



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: March 13, 2025

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 3/20/25 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**
4. **CONSENT AGENDA**
 - A. Approval of Minutes – February 20, 2025 Commission Meeting- ACTION ITEM with attachment
 - B. Acceptance of March Financial Report - ACTION ITEM with attachment
 - C. Approval of Payment of Invoices - ACTION ITEM attachments available upon request – I reviewed the following invoices and recommend payment.
 - i. Keystone Waters, LLC – February 2025 Administration
 - ii. Keystone Waters, LLC – February 2025 Administrative Expenses
 - iii. Barr Engineering – February 2025 Engineering Services
 - iv. Triple D Espresso – March Meeting Catering
 - v. City of Plymouth – February 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services
 - vii. Stantec – WOMP Services
 - viii. Shingle Creek WMC – 2025 West Metro Water Alliance
 - D. Approval of Work Plan from Bolton & Menk for AIS Detection Training – ACTION ITEM with attachment – *In 2024, the Commission received an Aquatic Invasive Species (AIS) Prevention Grant from Hennepin County for treatment of Eurasian watermilfoil on Sweeney Lake. The grant included funds for an AIS Early Detection Training Workshop for Sweeney Lake residents. The workshop is scheduled for June 17th and should be conducted by a qualified consultant. Bolton and Menk has held numerous AIS early detection trainings across the Metro in the past several years. I recommend approval of this work plan and budget for the workshop on Sweeney Lake. Attendance is limited to Sweeney Lake residents due to space constraints on boats.*
 - E. Approval of Reimbursement Request from City of Golden Valley for Medley Park Stormwater Improvement Project (ML-12) – ACTION ITEM with attachment (full document online) – *At its meeting in September 2021, the Commission approved an agreement with the City of Golden Valley for the design, construction, and maintenance of this project. At the October 2023 meeting, the Commission approved reimbursement for design and construction expenses. I reviewed all documentation for this second reimbursement request for vegetation restoration and final design elements, and I recommend approval.*
 - F. Approval of Resolution of Appreciation for Bob Stamos – ACTION ITEM with attachment – *Alternate Commissioner Stamos resigned from the commission at the end of 2024. Staff recommends approval of the resolution of appreciation.*

5. BUSINESS

- A. Consider Approval of Contract with Barr Engineering (10 min) – **ACTION ITEM with attachment** (full document online) – *At the February meeting, the Commission reviewed the performance evaluation for Barr Engineering and letters of interest proposals from Barr Engineering and MNL. The Commission Attorney reviewed the attached contract with Barr Engineering for continued engineering services. Staff recommends approval.*
- B. Consider Approval of Engineering Services Scope and Budget for Bassett Creek Restoration Project Regent Ave. to Golden Valley Rd. (CR-M 2024) (20 min) – **ACTION ITEM with attachment** – *At the November 2024 meeting, the Commission approved an [agreement with Golden Valley](#) for the implementation of this CIP project. The agreement included a provision for the Commission to provide engineering services, including project design. The attached scope and budget for engineering services was prepared by the Commission Engineer and reviewed by me and Golden Valley staff. We recommend approval. The budget is in line with the budget outlined in the feasibility study. Funding for this work will come from CIP funds collected for this project.*
- C. Consider Approval of Reimbursement Agreement for Preliminary Discussions on Fruen Mill Redevelopment (10 min) – **ACTION ITEM with attachment** – *The owner of the Fruen Mill property in Minneapolis wishes to receive preliminary review and assistance from the Commission Engineer prior to submitting a formal project review application. Because the Commission cannot collect review fees prior to receiving a formal application, the Mill owner has agreed to pay for actual expenses resulting from the Commission Engineer's and Attorney's time through the attached agreement. The Commission has had similar agreements in place for preliminary review of other complicated projects such as light rail construction projects. Staff recommends approval.*
- D. Consider Approval of Scope of Work for Bassett Creek Valley Floodplain and Stormwater Management Study Update and Reimbursement Agreement with Minneapolis (20 min) – **ACTION ITEM with attachment** – *In 2019, the Commission and the City of Minneapolis partnered to complete a floodplain feasibility study within the Bassett Creek Valley (Bassett Creek Valley Floodplain and Stormwater Management Study). Study goals were to identify opportunities to provide flood storage, improve water quality, and bring regional amenities to the area. Much has changed since 2019. The city and commission staff wish to have the study updated with current information in order to advance discussions on next steps for implementing large scale changes in the Valley. Further, the city and commission staff agreed that due to mutual interests, costs to update the study should be shared. The city agrees to pay 75% of the project costs (up to \$64,050). The Commission would be responsible for 25% of the costs or up to \$21,350. Staff recommends approval of the project scope and the agreement with the City of Minneapolis with Commission funding coming from the Special Projects Fund.*
- E. Consider Agreement and Scope of Work from Bolton & Menk for Chloride Reduction Strategies in Parkers Lake Subwatershed (15 min) – **ACTION ITEM with attachment** – *At the meeting in November 2023, the Commission received an analysis of methods and associated costs for chloride extraction from Parkers Lake in Plymouth as part of the [Parkers Lake Chloride Reduction CIP Project \(PL-7\)](#). The Commission directed staff to work with Plymouth to develop a holistic approach to reducing chloride sources in the lake's NE subwatershed. Since then, staff has been working to identify and provide outreach/education to several properties in the subwatershed, mostly through the West Metro Water Alliance staff person (a position shared with Hennepin County). To advance this outreach further, city staff, Hennepin County staff, and I recommend hiring Bolton & Menk to evaluate salt storage,*

equipment, and salting practices for four properties in the subwatershed. See the attached scope and budget along with the contract for services which was reviewed by the Commission Attorney. I recommend approval with funding to come from the Parkers Lake Chloride Reduction Project CIP budget (which has a balance of \$250,000).

- F. Reschedule June Commission Meeting (5 min) – **ACTION ITEM no attachment** – *The 3rd Thursday of June (June 19th) falls on Juneteenth, a statutory holiday in Minnesota. No public meetings can take place and no public business can be transacted on this holiday. The Commission will need to reschedule this meeting.*

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Northwood and Lost Lake TMDL status
- B. Engineer
 - i. Additional Information on Double Box Culvert Feasibility Study
 - ii. Letter to County on Parcel Shift to ECWMC
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
 - i. St. Louis Park Annual Stormwater Pollution Prevention Program Open House
 - ii. Ĥaĥá Wakpádaŋ/Bassett Creek Watershed Cleanup April 19
- H. Committees
 - i. Report on Budget Committee Meeting

7. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices, Plymouth and Minneapolis
- E. Metro Watersheds 2024 Annual Report

8. ADJOURNMENT

Upcoming Meetings & Events

- Minnesota Watersheds Special Meeting: Friday, March 21st, Waite Park MN
- Plan Steering Committee Meeting: Wednesday, March 19th, 11:00 a.m., Brookview
- Discover Plymouth: Saturday, March 22nd, 9:00 a.m., Plymouth Community Center
- BCWMC Technical Advisory Committee Meeting: March 31st, 10:00 a.m., Brookview
- Plan Steering Committee Meeting: Wednesday, April 2nd, 8:30 a.m., Brookview
- St. Louis Park Annual Stormwater Pollution Prevention Program Open House and Metro Blooms' Planting for Pollinators Workshop: Tuesday, April 8th, 6:00 p.m., St. Louis Park City Hall
- Metro Watersheds Quarterly Meeting: Tuesday, April 15th, 7:00 p.m., Capitol Region Watershed, St. Paul
- BCWMC Regular Meeting: Thursday, April 17th, 8:30 a.m., Golden Valley City Hall
- Ĥaĥá Wakpádaŋ / Bassett Creek Clean Up Event: Saturday, April 19th, 10:00 a.m. – 1:00 p.m., meet at Golden Valley City Hall