



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, February 20, 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/tZcodOCvrj8rHtZJzxg6hib82UqHHvF4Ift3#/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 – January 16, 2025 Commission Meeting
- B. Acceptance of February Financial Report
 - i. FY24 Year End
 - ii. FY25 February Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – January 2025 Administration
 - ii. Keystone Waters, LLC – January 2025 Administrative Expenses
 - iii. Barr Engineering – January 2025 Engineering Services
 - iv. Triple D Espresso – February Meeting Catering
 - v. City of Plymouth – January 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services
 - vii. Stantec – WOMP Services
 - viii. Metro WaterShed Partners – 2025 Member Contribution
 - ix. INCase LLC – Watershed Map Development and Printing
 - x. Minnesota Watersheds – 2025 Member Dues
- D. Acceptance of Bassett Creek Tunnel Double Box Culvert Inspection Report
- E. Approval of 36th Avenue Rehabilitation Project, Plymouth
- F. Approval of Plymouth Ice Center and 38th Avenue Culvert Extension Project, Plymouth
- G. Conditional Approval of Station 73 Transit and Regional Improvement Program, Plymouth
- H. Approval to Designate *Finance and Commerce* as the Official News Publication of the BCWMC
- I. Approval to Adopt Data Practices Policy
- J. Approval of Resolution 25-04 Approving Electronic Fund Transfers
- K. Approval of Resolution 25-05 Designating Depositories
- L. Approval of TAC Recommendation on Use of Channel Maintenance Funds
- M. Approval of Agreement for FY24 Financial Audit

5. ORGANIZATIONAL MEETING

- A. Elect Officers
- B. Review Roles and Responsibilities Document and Bylaws
- C. Review 2025 Commission Calendar and Areas of Work
- D. Appoint Committee Members
 - i. Administrative Services Committee
 - ii. Budget Committee
 - iii. Education Committee
 - iv. Plan Steering Committee
 - v. Technical Advisory Committee Liaison
- E. Review Open Meeting Law

6. BUSINESS

- A. Appoint Delegates for Special Meeting of the Minnesota Watersheds (5 min)
- B. Review Results of Performance Evaluations for Administrator and Engineers (15 min)
- C. Review Letter of Interest Proposals from Engineering Companies and Legal Firms (10 min)
- D. Consider Approval of Updated Contracts (15 min)
 - i. Keystone Waters, LLC - Administrator Jester
 - ii. Kennedy & Graven, Chartered
- E. THIS ITEM MOVED TO MARCH MEETING
- F. Consider Approval of Scope and Budget for Feasibility Study for CIP Project: Double Box Culvert Repair Project (FCP-1) (20 min)
- G. Consider Recommendation from Budget Committee for 2025 Budget Amendment (15 min)
- H. Consider Approval of Resolution 25-06 to Adopt the Hennepin County All-Hazard Mitigation Plan (15 min)
- I. Review Plan Progress Tracker (5 min)

7. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Update on use of Watershed Based Implementation Funding
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Commissioners
- F. TAC Members
 - i. Appoint Liaison to March 5th TAC Meeting
- G. Committees
 - i. Report on Education Committee Meeting
 - ii. Upcoming Budget Committee Meeting, Feb 26

8. INFORMATION ONLY (Information online only)

- A. CIP Project Updates www.bassettcreekwmo.org/projects
- B. Grant Tracking Summary and Spreadsheet
- C. Hennepin County Natural Resources Partnership Coalition Public Survey
- D. Recording of January AIS Webinar

9. ADJOURNMENT

Upcoming Meetings & Events

- Minnesota Watersheds Legislative Briefing Event: Wednesday, February 19th, 3:00 – 7:00 p.m., St. Paul
- BCWMC Budget Committee Meeting: Wednesday, February 26th, 1:00 p.m., Plymouth City Hall
- Plan Steering Committee Meeting: Wednesday, March 5th, 8:30 a.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, March 5th, 10:30 a.m., Brookview
- BCWMC Regular Meeting: Thursday, March 20th, 8:30 a.m., Golden Valley City Hall
- **Tentative:** Minnesota Watersheds Special Meeting: Friday, March 21st, Waite Park MN