



Bassett Creek Watershed Management Commission

Draft Minutes of Regular Meeting
April 16, 2026
8:30 a.m.
7800 Golden Valley Rd., Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On April 16, 2026 at 8:32 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	Jesse Struve
Golden Valley	Paula Pentel	Wendy Weirich	Emma Rakestraw
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	Jodi Polzin	Nick Minderman	Liz Stout
Minnetonka	<i>Vacant</i>	<i>Vacant</i>	<i>Absent</i>
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora (online)	<i>Vacant</i>	Jenna Wolf
St. Louis Park	<i>Absent</i>	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson, Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Jen Dullum, BWSR; John Ella, Robbinsdale resident		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

MOTION: Commissioner Polzin moved to approve the agenda as presented. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale and St. Louis Park were absent from the vote.

4. CONSENT AGENDA

Commissioner Carlson requested the removal of 4E from the consent agenda.

MOTION: Commissioner Carlson moved to approve the consent agenda as amended. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale, and St. Louis Park were absent from the vote.

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

- Approval of Minutes – March 19, 2026 Commission Meeting
- Acceptance of April Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – March 2026 Administration
 - Keystone Waters, LLC – March 2026 Administrative Expenses
 - Barr Engineering – March 2026 Engineering Services
 - Triple D Espresso – April Meeting Catering
 - City of Plymouth – March 2026 Accounting Services
 - Kennedy & Graven – February 2026 Legal Services
 - Metro Watershed Partnership – 2026 Contribution
 - Bolton & Menk – Parkers Lake Chloride Reduction Project
 - Stantec – WOMP Tasks
- Approval of Amendment Agreement with City of Plymouth for Ponderosa Woods Stream Restoration Project
- Approval of Resolution 26-06 to Not Waive Monetary Limits on Municipal Tort Liability

4E. Approval of Contract for Herbicide Treatment on Medicine Lake

Commissioner Carlson noted his support for the treatment of curly-leaf pondweed in Medicine Lake, indicated that he would like the current and past actions in the lake to be closely tracked over time, and noted that the Commission should be proactive, rather than reactive, regarding AIS management and water quality improvement in the lake.

MOTION: Commissioner Carlson moved to approve the contract with PLM for herbicide treatment in Medicine Lake. Commissioner Gwin-Lenth seconded the motion.

Discussion: Commissioner Polzin asked why the lowest bidder was not chosen. Administrator Jester reported on PLM’s good history of working on Medicine Lake and their reputation for being a responsible contractor that prioritizes the health of native plants. Commission Attorney Anderson noted that municipal contracting law does not obligate the Commission to get multiple quotes or use the lowest bidder for services such as this. He noted there are many factors that can be used to choose a contractor for services.

VOTE: Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale and St. Louis Park were absent from the vote.

5. BUSINESS

- A. Consider Approval of Resolution 26-07 to Adopt 2026 – 2035 Bassett Creek Watershed Management Plan
 - i. Memo from Administrator
 - ii. MN Board of Water and Soil Resources Board Order
 - iii. Resolution 26-07 Adopting Plan
 - iv. 2026 – 2035 Watershed Plan Main Body

v. Appendices

Alternate Commissioner Kennedy noted the “Commission has come to the starting point of what it endeavored 5 years ago.” He reported that the MN Board of Water and Soil Resources (BWSR) approved the 2026 Bassett Creek Watershed Management Plan with compliments on the plan’s structure and goals. He thanked the Plan Steering Committee members, BCWMC staff (particularly Commission Engineer Williams), TAC members, and commissioners for their hard work and noted it’s now time to get started on the hard work of implementation. Chair Cesnik thanked Alternate Commissioner Kennedy for his leadership on the Plan Steering Committee.

BWSR staff, Jen Dullum, noted the great work on the plan and said she enjoyed working with the Plan Technical Advisory Committee members.

MOTION: Commissioner Carlson moved to adopt the 2026 - 2035 Bassett Creek Watershed Management Plan by approval of Resolution 26-07. Commissioner Pentel seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale, and St. Louis Park were absent from the vote.

B. Consider Approval of Administrative Services Committee Recommendation to distribute Request for Proposals for Organizational Assessment

Alternate Commissioner Kennedy noted that the Commission needs long term stability in order to fully implement the Plan and that a consultant is needed to help the Commission assess its organizational structure, staffing, and funding. There was a comment that perhaps the terminology of “governance structure” should be used in the request for proposals (RFP) in place of “organizational structure.” There was consensus that the timeline in the RFP should be updated to reflect that the selection of consultant and approval of a contract should both happen on the same date (June 18, 2026). It was noted the Administrative Services Committee would be reviewing the proposals and bringing a recommendation to the full Commission.

MOTION: Commissioner Pentel moved to approve distribution of the request for proposals for the BCWMC Assessment of Organizational Structure and Funding Mechanisms. Commissioner Gwin-Lenth seconded the motion.

Discussion: Commission Attorney Anderson reminded commissioners that when hiring for services, the Commission does not necessarily need to select the lowest bidder. Administrator Jester also noted that the Commission received the \$10,000 BWSR grant for this project, that she is developing a work plan, and that the grant agreement would be on the May meeting agenda for approval.

VOTE: Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale and St. Louis Park were absent from the vote.

C. Consider Approval of 2025 Annual Report

Administrator Jester reported that BCWMC 2025 Annual Report is complete except for some additional information regarding West Metro Water Alliance (WMWA) activities. She acknowledged it’s a long report and expressed her desire to overhaul the format in the future.

MOTION: Commissioner Carlson moved to approve the final report with minor revisions or additions. Commissioner Polzin seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Plymouth, Robbinsdale, and St. Louis Park were absent from the vote.

D. Consider Approval of Final Report and Reimbursement Request for Ponderosa Woods Stream Restoration Project (CIP ML-22)

Administrator Jester noted that with the approval of the project budget revision for this project in March and the approval of the amendment agreement in Item 4D at this meeting, staff recommends approval of the project’s final report and final reimbursement request. She reported that after meeting materials were distributed, Plymouth staff reported a minor error in city expenses and revised the reimbursement request

figure to a slightly lower amount. She indicated that the resulting left-over budget for this project would be added to the Closed Project Account.

There was a discussion about whether or not to call a buckthorn a “tree” in project reports and if use of that terminology might be misleading when describing impacts from capital projects. TAC member Scharenbroich noted that tree removals in bid documents need to include all trees/large shrubs regardless of species. He also noted that many people consider buckthorn trees and may not know the difference between invasive/non-desirable trees and desirable trees. Commissioners noted that using the term “undesirable” would be a good way to indicate invasive trees that should be removed for habitat improvements vs. impacts to desirable trees which the Commission generally prefers to avoid.

Commissioner Pentel expressed appreciation for the “lessons learned” section of the final report.

MOTION: Commissioner Carlson moved to approve the final report and reimbursement to the City of Plymouth of \$332,267.80. Commissioner Hauer seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale and St. Louis Park were absent from the vote.

E. Consider Approval of Agreement with City of Crystal for Cost Sharing High Efficiency Street Sweeper

Administrator Jester reminded commissioners that at the meeting in March the Commission approved a TAC recommendation for a 2027 CIP project to cost share the purchase of a high-efficiency street sweeper with the City of Crystal for a total of \$18,816. She noted that Commission Attorney Anderson drafted the attached agreement with reimbursement to the city contingent on the Commission officially ordering this project and certifying levy costs to Hennepin County later this year.

MOTION: Commissioner Hauer moved to approve the agreement with the City of Crystal for cost sharing the purchase of a high efficiency street sweeper. Commissioner Pentel seconded the motion. Upon a vote the motion carried 6-0. The cities of Minnetonka, Robbinsdale, and St. Louis Park were absent from the vote.

F. Review Call for Resolutions from MN Watersheds on Policy Recommendations or Legislative Action

Administrator Jester reported that MN Watersheds (MW) recently distributed its call for 2026 resolutions. She reminded commissioners that last year, MW approved resolution 2025-02 submitted by the BCWMC requesting a revision to Minnesota Statutes, Section 383B.79, Subd. 1 to explicitly include “joint powers watershed management organizations entirely or partially located in Hennepin County” to the list of political subdivisions that can participate in the county’s multijurisdictional reinvestment programs. She indicated that she and MW lobbyists will continue to pursue this item in the coming months for likely introduction during the 2027 legislative session. She asked if there were ideas for resolutions for 2026 should be discussed at this meeting and noted that final resolutions are due June 2.

There were no ideas discussed at this meeting.

6. COMMUNICATIONS

A. Administrator’s Report

- i. **Update on H&H Conversion and Update Project** – No change to FEMA grant application status. Administrator Jester was directed to contact congressional representatives for help with the grant application. There was discussion on how congressional offices may help get the application prioritized and that senators have more policy staff than representatives.
- ii. **Volunteers Needed 4/22 and 5/31** – Commissioner Polzin volunteered to table at the Nibiwalk event on April 22. Chair Cesnik, Commissioner Pentel, and Alternate Commissioner Kennedy expressed interest in tabling at Turtle Fest on May 31st.
- iii. **Report on Stormwater Pond Symposium** – Administrator Jester and Commission Engineer Johnson reported on the symposium noting there is a lot of good science going into pond effectiveness and design. Administrator Jester noted it was unfortunate to learn that the ponds functioning the best are some of the

ugliest on the landscape with no trees around the pond.

- iv. **Letter of Support for Golden Valley Downtown Connections Project** – Administrator Jester submitted a letter in support of an application for congressional appropriation for this project which incorporates improves to Bassett Creek near the Golden Valley Library. She tied in the BCWMC goals into the letter.
- B. **Engineer** – Commission Engineer Johnson reported that after rebidding the project, MN Landscaping was chosen for the Bassett Creek Restoration Project. The City of Golen Valley will contract for construction.
- C. **Legal Counsel** – No report
- D. **Chair** – Chair Cesnik thanked Vice Chair Pentel for chairing the March meeting.
- E. **Minnesota Watersheds** – Alternate Commissioner Kennedy noted the MW Summer Tour in Detroit Lakes is coming up in late August and encouraged commissioners to consider attending.
 - i. **Metro Watersheds Quarterly Meeting May 19th**
- F. **Commissioners** – Commissioner Pentel requested another tour of Fruen Mill
 - i. **Report on Dakota New Years Day Event** – Commissioner Twiford attended but wasn't at this meeting to report.
- G. **TAC Members** – TAC Member Scharenbroich reported that bids for the Phase I of the Plymouth Creek Restoration Project came back very favorably and that the city council will award the contract the following week.
- H. **Committees**
 - i. **Report on Administrative Services Committee Meeting** – Finalized RFP as reviewed earlier in the meeting and will be considering a position description for an administrative/communications assistant at the next meeting.
 - ii. **Budget Committee Meeting April 20th**

2. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Spreadsheet
- D. WMWA April Media Kit
- E. [MN Watersheds March Newsletter](#)
- F. WCA Notice, Golden Valley

3. ADJOURNMENT

The meeting adjourned at 9:40 a.m.