



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, December 21, 2023
8:30 a.m.

Council Conference Room
Golden Valley City Hall @ 7800 Golden Valley Rd.

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 – November 15, 2023 Commission Meeting
- B. Acceptance of December 2023 Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – November 2023 Administration
 - ii. Keystone Waters, LLC – November 2023 Administrative Expenses
 - iii. Barr Engineering – November 2023 Engineering Services
 - iv. Kennedy & Graven – October 2023 Legal Services
 - v. Kennedy & Graven – November 2023 Legal Services
 - vi. Redpath – November 2023 Accounting Services
 - vii. Triple D Espresso – Meeting Catering
 - viii. University of Minnesota – Room Rental for BCV Meeting
 - ix. Commissioner Twiford – Reimbursement for Conference Lodging and Mileage
 - x. Alternate Commissioner Hauer – Reimbursement for Conference Mileage
- D. Approval of Bryn Mawr Meadows CIP Project Partial Reimbursement to MPRB
- E. Approval to Appoint Chad Guse, City of Plymouth, as BCWMC Deputy Treasurer
- F. Conditional Approval of Hopkins Crossroads Trail Improvements, Minnetonka
- G. Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers
- H. Approval of Contract with Stantec for WOMP Services

5. BUSINESS

- A. Consider Budget Committee and Technical Advisory Committee Recommendations (30 min)
- B. Consider Approval of Scope and Budget for Medicine Lake TMDL Status Assessment (20 min)
- C. Consider Approval of Budget Amendment for Parkers Lake Chloride Dilution/Extraction Study (10 min)
- D. Review Draft Comment Letter on 2024 Draft Impaired Waters List (10 min)
- E. Receive Report on Minnesota Watersheds Annual Conference and Meeting (10 min)
- F. Receive Update from Plan Steering Committee (5 min)
- G. Review Final Reports for Mt. Olivet Stream Restoration Project (ML-20) and Parkers Lake Drainage Improvement Project (PL-7) and Consider Reimbursement Requests (15 min)

- i. Mt. Olivet Final Report
 - ii. Parkers Lake Final Report
 - iii. Reimbursement Requests
- H. Receive Final Report on Main Stem Lagoon Dredging Project and Consider TAC Recommendations on Future Dredging Projects (15 min)
- I. Review Results of Staff Evaluations (10 min)

6. COMMUNICATIONS (10 minutes)

- A. Administrator's Report
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Commissioners
- F. TAC Members
 - i. Next Meeting February 7 – need liaison
- G. Committees
 - i. Education Committee

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices Plymouth
- E. Minnesota Watersheds Statewide Survey Results
- F. Minnesota Watersheds Strategic Plan Accomplishments

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Plan Steering Committee Meeting: Wednesday, January 3rd, 8:30 a.m, Wirth Lake Room, Brookview
- Metro Watersheds Quarterly Meeting: Tuesday, January 16th, 7:00 p.m. via Zoom
- BCWMC Regular Meeting: Thursday January 18th, 8:30 a.m., Golden Valley City Hall
- BCWMC Plan Steering Committee Meeting: Wednesday, February 7th, 8:30 a.m, Wirth Lake Room, Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, February 7th, 10:30 a.m, Wirth Lake Room, Brookview



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: December 14, 2023

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 12/21/23 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 – November 15, 2023 Commission Meeting- **ACTION ITEM with attachment**

 - B. Acceptance of December Financial Report - **ACTION ITEM with attachment**

 - C. Approval of Payment of Invoices - **ACTION ITEM with attachments (online) – I reviewed the following invoices and recommend payment.**
 - i. Keystone Waters, LLC – November 2023 Administration
 - ii. Keystone Waters, LLC – November 2023 Administrative Expenses
 - iii. Barr Engineering – November 2023 Engineering Services
 - iv. Kennedy & Graven – October 2023 Legal Services
 - v. Kennedy & Graven – November 2023 Legal Services
 - vi. Redpath – November 2023 Accounting Services
 - vii. Triple D Espresso – Meeting Catering
 - viii. University of Minnesota – Room Rental for BCV Meeting
 - ix. Commissioner Twiford – Reimbursement for Conference Lodging and Mileage
 - x. Alternate Commissioner Hauer – Reimbursement for Conference Mileage

 - D. Approval of Bryn Mawr Meadows CIP Project Partial Reimbursement to MPRB – **ACTION ITEM with attachment** – *At your meeting in October, you approved an amendment to the agreement with the Minneapolis Park and Recreation Board and the City of Minneapolis to provide partial reimbursement of \$400,000 for project construction before the required maintenance and operation plan is finalized. This action was taken in order to close out the Clean Water Fund grant which expires at the end of this month. Staff recommends approval of the payment.*

 - E. Approval to Appoint Chad Guse, City of Plymouth, as BCWMC Deputy Treasurer – **ACTION ITEM with attachment** – *The current BCWMC deputy treasurer, Sue Virnig with the City of Golden Valley, is retiring in early January. In order to maintain appropriate access to financial accounts and check signatories, a new deputy treasurer should be appointed. Please see the memo attached for more information.*

 - F. Conditional Approval of Hopkins Crossroads Trail Improvements, Minnetonka – **ACTION ITEM with attachment** – *The proposed linear project includes the construction of an 8-ft wide trail and storm sewer improvements along the east side of Hopkins Crossroad in Minnetonka, resulting in approximately 2.0 acres of land disturbance and 0.2 acres of new impervious surface. The Commission Engineer recommends approval with conditions as outlined in the memo.*

 - G. 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 to 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 requests 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.

- H. Approval of Contract with Stantec for WOMP Services – **ACTION ITEM with attachment** - The Commission has contracted with Stantec (formerly Wenck Associates) to collect water samples and maintain equipment at the Bassett Creek Watershed Outlet Monitoring Program (WOMP) site for several years. The attached proposal from Stantec for work beginning in January 2024 is the same as years past with an option to add pesticide sample collection if requested by the MN Department of Agriculture. I recommend approval of the proposal and terms and conditions document which was reviewed by the Commission Attorney.

5. BUSINESS

- A. Consider Budget Committee and Technical Advisory Committee Recommendations (30 min) – **ACTION ITEM with attachment** – The Budget Committee met on November 20th to discuss a proposed amendment to the 2024 operating budget and a policy on use of investment income. Their recommendations are attached. The committee also sought TAC input on the investment income policy. TAC recommendations are included in the attached memo. Staff recommends approval of the Budget Committee's recommendations.
- B. Consider Approval of Scope and Budget for Medicine Lake TMDL Status Assessment (20 min) – **ACTION ITEM with attachment** – At the October Commission meeting, and based on the Plan Steering Committee's recommendation, the Commission directed the Commission Engineer to develop a scope and budget for an assessment of the status of the Medicine Lake nutrient Total Maximum Daily Load (TMDL) study. The assessment would result in a list of projects, programs, or practices that could be included in the 2025 Watershed Plan to help reach the goal of delisting the lake. Staff recommends approval of the scope and budget as presented. If the Budget Committee's recommendation on use of investment income (from 5A above) is approved, investment income could be considered to fund this project.
- C. Consider Approval of Budget Amendment for Parkers Lake Chloride Dilution/Extraction Study (10 min) – **ACTION ITEM with attachment** – At the November meeting, the Commission Engineer presented the results of the Parkers Lake Chloride Dilution/Extraction Study which was an in-depth and cutting-edge analysis of options to remove chloride from Parkers Lake. The Commission Engineer is requesting additional budget of \$4,100 for that study due to its complicated nature and detailed correspondence with permitting agencies. I recommend approval of the request. This CIP project budget has a balance of almost \$255,000. This CIP budget will also be used for development and possible implementation of a holistic approach to chloride management and source control in the Parkers Lake watershed (as directed by the Commission in November).
- D. Review Draft Comment Letter on 2024 Draft Impaired Waters List (10 min) – **ACTION ITEM with attachment** - The Minnesota Pollution Control Agency (MPCA) recently released the 2024 draft impaired waters list (303(d) list) and requested comments from stakeholders. "Impaired waters" are

lakes and streams that do not meet State water quality and ecological standards. Commission Engineers and I reviewed the list, corresponded with MPCA staff and provide the attached information and recommended comment letter.

- E. Receive Report on Minnesota Watersheds Annual Conference and Meeting (10 min) – INFORMATION ITEM no attachment – *BCWMC delegates Alternate Commissioners Hauer and Kennedy and alternate delegate Commissioner Twiford attended the MN Watersheds Conference, in addition to me and Commissioner Welch. Alternate Commissioner Kennedy was elected to the statewide Minnesota Watersheds Board of Directors. Conference attendees can provide a brief review of the conference and business meeting outcomes.*

- F. Receive Update from Plan Steering Committee (5 min) - INFORMATION ITEM no attachment – *The Plan Steering Committee met on December 6th to continue developing issue statements and goals for the 2025 Plan. A brief update will be provided at this meeting. Additionally, staff will report on a “Plan TAC” meeting to be held on December 15th that includes staff from member cities along with state and local review agencies and technical partners.*

- G. Review Final Reports for Mt. Olivet Stream Restoration Project (ML-20) and Parkers Lake Drainage Improvement Project (PL-7) and Consider Reimbursement Requests (15 min) – *These BCWMC capital improvement projects (CIP) were officially ordered, and agreements with the city of Plymouth for design and construction were approved in September 2020. The city combined implementation of the projects and hired WSB and Associates to design the projects and contracted with Sunram Construction, Inc. for construction. Most construction was completed in 2022 with final vegetation establishment in 2023. Attached are the final reports for each project along with reimbursement requests from the City of Plymouth (with combined back up documentation). I recommend approval of the reimbursement requests and project close out.*
 - i. Mt. Olivet Final Report – **INFORMATION ITEM with attachment**
 - ii. Parkers Lake Final Report – **INFORMATION ITEM with attachment**
 - iii. Reimbursement Requests – **ACTION ITEM with attachment**

- H. Receive Final Report on Main Stem Lagoon Dredging Project and Consider TAC Recommendations on Future Dredging Projects (15 min) – ACTION ITEM with attachment – *With the Lagoon Dredging Project complete, a final report was developed and will be briefly reviewed at this meeting. The report includes TAC recommendations on actions and evaluations to consider for future dredging projects. As previously discussed, the Commission will consider options for further dredging of the lagoons to the original project design depth or dredging other lagoons in Theodore Wirth Park in conjunction with a review of other potential CIP projects early next year.*

- I. Review Results of Staff Evaluations (10 min) – DISCUSSION ITEM no attachment – *Alternate Commissioner Harwell will review the results of the performance evaluations for Barr Engineering and me that were submitted by commissioners, alternate commissioners, and TAC members. The information is considered non-public data and therefore is not included with public meeting materials.*

6. COMMUNICATIONS (10 minutes)

- A. Administrator’s Report – **see attachment**
- B. Engineer
- C. Legal Counsel

- D. Chair
- E. Commissioners
- F. TAC Members
 - i. Next meeting Feb 7th – need liaison
- G. Committees
 - i. Education Committee

7. INFORMATION ONLY (Information online only)

- A. BCWMC Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices Plymouth
- E. Minnesota Watersheds Statewide Survey Results
- F. Minnesota Watersheds Strategic Plan Accomplishments

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Plan Steering Committee Meeting: Wednesday, January 3rd, 8:30 a.m, Wirth Lake Room, Brookview
- Metro Watersheds Quarterly Meeting: Tuesday, January 16th, 7:00 p.m. via Zoom
- BCWMC Regular Meeting: Thursday January 18th, 8:30 a.m., Golden Valley City Hall
- BCWMC Plan Steering Committee Meeting: Wednesday, February 7th, 8:30 a.m, Wirth Lake Room, Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, February 7th, 10:30 a.m, Wirth Lake Room, Brookview



Bassett Creek Watershed Management Commission

DRAFT Minutes of Regular Meeting

Wednesday, November 15, 2023

8:30 a.m.

Golden Valley City Hall, 7800 Golden Valley Road

1. CALL TO ORDER and ROLL CALL

On Wednesday November 15, 2023 at 8:31 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	Dave Anderson	Joan Hauer	Ben Perkey
Golden Valley	Paula Pentel	Roxanne Gould	Eric Eckman, Drew Chirpich
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	Michael Welch	Jodi Polzin	<i>Absent</i>
Minnetonka	Maryna Chowhan	Stacy Harwell	Leslie Yetka
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	<i>Absent</i>	Bob Stamos	Richard McCoy
St. Louis Park	RJ Twiford	<i>Vacant</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Karen Chandler, Stephanie Johnson, and Greg Wilson - Barr Engineering		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Presenters/ Guests/Public	David Johnston, St. Louis Park resident; Dave Hutton, Boyd Hansen		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

No public comments.

3. APPROVAL OF AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the agenda. Chair Cesnik seconded the motion. Upon a vote the motion carried 8-0.

4. CONSENT AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the consent agenda. Commissioner Carlson seconded the motion. Upon a vote the motion carried 8-0 with the city of Minnetonka absent from the vote.

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

- Approval of Minutes – October 19, 2023 Commission Meeting
- Acceptance of November 2023 Financial Report
- Approval of Payment of Invoices
- Approval of Medicine Lake Lift Station Floodplain Mitigation Project

5. BUSINESS

A. Receive Report on Study of Chloride Extraction/Dilution Options for Parkers Lake

Administrator Jester provided background information on the project. At their meeting in September 2022, the Commission approved a scope of work for this study by the Commission Engineer. The study is part of the Commission's CIP project PL-7 that was split into two pieces: the Parkers Lake Drainage Improvement Project and the Parkers Lake Chloride Reduction Project.

Commission Engineer Greg Wilson gave a presentation with results of the study, first noting that Parkers Lake is on the impaired waters list for high chlorides. He reviewed thresholds for State chloride standards, water quality data in the lake, and land uses surrounding the lake. He noted that an estimated 66% of the chlorides are entering the lake from the northeast section of the subwatershed where there is industrial and high density residential land use. He described how chloride laden water sinks to the bottom of the lake and how the lake flushes completely about once every 1.4 years. He reported that the goal of the study was to identify viable options for extracting or diluting chloride in Parkers Lake.

[Commissioner Chowhan arrives.]

Engineer Wilson reviewed the two alternatives evaluated including 1) pumping chloride-laden water from the lake and discharging it to the sanitary sewer; and 2) pumping chloride laden water from the lake, treating it, and returning cleaned water to the lake. He noted that he discussed the possibility of implementing alternative 1 with Metropolitan Council staff at length and submitted documents and data at their request. Ultimately, Met Council staff indicated they would deny a permit application to discharge chloride-laden lake water to the sanitary sewer as it violates their policy to not intentionally pass pollution to downstream resources. (Since the wastewater treatment plant cannot remove chlorides, the pollution would simply be passed onto the Mississippi River.)

[Alternate Commissioner Harwell arrives.]

Engineer Wilson then went on to describe the results of studying two different methods to remove chloride from the lake's hypolimnion: reverse osmosis (RO) and ion exchange (IX). He reviewed the pros and cons of each system along with the overall capital costs, maintenance costs, annual operating costs, and cost per pound of removal which is low compared to typical costs per pound of total phosphorus removal.

Engineer Wilson reported that either the RO or IX system would have to be operated continuously during the open water season. And even then, the lake wouldn't likely meet chloride water quality standards without a 20% reduction in chloride from watershed runoff. Ultimately, due to the lake's shorter than expected residence time, the huge scale of the infrastructure needed, and the annual operating logistics and costs, he recommended the Commission continue to work on chloride source control and consider using an RO or IX system on a smaller scale such as a stormwater pond. He also recommended adding winter chloride sampling in Parkers Lake to better understand the overall mass balance of chloride in the lake.

Commissioner Twiford asked where residue from filtered lake water would go. Engineer Wilson noted the Met Council would likely grant a permit to discharge the residue at the wastewater treatment plant similar to industrial discharge

permit holders. Commissioner Pentel noted that the hundreds of thousands of dollars contemplated for installing and running the treatment system should instead be allocated to source control in the northeast part of the subwatershed. Others agreed that source control was most important. Engineer Wilson noted that the State standard may not be protective enough for sensitive species and may be amended in the future.

There was additional discussion including ideas for reducing salt use, managing it in the stormwater, or treating water that's leaving the lake. Commissioner Welch noted that due to complexity and uncertainty it seems that a more holistic approach is needed, concentrated in the subwatershed area contributing 66% of the pollution.

MOTION: Commissioner Welch moved to approve the addition of chloride monitoring in the winter in Parkers Lake and to direct the Administrator and Commission Engineer to work with the City of Plymouth to develop a scope of work for a holistic approach to chloride source control in the northeast subwatershed. Commissioner Pentel seconded the motion. Upon a vote the motion passed 9-0.

B. Consider Approving Agreement with City of Plymouth for Accounting Services

Administrator Jester provided background on this item reminding commissioners that the City of Golden Valley financial department staff served as the Commission's accountant and prepared monthly financial reports for decades before stepping back from that role a few years ago. She noted that at the time no other member cities wished to assume that same role so the Commission has been contracting with Redpath & Associates for this work since March 2021. She noted the City of Plymouth now has the staff capacity and interest in providing accounting services to the Commission and that the attached agreement was drafted by the Commission Attorney and reviewed by Plymouth staff. She noted that Plymouth would assume accounting responsibilities February 1st - at the beginning of the Commission's next fiscal year.

MOTION: Commissioner Pentel moved to approve the agreement with the City of Plymouth. Commissioner Maryna seconded the motion.

Discussion: Commissioner Welch indicated he would not support the motion due to the absence of language regarding standard of care. He also noted his belief that mutual indemnification in the agreement was not appropriate. Commission Attorney Anderson noted that the agreement was structured as a joint powers agreement (JPA) and that authority for Plymouth to perform the work comes from the JPA statute. He noted there are responsibilities of both parties and that the activity is cooperative in nature. Commissioner Gwin-Lenth wondered if the language requiring the use of generally accepted accounting practices should be included in the agreement but noted his support of the agreement if recommended by the Commission Attorney.

VOTE: Upon a vote the motion passed 8-1 with Commissioner Welch voting nay.

C. Consider Approving Agreement with City of Golden Valley for Cost Share of High Efficiency Street Sweeper

Administrator Jester provided background information reminding commissioners that at the September meeting the Commission officially ordered this CIP project to cost share the purchase of a high efficiency street sweeper for the City of Golden Valley. She noted the Commission Attorney drafted the agreement which was reviewed by city staff and which follows the Commission's policy on use of CIP funds for capital equipment purchases. She noted Golden Valley staff developed exhibit A in the agreement which also follows the policy noted above and is modeled off a similar exhibit in the 2020 street sweeper cost share project with the City of Plymouth.

MOTION: Commissioner Carlson moved to approve the agreement with Golden Valley. Commissioner Pentel seconded the motion.

Discussion: Commissioner Welch reiterated his position that was discussed at the September meeting when the project was ordered. He noted his belief that a policy is a good start but that Commission expenditures should be based on data and analysis. Administrator Jester noted the various studies in the Twin Cities Metro Area on the benefits of using high efficiency street sweepers to reduce pollutant loading to lakes. There was discussion about the Plymouth Street Sweeping Report that is slated to be presented later in the meeting showing the amount of pollutants being collected by a similar street sweeper. There was discussion about the particular sweeper planned for purchase by Golden Valley and

the areas where sweeping is performed. Chair Cesnik expressed desire for more information on the ability of sweepers to collect excess road salt. Others agreed that data and studies are needed before spending taxpayer dollars and that studies have already proven the effectiveness. Upon being asked, Drew Chirpich with the City of Golden Valley noted the city is ready to purchase the equipment with approval of this agreement. Administrator Jester noted the precedent with purchasing similar equipment, after development of the policy, for Plymouth in 2020. Alternate Commissioner Polzin wondered if the Commission record should include pollutant removal expectations before approving the agreement. There was further discussion about delaying the approval until more is known.

Commissioner Carlson **rescinded his motion** to approve the agreement. Commissioner Pentel agreed to the motion withdrawal.

Commissioner Welch indicated the Commission should rely on the Commission Engineer’s professional opinion on benefits. Commission Engineer Chandler noted that she and her team did review pertinent stream sweeping studies by others when the Commission was developing the policy. There was considerably more discussion on appropriate timing for approving the agreement including a desire to have the equipment in time to sweep excess salt in late winter 2024 and early spring.

MOTION: Commissioner Chowhan moved to approve the agreement with the City of Golden Valley. Commissioner Pentel seconded the motion.

Discussion: Drew Chirpich reported on the exact model of sweeper to be purchased and noted it is very similar to the Plymouth street sweeper. Ben Scharenbroich, TAC member with Plymouth corroborated that information. Chair Cesnik noted there is an element of trust that this is an effective best management practice (BMP). Commission Attorney Anderson noted this CIP project was officially ordered by the Commission in September. He noted it may be appropriate to review the policy and add a process for the Commission Engineer to do some level of analysis before ordering. He noted, however, that the policy wasn’t developed without data in mind and wasn’t arbitrarily applied in this case.

VOTE: Upon a vote the motion carried 8-1 with Commissioner Welch voting nay.

[Chair Cesnik called a 5-minute break. Alternate Commissioner Leonardson departs the meeting.]

D. Appoint Delegates to the Minnesota Watersheds Annual Business Meeting

Administrator Jester reported that the Minnesota Watersheds (MW) organization will hold its annual meeting and conference November 28 – December 1 in Alexandria, MN. She noted that as a member of Minnesota Watersheds, the Commission should appoint two delegates and one alternate delegate to represent the Commission at the regional caucus meeting (Region 3) on the morning of Nov 30, and at the business meeting on Dec 1. She also noted a previous approval by the Commission to reimburse any commissioner or alternate for registration and travel costs to attend the conference. There was discussion about which commissioners plan to attend the conference and how valuable previous MW events have been.

MOTION: Commissioner Welch moved to appoint Alternate Commissioners Kennedy and Hauer as delegates to the Minnesota Watersheds annual meeting and to appoint Commissioner Twiford as the alternate delegate. Commissioner Chowhan seconded the motion. Upon a vote the motion passed 9-0.

E. Discuss Minnesota Watersheds Resolutions Packet and Legislative Platform

Administrator Jester reported that at the Minnesota Watersheds’ annual business meeting, delegates will discuss and vote on resolutions that would be considered for the 2024 legislative session. Commissioner Welch noted that delegates are free to vote how they wish after considering input from BCWMC staff and commissioners and hearing comments and discussions from other delegates at the meeting. There was a discussion about the six proposed resolutions with Administrator Jester and Commissioner Welch offering brief opinions on each. Administrator Jester was asked to arrange a meeting among delegates to further review and discuss each resolution.

F. Review 2022/2023 Plymouth Street Sweeping Report

Ben Scharenbroich, TAC member with Plymouth reviewed the 2022/2023 street sweeping report. He noted that in the BCWMC, the sweeper has been used for more than 1,000 curb miles. He reviewed Table 2 from the report with

estimated pollutant removal noting that about 1 pound of total phosphorus/mile is gathered along with about 0.3 pounds of chloride/mile. He noted that the sweeper's use is prioritized to subwatersheds without stormwater treatment and the whole city is swept about 4 times per year. He noted it's more difficult to sweep in the winter due to staff availability. He noted that they try to get out as early as possible in the spring and typically perform 2 city-wide sweepings in the fall. When asked, Mr. Scharenbroich noted that staffing is the primary factor limiting more sweeping. He also noted that the city's streets staff are asked to report excess salt use but that the sweeper can only be used on city streets.

G. Receive Update From Plan Steering Committee

Plan Steering Committee Chair Kennedy provided a brief update, reporting that the committee most recently met November 1st to continue developing issue statements and goals. He noted a considerable discussion at the meeting regarding enforcement of erosion control requirements.

[Commissioner Pentel departs the meeting.]

H. Discuss Staff Evaluation Process

Administrator Jester asked how the group would like to evaluate staff for performance in 2023. There was consensus to use the same evaluation form and process as last year with anonymous surveys being returned to Alternate Commissioner Harwell to summarize.

6. COMMUNICATIONS

A. Administrator's Report

Administrator Jester reported that the WOMP station equipment on Van White Blvd had been vandalized and/or stolen once again. She noted the Met Council is hoping to move the equipment back to the Irving Avenue location.

B. Engineer –Commission Engineer Chandler reported that the MPCA's draft 2024 impaired waters list has been published and will be reviewed by Commission Engineers.

C. Legal Counsel – No report

D. Chair – No report

E. Commissioners – Commissioner Carlson noted the upcoming MAISRC anniversary symposium with a registration cost of \$50. Administrator Jester noted she would send information to commissioners.

MOTION: Commissioner Carlson moved approval of registration reimbursement for commissioners or alternates to attend the symposium. Commissioner Chowhan seconded the motion. Upon a vote the motion passed 9-0.

Alternate Commissioner Harwell reported on the Floodplain Managers Conference and encouraged commissioners to look at the Fargo-Moorhead Flood Reduction Project. She also noted she was named the 2023 Floodplain Manager of the Year.

F. TAC Members – No report

G. Committees – No report

7. INFORMATION ONLY

- A. BCWMC Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices Plymouth, Golden Valley, New Hope

8. ADJOURNMENT - The meeting adjourned at 11:45 a.m.

Bassett Creek Watershed Management Commission				
Statement of Financial Position				
		Capital Improvement Projects	General Fund	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
	101 · Wells Fargo Checking	-1,525,136.23	852,121.96	-673,014.27
	102 · 4MP Fund Investment	3,501,986.62	218,019.87	3,720,006.49
	103 · 4M Fund Investment	3,533,650.36	-206,746.78	3,326,903.58
	Total Checking/Savings	5,510,500.75	863,395.05	6,373,895.80
Accounts Receivable				
	111 · Accounts Receivable	0.00	600.67	600.67
	112 · Due from Other Governments	52,806.40	-0.26	52,806.14
	113 · Delinquent Taxes Receivable	11,396.55	0.00	11,396.55
	Total Accounts Receivable	64,202.95	600.41	64,803.36
Other Current Assets				
	114 · Prepays	0.00	2,978.75	2,978.75
	116 · Undeposited Funds	0.00	1,500.00	1,500.00
	Total Other Current Assets	0.00	4,478.75	4,478.75
	Total Current Assets	5,574,703.70	868,474.21	6,443,177.91
TOTAL ASSETS		5,574,703.70	868,474.21	6,443,177.91
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
	211 · Accounts Payable	0.00	31,109.75	31,109.75
	Total Accounts Payable	0.00	31,109.75	31,109.75
Other Current Liabilities				
	212 · Unearned Revenue	438,823.00	0.00	438,823.00
	251 · Unavailable Rev - property t	11,396.55	0.00	11,396.55
	Total Other Current Liabilities	450,219.55	0.00	450,219.55
	Total Current Liabilities	450,219.55	31,109.75	481,329.30
	Total Liabilities	450,219.55	31,109.75	481,329.30
Equity				
	311 · Nonspendable prepays	0.00	2,978.75	2,978.75
	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00
	315 · Unassigned Funds	0.00	375,424.57	375,424.57
	32000 · Retained Earnings	1,198,999.33	108,188.52	1,307,187.85
	Net Income	-671,097.44	384,772.88	-286,324.56
	Total Equity	5,090,483.89	871,364.72	5,961,848.61
TOTAL LIABILITIES & EQUITY		5,540,703.44	902,474.47	6,443,177.91
UNBALANCED CLASSES		34,000.26	-34,000.26	0.00

Bassett Creek Watershed Management Commission				
Statement of Revenues, Expenditures and Changes in Fund Balances - General Fund				
	Annual Budget	Nov 17 - Dec 21, 23	Year to Date	Budget Balance
Ordinary Income/Expense				
Income				
411 - Assessments to Cities	617,430.00	0.00	617,430.00	0.00
412 - Project Review Fees	80,000.00	0.00	73,170.50	6,829.50
413 - WOMP Reimbursement	5,000.00	0.00	4,500.00	500.00
414 - State of MN Grants		0.00	12,257.72	-12,257.72
415 - Investment earnings		30,959.83	276,272.55	-276,272.55
416 - TRPD Reimbursement	5,000.00	0.00	0.00	5,000.00
417 - Transfer from LT & CIP	68,000.00	0.00	0.00	68,000.00
Total Income	775,430.00	30,959.83	983,630.77	-208,200.77
Expense				
1000 - Engineering				
1010 - Technical Services	145,000.00	9,330.50	120,565.18	24,434.82
1020 - Development/Project Reviews	80,000.00	5,471.76	66,018.36	13,981.64
1030 - Non-fee and Preliminary Reviews	30,000.00	1,671.88	15,705.38	14,294.62
1040 - Commission and TAC Meetings	15,000.00	1,371.38	13,678.78	1,321.22
1050 - Surveys and Studies	15,000.00	2,485.00	2,485.00	12,515.00
1060 - Water Quality / Monitoring	105,000.00	5,215.00	64,209.57	40,790.43
1070 - Water Quantity	9,000.00	1,220.50	7,141.46	1,858.54
1080 - Annual Flood Control Inspection	15,000.00	2,036.50	14,727.86	272.14
1090 - Municipal Plan Review	2,000.00	0.00	1,860.00	140.00
1100 - Watershed Monitoring Program	27,000.00	140.00	22,249.03	4,750.97
1110 - Annual XP-SWMM Model Updates	3,000.00	309.00	628.00	2,372.00
1120 - TMDL Implementation Reporting	0.00	0.00	0.00	0.00
1130 - APM/AIS Work	40,000.00	0.00	44,674.84	-4,674.84
1140 - Erosion Control Inspections	0.00	0.00	0.00	0.00
1000 - Engineering - Other		0.00	0.00	0.00
Total 1000 - Engineering	486,000.00	29,251.52	373,943.46	112,056.54
2000 - Plan Development				
2010 - Next Gen Plan Development	53,250.00	9,785.75	71,228.56	-17,978.56
2000 - Plan Development - Other		0.00	0.00	0.00
Total 2000 - Plan Development	53,250.00	9,785.75	71,228.56	-17,978.56
3000 - Administration				
3010 - Administrator	78,750.00	5,993.55	60,411.26	18,338.74
3020 - MAWD Dues	7,500.00	0.00	7,500.00	0.00
3030 - Legal	17,000.00	2,814.81	20,480.33	-3,480.33
3040 - Financial Management	14,540.00	1,075.00	11,590.00	2,950.00
3050 - Audit, Insurance & Bond	18,700.00	0.00	20,705.00	-2,005.00
3060 - Meeting Catering	2,400.00	161.23	1,773.53	626.47
3070 - Administrative Services	7,240.00	325.94	2,709.76	4,530.24
3000 - Administration - Other		0.00	0.00	0.00
Total 3000 - Administration	146,130.00	10,370.53	125,169.88	20,960.12
4000 - Education				
4010 - Publications / Annual Report	1,000.00	0.00	1,338.00	-338.00
4020 - Website	1,600.00	0.00	687.16	912.84
4030 - Watershed Education Partnership	18,350.00	0.00	9,500.00	8,850.00
4040 - Education and Public Outreach	28,000.00	1,901.47	15,727.31	12,272.69
4050 - Public Communications	1,100.00	0.00	1,263.52	-163.52
4000 - Education - Other		0.00	0.00	0.00
Total 4000 - Education	50,050.00	1,901.47	28,515.99	21,534.01
5000 - Maintenance				
5010 - Channel Maintenance Fund	25,000.00	0.00	0.00	25,000.00
5020 - Flood Control Project Long-Term	35,000.00	0.00	0.00	35,000.00
5000 - Maintenance - Other		0.00	0.00	0.00
Total 5000 - Maintenance	60,000.00	0.00	0.00	60,000.00
Total Expense	795,430.00	51,309.27	598,857.89	196,572.11
Net Ordinary Income	-20,000.00	-20,349.44	384,772.88	-404,772.88
Net Income	-20,000.00	-20,349.44	384,772.88	-404,772.88

Bassett Creek Watershed Management Commission						
Statement of Revenues, Expenditures and Changes in Fund Balances - Construction in Progress						
		Project Budget	Nov 17 - Dec 21, 23	Year to Date	Inception to Date Expense	Remaining Budget
Ordinary Income/Expense						
Income						
	418 · Property Taxes		0.00	1,128,610.08		
	BC2,3,8 · DeCola Ponds B&C Improve		0.00	0.00		
	BC23810 · Decola Ponds/Wildwood Park		0.00	0.00		
	BC5 · Bryn Mawr Meadows		0.00	2,934.00		
	BC7 · Main Stem Dredging Project		0.00	0.00		
	BGP2 · Bassett Creek Park & Winnetka		0.00	0.00		
	CL3 · Crane Lake Improvement Project		0.00	0.00		
	CRM · Main Stem Cedar Lk Rd-Dupont		0.00	0.00		
	ML12 · Medley Park Stormwater Treatment		0.00	0.00		
	ML21 · Jevne Park Stormwater Mgmt		0.00	0.00		
	NL2 · Four Seasons Mall Area		0.00	0.00		
	SL1,3 · Schaper Pond Enhancement		0.00	0.00		
	SL8 · Sweeny Lake Water Quality		0.00	32,242.96		
	TW2 · Twin Lake Alum Treatment		0.00	0.00		
	Total Income		0.00	1,163,787.04		
Expense						
1000 · Engineering						
	2017CRM · CIP-Main Stem Cedar Lk Rd-Dupont	0.00	0.00	0.00	768,478.47	-768,478.47
	2024CRM · CIP-BS Main Stem Restore	1,941,000.00	0.00	45,613.64	85,495.39	1,855,504.61
	2026CRP · Plymouth Creek Restor Dunk 38th		33,470.87	35,860.37	35,860.37	-35,860.37
	BC-12 · CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	0.00	150,000.00
	BC-14 · CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	0.00	600,000.00
	BC-238 · CIP-DeCola Ponds B&C	1,600,000.00	0.00	0.00	1,507,985.31	92,014.69
	BC-2381 · CIP-DeCola Ponds/Wildwood Pk	1,300,000.00	0.00	0.00	62,789.39	1,237,210.61
	BC-5 · CIP-Bryn Mawr Meadows	1,835,000.00	406,947.50	35,612.65	719,548.98	1,115,451.02
	BC-7 · CIP-Main Stem Lagoon Dredging	2,759,000.00	3,511.50	1,396,498.42	1,583,956.84	1,175,043.16
	BGP-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	0.00	95,218.61	1,404,781.39
	ML-20 · CIP-Mount Olive Stream Restore	178,100.00	134,942.58	134,942.58	178,100.00	0.00
	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	9,696.43	43,789.81	308,210.19
	NL-2 · CIP-Four Seasons Mall	990,000.00	0.00	7,767.00	204,215.06	785,784.94
	PL-7 · CIP-Parkers Lake Stream Restore	485,000.00	115,296.00	154,311.78	230,076.12	254,923.88
	SL-1,3 · CIP-Schaper Pond	612,000.00	391.00	14,581.61	484,309.96	127,690.04
	SL-8 · CIP-Sweeny 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
	Total Expense	16,656,531.00	694,559.45	1,834,884.48	7,791,015.33	8,865,515.67
	Net Ordinary Income	-16,656,531.00	-694,559.45	-671,097.44	-7,791,015.33	
	Net Income	-16,656,531.00	-694,559.45	-671,097.44		



Item 4D.
BCWMC 12-21-23
Full document online

Minneapolis
Park & Recreation Board

12 December 2023

Administrative Offices

2117 West River Road North
Minneapolis, MN 55411-2227

Northside Operations Center

4022 1/2 North Washington Avenue
Minneapolis, MN 55412-1742

Southside Operations Center

3800 Bryant Avenue South
Minneapolis, MN 55409-1000

Phone

612-230-6400

Fax

612-230-6500

www.minneapolisparcs.org

Dear BCWMC Commissioners,

As you know, the Bryn Mawr Meadows Water Quality Improvement Project is constructed, and site restoration is underway. Retainage has not yet been paid to the contractor. Per the agreement between the MPRB, the BCWMC, and the City of Minneapolis executed in May 2022, the MPRB and the City of Minneapolis will be reimbursed by the BCWMC for expenses related to the Water Quality Improvement Project cost.

The attached invoice and corresponding documentation shows the project construction costs incurred by the MPRB to date. The BCWMC may partially reimburse against this invoice, specifically \$400,000 to allow partial payment to the MPRB so that State grant funds can be collected by the BCWMC.

The total project cost previously agreed upon (less the \$400,000) will be requested for reimbursement in 2024 after the development of a long-term maintenance agreement between the MPRB and the City of Minneapolis.

I appreciate your partnership on this project and look forward to finalizing all paperwork and reporting in 2024.

President

Meg Forney

Vice President

Cathy Abene, P.E.

Commissioners

Becky Alper
Billy Menz
Steffanie Musich
Tom Olsen
Charles Rucker
Elizabeth Shaffer
Becka Thompson

Superintendent

Al Bangoura

Secretary to the Board

Jennifer B. Ringold

Sincerely,

Tyler Pederson, PLA
Planning Division



Minneapolis Park & Recreation Board
 2117 West River Road
 Minneapolis, MN 55411
 612-230-6400

Invoice No. AP859-1

INVOICE

Customer

Name Bassett Creek Watershed Management Comission
 Address P.O. Box 270825
 City Golden Valley State MN ZIP 55427
 ATTN: Laura Jester 1-952-270-1990

Date 12/8/2023
 Order No. _____
 Rep _____
 FOB _____

Qty	Description	Unit Price	TOTAL
1	Minger Invoice COM6001-1	\$ 189,024.28	\$ 189,024.28
1	Minger Invoice COM6001-2	\$ 595,280.02	\$ 595,280.02
1	Minger Invoice COM6001-3	\$ 154,977.13	\$ 154,977.13
1	Minger Invoice COM6001-4	\$ 29,198.25	\$ 29,198.25
1	Minger Invoice COM6001-5	\$ 21,696.12	\$ 21,696.12
1	Minger Invoice COM6001-6	\$ 11,719.45	\$ 11,719.45
1	Minger Invoice COM6001-7	\$ -	\$ -
		SubTotal	\$1,001,895.25
		Amount Paid	\$0.00
		TOTAL	\$1,001,895.25

For questions regarding this invoice
 call Tyler Pederson 612-499-9084



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Laura Jester, Administrator
Date: December 13, 2023

RE: Consider Appointing Chad Guse as BCWMC Deputy Treasurer

It recently came to my attention that the current BCWMC deputy treasurer, Sue Virnig with the City of Golden Valley, is retiring in early January. Sue has served as the Commission's deputy treasurer for many years and most recently also performed accounting functions for the Commission. At the meeting in November, the Commission approved an agreement with the City of Plymouth to perform financial management and accounting services. That agreement is now fully executed having been approved by the Plymouth City Council.

A deputy treasurer, a role outlined in the [Commission's bylaws](#), can be appointed by the Commission to assist the actual treasurer with financial duties and is a checking account signatory. Earlier this year, the Commission approved an updated [Roles and Responsibilities](#) document that includes a list of responsibilities for the deputy treasurer including:

- Takes direction from the Commission Treasurer and Commission
- Advises the Commission on financial practices, investments, and depositories
- Maintains access to Commission accounts including checking and investment accounts
- Assists with the transfer of funds between accounts in order to maintain appropriate balances in checking account and investment funds
- Assists with maintaining appropriate collateral on all accounts
- Assists with developing and implementing the Commission's fiscal policies
- Assists with and reviews the annual financial audit
- Maintains signatory authority for checking account; signs monthly checks as needed

Most of these functions are also included in the agreement with the City of Plymouth but I think it is critical that the Commission assign a specific deputy treasurer, particularly for the ability to sign checks if needed.

Chad Guse is a Certified Public Accountant and will be the Commission's primary accountant at the City of Plymouth. I recommend appointing him as the Commission's deputy treasurer effective immediately.



Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Barr) (Jim Herbert, PE; Gabby Campagnola)
Subject: Item 4F: Hopkins Crossroads Trail Improvement– Minnetonka, MN
BCWMC December 21, 2023 Meeting Agenda
Date: December 14, 2023
Project: 23270051.58 2023 2330

4F Hopkins Crossroads Trail Improvement – Minnetonka, MN BCWMC 2023-23

Summary:

Proposed Work: Construction of an eight-foot-wide pedestrian trail and storm sewer improvements

Project Proposer: City of Minnetonka

Project Schedule: Construction May–November 2024

Basis for Review at Commission Meeting: Work in the floodplain

Impervious Surface Area: Increase 0.2 acres (in Bassett Creek watershed)

Recommendation for Commission Action: Conditional approval

General Project Information

The proposed linear project includes the construction of an eight-foot-wide trail and storm sewer improvements along the east side of Hopkins Crossroad (County Road 73) in Minnetonka, resulting in approximately 2.0 acres of land disturbance and 0.2 acres of new impervious surface in the Bassett Creek watershed. The linear trail project is located in both the Bassett Creek and Minnehaha Creek watersheds. The portion of the project in the Bassett Creek watershed extends between Live Oak Drive and Oak Knoll Terrace North. The project will not result in a drainage divide change between the Bassett Creek and Minnehaha Creek watershed. This memorandum is solely for the work in the Bassett Creek watershed (Crane Lake subwatershed).

Floodplain

The proposed project includes work in the BCWMC (Crane Lake) 100-year floodplain. The 1% annual-chance (base flood elevation, 100-year) floodplain elevation of Crane Lake is 920.20 feet NAVD88. The January 2023 BCWMC Requirements for Improvements and Development Proposals (Requirements) document states that projects within the floodplain must maintain no net loss in floodplain storage and no increase in flood level at any point along the trunk system (managed to at least a precision of 0.00 feet). The proposed project will include installation of 9 cubic yards of riprap fill in the floodplain, and excavation of 9 cubic yards of material in the floodplain, resulting in no change in floodplain storage.

Wetlands

The applicant submitted a Minnesota Interagency Water Resource Application Form that lists fill as a permanent impact to wetlands in the BCWMC. The proposed project will mitigate the fill with the use of a federal and state approved wetland bank with approved credits available at a ratio of 2:1. The City of Minnetonka is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required. The City should review the project for conformance to its buffer requirements.

Rate Control

The proposed linear project does not create one or more acres of net new impervious surfaces; therefore, BCWMC rate control review is not required.

Water Quality

The proposed linear project does not create one or more acres of net new impervious surfaces; therefore, BCWMC water quality review is not required. However, the proposed linear project includes a two-foot-deep sump manhole before the outlet to Crane Lake.

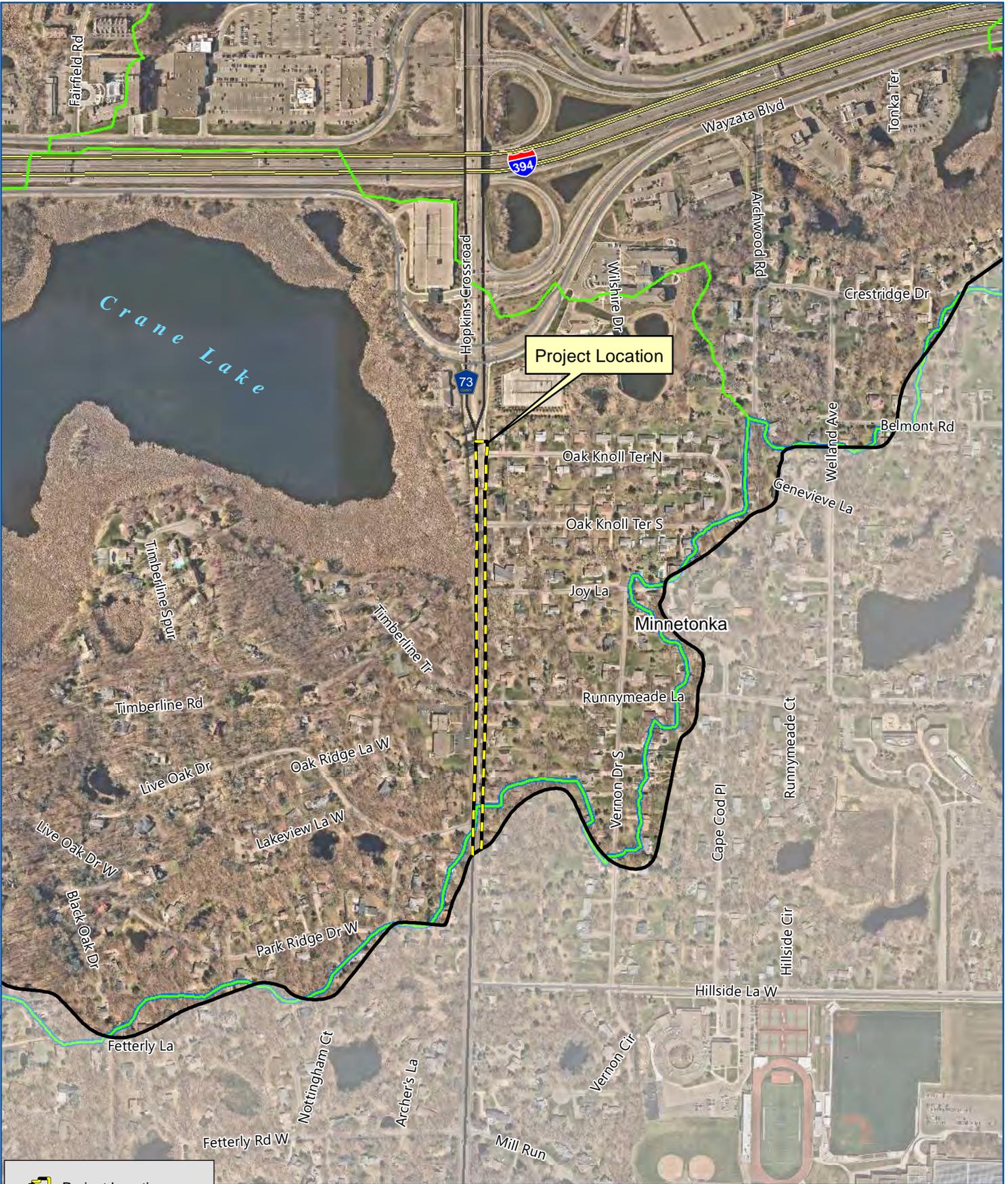
Erosion and Sediment Control

The proposed project results in one or more acres of land disturbance; therefore, the proposed project must meet the BCWMC erosion and sediment control requirements. Proposed temporary erosion and sediment control features include silt fence and inlet protection. Permanent erosion and sediment control features include stabilization with seed and blanket.

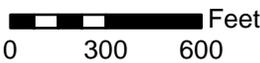
Recommendation for Commission Action

Conditional approval based on the following comments:

1. The BCWMC 100-year floodplain elevation for the project site (920.2 feet NAVD88) must be clearly shown and labeled on the drawings.
2. The note on Sheet 5.05 for structure 5071 should be revised to include that material must be excavated between the normal water elevation of Crane Lake (917.3 feet. NAVD88) and the 100-year floodplain of the Crane Lake (920.20 feet NAVD88) for it to count as compensating storage.
3. The existing and proposed contours must be labeled with their corresponding elevation.
4. We recommend increasing the sump depth to four feet to improve the pollutant removal efficiency of the sump.
5. Revised drawings (paper copy and final electronic files) must be provided to the BCWMC Engineer for final review and approval.



-  Project Location
-  Municipality
-  BCWMC Legal Boundary
-  Major Subwatershed
-  BCWMC Hydrologic Boundary
-  Bassett Creek



BCWMC 2023-23
 HOPKINS CROSSROADS
 TRAIL IMPROVEMENT
 Minnetonka, MN

LOCATION MAP



Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Josh Phillips, Gabby Campagnola, Jim Herbert)
Subject: Bassett Creek 2023 Flood Control Project Inspection
Date: December 13, 2023
Project: 23270051.58 2023 4065

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 2002-2023. 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 CIP.

Table 1 provides examples of maintenance and repairs that are major or could be 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 2023 inspection comments and recommendations follow Table 1.

Table 1: Routine vs. Major Maintenance and Repairs Items

Item #		Routine vs. Major Maintenance and Repairs – as Recommended by the TAC¹ and approved by the BCWMC²
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		
8	Repair scouring/undercutting at structures and culvert outlets	
9	Repair concrete structures: cracking, spalling, breakage	
11	Culverts/Bebo sections: joints, settlement, separation, concrete spalling, wing walls – movement and breakage	

¹ Based on needed repairs identified during 2016 FCP 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.



Stantec Consulting Services Inc.
One Carlson Parkway North Suite 100, Plymouth MN 55447-4440

December 1, 2023
File: 227705639

Attention: Laura Jester
Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55346

Dear Ms. Jester,

Reference: 2024 Bassett Creek Watershed Outlet Monitoring Program Services

Thank you for the opportunity to provide a scope of work and budget to continue operating the Metropolitan Council Environmental Services' (MCES) Watershed Outlet Monitoring Program (WOMP) station for Bassett Creek. Stantec has a long history of providing stream monitoring expertise to our clients and are confident this expertise will provide the Bassett Creek Watershed Management Commission (BCWMC) the highest quality stream monitoring.

Scope of Work

Stantec will provide monitoring services and work with MCES staff to ensure that all monitoring needs/requirements for the Bassett Creek WOMP are satisfied. Stantec will complete the following tasks to accomplish the scope of work, including an optional task for pesticide sampling on behalf of the Minnesota Department of Agriculture (MDA).

Task 1: Project Management

This task assumes 1 hour of Stantec staff time per month for managing project budget, coordinating with field staff, and communicating between Stantec, MCES, and BCWMC staff.

Task 2: Routine Monitoring

Stantec will collect routine monitoring samples once every two weeks beginning in January 2024 through December 2024 (~26 total events). This task assumes approximately 3 hours of staff time per sample event which includes field sampling preparation, sample collection, and sample delivery to MCES laboratory in St. Paul. This task also covers staff time for on-site equipment training and maintenance with MCES staff.

Task 3: Storm Monitoring

As requested by MCES staff, Stantec will target and collect approximately 15 storm event samples in 2024. This task assumes approximately 3 hours of staff time per sample event which includes field sampling prep, sample collection, and sample delivery to MCES laboratory in St. Paul.

Reference: 2024 Bassett Creek Watershed Outlet Monitoring Program Services

Task 4: Attend MCEs Cooperator Forum

One Stantec staff member will attend MCEs's WOMP Station Cooperator Forum which is typically held in the spring. A summary of the forum will be provided to BCWMC staff.

Task 5 (optional): MDA Pesticide Monitoring

In 2023, BCWMC requested Stantec collect additional water samples for pesticide analysis by the MDA. This task is included as an estimate if MDA chooses to continue pesticide monitoring at Bassett Creek in 2024. As outlined by MDA, Stantec will target roughly one water sample every two weeks from May through August. Water samples will be collected at the same time as routine or storm grab samples. Samples are required to be chilled down to <6 degrees C before being dropped off at the MDA laboratory, and thus will need to be dropped at the laboratory the following day after sample collection.

Project Team & Cost Estimate

The following Stantec staff will execute the Scope of Work described above. Other staff will participate as needed.

Katie Kemmitt, Project Manager

Grace Neumiller, Environmental Scientist

Sylvia Doerr, Water Resources Engineer in Training

The table below outlines each task and associated hours, expenses/mileage, and estimated cost, with a total project cost not to exceed \$23,360 if Task 5 is requested and a total project cost not to exceed \$21,760 if Task 5 is not requested.

Table: Project tasks and estimated costs.

Task	Staff Hours	Expenses/ Mileage	Estimated Cost
Task 1: Project Management	12	--	\$1,800
Task 2: Routine Monitoring	78	\$890	\$12,100
Task 3: Storm Event Monitoring	45	\$510	\$7,000

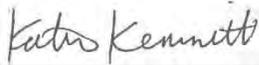
Reference: 2024 Bassett Creek Watershed Outlet Monitoring Program Services

Task 4: Attend MCES Cooperator Forum	6	--	\$860
Task 5 (optional): MDA Pesticide Monitoring	10	220	\$1,600
Total Estimated Cost	151	--	\$23,360

Thank you for this opportunity to work with the BCWMC. Should you have any questions or need clarification of anything presented in this scope of work, please do not hesitate to contact Katie Kemmitt at 763 252-6879 or katie.kemmitt@stantec.com.

Regards,

Stantec Consulting Services Inc.



Katie Kemmitt
Environmental Scientist
Phone: 763 252 6879
Katie.Kemmitt@stantec.com



Eileen Weigel P.E.
Sender's Title
Phone: Phone Number
Fax: Fax Number
Email Address

December 1, 2023

Laura Jester

Page 4 of 4

Reference: 2024 Bassett Creek Watershed Outlet Monitoring Program Services

By signing this proposal, Bassett Creek Watershed Management Commission authorizes Stantec to proceed with the services herein described and the Client acknowledges that it has read and agrees to be bound by the attached Professional Services Terms and Conditions.

This proposal is accepted and agreed on the 21 day of December, 2023.

Per: Bassett Creek Watershed Management Commission

Catherine Cesnik, Chairperson

Print Name & Title

Signature

Attachment: Attachment

c. C.C.

kk document1

The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the Client authorizes Consultant to proceed with the services, constitute the Agreement. Consultant means the Stantec entity issuing the Proposal.

DESCRIPTION OF WORK: Consultant shall render the services described in the Proposal (hereinafter called the "Services") to the Client.

TERMS AND CONDITIONS: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the Client and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This Agreement supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

COMPENSATION: Payment is due to Consultant upon receipt of invoice. Failure to make any payment when due is a material breach of this Agreement and will entitle Consultant, at its option, to suspend or terminate this Agreement and the provision of the Services. Interest will accrue on accounts overdue by 45 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required. The Client will make payment by Electronic Funds Transfer when requested by Consultant, to the extent that it has that ability.

NOTICES: Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

TERMINATION: Either party may terminate the Agreement without cause upon thirty (30) days notice in writing. If either party breaches the Agreement and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the Client of Consultant's invoices within 45 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the Client shall forthwith pay Consultant all fees and charges for the Services provided to the effective date of termination.

ENVIRONMENTAL: Except as specifically described in this Agreement, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater. Consultant is entitled to rely upon information provided by the Client, its consultants, and third-party sources provided such third party is, in Consultant's opinion, a reasonable source for such information, relating to subterranean structures or utilities. The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses and/or expenses, direct and indirect, or consequential damages relating to subterranean structures or utilities which are not correctly identified in such information.

PROFESSIONAL RESPONSIBILITY: In performing the Services, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the Services at the time and the location in which the Services were performed.

INDEMNITY: Client agrees to indemnify and hold Consultant harmless from any claim, cause of action, demand or other liability of any nature or kind (including the costs of reasonable attorney's fees and expert witness fees) arising out of any negligent act or omission of Client in connection with the Services performed under the terms of this Agreement. Likewise, Consultant agrees to indemnify and hold Client harmless from any claim, cause of action, demand or other liability of any nature or kind (including the costs of reasonable attorney's fees and expert witness fees) arising out of any negligent act or omission of Consultant or any subcontractor of Consultant in connection with the Services performed under the terms of this Agreement. Nothing herein shall be deemed a waiver by Client of any limitations or exemptions from liability available to it under Minnesota Statutes, chapter 466 or other law.

LIMITATION OF LIABILITY: It is agreed that, to the fullest extent possible under the applicable law, the total amount of all claims one party may have against the other under this Agreement, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the Services or \$50,000.00. As one party's sole and exclusive remedy under this Agreement any claim, demand or suit shall be directed and/or asserted only against the other party and not against any of the other party's employees, officers or directors.

Either party's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services and the other party shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the party seeking damages, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

In no event shall either party's obligation to pay damages of any kind exceed its proportionate share of liability for causing such damages.

DOCUMENTS: All of the documents prepared by or on behalf of Consultant in connection with the Project are instruments of service for the execution of the Project. Consultant retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultant's documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the Client agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or damages



arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.

Notwithstanding the foregoing, data provided, produced, or obtained under and pursuant to this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. Consultant will immediately report to Client any requests from third parties for information relating to this Agreement. Consultant agrees to promptly respond to inquiries from Client concerning data requests.

FIELD SERVICES: Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the Project, and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the Project. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

GRANT AGREEMENT. Consultant recognizes that Client will undertake certain obligations as part of a "Grant Agreement between the Metropolitan Council and Bassett Creek Watershed Commission For The Metropolitan Area Watershed Outlet Monitoring Program (WOMP2)" (the "Metropolitan Council Grant"), a copy of which is attached to this Agreement. Consultant agrees that the obligations imposed by the Metropolitan Council Grant on subgrantees and subcontractors therein are hereby made binding on Consultant, and that the terms of said agreement are incorporated into this Agreement to the extent necessary for the Metropolitan Council to meet its obligations under the State Grant Agreement. The terms of the Metropolitan Council Grant are incorporated in and made part of this Agreement notwithstanding anything herein that states, suggests or implies otherwise.

GOVERNING LAW/COMPLIANCE WITH LAWS: The Agreement shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the Services are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

DISPUTE RESOLUTION: If requested in writing by either the Client or Consultant, the Client and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of the Governing Law, or elsewhere by mutual agreement. Nothing herein however prevents Consultant from any exercising statutory lien rights or remedies in accordance with legislation where the project site is located.

ASSIGNMENT: The Client shall not, without the prior written consent of Consultant, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

SEVERABILITY: If any term, condition or covenant of the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the Agreement shall be binding on the Client and Consultant.

FORCE MAJEURE: Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract, labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, disease, epidemic or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay Consultant for services rendered.

COVID-19: The parties acknowledge the ongoing COVID-19 pandemic and agree that the fee and schedule in the proposal is based on what is currently understood. Where conditions change, the parties may have further discussions to manage and mitigate the impact of this evolving situation on the Project.

CONTRA PROFERENTEM: The parties agree that in the event this Agreement is subject to interpretation or construction by a third party, such third party shall not construe this Agreement or any part of it against either party as the drafter of this Agreement.

BUSINESS PRACTICES: Each Party shall comply with all applicable laws, contractual requirements and mandatory or best practice guidance regarding improper or illegal payments, gifts, or gratuities, and will not pay, promise to pay or authorize the payment of any money or anything of value, directly or indirectly, to any person (whether a government official or private individual) or entity for the purpose or illegally or improperly inducing a decision or obtaining or retaining business in connection with this Agreement or the Services.

AUDIT. The books, records, documents and accounting procedures and practices of Consultant relevant to this Agreement are subject to examination by the Client and either the Legislative or State Auditor as appropriate, pursuant to Minnesota Statute 16C.05, subdivision 5.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Laura Jester, Administrator
Date: December 13, 2023

RE: Consider Recommendations from Budget Committee and Technical Advisory Committee

At their meeting on November 20th, the Budget Committee discussed a potential amendment to the 2024 operating budget and a policy for use of investment income. This memo outlines the information presented and discussed along with the Budget Committee's recommendations on the 2024 budget amendment, and both the TAC and Budget Committee recommendations on the investment income policy:

1. 2024 Budget Amendment

The Budget Committee recommends amending the [2024 operating budget](#) with the changes noted below and in Attachment B (changes highlighted). (The TAC was not asked to provide input on these recommendations.)

- Recommended total expenses increase: from \$914,720 to \$958,640 (4.8% increase)
- Recommended total income increase (without raising city assessments): from \$846,940 to \$851,940
- The above changes result in estimated fund balance at the end of 2024 fiscal year: \$410,972 which is below the typical level of 50% of annual operating costs

Background on recommended changes:

Legal: Recommend increasing 2024 budget from \$21,000 to \$26,520.

The need for assistance from the Commission Attorney with agreements, contracts, resolutions, etc. increased significantly this year averaging \$2,210 per month (Feb – Sept). (This is in addition to the Lagoon Dredging Project legal work which was charged directly to that CIP fund and did not come from the operating budget line.) At this rate, the total annual expenditure could be approximately \$26,520. In 2024, legal work is expected to continue to be high, particularly because the JPA may need some revisions prior to its expiration on January 1, 2025.

Next Generation Plan Development: Recommend increasing 2024 budget from \$35,650 to \$47,650 and increasing income from the Plan savings account from \$13,000 to \$18,000 to help close funding gap.

The approved budget for Plan development is \$162,755 over 5 years (2021 – 2025) with the bulk of the work in this year and next year. At the September meeting, the Commission was briefly updated on the Plan development budget, which is currently over budget for 2023 and is also expected to be over budget in 2024. In total, staff expects final Plan expenses to be about \$30,000 higher than currently budgeted for a total of about \$192,755.

The 2023 budget shortfall may eat into the Commission's overall fund balance unless other areas of the Commission's budget are well under budget by the end of the year. (Plan development expenses in 2023 are expected more than \$18,000 over budget.)

2024 Plan development expenses are also expected to be over budget by about \$12,000 due to elongation of the project schedule to accommodate more robust discussions with the Plan Steering Committee.

Starting in 2019, the Commission set aside funds in a "Plan development savings account" to be used during plan development years to help even-out expenses. At the end of this fiscal year, there will be \$18,000 remaining in the Plan development savings account. The committee recommends using all of these funds in 2024 to help close the 2024 budget shortfall rather than holding some of the funds for 2025 as previously planned. (Hence, the proposed increase in 2024 income of \$5,000.)

Water Quality Monitoring: Recommend increasing 2024 budget from \$160,500 to \$186,900

This increase is recommended in order to monitor Medicine Lake in 2024. Monitoring in Medicine Lake got off-schedule from the Commission's regular 3-year rotation for priority lakes and hasn't been fully monitored by the Commission since 2016. The Commission cooperates with Three Rivers Park District on Medicine Lake monitoring which saves considerable funds.

The Budget Committee reviewed more detailed information about Medicine Lake monitoring provided by the Commission Engineer (see Attachment B).

2. Policy on Use of Investment Funds

The Budget Committee recommends the following policy related to the use of investment funds. (See TAC recommendation on the policy on page 3)

BCWMC Investment Income Policy: 100% of the income from BCWMC long-term investments (e.g., 4M and 4MP funds) will be categorized as "unrestricted" funds and will be posted to a Special Projects Fund within the BCWMC Operating Budget (similar to the Flood Control Long Term Maintenance Fund or Channel Maintenance Fund). Use of the Special Projects Fund will require approval by the Commission prior to the expenditure. Use of the Special Projects Fund will be prioritized toward studies or planning to help target capital improvement projects or BCWMC programs (e.g., subwatershed analyses). In limited and extenuating circumstances, the Special Projects Fund may be used for other purposes (e.g., closing budget gaps in regular BCWMC programs) but only with thorough evaluation, a recommendation from the Budget Committee, and approval by a majority of members at a Commission meeting.

Background: Earlier this year, the Budget Committee and Technical Advisory Committee discussed how investment income should be used by the Commission. At their meeting in August, the Commission approved the 2024 operating budget that included a decision not to use 2023 or 2024 investment income as part of the operating budget. Also at that meeting, the Commission approved a Budget Committee recommendation to set aside the investment income in a short-term "special projects" fund and to continue gathering ideas and input on how to use the funds.

Currently 2023 investment income totals \$276,272. It's possible that by the end of 2024, investment income could top \$500,000. The committee discussed an idea to use the funds specifically for studies or planning that help identify, target, and prioritize capital improvement projects or programs that could improve conditions in distinct waterbodies. For example, subwatershed analyses could be completed in high priority

areas such as the subwatersheds of Lost Lake or Northwood Lake, or along a specific section of the Main Stem of Bassett Creek. Subwatershed analyses are an excellent way to get a comprehensive understanding of a specific area and to develop a prioritized list of structural or non-structural best management practices needed to elicit a specific resource improvement (like improved water quality or reduced flood risk). Although typical subwatershed analyses focus on pollution hotspots, the Commission could consider expanding the scope of a subwatershed analyses to include identification of:

- Pollution hot spots – including nutrients and chlorides
- Key locations for water quality improvement projects
- Flood risk potential
- Key locations for water storage or flood reduction projects
- Wetland restoration opportunities
- Redevelopment potential or timing (to leverage “above and beyond” opportunities during redevelopment)
- Underserved/marginalized communities to improve equality in project and program implementation
- Partnership opportunities with organizations, neighborhoods, businesses, etc.

The Budget Committee and I believe targeting studies (like subwatershed analyses) are an excellent use of investment funds because there is no other good source of funds for these studies. Further, these studies are a kind of “bridge” between the operating budget (where monitoring and modeling are typically funded) and the capital improvement budget (where large specific projects are funded).

Technical Advisory Committee Input:

The Technical Advisory Committee (TAC) was asked for input on the Budget Committee’s recommended investment income policy (at the Budget Committee’s request). The TAC agrees that a Special Projects Fund allocated for studies or planning to target BCWMC projects and programs (e.g., subwatershed analyses) is a good use of these funds. However, the TAC recommends against allowing the funds to be used to close funding gaps in the Commission’s Operating Budget. They noted the fluctuating nature of investment income levels and expressed concern that the Commission might be tempted to use investment income to increase the Operating Budget in one year, requiring higher than expected city assessments in subsequent years if investment income is lower or no longer available.

The BCWMC Technical Advisory Committee recommends that the investment income policy language be revised to remove the Commission’s ability to use the funds “for other purposes.”

Attachment A

1																	
2		2020 Budget	2020 Gross Expenses	2020 Revenue	2020 NET Expenses	2021 Budget	2021 Gross Expenses	2021 Revenue	2021 NET Expenses	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	Final 2024 Budget	See Notes	Proposed Budget Amendment
3	ENGINEERING & MONITORING																
4	Technical Services	130,000	143,081	-	143,081	134,000	105,492	\$ -	105,492	145,000	132,541		132,541	145,000	145,000	(A1)	145,000
5	Development/Project Reviews	75,000	94,267	63,000	31,267	68,000	89,507	\$ 73,554.00	15,953	75,000	103,851	77,617	26,234	80,000	90,000	(A)	90,000
6				Review fees				Review fees				Review fees					
7	Non-fee and Preliminary Reviews	20,000	16,851	-	16,851	24,000	38,406	\$ 10,000.00	28,406	22,000	17,788	1,000	16,788	30,000	30,000	(B)	30,000
8								Cost share w/ MPLS				Cost share w/ MPLS					
9	Commission and TAC Meetings	12,000	10,478	-	10,478	12,000	10,961	\$ -	10,961	14,000	13,119		13,119	15,000	15,000	(C)	15,000
10	Surveys and Studies	10,000	3,745	-	3,745	9,000	7,683	\$ -	7,683	10,000	14,283		14,283	15,000	15,000	(D)	15,000
11	Water Quality / Monitoring	102,600	119,397	-	119,397	129,000	132,432	\$ -	132,432	110,000	109,478		109,478	105,000	160,500	(E)	186,900
12	Water Quantity	6,500	6,229	-	6,229	7,000	7,205	\$ -	7,205	8,000	6,369		6,369	9,000	9,000	(F)	9,000
13	Annual Flood Control Project Inspections	12,000	69,149	69,149	0	12,000	14,999	\$ 14,999.00	-	12,000	21,290	21,290	-	15,000	85,000	(G)	85,000
14				Transfer from long term account				Transfer from long term account				Transfer from long term account					
15	Municipal Plan Review	2,000	1,548	-	1,548	2,000	-	\$ -	-	2,000	1,464		1,464	2,000	2,000	(H)	2,000
16	Watershed Outlet Monitoring Program	20,500	20,837	4,500	16,337	23,000	18,257	\$ 5,500.00	12,757	28,500	28,425	3,750	24,675	27,000	26,500	(I)	26,500
17				Grant from Met Council				Grant from Met Council				Grant from Met Council					
18	Annual XP-SWMM Model Updates/Reviews	-	-	-	-	-	\$ -	\$ -	-	5,000	8,983		8,983	3,000	3,000	(J)	3,000
19	APM/AIS Work	30,000	11,634	1,128	10,506	14,000	13,533	\$ 5,601.00	7,932	13,000	41,844	22,500	19,344	40,000	40,000	(K)	40,000
20				Cost share with TRPD				DNR Grant & Cost share w/ TRPD				DNR Grant & Cost share w/ TRPD					
21	Subtotal Engineering & Monitoring	\$420,600	\$497,215	\$137,777	\$359,438	\$434,000	\$438,475	\$ 109,654.00	\$328,821	\$444,500	\$499,435	\$126,157	\$373,278	\$486,000	\$621,000	See Notes	\$647,400
22	PLANNING																
23	Next Generation Plan Development	18,000	18,000	-	18,000	18,000	10,001	\$ -	10,001	18,000	47,372	11,000	36,372	53,250	35,650	(L)	47,650
24												Transfer from Plan account					
25	Subtotal Planning	\$18,000	\$18,000	\$0	\$18,000	\$18,000	\$10,001	\$ -	\$10,001	\$18,000	\$47,372	\$11,000	\$36,372	\$53,250	\$35,650		\$47,650

	Item	2020 Budget	2020 Gross Expenses	2020 Revenue	2020 NET Expenses	2021 Budget	2021 Gross Expenses	2021 Revenue	2021 NET Expenses	2022 Budget	2022 Gross Expenses	2022 Revenue	2022 NET Expenses	2023 Budget	Final 2024 Budget	See Notes	Proposed Budget Amendment
26																	
27	ADMINISTRATION																
28	Administrator	69,200	64,764	30,000	34,764	67,400	67,481	\$ 29,495.00	37,986	70,848	69,174	34,000	35,174	78,750	78,750	(M)	78,750
29				Transfer from CIP account				Transfer from CIP account				Transfer from CIP account					
30	MAWD Dues	500	500	-	500	3,750	3,750	\$ -	3,750	7,500	7,500		7,500	7,500	7,500	(N)	7,500
31	Legal	15,000	20,996	-	20,996	15,000	16,280	\$ -	16,280	17,000	20,204		20,204	17,000	21,000	(O)	26,520
32	Financial Management	3,500	3,500	-	3,500	4,000	10,600	\$ -	10,600	13,500	14,260		14,260	14,540	17,000	(P)	17,000
33	Audit, Insurance & Bond	18,000	18,684	-	18,684	18,000	14,949	\$ -	14,949	18,700	18,218		18,218	18,700	18,700	(Q)	18,700
34	Meeting Catering	1,500	317	-	317	1,300	-	\$ -	-	1,300	1,830		1,830	2,400	2,400	(R)	2,400
35	Administrative Services	15,000	11,887	-	11,887	8,000	5,960	\$ -	5,960	8,000	5,993		5,993	7,240	2,570	(S)	2,570
36	Subtotal Administration	\$122,700	\$120,648	\$30,000	\$90,648	\$117,450	\$119,020	\$29,495	\$89,525	\$136,848	\$137,179	\$34,000	\$103,179	\$146,130	\$147,920		\$153,440
37	OUTREACH & EDUCATION																
38	Publications / Annual Report	1,300	1,069	-	1,069	1,300	375	\$ -	375	1,300	1,164		1,164	1,000	1,200	(T)	1,200
39	Website	1,000	1,264	-	1,264	1,800	544	\$ -	544	1,800	645		645	1,600	1,600	(U)	1,600
40	Watershed Education Partnerships	15,850	16,535	-	16,535	17,350	13,080	\$ -	13,080	18,350	15,410		15,410	18,350	18,350	(V)	18,350
41	Education and Public Outreach	22,000	38,321	28,811	9,510	26,000	23,073	\$ 6,295.00	16,778	28,000	36,591	13,013	23,578	28,000	28,000	(W)	28,000
42				Grant from BWSR				Grant from BWSR				Grant from BWSR					
43	Public Communications	1,000	1,113	-	1,113	1,000	1,028	\$ -	1,028	1,100	69		69	1,100	1,000	(X)	1,000
44	Subtotal Outreach & Education	\$41,150	\$58,302	\$28,811	\$29,491	\$47,450	\$38,100	\$6,295	\$31,805	\$50,550	\$53,879	\$13,013	\$40,866	\$50,050	\$50,150		\$50,150
45	MAINTENANCE FUNDS																
46	Channel Maintenance Fund	25,000	25,000	-	25,000	20,000	\$20,000	\$ -	20,000	25,000	25,000		25,000	25,000	25,000	(Y)	25,000
47	Flood Control Project Long-Term Maint.	25,000	25,000	-	25,000	25,000	25,000	\$ -	25,000	25,000	25,000		25,000	35,000	35,000	(Z)	35,000
48	Subtotal Maintenance Funds	\$50,000	\$50,000	\$0	\$50,000	\$45,000	\$45,000	\$0	\$45,000	\$50,000	\$50,000	\$0	\$50,000	\$60,000	\$60,000		\$60,000
49	TMDL WORK																
50	TMDL Implementation Reporting	10,000	263	-	263	7,000	6,989	\$ -	6,989	7,000	3,397	-	3,397	-	-	(AA)	-
51	Subtotal TMDL Work	\$10,000	\$263	\$0	\$263	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	3,397	-	3,397	\$0			
52	GRAND TOTAL	\$662,450	\$744,428	\$196,588	\$547,840	\$668,900	\$657,596	\$152,444	\$512,152	\$706,898	\$791,262	\$184,170	\$607,092	\$795,430	\$914,720		\$958,640

16	Estimated 2024 Revenues			
17				
18	Expected Income		Income	Proposed Amendment
19	Assessments to cities	\$	622,500	\$ 622,500
20	Investment Income	\$	-	\$ -
21	CIP Administrative Funds (2.0% of est. requested levy of \$1.972M)	\$	39,440	\$ 39,440
22	Project review fees	\$	77,000	\$ 77,000
23	Transfer from Long-term Maint Fund for Flood Control Proj Inspections	\$	85,000	\$ 85,000
24	WOMP reimbursement	\$	5,000	\$ 5,000
25	TRPD reimbursement	\$	5,000	\$ 5,000
	Transfer from Plan Development Savings	\$	13,000	\$ 18,000
26	TOTAL EXPECTED INCOME	\$	846,940	\$ 851,940
27				
28	Expected Expenses			
29	Total operating budget	\$	914,720	\$ 958,640
30				
31	Fund Balance Details			
32	Est. Beginning Fund Balance (Jan 31, 2024)	\$	517,671	\$ 517,672
33	Change in Fund Balance (income - expenses)	\$	(67,780)	\$ (106,700)
34	Est. Remaining Fund Balance (Jan 31, 2025)	\$	449,891	\$ 410,972

Attachment B

Proposed 2024 Medicine Lake Monitoring

1. Background

Three Rivers Park District performs annual detailed monitoring of the main basin of Medicine Lake. It's very similar to the BCWMC's detailed monitoring program but does not include zooplankton and phytoplankton sampling and analysis. The BCWMC's detailed monitoring program adds a second sampling point at the southwest basin, plus zooplankton and phytoplankton sampling and analysis at both basins. During BCWMC sampling years, the BCWMC partners with Three Rivers Park District to perform the additional monitoring.

The last time BCWMC performed its full monitoring program on Medicine Lake (in partnership with TRPD) was 2016. In 2020, the BCWMC partnered with TRPD to add just zooplankton and phytoplankton monitoring in the main basin, but did not perform any sampling in the southwest basin (for budget reasons). Although no additional BCWMC monitoring occurred since 2016/2020, Three Rivers Park District continued with their annual monitoring, so there is good data available for the main basin, plus aquatic plant survey data for the entire lake.

In 2017, zebra mussels were first identified in Medicine Lake. Zebra mussels are selective and eat the "good" phytoplankton – green algae, diatoms, cryptomonads, etc. – and won't eat the blue-green algae. Their selectivity can result in a phytoplankton population consisting solely or nearly solely of blue-greens. Another issue is that zebra mussels add nutrients to the lake by adding fecal material containing nutrients. When the zebra mussel population increases, the nutrient addition from fecal material and a phytoplankton population consisting solely or nearly solely of blue-greens can result in blue-green blooms. The Medicine Lake 2020 monitoring included phytoplankton and zooplankton monitoring to track changes and document impacts of the zebra mussels. Impacts documented by the monitoring included: (1) 2020 numbers of phytoplankton were, on average, lower than 2010 and 2016 phytoplankton numbers. (2) Green algae numbers observed in Medicine Lake in April 2020 were more than an order of magnitude lower than numbers observed in April 2010 and 2016. (3) Zebra mussel veligers were observed in Medicine Lake zooplankton samples collected in April, May, June, August, and September 2020. (4) Fewer rotifers were observed in Medicine Lake in 2020 than 2010 and 2016. The decrease in rotifer numbers in 2020 was likely due to predation by zebra mussels.

2. Some pros/cons to performing the Medicine Lake monitoring in 2024:

Pros:

- If approved by the BCWMC (to be considered at the December meeting), we would begin the Medicine Lake TMDL status assessment yet this year and likely continue into 2024. Having at least some 2024 additional data available during the assessment is more helpful than waiting until 2025.
- Similarly, for the BCWMC watershed Plan update, which will be completed in 2025, we can incorporate more recent data and knowledge into the plan and actions.
- The phytoplankton and zooplankton data will help us continue our understanding of the impact of zebra mussels on the water quality and ecology of Medicine. This will be useful in 2024 for the TMDL assessment and the Plan update.

Cons:

- Added cost to the 2024 BCWMC operations budget.

3. Estimated Cost

Medicine Lake 2024 monitoring work scope:

The 2024 monitoring includes partnership with Three Rivers Park District. Detailed lake monitoring includes monitoring two locations on Medicine Lake (main basin and southwest basin) on 14 occasions for selected parameters (total phosphorus, soluble reactive phosphorus, total nitrogen, chlorophyll a, chloride, temperature,

pH, DO, and specific conductance), plus parameters associated with AIS vulnerability (calcium, alkalinity, hardness, sodium, and magnesium), sample analysis, phytoplankton and zooplankton collection and analysis, an aquatic plant survey (two occasions), and calculation of aquatic plant IBIs. Three Rivers Park District collects water quality, phytoplankton, and zooplankton samples at no charge in the main basin and at a reduced cost in the southwest basin, and performs aquatic plant surveys at no cost to BCWMC. Three Rivers Park District completes lab analysis of main basin samples at no cost to BCWMC and southwest basin samples at their regular lab cost to BCWMC.

Estimated budget = \$26,400*

*The estimated budget does not include preparing a presentation and a final report, as they will be completed in 2025.

Three Rivers Park District staff would perform all the monitoring/sample collection and they are available to do this in 2024, as it's a small addition to the work they would already perform at Medicine Lake.



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 5B – Consider Approval of Scope of Work and Budget for Medicine Lake TMDL Progress Assessment
BCWMC December 21, 2023 Meeting Agenda
Date: December 14, 2023

5B. Consider Approval of Scope and Budget for Medicine Lake TMDL Status Assessment

Recommendations:

- a) Consider approving the scope of work and \$85,400 budget presented in this memorandum and direct the Engineer to complete the Medicine Lake TMDL status assessment.

Background

Medicine Lake is on the Minnesota Pollution Control Agency's (MPCA) impaired waters list for mercury and excess nutrients and is included on the draft 2024 impaired waters list for fish bioassessments. In 2010, a total maximum daily load (TMDL) study was prepared for Medicine Lake to address the nutrient impairment. A TMDL study determines the maximum amount of a pollutant a body of water can receive without violating water quality standards and allocates that amount among the pollutant's sources. Cities and other stormwater discharge permit holders are assigned a wasteload allocation (WLA) if they are considered a source of the pollution. The BCWMC is the "convener" of a categorical WLA, or allowable point source loading, shared by the member cities. As the convener, the BCWMC cooperates with the member cities to identify and implement water quality improvements to achieve the desired reduction in pollutant loading.

The [Medicine Lake Excess Nutrients TMDL](#) study calls for a 28% reduction in total phosphorus load to the lake and estimates that point source discharges will need to be reduced by 1,287 pounds per year to comply with the TMDL. Since the WLA was developed for the 2006 water year, which was a year that MPCA assessed that internal sources did not contribute to excess phosphorus loading, the TMDL was based entirely on a 1,287 pounds per year (or 28%) total phosphorus load reduction assigned to WLA sources (such as impervious surface and lawn runoff). While a strict interpretation of the TMDL implies that the internal load reduction percentage is limited or minimal, it is clear that internal sources such as phosphorus release from sediments and curly-leaf pondweed die-off (combined with wind mixing), do contribute to excess phosphorus loading during all the other years that were discussed in the TMDL report. As a result, the TMDL implementation plan included other controls to help reduce internal phosphorus load.

Many projects have been implemented in the Medicine Lake watershed and in the lake, but the lake is still considered impaired, as it fails to meet State water quality standards.

As part of the Commission's 2025 watershed management plan update process, the Commission assigned a high priority to the goal of improving the water quality in Medicine Lake such that it meets water quality standards and is removed from the impaired waters list. At the October Commission meeting, and based on the Plan Steering Committee's recommendation, the Commission directed the Commission Engineer to develop a scope and budget for an assessment of the status of the Medicine Lake nutrient TMDL study. The assessment would result in a list of projects, programs, or practices that could be included in the 2025 Watershed Plan to help reach the goal of delisting the lake.

Content and Scope of Study

This study will assess the progress of the Medicine Lake TMDL—the water quality improvement projects implemented to date, load reductions achieved, the current lake water quality, and additional load reductions and projects needed to achieve the lake's water quality goals.

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

- 1) Kickoff meeting
 - a) Hold in person kickoff meeting with stakeholders, including staff from affected cities (MS4s), including Plymouth, Minnetonka, Golden Valley, New Hope, Medicine Lake, Hennepin County and MnDOT, BCWMC, and Three Rivers Park District (TRPD). The Commission Engineer will prepare the materials for this meeting and the administrator will make the meeting arrangements.
 - b) The Commission Engineer will prepare meeting notes and the administrator will distribute the notes.
- 2) Review lake and watershed water quality monitoring data
 - a) Compile and review background lake and watershed water quality monitoring and modeling data. Data will be obtained from BCWMC, City of Plymouth, TRPD, MPCA and the other MS4s, as well as the two permitted wastewater dischargers identified in the TMDL study.
 - b) Compare the lake water quality data to State lake eutrophication criteria, review trends in the water quality data, the seasonality of the data and the relationship of the data to climate conditions.
 - c) Prepare graphs showing trends and comparing lake water quality monitoring data to lake eutrophication criteria (total phosphorus, chlorophyll-a, and Secchi disc transparency) and a summary table for direct comparison with MPCA's delisting requirements.
- 3) Compile list of completed projects/practices and total phosphorus load reductions
 - a) Identify completed projects/practices and the associated expected TP load reductions for each project/practice, including BCWMC CIP projects, city projects, known large developments, etc.

- b) Update the BCWMC's current watershed-wide P8 modeling for the Medicine Lake watershed to estimate annual total phosphorus load reductions for new projects implemented in the watershed since 2006. Update the P8 modeling performed for the TMDL to include current climate conditions, assuming this model is available from the MPCA.
 - c) Hold one meeting with all of the stakeholders to get consensus on the list of completed projects and expected total phosphorus load reductions.
 - d) Prepare final list of completed projects/practices and expected TP load reductions.
- 4) Identify gaps between expected and required load reductions
- a) Review the overall expected external and internal TP load reductions from planned watershed projects or planned in-lake projects that have not yet been implemented. Compare with projects that were identified in the TMDL implementation plan that may not have been completed to-date.
 - b) Review TP load hotspot mapping, if relevant.
 - c) Identify gaps between the TP load reductions and the published TMDL wasteload allocations (WLAs).
 - d) Prepare a table that summarizes/compares the TP load reductions to the reduction(s) called for in the TMDL wasteload allocations.
- 5) Estimate expected lake water quality benefits from completed projects and identify additional needed BMPs
- a) Estimate the expected lake water quality benefits from implementation of recent project/practices (completed since 2006) within MPCA's modeling framework (both P8 watershed and BATHTUB in-lake water quality modeling) to explain the trends/seasonality (noted in task 2b) and/or relationship with climate and to evaluate if the lake would likely meet State water quality standards on a long-term basis.
 - b) If the modeling shows the lake will not meet State standards, identify the additional future (not yet planned) BMPs that are needed for the lake to meet State standards; this includes modeling the benefits of the additional BMPs.
 - c) Review sediment study conducted by TRPD in 2018 and use available information to provide a more detailed estimate of internal loading.
 - d) If the water quality modeling shows the lake will not meet State standards without addressing internal phosphorus load, the lake water quality monitoring data and TRPD sediment study will be used to complete a detailed assessment of sediment phosphorus release, phosphorus release from curly-leaf pondweed die-off (senescence), and the potential impact of zebra mussels (to the degree that the data supports it). Where possible, the TRPD sediment study will also be used to develop a recommended alum dosage for each zone of the lake, estimate the alum treatment costs and recommend phasing for alum treatment.

Through the review and assessment of all the data and information, we may find that additional sediment testing is needed to better estimate the internal phosphorus loading and develop an alum dosage. Sediment testing is not part of this scope and would only be completed after Commission approval of an amendment to the scope and budget.

- 6) Report results of progress assessment
 - a) Prepare draft report on the results of the TMDL progress assessment and provide to stakeholders for review.
 - b) Hold in person meeting with stakeholders to address questions/comments/suggestions; the meeting will include MPCA staff to discuss compliance with the assigned WLAs.
 - c) Revise the TMDL progress assessment report, based on stakeholder review. An important part of the report will be the recommendations for future implementation projects, which would be incorporated into the BCWMC’s 2025 watershed plan. The recommendations could also be formatted for standalone use in a future BWSR Clean Water Fund grant application.
 - d) Present revised report at a Commission meeting.
 - e) Prepare final report, based on comments/direction from the Commission.

Cost Estimate

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

Tasks	Estimated Total
1) Kickoff meeting	\$3,100
2) Review lake and watershed water quality monitoring data	\$6,600
3) Compile list of completed projects/practices and total phosphorus load reductions	\$12,200
4) Identify gaps between expected and required load reductions	\$7,000
5) Estimate expected lake water quality benefits from completed projects and identify additional needed BMPs	\$37,800
6) Report results of progress assessment	\$18,700
Total	\$85,400

Schedule

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

Tasks and milestones	Estimated Schedule
Kick-off meeting with BCWMC, city staff, and TRPD staff	January 2024
Review lake and watershed water quality monitoring data	January/February 2024
Compile list of completed projects/practices and total phosphorus load reductions	February/March 2024
Identify gaps between expected and required load reductions	April 2024

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: Item 5B – Consider Approval of Scope of Work and Budget for Medicine Lake TMDL Progress Assessment
BCWMC December 21, 2023 Meeting Agenda
Date: December 14, 2023
Page: 5

Estimate expected lake water quality benefits from completed projects and identify additional needed BMPs	May-July 2024
Report results of progress assessment: Submit draft report for stakeholder review Meeting with stakeholders regarding draft report Present revised draft report at Commission meeting Complete final report	August 2024 September 2024 October 2024 November 2024



Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co.
Subject: 5C. Consider Approval of Budget Amendment for the Parkers Lake Chloride Extraction/Dilution Study (PL-7)
Date: December 13, 2023

5C. Consider Approval of Budget Amendment for the Parkers Lake Chloride Extraction/Dilution Study (PL-7)

Recommendations:

1. Consider amending the September 2022 engineering services scope to increase the approved budget by \$4,100 to \$49,100.

Background

The Commission approved the scope of work and \$45,000 budget for the Chloride Extraction/Dilution from the Parkers Lake Study at their September 15, 2022, meeting. The goal of the study was to determine viable options for sufficiently removing chloride from Parkers Lake to meet the MPCA water quality standard. The study analyzed two primary alternatives to reduce chloride in Parkers Lake: 1) pumping lake bottom water directly to the sanitary sewer, and 2) pumping lake bottom water, treating it, and returning treated water to the lake. The Commission Engineer completed the project and presented the study results at the November 15, 2023 Commission meeting.

Status of Project Budget and Additional Budget Request

At project completion, the final project costs were \$49,100. We request a budget increase of \$4,100 to cover these additional costs. As discussed at the November 2023 Commission meeting, this study was a "leading edge" study for a type of project not implemented before for surface water, and it was not a typical CIP feasibility study. Because of its uniqueness, it was difficult to estimate the cost to prepare the study. The following comments support the additional budget request.

- The approved work scope included developing a study that would evaluate two design concepts for treating/extracting/diluting/reducing chloride in the lake, including costs and benefits.
 - The November 9, 2023 memo summarized two alternatives—1) discharge to the sanitary sewer; and 2) treatment of the lake bottom water and return of the treated water to the lake.

- Alternative 1 required several conversations (emails, meetings, and phone calls) with the Metropolitan Council and development of pre-permit documentation, that was more than anticipated in the work scope. Ultimately, the Metropolitan Council decided not to allow a permit for discharge to the sanitary sewer.
- Alternative 2 required further delving into a detailed evaluation of two treatment options—reverse osmosis and ion exchange. Investigating just one of these two treatment options, in a general way (with conceptual costs), would have satisfied the work scope. Instead, both options were investigated, including estimating detailed capital and O&M costs. This exercise was undertaken so the resulting report was consistent with a typical feasibility study with multiple options presented and cost benefits analyzed.
- Consistent with our work scope, we addressed all the potential permitting requirements with the Metropolitan Council and Minnesota Department of Natural Resources. It took a significant amount of time and communications (several emails, meetings, and phone calls) with the decision makers at the Metropolitan Council to get to a point where they could render a decision.
- Because of the nature of the study (leading edge/a project not performed before for chloride removal), there was a lot of interest, and many comments and questions were received from the Administrator and Plymouth staff on the draft memo, which took extra time to answer and address.

The results of the study are a critical step in understanding the complexity of the chloride problem, the expense of treating water already polluted with chloride, and the importance of source control. Although the project may not be implemented in Parkers Lake, this study is a blueprint for a small-scale pilot project that could be implemented elsewhere in the watershed. Our typical/preferred approach is to notify the Commission prior to exceeding budgets, to obtain direction. However, in this case we were too far along in the study before realizing the approved budget would be exceeded. Because the study was leading edge, it was difficult for our team to know “when to stop” analyzing options and begin writing the report.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Laura Jester, Administrator
Date: December 13, 2023

RE: Review of 2024 Draft Impaired Waters List and Recommendation to Submit Comment Letter

The Minnesota Pollution Control Agency (MPCA) recently released the 2024 draft impaired waters list (303(d) list) and requested comments from stakeholders. Commission Engineers and I reviewed the list, participated in a Metro-wide meeting regarding the list, had email correspondence with MPCA to gather more information about BCWMC resources included and not included on the proposed list, and met directly with the MPCA project manager to further discuss the proposed list. Below is an overview of the draft list and the attached figure shows the current and draft 2024 impairments and proposed comments on suggested additions to the impairment list. Staff recommends submitting the attached comment letter to the MPCA which is due January 12th.

1. The 2024 draft impaired waters list includes the following new impairments in the BCWMC:

Sweeney Branch of Bassett Creek for E. Coli (bacteria) - Consistent with BCWMC monitoring data

Lost Lake for nutrients - Consistent with BCWMC monitoring data

Plymouth Creek for benthic invertebrates - Consistent with BCWMC monitoring data

Medicine Lake for fish bioassessments – On September 1, 2020, the MNDNR Fisheries Index of Biological Integrity (FIBI) staff conducted a targeted survey of the nearshore fish community in Medicine Lake. Data from the targeted nearshore fish survey were combined with data from the standard fish survey completed in July 2020 to compute a Fish IBI score, assessing the aquatic life use in Medicine Lake. The Fish IBI score was 30 which was below the impairment threshold of 45 and the lower confidence limit of 36. Hence, the lake is listed as impaired for fish bioassessments.

2. The 2024 draft impaired waters list also proposes to remove Sweeney Lake from the list for nutrients due to improved water quality that now meets State standards for eutrophication (nutrient levels). Water quality improved significantly over the last few years as a result of city and BCWMC projects including carp management and an alum treatment, and residents agreeing to remove the year-round aeration system in the lake.
3. The 2024 draft impaired waters list does not include two waterbodies that BCWMC data indicate do not meet State standards and thus should be added to the impaired waters list.

Crane Lake for chlorides

North Branch of Bassett Creek for benthic invertebrates (aquatic bugs)



Bassett Creek Watershed Management Commission

December 22, 2023

Leya Charles Winyan
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155

Re: Bassett Creek Watershed Management Commission Comments on 2024 Draft Impaired Waters List

Dear Ms. Charles Winyan:

The Bassett Creek Watershed Management Commission (BCWMC) provides the following comments on the proposed listings on the Minnesota Pollution Control Agency's (MPCA) 2024 Draft Impaired Waters List. The comments involve the BCWMC's requests to add Crane Lake and the North Branch of Bassett Creek to the Impaired Waters List due to noncompliance with the water quality standards for chloride and benthic invertebrates, respectively:

- Crane Lake (chloride)—Due to the magnitude of the chloride pollution in Crane Lake and the significant increase in chlorides in the lake (concentrations doubled between 2016 and 2021), the BCWMC strongly advocates for including Crane Lake on the 2024 Impaired Waters List. We understand that MPCA's chemistry assessors received six (6) additional chloride data points from 2021, submitted from BCWMC on January 24, 2022, but that the data didn't make it into the MPCA's final assessments because the MPCA did not complete data quality checks. You indicated that you forwarded this data to your database team. We understand that the chemistry assessors initial review indicates that Crane Lake would meet the criteria for being listed as impaired, but that the data must be finalized before the MPCA can assess and consider it for this listing cycle. It is our strong preference that this data be finalized and assessed so Crane Lake can be included in the final 2024 Impaired Waters List.
- North Branch of Bassett Creek (benthic invertebrates)—For this stream reach, we collected and submitted biological monitoring data that MPCA staff scored and determined did not meet MPCA's standards for benthic invertebrates. However, the MPCA's biologist indicated that they could not use the data in the current assessment process because there were some incompatibilities with laboratory and data reporting methods, and it has been MPCA's policy not to include biological data from external sources in their assessment datasets. It is our preference that this reach be included in the final 2024 Impaired Waters List. However, we understand that MPCA intends to further develop and administer an external data training and certification process in the future to help non-MPCA organizations understand criteria that must be met in order for MPCA to integrate external data into the agency's data systems and assessment process.

Bassett Creek Watershed Management Commission

7800 Golden Valley Road | Golden Valley, MN 55427 | www.bassettcreekwmo.org | Established 1968

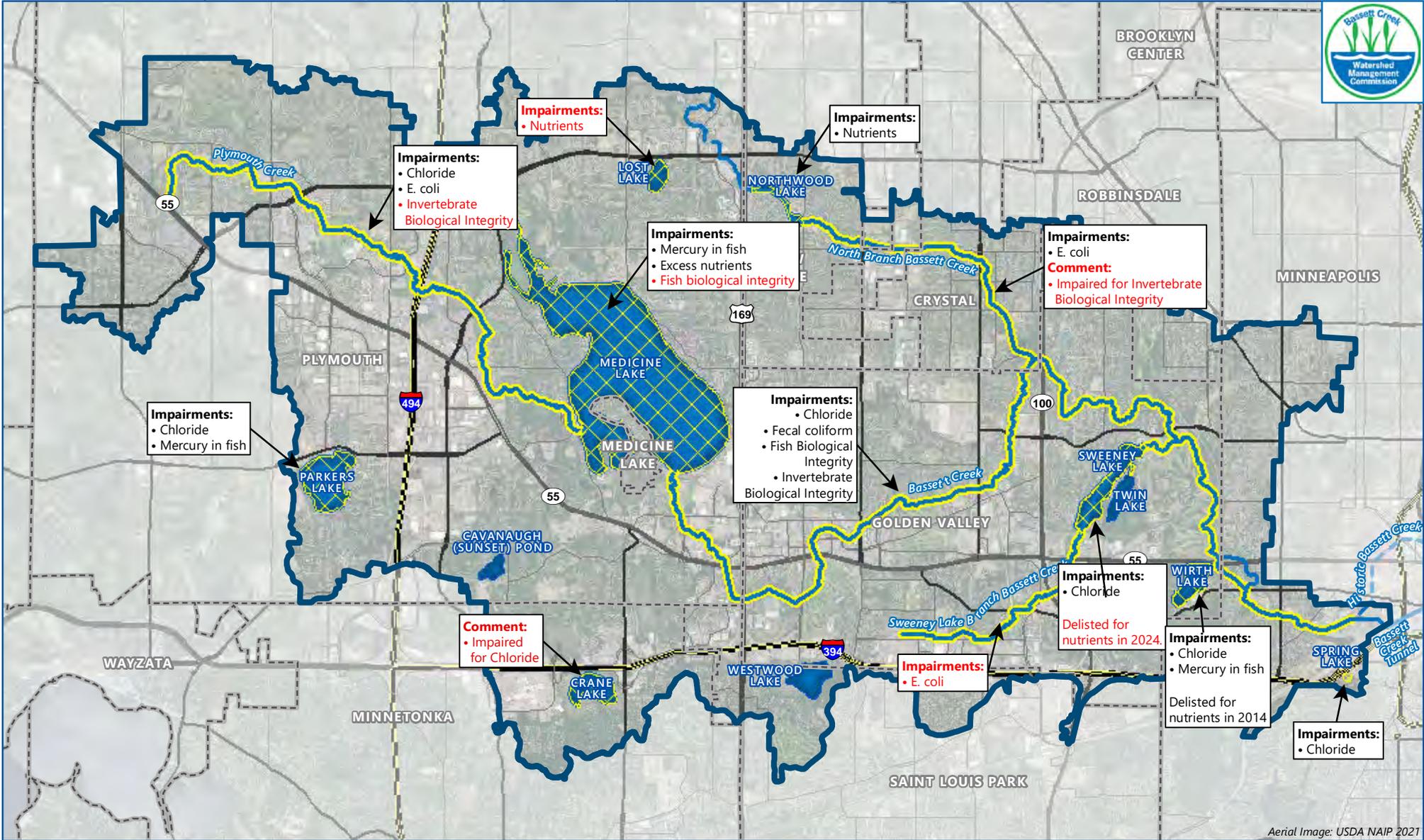
Crystal | Golden Valley | Medicine Lake | Minneapolis | Minnetonka | New Hope | Plymouth | Robbinsdale | St. Louis Park

If the stream is not included on the Impaired Waters List now, we are hopeful data collected by the BCWMC in the future can be considered for official assessment if it is collected through a certified process.

Thank you for the opportunity to comment. Please feel free to contact the Commission Administrator, Laura Jester at 952-270-1990 (laura.jester@keystonewaters.com) or the BCWMC Engineer, Greg Wilson at 952-832-2672 (gwilson@barr.com), if you have questions or would like further information.

Sincerely,

Catherine Cesnik, Chair
Bassett Creek Watershed Management Commission



Aerial Image: USDA NAIP 2021

- BCWMC Jurisdictional Boundary
- Municipal Boundary
- BCWMC Priority Lake
- Creek
- Impaired Lake (Draft 2024)
- Impaired Stream (Draft 2024)

NOTE:
 • Red text reflects 2024 changes and comments.

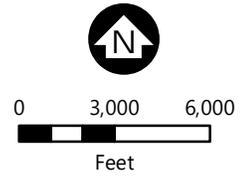


FIGURE 1
IMPAIRED WATERS
BACKGROUND INFORMATION
 Bassett Creek Watershed Management Commission

Mount Olivet Stream Restoration Project

12235 Old Rockford Road & 12055 41st Avenue North, Plymouth
Bassett Creek Watershed Project #ML-20



FINAL REPORT December 2023



I. Project Overview

This BCWMC Capital Improvement Project in the City of Plymouth restored 1,300 linear feet of streambanks along a stream channel from Old Rockford Road and continuing downstream (south) toward Clifton E. French Regional Park. The project stabilized the streambanks in four distinct reaches by utilizing techniques such as root wads and live stakes and hard armoring techniques such as rock cross vanes and rock toes.

The project improved habitat, significantly reduced erosion, and reduced total phosphorus loads and total suspended solids loads by 5.3 and 10,560 lbs per year, respectively. The restoration work was completed in winter 2021-2022 with design and construction being implemented through an agreement with the City of Plymouth. In 2022 & 2023, additional vegetation was established along the banks and some minor repairs to a few areas was completed.

II. Project Description and Outcomes

The Mount Olivet Stream Restoration Project stabilized and restored streambanks along both sides of a stream channel within the City of Plymouth for approximately 1,300 feet between Old Rockford Road and continuing downstream (south) into Clifton E. French Regional Park.

The project reduced total phosphorus and suspended sediment loading to the stream by an estimated 5.3 and 10,560 lbs per year, respectively. These pollutant reductions also improved the water quality of downstream resources including Medicine Lake and the Mississippi River. The project also improved the in-stream and near stream habitat along the creek.

Four reaches were stabilized and restored as part of the project. Techniques included clearing and thinning trees to open the canopy and allow more sunlight to reach the streambanks, restoring the vegetative buffer along the stream; re-connecting the stream with its floodplain, where applicable; wetland restoration, which restored the hydrology and vegetation in an existing degraded wetland by dredging a basin and installed native vegetation on the slopes and in the bottom of the basin. Additionally, the project removed large woody debris and installed a variety of stream stabilization measures, including riprap, root wads, toe wood, vegetated reinforced soil stabilization (VRSS), rock or log vanes, and stone toe protection.

Through an agreement with the BCWMC, the City of Plymouth implemented this project. The city hired WSB. to design the project and provide construction oversight and contracted with Sunram Construction to construct the project.

III. Timeline and Key Documents

Many of these documents and this final report can be found at:

[Mt. Olivet Stream Restoration Project - BCWMC Webpage](#)

- August 2019: Feasibility study proposal by BCWMC Engineers approved
- February 2020: Public open house held to gather input during feasibility study
- May 2020: Feasibility report by BCWMC Engineers approved (Alternative #1)
- September 2020: Public hearing on the project
- September 2020: Project officially ordered
- September 2020: Agreement with City of Plymouth to implement project approved
- June 2021: 60% design plans by WSB approved
- August 2021: 90% design plans by WSB approved
- December 2022: Project construction started
- May 2022: Project construction completed
- Summer 2022 & 2023: Vegetation management and small repairs completed; project closed

IV. Project Budget and Funding

The BCWMC CIP budget for this project was set at \$178,100 funded through an ad valorem tax levied on watershed residents in 2021. Unfortunately, project expenses including design and construction were considerably higher than projected. The City of Plymouth utilized city funds to complete the project.

Project Expenses:

BCWMC Feasibility Study: \$35,994

BCWMC Administrative Expenses: \$3,562

BCWMC Design Review: \$3,602

Project Design & Construction: \$191,821

Total Expenses: \$234,979

Funding Source:

BCWMC CIP Funds: \$178,100

City of Plymouth: \$56,879

Total Funding: \$234,979

V. Lessons Learned

During this project, the City worked with adjacent landowners to implement the project and address concerns with the project as they came up. Staff learned that the early and earnest engagement with the public, and in particular with adjacent landowners, is important to the overall success of the project.

VI. Maintenance

The City of Plymouth will undertake vegetation maintenance in perpetuity for this project. It is anticipated that staff will continue to contract with a certified vegetation management contractor to manage invasive species, revegetate bare soils with appropriate native seed mix and/or plugs of native vegetation and identify longer term maintenance needs for the corridor.

VII. Photos

Before construction: Summer/Fall 2021

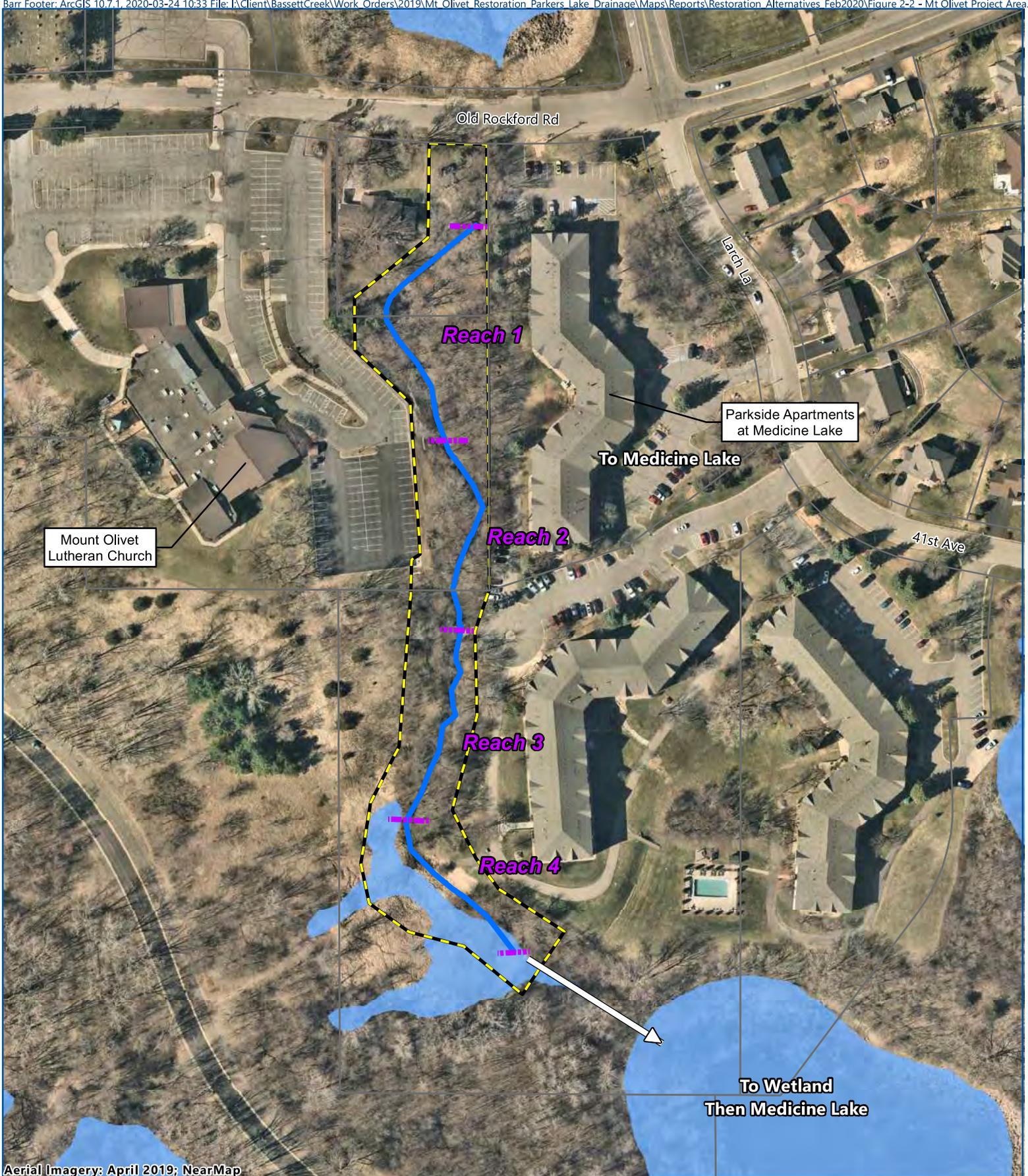


During construction: Winter 2021-2022



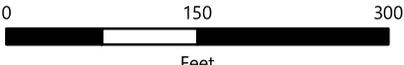
After construction: August 2022





Aerial Imagery: April 2019; NearMap

-  Stream Path
-  Reach Boundary
-  Project Area
-  Ponds and Wetlands
-  Parcels



Feet



**MT. OLIVET
PROJECT AREA**
Mt. Olivet/Parkers Lake
Feasibility Study

FIGURE 2-2

Parkers Lake Drainage Improvement Project

15500 County Road 6, Plymouth
Bassett Creek Watershed Project #PL-7



FINAL REPORT December 2023



I. Project Overview

This BCWMC Capital Improvement Project in the City of Plymouth restored 1,100 linear feet of streambanks along an unnamed natural ephemeral stream from 18th Avenue North to County Road 6 (figure 2-4). The project stabilized the streambanks in two distinct reaches by utilizing techniques such as root wads and live stakes and hard armoring techniques such as rock cross vanes and rock toes.

The project improved habitat, significantly reduced erosion, and reduced total phosphorus loads and total suspended solids loads by 20.1 and 40,140 lbs per year, respectively. The restoration work was completed in winter 2021-2022 with design and construction being implemented through an agreement with the City of Plymouth. In 2022 & 2023, additional vegetation was established along the banks and some minor repairs to a few areas was completed.

II. Project Description and Outcomes

The Parkers Lake Drainage Improvement Project stabilized slopes and made other drainage and stormwater management improvements along an intermittent stream within Plymouth Creek Playfields Park. The project restored approximately 1,100 feet of channel between 18th Avenue North and County Road 6.

The project reduced total phosphorus and suspended sediment loading to the stream by an estimated 20.1 and 40,140 lbs per year, respectively. These pollutant reductions also improved the water quality of downstream resources including Parkers Lake, Medicine Lake, and the Mississippi River. The project also improved the in-stream and near stream habitat along the creek.

Two reaches were stabilized and restored as part of the project. Techniques included clearing and thinning trees to open the canopy and allow more sunlight to reach the streambanks, restoring the vegetative buffer along the stream; re-connecting the stream with its floodplain, where applicable, removing large woody debris; and installing a variety of stream stabilization measures, including riprap, root wads, toe wood, vegetated reinforced soil stabilization (VRSS), rock or log vanes, and stone toe protection.

Through an agreement with the BCWMC, the City of Plymouth implemented this project. The city hired WSB. to design the project and provide construction oversight and contracted with Sunram Construction to construct the project.

III. Timeline and Key Documents

Many of these documents and this final report can be found at:

[Parkers Lake Drainage Improvement Project - BCWMC Webpage](#)

- August 2019: Feasibility study proposal by BWCMC Engineers approved
- February 2020: Public open house held to gather input during feasibility study

- May 2020: Feasibility report by BCWMC Engineers approved (Alternative #3)
- September 2020: Public hearing on the project
- September 2020: Project officially ordered
- September 2020: Agreement with City of Plymouth to implement project approved
- June 2021: 60% design plans by WSB approved
- August 2021: 90% design plans by WSB approved
- January 2022: Project construction started
- May 2022: Project construction completed
- Summer 2022 & 2023: Vegetation management and small repairs completed; project closed

IV. Project Budget and Funding

The BCWMC CIP budget for this project was set at \$485,000 funded through an ad valorem tax levied on watershed residents in 2021. However, with the approval of the feasibility study, the project was split into two components: the Parkers Lake Drainage Improvement Project with a budget of \$185,000 and the Parkers Lake Chloride Reduction Project with a budget of \$300,000. The drainage improvement project came in slightly under budget. The chloride reduction project is on a different timeline and the city will request reimbursement for this project at a later date.

Parkers Lake Drainage Improvement Project Expenses:

BCWMC Feasibility Study: \$57,547

BCWMC Administrative Expenses: \$3,700

BCWMC Design Review: \$3,666

Project Design & Construction: \$114,060

Total Expenses: \$178,973

Funding Source:

BCWMC CIP Funds: \$185,000

V. Lessons Learned

During this project, the City worked with adjacent landowners, users of the city park and internal staff to implement a successful project. Staff continued to work with landowners, users of the park and internal staff throughout the entire life of the project and have found this to be beneficial for successful implementation. It was particularly important to engage with internal (city) staff on the timing of the project as the City had multiple conflicting events within the park during the winter months that needed to be worked around by the contractor.

VI. Maintenance

The City of Plymouth will undertake vegetation maintenance in perpetuity for this project. It is anticipated that staff will continue to contract with a certified vegetation management contractor to manage invasive species, revegetate bare soils with appropriate native seed mix and/or plugs of native vegetation and identify longer term maintenance needs for the corridor.

VII. Photos

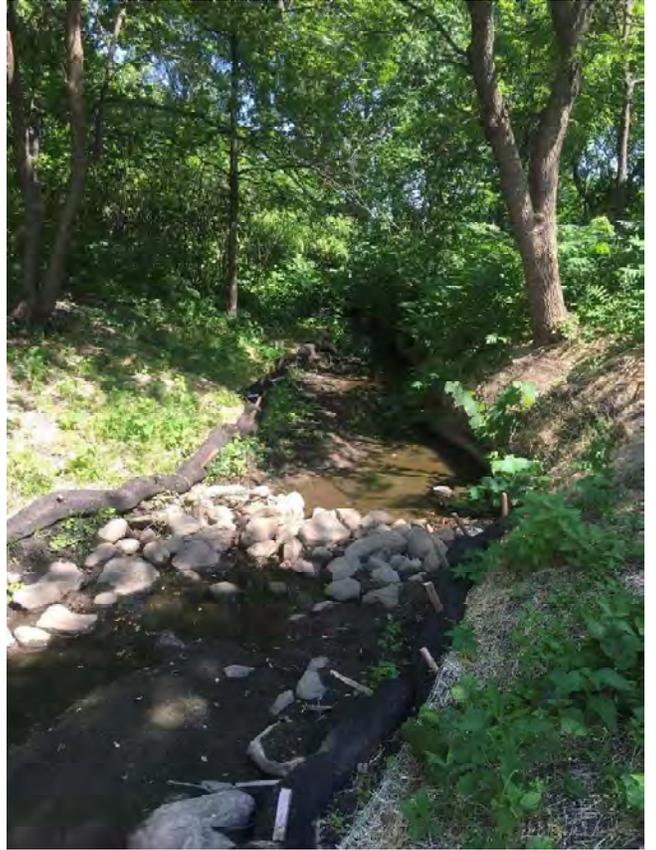
Before construction: Summer/Fall 2021

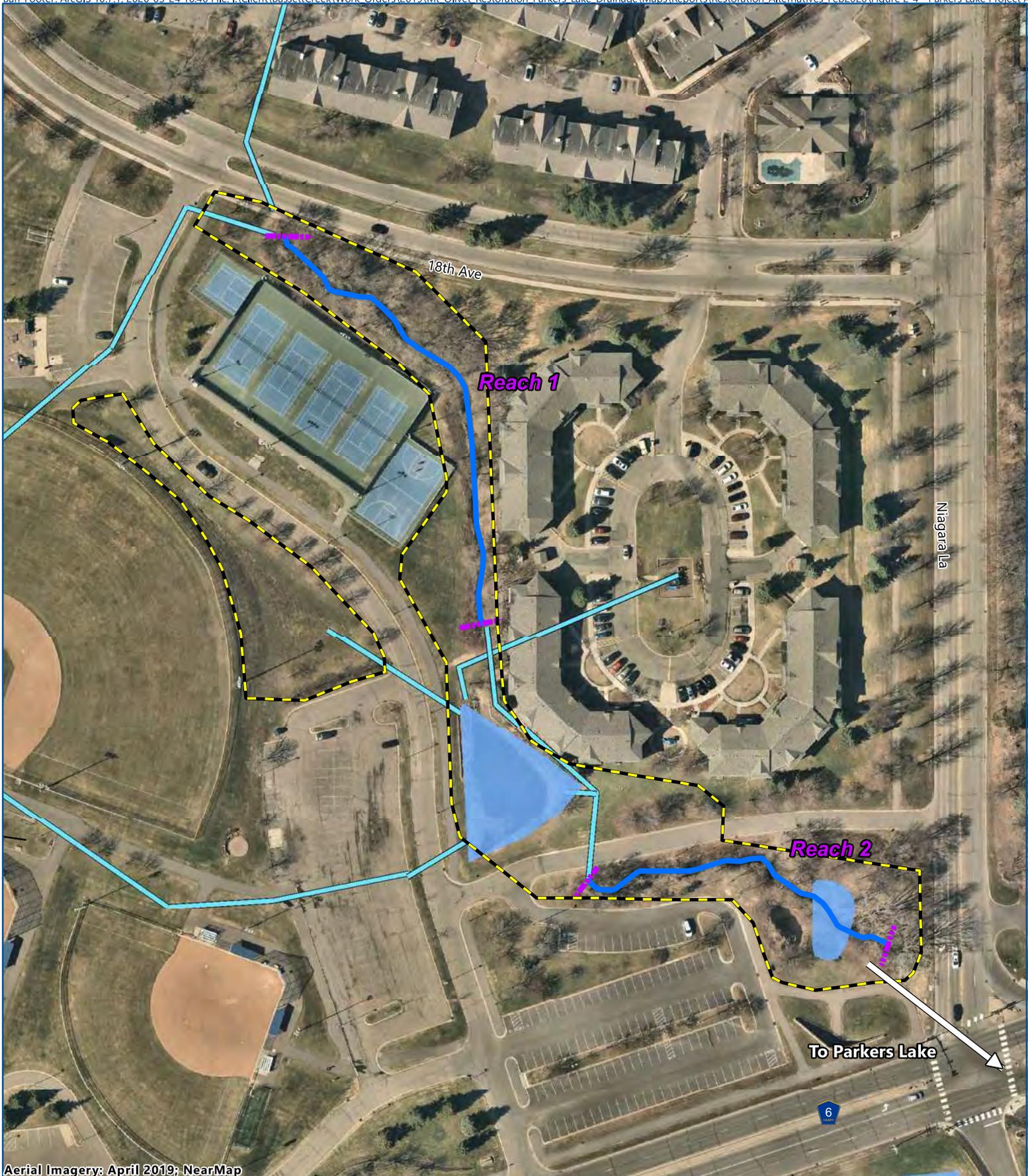


During construction: Winter 2021-2022



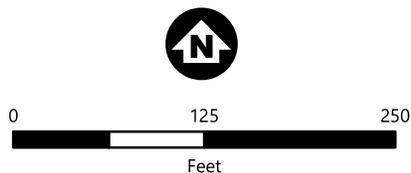
After construction: August 2022





Aerial Imagery: April 2019; NearMap

- Stream Path
- Reach Boundary
- Project Area (Stream/BMPs)
- Ponds and Wetlands
- Storm Sewer



PARKERS LAKE
PROJECT AREA
Mt. Olivet/Parkers Lake
Feasibility Study

FIGURE 2-4



Item 5Giii.
BCWMC 12-21-23

December 12, 2023

Keystone Waters
c/o Laura Jester
Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55346

SUBJECT: Mt. Olivet Stream Restoration Project

Dear Ms. Jester,

Enclosed/attached you will find the project report and payment documentation totaling \$234,979.25 to date for the design and construction of the Mt. Olivet Stream Restoration Project. For efficiency, the City designed and constructed the Mt. Olivet Stream Restoration Project and the Parkers Lake Drainage improvement Project together.

Per the "Cooperative Agreement for Mt. Olivet Stream Restoration Project, ML-20" between the City of Plymouth and the Bassett Creek Watershed Management Commission, the City is requesting reimbursement of \$134,942.58 for this project.

The City is grateful for the partnership with the Bassett Creek Watershed Management Commission on water quality improvements and protections.

Sincerely,

A handwritten signature in blue ink that reads 'Ben Scharenbroich'.

Ben Scharenbroich
Water Resources Supervisor

enc





December 12, 2023

Keystone Waters
c/o Laura Jester
Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55346

SUBJECT: Parkers Lake Drainage Improvement Project

Dear Ms. Jester,

Enclosed/attached you will find the project report and payment documentation totaling \$114,060.00 to date for the construction of the Parkers Lake Drainage Improvement Project. For efficiency, the City designed and constructed the Mt. Olivet Stream Restoration Project and the Parkers Lake Drainage improvement Project together.

Per the "Cooperative Agreement for Parkers Lake Drainage Improvement and Chloride Reduction Project, PL-7" between the City of Plymouth and the Bassett Creek Watershed Management Commission, the City is requesting reimbursement of \$114,060.00 for this project.

The City is grateful for the partnership with the Bassett Creek Watershed Management Commission on water quality improvements and protections.

Sincerely,

A handwritten signature in blue ink that reads 'Ben Scharenbroich'.

Ben Scharenbroich
Water Resources Supervisor

enc





Partial Payment Estimate

Payment # **3 - Final**

For Work accomplished through the date of: 9/14/2022
 Payment date of: 10/14/2022

Owner City of Plymouth, MN
 Contractor: Sunram Construction, Inc.
 Contract for: Mt. Olivet Streambank Restoration & Parkers Lake Drainage Improvements Project
 Location City of Plymouth, MN
 PO No. 2021-0000027 City Project No. WR150003

<small>Project: 2021-0000027, PO: 2021-0000027, Item: 001, Description: 001, Unit Price: 0.00, Quantity: 1, Amount: 0.00, Retainage: 0.00%, Total: 0.00, Status: Approved, Date: 10/14/2022, User: [redacted]</small>	
1 Original Contract Amount	\$230,665.00
2 Net change by Written Amendments to Contract Amount (+ or -)	\$48,439.00
3 Current Contract Amount (1 plus 2)	\$279,104.00
4 Total Unit Price Work Completed to Date:	\$259,640.25
5 Change Orders - Amount Completed	\$30,518.50
6 Extra Work Orders - Amount Completed	\$0.00
7 Supplemental Agreements - Amount Completed	\$0.00
8 Materials on Hand (MOH), Not Incorporated into Work	\$0.00
9 Gross Amount Due	\$290,158.75
10 Minus <u>0.00%</u> Retainage	\$0.00
11 Total completed and stored to date less retainage	\$290,158.75
12 Less previous Application for Payments:	-\$287,125.99
13 Payment No 1 <u>\$240,221.51</u> Payment No 5 _____	
14 Payment No 2 <u>\$46,904.48</u> Payment No 6 _____	
15 Payment No 3 _____ Payment No 7 _____	
16 Payment No 4 _____ Payment No 8 _____	
17 DUE THIS APPLICATION	\$3,032.76

Accompanying Documentation:

CONTRACTOR'S Certification:

Payment numbered 3 through 3 inclusive;
 The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment. (2) title of all Work, materials and equipment incorporated in said Work otherwise listed or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contracts Documents and not defective.

Dated: 10/14/2022 Sunram Construction, Inc.
 CONTRACTOR
 Signature: Kyan M. Sunram

Payment of \$3,032.76 DUE THIS APPLICATION is approved.

Dated: 10/14/2022 City of Plymouth, MN
 OWNER
 Signature: Chris LaBounty
 Chris LaBounty PE

Payment No. 3 - Final
 For Period Ending September 14, 2022
 Payment date of: October 14, 2022

Mt. Olivet Streambank Restoration & Parkers Lake Drainage Improvements Project
 PO No. 2021-0000027
 City Project No. WR160003
 Contract Amount: \$279,104.00

LINE NO	ITEM	ITEM DESCRIPTION	UNIT	ESTIMATED PROJECT QUANTITIES	UNIT COST	This Payment		Work to Date	
						QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION (MT. OLIVET)	LS	1	\$13,160.00		\$0.00	1	\$13,160.00
2	2101.524	CLEARING	TREE	23.00	\$370.00		\$0.00	23	\$8,510.00
3	2101.524	GRUBBING	TREE	23.00	\$136.00		\$0.00	23	\$3,105.00
4	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	1	\$2,500.00		\$0.00	1	\$2,500.00
5	2104.502	REMOVE PIPE APRON	EACH	1	\$250.00		\$0.00	1	\$250.00
6	2104.503	REMOVE SEWER PIPE (STORM)	L F	45	\$19.00		\$0.00	45	\$855.00
7	2104.609	REMOVE DEBRIS	TON	15	\$100.00		\$0.00	30	\$3,000.00
8	2105.504	GEOTEXTILE FABRIC TYPE 4	S Y	28	\$5.00		\$0.00	28	\$130.00
9	2105.507	COMMON EXCAVATION (LV)	CY	1,600	\$28.25		\$0.00	2,128	\$60,059.00
10	2105.501	SITE GRADING	LS	1	\$8,250.00		\$0.00	1	\$8,250.00
11	2360.604	BITUMINOUS PATCHING	SY	50	\$81.00		\$0.00	55	\$4,455.00
12	2501.502	12" RC PIPE APRON	EACH	1	\$2,575.00		\$0.00	1	\$2,575.00
13	2501.502	18" RC PIPE APRON	EACH	1	\$2,750.00		\$0.00	1	\$2,750.00
14	2503.503	18" RC PIPE SEWER DES 3006 CL V	L F	40	\$90.00		\$0.00	40	\$3,200.00
15	2506.502	CASTING ASSEMBLY	EACH	1	\$550.00		\$0.00	1	\$550.00
16	2508.503	CONST DRAINAGE STRUCTURE DES 40-4020	L F	16	\$405.00		\$0.00	16	\$7,780.00
17	2511.507	GRANULAR FILTER	C Y	18	\$80.00		\$0.00	24	\$1,920.00
18	2511.509	RIPRAP CLASS III (FIELDSTONE)	TON	88	\$97.00		\$0.00	104	\$10,088.00
19	2531.503	CONCRETE CURB & GUTTER DESIGN B&I2	L F	40	\$55.00		\$0.00	53	\$2,915.00
20	2571.524	DECIDUOUS TREE 2.5" CAL B&B	TREE	5	\$830.00		\$0.00	5	\$4,150.00
21	2573.503	SILT FENCE, TYPE HI	L F	550	\$3.50		\$0.00	0	\$0.00
22	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	60	\$22.00		\$0.00	60	\$1,320.00
23	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	530	\$4.25		\$0.00	570	\$2,422.50
24	2573.502	ROCK DITCH CHECK	EACH	3	\$530.00		\$0.00	6	\$3,180.00
25	2573.502	ROCK LOG DITCH CHECK	EACH	1	\$1,100.00		\$0.00	1	\$1,100.00
26	2573.502	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1	\$800.00		\$0.00	1	\$800.00
27	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	410	\$3.75		\$0.00	1,578	\$5,917.50
28	2575.505	SEEDING	ACRE	1	\$9,100.00		\$0.00	0.73	\$6,643.00
29	2575.508	SEED MIXTURE 25-131	LB	29	\$4.00		\$0.00	142	\$568.00
30	2575.508	SEED MIXTURE 34-181	LB	2	\$225.00		\$0.00	2	\$450.00
31	2575.508	SEED MIXTURE 34-271	LB	5	\$75.00		\$0.00	5	\$375.00
32	2575.503	ANCHORED SLOPE PROTECTION	L F	71	\$97.00		\$0.00	88	\$7,482.00
33	2575.505	SEEDING SPECIAL	ACRE	0.09	\$41,000.00		\$0.00	0.09	\$3,690.00
34	2577.502	LIVE STAKES, DOGWOOD	EACH	110	\$9.00		\$0.00	100	\$900.00
35	2021.501	MOBILIZATION (PARKERS LAKE)	LS	1	\$8,100.75		\$0.00	1	\$8,100.75
36	2101.524	CLEARING	TREE	34	\$330.00		\$0.00	34	\$11,220.00
37	2101.524	GRUBBING	TREE	35	\$135.00		\$0.00	35	\$4,725.00
38	2104.609	REMOVE DEBRIS	TON	8	\$100.00		\$0.00	19	\$1,900.00
39	2105.504	GEOTEXTILE FABRIC TYPE 4	S Y	51	\$5.00		\$0.00	51	\$255.00
40	2105.507	COMMON EXCAVATION (LV)	CY	10	\$345.00		\$0.00	0	\$0.00
41	2105.501	SITE GRADING	LS	1	\$8,250.00		\$0.00	1	\$8,250.00
42	2501.502	REPAIR TRASH RACK	EACH	1	\$250.00		\$0.00	0	\$0.00
43	2511.507	GRANULAR FILTER	C Y	29	\$80.00		\$0.00	25	\$2,000.00
44	2511.509	RIPRAP CLASS III (FIELDSTONE)	TON	135	\$97.00		\$0.00	129	\$12,513.00
45	2571.524	DECIDUOUS TREE 2.5" CAL B&B	TREE	5	\$830.00		\$0.00	5	\$4,150.00
46	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	60	\$22.00		\$0.00	60	\$1,320.00
47	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	730	\$4.25	10	\$42.50	730	\$3,102.50
48	2573.502	ROCK DITCH CHECK	EACH	4	\$530.00		\$0.00	4	\$2,120.00
49	2573.502	ROCK LOG DITCH CHECK	EACH	1	\$1,100.00		\$0.00	1	\$1,100.00
50	2573.502	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$800.00		\$0.00	2	\$1,600.00
51	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	385	\$3.75		\$0.00	802	\$3,007.50
52	2575.505	SEEDING	ACRE	0.08	\$53,000.00		\$0.00	0.08	\$3,180.00
53	2575.508	SEED MIXTURE 25-131	LB	14	\$4.00		\$0.00	14	\$56.00
54	2575.503	ANCHORED SLOPE PROTECTION	L F	132	\$97.00		\$0.00	130	\$11,310.00
55	2575.505	SEEDING SPECIAL	ACRE	0.08	\$46,500.00		\$0.00	0.08	\$3,720.00
56	2577.502	LIVE STAKES, DOGWOOD	EACH	100	\$9.00	10	\$90.00	110	\$990.00

CHANGE ORDER				ESTIMATED CO AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
CO 1	2105.507	COMMON EXCAVATION (LV)	CY	658		\$28.25	32	\$904.00
CO 1	2511.509	RIPRAP CLASS III (FIELDSTONE)	TON	89		\$97.00	51	\$4,947.00
CO 1	2105.507	COMMON EXCAVATION (LV)	CY	143		\$172.50	143	\$24,667.50
CO 1	2105.507	COMMON EXCAVATION (LV)	CY	-10		\$345.00		

TOTAL WORK TO DATE \$132.50 \$259,640.25
 TOTAL EXTRA WORK TO DATE \$0.00 \$30,518.50
 TOTAL MOH TO DATE \$0.00 \$0.00
 TOTAL TO DATE: \$132.50 \$290,158.75
 1.00% RETAINAGE: (\$1.33) (\$2,901.59)
 TOTAL PAYMENT TO DATE: \$131.17 \$287,257.16

Okay to Pay
PO #2020-3326

Ben Scharenbroich

Ben Scharenbroich
#5652

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Plymouth
Attn: Chris LaBounty, PE City Engineer
3400 Plymouth Blvd.
Plymouth, MN 55447

August 17, 2022
Project/Invoice: R-016857-000 - 16
Reviewed by: Eric Eckman
Project Manager: Jacob Newhall

Mt Olivet Stream Restoration & Parkers Lake Drainage Improvements
Professional Services from July 1, 2022 to July 31, 2022

Phase 001 Project Management
Project Coordination

	Hours	Rate	Amount	
Newhall, Jacob	.50	174.00	87.00	
Totals	.50		87.00	
Total Labor				87.00
		Total this Task		\$87.00
		Total this Phase		\$87.00

Billing Limits	Current	Prior	To-Date	
Total Billings	87.00	58,793.50	58,880.50	
Limit			59,866.00	
Remaining			985.50	
		Total this Invoice		\$87.00

Billings to Date

	Current	Prior	Total
Labor	87.00	53,483.50	53,570.50
Units	0.00	5,310.00	5,310.00
Totals	87.00	58,793.50	58,880.50

Main Stem Lagoon Dredging Project

2021 CIP Project BC-7



FINAL REPORT

December 2023

I. Project Overview

This Bassett Creek Watershed Management Commission (BCWMC) Capital Improvement Project in Theodore Wirth Park dredged accumulated sediment from Lagoons D, E, and F. The project is located on property owned by the Minneapolis Park and Recreation Board (MPRB) within the City of Golden Valley. The lagoons are located along the Main Stem of Bassett Creek and were originally constructed in the 1930's by the Civilian Conservation Corps (CCC). The intent of the project was to restore the lagoon extents and depth closer to the original design. Lagoon E (2.8 acres), also named Ski Jump Pond, is a Minnesota Department of Natural Resources (MNDNR) public water basin. Lagoons D and F (1.2 and 1.5 acres respectively) are not MNDNR public water basins, although the entire creek is a MNDNR public watercourse. Lagoons E and F are located north of Plymouth Ave. N, and Lagoon D to the south (see Figure 1). Land adjacent to the lagoons consists of open grassy areas used for golf and other recreation, wooded uplands, and various wetland communities. The lagoons are bordered along the eastern edge by a recreational trail and the BNSF railroad. The project design called for dredging all three lagoons (D, E, and F) to a depth of 6 feet, and removing approximately 39,600 cubic yards of accumulated, contaminated sediment. The project was designed to provide significant water quality improvements by removing an estimated 600 lbs/year total phosphorus and 156,000 lbs/year total suspended solids, which currently flow downstream through the Bassett Creek Valley and into the Mississippi River. The project was also designed to improve flow capacity, floodplain storage, and habitat. Construction started in January of 2023 and pond dredging was completed in March of 2023. Restoration was completed in summer of 2023.

II. Project Description and Outcomes

The BCWMC implemented this project using the Commission Engineer to (Barr Engineering Co.) to design the project and provide construction oversight. The BCWMC contracted with Fitzgerald Excavating & Trucking (Fitzgerald) to construct the dredging project.

The project required the completion of multiple assessments and permits including:

- State Historic Preservation Office review
- Wetland Conservation Act permitting
- Environmental Assessment Worksheet
- 404 permit and section 401 certification
- DNR work in public waters permit
- MPRB permits including pre and post-construction pavement impact analyses
- City of Golden Valley stormwater permit

Public input and outreach for this project included a public open house during the feasibility study process (poorly attended); input from a few residents during the design process resulting in considerable communication, considerations, and explanations among the Commission staff and engineers, the MPRB, and concerned residents; signage, [FAQs document](#), and project flyer at the site; coordination with Loppet through MPRB.

Dredging of the lagoons faced significant challenges due to warm winter weather and rainfall / runoff events that hindered mechanical dredging operations. Due to its contamination levels,

the dredged material was disposed of at a landfill in accordance with local laws and regulations. This is consistent with the results of environmental investigations and sediment sampling completed during the feasibility study, which showed that the dredged material could not be reused as unregulated fill. The completed project resulted in an average depth of approximately 4 feet below the normal water level, rather than the design dredging depth of 6 feet, which resulted in a total sediment removal of approximately 25,650 CY. This removal was 13,950 CY less than the 39,600 CY called for in the design.

Although the project did not achieve the full dredging depth as designed, the project will achieve significant water quality benefits, by reducing the total phosphorus load by an estimated 390 pounds per year and the total suspended solids load by an estimated 101,000 pounds per year (approximately \$210/lb total phosphorus/year).

III. Timeline and Key Documents

At their meeting in April 2019, the Commission approved the 5-year Capital Improvement Program (CIP) which included the Main Stem Lagoon Dredging Project (BC-7). The implementation process for this project generally followed that of a typical BCWMC CIP project except that the BCWMC designed and constructed this project rather than entering an agreement with a member city for design and construction. Key milestones and documents are listed here. Documents can be found on the project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-main-stem-lagoon-dredging-project>.

- Final Feasibility study approved May 2020
- Project officially ordered September 2020
- 50% Design Plans approved December 2021
- Environmental Assessment Worksheet Findings of Fact January 2022
- 90% Design Plans approved June 2022
- Construction began January 2023
- Dredging completed March 2023
- Site restoration completed spring/summer 2023

IV. Project Budget and Funding

This project was funded primarily through an ad valorem tax of \$2,234,000 levied on watershed residents across three years: 2021, 2022, and 2023. Originally, the project budget was set much higher at \$3,259,000 but was lowered to \$2,759,000 because engineering costs were projected to be lower than originally budgeted and the winning construction bid was lower than expected.

Additional funding resources included a \$250,000 Clean Water Fund grant from the Board of Water and Soil Resources (2021 Watershed Based Implementation Funding) and a \$74,743 Opportunity Grant from Hennepin County. BCWMC Closed Project Account funds were also slated for use.

Project Budget: \$2,759,000

Project Income:

Funding Source	Amount
Ad valorem tax levy on watershed residents	\$2,234,000
Hennepin County Opportunity Grant	\$74,743
Watershed Based Implementation Funds (Clean Water Fund grant)	\$250,000
BCWMC Closed Project Account	\$200,257
TOTAL	\$2,759,000

Two Pay Applications from the construction contractor were approved for payment totaling \$1,249,592 (February and March 2023). However, after a dispute regarding the total amount of material dredged, the Commission and the contractor approved a settlement agreement resulting in the contractor waiving retainage fees, waiving site restoration costs, and returning \$60,000 to the BCWMC (October 2023), resulting in the total construction cost shown in the following table.

Project Expenses:

Description	Amount	Notes
Feasibility Study	\$73,995	Final
CIP Administration (2% of levy)	\$44,680	Final
Legal	\$15,187	Through 9/30/23; some additional expenses expected
Engineering, Design, Construction Oversight, Permitting	\$197,944	Through 10/27/23; some additional expenses expected
Construction (contractor)	\$1,189,592	Net, final
Pavement Analysis (reimbursed to MPRB)	\$19,321	Final
Pavement Rehabilitation (2024)	\$7,684	Estimated
TOTAL (to date + estimated)	\$1,548,403	

Total project expenses will be less than the funding collected. Any funding received but not spent on this project will become part of the BCWMC Closed Project Account. Funds in Closed Project Account are used for future CIP projects and will reduce the levy funds needed for those future projects.

V. Lessons Learned

Performing mechanical dredging beneath the water surface (“in the wet”) with excavators poses several challenges as compared to traditional excavation “in the dry.” For this project dredging was performed in the wet without dewatering of the lagoons, thus there was typically several feet of water depth between the water surface and the bottom of the lagoon excavations. Visual observation of the work in progress was not feasible. Ice and debris at the water surface, as well as frozen conditions, prevented safe access for staff to perform verification surveys to confirm dredging depths during the dredging operations. Additionally, the sequence of dredging operations, warm weather, substantial completion date, and implementation of road restrictions prevented access to any areas that required correction and additional dredging.

Following the completion of this project, the Technical Advisory Committee (TAC) discussed lessons learned and recommendations for future dredging projects at their September, October, and December 2023 meetings. Following is the final list of recommendations approved at the December 2023 TAC meeting.

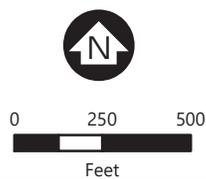
- Final design, construction drawings and quantities should be based on recent (ideally within one year) bathymetric surveys to establish existing (pre-dredge) sediment depths; depending on schedule, the bathymetric survey could be performed again, immediately before construction/dredging.
- Do not perform surveys or accept contractor surveys performed in dewatered frozen conditions, due to ice and frost heave. Increase level of effort of survey required (licensed surveyor, grid size, tolerances) in the specs both to deter contractors and assure quality if they want to dispute bid quantities.
- Use sonar or extra wide foot on the survey rod because normal foot will sink in soft sediment.
- During sediment exploration, as part of the feasibility study or design, designer could obtain several samples to determine in-situ unit weight of sediment and include that information in the bid documents.
- Consider requiring interim surveys by a licensed surveyor for progress payments, when feasible.
- Assuming adequate surveys have been performed, measurement and payment based on plan quantity Cubic Yards (CY) is the preferred method for dredging projects to avoid paying for hauling and disposal of water/ice.
- Consider requiring as-built/record surveys at project completion, and add specifications that allow for reduction of plan quantity if contractor is outside of allowable tolerances.
- When feasible, remove water from basin so dredging is performed in the dry.

The Commission will consider completing the project to attain the original design depth and sediment removal through a separate/future CIP project.



Aerial Imagery: April 2019; NearMap

-  Project Area
-  Theodore Wirth Regional Park

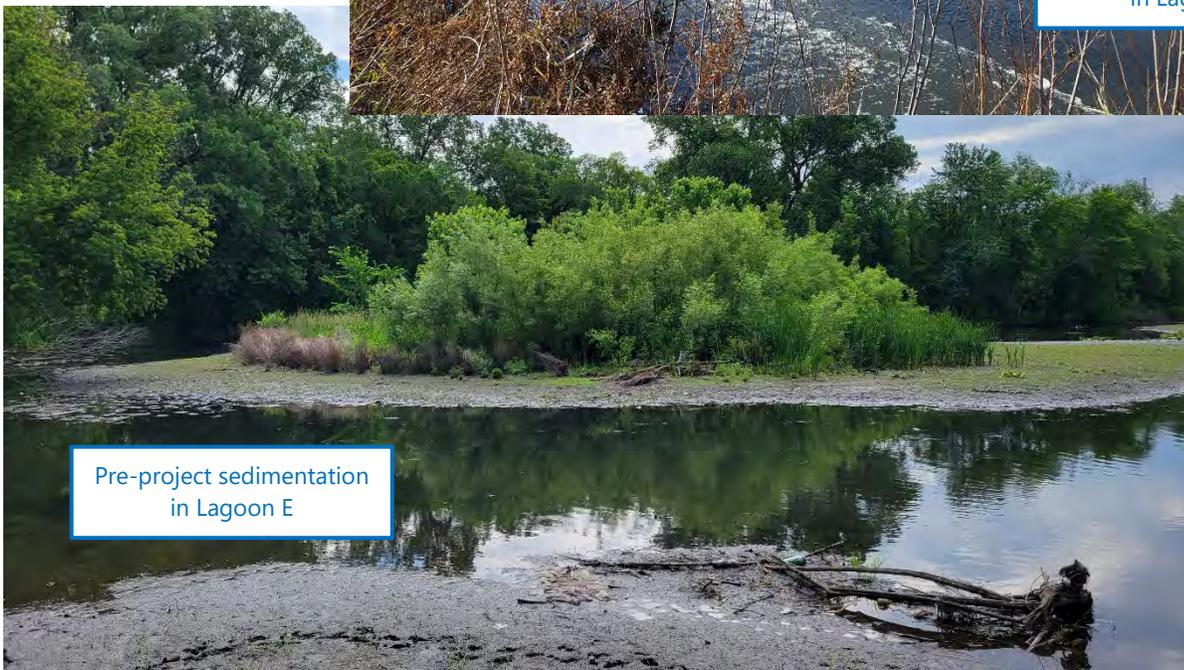


SITE LOCATION MAP

Golden Valley, Minnesota

FIGURE 1

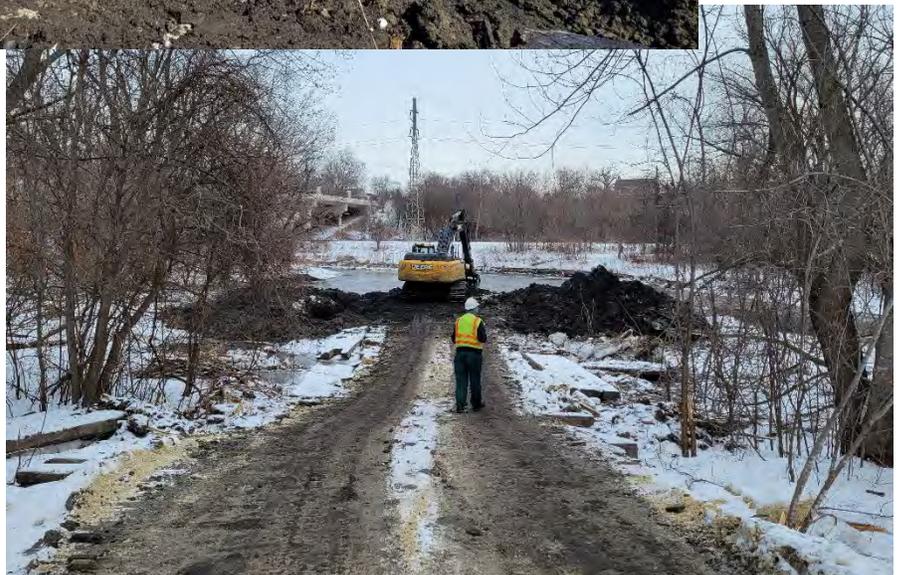
VI. Photos







Contaminated soils
hauled to landfill





Construction
Access
During Work





Dredging Lagoon E



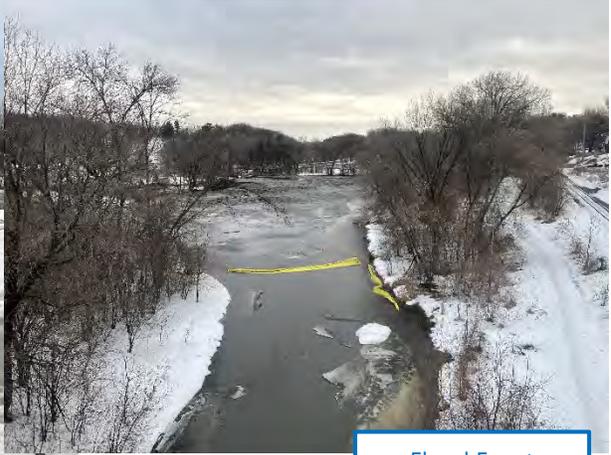
Dredging Lagoon D



Dredging Lagoon E



Dredging Lagoon F



Flood Event
February 15, 2023





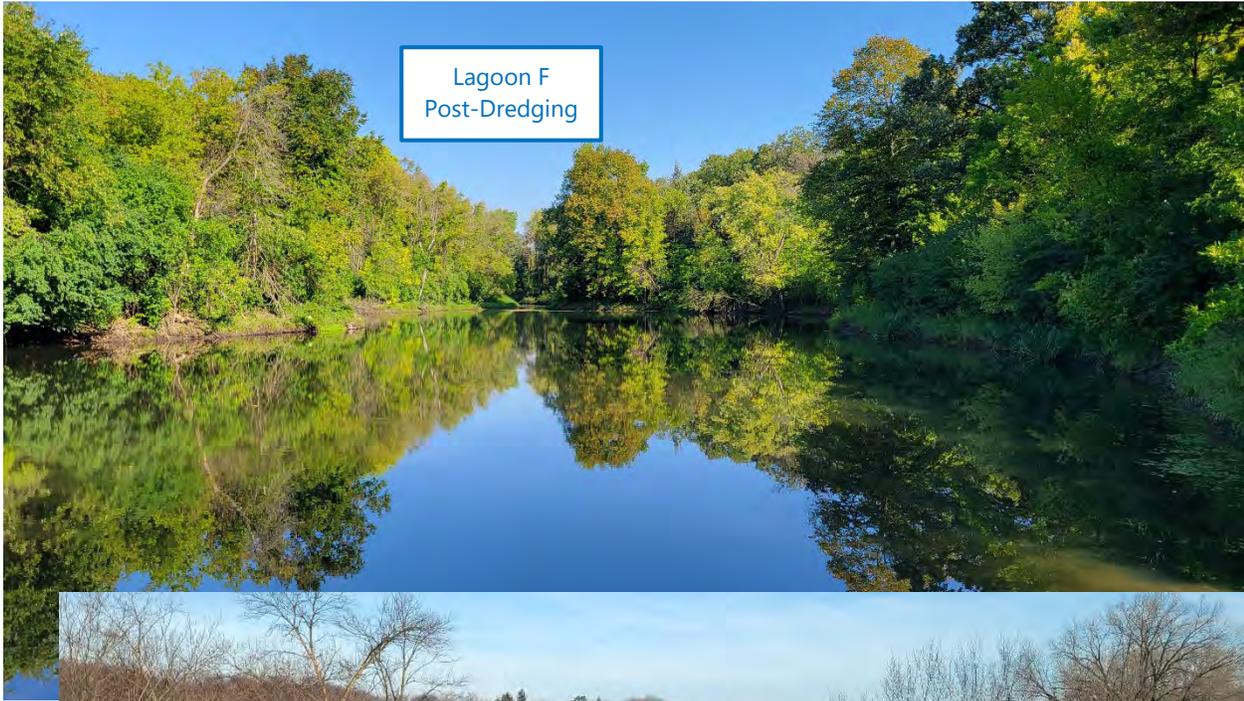
Lagoon D
Access Restoration



Lagoon E
Access Restoration



Lagoon F
Access Restoration



Lagoon F
Post-Dredging



Lagoon E
Post-Dredging



Lagoon D
Post-Dredging



Bassett Creek Watershed Management Commission MEMO

Date: December 14, 2023
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.>)

2019 Medicine Lake Road and Winnetka Avenue Area Long Term Flood Mitigation Plan Implementation Phase I: DeCola Ponds B & C Improvement Project (BC-2, BC-3 & BC-8) Golden Valley (No change since Nov 2021): A feasibility study for this project was completed in May 2018 after months of study, development of concepts and input from residents at two public open houses. At the May 2018 meeting, the Commission approved Concept 3 and set a maximum 2019 levy. Also in May 2018, the Minnesota Legislature passed the bonding bill and the MDNR has since committed \$2.3M for the project. The Hennepin County Board approved a maximum 2019 levy request at their meeting in July 2018. A BCWMC public hearing on this project was held on August 16, 2018 with no comments being received. Also at that meeting the Commission officially ordered the project and entered an agreement with the City of Golden Valley to design and construct the project. In September 2018, the City of Golden Valley approved the agreement with the BCWMC. The [Sun Post](#) ran an article on this project October 2018. Another public open house and presentation of 50% designs was held February 6, 2019. An EAW report was completed and available for public review and comment December 17 – January 16, 2019. At their meeting in February 2019, the Commission approved the 50% design plans. Another public open house was held April 10th and a public hearing on the water level drawdown was held April 16th. 90% Design Plans were approved at the April Commission meeting. It was determined a Phase 1 investigation of the site is not required. The City awarded a contract to Dahn Construction for the first phase of the project, which involves earthwork, utilities, and trail paving and extends through June 2020. Dewatering began late summer 2019. Tree removal was completed in early winter; excavation was ongoing through the winter. As of early June 2020, earth work and infrastructure work by Dahn Construction is nearly complete and trail paving is complete. Vegetative restoration by AES is underway including soil prep and seeding. Plants, shrubs, and trees will begin soon along with placement to goose protection fencing to help ensure successful restoration. The construction phase of this project was completed in June with minor punch list items completed in September. The restoration and planting phase is complete except for minor punch list items and monitoring and establishment of vegetation over three growing seasons. A final grant report for BWSR's Watershed Based Implementation Funding was submitted at the end of January. City staff recently completed a site walk through to document dead or dying trees and shrubs in need of replacement (under warranty). This project (along with Golden Valley's Liberty Crossing Project) recently received the award for "Project of the Year" from the Minnesota Association of Floodplain Managers as part of the overall Project website: <http://www.bassettcreekwmo.org/index.php?CID=433> .

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (See Item 4D): 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 waive potential conflict of the Commission legal counsel 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 meeting the Commission approved an amendment to the agreement with MPRB and Minneapolis in order to facilitate grant closeout. At this meeting the consent agenda includes partial reimbursement to MPRB for \$400,000. Additionally, a recent survey of the new ponds indicates that a weir was installed at incorrect elevation. Commission Engineers are evaluating options to correct it. 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): 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) (No change since July): 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. Water monitoring in the pond is underway summer 2023, although the lack of precipitation is making for a challenging year to gather data! Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

2014 Twin Lake In-lake Alum Treatment, Golden Valley (TW-2): (No change since June 2018) 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 on May 20th. There were no complaints or comments from residents during or since the treatment.

Water monitoring continues to determine if and when a second alum treatment is necessary. Lake monitoring results from 2017 were presented at the June 2018 meeting. Commissioners agreed with staff recommendations to keep the CIP funding remaining 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 Nov): 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 Dominion 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 meeting. Unfortunately, city staff recently indicated that due to permitting inconsistencies with the U.S. Army Corps of Engineers, the project will not be built this winter as planned. The city is now planning to construct the project in the fall and winter of 2024. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

2021 Parkers Lake Drainage Improvement Project (PL-7) (See Item 5H): 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 design and construct the project. The city hired WSB for project design which is currently underway. 60% design plans were approved at the June meeting. 90% plans were approved at the August meeting. Construction was completed in May 2022 with small repairs and vegetation management happening in 2023. The final report and final reimbursement request from the City of Plymouth is included in Item 5H. www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2021 Parkers Lake Chloride Reduction Project (PL-7) (See Item 5C): 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. Following direction from the Commission, Commission staff are preparing a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. That scope will be presented at a future meeting. At this meeting, the Commission Engineer is requesting a budget amendment to the chloride extraction/dilution study. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

2021 Mt. Olivet Stream Restoration Project (ML-20) (See Item 5G): 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 design and construct the project. The city hired WSB for project design which is currently underway. 60% design plans were approved in June. 90% plans were approved at the August. Construction was completed in May 2022 with small repairs and vegetation management happening in 2023. The final report and final reimbursement request from the City of Plymouth is included in Item 5G. www.bassettcreekwmo.org/projects/all-projects/mt-olivet-stream-restoration-project

2021 Main Stem Lagoon Dredging Project (BC-7) (See Item 51): The feasibility study for this project was approved in May 2020 with Alternative 2-all (dredge all three lagoons to 6-foot depth) being approved. After a public hearing was held with no public in attendance, the Commission ordered the project on September 17, 2020. Rather than entering an agreement with a separate entity to design and construct this project, the Commission will implement the project in close coordination with the MPRB. At their meeting in November, the Commission approved a timeline for implementation and the Commission Engineer was directed to prepare a scope of work for project design and engineering. The engineering scope and budget were approved at the May 2021 meeting. Design and permitting got underway in summer 2021. Dredging of all three lagoons is planned for winter 2022/2023. A grant agreement for the \$250,000 Watershed Based Implementation Funding grant was approved at the January 2021 meeting. The project work plan was approved by BWSR. In the spring 2021 the Commission approved a grant agreement for a Hennepin County Opportunity Grant for this project. An Environmental Assessment Worksheet was approved by the Commission at their October 2021 meeting and was submitted for a 30-day comment period by the City of Golden Valley as the RGU. A meeting of project stakeholders was held December 7th and 50% designs were approved at the December 2021 meeting. Comments were received on the EAW from multiple review agencies and one private citizen. Agency comments were relatively minor and expected. Comments from the citizen were more complex and detailed. Responses to comments were developed the RGU (city of Golden Valley) made an official declaration that no Environmental Impact Statement is needed. Staff reviewed a request from a resident to add “safety” benches to the ponds, reviewed reference materials and discussed in detail with MPRB. Determined safety benches aren’t appropriate or needed for this project and responded to the resident. 90% plans were approved at the June meeting. A project flyer and FAQs page were developed in conjunction with MPRB staff. They are posted on the webpage and were distributed to MPRB and Loppet staff at the Chalet and Trailhead. At the October meeting the Commission awarded the construction contract to the lowest responsive, responsible bidder: Fitzgerald Excavating and Trucking and contract documentation was completed thereafter. A pre-construction meeting was held November 28th. Dredging began in January and was completed in March 2023. Two pay requests from the contractor have been approved although dredged quantities reported do not match post-construction surveys performed by the Commission. At the May meeting, the Commission approved submittal of a notice of claim to the contractor. Since then, the contractor completed site restoration and the Commission Engineer submitted an official opinion on the claim, and the contractor submitted a response to the claim. Discussion on claim dispute will took place during a closed session at the August meeting with further discussion during a closed session at the September meeting. A settlement agreement was fully executed by both parties in October. Payment from the contractor has not yet been received. A grant report for the Hennepin County Opportunity Grant was submitted and grant payment was recently received. A report for the Clean Water Fund grant is in development. The final project report and TAC recommendation for future dredging projects is included in Item 51. Project website: www.bassettcreekwmo.org/projects/all-projects/bassett-creek-main-stem-lagoon-dredging-project

2022 Medley Park Stormwater Treatment Facility (ML-12) (No change since July): The feasibility study for this project is complete after the Commission Engineer’s scope of work was approved last August. City staff, Commission Engineers and I collaborated on developing materials for public engagement over the fall/early winter. A project kick-off meeting was held in September, an internal public engagement planning meeting was held in October, and a Technical Stakeholder meeting with state agencies was held in November. A [story map of the project](#) was created and a survey to gather input from residents closed in December. Commission Engineers reviewed concepts and cost estimates have been reviewed by city staff and me. Another public engagement session was held in April to showcase and receive feedback on concept designs. The feasibility report was approved at the June meeting with a decision to implement Concept #3. At the July meeting the Commission directed staff to submit a Clean Water Fund grant application, if warranted. A grant application was developed and submitted. Funding decisions are expected in early December. A public hearing on this project was held in September with no members of the public attending. In September, 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 which are now underway. 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. Final plans and bid documents were developed by the city’s consultation (Barr Engineering). Construction began in November and winter construction was finished in late January 2023. Activities this spring 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, 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. www.bassettcreekwmo.org/projects/all-projects/medley-park-stormwater-treatment-facility

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10): The feasibility study for this project is complete after the Commission Engineer's scope of work was approved last August. A project kick-off meeting with city staff was held in late November. Meetings with city staff, Robbinsdale Area School representatives, and technical stakeholders were held in December, along with a public input planning meeting. A virtual open house video and comment form were offered to the public including live chat sessions on April 8th. The feasibility study report was approved in June with a decision to implement Concept #3. A public hearing on this project was held in September with no members of the public attending. In September, 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 which are now underway. A virtual public open house was held February 3rd. 50% Design Plans were approved at the January meeting. A public open house was held September 29th. 90% were approved at the October Commission meeting. Six construction bids were received in late February with several of them under engineer's estimates. The city contracted with Rachel Contracting and construction got underway earlier this spring. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. Bids were open for the SEA School/Wildwood Park restoration project on June 20. Three bids were received and two came in right around our estimate. The city is recommending the low bidder (Landbridge Ecological). At the end of July 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. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August. The SEA School site construction is complete and restoration work is complete for the season. 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 (No change since Nov):

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 to implement the project was drafted by the Commission Attorney and is being reviewed by city staff. 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 Nov) A feasibility study for this project got underway in fall 2022. A public open house was held February 13th with 3 residents attending. The draft feasibility report was presented at the May 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 meeting and officially ordered the project, set the final levy, and approved an agreement with the City of Plymouth for project implementation. Plymouth staff have drafted a Request for Proposals for engineering firms that will go out soon. Design and construction are planned for 2024. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/ponderosa-woods-stream-restoration-project>.

Sochacki Park Water Quality Improvement Project (BC-14) (No change since Nov) This project is proposed to be added to the CIP through a minor plan amendment as approved at the March 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 among BCWMC, TRPD, and the cities of Golden Valley and Robbinsdale. A feasibility study is underway for the project and is being funded by TRPD. The feasibility study kick off meeting was held June 5th. Information on the project and an update on the feasibility study was presented at the June meeting. A technical stakeholder meeting was held July 10th. A public open house was held July 26th and a Phase I Environmental Site Assessment was recently completed. The draft feasibility study was

presented at the August meeting and the final feasibility study was approved at the September meeting. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. The Sohacki Park Joint Powers Organization is meeting in the coming weeks and will get an update on the project. Project partners plan to meet after that to further discuss design and construction sequencing, funding availability, and cooperative agreement options. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sohacki-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 underway. Signs will be installed along the creek trail to inform residents and trail users about the study and potential project. A project webpage was created: <https://www.bassettcreekwmo.org/projects/all-projects/plymouth-creek-restoration-dunkirk-lane-38th-ave-n>.

Administrator Activities November 8 – December 13, 2023

Subject	Work Progress
CIP	<ul style="list-style-type: none"> • <u>Main Stem Lagoon Dredging Project</u>: Assisted with development of final report and final budget figures; alerted Redpath to watch for payment; completed Hennepin County grant voucher form and submitted grant reporting documents to county; updated webpage • <u>Plymouth Creek Restoration Project Dunkirk to 38th Ave. N</u>: Participated in technical stakeholder meeting including reviewing and sending agenda and reviewing and sending meeting notes • <u>Parkers Lake Chloride Reduction Project</u>: Developed list of potential actions and investigations for holistic management approach; briefly reviewed with the TAC • <u>Parkers Lake Drainage Improvement Project</u>: Reviewed/edited final report and collected budget figures • <u>Mt. Olivet Stream Restoration Project</u>: Reviewed/edited final report and collected budget figures • <u>Bryn Mawr Meadows Water Quality Improvement Project</u>: Reviewed reimbursement request and corresponded with City of MPLS and MPRB re: agreement amendment; reviewed RAP document for submittal to MPCA
Education and Outreach	<ul style="list-style-type: none"> • Corresponded with watershed map contractor, relayed Education Committee’s latest map revisions, and arranged for his participation at Education Committee meeting • Prepared Education Committee agenda and materials and participated in meeting (12/11) • Reviewed final AIS signage by Hennepin County for fishing piers and carry in access sites • Reviewed meeting materials and participated in West Metro Water Alliance meetings (11/14 and 12/12) • Participated in meeting with GV staff and contractor re: Haha Wakpadan naming options and future activities
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Redpath; developed Administrator’s report; reviewed bank statements, investment statements and financial report; drafted November meeting minutes; reviewed memos, reports, documents and presentations for Commission meeting; printed and disseminated meeting information to commissioners, staff, and TAC; updated online calendar; drafted meeting follow up email; ordered catering for December Commission meeting • Developed recommended 2024 budget amendment and investment income policy for Budget Committee consideration; participated in Budget Committee meeting • Drafted and sent welcome email to new SLP alternate commissioner • Participated in welcome meeting with new GV alternate commissioner • Drafted and sent email to commissioners with updates and events • Updated online calendar and official meeting notice for posting at GV city hall • Corresponded with S. Virnig, Plymouth staff, Wells Fargo representatives, and Commission Attorney re: deputy treasurer position and transferring account access • Reviewed Stantec proposal and terms for 2024 WOMP tasks and discussed with Commission Attorney • Corresponded with Metro Blooms and Utepils re: vegetation management along creek at Utepils • Participated in meeting with Commission Engineer and Attorney and MPLS staff re: Bassett Creek Tunnel agreement

	<ul style="list-style-type: none"> • Updated staff evaluation forms and sent to commissioners, alternates, and TAC members for completion • Reviewed 2024 draft impaired waters list, participated in meeting with MPCA, corresponded and met with Commission Engineer and MPCA staff to gather more information and relay concerns about unlisted waters; reviewed/edited comment letter and prepared cover memo
MN Watersheds	<ul style="list-style-type: none"> • Registered and secured lodging for S Kennedy for MN Watersheds Conference • Arranged and participated in meeting with delegates to review MN Watersheds resolutions • Participated in MN Assoc of Watershed Administrators Executive Committee meeting • Attended all-day meeting of Minnesota Association of Watershed Administrators • Attended staff training at MN Watersheds Conference • Attended educational presentations at MN Watersheds Conference • Participated in session with DEI workgroup at MN Watersheds Conference • Presented on Low Salt, No Salt MN campaign at MN Watersheds Conference
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Met with Commission Engineers for bi-weekly check in meetings • Drafted meeting minutes for November PSC meeting • Prepared agenda and assisted with preparing materials for December PSC meeting; attended meeting • Set Plan TAC meeting, developed and sent agenda and materials; met with Commission Engineers to review meeting facilitation plans • Reviewed and commented on draft Land and Water Resource Inventory