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**MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION**

MEETING MINUTES

Date: 9 January 2018

Attachment 3

Time: 3:00-5:00 PM

Location: 2522 Marshall Street NE, Minneapolis, MN 55418

Commissioners in Attendance

Donna Schmitt, Columbia Heights; Jim Saefke, Fridley; Mary Gaasch, Lauderdale; Kevin Reich, Minneapolis; Jerry Faust, St. Anthony; and Kale Severson, Minneapolis Park & Recreation Board (MPRB).

Staff and Guests: Marcy Bean, Max Dalton, Brett Eidem, Stephanie Johnson, Dan Kalmon, Tammy Schmitz, Udai Singh and Doug Snyder, MWMO; Glenda Meixell, Anoka Conservation District; Chris Meyer and Cliff Swenson, MPRB; Pat Bergin, Cemstone; Shawn Elder, Hiawatha CHS; and Amy Juntunen, JASS.

The meeting was called to order at 3:02 p.m. by Commissioner Reich.

Commissioners introduced themselves to the new Commissioner from MPRB, Severson.

Approval of Agenda and Minutes

Motion by Saefke, second by Schmitt to approve the Agenda as presented. Motion carried unanimously.

Motion by Faust, second by Schmitt, to approve the Minutes of the November 14, 2017 meeting as presented. Motion carried unanimously.

Consent Agenda

Motion by Gaasch, second by Saefke to approve the Consent Agenda. Motion carried unanimously. Commissioners complimented Staff on the breadth and depth of experience of the CAC applicants.

Reports from Staff

Johnson provided a **CIP Program update** noting that Minneapolis has not yet posted the Old Bassett Creek Tunnel project for bids yet, though it is expected soon. Staff will bring a request for funding for this partnership project at the March or May meeting. The city also invited a partnership with the U of M Civil Engineering Design class to learn how the cleanout will affect the area and potential sources of sediment into the tunnel.

The Minneapolis **East Side Storage and Maintenance Facility** project was approved for funding up to \$650,000 in 2017. The City of Minneapolis has decided not to include stormwater reuse in this project due to grant funding not covering the entire installation cost and increased future maintenance cost, dropping \$100,000 from the previously approved funding to a total of \$550,000 available in MWMO funding for above and beyond stormwater management components. That amount also includes \$150,000 in funding from Met Council, which may be withdrawn depending on final designs. The project continues to feature additional storage and water quality treatment above and beyond ordinance requirements.

Bean reported that the **CIP Project at Hall's Island** is underway. The construction camera installation was delayed, but is currently up and running. The construction camera includes a time-lapse video to show all work done to date, excepting a few days lag time.

The **Towerside Phase II Feasibility Study** is about 90% complete. Staff is communicating with MPRB re open spaces that are also stormwater projects and anticipates having a complete update on the feasibility study results, as well as a synopsis of the conversations with MPRB, in March.

For current **Planning**, Kalmon received a request from the Towerside District requesting a Letter of Support to replace the former MOU to acknowledge the District's new organization as a 501(c)3 entity. There are currently no monetary obligations to MWMO re this project, but they did request a donation. MWMO does not make donations and Staff will note in the Letter of Support the services MWMO may provide. The District is now increasing involvement with U of M, which has indicated a tremendous willingness to engage in the planning and discussions around this project. The U of M has also committed to contribute \$10,000 annually for the next three years. High-level University staff now attend District planning meetings regularly.

Staff has submitted comments re the Columbia Heights **Local Water Plan** to the city and agreed to an extension of the review process. Staff is arranging meetings with city staff to discuss the comments and changes necessary to meet the WMO requirements. Informal review of the Lauderdale and Fridley Plans has begun and comments will be provided to those cities by the end of January.

The **Administrative** report focused on a new budget format. During the audit process, Staff learned that a third fund for Capital Asset Replacement was needed, separate from the General and Capital Projects Funds. This fund would include the facilities, cars, boats, models, etc., owned by MWMO. This budget will make a one-time shift of funds from the Capital Projects and Programs Fund to the new Capital Asset Replacement Fund. The budget will be high-level and shared with the Board when complete, expected by the end of January. There will be a request for Board action regarding this item in March. The 2017 audit process has begun.

General Business

2017 CIPs. The Capital Project Grant Opportunity was established in 2015 as a new grant in response to Board approval to spend capital funds on private property. The grants are competitive with a budget of up to \$1 million annually, with a goal to participate in good projects that meet goals on public or private property projects that usually move too fast for the traditional CIP process. There have been one to two application rounds per year and 22 applications (12 public/10 private) have been received over the past three years. MWMO has funded eight of those projects, 5 public/3 private, for a total of \$2.4 million in grants. The program has allowed opportunities to work with and obtain funding for these projects from new partners such as Met Council. This program will continue and include habitat goals for future applications. The name may be changed to reduce confusion.

The project of tracking/mapping MWMO capital projects has been in process for three to four years, pulling data and project information back to 2002. A GIS database has been created and includes a layered map of MWMO projects including the BMPs used at each location, the year of implementation, other funding partners, and treatment and habitat metrics. The CIP intern also visited each site to inspect the projects and grade each on a scale from A to F. Next steps are to fill the few data gaps remaining, continually keeping the information up-to-date, and to explore options for sharing this information and create a similar dataset for Stewardship Fund projects.

Resolution 2018-005: CIP Hiawatha Collegiate HS. This Capital Project Grant application was received in fall 2017. The application is for a water reuse project for the adjacent soccer fields above and beyond ordinance requirements. Staff is in discussion with the school about permanent signage in the school building re the project. The grant is for design work and a visible tank/access for students to take grab samples. Motion by Faust, second by Saefke to

approve Resolution 2018-005, a resolution approving funding for stormwater reuse at Hiawatha Collegiate High School. Motion carried unanimously.

Resolution 2018-006: CIP Cemstone Stormwater Reuse. This site is an entirely impervious site on the west side of the Mississippi, 500 feet from the river. The site currently has a system to reuse water from the concrete washout. This application is to capture stormwater in a 190,000 gallon tank (equal to a 10-year event) to use for making new cement. Currently, Cemstone uses potable water for making cement. Motion by Faust, second by Saefke to approve Resolution 2018-006, a resolution approving funding for Cemstone stormwater reuse project. Motion carried unanimously.

Resolution 2018-007: McKnight Matching Grant Funding Request. The McKnight Foundation is funding projects targeted to build partnerships of like-minded organizations at the local, national, and international levels around the Integrated Utility Hub (IUH) concept. MWMO funding would serve as a match to McKnight funding per the grant submitted by MWMO to McKnight for the Towerside Innovation District Partnership for funding of the IUH feasibility study. Motion by Gaasch, second by Schmitt to approve Resolution 2018-007, a resolution approving funding for a McKnight matching grant. Motion carried unanimously.

Resolution 2018-008: Ecological Systems Plan Funding Request. This is a continuation of a joint project between MWMO and MPRB in 2014 to create a Plan establishing: a vision for natural resources on MPRB land focusing on vegetation and stormwater; guiding principles for management, operation, and capital improvement; community value-based maps of ecologically important locations, sites and corridors; and illustrations of all site management options. This renewed agreement stays within the original agreement's budget and continues with the phase two public engagement process. There had been a temporary close-out of the agreement due to reorganization at MPRB which stopped the project. This will re-initiate where the original project ended. Motion by Saefke, second by Schmitt to approve Resolution 2018-008, a resolution approving funding for MWMO/MPRB Ecological Systems Plan. Motion carried unanimously.

Resolution 2018-009: SAFL Monitoring Agreement. MWMO has been working with SAFL since 2006. In 2015, the MWMO Board approved an amendment to the agreement with SAFL for \$100,000 to continue data network support and special project services. Due to a number of special projects arising 2015-2017, those funds will run out in early 2018. Staff requests funding for a 2-year agreement with SAFL for continued data network support and maintenance and special projects support. Any project requiring more than \$20,000 will be brought to the Board for approval. Motion by Faust, second by Saefke to approve Resolution 2018-009, a resolution to approve \$60,000 funding for SAFL data network and special projects support agreement and authorizing staff to enter into a new two-year (2018-2019) agreement. Motion carried unanimously. Faust noted that he has been an advocate of SAFL for over a decade and MWMO may want to consider holding a board meeting at the SAFL location in the future.

Resolution 2018-010: Executive Director Review. The Executive Committee has drawn the conclusion that Snyder's performance has met or exceeded expectations and is recommending a \$2,000 increase in salary for 2018. After conversing with the HR Department, a different approach may be taken in framing future additional compensation, though the current framework and policy must be upheld for 2018. The Board thanked Snyder for his good work and noted their satisfaction with performance. Motion by Faust, second by Saefke to approve Resolution 2018-010, a resolution to accept and file Mr. Snyder's 2017 performance review and approve an increase in the Executive Director's Salary of \$2,000. Motion carried unanimously.

Resolution 2018-011: Election of Officers and 2018 Meeting Dates Confirmation. The Board adopted the second Tuesday of odd-numbered months as the MWMO Board meeting dates. Officers are Reich, Chair; Saefke, Vice Chair; and Gaasch, Treasurer. Motion by Faust, second by Gaasch to approve Resolution 2018-011, a resolution approving MWMO Officers and Meeting Dates for 2018 as noted above. Motion carried unanimously.

Open Public Input

Chris Meyer, MPRB, introduced himself to the Board as Severson's alternate.

Board Updates and Announcements

Adjourn

There being no further business, motion by Saefke, second by Gaasch to adjourn. Motion carried unanimously. The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Amy Juntunen
Recording Secretary

Record of Motions

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