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**MISSISSIPPI
WATERSHED
MANAGEMENT
ORGANIZATION**

MEETING MINUTES

Date: 8 March 2016
Time: 3:00 pm – 4:30 pm
Location: Mississippi Watershed Management Organization
2522 Marshall St. NE
Minneapolis, Minnesota 55418

ATTACHMENT 3.2

Commissioners in Attendance

Jerry Faust, St. Anthony; Jim Saefke, Fridley; Matt Hass, St. Paul; Donna Schmitt, Columbia Heights; and Scott Vreeland, Minneapolis Park & Recreation.

Staff and Guests: Doug Snyder, Marcy Bean, Nick Busse, Max Dalton, Stephanie Johnson, Tammy Schmitz, Michaela Neu, Udai Singh, Brian Jastram, Brittany Faust, Melissa Burton, and Anna Johnson, MWMO Staff; Michael Schroeder, Minneapolis Park and Recreation Board (MPRB); Susan Overson, National Park Service (NPS); Wanjiru Mugo, St. Anthony Park Community Council; and Amy Juntunen, JASS.

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

Approval of Agenda and Minutes

Motion by Vreeland, second by Faust to approve the Agenda with Green 4th District Stormwater removed. Motion carried unanimously.

Motion by Vreeland, second by Faust to approve the minutes of the January 12, 2016 meeting as presented. Motion carried unanimously.

Consent Agenda

Motion by Vreeland, second by Schmitt to approve the Consent Agenda. Motion carried unanimously.

Reports from Staff

The **St. Anthony Regional Treatment Facility** is under construction. Four photos showed the progress of construction. Monitoring will be performed to learn: how efficient is this stormwater system; how efficient are the sand and cartridge filters at removing pollution; how efficient is the system at removing pollution during high/low flows; at removing gross pollutants; and what are the maintenance requirements. The system will also be used as a test bed for new instruments. The site layout includes one automated sampler at the end of the system. When the pumps are running, the two filters can be tested, sampling the water after it passes through the filters. The monitoring system components have arrived and are waiting to be installed. Staff will work with SAFL to program the equipment to collect and transmit the data to the real-time monitoring system. Completion is expected on time, in April.

Singh presented a summary on the **monitoring program**, including new monitoring staff members Melissa Burton and Anna Johnson. Staff is currently working on completing the annual monitoring report for 2015 and ensuring all maintenance on equipment is completed prior to spring rains and advertising for the summer intern position for students.

MWMO is planning to apply to host a **MN Green Corps** member for a one-year appointment that begins in the fall for 2016-2017. MWMO will be applying in partnership with the City of St. Anthony Village, who hosted a member this year. The two entities will each have 50% of the Green Corps member's time. If the application is successful, a motion from the Board to move forward will be required at the May meeting.

The **Executive Summary** of the 11CHF modeling of the regional treatment monitoring system condenses the 200 page engineer's report to three pages of text and maps for decision-makers. The modeling study began in November 2014 and was completed in January 2016. Two models were used in the project to develop information to support and inform capital project planning. The study results can be used to identify insufficiencies within the existing infrastructure and assess the impact of potential changes. A similar template will be used for future modeling summaries. The total project came in \$50,000 under budget. Staff anticipates reviewing and possibly changing the modeling with additional monitoring data.

MWMO also partnered with the City of Minneapolis to complete the South Northeast Minneapolis hydrology and hydraulic model, which should be finished by the end of March. MWMO will also do a water quality model for that area. The downtown Minneapolis area has a completed model and the flooding modeling for North Minneapolis is in progress. It is anticipated that Minneapolis will begin another modeling project now that 11CHF is complete. Staff will likely seek approval for funding at the May meeting to partner with Minneapolis on the new modeling project.

An end-of-semester event to highlight the **University of St. Thomas project** will follow the May Board meeting from 5:30-7:30 p.m. Students, professors, and board members will attend. The project is a logic model for cultural outreach to define a framework for education curriculum around BMPs. Students are looking at land use, pollinator corridors, and habitat along the river.

A **Master Water Steward tour** is scheduled for Saturday, April 9, 9:00 a.m.-2:00 p.m. The Board and employees are encouraged to meet the stewards and learn more about the program. The tour begins and ends at MWMO.

New **interpretive exhibits** are in development, including a scale model, green roof cross-section, and the interactive globe kiosk.

Staff has been working with John Bilotta from the U of M to plan the **View from the River** event in July. The current plan includes a bus tour, with the opportunity to complete the tour via canoe.

The **Lincoln Playground** site is located near Penn and Plymouth in North Minneapolis. The project is the result of a planning grant which funded three workshops to gather input from the community regarding the site. Additional potential funding was offered through the County as a Penn Avenue Community Works project. This is a grassroots movement with no fiscal agent, so MWMO has taken on that role. Staff will coordinate with Penn Avenue Community Works and has submitted an application for a Blue Cross/Blue Shield Active Places demonstration grant for \$20,000. If that grant is awarded, there will be further opportunities for outreach.

The approved **land conservation** policy was reviewed regarding board concerns regarding staff guidelines. This is not a formal policy and does not require additional approval.

The bid deadline for the **Minneapolis Sculpture Garden project** has been moved to March 14 due to additional questions received from the contractors. An update regarding the stormwater reuse system at the garden is anticipated in May.

Two bids were received for the **Green 4th project** and both are within budget. Staff needs additional time to finalize the bid motions. The deadline to award the bid is April 14, so Staff will coordinate a special meeting in early April to move forward with that process.

Staff is working with Three Rivers Park District (TRPD) naturalists to develop **youth educational programming for the wet classroom**. Lesson plans will focus around the use of the interactive stream table to examine land use, erosion, etc. The goal is to begin the program in fall 2016.

The **urban wilderness canoe adventures program** would like to pilot a canoe program in the upper river area with a stop point at MWMO. Three trips are planned this summer to evaluate whether MWMO is a good site for the program and determine future programming possibilities.

The **upcoming eco-art exhibit** displayed at MWMO was officially announced February 29 as a life-size, three-dimensional representation of plants beneficial for clean water and habitat. People can contribute pieces in any fiber medium.

The **2015 annual audit** is complete. Copies are available and will be distributed to member cities. The audit is also available on the website.

Nine applications have been received for **2016 Stewardship Fund Action Grants** and four are recommended for approval by Staff and the Citizen Advisory Council (CAC). Three projects are the result of planning grants, one began with Minnehaha Creek Watershed District, but was found to be in MWMO. All four projects are anticipated to be constructed in summer 2016.

Motion by Vreeland, second by Faust to accept and fund the following Action Grant awards at \$50,000 each for spring 2016 as recommended by Staff and CAC: 1) 4th Street Guild Stormwater Improvements; 2) Children's Dental Services Permeable Parking Lot; 3) First Universalist Church Parking Lot BMP; and 4) Northeast Middle School Green Campus Initiative. Motion carried unanimously.

A **Land Conservation Acquisition** opportunity for partnership with MPRB has arisen on a 3.88 acre property at 4022½ Washington Avenue North, Minneapolis. The property is in a light industrial area and includes 500 feet of river frontage on the west bank of the Mississippi River. MWMO funds would contribute to the land-only costs of the parcel which has an appraised fair market value of \$635,000. The MPRB purchase would also include 4050½ Washington, which is not within the Above the Falls boundary. MPRB recommends re-selling this 0.47 acre parcel subsequent to closing since it falls outside the boundary.

Motion by Faust, second by Vreeland to approve a grant allocation not to exceed \$500,000 for MPRB to acquire riverfront property at 4022 ½ Washington Avenue North, Minneapolis. Motion carried unanimously.

Staff is seeking approval to complete the **South Northeast Minneapolis Watershed water quality modeling** by Houston Engineering, Inc. in cooperation with the City of Minneapolis.

Motion by Vreeland, second by Schmitt to move forward in contracting to create a water quality model for the South Northeast Minneapolis Watershed at a cost not to exceed \$45,000. Motion carried unanimously.

The **Lincoln Playground project** began as a planning grant in fall 2014. The school is near the intersection of Penn and Plymouth Avenues and is owned by Minneapolis Public Schools, but was decommissioned and has been leased to charter schools since the 1990s. The site has just over six acres of impervious surface. Staff is requesting to contract for a feasibility study for the impervious surface of the school site, along with opportunities along Penn Avenue with the goal of an installed BMP in a redesigned playground area and the ability to do more extensive outreach in North Minneapolis regarding stormwater. A Blue Cross/Blue Shield grant has also been applied for.

Motion by Faust, second by Hass to approve Staff to initiate a stormwater feasibility study for Lincoln School at a cost not to exceed \$25,000. Motion carried unanimously.

Staff plans to create a web-based **planning analysis pilot tool** geared toward developers and planners to highlight stormwater issues at the beginning of the design process to expedite the planning process and ensure stormwater issues are considered at the planning stages of new projects.

Motion by Vreeland, second by Faust to approve the design and development of a planning analysis pilot tool at a cost not to exceed \$35,000. Motion carried unanimously.

NPS is requesting to install pads, at their cost, on MWMO property for a **potential paddle-share project** in cooperation with TRPD and MPRB. NPS will provide funding for all structures, canoes, and installation. Staff and NPS are still working to clarify roles, liability issues, and location viability for river access. MWMO would not be liable for any incidents on the water, but may be liable for incidents that occur on the property. Further clarification with partners is necessary on that and other issues. Board members expressed concern regarding parking and the permanence of concrete pads to hold the canoes. NPS will use mobile skiff pads and has funding for a one-year pilot project that will be used for evaluation, with the goal to extend the paddle-share service to the entire 72 mile Mississippi River corridor. Paddlers can bicycle back to their vehicles using Nice Ride.

The Board consensus is to continue the dialogue with NPS for further clarification and understanding of the pilot program.

Staff is requesting a funding match to apply for an MPCA Environmental Assistance Grant for the **Climate, Energy and Community exhibit and community programming**. The grant is for \$5,000 and requires a 25% match of \$1,250 for the purpose of planning, preparing, developing, and implementing a community environmental education program around the climate change and adaptation exhibit, messages, and materials used at the Eco Experience at the Minnesota State Fair. MWMO would also be a host site for this exhibit in partnership with TRPD naturalists.

Motion by Faust, second by Hass to support and authorize Staff to apply for MPCA's Environmental Assistance Grant for the Climate, Energy and Community exhibit and community programming. Motion carried unanimously.

An MPCA Environmental Assistance Grant is available to finance the research, development and implementation of **electric vehicle charging stations**. Staff is requesting authorization to apply for this grant. Board members expressed concern regarding parking. No current employees use electric cars. The board does not feel this action achieves the MWMO mission.

Motion by Faust, second by Vreeland to disapprove the MPCA Environmental Assistance Grant for electric vehicle charging. Motion carried unanimously

The **Edison Stormwater Reuse System** is nearing completion of construction. Staff is requesting approval to contract for the installation and maintenance of four flow meters at the Edison Campus site stormwater reuse system for a period of two years. The meters have already been purchased and are the property of MWMO.

Motion by Vreeland, second by Haas to approve Staff to contract for professional services to install and maintain, for a period of two years, flow monitoring equipment at the Edison Stormwater Reuse System site at a cost not to exceed \$37,500. Motion carried unanimously.

In January, Staff released two RFPs for **interpretive signage at Edison Campus**, one for physical signage and one for a digital display. Twelve proposals were received. Due to uncertainty associated with the digital display, Staff will focus on the physical display at this time and return with a digital display proposal at the May meeting.

Motion by Vreeland, second by Faust to approve Staff to contract for the coordination of design, fabrication and installation of physical signage and continue work on design of the digital display for the NE Green Campus at a cost not to exceed \$35,000. Motion carried unanimously.

Open Public Input

There were no public comments.

Board Updates and Announcements

A total of taxpayer funds approved for spending today was \$877,000.

Adjourn

There being no further business, motion by Vreeland, second by Schmitt to adjourn. Motion carried unanimously. The meeting was adjourned at 4:26 p.m.

Respectfully submitted,

Amy Juntunen
Recording Secretary

Record of Motions

Motion by Vreeland, second by Faust to approve the Agenda with Green 4th District Stormwater removed. Motion carried unanimously.

Motion by Vreeland, second by Faust to approve the minutes of the January 12, 2016 meeting as presented. Motion carried unanimously.

Motion by Vreeland, second by Schmitt to approve the Consent Agenda. Motion carried unanimously.

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Motion by Faust, second by Vreeland to approve a grant allocation not to exceed \$500,000 for MPRB to acquire riverfront property at 4022 ½ Washington Avenue North, Minneapolis. Motion carried unanimously.

Motion by Vreeland, second by Schmitt to move forward in contracting to create a water quality model for the South Northeast Minneapolis Watershed at a cost not to exceed \$45,000. Motion carried unanimously.

Motion by Faust, second by Hass to approve Staff to initiate a stormwater feasibility study for Lincoln School at a cost not to exceed \$25,000. Motion carried unanimously.

Motion by Vreeland, second by Faust to approve the design and development of a planning analysis pilot tool at a cost not to exceed \$35,000. Motion carried unanimously.

The Board consensus is to continue the dialogue with NPS for further clarification and understanding of the pilot program.

Motion by Faust, second by Hass to support and authorize Staff to apply for MPCA's Environmental Assistance Grant for the Climate, Energy and Community exhibit and community programming. Motion carried unanimously.

Motion by Faust, second by Vreeland to disapprove the MPCA Environmental Assistance Grant for electric vehicle charging. Motion carried unanimously.

Motion by Vreeland, second by Haas to approve Staff to contract for professional services to install and maintain, for a period of two years, flow monitoring equipment at the Edison Stormwater Reuse System site at a cost not to exceed \$37,500. Motion carried unanimously.

Motion by Vreeland, second by Faust to approve Staff to contract for the coordination of design, fabrication and installation of physical signage and continue work on design of the digital display for the NE Green Campus at a cost not to exceed \$35,000. Motion carried unanimously.

There being no further business, motion by Vreeland, second by Schmitt to adjourn. Motion carried unanimously. The meeting was adjourned at 4:26 p.m.

Record of Motions

Motion by Faust, second by Vreeland to approve the Agenda as presented. Motion carried unanimously.

Motion by Vreeland, second by Faust to approve the CIP-District Stormwater at Green 4th as presented. Motion carried unanimously.

There being no further business, motion by Vreeland, second by Gaasch to adjourn. Motion carried unanimously.