



Bassett Creek Watershed Management Commission

Regular Meeting
Thursday, January 15, 2026

8:30 a.m.

Council Conference Room
Golden Valley City Hall
7800 Golden Valley Rd., Golden Valley MN

Listen via Zoom:

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

MEETING AGENDA

1. CALL TO ORDER and ROLL CALL

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

3. APPROVAL OF AGENDA

4. CONSENT AGENDA (10 minutes)

- A. Approval of Minutes – December 18, 2025 Commission Meeting
- B. Acceptance of Financial Reports
 - i. 2025 Year-End Financial Report
 - ii. January 2026 Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – December 2025 Administration
 - ii. Keystone Waters, LLC – December 2025 Administrative Expenses
 - iii. Barr Engineering – December 2025 Engineering Services
 - iv. Triple D Espresso – January Meeting Catering
 - v. City of Plymouth – December 2025 Accounting Services
 - vi. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - vii. Minnesota Watersheds – 2026 Membership Dues
 - viii. ECM Publishers – Public Hearing Notice
 - ix. Finance & Commerce – Public Hearing Notice
- D. Approval of Resolution 26-01 Transferring Funds from Flood Control Project Long Term Account to Administrative Account
- E. Approval of Resolution 26-02 to Transfer Funds from CIP Account to Administrative Account
- F. Approval of Resolution 26-03 to Transfer Funds from Administrative Account to Channel Maintenance Fund and Long-Term Maintenance Fund

5. BUSINESS

- A. Review Year-End Finances and Consider Resolution 26-04 Transferring Funds from Special Projects Account to Administrative Account (10 min)

- B. Consider Revisions to Budgets Related to the Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP) (20 min)
 - i. Review Additional Information and Consider Amendment to Engineering Services Budget
 - ii. Consider Approval of Updated Project Budget
- C. Receive Update from West Metro Water Alliance Conservation Specialist (20 min)
- D. Consider Recommendations from Technical Advisory Committee (15 min)

6. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. Setting October Meeting Date
 - ii. Governors Proclamation on Winter Salt Week
 - iii. Reminder of Staff Evaluations
 - iv. Update on Draft Plan 90-day Review
 - v. Question on Future "Information Only" Items
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
- H. Committees
 - i. Report on Administrative Services 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 Notice, Minneapolis
- E. [MNopedia Article on Bassett Creek](#)

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Administrative Services Committee Meeting: Monday, January 12th, 11:00 a.m., Brookview
- Metro Watersheds Quarterly Meeting: Tuesday, January 20th, 7:00 p.m., via Zoom
- BCWMC Commission Meeting: Thursday, February 19th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: January 7, 2026

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: **Background Information for 1/15/26 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 – December 18, 2025 Commission Meeting- **ACTION ITEM with attachment**
 - B. Acceptance of Financial Reports - **ACTION ITEM with attachments**
 - i. 2025 Year-End Financial Report
 - ii. January 2026 Financial Report
 - C. Approval of Payment of Invoices - **ACTION ITEM attachments available upon request – I reviewed the following invoices and recommend payment. Chair Cesnik reviewed Keystone Waters invoices.**
 - i. Keystone Waters, LLC – December 2025 Administration
 - ii. Keystone Waters, LLC – December 2025 Administrative Expenses
 - iii. Barr Engineering – December 2025 Engineering Services
 - iv. Triple D Espresso – January Meeting Catering
 - v. City of Plymouth – December 2025 Accounting Services
 - vi. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - vii. Minnesota Watersheds – 2026 Membership Dues
 - viii. ECM Publishers – Public Hearing Notice
 - ix. Finance & Commerce – Public Hearing Notice
 - D. Approval of Resolution 26-01 Transferring Funds from Flood Control Project Long Term Account to Administrative Account – **ACTION ITEM with Attachment – The Commission’s 2025 budget includes reimbursement to the Administrative Account from the Flood Control Project (FCP) Long Term Maintenance Account for expenses related to that year’s FCP inspections. Staff recommends approval of the resolution which was reviewed by Attorney Anderson. This transfer is reflected in the 2025 year-end financial report in Item 4Bi.**
 - E. Approval of Resolution 26-02 to Transfer Funds from CIP Account to Administrative Account - **ACTION ITEM with Attachment – The Commission’s 2025 budget includes a transfer of 2.0% of 2025 levy funds from the CIP account to the Administrative Account to help cover the administrative costs of implementing the CIP program. Staff recommends approval of the resolution which was reviewed by Attorney Anderson. This transfer is reflected in the 2025 year-end financial report in Item 4Bi.**
 - F. Approval of Resolution 26-03 to Transfer Funds from Administrative Account to Channel Maintenance Fund and Long-Term Maintenance Fund - **ACTION ITEM with Attachment - Per its fiscal policies, each year the Commission budgets for and transfers funds from the Administrative Account into the Channel Maintenance Fund and the Flood Control Project Long Term Maintenance**

Fund to help fund its channel maintenance program and inspections of the Flood Control Project infrastructure. Staff recommends approval of the resolution which was reviewed by Attorney Anderson. This transfer is reflected in the 2025 year-end financial report in Item 4Bi.

5. BUSINESS

- A. Review Year-End Finances and Consider Resolution 26-04 Transferring Funds from Special Projects Account to Administrative Account (10 min) – ACTION ITEM with attachment – *The Commission’s 2025 budget includes a transfer of \$44,000 from the Special Projects Account to help balance the budget and bring the fund balance closer to the recommended 50% of annual operating expenses. Given the underbudget spending in 2025, the Commission should decide if this use of Special Project funding is warranted. The 2025 year-end financial report in 4Bi does not include this transfer of funds. Please see the attached memo for additional information.*
- B. Consider Revisions to Budgets Related to the Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP) (20 min) – ACTION ITEM with attachments – *At the December meeting, action on this item was tabled and commissioners requested additional information.*
 - i. Review Additional Information and Consider Amendment to Engineering Services Budget – ACTION ITEM with attachment – *Please see attached cover memo, budget tables, and original December memo with additional information and details.*
 - ii. Consider Approval of Updated Project Budget – ACTION ITEM with attachment - *Please see the attached memo with updated project budget and funding figures.*
- C. Receive Update from West Metro Water Alliance Conservation Specialist (20 min) – INFORMATION ITEM with attachment – *Grace Barcelow serves in a shared position between Hennepin County and the West Metro Water Alliance (WMWA). WMWA is an education and outreach collaboration among 4 watersheds. The BCWMC helps fund WMWA and I actively participate in WMWA monthly meetings and in the subcommittee working on strategic planning. Ms. Barcelow will give an update on her recent work with WMWA and in the Bassett Creek Watershed. The attached fact sheet provides additional information on her position and work.*
- D. Consider Recommendations from Technical Advisory Committee (15 min) – ACTION ITEM with attachments – *The TAC met on January 7th to review the final version of the BCWMC Requirements for Development and Improvement Projects that was updated as part of the new Watershed Management Plan. The TAC recommends that the Commission officially adopt the updated requirements with an effective date of May 1, 2026. Please see the attached memo for additional information.*

6. COMMUNICATIONS (15 minutes) – INFORMATION ITEM with attachment

- A. Administrator’s Report
 - i. Setting October Meeting Date
 - ii. Governors Proclamation on Winter Salt Week
 - iii. Reminder of Staff Evaluations
 - iv. Update on Draft Plan 90-day Review
 - v. Question on Future “Information Only” Items
- B. Engineer
- C. Legal Counsel
- D. Chair

- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
- H. Committees
 - i. Report on Administrative Services 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 Notice, Minneapolis
- E. [MNopedia Article on Bassett Creek](#)

8. ADJOURNMENT

Upcoming Meetings & Events

- BCWMC Administrative Services Committee Meeting: Monday, January 12th, 11:00 a.m., Brookview
- Metro Watersheds Quarterly Meeting: Tuesday, January 20th, 7:00 p.m., via Zoom
- BCWMC Commission Meeting: Thursday, February 19th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Administrator Jester
Date: January 6, 2026

RE: Invoices for January 15th BCWMC Meeting

I have reviewed invoices 3 – 9 listed below and attached here and I recommend payment by the Bassett Creek Watershed Management Commission at the January 15, 2026 regular meeting. Commission Treasurer Polzin reviewed invoices 1 and 2 and recommends payment.

	Vendor	Service	Amount
1	Keystone Waters, LLC	December 2025 Administration	\$7,195.50
2	Keystone Waters, LLC	December 2025 Administrative Expenses	\$99.28
3	Barr Engineering	December 2025 Engineering Services	\$104,038.10
4	Triple D Espresso	Meeting Catering	\$197.53
5	City of Plymouth	December Accounting Services	\$1,374.00
7	Bolton & Menk	Parkers Lake Chloride Reduction Project	\$4,662.50
8	ECM Publishers	Public Hearing Notice	\$364.00
9	Finance & Commerce	Public Hearing Notice	\$68.64



Bassett Creek Watershed Management Commission

Draft Minutes of Regular Meeting & Public Hearing
December 18, 2025
8:30 a.m.
7800 Golden Valley Rd., Golden Valley MN

1. CALL TO ORDER and ROLL CALL

On December 18, 2025 at 8:31 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order. Introductions and “fun facts” were shared around the room.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	Terry Schultz	Jesse Struve
Golden Valley	Paula Pentel	Wendy Weirich	Michael Ryan, Emma Rakestraw
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	<i>Absent</i>	Nick Minderman	Liz Stout
Minnetonka	<i>Vacant</i>	<i>Vacant</i>	Eric Eckman (online)
New Hope	Jere Gwin-Lenth	Jen Leonardson	Nick Macklem
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	<i>Absent</i>	<i>Vacant</i>	Jenna Wolf, Gwen Casey
St. Louis Park	RJ Twiford	<i>Absent</i>	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson and Karen Chandler, Barr Engineering Co.		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	Jeff Madejczyk and Quentin Scott, Moore Engineering		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

Administrator Jester requested the addition of an agenda item 6G regarding correspondence to Hennepin County.

MOTION: Commissioner Carlson moved to approve the agenda as amended. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

4. CONSENT AGENDA

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

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

- Approval of Minutes - November 19, 2025 Commission Meeting
- Acceptance of December Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – November 2025 Administration
 - Keystone Waters, LLC – November 2025 Administrative Expenses
 - Barr Engineering – November 2025 Engineering Services
 - Triple D Espresso – December Meeting Catering
 - City of Plymouth – November 2025 Accounting Services
 - Kennedy & Graven – Legal Services
 - Stantec – WOMP Services
 - Bolton & Menk – Parkers Lake Chloride Reduction Project
 - HDR – Website Update Project
 - Three Rivers Park District – Medicine Lake AIS Activities (2)
- Approval of Contract with HDR, Inc. for 2026 - 2028 Website Maintenance and Hosting
- Approval of Contract with Stantec, Inc. for 2026 Watershed Outlet Monitoring Program Activities
- Approval of Non-NASSCO Deep Tunnel Inspection Report (3rd Ave. & Unsubmerged Portions of 2nd St. Tunnels) and Direct Commission Engineer to Submit Report to City of Minneapolis and U.S. Army Corps of Engineers
- Conditional Approval of Plymouth 2026 Street Reconstruction Project

5. PUBLIC HEARING

- A.** Receive Input on Draft Bassett Creek Watershed Management Plan
Chair Cesnik opened the public hearing at 8:41 a.m. Plan Steering Committee Chair Kennedy asked if anyone had comments or questions about the draft watershed plan. No one from the public was in attendance.

MOTION: Alternate Commissioner Minderman moved to close the public hearing. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

6. BUSINESS

- A. Consider Approval of Revisions and Additions to Policies in the Draft Watershed Management Plan**
Plan Steering Committee Chair Kennedy reported that after careful review, a few gaps in policies were discovered in the draft plan as outlined in the memo in the meeting packet. He noted the recommended additional policies do not change the intent of the plan, but simply carry over some important policies from the 2015 plan including affirming the Commission’s position on the desire for using bioengineering techniques wherever possible, sharing data, requiring cities to consider ecological restoration for their own projects, and clarifying utilization of channel maintenance funds. Committee Chair Kennedy recommended approving the changes. Alternate Commissioner Minderman asked if there were any comments received regarding these issues. Committee Chair Kennedy answered “no.”

MOTION: Commissioner Carlson moved to approve the recommended changes to the draft 2026 Watershed Plan as outlined in the memo. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

B. Consider Approval of 90% Design Plans for Phase I Plymouth Creek Restoration Project (2025-CRP)

Commission Engineer Johnson reminded commissioners that the city of Plymouth is contracting with Moore Engineering to design this project. She noted the memo from Commission Engineers reviews the project design on behalf of the Commission and indicated the memo compares the 90% plans with the concepts developed in the feasibility study. She highlighted the changes since the 60% designs that were reviewed by the Commission in October. She noted that Commission Engineers had productive discussions with Moore Engineering and city staff and had already resolved many issues. Commission Engineer Johnson reported that the proposed sediment removal in one portion of the creek was revised to a plan to create a more well-defined channel. She described some changes to estimated pollutant removals that are now in line with feasibility study estimates.

Commission Engineer Johnson noted the project does not impact the creek level (no-rise) even though some eroded areas will be filled to bring the channel back to pre-erosion conditions. She reviewed some cost considerations and noted the city will pay for some trail reconstruction that is outside the scope of this project (but that Commission project costs will include trail reconstruction where impacts to the trail are unavoidable due to project construction or access). Finally, Commission Engineer Johnson noted a few areas where Commission Engineers are still negotiating on restoration/armoring techniques, working to make sure bioengineering is used whenever possible. Commission Engineer Johnson recommended conditional approval of the 90% plans as noted in the memo.

There was a discussion on construction contingency as it was noted it's only proposed at 5% of construction costs. It was noted that designs that are more final have less need for flexibility in costs and that construction costs seemed to have stabilized.

Moore Engineering staff presented additional information, noting that the proposed practices can handle the expected stream velocities, that additional bioengineering techniques were incorporated, and fieldstone will be used rather than granite for more pleasing aesthetics. Mr. Scott noted that the project expects better pollutant removals than the feasibility study which means better cost benefit. Mr. Madejczyk reported that about 20 people attended the open house and that there were good discussions and no opposition to the project. He also reviewed the project schedule noting they are hopeful to bid the project in late January with a large possible construction window. TAC member Scharenbroich noted that the whole project area is covered by a city easement, including access routes. No additional easements are expected to be needed for this phase of the work.

MOTION: Commissioner Pentel moved to conditionally approve the 90% design plans for the Plymouth Creek Restoration Project as noted in the Commission Engineer's memo. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

[Chair Cesnik called for a 10-minute break.]

C. Consider Revisions to Budgets, Funding, and Agreements Related to the Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP)

- i. Consider Amendment to Engineering Services Budget
- ii. Consider Approval of Updated Project Budget and 2027 Levy Request
- iii. Consider Amendment to Agreement with City of Golden Valley

Administrator Jester noted that commissioners should have received a letter from the City of Plymouth outlining their concerns about this project's budget. Administrator Jester covered several points related to the project, its challenges, and the budget issues. She noted that changes to the project extent and budgets have been communicated throughout the process and the Commission has thoroughly and thoughtfully reviewed and considered the changes to the project and costs at various milestones and have approved the changes incurred at each step. She noted that this continues to be a good project with the estimated cost of

pollutant removal being about 50% lower now than estimated in the feasibility study. She recognized that there might be a question about roles of city staff vs. Commission Engineers and reminded commissioners that at the outset of this project, the agreement with the city of Golden Valley outlined the role of the Commission Engineer to develop designs, perform engineering services, and provide construction administration. She noted that the City of Golden Valley is willing to contribute funds toward the engineering services budget. Finally, she reported that while the feasibility study included engineering services estimated at 35% of construction costs, the requested amended engineering services budget is under 27% of construction costs.

Chair Cesnik agreed that it was a challenging project and that it is good to carefully review all project costs.

Commission Engineer Chandler reviewed the memo outlining the engineering services budget amendment request, walking through all eight areas where budgets in the original scope were not aligned with actual budget spent including wetland delineations, archeological survey, bringing additional information to a 2nd Commission meeting during 50% designs, weekly coordination meetings with city staff and Administrator, assistance with easements, additional permitting costs, higher level of effort in project design, and staff transitions. She reported that due to some inaccurate scoping in the initial budget estimate and internal inefficiencies due to staffing changes, Barr Engineering is willing to absorb \$10,000 of the additional budget request, bringing the total additional budget request to \$77,000 minus any city contributions.

There was discussion about the need for MnRAM assessments of wetlands. After the original engineering scope was approved, additional wetlands were discovered during the field survey; also, it was determined that city code required MnRAM assessments of all wetlands and the city requested this work be added to the scope. TAC member Rakestraw reported that the city is willing to contribute the full cost of the MnRAM assessments (\$6,600).

There was also explanation and discussion about discrepancies in the originally assumed permitting needs/surveys vs. what the agencies are now requiring and associated costs. TAC member Scharenbroich agreed that permitting agencies don't seem to have consistent requirements between projects or among staff which makes permitting requirements hard to predict.

Engineer Chandler noted the benefit of weekly check-in (coordination) meetings with city staff that were not part of the original scope but will likely to be added to future projects. TAC member Rakestraw noted the meetings have been extremely helpful, in part due to staffing changes at the city. She noted the city is willing to contribute one third or \$10,810 of the cost of the coordination meetings.

Alternate Commissioner Kennedy noted that construction costs have risen 71% for this project while engineering services have risen by a much lower percentage. Alternate Commissioner Minderman asked if the current budget request is likely to cover all future costs or if a future budget amendment is possible. Engineer Chandler noted they had worked to consider all possible future costs with this request. There was consensus among commissioners that additional information is warranted before a decision can be considered including a direct comparison between original budgets per task and requested budget amendments per task. It was noted that the city contribution could be included with the additional information. TAC member Rakestraw noted that Golden Valley City Council will need to approve the additional city contribution, but she does expect it to be approved without issue. Engineer Chandler also noted that Barr Engineering is not charging the Commission for the time spent developing the budget amendment request nor for her time attending this meeting. Commissioner Gwin-Lenth noted his appreciation for the Commission Engineer's candor regarding the budget challenges.

Administrator Jester noted they will bring additional information to the January meeting and requested approval of the amendment to the agreement with Golden Valley to update the project budget figures contingent on final form being approved by herself and Commission Attorney Anderson.

MOTION: Commissioner Pentel moved to approve the amendment to the cooperative agreement with

Golden Valley contingent on final form being approved by Administrator Jester and Commission Attorney Anderson. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

D. Consider Recommendations from Administrative Services Committee

Committee Chair Twiford reported that the committee met on November 20th to discuss additional staff capacity and the organizational and funding mechanisms assessment. He noted the committee asks that other interested commissioners join the committee and recommends that the TAC appoint a member to the Administrative Services Committee so the TAC can be more closely involved in the organizational and funding mechanisms assessment project. TAC member Scharenbroich volunteered to participate on the committee. Commissioner Pentel and Alternate Commissioner Kennedy volunteered to join the committee.

Committee Chair Twiford also recommended that staff be evaluated in the same manner as last year. Commissioner Pentel volunteered to coordinate the staff evaluation process again.

E. Receive Report on Minnesota Watersheds Annual Conference and Meeting

Administrator Jester provided an overview of the presentation she gave in conjunction with Nine Mile Creek WD Administrator Sniegowski and former commissioner Welch on the next steps in chloride reduction advocacy. Alternate Kennedy noted it was a great conference; Chair Cesnik agreed. Commission Engineer Johnson also noted she enjoyed the event and that she heard that several watersheds are very interested in how BCWMC is rolling out its chloride management requirements. She also reported that the MPCA Stormwater Manual now includes Low Salt Design, which will be very helpful in discussing options with developers. TAC Member Scharenbroich noted Maple Grove and Plymouth are collaborating on a Low Salt Design “cheat sheet.” Alternate Commissioner Kennedy noted that other watersheds have programs and practices BCWMC can learn from.

F. Determine 2026 Regular Meeting Schedule

Administrator Jester indicated she would like the Commission to set the 2026 BCWMC meeting calendar and recommended that monthly meetings continue to be scheduled on the 3rd Thursday at 8:30 a.m. except for November when the meeting is moved to the Wednesday before the 3rd Thursday to avoid a conference attended by city staff. She also indicated her desire to move the October meeting as it coincides with the Minnesota Education Association (MEA) conference when many families travel out of town. It was noted that moving the October meeting earlier in that week would coincide with the annual MN Water Resources Conference. There was consensus to keep the meeting schedule as in previous years for now. Options for the October meeting date would be brought to a future meeting.

G. Communication with Hennepin County

Administrator Jester reminded commissioners that at the meeting in May, the Commission approved a resolution to Minnesota Watersheds (MW) for their 2026 legislative platform seeking to revise MN Statute 383B.79 to include watershed management organizations which was approved by MW at their meeting in August. She noted that although it's now part of the MW legislative platform, it is not a high priority and that in speaking with the MW lobbyist, he indicated that it might be advantageous to have Hennepin County lobby for the change to the statute because it impacts only Hennepin County and is being requested specifically to enable BCWMC to officially partner with the county and others on multi-jurisdictional partnerships. Further, Administrator Jester reported that in speaking with Hennepin County staff, they recommend that the Commission send an official letter to the county's inter-governmental relations group (IRG) requesting a meeting to discuss the proposed statute revision and options for advancing the revision at the legislature.

MOTION: Commissioner Carlson moved to approve the Administrator to draft a letter to Hennepin County for Chair Cesnik's signature regarding the proposed statute revision. Commissioner Gwin-Lenth seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

7. COMMUNICATIONS

A. Administrator's Report

- i. BWSR Training Videos – Recently created training videos, primarily for new watershed commissioners but useful for all. Links will be sent to commissioners and posted online under “Commissioner Orientation”
- ii. Medicine Lake AIS Grant – Met with TRPD staff and determined TRPD would apply for grants to treat both starry stonewort and curly-leaf pondweed.
- iii. Campaign Finance Forms – Reminder to watch for forms by email or U.S. Mail. and be cognizant of deadline.
- iv. Winter Salt Week Update – Ridgedale Library will host information on salt pollution and best practices. Volunteers are needed to table at the library during Winter Salt Week.

B. Engineer – Public open house for the Lagoon Dredging Project is set for the late afternoon/evening of February 19th – still looking for good location. Monitoring equipment has been removed from streams and Schaper Pond for the year. Working on final modeling for Lost and Northwood Lake TMDLs. Working on Schaper Pond final report.

C. Legal Counsel – No report.

D. Chair – No report.

E. Minnesota Watersheds – No report.

F. Commissioners – Commissioner Gwin-Lenth asked for a Four Seasons Area Water Quality Project update. TAC member Scharenbroich reported the vegetation establishment was challenging this year and still ongoing. He noted they have fixed one structural issue and will be analyzing downstream water quality soon. He noted the Northwood Lake TMDL study will help practitioners better understand pollution sources and magnitude in this subwatershed.

G. TAC Members

- i. Medicine Lake Real Time Water Level & Temperatures – TAC member Scharenbroich reported that Plymouth and City of Medicine Lake purchased and installed a water level and water temperature meter for Medicine Lake. Unfortunately, it was already vandalized but once secured will report continuous data online.
- ii. Appoint Liaison for January 7th TAC Meeting – Commissioner Hauer appointed as liaison.
- iii. TAC member Stout reported that the City of Minneapolis and MPRB continue to negotiate easements for maintenance of the Bryn Mawr Meadows Water Quality Project.

H. Committees – No report.

8. 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, Plymouth, Golden Valley, Minneapolis

9. ADJOURNMENT – The meeting adjourned at 11:05 a.m.

Bassett Creek Watershed Management Commission				Item 4Bi. BCWMC 1-15-26	
Statement of Financial Position as of 12/31/2025					
Unaudited					
			Capital Improvement Projects	General Fund	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
	·	102 · 4MP Fund Investment	3,501,986.62	598,997.50	4,100,984.12
	·	103 · 4M Fund Investment	6,087,772.89	836,375.00	6,924,147.89
		104 · US Bank Checking	0.00	-17,513.46	-17,513.46
		Total Checking/Savings	9,589,759.51	1,417,859.04	11,007,618.55
Accounts Receivable					
	·	111 · Accounts Receivable	0.00	0.00	0.00
	·	112 · Due from Other Governments	0.00	0.00	0.00
	·	113 · Delinquent Taxes Receivable	20,785.08	0.00	20,785.08
		Total Accounts Receivable	20,785.08	0.00	20,785.08
Other Current Assets					
	·	114 · Prepays	0.00	3,910.00	3,910.00
	·	116 · Undeposited Funds	0.00	0.00	0.00
		Total Other Current Assets	0.00	3,910.00	3,910.00
		Total Current Assets	9,610,544.59	1,421,769.04	11,032,313.63
TOTAL ASSETS			9,610,544.59	1,421,769.04	11,032,313.63
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	·	211 · Accounts Payable	60,057.20	57,744.82	117,802.02
		Total Accounts Payable	60,057.20	57,744.82	117,802.02
Other Current Liabilities					
	·	212 · Unearned Revenue	200,000.00	0.00	200,000.00
	·	251 · Unavailable Rev - Property Tax	20,785.08	0.00	20,785.08
		Total Other Current Liabilities	220,785.08	0.00	220,785.08
		Total Current Liabilities	280,842.28	57,744.82	338,587.10
		Total Liabilities	280,842.28	57,744.82	338,587.10
Equity					
	·	311 · Nonspendable prepays	0.00	3,910.00	3,910.00
	·	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00
	·	315 · Unassigned Funds	0.00	406,219.07	406,219.07
	·	32000 · Retained Earnings	3,285,157.91	620,746.98	3,905,904.89
		Net Income	1,481,962.40	333,148.17	1,815,110.57
		Total Equity	9,329,702.31	1,364,024.22	10,693,726.53
TOTAL LIABILITIES & EQUITY			9,610,544.59	1,421,769.04	11,032,313.63

Bassett Creek Watershed Management Commission						
Actual vs Budget Year to Date Comparison - General Fund						
12/31/2025						
Unaudited						
		Annual Budget	December	January	Year to Date	Budget Balance
Ordinary Income/Expense						
Income						
	411 · Assessments to Cities	662,888.00	0.00	0.00	662,887.00	1.00
	412 · Project Review Fees	70,600.00	16,913.50	0.00	52,906.00	17,694.00
	413 · WOMP Reimbursement	5,000.00	0.00	0.00	4,500.00	500.00
	414 · Grants	0.00	2,153.42	0.00	2,153.42	-2,153.42
	415 · Investment earnings	44,000.00	35,242.83	0.00	377,701.11	-333,701.11
	416 · Transfer from CIP and LT Accounts	50,570.00	0.00	90,307.00	90,307.00	-39,737.00
	417 · Reimbursement for Expenses	0.00	0.00	0.00	1,277.00	-1,277.00
	Total Income	833,058.00	54,309.75	90,307.00	1,191,731.53	-358,673.53
Expense						
1000 · Engineering						
	1010 · Technical Services	133,000.00	7,774.00	14,970.90	122,051.30	10,948.70
	1020 · Development/Project Reviews	82,500.00	2,043.00	4,181.00	54,806.50	27,693.50
	1030 · Non-fee and Preliminary Reviews	23,000.00	1,722.90	1,953.50	19,616.90	3,383.10
	1040 · Commission and TAC Meetings	10,700.00	1,139.50	860.00	15,044.80	-4,344.80
	1050 · Surveys and Studies	7,000.00	0.00	0.00	0.00	7,000.00
	1060 · Water Quality / Monitoring	133,500.00	8,992.00	15,973.00	130,182.02	3,317.98
	1070 · Water Quantity	8,250.00	0.00	724.50	7,675.10	574.90
	1080 · Annual Flood Control Inspection	45,000.00	4,308.00	3,306.00	44,237.09	762.91
	1090 · Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00
	1100 · Watershed Outlet Monitoring Pro	29,300.00	3,537.19	0.00	27,010.63	2,289.37
	1110 · Annual XP-SWMM Model Update	0.00	0.00	0.00	0.00	0.00
	1120 · APM/AIS Work	40,000.00	17,018.40	0.00	19,168.40	20,831.60
	Total 1000 · Engineering	514,250.00	46,534.99	41,968.90	439,792.74	74,457.26
2000 · Plan Development						
	2010 · Next Gen Plan Development	75,000.00	2,012.50	2,764.50	77,787.00	-2,787.00
	Total 2000 · Plan Development	75,000.00	2,012.50	2,764.50	77,787.00	-2,787.00
3000 · Administration						
	3010 · Administrator	75,088.00	6,190.53	6,669.00	62,268.16	12,819.84
	3015 · Additional Staff	10,000.00	0.00	0.00	0.00	10,000.00
	3020 · MAWD Dues	7,500.00	0.00	0.00	7,500.00	0.00
	3030 · Legal	24,300.00	1,162.80	0.00	18,703.50	5,596.50
	3040 · Financial Management	18,150.00	1,416.32	1,374.00	19,347.55	-1,197.55
	3050 · Audit, Insurance & Bond	22,000.00	0.00	0.00	23,074.00	-1,074.00
	3060 · Meeting Catering	2,200.00	197.53	0.00	2,172.83	27.17
	3070 · Administrative Services	4,015.00	266.64	99.28	2,736.89	1,278.11
	Total 3000 · Administration	163,253.00	9,233.82	8,142.28	135,802.93	27,450.07
4000 · Education						
	4010 · Publications / Annual Report	1,300.00	0.00	0.00	929.50	370.50
	4020 · Website	12,000.00	883.27	0.00	8,297.44	3,702.56
	4030 · Watershed Education Partnershi	14,850.00	0.00	0.00	7,850.00	7,000.00
	4040 · Education and Public Outreach	27,000.00	3,228.02	0.00	20,715.47	6,284.53
	4050 · Public Communications	1,200.00	0.00	432.64	683.28	516.72
	Total 4000 · Education	56,350.00	4,111.29	432.64	38,475.69	17,874.31
5000 · Maintenance						
	5010 · Channel Maintenance Fund	25,000.00	0.00	25,000.00	25,000.00	0.00
	5020 · Flood Control Project Long-Term	35,000.00	0.00	35,000.00	35,000.00	0.00
	Total 5000 · Maintenance	60,000.00	0.00	60,000.00	60,000.00	0.00
6000 · Special Projects						
	6010 · Medicine Lake TMDL Assess	31,033.00	0.00	0.00	30,981.50	51.50
	6020 · Street Sweeping Prioritization Pr	48,494.00	0.00	0.00	39,692.00	8,802.00
	6030 · Bassett Creek Valley Floodplain	85,400.00	5,195.50	3,583.00	20,708.00	64,692.00
	6040 · Northwood & Lost Lake TMDL A	39,500.00	145.50	853.50	31,106.50	8,393.50
	Total 6000 · Special Projects	204,427.00	5,341.00	4,436.50	122,488.00	81,939.00
	Total Expense	1,073,280.00	67,233.60	117,744.82	874,346.36	198,933.64

Bassett Creek Watershed Management Commission										
Actual vs Budget Year to Date Comparison - Construction in Progress										
12/31/2025										
Unaudited										
		Project Budget	December	January	Year to Date	Inception to Date Expense	Remaining Budget			
Ordinary Income/Expense										
Expense										
• 1000 - Engineering		0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
• 2024CR-M · CIP-BS Main Stem Restore		1,941,000.00	38,200.00	46,362.00	402,150.14	500,329.53	1,440,670.47			
• 2026CR-P · Plymouth Creek Restor Dunk 38th		2,600,000.00	396.50	36,109.00	47,294.50	155,556.08	2,444,443.92			
• BC-12 · CIP-CostShare Pur High Eff St S		150,000.00	0.00	1,000.00	1,000.00	3,500.00	146,500.00			
• BC-14 · CIP-Sochacki Pk Wter Quality Im		600,000.00	0.00	6,000.00	6,000.00	13,500.00	586,500.00			
• BC-238 · CIP-DeCola Ponds B&C		1,600,000.00	0.00	0.00	19,473.61	1,527,458.92	72,541.08			
• BC-2381 · CIP-DeCola Ponds/Wildwood Pk		1,300,000.00	0.00	0.00	0.00	84,049.39	1,215,950.61			
• BC-5 · CIP-Bryn Mawr Meadows		1,835,000.00	0.00	0.00	0.00	755,689.56	1,079,310.44			
• BC-7 · CIP-Main Stem Lagoon Dredging		2,759,000.00	6,075.45	8,201.20	35,987.65	1,625,520.99	1,133,479.01			
• BCP-2 · CIP- Basset Cr Pk & Winnetka		1,123,351.00	0.00	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	118,890.48	1,358,137.20	141,862.80			
• ML-21 · CIP-Jevne Park Stormwater Mgmt		500,000.00	0.00	0.00	0.00	56,390.75	443,609.25			
• ML-22 · CIP-Ponderosa Wood Strm Restora		352,000.00	0.00	0.00	0.00	72,657.31	279,342.69			
• NL-2 · CIP-Four Seasons Mall		990,000.00	0.00	0.00	0.00	209,680.56	780,319.44			
• PL-7 · CIP-Parkers Lake Stream Restore		485,000.00	922.50	4,662.50	13,960.00	251,526.62	233,473.38			
• SL-3 · CIP-Schaper Pond		612,000.00	1,831.00	1,429.00	44,290.34	582,820.30	29,179.70			
• SL-8 · CIP-Sweeney Lake WQ Improvement		568,080.00	0.00	0.00	0.00	568,064.13	15.87			
• TW-2 · CIP-Twin Lake Alum Treatment		163,000.00	0.00	0.00	0.00	91,037.82	71,962.18			
• CL-4 · CIP-Crane Lake Chloride Reduction Project		0.00	147.50	2,363.50	16,504.10	68,274.54	-68,274.54			
• FCP-1 · CIP-Flood Control Project Double Box Culvert F		0.00	274.50	0.00	45,188.52	45,188.52	-45,188.52			
Total Expense		19,078,431.00	47,847.45	106,127.20	750,739.34	9,045,080.54	10,033,350.46			

Bassett Creek Watershed Management Commission - FY26			Item 4Bii. BCWMC 1-15-26		
Statement of Financial Position as of 12/31/2025					
Unaudited			400	100	
			Capital Improvement Projects	General Fund	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
	·	102 · 4MP Fund Investment	3,501,986.62	598,997.50	4,100,984.12
	·	103 · 4M Fund Investment	6,087,772.89	836,375.00	6,924,147.89
		104 · US Bank Checking	0.00	-17,513.46	-17,513.46
		Total Checking/Savings	9,589,759.51	1,417,859.04	11,007,618.55
Accounts Receivable					
	·	111 · Accounts Receivable	0.00	0.00	0.00
	·	112 · Due from Other Governments	0.00	0.00	0.00
	·	113 · Delinquent Taxes Receivable	20,785.08	0.00	20,785.08
		Total Accounts Receivable	20,785.08	0.00	20,785.08
Other Current Assets					
	·	114 · Prepays	0.00	3,910.00	3,910.00
	·	116 · Undeposited Funds	0.00	0.00	0.00
		Total Other Current Assets	0.00	3,910.00	3,910.00
		Total Current Assets	9,610,544.59	1,421,769.04	11,032,313.63
TOTAL ASSETS			9,610,544.59	1,421,769.04	11,032,313.63
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	·	211 · Accounts Payable	0.00	7,697.53	7,697.53
		Total Accounts Payable	0.00	7,697.53	7,697.53
Other Current Liabilities					
	·	212 · Unearned Revenue	200,000.00	0.00	200,000.00
	·	251 · Unavailable Rev - Property Tax	20,785.08	0.00	20,785.08
		Total Other Current Liabilities	220,785.08	0.00	220,785.08
		Total Current Liabilities	220,785.08	7,697.53	228,482.61
		Total Liabilities	220,785.08	7,697.53	228,482.61
Equity					
	·	311 · Nonspendable prepays	0.00	3,910.00	3,910.00
	·	312 · Restricted for improvements	4,562,582.00	0.00	4,562,582.00
	·	315 · Unassigned Funds	0.00	406,219.07	406,219.07
	·	32000 · Retained Earnings	4,767,120.31	953,895.15	5,721,015.46
		Net Income	0.00	-7,697.53	-7,697.53
		Total Equity	9,329,702.31	1,356,326.69	10,686,029.00
TOTAL LIABILITIES & EQUITY			9,550,487.39	1,364,024.22	10,914,511.61

Bassett Creek Watershed Management Commission - FY26					
Actual vs Budget Year to Date Comparison - General Fund					
12/31/2025					
Unaudited					
	Annual Budget	January	Year to Date	Budget Balance	
Ordinary Income/Expense					
Income					
411 · Assessments to Cities	672,830.00	0.00	0.00	672,830.00	
412 · Project Review Fees	77,000.00	0.00	0.00	77,000.00	
413 · WOMP Reimbursement	5,000.00	0.00	0.00	5,000.00	
414 · Grants	0.00	0.00	0.00	0.00	
415 · Investment earnings	0.00	0.00	0.00	0.00	
416 · Transfer from CIP and LT Accounts	65,070.00	0.00	0.00	65,070.00	
417 · Reimbursement for Expenses	0.00	0.00	0.00	0.00	
418 · Insurance Dividend	300.00	0.00	0.00	300.00	
Total Income	820,200.00	0.00	0.00	820,200.00	
Expense					
1000 · Engineering					
1010 · Technical Services	150,000.00	0.00	0.00	150,000.00	
1020 · Development/Project Reviews	90,000.00	0.00	0.00	90,000.00	
1030 · Non-fee and Preliminary Reviews	30,000.00	0.00	0.00	30,000.00	
1040 · Commission and TAC Meetings	16,000.00	0.00	0.00	16,000.00	
1050 · Surveys and Studies	0.00	0.00	0.00	0.00	
1060 · Water Quality / Monitoring	178,000.00	0.00	0.00	178,000.00	
1070 · Water Quantity	9,000.00	0.00	0.00	9,000.00	
1080 · Annual Flood Control Inspection	15,000.00	0.00	0.00	15,000.00	
1090 · Municipal Plan Review	2,000.00	0.00	0.00	2,000.00	
1100 · Watershed Outlet Monitoring Prog	34,500.00	0.00	0.00	34,500.00	
1110 · Annual XP-SWMM Model Updates	0.00	0.00	0.00	0.00	
1120 · APM/AIS Work	40,000.00	0.00	0.00	40,000.00	
Total 1000 · Engineering	564,500.00	0.00	0.00	564,500.00	
2000 · Plan Development					
2010 · Next Gen Plan Development	10,000.00	0.00	0.00	10,000.00	
2020 · Savings for 2036 Plan	15,000.00	0.00	0.00	15,000.00	
Total 2000 · Plan Development	25,000.00	0.00	0.00	25,000.00	
3000 · Administration					
3010 · Administrator	81,900.00	0.00	0.00	81,900.00	
3015 · Additional Staff	40,000.00	0.00	0.00	40,000.00	
3020 · MAWD Dues	7,500.00	7,500.00	7,500.00	0.00	
3030 · Legal	28,000.00	0.00	0.00	28,000.00	
3040 · Financial Management	19,230.00	0.00	0.00	19,230.00	
3050 · Audit, Insurance & Bond	26,000.00	0.00	0.00	26,000.00	
3060 · Meeting Catering	2,400.00	197.53	197.53	2,202.47	
3070 · Administrative Services	4,200.00	0.00	0.00	4,200.00	
Total 3000 · Administration	209,230.00	7,697.53	7,697.53	201,532.47	
4000 · Education					
4010 · Publications / Annual Report	1,300.00	0.00	0.00	1,300.00	
4020 · Website	2,000.00	0.00	0.00	2,000.00	
4030 · Watershed Education Partnership	18,350.00	0.00	0.00	18,350.00	
4040 · Education and Public Outreach	37,350.00	0.00	0.00	37,350.00	
4050 · Public Communications	1,000.00	0.00	0.00	1,000.00	
Total 4000 · Education	60,000.00	0.00	0.00	60,000.00	
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	
Total 5000 · Maintenance	60,000.00	0.00	0.00	60,000.00	
6000 · Special Projects					
6030 · Bassett Creek Valley Floodplain S	68,275.00	0.00	0.00	68,275.00	
6040 · Northwood & Lost Lake TMDL As	9,247.00	0.00	0.00	9,247.00	
Total 6000 · Special Projects	77,522.00	0.00	0.00	77,522.00	
Total Expense	996,252.00	7,697.53	7,697.53	988,554.47	

Bassett Creek Watershed Management Commission - FY26						
Actual vs Budget Year to Date Comparison - Construction in Progress						
12/31/2025						
Unaudited						
		Project Budget	January	Year to Date	Inception to Date Expense	Remaining Budget
Ordinary Income/Expense						
Income		0.00	0.00	0.00	0.00	0.00
Expense						
• 1000 · Engineering		0.00	0.00	0.00	0.00	0.00
• 2024CR-M · CIP-BS Main Stem Restore		1,941,000.00	0.00	0.00	500,329.53	1,440,670.47
• 2026CR-P · Plymouth Creek Restor Dunk 38th		2,600,000.00	0.00	0.00	155,556.08	2,444,443.92
• BC-12 · CIP-CostShare Pur High Eff St S		150,000.00	0.00	0.00	3,500.00	146,500.00
• BC-14 · CIP-Sochacki Pk Wter Quality Im		600,000.00	0.00	0.00	13,500.00	586,500.00
• BC-238 · CIP-DeCola Ponds B&C		1,600,000.00	0.00	0.00	1,527,458.92	72,541.08
• BC-2381 · CIP-DeCola Ponds/Wildwood Pk		1,300,000.00	0.00	0.00	84,049.39	1,215,950.61
• BC-5 · CIP-Bryn Mawr Meadows		1,835,000.00	0.00	0.00	755,689.56	1,079,310.44
• BC-7 · CIP-Main Stem Lagoon Dredging		2,759,000.00	0.00	0.00	1,625,520.99	1,133,479.01
• BCP-2 · CIP-Basset Cr Pk & Winnetka		1,123,351.00	0.00	0.00	1,075,698.32	47,652.68
• ML-12 · CIP-Medley Park Stormwater		1,500,000.00	0.00	0.00	1,358,137.20	141,862.80
• ML-21 · CIP-Jevne Park Stormwater Mgmt		500,000.00	0.00	0.00	56,390.75	443,609.25
• ML-22 · CIP-Ponderosa Wood Strm Restora		352,000.00	0.00	0.00	72,657.31	279,342.69
• NL-2 · CIP-Four Seasons Mall		990,000.00	0.00	0.00	209,680.56	780,319.44
• PL-7 · CIP-Parkers Lake Stream Restore		485,000.00	0.00	0.00	251,526.62	233,473.38
• SL-3 · CIP-Schaper Pond		612,000.00	0.00	0.00	582,820.30	29,179.70
• SL-8 · CIP-Sweeney Lake WQ Improvement		568,080.00	0.00	0.00	568,064.13	15.87
• TW-2 · CIP-Twin Lake Alum Treatment		163,000.00	0.00	0.00	91,037.82	71,962.18
• CL-4 · CIP-Crane Lake Chloride Reduction Project		0.00	0.00	0.00	68,274.54	-68,274.54
• FCP-1 · CIP-Flood Control Project Double Box Culv		0.00	0.00	0.00	45,188.52	-45,188.52
Total Expense		19,078,431.00	0.00	0.00	9,045,080.54	10,033,350.46



Bassett Creek Watershed Management Commission

RESOLUTION NO. 26-01

Member _____ introduced the following resolution and moved its adoption:

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

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

\$44,237 will be transferred from the Flood Control Long Term Maintenance Account to reimburse the Administrative Fund for 2025 expenses related to Flood Control Project inspections and reporting.

Chair Date

Attest

Secretary Date

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



Bassett Creek Watershed Management Commission

RESOLUTION NO. 26-02

Member _____ introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING THE REIMBURSEMENT TO THE BASSETT CREEK WATERSHED MANAGEMENT COMMISSION 2.0% OF THE TAX LEVY REQUEST TO HENNEPIN COUNTY FOR COLLECTION IN 2025, FOR ADMINISTRATIVE EXPENSES FOR CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS AND APPROVING THE TRANSFER OF THE FUNDS FROM THE CIP ACCOUNT TO THE ADMINISTRATIVE ACCOUNT

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

1. The Bassett Creek Watershed Management Commission (BCWMC) will be reimbursed \$46,070, which is 2.0% of the BCWMC's September 2024 tax request in the amount of \$2,303,500 to Hennepin County for collection in 2025, for administrative expenses for Capital Improvement Projects.
2. The Bassett Creek Watershed Management Commission directs its Deputy Treasurer or Contracted Financial Firm to transfer the reimbursed funds from the Commission's CIP Account to its Administrative Account.

Attest

Chair

Date

Secretary

Date

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



Bassett Creek Watershed Management Commission

RESOLUTION NO. 26-03

Member _____ introduced the following resolution and moved its adoption:

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

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

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

Chair

Date

Attest:

Secretary

Date

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



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternates
From: Administrator Jester
Date: January 8, 2026

RE: Year-End Finances and Use of Special Project Funds

The Commission's 2025 budget includes a transfer of \$44,000 from the Special Projects Account intended to help balance the budget and bring the fund balance closer to the recommended 50% of annual operating expenses. As a reminder, the Special Project Account is a long-term account funded by investment income. Given the underbudget spending of general funds (i.e., administrative account) in 2025, the Commission should decide if the transfer of Special Project funding is warranted.

The 2025 year-end financial report is included in Item 4Bi. The report does not include the transfer of \$44,000 noted above. Although Commission income (not including investment income) was lower than budgeted, Commission expenses (not including special projects) were lower than budgeted by a wider margin: 2025 income was \$62,172 higher than expenses. While this is an unaudited figure, the resulting Commission's 2025 fund balance (not including investment income) is at least \$460,000, which is well within the recommended 50% of annual operating costs.

The originally budgeted transfer of \$44,000 from the Special Project Account would further increase the fund balance above the recommended 50% of annual operating costs and may not be warranted. Alternatively, a higher fund balance is likely to result in slightly lower city assessments in 2027. The Commission should decide whether to transfer the funds as budgeted (by approving Resolution 26-04) or to leave the funds in the Special Projects Account.



Bassett Creek Watershed Management Commission

RESOLUTION NO. 26-04

Member _____ introduced the following resolution and moved its adoption:

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

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

\$44,000 will be transferred from the Special Projects Long Term Account to help balance the Administrative Fund as approved in the 2025 Operating Budget.

Attest

Chair

Date

Secretary

Date

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

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 5Bi– Review Additional Information and Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC January 15, 2026 Meeting Agenda
Date: January 8, 2026

5Bi. Review Additional Information and Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)

Recommendations:

1. Consider amending the engineering services scope to increase the approved budget by \$77,000 to \$711,400 for the Commission Engineer for additional needed services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024).

Background

At the December 2025 meeting, the Commission Engineer presented information about the proposed increased budget for engineering services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024) (attached for reference). During a good discussion, the Commission requested additional details related to the increased budget request including a comparison to the originally approved budget by major task. Budget comparisons are described below and presented in subsequent tables.

If approved, the new engineering services budget would be \$711,400. For context, the feasibility study for this project assumed engineering costs would be 35% of the total construction costs and that the cost per pound total phosphorus removal would be approximately \$1,650 (including engineering costs). If approved, the new engineering services budget would be 27% of total construction costs and the cost per pound total phosphorus removal is estimated at \$1,107 (including engineering costs).

The table on page 2 compares overall project costs from the feasibility study, 90% designs, and current requested budgets. It also includes project restoration length and pollution removal figures for a more complete picture of project costs vs impact.

The more detailed attached table provides a breakdown of the original base budget, contingency task budgets, budget amendments, the December 2025 additional budget request, and contributions from others. The table includes references to specific sections in the attached memo from the December meeting.

To: Bassett Creek Watershed Management Commission (BCWMC)
 From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
 Subject: Item 5Bi– Review Additional Information and Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
 BCWMC January 15, 2026 Meeting Agenda
 Date: January 8, 2026
 Page: 2

Construction, Engineering Services, and Pollutant Load Reduction Cost Comparisons

Item	Feasibility Study June 2023	90% Plans November 2025	Proposed New Budget January 2026
Construction Cost Estimate with Contingency	\$1,568,700	\$2,677,000	\$2,677,000
Engineering Services Budget with Contingency (includes Planning, Engineering & Design + Construction Management)	\$549,100	\$634,400*	\$711,400
Total Project Budget (Construction Cost Estimate + Engineering Services)	\$2,118,000	\$3,311,400	\$3,388,400
Engineering Costs as a Percentage of Construction Costs	35%	23%	27%
Length of Restoration, ft	7,370	8,510	8,510
Estimated Average Annual Total Phosphorous Removal, lb/yr	82.4	193.4	193.4
Estimated Annualized Cost per Pound of TP Load Reduction, (\$/lb/yr)** (without Engineering Costs)	\$1,650 (\$1,250)	\$1,081 (\$817)	\$1,107 (\$817)

*Engineering services budget associated with 90% design was approved in June 2025. See attached Engineering Services Budget Breakdown table for more details. This includes the original March 2025 budget of \$603,000, as well as the June 2025 approved budget amendment of \$31,400.

**TP Load Reduction annualized costs shared with BCWMC as part of the 50% and 90% designs included annualized costs associated with construction only and are shown in parentheses for reference. Costs shown outside of parentheses are calculated including construction and engineering costs.

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 5Bi– Review Additional Information and Consider Approval to Increase Budget for Engineering Services for the
Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC January 15, 2026 Meeting Agenda
Date: January 8, 2026
Page: 3

Recommendation: The Commission Engineer recommends the Commission consider amending the March 2025 engineering services scope and budget, and subsequent June 2025 budget amendment, to increase the budget by \$77,000 to \$711,400.

Attachment

Engineering Services Budget Breakdown for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)

Task		March 2025 approved original budget	June 2025 approved budget amendment (in response to direction from USACE)		December 2025 additional engineering services budget request		Subtotal	Contributions from others	Contributing entity	Total BCWMC cost	BCWMC budget % increase from original scope
1	Project Coordination and Project Meetings	\$ 22,000.00			\$ 13,000.00 Sec 3 in Dec memo (August meeting)	\$ 12,500.00 Sec 4 in Dec memo (Weekly check-in mtgs w GV)	\$ 47,500.00	\$ 4,200.00	Golden Valley	\$ 43,300.00	97%
2	Public Engagement	\$ 17,000.00					\$ 17,000.00			\$ 17,000.00	0%
3	Permitting	\$ 21,000.00	\$ 11,400.00 (Wetland delineation)	\$ 20,000.00 (Architectural survey)	\$ 10,500.00 Sec 1 in Dec memo (Wetlands - MNRAM, OHWM, increased #)	\$ 13,000.00 Sec 6 in Dec memo (Add'l permitting time and \$9,000 add'l permit fee)	\$ 75,900.00	\$ 6,610.00	Golden Valley	\$ 69,290.00	230%
4	Site Visits and Data Collection	\$ 29,000.00					\$ 29,000.00			\$ 29,000.00	0%
5	Design	\$ 192,000.00			\$ 3,000.00 Sec 5 in Dec memo (Assist w/ easement docs)	\$ 26,500.00 Sec 7 in Dec memo (Increased design effort)	\$ 221,500.00			\$ 221,500.00	15%
6	Bidding Services	\$ 12,000.00					\$ 12,000.00			\$ 12,000.00	0%
7	Construction Services	\$ 204,000.00					\$ 204,000.00			\$ 204,000.00	0%
8	Project Management	\$ 33,000.00					\$ 33,000.00			\$ 33,000.00	0%
	Subtotal Base Engineering Services Budget	\$ 530,000.00					\$ 639,900.00	\$ 10,810.00		\$ 629,090.00	19%
3(A)	Contingent Budget for Phase 1 Archeological Survey*	\$ 15,000.00				\$ 8,500.00 Sec 2 in Dec memo (Archeological survey and report)	\$ 23,500.00			\$ 23,500.00	57%
4(A)	Contingent Budget for Environmental Investigation	\$ 28,000.00					\$ 28,000.00			\$ 28,000.00	0%
7(A)	Contingent Budget for Addressing Contamination During Construction	\$ 30,000.00					\$ 30,000.00			\$ 30,000.00	0%
	Subtotal Contingency Engineering Services Budget	\$ 73,000.00					\$ 81,500.00			\$ 81,500.00	12%
	Subtotal Engineering Services Budget	\$ 603,000.00	\$ 11,400.00	\$ 20,000.00	\$ 26,500.00	\$ 60,500.00	\$ 721,400.00	\$ 10,810.00		\$ 710,590.00	
	Barr Contribution						\$ (10,000.00)	\$ 10,000.00	Barr	\$ (10,000.00)	
	Total Engineering Services Budget						\$ 711,400.00			\$ 700,590.00	16%

*Contingent budget for Phase 1 Archeological Survey administratively approved in June 2025.

FROM DECEMBER 2025 MEETING

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 6Ci – Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025

6Ci. Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)

Recommendations:

1. Consider amending the engineering services scope to increase the approved budget by \$77,000 to \$711,400 for the Commission Engineer for additional needed services for the Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road (CR-M 2024).

Background

At their March 2025 meeting, the Commission approved the \$603,000 total project budget (\$530,000 base project budget and \$73,000 contingency budget) for the Commission Engineer to prepare final design, develop plans and specifications, and provide permitting assistance, bidding assistance and construction services for the Bassett Creek Main Stem Restoration, Regent Avenue to Golden Valley Road project (CR-M 2024).

Per a June 2025 Commission-approved amendment to the engineering services scope, the Commission Engineer's services also included performing a field wetland delineation, an architectural survey, and corresponding reports. This June budget amendment increased the engineering services budget by \$31,400 to \$634,400. Also in June, the Commission Administrator administratively approved the scope for a Phase I archeological survey that was included within the engineering services' contingency budget.

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

At the August 2025 meeting, the Commission Engineer presented reprioritized restoration sites and associated budget options. The Commission approved moving forward with restoring all low, medium, and high priority areas plus vegetation restoration on public and private property adjacent to the creek. The Commission approved an updated budget of \$2,592,000 for construction plus contingency.

Additional engineering services needed since the June budget amendment and future anticipated work that is necessary for project completion has a combined estimated (additional) budget of \$87,000. The Commission Engineer is contributing \$10,000 toward this total amount, so the total additional budget request to the Commission is \$77,000. The remainder of this memo describes reasons behind the additional budget request.

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 6Ci – Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Page: 2

The additional engineering services budget request is tied to eight general areas: wetland boundary delineation and report; archeological survey and report; August 2025 memo to the Commission and attendance at the BCWMC meeting; weekly check-in meetings with Golden Valley staff and BCWMC administrator; easement support; permitting support; design effort; and staff transitions.

1. Wetland Boundary Delineation and Report

After submittal and approval of our wetland delineation scope, Golden Valley staff requested that the Commission Engineer complete Minnesota Routine Assessment Method (MNRAM) wetland boundary assessments in addition to a routine Level 2 field wetland delineation and associated agency coordination within the approximate project work area (within roughly 50 feet of the channel centerline, or 100 feet total width), as well as within proposed access routes to the site. The desktop wetland delineation completed during the feasibility study identified four wetlands within the project footprint. At an assumed rate of two additional hours of field and reporting work for each MNRAM assessment, this would have been an additional 8 hours of work which was assumed to “fit into” the original budget for the wetland delineation task. However, during field assessments for the 50% designs, 19 wetlands were identified in the field, which resulted in substantially more field time and reporting time than originally budgeted.

In addition to the MNRAM assessment, the United States Army Corps of Engineers (USACE) provided guidance that an assessment of the Ordinary High Water Mark (OHWM) using USACE guidelines along the edge of the creek would be needed for the Joint Permit Application. The OHWM assessment resulted in additional time required for the field work and reporting efforts for the wetland boundary delineation and report.

Total estimated additional budget amount = \$10,500

2. Archeological Survey and Report

In the original project scope, up to 80 shovel tests were anticipated for the archeological survey, based on a total project area of four acres and a general rule of 16-17 shovel tests per acre. This increased to 20 shovel tests per acre at the scoping stage, knowing that the areas identified along the stream where disturbance could occur were irregular in shape. Once field maps were prepared in the days leading up to the survey, the need for several additional shovel tests was identified based on the irregularity of the project area and Minnesota State Historic Preservation Office’s (SHPO) requirement to test every 15 meters. Moving forward, field maps will be generated at the scoping phase for projects with irregular boundaries to better anticipate actual shovel test needs.

184 shovel tests were plotted within the 60 project areas, and each shovel test was visited and examined prior to excavation. Of the 184 total plotted shovel tests, 139 were excavated. We typically average an excavation rate of 3 shovel tests per hour per person (20 minutes per shovel test). This rate assumes an average depth of 50 centimeters per shovel test. However, after submittal of our scope, the Office of the State Archaeologist (OSA) notified the Commission Engineer that for projects receiving a license from the OSA (which was required for Bassett Creek due to location of the project on non-federal public land), we are required to excavate to a depth of 100 centimeters or the C soil horizon, whichever comes first. The majority of shovel tests within the Bassett Creek project area were excavated to a depth between 70 and 80 centimeters. On average, each shovel test within the Bassett Creek Project area took roughly 30

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 6Ci – Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Page: 3

minutes to excavate as opposed to 20 minutes, resulting in roughly 65 more hours of field time and associated increases in reporting time.

Total estimated additional budget amount = \$8,500

3. August 2025 Memo and BCWMC Meeting

Following presentation of the 50% design to the Commission at the July 2025 meeting, the Commission directed the Commission Engineer to reprioritize eroding sites and associated budget options for consideration at their August meeting. The Commission Engineer assembled a presentation that included detailed explanations of increased costs between the feasibility and the 50% design opinions of probable costs, as well as an updated prioritization of sites and associated pollutant reduction potential for three different restoration options. Additionally, the Commission Engineer provided further detail on the proposed riparian vegetation enhancement component included in the 50% design, which included removal of invasive species (e.g., buckthorn) and the planting of new native species on both private and public land. The original engineering services scope included presentations to the Commission at the 50% and 90% design stages and did not include scope or budget for an extra meeting, additional prioritization activity, and development of a memo.

Total estimated additional budget amount = \$13,000

4. Weekly Check-in Meetings with Golden Valley Staff and BCWMC Administrator

At the suggestion of Golden Valley staff, weekly check-in meetings began in August 2025 to provide a regular touchpoint for the Commission Engineer, Golden Valley staff, and the BCWMC Administrator to discuss and collaborate on relevant project scope items including design, permitting, specifications, easements, outreach with residents, and public meetings. These meetings and follow-up notes with action items drafted by the Commission Engineer have been a valuable way for the teams to work together and stay on track with the variety of components of this complex project. The original project scope did not include these check-in meetings. For future design projects, we will recommend regular check-in meetings with partners.

Total estimated additional budget amount = \$12,500

5. Easement Acquisition and Other Property Access

Due to the complex nature of the project and multiple impacted private properties, the Commission Engineer's work on this task exceeded the original estimated hours for exhibit development and included development of draft exhibits to present at the October 2025 public meeting, meeting on site with homeowners to review and discuss access routes and reviewing draft text of mailings for impacted property owners.

Total estimated additional budget amount = \$3,000

6. Permitting Support

The Commission Engineer's work associated with permitting efforts exceeded the original hours estimated for this task and to-date included on-line meetings with representatives of Minnesota

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 6Ci – Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Page: 4

Department of Natural Resources, Minnesota Pollution Control Agency, and the United States Army Corps of Engineers. Additionally, development of figures and assessment of impacted wetlands has taken more time than originally planned due to the increased number of wetlands identified throughout the project area and additional regulatory requirements, including an individual Section 401 Water Quality Certification. It was initially anticipated that coverage under Section 401 of the Clean Water Act would be provided under the MPCA's Regional General Permits (RGP) 401 Water Quality Certification (WQC). The MPCA RGP 401 WQC generally includes coverage for projects approved under the USACE RGP for Bank Stabilization Habitat Improvement. However, through project coordination, the USACE informed Barr that the project will require an individual Section 401 WQC since the segments of stream repair will be treated as a combined length exceeding 300 linear feet of physical alterations to a stream, rather than individual stream segments that are each less than the RGP threshold of 300 linear feet.

The Commission Engineer's original project scope included payment of permit application fees with an understanding that the maximum fees associated with the Minnesota Work in Public Waters permit application fee was \$3,000. In preparing the draft permit application, we learned that the cost for the permit application has increased (as of July 2024) to a maximum fee of \$12,000 or 1% of the estimated project construction cost, whichever is lower.

Total estimated additional budget amount = \$13,000

7. Design Effort

The Commission Engineer's design time associated with this project exceeded original estimated hours, due primarily to modeling and CAD drawing time taking longer than planned.

The original scope assumed refining the existing XP-SWMM model to document no-rise flood elevations and to identify design velocities. The Commission Engineer determined that a two-dimensional Hydraulic Engineering Center River Analysis System hydraulic model (2D HEC-RAS) would provide more detailed and useful results for the no-rise evaluation and for evaluation of design velocities in the system, and the originally-budgeted modeling hours were anticipated to be adequate for the adjusted modeling effort. Modeling time has, however, exceeded the original budgeted hours.

Although the original work scope accounted for two separate sets of drawings and specifications, the work is more interconnected than it would be if there were two independent projects. There is a degree of coordination required between the two sets, particularly related to areas where work will be phased and overlap. Assembling detailed plans and specifications has proven more time-consuming than originally anticipated.

Total estimated additional budget amount = \$26,500

8. Staff Transitions

Woven throughout a number of these tasks are inefficiencies related to staff transitions with the Commission Engineer and at the City of Golden Valley. Since the beginning of the design project in March 2025, we have worked with four different project managers at Golden Valley. While they have all served their roles well, there is inherent extra time spent working with new staff and helping everyone on the team learn new roles and expectations. We also experienced some inefficiencies related to internal

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jessica Olson, P.E., Karen Chandler, P.E.)
Subject: Item 6Ci – Consider Approval to Increase Budget for Engineering Services for the Bassett Creek Main Stem Restoration Project, Regent Avenue to Golden Valley Road (CR-M 2024)
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Page: 5

staff turnover when various key staff took extended leaves and their replacements needed to get oriented to the project and learn new roles.

Impact on Total Project Budget

The total estimated additional budget is \$87,000. Recognizing our own inefficiencies, scoping issues, and some delayed communications with the Commission and the Administrator, the Commission Engineer is willing to absorb \$10,000 of that amount, thus reducing the total additional budget request to \$77,000.

Recommendation: The Commission Engineer recommends the Commission consider amending the March 2025 engineering services scope and budget, and subsequent June 2025 budget amendment, to increase the budget by \$77,000 to \$711,400.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Board of Commissioners
 From: Administrator Jester
 Date: January 7, 2026

RE: Recommendation for Project Budget Amendment and Estimated 2027 Levy for Bassett Creek Restoration Project (2024CR-M)

Assuming the amendment to the project’s engineering services budget in Item 5Bi is approved, I recommend approving an updated total project budget of \$3,534,580 with an estimated 2027 levy of \$1,282,800 to fully fund the project.

These figures reflect:

- the approved feasibility study cost;
- a transfer of 2.0% from the levied CIP funds to the administrative account;
- the construction + contingency estimates corresponding to the approved 90% plans;
- the requested increase to the engineering services budget, and
- an additional contribution of \$10,810 from the City of Golden Valley.

Main Stem Bassett Creek Restoration Project Budget:

Activity	Approved Budget	Date of Approval
Feasibility Study	\$85,500	August 2022
Design & Engineering	\$634,400	June 2025
Engineering Services Budget Amendment (pending BCWMC approval)	\$77,000	December 2025/January 2026 (pending)
Construction + Contingency	\$2,677,000	November 2025 (90% designs)
Administration (2.0% of levy funds)	\$60,680	NA
Total Project Budget	\$3,534,580	

Funding Sources:

Source	Amount
2024 Tax Levy	\$434,000
2025 Tax Levy	\$653,500
2026 Tax Levy	\$653,500
BCWMC Closed Project Account	\$200,000
Golden Valley Channel Maintenance Fund	\$200,000
City of Golden Valley	\$110,810
2027 Tax Levy (estimated)	\$1,282,800
TOTAL	\$3,534,610

Conservation Education and Implementation Partnership

Overview

The Conservation Education and Implementation Partnership Pilot focuses on improving water quality through three key strategies designed to reduce barriers to taking conservation action:

- Deliver practical and interactive conservation education, outreach, and marketing to increase awareness and literacy of water quality concerns and interest in taking action.
- Provide technical support including workshops, site visits, and project design assistance.
- Offer financial assistance to help defray the cost of taking conservation action.

Funding and partners

This partnership is funded by contributions from the West Metro Water Alliance, Hennepin County, and grants from the Minnesota Board of Water and Soil Resources.

Funders and additional partners include:

- **Grants:** Metro Watershed-based Implementation Program; Pollinator Pathways Program
- **Watershed commissions:** Bassett Creek, Elm Creek, Richfield-Bloomington, Shingle Creek, West Mississippi
- **Cities:** Bloomington, Brooklyn Center, Brooklyn Park, Champlin, Corcoran, Crystal, Dayton, Golden Valley, Maple Grove, Medicine Lake, Medina, Minneapolis, Minnetonka, New Hope, Osseo, Plymouth, Richfield, Robbinsdale, Rogers, St. Louis Park
- **Nonprofit organizations:** Metro Blooms

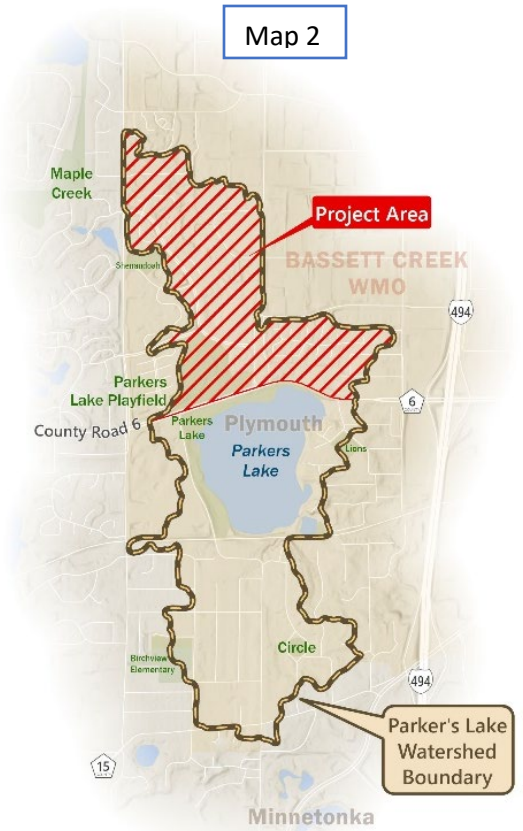
Partnership area map

This map shows the Conservation Education and Implementation Partnership area and locations of water quality improvement projects.



Project area maps

We are working to reduce priority pollutants by implementing water quality improvement projects in the following areas.



Priority pollutants

In 2024 and 2025, the partnership is seeking to address three categories of pollutants:

Chloride

Geographic and audience areas of focus: Businesses north of Parkers Lake (City of Plymouth – see map 2), faith-based facilities throughout partnership area

Client demand and fear of slip and fall lawsuits is the biggest driver of over-salting by contractors. Using the Low Salt, No Salt Minnesota Toolbox, the partnership will offer one-on-one consultations and technical assistance to businesses and faith-based organizations to reduce use of winter deicers. Consultations will generally include presentations and discussions with facility staff or decision-making boards, identification of challenges and opportunities related to snow and ice management, technical and/or financial support to reduce chloride use, and follow-up assistance to help with monitoring, reinforcement, and improvements. Focusing on businesses and faith-based facilities offers opportunities to broaden the impact by changing public perception, awareness, and adoption of practices that reduce chloride pollution.

Bacteria

Geographic and audience area of focus: Pet owners throughout partnership area

There is a major need to address pet waste pollution due to risks it poses to water quality and public health. Pet waste introduces harmful bacteria that lead to human and animal diseases and excess nutrients in bodies of water. A robust [study¹](#) by the University of Minnesota found that a whopping 76 percent of phosphorus and 28 percent of nitrogen found in waterways comes from pet waste. In urban watersheds, household activities dominate nutrient inputs as opposed to commercial, municipal, or industrial actions. All cities within the partnership area are required to complete minimal education on pet waste as a pollutant as part of their Municipal Separate Storm Sewer System (MS4) permit. This campaign will go beyond that by coordinating messaging across multiple partners and developing more focused strategies to influence household behaviors.

Sediment and nutrients

Geographic and audience areas of focus:

- Middle school teachers, students, and families throughout partnership area
- Residents of Southgate Apartments, area draining to Smith Pond (City of Bloomington – see map 1)
- Residents within area draining to Fish Lake and Eagle Lake (City of Maple Grove – see maps 3 and 4)

To reduce sediment and nutrient loading into bodies of water, the partnership is using three strategies:

1. Promoting the Adopt-A-Drain program in schools to increase stormwater literacy, awareness, and water protection behaviors, specifically the adoption of storm drains by classrooms and families.
2. Working collaboratively with residents of Southgate Apartments (a predominantly underserved, Spanish-speaking community) to improve water quality in Smith Pond and the RBWMO watershed. The project will likely include practices that divert runoff and treat water (e.g., rain gardens) and provide community benefits like nature play areas.

¹ University of Minnesota. *Contrasting nitrogen and phosphorus budgets in urban watersheds and implications for managing urban water pollution*. Retrieved from <https://pnas.org/doi/full/10.1073/pnas.1618536114>

3. Offering shoreline restoration and resilient yard workshops to residents with the goal of improving water quality in Fish Lake and Eagle Lake in Maple Grove. Workshop participants will be offered technical and financial support to make water quality improvements.

Coordinated messaging and communications

In support of these efforts, the partnership identified a need for a coordinated media strategy. Each month, guided by a calendar, partners are provided with media kits (www.westmetrowateralliance.org/media-kits.html) that include social media posts, newsletter articles, and photos. The partnership is strengthening connections with city communications staff to share messages and resources.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternates
From: Administrator Jester on behalf of the Technical Advisory Committee
Date: January 8, 2026

RE: BCWMC Technical Advisory Committee Recommendation to Officially Adopt the Updated BCWMC Requirements Document

The TAC met on January 7th to review the final version of the BCWMC Requirements for Development and Improvement Projects (Requirements Document) (posted with meeting materials), discuss the effective date for and communication about the new requirements, and review an analysis of project review fees.

TAC member Scharenbroich was reappointed as TAC Chair.

Meeting attendees included:

City/Partner	Technical Advisory Committee Member
Crystal	Jesse Struve
Golden Valley	Emma Rakestraw
Medicine Lake	Susan Weise
Minneapolis	--
Minnetonka	--
New Hope	Nick Macklem
Plymouth	Ben Scharenbroich
Robbinsdale	Jenna Wolf
St. Louis Park	Erick Francis
Minneapolis Park & Rec Board	Rachael Crabb
Others: Commissioner Hauer, Administrator Jester, Commission Engineers Johnson and Herbert	

As part of the 2026-2035 Watershed Management Plan update, the BCWMC also reviewed and updated the BCWMC's Requirements Document. The TAC reviewed and discussed recommended changes to the Requirements Document at their February, March, and May, 2025 meetings and the Commission reviewed it at their workshop

in May 2025. [A memorandum to the BCWMC Board of Commissioners](#) summarized the history of the BCWMC project requirements and recommended changes. The most significant changes to BCWMC requirements are related to linear projects, wetland and stream buffers, and chloride management plans.

The TAC reviewed and discussed additional minor edits to the Requirements Document since the May 2025 version that were made to clarify language and ensure consistent terminology. The TAC also reviewed the updated BCWMC Design Sequence Flow Chart (or “flexible treatment options”) which is an appendix to the Requirements Document. The flow chart was updated to align it with new requirements.

The TAC also discussed the timing of the effective date of the new requirements and methods for communicating about the new requirements to cities and potential developers.

Finally, the TAC reviewed the Commission Engineer’s analysis of review fees collected vs. review expenses. Based on the analysis of project review fees for 2024–2025, Commission Engineer Herbert recommended that the Commission maintain the [current project review fee schedule](#). He noted that most reviews were completed within or close to the project review fee, and for those projects where review costs exceeded \$5,000, the Commission captured the expenses through reimbursement from the applicants. He noted that while non-fee reviews (such as MnDOT projects) resulted in some unreimbursed costs, they represent a small portion of overall review activity. (The Commission Engineer’s memo and analysis is posted with TAC meeting materials [here](#).)

TAC RECOMMENDS:

1. That the Commission officially adopt the updated BCWMC Requirements for Development and Improvement Projects and Design Sequence Flow Chart (posted with meeting materials) with an effective date of May 1, 2026. (Projects submitted to the BCWMC before May 1st would be subject to existing requirements while projects submitted after May 1st would be subject to updated requirements.)
2. That the Commission maintain the existing review fee schedule.
3. That BCWMC staff communicate about the updated Requirements Document immediately following official adopting by
 - a. Posting a notice on the BCWMC website (including on the ‘Standards and Requirements’ webpage) about the new Requirements Document and key changes going into effect on May 1, 2026. The notice should include a summary of the major changes.
 - b. Posting the updated Requirements Document with watermarks, headers, and/or other text noting the effective date of May 1st.
 - c. Communicating with member cities and asking them to appropriately inform project applicants about the new requirements and effective date.
 - d. Sending email communication announcing the change to other potentially impacted local / state agencies.

Following the discussion on the Requirements Document, the TAC discussed the use of Commission Engineer time by city staff and concluded that the current practice is appropriate and generally equitable among cities. They noted that coordination between cities and the Commission Engineer is a good, efficient use of resources and, when pertaining to pending developments, often results in better applications and less time reviewing poor applications.



Bassett Creek Watershed Management Commission MEMO

Date: January 8, 2026
From: Laura Jester, Administrator
To: BCWMC Commissioners
RE: **Administrator's Report**

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

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

2020 Bryn Mawr Meadows Water Quality Improvement Project (BC-5), Minneapolis (No change since August 2024):

A feasibility study by the Commission Engineer was developed in 2018 and approved in January 2019. The study included wetland delineations, soil borings, public open houses held in conjunction with MPRB's Bryn Mawr Meadows Park improvement project, and input from MPRB's staff and design consultants. Project construction year was revised from 2020 and 2022 to better coincide with the MPRB's planning and implementation of significant improvements and redevelopment Bryn Mawr Meadows Park where the project will be located. A public hearing for this project was held September 19, 2019. The project was officially ordered at that meeting. In January 2020 this project was awarded a \$400,000 Clean Water Fund grant from BWSR; a grant work plan was completed and the grant with BWSR was fully executed in early May 2020. The project and the grant award was the subject of an article in the Southwest Journal in February: <https://www.southwestjournal.com/voices/green-digest/2020/02/state-awards-grant-to-bryn-mawr-runoff-project/>. In September 2020, Minneapolis and MPRB staff met to review the implementation agreement and maintenance roles. BCWMC developed options for contracting and implementation which were presented at the November meeting. At that meeting staff was directed to develop a memorandum of understanding or agreement among BCWMC, MPRB, and city of Minneapolis to recognize and assign roles and responsibilities for implementation more formally. The draft agreement was developed over several months and multiple conversations among the parties. At the May 2021 meeting the Commission approved to waiver potential conflict of the Commission legalcounsel and reviewed a proposal for project design by the Commission Engineer. The updated design proposal and the design agreement among all three parties were approved at the June 2021 meeting. Four public open houses were held in the park in 2021 to gather input on park concepts. Project partners met regularly throughout design to discuss schedules, planning and design components, and next steps. Concept designs were approved by the MRPB Board in late 2021. Staff met with MnDOT regarding clean out of Penn Pond and continue discussions. 50% design plans were approved by the Commission at the January 2022 meeting; 90% design plans were approved at the March 2022 meeting along with an agreement with MPRB and Minneapolis for construction. The agreement was approved by all three bodies. Commission Engineers finalized designs and assisted with bidding documents. Bids were returned in early August. At the meeting in August, the Commission approved moving forward with project construction (through MPRB), and approved a construction budget (higher than previously budgeted) and an amended engineering services budget. MPRB awarded the construction contract. In late November the contractor began the initial earthwork and started on portions of the stormwater pond excavations. By late December the 1st phase of construction was complete with the ponds formed and constructed. The contractor began driving piles in late January and began installing underground piping in early February. At the March meeting, the Commission approved an increase to the engineering services budget and learned the construction budget is currently tracking well under budget. The change order resulting from the City of Minneapolis' request to replace a city sewer pipe resulted in extra design/engineering costs that were approved by the Administrator so work could continue without delays. The MPRB will reimburse the Commission for those extra costs and will, in-turn, be paid by the city. In early May construction was focused in the Morgan / Laurel intersection. The right-of-way storm sewer work is complete including the rerouting of some of the existing storm infrastructure and installation of the stormwater diversion structures. Construction of the ponds is complete and stormwater from the neighborhood to the west is now being routed through new storm sewers to the ponds. Vegetation is currently being

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

Original Project Budget: \$1,835,000.00; Remaining Funds: \$1,079,310.44 (Funds will be used to reimburse MPRB and City of Minneapolis upon receipt of final report and reimbursement request with appropriate documentation.)

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

Original Project Budget \$500,000; Remaining Funds: \$ 443,609.25 (Funds are held until a viable project is identified or Commission officially closes the project and returns funds to the Closed Project Account.)

2014 Schaper Pond Diversion Project and Carp Management, Golden Valley (SL-3) See Item 5D: Repairs to the baffle structure were made in 2017 after anchor weights pulled away from the bottom of the pond and some vandalism occurred in 2016. The city continues to monitor the baffle and check the anchors, as needed. Vegetation around the pond was planted in 2016 and a final inspection of the vegetation was completed last fall. Once final vegetation has been completed, erosion control will be pulled and the contract will be closed. The Commission Engineer began the Schaper Pond Effectiveness Monitoring Project last summer and presented results and recommendations at the May 2018 meeting. Additional effectiveness monitoring is being performed this summer. At the July meeting the Commission Engineer reported that over 200 carp were discovered in the pond during a recent carp survey. At the September meeting the Commission approved the Engineer's recommendation to perform a more in-depth survey of carp including transmitters to learn where and when

carp are moving through the system. At the October 2020 meeting, the Commission received a report on the carp surveys and recommendations for carp removal and management. Carp removals were performed through the Sweeney Lake Water Quality Improvement Project. Results were presented at the February 2021 meeting along with a list of options for long term carp control. Commission took action approving evaluation of the long-term options to be paid from this Schaper Pond Project. Commission and Golden Valley staff met in March 2021 to further discuss pros and cons of various options. At the September 2021 meeting, the Commission approved utilizing an adaptive management approach to carp management in the pond (\$8,000) and directed staff to discuss use of stocking panfish to predate carp eggs. Commission Engineers will survey the carp in 2022. At the April meeting, the Commission approved panfish stocking in Schaper Pond along with a scope and budget for carp removals to be implemented later in 2022 if needed. Commission staff informed lake association and city about summer activities and plans for a fall alum treatment. Approximately 1,000 bluegills were released into Schaper Pond in late May. Carp population assessments by electroshocking in Sweeney Lake and Schaper Pond were completed last summer. A report on the carp assessment was presented in January. Monitoring in Schaper Pond in 2023 and a reassessment of carp populations in 2024 were approved in early 2023. Carp box netting in 2024 is also approved, as needed. A carp survey of Schaper Pond and Sweeney Lake were recently completed which found higher than expected carp numbers in Sweeney Lake. Carp Solutions completed box netting in Sweeney Lake in late September 2024. At the October meeting the Commission Engineer reported that 191 carp were removed bringing the carp density to about 31.3 kg/hectare, less than the 100 kg/hectare threshold for water quality problems. A more detailed report on carp population status and recommendations for further monitoring in Schaper Pond was presented and approved at the January 2025 meeting. Monitoring on the pond got underway last summer. Challenges during the 2025 monitoring season included heavy rains and impacts to a city manhole that house monitoring equipment which had to be removed. An amendment to the effectiveness monitoring budget was approved at the October 2025 meeting At this meeting, Commission Engineers will present results of the 2025 monitoring and recommendations for future work. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

Original Project Budget: \$612,000; Remaining Funds: \$29,179.70

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

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

Original Project Budget: \$163,000; Remaining Funds: \$71,962.18

2013 Four Seasons Area Water Quality Project (NL-2) (no change since July): At their meeting in December 2016, the Commission took action to contribute up to \$830,000 of Four Seasons CIP funds for stormwater management at the Agora development on the old Four Seasons Mall location. At their February 2017 meeting the Commission approved an agreement with Rock Hill Management (RHM) and an agreement with the City of Plymouth allowing the developer access to a city-owned parcel to construct a wetland restoration project and to ensure ongoing maintenance of the CIP project components. At the August 2017 meeting, the Commission approved the 90% design plans for the CIP portion of the project. At the April 2018 meeting, Commissioner Prom notified the Commission that RHM recently disbanded its efforts to purchase the property for redevelopment. In 2019, a new potential buyer/developer (Dominium) began preparing plans for redevelopment at the site. City staff, the Commission Engineer and I have met on numerous occasions with the developer and their consulting

engineers to discuss stormwater management and opportunities with “above and beyond” pollutant reductions. Concurrently, the Commission attorney has been working to draft an agreement to transfer BCWMC CIP funds for the above and beyond treatment. At their meeting in December, Dominion 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 2023 meeting. Changes to those plans were needed to address permitting requirements resulted. Those changes were presented at the November 2024 meeting and were administratively approved by the Commission Engineers. Construction of the wetland restoration is complete (see photo). Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=282>.

Original Project Budget: \$990,000; Remaining Funds: \$780,319.44 (Funds will be used to reimburse City of Plymouth upon receipt of final report and reimbursement request with appropriate documentation.)

2021 Parkers Lake Chloride Reduction Project (PL-7) (Update to be provided in 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. The Commission directed staff to develop a scope for a holistic plan for addressing chloride runoff from the most highly contributing subwatershed. Commission and Plymouth staff continue to work on outreach and engagement with properties in the subwatershed, primarily through activities by WMWA’s coordinator position. At the March meeting the Commission approved a contract with Bolton and Menk for assessment of salt storage and other practices at 4 properties. In April, Bolton and Menk staff met owners/operators of Brightview and submitted a report on their visit. Bolton & Menk has also been in contact with Twin Cities Outdoor Services and has a meeting scheduled with the City of Plymouth. They continue to follow up on some specific recommendations with Brightview including tailored training, improvements to salt storage and equipment calibration. In November, the Commission approved a reimbursement agreement with Hennepin County in order to utilize grant funding for this project. The Hennepin County/WMWA Conservation Specialist will provide an update on this project at this meeting. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

Original Project Budget: \$485,000; Remaining Funds: \$ 233,473.38

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

Original Project Budget: \$1,500,000; Remaining Funds: \$141,862.80 (Funds will be used to reimburse City of Golden Valley upon receipt of final report and reimbursement request with appropriate documentation.)

2022 SEA School-Wildwood Park Flood Reduction Project (BC-2, 3, 8, 10) (No change since December 2023): The feasibility study for this project was approved in June 2021. Study development included meetings with and input from city staff, Robbinsdale Area School representatives, technical stakeholders, and the public. In September 2021, a resolution was approved to officially order the project, submit levy amounts to the county, and enter an agreement with the city to design and construct the project. The city hired Barr Engineering to develop the project designs. 50% Design Plans were approved at the January 2022 meeting. A public open house was held September 2022 and 90% were approved at the October 2022 Commission meeting. Six construction bids were received in late February 2023 with several of them under engineer’s estimates. The city contracted with Rachel Contracting and construction got underway in early spring 2023. By late June excavation was completed and the playground area was prepped and ready for concrete work to begin on July 5. The city hired Landbridge Ecological for restoration work in summer 2023. At the end of July 2023, utility crews lowered the watermain and installed the storm sewer diversions into the park from along Duluth Street. The hydrodynamic separator was also set (with a crane). Crews also worked on the iron-enhanced sand filter and the outlet installation, stone work on the steepened slopes, trail prep, bituminous paving, and concrete work (curb and gutter, pads, and ADA ramps). The preconstruction meeting for the restoration work was held with work to begin late August or early September 2023. The city awarded the contract for the DeCola Pond D outlet work to Bituminous Roadways Inc. in August 2023. The SEA School site construction is complete and restoration work is complete. The DeCola Pond D outlet replacement and site restoration is also now complete. Project webpage: www.bassettcreekwmo.org/projects/all-projects/sea-school-wildwood-park-flood-reduction-project.

Original Project Budget: \$1,300,000; Remaining Funds: \$1,215,950.61 (Funds will be used to reimburse City of Golden Valley upon receipt of final report and reimbursement request with appropriate documentation.)

Bassett Creek Restoration Project: Regent Ave. to Golden Valley Rd. (2024 CR-M), Golden Valley (See Item 5B):

A feasibility study for this project got underway in fall 2022. A public open house was held March 1st with 30 residents attending. The draft feasibility report was presented at the April meeting. A final feasibility report was presented at the June meeting where the Commission approved the implementation of Alternative 3: to restore all high, medium, and low priority sites. A Clean Water Fund grant application for \$350,000 was recently developed and submitted to BWSR. The Commission held a public hearing on this project at its September meeting and officially ordered the project and set the final levy. An agreement with the city of Golden Valley for design and construction was approved at the November 2024 Commission meeting. The Commission (Commission Engineers) will design the project and provide engineering services. A scope of work for engineering services was approved at the March meeting. A drone survey of the entire stretch was completed in early April. A project kick-off meeting was held with city and commission staff on April 9th. Field and desktop surveys are continuing. Meetings regarding utility easements and communications planning

were recently held. A public open house on the project was held on June 5th. At the June meeting the Commission approved a scope and budget for a wetland delineation and architectural survey which are unexpected requirements for a permit from the U.S. Army Corps of Engineers. That work is getting underway. Additionally, Administrator Jester approved a scope and budget for an archeological survey that was included in the original engineering services scope as a contingency task with approval delegated to the Administrator. Commission Engineers presented the 50% designs at the July meeting. At the August meeting, commissioners reviewed a reprioritization of eroded sites and discussed cost saving and implementation options. Commissioners approved a new project budget to accommodate repair of new and expanded erosion and vegetation restoration on public and private properties along the project corridor. A public open house was held October 30th. Letters to residents along the project were sent by Golden Valley requesting temporary easements for the project. 90% plans were approved at the November meeting. A request for an amendment to the engineering services budget was presented in December. No action was taken as additional information was requested which will be presented at this meeting along with a recommendation to amend the total project budget and estimated 2027 levy. An amendment to the agreement with Golden Valley to update figures and funding was approved at December meeting contingent on final wording approved by the Commission Administrator and Attorney. Project website: <https://www.bassettcreekwmo.org/projects/all-projects/bassett-creek-restoration-project-regent-ave-golden-valley-r>

Original Project Budget: \$1,941,000; Remaining Funds: 1,440,670.47

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

Original Project Budget: \$352,000; Remaining Funds: \$279,342.69 (Funds will be used to reimburse City of Plymouth upon receipt of final report and reimbursement request with appropriate documentation.)

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

The following are recent (2025) updates for the project: MPCA approved the response action plan; TRPD cleared the federal environmental review requirements for the project and were issued a release of funds for the HUD grant; additional test pits were completed for soil pre-characterization, and the extent of contaminants is less than anticipated, especially with regards to PCBs; Hennepin County ERF grant for \$447,000 was recently awarded for remediation efforts; Barr Engineering is adjusting the project cost estimates to reflect the recent soil testing work; public-facing information will be updated soon; project team meetings will resume soon to help guide the implementation process. Project webpage: <https://www.bassettcreekwmo.org/projects/all-projects/sochacki-park>

[water-quality-improvement-project.](#)

Original Project Budget: \$600,000; Remaining Funds: 586,500.00

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

Original Project Budget: \$2,600,000; Remaining Funds: \$2,444,443.92

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

Original Project Budget: Project not yet officially ordered

Administrator Activities December 11, 2025 – January 7, 2026

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"><li data-bbox="435 1524 1503 1711">• <u>Main Stem Bassett Creek Restoration Project</u>: Weekly project coordination meetings with Commission Engineer and city staff; discussed engineering services budget amendment request; reviewed city of Plymouth comment letter and forwarded to commissioners; assisted Commission Engineer with communications on additional detail for January Commission meeting; discussed and drafted further revisions to first amendment to cooperative agreement with city<li data-bbox="435 1711 1503 1774">• <u>Wood Creek Stabilization Project</u>: Participated in meeting to review this Plymouth project with city consultants and staff, and Commission Engineers<li data-bbox="435 1774 1503 1831">• <u>Parkers Lake Chloride Reduction Project</u>: Corresponded with project consultants and WMWA Conservation Specialist re: updates and invoicing

Education and Outreach	<ul style="list-style-type: none"> • Communicated with and reviewed updates from Watershed Partners Chloride subcommittee members • Worked with WMWA Conservation Specialist and other watershed staff on Winter Salt Week materials and plans for tabling at libraries
Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted December meeting minutes; reviewed memos, reports, and documents for Commission meeting; printed and disseminated meeting information to commissioners, staff, and TAC; updated online calendar; drafted meeting follow up email; ordered catering for January Commission meeting; updated meeting notice • Participated in pre-meeting call with Commission Engineer and Chair Cesnik • Document filing, mailing checks and agreements and updating website calendar • Drafted funds transfer resolutions • Scheduled January Administrative Services committee meeting • Participated in meeting with partners on future of chloride reduction advocacy • Met with representative from Our Streets re: Hwy 55 redevelopment project • Met with Golden Valley staff and Commission Engineers to review areas of and processes for BCWMC-city coordination • Discussed requested statute revision with Hennepin County staff and added memo and agenda item to December Commission meeting • Prepared and submitted 2026 assessment invoices to member cities • Met with developers and Commission Engineers to discuss future project including sanitary sewer replacement and old Pioneer Paper site – both in Bassett Creek Valley • Corresponded with homeowner and Commission Engineer re: riprap replacement project on Medicine Lake • Submitted 2026 budget and budget codes to Commission Engineers and accounting staff • Communicated with Commissioner Pentel and sent staff evaluation form to commissioners, alternates and TAC members • Set meeting with Breck School representatives, Golden Valley staff and Commission Engineers to review masterplan updates • Provided information on BWSR training videos for future BWSR “Snapshots” article and posted videos online
MN Watersheds	<ul style="list-style-type: none"> • Attended MAWA Executive Committee meeting • Completed survey re: MN Watersheds conference • Assisted with agenda for Metro Watersheds quarterly meeting and started drafting minutes from October meeting
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Made revisions (tracked) to Plan document resulting from approved responses to comments • Coordinated with Commission Engineers re: final edits