

**MINUTES**  
**MINNEHAHA CREEK WATERSHED DISTRICT**  
**OPERATIONS AND PROGRAMS COMMITTEE**  
**May 7, 2015**

**Committee Members Present:** Bill Olson, Chair; Pam Blixt, Kurt Rogness

**Board Members Also Present:** Jim Calkins, Brian Shekleton, Sherry White

**Staff Present:** Lars Erdahl, District Administrator; Telly Mamayek, Communications Director; Trevor Born, Communications Coordinator; Craig Dawson, Research and Monitoring Director  
Kelly Cochrane, KC Consulting (consultant)

**1. Call to Order**

Chair Olson called the meeting to order in the Big Island Room at 6:48 p.m.

**2 Matters from the Floor**

None.

**3 Approval of Agenda**

There were no changes to the Agenda as presented.

**4 Information Items/Correspondence**

None.

**5 Discussion Items**

**5.1 Minnehaha Creek Cleanup**

Director Mamayek reviewed a Request for Board Action regarding the 2015 Minnehaha Creek Cleanup scheduled for July 26. She provided a history and elements of events since the first cleanup in 2007, which had done as part of the MCWD's 40<sup>th</sup> anniversary activities, and then highlighted the new activities planned for 2015. The annual creek cleanup has grown significantly in scope, participants, and activities over time. KC Consulting has provided event planning services since the program's inception, and has held its \$5,000 fee constant ever since. In reviewing the scope, complexity, and staffing it needs to perform its services, staff concurred

with KC Consulting's request to increase its fee to \$12,000. Ms. Cochrane responded to questions with examples of the types of tasks and service she and her staff must perform.

The Committee recommended approval of the RBA and that this item be placed on the consent agenda for the Board's May 14, 2015, workshop meeting.

## **5.2 Reflections on April 30, 2015, Board Retreat**

Administrator Erdahl distributed a summary of the meeting prepared by John Himle of Himle-Rapp.

Chair Olson noted that Manager Blixt had drafted a format to easily view programs/projects at-a-glance that the Committee could use to track progress and timelines of active and upcoming projects. Manager Blixt also wanted a format to be used for financial planning over multiple years. Managers expressed concerns about tax levy needs or impacts over several succeeding years, and believed that such a tool would be helpful.

Staff and managers believed that something that staff is currently using could be used or adapted for the Committee's use. Manager Calkins suggested that progress reports on workplans (semi-annually or quarterly) might be a way to provide the desired information. The goal was to have something easy-to-use and easy-to-reference without making much additional work for staff to produce. All agreed that the primary value of the instrument would be for communication.

Manager Blixt noted one of the outcomes of the Board retreat was a desire to identify types of topics that the Committee should have in its purview. She requested that staff identify what policies, potential project or regulations should be looked at by the Committee, and try to have them ready for the Committee's June meeting.

President White said she would like a big-picture discussion on the regulatory environment relating to issues that would affect the District. Manager Calkins noted that under the current framework, that topic would be assigned to the Planning and Policy Committee, or to the Board as a workshop item. Manager Blixt identified the Governor's buffer initiative, drinking water protection zones, and ditch policies as topics that the Board should review.

## **6 Staff Updates**

None.

## **7 Adjournment**

The meeting was adjourned at 8:27 p.m.

Respectfully submitted,  
Craig Dawson  
Recorder