

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

4  
5                                   April 9, 2015

6  
7                                   **CALL TO ORDER**

8  
9                                   The regular meeting of the Minnehaha Creek Watershed District Board of Managers was  
10                                   called to order by President Sherry White at 6:45 p.m. at the District offices, 15320  
11                                   Minnetonka Boulevard, Minnetonka, Minnesota 55345.

12  
13                                   **MANAGERS PRESENT**

14  
15                                   Sherry White, James Calkins, Jeffrey Casale, Richard Miller, Pam Blixt, Brian Shekleton.

16  
17                                   **MANAGER ABSENT**

18  
19                                   William Olson.

20  
21                                   **OTHERS PRESENT**

22  
23                                   Lars Erdahl, District Administrator; James Wisker, District Planning and Projects  
24                                   Director; Bret Eidem, District Cost-Share Grant Administrator; Chris Meehan, District  
25                                   Consulting Engineer; Michael Welch, District Counsel.

26  
27                                   **MATTERS FROM THE FLOOR**

28  
29                                   None.

30  
31                                   **APPROVAL OF THE AGENDA**

32  
33                                   *Manager Miller moved, seconded by Manager Calkins, to approve the agenda as*  
34                                   *amended. Upon vote, the motion carried 4-0. (Managers Casale and Shekleton absent*  
35                                   *for the vote.)*

36  
37                                   **Introduction of New Staff**

38  
39                                   Beth Brown introduced herself as the new Wetland Specialist in the District Regulatory  
40                                   Department. Lauren Sampedro introduced herself as the new Permitting Representative  
41                                   in the District Regulatory Department. The managers welcomed both new staff members.  
42

43 INFORMATION ITEMS AND CORRESPONDENCE

44

45 Manager White noted the two items on the agenda: a note from District staff member  
46 Becky Christopher on the release of the annual report to the Board of Water and Soil  
47 Resources and a memo from Ms. Christopher on the District's public notice procedures.

48

49 CONSENT AGENDA

50

51 *Manager Shekleton moved, and Manager Miller seconded, to approve the consent*  
52 *agenda, consisting of approval of the March 26, 2015, minutes of the meeting of the*  
53 *Board of Managers, and adoption of the following resolutions:*

54

55 **Resolution 15-033, Authorization to extend agreement with Blackstad Consulting**  
56 **under terms of the original contract.**

57

58 *NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek*  
59 *Watershed District Board of Managers authorizes the District*  
60 *Administrator to extend the agreement with Blackstad Consulting to*  
61 *December 31, 2016, under the terms of the original contract.*

62

63 **Resolution 15-034, Authorization to Execute Grant Agreement for Mud Lake**  
64 **Subwatershed Assessment**

65

66 *NOW, THEREFORE, BE IT RESOLVED that the MCWD Board of*  
67 *Managers hereby authorizes the District Administrator to execute the*  
68 *grant agreement for the Mud Lake Subwatershed Assessment; and*

69

70 *BE IT FURTHER RESOLVED that the MCWD Board of Managers*  
71 *approves the expenditure of up to \$10,000 for the required grant match.*

72

73 *Upon vote, the motion carried 6-0.*

74

75 REGULAR AGENDA

76

77 Board, Committee and Task Force Reports

78

79 President's Report

80

81 Manager White stated that District representatives attended a hearing today on the  
82 legislative bill related to aid to counties for aquatic invasive species management and  
83 control. The District submitted written testimony but did not get a change to testify  
84 because the item was pulled from the committee agenda. Lars Erdahl stated that his  
85 understanding is that the item was pulled because a number of parties have weighed in  
86 with legislators indicating a lack of support for the repeal of the county aid.

87

88 Manager White reported that the most recent Citizens Advisory Committee meeting  
89 included a presentation from the Prior Lake Spring Lake Watershed District and review  
90 of three cost-share proposals presented by Brett Eidem of the District staff. She said that  
91 the new CAC is very interested in ensuring that it maximizes its effectiveness as an  
92 advisory body to the Board of Managers and is excited to be involved in the  
93 comprehensive planning process. She said that it is an enthusiastic and active group of  
94 watershed citizens.

95

96 Manager White noted the upcoming schedule of meetings, in particular the Board Retreat  
97 on April 30, which will start at 5:30 p.m. not 4:30. She said the board representative to  
98 the CAC meeting on May 13 will be Manager Olson not Manager Blixt. Manager Blixt  
99 noted that there will be a meeting of the Metro MAWD group on April 21 at the Capital  
100 Region Watershed District offices.

101

## 102 **ACTION ITEMS**

103

### 104 Union Congregational Church Cost-Share Project

105

106 Brett Eidem presented a proposal for cost-share funding for a project at Union  
107 Congregational Church in St. Louis Park. He said the project was developed by two  
108 Master Water Stewards, Sue Nissen and Randy Holst, working in collaboration with  
109 District staff, Metro Blooms and EcoScapes. He said the original idea was to redevelop  
110 the entire property, do a complete site retrofit and capture much runoff from the 1.2-acre  
111 site as possible, but budget considerations mandated that the project be scaled back to the  
112 suite of four best management practices in the proposal in the packet for the meeting this  
113 evening. Mr. Eidem showed site plan for the proposed project and explained the  
114 development of plans for installation of a raingarden, pervious paver sitting area, a catch  
115 basin and large cistern. He said originally the sitting area was conceived to be Chilton  
116 stone, but the material is impervious and the church and partners have elected to use  
117 pervious pavers so the area qualifies for cost-share funding. Ultimately, Mr. Eidem said  
118 the proposed project cost is \$20,700 and staff recommends approval of a 75 percent cost-  
119 share contribution. He added that the CAC reviewed the project at its March 11 meeting  
120 and unanimously recommended full funding, including funding for the Chilton stone  
121 sitting area, however that was prior to consultation with legal counsel regarding the  
122 District's ability to contribute to the costs of creating impervious area and revision of the  
123 design. ***Manager Casale moved, and Manager Shekleton seconded, the advancement of  
124 the resolution providing a total commitment of \$15,525 in cost-share funding for the  
125 Union Congregational Church project to the consent agenda of the April 23 meeting of  
126 the Board of Managers. Upon vote, the motion carried 6-0.***

127

128 Mr. Eidem introduced the Master Water Stewards who developed the project to the  
129 managers, who thanked them for the efforts on the project.

130

131 **DISCUSSION ITEMS**

132

133 **Parkway Place Townhome Association Cost-Share Project**

134

135 Mr. Eidem presented a review of a possible cost-share project with the Parkway Place  
136 Townhome Association in Minneapolis, stating that he is bringing the matter forward for  
137 discussion because it is a very large cost-share project possibility and he wanted to  
138 provide the managers with an introduction to the project before bringing it back for a  
139 public hearing and considering of funding in May. He said the proposed work would  
140 occur in two or three phases beginning with a reconstruction of the parking lot for the 22-  
141 unit townhome development in south Minneapolis. He said as part of that phase the  
142 pervious center median in the parking lot would be greatly expanded and planted with  
143 native plants to encourage infiltration while the impervious surface area would be greatly  
144 reduced. He said that in addition to resulting in stormwater benefits the work would  
145 provide a new safe driveway for the association. He said the next piece of the project is  
146 raingardens on both sides of the parking area and near the entrance to the development.  
147 Mr. Eidem said the project will prevent roughly 400,000 gallons of runoff from draining  
148 to Minnehaha Creek, which is adjacent to and downgradient from the development. He  
149 added that 270 pounds per year of suspended solids and 0.7 pounds per year of  
150 phosphorus would be captured.

151

152 He stated that the project proponents have received a commitment of \$50,000 in grant  
153 funding from Hennepin County, contingent on the project receiving funding from the  
154 District. He said that Terry Hammink, a Master Water Steward who lives in the  
155 neighborhood, made the connection with the District and helped develop the proposal. He  
156 said another component of the project will be a mapping of outreach associated with the  
157 project for education purposes, which will be conducted by a Macalester student with  
158 whom Mr. Hammink has developed a relationship. He said the townhome association  
159 has identified a number of other partners to work with on the project, including the  
160 Freshwater Society; Cities Management, which is the management firm that operates the  
161 townhome property; Mayflower Church; and Next Door Page, a social network for the  
162 neighborhood.

163

164 Mr. Eidem stated that the three phases envisioned for the project could occur over two or  
165 three years with the parking-lot reconstruction first, followed by rain garden construction  
166 at the parking lot perimeter, then finally a raingarden near the entrance. He stated the  
167 total project cost is roughly \$330,000 and he would be recommending the funding of  
168 \$100,000, which the cap for projects in the public engagement subprogram of the cost-  
169 share program. He is seeking direction from the Board of Managers this evening to  
170 schedule the item for a public hearing in May in accordance with District policy and state  
171 law. He added that the District should structure the reimbursement for the project over  
172 three years; his recommendation is up to \$50,000 in reimbursement the first year,  
173 followed by \$25,000 in each of the second and third years. ***Manager Calkins moved, and***

174 ***Manager Miller seconded, to direct staff to schedule a hearing on the Parkway Place***  
175 ***Townhome Association cost-share funding for a future meeting.***  
176

177 In response to a question from Manager Blixt, Mr. Eidem stated that he was not clear  
178 which Hennepin County program is advancing possible funding for the project, but he  
179 will look into it. In response to a question from Manager Shekleton, Mr. Eidem stated  
180 that it is likely that the work on the parking and driveway areas will be completed in the  
181 first year, but that even then he would still recommend that the District reimbursement  
182 schedule extend over three years. In response to questions from Manager Miller with  
183 regard to the fiscal agent for the project and the possibility of a request for additional  
184 funding, Mr. Eidem stated that the plan for the project is well understood and worked out  
185 already, and that the townhome association itself is financing the project. The managers  
186 discussed the high level of financial commitment from the townhome owners, who are  
187 looking at an assessment of roughly \$10,000 per unit for the project. Manager Miller  
188 stated that some associations have had difficulties maintaining their renewal and  
189 replacement fund and other maintenance funds and wondered about assurance that the  
190 work proposed will be completed. Mr. Eidem pointed out that the cost-share program is  
191 structured as a reimbursement program and that no reimbursement would be paid until  
192 the work is completed. In response to question from Manager Casale as to whether the  
193 association would have the wherewithal over the long haul to maintain the project, Mr.  
194 Eidem stated that a maintenance declaration is a standard requirement of the District's  
195 agreement for cost-share funding and that he will discuss the townhome association's  
196 ability to fund the future maintenance with them and bring back information in that  
197 regard at the hearing in May. In response to a question from Manager White, Mr. Eidem  
198 confirmed that the project will capture 99 percent of a 1¼-inch rainfall. He also noted, in  
199 response to a question from Manager White, that the project has been reviewed twice by  
200 the CAC, which is recommending reimbursement. Manager Casale suggested that Mr.  
201 Eidem look into whether the association is subject to or has made itself subject to state  
202 requirements regarding maintaining adequate financial reserves for maintenance  
203 purposes. ***Upon vote, the motion carried, 6-0.***  
204

205 Administrator's Report  
206

207 Mr. Erdahl stated that with the early ice-out this year, staff is moving into high gear on  
208 outdoor work. He stated that Himle Rapp completed an analysis of a public opinion  
209 survey and presented the analysis to staff recently. It will be presented to the managers at  
210 the workshop meeting next month. He noted that the technical and citizen advisory  
211 groups for the watershed plan have been established and will meet soon to contribute to  
212 the District's self-assessment work for its plan revision. He said that he met with a  
213 number of aquatic invasive species leaders in the watershed and has reason to hope that  
214 the watershed will be receiving a grant from the Initiative Foundation for AIS work.  
215

216 Manager Blixt raised a question of whether a plan had been established for management  
217 of Mr. Erdahl's personnel file. Michael Welch stated that he will look into the matter.

218

219 Manager Blixt brought up the fact that the agenda for this evening's meeting was short  
220 and wondered whether there isn't a way to manage the agendas so that short meetings  
221 don't happen. **Manager Miller moved to recommend that the president determine**  
222 **whether there is enough material suitable for conduct of a meeting and cancel a**  
223 **meeting when there is not.** The motion failed for a lack of a second. Mr. Erdahl stated  
224 that the question of meeting-agenda management has been reviewed with the District's  
225 communications consultant and will be discussed at the retreat. The Board will look at  
226 methods to improve the efficiency of the meeting process and discuss whether the  
227 president should call for or cancel meetings and progress items to a subsequent agenda.  
228 Manager White pointed out that each issue the managers review is discussed is important  
229 and should not necessarily be put off just because the agenda is short.

230

231 Manager Blixt asked whether staff could make a presentation at a future meeting  
232 providing a broad view of the status and future years' plans for capital improvement  
233 projects. The managers discussed with James Wisker and Mr. Erdahl the process for  
234 reviewing capital projects and the timing of such reviews. Manager Blixt stated her  
235 interest in making sure she understands where projects are at in the process of being  
236 developed for public hearing, and possible ordering by the Board of Managers – in  
237 anticipation of each year's levy. Manager Miller pointed out that a related topic will be  
238 on the agenda for an upcoming Planning and Policy Committee meeting. After further  
239 discussion of the status and past history for presentation of capital projects, Manager  
240 White asked Manager Blixt to identify a resolution she recalled addressing the issue of  
241 presentation of capital project plans to the Board of Managers.

242

243 In response to a question from Manager Blixt, Manager White stated that the process of  
244 bringing in a mediator or facilitator for discussion of some of the items of contention  
245 among the managers is still in process and that she is working with Mr. Erdahl to bring  
246 forward a new recommendation for utilizing the services of the State Office of Dispute  
247 Resolution.

248

249 **ADJOURNMENT**

250

251 ***There being no further business, the regular meeting of the Board of Managers***  
252 ***adjourned at 7:55 p.m.***

253

254 Respectfully submitted,

255

256

257

258

259

260 \_\_\_\_\_  
Secretary