



Bassett Creek Watershed Management Commission

Regular Meeting & Public Hearing

Thursday, December 18, 2025

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/tZcodOCvrj8rHtZJzvg6hib82UqHHvF41ft3#/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 – November 19, 2025 Commission Meeting
- B. Acceptance of December Financial Report
- C. Approval of Payment of Invoices
 - i. Keystone Waters, LLC – November 2025 Administration
 - ii. Keystone Waters, LLC – November 2025 Administrative Expenses
 - iii. Barr Engineering – November 2025 Engineering Services
 - iv. Triple D Espresso – December Meeting Catering
 - v. City of Plymouth – November 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services
 - vii. Stantec – WOMP Services
 - viii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - ix. HDR – Website Update Project
 - x. Three Rivers Park District – Medicine Lake AIS Activities (2)
- D. Approval of Contract with HDR, Inc. for 2026 – 2028 Website Maintenance and Hosting
- E. Approval of Contract with Stantec, Inc. for 2026 Watershed Outlet Monitoring Program Activities
- F. 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
- G. Conditional Approval of Plymouth 2026 Street Reconstruction Project

5. PUBLIC HEARING

- A. Receive Input on Draft Bassett Creek Watershed Management Plan

6. BUSINESS

- A. Consider Approval of Revisions and Additions to Policies in the Draft Watershed Management Plan (15 min)
- B. Consider Approval of 90% Design Plans for Phase I Plymouth Creek Restoration Project (2025-CRP) (30 min)
- C. Consider Revisions to Budgets, Funding, and Agreements Related to the Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP) (40 min)
 - 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
- D. Consider Recommendations from Administrative Services Committee (15 min)
- E. Receive Report on Minnesota Watersheds Annual Conference and Meeting (10 min)
- F. Determine 2026 Regular Meeting Schedule (10 min)

7. COMMUNICATIONS (15 minutes)

- A. Administrator's Report
 - i. BWSR Training Videos
 - ii. Medicine Lake AIS Grant
 - iii. Campaign Finance Forms
 - iv. Winter Salt Week Update
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
 - i. Medicine Lake Real Time Water Level & Temperatures
 - ii. Appoint Liaison for January 7th TAC Meeting
- H. Committees

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

Upcoming Meetings & Events

- BCWMC Technical Advisory Committee Meeting: Wednesday, January 7th, 10:30 a.m., Plymouth City Hall
- BCWMC Commission Meeting: Thursday, January 15th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

AGENDA MEMO

Date: December 11, 2025

To: BCWMC Commissioners

From: Laura Jester, Administrator

RE: Background Information for 12/18/25 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 – November 19, 2025 Commission Meeting - **ACTION ITEM with attachment**
 - B. Acceptance of December 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 – November 2025 Administration
 - ii. Keystone Waters, LLC – November 2025 Administrative Expenses
 - iii. Barr Engineering – November 2025 Engineering Services
 - iv. Triple D Espresso – December Meeting Catering
 - v. City of Plymouth – November 2025 Accounting Services
 - vi. Kennedy & Graven – Legal Services
 - vii. Stantec – WOMP Services
 - viii. Bolton & Menk – Parkers Lake Chloride Reduction Project
 - ix. HDR – Website Update Project
 - x. Three Rivers Park District – Medicine Lake AIS Activities (2)
 - D. Approval of Contract with HDR, Inc. for 2026 – 2028 Website Maintenance and Hosting - **ACTION ITEM with attachment** – *HDR, Inc. has been hosting the BCWMC website and providing critical website maintenance services since 2015. The proposed budget in the attached 3-year contract is a not-to-exceed amount based on actual services used. Although the 2026 BCWMC budget for website services is lower than proposed in this contract, actual annual costs are often much lower. HDR's service is always prompt and comprehensive and their proposed costs are very reasonable. I recommend continuing to contract with HDR for these services and recommend approval of the attached agreement which was reviewed by Commission Attorney Anderson.*
 - E. Approval of Contract with Stantec, Inc. for 2026 Watershed Outlet Monitoring Program Activities - **ACTION ITEM with attachment** – *Stantec (formerly Wenck) has been performing monitoring activities at the WOMP station since at least 2013. This proposal is generally in line with the 2026 BCWMC budget for WOMP activities and through an agreement with the Met Council, the BCWMC is reimbursed \$5,000 per year for WOMP monitoring. I recommend approval of the attached agreement which was reviewed by Commission Attorney Anderson.*

- F. 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 - **ACTION ITEM with attachment** – *In September this year, Commission Engineers completed inspections in portions of the Bassett Creek Tunnel including the 3rd Ave. tunnel and the unsubmerged portions of the 2nd St. tunnel. A memo outlined results of the inspection is attached and should be approved and submitted to the City of Minneapolis and the U.S. Army Corps of Engineers.*
- G. Conditional Approval of Plymouth 2026 Street Reconstruction Project - **ACTION ITEM with attachment** - *The proposed linear project in the City of Plymouth within the Medicine Lake and Plymouth Creek subwatersheds. The project includes street reconstruction and utility improvements, resulting in 6.2 acres of proposed site disturbance. The project creates 3.8 acres of new and fully reconstructed impervious surfaces and an increase of 0.60 acres of impervious surfaces, from 3.2 acres (existing) to 3.8 acres (proposed). Staff recommends approval conditioned on resolution of comments included in the attached memo.*

5. **PUBLIC HEARING**

- A. Receive Input on Draft Bassett Creek Watershed Management Plan – **PUBLIC INPUT ITEM with attachment** – *This public hearing is an opportunity to hear questions or concerns from the public on the [draft watershed management](#) before it is submitted for the final 90-day review.*

6. **BUSINESS**

- A. Consider Approval of Revisions and Additions to Policies in the Draft Watershed Management Plan (15 min) - **ACTION ITEM with attachment** – *Staff continues to work on finalizing the draft watershed plan with revisions resulting from [responses to comments](#) that were approved at the November meeting. We expect the draft plan to be submitted for 90-day review early in January. Staff recently discovered some additional revisions we recommend incorporating into the draft plan. Please see the attached memo for details.*
- B. Consider Approval of 90% Design Plans for Phase I Plymouth Creek Restoration Project (2025-CRP) (30 min) - **ACTION ITEM with attachment** – *The Commission approved 60% designs for [this project](#) at its meeting in October. Commission Engineers have reviewed the 90% and have been working through outstanding items with the city’s design consultants (Moore Engineering). The plans will be presented at this meeting. Staff recommends conditional approval of the plans as noted in the attached memo.*
- C. Consider Revisions to Budgets, Funding, and Agreements Related to the Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP) (40 min)
 - i. Consider Amendment to Engineering Services Budget - **ACTION ITEM with attachment** – *As you are aware, design and permitting for [this CIP project](#) has had its share of challenges. The attached memo outlines a request for an amendment to the Commission Engineer’s engineering services budget so that it is in line with actual and expected future costs. In recognizing some of their internal inefficiencies, scoping issues, and some delayed communications with the Commission and the Administrator, the Commission Engineer is willing to absorb \$10,000 of the budget shortfall, bringing the total additional budget request to \$77,000. Additionally, due to staff turnover and more detailed wetland assessments requested by the City of Golden Valley, the city is also likely to offer to absorb*

a portion of these additional costs. They plan to bring additional information to the meeting.

- ii. Consider Approval of Updated Project Budget and 2027 Levy Request - **ACTION ITEM with attachment** – *At the November meeting, the Commission approved the 90% plans and received an update on the estimated construction cost of the project. Please see the attached memo with a recommendation to officially approve a new total project budget and request for 2027 levy funds.*
- iii. Consider Amendment to Agreement with City of Golden Valley - **ACTION ITEM with attachment** – *Given the adjustments to the total project budget, an amendment to the cooperative agreement with the city of Golden Valley is warranted. Commission Attorney Anderson drafted the attached 1st amendment document. Because this document still needs city legal counsel review, I recommend Commission approval contingent on any revisions requested by the city be reviewed and approved by the Commission Attorney, Administrator, and Chair.*
- D. Consider Recommendations from Administrative Services Committee (15 min) - **ACTION ITEM with attachment** – *The Administrative Services Committee met on November 20th to discuss a variety of topics. The attached memo outlines their discussion and includes two committee recommendations.*
- E. Receive Report on Minnesota Watersheds Annual Conference and Meeting (10 min) – **INFORMATION ITEM no attachment** – *Chair Cesnik, Alternate Commissioners Kennedy and Leonardson, and I attended the MN Watersheds conference last week. We will provide a verbal report at this meeting.*
- F. Determine 2026 Regular Meeting Schedule (10 min) – **DISCUSSION ITEM no attachment** – *I would like the Commission to set the 2026 BCWMC meeting calendar and recommend that monthly meetings continue to be scheduled on the 3rd Thursday at 8:30 a.m. except for: Wednesday, October 14th (to avoid MEA weekend) and Wednesday, November 18th (to avoid a conference attended by multiple TAC members).*

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

- A. Administrator’s Report
 - i. [BWSR Training Videos](#)
 - ii. Medicine Lake AIS Grant
 - iii. Campaign Finance Forms
 - iv. [Winter Salt Week Update](#)
- B. Engineer
- C. Legal Counsel
- D. Chair
- E. Minnesota Watersheds
- F. Commissioners
- G. TAC Members
 - i. [Medicine Lake Real Time Water Level & Temperatures](#)
 - ii. Appoint Liaison for January 7th TAC Meeting
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- D. WCA Notices Plymouth, Golden Valley, Minneapolis

9. ADJOURNMENT

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- BCWMC Commission Meeting: Thursday, January 15th, 8:30 a.m., Golden Valley City Hall



Bassett Creek Watershed Management Commission

Draft Minutes of Regular Meeting
Wednesday, November 19, 2025
8:30 a.m.
3400 Plymouth Blvd, Plymouth MN

1. CALL TO ORDER and ROLL CALL

On November 19, 2025 at 8:30 a.m. Chair Cesnik called the Bassett Creek Watershed Management Commission (Commission) to order.

Commissioners, city staff, and others present

City	Commissioner	Alternate Commissioner	Technical Advisory Committee Members (City Staff)
Crystal	Joan Hauer	<i>Absent</i>	Jesse Struve
Golden Valley	Paula Pentel	Wendy Weirich	Michael Ryan, Emma Rakestraw
Medicine Lake	Clint Carlson	Shaun Kennedy	<i>Absent</i>
Minneapolis	Jodi Polzin	Nick Minderman	Liz Stout
Minnetonka	<i>Vacant</i>	<i>Vacant</i>	Eric Eckman (online)
New Hope	Jere Gwin-Lenth	Jen Leonardson	<i>Absent</i>
Plymouth	Catherine Cesnik	<i>Absent</i>	Ben Scharenbroich
Robbinsdale	<i>Absent</i>	<i>Vacant</i>	<i>Absent</i>
St. Louis Park	RJ Twiford	David Johnston	Erick Francis
Administrator	Laura Jester, Keystone Waters, LLC		
Engineers	Stephanie Johnson and Jessica Olson, Barr Engineering Co. Gabby Campagnola and Josh Phillips, Barr Engineering Co. (online)		
Recording Secretary	<i>Vacant Position</i>		
Legal Counsel	Dave Anderson, Kennedy & Graven		
Guests/Public	None		

2. PUBLIC FORUM ON NON-AGENDA ITEMS

None

3. APPROVAL OF AGENDA

MOTION: Commissioner Gwin-Lenth moved to approve the agenda as presented. Commissioner Twiford 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

Items 4D, 4E, 4F, and 4G were removed from the consent agenda.

MOTION: Commissioner Polzin moved to approve the consent 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.

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

- Approval of Minutes – October 16, 2025 Commission Meeting
- Acceptance of November Financial Report
- Approval of Payment of Invoices
 - Keystone Waters, LLC – October 2025 Administration
 - Keystone Waters, LLC – October 2025 Administrative Expenses
 - Barr Engineering – October 2025 Engineering Services
 - Triple D Espresso – November Meeting Catering
 - City of Plymouth – October 2025 Accounting Services
 - Kennedy & Graven – Legal Services (2)
 - Stantec – WOMP Services
 - Bolton & Menk – Parkers Lake Chloride Reduction Project
 - HDR – Website Update Project

4D. Approval to Direct Commission Engineer to Submit Flood Control Inspection Report to Cities, Minnesota DNR, U.S. Army Corps of Engineers

Commissioner Carlson noted that he continues to be concerned about all budgets, particularly state and federal funding. He noted he would like to review all activities more closely for budget implications. Commission Engineer Johnson noted that the Flood Control Project annual inspection activities and report is required as part of the infrastructure's operations and maintenance plan. She reported that city staff are often involved in the inspections and that the report should be filed with the DNR, Army Corps of Engineers, and submitted to cities.

MOTION: Commissioner Pentel moved to approve the Flood Control Inspection Report and to direct the Commission Engineer to submit it to the proper authorities. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

4E. Approval of Recommendations from Technical Advisory Committee

Commissioner Carlson noted that the water level monitoring equipment for Medicine Lake was discussed by the TAC. He noted the City of Medicine Lake would be contributing toward the purchase of the equipment. TAC Chair Scharenbroich reported that the TAC does not recommend that the BCWMC cost share the equipment purchase because it serves primarily a recreational purpose.

There were also questions about the TAC's discussion on the next steps following the street sweeping prioritization study. Commission Hauer asked where materials collected by sweepers end up, what additional data are needed, and the time period for periodic updates to the study. TAC Chair Scharenbroich reported that sweepings are separated – trash goes to landfills and organic materials goes to compost sites. He noted that more data would be useful to better calibrate pollution removal estimates and that the timing of study updates might vary but likely about every 5 years.

Commissioner Polzin noted that any changes to policies (such as those included with TAC recommendations) should consider equity aspects. She noted that in Minneapolis, lower income areas have fewer trees, resulting in less street sweeping but often have more trash that could be captured in sweepers. Commission Engineer Johnson noted the

TAC stayed focused on nutrient pollution reduction with regards to street sweeping within the study that was completed and recommended updates to the capital equipment cost share policy. She noted that Plan implementation activities will incorporate more consideration of equity within projects and programs.

MOTION: Commissioner Polzin moved to approve the TAC recommendations. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

4F. Approval of Reimbursement Agreement with Breck School

Administrator Jester reported that the Breck School is currently planning for redevelopment and expansion of their campus in Golden Valley and that extensive floodplains, multiple wetlands, the Sweeney Branch of Bassett Creek, and high groundwater make this a challenging site to manage stormwater and mitigate for floodplain and wetland impacts. She noted that as with Fruen Mill, the Breck School team requests potentially extensive input, review, and discussions with Commission Engineers prior to submitting a formal application and that they are willing to reimburse the Commission for this expense. She reported that Commission Attorney Anderson drafted the attached reimbursement agreement which was also reviewed by Breck representatives.

MOTION: Commissioner Carlson moved approval of the agreement with Breck School. Commissioner Polzin seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

4G. Approval of Reimbursement Agreement with Hennepin County for Parkers Lake Chloride Reduction Project Activities

Administrator Jester noted that in March, the Commission approved a contract with Bolton & Menk for outreach and training related to the Parker's Lake Chloride Reduction Project for \$16,900. She reported that work is ongoing, and the expenses are eligible to be reimbursed from Watershed Based Implementation Funding held by Hennepin County. She reported that in all, there is a total of \$30,000 in grant funding available for chloride-reduction work in the Parkers Lake subwatershed and that this agreement allows for reimbursement to the Commission from the County in order to utilize the available grant funding. In response to a question, she reported that no other work similar to this was currently proposed in the watershed but that similar work may be useful for other areas, including in the Crane Lake subwatershed, in the future.

MOTION: Commissioner Hauer moved to approve the agreement with Hennepin County. Commissioner Carlson seconded the motion. Upon a vote the motion carried 7-0. The cities of Minnetonka and Robbinsdale were absent from the vote.

5. BUSINESS

A. Consider Approval of 90% Design Plans for Bassett Creek Restoration Project Regent Ave to Golden Valley Road (2024-CRP)

Commission Engineer Olson reviewed the 90% design plans noting that input from Golden Valley staff and residents adjacent to the creek is incorporated into the plans. She reviewed stabilization methods and highlighted where the 90% plans were different from the 50% plans, including some access routes, extents of restoration, and types of vegetation. Ms. Rakestraw with the City of Golden Valley noted that temporary easements are needed for construction access and to stabilize the banks along private property. She noted that the city is seeking easements from 61 properties. She relayed the number of properties who are willing to grant easements, the number who have not yet responded to inquiries, and the number of those concerned about granting easements. She reminded the Commission that the city does already hold drainage and utility easements over much of the project area. She also confirmed that these are voluntary easements; that neither the city nor the Commission are paying for easements and that no entity is claiming eminent domain.

Commission Engineer Olson reviewed the estimated cost of the project including construction and vegetation management/restoration costs. She noted permitting is ongoing and that the city has a goal of

seeking bids in February which is anticipated to be a good bidding timeframe.

Commissioner Polzin expressed concern about utilizing public funds to restore vegetation on private property in the areas of expanded restoration (similar to her concern voiced with the 50% designs). She noted the Commission has not developed a policy for this situation and needs to apply the use of public funds equitably. There was discussion on the benefits of buckthorn removal and management of invasives on adjacent private property when the opportunity arises, as modeling best practices, and how other entities handle this situation. It was noted that any future policies on this should focus on the natural resources benefits and that residents should not request/receive work outside the scope of the project. TAC Chair Scharenbroich requested that the TAC be involved with developing a policy regarding public expenditure on private properties.

Administrator Jester reported that she would bring final updated budgets for this project and funding options to the December meeting.

MOTION: Commissioner Pentel moved to approve the 90% designs. Commissioner Gwin-Lenth seconded the motion.

Discussion: Chair Cesnik noted that construction costs are much higher than anticipated at the time of the feasibility study, but with corresponding higher pollutant removals and better cost benefits per pound of pollutant removal. There was discussion about trying to shorten the time between feasibility study and design on future projects. Administrator Jester noted that this project was an anomaly with the extended timeframe between ordering the project and entering an agreement with the city to start designs. It was noted that all projects are more expensive, partly because all the “low hanging fruit” projects have been completed. Commissioner Gwin-Lenth voiced his agreement on the need for a policy re: funding projects on private property, a shorter timeframe between feasibility study and design, and the need for overall flexibility for when conditions change.

VOTE: Upon a vote, the motion carried 6-1 with Minneapolis voting no, all others voting in favor, and the cities of Minnetonka and Robbinsdale absent from the vote.

[Chair Cesnik called for a 5-minute break.]

[Commissioner Carlson absent from meeting upon reconvening.]

B. Consider Approval of Engineering Services Scope of Work for Double Box Culvert Repair Project (FCP-1)

Commission Engineer Johnson reviewed the scope and budget for engineering services related to the Double Box Culvert Repair Project. She noted the project was officially ordered by the Commission in September and reminded commissioners that this project is being wholly implemented by the Commission rather than entering into an agreement with a member city or other partner. She noted the design will follow the typical process but without a public engagement component because the only stakeholders are the city of Minneapolis and the Army Corps of Engineers (ACOE). She noted the 60% and 90% designs would be brought back to the Commission for approval. She noted there are no known permits needed for this project and that the engineering scope includes development of specifications, bidding, and construction observation during the entire time construction contractors are in the tunnel.

There was discussion regarding the higher than typical cost for engineering services (mostly due to constant construction observation) and potential issues with engaging with the ACOE. It was noted that if the ACOE does not engage on this project, the Commission will continue to do its due diligence in informing the ACOE.

MOTION: Commissioner Polzin moved to approve the scope and budget for the Double Box Culvert Repair Project engineering services. Alternate Commissioner Kennedy seconded the motion. Upon a vote the motion carried 7-0 with the cities of Minnetonka and Robbinsdale absent from the vote.

C. Consider Approval of Recommendations from Plan Steering Committee

- i. Responses to Comments from 60-day Review**
- ii. Revisions to 10-year Goals**
- iii. Set Public Hearing for December 18, 2025**

Plan Steering Committee Chair Kennedy reported that comments received showed a significant amount of engagement and that multiple compliments on the Plan were received, despite numerous comments on goal-measurability. He noted that the Commission is required to respond to each comment in writing.

[Commissioner Carlson returns to the meeting.]

Administrator Jester reviewed the list of commenters and the timeline for final plan approval. She walked through some of the more significant comments and responses recommended by the Plan Steering Committee.

MOTION: Commissioner Pentel moved to approve the responses to comments and set a public hearing date of December 18, 2025. Commissioner Twiford seconded the motion. Upon a vote the motion carried 7-0 with the cities of Minnetonka and Robbinsdale absent from the vote.

D. Appoint Delegates to Minnesota Watersheds Annual Meeting

- i. Conference Program**
- ii. Business Meeting Packet**
- iii. Region 3 Caucus Packet**

Administrator Jester reminded commissioners that at the October meeting, the Commission approved attendance by herself and up to 3 commissioners. She reported that the Commission should appoint two delegates and one alternate to represent the Commission at the Region 3 Caucus and the annual business meeting.

MOTION: Commissioner Pentel moved to appoint Alternate Commissioner Kennedy and Chair Cesnik as delegates and Alternate Commissioner Leonardson as the alternate delegate. Commissioner Hauer seconded the motion. Upon a vote the motion carried 7-0 with the cities of Minnetonka and Robbinsdale absent from the vote.

6. COMMUNICATIONS

A. Administrator's Report

- i. Winter Salt Week – Set for January 26 – 30; includes a series of free webinars and meant to be an opportunity to highlight the importance of low salt practices. There is a toolkit online if cities or other organizations wish to adopt proclamations, post on social media platforms, or host an event.**

Administrator Jester also reported on a meeting regarding the future of WMWA held that Monday with about 30 attendees; on a presentation she is giving at the MN Watershed Conference with former Commission Welch and the Nine Mile Creek Watershed District administrator on shifting away from limited liability and looking at regulatory approaches to reducing sale; and about likely submitting a grant application to the DNR for treatment of AIS in Medicine Lake.

B. Engineer

Commission Engineer Johnson reported that fieldwork is ongoing for the feasibility study for the Lagoon Dredging Phase II project

C. Legal Counsel – No report.

D. Chair – Chair Cesnik noted that there are many Medicine Lake residents concerned about water quality, including a Plymouth councilmember. She asked that information on the AIS grant application be sent to stakeholders.

E. Minnesota Watersheds – No Board meeting this month.

F. Commissioners – No report

G. TAC Members

- i. Keep It Clean Grant Application for Medicine Lake – TAC Chair Scharenbroich reported that the City of Plymouth submitted a Keep It Clean grant application for ice clean-up activities and education campaign.
- ii. Plymouth Creek Restoration Project Public Open House - TAC Chair Scharenbroich reported that 15 – 20 people attended the public open house and that 90% design plans will be presented at the December meeting.

Emma Rakestraw introduced herself as the new Environmental Manager for the City of Golden Valley.

H. Committees

- i. Administrative Services Committee Meeting Nov 20

2. INFORMATION ONLY (Information online only)

- A. Administrative Calendar
- B. CIP Project Updates www.bassettcreekwmo.org/projects
- C. Grant Tracking Summary and Spreadsheet
- D. WCA Notices Minnetonka and Plymouth

7. **ADJOURNMENT** – The meeting adjourned at 10:40 a.m.

Bassett Creek Watershed Management Commission						
Statement of Financial Position as of 11/30/2025						
Unaudited				400	100	
				Capital Improvement Projects	General Fund	TOTAL
ASSETS						
Current Assets						
Checking/Savings						
		· 102 · 4MP Fund Investment	3,501,986.62	585,918.05	4,087,904.67	
		· 103 · 4M Fund Investment	5,114,307.34	799,292.37	5,913,599.71	
		104 · US Bank Checking	-307.50	-497.53	-805.03	
		Total Checking/Savings	8,615,986.46	1,384,712.89	10,000,699.35	
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	8,636,771.54	1,388,622.89	10,025,394.43	
TOTAL ASSETS				8,636,771.54	1,388,622.89	10,025,394.43
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
		· 211 · Accounts Payable	47,847.45	67,191.28	115,038.73	
		Total Accounts Payable	47,847.45	67,191.28	115,038.73	
Other Current Liabilities						
		· 212 · Unearned Revenue	200,000.00	0.00	200,000.00	
		· 251 · Unavailable Rev - Property T	20,785.08	0.00	20,785.08	
		Total Other Current Liabilities	220,785.08	0.00	220,785.08	
		Total Current Liabilities	268,632.53	67,191.28	335,823.81	
		Total Liabilities	268,632.53	67,191.28	335,823.81	
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	520,399.10	290,555.56	810,954.66	
		Total Equity	8,368,139.01	1,321,431.61	9,689,570.62	
TOTAL LIABILITIES & EQUITY				8,636,771.54	1,388,622.89	10,025,394.43

Bassett Creek Watershed Management Commission						
Actual vs Budget Year to Date Comparison - General Fund						
11/30/2025						
Unaudited						
		Annual Budget	November	December	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	0.00	0.00	35,992.50	34,607.50
	413 · WOMP Reimbursement	5,000.00	0.00	0.00	4,500.00	500.00
	414 · Grants	0.00	0.00	0.00	0.00	0.00
	415 · Investment earnings	44,000.00	32,705.32	0.00	342,458.28	-298,458.28
	416 · Transfer from CIP and LT Accounts	50,570.00	0.00	0.00	0.00	50,570.00
	417 · Reimbursement for Expenses	0.00	0.00	0.00	1,277.00	-1,277.00
	Total Income	833,058.00	32,705.32	0.00	1,045,837.78	-212,779.78
Expense						
1000 · Engineering						
	1010 · Technical Services	133,000.00	8,904.90	7,774.00	107,080.40	25,919.60
	1020 · Development/Project Reviews	82,500.00	717.00	2,043.00	50,625.50	31,874.50
	1030 · Non-fee and Preliminary Reviews	23,000.00	1,630.50	1,722.90	17,663.40	5,336.60
	1040 · Commission and TAC Meetings	10,700.00	645.00	1,139.50	14,184.80	-3,484.80
	1050 · Surveys and Studies	7,000.00	0.00	0.00	0.00	7,000.00
	1060 · Water Quality / Monitoring	133,500.00	5,363.43	8,992.00	114,209.02	19,290.98
	1070 · Water Quantity	8,250.00	550.00	0.00	6,950.60	1,299.40
	1080 · Annual Flood Control Inspection	45,000.00	6,724.10	4,308.00	40,931.09	4,068.91
	1090 · Municipal Plan Review	2,000.00	0.00	0.00	0.00	2,000.00
	1100 · Watershed Outlet Monitoring Program	29,300.00	2,318.24	3,537.19	27,010.63	2,289.37
	1110 · Annual XP-SWMM Model Updates	0.00	0.00	0.00	0.00	0.00
	1120 · APM/AIS Work	40,000.00	0.00	17,018.40	19,168.40	20,831.60
	Total 1000 · Engineering	514,250.00	26,853.17	46,534.99	397,823.84	116,426.16
2000 · Plan Development						
	2010 · Next Gen Plan Development	75,000.00	8,333.00	2,012.50	75,022.50	-22.50
	Total 2000 · Plan Development	75,000.00	8,333.00	2,012.50	75,022.50	-22.50
3000 · Administration						
	3010 · Administrator	75,088.00	5,460.00	6,190.53	55,599.16	19,488.84
	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	1,573.20	1,162.80	18,703.50	5,596.50
	3040 · Financial Management	18,150.00	1,420.23	1,374.00	17,931.23	218.77
	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	197.53	2,172.83	27.17
	3070 · Administrative Services	4,015.00	311.57	266.64	2,637.61	1,377.39
	Total 3000 · Administration	163,253.00	8,962.53	9,191.50	127,618.33	35,634.67
4000 · Education						
	4010 · Publications / Annual Report	1,300.00	0.00	0.00	929.50	370.50
	4020 · Website	12,000.00	1,212.37	883.27	8,297.44	3,702.56
	4030 · Watershed Education Partnership	14,850.00	0.00	0.00	7,850.00	7,000.00
	4040 · Education and Public Outreach	27,000.00	0.00	3,228.02	20,715.47	6,284.53
	4050 · Public Communications	1,200.00	0.00	0.00	250.64	949.36
	Total 4000 · Education	56,350.00	1,212.37	4,111.29	38,043.05	18,306.95
5000 · Maintenance						
	5010 · Channel Maintenance Fund	25,000.00	0.00	0.00	0.00	25,000.00
	5020 · Flood Control Project Long-Term	35,000.00	0.00	0.00	0.00	35,000.00
	Total 5000 · Maintenance	60,000.00	0.00	0.00	0.00	60,000.00
6000 · Special Projects						
	6010 · Medicine Lake TMDL Assess	31,033.00	0.00	0.00	30,981.50	51.50
	6020 · Street Sweeping Prioritization Project	48,494.00	0.00	0.00	39,692.00	8,802.00
	6030 · Bassett Creek Valley Floodplain Stud	85,400.00	2,130.00	5,195.50	17,125.00	68,275.00
	6040 · Northwood & Lost Lake TMDL Assista	39,500.00	6,763.50	145.50	30,253.00	9,247.00
	Total 6000 · Special Projects	204,427.00	8,893.50	5,341.00	118,051.50	86,375.50
	Total Expense	1,073,280.00	54,254.57	67,191.28	756,559.22	316,720.78

Bassett Creek Watershed Management Commission									
Actual vs Budget Year to Date Comparison - Construction in Progress									
11/30/2025									
Unaudited									
Ordinary Income/Expense	Project Budget	November	December	Year to Date	Inception to Date Expense	Remaining Budget			
Expense									
. 1000 - Engineering	0.00	0.00	0.00	0.00	0.00	0.00			
. 2024CR-M - CIP-BS Main Stem Restore	1,941,000.00	70,097.04	38,200.00	355,788.14	453,967.53	1,487,032.47			
. 2026CR-P - Plymouth Creek Restor Dunk 38th	2,600,000.00	8,968.50	396.50	11,185.50	119,447.08	2,480,552.92			
. BC-12 - CIP-CostShare Pur High Eff St S	150,000.00	0.00	0.00	0.00	2,500.00	147,500.00			
. BC-14 - CIP-Sochacki Pk Wter Quality Im	600,000.00	0.00	0.00	0.00	7,500.00	592,500.00			
. 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	10,871.00	6,075.45	27,786.45	1,617,319.79	1,141,680.21			
. 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	307.50	922.50	9,297.50	246,864.12	238,135.88			
. SL-3 - CIP-Schaper Pond	612,000.00	5,375.84	1,831.00	42,861.34	581,391.30	30,608.70			
. 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 Proj	0.00	642.00	147.50	14,140.60	65,911.04	-65,911.04			
. FCP-1 - CIP-Flood Control Project Double Box	0.00	0.00	274.50	45,188.52	45,188.52	-45,188.52			
Total Expense	19,078,431.00	96,261.88	47,847.45	644,612.14	8,938,953.34	10,139,477.66			



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Administrator Jester
Date: December 11, 2025

RE: Invoices for December 18th BCWMC Meeting

I have reviewed invoices 3 – 10 listed below and attached here and I recommend payment by the Bassett Creek Watershed Management Commission at the December 18, 2025 regular meeting. Commission Treasurer Polzin reviewed invoices 1 and 2 and recommends payment.

	Vendor	Service	Amount
1	Keystone Waters, LLC	November 2025 Administration	\$5,967.00
2	Keystone Waters, LLC	November 2025 Administrative Expenses	\$3,844.89
3	Barr Engineering	November 2025 Engineering Services	\$81,379.65
4	Triple D Espresso	Meeting Catering	\$197.53
5	City of Plymouth	November Accounting Services	\$1,374.00
6	Kennedy & Graven	Legal Services	\$1,162.80
7	Stantec	WOMP Services	\$1,732.89
8	Bolton & Menk	Parkers Lake Chloride Reduction Project	\$922.50
9	HDR, Inc.	Website Update Project	\$883.27
10	Three Rivers Park District	Medicine AIS Activities (2)	\$17,018.40



Laura Jester
Administrator
Bassett Creek Watershed Management Commission
P.O. Box 270825
Golden Valley, MN 55427

Ms. Jester,

Please find HDR's proposed scope of services for 2026-2028 Web Services for the BCWMC website. This project will provide three years of website support and maintenance.

If you have any questions or concerns, please contact Kelly Spitzley at kelly.spitzley@hdrinc.com.

Signed,

A handwritten signature in black ink that reads "Kelly Spitzley".

Kelly Spitzley
Lead Web Developer

A handwritten signature in black ink that reads "Christine Wiegert".

Christine Wiegert
MN-WI Area Manager

Sr. Vice President

**SHORT FORM AGREEMENT BETWEEN OWNER AND
HDR ENGINEERING, INC. FOR PROFESSIONAL SERVICES
AGREEMENT NUMBER 2**

THIS AGREEMENT is made as of this 5th day of December, 2025, between the Bassett Creek Watershed Management Commission (“OWNER”), a watershed management organization, with principal offices at P.O. Box 250827, Golden Valley MN 55427, and HDR ENGINEERING, INC., (“ENGINEER”) for services in connection with the project known as “2026-2028 Website Services” (“Project”);

WHEREAS, OWNER desires to engage ENGINEER to provide professional engineering, consulting and related services (“Services”) in connection with the Project; and

WHEREAS, ENGINEER desires to render these Services as described in SECTION I, Scope of Services.

NOW, THEREFORE, OWNER and ENGINEER in consideration of the mutual covenants contained herein, agree as follows:

SECTION I. SCOPE OF SERVICES

ENGINEER will provide Services for the Project, which consist of the Scope of Services as outlined on the attached Exhibit A.

SECTION II. TERMS AND CONDITIONS OF ENGINEERING SERVICES

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit B, are incorporated into this Agreement by this reference as if fully set forth herein.

SECTION III. RESPONSIBILITIES OF OWNER

The OWNER shall provide the information set forth in paragraph 6 of the attached “HDR Engineering, Inc. Terms and Conditions for Professional Services.”

SECTION IV. COMPENSATION

Compensation for ENGINEER’S services under this Agreement shall be on the basis of Time and Materials. Time and Materials shall mean actual labor hours calculated using a multiplier to be paid as total compensation for each hour an employee works on the project, plus Reimbursable Expenses. HDR will perform the Scope of Services identified in Exhibit A on a time and expenses basis for a not-to-exceed fee of \$17,735. No increase in this NTE amount will be allowed without prior authorization of OWNER. The amount of any sales tax, excise tax, value added tax (VAT), or gross receipts tax that may be imposed on this Agreement shall be added to the ENGINEER’S compensation as Reimbursable Expenses.

Compensation terms are defined as follows:

Direct Labor Cost shall mean salaries and wages, (basic and overtime) paid to all personnel engaged directly on the Project. The Direct Labor Costs and the factor applied to Direct Labor Costs will be adjusted annually as of the first of every year to reflect equitable changes to the compensation payable to Engineer.

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, technology charges, telephone, telex, shipping and express, and other incurred expense.

SECTION V. PERIOD OF SERVICE

Upon receipt of written authorization to proceed, ENGINEER shall perform the services described in Exhibit A within a reasonable period of time.

as follows:

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER'S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If any specified dates for the completion of ENGINEER'S services are exceeded through no fault of the ENGINEER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER'S compensation shall be equitably adjusted. Notwithstanding the foregoing and for the avoidance of doubt, the OWNER's financial obligation under this Agreement shall not exceed the NTE amount above (\$17,735) without prior written approval of OWNER.

SECTION VI. SPECIAL PROVISIONS

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

"OWNER"

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

HDR ENGINEERING, INC.

"ENGINEER"

BY: _____

Christine Wiegert

NAME: _____

Christine Wiegert

TITLE: _____

Sr. Vice President

ADDRESS: _____

1601 Utica Ave S, #600,
St. Louis Park, MN 55416

EXHIBIT A

SCOPE OF SERVICES

2026-2028 Website Development and Maintenance

Scope of Services

HDR will continue the development of the redesigned BCWMC website based on the task list outlined below. This contract will be valid from January 1, 2026 to December 31, 2028 (three years).

Task 1: Project Management

HDR will provide project coordination, contract management, and invoicing a maximum of every other month for up to 36 months from date of notice to proceed (NTP).

Deliverables

- Up to 18 invoices
- Project coordination
- Project set up and contract administration

Assumptions

- Invoices will be delivered no more than every other month.

Task 2: Maintenance and Support

Overview

Website maintenance and additional support are divided into the categories described below.

Website Maintenance

Standard website maintenance for a CMS platform includes:

- Scheduled platform, code dependency, and plugin updates (as appropriate), anticipated to occur once during the contract period
- Updates or modifications to the server environment on an as-needed basis in response to technology deprecation or reported security vulnerabilities.
- Mitigation of unexpected display or functionality issues that disrupt content access or application workflows.

Requested Website Content Updates

- New content or modifications to content on existing pages (BCWMC to provide any new graphics required).
- New pages with new content (BCWMC to provide any new graphics required).

- Minor website navigation changes (e.g., renamed pages, re-ordered pages, new URL aliases, etc.)

Maintenance Response Times

HDR will, within reason, respond to critical issues within 12-36 hours, depending on the agreed-upon urgency of the error and the level of effort required to mitigate the error. Critical issues are defined as issues that disrupt user access to the website or project-critical content within the website. Critical issues may also relate to content errors that impact compliance and/or accuracy. HDR will, within reason, respond to non-critical issues within 1-5 business days, depending on the agreed-upon urgency of the error and the level of effort required to mitigate the error. Non-critical issues are defined as issues related to changes requested based on design or layout preference, design inconsistencies that do not impact user access to content, functionality issues that do not impact user access to critical content, and non-urgent content updates or content changes based on preference rather than compliance or accuracy.

Deliverables

- One scheduled platform/plugin upgrade, as described above
- As-needed maintenance support, within the estimated total hours, as described above
- As-needed website content update support, within the estimated total hours, as described above

Assumptions

- If maintenance and support needs exceed the estimated number of total hours due to factors reasonably beyond HDR's control, HDR will either re-allocate additional support hours to maintenance, or request a contract amendment.
- Due to the as-needed nature of maintenance and additional support requests, HDR identifies an estimated number of hours for the duration of the contract for both maintenance and additional support. These hours are based on HDR's estimate of the anticipated needs of the project team, scheduled platform/plugin upgrades, and potential changes in technology.
- Maintenance obligations extend only to components directly under HDR's control. Issues arising from third-party services integrated with the web application may require additional time and resources to resolve.
- HDR shall maintain the web application's compatibility with recent versions of major web browsers and devices, as of the contract date. Support for new browsers or devices released after the contract date may require additional resources and agreement.
- HDR shall not be liable for failure or delay in performing its maintenance obligations if such failure or delay is due to circumstances beyond its reasonable control, including widespread network or service disruptions.
- HDR shall apply necessary security patches and software updates to maintain the web application's security and performance, provided such updates do not require significant



changes to the application's architecture.

Schedule

The contract duration will be 36 months from the date of NTP, anticipated to be January 1, 2026.

Budget

Based on the scope of work described above, HDR proposes to provide these services on a time and expenses basis with a not-to-exceed limit of \$17,735 without prior authorization of BCWMC. This estimate was derived from HDR's labor cost times a multiplier to cover overhead costs, with expenses billed at cost. Invoiced rates will increase approximately 4.5% each year with escalation already built into the requested fee.

Task	Hours	Fee
Task 1: Project Management	24 hours	\$4,380
Task 2: Website Maintenance and Support	78 hours:	
	• 6 hours for one platform upgrade	
	• 72 hours as-needed maintenance (2 hours/month for 36 months)	\$12,450
	\$900 – three year's hosting cost	
Total Fee	102 hours	\$17,735

EXHIBIT B

TERMS AND CONDITIONS

HDR Engineering, Inc. Terms and Conditions for Consulting Services

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by CONSULTANT and its employees under this Agreement will be the care and skill ordinarily used by members of CONSULTANT's profession practicing under the same or similar circumstances at the same time and in the same locality. CONSULTANT makes no warranties, express or implied, under this Agreement or otherwise, in connection with CONSULTANT's services.

2. INSURANCE/INDEMNITY

CONSULTANT agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which CONSULTANT is legally liable. OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. CONSULTANT agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by CONSULTANT's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract.

3. ESTIMATES

Any estimates of project cost, value or savings provided by CONSULTANT are intended to allow a comparative evaluation between alternatives and do not constitute a detailed evaluation or prediction of actual project costs, value or savings. Any such estimates are made on the basis of information available to CONSULTANT and on the basis of CONSULTANT's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since CONSULTANT has no control over the impact of various factors that impact the actual project cost, value or savings, CONSULTANT does not guarantee that the actual project cost, value or savings will not vary from CONSULTANT's estimates.

4. CONTROLLING LAW

This Agreement is to be governed by the law of the state where CONSULTANT's services are performed.

5. SUCCESSORS, ASSIGNS AND BENEFICIARIES

OWNER and CONSULTANT, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor CONSULTANT will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

6. SERVICES AND INFORMATION

OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design

objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by CONSULTANT. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering, consulting and related services hereunder, it is understood by OWNER that CONSULTANT is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by CONSULTANT, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by CONSULTANT.

7. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by CONSULTANT pursuant to this Agreement, are instruments of service with respect to the project. CONSULTANT retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to CONSULTANT, and OWNER will defend, indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom. Any such verification or adaptation will entitle CONSULTANT to further compensation at rates to be agreed upon by OWNER and CONSULTANT.

8. TERMINATION OF AGREEMENT

OWNER or CONSULTANT may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs CONSULTANT incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

9. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

10. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

11. INVOICES

CONSULTANT will submit monthly invoices for services rendered and OWNER will make payments to CONSULTANT within thirty (45) days of OWNER's receipt of CONSULTANT's invoice.

CONSULTANT will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in CONSULTANT's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify CONSULTANT of the dispute and request clarification and/or correction. After any dispute has been settled, CONSULTANT will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for CONSULTANT. CONSULTANT retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (45) days from the date OWNER receives CONSULTANT's invoice. In the event undisputed portions of CONSULTANT's invoices are not paid when due, CONSULTANT also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by CONSULTANT are estimates to perform the services required to complete the project as CONSULTANT understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. CONSULTANT will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, CONSULTANT agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other

employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

14. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between CONSULTANT and OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

15. ALLOCATION OF RISK

OWNER AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF \$1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY.

16. LITIGATION SUPPORT

In the event CONSULTANT is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which CONSULTANT is not a party, OWNER shall reimburse CONSULTANT for reasonable costs in responding and compensate CONSULTANT at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

17. NO THIRD PARTY BENEFICIARIES

This Agreement gives no rights or benefits to anyone other than the OWNER and CONSULTANT and has no third-party beneficiaries. All work product will be prepared for the sole and exclusive use of the OWNER and is not for the benefit of any third party and may not be distributed to, disclosed in any form to, used by, or relied upon by, any third party without the prior written consent of CONSULTANT, which consent may be withheld in its sole discretion. OWNER agrees to indemnify CONSULTANT and its officers, employees, subcontractors, and affiliated corporations from all claims, damages, losses, and costs, including but not limited to litigation expenses and attorney's fees arising out of or related to the unauthorized disclosure, change, or alteration of such work product.

Use of any report or any information contained therein by any party other than OWNER shall be at the sole risk of such party and shall constitute a release and agreement by such party to defend and indemnify CONSULTANT and its affiliates, officers, employees and subcontractors from and against any liability for direct, indirect, incidental, consequential or special loss or damage or other liability of any nature arising from said party's use of such report or reliance upon any of its content. To the maximum extent permitted by law, such release from and indemnification against liability shall apply in contract, tort (including negligence), strict liability, or any other theory of liability.

18. DISCLAIMER

In preparing reports, CONSULTANT relies, in whole or in part, on data and information provided by the OWNER and third parties, which information has not been independently verified by CONSULTANT and which CONSULTANT has assumed to be accurate, complete, reliable, and current. Therefore, while CONSULTANT has utilized the customary professional standard of care in preparing this report, CONSULTANT does not warrant or guarantee the conclusions set forth in reports which are dependent or based upon data, information or statements supplied by third parties or the OWNER.

19 OPERATIONAL TECHNOLOGY SYSTEMS

OWNER agrees that the effectiveness of operational technology systems and features designed, recommended or assessed by CONSULTANT (collectively "OT Systems") are dependent upon OWNER's continued operation and maintenance of the OT Systems in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT Systems in accordance with applicable laws, regulations, and industry standards (e.g. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by CONSULTANT are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, CONSULTANT does not guarantee that OWNER's OT Systems are impenetrable and OWNER agrees to waive any claims against CONSULTANT resulting from any such incidents that relate to or affect OWNER's OT Systems.

20. FORCE MAJEURE

CONSULTANT shall not be responsible for delays caused by factors beyond CONSULTANT's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the OWNER to furnish timely information or approve or disapprove of CONSULTANT's services or work product, or delays caused by faulty performance by the OWNER's or by contractors of any level or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing. When such delays beyond CONSULTANT's reasonable control occur, the OWNER agrees that CONSULTANT shall not be responsible for damages, nor shall CONSULTANT be deemed in default of this Agreement, and the parties will negotiate an equitable adjustment to CONSULTANT's schedule and/or compensation if impacted by the force majeure event or condition.

21. EMPLOYEE IMMUNITY

The parties to this Agreement acknowledge that an individual employee or agent may not be held individually liable for negligence with regard to services provided under this Agreement. To the maximum extent permitted by law, the parties intend i) that this limitation on the liability of employees and agents shall include directors, officers, employees, agents

and representatives of each party and of any entity for whom a party is legally responsible, and ii) that any such employee or agent identified by name in this Agreement shall not be deemed a party. Specifically, in the event that all or a portion of the services is performed in the State of Florida, the following provision shall be applicable:

THE PARTIES ACKNOWLEDGE THAT PURSUANT TO APPLICABLE FLORIDA STATUTES AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE WITH REGARD TO SERVICES PROVIDED UNDER THIS AGREEMENT. To the maximum extent permitted by law, the Parties intend i) that this limitation on the liability of employees and agents shall include directors, officers, employees, agents and representatives of each Party and of any entity for whom a Party is legally responsible, and ii) that any such employee or agent identified by name in this Agreement shall not be deemed a Party. The Parties further acknowledge that the Florida statutes referred to above include but are not limited to: §558.0035(1)(a)-(e); §471.023(3)(an engineer is personally liable for negligence except as provided in § 558.0035); §472.021(3) (surveyor and mapper); §481.219(11)(architect and interior designer); §481.319(6) (landscape architect); and §492.111(4) (geologist).



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

December 5, 2025

Click or tap here to enter text.

Bassett Creek Watershed Management Commission

Attention: Laura Jester
16125 Hillcrest Lane
Eden Prairie, MN 55346

Dear Laura Jester,

2026 Bassett Creek Watershed Outlet Monitoring Program Services

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

Stantec will provide monitoring services and work with MCES staff to ensure that all monitoring needs/requirements for the Bassett Creek WOMP are satisfied. Stantec will complete the following tasks to accomplish the scope of work:

Task 1: Project Management

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

Task 2: Routine Monitoring

Stantec will collect routine monitoring samples once every two weeks beginning in January through December 2026 (~26 total events). This task assumes approximately 4 hours of staff time per sample event which includes field sampling preparation (gathering equipment, water quality sonde calibration, etc.), sample collection, and sample delivery to MCES laboratory in St. Paul. This task also covers staff time for on-site equipment training, maintenance, and sonde calibration log communication required by MCES.

Task 3: Storm Monitoring

As requested by MCES staff, Stantec will target and collect approximately 15 storm event samples in 2026. This task assumes approximately 4 hours of staff time per sample event which includes field sampling prep, sample collection, and sample delivery to MCES laboratory in St. Paul.

Reference: WOMP

Task 4: Attend MCES Cooperator Forum

Each spring, MCES holds their annual WOMP Station Cooperator Forum which discusses programmatic changes, important safety considerations, and data collection methodology. One Stantec staff member will attend MCES's WOMP Station Cooperator Forum. A summary of any pertinent information from the forum will be provided to BCWMC staff.

Project Team & Cost Estimate

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

- Katie Kemmitt, Project Manager
- Katie Hembre, Assistant Project Manager and Field Staff
- Emma Russin, Engineer and Field Staff

Table 1. Project budget summary.

Task	Staff Hours	Labor	Expense	Total
Task 1: Project Management	12	\$1,890		\$1,890
Task 2: Routine Monitoring	110	\$16,020	\$1,010.96	\$17,030.96
Task 3: Storm Monitoring	60	\$8,735	\$569.40	\$9,304.40
Task 4: MCES Cooperator Forum	3	\$435		\$435
Project Total	185	\$27,080	\$1,580.36	\$28,660.36

Thank you for this opportunity to work with the BCWMC. Should you have any questions or need clarification of anything presented in this scope of work, please do not hesitate to contact Katie Kemmitt at 763 252-6856 or katie.kemmitt@stantec.com.

Sincerely,

Stantec Consulting Services Inc.

Reference: WOMP



Katie Kemmitt

Project Manager & Environmental Scientist

Phone: (763)252-6856

katie.kemmitt@stantec.com

stantec.com

Attachment: Terms & Conditions

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

This proposal is accepted and agreed on the _____ of _____, _____.
Day Month Year

Per: _____
Client Company Name

Print Name & Title

Signature



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

GRANT AGREEMENT. GRANT AGREEMENT. Consultant recognizes that Client will undertake certain obligations as part of a grant agreement between the Metropolitan Council and Client related to the Metropolitan Area Watershed Outlet Monitoring Program (the "Metropolitan Council Grant"), a copy of which shall be provided to Consultant once finalized. Consultant agrees that the obligations imposed by the Metropolitan Council Grant on subgrantees and subcontractors under the Metropolitan Council Grant are hereby made binding on Consultant, and that upon provision of the aforementioned grant agreement to Consultant, all terms and conditions therein will become incorporated into this Agreement, by operation of contract, to the extent applicable and notwithstanding anything herein that states, suggests or implies otherwise.

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

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

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

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

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

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

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

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

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

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Josh Phillips, Jim Herbert, and Joe Welna)
Subject: Item 4F: Non-NASSCO Deep Tunnel Inspection (3rd Ave. & Unsubmerged Portions of 2nd St. Tunnels)
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Project: 23270051.65 1080 002

4F Non-NASSCO Deep Tunnel Inspection Report (3rd Ave. & Unsubmerged Portions of 2nd St. Tunnels)

Background

The Bassett Creek tunnel system conveys Bassett Creek through downtown Minneapolis to the Mississippi River where it discharges between the Upper and Lower St. Anthony Falls as shown in Attachment 1. The tunnel system was constructed in three phases including the I-94/2nd Street (St.) tunnel (Phase 1 shown in green), the 3rd Avenue (Ave.) tunnel (Phase 2 shown in yellow), and the Double Box Culvert (Phase 3 shown in orange).

The entirety of the I-94/2nd St. tunnel and 3rd Ave. tunnel was most recently inspected in 2020. The portion of the I-94 tunnel upstream of the 3rd Ave. tunnel junction was most recently inspected under a separate contract for the City of Minneapolis (City) in 2020. The Double Box Culvert (including the Single Box Culvert section) (shown in orange) were most recently inspected by Barr Engineering Co. (Barr) in November 2024. Findings from these inspections are documented in separate reports.

Several years ago, the BCWMC's Technical Advisory Committee (TAC) reviewed the BCWMC's Bassett Creek Flood Control Project inspection program and conveyed its recommendations in an April 12, 2022 memorandum to the BCWMC. The BCWMC reviewed, discussed and approved TAC recommendations at its April 21, 2022 meeting. A primary change to the inspection program included adding a non-NASSCO interim deep tunnel inspection. Tunnel condition inspections are typically based on pipeline assessment and a certification program developed by the National Association of Sewer Service Companies (NASSCO). The interim non-NASSCO inspections are intended to be a brief tunnel inspection looking for significant changes without coding existing or new defects or preparing detailed reports. Table 1 summarizes the BCWMC-approved updated program.

Table 1 Updated Flood Control Project Inspection Program

Item	Current/ Recommended Inspection Cycle	Cost/Inspection ¹	20-Year Cost ^{1,2}
			Current/Recommended
Annual inspection of the FCP features, except double box culvert & the deep tunnel	Annually	\$15,000	\$200,000 / \$300,000
Double box culvert inspection (NASSCO) ³	Every 5 years	\$45,000	\$128,000 / \$180,000
Deep tunnel (2 nd St. & 3 rd Ave.) inspection (NAASCO) ³	Every 10 years	\$65,000	\$65,000 / \$130,000
Two additional deep tunnel inspections of 3 rd Ave. tunnel and unsubmerged portions of 2 nd St. tunnel (non-NASSCO) ⁴	Every 10 years – 5 years after full deep tunnel inspection above (two total inspections)	\$20,000	\$0 / \$40,000
Total²	Not Applicable	Not Applicable	\$428,000 / \$650,000-\$670,000

¹ 2021 dollars

² Simple summation (annualized or present worth not calculated)

³ Tunnel condition inspection based on pipeline assessment and certification program developed by the National Association of Sewer Service Companies (NASSCO)

⁴ Brief tunnel inspections looking for significant changes without coding existing or new defects or preparing detailed report, includes preparation of technical memorandum.

Summary of 2020 Comprehensive Inspection of the I-94/2nd St. and 3rd Ave. Tunnel

In 2020, BCWMC retained Barr to inspect the entirety of the I-94/2nd St. tunnel and 3rd Ave. tunnel. The tunnel ratings were evaluated separately from both 1) Operations and Maintenance and 2) Structural perspectives as defined below:

- Good: The tunnel liner is structurally adequate, and defects are not causing deterioration. The tunnel requires monitoring, but no maintenance or rehabilitation is currently necessary.
- Fair: The tunnel liner is structurally adequate, but defects are causing deterioration. The tunnel requires monitoring, but no maintenance or rehabilitation is currently necessary.
- Poor: The tunnel liner is structurally inadequate, and defects have caused advanced deterioration. The tunnel requires rehabilitation.
- Urgent: The tunnel liner is structurally inadequate or has a service-impending defect. The tunnel requires immediate rehabilitation.

In 2020, Barr found the 15'-6" tall by 10'-0" wide cathedral arch section of the tunnel from STA 23+25 to 64+94 to be in fair condition from both an operation and maintenance standpoint and a structural standpoint. In 2020, Barr found the overall 3rd Ave. tunnel from STA 100+54 to 116+34 to be in fair condition from an operation and maintenance standpoint and good condition from a structural standpoint.

2025 Deep Tunnel Inspection

Following the schedule in Table 1, this year the Commission Engineer conducted a non-NASSCO inspection of the 3rd Ave. tunnel and the unsubmerged portions of the 2nd St. tunnel. The approximate inspection extents performed for BCWMC are shown on Attachment 1 with a red-dashed line. The purpose was to perform a brief interim inspection to identify significant issues or defects that may have appeared since the 2020 inspection.

On September 16, 2025, Josh Phillips (Barr), Joe Welna (Barr), and Joe Klewja (City of Minneapolis) inspected the 3rd Ave. tunnel and approximately 400 feet of the unsubmerged portions of the I-94/2nd St. tunnel from STA 64+90 to 61+00. Barr and City of Minneapolis staff arrived at the access/egress location around 8:30 a.m. Barr's subcontractor, PCi Roads (PCi), was already onsite and had removed the top slab of the Washington Ave. shaft, tested the air quality of the tunnel, and tested the crane and basket. After a pre-entry safety meeting and discussion, PCi, Barr, and City of Minneapolis staff entered the tunnel at approximately 9:30 a.m. Following completion of the inspection, Barr, City of Minneapolis, and PCi staff exited the tunnel at approximately 10:45 a.m.

The inspection was conducted by the three-person team (two Barr staff and one city staff). PCi supported the inspection by providing a qualified crane operator, a surface attendant, and two team members in the tunnel to handle communications and operational inspection assistance. PCi also supplied a crane and basket to ensure safe access and egress, issued the confined space entry permit in accordance with OSHA safety requirements, and maintained radio communication throughout the work. A summary of the inspection extents is provided in Table 2. Photos taken during the inspection are available upon request.

Table 2 Summary of Tunnel Inspection Extents

Tunnel Segment	Inspection Date	Station Interval Inspected	Length Inspected (feet)	Access/Egress
I-94/2 nd St. tunnel	9/16/2025	64+90 to 61+00	390	Washington Ave. Shaft
3 rd Ave. tunnel	9/16/2025	100+53 to 116+10	1,557	Washington Ave. Shaft

Washington Ave. Shaft and Drift Tunnel Access

Barr's subcontractor, PCi, provided access and egress via the Washington Ave. shaft. PCi mobilized its crane, removed the top slab over the Washington Ave. shaft and then connected the basket to prepare for tunnel access. Photos of the Washington Ave. shaft are included in Figure 1.

For access and egress, PCi lowered entrants into the tunnel via the 8-foot-diameter, 70-foot-deep shaft using a 2-person basket and the crane. At the bottom of the shaft, there is a 4-foot-deep sump that prevents the basket from having a dry landing. Therefore, PCi marked the cable of the crane and ensured that the 2-person basket stayed suspended above the water. Once near the bottom, PCi's crane operator positioned the basket near the 6-foot-diameter drift tunnel for the entrants to exit the basket.

Once the entrants exited the basket, they walked through the 6-foot-diameter, 75-foot-long drift tunnel to the connection to the 3rd Ave. tunnel. The drift tunnel connects to the 3rd Ave. tunnel approximately 8 feet above the invert of the 3rd Ave. tunnel, therefore, PCi installed a ladder at the connection and secured it to an existing eyebolt to reach the invert of the 3rd Ave. tunnel, as shown in shown in Figure 2.

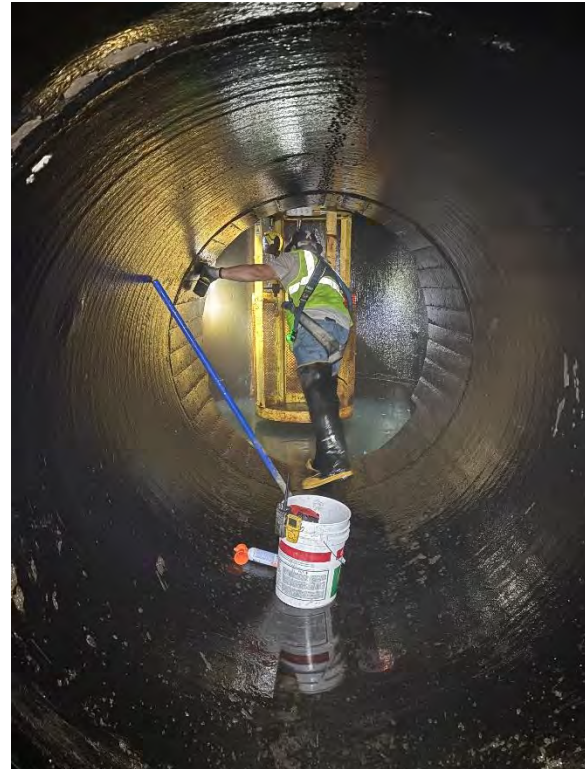


Figure 1: Washington Ave. Shaft and Drift Tunnel (facing shaft)



Figure 2: Drift Tunnel and Ladder Access (in 3rd Ave. Tunnel)

2025 Inspection Findings

Barr did not identify any significant changes in the tunnel condition since the 2020 inspection. General photos of the drop structure, 3rd Ave. tunnel and the inspected portions of the I-94/2nd St. tunnel are shown in Figure 3, Figure 4, and Figure 5, respectively. Photos of the drop structure are slightly blurry due to heavy mist. While they do not appear to change the overall condition of the tunnel, Barr noted the following minor changes and defects within the 3rd Ave. tunnel and the inspected portions of the I-94/2nd St. tunnel:

- There were five previously identified infiltration runners (IR) that were not observed in 2025 or were downgraded to an infiltration weeper (IW) at STA 101+52, 102+66, 105+24, 109+11, and 109+90. This is likely due to variation in groundwater levels between inspections or deposits attaching, calcifying, and temporarily sealing portions of the cracks in the tunnel wall. The difference between water weeping into the tunnel vs flowing into the tunnel is difficult to see in photos, but an example of an infiltration weeper (IW) and an infiltration runners (IR) is shown in Figure 6. An infiltration runner is considered a more significant defect than an infiltration weeper.
- There were approximately nine new infiltration runners (IR) observed in 2025 at STA 64+57, 103+85, 103+86, 104+20, 104+30, 105+59, 106+44, 108+77, 109+98, 112+73, 113+18, 114+90 . Similar to above, this is likely due to variation in groundwater levels between inspections.
- A new area of surface aggregate visible (SAV) was observed at approximately STA 61+80 in the 2nd St. tunnel (Figure 7). This is likely due to continued wear-and-tear on the tunnel.



Figure 3: Drop Structure from Double Box Culvert to 3rd Ave. Tunnel (blurry due to heavy mist)



Figure 4: 3rd Ave. Tunnel



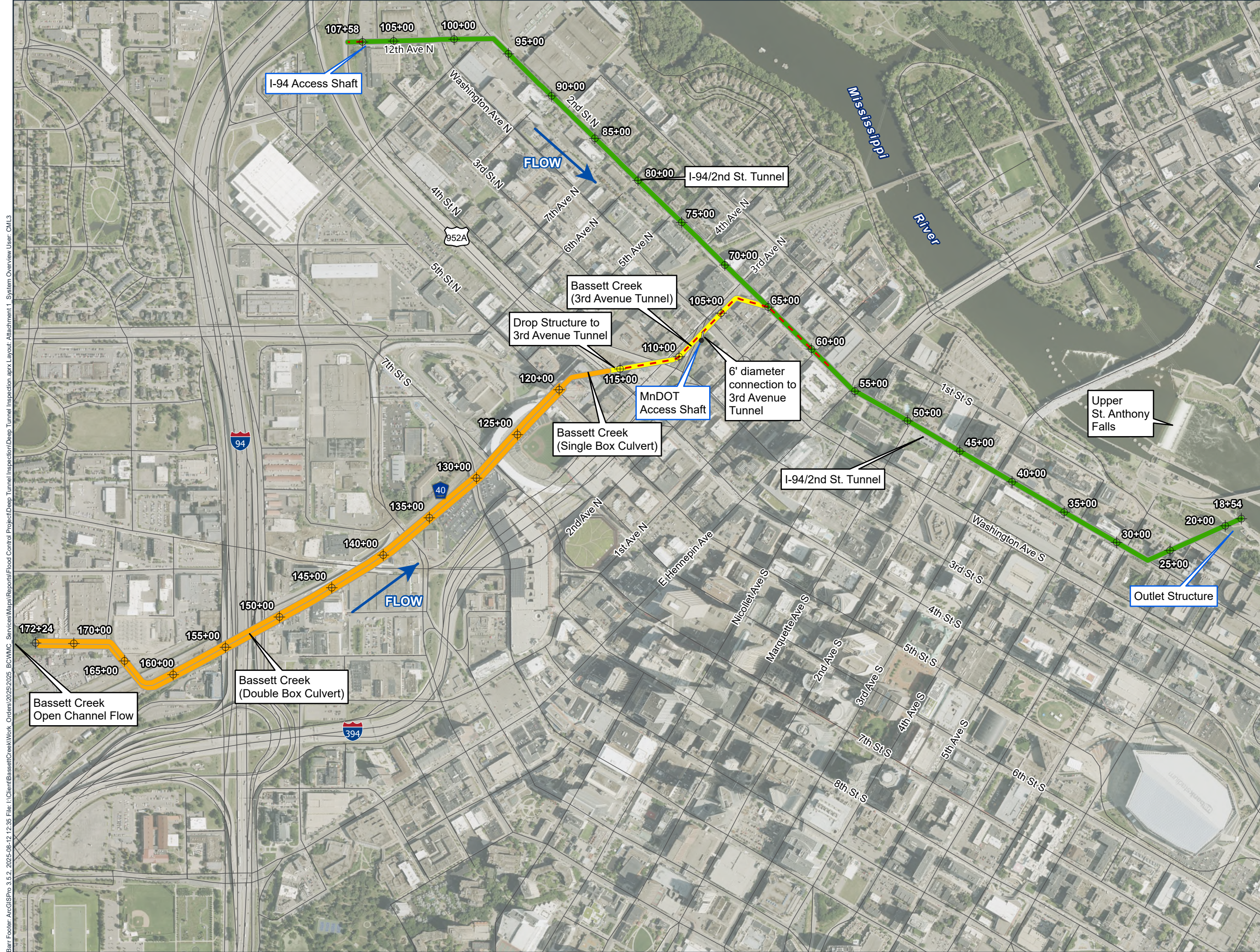
Figure 5: I-94/2nd St. Tunnel








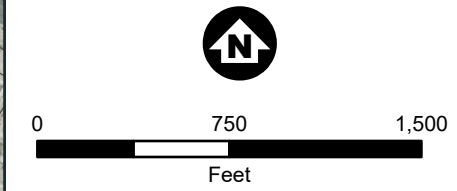
Figure 6: Example of an Infiltration Weeper (IW) (left photo) and an Infiltration Runner (IR) (right photo)



Figure 7: Location and closeup of new area of surface aggregate visible (SAV)



-  Stationing
-  Phase 1: I-94/2nd Street Tunnel
-  Phase 2: 3rd Avenue Tunnel
-  Phase 3: Double Box Culvert
-  2025 Planned Inspection Extents



Imagery: USDA NAIP 2023

System Overview
 2025 3rd Avenue Tunnel &
 I-94/2nd St. Tunnel Inspection
 Performed for the Bassett Creek
 Watershed Management Commission

ATTACHMENT 1



Barr Footer: ArcGISPro 3.5.2, 2025-08-12 12:35 File: I:\Client\BassettCreek\Work Orders\2025\2025 BC\WMC Services\Mapas\Reports\Flood Control Project\Deep Tunnel Inspection.aprx Layout: Attachment 1 System Overview User: CML3

Memorandum

To: Bassett Creek Watershed Management Commission (BCWMC)
From: Barr Engineering Co. (Jim Herbert, PE; Gabby Campagnola)
Subject: Item 4G: Plymouth 2026 Street Reconstruction – Plymouth, MN
BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Project: 23270051.65 1020 2512

4G Plymouth 2026 Street Reconstruction – Plymouth, MN BCWMC 2025-12

Summary:

Proposed Work: Road reconstruction and utility improvements

Project Proposer: City of Plymouth

Project Schedule: Construction May 2026 to October 2026

Basis for Review at Commission Meeting: Linear project with more than five acres of disturbance

Impervious Surface Area: Increase 0.6 acres

Recommendations for Commission Action: Conditional approval

General Project Information

The proposed linear project is in the City of Plymouth, along Highway 55 Frontage Road, within the Medicine Lake and Plymouth Creek subwatersheds (see attached map for location). The proposed linear project includes street reconstruction and utility improvements (including water main and storm sewer), resulting in 6.2 acres of proposed site disturbance. The proposed linear project creates 3.8 acres of new and fully reconstructed impervious surfaces and an increase of 0.60 acres of impervious surfaces, from 3.2 acres (existing) to 3.8 acres (proposed).

The initial submittal was received on November 20, 2025. The BCWMC engineer reviewed the submittal and provided comments to the city on December 3, 2025.

Floodplain

The proposed project does not involve work in the BCWMC 100-year floodplain; therefore, BCWMC floodplain review is not required.

Wetlands

The City of Plymouth is the local government unit (LGU) responsible for administering the Wetland Conservation Act; therefore, BCWMC wetland review is not required.

Rate Control

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

Water Quality

The proposed linear project does not create one or more acres of net new impervious surfaces; therefore, BCWMC water quality review is not required. However, the project includes three sump structures, one with a SAFL baffle to remove sand, silt and debris.

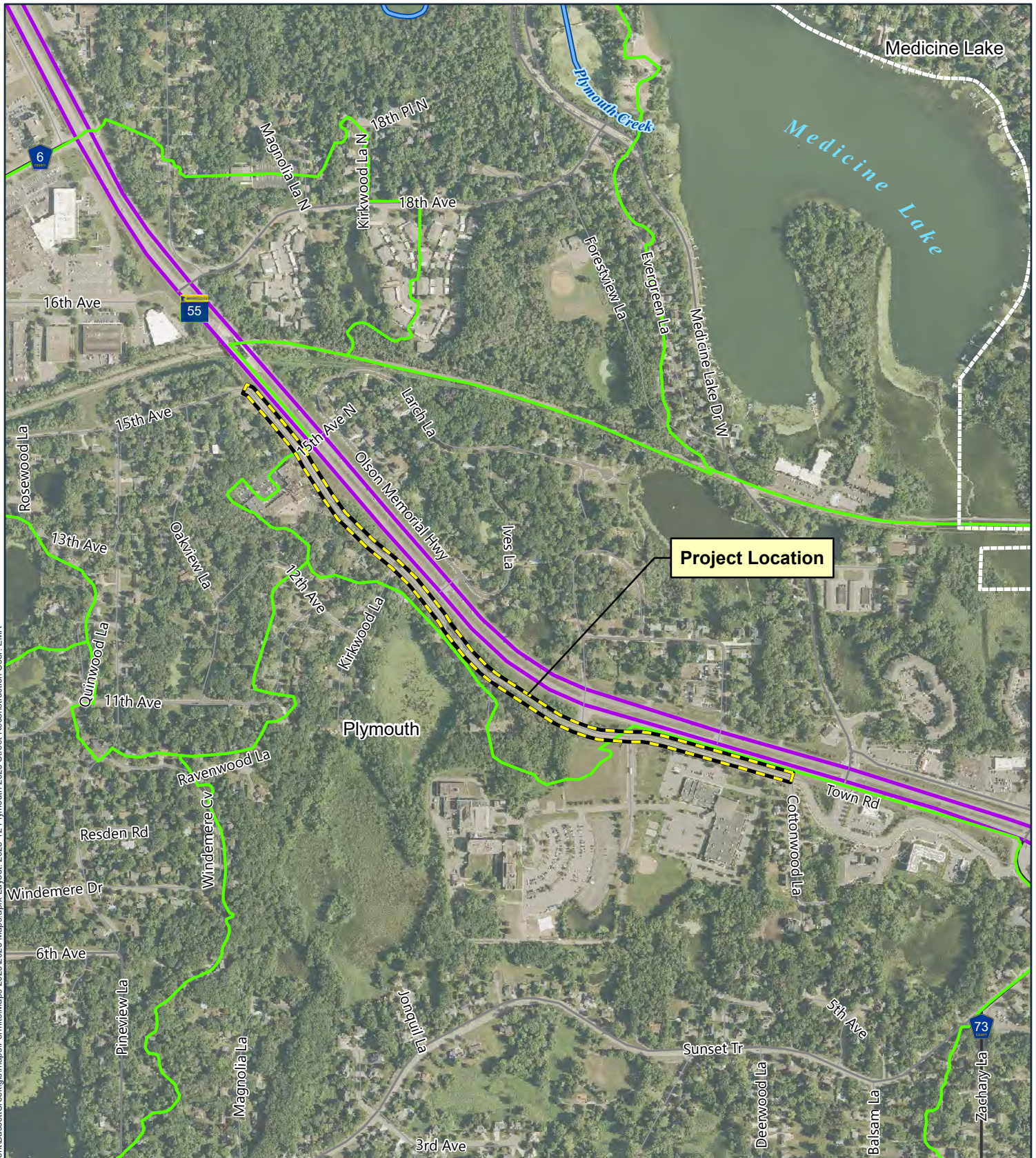
Erosion and Sediment Control

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






Recommendation for Commission Action

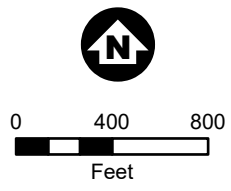
Conditional approval based on the following comments:

1. Plans must be revised to identify flared end sections (FESs) that include riprap and filter installation.
2. FES 49 and FES 52 must be extended to discharge near the ditch invert elevation to help prevent scour along the ditch slope. Drop structures and flatter pipe slopes will likely need to be incorporated into the design. The average outlet velocity must not exceed 4 feet-per-second, or 8 feet-per-second if riprap is used, to limit potential erosion.
3. The outlet velocity at FES 57 appears to exceed 4 feet-per-second when the pipe is flowing full. Flatter pipe slopes, drop structures, or other energy dissipation methods must be used to provide an average outlet velocity of no more than 4 feet-per-second, or 8 feet-per-second if riprap is used, to limit potential erosion.
4. Revised plans (paper copy and final electronic files) must be provided to the BCWMC Engineer for final review and approval.



Barr Footer: ArcGISPro 3.5.3, 2025-12-09 13:52, File: I:\Client\BassettCreek\maps\Permits\Maps-2025\2025 Maps.aprx Layout: 2025-12 Plymouth 2026 Street Reconstruction User: EMA

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



**BCWMC 2025-12
Plymouth 2026 Street
Reconstruction
Plymouth, MN**

LOCATION MAP





NOTICE OF PUBLIC HEARING

on the

Bassett Creek Watershed Management Plan

NOTICE IS HEREBY GIVEN that the Bassett Creek Watershed Management Commission (BCWMC) will hold a public hearing during its regular monthly meeting on

Thursday, December 18, 2025 at 8:30 a.m.

at Golden Valley City Hall, 7800 Golden Valley Road, Golden Valley, Minnesota.

Interested persons are invited to attend. The purpose of the public hearing is to answer questions about the draft 10-year Bassett Creek Watershed Management Plan and to receive testimony and comments from the public and member cities regarding any provisions of the draft Plan. Once approved and adopted early next year, the Watershed Management Plan will direct the work of the Bassett Creek Watershed Management Commission over the next 10 years. The Plan includes an assessment and prioritization of issues, 10-year goals to address the issues, and a targeted implementation program and schedule describing the BCWMC's roles, activities, and capital improvements planned over the next 10 years.

The draft Plan is available on the BCWMC website at:

<https://www.bassettcreekwmo.org/document/2025-plan-update>.

Responses to comments received during a 60-day review period, including information on revisions that will be made to the draft Plan, are also available on the website.

For additional information please contact BCWMC Administrator, Laura Jester, at

laura.jester@keystonewaters.com.

Protecting and improving the Ȟaǵǵá Wakpádaŋ / Bassett Creek watershed, homeland of the Dakota people.



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Administrator Jester
Date: December 10, 2025

RE: Recommendations for Additional Revisions to 2026 Watershed Management Plan

During development of the draft 2026 Watershed Plan, many of the policies included in the 2015 plan were also included in the new plan. However, Commission Engineers recently discovered that some policies either weren't moved into the new plan, or that there's an opportunity for policy language in the new plan to better reflect current practices and policy intent.

Therefore, in addition to the plan revisions resulting from the responses to comments that were approved at the November meeting, staff recommends the following updates to the new plan which will be submitted for the final 90-day review early in January .

- 1. Policy 60 in the 2015 Plan states:** *Recognizing their benefits to biodiversity and more natural appearance, the BCWMC will strive to implement stream and streambank restoration and stabilization projects that use soft armoring techniques (e.g., plants, logs, vegetative mats) as much as possible and wherever feasible.*

In the new plan, Policy 27 (in Section 4.1.8 discussing the CIP program) is similar but doesn't convey the same message: *Improvements to the ecological health of the waterbody or project area will be incorporated into most capital projects. The BCWMC will aim to incorporate Indigenous land and water care practices into their capital projects, where appropriate.*

Staff recommends adding another policy to the CIP narrative to reflect old policy 60 and to apply more broadly than just soft armoring techniques.

Recommended policy language: *The BCWMC prioritizes the use of low-impact design and practices that promote biodiversity and a more natural aesthetic in its CIP projects, where feasible (e.g., prioritizing green stormwater infrastructure and soft-armoring methods for stream restoration projects).*

- 2. Policy 50 in the 2015 Plan states:** *Member cities shall share groundwater elevation data, where available, with the BCWMC.*

The new plan does not address data sharing from member cities. Staff recommends adding a new policy to require sharing of monitoring data relevant to surface water and groundwater. The policy could be added to Section 4.1.5 (Monitoring) and would also be included in the requirements for member cities (Table 4-4).

Recommended policy language: *Member cities shall share relevant monitoring data with the BCWMC.*

- 3. Policy 85 in the 2015 Plan states:** *Member cities shall consider opportunities to maintain, enhance, or provide new open spaces and/or habitat as part of wetland creation or restoration, stormwater facility construction, development, redevelopment, or other appropriate projects.*

The new Plan notes the BCWMC's interest in pursuing adjacent restoration opportunities with its CIP, but does not require member cities to consider those opportunities for their own projects. While many cities do this, staff recommends the addition of a policy in the new plan that would require cities at least consider such opportunities. The policy could be added to Section 4.1.2 (Inter-Agency Planning and Collaboration) and would also be included in the requirements for member cities (Table 4-4).

Recommended policy language: *Member cities shall consider opportunities to improve ecological health, habitat, and natural areas as part of City projects, where feasible.*

- 4. Policy 58 in the 2025 Plan states:** *The Channel Maintenance Fund may also be used to finance the BCWMC's share of maintenance projects that have a regional benefit, or to partially fund smaller, localized projects that cities wish to undertake.*

While Section 4.3.2 in the new plan describes the use of the channel maintenance fund, it does not capture the language from the 2015 policy 58. Staff recommends adding that text to section 4.3.2 within the narrative (not as an additional policy). This language is also included into the Commission's [Policy Manual](#).

Memorandum

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Karen Chandler, P.E., and Jessica Olson, P.E.)
Subject: Item 6B – Consider Approval of 90% Plans for 2025 Plymouth Creek Stream Restoration Project (CIP 2025 CR-P) – BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
Project: 23270051.65-6000-650

6B. Consider Approval of 90% Plans for 2025 Plymouth Creek Stream Restoration Project, Plymouth (CIP 2025 CR-P)

Summary:

Proposed Work: 2025 Plymouth Creek Stream Restoration Project, Plymouth (CIP 2025 CR-P)

Basis for Commission Review: 90% Plans Review

Change in Impervious Surface: N.A.

Recommendations:

- 1) Conditional approval of 90% drawings
- 2) Authorize the BCWMC Engineer to provide administrative approval after final plans have been revised and comments have been sufficiently addressed

At their meeting in September 2024, the BCWMC ordered this BCWMC CIP project and entered into an agreement with the City of Plymouth to design and construct the project. The BCWMC received a \$400,000 Clean Water Fund grant from the Minnesota Board of Water and Soil Resources for the 2025 Plymouth Creek Stream Restoration project (CIP 2025 CR-P). The BCWMC will fund the remainder of the project costs from BCWMC Capital Improvement Project funds paid with Hennepin County property taxes levied on all BCWMC residents. The agreement requires submittal of the 50% and 90% plans and specifications to the BCWMC for approval, in accordance with the BCWMC's CIP project review process. As described in more detail later in this memo, the City of Plymouth decided to split the project into two parts, completing the upstream portion first.

At their October 16, 2025 meeting, the BCWMC reviewed and conditionally approved the 60% design plans for this project. The City of Plymouth provided the 90% design plans and specifications to the BCWMC for review and to consider for approval.

Feasibility Study Summary

The BCWMC completed the Feasibility Report for Plymouth Creek Restoration Project (Barr, May 2024) to examine the feasibility of restoration within the project area in the City of Plymouth. The Plymouth Creek Stream Restoration project area is located along Plymouth Creek from Dunkirk Lane North, on the upstream end, to 38th Avenue North behind Plymouth Ice Center, on the downstream end (Figure 1). The feasibility report identified multiple measures for implementation including:

- o Removing trees and invasive vegetation (e.g., buckthorn) and planting native species to restore riparian areas and improve habitat
- o Incorporating a variety of stream restoration measures to reduce erosion including streambank grading for improved floodplain connectivity and stability along with vegetation establishment;

hard armoring like riprap; and bioengineering techniques such as installing root wads and toe wood, coir logs, vegetated reinforced soil stabilization (VRSS), rock or log j-hook vanes and cross vanes, brush mattresses, and live stakes

- Removing accumulated sediment in targeted areas near culvert crossings
- Constructing a new meandering channel segment to replace a straightened segment of channel near Plymouth Creek Elementary School
- Establishing new vegetation in areas disturbed by construction

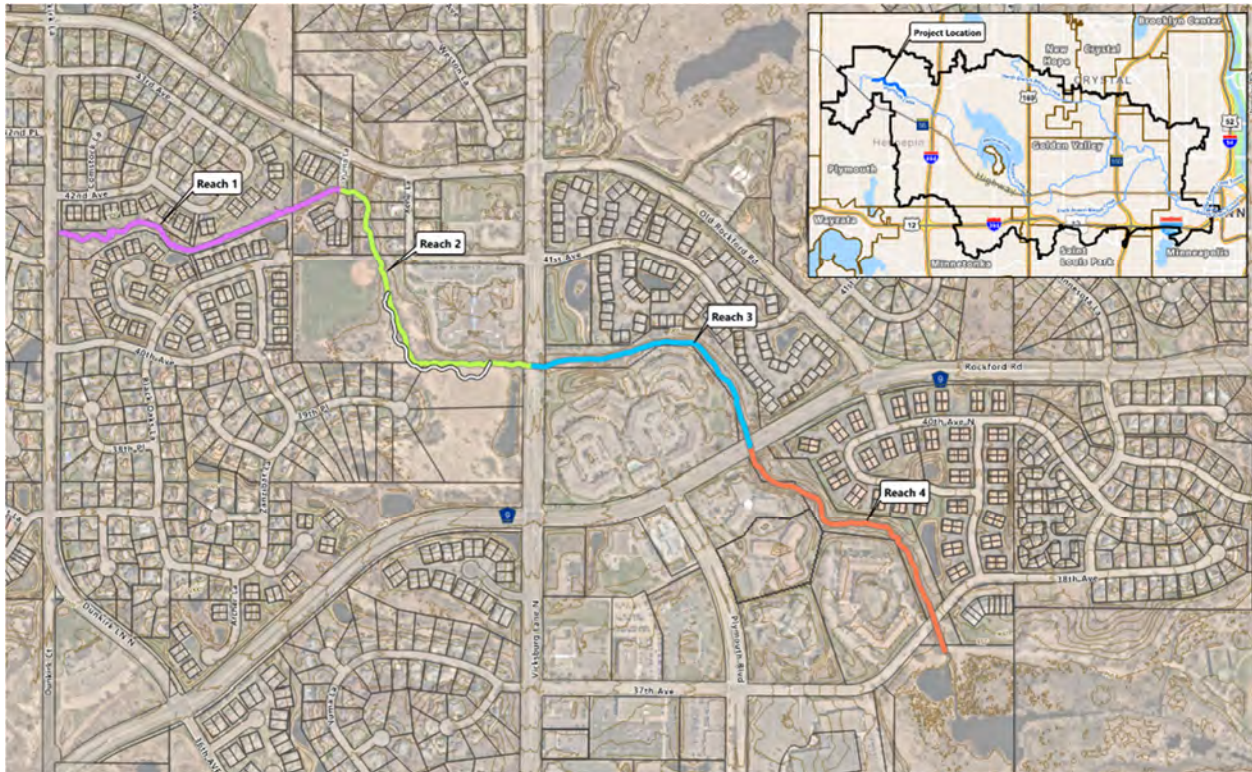


Figure 1: Plymouth Creek Stream Restoration Reach (CIP 2025 CR-P)

The feasibility report also identified, mapped, and prioritized stream sections in need of restoration along the 7,000-foot section of Plymouth Creek. The study identified 26 restoration areas, defined as areas of similar erosion properties and prioritization metrics, within the approximate 7,000-foot assessed reach. The restoration areas are ranked from low to high priority. At their May 15, 2024 meeting, the BCWMC approved the implementation of "Option 3a" to restore and stabilize all identified high, medium, and low priority areas along the stream, improve vegetated buffers along the stream, and create a meander of the stream channel in one section.

The feasibility report estimated that this restoration project would require the removal of approximately 208 trees, 140 of which are buckthorn, box elder, green ash, or Siberian elm (species that are invasive or prone to disease or infestation).

To avoid impacts to nesting northern long-eared bats, the feasibility study recommended that tree removal should occur in the period from October 15 to early April, outside of the bat's active season (mid-

April–October 14). If tree clearing would be required during the bat’s active season, the feasibility study recommended additional consultation with the US Fish and Wildlife Service.

The feasibility study included a desktop (Level 1) wetland delineation that identified 17.02 acres of wetland within the project area. Most of the delineated wetlands were adjacent to Plymouth Creek and are likely Type 1, Floodplain Forest wetlands. A large wetland complex is located at the northwest intersection of Rockford Road and Vicksburg Lane and is likely a combination of Type 2, Fresh (wet) meadow, and Type 3, Shallow marsh.

The feasibility study estimated that project implementation would reduce the total phosphorus load from the site by 148.4 pounds per year and the total suspended sediment load by 296,720 pounds per year.

At the time the project was ordered, the total cost of the project, including the feasibility study, design, construction, and administration was \$2,600,000. Of this cost, the construction costs were estimated at \$1,440,000 (\$1,728,000 with 20% construction contingency).

90% Plans

The City of Plymouth decided to break out Plymouth Creek 2025 CR-P into two phases due to the level of effort needed to complete the design and construction. The first phase (about one-third of the overall project stream reach) includes the stream reach from Dunkirk Lane North to the trail crossing near 41st Avenue North, as shown in Figure 2 below. The second phase includes the remainder of the stream reach, from the trail crossing near 41st Avenue North to just south of 38th Avenue North. The City’s goal is to design and permit the first phase of the project in fall/winter 2025 and construct in early winter/spring of 2026. The City plans for phase two to be designed and permitted starting spring 2026 and constructed in winter 2026/2027.



Figure 2: Project Area for Phase 1 of 2025 Plymouth Creek Stream Restoration

The 90% plans follow many of the recommendations from the feasibility study, including the use of slope grading with seeding and blanketing, riprap toe protection, coir toe, and brush mattress. Notable differences between the design plans and the feasibility study were identified during the 60% review, which included the use of vegetated riprap instead of vegetated reinforced soil slope (VRSS), stream-width rock vanes instead of rock/ boulder j-hook vanes, and revising the design to include more robust practices (such as coir toe or riprap toe) to address erosion progression. The 90% design plans incorporate modifications since the 60% design plans that are noted below.

- Revising design from muck excavation to redefining the channel between Sta 20+60 to 23+80. Under current conditions the 320-foot reach from Sta 20+60 to 23+80 is a wide-open area with a shallow path for flow.
- Updating cross section details
- Adding erosion control details
- Adding stormwater pollution prevention plan (SWPPP) sheets
- Adding existing conditions sheets
- Adding stationing of bank restoration BMPs and showing the design profile on all proposed conditions sheets
- Revising drawings based on comments from BCWMC

The City’s consultant provided a list of trees that are proposed for removal during Phase 1 construction. These trees are proposed for removal because of their proximity to the new proposed stream stabilization measures and/or because the tree species are undesirable. The feasibility study proposed removal of 99 healthy trees through this reach, while the 60% and 90% designs propose removal of 110 healthy trees. Of the 99 healthy trees proposed for removal in the feasibility study, 32 are desirable species (species that are not invasive or prone to disease or infestation, like Green Ash, Box Elder, Buckthorn, and Siberian Elm). Of the 110 healthy trees noted for removal in the 90% plans, there are 17 desirable species. The table below compares the tree removals proposed in the feasibility study to those proposed in the 90% plans. There were no changes in tree removals from the 60% to 90% design.

Tree Species ¹	Feasibility Study Healthy	90% Plans Healthy	90% Plans Dying/Dead	90% Plans Removal Total
Ash/Green	12	5	19	24
Basswood/American	2	3	0	3
Box Elder	49	42	18	60
Buckthorn	6	42	5	47
Cottonwood	10	2	0	2
Elm/American	10	6	4	10
Elm/Siberian	0	4	0	4
Lombardy Poplar	0	1	0	1

Tree Species ¹	Feasibility Study Healthy	90% Plans Healthy	90% Plans Dying/Dead	90% Plans Removal Total
Oak/Bur	4	1	0	1
Oak/Pin	2	0	0	0
Willow/Black	4	4	7	11
Totals	99	110	53	163

1. This table compares healthy trees slated for removal in the feasibility study with those slated for removal in the 90% design. Additionally, this table includes dead/dying trees identified by the City's consultant for removal (dead/dying trees were not included in the quantities noted for removal in the feasibility study)

The City's consultant provided pollutant reduction analysis for the 90% design. The tool used for the pollutant reduction was a simplified version of the tool the BCWMC Engineer used for the feasibility study. Using the simplified pollutant reduction tool, the proposed restoration in Phase 1 is expected to reduce total phosphorus by 59 pounds per year and total suspended solids by 118,054 pounds per year. In the feasibility study, the restoration for the Phase 1 reach was expected to reduce total phosphorus by 67 pounds per year and total suspended solids by 133,860 pounds per year. The 90% design has extended the restoration length compared to the feasibility study. Therefore, if the BCWMC Engineer's tool were used to calculate pollutant reductions, we would expect the 90% design to reduce total phosphorus by at least as much as were calculated for the feasibility study for this reach: a minimum of 67 pounds per year and total suspended solids by a minimum of 133,860 pounds per year. The City's consultant will be updating pollutant reduction calculations prior to the December BCWMC meeting.

As part of the design process, the City's consultant hired a subconsultant, In Situ Archaeological Consulting, to complete a desktop archaeological assessment of the project area. In Situ Archaeological Consulting recommended a field assessment if work occurs outside of the channel/banks of the creek. Phase I work is entirely bank work except for the redefined channel area, which was previously excavated, so no field assessment is expected.

The project area is within the Plymouth Creek 100-year floodplain, so the project must result in no increase in flood level ("no rise") at any point along the trunk system, managed to a precision of 0.00 feet. The Minnesota Department of Natural Resources also requires any decreases in flood levels to be less than 0.1 feet within the flood zone where the project is located. To demonstrate the project meets the no rise and decrease under 0.1 feet requirements, the City's consultant developed two models: an existing conditions model and proposed conditions model. The existing conditions model was developed using Hennepin County LiDAR for elevation information outside of the stream banks, with survey data added within the stream banks. The 100-year flow rate data from the BCWMC XPSWMM model was used within the HEC-RAS model. The proposed condition model was developed by revising the existing conditions HEC-RAS model to include re-sloped banks, adjusted stream bottom widths, and updated bottom elevations. The table below demonstrates that the project meets the flood level requirements within the project area for the 90% design.

River Station	Total Flow	Channel Bottom Elevation		Channel Velocity		Water Surface Elevation		
		Existing	Proposed	Existing	Proposed	Existing	Proposed	Difference
2413	145	973.04	973.90	2.87	2.34	976.996	976.998	0.002
2331	145	973.00	973.10	2.62	2.40	976.866	976.869	0.003
2192	145	972.54	972.90	3.26	3.19	976.550	976.488	-0.062
2099	145	971.91	972.40	3.80	3.50	976.228	976.151	-0.077
1874	145	971.80	971.80	3.56	3.05	975.560	975.545	-0.015
1612	145	971.28	971.28	3.66	3.66	974.745	974.744	-0.001
1589	145	970.93	970.93	5.81	5.83	974.201	974.195	-0.006
1579	145	970.69	970.69	4.77	4.81	974.111	974.100	-0.011
1558	145	970.40	970.40	5.52	5.64	973.707	973.674	-0.033
1281	145	968.63	968.73	3.23	3.29	972.382	972.300	-0.082
1122	145	967.66	967.67	4.71	4.56	971.393	971.300	-0.093
1006	145	967.18	967.18	4.54	4.41	970.634	970.599	-0.035
950	145	967.27	967.27	5.11	5.51	970.122	970.026	-0.096
871	145	963.86	963.90	1.85	1.79	969.790	969.793	0.003
778	145	965.21	965.21	2.51	2.52	969.685	969.686	0.001
747	145	965.44	965.44	2.16	2.15	969.660	969.661	0.001
644	145	964.70	964.70	5.83	5.91	967.192	967.172	-0.020
603	145	962.15	962.15	1.39	1.24	967.404	967.402	-0.002
494	155	961.61	962.20	1.47	1.43	967.380	967.376	-0.004
368	155	959.41	962.20	0.71	0.92	967.385	967.378	-0.007
220	155	960.46	962.20	0.26	0.57	967.386	967.377	-0.009
192	206	961.51	962.18	0.56	0.83	967.383	967.374	-0.009
100	206	959.06	961.10	0.97	1.48	966.047	966.030	-0.017
69	206	958.74	960.52	1.49	1.53	966.020	966.020	0.000
27	206	958.61	958.61	1.31	1.31	966.020	966.020	0.000

The BCWMC floodplain requirements also state that projects must maintain no net loss in floodplain storage. The project will result in cut and fill in the floodplain. There is a total proposed cut of 561 cubic yards and a total proposed fill of 1108 cubic yards, resulting in a net proposed fill of 547 cubic yards. The City’s consultant noted that fill for the rock arch rapids and arch vanes is below the normal water level in the stream and not included in the floodplain cut/fill volume totals noted here.

A breakdown of the various project elements and associated earthwork is shown below:

- Graded banks: net cut/fill balance
- Coir toe, vegetated riprap: some net fill in eroded areas of stream
- Brush mattresses: net fill

The design surfaces with a net fill are reflected in the proposed condition HEC-RAS model, which demonstrates no rise in flood elevation. Given the project demonstrates a no rise in flood elevation and portions of the fill replace eroded material, the BCWMC Engineer does not believe a variance is needed for the fill in the floodplain.

The estimated construction cost for the 60% design of Phase 1 was \$524,000. The estimated construction cost for the 90% design of Phase 1 is \$766,150. The 90% construction cost (\$766,150) is approximately 60% of the estimated total construction cost from the feasibility study. The \$242,150 increase in costs from 60% to 90% design is primarily due to:

1. Trail reconstruction near the project area, including reconstruction of portions of the trail that are required for site access, as well as additional trail reconstruction not related to the stream restoration. Trail reconstruction work related to construction access is eligible for reimbursement from BCWMC CIP funds. All other trail reconstruction work will be covered by the City of Plymouth's Park Department. The trail reconstruction work accounts for approximately \$220,000 of the cost increase. The City's consultant will separate trail reconstruction costs required for the stream restoration project from other trail reconstruction costs in the 100% design.
2. The 90% design includes redefining the channel (from Sta 20+60 to 23+80), while the 60% design included dredging in this area. Under current conditions, the 320-foot reach is a wide-open area with a shallow path for flow. Defining the channel includes incorporating stream restoration measures (brush mattress and coir logs) and dredging a channel, which costs more than the muck excavation proposed in the 60% design. For the 320-foot reach, the feasibility study called for an in-stream structure and grading to improve channel definition. The BCWMC Engineer agrees with the 90% design change and believes this will provide a better end result than the feasibility concept.

The City hosted an open house on November 3, 2025 to give residents the opportunity to review proposed plans, provide feedback, and ask questions. The open house was attended by approximately 19 residents. Residents were interested in the project and had questions about the construction process and the proposed methods of stabilization. Discussions were generally positive. The topics discussed at the meeting included construction process and specific stream restoration methods.

Previous Reviews

The City of Plymouth submitted the 60% design plans for this project, and the BCWMC conditionally approved the 60% plans at its October 16, 2025 meeting. The BCWMC Engineer's October 21, 2025 letter documented the BCMWC's conditional approval of the 60% plans and requested additional information for the 90% design submittal. Following the conditional approval of the 60% design plans, the City's consultant revised and submitted the 90% design drawings along with responses to the comments from the BCWMC's review of the 60% design plans. The 90% design drawings and associated submittals sufficiently addressed the majority of the BCWMC Engineer's comments on the 60% design plans. The 90% plans did not reduce the quantity of vegetated riprap, as was requested in the BCWMC Engineer's 60% design comments. The City proposes to replace 171 linear feet of vegetated riprap currently shown in the 90% plans with a softer bioengineering approach of a riprap toe with brush mattresses above the riprap toe. The BCWMC Engineer's October 21, 2025 comments are noted below, followed by the City's consultant's (Moore Engineering) responses dated December 3, 2025 in *italics*, and the BCWMC Engineer's comments regarding the City's consultant's responses, with remaining comments to be addressed underlined.

1. The Plymouth Creek 100-year floodplain elevation ranges from 978.3 to 966.0 feet NAVD88 in the project area. The BCWMC floodplain elevation should be shown and called out on the plans. If the project results in fill below the BCWMC floodplain, floodplain fill, and mitigation computations must be provided to demonstrate no net fill in the floodplain.

Moore Engineering Response:

- a. *Noted, floodplain elevations have been added to the plans in 90%.*

BCWMC Engineer comment: Floodplain elevations have been added to the plans. Due to the demonstrated no-rise in flood elevation, the City's consultant did not submit cut/fill calculations. The design memo must be revised to include documentation on cut/fill for the proposed conditions.

2. As part of the 90% design the City's consultant must provide an existing and proposed conditions model to show no increase in the Plymouth Creek 100-year flood elevation as a result of the project.

Moore Engineering Response:

- b. Effective Existing model and proposed model are included in this submittal.*

BCWMC Engineer comment: The BCWMC Engineer reviewed the effective existing model and the proposed model. The models should be revised based on comments from the BCWMC Engineer dated 12/4/2025.

3. The 60% memorandum indicates a desktop cultural resources review was completed. As part of the 90% design, please include the results of the desktop cultural resources review. If cultural resources field work was completed, please also provide that information.

Moore Engineering Response:

- a. Cultural report included in this submittal, completed by In Situ Archaeological Consulting.*

BCWMC Engineer comment: Comment addressed.

4. The 60% memorandum indicates that a wetland delineation was completed for the project. Please include the wetland delineation results with the 90% design.

Moore Engineering Response:

- a. Wetlands were in the 60% plans, hatching increased and labels were added to make them more obvious.*

BCWMC Engineer comment: Comment addressed.

5. The plans should be revised to show and call out invasives removal in the proposed seeding area.

Moore Engineering Response:

- a. Hatch added to removal sheets calling for invasive removal.*

BCWMC Engineer comment: Comment addressed.

6. The City's consultant indicated that riprap is required if stream velocities exceed four feet per second. Soft armoring (i.e. bioengineering) has been found effective for stream velocities exceeding 4 feet per second. Please consider incorporating bioengineering for flow velocities up to 8 feet per second.

Moore Engineering Response:

- a. *The reference of hard armoring in the report was for when vegetated riprap would be used instead of just bank grading. Vegetated riprap is still considered a bioengineering practice. The no-rise model did not show any areas of the stream exceeding eight feet per second so no true hard armoring is proposed for the banks.*

BCWMC Engineer comment: Based on the 12/8/2025 our meeting with the City and the City's consultant, the City's consultant will incorporate additional areas for a softer bioengineering approach of riprap toe with brush mattresses above the riprap toe.

7. Survey, computations, and other field/watershed indicators need to be provided for the 90% design to justify the proposed bankfull width, bankfull depth, bottom width, and channel cross section.

Moore Engineering Response:

- a. *Moore used survey data along with the Bassett Creek Watershed XPSWMM model, and StreamStats to determine bankfull depth, depth/width ratios, and bankfull widths. Bankfull depth was determined to be two feet based on the watershed model and StreamStats. Surveyed top of banks were consistently six to seven feet away from the stream centerline so a bankfull width of 13 was used. This width was also inline with results from StreamStats. Assuming an average side slope of two and a half to one side slopes the bottom width was set to three feet. Two and a half side slopes assume two to one vegetated riprap slopes and three to one graded bank slopes. The StreamStats report is attached.*

BCWMC Engineer comment: We agree with the approach, but this information needs to be documented in the design memo to record the basis for these critical design parameters.

8. Elevations and upstream/downstream stationing must be provided in the 90% design plans for all proposed toe stabilization features. Similarly, if the channel invert will be graded the proposed profile must be provided.

Moore Engineering Response:

- a. *Stationing added in the plans for all bank BMPs. A proposed grade line has been added to the profile views. No channel inverts are being changed at the time of construction outside of the rock arch rapids areas. The proposed grade line was added to highlight the grades between grade control structures (culvert inverts and arch vanes).*

BCWMC Engineer comment: The additional clarification in the plans is helpful. Station 20+61 starting on Sheet C-404 shows Coir Toe with Brush Mattress in the profile while the plan view only shows this as Coir Toe. Please clarify this in the plans.

9. Computations must be submitted for the 90% design to justify the riprap and boulder sizing for the project features.

Moore Engineering Response:

- a. *Based on the no -rise model, the 100 -yr velocities do not top six feet per second which is within the permissible velocity range for Class II riprap (6 -in. d50) of five to ten based on Table 2 of "Stability Thresholds for Stream Restoration Materials", see attached. City*

requires Class IV riprap downstream of culverts larger than 42”, vanes on the rock arch rapids were sized based on this. Other arch vanes use Class IV for consistency and as a factor of safety. Shear stress within the stream based on the no -rise model is never more than 1.5 pounds per square foot which is much less than the permissible shear stress for Class IV (12 -in. d50) of 5.1.

BCWMC Engineer comment: We agree with the approach, but this information needs to be documented in the design memo to record the basis for the riprap sizing.

10. Updated pollutant reduction estimates must be provided for total phosphorus and total suspended sediment that reflect the current design.

Moore Engineering Response:

- a. *Pollutant reduction estimates section added to design memo.*

BCWMC Engineer comment: Comment addressed, with updated information to be provided for the December BCWMC meeting.

11. A summary of the expected permitting requirements must be provided.

Moore Engineering Response:

Agency	Permit	Status
USACE - MVP-2023-	Section 404 Permit	Applied for
MNDNR	Public Waters Permit	Applied for
City of Plymouth	Wetland Conservation Act (WCA) Approval	Applied for
MPCA	National Pollution Discharge Elimination System Construction Stormwater Permit	Pending submittal
	401 Water Quality Certification	Applied for
Bassett Creek Watershed Commission	Floodplain Review	Applied for

BCWMC Engineer comment: Comment addressed.

12. The vegetated riprap is called out as angular, please revise to be fieldstone for this restoration project. Similarly, please clarify in the rock arch rapids details on sheet C-202 that the riprap will be fieldstone.

Moore Engineering Response:

- a. *General intent is for “visible” riprap to be fieldstone. Vegetated riprap is called out as angular to add additional interlocking strength.*

BCWMC Engineer comment: Thank you for updating the rock arch rapids to fieldstone. We recognize that angular riprap is better than fieldstone in terms of providing better interlocking function. While we understand that the angular riprap is meant to be buried beneath vegetation, there is concern that it may be exposed over time. Please document the need for angular riprap

instead of fieldstone in the design memo (i.e. design guidance related to permissible velocities or shear stresses for angular vs. rounded stone).

13. The vegetated riprap detail uses a 1:1 side slope, please revise to at most a 2:1 side slope to ensure the long-term stability of the riprap.

Moore Engineering Response:

- a. *Vegetated riprap slopes have been updated to 2:1.*

BCWMC Engineer comment: Comment addressed.

14. Areas that have vegetated riprap do not include either a brush mattress or VRSS above the riprap on the bank. The concern is these areas have the potential for high velocity during the 10-yr and 100-yr storm events and a robust vegetation establishment will be necessary. This is especially true for locations that had VRSS proposed in the feasibility study, such as ~Sta. 2+75 through 6+00, and Sta. 19+00. The proposed vegetated riprap detail will be sufficient in areas where the feasibility study proposed brush mattress, but request the team revisit the removal of the VRSS in these locations. If VRSS must be replaced, please provide documentation justifying that the revegetation plan above the riprap will achieve the velocity and shear stress requirements for those specific locations.

Moore Engineering Response:

- a. *Vegetated riprap will be covered with coir roll that is staked and keyed into the banks similar to what would be proposed by VRSS. Based on the no-rise model, the 100-yr velocities do not top six feet per second which is less than the permissible velocity of eight based on Table 2 of "Stability Thresholds for Stream Restoration Materials", see attached. Vegetated riprap will also be seeded with long-rooted native grasses that have a permissible velocity of four to six which once established would be sufficient to protect the banks after the coir roll degrades.*

BCWMC Engineer comment: Comment addressed.

15. The typical section for the brush mattress on sheet C-204 calls for a 6-foot bottom width of the channel but also shows a 6-foot width riverward of the coir. Please revise this detail to ensure the definition of the 6-foot bottom width is clear.

Moore Engineering Response:

- a. *Detail has been updated.*

BCWMC Engineer comment: Comment addressed.

16. Please provide the design details for the inlets that are discharging stormwater to the stream. How will the design ensure these outlets remain stable long-term while achieving the restoration goals?

Moore Engineering Response:

- a. *Outlet near STA 9+50 already hard armored and stable. Outlet near STA 15+00 will have riprap added and regraded to enter the stream at a stable slope. Outlet near STA 17+10*

will have vegetated riprap added to protect the toe, some existing riprap at the outlet will be reset to match typical storm outlet details for riprap at FESs.

BCWMC Engineer comment: Comment addressed.

17. Consider replacing the vegetated riprap between Sta. 10+00 and 14+00 with coir log and/or brush mattress. These areas have lower velocities and the coir/brush mattress will provide better habitat as there is potential for the soil over the riprap below the normal water level to be washed away long term, leaving the rock exposed. Vegetated riprap should only be used in areas where velocities are high and require its use.

Moore Engineering Response:

- a. *The creek and banks are extremely close to the trail in this area (within 3 feet). Vegetation riprap was added here as extra protection for the trail to avoid undercutting.*

BCWMC Engineer comment: Comment addressed.

18. Why is vegetated riprap proposed around Sta. 17+00 but not at Sta. 18+20, where the velocities are noted as being above 4 feet per second? Should vegetated riprap be included at Sta. 18+20? Consider using coir toe if velocities are lower than 4 feet per second.

Moore Engineering Response:

- a. *In the field visit, the area near 17+00 showed significant erosion whereas the area near 18+20 was mostly stable other than some bank cutting on the south bank which led to the decision to use coir log verse vegetated riprap.*

BCWMC Engineer comment: Comment addressed.

19. The grading within the reach between approximately 21+00 to 24+00 does not appear to include any restoration of the natural channel dimensions. Please consider options to construct a natural channel through here that aligns with the design channel cross section and ensures sediment transport. The current design will continue to result in sediment deposition in this reach, especially since the upstream invert of the downstream culvert is above the 960 grading elevation proposed in this area.

Moore Engineering Response:

- a. *Rechannelizing this portion of the stream has been added to the plans. Due to no -rise restrictions, the channel was designed to be wider and shallower in this section.*

BCWMC Engineer comment: Comment addressed.

20. The feasibility study included cross vanes in the drainage channel upstream of Plymouth Creek near Sta. 20+20. Please clarify if work will be proposed in this channel to stabilize the channel invert.

Moore Engineering Response:

- a. *Note added to the plans to add arch vanes to that channel. Vane placement will be reviewed in the field.*

BCWMC Engineer comment: Comment addressed.

21. Please verify whether the use of the "MnDOT Wet Ditch" mix in the riprap toe detail is the mix of choice for a restoration along a shaded stream such as this.

Moore Engineering Response:

- a. *Seeding notes on details have been updated.*

BCWMC Engineer comment: In the 90% plans, the graded banks detail and vegetated riprap toe detail call for "early successional floodplain mix." If the "early successional floodplain mix" seed refers to BWSR mix 34-16, we would recommend revising the seed mix to a woodland mix in areas that are fully wooded. The early successional floodplain mix can be used in areas that are not fully wooded.

22. The plans must be revised to include a Stormwater Pollution Prevention Plan (SWPPP) that meets BCWMC requirements as described in Section 7 of the BCWMC Requirements Document.

Moore Engineering Response:

- a. *A SWPPP has been added to the plans.*

BCWMC Engineer comment: Comment addressed.

23. The plans must be revised to include installation details for erosion control best management practices.

Moore Engineering Response:

- a. *Additional "C - 100" sheets have been added to more clearly show both existing conditions and erosion control practices.*

BCWMC Engineer comment: Comment addressed.

24. The removal and erosion control sheets must be revised as follows:

- a. Clarify locations of erosion control practices such as construction entrance, inlet protection, and perimeter control.

Moore Engineering Response:

- a. *See response to comment 12.*

BCWMC Engineer comment: Comment addressed.

- b. Clarify the tree removals (i.e., are the trees colored in red being removed?).

Moore Engineering Response:

- a. *Yes, red trees are meant to be removed. Symbol added to the plan legend for clarity.*

BCWMC Engineer comment: Comment addressed.

To: Bassett Creek Watershed Management Commission
From: Barr Engineering Co. (Karen Chandler, P.E., and Jessica Olson, P.E.)
Subject: Item 6B – Consider Approval of 90% Plans for 2025 Plymouth Creek Stream Restoration Project (CIP 2025 CR-P) – BCWMC December 18, 2025 Meeting Agenda
Date: December 11, 2025
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25. Revised (90%) plans and specifications must be submitted to the BCWMC engineer for review and BCWMC approval at a future Commission meeting.

Moore Engineering Response:

- a. *Revised plans and specifications are included in this submittal.*

BCWMC Engineer comment: Comment addressed.

New comments based on the 90% review:

1. Please clarify the reason for the additional riprap in the right overbank upstream and downstream of Sta. 17+00? Consider replacing this section of riprap in the ROB with graded banks/coir blanket and seeding and/or coir toe. If riprap is needed for the outfall, the riprap should only be included in areas with high energy from the outfall.
2. To ensure plant establishment within the vegetated riprap, the riprap voids should be soil filled. The plans and the specifications do not provide a requirement that the riprap is filled with soil. The concern is the surface soil will have limited stability given its thin layer over the riprap and could result in riprap exposure without any vegetation establishment.
3. Sheet C-104 right side is partially cut off.

Recommendations

- A) Conditional approval of 90% drawings and specifications, based on the following comments:
 - 1) The final plans and specifications must be submitted to the BCWMC Engineer for review and approval after modifications underlined in the engineer's comments above have been completed and the new comments above have been addressed.
- B) Authorize BCWMC Engineer to provide administrative approval after final plans have been revised and comments have been sufficiently addressed.

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)
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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

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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

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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

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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: December 11, 2025

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

Assuming the amendment to the project’s engineering services budget in Item 6Ci is approved, I recommend approving an updated total project budget of \$3,534,580 and a 2027 levy of \$1,293,600 to fully fund the project.

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 (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	\$100,000
2027 Tax Levy (recommended)	\$1,293,600
TOTAL	\$3,534,600

FIRST AMENDMENT TO COOPERATIVE AGREEMENT
(Bassett Creek Main Stem Restoration Project 2024CR-M)

This First Amendment to Cooperative Agreement (“**First Amendment**”) is entered into this ___ day of _____, 2025, by and between the Bassett Creek Watershed Management Commission, a joint powers watershed management organization (“**Commission**”), and the City of Golden Valley, a Minnesota municipal corporation (“**City**”).

RECITALS

- A. The parties hereto entered into a Cooperative Agreement, dated November 20, 2024 (“**Cooperative Agreement**”), which contains terms and conditions related to the Bassett Creek Main Stem Restoration Project Regent Ave. to Golden Valley Road 2024CR-M (the “**Project**”).
- B. The scope and cost of the Project have changed through the design phase, and the estimated planning level opinion of cost of the Project, including the feasibility study, all additional Engineering Services, and actual construction, is now \$3,534,580.
- C. Accordingly, the parties wish to amend the Cooperative Agreement for the purpose of updating details related to the Project, including those related to estimated pollutant removals, overall Project cost, and Commission tax levy reimbursement.

AGREEMENT

Section 1. Paragraph 1 of the Cooperative Agreement is hereby amended by deleting the ~~stricken~~ language and adding the double-underlined language as follows:

- 1. Project. The Project will consist of the work identified in the Feasibility Report as Option 3 – stabilizing all proposed restoration areas, as provided in Sections 6, 7, and 8 of the Feasibility Report, plus appendices, which includes restoring the streambanks in all high, medium, and low priority areas, to the extent that property rights and Project funding will accommodate, along a 7,000 foot section of Bassett Creek (known as Ĥahá Wakpádaŋ in the Dakota language) between Regent Avenue and Golden Valley Road. The Project is expected to annually reduce pollution in Ĥahá Wakpádaŋ/Bassett Creek and downstream in the Mississippi River by an estimated ~~82~~ 193 pounds of total phosphorus and ~~136,000~~ 386,570 pounds of total suspended solids.

Section 2. Paragraph 4 of the Cooperative Agreement is hereby amended by deleting the ~~stricken~~ language and adding the double-underlined language as follows:

- 4. Commission Reimbursement. In addition to up to \$200,000 of Closed Project Account funding and up to \$200,000 of the City’s portion of BCWMC channel maintenance funding, the Commission used or will use its best efforts to secure payment from Hennepin County in accordance with Minnesota Statutes, section 103B.251 in the amount of \$434,000 by tax levy in 2023 for collection in 2024, ~~and an additional \$1,307,000~~ \$653,500 by tax levy in 2024 ~~and 2025 for collection in 2025 and 2026, respectively,~~ \$653,500 by tax levy in 2025 for collection in 2026, and \$1,293,600 by tax levy in 2026 for collection in 2027. Accordingly, the total

reimbursement paid by the Commission to the City for the Project will not exceed \$400,000 plus the total amount levied, which is anticipated to be ~~\$1,741,000~~\$3,034,600, for a total of up to ~~\$2,141,000~~ \$3,434,600, less the Commission's out-of-pocket Project expenses. The Commission's out-of-pocket Project expenses include, but are not necessarily limited to, all Engineering Services as defined in Recital D above, feasibility studies, publication of Commission notices, legal expenses, grant administration, and up to a 2.5% administrative charge from funds received in the aforementioned tax settlements from Hennepin County. All available funds in excess of such expenses are available for reimbursement to the City for eligible costs incurred by the City for construction of the Project, which shall include costs associated with all items in Table 5-1 of the Plan including, but not limited to, costs associated with acquisition of property rights and City staff time and expenses. Reimbursement to the City will be made as soon as funds are available, provided a request for payment has been received from the City that contains such detailed information as may be requested by the Commission to substantiate costs and expenses. The City shall complete and submit with its final reimbursement request to the Commission a final report on the Project using the Commission's final reporting form and providing such other information as may be requested by the Commission.

Section 3. Paragraph 5 of the Cooperative Agreement is hereby amended by deleting the ~~stricken~~ language and adding the double-underlined language as follows:

5. Limits on Reimbursement. Reimbursement to the City will not exceed the amount specified above (up to ~~\$2,141,000~~\$3,434,600), depending on the total amount received from the County for the Project, less any amounts used or retained by the Commission for its out-of-pocket expenses, as detailed in section 4. The above amounts will not be increased by grants or other revenues received by the Commission for the Project. Reimbursement will not exceed the costs and expenses incurred by the City for the Project, less any amounts the City receives for the Project as grants from other sources. All costs of the Project incurred by the City in excess of such reimbursement shall be borne by the City or secured by the City from other sources.

Section 4. Except for the amended language expressly provided above, all other terms and conditions of the Cooperative Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this First Amendment to be executed by their duly authorized officers as of the date first above written.

**BASSETT CREEK WATERSHED
MANAGEMENT COMMISSION:**

By: _____
Its Chair

And by: _____
Its Secretary

Date: _____

CITY OF GOLDEN VALLEY:

By: _____
Its Mayor

And by: _____
Its City Manager

Date: _____



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners and Alternate Commissioners
From: Administrator Jester on Behalf of Administrative Services Committee
Date: December 11, 2025

RE: Administrative Services Committee Recommendations

The Administrative Services Committee met on November 20, 2025 and discussed a variety of topics including options for increasing staff capacity in 2026, administrator succession planning, development of a request for proposals (RFP) to assess organizational structure and funding mechanisms, 2025 staff evaluations, and future committee and/or task force meetings. Meeting attendees included Commissioners Twiford, Polzin, Hauer, and Gwin-Lenth, and Alternate Commissioner Minderman. Commissioner Twiford was appointed committee chair.

Additional Staff Capacity: The 2026 budget includes \$40,00 for additional staff. To better assess the needs and skillset for additional staff capacity in 2026, the committee directed me to track my time for specific tasks and identify gaps in necessary or desired activities. The committee discussed various tasks/options for hiring additional staff including elements of a request for proposals or qualifications, understanding what activities the Commission would feel comfortable assigning to a new staff person, and the potential of sharing services with a member city or other entity. The committee will continue to explore options in the coming months as I am able to provide more specificity on job tasks, hours per task, and gaps to fill.

Organizational Assessment: The committee discussed potential processes needed for completing the comprehensive assessment of organizational structure and funding mechanisms. They briefly reviewed a list of likely RFP components and noted the assessment should include recommendations for succession planning and better management of the capital improvements program. The committee discussed the possibility of creating a smaller task force to help lead the day-to-day implementation of the assessment while the Administrative Services Committee would manage the overall project. It was recognized that monthly meetings of the Administrative Services Committee and/or separate task force may be needed during the assessment. It was noted that a TAC member should be appointed to the Administrative Services Committee for closer involvement in the assessment.

Staff Evaluations: The committee discussed plans for soliciting proposals for engineering and legal services (a biennial requirement of State law). However, since the meeting, it was pointed out that the Commission completed this process in 2024. (I had erroneously thought the last solicitation was in 2023.) The next required solicitation of proposals is 2026. The committee also discussed a mechanism for staff evaluations in 2025 (an annual activity) and recommends the same process as in 2024.

RECOMMENDATIONS: The Administrative Services Committee recommends:

1. The Commission appoint a TAC member and other interested commissioners/alternate commissioners to the Administrative Services Committee to help guide the implementation of the organizational and funding mechanisms assessment.
2. The Commission evaluate the Commission Administrator and Commission Engineers' performance in 2025 in the same manner as in 2024 with a fillable PDF document with responses collected anonymously and summarized by a volunteer from commissioners/alternates.



Bassett Creek Watershed Management Commission MEMO

Date: December 11, 2025
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 waive 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) (No change since November 2025): 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 earlier this summer. Challenges have 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. Project webpage: <http://www.bassettcreekwmo.org/index.php?cID=277>.

Original Project Budget: \$612,000; Remaining Funds: \$30,608.70

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): 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. Project website: www.bassettcreekwmo.org/projects/all-projects/parkers-lake-drainage-improvement-project

Original Project Budget: \$485,000; Remaining Funds: \$238,135.88

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 6C):

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, a recommendation to amend the total project budget and request 2027 levy, and an amendment to the agreement with Golden Valley are included on this meeting's agenda. 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: \$1,487,032.47

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: \$592,500

Plymouth Creek Restoration Project Dunkirk Lane to 38th Ave. North (2026 CR-P) (See Item 6B): 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 will be presented at this 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: \$2,480,552.92

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 November 13 – December 10, 2025

Subject	Work Progress
CIP and Technical Projects	<ul style="list-style-type: none"> • <u>Main Stem Bassett Creek Restoration Project</u>: Weekly project coordination meetings with Commission Engineer and city staff; reviewed engineering services budget amendment request and discussed with Commission Engineers and separately with City of Golden Valley; updated the project budget and funding sources • <u>Lagoon Dredging Project</u>: Set kick-off meeting; reviewed agenda and presentation for kick off meeting; participated in kick off meeting; set date for public open house • <u>Medicine Lake Items</u>: Met with TRPD staff re: AIS treatments and grant applications; corresponded with MnDNR on AIS grant applications; posted link to lake level/temperature continuous data • <u>Plymouth Creek Restoration Project</u>: Participated in meeting with Commission Engineers to review/discuss 90% plans; reviewed and commented on 90% review memo
Education and Outreach	<ul style="list-style-type: none"> • Participated in WMWA All-Partner Strategic Planning meeting; prepared meeting notes; sent presentations to attendees • Set next WMWA Strategic Planning Subcommittee meeting and participated in meeting • Participated in November WMWA meeting • Participated in Watershed Partners Chloride subcommittee meeting

Administration	<ul style="list-style-type: none"> • Developed agenda; reviewed invoices and submitted expenses spreadsheet to Plymouth; reviewed financial report; drafted November 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 December 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 • Participated in Administrative Services committee meeting; prepared memo with recommendations • Correspondence re: January 7th TAC meeting; secured meeting location; sent meeting invite • Completed form for Brookview meeting room requests for 2026 • Updated commission roster for State campaign finance staff • Participated in meeting with partners on future of chloride reduction advocacy • Reviewed/edited abstract and bio for StormCon conference at Commission Engineer’s recommendation • Developed and submitted final report and reimbursement request for Sweeney Lake AIS Prevention Grant • Requested 2026 proposals from HDR and Stantec; reviewed proposals and corresponded with Commission Attorney • Participated in annual “client feedback” meeting with Commission Engineers • Submitted invoices to Graffiti Mill and MN Watersheds (conference exp reimbursement)
MN Watersheds	<ul style="list-style-type: none"> • Reviewed and commented on BWSR training videos; collected feedback from others • Coordinated with MN Watersheds Conference delegates; arranged lodging and registrations; sent delegate list to MW Executive Director • Attended MAWA quarterly meeting (Nisswa) • Attend MN Watersheds Conference; assisted with presentation of BWSR Training videos; co-presented on next steps for chloride reduction with E. Sniegowski and M. Welch • Attended MN Watersheds business meeting
2025 Watershed Management Plan	<ul style="list-style-type: none"> • Submitted responses to comments to all reviewers • Began creating tracked changes version of draft plan for 90-day review • Crafted and sent public hearing notices to news publications and city clerks • Reviewed additional recommended policies and drafted memo to commissioners with recommendations