

1 **DRAFT**

2 **MINUTES OF THE PLANNING AND POLICY COMMITTEE**

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4  
5 **February 18, 2016**

6  
7 **CALL TO ORDER**

8  
9 The Committee was brought to order by Manager Calkins at 6:50 p.m. at the District offices;

10  
11 15320 Minnetonka Blvd

12 Minnetonka, MN 55345

13  
14 **COMMITTEE MEMBERS PRESENT**

15  
16 James Calkins, Richard Miller, and Brian Shekleton.

17  
18 **NON-COMMITTEE MEMBERS PRESENT**

19  
20 Sherry Davis White and Kurt Rogness.

21  
22 **OTHERS PRESENT**

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24 Lars Erdahl, District Administrator; James Wisker, Director of Planning & Projects; Becky  
25 Christopher, Lead Planner & Project Manager; Anna Brown, Planner & Project Manager; Renae  
26 Clark, Planner & Project Manager; Laura Domyancich, Project & Land Technician; Katherine  
27 Sylvia, Permitting Program Lead; and Matthew Cook, Planning Assistant.

28  
29 **MATTERS FROM THE FLOOR**

30  
31 Mr. Wisker stated that the American Planning Association recently released a draft Water Policy  
32 Guide, in which there was a call for planners to strive for the integration of water resources and  
33 conventional infrastructure. He noted that this call for integration, along with other suggestions  
34 in the Guide, were initiatives the District has already undertaken and memorialized in the  
35 *Balanced Urban Ecology* policy and the District's recently-adopted Mission, Vision, Goal, and  
36 Guiding Principle statements. Manager Miller agreed, adding that the similarity of District policy  
37 with the APA's Guide served as an affirmation that the District was headed in the right direction.

38  
39 Mr. Wisker stated that District staff intended on submitting comments to the APA on their draft  
40 Guide. The Committee generally encouraged this.

41  
42 **APPROVAL OF AGENDA**

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44 The agenda was approved without amendment.

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46

47 **COMMITTEE MEETING**

48

49 **Comprehensive Plan Update Brochure**

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51 Ms. Clark reminded the Committee that Ms. Christopher has been leading discussions about the  
52 Two-Track Approach with the District's Policy, Technical, and Citizen Advisory Committees.  
53 At the meetings, Ms. Clark explained, staff referred to successful District projects to illustrate  
54 how the Focal and Responsive tracks could work moving forward. She added that staff from  
55 partner agencies on these projects and others offered testimonials, speaking to the District's  
56 competency and flexibility as a partner.

57

58 Ms. Clark stated that in order to memorialize this external support and to better broadcast the  
59 District's partnership model and Two-Track Approach, she hoped to lead staff in compiling a six  
60 to ten page brochure that includes project examples and testimonials, along with descriptions of  
61 the District's new Mission, Vision, Goals, and Guiding Principles.

62

63 Manager Miller stated that he was in support of such a product, stressing the importance of  
64 proper presentation of the District's approach. Mr. Erdahl echoed this, again emphasizing that  
65 District staff should plan to present compelling descriptions of District plans during the writing  
66 of the Comprehensive Plan and after its adoption.

67

68 Manager Shekleton expressed his support for using a format similar to the recent Six Mile Creek  
69 Focal Geography pamphlet. He added that making the finished product web-accessible would  
70 serve the District well.

71

72 Manager Miller suggested that the Board select a Task Force of Managers to assist staff in  
73 crafting the brochure.

74

75 **Program Evaluation Process**

76

77 Ms. Christopher provided an updated process diagram and schedule for the development of the  
78 Comprehensive Plan and reminded the Committee that there are three primary areas of work –  
79 the internal strategic planning process, data/technical updates, and development of the  
80 implementation framework with the advisory committees. She provided a proposed schedule for  
81 the program evaluation process, as discussed by the Committee in January. According to the  
82 schedule, staff would begin the process in March, and the PPC's review would begin in August.  
83 She noted that the process would not be completed in time to inform the 2017 budget process but  
84 would be used to inform the Comprehensive Plan.

85

86 Mr. Wisker explained that staff intends for both the Strategic Plan and the Six Mile Plan to be  
87 integrated into the Comprehensive Plan. He noted that, given the amount of work needed for  
88 each of these processes, it could be challenging to have everything completed and integrated into  
89 the Comprehensive Plan by January of 2017 – the ideal beginning of the formal review period  
90 for the 2017 Plan. He added that he wanted to bring this to the Committee's attention early in the

91 event that the District may wish to pursue an extension from BWSR. Ms. Christopher stated that,  
92 given that the review process itself takes up to six months, BWSR would likely be comfortable  
93 so long as the District has an initial draft of the Plan by the deadline of June 2017.

94  
95 Mr. Wisker added that if staff had a larger window of time to craft the Plan pieces, they could  
96 drive down costs by exporting less of the workload to consultants and doing more in-house.

97  
98 Manager White noted that District staff would likely need to be prepared to issue progress  
99 reports to BWSR and the Board given that the ideal deadline may not be met. The Committee  
100 was generally supportive of remaining flexible to ensure all of the respective plans would be  
101 aligned and completed a level of satisfactory quality.

102  
103 After inquiry from Manager Calkins, staff confirmed that the 2017 Plan was still an update of the  
104 2007 Plan, and that staff were not going to re-write the entire Plan. Mr. Erdahl added that staff  
105 were not planning to take more time than initially allotted to complete the Plan, but were merely  
106 bringing the topic to the Board early to manage expectations.

107  
108 Wenck Scope of Work

109  
110 Ms. Christopher stated that staff is in the process of developing a scope of work for Wenck  
111 Associates to assist with the technical aspects of the Plan update, including the following six  
112 tasks:

- 113  
114 1. Write the land and water resource inventory section  
115 2. Write the water resource section of each subwatershed plan  
116 3. Review staff's water quality and quantity trend analyses  
117 4. Review and edit staff's E-Grade program description  
118 5. Quantify progress toward 2007 phosphorus load reduction goals resulting from District  
119 regulations  
120 6. Prepare a technical report of the District hydraulic and hydrologic model  
121

122 Manager Miller asked staff what known progress has been made on pollutant load reduction. Ms.  
123 Christopher stated that progress has certainly been made, but how much progress in relation to  
124 the 2007 Plan's goals is not yet known. Mr. Wisker reminded the Committee of previous  
125 discussions on the difference between progress that can be measured in the water and progress  
126 that can be assumed through modeling or other short term metrics, noting that it may be years  
127 before the results of the District's projects and programs are measurable.

128  
129 Manager Calkins noted that, to Mr. Wisker's point, it will take years for benefits to truly  
130 manifest themselves given the time it takes for the waterbodies to respond and the natural  
131 variation that occurs from year to year. He agreed that modeled data must be used as a surrogate.

132  
133 Mr. Erdahl agreed, noting that the discussion of progress must include an educational piece  
134 which would provide accurate context for the improvements garnered through the District's

135 investments. Manager Shekleton agreed, stating that the narrative is key in reporting load  
136 reduction progress.

137  
138 February Advisory Committee Meetings  
139

140 Ms. Christopher stated that the topics to be discussed at the next meetings of the District's  
141 Advisory Committees would include the following:

- 142
- 143 • The District's recently-adopted Mission, Vision, Goals, and Guiding Principles
  - 144 • Criteria for selecting a focal geographies
  - 145 • Process for planning in focal geographies
  - 146 • The District's responsive track – co-developing a framework for coordination and  
147 integrated planning
- 148

149 Six Mile Outreach Efforts  
150

151 Ms. Brown stated that District staff and Board liaisons have met with several stakeholders to  
152 introduce the Six Mile Planning process, and that they will soon be meeting with Carver County,  
153 Hennepin County, and Three Rivers Park District (TRPD). She noted that the meetings have  
154 gone well thus far, and that the formal kickoff for the subwatershed meetings would likely be  
155 scheduled for April in order to allow time to meet with the three remaining parties separately  
156 beforehand.

157  
158 Six Mile Process Scoping  
159

160 Ms. Brown presented a diagram which laid out the planning process for the Six Mile Creek  
161 subwatershed, as follows:

162  
163 **Phase 1: Science**

- 164 • HHPLS
  - 165 • 2007 Comprehensive Plan
  - 166 • TMDLs
  - 167 • Diagnostic Study
  - 168 • Carp Assessment
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170 **Phase 2: Planning**

- 171 • Informal Planning & Project Development
  - 172 • Formal Planning
  - 173 • Plan Development
  - 174 • Project Technical Feasibility
- 175

176 **Phase 3: Implementation**

- 177 • Design, order & build projects

- 178 • Leverage investments
- 179 • Manage projects

180

181 Ms. Brown noted that in developing the planning documents, the team of staff and consultants  
182 she would seek assistance from would be different depending on the timeline and overall content  
183 expectations that the Board had for the final plan. She added that a temporary Planning Assistant  
184 position may be able to bring much of the mapping and formatting work in-house, depending on  
185 the level of product the Board was seeking. Ms. Brown asked the Committee for preliminary  
186 comment.

187

188 Manager Miller stated that he would be in support of a Planning Assistant position provided that  
189 it would result in the quality that the Board desires. He added that he assumes such a position  
190 would be temporary.

191

192 Manager Calkins asked what the water resource goals were for the subwatershed, and how they  
193 would be determined. Mr. Wisker stated that the results of the Diagnostic Study and the Carp  
194 Assessment would largely inform what issues or stressors must be addressed, and thus what  
195 goals must be set. He added that staff is currently working with Wenck to build the water frame  
196 for the subwatershed which will include how issues, goals, and management strategies nest. Mr.  
197 Wisker noted that this information might be back in front of the PPC in March

198

#### 199 Boundary Change with Carver County WMO

200

201 Ms. Brown stated that the Carver County Watershed Management Organization (CCWMO) was  
202 seeking a boundary change with the District to more closely align the legal boundaries to the  
203 hydrologic boundaries of the two agencies. She noted that the only parcels of immediate interest  
204 which may change hands are part of the Marsh Lake Hunting Club, which lies on Marsh Lake.  
205 Ms. Brown stated that District staff would be meeting with staff from the CCWMO and the City  
206 of Victoria next week to discuss these changes, and to develop a rough framework to guide  
207 permitting practices for developments that cross boundaries. She added that CCWMO Board  
208 action would occur on March 15<sup>th</sup>, and the District's Board would need to issue a Letter of  
209 Concurrence by April before the proposed change can be submitted to BWSR.

210

#### 211 Grandview District Stormwater Planning Update

212

213 Ms. Sylvia stated that the Grandview neighborhood of Edina is engaged in transportation  
214 planning within the Grandview redevelopment district. Ms. Sylvia explained that recently,  
215 District staff met with the City to discuss permitting for the area. Staff partnered with Edina and  
216 their transportation consultant, LHB to undertake a preliminary analysis to identify the cost-  
217 benefit of regional solutions for the area which drains largely untreated to Minnehaha Creek.  
218 Ms. Sylvia informed the Committee that this information would be incorporated into the City's  
219 planning documents, following the recent public informational meeting as a long-term  
220 placeholder for the potential to pursue water management for this area.

221

222

223 Park Nicollet Update

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225 Mr. Wisker reminded the Committee that the District had entered a MOU with Park Nicollet  
226 Methodist Hospital in 2014 following initial inquiries by Methodist Hospital regarding the  
227 potential for a flood wall. Mr. Wisker explained that District staff suggested that a wetland  
228 restoration on Park Nicollet-owned land to the north may be able to provide the necessary  
229 compensatory storage while creating ecological lift for the area which the City has interest in due  
230 to its high visibility and proximity to the proposed Louisiana SWLRT Station. Mr. Wisker  
231 outlined the next steps and timeline for Committee, being partnership meetings in the upcoming  
232 month, and promised to provide an update in March.

233

234 Mound Senior Living Community Update

235

236 Mr. Wisker stated that District staff had recently met with the City of Mound and a potential  
237 developer to discuss partnerships on property located on County Road 110, which was under  
238 purchase agreement and being contemplated for Senior Living. Mr. Wisker noted the  
239 opportunities and site development constraints and promised to provide an update in March.  
240 Development.

241

242 Knollwood Mall Update

243

244 Mr. Wisker stated that District staff had recently met several times with St. Louis Park and the  
245 property managers of Knollwood Mall to discuss the opportunity to satisfy regional stormwater  
246 management on the mall property. Mr. Wisker noted that the property managers had discussed  
247 the regional management concept with the senior asset managers of the pension fund which owns  
248 Knollwood Mall, and had received report back that the owners were not receptive based on a  
249 variety of perceived risk factors. Mr. Wisker detailed those factors and how MCWD and SLP  
250 staff had outlined how those risk points may be able to be mitigated. He informed the  
251 Committee that MCWD and SLP were waiting to hear back final confirmation of the decision in  
252 writing in the next couple of weeks. He noted that assuming the decision was final, staff would  
253 prepare a summary for the Board of Managers.

254 Deer Hill Preserve Update

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256 Ms. Domyancich reminded the Committee of the District's history with the Deerhill Preserve  
257 development (formerly referred to as Stonegate) as a technical advisor and the potential to serve  
258 as the conservation easement holder. She stated that the final plat for the project was to be  
259 considered by the City of Medina at a Council Meeting on March 15<sup>th</sup>, requiring District Board  
260 approval of the easement at the March 10<sup>th</sup> Workshop.

261

262 Ms. Domyancich explained that the restoration work would be done in the first phase of  
263 construction, in 2016. She noted that the District would continue to provide technical advice, and  
264 monitor the easement. Ms. Domyancich added that the District would remain responsible for

Board of Managers  
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265 monitoring the easement after the HOA assumes funding management of the conservation areas  
266 after the developer's initial restoration work.

267

268 Manager Miller and Mr. Wisker commended Ms. Domyancich for her work on the Deerhill  
269 Preserve, noting the early involvement of the District in the planning process.

270

271 The Committee Meeting adjourned at 9:35 p.m.

272

273 Respectfully submitted,

274

275 Matthew Cook

276 Planning Assistant

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