

1 **DRAFT**

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

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4  
5 **May 12, 2016**

6  
7 **CALL TO ORDER**

8  
9 Manager Miller called the Committee to order at 4:35 p.m. at the District offices,

10  
11 15320 Minnetonka Blvd

12 Minnetonka, MN 55345

13  
14 **COMMITTEE MEMBERS PRESENT**

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16 Dick Miller, Brian Shekleton, and Kurt Rogness.

17  
18 **NON-COMMITTEE MEMBERS PRESENT**

19  
20 Sherry Davis White and Bill Becker.

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; and Matthew Cook, Planning Assistant.

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27 **APPROVAL OF AGENDA**

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29 Mr. Wisker asked to add the following items to the agenda:

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31 5.5 – Deer Hill Update

32 5.6 – Mader Wetland Update

33  
34 The amended agenda was approved.

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36 **COMMITTEE MEETING**

37  
38 **Review the Role of the Planning and Policy Committee (PPC)**

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40 Mr. Wisker summarized the history of the current committee structure:

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42 In 2012, the Board engaged in a self-assessment. Himle Rapp was brought on as a  
43 consultant to assess the District's organizational effectiveness. Himle Rapp found that  
44 the Board's ten committees and seventeen goals made it difficult for the Board to  
45 weigh program decisions against unclear District priorities. Himle Rapp suggested  
46 that the Board should define clear roles for the full Board and its committees, reduce

47 the number of committees, and simplify the District's goals. The Board was  
48 encouraged to adopt a governance model, which would clarify priorities and tie  
49 program work plans to those priorities. Though the Board did not select Himle Rapp's  
50 recommended committee structure, the Board settled on three committees:

- 51 • Executive Committee
- 52 • Operations and Programs Committee (OPC)
- 53 • Policy and Planning Committee (PPC)

54  
55 Manager Rogness stated that, having heard the history, he found the current committee structure  
56 to be logical. Manager Miller noted that, historically, the PPC has used its meetings to respond to  
57 items staff has brought before them, rather than setting its own agenda. He stated that he would  
58 like to see the Committee dedicate time to discussing the future direction of the organization. .

59  
60 Mr. Erdahl noted that much of the PPC's time over the past year has been spent discussing the  
61 Comprehensive Plan and the strategic planning process, both of which are significant  
62 organizational initiatives, and the Committee meetings have been a very productive venue for  
63 those discussions. He added that the central theme of the Comprehensive Plan is integration of  
64 land-use and water and suggested that further Committee discussion on how the organization  
65 will continue this direction may be useful.

66  
67 Manager Becker entered the meeting.

68  
69 Manager Miller stated that he would like to continue discussing the role of the PPC at its next  
70 meeting and asked that staff provide information from the Himle Rapp assessment.

71  
72 Review of Draft CIP

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74 Ms. Christopher summarized the Committee's discussion of the Capital Improvement Plan (CIP)  
75 at the previous meeting. She reminded the Committee that, because the District's current CIP  
76 only extends through 2016 and the District is in the process of developing its new Plan, they had  
77 discussed whether or not a CIP should be distributed this year. Ms. Christopher reviewed a draft  
78 letter which could be released in place of the CIP, as well as a table showing a simplified CIP for  
79 only 2016-2017, and asked for Committee feedback on whether or not the table should be  
80 included.

81  
82 Manager Miller asked if municipalities respond when they receive a CIP from the District. Mr.  
83 Wisker confirmed that cities do provide input based on the CIP.

84  
85 The Committee recommended that staff prepare a CIP, similar to the table presented, and  
86 corresponding cover letter for Board review.

87  
88 Comprehensive Plan Updates

89  
90 Ms. Christopher stated that at the most recent advisory committee meetings, District staff  
91 presented the proposed Local Water Management Plan (LWMP) requirements. She noted that

92 the proposed requirements were well-received. She explained that District staff would begin  
93 drafting this section of the Plan for distribution as some cities are initiating the process to update  
94 their plans.  
95

96 Ms. Christopher stated that District staff, in preparation for the next advisory committee  
97 meetings, were gathering information and exploring the potential role the District could play in a  
98 variety of resource management areas, such as climate change adaptation, chloride management,  
99 AIS, groundwater, agriculture, and long-term maintenance of BMPs.  
100

101 As an example, Ms. Christopher noted that one area where the District might consider taking on  
102 a new role is addressing long-term BMP maintenance. She noted that there are many stormwater  
103 ponds in the District that are not being maintained and where the responsible parties are unclear.  
104 She added that there has been interest from the cities in working together to address this issue.  
105 Mr. Wisker added that the District could play a lead role in the state by developing a  
106 programmatic approach to addressing BMP maintenance before it becomes required by the  
107 MPCA.  
108

109 Manager Shekleton entered the meeting.  
110

111 Manager Becker asked if staff saw these stormwater ponds as critical infrastructure, which Mr.  
112 Wisker confirmed. Mr. Wisker noted that the number of stormwater facilities which need  
113 maintenance is unknown. Manager Becker commented that addressing such an issue would  
114 require a stepwise approach, beginning with an inventory. Mr. Wisker agreed, stating that the  
115 District would need to start by inventorying BMPs and then gauge the worth of developing a  
116 maintenance approach for unattended BMPs.  
117

118 Manager Becker suggested that the District could look to set up a BMP inventory and  
119 maintenance pilot program, and coordinate with the MPCA or BWSR to secure funding and  
120 other support. Ms. Christopher added that the District should look to coordinate with other  
121 watershed districts, as well.  
122

123 Manager Miller requested that the topic of long-term BMP maintenance be brought back to the  
124 Committee for further discussion. Mr. Erdahl noted that, as part of the Comprehensive Plan  
125 process, staff would be discussing this and other topics with the advisory committees and  
126 reporting back to the PPC.  
127

128 Mr. Wisker stated that for the next Committee meeting, staff would discuss the state of  
129 stormwater infrastructure with other watersheds and cities and begin to outline a programmatic  
130 approach for inventorying and maintaining BMPs.  
131

132 Regarding the drafting and review of the Comprehensive Plan, Ms. Christopher noted that she  
133 would soon be presenting to the Board a scope of work for Smith Partners.  
134

135 Minnehaha Creek Greenway Updates  
136

137 Mr. Wisker updated the Committee on the status of ongoing projects in the Greenway, including  
138 Methodist Hospital, Meadowbrook Golf Course, and Cold Storage. Regarding Methodist  
139 Hospital, he noted that, pursuant to the cooperative agreement between Park Nicollet and  
140 MCWD, concepts have been developed and that Park Nicollet appears willing to move into  
141 construction. Mr. Wisker reminded the Committee that under the partnership agreement, if Park  
142 Nicollet opted to advance into construction MCWD's obligation would be the annual  
143 maintenance costs estimated at approximately \$1,800 - \$3,000 per year.

144  
145 Deer Hill Update

146  
147 Mr. Wisker stated that the project would come to the Board on May 26<sup>th</sup> and would include the  
148 recommendation to execute a MOU with City of Medina outlining the use of special assessment  
149 authorities by the City.

150  
151 Mader Wetland Update

152  
153 Mr. Wisker provided the Committee an update on the status of the project and outlined a request  
154 from the Mader family that MCWD consider entering into agreement to supplant the  
155 homeowners association in providing long term maintenance oversight through the management  
156 of a sinking capital fund established through the wetland bank process. Following discussion the  
157 Committee reached consensus that the proposal did not provide clear enough public purpose  
158 when measured against the risks and costs to warrant substantial effort in advancing.

159  
160 The Committee meeting adjourned at 6:15 p.m.

161  
162 Respectfully submitted,

163  
164 Matthew Cook  
165 Planning Assistant