

Second Generation Plan Committee Meeting Minutes
Bassett Creek Water Management Commission
November 13, 2000

A. Attendance: Ron Quanbeck (chair), Mike Rardin, Bill Deblon, Lee Gustafson, Mike Welch, Len Kremer, and Karen Chandler
Pat Schutrop, recorder

B. Agenda

1. Chairs for the Advisory Groups
2. Nominees for the Advisory Group Members
3. Outlines for the Advisory Group Meetings

C. Meeting Handouts

1. List of Advisory Group Nominees
2. Revised Draft Statement of Purpose and Strategy (November 7, 2000)
3. Responsibilities and Operation of the Planning Process Steering Committee and Advisory Groups
4. Advisory Group Meeting Agendas

D. Chairs for the Advisory Groups

Mr. Gustafson expressed concerns made by the mayor of the City of Minnetonka, as well as comments received from other cities concerned about upcoming Commission and advisory group appointments and keep the continuity of the Commission. Mayor Karen Anderson, Minnetonka, would like the recommendations to the various advisory groups to coincide with the appointments for the commissioner and alternate commissioner positions necessary by February 1, 2001. The cities also discussed changing the law to allow cities free choice in their appointments to the Commission. The LMC has taken a stand to change the law, but have not been aggressive in doing anything yet.

After discussions with Mayor K. Anderson, Mr. Gustafson volunteered to chair the Policy Advisory Group and represent Minnetonka on the PAG. Mayor Anderson agreed and recommended Mr. Gustafson for the position to the committee. Mr. Gustafson will ask if she would like him to represent Minnetonka (as the Minnetonka staff member) as well as chair the PAG.

Mayor Mary Anderson, City of Golden Valley, called a meeting together with the various member communities of the Commission. She specifically contacted the mayors of Minnetonka and Robbinsdale because they are in a position to appoint new commissioners and alternate commissioners by February 1, 2001. Mayor M. Anderson wanted to discuss the importance of the new appointments and the ambitious schedule of the Second Generation Plan looking for appointments to the advisory groups. Mayor M. Anderson would like the time schedule extended so that interested citizens can be identified for membership in the Citizens Advisory Group and the Technical Advisory Group. Peter Enck, Mayor of New Hope, expressed his concern to Mr. Kremer about getting the right people involved so that the process is meaningful and productive.

The purpose of the open house held on November 1, was to give opportunity for people to express their interest as well as give the Commission an opportunity to meet those individuals.

[At this point, Mr. Kremer tried to contact Tom Mathisen, Commissioner for the City of Crystal, who attended the meeting with the local mayors/city staff for comment, but he was unavailable.]

Mr. Rardin asked if the committee could tally which cities want an extension. Mr. Gustafson said the City of Minnetonka would like to change the schedule to begin in January. Minnetonka has made some nominees, but extending the time line into January would give more time to identify interested citizens. Ms. Chandler's concern is if selections of the group members are not made until the January meeting, the timeline will stretch out into February or March. Mr. Rardin recommended the committee select a firm date for the cities to give their final recommendations for the advisory group members.

The committee discussed the possibility of co-chairs for the advisory groups to help share the burden. The committee recognizes the chairs need to be committed to the process. [Note: see attached table for more detail.]

The following are the committee's recommendations for chairs of the various advisory groups:

Steering Committee

The chair is the current chair of the BCWMC (Lee Gustafson). The duties of the Steering Committee are to agree on the agenda and provide background information for the advisory groups. The Steering Committee will meet about twice a month at the beginning of the process.

Citizens Advisory Group

Recommendations for chair (possibly co-chair): John O'Toole (commissioner-Medicine Lake) and Bob Mayeron (alternate commissioner-Golden Valley)

Technical Advisory Group

Recommendations for chair are: Fred Moore, Ron Quanbeck, Mike Rardin, Bill Deblon, and Tom Mathisen. The committee agreed that Mr. Moore would be the committee's first choice.

Policy Advisory Group

Chair Recommendation: Lee Gustafson

E. Nominees for the Advisory Group Members

Advisory Group Membership:

Citizens Advisory Group

Chair	
Citizens	Up to 9 members
City representatives	From 5 to 9 members
BCWMC staff	As appropriate

Technical Advisory Group

Chair	
City representatives	From 5 to 9 members
Citizens	Up to 5
Agencies	1 each
BCWMC staff	As appropriate

Policy Advisory Group

Chair	
City representatives	9
BCWMC staff	As appropriate

See attached table for nominees. This is the list endorsed by the committee and the cities need to fill in the blanks by December 29, 2000.

The Steering Committee will keep BWSR informed of the CAG and TAG meetings. Mailings and notices will also go to the agency representatives.

It will be necessary for the member city commissioner to work with their city to fill in the blanks. A December 29th deadline was set up for cities to make further recommendations for advisory group members. Recommendations should be forwarded to Pat Schutrop.

F. Outlines for the Advisory Group Meetings

The first meeting will be a joint meeting of the three advisory groups. The meeting format will include a presentation given by Doug Snyder, Minnesota Board of Water and Soil Resources. In an effort to include as many of the group members as possible, the committee decided to offer two meetings (7:30 a.m. and 4:30 p.m.). Before the meetings close, the advisory groups will break out into their individual groups and decide on preferred meeting times. The makeup of the groups' meetings will depend on the group size, etc. Depending on the makeup of a group, the group may decide they can communicate electronically and not meet in person.

Handbooks will be available at the introduction meeting for group members who do not have a copy. There will be a sign-up sheet for group members to give their names, addresses, e-mail addresses, etc. Another suggestion was to videotape the introduction meeting so individuals could view the tape that could not attend either meeting.

Barr will set up the tentative agendas for the groups.

G. Action Items

- ?? Create a table for the Commission November 14th meeting for the commissioners to review and discuss at the meeting. Include the list of cities' recommended nominees for the commissioners to review along with the table.
- ?? Set up Steering Committee meeting after the Commission's November 14th meeting to be held before the advisory groups' introduction meeting.
- ?? Include the Revised Draft Statement of Purpose and Strategy (November 7, 2000), Responsibilities and Operation of the Planning Process Steering Committee and Advisory Groups, and Advisory Group Meeting Agendas for the Steering Committee to review at the first Steering Committee meeting.