



# Bassett Creek Watershed Management Commission

## AGENDA MEMO

Date: June 11, 2026

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 6/18/26 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 21, 2026 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 –Commission Treasurer Polzin reviewed Keystone Waters invoices. I reviewed the remaining invoices and recommend payment.
    - i. Keystone Waters, LLC – May 2026 Administration
    - ii. Keystone Waters, LLC – May 2026 Administrative Expenses
    - iii. Barr Engineering – May 2026 Engineering Services
    - iv. Triple D Espresso – June Meeting Catering
    - v. City of Plymouth – May 2026 Accounting Services
    - vi. Kennedy & Graven – April 2026 Legal Services
    - vii. Metro Conservation Districts – Children’s Water Festival
    - viii. Stantec – WOMP Tasks
    - ix. HDR – Website Accessibility Project
    - x. Metro Blooms – Minneapolis Water Quality Projects Support
  - 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 Budget for Watershed Plan Printing & Accessibility Updates – ACTION ITEM with attachment – The 2026 – 2035 Watershed Management Plan was adopted in April. The document itself should comply with the Americans with Disabilities Act (ADA) accessibility rules for web content and documents. Further, a few copies of the plan should be printed for Commission use and to furnish to the Met Council, as required. Staff recommends approval of the attached budget for these activities. While these tasks were not included in the original Plan development budget, the balance for plan development in this year’s budget will cover a portion of these costs. Ultimately, the plan development line will be over budget at year’s end but will have minimal impact to the year-end fund balance.
  - F. Approval of Agreement with Met Council for 2026 Community Assisted Monitoring Program – ACTION ITEM with attachment - Each year, the Commission coordinates this volunteer lake monitoring program in partnership with the Met Council. The program is included in the Commission’s education budget. We have nine volunteers across eight lakes performing biweekly or monthly sampling to help augment the Commission’s monitoring program. Staff recommends approval of this agreement which was reviewed by

Commission Attorney Anderson.

- G. Approval of Conditional License Agreement with Hennepin County for Use of Hydrologic Model – **ACTION ITEM with attachment** – *Hennepin County is requesting use of the BCWMC Hydrologic and Hydraulic model for an upcoming project. The County requested some revisions to the Commission’s standard license agreement. Commission Attorney Anderson agreed to those changes, which do not materially change the intent of the agreement. Staff recommends approval.*

## 5. BUSINESS

- A. Consider Approval of Feasibility Study for Crane Lake Chloride Reduction Demonstration Project (CL-4) and Select Option for Implementation (30 min) – **ACTION ITEM with attachment** – *The Commission reviewed and discussed the draft feasibility report for this project at their May meeting. Since then, the TAC discussed implementation options, and Commission Engineers and I met with Minnetonka staff to review and discuss viable implementation options. Sections in the study that were updated since the draft report include the executive summary, section 4.2, section 5, and Figure 2-1. At this meeting the Commission should review and consider the recommendation for project phasing and corresponding budgets, and consider setting a 2027 levy for this project.*
- B. Consider Approval of Feasibility Study of Lagoon Dredging Project Phase II (BC-7) and Select Option for Implementation (30 min) - **ACTION ITEM with attachment** – *The Commission reviewed and discussed the draft feasibility report for this project at their May meeting. Since then, Commission Engineers and I met with Golden Valley staff and MPRB staff to discuss buffers, implementation roles and long-term maintenance activities. Sections in the study that were updated since the draft report include the executive summary, section 5.3.2.4, Figure 5-5, section 6.3, section 7, and section 8. The report includes a recommendation to implement Alternative 3 but also incorporates variations on Alternative 3 to lower project costs, if implementation of the whole alternative is deemed too costly.*
- C. Consider Approval of 90% Designs for Flood Control Project Double Box Culvert Repair Project (FCP-1) (15 min) - **ACTION ITEM with attachment** – *The Commission approved 60% designs for this project at their meeting in March. At this meeting the Commission Engineer will present the 90% designs and recommendations for informing the public about the project. Staff recommends approval of the designs and the communication plan, and directing the engineers to finalize plans and develop bid and contract documents in cooperation with Commission Attorney Anderson.*
- D. Review 5-year Capital Improvement Program and Set Maximum Levy for 2027 (15 min) - **ACTION ITEM with attachment** – *At this meeting the Commission should set a maximum levy for 2027. The levy amount will depend on alternatives chosen in items 5A and 5B above and will impact the 5-year CIP. Levy amounts based on recommended options for 5A and 5B are included in the attached memo and the CIP table. At the September meeting, the Commission will set the final 2027 levy which can be lower than the max levy set at this meeting but cannot be higher.*
- E. Consider Administrative Services Committee Recommendation to Approve Contract for Organizational Assessment Project (15 min) - **ACTION ITEM with attachment** – *The request for proposals for this project was approved by the Commission at the April meeting and distributed shortly thereafter to multiple firms. One proposal was received. The Administrative Services Committee recommends approving a contract with Strategic Consulting and Coaching. See the attached memo and contract.*

## 6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report – **INFORMATION ITEM with attachment** -
- i. Fruen Mill Documentary

- ii. Applications for Communications & Administrative Assistant Position
- iii. Comments to Clean Water Council on Chloride Reduction Program Needs
- B. Engineer
  - i. Report on Bassett Creek Restoration Project
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
  - i. Comments on MN Watersheds Resolutions
  - ii. Plumbing Board Rule Change Issue
- F. Commissioners
  - i. Report on Turtle Fest
- G. TAC Members
  - i. Report on Plymouth Creek Restoration Project
  - ii. Report on June 3<sup>rd</sup> TAC meeting
- 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 Spreadsheet
- D. West Metro Water Alliance Annual Report

**8. ADJOURNMENT**

**Upcoming Meetings & Events**

- BCWMC Technical Advisory Committee Meeting: Wednesday, July 1<sup>st</sup>, 10:30 a.m., Wirth Lake Room, Brookview
- BCWMC Regular Meeting: Thursday, July 16, 8:30 a.m., Golden Valley City Hall