Bassett Creek Watershed Management Commission

AGENDA MEMO
Date: July 10, 2025
To: BCWMC Commissioners
From: Laura Jester, Administrator
RE: Background Information for 7/17/25 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 – June 18, 2025 Commission Meeting- **ACTION ITEM with attachment**

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

   C. Approval of Payment of Invoices **- ACTION ITEM attachments available upon request –** *I reviewed the following invoices and recommend payment. Commission Treasurer Polzin reviewed Keystone Waters invoices.*
      i. Keystone Waters, LLC – June 2025 Administration
      ii. Keystone Waters, LLC – June 2025 Administrative Expenses
      iii. Barr Engineering – June 2025 Engineering Services
      iv. Triple D Espresso – July Meeting Catering
      v. City of Plymouth – June 2025 Accounting Services
      vi. Kennedy & Graven – Legal Services
      vii. Stantec – WOMP Services
      viii. Bolton and Menk – Parkers Lake Chloride Reduction Project
      ix. S Kennedy – Reimbursement for MN Watersheds Summer Tour

   D. Approval to Set September 18th Public Hearing – **ACTION ITEM no attachment** – *The Commission should hold a public hearing to receive comments on the 2026 Double Box Culvert Repair Project before officially ordering the project and setting the final 2026 levy. The Commission needs to provide a public hearing notice of 45-days to member cities. Staff recommends setting the hearing for the September 18th Commission meeting.*

   E. Approval of Commissioner Attendance at Annual Salt Symposium – **ACTION ITEM with attachment** – *The annual Salt Symposium offers a wide range of information on chloride reduction strategies, new technologies, and education efforts. The event is scheduled for August 5th, online only, with a registration cost of $200. Staff recommends approving attendance by any commissioner or alternate commissioner with funding coming from the Education and Public Outreach budget.*

5. **BUSINESS**

   A. Consider Approval of 50% Design Plans for Main Stem Bassett Creek Restoration Project and Discuss Project Budget (2024-CRM) (20 min) – **ACTION ITEM with attachment** – *The feasibility study for this CIP project was approved in June 2023. An agreement with the City of Golden Valley that assigned project design and engineering services to the Commission was approved in December 2024. Since then, Commission Engineers have been developing project designs in collaboration with me and city staff, assisted with a public open house, and have been working on permitting issues. A memo describing the 50% designs and changes from the 2023 feasibility study is attached with meeting materials. Certain*

elements of the 50% design plans are posted online separately. Construction costs (including contingency) in the feasibility study were estimated at $1,568,700. Unfortunately, due to expanded areas of erosion (almost 1,200 feet), rising construction costs over the last two years, buffer requirements, and some desired expansion of vegetation management, the updated construction cost estimate (including contingency) is now $2,592,000. While staff recommends approval of the 50% designs, the Commission should discuss options for cost reductions, grant opportunities, and/or requesting additional levy.

B. Consider Plan Steering Committee Recommendation to Submit Draft Watershed Plan for 60-day Review (20 min) – **ACTION ITEM with attachment** (complete documents and appendices online) – *At their meeting on July 7th, the Plan Steering Committee reviewed the entire draft watershed management plan. Although some minor items still need to be adjusted or added, the committee recommends that the Commission approve the submittal of the draft plan for the official 60-day review period. More information is included in the memo with meeting materials. Please review the main body of the draft plan and appendices (posted separately).*

C. Receive Presentation on 2024 Water Quality Monitoring Results (40 min) – **INFORMATION ITEM with attachments** – *The Commission had a busy monitoring season last year! The results of the monitoring in four priority lakes are included here. The Commission Engineers will present these findings and recommendations at this meeting.*
   i. Cavanaugh Lake
   ii. Parkers Lake
   iii. Westwood Lake
   iv. Medicine Lake

D. Appoint Delegates to MN Watersheds Annual Meeting on Resolutions (10 min) – **ACTION ITEM with attachment** – *MN Watersheds will meet virtually on August 25th at 10:00 to consider and act upon proposed Legislative Platform updates and proposed Resolutions, including the resolution from BCWMC. The Commission should appoint two delegates and one alternate to attend the meeting. Please see the meeting materials attached.*

E. Receive Report on MN Watersheds Summer Tour (10 min) – **INFORMATION ITEM with no attachment** – *Alternate Commissioner Kennedy and I attended the MW Summer Tour in Roseau, MN late last month. We will provide a verbal report at this meeting.*

6. COMMUNICATIONS (15 minutes)

A. Administrator's Report
   i. Update on FEMA grant application
   ii. Administrator Approval of Archeological Survey Scope for Bassett Creek Restoration Project within Contingency Budget

B. Engineer
   i. Update on Fruen Mill Variance Request
   ii. Update on Schaper Pond Monitoring

C. Legal Counsel

D. Chair

E. Minnesota Watersheds

F. Commissioners

G. TAC Members
   i. Appoint Liaison to Aug 6th TAC Meeting

H. Committees

i. Education Committee Meeting July 21st

7. INFORMATION ONLY (Information online only)

A. Administrative Calendar
B. CIP Project Updates www.bassettcreekwmo.org/projects
C. Grant Tracking Summary and Spreadsheet
D. WCA Notices Minnetonka and Golden Valley
E. Starry Trek Event
F. MN Watersheds Newsletter June 2025
G. We Are Water MN Exhibit and Events, Minneapolis

8. ADJOURNMENT

Upcoming Meetings & Events

- Metro Watersheds Quarterly Meeting: Tuesday, July 15th, 7:00 p.m. on Zoom
- Dakota Plant Walk with Tanağidaŋ To Wiŋ: Saturday, July 19th, 10:00 – 11:00 a.m., Stormwater Park and Learning Center (2522 Marshall St NE, Minneapolis)
- BCWMC Education Committee Meeting: Monday, July 21st, 4:00 p.m., Brookview
- BCWMC Technical Advisory Committee Meeting: Wednesday, August 6th, 10:30 a.m., Brookview
- BCWMC Commission Meeting: Thursday, August 21st, 8:30 a.m., Golden Valley City Hall