015 plan]

#### 4.1.4 Studies, Subwatershed Assessments, and Other Non-capital Projects

The BCWMC conducts studies and other non-capital projects to assess watershed and resource conditions and to identify and evaluate opportunities for improvements across multiple issue areas. Studies allow the BCWMC and its partners to objectively assess improvement opportunities and prioritize and target actions that are feasible and most effective in accomplishing their goals.

Studies are an important element of the BCWMC's adaptive management approach. Studies rooted in sound science provide the information the BCWMC and partners need to take appropriate actions. Further studies and monitoring evaluate the results of these actions, allowing the BCWMC and partners to adjust implementation strategies, as needed.

*Placeholder for infographic of adaptive management approach*

BCWMC studies focus on the priority issues identified in this plan (see Section 3) and are included in the Activities and Program Implementation schedule (see Table 4.5). The BCWMC may perform targeted monitoring as part of these studies in addition to routine BCWMC and/or partner monitoring efforts (see Section 4.1.5.1 and Appendix B).

**The BCWMC will cooperate with member cities, the MPCA and other partners to develop water quality studies (e.g., total maximum daily load (TMDL) studies)) and/or perform subwatershed assessments for degraded priority waterbodies and those listed on the MPCA's impaired waters 303(d) list. (Policy 17) [Policy#7 from 2015 plan]**

The BCWMC will work to align recommended actions resulting from these studies and assessments into its Activities and Program Implementation schedule (see Table 4.5) and will seek funding partners and grant opportunities for implementation.

When updated precipitation is published (e.g., Atlas 15), the BCWMC will reevaluate flood elevations and flood risk based on the most recent precipitation data and identify potential actions for flood risk reduction, including partnering with and applying for grants from Federal and State agencies.

#### **4.1.5 Monitoring and Modeling**

The BCWMC uses data based on sound science to make decisions and target actions that are most likely to achieve BCWMC goals. The BCWMC routine monitoring and modeling of the watershed provides data used to assess and target work across almost all issues and goals. Additionally, Section 4.1.4 describes the BCWMC's use of targeted studies and assessments to collect data not available through routine BCWMC efforts.

##### **4.1.5.1 Monitoring**

The BCWMC uses monitoring data to evaluate the condition of the watershed and waterbodies, evaluate trends, and assess progress towards water quality and ecological goals. Recent BCWMC monitoring activities and results are summarized in the Land and Water Resource Inventory in Appendix A. Generally, BCWMC-led monitoring includes:

- Lake water quality monitoring (including chemistry, phytoplankton, and zooplankton)
- Lake aquatic vegetation monitoring
- Lake level monitoring
- Stream biological monitoring
- Stream flow and water quality monitoring

**The BCWMC will continue to perform routine monitoring of the BCWMC’s priority waterbodies consistent with the *BCWMC Monitoring Plan* (Appendix B), the guidance and policies described in this section, and actions included in the BCWMC Activities and Program Implementation schedule (see Table 4.5) (Policy 18). [Policy # 9 from 2015 plan]**

The BCWMC prepares an annual monitoring report for waterbodies monitored by the BCWMC the previous year, posts the data on its website, and submits the data to the MPCA in an appropriate format. [policy #10 from 2015 plan]

The BCWMC may perform additional studies or investigations outside of routine monitoring to achieve specific objectives (see Section 4.1.4). The BCWMC also cooperates and coordinates with partners to augment the collection of monitoring data, avoid duplication of monitoring efforts, and participate in joint and volunteer monitoring programs, including (but not limited to): [policy #11 from 2015 plan]

- Metropolitan Council Watershed Outlet Monitoring Program (WOMP)
- Metropolitan Council Citizen Assisted Monitoring Program (CAMP)
- Member city monitoring programs
- Three Rivers Park District monitoring programs
- Minneapolis Park and Recreation Board monitoring programs

The BCWMC uses an adaptive management approach to most efficiently pursue its highest priorities. The BCWMC may update the BCWMC Monitoring Plan or conduct studies, as needed, in response to changing waterbody and watershed conditions.

#### **4.1.5.2 Modeling**

The BCWMC uses models to support and prioritize its projects and programs. Models are useful to assess current resource and watershed conditions and to evaluate the potential impact of future changes including climate trends, land use changes, and improvement projects. The BCWMC has developed and maintains a watershed-wide water quality model and hydrologic and hydraulic model (H&H). The BCWMC uses these models to evaluate flood risk and water quality impacts of proposed BCWMC and partner projects (see Sections A.7.3 and A.8.6 of Appendix A).

The BCWMC’s watershed-wide H&H model is based on the EPA’s Storm Water Management Model (SWMM) framework. The BCWMC periodically updates the H&H model to reflect updated watershed conditions and precipitation data. The current iteration of the H&H model includes precipitation amounts based on the National Oceanographic and Atmospheric Administration’s (NOAA’s) Atlas 14



publication. Publication of Atlas 15, including updated precipitation data and future climate forecasts is expected after adoption of this Plan. The BCWMC is currently undertaking a project to update model inputs related to watershed topography and impervious areas and to convert the existing model into an alternative SWMM modeling software. The BCWMC will also update the SWMM model to incorporate the most current precipitation data when it is published. [policies #25, 33, 41 from 2015 plan]

The BCWMC's watershed-wide water quality model is built in the P8 modeling framework. The P8 model estimates pollutant (e.g., sediment, phosphorus) loading from the watershed and pollutant removal achieved by downstream best management practices (BMPs), but does not simulate in-lake or in-stream water quality. The BCWMC uses the P8 model to identify areas of high pollutant loading and/or limited treatment (i.e., hot spots) and estimate the performance of proposed improvement projects. The BCWMC periodically updates the P8 model to reflect current watershed conditions. [policy #16 from 2015 plan]

**Upon request (typically annually), member cities shall provide the BCWMC with information on development, redevelopment, and BMPs constructed within their city such that the BCWMC can appropriately update the models (Policy 19). [New policy to reflect current practice.]**

The BCWMC shares model results with member cities and other partners to support local resource management issues and member city MS4 reporting requirements.

#### **4.1.6 Aquatic Invasive Species Management**

BCWMC goals related to aquatic invasive species (AIS) issues include preventing the spread of AIS and lessening the impacts of AIS. To that end, the BCWMC works with its member cities and partners to manage AIS to protect and improve water quality and ecological health of BCWMC priority waterbodies. The BCWMC monitors for the presence of AIS plants as part of its monitoring program (see Appendix B) and reviews available fish survey data relative to AIS presence.

**The BCWMC requires that member cities annually inspect wetlands classified as Preserve (or equivalent) for terrestrial and emergent aquatic invasive vegetation, such as buckthorn and purple loosestrife, and attempt to control or treat invasive species, where feasible. (Policy 20) [policy #72 from 2015 plan]**

The BCWMC cooperates with partners to train groups or individuals on early detection of AIS in all waterbodies. BCWMC roles may include advertising training sessions, recruiting participants, assisting with venue coordination, reimbursing registration costs for Commissioners and volunteers, and modest funding support. This includes recruiting and training volunteers to detect zebra mussels

on all Priority 1 lakes, aiming for at least one volunteer in each lake quadrant. The BCWMC may also provide funds to assist boat launch owners with inspections, equipment purchase, educational signage, and staff training through an AIS Prevention Grant Program.

The BCWMC developed an AIS Rapid Response Plan that describes BCWMC and partner actions taken in response to the detection of some AIS.

**The BCWMC will consider the following AIS management actions as conditions warrant and consistent with the AIS Rapid Response Plan (Policy 21):** [stronger and more specific policies reflected in AIS-related work since 2025 plan. 2015 plan did have one AIS-related policy #79]

- Herbicide spot treatments of AIS plants where the following conditions are met:
  - Treatment of the plant is considered a management tool for improving water or habitat quality according to an approved management plan (e.g., TMDL); and
  - Another entity or organization is sharing the cost of the treatment
- Herbicide spot treatment of AIS plants considered on a case-by-case basis for lakes without an approved plan
- Whole lake herbicide treatments in coordination with the MDNR
- Carp population management in Priority 1 lakes if fish surveys and other data indicate that carp are a significant problem
- Water level management to manage AIS considered on a case-by-case basis if the action is recommended in an approved management plan
- Biological treatment (e.g., beetles to manage purple loosestrife) considered on a case-by-case basis

The BCWMC may periodically convene meetings of lake groups and other interested parties to discuss issues and management options concerning AIS. The BCWMC also communicates activities and information regarding AIS through its education and engagement program (see Appendix C). Actions may include:

- Providing printed educational materials during events
- Distributing newsletter articles to cities about AIS
- Adding AIS information to news items to the BCWMC website home page
- Considering ideas or requests from cities/lake groups for tailored educational materials through the Education Committee's annual work and budget planning

#### 4.1.7 Flood Control Project and Trunk System Management

The BCWMC “Trunk System” and Flood Control Project (FCP) are described in Section A.8, Appendix A. Figure A-11 presents the waterbodies and watercourses included in the trunk system. The FCP is considered critical infrastructure and includes the 2.4-mile Bassett Creek Tunnel that travels under Minneapolis to the Mississippi River, and several smaller control structures upstream along the trunk system. Proper inspection and maintenance of the FCP is crucial to a high priority goal of reducing flood risk throughout the watershed. In general, the trunk system includes the primary streams of the watershed (Bassett Creek, Plymouth Creek, North Branch of Bassett Creek, and Sweeney Lake Branch of Bassett Creek), along with connected, significant ponds and storage areas (e.g., Grimes Pond, North and South Rice Ponds) Table A-25 lists the FCP infrastructure and water storage areas; these elements are also shown in Figure A-11.

The BCWMC cooperates with its member cities to manage the trunk system and FCP to minimize the risk of flooding and associated negative impacts. The BCWMC manages the trunk system according to its Joint Powers Agreement (Appendix G), the guidance and policies described in this section, and actions included in the BCWMC Activities and Program Implementation Schedule (see Table 4.5).

##### 4.1.7.1 System Modifications

**The BCWMC requires the following criteria to be met for all proposed modifications to the BCWMC FCP or the trunk system, including those to existing control structures, structures along the trunk system, and structures between storage sites (Policy 22):**

- All proposed changes must be submitted to the BCWMC for review and approval.
- The location and design of any control structures, including all proposed culverts or other controls, are also subject to BCWMC approval.
- The effect of the 100-year storm on potentially impacted control structures, portions of the trunk system, and storage sites must be assessed by the project proposer to ensure that the design does not adversely affect FCP performance.

**The BCWMC will not approve changes to the BCWMC Flood Control Project system that would result in negative impacts to the Flood Control Project system components or performance (Policy 23).**

The BCWMC will update, as necessary, the existing 100-year water elevations to reflect any increases resulting from modifications to the FCP system, following the approval of those modifications by the BCWMC, local and state agencies, and after a public hearing on the modification plan has been held (if required).

As part of its planning roles and responsibilities (see Section X), the BCWMC reviews changes in local water management plans, comprehensive land use plans, and other plans, for their effect on the FCP, trunk system, and associated floodplains, when such plans are submitted to BCWMC.

A joint and cooperative agreement (JCA, see Appendix G) between the BCWMC, Mississippi Watershed Management Organization (MWMO), and City of Minneapolis defines additional management obligations for the old tunnel and new tunnel, both of which are part of the BCWMC FCP. Section 5.1 of the JCA requires the City of Minneapolis to maintain 50 cubic feet per second (cfs) capacity in the old tunnel during the 100-year storm event to accommodate the overflow of stormwater that cannot be accommodated in the new tunnel. Section 6 of the JCA includes obligations relating to the new tunnel, which require BCWMC approval prior to performing the following activities:

- Increasing the drainage area tributary to the new tunnel.
- Adding connections or outlets to the new tunnel
- Altering the runoff to the new tunnel for the 10-, 50-, or 100-year rainfall event.

*Placeholder for new agreement (or reference) with Minneapolis regarding inspection and maintenance of new tunnel.*

#### **4.1.7.2 FCP Inspection, Maintenance, and Repair/Rehabilitation/Replacement**

**The BCWMC will continue to implement an inspection and maintenance program for FCP features consistent with the *Bassett Creek Flood Control Project Operation and Maintenance Manual* with the following increased inspection frequencies (Policy 24):**

- Annual inspection of all non-tunnel FCP features
- Inspection of the double box culvert at least every 5 years
- Inspection of 3rd Avenue Deep Tunnel at least every 5 years (in conjunction with City of Minneapolis I-94 tunnel inspection)
- Inspection of the 2<sup>nd</sup> Street Deep Tunnel 10 years

The BCWMC funds the FCP inspection program through its FCP Long-term Maintenance Fund. The BCWMC may consider funding more frequent/complex inspections if requested by member cities.

The BCWMC will distribute annual inspection reports to cities (and copy the US Army Corps of Engineers) regarding the condition and maintenance and/or repair needs of the FCP features in their cities.

**Member cities must formally notify the Commission Engineer regarding their completed maintenance and repair actions on any of the FCP project features (Policy 25).**

The BCWMC will include city maintenance information in the following year's inspection reports. The BCWMC's communication of the annual inspection report will note that the cities are required to report on their maintenance and repair actions. The inspection and reporting are essential to ensure the BCWMC maintains its eligibility to receive federal funds to repair or replace FCP features in the event of an emergency.

**Member cities are responsible for routine maintenance and repair of FCP features as outlined in Table 4.2 (Policy 26).**

Member cities (or other road authority) where the FCP structures are located are responsible for maintenance, repair and replacement of road crossings, and their corresponding conveyance structures, that were installed as part of the FCP.

Some maintenance and repair activities may be classified as major based on the extent. The BCWMC will reimburse cities (if requested) for maintenance and repairs that are over \$25,000, using funds from the FCP Long-term Maintenance Fund. Cities must perform regular, routine maintenance and repair activities before receiving BCWMC funding to prevent excessive reimbursement costs resulting from neglected routine activities. Cities shall inform the BCWMC in advance (e.g., two years) of their request for reimbursement.

The BCWMC will identify major repair, rehabilitation, and replacement activities, as needed, through its inspection process and will consider adding maintenance and repair projects that are more than \$100,000 to the BCWMC CIP (see Table 4.6). These projects will be funded by the ad valorem levy (via Hennepin County).

The BCWMC maintains an FCP emergency repair fund for funding emergency repairs of FCP features. Member cities shall perform the initial response to an emergency involving FCP structures, as the BCWMC is not equipped to perform emergency management and

response services. The BCWMC shall assist the cities in obtaining reimbursement for the emergency response, either through BCWMC funds or grants (e.g., FEMA funding). [\[policy #19 from 2015 plan\]](#)

**Table 4.2. FCP Routine and Major Maintenance and Repair**

<b>Classification as Routine vs. Major</b>	<b>Maintenance or Repair Activity</b>
Routine	Vegetation: removal of trees, removal of brush, chemical treatment of stumps, control of noxious weeds, establish vegetation on bare areas.
Routine	Removal of debris: woody debris, riprap, trash from channel, inlets, culverts
Routine	Repair erosion; channels, inlet and outlet structures, culvert ends
Routine	Repair/replace riprap: on inlet and outlet ends of culverts, channels, banks
Routine	Remove sediment from channels, structures, culverts, etc.
Routine	Repair/maintain guard rails, hand-rails and fencing: remove rust, prime and paint, repair damaged rails and posts, replace rusted-out sections, repair cables, replace posts, repair chain link fence
Routine	Repair concrete pipe: repair joints, tie-bolts, spalling, connection to culverts, breakage
Routine	Repair/maintain debris barrier: removal of debris, repair cables, replace poles
Routine	Repair/maintain tunnel inlet trash rack: repair/replace trash rack rods, loose or broken, vandalized, bent
Routine	Repair/replace catch basins, manholes, casting assemblies, grates
Routine	Street repairs: pavement, curb and gutter, cracks, depressions, settlement
Varies by extent	Repair scouring/undercutting at structures and culvert outlets
Varies by extent	Repair concrete structures: cracking, spalling, breakage
Varies by extent	Culverts/Bebo sections: joints, settlement, separation, concrete spalling, wing walls –movement and breakage
Major	Repair/replace gabion baskets
Major	Remove sediment/dredge ponds, basins, etc.
Major	Tunnel repairs: concrete and other repairs to the new Bassett Creek tunnel

#### 4.1.8 Capital Improvement Program (CIP)

The BCWMC will continue implementing a robust capital improvement program (CIP) utilizing MN Statute 103B.251 to collect funds levied by Hennepin County to study, design, and construct large capital projects aimed at improving or protecting water quality, reducing flood risk, and/or mitigating water quantity issues. This Plan builds off the success of the BCWMC's CIP that began in 2005, and enhances CIP implementation with further guidance and tools. The complete 10-year schedule of capital projects is presented in Table 4.6.

Only projects that meet one or more "gatekeeper" criteria will be considered by the BCWMC for inclusion in the CIP:

1. Project is part of the BCWMC trunk system (See Appendix A, Figure A-11)
2. Project improves or protects water quality in a priority waterbody
3. Project addresses an approved Total Maximum Daily Load (TMDL), watershed restoration and protection strategy (WRAPS), or subwatershed analysis (SWA)
4. Project addresses flooding concern, or other high priority water quantity issue

The BCWMC focuses its resources on projects that primarily address water quality and water quantity issues; additional benefits are considered when identifying and prioritizing projects.

**Improvements to the ecological health of the waterbody or project area will be incorporated into most capital projects. The BCWMC will aim to incorporate Indigenous land and water care practices into their capital projects, where appropriate (Policy 27).** (new policy)

Table 4.6 lists the CIP projects the BCWMC plans to implement over the next 10 years. The 10-year CIP includes planning level costs and general timeframes for implementation. In addition to Table 4.6, the BCWMC maintains a "working version" of its CIP that covers a 5-year period. The BCWMC annually reviews its working CIP to consider whether new projects should be added to the CIP or whether project implementation dates and funding sources should be changed, as necessitated by changing priorities, funding availability, partnering opportunities, or other factors. New projects suggested by the BCWMC or member cities are sent to the Technical Advisory Committee (TAC) for consideration. The TAC develops a draft working CIP which is reviewed and revised by the BCWMC. Following another round of TAC review, the BCWMC approves the working CIP.



To prioritize the most impactful projects for addressing BCWMC goals, the BCWMC scores and ranks projects being evaluated for inclusion in the working CIP using a prioritization matrix. The BCWMC will maintain and use this matrix as a guidance document and may update it, as needed. The matrix includes criteria in four over-arching categories with specific criteria in each including (but not limited to):

“Primary benefits” such as

- Project addresses a TMDL, WRAPS, or SWA
- Project addresses chloride pollution
- Project addresses a pollution “hot spot”
- Project addresses a flooding concern or other high priority water quantity issue

“Jurisdiction” such as

- Project is in intercommunity subwatershed
- Project is located in area of social vulnerability

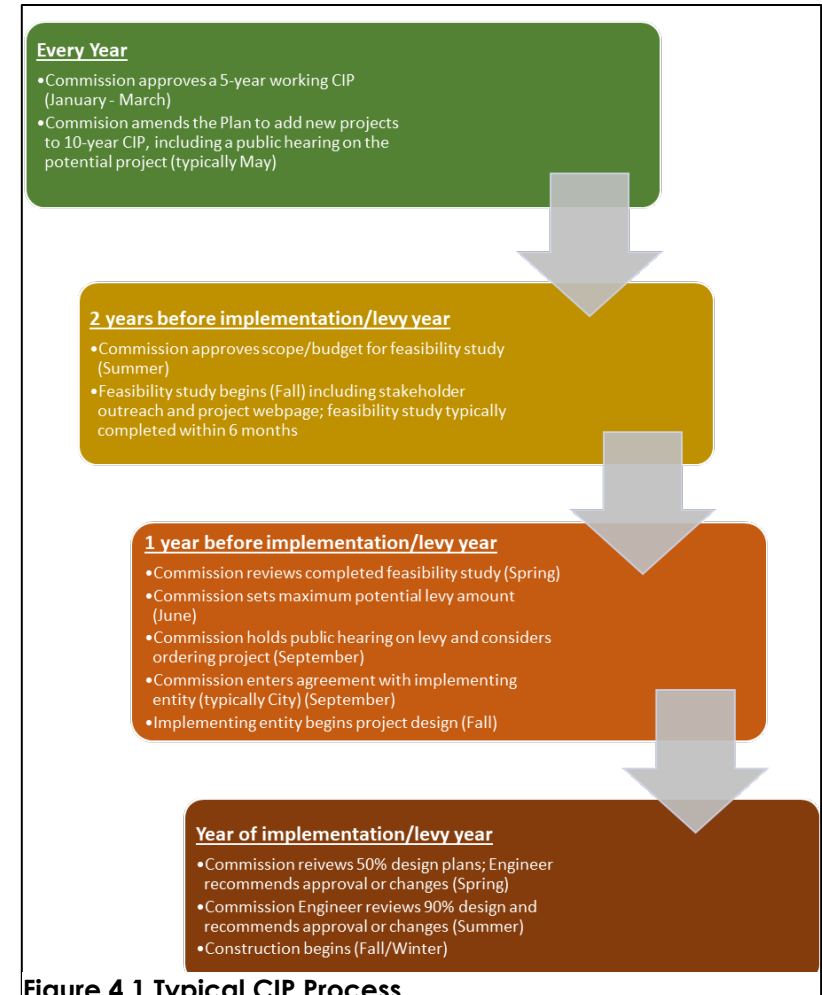
“Opportunity” such as

- Project partners are identified
- Coordinated with redevelopment or infrastructure project

“Secondary benefits” such as

- Habitat
- Educational
- Groundwater improvements

Once the BCWMC adds a project to its working CIP, the BCWMC follows the process outlined in the JPA and depicted in Figure 4.1. CIP project implementation begins with the preparation of a feasibility study, which evaluates information, data, and outcomes for various alternatives. The study results in clearly analyzed alternatives for the desired outcome and enough specificity to judge the merits of each alternative, and the benefits (or lack thereof) of the project itself. In evaluating project alternatives, the BCWMC will consider low impact design principles, life-cycle impacts, and Indigenous care practices guidance, as applicable. Figure X



**Figure 4.1 Typical CIP Process**

includes elements that should be included in BCWMC feasibility studies. The list may be updated over time and is retained as a guidance document outside of this Plan.

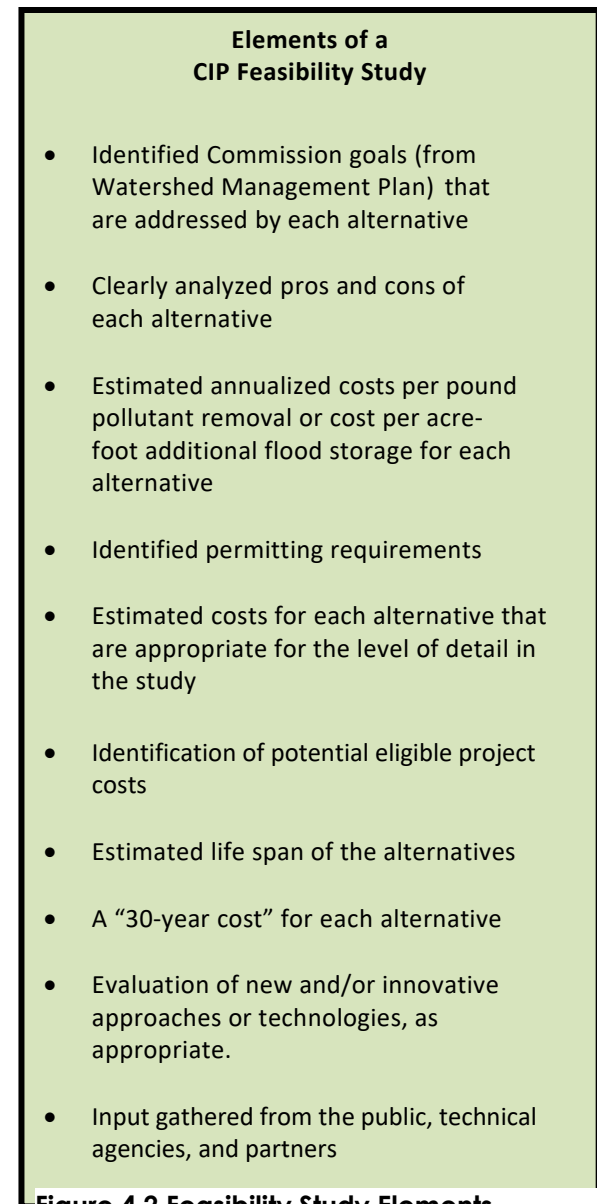
If, after reviewing the feasibility report, the BCWMC approves implementation of the project, the BCWMC must hold a public hearing on the proposed project, giving at least 45 days' notice to the clerk of each member city. After the hearing, the BCWMC may order the project by a two-thirds vote of its members and then certify a levy to Hennepin County for the cost of the project. The BCWMC may also apply for grant funds to cover project costs.

There are different phases of CIP project implementation, including design, permitting, public engagement, bidding, construction, and on-going maintenance. Once a CIP project is ordered, the BCWMC may enter an agreement with a member city or other partner to implement all or some phases of the project. Or the BCWMC may implement the entire project on its own. This flexibility can maximize efficiency in the CIP program as entities cooperate on projects understanding that staff capacity, strengths, and experience differ between projects and among partners. Project designs must be approved by BCWMC commissioners at the 50% and 90% stage before project construction can move forward.

Most, but not all, CIP project costs are eligible for funding via BCWMC CIP project funds. Table 4.3 lists the types of CIP project costs that are either eligible or potentially eligible to be funded using BCWMC CIP project funds.

**The BCWMC will pay 100% of the project costs determined to be fully eligible per Table 4.3. The BCWMC may pay a portion (up to 100%) of other project costs determined to be potentially eligible per Table X-2, as determined on a case-by-case basis. (Policy #28)**

The CIP project feasibility studies should provide enough cost information for the BCWMC to discuss and decide which project costs are eligible for funding or reimbursement from the BCWMC's CIP project funds. For CIP projects implemented by entities other than the BCWMC, the BCWMC would reimburse these CIP project costs to the implementing entity, as outlined and specified in an implementation agreement.



**Figure 4.2 Feasibility Study Elements**

**Table 4.3. CIP Project Costs Eligible for Funding through the BCWMC's CIP Project Fund**

<b>A. Project costs wholly eligible for reimbursement from BCWMC:</b>	
Feasibility study costs	
Pre-project planning, monitoring (e.g., fish surveys, feasibility study review/follow-up)	
Plan amendment costs	
Grant application & administration costs	
Permitting costs and fees	
Engineering and design costs (plans & specs)	
Construction costs	
Project bidding & advertising fees	
Construction administration & observation costs	
Warranty period monitoring costs – e.g., wetland monitoring, vegetation monitoring, post-construction inspection	
City staff time and expenses (if requested prior to levy certification)	
Other BCWMC administration and engineering time, including tracking CIP project budget, engineering plan review and reviewing reimbursement requests	
Transfer to BCWMC administrative fund for CIP administrative expenses, as designated by the Commission	
<b>B. Other types of project costs that will be considered for whole or partial reimbursement on a project by project basis*:</b>	
Easement acquisition	City staff time and expenses (if not requested prior to levy certification)
Property acquisition	Wetland mitigation or replacement
Utility relocation	Educational signage
City improvements associated with the project but not directly tied to the goals of the BCWMC (e.g. trails, pedestrian bridges, signage)	Art/aesthetic improvements directly associated with the project
Contaminated soils/groundwater remediation	

\*The BCWMC will consider potential project costs on a case-by-case basis. Factors influencing eligibility decisions include the cost effectiveness of the project (e.g., cost per pound of pollutant removal, cost per acre-foot of flood storage, or similar appropriate metrics relative to past BCWMC projects and other available references), along with overall funding availability, partnerships, grant opportunities, opportunities to advance additional Commission goals (such as habitat and education), and others.

Long term (on-going) maintenance of BCWMC-funded CIP projects (such as stormwater ponds, streambank stabilization, underground storage, pipes, culverts, etc.) is typically the responsibility of the city where the project is located and is memorialized in an agreement with the city or other partner, as appropriate. This is due, in part, to the Joint Powers Agreement not allowing the BCWMC to own property. The BCWMC may pursue the establishment of a CIP Maintenance Levy through Hennepin County for maintenance of certain types of projects (typically non-structural projects) such as alum treatments, carp management, regular dredging, etc. Some smaller CIP project maintenance performed by cities can also be funded through the Commission's Channel Maintenance Fund, including pond dredging and streambank repair. Once a project has come to the end of its expected life, a new CIP project to reconstruct or rehabilitate the project could be added to the CIP list.

To date, the BCWMC's CIP has focused projects on public lands such as parks and easements along stream corridors. However, moving forward, as space for improvement projects on public land diminishes, it is likely that the BCWMC may want to partner with non-public entities (including developers) on CIP projects. To enable this, the BCWMC will assess options for creating public-private partnerships or developing a cost share program with public, private, or non-profit entities that incentivizes these entities to implement practices that go "above and beyond" pollutant removals or flood management required by regulations. The BCWMC could develop such a program utilizing the experience of other watershed organizations with similar programs; the program could result in significant watershed improvements within the context of the CIP.

For projects not currently included in Table 4.6, the BCWMC must initiate a plan amendment to add the project to its CIP prior to certifying a levy to Hennepin County. The amendment process is described in Section 4.5 and requires a public hearing. Inclusion of a project in the BCWMC CIP allows the BCWMC to certify a levy to Hennepin County for the project, as well as apply for various grant funds. Following adoption of the plan amendment, the BCWMC will proceed with certifying a levy to Hennepin County, and project implementation as described herein.

The BCWMC may implement the projects listed in on a different schedule than shown in the table as circumstances dictate. For example, the availability of grants and partnerships could result in either acceleration or delay of projects. The BCWMC will consider such shifts in the schedule or adjustments to budgets as consistent with this Plan and will not require a plan amendment.

#### 4.1.9 Education and Engagement

“Education and engagement” is identified in this plan as both an issue with related goals, and a tool used to address almost all other issues and goals. With proper awareness and tools, community members, businesses, and institutions can help improve water resources through specific activities and everyday actions. Engaged officials, community leaders, volunteers, lake homeowners, and others can be a critical component of watershed protection and improvement.

**The BCWMC will implement an education and engagement program in cooperation with member cities and partners in pursuit of the goals described in this Plan (Policy 29). [policy #90 from 2015 plan]**

**The BCWMC will work to build relationships and avenues of communication with diverse and underrepresented communities. (Policy 30) [new policy]**

The BCWMC aims to coordinate education activities with member cities such that they augment but do not duplicate activities. The BCWMC’s Education and Engagement Plan (see Appendix C) describes these activities in greater detail. The Education and Engagement Plan incorporates multiple avenues to convey various educational messages and to engage with different audiences including: [the Education and Engagement plan incorporates policies #91 – 102 in the 2015 plan]

- Commissioner training
- Public meetings, open houses, and community conversations
- Digital communications
- Printed materials
- Signage, displays, and promotional items
- Events, presentations, and workshops
- Leveraging education through partnerships
- Program evaluation

Funding for implementation of education and engagement activities comes from the BCWMC annual operating budget (primarily), collaboration with other entities, and possible grant funding. Each year, the Commission’s Education Committee will recommend to the Commission a plan and budget for education and engagement activities. The Education and Engagement Plan serves as a “menu” of options for each year’s annual education plan.

The Commission's Education Committee, volunteers, and staff will be the primary plan implementers. The BCWMC will also maintain partnerships and seek new opportunities for collaboration to help achieve the goals set out in this Plan. The BCWMC will annually provide a Letter of Understanding to member cities describing the BCWMC's educational activities from the previous year for use in MS4 reporting, as appropriate.

The BCWMC regularly updates its website ([www.bassettcreekwmo.org](http://www.bassettcreekwmo.org)) as a primary means of communicating information to watershed residents and other partners. The BCWMC website includes content as required by Minnesota Statute 8410.0150 as well as additional content consistent with the BCWMC Education and Engagement Plan (see Appendix C). [policy 96 from 2015 plan]

The BCWMC will evaluate the success of its education and engagement activities as described in the Education and Engagement Plan (see Appendix C). [policy #92 from 2015 plan]

#### 4.1.10 Evaluation and Assessment

The BCWMC evaluates its accomplishments to assess organizational performance. The BCWMC annually tracks the execution of its Activities and Program Implementation schedule (see Table 4.5).

**The BCWMC will assess progress towards the goals presented in this Plan at least every two years, using quantitative metrics where appropriate (Policy 31).** [policy #114 from 2015 plan]

The BCWMC reports its accomplishments in an annual report submitted to the Board of Water and Soil Resources (BWSR) consistent with MN Rules 8410.0150. The BCWMC also annually submits an audit for the previous fiscal year. MN Rules 8410 specify the required contents of the annual report. Generally, the BCWMC annual report includes:

- An assessment of accomplishments relative to the previous year's annual work plan
- A work plan and budget for the current year specifying which activities will be undertaken
- A summary of significant trends of monitoring data and trends

The annual review process is an opportunity for the BCWMC to assess the effectiveness of its goals, requirements/policies, strategies, and actions. If the BCWMC determines that programmatic changes are necessary, the BCWMC may amend this Plan to reflect the needed changes and/or adopt new policies or strategies that require action by the member cities (see Section X).

The BCWMC regularly reviews member city compliance with this Plan. This review may include:

- Evaluating the status of local water plan adoption and implementation of BCWMC-required activities (see Section X)
- Reviewing updates to member city official controls (e.g., ordinances, local water plans) addressing water and watershed management, including enforcement [policies #40 and #112 from 2015 plan]
- Reviewing member city permits and variances issued or denied and violations under rule or ordinance requirements of the organization or local water plan
- Reviewing of member city annual MS4 reports

If review of member city practices reveals implementation inconsistent with the BCWMC Plan, the BCWMC will take administrative or legal action to ensure that BCWMC rules and policies are being implemented by the member cities.

## 4.2 Implementation Activities

Table 4.5 and Table 4.6 are comprehensive lists of the projects, activities, and programs that comprise the BCWMC implementation program. The Activities and Program Implementation schedule in Table 4.5 lists implementation activities (aside from capital projects) such as studies, monitoring, flood control programs, administrative activities, education programs, etc. while Table 4.6 is the BCWMC's 10-year capital improvement program (10-year CIP). These tables comprise a schedule of activities across the life of the plan (2026 – 2035) along with estimated budgets (in 2025 dollars). Budgets and schedules of existing activities may shift or change due to funding availability, changes in opportunities, or other reasons. These changes will not constitute an amendment this Plan.

## 4.3 Funding

Funding sources that are available to the BCWMC include ad valorem taxing through Hennepin County, levies for emergencies, city assessments, and establishment of an improvement fund. Additional funding sources include income from investments, development review fees, and grants. The BCWMC also maintains certain long-term funds for specific purposes. The BCWMC maintains fiscal policies regarding funds and funding sources. The BCWMC joint powers agreement (JPA) also describes some funding sources and associated requirements. Each of these funding sources and long-term funds are further described below.

### 4.3.1 Funding Sources

#### *Ad Valorem Tax Funding*

Although joint power WMOs (such as BCWMC) do not have ad valorem taxing authority, Minnesota Statute 103B.251 allows WMOs to certify capital improvements to the county for payment, if those improvements are included in the WMO's watershed management plan. The county then issues bonds and levies an ad valorem tax on all taxable property in the WMO (or subwatershed unit of the WMO) to pay for the projects. This process requires sufficient lead time and coordination with the County. The County must formally approve any amendments to a WMO's plan and the associated levy amounts. A WMO may also raise funds through direct ad valorem taxation (Minnesota Statutes 103B.241), but only if the WMO is specifically listed as a special taxing district in Minnesota Statutes 275.066. If a WMO is given taxing authority, the WMO may also accumulate funds to finance improvements as an alternative to issuing bonds (Minnesota Statutes 103B.241). The BCWMC has not pursued this authority.

In addition to levies for the actual capital improvements, the Commission may also use Minnesota Statute 103B.251(Subd. 9) to levy funds through the County for normal and routine maintenance of capital improvements. The proceeds of the levy shall be deposited in



a separate maintenance and repair account to be used only for the purpose for which the levy was made. To date, the BCWMC has not utilized this authority but may consider it in the future.

### ***Emergency Projects***

Minnesota law allows local units of government or WMOs to declare an emergency and order work to be done without a contract, and without levy limits (Minnesota Statutes 103B.252).

### ***City Assessments***

Through the BCWMC JPA, each member city contributes annually to the BCWMC general fund. The general fund is to be used to implement the day-to-day operations of the BCWMC. Each city's annual contribution is based 50 percent on the assessed valuation of property in the watershed and 50 percent on the ratio of area of each member city within the watershed to the total BCWMC area. The general fund is used to pay for most activities outside of capital improvements and special studies. The general fund is used for administrative expenses, monitoring programs, watershed management plan development, special studies, education activities, etc. The general fund may also be used to pay for routine repair and maintenance of facilities. The general fund could also be used to pay for the administrative expenses related to a capital project, such as preparing feasibility reports, conducting hearings, educating the public about the capital projects, etc.

### ***CIP Project Funding – BCWMC Improvement Fund***

The BCWMC Joint Powers Agreement (JPA) calls for the establishment of an improvement fund for each improvement project (CIP project) ordered by the BCWMC. In accordance with the current JPA, the BCWMC may use one of the following three methods to apportion project costs to the member cities:

1. Negotiated settlement among the member cities.
2. Use the same basis as the BCWMC general fund (50 percent property value/50 percent watershed area), which can be varied (by a two-thirds vote of the BCWMC) under certain circumstances, and with credits given for land acquisition. Any member city unhappy with the cost allocation may appeal the decision and submit it for arbitration.
3. If the project is certified to the county for payment using Minnesota Statutes 103B.251, the costs will be apportioned according to a levy on all taxable property in the watershed.

### ***Investment Income***

In recent years, dividend income earned by funds invested by the BCWMC has been substantial. In 2023, the BCWMC adopted a new fiscal policy to set aside investment income in a long-term fund earmarked for special projects. Use of the Special Projects Fund is prioritized toward studies or planning to help target capital improvement projects or BCWMC programs. Use of the Special Projects Fund requires approval by the Commission prior to the expenditure.

### ***Development Review Fees***

The BCWMC collects fees associated with the BCWMC Engineers' review of applications for developments, redevelopments, and other proposed projects that trigger BCWMC reviews. Fees vary depending on the complexity of the project. The fee schedule may be updated from time to time to ensure that fees cover most or all BCWMC expenses resulting from reviews. The BCWMC does not hold fees in an escrow account and fees are not structured to generate income, only to cover costs.

### ***Grants***

There are a variety of local, regional, state, and federal grant programs applicable to the work of the BCWMC. The BCWMC is often successful at receiving grant funding, particularly for the implementation of capital projects. Since 2015, the BCWMC has been awarded over \$3.6 million in grant funding for projects and programs.

Hennepin County administers grant programs such as Opportunity Grants, Good Steward Grants, and Aquatic Invasive Species Prevention Grants. The county also has funding for environmental (contaminant) assessments and response and brownfield clean up projects.

State agencies including the Board of Water and Soil Resources (BWSR), the Pollution Control Agency (MPCA), and the Department of Natural Resources (MDNR) each have a variety of grant programs that are applicable to the BCWMC's work. The Minnesota Clean Water, Land, and Legacy Amendment funding has been a particularly important source of grant funding for water resources improvements through its Clean Water Fund. The BWSR administers multiple Clean Water Fund grant programs including competitive programs such as the Projects and Practices grant and Accelerated Implementation grants, and the Watershed Based Implementation Funding block grant for watershed geographies. The MPCA administers multiple grant programs with state funds and also administers some federal grant programs such as the Section 319 Grant Program. The MDNR administers various habitat-related grant programs along with the Flood Hazard Mitigation Grant Program.



Federal grant programs through the Environmental Protection Agency, U.S. Army Corps of Engineers, Federal Emergency Management Administration, National Oceanic and Atmospheric Administration and other federal agencies may also be applicable to BCWMC's work.

Various grant programs are also administered by the Metropolitan Council, the Minnesota Public Facilities Authority, MN Local Road Research Board, the McKnight Foundation, and other public entities and private/civic organizations. Barr Engineering maintains an updated grant tracking spreadsheet with a comprehensive list of grant programs, guidelines, and application processes. The BCWMC utilizes this spreadsheet to learn about and consider various grant opportunities.

### **4.3.2 Long-term Funds**

The BCWMC maintains several long-term (savings) accounts to accumulate and/or hold funds for specific purposes. The BCWMC's current long-term funds are described below. Additional long-term funds may also be established during the life of this plan.

#### ***Channel Maintenance Fund***

The BCWMC maintains a channel maintenance fund. Most years \$25,000 is transferred from the General Fund to this long-term fund. This fund can be accessed by member cities with a portion of the Trunk System in their city to off-set the cost of minor stream maintenance, pond maintenance, repair, stabilization, and restoration projects, and portions of larger stream restoration projects.

#### ***Flood Control Project Long-term Maintenance Fund***

The BCWMC maintains a long-term maintenance fund for inspections (including coordination and reporting) and minor maintenance of its Flood Control Project (FCP). The FCP Long-term Maintenance Fund was originally started with a portion of the funds remaining from the construction of the FCP. As outlined in Section 4.1.7.2, major repair, rehabilitation, and replacement activities that are more than \$100,000 will be included in the BCWMC CIP. Other projects, such as updates to the BCWMC hydrologic and hydraulic model, may also be funded with this long-term fund at the direction of the Commission. In 2021, the average annual cost of FCP inspections was estimated at \$32,500 but fluctuates significantly year to year depending on the inspection schedule. The BCWMC may transfer funds from its General Fund to this long-term fund to maintain an adequate level of funding over the course of 10 to 20 years.

### ***Flood Control Project Emergency Fund***

The BCWMC maintains this fund to address emergency repairs to the Flood Control Project. This fund was created using a portion of the remaining funds from the original construction of the Flood Control Project. The BCWMC does not add to this fund on an annual basis.

### ***Special Project Fund***

This long-term fund was created in 2023 to set aside income from BCWMC investments for special projects. As noted in Section 4.3.2, a fiscal policy was approved that outlines intended uses for these funds.

### ***Plan Development Long-Term Fund***

Development of a 10-year watershed management plan is a significant endeavor. The BCWMC may set aside funds from the General Fund each year to save for the potentially high cost of developing the next 10-year plan.

## **4.4 Local Water Management and Member City Responsibilities**

The BCWMC anticipates that some member cities will need to revise their local plans and official controls to bring them into conformance with this Plan, Minnesota law (Minnesota Statutes 103B), and Minnesota Rules (Minnesota Rules 8410). Minnesota Statutes 103B.235 Subd. 2 include specific requirements for local water management plan contents. BCWMC member cities must revise and adopt local water management plans not more than two years before the local comprehensive plan is due consistent with the schedule required by Minnesota Rules 8410.0105 Subp. 9B. Extensions of the comprehensive local plan due dates do not alter this schedule.

A member city can assume as much management control as it wishes through its approved local water management plan. The BCWMC assumes that the member cities will continue to be the permitting authority for all land alteration activities in addition and complementary to the BCWMC's project review process (see Section 4.1.3.1). To continue as the permitting authority, the local government must outline its permitting process in its local water management plan, including the preliminary and final platting process.

The policies and goals established in each city's local water management plan must be consistent with the BCWMC Plan. The section of the local plan covering assessment of problems must include those problems identified in the BCWMC Plan that affect the city. Corrective actions proposed must consider the individual and collaborative roles of the BCWMC and its member cities and must be consistent with the BCWMC Plan. A city may use all or part of the BCWMC Plan when updating its local plan. The local water management plan must identify official controls and programs (e.g., ordinances, management plans) which are used to enforce the policies and requirements of the BCWMC.

Local units of government must maintain stormwater systems (storm sewers, ponding areas, ditches, water level control structures, etc.) under their jurisdiction in good working order to minimize flooding and water quality problems. The BCWMC requires that local plans assess the need for periodic maintenance of public works, facilities, and natural conveyance systems, including the condition of public ditches constructed under Minnesota Statutes 103D or 103E, if they are under the cities' jurisdiction.

### ***Review of Local Plans***

Before a member city adopts its local water management plan, the new or revised plan must be submitted to all affected watershed management organizations, the Metropolitan Council, and Hennepin County (if the County adopts a groundwater plan) for concurrent review. Within 60 days of receipt of the local plan, the BCWMC will review the local plan for conformance with the BCWMC Plan. As part of its review, the BCWMC will take into consideration any comments received from the Metropolitan Council and the County. The BCWMC will approve all or part of the local plan or provide comments detailing why the BCWMC did not approve the local plan within the 60-day time frame, unless the city agrees to an extension. If the BCWMC does not complete its review, or fails to approve/disapprove the plan within the allotted time, and the city has not given an extension, the local plan will be considered approved (per Minnesota Rules 8410 and Minnesota Statutes 103B.235, Subd. 3 and 3a).

Once the BCWMC approves the local plan, the local government must adopt and implement its plan within 120 days and amend its official controls within 180 days of plan approval. Each member city must notify the BCWMC (and the other affected WMOs) within 30 days of plan adoption and implementation, and adoption of necessary official controls.

Any amendments to the local plan must be submitted to the BCWMC for review and approval prior to their adoption by the member city. The BCWMC review process for amendments is the same as for the original or revised local plan.

The BCWMC reserves the right to recommend that a City does not issue permits for a project the BCWMC believes to be in conflict with the BCWMC Plan or local water plan (see also Section 4.1.3.1).

### Member City Responsibilities

This plan includes various responsibilities and requirements for member cities. Table 4.4 Lists BCWMC policies and requirements that impact member cities.

**Table 4.4 Member City Responsibilities and Requirements**

Subject Area	Policy Number (from Section 4.1)	Responsibility/ <b>Requirement (Red)</b>
Rare species and land conservation	3	Encouragement to submit data regarding occurrences of rare and endangered species and native plant communities to the State's Natural Heritage Information System
Rare species and land conservation	4	Encouragement to cooperate with partners and organizations that identify and work to preserve connected greenway corridors and other natural areas
Local Plans/Controls	5	Member cities must update their local water management plans to incorporate consistency with BCWMC goals, policies, and requirements. The BCWMC will review city local water management plans for consistency with BCWMC goals
Local Plans/Controls	6	Member cities must inform the BCWMC regarding updates to city ordinances or comprehensive plans that will affect stormwater management.
Development Requirements	9	Member cities must incorporate standards and requirements included in the Requirements document into their official controls (e.g., ordinances). Member cities must inform developers and other project applicants regarding BCWMC requirements
Development Requirements	12	Member cities shall not issue construction permits, or other approvals relevant to controls intended to protect water resources, until the BCWMC has approved the project
Development Requirements	13	For projects subject to BCWMC review and erosion and sediment control standards, the BCWMC requires that member cities perform regular erosion and sediment control inspections

Wetlands	16	Encouragement for cities to complete comprehensive wetland management plans as part of their local water management plans and encouragement to pursue wetland restoration projects, as opportunities allow
Studies	17	Cooperate with BCWMC, the MPCA and other partners to develop water quality studies (e.g., total maximum daily load (TMDL) studies)) and/or perform subwatershed assessments for degraded priority waterbodies and those listed on the MPCA's impaired waters 303(d) list.
Data submission	19	Upon request (typically annually), member cities shall provide the BCWMC with information on development, redevelopment, and BMPs constructed within their city such that the BCWMC can appropriately update the models
AIS	20	The BCWMC requires that member cities annually inspect wetlands classified as Preserve (or equivalent) for terrestrial and emergent aquatic invasive vegetation, such as buckthorn and purple loosestrife, and attempt to control or treat invasive species, where feasible
Flood Control Project	25	Member cities must formally notify the Commission Engineer regarding their completed maintenance and repair actions on any of the FCP project features
Flood Control Project	25	Member cities are responsible for routine maintenance and repair of FCP features as outlined in Table 4.2

## 4.5 Plan Updates and Amendments

This Plan remains in effect for ten (10) years from the date it was approved and adopted, unless it is superseded by adoption and approval of a succeeding Plan. In the event a succeeding Plan has not been adopted within ten years, the existing plan, authorities, and official controls of the WMO remain in full force and effect until a revision is approved, consistent with Minnesota Statutes 103B.231, Subd. 3a. Minnesota Statutes 103B.231 provides more detail about the schedule for WMO plan revisions.

All amendments to this Plan must follow the procedures set forth in this section, or as required by revised laws and rules. Plan amendments may be proposed by any person to the BCWMC, but only the BCWMC may initiate the amendment process. The BCWMC may amend its Plan in the interim if changes are required or if problems arise that are not addressed in the Plan, or if new projects need to be added to the CIP.

Minnesota Rules 8410 provide additional information regarding plan amendments. Minnesota Rules 8410 requires WMOs to evaluate the implementation actions periodically. The BCWMC will review its implementation program annually. A plan amendment is required to add a project to the CIP (Table 4.6). A plan amendment is not required if projects listed in the CIP are implemented on a different schedule or with a different cost estimate than shown in the table.

### ***Amendment Procedure***

The BCWMC will follow the plan amendment process described in Minnesota Statutes 103B.231, Subd. 11 unless the proposed amendment is considered a minor amendment according to the following criteria described in Minnesota Rules 8410.0140:.

1. BWSR has either agreed that the amendments are minor or failed to act within five working days of the end of the required 30-day comment period (unless an extension is mutually agreed to);
2. the BCWMC has sent copies of the amendments to the plan review authorities for review and comment allowing at least 30 days for receipt of comments, has identified the minor amendment procedure is being followed, and directed that comments be sent to the BCWMC and BWSR;
3. Hennepin County has not filed an objection to the amendments within the 30-day comment period (or mutually agreed to extension);
4. the BCWMC has held a public meeting to explain the amendments and published a legal notice of the meeting twice, at least seven days and 14 days before the date of the meeting; and
5. the amendments are not necessary to make the plan consistent with an approved and adopted county groundwater plan.



If the above criteria are not met, the amendment shall follow the process defined in Minnesota Statutes 103B.231, Subd. 11. This process is the same as the Plan review process, and is as follows:

1. The BCWMC must submit the amendment to the member cities, Hennepin County, the state review agencies (Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, Minnesota Department of Agriculture, and the Minnesota Department of Health), the Metropolitan Council, and the Minnesota Board of Water and Soil Resources, for a 60-day review.
2. The BCWMC must respond in writing to any concerns raised by the reviewers.
3. The BCWMC must hold a public hearing on the proposed amendment.
4. The BCWMC must submit the final revised amendment and response to comments to the BWSR for a 90-day review and approval.

The BCWMC will consider sending drafts of proposed amendments to all plan review authorities to receive input before establishing a hearing date or beginning the formal review process.

The BCWMC may update its Monitoring Plan (Appendix B) and Education and Engagement Plan (see Appendix C) without performing a plan amendment.



DRAFTProgram Implementation Table (red activity = new; red goals = high priority; orange goals = med priority; green goals = low priority)														
v. 3 May 7, 2025														
Tool	Activity ID	Activity Name <small>(red = new)</small>	Activity Description	Most Relevant Goals	Estimated Costs (presented in 2025 dollars)									
					2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Studies	S-1	Lost Lake Subwatershed Assessment	Evaluate the Lost Lake subwatershed for water quality improvement opportunities.	WQ2	\$ 75,000									
	S-2	Northwood Lake Subwatershed Assessment	Evaluate the Northwood Lake subwatershed for water quality improvement opportunities.	WQ2		\$ 75,000								
	S-3	Bassett Creek Main Stem Subwatershed Assessment	Evaluate the Bassett Creek main stem subwatershed for water quality improvement opportunities.	WQ2				\$ 75,000						
	S-4	Subwatershed Assessments (TBD)	Perform additional Subwatershed Assessments (TBD) for additional priority waterbodies/watersheds.	WQ3-9						\$ 75,000		\$ 75,000		
	S-5	Flood and Climate Vulnerability Risk Assessment	Ongoing: Encourage/assist cities or partners with development of flood emergency response plans + one large scale watershed wide flood risk assessment and prioritization considering vulnerable populations, critical infrastructure, and priority resources Acknowledge projected future climate trends in flood risk analyses.	FLD1, FLD2, FLD4, FLD5	\$ 2,000	\$ 2,000	\$ 80,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
	S-6	Climate Resilience Strategy Framework	Develop climate resilience study/plan that evaluates climate adaptation strategies (e.g., tree planting to increase canopy, incorporating native plantings, etc.) and potential impacts to priority waterbodies.	FLD1, FLD4, FLD5				\$ 50,000						
	S-7	Baseline Bacteria Monitoring and Source Assessment	Monitor priority streams to establish baseline bacteria conditions and identify pollution sources.	WQ4								\$ 30,000		
	S-8	Stream MIBI Stressor Mapping	Review watershed data and stressor ID study to identify areas/zones where specific stressors are most significant.	WQ7		\$ 20,000								
	S-9	Chloride Study and Management Plans	Identify waterbodies most at risk of chloride impairment and develop subwatershed analyses/management plans for chloride-impaired waters to identify pollution hotspots and to target implementation.	CHL1, CHL2			\$ 25,000	\$ 10,000		\$ 10,000		\$ 10,000		
	S-10	Lake Shoreline Inventory	Inventory shoreline conditions of priority lakes for erosion issues and presence of buffers.	LK1				\$ 20,000						
	S-11	Groundwater-Surface Water Interaction Study	Work with Met Council or other agencies to map groundwatersheds and evaluate groundwater-surface water interactions and groundwater dependency of BCWMC priority waterbodies.	GWSW1					\$ 25,000					
	S-12	Watershed-wide Wetland Inventory	Work with cities to develop a watershed-wide wetland inventory and identify priority wetlands or restoration.	WTL1							\$ 50,000			
	S-13	Indeigneous practices guidebook	Develop guidance manual on Indigenous land and water care	EDIV3			\$ 12,000							
Monitoring and Modeling	MM-1	Water Quality Monitoring	Perform annual water quality monitoring activities as described and planned in the BCWMC Monitoring Plan (see link - TBD). Monitoring includes: - Lake water quality and biological monitoring, including vegetation surveys - Stream water quality and flow monitoring - Stream biotic index monitoring	PA1-2, WQ1-9, AIS1, CHL1-2	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
	MM-2	Water Quantity Monitoring	Perform annual water level and quantity monitoring activities as described and planned in the BCWMC Monitoring Plan (see link - TBD).	PA1-2, FLD1, FLD4	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
	MM-3	Watershed Outlet Monitoring Program	Support the watershed outlet monitoring on Bassett Creek performed in cooperation with the Metropolitan Council.	PA1-2, WQ1-9, CHL1-2	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500	\$ 34,500
	MM-4	Water Quality Model Updates	Update the P8 water quality model.	PA1-2, WQ1-9, CHL1-2	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
	MM-5	Hydrologic and Hydraulic Model Updates	Update the hydrologic and hydraulic model and map areas of higher risk and identify potential flood risk reduction project locations.	PA1-2, FLD1, FLD4	\$ 4,000	\$ 150,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
	MM-7	Streambank Monitoring	Biennially assess the condition of streambanks along BCWMC priority streams, evaluate downstream impacts, and prioritize areas for action.	STRM1, STRM2	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000

DRAFT Program Implementation Table (red activity=new; red goals =high priority; orange goals =med priority; green goals =low priority)														
v. 3 May 7, 2025														
Tool	Activity ID	Activity Name <small>(red = new)</small>	Activity Description	Most Relevant Goals	Estimated Costs (presented in 2025 dollars)									
					2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
AIS Management	AIS-1	AIS Management Actions	Perform actions, as needed, consistent with the BCWMC's AIS rapid response Plan (see link) and policies described in Section XX of this Plan, including CLP management in Medicine Lake	AIS1, AIS2	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Flood Control Project	FCP-1	Flood Control Project Inspections	Inspect the Flood Control Project features consistent with the scope and schedule described in Section XX of this Plan.	FLD2	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
	FCP-2	FCP Long Term Maintenance Fund	Annual Allocation to Flood Control Project Long-term Maintenance Fund - See Section XX of this Plan.	FLD2	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Education and Engagement	EE-1	Education and Engagment Activities	Engage with watershed residents and communities consistent with the BCWMC Education and Engagement Plan (see Appendix C).	PAA1 - 3, EDIV1 - 3, REC1 - 2, GWQT3, AIS1, WQ1 - 9, CHL1-2, LK2	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
	EE-2	Educational Partnership Support	Participate in and/or support partnerships focused on education, engagement, and communication, including CAMP and other volunteer programs		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
	EE-3	Engagement with Diverse Communities	Build and maintain communications and relationships with diverse and underserved communities, including members of Indigenous communities; utilize Dakota placenames		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
	EE-4	Public Communications	Develop and share educational material to watershed residents, property owners, and communities consistent with the BCWMC Education and Engagement Plan, including the watershed map.		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
	EE-5	Website Maintenance	Maintain the BCWMC website, make one significant update, maintain ADA compliance		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 20,000	\$ 2,000	\$ 2,000
	EE-6	Cost-Share Programs	Develop/implement cost-share programs for residents and partners focusing on: - Shoreline protection and restoration - Infiltration/rain gardens - Chloride reduction -Habitat improvements	PAA1, EDIV1-3 GWQT3, WQ1 - 9, CHL1-2, LK2, RIP2, UP1			\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Evaluation and Assessment	EA-1	Annual Report	Create and publish annual report on activities	PA1	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
	EA-2	Biennial Progress Assessment	Track implementation metrics and outputs and evaluate progress towards goals at least every two years.	PA1, PA2		\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000
	EA-3	Implementation Compliance	Ensure appropriate member city implementation of BCWMC policies	PA1	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	EA-4	Organizational Structure Assessment	Complete a comprehensive assessment of BCWMC organization structure and staffing options, benefits, and challenges.	ORG1-2	\$ 30,000									
	EA-5	Funding Assessment	Complete a comprehensive assessment of funding mechanisms available to BCWMC.	FUND1-3	\$ 30,000									
					\$ 1,062,700	\$ 1,173,700	\$ 1,201,900	\$ 1,235,900	\$ 1,073,900	\$ 1,140,900	\$ 1,098,900	\$ 1,188,900	\$ 1,048,900	\$ 1,055,900

ID	Resource or Area	Project Title (status, if applicable)	Plan issue/goal addresses	Project description/need	Potential Partners	Planning Level Cost	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
1	Medicine Lake	<u>Projects resulting from Medicine Lake TMDL Assessment</u>	Impaired Waters: Medicine Lake delisting for nutrients	Projects and BMPs will vary depending on assessment results	Plymouth, Medicine Lake, TRPD	\$ 2,000,000			\$ 1,000,000	\$ 1,000,000						
2	Medicine Lake	Medicine Lake Shoreland Restoration (ML-14) <i>(included in 2015 watershed plan but not implemented)</i>	Lakeshore Erosion: Increase percentage of properties with native buffers on nutrient impaired lakes.	(This project may be redundant to #21 below and/or may be captured in Medicine Lake TMDL assessment recommendations from #1 above.)	Plymouth, Medicine Lake, TRPD	\$ 150,000							\$ 50,000	\$ 50,000	\$ 50,000	
3	Northwood Lake	Projects resulting from Northwood Lake TMDL and Subwatershed Analysis (SWA)	Impaired Waters: Northwood Lake WQ improvements	Projects and BMPs will vary depending on assessment results	New Hope	\$ 1,000,000				\$ 500,000	\$ 500,000					
4	Lost Lake	Projects resulting from Lost Lake TMDL and Subwatershed Analysis (SWA)	Impaired Waters: Lost Lake WQ improvements	Projects and BMPs will vary depending on assessment results	Plymouth	\$ 750,000			\$ 500,000	\$ 250,000						
5	Crane Lake	<u>Crane Lake Chloride Reduction Demonstration Project</u>	Impaired Waters: Maintain or improve water quality in priority lakes and streams	Monitoring indicates that high chloride levels are likely impacting aquatic life. This project will study and implement practices to reduce chlorides reaching the lake, and could be a demonstration for implementation in other areas.	Minnetonka	\$ 300,000		\$ 300,000								
6	Crane Lake	Retention of impervious area drainage at Ridgedale area (CL-3) <i>(included in 2015 watershed plan but not implemented)</i>	Impaired Waters: Maintain or improve water quality in priority lakes and streams	Crane Lake outlets to Medicine Lake; Examples of projects include bioswales, tree trenches, rain gardens	Minnetonka	\$ 300,000								\$ 300,000		
7	Main Stem Bassett Creek	Projects resulting from Main Stem Bassett Creek Subwatershed Analysis (SWA)	Impaired Waters: Maintain or improve water quality in priority lakes and streams	Projects and BMPs will vary depending on assessment results	Golden Valley							\$ 500,000	\$ 500,000			
8	Main Stem Bassett Creek	<u>Bassett Creek Main Stem Restoration - Regent Ave to Golden Valley Rd</u>	Impaired Waters: Achieve stable streambanks along all priority streams; Maintain or improve macroinvertebrate indices of biological integrity (MIBI) in priority streams; Maintain or improve water quality in priority streams	Will reduce phosphorus and sediment loading to downstream resources including Bassett Creek and Mississippi River. May possibly improve riparian and in-stream habitats.	City of Golden Valley	\$ 2,241,000	\$ 653,500									
9	Main Stem Bassett Creek	Medicine Lake Road and Winnetka Avenue Long Term Flood Mitigation Plan Implementation - DeCola Pond F Flood Storage & Diversion Project	Flooding/Climate Change Impacts: Reduce flood risk to structures and infrastructures	Based on projects identified in the Medicine Lake Rd. and Winnetka Ave. Long Term Flood Mitigation Plan. Two projects already constructed (DeCola Ponds B&C and SEA School & Wildwood Park Projects).	Golden Valley, New Hope, Crystal	\$ 4,000,000		\$ 1,000,000	\$ 1,000,000		\$ 1,000,000	\$ 1,000,000				
10	Main Stem Bassett Creek	Bassett Creek Valley floodplain reduction and stormwater management projects	Bassett Creek Valley: 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, improve regional stormwater management, and improve creek access.	Projects that result in regional flood storage, reduce floodplain by at least 8 acres, improve regional stormwater management, and improve creek access.	Minneapolis, MPRB, Hennepin County	\$ 5,000,000						\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
11	Main Stem Bassett Creek	Restoration and stabilization of historic Bassett Cr channel north of Hwy 55, Minneapolis <i>(included in 2015 watershed plan but not implemented)</i>	Impaired Waters: Maintain or improve water quality in priority streams	Will reduce phosphorus and sediment loading to downstream resources including Bassett Creek and Mississippi River. Removed from CIP list due to low priority	Minneapolis	\$ 1,200,000								\$ 600,000	\$ 600,000	
12	Main Stem Bassett Creek	Bassett Creek Park water quality improvements or wetland restoration, Minneapolis <i>(included in 2018 version of CIP list but later removed due to low priority )</i>	Wetland Health & Restoration: Restore or enhance priority wetlands as opportunities arise or adjacent CIP projects are planned	Construction of BMPs benefitting Bassett Creek, potentially in conjunction with MPRB park renovations. May be an opportunity for a wetland restoration on the south side of Bassett Creek. Provides a better neighborhood connection to the creek.	Minneapolis, MPRB	\$ 700,000			\$ 350,000	\$ 350,000						
13	Main Stem Bassett Creek	Double Box Culvert Repair (FCP-1) <i>(slated for 2026/2027)</i>	Flooding/Climate Change Impacts: Reduce flood risk to structures and infrastructures	Maintenance of Flood Control Project; project would address needed repairs along the 5,600-foot-long tunnel	Minneapolis	\$ 1,200,000	\$ 850,000	\$ 350,000								
14	Main Stem Bassett Creek	Toledo Ave/Minnaqua Pond Stormwater Improvements & Flood Reduction (BC-13) – <i>(slated for 2028/2029)</i>	Impaired Waters: Maintain or improve water quality in priority lakes and streams; Flooding/Climate Change Impacts: Reduce flood risk to structures and infrastructures	Relocating infrastructure, creating flood storage, and redesigning the pond/stream interface will lower flood risk and damage, improve water quality of Bassett Creek and downstream waters, improve maintenance, and enhance vegetation and wildlife habitat.	Golden Valley	\$ 1,000,000			\$ 500,000	\$ 500,000						
15	Main Stem Bassett Creek	Bassett Creek Lagoon Dredging in Theodore Wirth Park (BC-7)	Impaired Waters: Maintain or improve water quality in priority streams; improve habitats for macroinvertebrates and fish	Original project was not completed to specifications. This project will finish the project and/or complete a project with similar outcomes in upstream areas.	Golden Valley, MPRB	\$ 800,000		\$ 400,000	\$ 400,000							

[illegible]

ID	Resource or Area	Project Title (status, if applicable)	Plan issue/goal addresses	Project description/need	Potential Partners	Planning Level Cost	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
30	Watershed-wide	Implementation of recommendations from Street Sweeping Prioritization Project	Impaired Waters: Improve lake and stream water quality; reduce chloride loading to lakes and streams; reduce chloride concentrations in Bassett Creek by 10%	<u>Potentially includes equipment purchase cost share or augmented street sweeping programs.</u>	Cities	\$ 400,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
31	Watershed-wide	Private Developer Cost-share for Project Performance Beyond Minimum Standards (water quality and/or flood control)	Multiple goals including water quality improvements and flood reduction	Requested on multiple occasions by TAC. Fewer and fewer opportunities for projects on public land. Cooperation with private property owners is needed.	Cities	\$ 900,000		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
32	Watershed-wide	Chloride Reduction Projects or cost-share program	Impaired Waters: Reduce chloride loading to lakes and streams	Prioritization given to areas tributary to chloride-impaired waters. Cost share program could be developed for city and private entities. Examples include equipment upgrades, brining equipment, porous pavement, heated surfaces, reconfiguring sites for less ice build-up	Cities	\$ 450,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
33	Watershed-wide	Flood risk reduction cost share program (for habitable structures)	Flooding/Climate Change Impacts: Reduce flood risk to structures and infrastructures	Floodproofing or flood risk reduction projects for homes	Cities	\$ 400,000			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
34	Watershed-wide	Implementation of water quality improvement projects resulting from the Upper Mississippi River Bacteria TMDL (WS-1) <i>(included in 2015 watershed plan but not implemented)</i>	Impaired Waters: Reduce sources of bacteria to priority streams	Goose management, pet waste management projects, reduction of bacteria loading from ponds and pipes	Cities, MPCA	\$ 100,000					\$ 50,000	\$ 50,000				
35	Watershed-wide	CIP Project Maintenance	Multiple goals across all areas	Maintenance of past CIP projects	Cities	\$ 450,000		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
36	Wirth Lake	Wirth Lake Aeration	Impaired Waters: Maintain or improve water quality in priority lakes and streams; and Maintain or improve fish index of biologic integrity for applicable priority lakes	Implement results of Wirth Lake Aeration Study	MPRB	\$ 150,000		\$ 150,000								
						\$ 49,141,000	\$ 2,863,500	\$ 3,010,000	\$ 4,610,000	\$ 4,960,000	\$ 4,260,000	\$ 5,010,000	\$ 5,460,000	\$ 5,160,000	\$ 3,960,000	\$ 8,210,000



# Memorandum

**To:** Bassett Creek Watershed Management Commission (BCWMC)  
**From:** Barr Engineering Co. (Stephanie Johnson, PhD, PE; Jim Herbert, PE; Karen Chandler, PE)  
**Subject:** Proposed Updates to the BCWMC Requirements Document  
**Date:** May 8, 2025

## 1 Background

The Bassett Creek Watershed Management Commission (BCWMC) created the “Requirements for Development and Improvement Projects” (Requirements) document to assist developers and consultants in designing and managing projects that conform to the policies of the BCWMC and outlines the BCWMC’s requirements for development and improvement projects to achieve the BCWMC’s goals. The BCWMC Requirements document was originally developed in 1998, to align with Commission policies at that time. The Requirements document has been revised several times, including in 2015 to align with Commission policies in the 2015-2025 Watershed Management Plan. The most recent version of the BCWMC Requirements document was updated in January 2023 and can be found on the BCWMC website: [Bassett Creek Watershed Management Commission :: Standards & Requirements](#)

This memorandum summarizes a series of proposed updates and revisions to the current Requirements document that were developed as part of the Watershed Management Plan update process. The proposed updates incorporate information on current best practices in stormwater and floodplain management and reflect revisions to the BCWMC’s project review standards and requirements being developed with the new Watershed Management Plan.

The BCWMC Plan Steering Committee (PSC) and Technical Advisory Committee (TAC) have reviewed and accepted the updated standards, requirements, and revisions to the BCWMC Requirements document. The TAC members reviewed and discussed the proposed revised Requirements document at several TAC meetings. Commission Engineers received and reviewed feedback on the document, incorporated edits, and came back to the TAC with proposed revisions. The TAC performed a final review and confirmed the proposed revisions at their May 2025 meeting.

The complete proposed BCWMC Requirements document is included with online meeting materials.

## 2 Proposed Updates

Proposed updates to the BCWMC Requirements document range from minor text edits to more substantial changes in requirements for proposed projects within the watershed to align with updated goals and newly-approved policies.

### 2.1 Minor Updates

The Commission Engineers recommended several relatively minor updates to the Requirements document text that are incorporated throughout the proposed revised Requirements document. These updates:

- Clarify wording that had been deemed unclear over the course of project reviews;



- Update guidance associated with the permitting of regional stormwater best management practices, BMP maintenance, and land uses within the floodplain to better align with currently acceptable best practices;
- Incorporate edits previously approved by the BCWMC at their February 2023 meeting after the MPCA Construction Stormwater Permit went into effect; and
- Reflect input received from commissioners and city staff since the document was last revised in January 2023.

## **2.2 Updates to Reflect New Standards and Requirements**

As part of developing the new Watershed Management Plan, the BCWMC has been working to 1) update its regulatory standards and requirements for stormwater management on linear projects; 2) incorporate requirements for chloride management plans in development/redevelopment projects; and 3) consider updates to stream and wetland buffer triggers and regulatory standards.

The following sections summarize results of the recommended changes to the BCWMC's standards and requirements and highlight the primary impacted sections within the proposed revised Requirements document where content has been updated to reflect the new requirements.

### **2.2.1 Linear Project Standards**

Linear projects (like roads) are challenging because of limited right-of-way and the typical presence of utilities and obstructions. The Commission's 2015 standards proved too strict for most city road projects so the Commission significantly relaxed the standards in 2017. The result was that almost no linear projects required water quality treatment after 2017. The Commission began looking into changing the Commission's linear project standards in 2022, as part of their work to address complex issues leading into development of the new Watershed Management Plan. That work included reviewing the 2015 version of the BCWMC's linear project standards, the 2017 version of those standards, the most current version of the Minnesota Pollution Control Agency (MPCA) MS4 standards (put in place in 2020), and member city standards.

Options and recommendations for updates to the BCWMC linear project standards were developed and discussed with the BCWMC PSC and TAC on numerous occasions from 2023 through 2025. The TAC reviewed the final proposed linear project standards at their December 2024 meeting; the PSC reviewed the final recommended changes at their January 2025 meeting.

Proposed changes to the BCWMC standards include lowering the trigger for when standards apply to result in more projects requiring water quality improvements, changing the standard to mirror MPCA, and adding tiers for when BCWMC vs. city review is needed:

- Lowering the trigger for rate control and water quality treatment standards to "projects that create one or more acres of new and/or fully reconstructed impervious surface." The rate control standard includes some flexibility for situations when the standard cannot be met at the project site.
  - The current (2017) BCWMC standards require water quality treatment and rate control for linear projects that create 1 acre or more of net new impervious surface.
- Changing the linear project treatment standard to mirror the current MPCA MS4 permit standard: "Capture and retain the larger of 1 inch of runoff off the net increase in impervious area – or 0.5 inches of runoff off the new/fully reconstructed impervious area."

- The current BCWMC standards require linear projects that trigger the standard to capture and retain 1.1-inches of runoff from the net new impervious surface.
- Including tiers, based on size, regarding whether the municipality or BCWMC reviews proposed projects:
  - Linear projects that create one (1) or more acres, but less than five (5) acres of new and/or fully reconstructed impervious surfaces, must be submitted to the BCWMC for rate control and erosion and sediment control review, and submitted to the municipality for water quality review and permitting; the municipality must also complete and submit a checklist or other documentation.
  - Linear projects that create five (5) or more acres of new and/or fully reconstructed impervious surfaces, must be submitted to the BCWMC for water quality, rate control and erosion and sediment control review; the applicant must complete and submit a checklist or other documentation.
- Both the current and proposed linear project standards allow projects to follow the BCWMC's flexible treatment options if volume reduction is not feasible or allowed due to site conditions.

Updates to reflect the new, revised linear project standards are incorporated throughout the BCWMC Requirements document, including sections 2, 5, and 6.

## **2.2.2 Wetland and Stream Buffer Standards**

The Commission requires that member cities maintain and enforce buffer requirements for wetlands and priority streams. The Commission does not specifically review buffers for proposed projects. Each municipality's local controls (ordinances) must include the triggers and minimum buffer requirements shown in the BCWMC Requirements document.

Wetland and stream buffer triggers and standards from the current BCWMC requirements were reviewed and compared with existing requirements from several member cities and a few other watershed organizations. The Commission Engineers developed options and recommendations for updates to the BCWMC requirements and discussed them with the BCWMC PSC and TAC on multiple occasions between 2024 and 2025. The TAC reviewed the final proposed recommendations at their December 2024 meeting; the PSC reviewed the final recommended changes at their January 2025 meeting.

### Wetland buffer standards

Proposed changes to the BCWMC standards include:

- Lowering the trigger for wetland buffer requirements to “proposed projects that will result in 200 cubic yards or more of cut or fill, or 10,000 square feet or more of land disturbance” but allowing a less strict trigger for individual single family home lots, where the wetland buffer trigger only applies if the proposed activity is “immediately adjacent to a wetland.”
  - The current BCWMC standards require wetland buffers when a project contains more than one acre of new or redeveloped impervious area.
- Clarifying that buffers are measured from the edge of the “delineated” wetland.

### Priority stream buffer standards

Proposed changes to the BCWMC standards include:

- Modifying the trigger for priority stream buffer requirements to match the trigger for wetlands “proposed projects that will result in 200 cubic yards or more of cut or fill, or 10,000 square feet or more of land disturbance.”
  - The current BCWMC standards trigger stream buffers when a proposed project will result in more than 200 cubic yards of cut or fill, or more than 10,000 square feet of land disturbance.
- Clarifying that the ordinary high-water level of the stream is determined as the average top of bank elevation consistent with MDNR guidance (MDNR, 1993).
- Increasing the required buffer width for all projects (except for single family homes) to an average of 30 feet and a minimum of 20 feet (measured from ordinary high-water level).
- Allowing a narrower buffer width for individual single-family homes – at least 10 feet or 25 percent of the distance between the ordinary high water level and the nearest existing structure, whichever is less.
- Allowing narrower, alternative buffer strips under certain situations and requiring municipalities to provide reporting/documentation to the BCWMC regarding occurrences and reasons for when alternative buffer width standards are applied.
  - The current BCWMC standards require buffer widths of at least 10 feet or 25 percent of the distance between the ordinary high water level and the nearest existing structure, whichever is less.

Updates to reflect the proposed changes to the BCWMC’s wetland and priority stream buffer standards are incorporated into the BCWMC Requirements document in Appendix B.

### **2.2.3 Chloride Management Plan Requirements**

The new draft Watershed Management Plan identifies addressing chloride pollution as a high priority goal. The proposed revised Requirements document includes a new section (Section 6.4.2) requiring the development and implementation of a chloride management plan for projects within the BCWMC that require a stormwater maintenance agreement with the city. Chloride management plans must be submitted to the city at the time of permit review and the city will oversee the applicant’s compliance with the plans. Chloride management plans will not require BCWMC review, but the Commission may request reporting from the cities on a periodic basis to confirm compliance. Chloride management plans, at a minimum, must include:

- Contact information for responsible party for overseeing winter maintenance activities at the site;
- Site address;
- Nearest downstream receiving waterbody (lake or stream);

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- List of personnel responsible for conducting winter maintenance activities and their certification and certification expiration date(s);
- Types of deicers to be used and expected rates of application; and
- A map and narrative indicating snow storage and deicer storage locations, and sensitive areas to avoid application.

The TAC reviewed the above recommended approach at their December 2024 meeting; the PSC reviewed the recommended approach at their January 2025 meeting.