

Bassett Creek Watershed Management Commission



DRAFT
2025 Annual Report



Stewardship of the Ḥaǵá Wakpádan / Bassett Creek Watershed to improve ecosystem health and reduce flood risk.

April 2026

**Crystal • Golden Valley • Medicine Lake • Minneapolis
Minnetonka • New Hope • Plymouth • Robbinsdale • St. Louis Park**

Bassett Creek Watershed Management Commission 2025 Annual Report

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Cover photo: Sweeney Lake, Golden Valley
Credit: Laura Jester

Bassett Creek Watershed Management Commission

Executive Summary: 2025 Annual Report



2025 Activities & Achievements

Completion of New Watershed Management Plan

The BCWMC began development of its new 10-year watershed management plan in 2022 by gathering input from member cities, state agencies, partners, and the public. The BCWMC Plan Steering Committee and Board of Commissioners used the input to prioritize issues, develop goals, and plan projects and programs to meet the goals.

High priorities in the plan include improving water quality (particularly in Medicine, Northwood, and Lost Lakes), lowering chloride pollution coming from winter deicers, reducing flood risk, improving ecology in streams and lakes, collaborating on regional improvements in the Bassett Creek Valley, and assessing the organization's structure, staffing, and funding mechanisms.

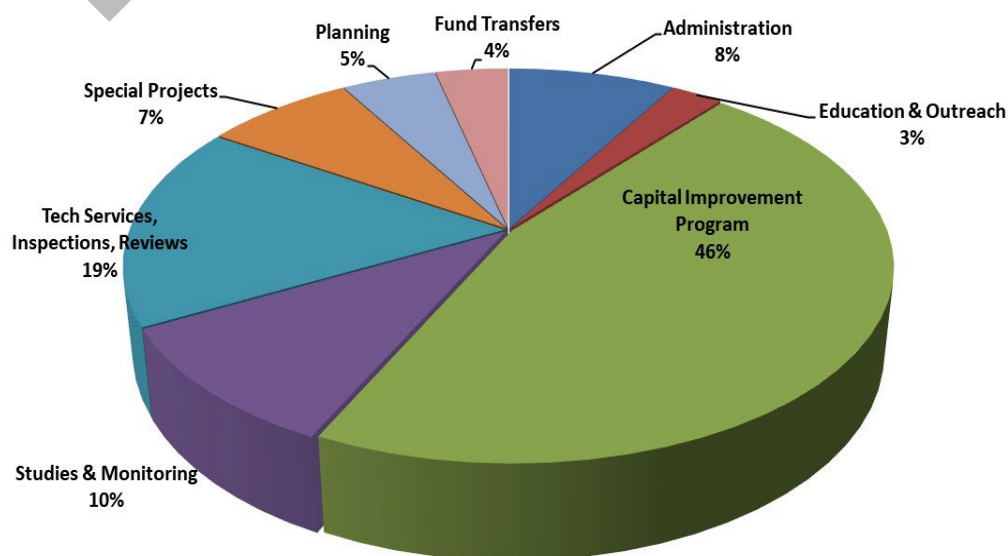


The [new plan](#) was approved by the MN Board of Water and Soil Resources in early 2026 and adopted by the BCWMC in April 2026.

Budget

In 2025, the BCWMC adjusted its fiscal year to align with a calendar year resulting in an 11-month fiscal year. In FY 2025, the BCWMC spent about \$880,000 on activities and programs and \$750,700 on capital projects. BCWMC income included \$663,000 from member cities, about \$8,000 in grants and reimbursements, and \$53,000 in development review fees. Another \$377,700 was earned from investments and \$2.23 million was collected through a Hennepin County tax levy on watershed residents for the capital projects. more information on the BCWMC's 2025 expenditures, see the 2025 Operating Budget in Appendix A or the financial audit online.

2025 BCWMC Expenses
11-month fiscal year



2025 Highlights

The Bassett Creek Watershed Management Commission (BCWMC) is governed by a board composed of representatives from each of the nine member cities: Crystal Golden Valley Medicine Lake Minneapolis Minnetonka New Hope Plymouth St. Louis Park and Robbinsdale. Representatives are appointed by their cities and serve three-year terms.

Where and When to Sweep the Streets: A Prioritization Project

Each year the BCWMC sets aside income from investments into a Special Project Fund used to perform studies that help develop and target programs and projects for the most beneficial and cost-effective outcomes. In 2025, Special Project funds were used to evaluate where, when, and under what conditions street sweeping is most effective at reducing water pollution.

Street sweeping is a critical practice used by cities to maintain road surfaces, improve public safety, and improve water quality by removing dirt, leaves, grass clippings, road salt, and trash before this pollution reaches a storm sewer and flows into a lake or stream. Not surprisingly, street sweeping in the fall in areas with a lot of tree cover is the most cost effective for pollution reduction. The study also prioritized areas across the watershed where additional sweeping or sweeping on a different schedule would most benefit downstream waters when compared to the city's current sweeping program.



Photo by Karen Chandler

Cities in the BCWMC can use the results to improve the effectiveness of their sweeping program. The BCWMC will use the results to adjust its policies on cost sharing sweeping equipment and when determining practices needed to improve specific lakes or streams.

Update on Eurasian watermilfoil in Sweeney Lake

Last year we reported that in August 2023 a small patch of the aquatic invasive species (AIS), Eurasian watermilfoil (EWM), was discovered in Sweeney Lake. The BCWMC, the City of Golden Valley, the Minnesota DNR, and the Sweeney Lake Association partnered to treat the area quickly five days later. Another patch of EWM was treated early in 2024 with grant funds from Hennepin County.

Vegetation surveys later in 2024 and throughout 2025 continued to find no trace of EWM in the lake which may indicate that the invasive species was actually eradicated. Eradication of AIS is a rare occurrence! In this case, it's clear that early detection of the infestation, partnerships among various organizations, county grant funds, and lake association funding and restricted lake activities resulted in success. In July 2025, Sweeney Lake residents completed a training course, funded by Hennepin County, to identify EWM and other AIS before they get a foothold in the lake.



I. Annual Activity Report

This annual report covers the Bassett Creek Watershed Management Commission's (BCWMC) activities in 2025. The BCWMC Annual Report was prepared to meet the Annual Reporting Requirements as set forth in Minn. Rules Chapter 8410.0150, subparts 1, 2, & 3.

A. 2024 Commissioners

Municipality / Term Expiration	Commissioners	Alternates
Crystal February 1, 2027	Joan Hauer	Terri Schultz
Golden Valley February 1, 2027	Paula Pentel, Vice Chair	Wendy Weirich (appointed 4/15/25)
Medicine Lake February 1, 2027	Clint Carlson	Shaun Kennedy
Minneapolis February 1, 2028	Jodi Polzin, Secretary/Treasurer	Nick Minderman (appointed 9/17/25)
Minnetonka February 1, 2028	Vacant	Stacy Harwell (resigned 6/30/25)
New Hope February 1, 2028	Jere Gwin Lenth	Jen Leonardson
Plymouth February 1, 2026	Catherine Cesnik, Chair	Monika Vadali
Robbinsdale February 1, 2026	Wayne Sicora	Vacant
St. Louis Park February 1, 2026	RJ Twiford	David Johnston

B. BCWMC Staff and Consultants

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C. Watershed Management Plan

In 2025, the BCWMC continued to develop its next 10-year watershed management plan (see Section M) while continuing to implement the activities and goals of its [2015 Bassett Creek Watershed Management Plan](#). The 2015 Plan's annual implementation program, Capital Improvement Program, monitoring program, and education and outreach program were each implemented and progress was documented during 2025.

D. 2025 Activities

The BCWMC implemented the following projects and programs in 2025. Work associated with review of development proposals is listed in Section E. Work related to water monitoring is found in Section F.

1. Capital Improvement Program (CIP)

The BCWMC continued to implement its capital improvement program. The complete 10-year CIP can be found in Table 5-3 in Section 5.0 of the 2015 Watershed Management Plan. Information, photos, related documents (including final reports of completed projects), and progress on individual projects can be found on [individual project pages](#) online.

In 2025, progress on CIP projects included:

- **FEASIBILITY STUDIES UNDERWAY:** A feasibility study for the Crane Lake Chloride Reduction Demonstration Project got underway in August 2024 and continued through 2025. A feasibility study also got underway for Phase II of the Bassett Creek Lagoon Dredging Project. Environmental

assessments and additional studies also progressed on the Sochacki Park Water Quality Improvement Project.

- **PROJECT DESIGNS COMPLETED:** Project designs (60% and 90%) were approved for Phase I of the Plymouth Creek Restoration Project: Dunkirk Lane to 38th Ave. North Project. Designs were also developed and approved for the Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd. Construction of these projects is slated to begin in 2026.
- **CONTINUED WORK ON SCHAPER POND AND SWEENEY LAKE PROJECTS:** Although Sweeney Lake Water Quality Improvement Project is complete and the Schaper Pond Diversion Project was constructed, work continues to survey and manage carp in these waterbodies and monitor water quality in Schaper Pond using the funds remaining in the Schaper Pond CIP budget. 2025 monitoring results in Schaper Pond found that the pond is now adequately removing phosphorus and sediment, consistent with expectations for original diversion project. Options for long term management of carp in the pond will be assessed in 2026.
- **CONSTRUCTION ACTIVITIES:** The City of Plymouth continued overseeing the construction of the Ponderosa Woods Stream Restoration Project and the Four Seasons Area Water Quality Improvement Project. Construction on both projects is expected to be completed in 2026. Also in 2025, the City of Golden Valley finalized the DeCola Ponds B&C Improvement Project and submitted a final report.
- **CONTINUED WORK ON CHLORIDE REDUCTION IN PARKERS LAKE SUBWATERSHED:** In 2025, the Commission contracted with Bolton & Menk to work with four properties in a critical subwatershed that store deicers – two private winter maintenance contractors, and two public road authorities. This work was on-going throughout 2025.

2. Grant Administration

- Submitted final report for the Hennepin County AIS Prevention Grant for Sweeney Lake Eurasian Watermilfoil Eradication Project
- Submitted interim report for Clean Water Fund grant for the Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North

3. Meeting Participation

The BCWMC encourages public participation, including providing an opportunity at each monthly BCWMC meeting for the Commission to hear public-input about agenda and non-agenda items. The BCWMC posts its meeting calendar, upcoming meeting agendas, meeting materials, and previous meeting minutes on its website (www.bassettcreekwmo.org) to provide members of the public an opportunity to attend BCWMC and BCWMC Committee meetings and to monitor BCWMC actions. Most monthly meetings are held both in-person and online via Zoom. The public is able to listen/observe meetings virtually, but they can only offer comments by in-person attendance.

4. Minnesota Watersheds

BCWMC became a member of MN Watersheds in 2029 and has become more involved over the last few years. In 2025, BCWMC Alternate Commissioner Kennedy continued participating as a member of the MW Board of Directors and BCWMC Commissioner Hauer participated on the Legislative Committee. Further, BCWMC Administrator continued in her position on the Executive Committee of the Minnesota Association of Watershed Administrators and assisted with the coordination of Metro Watersheds quarterly meetings.

In 2025, a resolution submitted by the BCWMC was approved to be part of the MW 2026 Legislative Platform. The resolution seeks to revise MN Statute 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.

5. Water Quantity

The BCWMC continued its lake- and stream-gauging program. The lake-gauging program consisted of collecting lake-level readings at Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond, and the Theodore Wirth Park storage area (upstream of the Highway 55 control structure). Lake levels were measured once per month.

The stream-gauging program consisted of periodically surveying stages or inspecting the creek during periods of high flow. The BCWMC also participated with the Metropolitan Council on the watershed outlet monitoring program (WOMP) designed to continuously monitor flow and water quality.

6. Flood Control Project Inspections

In October 2025, the BCWMC performed its annual Flood Control Project inspections. The conditions of the flood control features were inspected, and erosion, settlement, sedimentation, and structural issues were recorded, compiled into a report dated November 13, 2025, and reported to the Commission at its November 2025 meeting. The BCWMC distributed its findings and recommendations to the Minnesota Department of Natural Resources, the U.S. Army Corps of Engineers (Corps), and staff at the BCWMC member cities.

The BCWMC deep tunnel (3rd Ave. tunnel and unsubmerged portions of the 2nd St. tunnel) was inspected (non-NASSCO reporting) in September 2025 and reported to the Commission at its December 2025 meeting. The BCWMC distributed its findings and recommendations to the City of Minneapolis and the U.S. Army Corps of Engineers. The deep tunnel is next scheduled to be dewatered and fully inspected (NASSCO reporting) in 2030. The BCWMC double box culvert was inspected November 2024 and is next scheduled to be inspected in 2029.

7. XP-SWMM Modeling

In 2017, the BCWMC completed their XP-SWMM Phase 2 hydrologic and hydraulic model by further dividing subwatersheds, incorporating upstream storage in ponds and wetlands, adding associated storm sewer data, using new soils data, incorporating Atlas 14 precipitation data, adjusting vertical datum's, performing flow monitoring, calibrating the model, and preparing a report. The 2015 Watershed Management Plan was updated to reflect the new floodplain elevations and a fact sheet was developed about the modeling project and updated floodplain elevations.

In 2018 the MnDNR used federal grant funds and entered an agreement with the BCWMC to update the Federal Emergency Management Agency (FEMA) hydrologic and hydraulic modeling by leveraging the XP-SWMM Phase 2 model and creating the supporting GIS files for the Bassett Creek watershed. Updates to the XP-SWMM Phase 2 model were completed in early 2018 before beginning the FEMA modeling update. In October 2019, the Interagency Hydrology Review Committee approved the updated model. In January 2020, the BCWMC executed an amendment to their grant agreement and work scope with the MnDNR to perform additional work and extend the schedule. The project continued through March 2021, and included finalizing the modeling to reflect hydraulics comments received from MnDNR and the cities, developing a preliminary floodway model and summary of results (floodway modeling to be completed by the MnDNR), creating preliminary FEMA mapping deliverables including depth grid, mapping cross-sections, and inundation mapping, performing work in support of community meetings, and following up with the MnDNR and cities regarding modeled storage associated with the upland areas that are not part of the BCWMC trunk system. The MnDNR will develop the final FEMA mapping and associated deliverables.

Because the FEMA model will not be finalized for some time and only reflects watershed conditions through 2018, the Commission (at their August 19, 2021 meeting) directed the Commission Engineer to begin updating the BCWMC's XPSWMM model in 2021, starting with the FEMA model. In late 2021, the BCWMC requested that the member cities compile and provide construction plans/permit information related to significant projects implemented between 2018-2021 that are located along the BCWMC trunk system or within the watershed to be incorporated into the XP-SWMM model. Significant projects were incorporated into the model and the BCWMC adopted the 2021 updated XPSWMM model in August 2022.

In 2023, and again in 2024, the BCWMC requested that the member cities compile and provide construction plans/permit information related to significant projects implemented between 2022-2024 that are located along the BCWMC trunk system or within the watershed to be incorporated into the BCWMC's XP-SWMM model. This information was filed for future model updates.

At their April 2024 meeting, the Commission directed the Commission Engineer to move forward with updates to the XP-SWMM model to incorporate newly available topographic and land use data, and to incorporate information on storm sewer improvements and projects completed within the watershed since the 2021 update. As part of the approved work, the XP-SWMM model will also be converted to the PCSWMM modeling software, in response to the XP-SWMM software company's impending phasing out of support for the software. The BCWMC model updates have been delayed pending notice of decision on a grant application, but the conversion work is planned to begin later in 2026.

8. Development Proposals

The following table shows the number of BCWMC development proposals reviewed for conformance to BCWMC policies (including applications submitted in previous years but reviewed during the current year). The BCWMC also reviewed multiple MnDNR appropriations/dewatering permit applications.

Development Proposals Reviewed per Year

2025	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
20	31	35	37	40	38	28	38	44	44	38	35

See Section E: Project Reviews.

9. Review and Adoption of Municipal Plans and Adjacent WMO Plans/Plan Amendments

In 2018 and 2019, the BCWMC reviewed and approved the local water management plans of all nine member cities, each by resolution and determined that each plan was prepared in accordance with the requirements of Minnesota Statutes, Section 103B.235 and Minnesota Rules, Parts 8410.0160 and 8410.0170, and that they contained the requirements for a local plan, and were consistent with the Commission's water management plan.

City	Date Approved	BCWMC Resolution No.
Crystal	12/20/18	18-10
Golden Valley	9/20/18	18-06
Minneapolis	11/14/18	18-09
Minnetonka	12/20/18	18-11
New Hope	11/14/18	18-07
Plymouth	11/14/18	18-08
Medicine Lake	2/21/19	19-05
Robbinsdale	2/21/19	19-04
St. Louis Park	3/21/19	19-08

10. Aquatic Plant Management and Aquatic Invasive Species

In 2025, the Commission continued to implement the approved [recommendations of the APM/AIS committee](#) and the [AIS Rapid Response Plan](#) by 1) partnering with Three Rivers Park District (TRPD) to control curly-leaf pondweed in Medicine Lake, 2) providing funds for augmented boat inspections by TRPD on Medicine Lake, and 3) monitoring waterbodies for AIS suitability parameters. In 2023, the AIS Rapid Response Plan was used to quickly respond to a new infestation of Eurasian Watermilfoil (EWM) in Sweeney Lake. The BCWMC cooperated with multiple partners including the Sweeney Lake Association, MnDNR, and City of Golden Valley to survey and treat the EWM within 5-days after

discovery. In May 2024, an additional area of EWM was treated in Sweeney Lake and a follow-up survey in July found no EWM in Sweeney Lake.

In 2025, biologists hired by the Sweeney Lake Association continued to find no trace of EWM in the lake which may indicate that the invasive species was actually eradicated. In July 2025, Sweeney Lake residents completed an early detection training course, funded by Hennepin County, to identify EWM and other AIS before they get a foothold in the lake.

11. Technical Advisory Committee

Technical Advisory Committee meetings are open to the public and the meeting times and dates are posted on the BCWMC's website. The BCWMC Technical Advisory Committee (TAC) met six times in 2025 to review and work on the items below. TAC members also regularly attend and participate in regular monthly Commission meetings.

- Develop the 5-year Capital Improvement Program list using the CIP Prioritization matrix and hot spot map to target the best projects
- Provide input on the 2026 operating budget
- Review the street sweeping prioritization study final report of the and make recommendations on next steps
- Provide input on development of the 2026 Watershed Management Plan including input on revisions to BCWMC requirements for linear projects, stream and wetland buffers, and chloride management plans; and input on the 10-year CIP.

12. Impaired Waters, Total Maximum Daily Loads (TMDL) Studies, and Medicine Lake TMDL Assessment Project

In 2024, Sweeney Lake was removed from the impaired waters list due to improvements in water quality following the Sweeney Lake Water Quality Improvement Project. Unfortunately, there were 5 waterbodies added to the MPCA's 2024 impaired waters list including Lost Lake for nutrients, Plymouth Creek for benthic invertebrates, Medicine Lake for fish bioassessments, and Sweeney Lake Branch for E. coli (bacteria), and Crane Lake for chlorides. The following water bodies in the Bassett Creek Watershed are listed in the Minnesota Pollution Control Agency's (MPCA) 2024 "*Inventory of Impaired Waters*". The inventory includes listings of (1) impaired waters that require the development of a TMDL study, (2) impaired waters that have an approved TMDL study, but are not yet meeting water quality standards, and (3) impaired waters from natural causes that do not require a TMDL study. The inventory is available at the MPCA's Impaired Waters website: [Minnesota's impaired waters list | Minnesota Pollution Control Agency](#).

Water Body (Lake/River ID #)	Pollutant or Stressor (Year of Listing)
Ĥaĥá Wakpádaŋ / Bassett Creek from Medicine Lake to Mississippi River (07010206-538)	Fish bioassessments (2004) Fecal coliform (2008) Chloride (2010)
Plymouth Creek from Headwaters to Medicine Lake (07010206-526)	E. coli (2014) Chloride (2014) Benthic Macroinvertebrate (2024)
North Branch Bassett Creek from Northwood Lake to Bassett Creek (07010206-552)	E. coli (2014)
Sweeney Lake Branch of Bassett Creek (07010206-734)	E. coli (2024)
Sweeney Lake (27-0035-01)	DELISTED for nutrients (2024) Chloride (2014) E. coli (2024)
Wirth Lake (27-0037-00)	Nutrient/Eutrophication Biological indicators (2002) – REMOVED from Impaired Waters List (2014) Mercury in fish tissue (1998) ¹ Chloride (2016)
Medicine Lake (27-0104-00)	Nutrient/Eutrophication Biological indicators (2004) Fish Bioassessments (2024) Mercury in fish tissue (1998) ¹
Parkers Lake (27-0107-00)	Mercury in fish tissue (1998) ¹ Chloride (2014)
Spring Lake (27-0654-00)	Chloride (2014)
Northwood Lake (27-0627-00)	Nutrient/Eutrophication Biological indicators (2004)
Lost Lake (27-0103-00)	Nutrient/Eutrophication Biological indicators (2024)
Crane Lake (27-0734-00)	Chloride (2024)

¹ The MPCA completed a statewide mercury TMDL that was approved 2007

- **Ĥaĥá Wakpádaŋ / Bassett Creek Fish Bioassessment Listing**—In the Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters, the Main Stem of Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fish (biota). In response to this listing, the MPCA completed fish sampling of the creek in 2008. The MPCA is currently reviewing the existing biota standards/listing criteria. The TMDL will be completed as part of the future watershed-wide TMDL.
- **Ĥaĥá Wakpádaŋ / Bassett Creek Fecal Coliform Listing and E. coli listings for Plymouth Creek and North Branch, Bassett Creek**—In the 2008 Final TMDL List Inventory of all Impaired Waters, Ĥaĥá Wakpádaŋ / Bassett Creek, from Medicine Lake to the Mississippi River, was listed as impaired for fecal coliform. In response to this listing, the BCWMC and the MPCA cooperated in collecting and analyzing E. coli samples of Ĥaĥá Wakpádaŋ / Bassett Creek between July 2008 and June 2010.

The samples confirmed the presence of E. coli bacteria. The ĤaĤá Wakpádaŋ / Bassett Creek watershed is included in the Upper Mississippi River Bacteria TMDL project. Additional data for the Upper Mississippi River E. coli TMDL was collected in 2010 and 2011, and identification of the likely sources of bacteria pollution began in 2011 and continued in 2013. The TMDL report was approved in 2016 and included impairments for E. coli in Plymouth Creek and North Branch, and ĤaĤá Wakpádaŋ / Bassett Creek. The Upper Mississippi River E. coli TMDL project website maintained by the MPCA is at <https://www.pca.state.mn.us/water/tmdl/upper-mississippi-river-bacteria-tmdl-project>.

- **Sweeney Lake TMDL Study and Delisting of Impairment** —In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Sweeney Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL was approved on August 10, 2011. Since then, the BCWMC, City of Golden Valley, and lake residents implemented multiple strategies to reduce nutrients in the lake including permanently turning off year-round aerators and completing the [Sweeney Lake Water Quality Improvement Project](#). That project included control of curly-leaf pondweed, carp assessment and removal, and a two-phase alum treatment. Water quality improved significantly and the lake was removed from the impaired waters list in 2024.
- **Wirth Lake TMDL Study and Delisting of Impairment** —In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Wirth Lake was listed as impaired due to excess nutrients. The Wirth Lake TMDL and implementation plan were approved October 25, 2010. The implementation plan identified one project—modifying the Wirth Lake outlet structure to prevent flow from ĤaĤá Wakpádaŋ / Bassett Creek to Wirth Lake during flood periods. The [Wirth Lake Outlet Modification Project](#) was completed in 2012 with partial funding from a BWSR Clean Water Fund grant. The project reduces phosphorus loading to the lake by an estimated average of 55 pounds per year. MPCA removed Wirth Lake from the Impaired Waters list in July, 2014.
- **Medicine Lake TMDL Study** —In the *Final EPA-Approved MPCA 2004 CWA 303(d) List of Impaired Waters*, Medicine Lake was listed as impaired due to excess nutrients (phosphorus). The TMDL and implementation plan were approved on February 8, 2011.
See Section G for an update on the TMDL Status Assessment Project.
- **Twin Cities Metro Area (TCMA) Chloride Project** —In the *2014 Draft TMDL List Inventory of all Impaired Waters*, MPCA proposed several new impairment listings for chloride in September, 2013. Following responses to comments from BCWMC, five listings (tabulated above) remained on the 2014 Proposed Impaired Waters List (updated 4/15/2014). Based on the available monitoring data for chloride, three BCWMC water bodies—Northeast drainage to Medicine Lake, the Rockford Road drainage to Medicine Lake and Medicine Lake, were placed in a category of high-risk waters, which can be viewed as a watch list for future changes. The Twin Cities Metropolitan Area Chloride TMDL and Chloride Management Plan were approved in 2016. The TCMA Chloride Management Plan is intended to balance the public safety needs for deicing with attainment of the chronic and acute water quality standards for chloride. (The BCWMC provided comments on the draft TMDL Report and Chloride Management Plan in August 2015.) The management plan includes a performance-based approach for meeting chloride TMDLs and is also intended to protect water bodies with water quality that is currently better than the standard. A winter

maintenance assessment tool was developed to support TMDL implementation efforts. The Chloride TMDL and road salt/water quality project website maintained by the MPCA is at <https://www.pca.state.mn.us/water/road-salt-and-water-quality>.

- **TMDL Implementation Reporting** Although the BCWMC is not a MS4, the Medicine Lake and Sweeney Lake TMDLs assigned the BCWMC a role in the implementation of the TMDLs. For example, the Medicine Lake TMDL calls for the BCWMC to serve as the “convener of action for the categorical TMDL, but not as a responsible entity.” The BCWMC’s interpretation of this role is that the BCWMC should track implementation of the TMDLs, which would likely include the following tasks:
 - Assisting cities with reporting on TMDL implementation activities to the MPCA. TMDL progress reports will be due one year after the MPCA issues the new MS4 permit. However, the new MS4 permit was not issued in 2012, so the BCWMC did not develop the implementation reports. The new MS4 permit became effective on August 1, 2013, which means the TMDL progress reports will be due each year after that, in June.
 - Estimating and reporting progress towards achieving the assigned wasteload allocations. The BCWMC’s watershed P8 model, originally completed in 2013 and updated semi-annually, is an essential tool for estimating reductions in phosphorus loading.
 - Monitoring lake water quality on an annual basis. See Section F “Water Quality Monitoring Data and Studies” regarding monitoring of these lakes in 2025.

Tracking implementation of projects and quantifying progress towards meeting the TMDL allocations for the MS4s in the impaired watersheds. The April 2025 *Medicine Lake Total Maximum Daily Load (TMDL) Assessment* study included the estimating of average annual load reductions being achieved by BMPs implemented within the Medicine Lake watershed as compared to the published TMDL wasteload allocations.

E. BCWMC Project Reviews

The following table includes review of development proposals, Wetland Conservation Act submittals, and other plans that were submitted to the BCWMC for review. The list does not include review of capital improvement projects, or review of MnDNR appropriations/ dewatering permits.

Application Form	Project Name	Date Submitted	City	Type
2024-15	Mtka Redevelopment (1809 Plymouth Rd)	10/4/2024	MT KA	Commercial/ Industrial/ Institutional
2024-20	Station 73 TRIP	12/31/2024	PLY	Street/ Hwy/ Trails/ Utility/ Municipal
2024-21	Ply 2025 Street Rehabilitation	12/30/2024	PLY	Street/ Hwy/ Trails/ Utility/ Municipal
2024-22	Zachary WTP Enhancements Proj	12/23/2024	PLY	Street/ Hwy/ Trails/ Utility/ Municipal

Application Form	Project Name	Date Submitted	City	Type
2024-23	Ply PIC Parking Lot Improvements	1/14/2025	PLY	Commercial/ Industrial/ Institutional
2024-24	SP-2789-174: Highway 394 - Dunwoody	1/13/2025	MPL S	Street/ Hwy/ Trails/ Utility/ Municipal
2024-25	36th Avenue Rehabilitation	1/16/2025	PLY	Street/ Hwy/ Trails/ Utility/ Municipal
2024-26	Fernbrook Multi-Family	1/21/2025	PLY	Multi-residential
2025-01	Bassett Creek Regional Trail--GV Road Gap	2/25/2025	GV	Street/ Hwy/ Trails/ Utility/ Municipal
2025-02	715 Florida Ave So. Demolition	3/18/2025	GV	Commercial/ Industrial/ Institutional
2025-03	Fruen Mill Preliminary Services		MP LS	Commercial/ Industrial/ Institutional
2025-04	Crystal 2025 Street Recon	4/9/2025	CRY	Street/ Hwy/ Trails/ Utility/ Municipal
2025-05	Yellow Brick Road Daycare	4/22/2025	GV	Commercial/ Industrial/ Institutional
2025-06	Cedar Lake Rd & Louisiana Ave Recon	6/2/2025	SLP	Street/ Hwy/ Trails/ Utility/ Municipal
2025-07	Daikin South Addition	7/8/2025	PLY	Commercial/ Industrial/ Institutional
2025-08	2040 Major Circle, Landscaping	7/30/2025	GV	Single-family Home
2025-09	General Mills Wing 18	8/19/2025	GV	Commercial/ Industrial/ Institutional
2025-10	Solbakken Assisted Living Addition	8/25/2025	PLY	Commercial/ Industrial/ Institutional
2025-12	Plymouth 2026 Street Reconstruction	11/21/2025	PLY	Street/ Hwy/ Trails/ Utility/ Municipal
2025-13	Fernbrook Multi-Family Phase II	12/8/2025	PLY	Multi-residential

¹Projects in **bold** were presented for review and comment at a BCWMC meeting.

Non-Fee Project Reviews

- Non-fee Reviews:
 - 9 MnDNR permit applications were reviewed.
 - Several appropriation permit applications were reviewed for the Fruen Mill site
- Preliminary review: several preliminary reviews of projects prior to submittal of a formal application were performed as directed by the BCWMC administrator and city staff.

F. Water Quality Monitoring

The following water quality monitoring and water quality studies were performed in 2025. The BCWMC follows a monitoring program laid out in Appendix A of the 2015 Watershed Management Plan.

- **Citizens Assisted Lake Monitoring Program (CAMP)** — The BCWMC participated with the Metropolitan Council Environmental Services (MCES) in its citizen-assisted lake-monitoring program (CAMP). In 2025, citizen volunteers monitored the following lakes: Twin Lake and two sites on Sweeney Lake in Golden Valley, Northwood Lake in New Hope, two sites on Medicine Lake in Medicine Lake and Plymouth, Parkers Lake, , and Lost Lake in Plymouth, and Westwood Lake in St. Louis Park. Reports that include CAMP monitoring results can be found on the Met Council website at: <https://metro council.org/Wastewater-Water/Services/Water-Quality-Management/Lake-Monitoring-Analysis.aspx?source=child>
- **Ĥaňá Wakpádaŋ / Bassett Creek WOMP Station** — Stream monitoring was performed in cooperation with the Metropolitan Council Environmental Services (MCES) as part of the stream monitoring and watershed outlet monitoring program (WOMP). The BCWMC contracts with Stantec to perform monitoring activities and Barr Engineering to take flow measurements at this station. In 2025, monitoring continued at the new location on Van White Memorial Blvd. <http://www.metro council.org/Wastewater-Water/Services/Water-Quality-Management/Stream-Monitoring-Assessment.aspx?source=child>
- **BCWMC Stream Monitoring** – In 2025, the Commission completed second of two years of monitoring on North Branch of Bassett Creek. The Commission began this stream monitoring program 2018 to more fully assess the flow and water quality in its major creeks. The Commission installed seasonally-permanent monitoring equipment on North Branch in spring 2024. Both grab and composite water samples were collected and analyzed for nutrients, solids, bacteria, chlorides, dissolved oxygen, pH, conductivity, etc.
- **Routine Lake Monitoring**—In 2025, the BCWMC monitored the water quality of Northwood Lake in New Hope and Crane Lake in Minnetonka. Water samples were collected from the deepest location in each lake on six occasions from April through September and analyzed in the laboratory for total phosphorus, soluble reactive phosphorus, total nitrogen, chlorophyll α , and chlorides. Dissolved oxygen, temperature, specific conductance, pH, oxidation reduction potential (ORP), Secchi disc transparency (Secchi depth), and turbidity were measured in the field. On five

occasions from June through September, water samples were collected and analyzed for phytoplankton (algae) and zooplankton (microscopic crustaceans). An aquatic plant survey was also performed on two occasions, in June and August.

Reports for each lake will be available on the BCWMC website later in 2026.

- **Monitoring by Partners** – In 2025, Medicine Lake in Plymouth and Wirth Lake in Golden Valley were monitored by the City of Plymouth/Three Rivers Park District and the Minneapolis Park and Rec Board, respectively.

G. Special Studies

In 2025, the BCWMC used its Special Projects Fund (using income from financial investment) to complete the Medicine Lake TMDL Status Assessment Project and the Street Sweeping Study Prioritization Study and make progress on the Northwood Lake and Lost Lake TMDL project and the Bassett Creek Valley Floodplain and Stormwater Management Study Update Project.

Medicine Lake TMDL Status Assessment Project

In December 2023, the BCWMC approved a study to assess the status of the Medicine Lake TMDL. [Results from this study](#) were presented to the Commission at their April 2025 meeting. Study results will be used to help prioritize projects and programs under the Commission's new 10-year watershed management plan.

Street Sweeping Study Prioritization Study

In 2025, the BCWMC completed [a study](#) to evaluate the potential benefits of implementing enhanced street sweeping within the Bassett Creek Watershed. The study included conducting a survey to better understand existing street sweeping programs throughout the BCWMC, developing a methodology to rank and prioritize areas for enhanced sweeping, and estimating the benefits of additional sweeping within the watershed. The study:

- Evaluated pollutant recovery and reduction accomplished by existing street sweeping programs throughout the BCWMC
- Evaluated potential pollutant reduction through new street sweeping scenarios
- Evaluated the cost-benefit of seasonal street sweeping operations
- Evaluated the effectiveness of street sweeping as a chloride reduction practice
- Provided a summary of general guidance and recommendations for enhanced street sweeping in the watershed

Northwood Lake and Lost Lake TMDL

In 2025, the BCWMC entered an agreement with the MPCA to assist with developing a total maximum daily load study (TMDL) for Northwood Lake in the City of New Hope and Lost Lake in the City of Plymouth to assess sources of excess nutrients and determine pollution reductions needed to meet water quality standards. A project kick-off meeting was held with city staff, MPCA and BCWMC

staff. A meeting with lake residents was held in October. Sediment sampling and pollutant model development was completed in 2025. The TMDL report is expected to be completed in 2026.

Bassett Creek Valley Floodplain and Stormwater Management Study Update Project

In 2019, the BCWMC and the City of Minneapolis collaborated on the Bassett Creek Valley Floodplain and Stormwater Management Study to assess the potential for developing a regional approach to stormwater and floodplain management. In 2023, in collaboration with Hennepin County, BCWMC convened a broad group of stakeholders to learn about the potential for significant improvements in the BCV and options for moving forward collaboratively. It was acknowledged that Hennepin County could lead a Community Works Program in the BCV to convene partners and develop plans for improved floodplain and stormwater management, climate resiliency, access to the creek, and community amenities. Letters of support were submitted to the county regarding development of a Community Works Program from the BCWMC and other stakeholders.

In 2025, BCWMC and the City of Minneapolis approved a cost sharing agreement and began a project to update the 2019 Bassett Creek Valley Floodplain and Stormwater Management Study which will continue in 2026.

H. Education, Outreach, Communications

The BCWMC utilized the following outreach mechanisms to educate and provide information to the general public:

- **Improvements and Development Requirements**—The document *Requirements for Improvements and Development Proposals*, prepared by the BCWMC (updated in 2023), is posted for use and reference on the BCWMC’s website at www.bassettcreekwmo.org/developer.
- **Website**— Throughout 2025, the BCWMC regularly maintained and updated its website which features easily accessed data and information on the priority lakes and streams and BCWMC Capital Improvement Projects, along with a meeting and event calendar, interactive maps, and a document library. The BCWMC contracts with HDR, Inc. to host the website and provide technical assistance, as needed. In 2025, the website had 10,335 total users including 9,970 new users. (Appendix C includes website analytics.)
- **BCWMC Meeting Packet**— Each month in 2025 the BCWMC posted all meeting materials on its website, e-mailed the link to approximately 40 parties, and mailed paper copies of materials to those requesting them.
- **Publications**—The Commission published its public hearing notices in its official publication, *Finance and Commerce* as well as other publications including the Sun Post.

- **Public Open Houses for Capital Projects:** The BCWMC collaborates with member cities and other partners to inform and gather input from the public on proposed capital improvement projects. In 2025, the BCWMC held three capital project open houses:
 - Bassett Creek Restoration Project Open House – June 5, 2025
 - Bassett Creek Restoration Project Open House – October 30, 2025
 - Plymouth Creek Restoration Project Open House – November 3, 2025

- **Low Salt, No Salt Minnesota & Winter Salt Week:** In 2022 and 2023, the BCWMC was one of several watersheds and cities in Hennepin County that worked with state grant funding and developed a new outreach campaign to reduce winter deicer use. The campaign’s target audience is decision makers, like boards or committees, with homeowners associations, townhome associations, and faith based communities. A professional marketing firm created multiple outreach tools for use by watershed staff, city staff, and trained volunteers. In 2025, BCWMC staff participated on the Watershed Partners Chloride Subcommittee to advance and promote use of the Low Salt, No Salt MN campaign among cities and watersheds throughout the state.
www.rpbcwd.org/low-salt-no-salt



In 2025, BCWMC helped promote events and activities for Winter Salt Week during the last week of January to raise public awareness about chloride pollution.

- **Ĥaĥá Wakpádaŋ Oral History Project:** On Indigenous People’s Day on October 13th, BCWMC participated in the Ĥaĥá Wakpádaŋ Water Blessing at West Medicine Lake Park in Plymouth. The event was widely attended and covered by multiple media outlets.
- **Watershed Map Update:** The Ĥaĥá Wakpádaŋ / Bassett Creek watershed map which was printed in December 2025 was a popular educational tool used by classroom teachers/educators, and distributed at events and kiosks throughout the watershed. The map features a large section on the “back of the map” highlighting Ĥaĥá Wakpádaŋ and Indigenous history and culture. A companion webpage featuring Ĥaĥá Wakpádaŋ also launched in late 2024.
<https://www.bassettcreekwmo.org/haha-wakpadan-indigenous-culture>.
- **Outreach Events:** The BCWMC staff and commissioners participated in several outreach events in 2025, engaging with residents and distributing educational material. Additionally, BCWMC outreach materials were used by city staff and volunteers at other events throughout the year.
 - Discover Plymouth Event, Plymouth – March 22, 2025
 - St. Louis Park Ecotacular, St. Louis Park – June 14, 2025
 - Native Plant Sale, Golden Valley – September 20, 2025
- **West Metro Water Alliance (WMWA) Membership** – The BCWMC continued its participation in WMWA along with several watershed management and other water-related organizations in the west Metro area. Through WMWA, these organizations collaborated on educational campaigns including the Watershed PREP program aimed at educating 4th grade students about water

resources and the impacts of stormwater. Watershed PREP has three individual lessons meeting State education standards. **Lesson 1**, *What is a Watershed and Why do We Care?* provides an overview of the watershed concept and is specific to each school's watershed. It describes threats to the watershed. **Lesson 2**, *Water Cycle - More than 2-dimensional*, describes the movement and status of water as it travels through the water cycle. In 2023, lessons in native plants and the “watershed game” were added to the Watershed PREP program.

[TO BE FINALIZED: In 2025, students from multiple schools in the Bassett Creek watershed participated in the Watershed PREP lessons including XX students in Lesson 1, XX students in Lesson 2, and XX students in Native Plantings and the Watershed Game.]

- **Conservation Education and Implementation Program** - In April 2022, WMWA members worked with Hennepin County and the Minnesota Board of Soil and Water Resources to secure Watershed-Based Implementation Funding (WBIF) grant dollars to pilot a two-year Conservation Education and Implementation position employed by and shared jointly with Hennepin County with 50% of time spent on WMWA and Richfield-Bloomington WMO outreach and implementation, and 50% on Hennepin County outreach. Meetings from April through December 2022 refined the vision and scope for this position.

In spring 2023, Hennepin County hired Grace Barcelow with the title Conservation Specialist. Throughout 2023 Barcelow has created work plans for WBIF funded projects through WMWA, campaigns for pet waste, chloride, and Adopt-A-Drain education, updated the WMWA website, and began implementing outreach to faith-based organizations for chloride consultations. In the Bassett Creek watershed, Barcelow will the Parker’s Lake Chloride Reduction Project.

In 2024, the WMWA partner watersheds agreed to contribute a portion of their fiscal year 2025 WBIF grant funding to continue this position in 2025 and 2026, with a goal of funding the position in the future through contributions from member watersheds and member cities that benefit from the enhanced outreach the position provides.

Accomplishments of this program in 2025 include: [TO BE ADDED]

- **Parkers Lake Chloride Reduction Outreach Project** - In addition to the activities listed above, the conservation specialist (Barcelow) also provided outreach and implementation of one larger project specific to each partnering watershed. In BCWMC, that project was focused on chloride source reduction in the northeast subwatershed of Parkers Lake. In 2025, that work focused on coordinating the work of Bolton & Menk. BCWMC contracted with Bolton & Menk to evaluate salt storage and winter maintenance operations at four facilities located in the Parkers Lake Watershed for the purpose of identifying chloride reduction opportunities.
- **Metro Watershed Partners Membership & Adopt a Drain** —The BCWMC contributed funding to Watershed Partners and helped to promote the Adopt a Drain Program. Metro Watershed Partners maintains a listserv and a website as forums for information sharing, holds monthly meetings for members to collaborate, and coordinates the Adopt-a-Drain program. The 2025

Adopt-a-Drain [report for BCWMC](#) notes that 152 watershed residents reported cleaning 253 storm drains and removing over 4,000 pounds of debris.

- **Partnership with Metro Blooms for Projects in Minneapolis Neighborhoods** – Since 2016, the BCWMC has partnered with and supported the Metro Blooms on outreach, engagement, and project installation in Near North neighborhoods in Minneapolis. The projects aim to engage residents and commercial businesses, train youth, and install water quality practices in Minneapolis’ Near North neighborhoods. The BCWMC collaborates on grant-funded projects and offers its own financial support. These programs have resulted in engagement with dozens of Minneapolis residents and more than 14 Minneapolis commercial/institutional property owners.

I. Diversity, Equity, Inclusion, Access Policies

In 2025, the BCWMC continued implementing several [new policies](#) adopted in 2024 related to diversity, equity, inclusion, and access including:

- Land and Water Acknowledgement Statement
- Diversity, Equity, Inclusion, Access Policy
- Creek Co-Naming Practices (using “ĤaĤá Wakpádaŋ / Bassett Creek” wherever the creek name is used)

In 2025, BCWMC staff continued participating in monthly meetings of the Watershed Equity Alliance to learn from and collaborate with other watersheds’ work to improve diversity, equity, and access across multiple areas of watershed work.

In 2025, the BCWMC contracted with its website consultant to upgrade the website for accessibility. The work will continue in 2026. The BCWMC must comply with the Web Content Accessibility Guidelines for special units of government by April 27, 2027.

J. Professional Services Proposal

The BCWMC solicits proposals or letters of interest for legal and engineering/technical consulting services every two years. In December 2024, the BCWMC officially sought letters of interest proposals for legal services and engineering services. Two engineering proposals were submitted (one from the current consultant, Barr Engineering, and one from a smaller firm). Only one legal firm (the Commission’s current legal consultant) submitted a proposal. The BCWMC will solicit proposals again in late 2026.

K. Wetland Conservation Act

1991 Wetland Conservation Act— Per the terms of the Minnesota Wetland Conservation Act (WCA) each municipality is required to designate the local government unit (LGU) responsible for administrating WCA. The following table shows the LGU for each municipality.

Municipality	Permanent Program (Effective 1/1/94)
Crystal	Crystal
Golden Valley	Golden Valley
Medicine Lake	BCWMC
Minneapolis	Minneapolis
Minnetonka	Minnetonka
New Hope	New Hope
Plymouth	Plymouth
Robbinsdale	BCWMC
St. Louis Park	BCWMC

In 2025, the BCWMC submitted to BWSR its WCA annual reporting form covering all 2025 WCA-related activities within the municipalities for which BCWMC is the LGU. The other municipalities were responsible for submitting the annual reporting form to BWSR for their respective municipality.

Wetland Mitigation Policy—The BCWMC’s wetland management policies specify a preference for wetland mitigation to be performed within the same subwatershed as the impacted wetland.

L. 2026 Watershed Management Plan

In 2022, the BCWMC began developing its next 10-year watershed management plan. Throughout 2023 - 2025 the Plan Steering Committee (comprised of several commissioners, two TAC members, and one community member) met monthly to write desired future conditions and issue statements, develop 10-year goals, and identify programs and projects to meet the goals. Updates to the BCWMC development requirements were also reviewed and discussed including significant updates to requirements for linear projects, updates to buffer requirements for streams and wetlands, and a requirement for chloride management plans for certain developments.

In 2025, the Planning Technical Advisory Committee (comprised of staff from member cities, partnering organizations, and state, regional, and local governments) met in February and June to review draft issues, goals, development requirements, and implementation activities.

In 2025, the BCWMC held its final workshop for commissioners. The draft plan was distributed for 60-day review on August 1, 2025 and a public hearing on the draft plan was held on December 18, 2025. The plan is expected to be adopted in spring 2026.

II. 2026 Projected Work Plan

A. Capital Improvements Program (CIP)—The BCWMC will continue to implement its capital improvements program. In 2026, this work will include:

1. **Capital Improvement Program and Prioritization**—The BCWMC will review and update its 5-year capital improvement program, and will utilize its process of project prioritization.
2. **Progress on CIP projects:**
 - Complete construction and/or prepare final reports on SEA School-Wildwood Flood Reduction Project, Ponderosa Woods Restoration Project, and Bryn Mawr Meadows Improvement Project
 - Finalize feasibility study for Crane Lake Chloride Reduction Project
 - Finalize designs and begin construction of Main Stem Bassett Creek Restoration Project, Plymouth Creek Restoration Project, and Double Box Culvert Repair Project

B. Watershed Management Plan—In 2026 the BCWMC will adopt and begin implementing its 2026 – 2035 Watershed Management Plan. Updated development requirements will become effective on May 1, 2026.

C. Comprehensive Assessment of Organization

In 2026, the BCWMC will develop a request for proposals and hire a consultant to analyze the organization's structure, determine appropriate staffing levels for intended workload, and evaluate options for funding mechanisms.

D. Monitoring, Studies, and Programs

1. **Water Quantity**—The BCWMC will perform its lake- and stream-gauging program. The lake-gauging program will encompass Medicine Lake, Sweeney Lake, Parkers Lake, Westwood Lake, Crane Lake (Ridgedale Pond), Northwood Lake, Bassett Creek Park Pond and Theodore Wirth Park Storage area upstream of the TH 55 control structure. Two readings per month will be taken during the period April 1 – September 30; one reading per month will be taken outside this period. The stream-gauging program will consist of periodically surveying stages or inspecting the creek during periods of high flow. The program also includes periodic surveys of benchmarks.
2. **Flood Control Project Inspection**—The BCWMC will perform its annual flood control project inspection program, as set forth in the Bassett Creek Flood Control Project Operations and Maintenance Manual.

3. **Municipal Plan Review**—The BCWMC will review of the member cities’ local water management plans and plan amendments, and BCWMC review of adjacent WMO plans and plan amendments, as needed. The BCWMC will also ensure that proper official controls are in place in each member city as required by the 2015 Bassett Creek Watershed Management Plan.
4. **Water Quality**— Proposed water quality tasks for 2026 include:
 - **Water Quality Monitoring:** The BCWMC will perform detailed water quality monitoring as laid out in its Water Monitoring Program. In 2026, the BCWMC will monitor Sweeney and Twin Lakes in Golden Valley, will assess vegetation in Wirth Lake, and will continue its stream monitoring program by performing the first of two years of monitoring on Sweeney Branch of Bassett Creek.
 - **Citizens Assisted Monitoring Program (CAMP):** The BCWMC entered into an agreement with the Metropolitan Council Environmental Services (MCES) to participate in this program in 2026. Volunteer citizens will monitor the following lakes in 2026: Twin Lake and Sweeney Lake (2 sites) in Golden Valley, two sites of Medicine Lake in the cities of Medicine Lake and Plymouth, Northwood Lake in New Hope, Westwood Lake in St. Louis Park, and Parkers Lake and Lost Lake in Plymouth.
 - **Watershed Outlet Monitoring Program (WOMP):** The BCWMC is the local sponsor of this monitoring site in cooperation and with funding support from the Metropolitan Council. The Metropolitan Council Environmental Services (MCES) provides up to \$5,000 per year in financial support to the BCWMC for operating the station and maintaining the rating curve. The BCWMC entered into an agreement with a Stantec to ensure the monitoring equipment is in working order, conduct routine maintenance of the WOMP site and equipment, collect samples, make in-situ field measurements, and coordinate sample delivery to MCES. BCWMC staff will continue to maintain the rating curve.
5. **Development Reviews**—The BCWMC will review development and redevelopment proposals in the watershed for conformance to water quality and quantity policies.
6. **Channel Maintenance Fund**—The BCWMC will continue to fund its Creek and Streambank Trunk System Maintenance, Repair and Sediment Removal Fund (the Channel Maintenance Fund). The BCWMC collects \$25,000 annually for the fund through an assessment paid by the member cities.
7. **Flood Control Long-Term Maintenance Fund**—The BCWMC established a long-term maintenance fund to be used to repair structures associated with the BCWMC Flood Control Project. The BCWMC collects \$35,000 annually for the fund through an assessment paid by the member cities. The fund balance is not to exceed \$1 million.
8. **XP-SWMM Modeling** – The BCWMC will continue to maintain its hydrologic/hydraulic XP-SWMM model and will implement a project to convert the model to PC-SWMM and update data including LiDAR, Atlas 15 events (if available), etc.

9. **APM/AIS Work** – The BCWMC will implement recommendations of the APM/AIS committee including treating curly-leaf pondweed in Medicine Lake, coordinating with Three Rivers Park District (TRPD) for level II AIS inspectors for French Regional Park.

10. **Northwood and Lost Lake TMDLs** — The BCWMC will assist with finalization of this project and will begin development of the subwatershed analyses.

E. Education and Outreach

The BCWMC will work with West Metro Water Alliance and other partners to implement education programming. This includes coordination and use of the education coordinator position shared with Hennepin County. Education activities will also include financial contributions and participation in the following organizations and programs: Metro Watershed Partners, Citizen Assisted Monitoring Program, Metro Blooms, West Metro Water Alliance (includes staff participation), and the Children’s Water Festival. The plan also includes funding for Commissioner registration fees for training or programs, participation in community events.

III. Annual Financial Report

The 2025 fiscal year for the Bassett Creek Watershed Management Commission (BCWMC) started on February 1, 2025 and ended December 31, 2025 resulting in an 11-month budget year. The BCWMC updated its policies to align its fiscal year with a calendar year starting January 1, 2026.

A. 2025 Approved Operating Budget

The approved operating budget for fiscal year 2025 was \$868,853. Each member’s contribution toward the annual budget is based 50 percent on the total area of the municipality within the watershed and 50 percent on the tax capacity of the area within the watershed. A copy of the 2025 operating budget, revenues, and city assessments are located in Appendix A.

B. Financial Audit Report with Revenues and Expenditures

The annual audit report for the year ending December 31, 2025, was performed by LB Carlson. A copy of the annual audit report is available [online](#).

Appendix A

2025 Financial Information

- 2025 Budget and Notes
- 2025 Expected Revenues
- 2025 Member City Assessments

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BCWMC 2025 Operating Budget Approved Sept 2024; amended Feb 2025; based on 11-month fiscal year (February 1, 2025 – December 31, 2025)

	2021 Budget	2021 Gross Expenses	2021 Revenue	2021 NET Expenses	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	2023 Gross Expenses	2023 Revenue	2023 NET Expenses	2024 Budget as amended	2025 Budget (11-mo) amended 2-20-25	See Notes
ENGINEERING & MONITORING															
Technical Services	134,000	105,492	\$ -	105,492	145,000	132,541		132,541	145,000	145,181	-	145,181	145,000	133,000	(A1)
Development/Project Reviews	68,000	89,507	\$ 73,554.00	15,953	75,000	103,851	77,617	26,234	80,000	76,360	79,170	(2,810)	90,000	82,500	(A)
			Review fees				Review fees				Review fees				
Non-fee and Preliminary Reviews	24,000	38,406	\$ 10,000.00	28,406	22,000	17,788	1,000	16,788	30,000	19,003	-	19,003	30,000	23,000	(B)
			Cost share w/ MPLS				Cost share w/ MPLS								
Commission and TAC Meetings	12,000	10,961	\$ -	10,961	14,000	13,119		13,119	15,000	15,199	-	15,199	15,000	10,700	(C)
Surveys and Studies	9,000	7,683	\$ -	7,683	10,000	14,283		14,283	15,000	6,572	-	6,572	15,000	7,000	(D)
Water Quality / Monitoring	129,000	132,432	\$ -	132,432	110,000	109,478		109,478	105,000	98,246	-	98,246	186,900	133,500	(E)
Water Quantity	7,000	7,205	\$ -	7,205	8,000	6,369		6,369	9,000	7,935	-	7,935	9,000	8,250	(F)
Annual Flood Control Project Inspections	12,000	14,999	\$ 14,999.00	-	12,000	21,290	21,290	-	15,000	21,428	20,200	1,228	85,000	45,000	(G)
			Transfer from long term account				Transfer from long term account				Transfer from long term account				
Municipal Plan Review	2,000	-	\$ -	-	2,000	1,464		1,464	2,000	1,860	-	1,860	2,000	2,000	(H)
Watershed Outlet Monitoring Program	23,000	18,257	\$ 5,500.00	12,757	28,500	28,425	3,750	24,675	27,000	22,249	4,500	17,749	26,500	29,300	(I)
			Grant from Met Council				Grant from Met Council				Grant from Met Council				
Annual XP-SWMM Model Updates/Reviews	-	\$ -	\$ -	-	5,000	8,983		8,983	3,000	1,277	-	1,277	3,000		(J)
APM/AIS Work	14,000	13,533	\$ 5,601.00	7,932	13,000	41,844	22,500	19,344	40,000	44,674	-	44,674	40,000	40,000	(K)
			DNR Grant & Cost share w/ TRPD				DNR Grant & Cost share w/ TRPD					-			
Subtotal Engineering & Monitoring	\$434,000	\$438,475	\$ 109,654.00	\$328,821	\$444,500	\$499,435	\$126,157	\$373,278	\$486,000	\$459,984	\$103,870	\$356,114	\$647,400	\$514,250	See Notes
PLANNING															
Next Generation Plan Development	18,000	10,001	-	10,001	18,000	47,372	11,000	36,372	53,250	85,774	9,000	76,774	47,650	75,000	(L)
							Transfer from Plan account				Transfer from Plan account				
Subtotal Planning	\$18,000	\$10,001	\$ -	\$10,001	\$18,000	\$47,372	\$11,000	\$36,372	\$53,250	\$85,774	\$9,000	\$ 76,774	\$47,650	\$75,000	

Item	2021 Budget	2021 Gross Expenses	2021 Revenue	2021 NET Expenses	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	2023 Gross Expenses	2023 Revenue	2023 NET Expenses	2024 Budget as amended	2025 Budget (11-mo) amended 2-20-25	See Notes
ADMINISTRATION															
Administrator	67,400	67,481	\$ 29,495.00	37,986	70,848	69,174	34,000	35,174	78,750	70,517	44,140	26,377	78,750	75,088	(M)
			Transfer from CIP account				Transfer from CIP account				Transfer from CIP account				
Additional Staff														10,000	(MM)
MAWD Dues	3,750	3,750	\$ -	3,750	7,500	7,500		7,500	7,500	7,500	-	7,500	7,500	7,500	(N)
Legal	15,000	16,280	\$ -	16,280	17,000	20,204		20,204	17,000	22,296	-	22,296	26,520	24,300	(O)
Financial Management	4,000	10,600	\$ -	10,600	13,500	14,260		14,260	14,540	15,240	-	15,240	17,000	18,150	(P)
Audit, Insurance & Bond	18,000	14,949	\$ -	14,949	18,700	18,218		18,218	18,700	20,805	-	20,805	18,700	22,000	(Q)
Meeting Catering	1,300	-	\$ -	-	1,300	1,830		1,830	2,400	1,935	-	1,935	2,400	2,200	(R)
Administrative Services	8,000	5,960	\$ -	5,960	8,000	5,993		5,993	7,240	3,156	-	3,156	2,570	4,015	(S)
Subtotal Administration	\$117,450	\$119,020	\$29,495	\$89,525	\$136,848	\$137,179	\$34,000	\$103,179	\$146,130	\$141,449	\$44,140	\$97,309	\$153,440	\$163,253	
OUTREACH & EDUCATION															
Publications / Annual Report	1,300	375	\$ -	375	1,300	1,164		1,164	1,000	1,338	-	1,338	1,200	1,300	(T)
Website	1,800	544	\$ -	544	1,800	645		645	1,600	687	-	687	1,600	12,000	(U)
Watershed Education Partnerships	17,350	13,080	\$ -	13,080	18,350	15,410		15,410	18,350	9,500	-	9,500	18,350	14,850	(V)
Education and Public Outreach	26,000	23,073	\$ 6,295.00	16,778	28,000	36,591	13,013	23,578	28,000	18,765	12,636	6,129	28,000	27,000	(W)
			Grant from BWSR				Grant from BWSR				Grant from BWSR				
Public Communications	1,000	1,028	\$ -	1,028	1,100	69		69	1,100	1,263	-	1,263	1,000	1,200	(X)
Subtotal Outreach & Education	\$47,450	\$38,100	\$6,295	\$31,805	\$50,550	\$53,879	\$13,013	\$40,866	\$50,050	\$31,553	\$12,636	\$18,917	\$50,150	\$56,350	
MAINTENANCE FUNDS															
Channel Maintenance Fund	20,000	\$20,000	\$ -	20,000	25,000	25,000		25,000	25,000	25,000	-	25,000	25,000	25,000	(Y)
Flood Control Project Long-Term Maint.	25,000	25,000	\$ -	25,000	25,000	25,000		25,000	35,000	35,000	-	35,000	35,000	35,000	(Z)
Subtotal Maintenance Funds	\$45,000	\$45,000	\$0	\$45,000	\$50,000	\$50,000	\$0	\$50,000	\$60,000	\$60,000	\$0	\$60,000	\$60,000	\$60,000	
TMDL WORK															
TMDL Implementation Reporting	7,000	6,989	\$ -	6,989	7,000	3,397	-	3,397	-	-	-	-	-	-	(AA)
Subtotal TMDL Work	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	3,397	-	3,397	\$0	\$0	\$0	\$0			
GRAND TOTAL	\$668,900	\$657,596	\$152,444	\$512,152	\$706,898	\$791,262	\$184,170	\$607,092	\$795,430	\$778,760	\$169,646	\$609,114	\$958,640	\$868,853	

NOTES

(A1) General technical services by Barr Engineering; 2025 budget is same as 2024 budget (1/12 less with 11- mo year)

(A) Partially funded by application fees; with the creation of the preliminary and non-fee budget category, most of the review costs will be covered by application fees. Budget based on recent actual expenses and projected number of projects submitted for review. New review fees effective Aug 1, 2022. No change in budget from 2024 (1/12 less with 11- mo year)

(B) This was a new line item in 2015 used to cover reviews for which either we do not receive an application fee or it's too early in the process for us to have received an application fee. Includes DNR application reviews, MnDOT project reviews, and other prelim reviews requested by administrator and member cities. Reviews for large projects such as SWLRT reviews and North Loop Green Project have been partially or fully reimbursed to Commission. Decreased budget due to 2022 and 2023 actuals (1/12 less with 11- mo year)

(C) Includes attendance at BCWMC meetings, TAC meetings and other committee meetings, as needed. 2025 budget is slightly increased due to 2023 actuals (1/12 less with 11- mo year)

(D) For Commission-directed surveys and studies not identified in other categories - e.g., past work has included watershed tours, Medicine Lake outlet work, Flood Control Project Maintenance and Responsibilities policy development, Sweeney Lake sediment monitoring, stream monitoring equipment purchase. Intended to give Commission flexibility to investigate or tackle unforeseen issues that arise. Budget lowered in 2020, 2021, and 2022 for budget savings. Increased in 2023 and 2024. 2025 budget significantly reduced for budget savings.

(E) Routine lake and stream monitoring. See details on next page.

(F) Water Quantity (lake level) monitoring. 2018 budget lowered for budget savings and resulted in fewer data points. 2019 budget back to earlier budget levels. 2020 budget lowered again for budget savings. 2022 and 2023 budget increase allows for additional measurements and benchmark checks, beyond the once/month lake level measurements to assist with proper maintenance of hydrologic and hydraulic modeling and climate resiliency preparations. 2024 and 2025 same as 2023 budget (1/12 less with 11- mo year)

(G) 2025 budget includes the once-every-5-year unsubmerged deep tunnel inspection (non-NASSCO) and annual inspections. Budget assumes \$25,000 for deep tunnel inspection (includes \$10,000 in subcontractor fees for crane and inspection/rescue support services), \$15,000 for annual inspections, and \$3,000-\$5,000 for coordination on flood control project issues. The BCWMC Flood Control Project Double Box Culvert Repairs CIP project (FCP-1) is slated for 2027, which means feasibility study is needed in 2025 or 2026. (Feasibility study will be financed with CIP funds.) The results of the 2024 double box culvert inspection will be used for the feasibility study. The last deep tunnel inspection was 2020, next one is due 2030.

http://www.bassettcreekwmo.org/application/files/4514/9637/1815/2016_FCP_Policies.pdf

(H) Municipal plan approvals completed in 2019; however, this task has also included review of adjacent WMO plan amendments, and review of city ordinances; \$2,000 budget recommended annually.

(I) Monitoring at the Watershed Outlet Monitoring Program (WOMP) site in Minneapolis through an agreement with Met Council (MCES). Commission is reimbursed \$5,000 from Met Council. Met Council pays for equipment, maintenance, power, cell service, and lab analyses. Monitoring protocol changed in 2017 with collection of bi-monthly samples (up from once-per-month sampling). Both Barr and Stantec (previously Wenck) have tasks related to WOMP activities. Station was moved in late 2020. 2025 budget reflects 2024 contract with Stantec and includes Barr estimates (\$7,500 for Barr + \$21,800 for Stantec).

(J) This item is used to make updates to the XP-SWMM model, coordinate with P8 model updates, and assist cities with model use. No XP-SWMM updates were performed 2019 - 2021 due to work on the grant funded FEMA modeling project. 2022 budget includes finalizing updates to the Commission's official model and flood elevations to match the "FEMA model" (this work was started in 2021 using "Surveys and Studies" budget). 2024 and 2023 budgets include Barr requesting, compiling, and reviewing information provided by the cities and flagging those that are large enough/significant enough to incorporate into the XP-SWMM and P8 model updates. In 2025 the broader XP-SWMM to PCSWMM and update project will begin. Work typically included in this line item will be wrapped into that project instead. As this covers both XP-SWMM and P8, we assumed \$0 for the TMDL Implementation Reporting (P8 model update) budget.

Notes (continued)

(K) Funds to implement recommendations of Aquatic Plant Management/Aquatic Invasive Species Committee likely including curly-leaf pondweed control in Medicine Lake and small grant program for launch inspectors, education/outreach, etc. by other organizations including TRPD, AMLAC, others. TRPD shares cost (17%) of treatments. In 2021, recieved \$5,000 DNR grant. In 2022, recieved \$10,000 DNR grant. No grant funds were recieved in 2023 and 2024. In 2022 and for a few years thereafter, treatment costs are expected to be significantly higher due to expanded treatment area allowed under Lake Vegetation Management Plan.

(L) The scope and budget for development of the 2025 Watershed Plan was approved in February 2022. \$38,000 has already been set aside 2019 - 2022 in a long term account for Plan development, of which \$11,000 was initially planned to cover work in 2022. The Commission approved a revised Plan scope and budget in September 2022 to include additional funding to address "complex issues." In 2022, Barr spent approximately \$41,000 as part of the original Plan update and complex issues tasks. In 2023, Barr and the administrator spent \$72,987 as part of the original Plan update and complex issues tasks. In 2024, the combined budget for Barr and the Administrator is \$47,650 but costs were significantly over budget due to much slower pace of progress. In 2025, the estimated combined budget for Barr and the Administrator was originally \$32,600 (\$22,900 for Barr, and \$9,700 for the Administrator). A budget amendment in February 2025 updated this figure to \$75,00 to better reflect anticipated plan development costs.

(M) Accomodates a potential 4% increase to administrator hourly rate in 2025.

(MM) Increased staff capacity. Although budgeted amount won't cover significantly increased staffing, it's a start and a placeholder for future additional staffing budget.

(N) MN Association of Watershed District Annual dues. New budget item. 2019 and 2020 dues were \$500 because WMOs were newly allowed to join the organization. 2021 dues \$3,750. Starting in 2022 dues went to the max of \$7,500 similar to other Metro watersheds.

(O) For Commission attorney. 2022 budget included 3% hourly rate increase over 2021 + more work expected. Acutal costs in 2022 were \$3,000 over budget. 2024 budget was amended from \$21,000 to \$26,520 approved 12/21/23 to be more in line with acutal costs. Legal costs for some CIP projects will be charged to specific CIP budgets, as warranted (1/12 less with 11-mo year).

(P) In 2024, Commission began contractoing with the City of Plymouth for accounting services. 2025 budget is based on 2024 contract with \$1,334/month + \$150/hour for audit services up to 25 hours (1/12 less with 11-mo year).

(Q) Insurance and audit costs have risen considerably in the last few years. 2022 audit cost \$12,800. 2023 audit contract is for \$13,750. 2023 insurance was \$7,905.

(R) Assumes 12 in-person meetings @ \$200 per meeting (1/12 less with 11-mo year).

(S) Assumes the BCWMC contracts with a Recording Secretary @ \$40/hr * 4 hrs/mo for 12 months (\$1,920 total) + \$180/mo meeting packet printing/mailling + \$300 supplies (envelopes, stamps, etc) (1/12 less with 11-mo year)

(T) Budget was decreased in last few years to be more in line with actual expenses. Costs are associated with Commission Engineer assistance with annual report

(U) \$1,600 based on agreement with HDR for website hosting and maintenance activitieS + \$10,400 for website update (needed for ADA compliance and supported platform)

(V) Includes CAMP (\$7,000), Metro Watershed Partners (\$3,500), Children's Water Festival (\$350), Metro Blooms resident engagement in Minneapolis neighborhoods (\$4,000). Budget was reduced from previous years to remove Metro Blooms workshops (which have not been scheduled in last several years)

(W) Includes funding for West Metro Water Alliance at \$15,000 (an increase of \$2,000 over previous years to support new coordinator position) and \$12,000 for work by educational contractors + supplies and materials including educational signage, display materials, Commissioner training, etc.

(X) Public Communications covers required public notices for public hearings, etc.

(Y) Will be transferred to Channel Maintenance Fund for use by cities with smaller projects along main streams.

(Z) \$35,000 Will be transferred to Long-Term Maintenance Fund. Budget increased from \$25,000 in 2023 to be more in line with expected costs at TAC's recommendation.

(AA) This task is meant for updating the P8 pollution model. A significant portion of the Commission's P8 model will be updated in 2024 as part of the Medicine Lake TMDL Assessment project. P8 model updates are also being planned for following the comprehensive update to the Commission's XPSWMM/PCSWMM model in 2026. Because of this, no additional P8 model updates are planned for 2025.

BCWMC 2025 Water Quality Monitoring Budgets - by item		
Item	Budget	Notes
Reporting on 2024 monitoring:		
Cavanaugh Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
Medicine Lake Report on 2024 Monitoring	\$10,000	Report will follow template of recent reports.
Parkers Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
Westwood Lake Report on 2024 Monitoring	\$8,500	Report will follow template of recent reports.
2025 monitoring:		
Year 2 of North Branch stream flow and quality monitoring	\$40,000	Flow and monitoring equipment will be reinstalled in the North Branch of Bassett Creek. Samples will be collected during 8 storm events and 7 baseflow events. Water depth, flow, temperature, and specific conductance will be continuously measured during the 2024 monitoring period. Dissolved oxygen will be continuously measured for 4 days during July or August. Storm and base flow samples will be analyzed for nutrients (total phosphorus, ortho phosphorus, dissolved phosphorus, nitrate/nitrite, ammonia, and total Kjeldahl nitrogen), solids (total suspended solids and volatile suspended solids), chlorides, hardness, calcium, and magnesium. Base-flow samples will also be analyzed for chlorophyll a, and E. coli bacteria. Quarterly grab samples will be analyzed for metals (chromium, cadmium, copper, lead, nickel, and zinc). Instantaneous dissolved oxygen and pH measurements will be taken when baseflow samples are collected. MCES Lab will perform the analyses. Four manual flow measurements will be taken to verify/adjust the rating curve. Budget assumes an average level of maintenance and trouble-shooting efforts. Cellular data services will be purchased directly from the vendor (Campbell Scientific). Equipment will be removed at the end of the monitoring period. Data will be reviewed and QAQC'd. Data will be submitted to the MPCA EQuIS database.
Northwood and Crane Lakes	\$46,000	Detailed lake monitoring includes monitoring one location on Crane Lake and one location on Northwood Lake on 6 occasions for selected parameters (total phosphorus, ortho phosphorus, total nitrogen, chlorophyll a, chloride, temperature, pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (alkalinity, sodium, hardness, calcium, and magnesium) sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), calculation of aquatic plant IBIs, preparation of dissolved oxygen, temperature, total phosphorus, and specific conductance isopleths, completion of trend analyses of total phosphorus, chlorophyll a, and Secchi disc average summer values. Final report preparation(following template of recent reports) and presentation costs deferred to 2026.
General water quality	\$12,000	Based on past year actual budgets, increased to \$12,000 for 2025
Total Water Quality Monitoring	\$133,500	

2025 Revenues	
Income	Budget (amended 2-20-25)
Assessments to cities	\$ 662,888
Investment Income	\$ 44,000
CIP Administrative Funds (2.0% of est. requested levy of \$2,303,500)	\$ 46,070
Project review fees	\$ 70,600
Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$ 45,000
WOMP reimbursement	\$ 5,000
TRPD reimbursement	
Transfer from Watershed Plan Fund	
TOTAL PROPOSED INCOME	\$ 873,558
Expected Expenses	
Total operating budget	\$ 868,853
Fund Balance Details	
Est. Beginning Fund Balance (Jan 31, 2025)	\$ 407,209
Change in Fund Balance (income - expenses)	\$ 4,705
Est. Remaining Fund Balance (Jan 31, 2026)	\$ 411,914

City Assessments

Community	For Taxes Payable in 2024	2024 Percent of	Area Watershed (w/ 2022 changes)	Percent of	Average	2021	2022	2023	2024	2025	Percent increase over 2024
						\$554,900	\$565,998	\$617,430	\$ 622,500	\$ 662,888	
Crystal	\$13,491,675	5.51	1,297	5.11	5.31	\$29,898	\$30,206	\$32,769	\$33,280	\$35,181	5.7%
Golden Valley	\$59,252,512	24.19	6,615	26.05	25.12	\$145,228	\$148,477	\$155,084	\$159,957	\$166,502	4.1%
Medicine Lake	\$1,665,817	0.68	199	0.78	0.73	\$3,928	\$3,988	\$4,518	\$4,455	\$4,851	8.9%
Minneapolis	\$18,628,473	7.60	1,685	6.64	7.12	\$37,983	\$39,103	\$43,959	\$43,481	\$47,195	8.5%
Minnetonka	\$17,027,639	6.95	1,108	4.36	5.66	\$29,622	\$30,437	\$34,927	\$34,069	\$37,498	10.1%
New Hope	\$13,019,891	5.31	1,368	5.39	5.35	\$29,464	\$30,087	\$33,037	\$34,431	\$35,470	3.0%
Plymouth	\$105,012,941	42.86	12,001	47.26	45.06	\$247,860	\$252,307	\$278,225	\$279,012	\$298,709	7.1%
Robbinsdale	\$4,315,237	1.76	369	1.45	1.61	\$9,299	\$9,288	\$9,924	\$10,599	\$10,654	0.5%
St. Louis Park	\$12,574,371	5.13	752	2.96	4.05	\$21,618	\$22,105	\$24,987	\$23,216	\$26,827	15.6%
TOTAL	\$244,988,556	100.00	25,394	100.00	100.00	\$554,900	\$565,998	\$617,430	\$ 622,500	\$ 662,888	6.5%

**Appendix B
2025 Resolutions**

DRAFT



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-01

Member Polzin introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS FROM LONG TERM ACCOUNTS TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. \$18,000 will be transferred from the Next Generation Plan Development Long Term Account to partially reimburse the Administrative Fund for 2024 expenses related to Watershed Plan Development.
2. \$61,000 will be transferred from the Flood Control Long Term Maintenance Account to reimburse the Administrative Fund for 2024 expenses related to Flood Control Project inspections and reporting.

[Signature] 1/16/2025
Chair Date

Attest

[Signature] 1/14/2025
Secretary Date

The motion for the adoption of the foregoing resolution was seconded by Member Carlson and upon a vote being taken thereon, the following voted in favor thereof: 9 members, and the following voted against the same: 0 members whereupon said resolution was declared duly passed and adopted.



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-02

Member Polzin introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE TRANSFER OF BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS FROM THE ADMINISTRATIVE ACCOUNT TO THE EROSION/SEDIMENT (CHANNEL MAINTENANCE) ACCOUNT AND THE FLOOD CONTROL LONG-TERM MAINTENANCE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission by the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. \$25,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Erosion/Sediment (Channel Maintenance Fund) account.
2. \$35,000 will be transferred from the Bassett Creek Watershed Management Commission's Administrative Account to the Flood Control Long-Term Maintenance account.

Chair

Date

Attest:

Secretary

Date

The motion for the adoption of the foregoing resolution was seconded by Member Sicora and upon a vote being taken thereon, the following voted in favor thereof: 9 members, and the following voted against the same: 0 members, whereupon said resolution was declared duly passed and adopted.



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-03

Member Polzin introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.5% OF THE TAX LEVY REQUEST TO HENNEPIN COUNTY FOR COLLECTION IN 2024, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that:

1. The Bassett Creek Watershed Management Commission (BCWMC) will be reimbursed \$55,950, which is 2.5% of the BCWMC's September 2023 tax request in the amount of \$2,238,000 to Hennepin County for collection in 2024, for administrative expenses for Capital Improvement Projects.
2. The Bassett Creek Watershed Management Commission directs its Deputy Treasurer or Contracted Financial Firm to transfer the reimbursed funds from the Commission's CIP Account to its Administrative Account.

Clark 11/16/2025
Chair Date

Attest

Wynne T. Sim 11/16/2025
Secretary Date

The motion for the adoption of the foregoing resolution was seconded by Member Sicora and upon a vote being taken thereon, the following voted in favor thereof: 9 members, and the following voted against the same: 0 members whereupon said resolution was declared duly passed and adopted.



Bassett Creek Watershed Management Commission

RESOLUTION NO. 25-04

Member Polzin introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ELECTRONIC FUNDS TRANSFER TRANSACTIONS

WHEREAS, a local government may make certain payments by electronic funds transfer as described in State Statute 471.38. Electronic funds transfers are defined as any transfer of funds that is initiated by electronic means, including but not limited to check, credit cards, debit cards, and automated clearing house (ACH) or wire transfers, both within and between separate financial institutions; and

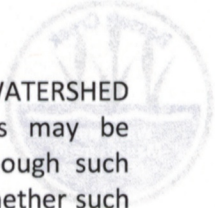
WHEREAS, this statute allows use of electronic funds transfer for claims for payment from an imprest payroll bank account or investment of excess money, payment of tax or aid anticipation certificates, contributions to pension or retirement funds, vendor payments, and payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund; and

WHEREAS, the statute has been amended to require that certain policy controls be enacted in order for a local government to utilize electronic funds transfers including that the governing body annually delegates the authority to make electronic funds transfers on behalf of the local government; and

WHEREAS, the Commission treasurer or deputy treasurer or designee would be the authority as outlined in the policy.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION, that the Commission treasurer or deputy treasurer or designee is authorized to accept and make payment by electronic funds transfer, provided, however, that the authorization above is subject to the following policy controls:

- (a) the Commission shall annually delegate the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee, as provided herein;
- (b) the disbursing bank shall keep on file a certified copy of the delegation of authority;
- (c) the initiator of the electronic transfer shall be identified;
- (d) the initiator shall document the request and obtain an approval from the designated business administrator, or chief financial officer or the officer's designee, before initiating the transfer to the extent required by internal control policies;
- (e) a written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used in lieu of a check, order check or warrant required to support the transaction; and
- (f) a list of all transactions made by electronic funds transfer shall be submitted to the Commission at its next regular meeting after the transaction.



NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION, that the above authorization and policy controls may be administratively incorporated into the Commission's written policy documents, although such authorization and policy controls are effective and shall be adhered to regardless of whether such incorporation occurs.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 20th day of FEBRUARY, 2025.

[Signature]
Chair

ATTEST: [Signature]
Secretary

DRAFT



RESOLUTION 25-05

Member Polzin introduced the following resolution and moved its adoption:

**RESOLUTION DESIGNATING DEPOSITORIES FOR
BASSETT CREEK WATERSHED MANAGEMENT COMMISSION FUNDS**

BE IT RESOLVED by the Bassett Creek Watershed Management Commission of the Cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park that the following are named as depositories for funds, subject to the furnishing of collateral for funds on deposit as provided in the Laws of the State of Minnesota: **4M Fund; U.S. Bank**

BE IT FURTHER RESOLVED that a sweep account will be used for nightly balances.

BE IT FURTHER RESOLVED that the following signatories or alternates are authorized to be signatories on checks drawn on funds deposited:

General Checking:

Chair or Vice Chair and Treasurer or Deputy Treasurer

Each check shall require two signatures.

BE IT FURTHER RESOLVED that the following shall be authorized to make investments of the Bassett Creek Watershed Management Commission and shall be authorized to deposit the principal of said investments in the above named depositories as necessary and beneficial to the Bassett Creek Watershed Management Commission: Deputy Treasurer of the Bassett Creek Watershed Management Commission, Finance Director of the City of Plymouth, Assistant Finance Director of the City of Plymouth.

The Deputy Treasurer shall supply each of the depositories with certified copies of this resolution along with such signature documentation as is required by the depository and the authorizations set forth above.

Adopted by the Board of the Bassett Creek Watershed Management Commission this 20th day of February 2025.

A handwritten signature in black ink, appearing to be "C. ...", written over a horizontal line.

Chair

ATTEST:

Jodi Polzin 2/20/2024
Secretary Date

The motion for the adoption of the foregoing resolution was seconded by Member Twiford and upon a vote being taken thereon, the following voted in favor thereof: 8 members, and the following voted against the same: 0 members whereupon said resolution was declared duly passed and adopted.



RESOLUTION 25-06

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION

ADOPTION OF THE HENNEPIN COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, the member cities of the Bassett Creek Watershed Management Commission (the "Commission") have participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000 (the "Act"); and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act requires public involvement and local coordination among neighboring local units of government and businesses in the assessment and planning process; and

WHEREAS, the Hennepin County Plan (the "Plan") includes a risk assessment, including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses, and development trends; and

WHEREAS, the Plan includes a mitigation strategy, including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Plan also includes a maintenance or implementation process, including plan updates, integration of the Plan into other planning documents, and how Hennepin County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and all nine member cities of the Commission, a municipal joint powers watershed management organization, participated in the planning process and have individually adopted the Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Bassett Creek Watershed Management Commission supports the aforementioned hazard mitigation planning effort and hereby adopts the Hennepin County All-Hazard Mitigation Plan as a mechanism to support its member cities with technical aspects of hazard mitigation to the extent permitted pursuant to the Commission's organizational and statutory authority.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 20th day of FEBRUARY 2025.

ATTEST: Jodi Polz
Secretary

[Signature]
Chair

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 25-07

RESOLUTION AUTHORIZING EXECUTION OF WAIVER FORM RELATING TO TORT
LIMITS FOR LIABILITY INSURANCE AND NOT WAIVING SUCH TORT LIMITS

WHEREAS, the Bassett Creek Watershed Management Commission (“Commission”) is a joint powers watershed management organization established by the cities of Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park in accordance with Minnesota Statutes, section 103B.211; and

WHEREAS, the Commission is insured for tort liability matters by the League of Minnesota Cities Insurance Trust (“LMCIT”); and

WHEREAS, as part of its liability insurance coverage with LMCIT, the Commission is required to elect annually whether to waive the statutory tort liability limits stated in Minn. Stat. § 466.04; and

WHEREAS, staff has recommended that the Commission not waive the tort cap limits in order to mitigate the Commission’s tort liability as permitted by law; and

WHEREAS, a decision to not waive the tort cap limits reasonably protects the Commission and limits its potential liability while allowing an individual claimant to recover damages as provided by law.

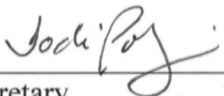
NOW, THEREFORE, BE IT RESOLVED by the Bassett Creek Watershed Management Commission that the Commission Administrator is authorized to execute the LMCIT Liability Coverage Waiver Form on behalf of the Commission by indicating that the Commission elects not to waive the statutory limitation on tort liability.

Adopted this 17th day of April, 2025.



Chair

ATTEST:



Secretary

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: BASSETT CREEK WATERSHED MANAGEMENT
COMMISSION

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: 17 April 2025

Signature: 

Position: Chair

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 25-07

**RESOLUTION DELEGATING SIGNING AUTHORITY FOR HMA SUB-GRANT AGREEMENT(S)
FOR THE BCWMC HYDROLOGIC AND HYDRAULIC MODEL CONVERSION AND UPDATE**

BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission (the "Commission"), that the Commission (the "Commission") may, if awarded funding for the aforementioned project, separately approve a sub-grant agreement with the Division of Homeland Security and Emergency Management and the Minnesota Department of Public Safety through the Hazard Mitigation Assistance program. Following such separate approval, the Commission chair shall be authorized to execute and sign such sub-grant agreement and any amendments thereto, as may be necessary to implement said project on the Commission's behalf.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 20th day of March, 2025.



Chair

ATTEST: 

DRAFT

BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
RESOLUTION NO. 25-08

A RESOLUTION ORDERING THE 2026 IMPROVEMENT, DESIGNATING ENTITY
RESPONSIBLE FOR CONSTRUCTION, MAKING FINDINGS PURSUANT TO MINNESOTA
STATUTES, SECTION 103B.251, AND CERTIFYING COSTS TO HENNEPIN COUNTY

WHEREAS, on September 17, 2015, the Bassett Creek Watershed Management Commission (“Commission”) adopted the *Bassett Creek Watershed Management Commission, Water Management Plan, September 2015* (the “Plan”);

WHEREAS, the Plan, as amended since its adoption, includes a capital improvement program (“CIP”) listing capital projects in Table 5-3 of the Plan; and

WHEREAS, the CIP includes the following capital project for the year 2026: Flood Control Project Double Box Culvert Repair Project (FCP-1) (“2026 Project”); and

WHEREAS, the Plan specifies a county tax levy under Minnesota Statutes, section 103B.251 as a source of funding for the 2026 Project and two previously ordered projects: Bassett Creek Main Stem Restoration Project - Regent Ave to Golden Valley Rd (2024-CRM) and Plymouth Creek Restoration Project: Dunkirk Lane to 38th Ave. N. (2025CR-P); and

WHEREAS, on September 18, 2025, following published and mailed notice in accordance with the Commission’s Joint Power Agreement and Minnesota Statutes, section 103B.251, the Commission conducted a public hearing on the 2026 Project; and

WHEREAS, the 2026 Project will be conducive to the public health, promote the general welfare and is in compliance with Minnesota Statutes, sections 103B.205 to 103B.255 (the “Act”) and with the Plan as adopted and amended in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Bassett Creek Watershed Management Commission as follows:

1. The Flood Control Project Double Box Culvert Repair Project (FCP-1) is hereby ordered.
2. The total estimated cost for the Flood Control Project Double Box Culvert Repair Project is \$1,504,000. Of this amount, \$950,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2025 for collection in 2026. Additional funds of approximately \$554,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251, levied in 2026 for collection in 2027.
3. The cost of the Bassett Creek Main Stem Restoration Project - Regent Ave to Golden Valley Rd Project was partially paid from a county tax levy collected in 2024 and 2025 totaling \$1,087,500. Another \$500,000 will come from the City of Golden Valley and BCWMC closed project funds. Of the remaining estimated cost, \$653,500 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2025 for collection in 2026.

4. The cost of the Plymouth Creek Restoration Project: Dunkirk Lane to 38th Ave. N. Project was partially paid from a county tax levy collected in 2025 totaling \$1,300,000. The remaining estimated cost of the project is \$1,300,000. Of this amount, \$400,000 will come from a Clean Water Fund Grant from the State of Minnesota. The final \$900,000 will be paid from funds received from a county tax levy pursuant to Minnesota Statutes, section 103B.251 levied in 2025 for collection in 2026.
5. In light of the above, the total amount certified to Hennepin County for the 2026 Project and the two previously ordered projects referenced above is \$2,503,500 for payment by the County in accordance with Minnesota Statutes, section 103B.251, subdivision 6.
6. The Commission has received, accepted, and approved the feasibility report for the Flood Control Project Double Box Culvert Repair Project (FCP-1).
7. The costs of the aforementioned projects will be paid by the Commission up to the amount specified in paragraphs 2 - 4 above from proceeds received from Hennepin County pursuant to Minnesota Statutes, section 103B.251 and grant funding, if awarded. Additional costs may be paid by the city constructing the particular project, but no additional costs will be charged to the Commission or other members of the Commission.
8. The Commission is the entity responsible for contracting for the construction of the Flood Control Project Double Box Culvert Repair Project (FCP-1). Contracts for construction shall be let in accordance with the requirements of law applicable to the Commission.

Adopted by the Board of Commission of the Bassett Creek Watershed Management Commission the 18th day of September 2025.

Catherine Casnik

Chair

ATTEST:  Judi Poshin (09/22, 2025 16:38:50 CDT)

Secretary

Appendix C
2025 Website Usage Report

DRAFT



BCWMC Website Traffic Summary *New analytics version as of July 1, 2022

Total users
10,335

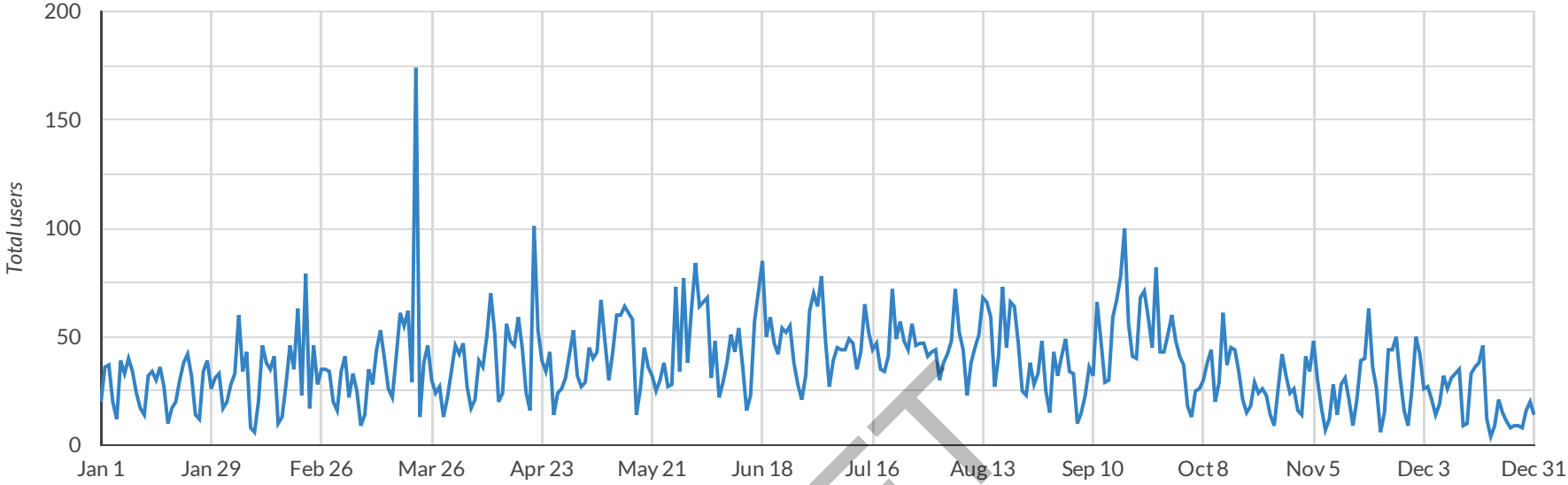
New users
9,970

Engaged sessions
8,382

Views
28,346

Average session duration
00:00:59

Users per Day



Referrals & Social Media Sources

	Session source	Engaged sessions
1.	plymouthmn.gov	57
2.	goldenvalleymn.gov	43
3.	mprnews.org	32
4.	westopolis.org	24
5.	cityofmedicinelake.com	22
6.	epermits.logis.org	17
7.	metro council.maps.arcg...	16

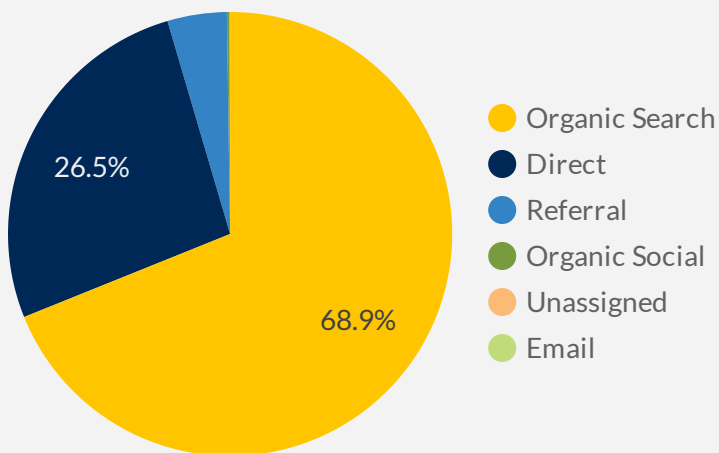
1 - 10 / 70

Sessions by Regional Cities (MN)

	City	Engaged...	Total users
1.	Minneapolis	1,637	1,881
2.	Eden Prairie	633	158
3.	Saint Paul	398	368
4.	Plymouth	394	355
5.	Golden Valley	369	244
6.	Edina	333	86
7.	Minnetonka	125	128
8.	Maple Grove	106	142
9.	St. Louis Park	100	96
10.	Burnsville	96	39
11.	Brooklyn Park	77	74
12.	Roseville	75	70
13.	Crystal	67	68
14.	Robbinsdale	58	65
15.	New Hope	52	60
16.	Richfield	50	54
17.	Blaine	43	45

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Sessions by Acquisition Type





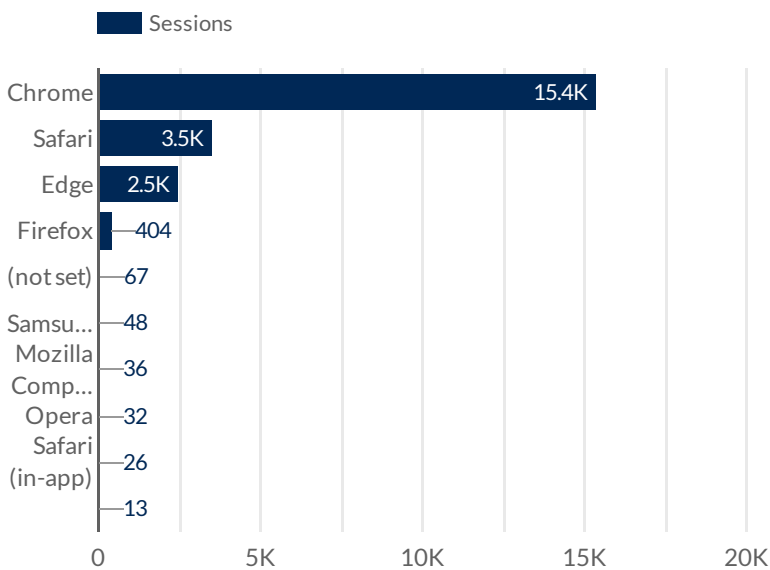
BCWMC Website Traffic Summary

Top Pages/Page Views

	Page path	Views
1.	/	5,526
2.	/document/meeting-materials-minu	1,324
3.	/index.php	1,315
4.	/meeting-events	1,092
5.	/projects	981
6.	/lakes-streams/medicine-lake	977
7.	/lakes-streams	881
8.	/about/our-members	856
9.	/lakes-streams/twin-lake	836
10.	/lakes-streams/sweeney-lake	810
11.	/lakes-streams/parkers-lake	792
12.	/document/2025-plan-update	779
13.	/lakes-streams/plymouth-creek	668
14.	/developer/standards-requirements	634
15.	/document/wmp-plans	591
16.	/lakes-streams/main-stem-bassett-creek	581
17.	/login	466
18.	/haha-wakpadan-indigenous-culture	462

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Sessions by browser



Sessions by Device Type

