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MEETING MINUTES

Date: July 14, 2015
Time: 3:00 pm – 5:00 pm
Location: Mississippi Watershed Management Organization
2522 Marshall St. NE
Minneapolis, Minnesota 55418

ATTACHMENT 3

Commissioners in Attendance

Jerry Faust, St. Anthony; Mary Gaasch, Lauderdale; Jim Saefke, Fridley; Donna Schmitt, Columbia Heights; Kevin Reich, Minneapolis; Betty Wheeler, St. Paul; and Scott Vreeland, Minneapolis Park & Recreation.

Staff and Guests: Marcy Bean, MWMO; Nick Busse, MWMO; Max Dalton, MWMO; Stephanie Johnson, MWMO; Michaela Neu, MWMO; Charlie Yunker, MWMO; Andrew Lyman-Butler, Minneapolis Public Schools; Dan Murphy, Burns & McDonnell; Renay _____, Minneapolis Park & Recreation Board (MPRB); and Amy Juntunen, JASS.

The meeting was called to order at 3:00 p.m. by Commissioner Reich.

Approval of Agenda and Minutes

Motion by Vreeland, second by Saefke to approve the Agenda with the addition of a Project Report from staff on the Green 4th project. Motion carried unanimously.

Motion by Vreeland, second by Faust to approve the minutes of the May 12, 2015 meeting with the following correction: Betty Wheeler represents St. Paul. Motion carried unanimously.

Consent Agenda

Motion by Reich, second by Saefke to approve the Consent Agenda. Motion carried unanimously.

Reports from Staff

MWMO will have extended hours August 24 through September 30 while exhibiting the Minneapolis Institute of Arts (MIA) **satellite crocheted coral reef**. MIA representatives visited MWMO to aid in design of the exhibit and give feedback regarding the exhibit display. Most of the pieces will be in the entrance area. The reef exhibit will be built on August 10. Contributions for the exhibit will be accepted through July 31. There will be a special grand opening of the exhibit for the contributors. Several pieces were displayed during the meeting. Social media chatter and discussions regarding contributions online are already occurring. A formal announcement regarding the opening and hours for the exhibit will be sent via Email soon.

The **Edison IB Biology Project** is incorporating the tree trench in the school parking lot into the science course taught at the school. MWMO introduced water quality topics to the classroom and the class took a field trip to a MWMO monitoring site for turbidity testing and to gain experience using water quality monitoring equipment. Statec gave an in-class outline of the trench system and a tour of the trench, including how the trench is monitored. Altogether there were four visits with the class. Pre- and post-testing

showed that the percentage of correct answers regarding watersheds and ecosystems increased after the classes. Students also understood more about environmental careers. The program could lead to internships at MWMO. The average student's feeling of responsibility for the environment increased from 4.2 to 4.7 and students listed more ways they were able to take care of the environment. Andrew Butler, teacher at Edison, spoke to the Board regarding the program's success and future.

The **2015 Plan Amendment** was approved. Most of the Plan is derived from the analysis of watershed characteristics and identified water resource issues to be addressed. The findings from that analysis are the basis for the work plan, goals, actions, and strategies in section five and the CIPs identified in section six. The Plan lays out standards and content that each member city must include in their water management and comprehensive plans. The member authorities and responsibilities are laid out in the Plan. Issues prioritized in strategic planning sessions by the Board guide the annual work planning activities undertaken by staff. Board members and member cities will receive copies of the Plan.

The **Prospect North** design has verbal support from the landowners along Fourth Street regarding the costs and easements. Staff is working on finalizing the agreements. The 30% design and findings will be presented to the Board at the September meeting.

The **Land Acquisition MOU Framework** was presented. Faust inquired if there was a way to track the MOUs and land purchases since the Commission does not pass Resolutions, or if a new system could be implemented moving forward. Staff will discuss and bring ideas to the Board at the retreat.

Snyder is currently creating the 2016 budget, which includes an increase of 1.8% for a total of \$5.7 million. The main component of the budget is the CIPs. Board members aware of any capital projects coming up in the member cities in the next few years are requested to ask their cities to provide information on those projects to staff to be worked into the budget forecast.

A new Communications Principal, Nick Busse, has been added to Staff. This position will be used to communicate information to member cities, tell the MWMO story using local and social media, and raise MWMO's profile within the community.

Charlie Yunker, the joint Human Resources director with the City of St. Anthony and MWMO, reported that a team-building initiative will be undertaken for staff using the firm Orange Slice Training. This will be a program consisting of four separate sessions scheduled roughly one month apart. The initiative will help staff understand different work styles and applying them in a team environment. This program will be completed prior to Thanksgiving. A second workflow and succession planning initiative was sent for RFP, but due to the cost-prohibitive response, staff will complete this initiative in-house and should be completed by year end.

General Business

Staff began soliciting bids in March for the **solar project** at MWMO and received a Made in Minnesota Solar grant in April. Four bids were received ranging from \$32,000 to \$56,000. Staff is requesting authorization to enter into an agreement with All Energy Solar in the amount of \$38,100 to design and install the solar system at MWMO. The timeline for installation coincides with the fall open house event.

Motion by Reich, second by Vreeland to authorize MWMO staff to enter into an agreement with All Energy Solar to install the photovoltaic (solar) system at MWMO in an amount not to exceed \$38,100. Motion carried unanimously.

Staff proposes implementing **digital signage** at MWMO to maximize the use of media in the building with current media and interactive kiosks. The digital signs are programmable, enabling them to tell broader

stories and manage more content than traditional signage. The product is very durable and used extensively in settings such as museums and The Depot in St. Paul.

Motion by Reich, second by Gaasch to approve the contracting of professional services to create digital signs, including up to three interactive touchscreen displays, at a cost not to exceed \$40,000. Motion carried unanimously.

The MWMO **website** is the main vehicle for serving our staff, stakeholders, partners, and the general public with information. In June MWMO conducted an internal staff assessment of website needs and the general consensus is that the entire site needs to be redesigned. The current website does not meet modern accessibility standards, provide for user-friendly navigation, enforce MWMO brand standards, or incorporate a mobile-friendly design. A new site would provide users with a richer and more engaging web experience.

Motion by Reich, second by Faust to approve funding not to exceed \$50,000 for the design services and implementation of a new MWMO website. Motion carried unanimously.

A request for partnership with the Minneapolis Parks and Recreation Board to acquire the **Andrews property** has been received. The property is the old Gedney pickle factory/Andrews property just south of Lowry on the west bank of the Mississippi. The Park Board is still in the process of obtaining information on leases for the buildings on the property. The request is for \$500,000 for the value of the land, with the building and land together valued at \$2.5 million. Met Council is funding \$1.12 million of the purchase. The rest of the purchase will be funded through a Contract for Deed, allowing the owner to keep his business in the building for one year while the Park Board works on refinancing that portion of the debt. The owner is providing a \$20,000 allowance to complete phase one and phase two studies for contamination on the site. Commissioners expressed concern about the cost of likely contamination cleanup. The MOU for this land acquisition is currently in draft form.

Faust questioned whether the request is in conflict with MWMO policy which is to fund 25% of the land-only value. If the total land value of the property is \$500,000, MWMO policy would limit MWMO's funding to \$125,000. This request seems to be in conflict with past policy.

Motion by Reich, second by Gaasch to approve an allocation not to exceed \$500,000 as a 25% local match for the Minneapolis Park and Recreation Board to acquire 3.5 acres and 312 feet of river frontage at 30-31st Avenue N, 3101 Pacific Street, and 50-31st Avenue N in Minneapolis not to exceed past policy practice of percentage of land funded. Motion carried unanimously.

If additional funding is needed it may be discussed at the September Board meeting.

The **Northeast Edison Green Campus project** has been on the CIP list for several years and the MWMO Board voted to fund the project in January 2014 at a cost of \$1,225,000. The project is currently under construction and photos were shown. The Facebook post of the project received a record number of clicks and shares for an MWMO post. Completion is anticipated in late fall 2015. Higher than anticipated construction bids were received in December 2014 at approximately \$500,000 over the engineering estimates for the project. Modifications were made to reduce overages while maintaining functionality of the stormwater reuse system and its accompanying education components. Staff is requesting additional funds to cover the overage.

Motion by Faust, second by Vreeland to grant additional funds to Minneapolis Public Schools in an amount not to exceed \$100,000 as contingency for the construction of Phase IIB of the Northeast Green Campus stormwater reuse system. Motion carried unanimously.

Four **CIP Funding requests for 2015** were received by May 1, 2015. Staff reviewed the requests and recommends approval of two of the projects, the Fridley 2015 Street Reconstruction-Expanded Water Quality Improvements project and the West River Parkway Revegetation project. The Fridley project will install rain gardens and bioswales to treat 20 acres of area. The West River Road project will fund native plantings to restore the area affected by the mudslide in June 2014.

Motion by Vreeland, second by Saefke to assign \$192,200 in the form of a grant to the City of Fridley toward the construction of expanded water quality improvements during their 2015 street reconstruction project and \$17,000 in the form of a grant to the MPRB toward the design and installation of native plantings during the West River Parkway Revegetation project. Motion carried unanimously.

Staff was presented with a request for funding for the **Westminster Church Water Reuse** project. This is the first project opportunity seeking capital project funding on private property. The project seeks to reuse stormwater for grey water uses within the building, irrigation of gardens, and a fountain. The entire project cost is \$41 Million with the MWMO funding request at \$497,000. Commissioners were excited about the proposal. Careful planning and working with the Dept. of Health will be necessary to avoid liabilities. It's a great way to extend education on stormwater reuse. Staff will continue to pursue more information on this project.

Board Updates and Announcements

Faust attended the **League of Minnesota Cities annual conference**. A program is available this Friday morning for Green Step Cities and all Commissioners are encouraged to attend. A sustainable house project is moving forward in St. Anthony and staff may be called on to provide information about solar power, geo thermal, and cisterns. Sustainability students from the U of M will be working on the project. The homeowner will allow science to dictate the project and allow people to come and view the project. U of M sustainability students may contact staff with questions.

The **MWMO Open House** is scheduled for Saturday, September 19. The open house hours will be 9:00-10:00 a.m. for policy makers, and 10:00 a.m.-1:00 p.m. for the general public, with the ribbon-cutting occurring after 10:00 a.m. More information will be presented at the September meeting.

Public Input

There were no public comments.

Adjourn

There being no further business, motion by Vreeland, second by Saefke to adjourn. Motion carried unanimously. The meeting was adjourned at 4:19 p.m.

Respectfully submitted,

Amy Juntunen
Recording Secretary

Record of Motions

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