

**MINUTES OF THE REGULAR MEETING OF
THE MINNEHAHA CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

December 1, 2025

CALL TO ORDER

The regular meeting of the Minnehaha Creek Watershed District Board of Managers was called to order by President Sherry White at 7:13 p.m. on December 1, 2025, at the MCWD offices, 15320 Minnetonka Boulevard, Minnetonka, Minnesota.

ROLL CALL FOR ATTENDANCE

President White called the roll to note attendance:

William Olson:	Present
Richard Miller:	Absent
Jessica Loftus:	Present
Stephen Sando:	Present
Eugene Maxwell:	Present
Arun Hejmadi:	Present, participating remotely
Sherry White:	Present

DISTRICT STAFF AND CONSULTANTS PRESENT

James Wisker, Administrator; Becky Christopher, Director of Policy Planning; Nick Wyers, District Consulting Engineer; and Louis Smith, District Counsel.

MATTERS FROM THE FLOOR

None.

APPROVAL OF AGENDA

It was moved by Manager Maxwell, seconded by Manager Sando, to approve the agenda as distributed. Upon roll call vote, the motion carried, 6-0 as follows:

<i>Olson:</i>	<i>Aye</i>
<i>Miller:</i>	<i>Absent</i>
<i>Loftus:</i>	<i>Aye</i>
<i>Hejmadi:</i>	<i>Aye</i>
<i>Maxwell:</i>	<i>Aye</i>
<i>Sando:</i>	<i>Aye</i>
<i>White:</i>	<i>Aye</i>

CONSENT AGENDA

It was moved by Manager Olson, seconded by Manager Loftus, to approve the items on the Consent Agenda consisting of approval of the November 20, 2025, Board meeting minutes, and the following resolution:

Resolution 25-071: Authorization to Release RFP for Water Quality Lab Services

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers authorize the District Administrator to solicit quotes for water quality lab analysis for 2026 and 2027.

Upon roll call vote, the motion carried, 6-0 as follows:

Olson: *Aye*
Miller: *Absent*
Loftus: *Aye*
Hejmadi: *Aye*
Maxwell: *Aye*
Sando: *Aye*
White: *Aye*

BOARD, COMMITTEE AND TASK FORCE REPORTS

President's Report: None.

Operations & Programs Committee Report: Manager Loftus reported that the Committee met earlier in the evening and received a presentation on the annual coordination meetings conducted with public partners this year, including key feedback to inform the 2027 Watershed Management Plan engagement process, and potential Land & Water Partnership project opportunities; and a report on annual elections within the watershed. The Committee also discussed general ideas about succession on the Board of Managers.

President White noted the upcoming meeting schedule presented in the agenda.

PUBLIC HEARINGS & PRESENTATIONS

None.

PERMITS REQUIRING A VARIANCE OR DISCUSSION

None.

ACTION ITEMS

Resolution 25-072: Awarding Contract for Watershed Management Plan Support

Ms. Becky Christopher appeared before the Board of Managers to review the request for board action. She reviewed the request for proposals process to seek professional assistance and support for the watershed management plan. She noted that the scope includes four primary areas of work: (1) engagement and communications support; (2) flood risk assessment; (3) management scenario analysis; and (4) project coordination. Ms. Christopher summarized the review process and the staff recommendation to select Moore Engineering for this work, based on their understanding of project goals and stakeholders, relevant expertise, and strategic insights.

It was moved by Manager Maxwell, seconded by Manager Sando to adopt Resolution 25-072: Awarding Contract for Watershed Management Plan Support as follows:

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers authorizes the District Administrator, on advice of legal counsel, to execute a contract with Moore Engineering for consultant services to support development of the 2027 Watershed Management Plan, in accordance with the revised scope of work as the Administrator may further refine it, and in an amount not to exceed the amount set forth in the revised proposal; and authorizes the District Administrator to execute contract amendments in his discretion up to an additional ten percent, in aggregate, of the contract amount.

In response to a question from Manager Maxwell, Ms. Christopher noted that Moore Engineering would also support the development of up to three short videos highlighting project partnership success stories for use during the plan kickoff, and the primary audience for these videos would be those attending the kickoff events, as well as the MCWD web site. In response to a question from Manager Olson, Ms. Christopher and Mr. Smith noted that the authorized dollar amount for the contract would not be public information until the contract is executed.

There being no further discussion, upon roll call vote, the motion carried 6-0 as follows:

Olson: Aye
Miller: Absent

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Loftus: Aye
Maxwell: Aye
Hejmadi: Aye
Sando: Aye
White: Aye

BOARD INQUIRIES, ISSUES, AND IDEAS

None.

STAFF UPDATES

Administrator's Report

Mr. Wisker reported on the following items:

1. The Gray's Bay outlet control structure was closed and winterized, with many thanks to the City of Minnetonka Public Works team for their work.
2. President White, Manager Olson, and Manager Maxwell will join staff members in attending the annual conference of Minnesota Watersheds. Jill Sweet will be presenting on the evaluation of carp management effectiveness.

BOARD DISCUSSION ITEMS

None.

Adjournment

There being no further business, President White declared the meeting of the Board of Managers adjourned at 7:26 p.m.

Respectfully submitted,



Eugene Maxwell, Secretary