



Bassett Creek Watershed Management Commission

Regular Meeting
Wednesday, November 19, 2025

8:30 a.m.

Medicine Lake Room
Plymouth City Hall
3400 Plymouth Blvd. Plymouth MN

Listen via Zoom:

<https://plymouthmn.gov.zoom.us/meeting/register/tZcodOCvrj8rHtZJzvg6hib82UqHHvF4ft3#/registration>

MEETING AGENDA

1. CALL TO ORDER and ROLL CALL

2. **PUBLIC FORUM ON NON-AGENDA ITEMS** – *Members of the public may address the Commission about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 minutes are not needed for the Forum, the Commission will continue with the agenda. The Commission will take no official action on items discussed at the Forum, except for referral to staff or a Commissions Committee for a recommendation to be brought back to the Commission for discussion/action.*

3. APPROVAL OF AGENDA

4. CONSENT AGENDA (10 minutes)

- A. Approval of Minutes – October 16, 2025 Commission Meeting
- B. Acceptance of November Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – October 2025 Administration
 - ii. Keystone Waters, LLC – October 2025 Administrative Expenses
 - iii. Barr Engineering – October 2025 Engineering Services
 - iv. Triple D Espresso – November Meeting Catering
 - v. City of Plymouth – October 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services (2)
 - vii. Stantec – WOMP Services
 - viii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - ix. HDR – Website Update Project
- D. Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers
- E. Approval of Recommendations from Technical Advisory Committee
- F. Approval of Reimbursement Agreement with Breck School
- G. Approval of Reimbursement Agreement with Hennepin County for Parkers Lake Chloride Reduction Project Activities

5. BUSINESS

- A. Consider Approval of 90% Design Plans for Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP) (30 min)
- B. Consider Approval of Engineering Services Scope of Work for Double Box Culvert Repair Project (FCP-1) (20 min)

- C. Consider Approval of Recommendations from Plan Steering Committee (20 min)
 - i. Responses to Comments from 60-day Review
 - ii. Revisions to 10-year Goals
 - iii. Set Public Hearing for December 18, 2025
- D. Appoint Delegates to Minnesota Watersheds Annual Meeting (10 min)
 - i. Conference Program
 - ii. Business Meeting Packet
 - iii. Region 3 Caucus Packet

6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report
 - i. [Winter Salt Week](#) January 26 – 30, 2025
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
 - i. Keep It Clean Grant Application for Medicine Lake
 - ii. Plymouth Creek Restoration Project Public Open House
- H. Committees
 - i. Administrative Services Committee Meeting Nov 20

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices Minnetonka and Plymouth

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Administrative Services Committee Meeting: Thursday, November 20th 1:00 p.m. Brookview
- MN Watersheds Annual Conference and Meeting: December 2 – 5, Nisswa, MN
- BCWMC Commission Meeting: Thursday, December 18th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: November 12, 2025

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 11/19/25 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
 - A. Approval of Minutes – October 16, 2025 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of November Financial Report - **ACTION ITEM with attachment**
 - C. Approval of Payment of Invoices - **ACTION ITEM attachments available upon request – I reviewed the following invoices and recommend payment. Commission Treasurer Polzin reviewed Keystone Waters invoices.**
 - i. Keystone Waters, LLC – October 2025 Administration
 - ii. Keystone Waters, LLC – October 2025 Administrative Expenses
 - iii. Barr Engineering – October 2025 Engineering Services
 - iv. Triple D Espresso – November Meeting Catering
 - v. City of Plymouth – October 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services (2)
 - vii. Stantec – WOMP Services
 - viii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - ix. HDR – Website Update Project
 - D. Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers – **ACTION ITEM with attachment (full document online) – In accordance with the Operation and Maintenance Manual for the Bassett Creek Flood Control Project (FCP), an annual inspection of the FCP features was completed by Commission Engineers. Staff recommends approval to submit the inspection report to the appropriate entities. The municipalities are responsible for routine maintenance and repair of the FCP features located within their city and are responsible for submitting the completed FCP Maintenance Record from the previous year's inspection.**
 - E. Approval of Recommendations from Technical Advisory Committee – **ACTION ITEM with attachment – The TAC met on November 5th, primarily to discuss next steps resulting from the Street Sweeping Prioritization Study. Their meeting notes and recommendations are attached here. Staff recommends approval.**
 - F. Approval of Reimbursement Agreement with Breck School – **ACTION ITEM with attachment – The Breck School is currently planning for redevelopment and expansion of their campus in Golden Valley. Extensive floodplains, multiple wetlands, the Sweeney Branch of Bassett Creek, and high groundwater make this a challenging site to manage stormwater and mitigate for floodplain and wetland impacts. As with Fruen Mill, the Breck School team requests potentially extensive input,**

review, and discussions with Commission Engineers prior to submitting a formal application. They are willing to reimburse the Commission for this expense. Commission Attorney Anderson drafted the attached reimbursement agreement which was also reviewed by Breck representatives. Staff recommends approval.

- G. Approval of Reimbursement Agreement with Hennepin County for Parkers Lake Chloride Reduction Project Activities – **ACTION ITEM with attachment** – *In March, the Commission approved a contract with Bolton & Menk for outreach and training related to the Parker’s Lake Chloride Reduction Project for \$16,900. That work is ongoing, and the expenses are eligible to be reimbursed from Watershed Based Implementation Funding held by Hennepin County. In all, there is a total of \$30,000 in grant funding available for chloride-reduction work in the Parkers Lake subwatershed. This agreement, which was reviewed by Commission Attorney Anderson, allows for reimbursement to the Commission from the County in order to utilize the available grant funding.*

5. BUSINESS

- A. Consider Approval of 90% Design Plans for Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP) (30 min) – **ACTION ITEM with attachment** – *The 50% designs for [this project](#) were approved at the July meeting and the project budget and funding sources were discussed at the August meeting. The Commission Engineers, Golden Valley staff, and I have met weekly as work towards 90% plans progressed. A public open house was held on October 30th and easement/access discussions are ongoing with multiple landowners. Staff recommends approval of the 90% plans and direction to complete plans to 100% for bidding and construction. I will bring a report on project budget status and funding sources to the December meeting.*
- B. Consider Approval of Engineering Services Scope of Work for Double Box Culvert Repair Project (FCP-1) (20 min) – **ACTION ITEM with attachment** – *The Commission approved the [feasibility study](#) for this project in June and officially ordered this project in September. The Commission is implementing this entire project (rather than entering an implementation agreement with a member city). Staff recommends approval of the attached scope and budget from the Commission Engineer for engineering services including project coordination, design, bidding, construction oversight, and reporting.*
- C. Consider Approval of Recommendations from Plan Steering Committee (20 min) – **ACTION ITEM with attachments** - *The BCWMC Plan Steering Committee (PSC) met on October 8, October 15, and November 5 to review comments on the draft Watershed Management Plan submitted during the 60-day review period and to draft responses. Comments were received from multiple partners and agencies. The Commission must respond to each comment in writing. Please see the attached memo with PSC recommendations, along with proposed responses to comments in 5Ci, and revisions to 10-year goals in 5Cii.*
- i. Responses to Comments from 60-day Review
 - ii. Revisions to 10-year Goals
 - iii. Set Public Hearing for December 18, 2025

- D. Appoint Delegates to Minnesota Watersheds Annual Meeting (10 min) – **ACTION ITEM with attachment** – *The MN Watersheds annual conference and meeting is December 3 – 5 in Nisswa, MN. The Commission should appoint two delegates and one alternate delegate to attend the Region 3 caucus meeting on Wednesday December 3rd (4:00 p.m.) and the business meeting on Friday December 5th (8:00 a.m.).*
- i. Conference Program
 - ii. Business Meeting Packet
 - iii. Region 3 Caucus Packet

6. COMMUNICATIONS (15 minutes)

- A. Administrator’s Report – **INFORMATION ITEM with attachment**
 - i. Winter Salt Week January 26 – 30, 2025
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
 - ii. Keep It Clean Grant Application for Medicine Lake
 - iii. Plymouth Creek Restoration Project Public Open House
- H. Committees
 - i. Administrative Services Committee Meeting Nov 20

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices Minnetonka and Plymouth

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Administrative Services Committee Meeting: Thursday, November 20th 1:00 p.m. Brookview
- MN Watersheds Annual Conference and Meeting: December 2 – 5, Nisswa, MN
- BCWMC Commission Meeting: Thursday, December 18th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

Draft Minutes of Regular Meeting

Thursday, October 16, 2025

8:30 a.m.

7800 Golden Valley Road, Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On September 18, 2025 at 8:32 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	Terri Schultz	<i>Absent</i>
Golden Valley	Paula Pentel	Wendy Weirich	Michael Ryan
Medicine Lake	<i>Absent</i>	Shaun Kennedy	<i>Absent</i>
Minneapolis	Jodi Polzin	<i>Vacant</i>	Liz Stout
Minnetonka	<i>Vacant</i>	<i>Vacant</i>	<i>Absent</i>
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	Wayne Sicora	<i>Vacant</i>	Richard McCoy
St. Louis Park	<i>Absent</i>	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson, Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Jeff Madejczyk and Quentin Scott, Moore Engineering		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

MOTION: Commissioner Pentel moved to approve the agenda as presented. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and St. Louis Park were absent from the vote.

4. CONSENT AGENDA

Administrator Jester removed items 4B and 4Cx from the consent agenda due to changes to the financial report and some invoices.

MOTION: Commissioner Gwin-Lenth moved to approve the consent agenda as amended. Alternate Commissioner Kennedy seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and St. Louis Park were absent from the vote.

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

- Approval of Payment of Invoices
 - Keystone Waters, LLC – September 2025 Administration
 - Keystone Waters, LLC – September 2025 Administrative Expenses
 - Barr Engineering – September 2025 Engineering Services
 - Triple D Espresso – October Meeting Catering
 - City of Plymouth – September 2025 Accounting Services
 - Kennedy & Graven – Legal Services
 - Stantec – WOMP Services
 - Bolton & Menk – Parkers Lake Chloride Reduction Project
 - Metro Blooms – Support for Projects in MPLS
- Approval of Final Report for DeCola Ponds B&C Improvement Project (BC-2,3,8)
- Approval of Memorandum of Understanding with WMWA Partners for Website Development

4B Approval of October Financial Report

4Cx Ĥaĥá Wakpádaŋ Water Blessing Event Support and Services

Administrator Jester reminded commissioners that at their meeting in May, the Commission approved an Education Committee recommendation to contribute up to \$1,000 for the water blessing event. She reported that after meeting materials went out, there were minor revisions to the invoices related to the water blessing event which also resulted in a minor change to the financial report. She reviewed the revisions on the screen.

MOTION: Commissioner Polzin moved to approve the updated October financial report and invoices related to the Ĥaĥá Wakpádaŋ Water Blessing Event. Commissioner Pentel seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and St. Louis Park were absent from the vote.

5. BUSINESS

A. Consider Approval of 60% Design Plans for Phase I Plymouth Creek Restoration Project (2025-CRP)

Commission Engineer Johnson reminded commissioners that the feasibility study for this project was approved and the project was officially ordered in 2024 along with an agreement for the city to design and construct. She reported that the city hired Moore Engineering to complete the designs and that the project was broken into two phases. She noted that 60% designs for the first phase were reviewed by the Commission Engineer and compared to the feasibility study. Commission Engineer Johnson reviewed the project goals as outlined in the feasibility study and outlined some areas of difference between the submitted 60% design plans and recommendations from the feasibility study. She noted that additional erosion since the 2023 field survey resulted in some changes to the design. She also noted there is more hard armoring and less bioengineering in the proposed 60% design than in the feasibility study. Commission engineer Johnson reviewed in-stream features, tree removals, and other elements of the project. She noted that estimated construction costs are in line with estimates developed as part of the feasibility study.

Commission engineer Johnson noted that many of the comments and recommendations in the review memo are simply reminders of items that are needed for the 90% design plans. There was a question about the city's plans to replace trees that are removed. TAC member Scharenbroich noted that most trees will not be replaced which allows for more light to reach the understory for new native plantings. There was discussion about an upcoming public open house, and discussion on the reduction in VRSS techniques as compared to the feasibility study. The city indicated that one of their motivations when considering restoration techniques is a desire to minimize impacts to surrounding properties. It was noted the city is willing to use fieldstone rather than angular rock in most places where rock is needed.

Moore engineers described the cultural desktop analysis and there was a discussion about whether the Commission Engineer's comments and conditions were too prescriptive. Moore engineers noted that they can address all of the comments and that none were too restrictive.

MOTION: Commissioner Polzin moved to approve the 60% designs with Commission Engineer's conditions with direction to proceed to 90% designs. Alternate Commissioner Kennedy seconded the motion. Upon a vote, the motion carried 7-0 with the cities of Minnetonka and St. Louis Park absent from the vote.

B. Consider Budget Amendment for Engineering Services for Schaper Pond Effectiveness Monitoring

Commission Engineer Johnson outlined a request for a budget amendment to the engineering services and monitoring activities for the Schaper Pond effectiveness monitoring program. She noted that considerable out of scope work was needed to adjust to new conditions and to continue monitoring. She reviewed the budget status including potential 2026 carp survey work. In answering a question, she described that grab samples are being collected from all inlets and at the pond's outlet. She reviewed the need to remove equipment from one of the inlets due to a compromised manhole structure.

MOTION: Commissioner Pentel moved to approve the budget amendment for the Schaper Pond Effectiveness Monitoring. Commissioner Polzin seconded the motion. Upon a vote the motion carried 7-0 with the cities of Minnetonka and St. Louis Park absent from the vote.

C. Receive Update on Comments Received on Draft Watershed Management Plan

Plan Steering Committee Chair Kennedy gave a status update, noting the many good comments received on the draft plan during the 60-day review period. Administrator Jester reviewed the most significant comments, noting that many of them dealt with the measurability of the 10 year goals. She also reviewed the next steps with regards to responding to comments, holding a public hearing, and submitting the final draft for 90 day review. Commissioner Gwin-Lenth thanked the committee for all of their hard work

D. Consider Approval of Attendance at Minnesota Watersheds Annual Meeting and Conference

Administrator Jester reported that the annual Minnesota Watersheds conference and meeting will be held in early December in Nisswa MN. She outlined a recommendation to allow up to three commissioners or alternate commissioners to attend the meeting, in addition to herself. Chair Cesnik and Alternate Commissioner Kennedy noted their possible desire to attend. Commissioner Sicora noted he may attend through his place of employment.

MOTION: Commissioner Pentel moved to approve attendance at the conference by Administrator Jester and up to 3 commissioners or alternates. Alternate Commissioner Kennedy seconded the motion. Upon a vote the motion carried with the cities of Minnetonka and St. Louis Park absent from the vote.

6. COMMUNICATIONS

A. Administrator's Report

- i. Reminder of November Wednesday Meeting Date and Location
- ii. Report on Fruen Mill Tour – Administrator Jester indicated she would put commissioners in touch with Graffiti Mill staff to schedule individual tours. She provided a brief update on the status of the project design.

- iii. Discuss Possible Extended Time Off – Administrator Jester noted her desire to travel to the Philippines to visit a friend for up to 3 weeks between the January and February Commission meetings. She noted there may be additional time required of Commission Engineers while she's gone but that she would not be billing much time so there should be a net savings.
- B. Engineer
 - i. Update on Bassett Creek Restoration Project Regent Ave. to Golden Valley Rd. – Engineer Johnson noted the 90% design plans will be presented at the November meeting; that permitting continues; and that a public meeting is scheduled for October 30th. She noted that additional budget may be requested at some point in the future for engineering services due to additional coordination with the city and discussion of the 50% designs at two Commission meetings; at this time, those additional costs are just being noted.
 - ii. Update FEMA Grant Application for Hydrologic & Hydraulic Model Update and Conversion Project – Engineer Johnson reported that additional revisions to the grant application were required.
- C. Legal Counsel – No report.
- D. Chair – Chair Cesnik reported on the Water Blessing event, noting it was well attended and the weather was perfect. Administrator Jester reported that Alternate Commissioners Leonardson and Weirich attended. She noted that engagement with attendees was high.
- E. Minnesota Watersheds
 - i. Reminder of Metro Watersheds Quarterly Meeting
Commissioner Hauer reported on her participation on the Legislative Committee and noted 2026 is a bonding year at the legislature.
- F. Commissioners
 - i. Report on Presentation to St. Louis Park Parks and Rec Advisory Commission – Alternate Commissioner gave a brief presentation about the Commission which was well received.
 - ii. Report on Háhá Wakpádaŋ Water Blessing Event
Commissioner Pentel asked that the Keep It Clean grant opportunity be sent to the Loppet Foundation.
- G. TAC Members – TAC members briefly reported on the Water Resources Conference. TAC member Scharenbroich reported he gave a presentation on the BCWMC's Four Seasons Area Water Quality Project. Administrator Jester was asked to send the conference abstracts to commissioners. Commissioner Sicora, a conference organizer, advocated for a speaker from the Indigenous community as the luncheon keynote.
- H. Committees – no report.

2. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. [MN Stormwater Research Council Fall Newsletter](#)
- E. [Keep it Clean Grants for Clean Up on Lake Ice from Winter Activities](#)
- F. WCA Notices Plymouth, Golden Valley, Minnetonka

7. ADJOURNMENT – The meeting adjourned at 9:56 a.m.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Administrator Jester
Date: November 12, 2025

RE: Invoices for November 19th BCWMC Meeting

I have reviewed invoices 3 – 9 listed below and attached here and I recommend payment by the Bassett Creek Watershed Management Commission at the November 19, 2025 regular meeting. Commission Treasurer Polzin reviewed invoices 1 and 2 and recommends payment.

	Vendor	Service	Amount
1	Keystone Waters, LLC	October 2025 Administration	\$7,215.00
2	Keystone Waters, LLC	October 2025 Administrative Expenses	\$311.57
3	Barr Engineering	October 2025 Engineering Services	\$135,960.81
4	Triple D Espresso	November Meeting Catering	\$197.53
5	City of Plymouth	October Accounting Services	\$1,374.00
6	Kennedy & Graven	Legal Services (2 invoices)	\$1,573.20
7	Stantec	WOMP Services	\$2,318.24
8	Bolton & Menk	Parkers Lake Chloride Reduction Project	\$307.50
9	HDR, Inc.	Website Update Project	\$1,212.37

Bassett Creek Watershed Management Commission						
Statement of Financial Position as of 10/31/2025						
Unaudited				400	100	
				Capital Improvement Projects	General Fund	TOTAL
ASSETS						
Current Assets						
Checking/Savings						
	·	102 · 4MP Fund Investment	3,501,986.62	572,725.79	4,074,712.41	
	·	103 · 4M Fund Investment	5,210,261.72	834,233.88	6,044,495.60	
		104 · US Bank Checking	0.00	-697.53	-697.53	
Total Checking/Savings				8,712,248.34	1,406,262.14	10,118,510.48
Accounts Receivable						
	·	111 · Accounts Receivable	0.00	0.00	0.00	
	·	112 · Due from Other Governments	0.00	0.00	0.00	
	·	113 · Delinquent Taxes Receivable	20,785.08	0.00	20,785.08	
Total Accounts Receivable				20,785.08	0.00	20,785.08
Other Current Assets						
	·	114 · Prepays	0.00	3,910.00	3,910.00	
	·	116 · Undeposited Funds	0.00	0.00	0.00	
Total Other Current Assets				0.00	3,910.00	3,910.00
Total Current Assets				8,733,033.42	1,410,172.14	10,143,205.56
TOTAL ASSETS				8,733,033.42	1,410,172.14	10,143,205.56
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
	·	211 · Accounts Payable	96,261.88	54,208.34	150,470.22	
Total Accounts Payable				96,261.88	54,208.34	150,470.22
Other Current Liabilities						
	·	212 · Unearned Revenue	200,000.00	0.00	200,000.00	
	·	251 · Unavailable Rev - property tax	20,785.08	0.00	20,785.08	
Total Other Current Liabilities				220,785.08	0.00	220,785.08
Total Current Liabilities				317,046.96	54,208.34	371,255.30
Total Liabilities				317,046.96	54,208.34	371,255.30
Equity						
	·	311 · Nonspendable prepays	0.00	3,910.00	3,910.00	
	·	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00	
	·	315 · Unassigned Funds	0.00	406,219.07	406,219.07	
	·	32000 · Retained Earnings	3,285,157.91	620,746.98	3,905,904.89	
Net Income				568,246.55	325,087.75	893,334.30
Total Equity				8,415,986.46	1,355,963.80	9,771,950.26
TOTAL LIABILITIES & EQUITY				8,733,033.42	1,410,172.14	10,143,205.56

Bassett Creek Watershed Management Commission						
Statement of Revenues, Expenditures, and changes in Fund Balance - General Fund			10/31/2025			
Unaudited						
		Annual Budget	October	November	Year to Date	Budget Balance
Ordinary Income/Expense						
Income						
	411 · Assessments to Cities	662,888.00	0.00	0.00	662,887.00	1.00
	412 · Project Review Fees	70,600.00	0.00	0.00	35,992.50	34,607.50
	413 · WOMP Reimbursement	5,000.00	0.00	0.00	4,500.00	500.00
	414 · Grants	0.00	0.00	0.00	0.00	0.00
	415 · Investment earnings	44,000.00	35,167.15	0.00	309,752.96	-265,752.96
	416 · Transfer from CIP and LT Accounts	50,570.00	0.00	0.00	0.00	50,570.00
	417 · Sampling and Analysis	0.00	0.00	0.00	1,277.00	-1,277.00
	Total Income	833,058.00	35,167.15	0.00	1,014,409.46	-181,351.46
Expense						
1000 · Engineering						
	1010 · Technical Services	133,000.00	7,798.50	8,904.90	99,306.40	33,693.60
	1020 · Development/Project Reviews	82,500.00	1,169.00	717.00	48,582.50	33,917.50
	1030 · Non-fee and Preliminary Reviews	23,000.00	1,748.00	1,630.50	15,940.50	7,059.50
	1040 · Commission and TAC Meetings	10,700.00	645.00	645.00	13,045.30	-2,345.30
	1050 · Surveys and Studies	7,000.00	0.00	0.00	0.00	7,000.00
	1060 · Water Quality / Monitoring	133,500.00	6,148.53	5,363.43	105,217.02	28,282.98
	1070 · Water Quantity	8,250.00	1,100.00	550.00	6,950.60	1,299.40
	1080 · Annual Flood Control Inspection	45,000.00	13,579.49	6,724.10	36,623.09	8,376.91
	1090 · Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00
	1100 · Watershed Outlet Monitoring Progra	29,300.00	1,545.60	2,318.24	23,473.44	5,826.56
	1110 · Annual XP-SWMM Model Updates	0.00	0.00	0.00	0.00	0.00
	1120 · APM/AIS Work	40,000.00	0.00	0.00	2,150.00	37,850.00
	Total 1000 · Engineering	514,250.00	33,734.12	26,853.17	351,288.85	162,961.15
2000 · Plan Development						
	2010 · Next Gen Plan Development	75,000.00	226.50	8,333.00	73,010.00	1,990.00
	Total 2000 · Plan Development	75,000.00	226.50	8,333.00	73,010.00	1,990.00
3000 · Administration						
	3010 · Administrator	75,088.00	4,641.00	5,460.00	49,408.63	25,679.37
	3015 · Additional Staff	10,000.00	0.00	0.00	0.00	10,000.00
	3020 · MAWD Dues	7,500.00	0.00	0.00	7,500.00	0.00
	3030 · Legal	24,300.00	2,427.30	1,573.20	17,540.70	6,759.30
	3040 · Financial Management	18,150.00	1,417.11	1,374.00	16,511.00	1,639.00
	3050 · Audit, Insurance & Bond	22,000.00	0.00	0.00	23,074.00	-1,074.00
	3060 · Meeting Catering	2,200.00	197.53	197.53	1,975.30	224.70
	3070 · Administrative Services	4,015.00	475.41	311.57	2,370.97	1,644.03
	Total 3000 · Administration	163,253.00	9,158.35	8,916.30	118,380.60	44,872.40
4000 · Education						
	4010 · Publications / Annual Report	1,300.00	0.00	0.00	929.50	370.50
	4020 · Website	12,000.00	0.00	1,212.37	7,414.17	4,585.83
	4030 · Watershed Education Partnership	14,850.00	4,000.00	0.00	7,850.00	7,000.00
	4040 · Education and Public Outreach	27,000.00	1,000.00	0.00	17,487.45	9,512.55
	4050 · Public Communications	1,200.00	0.00	0.00	250.64	949.36
	Total 4000 · Education	56,350.00	5,000.00	1,212.37	33,931.76	22,418.24
5000 · Maintenance						
	5010 · Channel Maintenance Fund	25,000.00	0.00	0.00	0.00	25,000.00
	5020 · Flood Control Project Long-Term Ma	35,000.00	0.00	0.00	0.00	35,000.00
	Total 5000 · Maintenance	60,000.00	0.00	0.00	0.00	60,000.00
6000 · Special Projects						
	6010 · Medicine Lake TMDL Assess	31,033.00	0.00	0.00	30,981.50	51.50
	6020 · Street Sweeping Prioritization Projec	48,494.00	0.00	0.00	39,692.00	8,802.00
	6030 · Bassett Creek Valley Floodplain Stu	85,400.00	5,341.00	2,130.00	11,929.50	73,470.50
	6040 · Northwood & Lost Lake TMDL Assis	39,500.00	3,984.00	6,763.50	30,107.50	9,392.50
	Total 6000 · Special Projects	204,427.00	9,325.00	8,893.50	112,710.50	91,716.50
	Total Expense	1,073,280.00	57,443.97	54,208.34	689,321.71	383,958.29

Bassett Creek Watershed Management Commission									
Actual vs Budget Year to Date Comparison - Construction in Progress 10/31/25									
Unaudited									
	Project Budget	October	Year to Date	Inception to Date Expense	Remaining Budget				
Ordinary Income/Expense									
Expense									
• 1000 · Engineering	0.00	0.00	0.00	0.00	0.00				0.00
• 2024CR-M · CIP-BS Main Stem Restore	1,941,000.00	33,102.30	317,588.14	415,767.53	1,525,232.47				
• 2026CR-P · Plymouth Creek Restor Dunk 38	2,600,000.00	342.50	10,789.00	119,050.58	2,480,949.42				
• BC-12 · CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	2,500.00	147,500.00				
• BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	7,500.00	592,500.00				
• BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	19,473.61	1,527,458.92	72,541.08				
• BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	84,049.39	1,215,950.61				
• BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	0.00	0.00	755,689.56	1,079,310.44				
• BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	4,101.50	21,711.00	1,611,244.34	1,147,755.66				
• BCP-2 · CIP- Basset Cr Pk & Winnetka	1,123,351.00	0.00	0.00	1,075,698.32	47,652.68				
• ML-12 · CIP-Medley Park Stormwater	1,500,000.00	0.00	118,890.48	1,358,137.20	141,862.80				
• ML-21 · CIP-Jevne Park Stormwater Mgmt	500,000.00	0.00	0.00	56,390.75	443,609.25				
• ML-22 · CIP-Ponderosa Wood Strm Restora	352,000.00	0.00	0.00	72,657.31	279,342.69				
• NL-2 · CIP-Four Seasons Mall	990,000.00	0.00	0.00	209,680.56	780,319.44				
• PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	717.50	8,375.00	245,941.62	239,058.38				
• SL-3 · CIP-Schaper Pond	612,000.00	7,330.10	41,030.34	579,560.30	32,439.70				
• SL-8 · CIP-Sweeney Lake WQ Improvement	568,080.00	0.00	0.00	568,064.13	15.87				
• TW-2 · CIP-Twin Lake Alum Treatment	163,000.00	0.00	0.00	91,037.82	71,962.18				
• CL-4 · CIP-Crane Lake Chloride Reduction P	0.00	1,977.50	13,993.10	65,763.54	-65,763.54				
• FCP-1 · CIP-Flood Control Project Double Bc	0.00	0.00	44,914.02	44,914.02	-44,914.02				
Total Expense	19,078,431.00	47,571.40	596,764.69	8,891,105.89	10,187,325.11				

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr) (Josh Phillips, Gabby Campagnola, Jim Herbert)
Subject: Item 4D: Bassett Creek 2025 Flood Control Project Inspection - BCWMC November 19, 2025 Meeting Agenda
Date: November 13, 2025
Project: 23270051.65 1080 001

4D Bassett Creek 2025 Flood Control Project Inspection

Background

In accordance with the Operation and Maintenance Manual for the Bassett Creek Flood Control Project (FCP), an annual inspection is required to review the condition of the FCP features. The FCP was turned over to the local sponsor during 2002. Therefore, inspection of the FCP features was initialized during the fall of 2002, which was the first formal inspection by the Bassett Creek Watershed Management Commission (BCWMC). Except as noted, the annual inspections have been performed from 2002 to 2025. Inspections were not performed during 2003, 2011, and 2013 due to BCWMC budget considerations. Some of the municipalities have performed independent inspections of several of the FCP structures. The municipalities are responsible for routine maintenance and repair of the BCWMC FCP features located within their city. The municipalities are also responsible for submitting the completed FCP Maintenance Record from the previous year's inspection. It is important that the BCWMC receive these records, as the inspection and reporting are essential to ensure the BCWMC/municipalities maintain their eligibility to receive federal funds to repair or replace FCP features in the event of a catastrophe.

Pursuant to BCWMC policy, the municipalities may request reimbursement from the BCWMC for major maintenance and repairs that exceed \$25,000. However, the municipalities must perform regular, routine maintenance and submit the required reporting before requesting and receiving BCWMC reimbursement. This will help prevent the situation wherein the BCWMC pays for maintenance work over \$25,000 because the municipalities neglected routine maintenance for several years. The BCWMC expects the municipalities to inform the Commission in advance (e.g., two years) of their request for reimbursement. The BCWMC will consider adding maintenance and repair projects that are more than \$100,000 to the BCWMC capital improvement program (CIP).

Table 1 provides examples of maintenance and repairs that are routine or major. In addition, the cities (or other road authority) where the FCP features are located are responsible for maintenance, repair, and replacement of road crossings and their corresponding conveyance structures, which were installed as part of the FCP.

The 2025 inspection comments and recommendations follow Table 1.

Table 1 Routine vs. Major Maintenance and Repair Items

Item #	Routine vs. Major Maintenance and Repairs— as Recommended by the TAC ¹ and approved by the BCWMC ²
Routine	
1	Vegetation: removal of trees, removal of brush, chemical treatment of stumps, control of noxious weeds, establish vegetation on bare areas
2	Removal of debris: woody debris, riprap, trash from channel, inlets, culverts
3	Repair erosion; channels, inlet and outlet structures, culvert ends
4	Repair/replace riprap: on inlet and outlet ends of culverts, channels, banks
6	Remove sediment from channels, structures, culverts, etc.
10	Repair/maintain guard rails, handrails, and fencing: remove rust, prime and paint, repair damaged rails and posts, replace rusted-out sections, repair cables, replace posts, repair chain link fence
12	Repair concrete pipe: repair joints, tie-bolts, spalling, connection to culverts, breakage
13	Repair/replace catch basins, manholes, casting assemblies, grates
14	Repair/maintain debris barrier: removal of debris, repair cables, replace poles
15	Repair/maintain tunnel inlet trash rack: repair/replace trash rack rods (loose or broken, vandalized, bent)
16	Street repairs: pavement, curb and gutter, cracks, depressions, settlement
Major	
5	Repair/replace gabion baskets
7	Remove sediment/dredge ponds, basins, etc.
17	Tunnel repairs: concrete and other repairs to the new Bassett Creek tunnel
Could be major depending on extent	
5	Repair/replace gabion baskets
7	Remove sediment/dredge ponds, basins, etc.
17	Tunnel repairs: concrete and other repairs to the new Bassett Creek tunnel

[1] Based on needed repairs identified during 2016 RCP inspection.
 [2] Per BCWMC actions at their May 19, 2016 and July 21, 2016 meetings.

Note: references to “right” and “left” are with respect to facing downstream.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Laura Jester, Administrator on behalf of BCWMC Technical Advisory Committee
Date: November 11, 2025

RE: Technical Advisory Committee Recommendations

The BCWMC Technical Advisory Committee (TAC) met on November 5, 2025 to discuss next steps resulting from the Street Sweeping Prioritization Study, consider a request from the City of Plymouth to cost share the purchase of monitoring equipment for Medicine Lake, and hear about activities related to the West Metro Water Alliance and Watershed Based Implementation Funds.

Attendees at the TAC meeting included:

City/Partner	Technical Advisory Committee Members and Others
Crystal	Jesse Struve
Golden Valley	Michael Ryan and Emma Rakestraw
Medicine Lake	Susan Weise
Minneapolis	None
Minnetonka	Eric Eckman
New Hope	Nick Macklem
Plymouth	Ben Scharenbroich
Robbinsdale	Jenna Wolf
St. Louis Park	Erick Francis
Others	Administrator Jester, Commission Engineer Johnson, Commissioner Pentel

TAC Chair Scharenbroich opened the meeting at 10:32. Introductions were made around the room. He requested the addition of an agenda item related to the purchase of monitoring equipment for Medicine Lake.

1. MEDICINE LAKE MONITORING EQUIPMENT

TAC Chair Scharenbroich reported that the City of Plymouth would like a way for the public to see Medicine Lake water levels in real time to inform the public on periods of wake restrictions. He reported on equipment called LAKESCOUT that could be used throughout the year to monitor lake levels and surface temperatures; results would be accessible via an online dashboard. He noted the city would purchase the equipment and is requesting funding from partners including the BCWMC. There was discussion about the various parameters, aside from water level, that could be added to the equipment for continuous monitoring. It was noted that the most beneficial data for monitoring lake dynamics comes from readings throughout the water column rather than only at the surface. TAC member Wiese indicated the City of Medicine Lake is interested in anything that would help keep the public informed. After more discussion, members agreed the primary benefit of the equipment is for recreation and that the water level data is not inherently valuable to the BCWMC. TAC chair Scharenbroich withdrew his cost share request and noted the city will purchase the equipment and share the data with BCWMC, as desired.

2. DISCUSS NEXT STEPS RESULTING FROM STREET SWEEPING PRIORITIZATION ANALYSIS

Commission Engineer Johnson reminded TAC members that the Commission requested input from the TAC on how to utilize results of the street sweeping study to inform and improve street sweeping operations by member cities. She noted the draft 2026 watershed plan includes \$40,000/year starting in 2027 for implementing enhanced street sweeping activities. Administrator Jester noted City of Minneapolis staff weren't able to attend this meeting. She read an email from TAC member Stout that was primarily focused on implementing enhanced sweeping equitably, keeping in mind benefits of trash collection and beautification in low income areas of the city. TAC members indicated they would like to stay focused on the nutrient reductions related to sweeping.

Commissioner Pentel noted that other city staff (for example, city managers) may need to receive the study results to effectively advocate for improved sweeping operations through public works departments. Engineer Johnson asked what data, documents, presentations, meeting assistance, etc. is needed by cities to foster internal discussions and improve sweeping operations. TAC members noted that the final project report, GIS data, maps, cost benefit information, and previously developed presentations would be helpful. No city requested assistance with meetings or development of additional documents or presentations.

There was a discussion about the primary barriers reported by cities to performing enhanced sweeping. It was noted that the study found barriers to be disposal, staff shortages, and costs. There was discussion about where each of the cities haul their fall sweeping debris. Most of the cities answered that they haul their sweepings away. The City of Plymouth brings street sweepings to their Yard Waste Site, which has limits to its capacity. TAC member Scharenbroich noted that the city is currently reviewing their yard waste processing procedures. When discussing barriers with staff capacity, the group agreed that \$40,000/year would not be enough to supplement additional sweeping across even one city.

There was acknowledgement of the benefits of enhanced sweeping but differing views among TAC members on the equity of providing funding for one city to do the same amount of sweeping that another city is already doing. In the end, there was consensus that BCWMC funds should not be spent to augment member cities' current sweeping operations.

There was agreement that cost sharing equipment upgrades is a good use of Commission funding. Some TAC members advocated for regular updates to the street sweeping study as conditions change. The TAC reviewed/discussed possible changes to the existing BCWMC policy on use of CIP funds for capital equipment purchases (see recommendation below). There was also a brief discussion on the need for additional empirical data to help further validate modeled sweeping results and the value that additional empirical data might provide in helping cities to report on street sweeping for credits toward waste load allocations from TMDLs. TAC member Ryan indicated Golden Valley will have data on recent sweeping operations this fall.

RECOMMENDATION: The TAC recommends that BCWMC funding slated for improved street sweeping not be used to augment city sweeping activities and, instead, be used to cost share equipment upgrades. The TAC recommends minor changes to the BCWMC policy on use of CIP funds for capital equipment purchases (shown on following page). The TAC also recommends that the Commission consider periodic updates to the Street Sweeping Prioritization Study as conditions change and new information becomes available.

3. RECEIVE INFORMATION & PROVIDE FEEDBACK ON MULTI-FAMILY HOUSING PROJECT

Administrator Jester reported the BCWMC has \$44,000 in Watershed Based Implementation Funds for a small-scale BMP at a multi-family housing property to be implemented by Hennepin County. She noted county staff are drafting an RFP for a contractor to evaluate potential properties, engage with residents and property owners about potential designs/project components, and complete the design work. Project construction would be a separate phase. She asked if cities know of contractors who should receive the RFP and potential properties that might be good candidates for the project. She noted additional funding will be needed for the construction phase, which may need to come from cities. TAC members provided a list of contractors that might be interested in receiving the RFP. TAC member Ryan reported Golden Valley is planning some affordable housing and may be able to provide funds for this type of project.

4. FUTURE of WEST METRO WATER ALLIANCE – ALL PARTNER STRATEGIC PLANNING MEETING

Administrator Jester reminded TAC members about an upcoming meeting on the future of WMWA and encouraged attendance.

BCWMC Capital Improvement Program

Policy on Use of CIP Funds for City Equipment Purchase

Approved April 16, 2020 (Updated XX)

Capital equipment that has been demonstrated to reduce loading of TMDL pollutants such as TP, TSS, or chloride, may be eligible if the request meets the CIP “gatekeeper questions” in Policy 110 from the [2015 Bassett Creek Watershed Management Plan](#) and the following requirements are met:

- 1) The equipment is new and is an upgrade to existing equipment in terms of effectiveness and/or efficiency. (Replacement of existing equipment is not eligible.)
- 2) The equipment will be used to undertake a new or expanded pollutant load-reducing activity to address specific water quality impairment(s).
- 3) Use of the equipment for the stated load reductions is supported by academic or governmental research.
- 4) The city agrees to document for at least five years the effectiveness of the capital equipment in achieving the stated load reductions. An agreement with the city will specify the documentation required.
- 5) For street sweeping equipment used to address a nutrient impairment, operation will be ~~scheduled~~ prioritized to maximize the collection of leaves and leaf litter debris in the fall, followed by sweeping of organic debris in the spring, followed by summer sweeping. Sweeping should be prioritized in ~~from~~ areas with high tree canopy cover that drain directly to high priority waterbodies (i.e., areas that do not drain first to a structural stormwater BMP). Priority subwatersheds for street sweeping to address nutrient loading to BCWMC priority waterbodies are noted within the BCWMC Street Sweeping Prioritization Study (2025, or as updated-version).
- 6) The amount of funding to be provided will be based on the percentage of the city’s total area within the watershed (see Table 1). The maximum funding will be the percentage in Table 1 multiplied by the total equipment cost.
- 7) Funding will only be provided for initial equipment purchase and not operational costs or maintenance.

Member City	Percentage of City Area in BCWMC
Crystal	33.6
Golden Valley	100.0
Medicine Lake	100.0
Minneapolis	4.6
Minnetonka	6.0
New Hope	38.3
Plymouth	51.2
Robbinsdale	18.0
St. Louis Park	10.8

Examples of equipment purchase that may be eligible include equipment to begin or expand pre-wetting or anti-icing, or adding or upgrading to a regenerative air street sweeper. Only the incremental cost of such an upgrade would be eligible for cost share.

**BASSETT CREEK WATERSHED MANAGEMENT COMMISSION
PRE-APPLICATION REIMBURSEMENT AGREEMENT**

This Pre-Application Reimbursement Agreement (“Agreement”) is entered into as of the _____ day of _____, 2025, by and among the Bassett Creek Watershed Management Commission, a municipal joint powers entity established under the laws of the State of Minnesota (“Commission”), and Breck School, a Minnesota nonprofit corporation (the “Owner”).

Recitals

- A. The Owner seeks to pursue and undertake a site improvement project on its property located in Golden Valley, Minnesota (the “Project”), which as contemplated will eventually require submission of a development review application to the Commission pursuant to the Commission’s Requirements for Improvements and Development Proposals. The Project is proposed to be on the Owner’s property located at 123 Ottawa Avenue North and 200 Lilac Drive North, Golden Valley, Minnesota (Hennepin County PIDs 1902924340019 and 1902924330017).
- B. Prior to finalizing redevelopment plans and submitting a development review application for the Project, and because of the complexity of the Project, the Owner seeks review and assistance from the Commission engineer related directly to the Project’s planning and development (“Professional Costs”). Because there is no pending application yet, said Professional Costs fall outside of the Commission’s general fee/reimbursement structure.
- C. Notwithstanding for foregoing, and in order to facilitate the aforementioned pre-application review and work by the Commission engineer, the parties desire to enter into this Agreement to ensure that the Commission will be reimbursed for its actual Professional Costs incurred and related to the Project.

Agreement

The parties to this Agreement hereby agree as follows:

- 1. **Reimbursement Required.** The Owner agrees to fully reimburse the Commission for the Professional Costs the Commission incurs related to the Project, along with the costs incurred by the Commission in drafting this Agreement (collectively, the “Reimbursable Costs”). To that end, the Owner shall reimburse the Commission in full for such Reimbursable Costs within 30 days of receipt of any invoice from the Commission. The Commission will endeavor to provide invoices for Reimbursable Costs to the Owner on a monthly basis. The Commission will not incur Reimbursable Costs in excess of \$10,000 without prior written authorization of the Owner, provided, however, that the Owner understands that if such authorization is not provided, the Commission will not authorize its engineer to perform any additional work related to the Project. Should the Owner fail to fully reimburse the Commission for any Reimbursable Costs as required herein, the Commission may exercise any other remedy available to it, in law or equity, to recover such costs from the Owner, including, without limitation, Minn. Stat. § 514.67.
- 2. **No Obligation.** The Commission desires to facilitate projects that are proposed in a way consistent with its review standards; however, the Commission entering into this Agreement does not obligate it to provide any particular level or timing of service, either directly or through its consultants, and such services shall in no way give rise to any guarantees or warranties. Furthermore, by entering into this Agreement the Commission is not expressly or implicitly agreeing to approve any proposals or applications which the Owner or its affiliates may submit to the Commission, whether

related to the Project or otherwise. Any such proposals and requests will need to be processed and acted on in accordance with the Commission's established procedures and regulations.

3. Term and Termination. This Agreement is effective as of the date first written above and will terminate on the earlier of two years from the effective date or the date that all obligations have been satisfactorily fulfilled. This Agreement may also be terminated upon 30 days' written notice by either party, or immediately upon mutual agreement of the parties. Termination of this Agreement will not relieve the Owner from its obligation to reimburse the Commission for its actual Reimbursable Costs incurred until the effective date of the termination.
4. Waiver. The failure by a party to insist in any one or more instances upon the performance of any term or condition of this Agreement shall not be construed as a waiver or relinquishment of the right to such performance, or to future performance, of such term or condition by the other party, and the obligation of both parties for performance of that term or condition shall continue in full force and effect.
5. Notices. Notice for purpose of this Agreement shall be sufficient if sent via certified mail to the other party at the following addresses:

To the Owner: Breck School
 Attn. Ted Forbath
 Chief Operating Officer
 123 Ottawa Avenue North
 Golden Valley, MN 55422

To the Commission: Bassett Creek Watershed Management Commission
 Attn: Administrator
 P.O. Box 270825
 Golden Valley, MN 55427

6. Severability. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part(s) which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to the parties.
7. Data Practices. The parties will comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, to the extent it applies to all data created, collected, received, stored, used, maintained, or disseminated in accordance with this Agreement.
8. Amendments and Assignments. The terms of this Agreement may be changed only by mutual agreement of the parties. Such changes shall be effective only on the execution of written amendment(s) signed by both parties. Neither party shall transfer its rights or obligations under this Agreement without the express written consent of the other party.
9. No Joint Venture; Liability; Rights. Nothing herein constitutes the creation of a joint venture or joint undertaking between the Commission and the Owner. The parties shall be responsible for their own acts and omissions and the results thereof to the extent authorized by law. This Agreement is simply providing a means for reimbursing the Commission for its Reimbursable Costs, as defined herein. Furthermore, nothing herein shall constitute, or be construed as constituting, a waiver of any limitation on, or exemption from, liability available to the

Commission under Minn. Stat. Chap. 466 or other law. Finally, this Agreement is not intended to confer any rights to third parties.

[signatures to follow]

IN WITNESS WHEREOF, the parties have duly affixed their signatures under hand and seal on this instrument as of the date first written above.

OWNER:

By: _____

Its: _____

COMMISSION:

By: _____
Chair

By: _____
Secretary

Contract No: _____

PERSONAL/PROFESSIONAL SERVICE AGREEMENT

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Department of Environment & Energy, 300 South Sixth Street, MC 679, Minneapolis, MN 55487 (“COUNTY”), and Bassett Creek Watershed Management Commision, P.O. Box 270825 Golden Valley MN 55427, a political subdivision of the state of Minnesota and a joint powers organization among nine cities including Crystal, Golden Valley, Medicine Lake, Minneapolis, Minnetonka, New Hope, Plymouth, Robbinsdale, and St. Louis Park (“CONTRACTOR”).

The parties agree as follows:

1. TERM AND COST OF THE AGREEMENT

This Agreement shall commence upon execution, and expire on 12/31/2026, unless terminated earlier in accordance with the provisions herein.

The total cost of this Agreement, including all reimbursable expenses, shall not exceed **Thirty Thousand Dollars and no/100 (\$30,000.00)**.

2. SERVICES TO BE PROVIDED

A. CONTRACTOR shall provide services as outlined in the scope of work in Attachment A, which includes working with Bolton and Menk and the Minnesota Pollution Control Agency to host a Smart Salting training and to work with target facilities in the Northern Subwatershed of Parkers Lake located in Plymouth, MN to improve chloride storage operations and help those operators implement Smart Salting best practices to reduce chloride runoff in the subwatershed.

The scope of services outlining the specific activities to be completed is more fully described in Attachment A.

CONTRACTOR may be reimbursed for any additional costs up to the \$30,000 total cost of this Agreement, to implement Smart Salting best practices including recommendations by Bolton and Menk after engaging facilities in consultations.

3. PAYMENT FOR SERVICES

CONTRACTOR shall be paid for services actually performed, in accordance with Attachment A (the subcontract between CONTRACTOR and Bolton and Menk for services, including Bolton and Menk’s hourly rates).

CONTRACTOR shall perform all services hereunder to the satisfaction of COUNTY, in accordance with the provisions herein, and in compliance with applicable law. If COUNTY determines that CONTRACTOR has not complied with the foregoing, COUNTY shall not have any obligation to pay CONTRACTOR for the non-complying services.

Payment for services shall be made directly to CONTRACTOR after completion of the services and upon the presentation of a claim as provided by law governing COUNTY's payment of claims and/or invoices. CONTRACTOR shall submit monthly invoices for services rendered on forms which may be furnished by COUNTY. Payment shall be made within thirty (30) days from receipt of the invoice.

Reimbursable expenses are limited to the actual cost for contract services (Attachment A).

Payments shall be made pursuant to the provisions herein and COUNTY's then applicable payment policies, procedures, rules and directions. COUNTY is not responsible for remedying fraudulent or unauthorized payments requested in CONTRACTOR's name.

Unless expressly approved in writing by COUNTY, CONTRACTOR shall not provide services under this Agreement without receiving a purchase order or purchase order number supplied by COUNTY. All invoices shall display a Hennepin County purchase order number and be emailed to OBF.Internet@hennepin.us or sent to the following central invoice receiving address: PO Box 1388, Minneapolis, MN 55440.

COUNTY may withhold from any payment due to CONTRACTOR any amount which is due and owing COUNTY under this or any other agreement between the parties due to overpayment or as a result of an audit.

4. PROFESSIONAL CREDENTIALS

CONTRACTOR shall provide all information requested by COUNTY to facilitate the verification of educational and professional credentials from primary sources. CONTRACTOR shall undergo a review of professional credentials as requested by COUNTY during the term of this Agreement.

5. INDEPENDENT CONTRACTOR

CONTRACTOR shall select the means, method, and manner of performing the services. Nothing is intended nor should be construed as creating or establishing the relationship of a partnership or a joint venture between the parties or as constituting CONTRACTOR as the agent, representative, or employee of COUNTY for any purpose. CONTRACTOR is and shall remain an independent contractor for all services performed under this Agreement. CONTRACTOR shall secure at its own expense all personnel required in performing services under this Agreement. CONTRACTOR's personnel and/or subcontractors engaged to perform any work or services required by this Agreement will have no contractual relationship with COUNTY and will not be considered employees of COUNTY. COUNTY shall not be responsible for any claims related to or on behalf of any of CONTRACTOR's personnel, including without limitation, claims that arise out of employment or alleged employment under the Minnesota Unemployment Insurance Law (Minnesota Statutes Chapter 268) or the Minnesota Workers' Compensation Act (Minnesota Statutes Chapter 176) or claims of discrimination arising out of

applicable law, against CONTRACTOR, its officers, agents, contractors, or employees. Such personnel or other persons shall neither accrue nor be entitled to any compensation, rights, or benefits of any kind from COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, workers' compensation, unemployment compensation, disability, severance pay, and retirement benefits.

6. NON-DISCRIMINATION

- A. In accordance with COUNTY's policies against discrimination, CONTRACTOR shall not exclude any person from full employment rights nor prohibit participation in or the benefits of any program, service or activity on the grounds of any protected status or class, including but not limited to race, color, creed, religion, national origin, sex, gender expression, gender identity, age, disability, marital status, sexual orientation, or public assistance status. No person who is protected by applicable law against discrimination shall be subjected to discrimination.
- B. COUNTY encourages CONTRACTOR to develop and implement a policy promoting diversity, equity, and inclusion in CONTRACTOR's workplace.

7. AFFIRMATIVE ACTION

Intentionally omitted.

8. INDEMNIFICATION

CONTRACTOR shall defend, indemnify, and hold harmless COUNTY, its present and former officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including attorney's fees, resulting directly or indirectly from any act or omission of CONTRACTOR, a subcontractor, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this Agreement, and against all loss by reason of the failure of CONTRACTOR to perform any obligation under this Agreement. For clarification and not limitation, this obligation to defend, indemnify and hold harmless includes but is not limited to any liability, claims or actions resulting directly or indirectly from alleged infringement of any copyright or any property right of another, the employment or alleged employment of CONTRACTOR personnel, the unlawful disclosure and/or use of protected data, or other noncompliance with the requirements of these provisions.

9. INSURANCE

CONTRACTOR warrants that it has a purchased insurance or a self-insurance program sufficient to meet its liability obligations and, at a minimum, to meet the maximum liability limits of Minnesota Statutes Chapter 466. This provision shall not be construed as a waiver of any immunity from liability under Chapter 466 or any other applicable law.

10. DUTY TO NOTIFY

CONTRACTOR shall promptly notify COUNTY of any demand, claim, action, cause of action or litigation brought against CONTRACTOR, its employees, officers, agents or subcontractors, which arises out of the services described in this Agreement. CONTRACTOR shall also notify COUNTY whenever CONTRACTOR has a reasonable basis for believing that CONTRACTOR and/or its employees, officers, agents or subcontractors, and/or COUNTY, might become the subject of a demand, claim, action, cause of action, administrative action, criminal arrest, criminal charge or litigation arising out of and/or related to the services described in this Agreement.

11. DATA, SYSTEMS, AND INTELLECTUAL PROPERTY

- A. CONTRACTOR, its officers, agents, owners, partners, employees, volunteers and subcontractors shall, to the extent applicable, abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA) and all other applicable law, rules, regulations and orders relating to data or the privacy, confidentiality or security of data. For clarification and not limitation, COUNTY hereby notifies CONTRACTOR that the requirements of Minnesota Statutes section 13.05, subd. 11, apply to this Agreement. CONTRACTOR shall promptly notify COUNTY if CONTRACTOR becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA or other data, data security, privacy or confidentiality laws, and shall also comply with the other requirements of this Section.

Classification of data, including trade secret data, will be determined pursuant to applicable law and, accordingly, merely labeling data as “trade secret” by CONTRACTOR does not necessarily make the data protected as such under any applicable law.

- B. In addition to the foregoing MGDPA and other applicable law obligations, CONTRACTOR shall comply with the following duties and obligations regarding County Data and County Systems (as each term is defined herein). As used herein, “County Data” means any data or information, and any copies thereof, created by CONTRACTOR or acquired by CONTRACTOR from or through COUNTY pursuant to this Agreement, including but not limited to handwriting, typewriting, printing, photocopying, photographing, facsimile transmitting, and every other means of recording any form of communication or representation, including electronic media, email, letters, works, pictures, drawings, sounds, videos, or symbols, or combinations thereof.

If CONTRACTOR has access to or possession/control of County Data, CONTRACTOR shall safeguard and protect the County Data in accordance with generally accepted industry standards, all laws, and all then applicable COUNTY policies, procedures, rules and directions. To the extent of any inconsistency between accepted industry standards and such COUNTY policies, procedures, rules and directions, CONTRACTOR shall

notify COUNTY of the inconsistency and follow COUNTY direction. CONTRACTOR shall immediately notify COUNTY of any known or suspected security breach or unauthorized access to County Data, then comply with all responsive directions provided by COUNTY. The foregoing shall not be construed as eliminating, limiting or otherwise modifying CONTRACTOR's indemnification obligations herein.

- C. COUNTY may, in its sole discretion, grant CONTRACTOR limited access to COUNTY computer/data systems, including but not limited to COUNTY computers, networks, databases, applications and/or environments, ("County Systems") exclusively for the purposes of performing services hereunder. County Systems may be owned by COUNTY or may be licensed by COUNTY from a third party. If COUNTY grants access to County Systems, CONTRACTOR and all CONTRACTOR personnel with access to County Systems: (i) shall secure and safeguard all access and authentication information related to County Systems, including but not limited to usernames, passwords, and other applicable authentication information related to County Systems access, ("Authentication Credentials"); (ii) shall not share or distribute Authentication Credentials with any individual; and (iii) shall comply with then applicable COUNTY data practices and security policies, procedures, rules and directions when accessing and using County Systems. Compliance with such requirements is supplemental to CONTRACTOR's duty to comply with applicable law and regulations and CONTRACTOR's ordinary duty of care in such situations.

For clarification and not limitation of the foregoing, CONTRACTOR's access to County Systems shall be subject to the following: (i) CONTRACTOR shall notify all personnel with access to County Systems of the obligations imposed by this Agreement; (ii) personnel performing on behalf of CONTRACTOR shall complete COUNTY approved data practices and security training as required by COUNTY; (iii) if CONTRACTOR utilizes its own systems, software or equipment in the performance of this Agreement, the same shall meet COUNTY's technical operating and security system requirements, including but not limited to installing and/or maintaining COUNTY approved firewalls, proxies, filters and other monitors and controls; (iv) CONTRACTOR shall immediately notify COUNTY of any known or suspected County System incidents or breaches, then comply with all responsive directions provided by COUNTY; and (v) if any CONTRACTOR personnel with access to County Systems no longer requires said access and/or is no longer performing services hereunder, CONTRACTOR shall immediately notify COUNTY and ensure that said individual no longer has access to County Systems, including but not limited to deleting, eliminating and destroying all Authentication Credentials. COUNTY may terminate, deny or revoke access to County Systems at any time and without notice. Any notice required by the foregoing shall be provided to the COUNTY Contract Administrator (as identified in the CONTRACT ADMINISTRATION provisions below).

- D. CONTRACTOR confirms, transfers, assigns, and conveys to COUNTY all right, title, and interest in all intellectual property which CONTRACTOR may create, conceive, develop, or originate for COUNTY, either individually or jointly with others, and which

arises out of the performance of this Agreement (“Work”), including but not limited to copyrights, patents, trade secrets, trademarks, service marks, and rights in data or other technology (“Intellectual Property Rights”). As applicable, Work shall be considered “works made for hire” as defined in the U.S. Copyright Act. To the extent any Work is not determined to be works made for hire, CONTRACTOR grants and assigns to COUNTY, without reservation, all right, title, and interest in and to said Work. As applicable and to the extent said grant and assignment does not convey all right, title, and interest to COUNTY, CONTRACTOR grants to COUNTY an unlimited, irrevocable, perpetual, royalty-free right and license to use, convey, and distribute the Work.

CONTRACTOR shall, upon request of COUNTY, execute all papers and perform all other acts necessary to assist COUNTY to establish, protect, and preserve COUNTY’s Intellectual Property Rights.

For clarification, each party shall retain ownership of intellectual property developed prior to or outside of this Agreement (“Pre-existing IP”). However, and as applicable, CONTRACTOR grants COUNTY a perpetual, irrevocable, royalty-free license to use Pre-existing IP for COUNTY’s business purposes.

CONTRACTOR warrants that, when legally required, CONTRACTOR shall obtain the written consent of both the owner and licensor to reproduce, publish, and/or use any material supplied to COUNTY including, but not limited to, software, hardware, documentation, and/or any other item. CONTRACTOR further warrants that any material or item delivered by CONTRACTOR will not violate the United States copyright law or any property right of another.

- E. Upon expiration or termination of this Agreement:
- (1) At the discretion of COUNTY and as specified in writing by the Contract Administrator, CONTRACTOR shall deliver to the Contract Administrator all County Data so specified by COUNTY.
 - (2) COUNTY shall have full ownership and control of all such County Data. If COUNTY permits CONTRACTOR to retain copies of the County Data, CONTRACTOR shall not, without the prior written consent of COUNTY or unless required by law, use any of the County Data for any purpose or in any manner whatsoever; shall not assign, license, loan, sell, copyright, patent and/or transfer any or all of such County Data; and shall not do anything which in the opinion of COUNTY would affect COUNTY’s ownership and/or control of such County Data.
 - (3) Except to the extent required by law or as agreed to by COUNTY, CONTRACTOR shall not retain any County Data that are confidential, protected, privileged, not public, nonpublic, or private, as those classifications are determined pursuant to applicable law. In addition,

CONTRACTOR shall, upon COUNTY's request, certify destruction of any County Data so specified by COUNTY.

12. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes section 16C.05, subd. 5, COUNTY, the State Auditor, or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CONTRACTOR and involve transactions relating to this Agreement. CONTRACTOR shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its expiration or termination.

13. SUCCESSORS, SUBCONTRACTING AND ASSIGNMENTS

- A. CONTRACTOR binds itself, its partners, successors, assigns and legal representatives to COUNTY for all covenants, agreements and obligations herein.
- B. CONTRACTOR shall not assign, transfer or pledge this Agreement and/or the services to be performed, whether in whole or in part, nor assign any monies due or to become due to it without the prior written consent of COUNTY. A consent to assign shall be subject to such conditions and provisions as COUNTY may deem necessary, accomplished by execution of a form prepared by COUNTY and signed by CONTRACTOR, the assignee and COUNTY. Permission to assign, however, shall under no circumstances relieve CONTRACTOR of its liabilities and obligations under the Agreement.
- C. CONTRACTOR shall not subcontract this Agreement and/or the services to be performed, whether in whole or in part, without the prior written consent of COUNTY. Permission to subcontract, however, shall under no circumstances relieve CONTRACTOR of its liabilities and obligations under the Agreement. Further, CONTRACTOR shall be fully responsible for the acts, omissions, and failure of its subcontractors in the performance of the specified contractual services, and of person(s) directly or indirectly employed by subcontractors. Contracts between CONTRACTOR and each subcontractor shall require that the subcontractor's services be performed in accordance with this Agreement. CONTRACTOR shall make contracts between CONTRACTOR and subcontractors available upon request. For clarification and not limitation of the provisions herein, none of the following constitutes assent by COUNTY to a contract between CONTRACTOR and a subcontractor, or a waiver or release by COUNTY of CONTRACTOR's full compliance with the requirements of this Section: (1) COUNTY's request or lack of request for contracts between CONTRACTOR and subcontractors; (2) COUNTY's review, extent of review or lack of review of any such contracts; or (3) COUNTY's statements or actions or omissions regarding such contracts.
- D. As required by Minnesota Statutes section 471.425, subd. 4a, CONTRACTOR shall pay any subcontractor within ten (10) days of CONTRACTOR's receipt of payment from

COUNTY for undisputed services provided by the subcontractor, and CONTRACTOR shall comply with all other provisions of that statute.

14. MERGER, MODIFICATION AND SEVERABILITY

- A. The entire Agreement between the parties is contained herein and supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.

CONTRACTOR and/or COUNTY are each bound by its own electronic signature(s) on this Agreement, and each agrees and accepts the electronic signature of the other party.

- B. Any alterations, variations or modifications of the provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties. Except as expressly provided, the substantive legal terms contained in this Agreement, including but not limited to Indemnification, Insurance, Merger, Modification and Severability, Default and Termination or Minnesota Law Governs may not be altered, varied, modified or waived by any change order, implementation plan, scope of work, development specification or other development process or document.
- C. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

15. DEFAULT AND TERMINATION

- A. If CONTRACTOR fails to perform any of the provisions of this Agreement, fails to administer the work so as to endanger the performance of the Agreement or otherwise breaches or fails to comply with any of the terms of this Agreement, it shall be in default. Unless CONTRACTOR's default is excused in writing by COUNTY, COUNTY may upon written notice immediately terminate this Agreement in its entirety. Additionally, failure to comply with the terms of this Agreement shall be just cause for COUNTY to delay payment until CONTRACTOR's compliance. In the event of a decision to withhold payment, COUNTY shall furnish prior written notice to CONTRACTOR.
- B. Notwithstanding any provision of this Agreement to the contrary, CONTRACTOR shall remain liable to COUNTY for damages sustained by COUNTY by virtue of any breach of this Agreement by CONTRACTOR. Upon notice to CONTRACTOR of the claimed breach and the amount of the claimed damage, COUNTY may withhold any payments to CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due COUNTY from CONTRACTOR is determined. Following notice from

COUNTY of the claimed breach and damage, CONTRACTOR and COUNTY shall attempt to resolve the dispute in good faith.

- C. The above remedies shall be in addition to any other right or remedy available to COUNTY under this Agreement, law, statute, rule, and/or equity.
- D. COUNTY's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- E. This Agreement may be terminated with or without cause by COUNTY upon thirty (30) days' written notice.
- F. If this Agreement expires or is terminated, with or without cause, by either party, at any time, CONTRACTOR shall not be entitled to any payment, fees or other monies except for payments duly invoiced for then-delivered and accepted deliverables/milestones pursuant to this Agreement. In the event CONTRACTOR has performed work toward a deliverable that COUNTY has not accepted at the time of expiration or termination, CONTRACTOR shall not be entitled to any payment for said work, including but not limited to incurred costs of performance, termination expenses, profit on the work performed, other costs founded on termination for convenience theories or any other payments, fees, costs or expenses not expressly set forth in this Agreement.
- G. Upon written notice, COUNTY may immediately suspend or terminate this Agreement in the event any of the following occur: (i) COUNTY does not obtain anticipated funding from an outside source for this project; (ii) funding for this project from an outside source is withdrawn, frozen, shut down, is otherwise made unavailable or COUNTY loses the outside funding for any other reason; or (iii) COUNTY determines, in its sole discretion, that funding is, or has become, insufficient. COUNTY is not obligated to pay for any services that are provided or costs or expenses or obligations incurred or encumbered after the notice and effective date of the suspension or termination. In the event COUNTY suspends or terminates this Agreement pursuant to this paragraph, COUNTY shall pay any amount due and payable prior to the notice of suspension or termination except that COUNTY shall not be obligated to pay any amount as or for penalties, early termination fees, charges, time and materials for services not then performed, costs, expenses or profits on work done.
- H. CONTRACTOR has an affirmative obligation, upon written notice by COUNTY that this Agreement may be suspended or terminated, to follow reasonable directions by COUNTY, or absent directions by COUNTY, to exercise a fiduciary obligation to COUNTY, before incurring or making further costs, expenses, obligations or encumbrances arising out of or related to this Agreement.

16. SURVIVAL OF PROVISIONS

Provisions that by their nature are intended to survive the term or termination of this Agreement do survive such term or termination. Such provisions include but are not limited to: INDEPENDENT CONTRACTOR; INDEMNIFICATION; INSURANCE; DUTY TO NOTIFY; DATA, SYSTEMS, AND INTELLECTUAL PROPERTY; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND TERMINATION; MEDIA OUTREACH; and MINNESOTA LAW GOVERNS.

17. CONTRACT ADMINISTRATION

In order to coordinate the services of CONTRACTOR with the activities of the Department of Environment and Energy, Land and Water Unit so as to accomplish the purposes of this Agreement, Grace Barcelow, or successor (“Contract Administrator”), shall manage this Agreement on behalf of COUNTY and serve as liaison between COUNTY and CONTRACTOR.

[Laura Jester, BCWMC Administrator, Laura.jester@keystonewaters.com, 952-270-1990 shall manage the agreement on behalf of CONTRACTOR. CONTRACTOR may replace such person but shall immediately give written notice to COUNTY of the name, phone number and email (if available) of such substitute person and of any other subsequent substitute person.

18. COMPLIANCE AND NON-DEBARMENT CERTIFICATION

- A. CONTRACTOR shall comply with all applicable law, conditions of any funding sources, regulations, rules and ordinances currently in force or later enacted.
- B. CONTRACTOR certifies that it is not prohibited from doing business with either the federal government or the state of Minnesota as a result of debarment or suspension proceedings. CONTRACTOR shall immediately notify COUNTY if CONTRACTOR is debarred or suspended during the term of this Agreement.
- D. If the source or partial source of funds for payment of services under this Agreement is from federal or state monies or from a federal, state or other grant source, COUNTY and CONTRACTOR are bound by and shall comply with applicable law, rules, regulations, applicable documentation, other COUNTY directives relating to the source and utilization of such funds, which may include reallocation of funds at COUNTY’s sole discretion, and, as applicable, the Federal Award Contract Provisions Addendum.

19. RECYCLING

In addition to other legal obligations, COUNTY encourages CONTRACTOR to have a single-sort recycling program or provide recycling service for at least three types of materials, which

may include food waste. COUNTY also encourages CONTRACTOR to educate employees about the recycling program.

20. NOTICES

Unless the parties otherwise agree in writing, any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing and shall be sent registered or certified mail. Notices to COUNTY shall be sent to the County Administrator with a copy to the originating COUNTY department at the address given in the opening paragraph of this Agreement. Notice to CONTRACTOR shall be sent to the address stated in the opening paragraph of this Agreement or to the address stated in CONTRACTOR's Form W-9 provided to COUNTY.

21. CONFLICT OF INTEREST

CONTRACTOR affirms that to the best of CONTRACTOR's knowledge, CONTRACTOR's involvement in this Agreement does not result in a conflict or potential conflict of interest with any party or entity which may be affected by the terms of this Agreement. Should any conflict or potential conflict of interest become known to CONTRACTOR, CONTRACTOR shall immediately notify COUNTY of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and advise COUNTY whether CONTRACTOR will or will not resign from the other engagement or representation. A conflict or potential conflict may, in COUNTY's discretion, be cause for termination of this Agreement.

22. MEDIA OUTREACH

CONTRACTOR shall notify COUNTY, prior to publication, release, or occurrence of any Outreach (as defined below). The parties shall coordinate to produce collaborative and mutually acceptable Outreach. For clarification and not limitation, all Outreach shall be approved by COUNTY, by and through its Public Relations Officer or their designee(s), prior to publication or release. As used herein, the term "Outreach" shall mean all media, social media, news releases, external facing communications, advertising, marketing, promotions, client lists, civic/community events or opportunities, and/or other forms of outreach created by, or on behalf of, CONTRACTOR (i) that reference or otherwise use the term "Hennepin County" or any derivative thereof in relation to this Agreement or the services performed hereunder; or (ii) that directly or indirectly relate to, reference, or concern the County of Hennepin, this Agreement, the services performed hereunder, or COUNTY personnel, including but not limited to COUNTY employees and elected officials.

23. MINNESOTA LAWS GOVERN

The laws of the state of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts

located within the County of Hennepin, state of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the state of Minnesota.

24. COOPERATIVE PURCHASING

At the time of this Agreement Hennepin County is a signature party to: (1) a Joint Powers Purchasing Agreement with the counties of Anoka, Carver, Dakota, Olmsted, Ramsey, Scott and Washington (“Metro Cooperative Members”); and (2) a Joint Powers Purchasing Agreement with other signatory organizations located within Hennepin County (“Hennepin Cooperative Members”).

If agreed upon pursuant to a separate agreement between CONTRACTOR and any Hennepin or Metro Cooperative Member, the applicable Joint Powers Purchasing Agreement allows such Cooperative Member, subject to the terms of such Joint Powers Purchasing Agreement, to purchase the same or substantially similar services based upon terms that are the same or substantially similar to those set forth in this Agreement, including but not limited to price/cost. COUNTY shall have no obligation, liability or responsibility for any order or purchase made under the contract between a Hennepin or Metro Cooperative Member and CONTRACTOR.

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COUNTY ADMINISTRATOR APPROVAL

Reviewed for COUNTY by
the County Attorney's Office:

Date: _____

COUNTY OF HENNEPIN

STATE OF MINNESOTA

By: _____
Assistant/Deputy/County Administrator
Department Director of _____

Date: _____

CONTRACTOR

CONTRACTOR warrants that the person who executed
this Agreement is authorized to do so on behalf of
CONTRACTOR as required by applicable articles, bylaws,
resolutions or ordinances*.

By: _____

Printed Name: _____

Printed Title: _____

Date: _____

*CONTRACTOR shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time CONTRACTOR returns the Agreement to COUNTY. Documentation is not required for a sole proprietorship.

SCOPE OF SERVICES

Our team will work to evaluate the four sites identified by Hennepin County and Bassett Creek Watershed Management Commission (BCWMC) within the Parkers Lake Watershed:

Two sites are public and two are private winter maintenance companies.

1. City of Plymouth Maintenance Facility
2. MnDOT Plymouth Truck Station
3. Brightview Landscapes
4. Twin City Outdoor Services.

These site visits and evaluations are not intended to be regulatory, but rather to look for ways to reduce chloride loading to Parkers Lake and provide technical assistance to the site owners/managers to help them improve their winter operations salt efficiency and salt storage. Finally, the potential to receive financial assistance to improve operations and/or salt storage will be discussed with property owners. There are Watershed Based Implementation Funds and BCWMC Parkers Lake Chloride Reduction Project CIP funds available for activities that reduce chloride pollution in Parkers Lake.

Task 1: Project Management

This task is overall project management including communication with the WMWA project partners: Bassett Creek Watershed Management Commission (BCWMC), Plymouth staff, and Hennepin County. Conservation Specialist, Grace Barcelow, and Laura Jester, BCWMC Administrator will be the main points of contact and will communicate project updates other project partners. Bolton & Menk staff will contact the four sites, identify who to meet with on site, and set up a time to evaluate their facilities and winter maintenance operations. Monthly or semi-monthly progress emails or phone calls will be provided when the project is active.

Deliverables: Notify project partners when site visits occur. Monthly progress emails or phone calls.

Task 2: Site Evaluation and Preparations

This task includes mapping sites and evaluating drainage prior to visiting sites, as well as identifying questions to gather appropriate information to discuss with the representative on site. We will also prepare forms for completing the on-site evaluations.

Deliverables: GIS maps of sites, forms to be used for site evaluations.

Task 3: Site Visits

With permission from property owners, each site will be visited by two staff, a Water Resources Scientist, and a Winter Maintenance Expert. We will walk around the site and inspect the storage areas, drainage conditions, and winter maintenance operations. Winter maintenance operations may include snow removal and deicer application equipment, deicers, and use of liquids, practices, and other information deemed helpful to reduce salt use and runoff. Ideally, we would like a manager or owner present to show us around and discuss equipment and practices and potential ideas for salt efficiency and chloride loading improvements. We will also ask about what clients may be located within Parkers Lake Watershed or within the broader Bassett Creek Watershed.

Deliverables: Completed forms and initial recommendations, photos

Task 4: Follow-up Assistance to the Private Contractors

This optional task is to provide additional assistance to the site managers/owners for the sites evaluated including answering questions and assisting them with improving practices to reduce salt use. This may include operations changes such as adding pavement temperature evaluation, ideas for equipment upgrades, adding or increasing use of liquids, recommendations for equipment upgrades, etc. Some of this will be discussed during site visits, but it is likely that questions may come up later. This would be billed hourly with a not-to-exceed amount established.

Task 5: Summary report Preparation

Our team will evaluate the results of the site visits and prepare a summary report including findings and recommendations for chloride reduction opportunities. This report can be used to help the BCWMC implement projects to reduce salt loading from these sites, evaluate potential funding of equipment upgrades, identify their clients to target for offering Smart Salting for Property Management training, and identify other assistance needed to help them reduce salt usage.

Deliverables: Summary report

Optional Tasks

These optional task ideas may offer additional salt reduction ideas and assist in implementing new winter operation strategies. We appreciate the opportunity to discuss this further.

FEES

Bolton & Menk, Inc.'s proposed fees to provide the described work will be billed hourly based on the fee schedule with the total estimated cost to be:

Scope of Services Tasks	
Task	Estimated Fees
Task 1: Project management	\$1,800
Task 2: Site Evaluation and Preparations	\$3,200
Task 3: Site Visits	\$4,700
Task 4. Follow-up Assistance to Private Contractors	\$3,000
Task 5: Summary Report Preparation	\$4,200

Scope of Services	
Total Not-to-Exceed Fee	\$16,900

Total fees for the Services shall not exceed \$16,900 without the prior consent of BCWMC.

BOLTON & MENK'S HOURLY **RATES**

Additional Services, if requested, will be provided on the following hourly basis:

Fee Schedule	
Task	Hourly Rate
Water Resources Project Manager-Limnologist	\$205
Winter Maintenance Expert	\$210
Senior Water Resources Scientist	\$155
Water Resources Scientist	\$112
Low Salt Strategist	\$230
Senior Engineering Technician, Senior Project Engineer	\$170 - \$227

These rates include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey equipment, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.

SCHEDULE

This project will begin in March 2025, or when the contract is signed. We anticipate completing part of it right away and will continue in the early winter of 2025 when winter operations start up again so that we can get an accurate assessment of their salt storage and operations. The project will be completed by March of 2026.

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co.
Subject: Item 5A: Consider Approval of 90% Design Plans for Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road (CR-M 2024) – Golden Valley, MN
BCWMC November 19, 2025 Meeting Agenda
Date: November 13, 2025
Project: 23272114.00

5A Consider Approval of 90% Design Plans for Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024), Golden Valley, MN

Summary:

Proposed Work: Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024), Golden Valley

Basis for Review at Commission Meeting: 90% Design Plans Review

Change Impervious Surface Area: N/A

Recommendations for Commission Action:

- 1) Approval of 90% design plans
- 2) Authorize Commission Engineer to develop 100% plans for bidding and construction by City of Golden Valley

At the September 21, 2023 meeting, the Commission passed resolution 23-06 officially ordering the Bassett Creek Main Stem Restoration Project (2024 CIP Project CR-M), at an estimated total project cost (including feasibility study, design and engineering services, and construction) of \$2,241,000. The project's funding sources include:

- Up to \$1,741,000 available to the Commission through a Hennepin County tax levy on watershed taxpayers (CIP levy), with \$434,000 levied in 2024, \$653,500 levied in 2025, and an estimated \$653,500 to be levied in 2026.
- Up to \$200,000 from the Commission's Closed Project Account.
- \$200,000 from the City of Golden Valley's portion of the Commission's Channel Maintenance Fund.
- Up to \$100,000 from the City of Golden Valley's capital improvement program.

The Commission executed a cooperative agreement with the City of Golden Valley (City) that specifies the Commission will provide engineering services for the project and the City will bid, award, and administer construction of the project, and provide long term maintenance. With the Commission-approved increased cost of the project, the cooperative agreement may need to be updated/amended (see discussion under the "90% Plans" section).

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In March 2025, the Commission approved a scope of work for engineering services to be provided by the Commission Engineer including project design, preparation of bid documents, assistance with community engagement, preparation of exhibits for necessary property rights, permitting and environmental review, construction observation, environmental oversight, and inspections, all in cooperation and close coordination with the City. Per a June 2025 Commission-approved amendment to the engineering services scope, the Commission Engineer's services also include performing a field wetland delineation, an architectural survey, and corresponding reports. Also in June, the Commission Administrator administratively approved the scope for a Phase I archeological survey that was included within the project's contingency budget.

At the July 2025 meeting, the Commission Engineer presented the 50% design plans and reported on additional and expanded areas of erosion since the feasibility study, potential plans for an expansion of restored riparian areas, and increases to construction costs. The Commission approved the 50% designs and ordered a reprioritization of eroded sites and budgeting options.

At the August 2025 meeting, the Commission approved moving forward with restoring all low, medium, and high priority areas plus vegetation restoration on public and private property adjacent to the creek. An updated budget of \$2,592,000 was approved for construction + contingency.

The Commission Engineer completed the 90% design plans, which must be reviewed and approved by the Commission. The remainder of this memo presents information about the prior feasibility study, the design changes from the 50% plans to 90% plans, cost, schedule, BCMWC floodplain analysis, modeling results, and approval/permitting needs.

Feasibility Study and Selected Project

The Commission completed a feasibility study (Feasibility Report for Bassett Creek Main Stem Restoration, Regent to Golden Valley Road, June 2023) that identified, mapped, and prioritized stream sections in need of restoration along a 7,000-foot section of Bassett Creek (known as *Hańá Wakpádaŋ* in the Dakota language) in Golden Valley from Regent Avenue to Golden Valley Road (see attached figure). The feasibility report and further project information can be found online at [Bassett Creek Watershed Management Commission :: Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd.](#)

The approximately 7,000-foot reach is located on a combination of privately-owned and publicly-owned properties, including portions of land owned by Golden Valley, and operated in partnership with Three Rivers Park (TRPD) through the Sochacki Park Joint Powers Agreement. The creek maintains a steady base flow year-round and meanders through neighborhoods and wooded backyards and alongside a wooded reach of Sochacki Park. Erosion of the stream banks varies along the reach from mild to severe, with eroding bank heights varying from approximately 2.5 to 8 feet. The goal of the study and the project was to identify methods to reduce sediment load and associated nutrient and contaminant loading to Bassett Creek, preserve and enhance in-stream and riparian habitats, and prevent future channel erosion.

The feasibility study identified 79 unique locations for stabilization, which were grouped into 40 restoration areas within the approximately 7,000-foot assessed reach. The restoration areas included a variety of stream restoration methods such as grading, vegetation establishment (plantings, fascines, etc.), riprap, j-hook vanes, cross vanes, and toe wood. The restoration areas were ranked from low to high priority depending on several factors, including the severity of erosion, protection of existing infrastructure, and

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public vs. private ownership. The Commission Engineer developed three alternatives using the ranked restoration areas:

- Alternative 1 – completing restoration in high priority areas only
- Alternative 2 – completing restoration in high and medium priority areas
- Alternative 3 – completing restoration in high, medium, and low priority areas

At their June 15, 2023 meeting, the Commission approved the implementation of Alternative 3, to stabilize all eroding streambanks including those ranked high, medium, and low priority. The feasibility study predicted the proposed project to reduce pollution in Ĥaĥá Wakpádaŋ / Bassett Creek and downstream in the Mississippi River by an estimated 82 lbs. of total phosphorus and 136,000 lbs. of total suspended solids on an average annual basis. The predicted pollution reduction tied to the 90% design is significantly higher, as noted below.

90% Plans

Since the July 2025 Commission meeting, the Commission Engineer completed 90% design plans which incorporates comments from the public and recent comments and direction from City staff.

The City and BCWMC held a public open house on October 30th, with approximately 29 people attending. Most residents adjacent to the project were supportive. Some attendees had questions about specific site layout, access routes, impacts and restoration of properties, etc. –

Similar to the 50% design, the main components of the 90% design include:

- Stream bank grading and establishing vegetation
- Protecting existing utility infrastructure with rock riprap armoring and/or in-stream rock cross vanes to maintain stream bed elevation
- Installing a variety of stream bank stabilization elements including riprap, root wads and toe wood, coir logs, rock j-hook vanes and cross vanes, fascines, and live stakes
- Enhancing protection near pipe outfalls and street crossings
- Stabilizing channels that carry parking lot runoff
- Establishing new vegetation in areas disturbed by construction
- Buckthorn removal and vegetation restoration in floodplain areas adjacent to the creek

Updates from the 50% to the 90% design included:

- Revising the design, as feasible, to incorporate comments from City staff and members of the public, including feedback received from the October 30, 2025 public meeting including:
 - Construction access route modifications. Feedback was received at the meeting about whether homeowners would allow construction access through their properties
 - Vegetation was updated to reflect homeowner preferences such as high versus low vegetation and protecting specific trees.
 - The extents of restoration were extended in various locations based on feedback from the public.
- Refining the design to incorporate the most appropriate stabilization methods for the current site conditions
- Developing surface models to tie the proposed restoration into existing conditions

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- Adding stormwater pollution prevention plan (SWPPP) sheets
- Adding cross-section sheets
- Updating channel and bank stabilization measures to prevent erosion under anticipated proposed conditions velocities and shear stresses, modeled in HEC-RAS. Velocities within the channel range from 2 to 8 feet per second, with the highest velocities generally located in the center of the channel. Shear stresses are typically below 1 lb/ft² but can be as high as 4 lb/ft².
- Updating tree removals to align with proposed surface grading (surface model updated for 90% design) and enhancing restoration potential by opening up canopy.

The table below highlights changes from the feasibility study to the 90% design plans for construction cost, restoration length, pollutant removal, and tree removal:

Item	Feasibility Study	50% Plans	90% Plans
Construction Cost with Contingency	\$1,568,700	\$2,592,000	\$2,677,000
Length of Restoration	7,370 feet	8,610	8,150 feet
Annual Pollutant Removal ²	82.4 pounds total phosphorus 164,820 pounds total suspended solids	190.6 pounds total phosphorus 381,130 pounds total suspended solids ³	193.4 pounds total phosphorus 386,570 pounds total suspended solids
Tree Removals ¹	88	57	138

[1] Tree removal quantities do not include the removal of buckthorn or dead/dying trees. Additional trees identified for removal between feasibility and 90% design are limited to less desirable species, including mulberry, green ash, box elder, and elm.

[2] Pollutant reductions from the feasibility study to 50% and 90% plans have increased due to increased length of bank stabilization (thereby reducing phosphorus and total suspended solids loading downstream). In addition, the 50% and 90% plans reflect changes in bank erodibility category along the reach since the feasibility study (higher bank erodibility means more potential for pollution reduction); the 2025 field evaluation resulted in shifting the erosion potential category for several banks from moderate to high or very high, with corresponding increases in estimated pollutant reductions..

[3] Pollutant reductions based on the August 2025 BCWMC meeting

Opinion of Cost for 90% Design Plans

Description	Estimated Cost
Mobilization / Demobilization	\$209,000
Traffic Control	\$30,000
Erosion & Sediment Control	\$93,000
Removals (clearing / grubbing, trees, excavation)	\$345,000
Stream Restoration (grading, installing structures, etc.)	\$1,083,000
Restoration and Vegetation Management ^[1]	\$471,000
Estimated Construction Cost	\$2,231,000
Construction Contingency (approximately 20%)	\$446,000
Total Estimated Construction Cost	\$2,677,000

[1] This work will be completed under a separate bid and contract and includes mobilization, demobilization, traffic control and other related items to the restoration and vegetation management

The detailed cost estimates are attached as an appendix. Although this cost estimate is slightly higher than estimates at the 50% plans, staff recommends moving forward to 100% plans and bidding. Administrator Jester will bring a review of total project budgets and funding sources to the December

meeting including budgets for engineering services, budgets for construction costs, a revision to the cooperative agreement with Golden Valley, and options for funding sources.

BCWMC Floodplain Analysis

The proposed project includes work in the BCWMC 100-year floodplain; therefore, the proposed project must adhere to the BCWMC’s floodplain requirements. Due to the nature of the proposed work, the main requirements from the BCWMC are that:

- the project must maintain no net loss in floodplain storage, and
- no increase in flood level at any point along the trunk system, managed to a precision of 0.00 feet.
- decrease in flood level shall be less than 0.1 feet

Floodplain Storage

The proposed project will result in approximately 3,797 cubic yards of floodplain fill due to the placement of in-stream structures including cross-vanes and J-hooks, as well as toewood and rock riprap. The proposed project will create 5,358 cubic yards of compensating storage due to grading throughout the channel, resulting in a net gain of approximately 1,561 cubic yards of floodplain storage as a result of the project.

Floodplain Elevation (No Rise)

The Commission Engineer used 2D HEC-RAS to assess the impact of stream restoration. The Commission Engineer developed two models: an existing conditions model and a proposed conditions model. The existing conditions HEC-RAS model was developed using the BCWMC XPSWMM model as a base and updating the model to include survey data acquired as part of the project. The proposed conditions model was developed by revising the updated existing conditions HEC-RAS model to reflect the proposed stream restoration structures and grading.

Table 1 shows the preliminary modeling results for the 100-year high water elevations throughout the reach. Currently the design does not meet the BCWMC requirements due to a more than 0.01-foot flood increase from downstream of Dresden Lane to Upstream of Golden Valley Road. Minor revisions will be made to the design during the 100% design stage to comply with BCWMC requirements.

Table 1 Comparison of Existing and Proposed 100-Year High Water Elevation

FEMA Cross Section	Location	100-Year High Water Elevation (ft) – Existing Conditions	100-Year High Water Elevation (ft) – Proposed Conditions	Increase in Flood Level from Existing to Proposed Conditions (ft)
FEMA_AL_266	Station 9+00, Upstream of Noble Avenue North	842.47	842.41	-0.06

To: Bassett Creek Watershed Management Commission (BCWMC)
 From: Barr Engineering Co.
 Subject: Item 5A: Consider Approval of 90% Design Plans for Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road (CR-M 2024) – Golden Valley, MN
 BCWMC November 19, 2025 Meeting Agenda
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FEMA_AK_201	Station 22+00, Downstream of Noble Avenue	839.12	839.05	-0.07
FEMA_AJ_169	Station 31+00, Between Noble Avenue and Bassett Creek Drive	837.63	837.61	-0.02
FEMA_AI_202	Station 40+00, Upstream of Bassett Creek Drive	837.52	837.51	-0.01
FEMA_AH_267	Station 49+00, Upstream of Dresden Lane	834.31	834.30	-0.01
FEMA_AG_168	Station 50+00, Downstream of Dresden Lane	833.36	833.38	0.02
FEMA_AF_167	Station 65+00, Between Dresden Lane and Golden Valley Road	832.94	832.99	0.05
FEMA_AE_208	Station 71+00, Upstream of Golden Valley Road	832.33	832.43	0.10

Schedule

The table below outlines the tentative schedule included in the engineering services work scope approved at the March 20, 2025 BCWMC meeting alongside the updated project schedule as of November 2025. At the March 2025 meeting, the Commission engineer noted that the schedule was subject to change based on various factors such as permitting, design changes, and unforeseen circumstances. The updated schedule outlined below incorporates schedule changes to date and accounts for anticipated delays related to permitting. This revised schedule also takes advantage of a more favorable bidding environment in late winter or early spring of next year, rather than this fall.

To: Bassett Creek Watershed Management Commission (BCWMC)
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Tasks and milestones	Schedule as of March 2025	Recommended Revised Schedule, as of November 2025
Design – complete 50% plans for review and permitting	Summer 2025	July 2025 (complete)
Permitting	Summer / Fall 2025	Ongoing through Spring 2026
Public Meeting #2	Not set	October 2025 (complete)
Design – complete 90% plans for review	Fall 2025	November 2025
Design – complete 100% plans for review	Fall 2025	December 2025 / January 2026
Bidding	Fall 2025	January/February 2026
Construction	Fall 2025 / Winter 2025/2026	Tree clearing in March or early April 2026, Construction in late Summer / Fall 2026
Restoration, Planting and Vegetation Establishment	2026-2028	2026-2030 (Planting to occur as soon as possible following completion of construction)
Record construction drawings, final restoration, project closeout	Fall 2025 / Winter 2026	Spring 2027

Approvals/permits required

In addition to Commission approval of the plans, other permits/approvals will be required for this project, including the following:

- Compliance with the Minnesota Wetland Conservation Act (WCA)
- US Army Corps of Engineers (USACE) Permit (Section 404 permit, Section 401 Certification, and Section 106)
- Minnesota Department of Natural Resources (MDNR) Public Waters Work Permit
- Minnesota Pollution Control Agency (MPCA) Construction Stormwater General Permit
- City of Golden Valley Right-of-Way Permit
- City of Golden Valley Stormwater Permit
- City of Golden Valley Buffer Ordinance Requirements
- Bassett Creek Watershed Management Commission Floodplain Requirements

As part of the permitting process a field wetland delineation was completed to meet requirements by USACE. In addition, the field wetland delineation was used in the 90% design to meet Golden Valley buffer ordinance requirements. Other noteworthy field work for permitting was the archeological and architectural survey that were completed in September 2025. The archeological survey did not find cultural resources within the project area, and the architectural history survey did not identify properties that need phase II evaluations.

Status of Property Easements

Project construction requires coordination with private property owners to secure temporary easement rights, which allow for mobilization and construction access, installation of erosion and sediment controls, removals, stream restoration, and vegetation management activities associated with the project.

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Throughout planning and design, City staff and the Commission Engineer worked closely to maximize use of areas where the City already has existing drainage and utility easements or property ownership. However, much of the proposed work is located on private properties with minimal existing easements.

During the 50% design and prior to the first public open house, City staff contacted affected property owners by mail and in person to inform the nature of the project and discuss the need for temporary construction easements. Property owners were asked to provide preliminary feedback on whether they would be willing to allow construction access in support of the project. Responses were documented in a spreadsheet and considered when developing alternative access routes. In addition to access considerations, any concerns related to construction access and design details were also recorded, and this feedback was incorporated into the project design where appropriate.

Between the 50% and 90% design milestones, City staff developed a Temporary Construction Easement template and the Commission Engineer prepared supporting exhibits. In October 2025, City staff mailed a follow-up letter to property owners where construction access was proposed in the draft 90% plans. This letter provided a project update, notice of the upcoming public open house, and a draft Temporary Construction Easement template for informational purposes only. The letter provided instructions to access the updated project website, and steps to complete an online feedback form to indicate willingness to grant access in support of the project.

There are approximately 61 properties identified as part of the project area. Approximately 20 property owners have already indicated willingness to provide construction access. Approximately 39 property owners have not yet responded to any outreach. Of those, 20 properties are located where the existing City easements already allow construction activities. The other 19 properties are located where the City does not have an existing easement. There are 2 property owners who have indicated they may not grant access for the project and no easements currently exist. The City is working with these residents to understand concerns and provide reassurance and potential solutions in coordination with Commission Engineer.

Following approval of the 90% design plans, City staff will contact property owners to formalize temporary construction easements. Easement coordination will continue until all required easements are secured. If access cannot be obtained from certain property owners, project construction limits may be reduced accordingly. Easement agreements are expected to be finalized gradually, generally beginning with property owners who have expressed willingness to provide construction access, and continuing as additional property owner concerns are addressed throughout the project corridor. In addition to coordination efforts with private property owners, the City and Commission Engineer will also be coordinating with Three Rivers Park District where property access is required for the project.

Anticipated Work for 100% Plans

If the Commission approves the 90% plans and directs the Commission Engineer to move forward with 100% plans the following tasks will be necessary:

- Revise proposed-conditions hydraulic model to reflect the 100% design
- File permit applications
- Assist the City with easement acquisition
- Update plans to 100% design for bidding

To: Bassett Creek Watershed Management Commission (BCWMC)
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Subject: Item 5A: Consider Approval of 90% Design Plans for Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road (CR-M 2024) – Golden Valley, MN
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- Update cost estimates for the 100% design (for bidding)
- Finalize technical specifications
- Assist the City with bidding and selection of contractor
- Support the City with construction

Recommendation for Commission Action

- 1) Consider approval of 90% design plans
- 2) Authorize Commission Engineer to complete 100% plans and contract documents for bidding and construction by the City of Golden Valley

Attachments

Engineer's Opinion of Probable Costs – 90% Design

PREPARED BY: BARR ENGINEERING COMPANY				SHEET:	1	OF	1	
BARR ENGINEER'S OPINION OF PROBABLE PROJECT COST	PROJECT:	Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)			CREATED BY:	ADB2	DATE:	11/2/2025
	LOCATION:	City of Golden Valley			CHECKED BY:	JCO	DATE:	11/13/2025
	PROJECT #:	23272114.00			APPROVED BY:	JCO	DATE:	11/13/2025
	PHASE ONE EARTHWORK AND STRUCTURES - 90% PRELIMINARY DESIGN OPINION OF COST - SUMMARY				ISSUED:	FOR REVIEW	DATE:	11/13/2025
				ISSUED:		DATE:		
				ISSUED:		DATE:		

Section Title	Item Code	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	ITEM COST	NOTES
GENERAL							
	A	MOBILIZATION/DEMobilIZATION	LS	1	\$159,000	\$ 159,000.00	1,2,3,4,5,6
	B	CONTROL OF WATER	LS	1	\$50,000	\$ 50,000.00	1,2,3,4,5,6
	C	TRAFFIC CONTROL	LS	1	\$30,000	\$ 30,000.00	1,2,3,4,5,6
EROSION CONTROL AND REMOVALS							
	D	CONSTRUCTION ENTRANCE	EA	19	\$2,500	\$ 47,500.00	1,2,3,4,5,6
	E	SILT FENCE	LF	2,370	\$4	\$ 9,480.00	1,2,3,4,5,6
	F	SEDIMENT CONTROL LOG	LF	3,410	\$4	\$ 13,640.00	1,2,3,4,5,6
	G	INLET PROTECTION	EA	13	\$200	\$ 2,600.00	1,2,3,4,5,6
	H	TEMPORARY STREAM CROSSING	EA	5	\$4,000	\$ 20,000.00	1,2,3,4,5,6
	I	HERBICIDE APPLICATION	AC	6	\$5,500	\$ 35,200.00	1,2,3,4,5,6
	J	CLEARING AND GRUBBING TREES/SHRUBS LESS THAN 8" DIAMETER (MEDIUM DENSITY)	AC	6	\$6,000	\$ 38,400.00	1,2,3,4,5,6
	K	SELECT TREE REMOVAL AND SALVAGE WITH ROOT WAD (<12")	EA	63	\$250	\$ 15,750.00	1,2,3,4,5,6
	L	SELECT TREE REMOVAL AND SALVAGE WITH ROOT WAD (>12")	EA	51	\$300	\$ 15,300.00	1,2,3,4,5,6
	M	COMMON EXCAVATION - EXCAVATE, HAUL, AND DISPOSE OFFSITE	CY	2,673	\$90	\$ 240,570.00	1,2,3,4,5,6
CIVIL							
	N	GRADING (P)	SY	4,229	\$15	\$ 63,435.00	1,2,3,4,5,6
	O	FURNISH AND INSTALL GRANULAR FILTER	TON	684	\$121	\$ 82,764.00	1,2,3,4,5,6
	P	FURNISH AND INSTALL FIELDSTONE RIPRAP	TON	2,736	\$120	\$ 328,320.00	1,2,3,4,5,6
	Q	FURNISH AND INSTALL BOULDER CROSS VANE (P)	LF	675	\$120	\$ 81,000.00	1,2,3,4,5,6
	R	FURNISH AND INSTALL J-HOOK BOULDER VANE	EA	42	\$2,000	\$ 84,000.00	1,2,3,4,5,6
	S	FURNISH AND INSTALL LIVE FASCINES	LF	490	\$56	\$ 27,562.50	1,2,3,4,5,6
	T	FURNISH AND INSTALL COIR LOGS	LF	0	\$35	\$ -	1,2,3,4,5,6
	U	FURNISH AND INSTALL TOE WOOD (INCLUDES 173 ROOT WADS)	LF	1,596	\$75	\$ 119,700.00	1,2,3,4,5,6
	V	FURNISH AND INSTALL ROOTWAD FROM OFF-SITE SOURCE	EA	113	\$294	\$ 33,222.00	1,2,3,4,5,6
	W	INSTALL ROOTWAD FROM ON-SITE SOURCE	EA	114	\$235	\$ 26,790.00	1,2,3,4,5,6
	X	FURNISH AND INSTALL VRSS LIFTS	LF	3,200	\$68	\$ 216,000.00	1,2,3,4,5,6
	Y	FURNISH AND INSTALL RAIN GARDEN	LS	1	\$20,000	\$ 20,000.00	1,2,3,4,5,6
		CONSTRUCTION SUBTOTAL				\$1,760,000	1,2,3,4,5,6,7
		CONSTRUCTION CONTINGENCY (20%)				\$352,000	1,4,8
		ESTIMATED CONSTRUCTION COST				\$2,112,000	1,2,3,4,5,6,7
ESTIMATED ACCURACY RANGE				-5%		\$2,007,000	1,2,3,4,5,6,7
				10%		\$2,324,000	1,2,3,4,5,6,7

Notes

- Quantities based on design work completed (90%).
- Unit prices based on information available at this time.
- Limited soil boring and field investigation information available.
- This design level (Class 1, 70-100% design completion per ASTM E 2516-11) cost estimate is based on concept designs, alignments, quantities and unit prices. Costs will change with further design. Time value-of-money escalation costs are not included. A construction schedule is not available at this time. Contingency is an allowance for the net sum of costs that will be in the Final Total Project Cost at the time of the completion of design, but are not included at this level of project definition. The estimated accuracy range for the Total Project Cost as the project is defined is -5% to +10%. The accuracy range is based on professional judgement considering the level of design completed, the complexity of the project and the uncertainties in the project as scoped. The contingency and the accuracy range are not intended to include costs for future scope changes that are not part of the project as currently scoped or costs for risk contingency. Operation and Maintenance costs are not included.
- Estimate assumes that projects will not be located on contaminated soil.
- Estimate costs are to construct the project. The estimated costs do not include maintenance, monitoring or additional tasks following construction.
- Estimate costs are reported to nearest thousand dollars.

PREPARED BY: BARR ENGINEERING COMPANY		SHEET:	1	OF	1
BARR		CREATED BY:	DRM3	DATE:	11/5/2025
ENGINEER'S OPINION OF PROBABLE PROJECT COST		CHECKED BY:	BHD	DATE:	11/6/2025
PROJECT:	Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)	APPROVED BY:	JCO	DATE:	11/13/2025
LOCATION:	City of Golden Valley	ISSUED:	FOR REVIEW	DATE:	11/13/2025
PROJECT #:	23272114.00	ISSUED:		DATE:	
PHASE TWO RESTORATION - 90% PRELIMINARY DESIGN OPINION OF COST - SUMMARY		ISSUED:		DATE:	

Section Title	Item Code	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	ITEM COST	NOTES
GENERAL							
	A	MOBILIZATION/DEMOBILIZATION	LS	1	\$43,000	\$ 43,000.00	1,2,3,4,5,6
	B	TRAFFIC CONTROL	LS	1	\$6,000	\$ 6,000.00	1,2,3,4,5,6
	C	REMOVAL OF TEMPORARY EROSION CONTROL	LS	1	\$18,000	\$ 18,000.00	1,2,3,4,5,6
LANDSCAPE AND RESTORATION							
	D	INVASIVE PLANT REMOVAL AND HERBICIDE APPLICATION	ACRE	6.4	\$5,500	\$ 35,200.00	1,2,3,4,5,6
	E	FURNISH AND PLANT TREES (#10 CONT.)	EA	15	\$750	\$ 11,250.00	1,2,3,4,5,6
	F	FURNISH AND INSTALL SHRUBS (#2 CONT.)	EA	400	\$100	\$ 40,000.00	1,2,3,4,5,6
	G	FURNISH AND INSTALL PLUGS	EA	11,281	\$6.00	\$ 67,686.00	1,2,3,4,5,6
	H	FURNISH AND INSTALL SEED MIX (RIPARIAN SEED MIX AND WOODLAND SEED MIX)	ACRE	7.8	\$5,200	\$ 40,560.00	1,2,3,4,5,6
	I	FURNISH AND INSTALL LIVE STAKES	EA	1,690	\$12	\$ 20,280.00	1,2,3,4,5,6
	J	TURF ESTABLISHMENT (REPAIR CONSTRUCTION ENTRANCES, FURNISH AND INSTALL TURF SEED MIX)	ACRE	1	\$7,500	\$ 7,500.00	1,2,3,4,5,6
	L	FURNISH AND INSTALL EROSION CONTROL BLANKET	SY	3,896	\$4	\$ 13,636.00	1,2,3,4,5,6
	K	HYDROMULCH	ACRE	7	\$8,500	\$ 59,500.00	1,2,3,4,5,6
	M	ANNUAL VEGETATION ESTABLISHMENT AND MAINTENANCE	EA	3	\$36,000	\$ 108,000.00	1,2,3,4,5,6
		CONSTRUCTION SUBTOTAL				\$471,000	1,2,3,4,5,6,7
		CONSTRUCTION CONTINGENCY (20%)				\$94,000	1,4,7
		ESTIMATED CONSTRUCTION COST				\$565,000	1,2,3,4,5,6,7
ESTIMATED ACCURACY RANGE			-5%			\$537,000	1,2,3,4,5,6,7
			10%			\$622,000	1,2,3,4,5,6,7

Notes

¹ Quantities based on Design Work Completed (90%).

² Unit Prices Based on Information Available at This Time.

³ Limited Soil Boring and Field Investigation Information Available.

⁴ This design level (Class 1, 70-100% design completion per ASTM E 2516-11) cost estimate is based on concept designs, alignments, quantities and unit prices. Costs will change with further design. Time value-of-money escalation costs are not included. A construction schedule is not available at this time. Contingency is an allowance for the net sum of costs that will be in the Final Total Project Cost at the time of the completion of design, but are not included at this level of project definition. The estimated accuracy range for the Total Project Cost as the project is defined is -5% to +10%. The accuracy range is based on professional judgement considering the level of design completed, the complexity of the project and the uncertainties in the project as scoped. The contingency and the accuracy range are not intended to include costs for future scope changes that are not part of the project as currently scoped or costs for risk contingency. Operation and Maintenance costs are not included.

⁵ Estimate assumes that projects will not be located on contaminated soil.

⁶ Estimate costs are to construct the project. The estimated costs do not include maintenance, monitoring or additional tasks following construction.

⁷ Estimate costs are reported to nearest thousand dollars.

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Josh Phillips, Jim Herbert, and Joe Welna)
Subject: Item 5B – Consider Approval of Engineering Services Scope of Work for Double Box Culvert Repair Project (FCP - 1)
BCWMC November 19, 2025 Meeting Agenda
Date: November 13, 2025
Project: Double Box Culvert Repair Project
c: Stephanie Johnson (Barr)

Item 5B Consider Approval of Engineering Services Scope of Work for Double Box Culvert Repair Project (FCP – 1)

Recommendations

1. Consider approving the scope of work and \$326,500 budget presented in this memorandum and direct the BCWMC Engineer to prepare final design, develop plans and specifications, and provide permitting assistance, bidding assistance and construction services for the referenced project, scheduled for construction in winter 2026 – 2027.

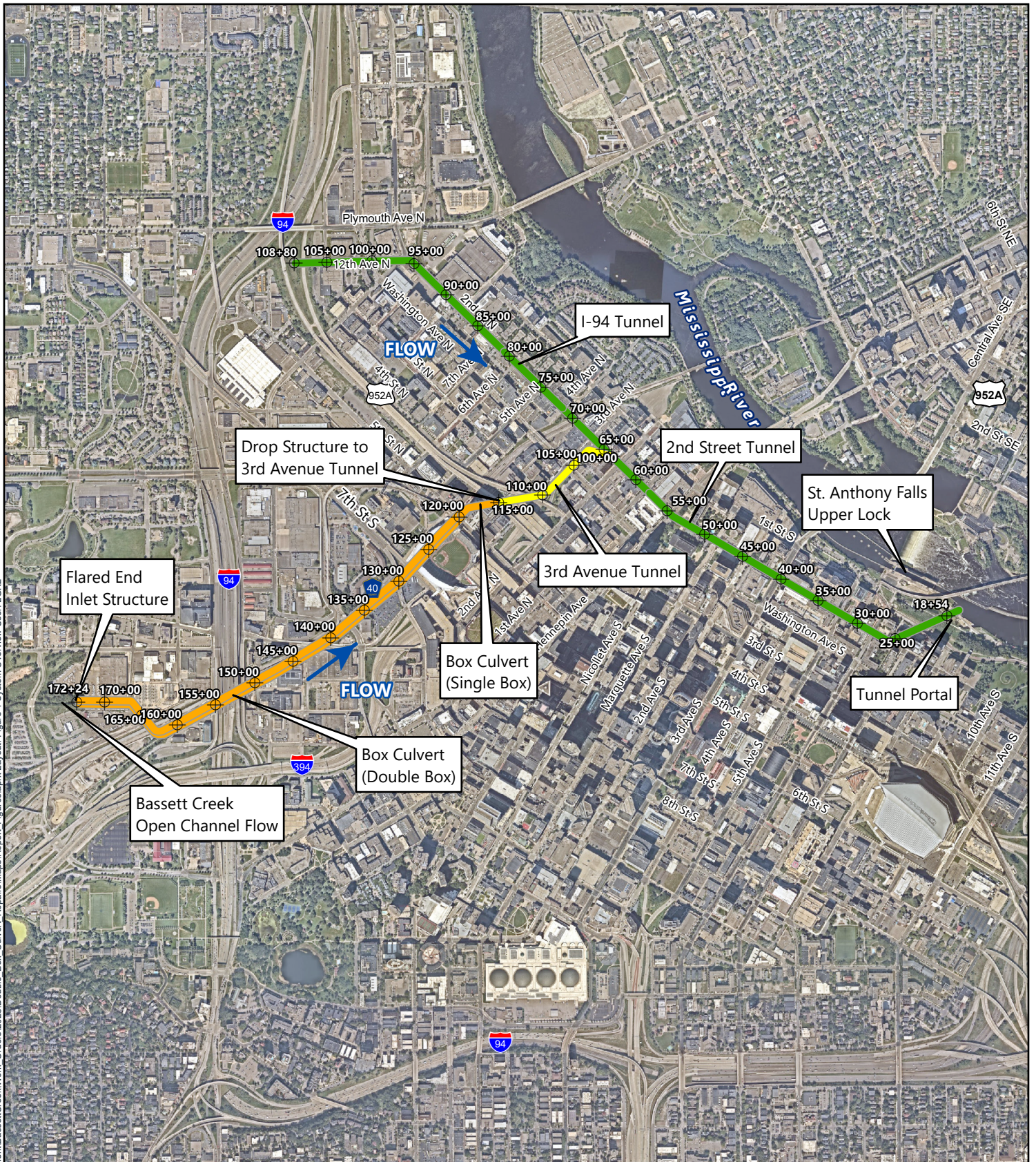
Background

The past two Double Box Culvert inspection reports (2019 and 2024) identified both structural and operation and maintenance defects within the box culvert. The Double Box Culvert Repair project will address needed repairs along the 5,600-foot-long tunnel (Figure 1). The feasibility study identified the following needed repairs: shear key joint repairs; crack and fracture repairs; concrete surface repairs; existing tap repair; invert repairs; reinforcement spacer repairs; encrustation, sediment and debris removal; and access improvements. The BCWMC Engineer's opinion of project cost for engineering, construction, and contingency is \$1,410,000. The BCWMC will design and construct this project, in close coordination with the City of Minneapolis.

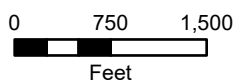
The feasibility report for the project (Double Box Culvert Repair Project (FCP-1) Feasibility Report, June 2025, Barr) will form the basis for the project design. The feasibility report was approved at the June 18, 2025 meeting and can be found online at https://www.bassettcreekwmo.org/application/files/5617/5459/3081/Double_Box_Culvert_Repairs_Feasibility_Study.pdf.

At the September 18, 2025 meeting, the BCWMC held a public hearing and officially ordered the Double Box Culvert Repair Project (FCP-1).

Barr Footer: ArcGISPro 3.3.1, 2025-06-10 14:54, File: I:\Client\BassettCreek\Work_Orders\2025\Double_Box_Culvert_Repairs\Maps\Report_Figures.aprx, Layout: Figure 1 System Overview, User: LGK2



- ⊕ Stationing
- Phase 1: I-94/2nd Street Tunnel
- Phase 2: 3rd Avenue Tunnel
- Phase 3: Double Box Culvert



Imagery Source: NearMap, 9-11-2024

SYSTEM OVERVIEW
 Double Box Culvert
 Repair Project (FCP-1)
 Bassett Creek Watershed
 Management Commission

FIGURE 1



Proposed Scope of Work

Below is a summary of the work scope components for this project:

1) Stakeholder Engagement and BCWMC Meetings

- a) Meetings with BCWMC staff, Minneapolis staff, US Army Corps of Engineers (USACE), and other stakeholders.
 - i) Design Kickoff
 - ii) Review draft 60% design plans. Although the BCWMC typically reviews at 50% design, this has been adjusted to 60% for consistency with the City of Minneapolis' review requirements.
 - iii) Review draft 90% design plans
- b) BCWMC Meetings:
 - i) Present 60% design plans, including memo
 - ii) Present 90% design plans, including memo
 - iii) Present final report upon project completion
- c) USACE – In accordance with the Bassett Creek Flood Control Project Operations and Maintenance Manual, BCWMC Engineer will provide plans to the USACE for review. The 60% design and 90% design stages will be submitted in order to incorporate USACE comments into the final plans.
- d) City of Minneapolis - The BCWMC Engineer will coordinate with the City of Minneapolis staff during the design process and will provide plans for City review. For projects that propose changes to the City's infrastructure, the City's Public Works Department coordinates the Capital Projects Task Force (CPTF) review process for compliance with the City's requirements. The project is expected to need CPTF review at the 60% design and 90% design stages. This scope includes budget for two additional review meetings, based on previous experiences with the CPTF.
- e) Other stakeholder coordination: The scope includes up to 30 hours for additional coordination with other stakeholders, as necessary.

2) Public Engagement

Public engagement will not be required for this project.

3) Permitting

The project is not anticipated to require any permits. The tunnel is not a designated public water; therefore, Minnesota Department of Natural Resources permits are not required. Coordination with and approvals from stakeholders is addressed in Task 1.

4) Design

Final project designs will build upon the feasibility study concept design. This task also includes preparation of documents to be used for bidding and construction.

- a) *Access and Easements*: The BCWMC Engineer will review access options and alternatives, determine easement requirements, and prepare easement documents and exhibits. They will also coordinate with City of Minneapolis staff and others, as necessary, for the access and easement considerations.
- b) *Construction Drawings*: The following documents will be developed for project stakeholders for review and comment:
 - i. 60% plans and memo to BCWMC
 - ii. 90% plans and memo to BCWMC
 - iii. 100% plans for bidding and construction
 - iv. Following each submittal, plans will be edited based on reviews from City of Minneapolis and BCWMC.

Anticipated drawings include:

- Cover sheet (1 sheet)
 - Tunnel layout plan (1 sheet)
 - Access, staging and erosion control plan (1 sheet)
 - Typical sections (1 sheet)
 - Repair details (2 sheets)
 - Plan, profile, and repair tables (20-25 sheets)
 - Restoration plan (1 sheet)
- c) *Specifications*: The BCWMC Engineer will develop front-end documents (EJCDC format including instructions to bidders, bid form, contract (form of agreement), performance and payment bonds, general and supplementary conditions, prevailing wages, etc.) and technical specifications for the 90% & 100% submittals. The BCWMC Engineer will coordinate with the BCWMC attorney regarding the front-end documents.
 - d) *Engineer's opinion of cost*: An engineer's opinion of probable construction costs for the 60%, 90% & 100% submittals will be prepared and reported to the BCWMC in a unit price format.

5) Bidding Services

The scope includes the following bidding services:

- a) Prepare bidding documents and issue addenda (if necessary)
- b) Conduct a pre-bid meeting, site visit, and tunnel tour with prospective bidders. Prepare meeting minutes.
- c) Post the bid via QuestCDN online bidding and administer the bidding process, including responding to questions from bidders and preparing any required addenda
- d) Prepare bid tabulation, review bids and assist the BCWMC with selection of Contractor

6) Construction Services

The scope includes the following construction services:

- a) *Pre-construction meeting*: The BCWMC Engineer will hold a pre-construction meeting and prepare an attendance roster and meeting notes, as necessary. Invitees to include contractor, City of Minneapolis, and BCWMC administrator.

- b) *Construction Observation*: The BCWMC Engineer will provide resident engineering services (up to 50 hours onsite per week for up to 13 weeks of construction) and act as BCWMC's representative in observing the project. The BCWMC Engineer will visit the project as appropriate to observe that the progress and quality of the work conform to the Contract Documents. Construction activities will be documented with photographs and daily construction reports.
- c) *Construction Progress Meetings*: The BCWMC Engineer will attend weekly or other periodic construction meetings and prepare meeting notes, as necessary.
- d) *Construction Administration*: The BCWMC Engineer will provide office project support (up to 10 hours per week for 18 weeks) during the preconstruction phase, construction phase, and post-construction phase of the project and will provide the following services:
 - i. Issue necessary clarifications and interpretations of the Contract Documents and, subject to BCWMC approval, and prepare field orders and change orders, as necessary.
 - ii. Evaluate alternate materials and equipment proposed by Contractor and make recommendations to BCWMC regarding substitution.
 - iii. Review shop drawings, samples, and other data which Contractor is required to submit for conformance with the Contract Documents.
 - iv. Assist BCWMC staff and the Contractor with local agreements, permitting, and construction issues.
 - v. If the observed work does not conform to the Contract Documents, and is determined to jeopardize the integrity of the repair, the BCWMC Engineer will provide a recommendation to BCWMC regarding rejection of the affected work.
 - vi. Review applications for payment from Contractor and provide payment recommendation to BCWMC in writing. In the case of unit price work, the recommendation will include determinations of quantities and classifications of the work.
 - vii. Perform a final inspection of the completed work, prepare punch lists as necessary, and review submittals that are to be assembled by the Contractor in accordance with the Contract Documents to obtain final payment. A recommendation for final payment to the Contractor will be made in writing.
 - viii. Assist BCWMC with final contract closeout services, as necessary.
- e) *Record drawings*: Record drawings showing locations of repairs of project features will be provided following completion of the project. These drawings will also serve as a reference point for future projects.
- f) *Construction Documentation Report*: At the conclusion of construction, the BCWMC Engineer will prepare a construction documentation report which will include relevant construction documentation and incorporate record drawings.
- g) *Warranty Inspection*: The BCWMC Engineer will perform a warranty inspection in late 2027 or early 2028 and prepare a memo documenting our observations and identifying deficient work necessitating corrective action, as necessary.

7) Project Management

The BCWMC Engineer will manage project scheduling and budgeting, in close coordination with the BCWMC Administrator and prepare and send monthly project updates.

List of Deliverables

The following deliverables will be provided during the proposed work:

- a) 60%, 90%, and 100% construction drawings
- b) 60%, 90% and 100% opinion of cost
- c) 90%, and 100% specifications
- d) Technical memorandums accompanying the 60% and 90% construction plans. The technical memorandums will describe the project, how the project follows or departs from the feasibility study.
- e) Required temporary or permanent easement documents.
- f) Daily construction reports
- g) Record drawings
- h) Construction documentation report
- i) Warranty inspection memo
- j) Meeting agendas and minutes
- k) Project email updates

Cost Estimate

The table below summarizes our cost estimate for the scope of work outlined above.

Tasks	Estimated Total
1) Stakeholder Engagement and BCWMC Meetings	\$28,500
2) Public Engagement	Not Applicable
3) Permitting	Not Applicable
4) Design	\$98,000
5) Bidding Services	\$10,000
6) Construction Services	\$177,000
7) Project Management	\$13,000
Total	\$326,500

Schedule

We will complete the tasks outlined in the scope of work on the following schedule.

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Josh Phillips, Jim Herbert, and Joe Welna)
Subject: Item 5B – Consider Approval of Engineering Services Scope of Work for Double Box Culvert Repair Project (FCP - 1)
BCWMC November 19, 2025 Meeting Agenda
Date: November 13, 2025
Page: 7

Tasks	Estimated Schedule
1) Stakeholder Engagement and BCWMC Meetings	Ongoing
2) Public Engagement	Not Applicable
3) Permitting	Not Applicable
4a) 60% Design	March 2026
4b) 90% Design	May 2026
4c) 100% Design	July 2026
5) Bidding Services	August 2026
6) Construction Services	Fall 2026 – Spring 2028
7) Project Management	Ongoing



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Administrator Jester on Behalf of the Plan Steering Committee
Date: November 11, 2025

RE: Recommendations on Responses to Comments and Overview of Final Plan Approval Process

See corresponding materials:

- Item 5Ci Responses to Comments from 60-day Review
- Item 5Cii Revisions to 10-year Goals

The BCWMC Plan Steering Committee (PSC) met on October 8, October 15, and November 5 to review comments on the draft Watershed Management Plan submitted during the 60-day review period. Comments were received from multiple partners and agencies including:

- Minnesota Board of Water and Soil Resources
- Minnesota Pollution Control Agency
- Minnesota Department of Health
- Metropolitan Council
- Hennepin County
- Minneapolis Park and Recreation Board
- City of Minneapolis
- Dave Stack, resident
- Friends of Eloise Butler Wildflower Garden

The BCWMC must respond to each comment in writing and must submit those comments to reviewers at least 10 days before a public hearing. The **PSC recommends** the responses included with meeting materials with highlighting indicating the level of discussion by the PSC. You might also note the column indicating whether the comment/response will result in a revision to the plan document.

Because multiple commenters requested that 10-year goals in the plan be more measurable or quantifiable, the PSC also reviewed and discussed each goal to make sure progress toward the goal could be assessed biennially, as required. The **PSC recommends** revisions to many of the goals, as shown in a separate document included with meeting materials.

The process for plan approval includes the following steps. The **PSC recommends** that the Commission set a public hearing on the draft plan for December 18th during the regular meeting.

- November 19, 2025: Commission considers approval of responses to comments, authorizes submittal of responses to commenters, and sets public hearing for December 18th.
- November 20 – December 9, 2025: Staff submits responses to all commenters, officially notices public hearing, and begins plan revisions
- December 18, 2025: Commission holds a public hearing on draft plan, reviews plan revisions that are considered substantial, and approves submittal of the plan for 90-day review (pending outcomes from the public hearing)
- January – March 2026: 90-day comment period
- March 2, 2026: Presentation of draft plan to BWSR Central Region Committee, St. Paul
- March 25, 2026: BWSR Board considers approval at their regular Board meeting
- April 16, 2026: Commission considers adoption of plan

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review								
Green - Low priority; little or no PSC discussion					Yellow - Medium priority; some PSC discussion		Orange - High priority; considerable PSC discussion of each high priority comment	
#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment	
1	BWSR	General			The Plan is written in plain language, concise, and easy to navigate	No	Thank you.	
2	BWSR	General			Through the course of the review, typographic errors were noted. These will be provided as supplemental, unofficial comments for the Commission's use as they see fit. (see next page/tab)	Yes	These will be addressed in 90-day draft.	
3	BWSR	General			Where there are website links, consider stating the website name in the Plan, as links can be subject to change.	Yes	We will include more information on website names and addresses, where appropriate.	
4	BWSR	General			It would be nice to have a comprehensive list of goals.	Yes	A table listing all 55 goals and their abbreviations tying them to Table 4-5 will be added to the beginning of Section 3.0	
5	MDH	General			MDH SWP staff have appreciated the opportunity to be involved in this watershed planning process through participation in various TAC meetings. We remain available for technical assistance and look forward to continuing to work together in the future!	No	Thank you for your continued support and cooperation.	
6	MPRB	General	Accessibility		Alt text is not present for all of the figures, where alt text is present, it is not descriptive, this may be something that was planned to add before final publication, but I thought I would mention. You may want to add more specificity to the BCWMC to the alt text for better context for readers using accessibility tools.	Yes	The final plan will incorporate ADA accessible tools and alt text, wherever possible.	
7	City of Minneapolis	General	Accessibility		If it has not already been done I highly recommend utilizing resources from the State Office of Accessibility or other tools to ensure that the Plan is accessible for everyone. For example, adding more specificity to the alt text for readers using accessibility tools.	Yes	The final plan will incorporate ADA accessible tools and alt text, wherever possible.	
8	Hennepin County	General	AIS		Continued support for preventing the introduction of new aquatic invasive species (AIS) into lakes and creeks. The county, watershed, and partners have worked hard to minimize new infestations, notably including the rapid response to the Eurasian Watermilfoil infestation discovered at Sweeney Lake which was noted on page 44 of the plan.	No	Thank you for highlighting this item. We look forward to continuing these activities and working with partners.	
9	Hennepin County	General	Chloride		The Commission including chloride reduction as a high priority with goals to address chloride loading across the watershed and to decrease average chloride concentrations in Bassett Creek by 10% during the plan period. The inclusion of a requirement for development projects to have a chloride management plan is novel but necessary to begin addressing chloride runoff at scale	No	Thank you for highlighting this item. We look forward to making strides in chloride reduction through these activities.	
10	Hennepin County	General	Climate Resilience		We're excited to see the Commission better consider the carbon footprint of their projects. We'd also encourage that, when making this assessment, the Commission consider the climate resilience co-benefits of your projects, such as but not necessarily limited to: stormwater management, supporting biodiversity, flood mitigation, air quality improvements, and reduction of the urban heat island. An understanding of these benefits will help the Commission and its partners better determine and communicate their contribution to climate impacts and our progress building long-term climate resilience.	Yes	Table 4-5 includes Activity S-6: Develop climate resilience study/plan that evaluates climate adaptation strategies (e.g., tree planting to increase canopy, incorporating native plantings, etc.) and potential impacts to priority waterbodies. Goal CF1 will be reworded to: <u>Consider Evaluate</u> the use of available tools to assess the impact and mitigate the effects of BCWMC activities on greenhouse gas emissions. Further, Section 4.1.8 Capital Improvement Program will be revised to include acknowledgement that BCWMC CIP projects can help build climate resilience.	
11	Hennepin County	General	DEIA		The Commission's development of a Land and Water Acknowledgement and goals and actions listed throughout the plan including incorporating Dakota names, history, and knowledge into programming and working more earnestly to establish relationships with underrepresented communities to better enrich environmental outcomes for those communities. This aligns very well with the county's goal of eliminating disparities and actions the county has recently taken since declaring racism a public health crisis in 2020.	No	Thank you for highlighting this item. We look forward to continuing these activities and working with partners.	
12	Hennepin County	General	Education		Continued support for education and community engagement and our partnership with the West Metro Water Alliance (WMWA), which was noted as part of several goals throughout the plan, reflecting well the value the partnership brings in addressing many of the Commission's plan goals.	No	Thank you for highlighting this item. We look forward to continuing these activities and working with partners.	

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review

Green - Low priority; little or no PSC discussion					Yellow - Medium priority; some PSC discussion	Orange - High priority; considerable PSC discussion of each high priority comment	
#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment
13	Dave Stack, resident	General	Floodplain		I would like to hear from the experts about the idea of sporadic vegetated wetland floodplain areas adjacent to the flowing stream and with a water connection to the flowing stream. I am thinking this would be good for flood control, filtration of pollutants, habitat, and a refuge area for fish and minnows during torrential high flow events.	No	Wetland restoration in riparian areas could be a strategy to address flood risk and will be evaluated as an option, where applicable, during identification and feasibility studies for CIP projects. Additionally, the inventory of wetlands across the watershed (Activity S-12 in Table 4-5) will automatically include identification and assessment of riparian wetlands.
14	Dave Stack, resident	General	Floodplain		I am wondering if additional flood plain could be constructed between Fruen Mill and Hwy 55? If so, could this new flood plain area be traded off against existing flood plain in the rough path area across the creek from the mill? And then could it be feasible to raise that path across from the mill a foot or two? I am wondering if this could be a way to construct a nice path there?	??	Thank you for identifying a potential project to improve floodplain storage. This concept may be evaluated through existing or future assessments such as activities S-3 and S-5 in Table 4-5.
15	Dave Stack, resident	General	Habitat		I like the idea of keeping disturbance of the flowing creek bed to a minimum. This is to maintain long term establishment of habitat for fish, minnows, mussels, macroinvertebrates, etc.	No	In-stream habitat is improved or maintained during stream restoration CIP projects. Policy 27 (Section 4.1.8) includes intent to improve ecological health of waterbodies through CIP project implementation. Also see CIP #28 Streambank restoration and channel/habitat improvements on priority streams; various segments.
16	Dave Stack, resident	General	Habitat		I would like to hear from the experts about the possibility of planning and constructing sporadic self-scouring habitat pools. I am thinking these could occur on the down-stream side of culverts and rock cross-vanes	No	See response to coment #15.
17	Friends of EB Wildflower Garden	General	Hydrology		We believe a hydrology study would be of significant value to understand the water budget for all of South Wirth Park. The results of such a study could be the basis for restoration, education and interpretation of what we believe is an important "hydrologic reserve"--in addition to it's premiere status as an urban nature preserve.	Yes	Table 4-5 will be revised to include a hydrology study of the Eloise Butler Wildflower Garden area in Theodore Wirth Regional Park in 2027 with estimated budget of \$70,000. BCWMC will continue to work with partners to refine scope and budget fo the study.
18	MPCA	General	Indigenous name use		Nice job of incorporating the Native American stream name into the Plan.	No	Thank you.
19	City of Minneapolis	General	Indigenous name use		The co-naming of places with native Dakota names is appreciated. This acknowledgement of the history of Ĥaĥá Wakpádan / Basset Creek is, as is stated in the Commissions land and water acknowledgement, "a step toward healing for the land, watershed, and peoples who live in the watershed today."	No	Thank you.
20	City of Minneapolis	General	Readability		Acronyms and abbreviations are not well defined, including the naming rubric for the goal abbreviation. Please consider adding more comprehensive definitions and explanations.	Yes	A table listing all 55 goals and their abbreviations tying them to Table 4-5 will be added to the beginning of Section 3.0. The acronymn list will be reviewed to ensure its completeness. Abbreviations throughout the document will be reviewed and explained, where needed.
21	Dave Stack, resident	General	Recreation		I like the idea of having the thalweg of the main stem as kayak friendly as possible: kayak friendly culverts, rock cross-vanes, etc.	No	Section 3.16 recognizes that BCWMC project have the potential to enhance or maintain recreational opportunites in streams and lakes.

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review

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#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment
22	Dave Stack, resident	General	Stream Integrity		I am not a fan of dams that no longer serve a good purpose such as electricity generation, or with a lock for navigation, etc. I am thinking that a scenic rocky kayak friendly rapids chute could replace the little dam at the [Fruen] mill. Please correct me if I am wrong on this, but I am thinking this would be beneficial in a few ways. (1) this could lower the water level a few inches above the dam which would make the rough path across the creek higher and dryer. (2) this would remove the un-natural impoundment above the dam which would improve the natural stream habitat. (3) lowering the creek above the dam would add to flood water holding capacity. (4) lowering the water level above of the creek may lower the nearby groundwater level, which might be beneficial for commercial activity in the mill, Utepils area. (5) This would make the creek more kayak friendly in this area. And would give kayakers a little fun thrill floating down the chute. (6) This would improve fish passage in this area. I am thinking that native fish and minnows will thrive better if they have more connected stream habitat to swim up and down in. This would improve the mussel population because mussels need fish to survive.	No	These ideas may be explored in the future. Results of current project to update the 2019 study of the Bassett Creek Valley and updates to the hydrologic and hydraulic model may also provide data and information to better address these ideas. There may be constraints to potential activities in this area due to State Historical Preservation Office and adjacent property owners.
23	Hennepin County	General	Wetlands		Development of a watershed-wide wetland inventory and assessment and identification of priority wetlands. The county is also focusing on the importance of wetlands for water quality, habitat value, and climate resiliency and we look forward to partnering with the watershed on opportunities to further protect and restore our critical wetland resources.	Yes	The description for Activity S-12 in Table 4-5 will be revised to emphasize that this is a BCWMC-wide inventory based on watershed-wide methodology versus a collection of local inventories. The BCWMC appreciates the county's offer to partner on wetland protection and restoration activities. The BCWMC may wish to partner with the county on the development of a wetland inventory framework.
24	Friends of EB Wildflower Garden	General	Wetlands		The [EB Wildflower Garden and] Sanctuary once included the wetlands north and west of today's Garden boundaries, referred to as "The North Meadow" and "Gentian Meadow." They were likely a complex mix of some or all of the following: open water, emergent marsh, sedge meadow, shrub carr, rich spring fen, forested swamp and wet prairie. Today these wetlands are heavily degraded, with common and glossy buckthorn dominating much of the area. Most of the peat has decayed. Groundwater flow has dropped over the years, and the powerful springs that drew water-gatherers throughout history are dry. However, significant groundwater seeps and springs still flow along the edges of the surrounding hills. This means to us that actions to preserve this resource are urgently needed, and that restoration of this historic and inspiring landscape is still possible. We encourage the BCWD add the restoration of these wetlands to its ten-year plan.	Yes	See response to comment #17. A potential wetland restoration CIP project will be considered in the future pending results of the hydrology study in #17 and may be added through a minor plan amendment.
25	MPRB	Exec Summary		3	Table on Page 3 is critical to the plan, consider adding a column with page # references to the plan sections that address the goals or links in the pdf version. Consider adding a table with the naming rubric of the goal abbreviations.	Yes	The Plan will be revised to include internal hyperlinks to the section related to each issue and each goal listed in the table.
26	MPRB	Exec Summary		4	Is the bulleted list of medium and low priority issues in an order? It is not alphabetized, so it appears to be in an order. If there is a reason behind the order, can a sentence be added to state this?	Yes	The Plan will be revised to list the low and medium priority issues alphabetically.
27	MPRB	Exec Summary		6	Table that refers to policy numbers - May want a table in the appendix or elsewhere that clearly states the policy numbers and names and the goal abbreviations and titles to make the document more useful for a casual user or for use at-a-glance.	Yes	The Plan will be revised to include internal hyperlinks to the section related to each policy.
28	BWSR	Exec Summary			Excellent use of the executive summary. Great overview, succinct, and easy to read	No	Thank you.
29	MPCA	Exec Summary	Tool graphic		Several areas nicely demonstrate past projects and completed work. The Executive Summary's Implementation Tools graphic was helpful to see what is new and what has been happening.	No	Thank you.
30	MDH	Exec Summary			The Executive Summary is very helpful and is a great overview of the plan.	No	Thank you.
31	City of Minneapolis	Exec Summary		3	The table on this page contains significant information on the prioritization of goals within the plan. Please consider a page # references to the plan sections that address the goals or links in the pdf version.	Yes	The Plan will be revised to include internal hyperlinks to the section related to each issue and each goal listed in the table.
32	MDH	1	Figure 1-2	15	Consider adding to MDH's list of responsibilities: well permitting and fish consumption guidance. The MDH SWP Metro Planner, Abby Shea, can assist with a reword of this blurb if necessary.	Yes	The graphic will be updated to include "well permitting" and "fish consumption guidance" under list of MDH responsibilities
33	MPRB	1.4	History & governance	13	MPRB supports the Commission's desire to ensure that the governance structure best meets the goals of the organization.	No	Thank you.

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review

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#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment
34	City of Minneapolis	1.4	Organizational capacity	13	The City of Minneapolis fully supports the Commission's plans for an organizational assessment to evaluate options for changing governance structures and/or funding options.	No	Thank you.
35	MPRB	1.7	Plan development	16	Thank you to BCWMC and the Plan Steering committee for a robust process to gather feedback and ideas on the next generation plan.	No	Thank you.
36	MPRB	2	Land & Water Resource Inventory	18	Thank you for the detailing the effects of climate and precipitation on water resources and the additional stressor that extreme weather events and climate change poses to natural water systems in addition to the effects of climate change on flood control systems.	No	Thank you.
37	BWSR	2	Land & Water Resource Inventory	22	Figure 2-1 Is there a way to have the subwatersheds/priority waters stand out more? Maybe this means two maps instead of one so that details don't get lost.	Yes	Plan will be revised to include two maps in Section 2.0 including maps from Appendix A: A-6: Major Subwatersheds and A-7: Public Waters and Priority Waterbodies.
38	Met Council	2.1	Climate & Precip		This section could benefit from added discussion focusing on increased freeze/thaw cycles which influences use of chloride use for de-icing.	Yes	Section 2.1 will be revised as recommended.
39	MDH	2.4	Geology & Groundwater	20	The Tunnel City Group should be included in the list of the major bedrock aquifers, resulting in five major bedrock aquifers.	Yes	Section 2.4 and Appendix A will be revised as recommended.
40	MDH	2.4	Geology & Groundwater	20	The way that the third full paragraph on this page is worded is a bit off. MDH's responsibility is to ensure safe and adequate drinking water to protect human health, including both groundwater and surface water sources of drinking water. In order to clearly distinguish between MDH and MPCA responsibilities, we suggest the following reword starting with the second sentence: "The Minnesota Department of Health (MDH) protects sources of drinking water by defining the protection areas managed by public water suppliers (called drinking water supply management areas, or DWSMAs), developing protection strategies through creation of source water protection plans, and supporting protection activities through technical and financial assistance. Additional drinking water programs focus on well permitting, water operator training, monitoring, testing, and treatment. Public water suppliers with their own groundwater source of drinking water are required by MDH to develop Wellhead Protection Plans (WHPPs) to manage their DWSMAs. In addition, stormwater management..."	Yes	Section 2.4 will be revised as recommended.
41	MPRB	2.9	Pollutant Sources	26	Final paragraph, do you want to specify that grit is for traction and not deicing? Statement could read, using traction products rather than chloride-based deicers and/or sweeping up salt	Yes	Section 2.9 will be revised as recommended.
42	Met Council	2.9	Pollutant Sources		The Plan makes reference to contaminated land and sites enrolled in the Voluntary Investigation Cleanup (VIC) program. The Council encourages BCWMC to work with its partner cities, when appropriate, to support applications for Met Council Tax Base Revitalization Account grants for funding site cleanup to enhance surface and groundwater quality within the watershed.	No	Thank you for the recommendation.
43	BWSR	3	Goals		Many of your goals state reduce or improve. A question that comes to mind is, 'By how much'? How will you measure reductions or improvements over the life of the Plan? How will you know if you have been successful? For example, CHL1, how much do you hope to reduce chloride loading/concentrations by? Where do you want to be in 10-years? 8410.0080	Yes	Many goal statements will be revised to improve measurability. See attached "revisions to goals" document. Some goals are already measurable (even when they don't include a quantity or numeric outcome) simply through the ability to say whether or not an activity occurred and/or to what degree an activity occurred. Several goals in the Impaired Waters section will be revised to add "statistically significant trends."
44	Met Council	3	Goals		The Met Council encourages the BCWMC to review the goal language within the Plan to add specificity to goals where appropriate. For example, goal language in BCV1 is specific and therefore measurable because it applies to a given geography. The Met Council recognizes that goals that are watershed-wide are more difficult to ascribe measured outcomes to, given different characteristics across watershed projects. Goals focused on specific lakes, like goal WQ2 could be strengthened by adding specificity to the term 'statistically significant improvement'.	Yes	See response to comment #43.

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review							
Green - Low priority; little or no PSC discussion					Yellow - Medium priority; some PSC discussion		Orange - High priority; considerable PSC discussion of each high priority comment
#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment
45	Met Council	3	Goals		The Plan would be strengthened if conditional language was revised to more active and concise verbs across some goals, like REC2, WQ24, CF1.	Yes	Many goal statements will be revised to improve measurability. The action of "consider" in some goals conveys the desire to be active on a particular issue rather than "staying silent." These goals often address lower priority issues where the BCWMC is a partner or collaborator rather than a leader. The numbering for goal WQ24 was found to be incorrect and will be revised to UP1 as it addresses upland habitats.
46	MPCA	3	Goals		Review the goals and assess opportunities to include numerical goals that will help evaluate success. Several goals could have numerical targets. Example – LK2: How much of a percent increase and what depth of buffer?	Yes	See response to comment #43. Specifically for goal LK2: The goal will be revised to "Increase the percentage of properties with native buffers on nutrient-impaired lakes through education activities and partnerships, relative to baseline conditions." Activity S-10 in Table 4-5 includes a shoreline inventory of priority lakes which will help establish baseline conditions. From there, the change in percentage of properties with native buffers can be measured over time. Because there is not currently a baseline of conditions, the BCWMC feels it is not appropriate to arbitrarily assign a numeric goal.
47	MDH	3	Goals		Ensure all goals in the plan are specific and measurable. If the watershed would like any assistance with this regarding the groundwater-related goals, please reach out to the MDH SWP Metro Planner, Abby Shea, and we will be happy to brainstorm.	Yes	See response to comment #43.
48	MDH	3	Goals		Really like how this chapter is organized. It is easy to follow, has all the important info, and is visually appealing. Great work!	No	Thank you!
49	City of Minneapolis	3	Table 3-1	27	The City appreciates the clear prioritization of issues as high/med/low. The Commission will need to ensure that these prioritizations will be reflected in future work and funding allocation over the life of the plan.	No	Thank you for the reminder.
50	City of Minneapolis	3	Goals		The City appreciates having clear and measurable goals such as reducing average chloride concentrations by 10%. Please explore setting more numeric, measurable goals like this for other part of the plan implementation.	Yes	See response to comment #43.
51	MPCA	3.1	Impaired waters	Table 3-3 and 3-4	Adjust descriptor of months that were averaged. Not everyone may be aware of what "summer" months means in reference to the standards.	Yes	Revision will be made as recommended.
52	City of Minneapolis	3.1	Prioritization	34	While studies and monitoring have their place as tools to address Impaired Waters, capital projects that actually improve water quality should be a higher priority on the list.	No	Tools are not listed in a priority order but rather in the same sequence as in Section 4.0
53	BWSR	3.2	Chloride	37	Because chloride impairments are based on long-term monitoring, Table 3-7 may be confusing for the general reader. Consider more explanation as to how chloride data is used to determine impairments.	Yes	Table 3-7, footnote 3 will be revised to include the acute and chronic standards
54	MDH	3.2	Chloride	38	Other sections of the plan note that there are some private well users in the watershed. If any of these users are also on a septic system, consider rewording the top of the second column on this page, as this discharge would not enter a municipal wastewater treatment plant. The "tools to address chloride loading" section lists studies to evaluate sources of chloride pollution. Is there more to be done regarding these studies? If so, should that be a goal in the plan, to evaluate sources of chloride pollution? Currently, the issue statement implies only road salt is an issue.	No	The BCWMC monitoring data and the impaired waters list already provide enough information to help target activities. Further, Activity S-9 in Table 4-5 includes a chloride study and development of management plans to further refine targets chloride reduction work.
55	MDH	3.2	Chloride	35	Consider mentioning that chloride is also an issue in groundwater. Chloride in groundwater is explicitly called out in the Groundwater Atlas of Hennepin County. They do state that elevated and anthropogenic chloride in groundwater in the county appears to coincide with dense road networks, but also consider the studies mentioned in the previous comment.	Yes	Thank you for the reminder. Section 3.2 will be revised to acknowledge chloride pollution in ground water. Chloride will also be added to the list of groundwater contaminants in Section 3.10.

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56	MPRB	3.3	Lakeshore erosion	39	MPRB agrees with the idea that there should be a baseline expectation of lake shore conditions, and that it makes sense for lakes in a watershed to be assessed similarly. Will there be a BCWMC fund to assist in restoration?	No	Table 4-5 includes activity #EE-7 includes development of a cost share program for projects such as shoreline restoration Table 4-6 includes CIP project #27 Shoreline improvement projects on priority lakes	
57	MPRB	3.4	Wetlands	41	MPRB agrees with the idea that watershed-wide assessment of wetlands is important. MPRB parkland may have areas that could be priority for restoration, like South of Glenwood, where volunteer efforts could assist in long term upkeep. The former Gention Meadow site outside of Eloise Butler Wildflower Garden is one area where collaboration on a restoration project could be possible.	Yes	See response to comment #24	
58	MPRB	3.5	AIS		MPRB agrees with prioritizing Aquatic Invasive Species detection and management due to these species impacts on water quality and ecological integrity. One suggestion would be to include species that could impact wetland and waterway function and integrity like invasive phragmites, or other potential invaders like water soldier or water chestnut.	No	Thank you for the information. The BCWMC will continue to evaluate emerging AIS and threats and may tailor AIS policies as needed. Further, policy 20 (Section 4.1.6) requires member cities to inspect high priority inventory wetlands for terrestrial and aquatic invasive species.	
59	BWSR	3.5	AIS	42	This is the first time the AIS Rapid Response Plan is mentioned. More information could be provided here, or you could direct the reader to page 85 in the Implementation section, for more on the AIS plan.	Yes	A better reference to the AIS policies and rapid response plan will be added to Section 3.5.	
60	City of Minneapolis	3.5	AIS	43	The BCWMC's AIS Rapid Response Plan is an effective tool for addressing early AIS infestations. Please consider providing a link in the Watershed Management Plan to make it more easily accessible.	Yes	A link will be added as recommended.	
61	MPRB	3.6	Steambank & gully erosion	45	MPRB appreciates BCWMC's attention to the issue of streambank integrity and gully erosion. We appreciate the past partnership on capital projects addressing Bassett Creek bank stabilization along MPRB lands in both Golden Valley and Minneapolis and look forward to future partnership. Additionally, it is appreciated that the issue is tackled watershed-wide and prioritized in projects and programs as sediment eroded upstream causes environmental degradation downstream.	No	Thank you.	
62	Met Council	3.7	Groundwater-Surface Water Interaction		The Met Council is performing studies and research on the topic and would welcome collaboration with BCWMC.	No	Thank you.	
63	MDH	3.7	Groundwater-Surface Water Interaction	48	There are no goals related to the second part of the desired future condition of Hennepin County developing and implementing a county groundwater plan. Can a goal be created for this, even if focused on advocacy for the plan?	Yes	Under the tools to address this the groundwater-surface water interaction issue in Section 3.7, the "Inter-agency Planning" tool will be added with context regarding advocacy for Hennepin County to develop a county groundwater plan.	
64	MDH	3.7	Groundwater-Surface Water Interaction	48	Consider if it may be useful to mention the surface water contribution areas (SWCAs) within the watershed that are part of the new West Metro Multi-Community DWSMA. In these areas, data indicates a direct connection between surface water and municipal well water, which is an example of an important groundwater-surface water interaction in the watershed. If you would like to discuss this or would like assistance with wording this, please reach out to the MDH SWP Metro Planner, Abby Shea.	Yes	The Plan will be updated to include this content, as recommended.	
65	MPRB	3.8 - 3.9	Riparian and upland degradation		Degradation of riparian and Upland areas: MPRB appreciates the acknowledgement in the plan of the importance of both upland and wetland riparian areas in the watershed. MPRB's Natural Areas Plan will be guiding the park system's priorities for management and restoration and could assist in determining where MPRB and BCWMC can partner to meet common goals. https://www.minneapolis-sparks.org/wp-content/uploads/2022/05/MPRB-Natural-Areas-Plan_Phase2_FINAL.pdf	No	Thank you.	

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66	Met Council	3.9	Degradation of Upland Areas		The Met Council is developing a tool that will assist local governments in meeting their natural systems requirements in the 2050 planning cycle which will include identification of areas for natural systems protection or enhancement. This tool should be available for stakeholder use in early 2026. The Met Council recommends that BCWMC work with partner cities to identify natural systems opportunities, both territorial and aquatic, with city 2050 comprehensive plans.	No	Thank you.
67	MDH	3.10	Groundwater Quality	52	Consider adding unused, unsealed wells to the middle paragraph when listing potential sources of contamination. This is one of the biggest sources and is a source that is relatively straightforward to address with education and outreach, along with cost-share dollars (Hennepin County has a cost-share program already established to refer property owners to). Acknowledging this in the plan may allow for additional funding opportunities.	Yes	This content will be added to Section 3.10 as recommended.
68	MDH	3.10	Groundwater Quality	52	In the last paragraph in the left column, suggest changing "To limit groundwater contamination" to "To limit contamination of drinking water sources" in order to more accurately convey MDH's roles and responsibilities.	Yes	The Plan will be revised with the recommended text.
69	MPRB	3.11	Impact of Climate Change		MPRB appreciates the BCWMC's attention to the impacts of climate change on hydrology, as MPRB park and natural assets are also impacted by this issue. For example, more frequent floodplain utilization impacts playability in certain areas of Wirth Golf, as well as path/riparian corridor use along the creek itself. We look forward to continuing partnerships in the area of adaptation within the watershed.	No	Thank you.
70	BWSR	3.11	Impact of Climate Change	55	The Plan must contain specific measurable goals. Many of the goals and strategies in this plan are general actions and are not considered measurable. Making the goals more quantifiable will aid in assessing your progress toward implementing the Plan. For example, FLD1 & FLD4 could be combined into "Do a study to evaluate and identify...". A complete study will be the measure of success. 8410.0080	Yes	Many goal statements will be revised to improve measurability. See attached "revisions to goals" document. FLD1 and FLD4 will be revised to reference completion of related studies (Activities S-5 and S-6 in Table 4-5).
71	BWSR	3.11	Impact of Climate Change	55	Similarly, goals FLD2 and FLD 5, for example, may be difficult to measure. For FLD5, what does "enhance" mean? How much is "the majority"? Could you include specifics such as Atlas 15, policy updates, new development requirements, or other to make this goal measurable?	Yes	Many goal statements will be revised to improve measurability. Goal FLD2 focuses on non-capital activities like development review, education, Flood Control Project management, and modeling. Progress reporting will list activities and outcomes that address this goal. Goal FLD5 is measurable, via the incorporation of adaptation functions (however small) into the majority (>50%) of projects
72	MPCA	3.11	Impact of Climate Change	53	Source NOAA, 2013 – there are newer sources that you could reference, including the UMN. https://climate.umn.edu/climate-change-east-central-minnesota .	Yes	The Plan will be revised to reference more recent climate studies, including: <i>Coffman, D., Black, K., Boyd, K., Clark, S., Farris, A., Greene, B., Leon, A., Saravana, D., Weske, C. 2024. Climate Change in Minnesota. Prepared for the University of Minnesota Climate Adaptation Partnership. Version 1; September 2024. www.climate.umn.edu/climate-change-in-minnesota</i>
73	MDH	3.11	Impact of Climate Change	53	When discussing what can be damaged due to flooding from increased precipitation, consider also explicitly including water wells. Or explicitly including wells in "infrastructure" if that is defined.	Yes	The narrative in Section 3.11 will be revised to note that flooding contributes to public health risks including contamination and other damage to water wells.
74	City of Minneapolis	3.11	Impact of Climate Change	54	The Plan lists Atlas 14 as an additional resource. There is currently an Atlas 15 under development. The Commission should commit to using the most up to date climate data for modeling and floodplain management when that new standard is adopted.	Yes	Section 3.11 will be revised to note that the BCWMC will use the most current adopted precipitation data for flood risk and floodplain management actions. Page 84 of the Plan also notes that "The BCWMC will also update the SWMM model to incorporate the most current precipitation data when it is published."
75	MPRB	3.12	Bassett Creek Valley	56	MPRB agrees that coordination between the agencies is needed to best guide the development and redevelopment along the Bassett Creek Corridor. High-quality and well-maintained riparian parks could be one of the multiple benefits achieved via close coordination.	No	The BCWMC appreciates MPRB's input during Plan development and looks forward to cooperating with MPRB during implementation to achieve complimentary goals.

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76	MPRB	3.12	Bassett Creek Valley	56	MPRB wholeheartedly supports the categorization of the Bassett Creek Valley Flood Risk Reduction item as high priority. MPRB has collaborated with partners for years on improving development potential, recreational access, water quality, and habitat improvements throughout the Valley. We are interested in expanding and enhancing parkland in the context of this collaborative vision. Specific mentions of MPRB might be included in this section, particularly on page 57: Inter-agency planning	Yes	The BCWMC recognizes MPRB as a valuable partner in potential projects in the Bassett Creek Valley (and elsewhere). The tools on page 57 will be revised to include MPRB as a potential partner along with Hennepin County and City of Minneapolis.
77	MDH	3.12	Multiple		Really like to see the call out of multiple benefits projects! (Also in Section 3.18 and Table 4-5)	No	Thank you. The BCWMC will continue to consider multiple benefits in its project prioritization framework.
78	City of Minneapolis	3.12	Bassett Creek Valley	56	The Bassett Creek Valley Area is a high priority for the City of Minneapolis, and we appreciate seeing that priority reflected in the BCWMC's Plan.	No	Thank you. The BCWMC looks forward to collaborating with the City of Minneapolis in pursuit of shared goals in the Bassett Creek Valley.
79	MDH	3.13	Groundwater Quantity	58	Consider noting that some residents get their drinking water from private wells here like in other sections	Yes	The narrative in Section 3.13 will be revised to note that some residents also get their drinking water from private wells.
80	MPRB	3.14	Education	60	The goals listed in this section have reference numbers listed, which is helpful when reading the table 4-5. But table 4-5 also uses the Activity ID codes that can only be found in the Appendix C of a separate document. Also, as far as getting any direction to complete educational activities to fulfill the goals, having 22 goals listed in a clump of 6 different activities would make that very difficult. Is there a possibility of breaking out the educational goals in a smaller spreadsheet or table to help make connections more clear?	Yes	The Education and Engagement Plan (Appendix C) will be revised to provide clear correlation between the education and engagement goals in the main Plan document, the goals and strategies in Appendix C, and the line item activities listed in Table 4-5.
81	MDH	3.14	Education	60	For these goals, do you have the baseline data to know if you have increased knowledge? If not, is there a metric to use than just an increase?	Yes	Education and engagement goals will be revised to reference the evaluation metrics included in Appendix C (Education and Engagement Plan).
82	City of Minneapolis	3.14	Education	60	The BCWMC should continue to support clear and consistent public education and engagement. A better-informed public generally leads to better water quality outcomes and more support for future capital funding for project implementation.	No	The BCWMC will continue to support clear and consistent public education and engagement through the strategies outlined in its Education and Engagement Plan (Appendix C).
83	MPRB	3.15	DIEA	62	MPRB commends BCWMC on making equity and engagement of diverse communities a priority in this plan. To serve the entire commission population, all groups must be engaged. Co-naming the resource with Dakota place-names is a good first step toward educating residents on the long history of the landscape and stewardship of its resources.	No	Thank you. The BCWMC hopes that prioritizing engagement of diverse communities in this Plan will lead to greater engagement during implementation.
84	MPRB	3.16	Recreation	63	MPRB Environmental Education provides free introductions to water recreation along with stormwater education via free canoeing sessions at Wirth Lake. This and other events could be an opportunity to partner on the shared goal of providing recreational opportunities to watershed residents. It should also be noted that proximity of a waterbody is important to its recreational use and desirability to the surrounding community. The commission may want to create a separate ranking method to assess recreational desirability and opportunity to use when ranking restoration projects.	No	The BCWMC will consider further articulating recreational benefits if and when it updates its project prioritization framework. Recreational access opportunities as element of project prioritization may also be addressed through the incorporation of equity considerations into the prioritization framework (included in Plan implementation). The BCWMC will keep MPRB recreational programs in mind as it considers projects and engagement opportunities.
85	MDH	3.16	Recreation	63	Consider noting that the Lakefinder website referenced in this section also includes any fish consumption guidance that may differ from the statewide guidance for a particular lake. More information is available on the MDH website: https://www.health.state.mn.us/communities/environment/fish .	No	The resources listed in the subsections of Section 3 are presented in brief and without additional detail.
86	MPRB	3.17	Organizational capacity	65	Historically BCWMC has been able to carry out its mission in its current format; however, this structure has limitations. MPRB supports the goal of right-sizing the organization and ensuring that the structure is capable of meeting future needs. With better information, the Commission can determine what structure is best to meet goals and better understand the level of prioritization needed if the structure cannot meet all goals.	No	Thank you.
87	BWSR	3.17	Organizational capacity	66	Consider using the Evaluation and Assessment tool as the goal for ORG1. Producing an assessment to understand options, benefits, and challenges in the first year of the plan is a more measurable goal.	No	Goal ORG1 will be achieved through the completion of a dedicated assessment (Activity EA-4 in Table 4-5). The BCWMC recognizes that the ongoing implementation of its Evaluation and Assessment tools/activities (Activities EA-1, EA-2, and EA-3 in Table 4-5) will also be useful in gauging progress towards goals ORG1 and ORG2.

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88	City of Minneapolis	3.17	Organizational capacity	65	The City of Minneapolis strongly supports the assessment of the current BCWMC governance structure. The plan has very aggressive goals and to meet those goals changes may be needed in the operation and organization of the BCWMC. The BCWMC should work to develop a clear timeline for this assessment and for making any possible future changes well ahead of the next JPA cycle.	Yes	<p>The assessments of structure and funding mechanisms are scheduled early in Plan implementation (see activities EA-4 and EA-5 in Table 4-5). This schedule is intended to provide as much time as possible to implement changes, if pursued, prior to the next JPA cycle. The BCWMC anticipates that a Plan amendment may be needed depending upon the outcomes of the assessments, at which point the schedule could be further defined.</p> <p>Section 4.1.1 will be revised to more clearly state that implementation of potential recommendations from the assessments will depend on the scope of those recommendations and discussions with commissioners and member cities. Organizational and/or structural changes may be implemented via an accelerated JPA update and/or Plan amendment, or could be deferred to the next planned update.</p> <p>Sections 4.1.1 (Administration) and 4.1.10 (Evaluation and Assessment) will be revised to acknowledge potential impacts of a change to the structure resulting from the organizational assessment.</p>
89	MPRB	3.19	Progress assessment	69	The BCWMC plan goals are ambitious and many projects are front loaded in the 10-year plan period. Planned reassessment and recalibration of goals will be important to stay on track and ensure progress is made in priority areas. Writing reassessment directly into the plan is a smart way to ensure that reassessment is timely and used to adapt management strategies.	No	The BCWMC will use its biennial assessment (Activity EA-2 in Table 4-5) to evaluate progress towards goals. It is also possible the assessments of organizational structure and funding mechanisms scheduled for the first year of implementation may identify actions that would require a Plan amendment. Because of this uncertainty, the BCWMC prefers not to include a planned/scheduled amendment in Table 4-5 at this time.
90	City of Minneapolis	3.19	Progress assessment	69	With such aggressive goals program assessment will be a critical component of keeping the BCWMC's work moving forward. The cycle of assessment, recalibration, and trying amended approaches will be important to keeping a 10-year plan relevant for the long term.	No	The BCWMC will use its biennial assessment (Activity EA-2 in Table 4-5) to evaluate progress towards goals. The BCWMC recognizes that the Plan's goals an implementation program are ambitious and have included assessments of organizational structure and funding within the first year of implementation to determine if changes to the organization are needed to better achieve its goals.
91	MPRB	3.20	DEIA	70	Ensuring that projects and programs are equitably driven will serve BCWMC into the future as this will ensure that that the residents who fund the commission are educated on the benefits of BCWMC's mission. As the Commission makes progress towards this goal, the progress assessment step may be utilized to adapt to changing conditions and better knowledge of needs and desires of the communities within the Commission boundaries. The outcome would be a more effective, greener, and more equitable watershed.	No	The BCWMC intends to use its biennial assessment (Activity EA-2 in Table 4-5) to evaluate progress relative to its goals regarding equity and adapt its strategies based on that progress (or lack of progress).
92	City of Minneapolis	3.20	DEIA	70	The City of Minneapolis commends the BCWMC in recognizing that equity and diversity are important goals for achieving watershed protection. As the BCWMC begins to implement and make progress towards this goal ongoing assessment of successes and barriers will need to be implemented to further this work.	No	Thank you. The BCWMC intends to use its biennial assessment (Activity EA-2 in Table 4-5) to evaluate progress relative to its goals regarding equity and adapt its strategies based on that progress (or lack of progress).
93	MPRB	3.21	Ditches	72	From Page 72, and Figure A-7, it was unclear how many County ditches there are that the Commission is responsible for. A table with the ditch segments, current ownership, and number could clarify this. The description of ditches on Page 78, within implementation, is more clear and could be referenced.	Yes	Section 3.21 will be update to include the description of the public ditch segments already included on page 78. Public ditch segments are distinguished by different symbology on Figure A-7.
94	MPRB	4	Implementation	Table 4-5	Given the scope of the new plan it is prudent to assume administrative costs will increase.	No	The administrative costs included in Table 4-5 are an estimate based on the scope of implementation and the existing organizational structure. It is possible that outcomes of the organizational assessment scheduled for the first year of implementation may warrant updates to planned administrative costs.

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95	MPRB	4	Implementation	Table 4-5	The new focus areas in Planning and Collaboration may include new opportunities to collaborate on water resources issues and opportunities on and adjacent to MPRB parkland.	No	The BCWMC recognizes the critical role of partnerships in achieving its goals. The BCWMC appreciates the consideration and input from the MPRB during the Plan update and looks forward to collaborating with MPRB in all relevant capacities during Plan implementation.
96	MPRB	4	Implementation	Table 4-5	MPRB is excited for the outcomes of the high priority studies the Commission may undertake, particularly around the subjects of groundwater, wetlands, and lakeshores.	No	The BCWMC appreciates the input on these topics from the MPRB during the Plan update and look forward to collaborating with MPRB on these issues.
97	MPRB	4	Implementation	Table 4-5; AIS-1 FCP-2	minor comment: typo in Description column of AIS 1 and FCP-1 and 2, add the section reference	Yes	Table 4-5 will be updated to correct this error.
98	MPRB	4	Implementation	Table 4-5; EE-7	Once cost share programs are developed per EE-7, it seems there would be opportunities for partnership to enhance MPRB efforts in many of these areas	No	The BCWMC recognizes the critical role of partnerships in achieving its goals and looks forward to collaborating with MPRB in all relevant capacities during Plan implementation, including Activity EE-7.
99	MPRB	4	CIP	Table 4-6	It should be noted there is potential for wetland restoration in the Wirth Lake watershed, on example is the wetland South of Glenwood and North of Eloise Butler Wildflower Garden. As of Fall 2025, MPRB staff are currently exploring options with the Friends of Eloise Butler, and U of M. This area was termed "Gentian Meadow" in the time of Eloise Butler, and has altered hydrology since the construction of Glenwood Avenue. The area has potential for high quality and sustainable restoration.	Yes	See response to comment #24.
100	MPRB	4	CIP	Table 4-6 #28	MPRB could also be a partner in streambank restoration in portions of the Creek in Minneapolis where there is parkland.	Yes	The BCWMC looks forward to collaborating with MPRB in all relevant capacities during Plan implementation. Table 4-6 #28 will be revised to note MPRB as a partner.
101	MPRB	4	CIP	Table 4-6 #32	MPRB is also a potential partner in chloride reduction as a multi-site landowner.	Yes	The BCWMC looks forward to collaborating with MPRB in all relevant capacities during Plan implementation. Table 4-6 #32 will be revised to note MPRB as a partner.
102	BWSR	4.1	Roles	75	Could you provide more discussion about the BCWMC policies? These seem very closely aligned with future desired conditions/goals/other actions. How are they different? How were they developed? Are they still necessary?	Yes	The 2015 BCWMC Plan has 122 policies, many of which were better stated as goals or actions (and updated as such in this plan). The BCWMC removed policies redundant to the BCWMC Requirements document, MPCA permits, and other regulatory documents. Some policy statements are needed to underscore the importance of BCWMC expectations, operations, or positions. Policies clearly state the responsible party and thus helps member cities understand expected actions. It is also helpful to proactively state positions rather than to "stay silent," even where the BCWMC is not taking the lead in addressing an issue. This can be helpful in grant applications or letters of support for partners' grant applications. Section 4.1 will be revised to include some of the content further describing the need for policies and differences from the 2015 plan. References to goals will be added to each policy throughout Section 4, where appropriate.

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103	MDH	4.1.1	Inter-agency planning	78	It is unclear what kind of "groundwater action plan" the watershed is looking for here, as it is not mentioned elsewhere in the plan. Is this referring to a county groundwater plan? Or other types of plans? If the latter, there are other plans such as source water protection plans and the Met Council Water Supply Plan (within the new Water Policy Plan within Imagine 2050) that already exist and can be implemented with assistance from the watershed.	Yes	Policy 1 in Section 4.1.2 refers to a range of potential groundwater-related plans that may be developed and/or updated. This could include an updated County groundwater plan, but may also include updates to regional plans. Policy 1 recognizes that BCWMC is not the primary groundwater authority, but is interested in assisting others in implementing relevant groundwater-related actions. The language of Policy 1 will be updated to more clearly acknowledge existing plans. Policy 1 will be revised to: <i>"The BCWMC supports local, regional, and state agencies in the development of groundwater management plans and studies and will collaborate on the implementation of relevant actions and measures to protect and improve groundwater resources."</i>
104	City of Minneapolis	4.1.1	JPA	77	While describing the timeline for the necessary organizational structure and staff capacity assessment the Plan should also acknowledge that changes to the JPA and buy-in from member cities will likely be necessary to implement change.	Yes	See response to comment #88.
105	BWSR	4.1.2	Inter-agency planning	77	Throughout the Plan you mention the role/responsibilities of other entities in carrying out the Plan. Have you considered clearly, but succinctly, showing that in the document? This could be called out in Section 4.4 or Figure 1-2 could be amended to reflect agencies roles per the Plan. 8410.0105 Subp1.B.	No	The roles and responsibilities of member cities are organized in Table 4-4. The potential partnership roles for other local, regional, and state agencies in capital improvements are identified in Table 4-6. The activity descriptions of non-capital activities included in Table 4-5 also note partners, where applicable.
106	MDH	4.1.3.1	Project Review & Permitting	81	Consider briefly explaining what the BCWMC will look for when reviewing applications to the MDNR.	Yes	The BCWMC reviews applications sent from the MDNR. The Commission reviews the applications for compliance with BCWMC requirements and for potential environmental impacts that the BCWMC may be in a unique position to identify and that might not otherwise be recognized by the MDNR or applicant. Policy 14 in Section 4.1.3.1 will be revised to note that the Commission reviews applications <i>"to identify potential negative impacts and for compliance with BCWMC requirements."</i>
107	BWSR	4.1.3.2	Wetlands	82	It is noted that the BCWMC encourages member cities to pursue wetland restoration projects based on local prioritization. Are there plans for watershed-wide wetland prioritization and restoration opportunities? 8410.0060 Subp1.M.	Yes	Activity S-12 in Table 4-5 includes the development of a watershed-wide wetland inventory and restoration prioritization. The activity description will be revised to emphasize that this is a BCWMC-wide inventory based on watershed-wide methodology versus a collection of local inventories.
108	MPRB	4.1.5.1	Monitoring	83	MPRB values the monitoring partnership with BCWMC, and will continue Wirth and Spring Lake Monitoring on the MPRB's regular schedule. MPRB also conducts beach monitoring at the Wirth Lake Public Beach, AIS monitoring in all MPRB waterbodies, and in some years MPRB's regular stormwater monitoring evaluates stormwater within the BCWMC boundaries. We look forward to the continued partnership that has been productive in meeting both organizations' shared goals to protect and enhance natural resources.	No	The BCWMC recognizes the critical role of partnerships in achieving its goals and looks forward to collaborating with MPRB in all relevant capacities during Plan implementation, including monitoring.
109	MPRB	4.1.5.1	Monitoring		MPRB also values water quality monitoring and looks forward to continued monitoring, partnerships, and data sharing in the Bassett Creek Watershed. New Streambank monitoring efforts may inform future projects or changes in management practices.	No	The BCWMC recognizes the critical role of partnerships in achieving its goals and looks forward to collaborating with MPRB in all relevant capacities during Plan implementation.
110	MPRB	4.1.6	AIS	84	MPRB supports the Commissions AIS management strategies. MPRB conducts a robust AIS management and early detection program, and values the partnership of the BCWMC. Expanding surveillance to include species that may impact free flow of water or riparian quality may be an area the Commission would consider in the future.	No	The BCWMC values this input and will engage MPRB if and when the BCWMC reviews and updates its AIS management strategies and rapid response plan.

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111	BWSR	4.1.6	AIS	84	In the 3rd paragraph, you could make a plan goal from, ..."recruiting and training volunteers to detect zebra mussels on all Priority Lakes, aiming for at least 1 volunteer in each lake quadrant."	No	The BCWMC prefers to keep the AIS goals (AIS 1 and AIS 2) more broad in scope such that they apply to all BCWMC-managed AIS and allow the use of multiple strategies, versus goals specific to a single species (e.g., zebra mussels) and strategy (volunteer detection). This recommendation may be used as an objective for tracking goal achievement outside of the Plan document itself.
112	MPRB	4.1.7	Flood control	85	Management of the Flood Control Project is central to the mission of the WMC. Although the flood control project is outlined in the implementation section, there was no corresponding flood control goal. Is this a missed opportunity to ensure that programs are supported by clear organizational goals? Education of the public on the presence and importance of the flood control project may also be necessary to ensure that the public understands the importance of funding the Commission's programs that are central to maintenance of the flood control project.	No	The implementation section details the BCWMC's and cities' responsibilities regarding the Flood Control Project. Operation of the Flood Control Project is implicitly included in goal FLD2: <i>Reduce flood risk for structures and infrastructure within the floodplain.</i> Strategies used to achieve Goal FLD2 include non-capital activities like development review, education, Flood Control Project inspection and maintenance, and hydrologic modeling. While these strategies are too many to list in the goal, the BCWMC's reporting will list activities and outcomes that address this goal, including those related to the Flood Control Project.
113	City of Minneapolis	4.1.7	Flood Control	87	Management of the Flood Control Project is central to the mission of the BCWMC. Although the flood control project is outlined in the implementation section, there was no corresponding flood control goal. Is this a missed opportunity to ensure that programs are supported by clear organizational goals? Education of the public on the presence and importance of the flood control project may also be necessary to ensure that the public understands the importance of funding programs that are central to maintenance of the flood control project.	No	See response to comment #112.
114	MDH	4.1.8	CIP	91	Really like to see groundwater improvements included as a "secondary benefit" for the CIP prioritization matrix. This helps elevate multiple benefit projects. If we can ever be of assistance in this determination, please do not hesitate to reach out.	No	Thank you. The BCWMC looks forward to collaborating with the MDH on relevant implementation tasks.
115	MPRB	4.1.9	Education		Fully agree with statements of augmenting but not duplicating activities - we would all benefit from this! Also, would definitely want to partner with Watershed tours on MPRB parklands and have MPRB educators involved as appropriate.	No	Thank you. The BCWMC looks forward to collaborating with the MPRB on tours and other engagement activities.
116	BWSR	4.1.10	Evaluation	95	An annual communication is required. If you plan to use your annual report, or the 2-page executive summary contained within the annual report, as this communication tool, how will you ensure that it reaches your Watershed residents? 8410.0105 Subp4.	Yes	Section 4.1.9 will be updated to note that the BCWMC will work with its member cities and other local partners to share the annual report summary with their audiences via social media, electronic newsletters, and other avenues, to satisfy the BCWMC's annual communication requirement. (Dissemination of the annual plan's executive summary is also listed in Appendix C Section 5.0.)
117	MPRB	4.3	Funding		Commission funding is complex. Section 4.3 is a good overview with details of all of the funding sources. Is there a way to put all of the sources in a table so they can be seen at a glance? This may make it easier to ingest the details.	Yes	Section 4.3 will be revised to include a simple matrix, table, or graphic that lists/shows the different funding sources and what the BCWMC typically uses those funds for, broadly (e.g., operations, non-capital projects, CIP). In addition, Section 4.3.1 will be revised to combine the content on ad valorem tax funding and CIP project funding as they describe the same funding source, keeping in mind that ad valorem taxing can be used for CIP project construction and CIP maintenance.
118	BWSR	4.3.1	Funding	98	Last paragraph. It is suggested to be more general when describing the Clean Water Fund grants. Perhaps just stating competitive and non-competitive grants through the CWF.	Yes	The Plan will be revised to more generally reference competitive and non-competitive grants.
119	MDH	4.3.1	Funding	98	Consider calling out MDH's Groundwater Protection Initiative-Accelerated Implementation Grant (https://www.health.state.mn.us/communities/environment/water/groundwater/accimpgrant.html) as an example of an MDH grant program applicable to the watershed's work. Cities with a source water protection plan are also eligible for Source Water Protection Grants (https://www.health.state.mn.us/communities/environment/water/swp/grants.html) that can be used to complete common objectives between their plan(s) and the watershed plan.	Yes	The BCWMC appreciates the MDH providing this specific reference. The Plan section on grant funding sources is being revised to be more general and will not include references to specific programs, as they may change during the life of the Plan.

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review							
Green - Low priority; little or no PSC discussion					Yellow - Medium priority; some PSC discussion		Orange - High priority; considerable PSC discussion of each high priority comment
#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment
120	BWSR	4.4	Local plans, city responsibilities	100	It could be inferred, but would be helpful if it was clear, who was responsible for stormwater system inspection and operation 8410.0105 Subp3.	Yes	Section 4.4 will be revised to state: " <u>Local units of government must be responsible for maintain ing stormwater systems (storm sewers, ponding areas, ditches, water level control structures, etc.) under their jurisdiction in good working order to minimize flooding and water quality problems.</u> "
121	BWSR	4.4	Local plans, city responsibilities	100	How will you address the process for evaluating implementation of local water plans and the procedure to address an LGU failing to implement its local water plan or parts of its local water plan as part of 8410.0105 Subp1.C.?	Yes	Section 4.1.10 (Evaluation and Reporting) notes that the BCWMC will use: " <u>Self-reporting by member cities using criteria or checklist established by the BCWMC.</u> " This section also notes " <u>If review of member city practices reveals implementation inconsistent with the BCWMC Plan, the BCWMC will take administrative or legal action to ensure that BCWMC rules and policies are being implemented by the member cities.</u> " Section 4.4 addressing local plans will be revised to briefly summarize the statement included in Section 4.1.10 and include a cross reference to Section 4.1.10.
122	MPRB	Appendix A	Acronyms		Minneapolis Park and Recreation Board (no S on park)	Yes	The Plan will be revised to correct this throughout.
123	MPRB	Appendix A	Land & Water Resource Inventory	A5.2.2	Surficial aquifers: May want to point out the existance of multiple flowing springs in the lower watershed, as it is an interesting feature of this area, and the high mineral content of BCWMC groundwater which can be seen in iron floc in wetlands and lakes in at least the lower section of the district (and is visible during recreational access).	Yes	This section will be revised to note the presence of springs.
124	MPRB	Appendix A	Land & Water Resource Inventory	Table A-3	Should Birch Pond be included in this table? Birch is shown on some figures but not on others. At 2.6 acres it is similar in size to the smaller ponds on the list, 7M deep, and publicly accessible	Yes	Birch Pond will be added to Table A-3.
125	MPRB	Appendix A	Land & Water Resource Inventory	Figure A-8	It is difficult to discern the "moderate" from Wetland in this map on a screen	Yes	The figure will be revised to include clearer symbology.
126	MPRB	Appendix A	Land & Water Resource Inventory	A.6.4	May consider adding Birch Pond to the inventory, as it is on public land and accessible to the public.	Yes	Birch Pond will be added to Table A-3.
127	MPRB	Appendix A	Land & Water Resource Inventory	A.7.1.5	Please Add MPRB Water Resources website for additional information and reports. It may also be noted that MPRB conducts beach monitoring at Wirth lake within BCWMC, and MPRB's stormwater monitoring program in some years monitors withing BCWMC (example: Heritage Park) https://www.minneapolisparcs.org/park-care-improvements/water_resources/annual-water-resources-reports/ https://minneapolisparcs.maps.arcgis.com/apps/webappviewer/index.html?id=88319f73c7904adcbaccacdff38bbf1	Yes	Section A.7.1.5. will be revised to include a link to the MPRB website.
128	MPRB	Appendix A	Land & Water Resource Inventory	A.8.6.1	MPRB collects lake level data on Wirth Lake weekly, this level of data is the minimum needed to detect potential backflow events from Bassett Creek into Wirth Lake. This phenomenon occurs only in extreme events after the commission funded project at the outlet instead of regularly.	Yes	This detail will be added to Section A.8.6.1.
129	MPCA	Appendix A	Land & Water Resource Inventory	Table A-22	Including the MPCA ID numbers somewhere may be helpful - this may be the best place.	Yes	Public water IDs are included in Table A-3. A link to the impaired waters list will be added to the table.
130	MPCA	Appendix A	Land & Water Resource Inventory	Table A-22	The TMDL target completion date for Northwood is 2024; adjust to be 2027. Update Lost Lake information also.	Yes	Table A-22 will be updated to reflect this information.
131	MDH	Appendix A	Bedrock aquifers	A12	The Tunnel City Group should be included in the list of the major bedrock aquifers, resulting in five major bedrock aquifers.	Yes	The Tunnel City Group will be added to the list of aquifers.
132	MDH	Appendix A	Bedrock aquifers	A12	Check with each city to ensure their water supply information is correct, including number of wells and aquifers used.	No	The BCWMC will request member city staff review inventory data for their city, including water supply information.

BCWMC Plan Steering Committee Recommended Responses to Comments from 60-day Review							
Green - Low priority; little or no PSC discussion					Yellow - Medium priority; some PSC discussion		Orange - High priority; considerable PSC discussion of each high priority comment
#	Commenter	Plan Section	Subject	Page in Plan	Comment	Revision to Plan ?	Recommended Response to Comment
133	MDH	Appendix A	Wellhead Protection	A13	Suggest applying the language provided for Section 2.4 in this section of the plan as well regarding MDH responsibilities.	Yes	The summary text from Section 2.4 will be added to the discussion of wellhead and drinking water protection in Section A.5.3.
134	MDH	Appendix A	Wellhead Protection	A13	Really appreciate the inclusion of Figure A-5! Since these areas change over time, consider also linking to MDH's Source Water Protection Map Viewer in the text for future reference: https://www.health.state.mn.us/communities/environment/water/swp/mapviewer.html . The map viewer also includes non-municipal DWSMAs and surface water DWSMAs (many currently in the progress of being updated). Note that there are two non-municipal groundwater systems with highly vulnerable DWSMAs in the watershed. This may be worth mentioning as these public water systems often need more partnerships and assistance to protect their source water.	Yes	The Plan will be revised to include a link to the MDH viewer.
135	MDH	Appendix A	Figure A-5	A14	Consider adding surface water contribution areas (SWCAs) to the map. These are important for groundwater-surface water interactions, as noted in comment 10 above. At this time, the only SWCAs would be those in the West Metro Multi-Community DWSMA. A shapefile can be sent upon request. You may request this from Abby Shea or the MDH SWP Metro Hydrologist, Aneka Munsell.	Yes	The BCWMC will request this data and add the SWCAs to Figure A-5.
136	MPRB	Appendix C	Education		The goals listed in section 3.14 have reference numbers listed, but not in Appendix C - would be nice to have the consistency. Like that the goals supported and Activity code are listed at the top of each section. Section 10.0 Program Evaluation lists measurable tasks for evaluation, but does not tie to specific activities or goals, which again I think would be helpful from a planning standpoint for how the educational activities are set up and run. Also, in the Overview paragraph (perhaps elsewhere in this appendix) the Table is listed as 4.5, but should be 4-5 as it is labeled in the Management Plan document.	Yes	See response to comment #80. The Plan will be revised to include consistent references to Table 4-5 versus Table 4.5.
137	MPRB	Appendix D	BWSR Performance Review		MPRB appreciates that the Level II performance review noted that there is a good working partnership between BCWMC and MPRB. The Review noted that increased collaboration was also desired with MPRB. As close collaboration between our organizations benefits MPRB park users, watershed residents, and residents of our region, and ecological resources we also wish to work towards even better collaboration in the next plan term.	No	The BCWMC thanks MPRB for the thoughtful input provided throughout the Plan development process. The BCWMC looks forward to collaborating with the MPRB on Plan implementation.
138	MPRB	Appendix F	Summary of plan engagement		MPRB appreciated the level of outreach and engagement to the public and with MPRB in the development of this plan, and appreciated the multiple opportunities to engage and comment. As the watershed plans are so detailed, and have a long life, the length of the engagement and writing process was appropriate.	No	The BCWMC thanks MPRB for its participation throughout the Plan development process.
139	MDH	BCWMC Requirements			MDH commends the watershed for their consideration of groundwater and drinking water quality impacts in their Requirements for Improvements and Development Proposals. The flow chart is really helpful and is consistent with infiltration requirements and recommendations in the MPCA stormwater manual. Also, the first step is site review which includes reviewing the county geologic atlas, local groundwater levels, DWSMA/wellhead protection maps, potentially contaminated sites, etc.	No	Thank you.

BCWMC Plan Steering Committee Recommended Revisions to 10-year Goals

Item 5Cii.
BCWMC 11-19-25

#	Category	Code	Goal	Notes and/or Recommended Edits (tracked in red)
Watershed and Waterbody Quality				
1	Impaired Waters	WQ1	Achieve State eutrophication standards in Medicine Lake (see Table 3-2).	This goal is measurable as stated.
2	Impaired Waters	WQ2	Make statistically significant improvement in water quality toward achieving State eutrophication standards in Northwood Lake and Lost Lake (see Table 3-2).	This goal is measurable as stated.
3	Impaired Waters	WQ3	Maintain current conditions or improve water quality in priority lakes currently meeting State eutrophication standards: Cavanaugh Pond, Crane Lake, Parkers Lake, Sweeney Lake, Twin Lake, Westwood Lake, Wirth Lake (see Table 3-2).	Revision: <i>Maintain current conditions or improve water quality in priority lakes currently meeting State eutrophication standards (as measured by the presence or absence of statistically significant trends): Cavanaugh Pond, Crane Lake, Parkers Lake, Sweeney Lake, Twin Lake, Westwood Lake, Wirth Lake (see Table 3-2).</i>
4	Impaired Waters	WQ4	Reduce sources of bacteria (<i>E. coli</i>) to Ĥaĥá Wakpádaŋ / Bassett Creek Main Stem, North Branch Bassett Creek, Plymouth Creek, and Sweeney Branch Bassett Creek (see Table 3-3).	Leave original text. Sources of bacteria are highly variable. Bacteria is low priority for BCWMC
5	Impaired Waters	WQ5	Maintain or improve water quality in priority streams to achieve State eutrophication standards (see Table 3-3) – Ĥaĥá Wakpádaŋ / Bassett Creek Main Stem, North Branch Bassett Creek, Plymouth Creek, and Sweeney Branch Bassett Creek.	Revision: <i>Maintain or improve water quality in priority streams (as measured by the presence or absence of statistically significant trends) to achieve State eutrophication standards (see Table 3-3) – Ĥaĥá Wakpádaŋ / Bassett Creek Main Stem, North Branch Bassett Creek, Plymouth Creek, and Sweeney Branch Bassett Creek (as measured by the absence of statistically significant</i>
6	Impaired Waters	WQ6	Maintain total phosphorus loading to the Mississippi River of 0.35 lb/acre/year or less (as defined in the Lake Pepin TMDL).	This goal is measurable as stated.
7	Impaired Waters	WQ7	Maintain or improve macroinvertebrate indices of biological integrity (MIBI) in priority streams: Ĥaĥá Wakpádaŋ / Bassett Creek Main Stem, North Branch Bassett Creek, Plymouth Creek, Sweeney Branch Bassett Creek (see Table 3-4).	Revision: <i>Maintain or improve macroinvertebrate indices of biological integrity (MIBI) in priority streams (as measured by the presence or absence of statistically significant trends): Ĥaĥá Wakpádaŋ / Bassett Creek Main Stem, North Branch Bassett Creek, Plymouth Creek, Sweeney Branch Bassett Creek (see Table 3-4).</i>
8	Impaired Waters	WQ8	Maintain or improve lake floristic quality indices (FQIs) and number of species towards achieving State standards for aquatic vegetation in Cavanaugh Pond, Crane Lake, Lost Lake, Medicine Lake, Northwood Lake, Parkers Lake, Sweeney Lake, Twin Lake, Westwood Lake, and Wirth Lake (see Table 3-5).	Revision: <i>Maintain or improve lake floristic quality indices (FQIs) and number of species (as measured by the presence or absence of statistically significant trends) towards achieving State standards for aquatic vegetation in Cavanaugh Pond, Crane Lake, Lost Lake, Medicine Lake, Northwood Lake, Parkers Lake, Sweeney Lake, Twin Lake, Westwood Lake, and Wirth Lake (see Table 3-5).</i>
9	Impaired Waters	WQ9	Maintain or improve fish index of biologic integrity for applicable priority lakes.	Revision: <i>Maintain or improve fish index of biologic integrity for applicable priority lakes (as measured by the presence or absence of statistically significant trends).</i>

10	Chloride Loading	CHL1	Reduce chloride loading to, and concentrations in lakes and streams at risk of chloride impairment and those not meeting State standards.	Revision: <i>Reduce chloride loading to, and concentrations in lakes and streams at risk of chloride impairment and those not meeting State standards (as measured by the presence of statistically significant trends).</i>
11	Chloride Loading	CHL2	Reduce average chloride concentrations in ĤaĤá Wakpádaŋ / Bassett Creek by 10% at the Watershed Outlet Monitoring Program (WOMP) station.	This goal is measurable as stated.
12	Lakeshore Erosion	LK1	Establish a baseline of lakeshore conditions along all priority lakes.	Outcome of the action is measurable.
13	Lakeshore Erosion	LK2	Increase the percentage of properties with native buffers on nutrient-impaired lakes.	Revision: <i>Increase the percentage of properties with native buffers on nutrient-impaired lakes through education activities and partnerships, as relative to baseline conditions.</i>
14	Wetland Health and Restoration	WET1	Establish baseline wetland conditions through watershed-wide wetland inventory and assessment; identify priority wetlands.	Outcome of the action is measurable.
15	Wetland Health and Restoration	WET2	Restore or enhance priority wetlands as opportunities arise or as adjacent CIP projects are planned.	Outcome of the action is measurable. BCWMC does not desire to assign an arbitrary number of wetlands to restore. Baseline wetland inventory is currently unknown.
16	Aquatic Invasive Species	AIS1	Prevent new AIS infestations in lakes or creeks throughout the watershed.	Zero new AIS infestations is measurable.
17	Aquatic Invasive Species	AIS2	Mitigate the impact of existing AIS infestations through application of BCWMC policies and practices.	Results and actions are trackable through implementation of AIS policies
18	Streambank and Gully Erosion	STRM1	Achieve stable streambanks along all priority streams (ĤaĤá Wakpádaŋ / Bassett Creek Main Stem, North Branch Bassett Creek, Plymouth Creek, and Sweeney Branch Bassett Creek) such that streambanks are not contributing to pollution downstream nor threatening infrastructure or public health.	Will reference and track against biennial streambanks assessments (Activity MM-7)
19	Streambank and Gully Erosion	STRM2	Stabilize gullies that most significantly contribute to reduced water quality downstream.	Revision: <i>Stabilize gullies that most significantly contribute to reduced water quality downstream as informed by subwatershed assessments or other inventories.</i>
20	Groundwater-Surface Water Interaction	GWSW1	Understand groundwater-surface water interaction characteristics of BCWMC priority waterbodies.	Revision: <i>Understand groundwater-surface water interaction characteristics of BCWMC priority waterbodies through completion of an groundwater-surface water interaction study.</i>
21	Groundwater-Surface Water Interaction	GWSW2	Reduce or mitigate negative impacts of groundwater-surface water interactions during development and project implementation.	Revision: <i>Reduce or mitigate negative impacts of groundwater-surface water interactions through project design and review by considering results of groundwater-surface water interaction study</i>
22	Riparian Areas Degradation	RIP1	Establish and maintain native vegetation along streams, where required.	Revision: <i>Establish and maintain native vegetated stream buffer through project review and implementation, as required.</i>
23	Riparian Areas Degradation	RIP2	Restore degraded riparian areas adjacent to BCWMC CIP projects.	Revision: <i>Restore degraded riparian areas adjacent to BCWMC CIP projects as opportunities arise.</i>
24	Degraded Upland Area	WQ24 UP1	Consider and support preservation or enhancement of upland natural areas within BCWMC purview.	Revision: <i>Consider and support preservation or enhancement of upland natural areas within BCWMC purview through partnerships with Hennepin County or others.</i>

25	Groundwater Quality	GWQT1- GWQL1	Prevent negative impacts to groundwater quality from proposed projects reviewed by the BCWMC.	Revision: <i>Prevent negative impacts to groundwater quality from proposed projects through review of all projects triggering BCWMC requirements.</i>
26	Groundwater Quality	GWQT2- GWQL2	Prevent negative impacts to groundwater quality from BCWMC projects.	No change. Number of CIP projects assessed for groundwater impacts will be recorded.
Flooding and Climate Resiliency				
27	Impact of Climate Change on Hydrology, Water Levels, and Flood Risk	FLD1	Identify areas, populations, and ecosystems most vulnerable to flooding and hydrologic risk resulting from existing and future climate trends.	Revision: <i>Identify areas, populations, and ecosystems most vulnerable to flooding and hydrologic risk resulting from existing and future climate trends through completion of a study (Activity S-5)</i>
28	Impact of Climate Change on Hydrology, Water Levels, and Flood Risk	FLD2	Reduce flood risk for structures and infrastructure within the floodplain.	Goal FLD3 already has a measurable element of number of CIP projects. This goal (FLD2) focuses on non-capital activities like development review, education, Flood Control Project management, modeling. Progress reporting can list activities and outcomes that address this goal.
29	Impact of Climate Change on Hydrology, Water Levels, risk At Least	FLD3	Implement at least 3 CIP projects that reduce flood risk on structures and infrastructure.	This goal is measurable as stated.
30	Impact of Climate Change on Hydrology, Water Levels, risk At Least	FLD4	Evaluate the impacts of climate trends on hydrology, ecology, and recreation of priority streams and lakes.	Revision: <i>Evaluate the impacts of climate trends on hydrology, ecology, and recreation of priority streams and lakes through a climate resilience study (Activity S-6)</i>
31	Impact of Climate Change on Hydrology, Water Levels, risk At Least	FLD5	Enhance climate resilience through BCWMC projects and programs by incorporating climate mitigation and adaptation functions, including in the majority of BCWMC CIP projects	Measurable, via the incorporation of adaptation functions (however small) into the majority (>50%) of projects
32	Bassett Creek Valley Flood Risk Reduction and Stormwater Management Opportunities	BCV1	Collaborate on evaluation, sequencing, and implementation of multi-beneficial projects within the Bassett Creek Valley to create regional flood storage, reduce floodplain by at least 8 acres, improve regional stormwater management, and improve creek access.	This goal is measurable as stated.
33	Groundwater Quantity	GWQT1	Reduce negative impacts to groundwater quantity from proposed projects in the Ĥaĥá Wakpádaŋ / Bassett Creek watershed.	Revision: <i>Reduce negative impacts to groundwater quantity from proposed projects in the Ĥaĥá Wakpádaŋ / Bassett Creek watershed through review of all applicable projects and permits.</i> [this includes DNR appropriation permits applications and projects triggering BCWMC review]
34	Groundwater Quantity	GWQT2	Incorporate stormwater reuse practices into 2 BCWMC CIP projects.	This goal is measurable as stated.
35	Groundwater Quantity	GWQT3	Increase the use of groundwater conservation practices among watershed residents.	Revision: <i>Increase promotion of groundwater conservation practices and opportunities among watershed residents.</i>

36	Groundwater Quantity	GWQT4	Increase groundwater recharge through required and encouraged stormwater infiltration practices.	Revision: <i>Promote</i> groundwater recharge through required and encouraged stormwater infiltration practices . [ensures accountability by reviewing and requiring best practices .]
Education and Engagement				
37	Public Awareness and Action	PAA1	Increase public knowledge of and participation in programs or practices for waterbody and ecosystem caretaking	Revision: <i>Increase public knowledge of and participation in programs or practices for waterbody and ecosystem caretaking , as measured through education program evaluation (Appendix C).</i>
38	Public Awareness and Action	PAA2	Increase the number of people who access watershed information and improve accessibility to information.	Revision: <i>Increase the number of people who access watershed information and improve accessibility to information , as measured through education program evaluation (Appendix C).</i>
39	Public Awareness and Action	PAA3	Support community science and volunteer efforts	Revision: <i>Support community science and volunteer efforts , including providing at least one BCWMC or City sponsored opportunity per year.</i>
40	Engagement with Diverse Communities	EDIV1	Establish and maintain relationships and communication avenues with underrepresented communities.	No change to goal. Metrics will be collected on number and types of engagement.
41	Engagement with Diverse Communities	EDIV2	Seek, consider, and respond to input from all impacted communities as part of the BCWMC's plans, programs, and projects.	No change to goal. Metrics will be collected on input and responses.
42	Engagement with Diverse Communities	EDIV3	Incorporate Dakota place names, history, culture, and Indigenous knowledge into BCWMC projects and programs.	No change to goal. Progress reporting will include information on when and where Dakota placenames are used.
43	Recreation	REC1	Support recreational uses of and access to lakes, streams and natural areas, particularly in underserved communities.	Revision: <i>Increase Support recreational uses of and access to lakes, streams and natural areas, particularly in underserved communities through partnerships, programs, and projects .</i>
44	Recreation	REC2	Consider protecting and enhancing recreational functions of and access to waterbodies and natural areas during BCWMC planning and projects.	Revision: <i>Consider protecting and enhancing recreational functions of and access to waterbodies and natural areas during BCWMC planning in all applicable projects.</i>
Organizational Effectiveness				
45	Organizational Capacity and Staffing	ORG1	Understand the options, benefits, and challenges of various organizational structures for effective and efficient management of the Bassett Creek watershed through a comprehensive assessment undertaken in the first year of Plan implementation.	Revision: <i>Understand the options, benefits, and challenges of various organizational structures for effective and efficient management of the Bassett Creek watershed through a comprehensive assessment undertaken in the first year of Plan implementation (Activity EA-4)</i>
46	Organizational Capacity and Staffing	ORG2	Improve organization capacity, efficiency, and effectiveness as warranted and desired by implementing outcomes of organizational assessment.	No change - progress reporting will include information on changes made
47	Funding Mechanisms	FUND1	Understand potential funding mechanisms for BCWMC work related to various organizational structures through an assessment undertaken in the first year of Plan implementation.	Revision: <i>Understand potential funding mechanisms for BCWMC work related to various organizational structures through an assessment undertaken in the first year of Plan implementation (Activity EA-5)</i>
48	Funding Mechanisms	FUND2	Improve funding capacity and efficiency in conjunction with changes to the organizational structure and functions of the BCWMC	No change (although switched numbering from FUND3 to FUND2 to align better goal above)

49	Funding Mechanisms	FUND3	Expand potential funding streams through grants and partnerships with public and private entities.	No change (although switched numbering from FUND2 to FUND3)
50	Progress Assessment	PA1	Understand the effectiveness of implementation and progress towards reaching each of this plan's 10-year goals.	Revision: <i>Understand the effectiveness of implementation and progress towards reaching each of this plan's 10-year goals, through biennial assessments.</i>
51	Progress Assessment	PA2	Implementation activities are adapted to reflect changing conditions or pace of progress.	Reworded for alignment with goal language: Adapt implementation activities to reflect changing conditions as identified in biennial assessments
52	Projects and Programs Implemented through a DEIA Lens	DEIA1	Prioritize and implement programs and projects with guidance from social vulnerability metrics.	Revision: <i>Prioritize and implement programs and projects with guidance from social vulnerability metrics developed through Activity PL-6.</i>
53	Projects and Programs Implemented through a DEIA Lens	DEIA2	Diversify representation on BCWMC Board of Commissioners, contractors, consultants and vendors such that they reflect community diversity.	Diversity on the Board of Commissioners and elsewhere is measurable and will be reported.
54	Public Ditch Management	PD1	Public ditches function in a manner that allows their current use as streams and altered waterways.	Revision: <i>Public ditches function in a manner that allows their current use as streams and altered waterways as measured by water quality and biological monitoring.</i>
55	Public Ditch Management	PD2	If ditch authority is transferred to the member cities, the BCWMC and cities will manage the ditches similar to other BCWMC waterways.	This goal will be deleted as it is already implied in PD1
56	Carbon Footprint of BCWMC Projects	CF1	Consider the use of available tools to assess the impact and mitigate the effects of BCWMC activities on greenhouse gas emissions.	Revision: Consider <i>Evaluate</i> the use of available tools to assess the impact and mitigate the effects of BCWMC activities on greenhouse gas emissions.

Conference SCHEDULE

DEC
3-5,
2025
December

GRAND VIEW LODGE
Nisswa, Minnesota

Wednesday, Dec. 3

7 - 9 am	Continental Breakfast	Main Lodge — Heritage Room
7 - 9 am	Registration and Welcome	Gull Lake Center
8 am - 4 pm	Workshop Wednesday	
	Staff Development	Gull Lake Center — Ballroom A
	Staff Technical Training	Gull Lake Center — Ballroom B
	Watershed Management	Gull Lake Center — Lake Margaret
	Drainage	Norway Center
12 - 1 pm	Lunch Buffet	Main Lodge — Heritage Room
4:30 - 6 pm	Regional Caucuses	
	Region I Caucus	Norway Center Boardroom
	Region II Caucus	Gull Lake Center — Lake Hubert
	Region III Caucus	Gull Lake Center — Lake Margaret
6 - 9 pm	Trade Show Opening Night	Gull Lake Center — Ballroom
6 - 8 pm	Night at the Movies	Gull Lake Center — Lake Itasca

Thursday, Dec. 4

7 - 9 am	Continental Breakfast	Main Lodge — Heritage Room
8 am - 1 pm	Visit the Trade Show	Gull Lake Center — Ballroom
8 am - 5:30 pm	Concurrent Sessions	Gull Lake Center — Lake Margaret and Lake Itasca
11:45 am	Lunch	Norway Center and Main Lodge — Heritage Room
12:45 - 1 pm	Prize Winner Announcements	Gull Lake Center — Ballroom
6 - 9 pm	Social Hour, Banquet and Awards	Gull Lake Center — Ballroom

Friday, Dec. 5

7 - 9 am	Continental Breakfast	Main Lodge — Heritage Room
8 - 11 am	Business Meeting	Norway Center
11 am - noon	Minnesota Watersheds Board Meeting	Norway Center Boardroom



**Minnesota Watersheds
2025 Annual Conference
December 3 - 5
Grand View Lodge, Nisswa, Minnesota**

Member Meeting Materials

Enclosed are the following items:

1. Notice of Annual Meeting
2. Delegate Appointment Form
3. 2025 Delegate/Alternate Checklist
4. Annual Business Meeting Agenda
5. 2024 Annual Business Meeting Minutes
6. Proposed Fiscal Year 25 Financial Report and Proposed Fiscal Year 26 Budget
7. Proposed Strategic Plan Revisions
8. Proposed Legislative Platform Updates
9. Proposed Bylaws Changes
10. Proposed Resolutions

Please note that the Delegate Appointment Forms are **REQUIRED**. Delegates appointed for the special meeting of the membership or the Annual Meeting on Resolutions and Petitions and the Annual Business Meeting are considered appointed. *Email confirmation of those appointed delegates is required. A new delegate form is required if there new delegates.*

Please submit your Delegate Appointment Forms or email confirmation to Jan Voit at jvoit@mnwatersheds.com at your earliest convenience.

This packet has been distributed to administrators and managers via email. No paper copies of this packet will be sent via the U.S. Postal Service.

We are looking forward to seeing you at this year's conference!

PLEASE BRING THIS INFORMATION PACKET WITH YOU TO THE CONFERENCE.

EXTRA COPIES WILL NOT BE AVAILABLE ON SITE. THANK YOU!!

Minnesota Watersheds | 1005 Mainstreet | Hopkins, MN 55343 | 507-822-0921

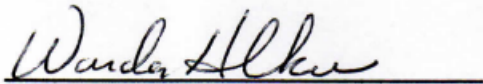
www.mnwatersheds.com

Minnesota Watersheds 2025 Annual Business Meeting Notice

NOTICE IS HEREBY GIVEN that the 2025 Annual Business Meeting of Minnesota Watersheds will be held at the Grand View Lodge, Nisswa, Minnesota beginning at 8:00 a.m. on Friday, December 5, 2025 for the following purposes:

1. To receive and accept the reports of the President, Secretary, and Treasurer regarding the business of the association of the past year;
2. To receive the report of the auditor;
3. To consider and act upon the Fiscal Year 26 budget;
4. To consider and act upon proposed Strategic Plan revisions;
5. To consider and act upon proposed Bylaws changes;
6. To consider and act upon proposed Legislative Platform updates;
7. To consider and act upon proposed Resolutions;
8. To elect three directors, one from each region, for terms ending in 2028; and
9. To consider and act upon any other business that may properly come before the membership.

Sincerely,



Wanda Holker
Secretary

Minnesota Watersheds 2025 Delegate Appointment Form

The _____ hereby certifies that it is

name of watershed organization

a watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes 103B or 103D and is a member of Minnesota Watersheds for the year 2025.

The _____ hereby further certifies

name of watershed organization

the following individuals have been appointed as delegates, or as an alternate delegate, all of whom are managers in good standing with their respective watershed district or watershed management organization.

Delegate #1: _____

Delegate #2: _____

Alternate: _____

Authorized by: _____

Signature

Date

Title

** Please return this form to ivoit@mnwatersheds.com at your earliest convenience. **

REGION 1	Delegate 1	Delegate 2	Alternate
Bois de Sioux Watershed District	Linda Vavra	Allen Wold	
Buffalo-Red River Watershed District	Peter Fjestad	Cathy Affield	Bill Davis
Cormorant Lakes Watershed District	None		
Joe River Watershed District	None		
Middle-Snake-Tamarac Rivers	Bill Petersen	Lein Schiller	Keith Szczepanski
Pelican River Watershed District	Laurie Olson	Rick Michaelson	Orrin Okeson
Red Lake Watershed District	LeRoy Ose	Gene Tiedemann	Allan Page
Roseau River Watershed District	Jim Johnson	LaVerne Voll	
Sand Hill River Watershed District	Don Andringa		
Two Rivers Watershed District	Jerry Olsonawski	Daryl Klegstad	
Warroad River Watershed District	None		
Wild Rice Watershed District	Duane Erickson	Mike Christensen	Curt Johannsen
REGION 2	Delegate 1	Delegate 2	Alternate
Buffalo Creek Watershed District	None		
Cedar River Watershed District	None		
Clearwater River Watershed District	None		
Crooked Creek Watershed District	None		
High Island Creek Watershed District	None		
Kanaranzi-Little Rock Watershed District	None		
Lac Qui Parle-Yellow Bank Watershed District	Andrew Weber		
Middle Fork Crow River Watershed District	Ruth Schaefer	Jeff Gertgen	
North Fork Crow River Watershed District	Bob Brauchler	Jim Barchenger	Jim Weller
Okabena Ocheda Watershed District	Casey Ingenthron	Tom Ahlberg	
Shell Rock River Watershed District	Mike Lee	Brad Kramer	
Turtle Creek Watershed District	None		
Upper Minnesota River Watershed District	Wanda Holker	Jon Bork	Travis Sandberg
Yellow Medicine River Watershed District	Tim Buysse	Randy Kamrath	Bill Briggs
REGION 3	Delegate 1	Delegate 2	Alternate
Bassett Creek WMC	Shaun Kennedy	Joan Hauer	Paula Pentel
Brown's Creek Watershed District	Celia Wirth	Kayton Eckles	Chuck LeRoux
Capitol Region Watershed District	Hawona Sullivan Janzen	Shawn Mazanec	Joe Collins
Carnelian Marine St. Croix Watershed District	Paul Richert	Nick Bancks	Pat Gleason
Comfort Lake - Forest Lake Watershed District	Jackie Anderson	Steve Schmaltz	
Coon Creek Watershed District	Jim Hafner	Jason Lund	Dwight McCullough
Minnehaha Creek Watershed District	Bill Olson	Steve Sando	Sherry White
Mississippi WMO	None		
Nine Mile Creek Watershed District	Chris-Ann Lauria	Brian Kirk	
Prior Lake Spring Lake Watershed District	Beverly Burnett	Bruce Loney	Frank Boyles
Ramsey Washington Metro Watershed District	Val Eisele	Benjamin Karp	Mark Gernes
Rice Creek Watershed District	Mike Bradley	Marcie Weinandt	
Riley Purgatory Bluff Creek Watershed District	Jill Crafton	Tom Duevel	Bonnie Nelson
South Washington Watershed District	Mike Madigan	Emily Stephens	
Vadnais Lake Area WMO	None		
Valley Branch Watershed District	Don Pereira	Ed Marchan	John Brach



Minnesota Watersheds
2025 Annual Conference
Grand View Lodge, Nisswa, MN

Annual Business Meeting
AGENDA
Friday, December 5, 2025 | 8 a.m.

GENERAL BUSINESS

- 8:00 a.m. Call to Order and Confirm Quorum
- 8:01 a.m. Approval of Agenda (Action)
- 8:02 a.m. Approval of 2024 Annual Business Meeting Minutes (Action) – Brad Kramer
- 8:05 a.m. Treasurer’s Reports – Brad Kramer
 - 2025 Year End Financial Report (Action)
 - 2025 Review of Financial Procedure Report (Action)
 - FY 25-26 Proposed Budget (Action)

REPORTS

- 8:30 a.m. President’s Report – Brad Kramer
- 8:40 a.m. Caucus Election Results Report – Brad Kramer
- 8:45 a.m. Executive Director’s Report – Jan Voit
- 9:00 a.m. Board of Water and Soil Resources Report – Assistant Director Justin Hanson

ACTION ITEMS

- 9:15 a.m. **STRATEGIC PLAN** (Action) – Brad Kramer
- 9:30 a.m. **BYLAWS HEARING** (Action) – Brad Kramer
- 9:45 a.m. **LEGISLATIVE PLATFORM** (Action) – Brad Kramer
- 10:00 a.m. **RESOLUTIONS HEARING** (Action) – Brad Kramer

Note: There will be two microphones in the room – One to use if you are “FOR” an amendment and one if you are “AGAINST” an amendment. If you wish to testify on a resolution, please proceed to the appropriate microphone and limit your comments to two minutes. Any resolutions considered at the annual business meeting must be recommended by the board of directors and require a two-thirds majority vote of the delegates present to be adopted.

- **Resolution 4** – Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations
- **Resolution 5** – Improving Mitigation Under the Minnesota Endangered Species Act
- **Resolution 6** – Supporting a Legislative Amendment to Clarify the Deadline for Watershed Districts to Certify Levies

10:30 a.m. **2026 LEGISLATIVE PRIORITIES**

11:00 a.m. **ADJOURNMENT**

Region 3 Caucus

Wednesday, December 3, 2025 @ 4:30 p.m.
Caucus location: Gull Lake Center – Lake Margaret

AGENDA

- 4:30 p.m. Welcome and Call to Order (Convener Don Pereira)
- 4:33 p.m. Appointment of a Secretary (Pereira)
- 4:35 p.m. Election of Caucus Chairperson (Pereira)
- 4:45 p.m. Nominations of a Region Director to Minnesota Watersheds Board (Caucus Chair)
Current Region 3 Minnesota Watersheds Board Members:
- Tom Duevel – term expires December 2025
 - Shaun Kennedy – term expires December 2026
 - Don Pereira – term expires December 2027 (current MW Treasurer)
- Vote for one open position, currently held by Tom Duevel, for a term to expire in 2028.***
- 5:05 p.m. Candidate Remarks - 5 minutes each (Caucus Chair)
- 5:05 p.m. Voting (Caucus Chair)
Election results should be reported to the Minnesota Watersheds President and Executive Director so they can be presented to the members at the annual business meeting.
- 5:15 p.m. Call for Committee Members (Caucus Chair)
Each committee is represented by one manager from each region, except the Resolutions and Legislative Committee (three from each region), who are committed to attending meetings and fulfilling responsibilities, no alternates, please. (Three at-large members are appointed to the Resolutions and Legislative Committee based on the legislative priorities.) In the past, not all regions have been able to fill the committee positions, let alone designate an alternate. Having alternates also makes representation lopsided, with more representation from one region over another. It is more efficient to designate an individual who is willing to commit to attending meetings. If the person is unable to attend a scheduled meeting, it is his/her responsibility to contact the committee co-chair(s). (See table on page 2.)
- 5:30 p.m. Open Forum (Caucus Chair)
Review delegate checklist
Discussion of proposed resolutions, regional hot topics, etc.
- 6:00 p.m. Adjournment (Caucus Chair)

Region III		
Bassett Creek WMC	Brown's Creek	Capitol Region
Carnelian Marine St. Croix	Comfort Lake-Forest Lake	Coon Creek
Minnehaha Creek	Mississippi WMO	Nine Mile Creek
Prior Lake Spring Lake	Ramsey-Washington Metro	Rice Creek
Riley-Purgatory-Bluff Creek	South Washington	Vadnais Lake Area WMO
Valley Branch		

Minnesota Watersheds Committees – Region III

Representatives

December 2025

Committee*	Region	2025 Members	2026	Responsibilities
Resolutions and Legislative	III	Shawn Mazanec, Capitol Region		The Resolutions and Legislative Committee oversees the resolutions process. It also provides focus and direction to the Minnesota Watersheds lobbying team and the Executive Director. The committee meets in June to review resolutions. It meets again in October to review the legislative program work and makes recommendations to the membership on legislative priorities.
Co-Chairs: Don Pereira, Michelle Overholser		Beverly Burnett, Prior Lake-Spring Lake; Mike Madigan, South Washington; Frank Boyles, Prior Lake Spring Lake and Joan Hauer, Bassett Creek WMC (at large); Val Eisele, Ramsey-Washington Metro and Jill Crafton, Riley-Purgatory-Bluff Creek (alternates)		
Governance				
Bylaws & MOPP	III	Mike Bradley, Rice Creek		The By-Laws/MOPP committee is responsible for the annual review of these documents to ensure that they meet the needs and operating procedures of the organization.
Co-Chairs: Don Pereira, Kristine Goeden				
Strategic Plan	III	Shaun Kennedy, Bassett Creek WMC		This Strategic Plan Committee is responsible for the review and annual prioritization of the organization's strategic plan.
Co-Chairs: David Ziegler, Andy Henschel		Jill Crafton, Riley-Purgatory-Bluff Creek (alternate)		
Finance	III	Peggy Kvam, Nine Mile Creek		The purpose of the Finance Committee is to make financial recommendations to the Board on items such as the annual budget and dues.
Co-Chairs: Don Pereira, Tera Guetter				
Events/Education	III	Rick Sanders, Capitol Region		The purpose of the Events/Education Committee is to ensure Minnesota Watersheds events provide high quality educational and networking opportunities for members and non-members.
Co-Chairs: Gene Tiedemann, Tina Carstens		Stephanie Wang, Ramsey-Washington Metro (alternate)		
Awards	III	Joe Collins, Capitol Region		The purpose of the Awards Committee is to promote, manage and present the annual Minnesota Watersheds Project and Program of the Year Awards.
Co-Chairs: Dennis Kral, Karen Kill		Celia Wirth, Brown's Creek (alternate)		

How Minnesota Watersheds Committees Work

Information about upcoming committee meetings is developed by the Minnesota Watersheds Executive Director and committee co-chairs. The information is distributed to committee members and is available to members upon request. Meeting summaries are created and shared with members through the monthly newsletter, as well as the pertinent committee page on the Minnesota Watersheds website.

Executive Governance

The Executive Governance Committee, consisting of the President, Vice President, Secretary, Treasurer, and the Executive Director, works together to ensure daily operations align with the Bylaws, Manual of Policy and Procedures (MOPP), and Strategic Plan. The committee meets as needed.

Bylaws-MOPP

The purpose of the Bylaws-MOPP Committee is to ensure the Bylaws and MOPP are kept up to date and adequately guide the organization. The committee meets annually or as needed.

Strategic Plan Committee

The purpose of the Strategic Plan Committee is to ensure the Strategic Plan adequately guides the organization. The committee meets annually to prioritize the work plan for the Executive Director and to review the Strategic and Communication Plans.

Executive Finance and Finance Committee

The Executive Finance Committee will handle the day-to-day financial decisions. The Finance Committee will deal with the larger picture issues, such as preparing an annual budget and making recommendations on the annual dues structure.

Events-Education Committee

The purpose of the Events-Education Committee is to ensure Minnesota Watersheds events provide high quality educational and networking opportunities for members and non-members. The committee annually reviews the education work plan, provides input before and after events, and sets the convention presentation schedule, including recommendations for the staff development workshop. This committee is supported by the Executive Director and the Program Manager. The committee meets in January, February, April, June, July, September, and December.

Resolutions and Legislative Committee

The purpose of the Resolutions Committee is to oversee the resolutions process. It also provides focus and direction to the Minnesota Watersheds lobbying team and the Executive Director. The committee meets in June to review resolutions. It meets again in October to review the legislative program work and makes recommendations to the membership on legislative priorities.

Awards Committee

The purpose of the Awards Committee is to promote, manage, and present the annual Minnesota Watersheds Project and Program of the Year Awards. The committee conducts its business almost exclusively by email.

Region III Caucus Meeting Minutes

Date: Thursday, December 5, 2004

Time: 7:00 am

Location: Gull Lake Center, Lake Hubert room

Attendees:

Nine Mile Creek: Chris-Ann Lauria and Peggy Kvam

Riley Purgatory Bluff Creek: Jill Crafton and David Ziegler

Minnehaha Creek: Bill Olson and Sherry White

Bassett Creek WMC: Shaun Kennedy and Joan Hauer

Ramsey Washington Metro: Benjamin Karp and Mark Gernes

Capitol Region: Joe Collins, Shawn Mazanec, and Mary Texer

Valley Branch: Don Pereira

South Washington: Mike Madigan and John Loomis

Comfort Lake Forest Lake: Jackie Anderson

Rice Creek: Mike Bradley, John Waller, and Marcie Weinandt

Mississippi WMO: Kevin Reich

Prior Lake Spring Lake: Ben Burnett and Joni Giese

Brown's Creek: Celia Wirth

7:02:

I. Call to Order

Don Pereira called the meeting to order at 7:00 AM.

II. Nominations and Appointments

A. MN Watersheds Board Chair

- Dave Ziegler formally nominated Don Pereira for the position of Caucus Chair. The nomination was unanimously approved by all present.

B. Appointment of Caucus Secretary:

- Don Pereira appointed Chris-Ann Lauria.

C. Board Director Vacancy:

- Mary Texer nominated Don Pereira as Region Director for the MN Watersheds Board, seconded by Dave Ziegler. The motion approved by all present.

7:10 a.m.

D. Call for Committee Members

- Several nominations were made for various committees:

1) **Governance Committee**

Nominations:

Shawn Mazanec, Capital Region WD

Mike Madigan, South Washington WD

Joan Hauer, Bassett Creek WMC
Frank Boyles, Prior Lake Spring Lake WD

2) Bylaws MOPP Committee

Member Nomination

Mike Bradley, Rice Creek WD

David Ziegler, Riley Purgatory Bluff Creek WD is committee co-chair

3) Strategic Planning Committee

Nominations

Shaun Kennedy, Bassett Creek WMC

Jill Crafton, Riley Purgatory Bluff Creek WD, alternate

4) Resolutions Committee (Scheduled in October)

Nominations

Ben Burnett, Prior Lake Spring Lake WD

Val Eisele, Ramsey Washington WD (alternate)

Jill Crafton, Riley Purgatory Bluff Creek WD (alternate)

5) Finance Committee

Nominations

Peggy Kvam, Nine Mile Creek WD

Sherry White, Minnehaha Creek WD (alternate)

6) Events & Education Committee

Nominations

Rick Sanders, Capitol Region WD

Stephanie Wang, Ramsey Washington Metro WD (alternate)

7) Awards Committee

Nominations

Joe Collins, Capital Region WD, will continue

Celia Wirth, Browns Creek WD (alternate)

7:25 a.m.

III. Open Forum

A. Approval of Minutes

- Minutes from the Caucus meeting held on November 30, 2023, were presented.

- Motion to approve by Mary Texer, seconded by Ben Burnett; the motion carried unanimously.

B. Review Delegate Checklist:

Watershed Organization		Delegate #1	Delegate #2	Alternate
Bassett Creek WMC	Region 3	Joan Hauer	Shaun Kennedy	Catherine Cesnik
Brown's Creek	Region 3	Celia Wirth		
Capitol Region	Region 3	Hawona Sullivan Janzer	Shawn Mazanec	Joe Collins
Carnelian Marine St. Croix	Region 3	Paul Richert <i>2.2</i>	Kristin Tuenge ??	Mike White ✓ <i>at m.</i>
Comfort Lake Forest Lake	Region 3	Jackie Anderson ✓	Stephen Schmaltz ✓	Dave Bakke ✓
Coon Creek	Region 3			
Minnehaha Creek	Region 3	Sherry Lunde ✓	Bill Olson ✓	
Mississippi WMO	Region 3	Kevin		
Nine Mile Creek	Region 3	Robert Cutshall <i>att</i>	Larry Olson <i>att</i>	Peggy Kvam <i>att</i>
Prior Lake Spring Lake	Region 3	Ben Burnett	Bruce Loney <i>att</i>	Unlabeled <i>att</i>
Ramsey Washington Metro	Region 3	Val Eisele	Mark Gernes	Benjamin Karp
Rice Creek	Region 3	Mike Bradley	Marcie Weinandt	John Waller
Riley Purgatory Bluff Creek	Region 3	Jill Crafton	David Ziegler	Tom Duevel
South Washington	Region 3	Mike Madigan ✓		
Vadnais Lake Area WMO	Region 3			
Valley Branch	Region 3	Don Pereira ✓	John Brach ✓	Rick Gelbmann

C. Discussion on Resolutions - Facilitated by Don Pereira, the following topics were discussed:

- 1) Calcareous Fen
 - Concerns were raised regarding the cultural significance of calcareous fens to the Mdwakanton Dakota Sioux Tribe.
 - There is a need for comprehensive research due to inconsistencies between statutes and regulations.
 - Don Pereira shared that MN Watersheds doesn't have the resources to work on individual problems in the state. The problem has to have regional significance.
- 2) Wetland Conservation Act:
 - John Waller from Rice Creek expressed concerns regarding the implications of the Act on stormwater management flexibility.
- 3) Focus on Grant Opportunities:
 - Mike Bradley emphasized the necessity for MN Watersheds to create a platform for access to available grants and explore federal funding possibilities under the Infrastructure Investment and Jobs Act.
 - Don Pereira will consult with Julie Blackburn from ISG engineering firm.
 - John Waller shared a story about receiving a \$500,000 grant for White Bear Lake.
- 4) Committee Voting Process:
 - Jackie Anderson inquired about the voting process for committee member nominations, and it was clarified that the MN Watersheds Board of Directors would review and vote at the MN Watersheds Board Meeting on Friday, 12/6/2024.
 - A proposal was made for the Caucus to vote on a member for each committee with a vacancy. Their recommendations will be shared with the BOD.
 - Each nominee will share their bio with the MW BOD prior to the 12/6 meeting.

- 5) Chloride Reduction Initiative:
 - Stephanie Wang raised the potential for exploring alternative approaches to address chloride reduction initiatives.
 - NMCWD presented a resolution entitled: Resolution to Develop Regulatory Approaches to Reducing Chloride Contamination.
 - David Ziegler motioned to establish a subcommittee under Region III to focus on chloride reduction issues; it was seconded by Stephanie Wang.
 - Mark Gernes suggested we explore approaches other than limited liability to tackle this problem.
 - Mike Madigan shared that he heard from a reliable source that the trial lawyers have dropped their objection to limited liability.
 - Shawn Mazanec shared that landscapers were not on board.
 - Don Pereira shared that his WD conducted a chloride reduction workshop and that he would be willing to share that content with MN Watersheds. This topic was suggested to be added to the Tuesday, January 21st Metro Watersheds quarterly meeting.

- 6) Clean Water Council
 - Marcie Weinandt addressed funding for the Clean Water Council. She serves on the council and advocated for no reduction in budget funding for the watershed-based implementation fund.
 - Funding from the Clean Water Council comes from the citizens of Minnesota through an increased sales tax. This funding is inconsistent because it depends on sales tax revenue.
 - The state budget will run out on June 30, 2025. Although the state currently has a surplus, it is generating less revenue than expected, leading to a projected deficit of \$5 billion for fiscal years 2028 and 2029.
 - Marcie encouraged attendance at Clean Water Council meetings.
 - The council is a 20-member council. Six positions are local. Two county commission (urban & rural) positions are vacant. MN Watersheds sent a letter of recommendation when Marcie was appointed.
 - Consider contacting Representative Peter Fischer, Environment Committee Co-Chair in House from Maplewood.
 - Josh Heintzeman is the Republican Environment Committee Co-Chair in the House
 - Five agencies manage water in MN.

- 7) Signage
 - It has been resolved that the selection of committee member nominees shall be conducted via a show of hands from Caucus attendees.

- 8) Caucus Voting on Governance Committee
 - The decision was made to choose the nominee by a show of hands.

Shawn Mazanec, Capital Region WD: received 15 votes and is therefore nominated by the Caucus as a committee member.

Mike Madigan, South Washington WD: received six votes and is nominated by the Caucus as an alternate

Joan Hauer, Bassett Creek WMC: received one vote.

Frank Boyles, Prior Lake Spring Lake WD: received one vote.

1) Governance Committee

Nominations:

Shawn Mazanec, Capital Region WD

Mike Madigan, South Washington WD

Joan Hauer, Bassett Creek WMC

Frank Boyles, Prior Lake Spring Lake WD

- Each nominee shall provide a brief biography to Chris-Ann Lauria and Jan Voit.
- The MN Watershed BOD will vote on committee members at the 12/6/2024 BOD meeting.
- All nominee names will be presented to the MN Watershed BOD, given that candidates possess knowledge and passion that can contribute to the organization in meaningful ways.
- Participation in sub-committee meetings is permitted for individuals who are not appointed members of the MN Watershed committee, provided they are watershed district managers in good standing. It is required that these individuals contact the committee chair in advance to confirm attendance.
- Inquiry should be made with Jan Voit regarding the procedure for board members to ascertain the schedule and location of committee meetings.
- Meeting dates shall be publicly posted on the MN Watersheds web pages.

2) Bylaws MOPP Committee

Member Nomination

Mike Bradley, Rice Creek WD

David Ziegler, Riley Purgatory Bluff Creek WD is co-chair

3) Strategic Planning Committee

Nominations

Shaun Kennedy, Bassett Creek WMC

Jill Crafton, Riley Purgatory Bluff Creek WD, alternate

4) Resolutions Committee (meet in October)

Nominations

Ben Burnett, Prior Lake Spring Lake WD

Val Eisele, Ramsey Washington Metro WD (alternate)

Jill Crafton, Riley Purgatory Bluff Creek WD (alternate)

5) Finance Committee

Nominations

Peggy Kvam, Nine Mile Creek WD

Sherry White, Minnehaha Creek WD (alternate)

6) Events & Education Committee

Nominations

Rick Sanders, Capitol Region WD

Stephanie Wang, Ramsey Washington Metro WD (alternate)

7) Awards Committee

Nominations

Joe Collins, Capitol Region WD

Celia Wirth, Brown's Creek (alternate)

8:45 a.m.

IV. Adjournment

- A motion was made to adjourn the meeting and seconded by David Ziegler.

Send minutes to:

david_ziegler@outlook.com

jvoit@mnwatersheds.com

dpereira@vbwd.org

DRAFT



Bassett Creek Watershed Management Commission MEMO

Date: November 13, 2025
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

Aside from this month's agenda items, the Commission Engineers, city staff, committee members, and I continue to work on the following Commission projects and issues.

CIP Projects (more resources at <http://www.bassettcreekwmo.org/projects.>)

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (No change since August 2024): A feasibility study by the Commission Engineer was developed in 2018 and approved in January 2019. The study included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. Project construction year was revised from 2020 and 2022 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. A public hearing for this project was held September 19, 2019. The project was officially ordered at that meeting. In January 2020 this project was awarded a \$400,000 Clean Water Fund grant from BWSR; a grant work plan was completed and the grant with BWSR was fully executed in early May 2020. The project and the grant award was the subject of an article in the Southwest Journal in February: <https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoff-project/>. In September 2020, Minneapolis and MPRB staff met to review the implementation agreement and maintenance roles. BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding or agreement among BCWMC, MPRB, and city of Minneapolis to recognize and assign roles and responsibilities for implementation more formally. The draft agreement was developed over several months and multiple conversations among the parties. At the May 2021 meeting the Commission approved to waiver potential conflict of the Commission legalcounsel and reviewed a proposal for project design by the Commission Engineer. The updated design proposal and the design agreement among all three parties were approved at the June 2021 meeting. Four public open houses were held in the park in 2021 to gather input on park concepts. Project partners met regularly throughout design to discuss schedules, planning and design components, and next steps. Concept designs were approved by the MRPB Board in late 2021. Staff met with MnDOT regarding clean out of Penn Pond and continue discussions. 50% design plans were approved by the Commission at the January 2022 meeting; 90% design plans were approved at the March 2022 meeting along with an agreement with MPRB and Minneapolis for construction. The agreement was approved by all three bodies. Commission Engineers finalized designs and assisted with bidding documents. Bids were returned in early August. At the meeting in August, the Commission approved moving forward with project construction (through MPRB), and approved a construction budget (higher than previously budgeted) and an amended engineering services budget. MPRB awarded the construction contract. In late November the contractor began the initial earthwork and started on portions of the stormwater pond excavations. By late December the 1st phase of construction was complete with the ponds formed and constructed. The contractor began driving piles in late January and began installing underground piping in early February. At the March meeting, the Commission approved an increase to the engineering services budget and learned the construction budget is currently tracking well under budget. The change order resulting from the City of Minneapolis' request to replace a city sewer pipe resulted in extra design/engineering costs that were approved by the Administrator so work could continue without delays. The MPRB will reimburse the Commission for those extra costs and will, in-turn, be paid by the city. In early May construction was focused in the Morgan / Laurel intersection. The right-of-way storm sewer work is complete including the rerouting of some of the existing storm infrastructure and installation of the stormwater diversion structures. Construction of the ponds is complete and stormwater from the neighborhood to the west is now being routed through new storm sewers to the ponds. Vegetation is currently being established around the ponds. At the October 2023 meeting the Commission approved an amendment to the agreement with MPRB and Minneapolis in order to facilitate grant closeout. At the

December 2023 meeting the Commission approved a partial reimbursement to MPRB for \$400,000. Corrections to a weir that was installed at the wrong elevation were made in spring 2024. A final grant report was submitted to the MN Board of Water and Soil Resources in late January 2024 and the final grant payment was recently received. Project as-built drawings were recently completed and an operations and maintenance plan is being developed. Final reimbursement requests from MPRB and Minneapolis are expected in 2015. August 2025 update: St. Anthony Falls Lab is using the new ponds as part of a study to understand how stormwater pond plant communities affect functioning of stormwater ponds, and how pond design, maintenance and management can be adapted to promote conditions that maximize water quality benefits in urban and road-impacted areas. Project website: <http://www.bassettcreekwmo.org/projects/all-projects/bryn-mawr-meadows-water-quality-improvement-project>

2020 Jevne Park Stormwater Improvement Project (ML-21) Medicine Lake (No change since July 2023): At their meeting in July 2018, the Commission approved a proposal from the Commission Engineer to prepare a feasibility study for this project. The study got underway last fall and the city's project team met on multiple occasions with the Administrator and Commission Engineer. The Administrator and Engineer also presented the draft feasibility study to the Medicine Lake City Council on February 4, 2019 and a public open house was held on February 28th. The feasibility study was approved at the April Commission meeting with intent to move forward with option 1. The city's project team is continuing to assess the project and understand its implications on city finances, infrastructure, and future management. The city received proposals from 3 engineering firms for project design and construction. At their meeting on August 5th, the Medicine Lake City Council voted to continue moving forward with the project and negotiating the terms of the agreement with BCWMC. Staff was directed to continue negotiations on the agreement and plan to order the project pending a public hearing at this meeting. Staff continues to correspond with the city's project team and city consultants regarding language in the agreement. The BCWMC held a public hearing on this project on September 19, 2019 and received comments from residents both in favor and opposed to the project. The project was officially ordered on September 19, 2019. On October 4, 2019, the Medicine Lake City Council took action not to move forward with the project. At their meeting in October 2019, the Commission moved to table discussion on the project. The project remains on the 2020 CIP list. In a letter dated January 3, 2022, the city of Medicine Lake requested that the Commission direct its engineer to analyze alternatives to the Jevne Park Project that could result in the same or similar pollutant removals and/or stormwater storage capacity. At the March meeting, the Commission directed the Commission Engineer to prepare a scope and budget for the alternatives analysis which were presented and discussed at the April 2022 meeting. No action was taken at that meeting to move forward with alternatives analysis. In May and June 2023, Commission staff discussed the possibility of incorporating stormwater management features into a redevelopment of Jevne Park currently being considered by the City of Medicine Lake. After review of the preliminary park design plans, the Commission Engineer and I recommended implementation of the original CIP Project to the City. Project webpage: <http://www.bassettcreekwmo.org/index.php?cid=467>.

2014 Schaper Pond Diversion Project and Carp Management, Golden Valley (SL-3): Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when carp are moving through the system. At the October 2020 meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Carp removals were performed through the Sweeney Lake Water Quality Improvement Project. Results were presented at the February 2021 meeting along with a list of options for long term carp control. Commission took action approving evaluation of the long-term options to be paid from this Schaper Pond Project. Commission and Golden Valley staff met in March 2021 to further discuss pros and cons of various options. At the September 2021 meeting, the Commission approved utilizing an adaptive management approach to carp management in the pond (\$8,000) and directed staff to discuss use of stocking panfish to predate carp eggs. Commission Engineers will survey the carp in 2022. At the April meeting, the Commission approved panfish stocking in Schaper Pond along with a scope and budget for carp removals to be implemented later in 2022 if needed. Commission staff informed lake association and city about summer activities and plans for a fall alum treatment. Approximately 1,000 bluegills were released into Schaper Pond in late May. Carp population assessments by electroshocking in Sweeney Lake and Schaper

Pond were completed last summer. A report on the carp assessment was presented in January. Monitoring in Schaper Pond in 2023 and a reassessment of carp populations in 2024 were approved in early 2023. Carp box netting in 2024 is also approved, as needed. A carp survey of Schaper Pond and Sweeney Lake were recently completed which found higher than expected carp numbers in Sweeney Lake. Carp Solutions completed box netting in Sweeney Lake in late September 2024. At the October meeting the Commission Engineer reported that 191 carp were removed bringing the carp density to about 31.3 kg/hectare, less than the 100 kg/hectare threshold for water quality problems. A more detailed report on carp population status and recommendations for further monitoring in Schaper Pond was presented and approved at the January 2025 meeting. Monitoring on the pond got underway earlier this summer. Challenges have included heavy rains and impacts to a city manhole that house monitoring equipment which had to be removed. An amendment to the effectiveness monitoring budget was approved at the October 2025 meeting. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2) (No changes since August 2024): At their March 2015 meeting, the Commission approved the project specifications and directed the city to finalize specifications and solicit bids for the project. The contract was awarded to HAB Aquatic Solutions. The alum treatment spanned two days: May 18- 19, 2015 with 15,070 gallons being applied. Water temperatures and water pH stayed within the desired ranges for the treatment. Early transparency data from before and after the treatment indicates a change in Secchi depth from 1.2 meters before the treatment to 4.8 meters.

Water monitoring continues to determine if/when a second alum treatment is necessary. Monitoring results from 2023 were presented at the July 2024 meeting. Results show continued excellent water quality. The CIP funding remains in place for this project as a 2nd treatment may be needed in the future. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=278>.

2013 Four Seasons Area Water Quality Project (NL-2) (no change since July): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the Commission Engineer and I have met on numerous occasions with the developer and their consulting engineers to discuss stormwater management and opportunities with “above and beyond” pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominium shared preliminary project plans and the Commission discussed the redevelopment and potential “above and beyond” stormwater management techniques. At the April 2020 meeting, the Commission conditionally approved the 90% project plans. The agreements with Dominium and the city of Plymouth to construct the project were approved May 2020 and project designers coordinated with Commission Engineers to finalize plans per conditions. In June 2021, the City of Plymouth purchased the property from Walmart. The TAC discussed a potential plan for timing of construction of the stormwater management BMPs by the city in advance of full redevelopment. At the August 2021 meeting, the Commission approved development of an agreement per TAC recommendations. The city recently demolished the mall building and removed much of the parking lot. At the December meeting the Commission approved the 90% design plans and a concept for the city to build the CIP project ahead of development and allow the future developer to take credit for the total phosphorus removal over and above 100 pounds. At the July meeting, the Commission approved an agreement with the city to design, construct, and maintain the CIP project components and allow a future developer to use pollutant removal capacity above 100 pounds of total phosphorus. A fully executed agreement is now filed. The updated 90% project plans were approved at the September 2023 meeting. Changes to those plans were needed to address permitting requirements resulted. Those changes were presented at the November 2024 meeting and were administratively approved by the Commission Engineers. Construction of the wetland restoration is complete (see photo). Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

2021 Parkers Lake Chloride Reduction Project (PL-7) (See Item 4G): The feasibility study for this project was approved in May 2020 with Alternative 3 being approved for the drainage improvement work. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020 and entered an agreement with the city of Plymouth to implement the project in coordination with commission staff. City staff and I have had an initial conversation about this project. The city plans to collect additional chloride data this winter in order to better pinpoint the source of high chlorides loads within the subwatershed. Partners involved in the Hennepin County Chloride Initiative (HCCI) are interested in collaborating on this project. A proposal from Plymouth and BCWMC for the “Parkers Lake Chloride Project Facilitation Plan” was approved for \$20,750 in funding by the HCCI at their meeting in March. The project will 1) Compile available land use data and chloride concentrations, 2) Develop consensus on the chloride sources to Parkers Lake and potential projects to address these sources, and 3) Develop a recommendation for a future pilot project to reduce chloride concentrations in Parkers Lake, which may be able to be replicated in other areas of Hennepin County, and 4) help target education and training needs by landuse. A series of technical stakeholder meetings were held last fall and winter to develop recommendations on BMPs. A technical findings report was presented at the July 2022 meeting. At the September 2022 meeting, the Commission approved a scope and budget for a study of the feasibility of in-lake chloride reduction activities which was presented at the November meeting. The Commission directed staff to develop a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. Commission and Plymouth staff continue to work on outreach and engagement with properties in the subwatershed, primarily through activities by WMWA’s coordinator position. At the March meeting the Commission approved a contract with Bolton and Menk for assessment of salt storage and other practices at 4 properties. In April, Bolton and Menk staff met owners/operators of Brightview and submitted a report on their visit. Bolton & Menk has also been in contact with Twin Cities Outdoor Services and has a meeting scheduled with the City of Plymouth. They continue to follow up on some specific recommendations with Brightview including tailored training, improvements to salt storage and equipment calibration. At this meeting, the Commission will consider approving a reimbursement agreement with Hennepin County in order to utilize grant funding for this project. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2022 Medley Park Stormwater Treatment Facility (ML-12) (No change since June): The feasibility study for this project was approved in June 2021 with public engagement and a project kick-off meeting in the following months. The project was officially ordered by the Commission in September 2021. The city hired Barr Engineering to develop the project designs. The BCWMC received a \$300,000 Clean Water Fund grant from BWSR in December 2021 and the grant agreement approved in March 2022. 50% design plans were approved in February 2022 and 90% plans were approved at the May 2022 meeting. Construction began in November 2022 and winter construction was finished in late January 2023. Activities in spring 2023 included completing grading (topsoil adjustments); paving (concrete, bituminous); light pole and fixture install; benches install; site clean up and prep for restoration contractor. In late May 2023, Peterson Companies completed their construction tasks and the project transitioned to Traverse de Sioux for site restoration and planting. A small area of unexpected disturbance from construction was added to the overall area to be restored with native plants through a minor change order. Site restoration, planting, and seeding was completed in late June 2023. A final grant report was submitted to the MN Board of Water and Soil Resources in late January 2025 and all grant funds were received. The Commission approved reimbursement requests from Golden Valley at their October 2024 and March 2025 meetings. The project was featured in the “Snap Shots” newsletter from the MN Board of Water and Soil Resources. A final reimbursement request and report will be submitted after final vegetation establishment. www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10) (No change since December 2023): The feasibility study for this project was approved in June 2021. Study development included meetings with and input from city staff, Robbinsdale Area School representatives, technical stakeholders, and the public. In September 2021, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs. 50% Design Plans were approved at the January 2022 meeting. A public open house was held September 2022 and 90% were approved at the October 2022 Commission meeting. Six construction bids were received in late February 2023 with several of them under engineer’s estimates. The city contracted with Rachel Contracting and construction got underway in early spring 2023. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. The city hired Landbridge Ecological for restoration work in summer 2023. At the end of July 2023, utility crews lowered the watermain and installed the storm sewer diversions into the park from along Duluth Street. The hydrodynamic separator was also set (with a crane). Crews also worked on the iron-enhanced sand filter and the outlet installation, stone work on

the steepened slopes, trail prep, bituminous paving, and concrete work (curb and gutter, pads, and ADA ramps). The preconstruction meeting for the restoration work was held with work to begin late August or early September 2023. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August 2023. The SEA School site construction is complete and restoration work is complete. The DeCola Pond D outlet replacement and site restoration is also now complete. Project webpage: www.bassettcreekwmo.org/projects/all-projects/sea-school-wildwood-park-flood-reduction-project.

Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd. (2024 CR-M), Golden Valley:

A feasibility study for this project got underway in fall 2022. A public open house was held March 1st with 30 residents attending. The draft feasibility report was presented at the April meeting. A final feasibility report was presented at the June meeting where the Commission approved the implementation of Alternative 3: to restore all high, medium, and low priority sites. A Clean Water Fund grant application for \$350,000 was recently developed and submitted to BWSR. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. An agreement with the city of Golden Valley for design and construction was approved at the November 2024 Commission meeting. The Commission (Commission Engineers) will design the project and provide engineering services. A scope of work for engineering services was approved at the March meeting. A drone survey of the entire stretch was completed in early April. A project kick-off meeting was held with city and commission staff on April 9th. Field and desktop surveys are continuing. Meetings regarding utility easements and communications planning were recently held. A public open house on the project was held on June 5th. At the June meeting the Commission approved a scope and budget for a wetland delineation and architectural survey which are unexpected requirements for a permit from the U.S. Army Corps of Engineers. That work is getting underway. Additionally, Administrator Jester approved a scope and budget for an archeological survey that was included in the original engineering services scope as a contingency task with approval delegated to the Administrator. Commission Engineers presented the 50% designs at the July meeting. At the August meeting, commissioners reviewed a reprioritization of eroded sites and discussed cost saving and implementation options. Commissioners approved a new project budget to accommodate repair of new and expanded erosion and vegetation restoration on public and private properties along the project corridor. A public open house was held October 30th. Letters to residents along the project were sent by Golden Valley requesting temporary easements for the project. 90% plans will be presented at this meeting. Project budgets and funding will be reviewed at the December meeting. Project website:

<https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-restoration-project-regent-ave-golden-valley-r>

Ponderosa Woods Stream Restoration Project, Plymouth (ML-22) (no change since July): A feasibility study for this project got underway in fall 2022. A public open house was held February 2023 with 3 residents attending. The draft feasibility report was presented at the May 2023 meeting and additional information was presented at the June meeting where the Commission approved implementing Alternative 1.5. The Commission held a public hearing on this project at its September 2023 meeting and officially ordered the project, set the final levy, and approved an agreement with the City of Plymouth for project implementation. Plymouth hired Midwest Wetland Improvements to design the project. 60% designs were conditionally approved at the October 2024 meeting. A public open house was held on October 23rd. 90% design plans were approved at the November 2024 meeting. The city received favorable bids for the project and construction began in December 2024. Outreach and communication to impacted property owners has been thorough. Construction of the project is complete and vegetation establishment continues. Project website: www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project.

Sochacki Park Water Quality Improvement Project (BC-14) (no change since August 2024): This project was added to the CIP through a minor plan amendment as approved at the March 2023 Commission meeting with CIP funding set at \$600,000. The project involves a suite of projects totaling an estimated \$2.3M aimed improving the water quality in three ponds and Bassett Creek based on a subwatershed analysis by Three Rivers Park District (TRPD). A memorandum of understanding about the implementation process, schedules, and procedural requirements for the project was executed in April 2023 among BCWMC, TRPD, and the cities of Golden Valley and Robbinsdale. A feasibility study funded by TRPD was approved in September 2023. The Commission held a public hearing on this project at the same meeting and officially ordered the project and set the final levy. A cooperative agreement with TRPD and Robbinsdale was approved at the April 2024 meeting. Three Rivers Park District contracted with Barr Engineering to develop project designs. A Phase II Environmental Assessment was completed last year. Soil contamination (including PCBs) was found in some areas to be above MPCA action levels.

The following are recent (2025) updates for the project: MPCA approved the response action plan; TRPD cleared the federal environmental review requirements for the project and were issued a release of funds for the HUD grant; additional test pits

were completed for soil pre-characterization, and the extent of contaminants is less than anticipated, especially with regards to PCBs; Hennepin County ERF grant for \$447,000 was recently awarded for remediation efforts; Barr Engineering is adjusting the project cost estimates to reflect the recent soil testing work; public-facing information will be updated soon; project team meetings will resume soon to help guide the implementation process. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sochacki-park-water-quality-improvement-project>.

Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North (2026 CR-P): A scope and budget for a feasibility study was approved at the October meeting. A project kick off meeting was held November 3rd and a technical stakeholder meeting was held December 5th. Field investigations and desktop analyses are complete. Site prioritization ranking criteria are being developed and concept designs are being developed. A public open house was held on March 11th. Residents who attended are in favor of the project and had questions about impacts to trees, potential construction activities in specific reaches, and buckthorn removal. The feasibility study was approved at the May meeting with Option 3a being approved for implementation. At the June meeting the Commission approved a maximum levy for 2025 that includes funding for this project which was approved by the Hennepin County Board August 6th. At its September meeting, the Commission held a public hearing on this project and approved a resolution officially ordering the project, setting the 2025 levy, and entering an agreement with the City of Plymouth for design and construction. The city will hold a public open house on this project in spring 2025 after the city contracts with an engineering firm. A Clean Water Fund grant for \$400,000 was awarded by BWSR. The grant agreement and sub-grant agreement were approved at the April meeting. The City of Plymouth hired Moore Engineering for project designs. Commission Engineers sent requested data, surveys, and models to Moore Engineers at the request of the City of Plymouth. A public meeting will be scheduled for later this year. A pre-permitting meeting was held with permitting agencies on September 2nd. Commission Engineer’s review and comments on 60% designs for Phase I were approved at the October meeting. A public open house was held on November 3rd. 90% designs are expected at the December meeting. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n>.

Crane Lake Chloride Reduction Demonstration Project, Minnetonka (CL-4) (No change since September): At the meeting in July, the Commission approved a scope and budget for the feasibility study for this project. The Commission Engineer is gathering background information. A project kick off meeting was held in September 2024. In summer 2025, water quality sampling and continuous chloride monitoring at the five pond monitoring sites was completed. In August, Commission Engineers began the process of compiling and analyzing the field and laboratory monitoring results. They have also developed watershed chloride load assessment modeling, which will be calibrated based on the water quality monitoring data. The City of Minnetonka is currently surveying landowners about deicing practices. Survey results will be used to inform the feasibility study. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/crane-lake-chloride-reduction-demonstration-project>.

Administrator Activities October 9 – November 12, 2025

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"> • <u>Main Stem Bassett Creek Restoration Project</u>: Weekly project coordination meetings with Commission Engineer and city staff; reviewed/provided comments on boards for open house; attended public open house; attended permitting coordination meeting; reviewed and provided edits on 90% design memo; discussed project budget with Commission Engineer • <u>Street Sweeping Prioritization Analysis</u>: Assisted with preparation of meeting materials for TAC discussion • <u>Plymouth Creek Restoration Project</u>: Attended public open house • <u>Lost and Northwood Lake TMDL Study</u>: Prepared presentation for meeting with residents; attended meeting • <u>Fruen Mill Redevelopment</u>: Provided chloride reduction resources to Graffiti Mill staff • <u>Parkers Lake Chloride Reduction Project</u>: Corresponded with Bolton & Menk re: ongoing efforts for outreach, technical assistance, and equipment upgrades to Brightview and TCOS; reviewed agreement with Hennepin County for reimbursement of grant funds and corresponded with Commission Attorney • <u>Double Box Culvert Repair Project</u>: Reviewed/edited engineering services scope/budget memo

Education and Outreach	<ul style="list-style-type: none"> • Attended Water Blessing event and provided outreach to attendees • Participated in WMWA Strategic Planning Subcommittee meeting; finalized internal and external agendas for meeting of MS4s; summarized TAC input on presentation slides for the meeting; corresponded with partners and speakers in preparation for the meeting • Participated in October WMWA meeting • Reviewed and scored WMWA website update proposals and hosted meeting to review with partners; recommended contractor to Shingle Creek WMC (project fiscal agent) • Provided information on projects slated for 2026 levy to reported with APG, on request • Corresponded with CAMP volunteers and picked up samples and equipment bins
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted October meeting minutes; reviewed memos, reports, and documents for Commission meeting; printed and disseminated meeting information to commissioners, staff, and TAC; updated online calendar; drafted meeting follow up email; ordered catering for November Commission meeting; updated meeting notice • Participated in pre-meeting call with Commission Engineer • Document filing, mailing checks and agreements and updating website calendar • Correspondence re: Medicine Lake water quality (to Plymouth councilmember Spoonheim) • Made requested revisions to application materials for FEMA grant • Set Administrative Services committee meeting • Prepared agenda and materials for November 5th TAC meeting; attended meeting and drafted TAC recommendations memo • Prepared for and attended tour of two CIP projects in Golden Valley with MN Office of Management and Budget re: Flood Hazard Mitigation Funding • Participated in meeting with partners on future of chloride reduction advocacy • Met with Golden Valley staff, Commission Engineers, and Breck School representatives re: redevelopment plans for campus; corresponded with Breck and Commission Attorney re: reimbursement agreement; sent chloride reduction resources to Breck
MN Watersheds	<ul style="list-style-type: none"> • Attended Metro Watersheds meeting • Reviewed BWSR training videos and provided feedback; coordinated review by others • Attended MAWA Executive Committee meeting • Reviewed membership dues options from Executive Director • Discussed presentation at MW conference on next steps for chloride reduction with E. Sniegowski and M. Welch • Registered for MW conference • Attended meeting with metro administrators and BWSR staff re: Watershed Based Implementation Funding in metro • Drafted and sent email for administrators statewide re: Winter Salt Week
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Participated in biweekly check in meetings with Commission Engineers • Drafted responses for half of the comments submitted for the 60-day review and reviewed responses drafted by Commission Engineers for the other half • Drafted Plan Steering Committee meeting agendas for October 15th and November 5th meetings; attended meetings; drafted meeting minutes and updated Plan Progress Tracker • Corresponded with BWSR staff re: final plan approval timing and process •