Bassett Creek Watershed Management Commission

AGENDA MEMO
Date: August 14, 2025
To: BCWMC Commissioners
From: Laura Jester, Administrator
RE: Background Information for 8/21/25 BCWMC Meeting

1. **CALL TO ORDER and ROLL CALL**
2. **PUBLIC FORUM ON NON-AGENDA ITEMS**
3. **APPROVAL OF AGENDA – ACTION ITEM with attachment**

4. **CONSENT AGENDA**
   A. Approval of Minutes – July 17, 2025 Commission Meeting- **ACTION ITEM with attachment**

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

   C. Approval of Payment of Invoices **- ACTION ITEM attachments available upon request –** *I reviewed the following invoices and recommend payment. Commission Treasurer Polzin reviewed Keystone Waters invoices.*
      i. Keystone Waters, LLC – July 2025 Administration
      ii. Keystone Waters, LLC – July 2025 Administrative Expenses
      iii. Barr Engineering – July 2025 Engineering Services
      iv. Triple D Espresso – August Meeting Catering
      v. City of Plymouth – July 2025 Accounting Services and Audit Assistance
      vi. Kennedy & Graven – Legal Services
      vii. Stantec – WOMP Services
      viii. Bolton and Menk – Sweeney Lake AIS Early Detection Training
      ix. HDR, Inc. – Website Update Project
      x. LB Carlson LLP – 2024 Financial Audit

   D. Acceptance of 2024 BCWMC Financial Audit – **ACTION ITEM no attachment** – *The 2024 financial audit (February 1, 2024 – January 31, 2025) is complete and was submitted to the State and posted online. The audit was reviewed by me and the BCWMC Deputy Treasurer before being finalized and was reviewed by the Budget Committee at their meeting July 31st. Auditors noted no "findings" or instances that require corrective actions. Staff recommends acceptance of the audit.*

5. **BUSINESS**

   A. Consider Variance Request for Fruen Mill Redevelopment Project (30 min) – **DISCUSSION/ACTION ITEM with attachments (full documentation online)** – *At the meeting in June, commissioners received a presentation from Graffiti Mill, LLC on plans for redevelopment of the Fruen Mill site along Bassett Creek in Minneapolis. The developer is seeking a variance from three BCWMC floodplain requirements prior to developing complete site designs. The attached memo from the Commission Engineers and Commission Attorney outlines the variance request and walks through the Commission's process for considering variances (Section 3.3 of the BCWMC Requirements for Improvements and Development Proposals (Requirements Document)). The developer's formal variance request is attached to the memo. Letters of support for the redevelopment project are also included with meeting materials. The Commission should consider whether to grant any variances. Potential conditions for approval are outlined in the memo.*
   B. Review Cost Estimates and Implementation Options for Main Stem Bassett Creek Restoration Project (30 min) – **ACTION ITEM with attachment** – *At the meeting last month, the Commission reviewed the*

50% designs for this CIP project and learned that estimated construction costs are considerably higher than originally included in the feasibility study completed over two years ago due to increased costs, additional areas of erosion, and expanded areas of vegetation restoration. Staff was directed to update the prioritization of eroding sites, outline costs associated with expanded vegetation restoration, and develop cost savings options and/or grant opportunities. Please see the attached memo with options for consideration. Staff seeks direction on desired level of implementation including a potential project budget amendment, and direction to develop 90% designs. If the project budget is amended, staff recommends approval to amend the agreement with the City of Golden Valley for project construction.

C. Consider Approving Scope of Work for Feasibility Study for Phase II Bassett Creek Lagoon Dredging Project (20 min) – **ACTION ITEM with attachment** – *In the winter of 2022/2023 Lagoons D, E, and F in Theodore Wirth Regional Park were dredged as part of the Main Stem Lagoon Dredging CIP Project. The project was not completed to specifications. At their meeting in April the Commission approved a TAC recommendation on the 5-year CIP to include the Main Stem Bassett Creek Lagoon Dredging, Wirth Park (BC-7) project to dredge lagoons (either Lagoons D, E, and F, or Lagoon G). With construction slated for 2027 a feasibility study should get started soon. The study will analyze the costs and benefits of either completing the original dredging project or (instead) dredging sediment from Lagoon G upstream. Staff recommends approval of the scope and budget. This scope incorporates feedback from the TAC through review and discussion at their August 6th TAC meeting*.

D. Consider Budget Committee Recommendations on 2026 Operating Budget (15 min) – **ACTION ITEM with attachment** – *The Budget Committee met on July 31st to review the status of the current Operating Budget, review the 2024 financial audit, and discuss the 2026 Operating Budget. Please see the memo with committee recommendations included with meeting materials*.

E. Provide Input on Minnesota Watersheds Resolutions (10 min) – **DISCUSSION ITEM with attachment** – *At the meeting in July, the Commission appointed delegates (Alt. Commissioner Kennedy and Commissioner Hauer) and an alternate delegate (Commissioner Pentel) to the MN Watersheds August 25th meeting on legislative resolutions. The attached resolutions will be voted on by the MN Watersheds membership. As such, delegates should consider input from the entire Commission. The TAC also reviewed the resolutions and indicated their support of all three. They specifically noted that clarity on State permitting requirements is would be beneficial to both cities and the BCWMC. (Permitting is the focus of resolution #3).*

6. COMMUNICATIONS (15 minutes)

A. Administrator's Report - **INFORMATION ITEM with attachment**
   i. November Meeting Location
   ii. Update on Watershed Plan 60-day Review Outreach
   iii. Report on National Night Out Event
   iv. Invitation to Table at Canines for Clean Water Event
   v. Update on West Metro Water Alliance Strategic Planning

B. Engineer

C. Legal Counsel

D. Chair

E. Minnesota Watersheds

F. Commissioners
   i. Report on Golden Valley Sustainability Fair

G. TAC Members
   i. Update on MN Attorney General Task Force on Water

H. Committees
   i. Report from Education Committee

7. INFORMATION ONLY (Information online only)

A. Administrative Calendar
B. CIP Project Updates www.bassettcreekwmo.org/projects
C. Grant Tracking Summary and Spreadsheet
D. WCA Notices Plymouth and Golden Valley
E. MN Watersheds July Newsletter

8. ADJOURNMENT

Upcoming Meetings & Events

- Canines For Clean Water Movie Night: Thursday, August 28th, 7:00 p.m., Bassett's Creek Park, Minneapolis
- BCWMC Commission Meeting and Public Hearing: Thursday, September 18th, 8:30 a.m., Golden Valley City Hall
- Blue Thumb Native Plant Sale: Saturday, September 20th, 10:00 a.m. – 1:00p.m., Valley Presbyterian Church, Golden Valley