

MEMORANDUM

TO: Minnehaha Creek Watershed District Board of Managers
FROM: Louis N. Smith
DATE: July 6, 2015
RE: Index of Resolutions

The Board of Managers requested that staff and legal counsel review resolutions adopted by the Board in 2013, specifically identify policy resolutions, and recommend any further organization or indexing of Board resolutions for the Board's consideration.

Attached you will find two documents in response to this request:

1. A chronological index (prepared by staff) of every resolution adopted by the Board of Managers from January 1, 2013 through October 23, 2014, presenting the date of adoption, resolution number, short and longer description, staff assigned, and status; and
2. A topical index (prepared by legal counsel) of policy resolutions;

This information is presented for Board discussion and direction. With input from the Board of Managers, we can proceed to incorporate resolutions since October 23, 2014 to present, and years prior to 2013 as desired.

cc: Lars Erdahl
David Mandt

Minnehaha Creek Watershed District Policy Resolutions

INDEX

AQUATIC INVASIVE SPECIES

AIS Management Plan, Amendment Process for MCWD Comprehensive Water Management Plan, Resolution 13-035 *adopted March 28, 2013*

DATA PRACTICES

Adopting Updated Data Policy, Resolution 13-008 *adopted January 24, 2013*

FINANCIAL MANAGEMENT

Checks to Draw on the MCWD Building Account, Resolution 13-015 *adopted January 24, 2013*

MCWD Debt Management Policy, Resolution 13-007 *adopted January 24, 2013*

GOVERNANCE

Authorization to Accept Tort Liability Limits, Resolution 14-041 *adopted April 24, 2014*

Committee Structure, Board Motion *adopted January 24, 2013*

MONITORING AND EVALUATION

Ecosystem Evaluation Program, Resolution 14-017 *adopted February 27, 2014*

PARTNERSHIPS

Authorization to Execute a Memorandum of Understanding with Park Nicollet Health Services, Resolution 14-087 *adopted October 23, 2014*

Framework for Memoranda of Understanding with Watershed Cities, Resolution 13-056 *adopted April 25, 2013*

Memorandum of Understanding with City of Edina, Resolution 14-056 *adopted July 31, 2014*

POLICY FRAMEWORKS

Framework for Memoranda of Understanding with Watershed Cities, Resolution 13-056 *adopted April 25, 2013*

In Pursuit of a Balanced Urban Ecology Policy Framework, Resolution 14-009 *adopted January 23, 2014*

District Policy Regarding Restoration of Large-scale Watersheds, Resolution 14-026 *adopted March 27, 2014*

POLLUTION REDUCTION

See also TOTAL MAXIMUM DAILY LOAD (TMDLs)

Policy for the Distribution of Pollutant Reduction Credit from District Projects, Resolution 13-062 *adopted May 23, 2013*

REGULATORY

Adopt the Illicit Discharge Detection & Elimination Rule and the Appropriations Rule, Resolution 13-108 *adopted November 21, 2013*

Delegating Authority for Wetland Conservation Act Decisions to the Administrator and Establishing an Appeal Process, Resolution 13-025 *adopted February 28, 2013*

SUBWATERSHED PLANNING

Authorization to Distribute Minor Plan Amendment for the Minnehaha Creek Subwatershed Plan, Resolution 13-044 *adopted April 25, 2013*

Identifying the Six Mile Creek Subwatershed as a District Priority Focus, Resolution 14-047 *adopted May 22, 2014*

TOTAL MAXIMUM DAILY LOAD (TMDLs)

See also POLLUTANT REDUCTION

Policy for the Distribution of Pollutant Reduction Credit from District Projects,
Resolution 13-062 *adopted May 23, 2013*

Date	Resolution #	Short Description	Long Description/Resolution Title	Approved	Staff Assigned	Signed
10-Jan		Mississippi River	<i>Manager Miller moved, seconded by Manager Calkins, to direct the District Engineer prepare and present data comparing watershed contributions to the Mississippi River.</i>		Panzer	
10-Jan		CAC	<i>Manager Miller moved, seconded by Manager Shekleton, to clarify that the Board of Managers' approval of a CAC budget for 2013 is conditioned on approval of expenses by the CAC prior to their being incurred. The managers discussed whether the \$1,000 budget for the CAC for 2013 is sufficient.</i>		Evenson	
10-Jan		Minnehaha Creek Improvements	<i>Manager Blixt moved, seconded by Manager Shekleton, to direct staff to develop a proposal for District participation in the CMCC signage and landing project for discussion by the Board of Managers.</i>		Yetka	
10-Jan		Reach 20	Staff is recommending use of soils from the construction of the stormwater pond on the Weis property as fill on City of St. Louis Park property.		Clark	
24-Jan	13-002	CAC	2013 Citizens Advisory Committee Appointments		Evenson	
24-Jan	13-003	Consultant Services	Authorization to Release Request for Qualifications for Professional Services		Evenson	
24-Jan	13-004	Hydro-data	Approval to initiate Phase II of the Water Quality Database Project		Dooley	
24-Jan	13-005	NEMO	Authorization to Approve Funding of the Northland NEMO Program in the amount of \$5,000 for the 2013 Program Year ending December 31, 2013		Yetka	
24-Jan	13-006	LID	Authorization to Approve Bronze Level Sponsorship of the 2013 International Low Impact Development (LID) Symposium in the amount of \$5,000.		Yetka	
24-Jan	13-008	Data Retention	Adopting Updated Data Policy		Mandt	
24-Jan	13-009	Six Mile Marsh	Approval of Final Design for Six Mile Marsh Prairie Restoration Project and Authorization to Solicit Bids for Construction Services		Fornier	
24-Jan	13-011	Vehicle	Authorization to Purchase a Ford F-150 from Midway Ford as part of the State of Minnesota Cooperative Purchasing Program		Christopher	
24-Jan	13-012	Reach 14	<i>It was moved by Manager Miller, seconded by Manager Olson, to adopt resolution 13-012 approving the bid award for the Minnehaha Creek Reach 14 project.</i>		Houdeck	
24-Jan	13-010	Reach 20	<i>It was moved by Manager Shekleton, seconded by Manager Miller, to adopt resolution 13-010, authorizing the sub-surface investigation on District property.</i>		Hayman	
24-Jan	13-007	Financials	Manager Blixt, seconded by Manager White, to adopt resolution 13-007 concerning MCWD debt management policy, changes to Minnehaha Creek Watershed District governance policy number 5, and authorization to negotiate with Springsted Incorporated to provide financial oversight for District Land Conservation debt and properties, with a revision to section 6 of the debt policy providing that the annual debt report would be completed within the first quarter of each year.		Evenson	
24-Jan	13-015	Building	moved by Manager Miller, seconded by Manager Casale, to adopt resolution 13-015, delegation of authority to the Administrator and Operations Manager to sign checks to draw on the MCWD building account.		Evenson	
24-Jan		Committee Structure	moved by Manager Miller, seconded by Manager White, to approve the proposed Board committee structure as presented by the Himle Rapp report.		Evenson	

7-Feb	13-018	Personnel	<i>NOW THEREFORE BE IT RESOLVED that the Board of Managers authorizes staff to create and hire for the position of Regulatory Department Clerk. BE IT FURTHER RESOLVED that the cost of this position for 2013 be allocated from fund number 2101 permit Administration and Enforcement) but that in future years this position be funded through the District's personnel budget.</i>		Evenson	
7-Feb		Hydro-data	<i>NOW THEREFORE BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby authorizes the District Administrator to extend the agreement with Three Rivers Park District's analytical laboratory to provide Escherichia coli (E. coli) sample analysis services from April 2013 through October 2014.</i>		Dooley	
7-Feb	13-017	Target-Knollwood	<i>It was moved by Manager Shekleton, seconded by Manager Casale to adopt the proposed resolution as follows:NOW, THEREFORE, BE IT RESOLVED that the MCWD Board of Managers authorizes the Board President to execute the Memorandum of Understanding in its final form between MCWD and Target Corporation; andBE IT FURTHER RESOLVED, staff is authorized to make minor, non-substantive changes based on feedback from legal counsel and Target Corporation prior to Board President execution.</i>		Wisker	
7-Feb	13-019	AIS	<i>NOW, THEREFORE, BE IT RESOLVED by the Minnehaha Creek Watershed District Board of Managers, that it expresses its sincere appreciation for the public service of the residents who have served on the AIS Plan Task Force,AND NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Managers to thank the Task Force members for the progressive, forward-looking plan that it has developed for the management of aquatic invasive species within the Minnehaha Creek Watershed District.</i>		Dawson	
7-Feb	13-020	AIS	<i>NOW, THEREFORE, BE IT RESOLVED by the Minnehaha Creek Watershed District Board of Managers, that it expresses its sincere appreciation for the assistance of these persons in public service who have participated on the AIS Plan Technical Advisory Committee, AND NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Managers to thank the Committee members for the progressive, forward-looking plan that it has developed for the management of aquatic invasive species within the Minnehaha Creek Watershed District</i>		Dawson	
7-Feb		Sewage Lagoon Clean-up	<i>It was moved by Manager Miller, seconded by Manager Shekleton to direct staff to report to the Board at the end of February as to the lagoon restoration and other projects potentially eligible for state funding, potential funding sources and the resources that would be needed to make application.</i>		Wisker	
14-Feb		AIS	<i>Manager Casale moved, seconded by Manger Olson, to direct District staff to purse a revision to DNR's policy of regulating the vacuum method of flowering rush harvest as dredging.</i>		Fieldseth	

14-Feb	13-021	Water Stewards	<i>Manager Blixt moved, seconded by Manager Miller, to adopt resolution 13-021, authorizing the District administrator to execute the grant agreement with BWSR for Clean Water grant funds of \$321,945 and authorizing the administrator to execute a subcontract with Fresh Water Society for implementation of the program, on approval by District counsel as to form an execution.</i>		Yetka	
14-Feb		Six Mile Marsh	<i>Manager Miller moved, seconded by Manager Calkins, to preserve the barn and silo on the Halverson property and to authorize staff to obtain a report on necessary maintenance and repair of the barn.</i>		Fornier	
28-Feb	13-016	Hydro-data	<i>Approval to Amend the Agreement between Three Rivers Park District and MCWD to Perform Analytical Laboratory Services of Escherichia coli Analysis from April 2013 through October 2014</i>		Dooley	
28-Feb	13-017	Target-Knollwood	<i>Authorization to execute Memorandum of Understanding (MOU) with Target Corporation</i>		Wisker	
28-Feb	13-018	Cost-share	<i>Approval to continue the MCWD Cost Share Program with the 2013 revised workplan, and approval to continue the Cost Share Program Specialist position as a 1-yr temporary position to implement the Cost Share Program. NOW, THEREFORE, BE IT RESOLVED, that the Minnehaha Creek Watershed District Board of Managers approves the attached revised workplan for the MCWD Cost Share Program and approves continuing the Cost Share Program Specialist as a 1-yr temporary position to implement the MCWD Cost Share Program.</i>		Mamayek	
28-Feb	13-028	Cost-share	<i>the Minnehaha Creek Watershed District Board of Managers hereby affirms that when cost-share funding of capital construction is proposed, the District will follow procedures under Minnesota Statutes §103B.251 for project-specific public and Board of Managers review before authorizing any use of funding for design or construction in any of the following cases ...</i>		Wisker	
28-Feb	13-026	AIS	<i>Authorize Agreements for the 2013 Eurasian Watermilfoil Weevil Study</i>		Dawson	
28-Feb	13-025	Regulatory	<i>Delegating Authority for Wetland Conservation Act Decisions to the Administrator and Establishing an Appeal Process</i>		Wisner	
28-Feb	13-024	Six Mile Marsh	<i>Authorization to Demolish Identified Structures at 7701 and 7901 Halstead Drive, Minnetrista</i>		Fornier	
14-Mar		MOU's	<i>Following further discussion, it was moved by Manager Shekleton, seconded by Manager Olson, to direct the staff to explore a plan for developing similar MOU's with other cities.</i>		Wisker	
28-Mar	13-028	Urban Corridor	<i>Authorization to enter into agreement with Maxfield Research Inc. to complete market analysis and economic impact analysis for 325 Blake Road</i>		Wisker	
28-Mar	13-032	AIS	<i>Authorization to enter into an agreement with Freshwater Scientific Services to initiate a study evaluating harvesting as an alternative to herbicide treatment for managing Curlyleaf Pondweed</i>		Dooley	
28-Mar	13-033	AIS	<i>Authorization to Enter into Agreement with Carver County to Provide Watercraft Inspection Services in 2013</i>		Dawson	
28-Mar	13-034	AIS	<i>Authorization to Enter into Agreement with Three Rivers Park District to Provide Watercraft Inspection Services in 2013</i>		Dawson	
28-Mar	13-035	AIS	<i>Approval of Draft of Aquatic Invasive Species (AIS) Management Plan and Authorization to Begin the Amendment Process for the MCWD Comprehensive Water Management Plan</i>		Dawson	
28-Mar	13-036	MOU's	<i>Authorization to execute a MOU with Excelsior</i>		Houdeck	

28-Mar	13-037	Hydro-data	Authorization to award a contract to Wenck Associates Inc. for Installation and Labor of Gaging Stations on Six Mile Creek, Painters Creek, and Long Lake Creek and Approval of the Purchasing of Water Quality Equipment		Christianson	
28-Mar	13-038	Lake Nokomis	Lake Nokomis Water Quality Improvement Project – Authorize funds and award contracts for the final year of the Implementation of the Biomanipulation in Lake Nokomis		Dooley	
28-Mar	13-039	CAC	Appointment of Jerry Martin to the Citizens Advisory Committee		Evenson	
28-Mar	13-040	IT	Board authorization for the Administrator to enter into a contract with Veracity, upon approval of District Counsel as to form and execution, for the purpose of implementing district technology upgrades for a cost not to exceed \$28,563.58		Mandt	
28-Mar	13-041	IT	Board authorization for the Administrator to enter into a contract with Solbrekk, upon approval of District Counsel as to form and execution, for the purpose of purchasing, installation and training of the Laserfiche Record Retention System for a cost not to exceed \$18,241.62		Mandt	
28-Mar	13-042	Consultant Services	Selection of District Consultants 2013-2015		Evenson	
28-Mar	13-043	Financials	Acceptance of 2012 Annual Financial Audit and Authorize Close Out and Transfer of Funds		Evenson	
28-Mar	13-029	Consultant Services	Manager Shekleton moved, seconded by Manager Miller, to approve resolution 13-029, authorizing the administrator to enter into an agreement on advice of counsel with Blackstad Consulting with the recital relating to a finding of no conflict of interest by Three Rivers Park District Board removed		Wisker	
28-Mar	13-027	Six Mile Marsh	awarding the construction contract for Six Mile Marsh Prairie Restoration to Prairie Restorations, and establishing a budget for the project of \$352,673		Fornier	
28-Mar	13-030	AIS	authorizing the administrator not to exceed \$9,000 for the analyze of periphyton in Lake Minnetonka		Fieldseth	
28-Mar	13-031	AIS	releasing not to exceed \$9,000 for study of phytoplankton in Lake Minnetonka.		Fieldseth	
1-Apr		Land Conservation	Following the discussion, staff agreed to bring back a list of District properties with recommendations on how public access could be managed and a list of implications associated with each recommendation		Fornier	
11-Apr		Target-Knollwood	Authorization to send a letter expressing an interest in exploring collaboration with Rouse in the redevelopment for water resource purposes.		Wisker	
25-Apr	13-044	Water Planning	Authorization to Distribute Minor Plan Amendment for the Minnehaha Creek Subwatershed Plan: 5.8.2 Minnehaha Creek Stream Restoration and 5.8.5 Minnehaha Creek Regional Volume and Load Reduction:		Houdeck	
25-Apr	13-045	Maintenance	Authorization to Award Contract to Wenck Associates, Inc. for Pond Sediment Surveys		Fornier	
25-Apr	13-046	Hydro-data	Authorization to Award Contract to HDR for Conducting Statistical Analysis on Lake Water Quality Data		Dooley	
25-Apr	13-049	Hydro-data	Authorization to execute a contract with RMB Environmental Laboratories, Inc. to complete a macroinvertebrate survey		Christianson	
25-Apr	13-053	Building	Authorization to obtain RFQ's for the MCWD Landscaping and Stormwater Management Demonstration Project		Yetka	
25-Apr	13-054	Steiger Lake	Authorization to Amend Contract with SRF for design and construction administration of SMC-14 Steiger Lake Wetland Detention Pond Project		Clark	
25-Apr	13-057	Annual Report	Release of the 2012 Annual Activity Report and the 2012 NPDES – Phase II Storm Water Pollution Prevention Program Report:		Evenson	

25-Apr	13-058	Financials	Authorization to Hire Springstead, Inc. to Research and Recommend Investments for District Funds. Springstead Incorporated provides their recommendations to the Executive Committee no later than May 31, 2013		Evenson	
25-Apr	13-050 13-051 13-052		Adopt resolutions 13-050, -051 and -052, providing funding for Carver County, the City of Shorewood and Lake Minnetonka Conservation District's AIS management activities, with the second resolution statement in each case modified as follows: BE IT FURTHER RESOLVED that the Board of Managers authorize the District Administrator, enter into this agreement contingent that applicant demonstrate their AIS and lake management plans and related activities are consistent with the goals of the MCWD's Comprehensive Waster Resource Management Plan and upon advice of counsel and with such further minor revisions as may be necessary to effect the intent of the parties, to enter into this agreement.		Dawson	
25-Apr	13-043		Authorizing the administrator to enter an agreement with North Point Geographic Solutions for the regulatory database not to exceed \$11,550		Mandt	
25-Apr	13-047		Authorizing the administrator to enter a contract to purchase a new water quality monitoring boat for not to exceed \$33,000		Dooley	
25-Apr	13-048		Authorizing the administrator to enter a contract with Wenck Associates for the Halsted Bay feasibility study for not to exceed \$163,845		Wisker	
25-Apr	13-055		Authorization the administrator to execute the purchase agreement for the sale of a portion of 6340 County Road 26, Minnetrista and execute additional documents as necessary to complete the sale		Clark	
25-Apr	13-056	MOU's	Approval of the framework for entering MOUs with watershed cities		Houdeck	
1-May		Regional Stormwater Treatment	Regional stormwater treatment - The PPC concluded both regional treatment and site specific BMP's are effective and the District should continue to pursue both methods of stormwater management and opportunity will dictate regional treatment solutions		Panzer	
1-May		Alum	Alum treatment - the PPC concluded both in-lake and regional treatment should be considered		Panzer	
8-May	13-060	Workplans	Accept revised 2013 workplans		Staff	
8-May	13-057	Insurance	Authorization to Accept Tort Liability Limits		Evenson	
8-May	13-058	IT	Authorization to Amend Veracity Contract		Mandt	
8-May	13-059	Maintenance	Authorization to Execute Cooperative Agreement with City of Long 71 Lake for Vegetation Maintenance		Fornier	
8-May	13-061	Hydro-data	Approving Continuing Agreement with United States Geological Survey for Gauging Station near Minnehaha Falls:		Christianson	
8-May	13-062	Urban Cooridor	Authorization to execute contracts with Hart Howerton in an amount not to exceed \$43,000; and Wenck Associates in an amount not to exceed \$53,600; for professional services to support the District's evaluation of water resource restoration opportunities within the identified corridor and its 348 work with potential partners to develop those opportunities.		Wisker	
23-May	13-059	Minnehaha Creek Improvements	Authorization to Execute Contract for Professional Services for the Minnehaha Creek Education and Access Improvement Plan.		Yetka	
23-May	13-060	AIS	Authorization to Enter into Cost-Share Agreement with Minneapolis Park and Recreation Board to Provide Watercraft Inspection Services at Lakes Calhoun, Harriet, and Nokomis in 2013		Dawson	

23-May	13-061	Maintenance	<i>Authorization to expend funds to secure and repair structures at 7901 Halstead Drive, Minnetrista</i>		Forner	
23-May	13-062	TMDLs	<i>Policy for the Distribution of Pollutant Reduction Credit from District Projects</i>		Houdeck	
23-May	13-063	Long Lake	<i>Approval of Design for Long Lake Creek Corridor Improvement Project (Phase I) and Authorization to Solicit Bids and Obtain Easements</i>		Houdeck	
23-May	13-064	Mound	<i>Ordering the 2013 Mound road reconstruction cost-share project and authorizing the administrator to enter into an agreement to provide not to exceed \$14,419.60 of cost-share funding through the District's low-impact development program, and authorizing the administrator to take all of the necessary steps to implement the funding agreement.</i>		Barton	
23-May	13-064	IT	<i>Authorizing the administrator to enter into an agreement with Ally People Solutions for not-to-exceed \$46,638 for District data storage and scanning</i>		Mandt	
13-Jun		Regulatory	<i>Acceptance of 2014 Regulatory Department Work Plan</i>		Wisner	
13-Jun		Planning	<i>Acceptance of Land Conservation Work Plan</i>		Wisker	
13-Jun	13-071	Building	<i>Authorization for Cross-Easement, 15320 Minnetonka Boulevard</i>		Evenson	
13-Jun	13-069	Planning	<i>Authorization to Distribute 2014 Revised Capital Improvement Program</i>		Houdeck	
13-Jun		Planning	<i>Acceptance of 2014 Planning, Projects and Land Restoration Work Plans</i>		Wisker	
27-Jun	13-066	Hydro-data	<i>Authorization to award a contract to Wenck Associates Inc. for Installation and Labor of Gaging Stations on Six Mile Creek</i>		Christianson	
27-Jun	13-067	Cost-share	<i>Approval of Cost Share Funding – Church of St. Thomas the Apostle Rain gardens</i>		Barton	
27-Jun	13-069	Cost-share	<i>Approval of Cost Share Funding - Fulton Neighborhood Association Rain garden</i>		Barton	
27-Jun	13-070	Cost-share	<i>Authorization to Amend Contract with Wenck for design and construction oversight of Reach 14 Streambank Improvement Project</i>		Houdeck	
27-Jun	13-072	Planning	<i>Adoption of Minor Plan Amendment for the Minnehaha Creek Subwatershed Plan 5.8.2 Minnehaha Creek Stream Restoration and 5.8.5 Minnehaha Creek Regional Volume and Load Reduction</i>		Wisker	
27-Jun		Building	<i>Change the name of the Community Room at the new District offices to the "Board Room."</i>		Evenson	
21-Oct		DA Review	<i>It was moved by Manager Miller, seconded by Manager White that the Executive Committee proceed, with the District Administrator's review. Upon vote, the motion carried, 7-0</i>		White	

21-Oct	13-104	Reach 20	Authorization to execute Memorandum of Understanding (MOU) with Creekwood Estates Apartments LLC		Hayman	
21-Oct		Board Committees	President Calkins reported that he and Mr. Evenson are evaluating the Committee structure, including the necessary time to address meeting topics and alternative committee structures and meeting arrangements. Their recommendations will be brought to a future meeting.		Evenson	
21-Oct		Bushaway Road	Following discussion, it was moved by Manager Miller, seconded by Manager Casale to express the Board's support for working with Hennepin County on a plan for vegetated reinforced soil slopes in the Gray's Bay causeway, and direct the staff to prepare a plan in consultation with the County, along with a project budget and cost share recommendation.		Evenson	
21-Oct	13-106	Atlas 14	Authorization to Hire Wenck Associates to Run Atlas 14 Precipitation Data with eh District's FEMA Approved H & H Model			
14-Nov		PRAP - BWSR	Manager Shekleton asked whether the report should be made available to the Hennepin and Carver County Boards of Commissioners as the District's appointing authorities. before those bodies to speak to the assessment.		Evenson	
14-Nov		Bushaway Road	It was moved by Manager Casale, seconded by Manager Shekleton, that the District communicate to Hennepin County its willingness to assume responsibility for design, construction and maintenance of the Wayzata Bay restoration shoreline project, to be installed after the County has completed seawall construction and with a County funding contribution equal to the cost of the riprap design presented on October 24, 2013.		Evenson	
14-Nov		Bushaway Road	It was moved by Manager Casale, seconded by Manager Blixt to have Mr. Evenson-Marden send a letter to the Mayor of Wayzata emphasizing the District's desire to explore collaboration and the lack of progress on partnership efforts to date. Upon vote, the motion carried 6-0.			
21-Nov	13-107	Watershed Association Initiative	Authorization to Renew the Contract with Freshwater Society for the Watershed Association Initiative	Yes	Yetka	
21-Nov	13-108	Rule Changes	Adopt the Illicit Discharge Detection & Elimination Rule and the appropriations Rule	Yes	Wisner	
21-Nov	13-109	Grant Application	Authorization to seek BWSR Clean Water Targeted Watershed Demonstration Program funds	Yes	Hayman	
21-Nov		Realtor Education	Manager Casale moved, seconded by Manager White, to direct staff to prepare a resolution suggesting a real estate continuing education program be developed on the District rules to the operations and programs committee		Yetka	
12-Dec		Buckthorn	Manager Calkins stated that he serves on a statewide noxious weed advisory committee that is currently reviewing and revising the list of noxious weeds. Following discussion, it was moved by Manager Shekleton, seconded Manager Miller, to support Manager Calkins' recommendations for dealing with buckthorn, and request a written resolution to be considered by the Board of Managers at its next meeting		Forner	

12-Dec		Sub-watershed Education	Manager Shekleton stated that he wished to followup the discussion of the Strategic Communications Plan with a specific proposal to address a need for localized subwatershed outreach. Following discussion, it was moved by Manager Shekleton, seconded by Manager Miller, to direct the Administrator to develop a direct relevant communication plan to properties within or adjacent to a lakeshore, pipeshed or wetland that would not have received communications otherwise given current communications methods, and report back with a plan by the first meeting cycle in January, to be approved at the January 23 Board meeting. Manager Blixt noted that such an initiative is not currently in the staff work plan, and that additional resource maybe needed.		Yetka/Mamayek	
12-Dec		Meadowbrook Remeander	Manager Miller stated that he felt that it would be appropriate for the District to explore remeandering of Minnehaha Creek in collaboration with the Minneapolis Park and Recreation Board at the Meadowbrook area, and that State funding support may be possible. It was moved by Manager Miller, seconded by Manager Casale, to direct staff to initiate preliminary exploration of such a remeander project. Upon vote, the motion carried, 7-0.		Wisker	
12-Dec		Website	Manager Casale stated that he felt that the website had significant needs to be addressed.		Mamayek	
19-Dec		Sub-watershed Education	In response to a question from Manager Miller, Mr. Evenson-Marden stated that Telly Mamayek and Leslie Yetka of the District staff will be reporting on how the program can be integrated into the District's subwatershed communications and outreach work to the managers later in the month.		Mamayek/Yetka	
2-Jan		Cost Share - Presbyterian Homes	The OPC concurred with staff recommendation not to support funding this project and that the application should to go back to the CAC for a final recommendation. Manager Casale he was disappointed that the original proposal presented by staff was misleading and that staff will need to present the CAC with a clear, detailed analysis of the cost/benefits associated with the application along with their recommendation.		Evenson	
9-Jan	14-001	CAC	Appointment of 2014 CAC Members	Yes	Barten	Yes
9-Jan		AIS Economic Study	Manager Olson asked if specific AIS management actions could be prioritized with respect to cost and outcome. Manager Blixt affirmed with Mr. Dawson that staff would return to the Operations and Programs Committee once it decides the direction in which it would like to take the study. Manager Casale remarked that he would like the work to look both at activity costs and at consequences in the form of avoided cost. Responding to Manager Olson, Mr. Dawson said that staff has not communicated closely with the Minnesota Department of Nature Resources (DNR) on the study. Manager Olson recommended that the DNR should be kept apprised.		Dawson	
9-Jan		Office Landscaping	The Board concurred in its view that none of the elements should be excluded at this time. Manager Calkins said he would like to return at a later time to consider a green roof. Ms. Yetka suggested that staff would return in February for authorization of a design contract.		Yetka	

9-Jan	14-XXX	Creek Signage	<i>It was moved by Manager Casale, seconded by Manager Miller to advance the proposed resolution to the January 23 discussion agenda with an addition to the scope of work laying out Barr Engineering's cost to provide for repair and replacement for existing signage as needed on all District property consistent with the developed visual standards and to develop a policy and standard for District construction signage. Upon vote, the motion carried, 6-0.</i>		Yetka/Forner	
23-Jan		Street sweeping calculator	Manager Calkins stated that it is important for the street sweeping calculator information to be presented to the Board of Managers,		Yetka	
23-Jan		Sub-watershed Education	Manager Olson asked if specific AIS management actions could be prioritized with respect to cost and outcome. Manager Blixt affirmed with Mr. Dawson that staff would return to the Operations and Programs Committee once it decides the direction in which it would like to take the study. Manager Casale remarked that he would like the work to look both at activity costs and at consequences in the form of avoided cost. Responding to Manager Olson, Mr. Dawson said that staff has not communicated closely with the Minnesota Department of Nature Resources (DNR) on the study. Manager Olson recommended that the DNR should be kept apprised.		Yetka/Mamayek	
23-Jan	14-002	WQ Analysis	Authorization to award contract to RMB laboratory Inc for WQ Sample Analysis Services from 1-2014 through 12-2015		Christianson	Yes
23-Jan	14-003	Creek Signage	Approval to Hire Barr Engineering to Develop a Minnehaha Creek Sign and Landing Master Plan & District Signage Plan		Yetka	Yes
23-Jan	14-004	Rule Changes	Authorization to Release MCWD Rules Housekeeping Changes and Recommendations for Public Review		Welch/Wisner/Meehan	Yes
23-Jan	14-005	Urban Corridor	Authorization to enter into Agreement with Wenck Associates for demolition planning of the 325 Blake Rd. property		Wisner	Yes
23-Jan	14-006	Urban Corridor	Authorization to seek MPCA Clean Water Revolving Fund Project Priority Listing for District Initiatives within the Urban Corridor.		Hayman	Yes
23-Jan	14-007	Cost Share - Reach 20	Authorization of Cost Share Funding for Shoreline Restoration project at 4360 Brookside Court, Edina		Barten	Yes
23-Jan	14-008	Bushaway	Approval of Permit 13-460 and the Bushaway Rd Shoreline Restoration Agreement with Hennepin County		Wisner/Wisker	Yes
23-Jan	14-009	Policy Framework	Adoption of Policy Framework "In Pursuit of a Balanced Urban Ecology in the Minnehaha Creek Watershed"		White, Chair Policy and Planning Committee	Yes
23-Jan	14-010	WQ Analysis	Authorization to Award Contract to HDR for Conducting Statistical Analysis- Party II on Lake Water Quality Data		Dooley	Yes
23-Jan	14-011	Buckthorn	Support of MN Department of Agriculture listing buckthorns as Prohibited Noxious Weeds in Areas of the State Where they are not Currently Well-established		Forner	Yes
6-Feb		E2P	The OPC recommended advancing the SHARe (renamed E2P to the full board with a request for a more detailed budget.		Dooley/Christianson	Yes

6-Feb		Permitting Department staffing	The OPC accepted Wenck's audit findings and recommended the following be forwarded to the Board: (1) Department coordinator: staffing analysis to be completed by Springstead (2) Program lead: Point person, correspondence, rules updates, etc. (3) District technician/wetland focus: Similar traits but specific focus on wetlands, delineations (4) Regulatory specialist: Similar responsibilities, paperwork, declarations/rules, financial sureties (5) Three temporary representatives: Three levels within temporary staff to progress within MCWD and experience different positions and additional responsibilities. Upcoming plans for the vacant Wetland Focus position were discussed. Dave Mandt explained how this position was similar to the job position with Tiffany Forner and they plan to have cross-training and interdepartmental abilities. Mike Panzer indicated that permitting positions typically have a very high turnover rate.			
6-Feb		HR Management	The OPC recommended to the full board to hire Springstead to complete a HR analysis classification and compensation study		Mandt	
6-Feb		AIS Economic Study	The OPC requested the study also include quality but not necessarily peer reviewed information on the costs of AIS		Dawson	
6-Feb		Cost Share Program Staffing	The OPC agreed that the position vacated by Joe Barton be filled on a temporary basis (1-year) and will re-evaluate it as part of the 2015 budget discussions		Mamayek	
13-Feb	14-012	Victoria Bandshell Permit	Victoria Band Shell Project Permit Approval Authority Delegation		Meehan	Yes
13-Feb	14-013	Vacate Easement	Authorization to Amend the Access Easement at 8251 State Hwy No 7, Minnetrista		Forner	Yes
13-Feb	14-014	Reach 20	Authorization to enter into agreement with Wenck Associates to complete stormwater feasibility at Powell Rd/Meadowbrook		Hayman/Wisker	Yes
13-Feb	14-015	Public Survey	Authorization to Hire Himle Rapp Inc. to Conduct a District-wide Public Opinion Survey		Mamayek	
13-Feb	14-016	Office Landscaping	Authorization for MCWD New Building Landscaping and Stormwater Demonstration Project Final Design		Yetka	
13-Feb	14-017	E2P	Approval of the Ecosystem Evaluation Program		Christianson/Dooley/Bishoff	Yes
13-Feb	14-018	Urban Corridor	Cottageville Park Improvements Schedule and Approval of Concept Design		Clark	
13-Feb		HR Management	<i>It was moved by Manager Calkins, seconded by Manager Casale to authorize the Administrator to retain Springstead to perform the presented scope of work, and to involve the Board of Managers in the study. Upon vote, the motion carried, 7-0.</i>		Mandt	
20-Feb		Large-scale wetland Restoration	The PPC Committee concluded: (1) Future large scale wetland restoration projects will be considered in the context of a comprehensive subwatershed restoration effort such as the 6-Mile Creek Project. (2) Staff is directed to identify an urban subwatershed to do large scale wetland restoration – a possible area may be the subwatershed that includes the wetlands downstream from Taft Lake. (3) When recommending subwatershed restoration, staff needs to look first at restoring the natural hydrology to determine what the impacts and costs may be and if they are acceptable to the Board. Staff needs to consider the benefits of starting restoration projects at the top of a subwatershed and working down.		Wisker	

20-Feb		Water Plan Update	The Committee recommended – (1) The Board would start a subwatershed review process that systematically reviews the resources, needs, and priorities of each subwatershed. Some subwatersheds may be combined while others, such as the Minnehaha Creek subwatershed, may be split into separate planning units. (2) Staff will review the existing 17 goals and return to the committee with recommended groupings or changes. (3) Other priority topics such as groundwater protection, ag-runoff, community partnerships, etc., will still be discussed by the Committee; however, the discussions may be done in context of a particular subwatershed.		Wisker	
27-Feb						
13-Mar	14-019	Appreciation Award	Appreciation to Larry Meddock for Leadership in the Development of Filter Technology To Capture Aquatic Invasive Species in Watercraft. <i>It was moved by Manager Miller, seconded by Manager Olson to adopt the proposed resolution as follows: NOW, THEREFORE, BE IT RESOLVED, that the MCWD Board of Managers expresses its appreciation for the work of Larry Meddock in the development of the Mussel Mast'R filter; BE IT FURTHER RESOLVED that the Board expresses its appreciation for the participation of Larry Meddock and the Water Sports Industry Association in the 2014 Minnesota AIS Symposium that will be held March 19, 2014, in Saint Paul, Minnesota. It was moved by Manager Calkins, seconded by Manager Shekleton to amend the main motion to reword the resolution in following ways: (a) Second to last WHEREAS, "and has the potential to eliminate the need to decontaminate those tanks or make decontamination easier and more effective"; (b) Revise the first BE IT RESOLVED to read "the development of a technology that may help AIS management; and (c) Last BE IT RESOLVED, "2014 AIS Symposium held on March 19, 2014." Upon vote, the motion to amend passed 7-0. Upon vote, the main motion, as amended, passed 7-0.</i>	3/13/2014	Dawson/Mamayek	
13-Mar	14-020		Authorization to work with the City of Edina to incorporate fish passage into the 54th St. road reconstruction project. <i>It was moved by Manager Blixt, seconded by Manager Calkins to adopt resolution 14-020, as follows: NOW, THEREFORE, BE IT RESOLVED that the MCWD Board of Managers authorize the District Administrator to contract with Interfluve, Inc. for an amount not to exceed \$14,080 to refine the fish bypass channel concept for incorporation into the City's 54th Street road reconstruction project. Upon vote, the motion carried 7-0.</i>		Wisker	
27-Mar	14-021		Authorization to continue Lake Minnetonka Zebra Mussel Study in 2014 and use data to complete two research papers for attempt at publication.		Fieldseth	Yes
27-Mar	14-022		Authorization to contract with Wenck Associates, Inc. for Continued Monitoring in the Six Mile Creek Subwatershed		Christianson	Yes
27-Mar	14-023		Cottageville Park Project ordering		Clark	Yes
27-Mar	14-024		Acceptance of Annual 2013 Financial Audit and Approval of Fund Transfers and Closures		Gibbs	Yes
27-Mar	14-025		Authorization to enter into contract with the University of Minnesota for the Six Mile Creek Carp Assessment		Wisker	Yes
27-Mar	14-026		District Policy regarding Restoration of Large-scale Wetlands		Calkins/Dawson	Yes
10-Apr	14-027		Cottageville Park: Ammendment to Cooperative Agreement with the City of Hopkins, Approval of BWSR Grant Agreement, and Authorization of Consultant Design Services		Clark	Yes

10-Apr	14-028	Authorization to Contract with Wenck Associates, Inc. for consulting services for the Ecosystem Evaluation Program for 2014. Following discussion, it was moved by Manager Casale, seconded by Manager Blixt, to adopt resolution 14-028 as follows: NOW, THEREFORE, BE IT RESOLVED, that the MCWD Board of Managers authorizes the District Administrator to execute a contract with Wenck Associates, Inc. for the development of the Ecosystem Evaluation Program for 2014 not to exceed \$99,550. Upon vote, the motion carried, 7-0.	4/24/2014	Christianson/Dooley	Yes
24-Apr	14-029	Approval of project design contract for 325 Blake Rd. -Powell Rd. pipe diversion	4/24/2014	Clark	Yes
24-Apr	14-030	Approval of Cost Share funding for a stormwater project with the Minneapolis Street Car Museum	4/24/2014	Eidem	Yes
24-Apr	14-031	Approval of 2014 AIS Watercraft Inspection Carver County	4/24/2014	Dawson	Yes
24-Apr	14-032	Approval of 2014 AIS Watercraft Inspection LMCD	4/24/2014	Dawson	Yes
24-Apr	14-033	Approval of 2014 AIS Watercraft Inspection Minneapolis Park & Rec Board	4/24/2014	Dawson	Yes
24-Apr	14-034	Approval of 2014 AIS Watercraft Inspection City of Shorewood	4/24/2014	Dawson	Yes
24-Apr	14-035	2014 AIS Watercraft Inspection contract with Carver County for roaming inspectors	4/24/2014	Dawson	Yes
24-Apr	14-036	Award Contract for vegetation maintenance at 10 District project sites	4/24/2014	Forner	Yes
24-Apr	14-037	Authorization to purchase a Ford Escape from the State of MN Cooperation Purchasing Venture	4/24/2014	Forner/Dooley	Yes
24-Apr	14-038	Approval of "Housekeeping" rule changes and set the date the changes become effective: Following discussion, it was moved by Manager Calkins, seconded by Manager Casale, to adopt resolution 14-038 providing as follows: NOW, THEREFORE, BE IT RESOLVED that the MCWD Board of Managers authorizes the District Administrator to publish the attached Minnehaha Creek Watershed District Rules Housekeeping Amendments in accordance with Minnesota Statutes section 103D.341m along with the attached statement of need and reasonableness, and schedule and issue notice of a public hearing on the amendments as part of the April 10, 2014, workshop meeting of the Board of Managers. Upon vote, the motion carried, 7-0.	4/24/2014	Wisner	Yes
24-Apr	14-039	Authorization to release the 2013 BWSR and MS4 Annual Reports	4/24/2014	Houdek	Yes
24-Apr	14-040	Authorization for Professional Services to develop interpretive signage for the Reach 20 Restoration educational area. Following discussion, it was moved by Manager Calkins, seconded by Manager Blixt, to adopt Resolution 14-040 as follows: NOW, THEREFORE, BE IT RESOLVED that the MCWD Board of Managers authorizes the District Administrator to execute a contract for professional design services with Barr Engineering Company NTE \$35,000 to develop interpretive signage for the Reach 20 education area and Cottageville Park. Upon vote, the motion carried, 7-0.	4/24/2014	Yetka	
24-Apr	14-041	Approval to accept tort liability limits	4/24/2014	Evenson-Marden	Yes
8-May	14-042	Approval of continuing MCWD and USGS agreement for joint funding of operations and maintenance of a year-round gauging station near Minnehaha	5/22/2014	Christianson	yes
8-May	14-043	Authorization to extend agreement with Blackstad Consulting under terms of original contract	5/22/2014	Hayman	yes
8-May	14-044	Authorize 2014 AIS Watercraft Inspection Contract with Three Rivers Park District for Roaming Inspectors	5/22/2014	Fieldseth	yes
8-May	14-045	Authorization to award contract for 2014 stormwater pond sediment surveys	5/22/2014	Domyancich	yes
22-May	14-046	Award design contract for Long Lake Wastewater Treatment pond restorations	5/22/2014	Houdek	yes
22-May	14-047	Identifying Six Mile Creek Subwatershed as a priority focus area	5/22/2014	Wisker	yes

22-May	14-048		Authorization to distribute CIP for annual review and comment	5/22/2014	Houdek	yes
22-May	14-049		MCWD Building Stormwater and landscaping plan - 60% Plan review. Manager Shekleton moved to table resolution 14-049 ordering the project for further development of designs, seconded by Manager Miller. Upon vote, the motion carried 4-0.		Eidem	
12-Jun	14-050		Approval of Project Design, Authorization to Solicit Bids for Cottageville Park and Permit 14-208 consideration	6/12/2014	Clark/Wisner	Yes
12-Jun	14-051		Authorization to amend cooperative agreement for the Taft-Legion Improvement Project	6/12/2014	Houdek	Yes
26-Jun	14-052		Approval of Agreement for Project Easement/Powell Rd Pipe Diversion Project. Manager Miller moved, seconded by Manager Shekleton to adopt resolution 14-052. On the motion the role was called: Manager Olson, aye; Manager Casale, aye; Manager Blixt, aye; Manager Miller, aye; Manager Shekleton, aye; Manager Calkins, aye; Manager White, aye;. The motion carried.	6/26/2014	Clark	
26-Jun	14-053		Support of GreenCorps Member	6/26/2014	Eidem	Yes
26-Jun	14-054		Cost Share Project: Cedar-Isles-Dean Neighborhood Association	6/26/2014	Eidem	Yes
10-Jul	14-055		Approval to extend contract with Waterfront Restoration to remove Flowering Rush on Lake Minnetonka	7/10/2014	Fieldseth	Yes
31-Jul	14-056		Memorandum of Understanding with City of Edina		Wisker	Yes
31-Jul	14-057		Board acceptance of 2015 workplans		Wisker/Fornier/Houdek/Domyancich	Yes
31-Jul	14-058		Authorization to reject bid proposals for Phase 1 of Cottageville Park		Clark	Yes
31-Jul	14-059		Approval of a framework for the 2017 Comprehensive Plan Update		Houdek	Yes
31-Jul	14-060		Authorization to submit Point Source Implementation Grant application to Minnesota Public Facilities Authority		Hayman	Yes
31-Jul	14-061		Authorization of Cost Share Funding for St. Luke Presbyterian Church		Eidem	Yes
31-Jul	14-062		Authorization of Cost Share Funding for Nokomis Alleyway Initiative		Eidem	Yes
14-Aug	14-063		Authorization to Distribute Environmental Assessment Worksheet (EAW) for 30-day Public Comment Period - Long Lake Creek Phase II Restoration Project		Hayman	
28-Aug	14-064		Watershed Heroes Nominations		Mamayek	
28-Aug	14-065		Approval of the Revised CIP		Houdek	
28-Aug	14-066		Homeowner Stormwater BMP Cost Share Projects		Eidem	
28-Aug	14-067		Acceptance of Utility Occupancy License from Soo Line Railroad for Powell Road Stormwater Diversion Project		Clark	
28-Aug	14-068		Authorization to enter into MOU with Minnetrista for Wetland Restoration		Hall	
11-Sep	14-069		Certification of 2015 Budget: Operations			
11-Sep	14-070		Certification of 2015 Levy: Operations			
11-Sep	14-071		Certification of 2015 Budget: Projects			
11-Sep	14-072		Certification of 2015 Levy: Projects			
4-Sep	14-073		Transitional Services of Former Administrator		Spartz/Board of Managers	
11-Sep	14-074		Authorization to Contract with Wenck Associates to Develop a 2014 Flood Report		Schaufler	
25-Sep	14-075		Ordering of 54th Street Fish Bypass Channel		Houdek	
25-Sep	14-076		Authorization to Hire HLB-Tautges Redpath to Complete the 2013 MCWD Annual Financial Audit		Spartz	
25-Sep	14-077		Authorization to enter into Cooperative Agreement with Hennepin County Housing and Redevelopment Authority and the City of Hopkins on establishing a master development strategy for the Blake Road Station area		Wisker	

Status

Summary of the State of the River Report with contribution from watershed was provided to the Board ???????????

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Completed and debt schedule provided to the Board Treasurer

Completed, the buidling checking account was closed in 2013

Completed

Completed

Completed

Completed

Completed

Completed

Completed

Discussed at 5-2-13 OOP. Waterfront Restoration tried out a version of it last fall, but wanted to make some modifications to the equipment over the winter to make it more effective. We have some funds budgeted for 2014 to assist or test the unit if we desired. Staff is planning to checking in with them this spring, and maybe design a test later this summer. The practical use of the method is still in question, and depending upon how it was used may or may not require DNR approval.

Completed
Completed
Completed
Completed
Completed, the program will be reevaluated as part of the 2015 budgeting process
Completed
Completed
Completed
Completed
On-going
Completed
On-going - will be evaluated as part of the 2015 budgeting process
Completed
Completed
Completed
Completed

Completed

Completed - report will be finalized in 2014

Completed

Completed

Completed, project on-going. Board packets scanned, permit file scanning underway, QAQC in place.

Completed

Completed

Completed

Completed

Completed

Completed

Underway - Additional discussion by the PPC in 2013, Conservation Assessment completed 2/14 - management plans will be completed by 12/14

Completed

Completed

Completed

Completed

Completed

Underway - draft plans will be presented to the Board in May 2014

Project completed

Completed

Completed, currently funds are invested with Beacon Bank as recommended by Springstead & Treasurer

Completed

Completed - beta testing underway

Completed

Draft completed - discussed at PPC in the fall of 2013, tabled awaiting completion of the 6-Mile Subwatershed Restoration Plan

Sale completed

MOUs in place with Excelsior & Hopkins. The "framework" calls for MOU's with individual cited to be developed strategically on a "need" basis.

n/a

n/a

Completed - changes also reflected in 2014 workplans

Completed

Completed

Completed

Completed

Completed

Planning underway

Completed

Completed

Policy in place and communicated to cities

Project to be constructed in 2014

Completed

Project underway

Included in 2014 Budget

Included in 2014 Budget

Completed

Completed

Included in 2014 Budget

Completed

Declaration laguage recently approved by the church in April 2014

Completed

Project in maintinance phase

Amendment completed

Completed

On-going

Done

Committee Restructured effective 2014

The project was assigned to James Wisker and approved on 1/23/14

BWSR will be reporting to the Carver Co. Board on 3-18-14 and tentively to the Henn. Co. Board the same day

Letter sent 11-19-13

Letter sent 11-19-13

A program will be brought back as part of a larger program to the OPC in April

Approved 1-23-14

Returned to the Board on 1/23/14

Reported to the PPC on 1/16/14 and Board on 2/13/14

Staff are making on-going improvements to the website. Specific concerns should be e-mailed to Trevor Born.

Returned to the Board 1-23-14

Returned to CAC in April, 2014

Staff will be returning with a recommendation for the next Phase of the Study

Staff will be asking the board to hire Barr Engineering and will return to the Board with 60% design plans.

Staff has contracted with Barr Engineering and will be returning to the Board with recommended design standards

This will be brought back to the Board

Plan is being revised by staff to address the Board's comments

Submitted to the Board, approved with conditions on 2/27. Will be reviewed further on 3/13.

Approved by the Board on 2/27/14

Study will be completed by the summer of 2014

Will return to the Board on 3/13/14

Evaluation is expected to be completed by 4/30/14

6-Mile Creek subwatershed project has been assigned to Becky Houdek. An urban large-scale restoration will be identified in the 2017 Water Resource Plan

The plan will be completed by 12/31/17. Subwatersehd based discussion will begin in 2014.

