



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: June 11, 2025

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 6/18/25 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 – May 15, 2025 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of June 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. Commission Treasurer Polzin reviewed Keystone Waters invoices.**
 - i. Keystone Waters, LLC – May 2025 Administration
 - ii. Keystone Waters, LLC – May 2025 Administrative Expenses
 - iii. Barr Engineering – May 2025 Engineering Services
 - iv. Triple D Espresso – June Meeting Catering
 - v. City of Plymouth – May 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services
 - vii. Stantec – WOMP Services
 - viii. Metro Conservation Districts – Children’s Water Festival
 - ix. League of Minnesota Cities – Insurance
 - x. LB Carlson LLP – 2024 Financial Audit
 - D. Approval of Commercial Insurance Proposal – **ACTION ITEM with attachment – Commission Attorney Anderson recommends approval of the proposal from North Risk Partners (provided through the League of Minnesota Cities) for the BCWMC’s commercial insurance which is similar to previous years’ coverage and rates.**
 - E. Approval of Resolution of Appreciation for Stacy Harwell – **ACTION ITEM with attachment – Alternate Commissioner Harwell represented the City of Golden Valley for eleven years (which was recognized in a previous resolution) and then the City of Minnetonka for the last two years. This is her last meeting with the Commission before she moves out of the watershed. Staff recommends approval of the attached resolution of appreciation.**
 - F. Approval of Conditional License Agreement with MnDOT for Use of Hydrologic Model – **ACTION ITEM with attachment – MnDOT is requesting use of the BCWMC Hydrologic and Hydraulic model for an upcoming project. The Commission’s standard license agreement, which was approved by the Commission several years ago, includes some provisions that cannot be met by a State agency. Commission Attorney Anderson drafted this alternative agreement. Staff recommends approval.**

5. BUSINESS

- A. Receive Presentation on Redevelopment Plans and Potential Future Variance Request at Fruen Mill (25 min) – **INFORMATION ITEM no attachment** - *The owners of the Fruen Mill on Bassett Creek in Minneapolis are drafting plans for its redevelopment. They will present their vision for the future of the site, including use of the existing structures. Their plans are likely to include a request for a variance from one or more of BCWMC's development requirements, which would be formally presented at a future meeting.*
- B. Consider Approval of Double Box Culvert Repair Project Feasibility Study (FCP-1) (30 min) **ACTION ITEM with attachment** (full document online) – *At the meeting in February, the Commission approved moving this CIP project to 2026 and approved a scope and budget for the feasibility study. At their meeting last month, the Commission received an update on the feasibility study findings to date. The complete feasibility study is included here. Staff recommends approval to move forward with implementing the project as outlined in the report and setting a 2026 levy based, in part, on the recommended project budget.*
- C. Set Maximum 2026 Levy (10 min) – **ACTION ITEM with attachment** – *A maximum levy request for 2026 must be set at this meeting and submitted to the County by June 26th. The final levy will be set later this year and can be lower than the maximum amount set at this meeting but cannot be higher. Staff recommends a maximum 2026 levy of \$2,503,500. Please see the attached memo for additional information.*
- D. Review Watershed Plan Development Progress Tracker and Receive Report on Plan TAC Meeting (15 min) – **INFORMATION ITEM with attachment** – *The Plan Steering Committee continues to refine content in the draft Plan, which is nearing its final form. The Plan Progress Tracker is attached here. The committee is likely to recommend submittal of the draft plan for 60-day review at the July Commission meeting. On June 10th, the Plan TAC (including review agencies, partners, and member cities) met to discuss the implementation section of the Plan. Staff will provide an overview of feedback gathered at that meeting.*

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report - **INFORMATION ITEM with attachment**
 - i. Request for Ideas for Website Updates
 - ii. Update on Lost and Northwood Lake TMDLs
 - iii. Update on Sweeney Lake AIS
- B. Engineer
 - i. Update on Bassett Creek Restoration Project Design and Permitting
 - ii. Update on Street Sweeping Prioritization Project
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
 - i. Report on St. Louis Park Ecotacular Event
- G. TAC Members
 - i. Update on Four Seasons Water Quality Improvement Project
 - ii. Update on Plymouth Creek Restoration Project
- H. Committees

7. INFORMATION ONLY (Information online only)

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

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Plan Steering Committee Meeting: Monday, July 7th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, June 4th, 10:30 a.m., Brookview
- BCWMC Commission Meeting: Thursday, July 17th, 8:30 a.m., Golden Valley City Hall
- Dakota Plant Walk with Tanaġidan To Win: Saturday, July 19th, 10:00 – 11:00 a.m., Stormwater Park and Learning Center (2522 Marshall St NE, Minneapolis)
- BCWMC Plan Steering Committee Meeting: Wednesday, August 6th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, August 6th, 10:30 a.m., Brookview