

Steering Committee Meeting Minutes
BCWMC Second Generation Plan
February 6, 2001

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

B. Agenda

1. Feedback from 1/23/01 Advisory Groups meetings
2. Request by a Citizens Advisory Group member to transfer to the Technical Advisory Group
3. Agendas/topics for future advisory group meetings

C. Handouts

1. Advisory Group Meetings (table showing meeting #, meeting date, and topic)
2. Issue Topics

D. Report on Policy Advisory Group 2/5/01 Meeting

The Policy Advisory Group met on February 5 (PAG meeting #2). The group discussed the Statement of Purpose and Strategy, the Joint Powers Agreement, the Middle Mississippi River Watershed Management Organization Agreement, and water quality implementation funding request to 2002 Legislature.

Mr. Gustafson, PAG chair, said it is a diverse group that includes city council members and city managers and will offer a wealth of knowledge toward the planning process.

The group's overall reaction to the Statement of Purpose and Strategy was general agreement with the policies and goals. Mr. Donahue expressed concern about the role the Commission will play in zoning requirements and would like to see the Commission act as a recommending body. Mr. Gustafson emphasized to the group that this is a continuing and evolving process.

There were varying opinions concerning public participation and the best way to communicate to the public. Ms. Black referenced a study on effective forms of communication where billboards were found to be the best way of getting the word out. Mr. Joynes said that Golden Valley staff and city council have differing opinions concerning public involvement. Ms. Black re-emphasized Plymouth's opinion that citizen involvement is an important element in their community and in this process.

Mr. Kremer discussed the funding request proposed for presentation to the 2002 Legislation. The funding request will be consistent with past LCMR grants prepared by the Commission where the grant request included the entire watershed.

Mr. Gustafson reminded the PAG members to return comments to Pat Schutrop by March 5 for summary and distribution prior to the PAG meeting on March 19. The Steering Committee will review the comments received and determine appropriate action. If more discussion is necessary, responses will be included on the PAG March 19th meeting agenda.

The PAG requested meeting minutes from this meeting and future PAG meetings, Technical and Citizens Advisory Groups' meetings minutes, a copy of the Bassett Creek Water Management Commission's Bylaws, and a copy of the summary of a meeting of mayors/managers held on November 6, 2000 and the Commission's response to their organizational questions.

E. Feedback from 1/23/01 Advisory Groups Meeting

The following are comments received from the joint advisory groups meetings that were held on Monday, January 23, 2001:

1. Terrie Christian, AMLAC representative, would like to participate on the Technical Advisory Group instead of the Citizens Advisory Group. Terrie has more interest in the TAG tasks. Since Don Maxwell, representing the AMLAC group, is currently on the TAG, the Steering Committee would be agreeable to Don and Terrie changing places. If this is not agreeable, the committee would ask Terrie to recommend an AMLAC representative to replace her on the CAG. The committee agreed that it is important to have AMLAC representatives on both the CAG and TAG. Mr. O'Toole will contact Terrie and discuss the options with her.

Mr. O'Toole will report back the results of his discussion with Terrie at the next Steering Committee meeting and, if necessary, Mr. Gustafson will bring before the Commission for approval at its next meeting.

2. Members on the CAG expressed interest in a watershed tour to help get a feel for the communities within the watershed, similar to the watershed tour that the Commission hosted last fall. If the Commission decided to go ahead with a tour, maps and photos could be added to make it more valuable. Mr. O'Toole emphasized keeping the group involved and enthused will only benefit the process. Ms. Chandler suggested frequent changes in meeting locations and possibly adding mini-tours throughout the process (i.e., hiking in Wirth Lake Park) would be helpful in keeping the group interested. Mr. O'Toole thought adding aerial photos would help make a tour more meaningful. Mr. Rardin would like to see more definition to what the group is interested in seeing. Mr. Kremer suggested a pictorial tour first where the group could select areas of interest, and then conduct a tour of the sites when the weather gets warmer. Mr. Welch commented on the importance of keeping the group thinking "watershed-wide" as they approach their tasks.
3. A map of the watershed was requested. Barr updated the map showing the new boundaries since the Middle Mississippi River Watershed Management Organization agreement was signed.

F. Agendas/topics for future advisory group meetings

The Policy Advisory Group's meeting schedule is as follows: March 19, April 16, and May 21. The meetings will be held at the City of Minnetonka starting at 8:30 a.m.

Meeting #2 of the TAG and CAG is set up as a joint meeting on February 26, 2001, 4:30 p.m., at the City of Golden Valley. Mr. O'Toole and Mr. Moore will co-chair the meeting and address each group's purpose. A number of agency representatives will be present to discuss their agency's role in water management and their expectations for the BCWMC plan and the planning process. The speakers will be: Beth Gehrman, MPCA-II; Larry Zdon, MPCA; Tom Hovey, DNR; Judy Sventek, Metropolitan Council; Steve Hobbs, Hennepin Conservation District; Lois Eberhart, City of Minneapolis; and John O'Toole will discuss the role of the BCWMC.

Mr. Gustafson expressed concern that the audience hears what will be meaningful and helpful. The committee suggested the agency representatives have a common theme and furnish a one-page summary of their role and expectations, as well as contact information. Mr. Welch asked if

the agencies could furnish examples of how they would get involved (i.e., if this happens, we would do...). The committee would like the handouts to be consistent in format. Barr will send a copy of the handout that will be used in Mr. O'Toole's discussion of the BCWMC as an example of what is expected.

Mr. Kremer said it would be beneficial for the Steering Committee to have a discussion on issues not identified yet and proceed with more detail in the CAG and TAG meetings that follow this meeting. Mr. Moore would like written material given to the group members to review before the meeting.

Mr. Rardin talked about using the timeline that was developed at the start of the planning process as a tool to clarify the roles of the groups. He suggested adding a column to the table where the group responsible for the task would be assigned. The timeline could be used to monitor the process and each group can use it as a management tool. There could be one master timeline showing all groups and tasks and an individual timeline specific to each advisory group. The timeline would assist the groups in keeping focused watershed-wide during the planning process. The timeline(s) will be available as a handout at the February 26th meeting.

The Steering Committee will discuss future meetings as they come so that the committee can stay in step with the process. Ms. Chandler would like to meet as soon as possible after the February 26th meeting to discuss outcomes of the meeting. Mr. Moore asked if the Steering Committee could meet for 30 minutes after the February 26th meeting to see if there are any changes in the upcoming meeting agendas for the TAG and CAG.

Note: Mr. O'Toole will be unavailable from March 8-18.

G. Action Items

- ?? Prepare meeting notice and agenda for the CAG and TAG 2/26/01 meeting to be sent out immediately. E-mail a copy of the notice to the Policy Advisory Group for their information.
- ?? Prepare a handout summarizing the role and expectations of the BCWMC that will be used at the CAG/TAG joint meeting. Send a copy of the handout to other agency representatives to use as an example when preparing their handouts.
- ?? Update the planning process timeline and add a column assigning one of the advisory groups to each task, then create a timeline for each individual group. The timeline will be a handout at the February 26th meeting.
- ?? Next Steering Committee meeting scheduled for Tuesday, March 6, 2001, 11:00 to 1:00 at Barr's office.