



2522 Marshall Street NE
Minneapolis, MN 55418-3329

(612) 465-8780
(612) 465- 8785 fax

www.mwmo.org

**MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION**

MEETING MINUTES

Date: 12 January 2016
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; Matt Haas, St. Paul; Donna Schmitt, Columbia Heights; Kevin Reich, Minneapolis; and Scott Vreeland, Minneapolis Park & Recreation.

Staff and Guests: Doug Snyder, Marcy Bean, Nick Busse, Max Dalton, Stephanie Johnson, Michelle Ross, Tammy Schmitz, Udai Singh, Brian Jastram, Jennifer Keville, and Charlie Yunker, MWMO Staff; and Amy Juntunen, JASS.

The meeting was called to order at 3:05 p.m. by Commissioner Reich.

Approval of Agenda and Minutes

Motion by Vreeland, second by Gaasch to approve the Agenda as presented. Motion carried unanimously. Part of the Board Retreat will be dedicated to a governance discussion.

Motion by Vreeland, second by Saefke to approve the minutes of the November 11, 2015 meeting as presented. Motion carried unanimously.

Consent Agenda

Motion by Haas, second by Vreeland to approve the Consent Agenda. Motion carried unanimously. The Board expressed appreciation for the service and efforts of the CAC members. Faust asked how the member cities can assist MWMO in finding CAC members to represent each city.

Reports from Staff

Bean provided updates on the current CIPs. The **Green 4th Street District Stormwater** project is on schedule to complete the construction documents this month and solicit bids in early February. Bids will be presented to the Board at the March meeting. Staff and attorneys are working with UMN staff to develop a license agreement for finalization of the overall end-of-line connection from this system to the University of Minnesota transitway.

The **St. Anthony Regional Treatment Facility** is under construction. A camera has been installed which takes photos every 20 minutes to document the construction process and MWMO will receive a professional time-lapse video at the end of construction that can be used to promote the project. A web link to the camera is available and will be shared.

Part of the **Minneapolis Sculpture Garden project** was tied to a feasibility study for Vineland Place. The study resulted in good stormwater information, but the City of Minneapolis did not fund the Vineland Place project, so no MWMO funds were dedicated. The rest of the Sculpture Garden project is moving forward. Staff anticipates presenting further details and project bids at the March meeting. The bids will include amounts for the base project, as well as a possible addition of the water reuse item.

Ross presented a **potential paddle-share project** with the National Park Service (NPS), Minneapolis Park Board, Three Rivers Park District, and MWMO. NPS has about \$150,000 in funding to implement a project for paddling opportunities that also ties into existing Nice Ride bike-share stations. A Mississippi River paddling route from North Mississippi Park to Boom Island has been selected, with MWMO as a mid-point station where paddlers can rest or use as a start/end point. They would install unstaffed kiosks similar to the Nice Ride bike kiosks where paddlers can unlock life vests, paddles and canoes/kayaks, paddle down river, then return the items to another kiosk. This item will be discussed at the Minneapolis Park Board meeting on January 20. MWMO would be asked to provide a concrete pad for the station if the project is implemented. Staff will look into the impact of liability/insurance for MWMO. A future update will include more information.

Staff has been working with WSB on a scope for a **web-based planning analysis tool** for city planners, developers, and engineers to communicate how projects may be impacted by zoning or stormwater implementation. The tool can identify practice feasibility and sizing needed for project sites against available space. A request for Board action will be presented at the March meeting.

MWMO's first **Master Water Steward** program begins next Tuesday with a full class of 16 participants. Staff will report on the progress of the program at future meetings.

Local artist Aaron Dysart will create a **3-D ice model of the river floor** using river water to illustrate the changing nature of the Mississippi River. It will be melting in the MWMO wet classroom during the first two weeks of February. An Email announcement will be sent out.

Snyder provided an update regarding current **legal proceedings** to which MWMO is a party. The court decided in favor of MWMO on January 11.

Staff met with the architect regarding the creation of **additional office space** above the monitoring lab area. Preliminary estimates of the cost are \$75,000 or \$177/SF for an addition of just over 400 SF. That estimate did not include the triple-paned windows used throughout the rest of the building. The Board agreed that additional bids should be pursued to ensure consistency in material use for energy efficiency.

The **photo voltaic equipment** has been installed on the roof and should be operational by the March meeting.

The **2015 monitoring program** was successful, with a lot of field work conducted. One vacant position at the end of 2015 was advertised, resulting in 31 candidates and seven interviews. Jennifer Keville was hired for the position. The Annual Monitoring Report is currently being compiled. Singh recently returned from attending the International Perspective on Water Resources and the Environment conference in Sri Lanka where he presented two papers, "Water Resource Monitoring for an Urban Watershed" and "Integrating Watershed Management in a Highly Urbanized Setting." Singh also traveled to northeast India to help the three international visitors who were onsite at MWMO in 2015 to establish rain gage stations and flow tracker devices.

General Business

Bean presented a request for approval of the new policy description for the **Land Conservation** initiative. The last policy update occurred in 2009. Staff was tasked by the Board last fall to review and update the policy as needed to provide clear direction. The original and updated policies, as well as a summary of land acquisitions to date and the approach used, were included in the packet. The established policy has been 25% of cost due to other funding contributors such as Met Council; however if no other funding is available, the Board may still choose to acquire the land at a higher percentage, up to 100%. Acquisitions funded at above 25% would require further discussion by the Board. The Board requested Staff to modify the staff guideline documents for further clarity on this subject for action at the March meeting.

Motion by Vreeland, second by Faust to approve the Land Conservation Policy as presented. Motion carried unanimously.

The **NE Green Campus** stormwater reuse project is nearing completion of construction. Staff is requesting approval for posting two RFPs for interpretive signage on the campus, one for physical signage and one for the digital display that will be tied to the stormwater monitoring data collected onsite. The signage will be installed in/around the concession building which will be built in spring 2016. The RFP engages graphic artists for the physical and digital signage, as well as technical support to make visually engaging digital signage to engage at the youth level. An initiative at Edison High School headed by Michaela Neu will bring together the contractor along with students in focus groups to generate ideas for the display that will engage students. The TV monitor for the digital signage will be inside the building, but face outwards through a Plexiglas window. At this point, Staff is unsure whether the digital display will be operational when the concession stand is closed. If the digital display component could be web-based, it would allow that information to be used in classrooms and at MWMO, expanding audience reach.

Motion by Haas, second by Vreeland to approve the notice of two RFPs for interpretive components of the NE Green Campus capital project. Motion carried unanimously.

Staff is requesting approval of purchase of **WISKI database software** for data management of the water quality and quantity data collected over the past 10 years. Data includes climatological, wetland quality, river elevation, continuous flow, stormwater quality, river water quality, and BMP monitoring results. The software has capabilities for expanded data storage and is not expected to be overwhelmed by data inputs. A WISKI database user group has been set up in the metro and Capital Region Watershed District will be hosting a workshop of the software in spring 2016.

Motion by Vreeland, second by Faust to approve purchase of WISKI database software and associated support and maintenance costs not to exceed \$80,000 over a three year period. Motion carried unanimously.

Minneapolis completed a **fall 2015 CIP application** for the 24th Avenue SE Infiltration Project. The project consists of installing a Storm Trap infiltration system in the street right-of-way for a 10.3 acre drainage area in a fully developed, heavy industrial area of the city with 92% impervious surface. This is an exciting project for MWMO because it is a great opportunity to provide stormwater treatment in a highly urbanized area and will treat runoff from multiple properties and the street. It is also innovative technology and, if it works as well as anticipated, may lead to more installations moving forward. This will be the first system of this type installed in the city. The maintenance and infiltration rates will be monitored by the city.

Motion by Vreeland, second by Saefke to assign an amount not to exceed \$650,000 in the form of a grant to the City of Minneapolis toward construction of the 24th Avenue SE Infiltration Project. Motion carried unanimously.

Election of Officers and 2016 Meeting Dates

Motion by Vreeland, second by Faust to re-elect the current officers to continue to serve in their present positions. Motion carried unanimously. The officers are: Reich, Chair; Saefke, Vice Chair; and Gaasch, Treasurer.

The Board will meet on the second Tuesday of March, May, July, and September. The November 8 meeting will be rescheduled due to conflict with Election Day. Executive meetings are scheduled for the third Tuesday in February, April, June, August, October, and December.

Open Public Input

There were no public comments.

Board Updates and Announcements

Input for the Executive Director evaluation is requested to be ready prior to the Board retreat.

Faust noted that Singh and Jastram were in the newspaper last week, giving MWMO additional publicity.

Lauderdale/Falcon Heights hosted a Sustainability Fair in November.

The 2008 Water Reuse project installed in St. Anthony was cleaned out in November. Two MWMO Staff members were present. In addition to the sludge collected, a number of tennis balls were also caught in the trap.

Members are encouraged to promote the Freshwater Society sanding/salting workshops among their Public Works personnel.

Vreeland noted that he has been selected to serve on the Minneapolis Planning Commission for the next two years and hopes to make stormwater planning important in terms of city-wide planning, looking at the entire stormwater systems rather than individual properties. He is open to input on how other cities view these systems and use them in the planning process.

Adjourn

There being no further business, motion by Vreeland, second by Gaasch to adjourn. Motion carried unanimously. The meeting was adjourned at 4:18 p.m.

Respectfully submitted,

Amy Juntunen
Recording Secretary

Record of Motions

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