

47 *Account consisting of checks 41039 through 41072 in the amount of \$283,431.41; electronic*
48 *funds withdrawals in the amount of \$32,554.66; manager per diems and reimbursement direct*
49 *deposits in the amount of \$1,756.57; employee reimbursements - direct deposits in the amount*
50 *of \$617.67; and payroll direct deposits in the amount of \$229,527.20, for a total of*
51 *\$547,887.51; the security checking account indicating no transactions; Resolution 20-011,*
52 *Authorization to Award Contract for 325 Blake Road Buckthorn Removal, as follows:*

53 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed*
54 *District Board of Managers authorize the District Administrator to enter into a*
55 *contract with Minnesota Native Landscapes in the amount of \$10,800 for 325 Blake*
56 *Road buckthorn removal and that the Board establishes a project maintenance budget*
57 *in the not-to exceed amount of \$11,880 and authorizes the District Administrator, in*
58 *his judgement, to authorize change orders obligating the District up to that amount;*

59 *Resolution 20-012, Authorization to Purchase Water Monitoring Equipment, as follows:*

60 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed*
61 *District Board of Managers: that the MCWD Board of Managers authorize MCWD*
62 *district administrator to purchase an Aqua Troll 600 system from In-situ in an amount*
63 *not to exceed \$7,698;*

64 *and Resolution 20-013, 2020 National American Planning Association (APA) Conference*
65 *Attendance, as follows:*

66 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed*
67 *District Board of Managers authorize three (3) staff to attend the 2020 National*
68 *American Planning Association conference for a cost not to exceed \$7,000 for*
69 *registration, travel and accommodations.*

70 *Upon vote, the motion carried, 7-0.* Manager Miller asked that the APA attendees provide a
71 report on their return.

72

73 **BOARD, COMMITTEE AND TASK FORCE REPORTS**

74 President's Report: President White reported that she, along with Managers Rogness and
75 Maxwell, participated in a planning session for the District's summer tour event. Today, she,
76 Manager Maxwell and District staff met with Hopkins staff to plan for 325 Blake Road
77 redevelopment.

78

79 Policy and Planning Committee Report: Manager Miller reported that the committee met just
80 before the present meeting and received updates on Minnehaha Creek subwatershed planning
81 and work with agencies; a potential land acquisition in Carver County; and potential District
82 boundary adjustments.

83

84 Upcoming Meeting and Event Schedule: President White directed the managers to the meetings
85 listed on the agenda. She noted that Manager Miller will attend the March 3 Citizens Advisory

86 Committee meeting, and that the indicated March 25 date for the Policy and Planning Committee
87 and full Board meetings should be March 26.
88

89 **ACTION ITEMS**

90
91 **Resolution 20-014: Award of Contract for Wassermann Lake Preserve Project Construction**

92
93 Ms. Brown reviewed the project development milestones to date, as presented in the request for
94 Board action. After publication of the request for bids, six bids were received and opened on
95 February 11, 2020. The bids range from \$1.84 million to \$2.38 million. LinnCo, Inc., submitted
96 the low bid. Staff and the District engineer find the bid to be responsive, and consider LinnCo to
97 be a responsible bidder. Ms. Brown noted that the company was established only in 2019, but
98 that its leadership all have experience of some 25 years in Minnesota construction operations.
99 She further related that LinnCo would be responsible for demolition, grading, utilities and other
100 general contractor work, while other work would be performed by subcontractors. In particular,
101 Landbridge, which is doing the winter oak work at the site for the District, would be responsible
102 for the ecological restoration work.
103

104 Ms. Brown presented the engineer's estimate and actual bid prices for the entire project
105 (boardwalk, winter oak, park) as follows: Estimated at \$2,671,369 (\$2,375,970 City of Victoria
106 cost; \$295,399 District cost); bid at \$2,219,457 (\$1,983,799 City cost; \$235,658 District cost).
107 She noted that the bid structure assumes an upward price adjustment for boardwalk helical pier
108 installations, additional trail paving, signage and retaining a consultant for certain independent
109 testing. The signage cost would fall to the District, and the others to the City. The project still
110 will be under budget.
111

112 *Manager Olson moved, Manager Miller seconded to adopt Resolution 20-014 as follows:*

113
114 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed***
115 ***District Board of Managers finds that the bid submitted by LinnCo, Inc., is the low bid,***
116 ***and is responsive, and that LinnCo, Inc., is a responsible contractor; awards the***
117 ***contract to LinnCo, Inc. in the contract amount of \$1,839,825; and directs the District***
118 ***Administrator to return and otherwise administer bid bonds in accordance with the***
119 ***terms of the request for bids; and***

120
121 ***BE IT FURTHER RESOLVED that the MCWD Board of Managers establishes a***
122 ***contract budget in the not-to-exceed amount of \$2,023,810 and authorizes the***
123 ***Administrator, in his judgment and on the recommendation of the construction***
124 ***manager, to authorize change orders obligating the MCWD up to that amount, subject***
125 ***to City concurrence as applicable; and***

126
127 ***BE IT FINALLY RESOLVED that the District Administrator is authorized to issue a***
128 ***notice to proceed to LinnCo, Inc. in accordance with the terms of this resolution, on***

129 *advice of counsel and after receipt of a signed contract and required bonds and*
130 *insurance documentation.*
131

132 Responding to Manager Miller, Ms. Brown explained that the District’s designer recommended
133 independent testing of concrete, compaction, and possibly other items. Manager Loftus asked
134 about the testing of the boardwalk planking. Ms. Brown replied that planking submittals are
135 received and carefully reviewed.
136

137 *Upon vote, the motion carried, 7-0.*
138

139 Resolution 20-015: Authorization to Execute Agreements with the MN DNR and Wenck for
140 Improved Floodplain Modeling and Mapping Updates
141

142 Ms. Schaufler explained that the work is to model flood hazard maps throughout the District
143 using Atlas 14 precipitation data. With the finished work, the DNR intends to update maps by
144 October 2020; to convene, with the District, meetings with communities; and to update maps by
145 June 2021.
146

147 *Manager Miller moved, Manager Rogness seconded to adopt Resolution 20-015, as follows:*
148

149 *NOW, THEREFORE BE IT RESOLVED that the District Administrator is hereby*
150 *authorized to execute the amended September 28, 2018 grant agreement, with any final*
151 *changes on advice of counsel; NOW,*
152

153 *THEREFORE BE IT ALSO RESOLVED that the District Administrator is authorized*
154 *to execute a contract with Wenck to update the floodplain modeling and mapping for*
155 *the Minnehaha Creek Watershed District for an amount not to exceed \$63,400.*
156

157 *Upon vote, the motion carried, 7-0.*
158

159 Resolution 20-017: Authorization to Execute a Contract for MCWD Campus Improvements
160 Design Services
161

162 Ms. Domyancich reviewed the needs identified for the District’s office site and the concept plan
163 developed by the District engineer, encompassing parking expansion, drainage improvement,
164 stormwater management redesign to enhance function and amenity, Americans with Disabilities
165 Act accessibility improvements, trash/recycling enclosure and landscaping. The project budget
166 is \$400,000.
167

168 Ms. Domyancich then reviewed the designer selection process, in which 12 teams received
169 proposals, and eight teams submitted proposals, which were reviewed by a staff team. Three
170 firms were interviewed: Emmons & Olivier Resources, Inc.; Wenck Associates; and LHB, Inc.
171 The review team unanimously recommends LHB for reasons including its practical but creative
172 approach, its thorough use of data, a cost-effective and maintainable stormwater management

173 concept, and the firm's experience in design of commercial site retrofits. At LHB's suggestion,
174 the scope would add survey work.

175
176 Ms. Domyancich reviewed the intended schedule toward a June 2020 bid and a July 2020
177 construction start. Construction is expected to last six to eight weeks.

178
179 ***Manager Rogness moved, Manager Miller seconded to adopt Resolution 20-017, as follows:***

180
181 ***BE IT RESOLVED that the MCWD Board of Managers authorizes the District***
182 ***Administrator, on advice of counsel, to execute a contract with LHB, Inc. for design***
183 ***and construction oversight services in the amount of \$44,494;***

184
185 ***BE IT FINALLY RESOLVED that the MCWD Board of Managers establishes a***
186 ***MCWD Campus Improvements Project design services budget in the not-to-exceed***
187 ***amount of \$48,943.40 and authorizes the Administrator, in his judgment, to authorize***
188 ***change orders obligating the District up to that amount.***

189
190 Manager Miller urged that the design remain within commercial specifications and not allow for
191 criticism that a government agency is engaging in overly experimental or superfluous design.
192 Ms. Domyancich replied that the concept design falls within these boundaries. There is a cistern
193 that would be appropriate for District use, but that is not essential. The concept includes
194 converting an existing infiltration basin to a filtration design, which will be commercially
195 appropriate.

196
197 ***Upon vote, the motion carried, 7-0.***

198
199 **Resolution 20-018: Approve Strategic Direction for MCWD Outreach**

200
201 Mr. Wisker presented the final strategic direction document, which results from more than a
202 year's work involving the managers and the Citizens Advisory Committee. The document
203 follows from the Board's 2014 adoption of the District's Balanced Urban Ecology vision and the
204 2017 alignment plan. The Board adopted Resolution 19-059 to initiate the process to develop the
205 strategic outreach.

206
207 Mr. Wisker reviewed the steps to develop the strategic direction and noted that the document was
208 reviewed by the Operations and Programs Committee on February 13. The proposed resolution
209 adopts the outreach plan and authorizes the Administrator to implement the associated staffing.
210 Related staffing would be reduced from four to three FTEs for the time being: a manager, a
211 graphic design specialist, and an engagement planner. The manager would be hired first, and
212 would be involved in hiring for the other two positions. All would be competitively filled. Mr.
213 Wisker intends to proceed as soon as possible, but flexibly. He envisions posting the manager
214 position by the end of March, filling it by May, and posting the graphic designer and engagement
215 planner positions in early July. The District also would be supported by consultant services for
216 the year, which is expected to be quite busy.

Minutes of the Regular Meeting
Minnehaha Creek Watershed District
Board of Managers
2-27-20

217 Mr. Wisker closed by thanking all those who helped to bring the strategy together, including
218 District staff Kim Labo and Trevor Born; Managers White, Loftus and Miller; the Citizens
219 Advisory Committee; John Himle and Tom Horner; all managers, especially Manager Hejmadi;
220 and the citizens who participated in focus group activities.

221
222 ***Manager Miller moved, Manager Maxwell seconded to adopt Resolution 20-018, as follows:***

223
224 ***NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed***
225 ***District Board of Managers hereby adopts the attached report as the strategic direction***
226 ***for MCWD's outreach program and directs the District Administrator to take the***
227 ***actions necessary to staff the department consistent with the report.***

228
229 Manager Miller remarked that the strategic document is exceptional, and he expects to see a
230 major change in understanding and acceptance of, and support for, the District. Manager
231 Hejmadi commented on the extraordinary work of District staff.

232
233 ***Upon vote, the motion carried, 7-0.***

234
235 Administrator's Report

236
237 None.

238
239 **Adjournment**

240
241 There being no further business, President White declared the meeting of the Board of Managers
242 adjourned at 7:40 p.m.

243
244 Respectfully submitted,

245
246
247
248 Kurt Rogness, Secretary

249