



Bassett Creek Watershed Management Commission

Meeting Notes of the
Watershed Plan Steering Committee
July 7, 2025 @ 8:30 a.m.
Brookview, Golden Valley

Meeting Attendees:

Committee Chair Kennedy, Commissioners Polzin and Hauer; Administrator Jester; Commission Engineers Johnson and Williams

1. WELCOME

Committee Chair Kennedy opened the meeting at approximately 8:30 a.m.

2. REVIEW JUNE 4th MEETING NOTES

There was a consensus that the meeting notes were appropriate as presented.

3. REVIEW PLAN PROGRESS TRACKER

The committee reviewed the work completed and timing for getting the draft plan ready for 60-day review. PSC members recommended that a cover memo to commissioners accompany the draft plan at the August Commission meeting that includes a potential timeline for plan review and adoption.

4. REVIEW PLAN TAC INPUT AND RECOMMENDED REVISION

Administrator Jester reviewed input from Planning Technical Advisory Committee member who met on June 10th via Zoom. She noted there was good representation among agencies, partners, and cities. She noted there were many good comments and that discussion focused on implementation.

The committee reviewed the Plan TAC feedback. The following notes and recommendations were made for finalizing the draft plan:

- In-stream habitat is addressed in the plan but may need to be included in Section 4.
- All sections, tables, figures would be hot-linked within the plan automatically.
- Add subtotal of costs by tool in Table 4-5 and consider a pie chart of average costs.
- Clearly denote new activities in the executive summary.
- Minor revisions in sections 3.11 and 3.17 (including making sure to discuss Atlas 14/15 consistently)
- Minor shift of columns in Table 4.4
- Correct page numbering issues.
- Be consistent with how plan references cities
- Minor wording changes in Section 2.9 and 3.0
- Add photo credit to each photo
- Add recent public outreach events to Appendix F

5. REVIEW COMPLETE DRAFT PLAN & CONSIDER RECOMMENDATION TO COMMISSION

See above.

6. DISCUSS PROCESS FOR OUTREACH DURING COMMENT PERIOD

Administrator Jester noted that staff will draft a press release, newsletter articles, and other content for outreach to various groups informing them of the comment period and inviting their feedback on the draft

plan. Committee members noted that city staff should follow up with groups who were recently engaged. Committee member Polzin recommended outreach to individual Minneapolis neighborhoods. It was also noted that Jim Rock and Roxanne Gould should be notified of the comment period.

7. ADJOURN – The meeting adjourned at 9:52 a.m.