



47 *\$155,872.43, and electronic fund withdrawals totaling \$844,329.78, for a total expense*  
48 *for the period October 23 through November 19, 2015, of \$1,415,562.87; and*  
49 *acceptance of the 325 Blake Road checking account report.*

50  
51 *Upon vote, the motion carried 5-0.*

52  
53 **REGULAR AGENDA**

54  
55 **Board, Committee and Task Force Reports**

56  
57 **President's Report**

58  
59 Manager White provided a draft 2016 schedule of committee and board meetings for the  
60 managers' advance review prior to discussion in December. Manager White stated that  
61 on November 12, the Minnehaha Creek Watershed Board of Managers met in closed  
62 session to receive and discuss the results of the District administrator's first six months  
63 performance review. The review was conducted by Sharon Klumpp of Springsted  
64 Incorporated; it included the District administrator's assessment of his first six months on  
65 the job and a compilation of feedback provided to Ms. Klumpp during individual phone  
66 calls with each manager. The Board of Managers also discussed the process of  
67 conducting the next performance evaluation, including identification of performance  
68 goals for the next review period.

69  
70 Manager Calkins offered a report from the Policy and Planning Committee meeting held  
71 immediately before the board meeting. He noted that the committee discussed next steps  
72 in the strategic framework development process and the development of the mission,  
73 vision, goals and principles for the comprehensive plan revision. The committee also  
74 discussed the plan for engaging advisory committees for the watershed plan update, the  
75 Gray's Bay dam easement modification on the agenda this evening, and the Stonegate  
76 conservation easement.

77  
78 Manager White offered a report from the most recent Citizens Advisory Committee  
79 meeting, which she attended with Manager Rogness. She said that the committee  
80 discussed its involvement in the District's strategic plan update and received a report on  
81 the submissions to the Cynthia Krieg Grant Fund program, noting that the CAC will be  
82 making recommendations to the Board of Managers next month for a total of \$122,888 in  
83 grant funding for projects. She noted that the CAC will continue to have its meeting on  
84 the second Wednesday of each month next year.

85  
86 Manager White stated that the schedule as it appears in the agenda remains current for the  
87 next month or so.

88  
89

90 **PUBLIC HEARINGS AND PRESENTATIONS**

91  
92 **Southwest Light Rail Transit Project Update**

93  
94 James Wisker introduced the team from the Metropolitan Council who are and will  
95 continue to be working with District staff on compliance of the Southwest Light Rail  
96 Transit project with the District's rules. Mr. Wisker introduced in particular Jim  
97 Alexander, head of the team, who provided the managers with an overview of the  
98 project's compliance with District rules, including the crossings and bridges, and stations  
99 to be constructed. Mr. Alexander provided a detailed, rule-by-rule analysis of the  
100 compliance of the current, 60 percent complete project plans.

101  
102 With regard to tunnels that will be constructed near Cedar Lake for the project, Manager  
103 Shekleton asked whether stormwater will be routed to infiltration basins. Mr. Alexander  
104 explained that stormwater will be routed to infiltration facilities while water seeping into  
105 the tunnels will be routed to the sanitary sewer. With regard to the reduction in the scope  
106 of the project that Mr. Alexander referred to in his presentation, he elaborated that the  
107 reduction is principally a matter of reducing the number of parking stalls and amount of  
108 parking area at the stations along the rail line through the watershed. He stated that staff  
109 from the Metropolitan Council working on the project has been coordinating closely with  
110 District staff and will continue to do so. In response to a question from Manager  
111 Shekleton, Mr. Alexander stated that there may be some Works Progress Administration  
112 wood and stone walls along the channel between Lake of the Isles and Cedar Lake.

113  
114 Mr. Alexander reviewed the anticipated schedule for the project, which calls for  
115 submission of 90 percent plans to the District for review against the rules in late January.  
116 Mr. Alexander emphasized that the project will not cause any draining of any lake along  
117 the line.

118  
119 In response to a question from Manager Shekleton about lessons the Metropolitan  
120 Council learned from constructing the light rail line to the airport, Mr. Alexander said  
121 that the amount of groundwater seeping into the tunnels proved to be greater than had  
122 been anticipated and that Metropolitan Council and its design contractor have designed  
123 the tunnels for the Southwest LRT to be more water-tight. Mr. Alexander noted that the  
124 District's wetland protection rule is not triggered by the project. He said that the final  
125 application for a District permit should be submitted in March 2016, and that  
126 Metropolitan Council was still completing the environmental assessment worksheet  
127 process. The managers thanked Mr. Alexander and his team for the presentation.

128  
129  
130

131 **ACTION ITEMS**

132

133 **Award Bid for 2015-16 Stormwater Pond Maintenance at Gleason Ponds 2 and 3**

134

135 Tiffany Schaufler appeared before the Board of Managers and presented a revised  
136 resolution, reflecting the fact that the contract amount will be only \$45,064, but that the  
137 administrator will be authorized to execute change orders up to a total of \$49,570.

138 ***Manager Shekelton moved and Manager Calkins seconded adoption of Resolution 15-***  
139 ***093, authorizing the administrator to execute the contract with Sunram Construction***  
140 ***for the project, to issue notice to proceed and to approve change orders up to 10***  
141 ***percent of the contract price. Upon vote, the motion carried 5-0.***

142

143 **Agreement with Wenck for Design Services for Minnehaha Preserve Enhancement**  
144 **Project**

145

146 Michael Hayman appeared before the Board of Managers and provided an update on the  
147 Japs-Olson project, including pictures of the progress made on the reconstruction of the  
148 parking lot, as well as a design proposal for enhancement to the District's Minnehaha  
149 Preserve property adjacent to the Japs-Olson property. Mr. Hayman said that the timeline  
150 for the project calls for construction to be completed in June. Mr. Hayman provided a  
151 resolution with some revisions from the version included in the meeting packet. ***Manager***  
152 ***Calkins moved, and Manager Miller seconded, to adopt Resolution 15-094, authorizing***  
153 ***the administrator to enter an agreement with Wenck Associates for \$36,200 and***  
154 ***establishing a project budget of not-to-exceed \$39,820, which includes authorization***  
155 ***for the administrator to approve changes to the contract up to 10 percent of the total***  
156 ***cost.*** Mr. Hayman explained that the revisions to the resolution language, similar to those  
157 for the Gleason Pond maintenance resolution, had to do with proper authorization for the  
158 contract amount as opposed to the budget amount in response to comment from counsel.

159

160 Reviewing the progress to date on the Japs-Olson project, Mr. Hayman responded to a  
161 question from Manager Shekelton by noting that the District is looking at the option of  
162 including dedicated parking in the Japs-Olson parking area for the District's trail through  
163 the Minnehaha Preserve. In response to questions from Manager Shekelton, the managers  
164 and Mr. Hayman discussed the importance of the alignment of the trail connection with  
165 the boardwalk and the importance of having good public access to the District's property  
166 from Excelsior Boulevard. Manager Miller noted that the development of the project to  
167 date is beyond what he envisioned and the outcome so far appears to be phenomenal. He  
168 complimented staff on the work. Mr. Hayman noted that after the recent heavy rains, the  
169 basins meant to quickly remove stormwater runoff were all dry and seem to be  
170 performing well. ***Upon vote, the motion carried 5-0.***

171

172 Amendment of Gray's Bay Dam Easement

173

174 Ms. Schaufler again appeared before the Board of Managers and presented a proposed  
175 revision to the easement over the Gray's Bay Dam area that the District acquired a  
176 number of years ago from Hennepin County, as well as the execution of a new easement  
177 agreement with the City of Minnetonka. Ms. Schaufler explained that the proposed  
178 revisions have to do with a city effort to resolve a dispute as to access to the right-of-way  
179 for a property immediately adjacent to the north end of the dam property, over which the  
180 District has an easement. She stated that the amendment provides for relinquishment by  
181 the District of its rights under the easement from Hennepin County and execution of a  
182 new easement to facilitate the city transaction. **Manager Calkins moved and Manager**  
183 **Rogness seconded to adopt resolution 15-095, authorizing the president on advice of**  
184 **counsel to amend the District's 1979 easement from Hennepin County to vacate the**  
185 **easement over the north parcel and authorizing the president to execute a new**  
186 **easement agreement with the City of Minnetonka to reflect the new boundary of the**  
187 **city parcel after conveyance of a portion of the property to an adjacent property owner.**  
188 **Upon vote, the motion carried 5-0.**

189

190 Minnesota Association of Watershed Districts Meeting Delegates

191

192 Manager White noted that Managers Blixt, Rogness and White have said that they are  
193 going to the Minnesota Association of Watershed Districts annual meeting and that  
194 delegates were need from the District to vote on the resolutions adopting legislative  
195 positions to be taken by MAWD for the upcoming legislative session. **Manager**  
196 **Shekleton moved and Manager Miller seconded appointment of Manager Rogness and**  
197 **Manager White as delegates to the MAWD annual meeting.** The managers reviewed the  
198 legislative position statements and proposed resolutions to be discussed at the meeting.  
199 The managers discussed whether MAWD should seek increased per diem authorization  
200 in statute for managers and elected not to take a position on the matter. Manager Calkins  
201 pointed out that the he had served on the committee reviewing resolutions submitted by  
202 watershed districts from around the state and that the committee had provided a  
203 recommendation which appears on the first page of each resolution item in the packet of  
204 materials for the annual meeting. The managers discussed the importance of the District's  
205 weighing in on the new state buffer law, given that virtually all of the watershed is under  
206 Clean Water Act permits and therefore not subject to the new law's requirements. The  
207 managers also discussed whether there is an important position for MAWD to take with  
208 regard to a new Minnesota River basin commission and agreed with the committee  
209 recommendation as discussed at the Metropolitan MAWD meeting that a watershed  
210 district would be better than a basin commission. Manager Calkins noted that the  
211 committee recommendation was the same. Manager White stated that it sounds like the  
212 Board of Managers are directing the delegates to vote consistently with the  
213 recommendations of the MAWD resolutions Committee. **Manager Calkins moved and**

214 *Manager Miller seconded to amend the resolution to include that direction. Upon vote*  
215 *the amended resolution carried 5-0.*

216

217 **BOARD DISCUSSION ITEMS**

218

219 Operations and Maintenance Manual and Capital Reinvestment Plan Update

220

221 Ms. Schaufler again appeared before the managers and provided an update on the  
222 progress made so far on revising the Operations and Maintenance Manual and developing  
223 a Capital Reinvestment Plan for District properties. Ms. Schaufler stated that with the  
224 authorization the managers, the District tasked Wenck Associates to work with staff on  
225 the project, which involves updating the 2000 Operation and Maintenance Manual, which  
226 had only 32 projects in it, a number that has been increased by 77 further projects since  
227 then. The purpose is to develop a single document that provides overall guidance on  
228 operations and maintenance but includes also specifics for each project. From there, staff  
229 will be able to prepare and present to the Board of Mangers a plan for reinvesting in the  
230 District's capital improvements projects to ensure maintenance and good working order.  
231 Manager Miller pointed out that the term "capital reinvestment" means something  
232 different to him and in the banking context. The reference really should be to maintaining  
233 District investments, and that future presentation should reflect that change. Ms.  
234 Schaufler agreed. The project has involved the identification of 32 basic O&M activities  
235 the District performs, then provide a cost estimate for each capital project to determine  
236 the annual costs for each O&M activity for each project. This information can then be  
237 used to compile a capital reinvestment plan and schedule for all District projects and  
238 infrastructure built to date and to be built in the next three years. The long-term plan will  
239 dictate all the O&M activities and schedule their recurrence over a period of 10 year,  
240 allowing, annual costs to be projected for the next 10 years.

241

242 Ms. Schaufler noted that there are a couple of assumptions built into the plan, namely that  
243 the District will build all currently planned capital projects and that the District will  
244 perform all recommended maintenance each year. These assumptions may need to be  
245 modified in implementation. She also noted that the direct and indirect costs for District  
246 staff involvement is not reflected in the spreadsheet which provided to the managers for  
247 review. Ultimately, she stated that all of the information will be contained in a single  
248 document that will be a tool for managers and staff. The principal outcome of the project  
249 will be to identify annual maintenance needs and cost of maintenance. She said staff will  
250 continue to work with Wenck on the project and bring back a final draft for approval of  
251 the managers. The managers thanked her for her presentation

252

253 **STAFF UPDATES**

254

255 **Administrator's Report**

256

257 Lars Erdahl reported that he met recently with Beacon Bank and Alerus, which has  
258 purchased the bank and merely wanted to get together and introduce themselves to  
259 District staff. He expects a continued good relationship with the organization. He stated  
260 that the District has issued a request for qualifications for a two-year laboratory analysis  
261 services contract. The prior contract was for \$98,000 and so far the response has been  
262 good. He said the response has also been good to the managed services providers request  
263 for quotes, and that staff will be coming back next month with a recommendation to the  
264 managers. Mr. Erdahl stated that Ms. Schaufler and Chris Meehan, the District engineer,  
265 presented recently in Moorhead to the Minnesota Association of Floodplain Managers on  
266 the District's response to the high water in summer 2014. Mr. Meehan noted that he was  
267 able to stay at the meetings slightly longer than Ms. Schaufler and spoke to a number of  
268 attendees who complimented Ms. Schaufler's report. Mr. Erdahl noted that Eric Fieldseth  
269 is presenting with Steve McComas of Bluewater Science at the National Association of  
270 Lake Managers conference on zebra mussel populations in Lake Minnetonka and the  
271 efforts to respond to the infestation of Christmas Lake by zebra mussels. Mr. Erdahl  
272 stated that the West Metro Climate Group is convening, and education and outreach staff  
273 is involved. He noted that the Watershed Partners group has grown to roughly 70  
274 organizations and that a slate of 2016 efforts are planned that he is looking forward to  
275 seeing implemented. Finally, he noted, staff is seeking grant dollars for the  
276 Meadowbrook Golf Course project. Staff has submitted a Clean Water Fund grant  
277 application and is exploring others, such as a county natural resources fund which may  
278 end up being a good opportunity.

279

280 **ADJOURNMENT**

281

282 *There being no further business, the regular meeting of the Board of Managers*  
283 *adjourned at 8:15 p.m.*

284

285 Respectfully submitted,

286

287

288

289

290 Kurt Rogness

291 Secretary