RCWD BOARD OF MANAGERS WORKSHOP
Monday, April 9, 2018, 1:00 p.m.
Rice Creek Watershed District conference room
4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota

The Board convened workshop at 1:00 p.m.
Attendance: Board members- John Waller, Steve Wagamon, Barbara Haake, and Mike Bradley.
Absent: Patricia Preiner, with prior notice.
Staff: Administrator Phil Belfiori; Public Drainage Inspector Tom Schmidt (portion of meeting); Water Resource Specialist Kyle Axtell (portion of meeting), Permit Coordinator/Wetland Specialist Nick Tomczik (portion of meeting); Office Manager Theresa Stasica; District Engineers Chris Otterness and Greg Bowles (portion of meeting)- Houston Engineering (HEI), and Drainage Attorney John Kolb-Rinke Noonan.
Visitors: BWSR staff- Dale Krystosek (portion of meeting) and Dan Fabien.

Update on BWSR Routine Level 2 PRAP (Performance Review and Assistance Program) Process.
Mr. Dale Krystosek, BWSR Performance Review and Assistance Program Coordinator, gave the history of how the legislature enacted this program for watershed districts and management organizations. He discussed that this process was at a level 2 which is a routine review done with WMO/WD every 10 years. There are 5 different components of the PRAP checklist and, at this time, the District has scored at the highest level for nearly all high-performance standards. He reviewed with the Board the process and progress to date. BWSR had already meet with staff and the process was going very well. He informed the Board that they are requesting additional information from staff regarding the implementation of the District Watershed Management Plan which makes up a section of the report. A survey on the District will be sent out to Board, staff and partners. The proposed timeline for this process is 60-days. A draft report will be available in June and BWSR will meet with Administrator Belfiori to review the contents and make recommendations.

Discussion on proposed 5 year/long range Public Drainage Ditch Repair Program.
Administrator Belfiori explained to the Board that every year, for budget purposes, staff recaps with the Board what repair projects were done the previous year as well as the Boards high level projected (for planning purposes only) 5-year public drainage system repair plan. The projects that were discussed by the Board last year are: ACD 53-62 Br 2 in 2017-2018, JD2 Br 1 & 2 in 2018-2019, JD3 Upper Main Trunk & Branch 3 in 2019-2020, ACD 53-62 Lower Main Truck in 2020-2021, RCD 4 in 2021-2022. District Engineer Otterness explained that repair
planning needs to begin at least 2-3 years before the actual repair can be done. Staff gave an overview of the recommended high-level work plan for repair projects moving forward. The Board further discussed the order and upon further discussion agreed to the recommended long-term repair list. Additionally, the Board discussed the potential of preparing a technical memorandum for ACD 53-62 Branches 5 & 6.

Discussion on Annual Public Drainage Maintenance Program.
Public Drainage Inspector Tom Schmidt reviewed with the Board his 2018 Drainage System & District Facilities inspection/Maintenance recommendations report. He informed the Board that projects may be subject to change due to weather and field conditions.

Update/Discussion on DNR’s Floodplain Modeling Project; RCWD involvement.
District Engineer Otterness gave an update on the project where DNR has requested the District participation to update flood models through a FEMA grant. The District role would strictly be as a technical resource for the project. FEMA would take sole responsibility for the final work products and DNR would be FEMA’s agent for all communications with cities and counties. The District provided DNR with a proposed scope in January. District Engineer Otterness reviewed the scope modifications that occurred after discussions with DNR. The Board by consensus directed staff to finalize contract terms with DNR. Staff anticipates, pending negotiations, that the contract will return to the Board at their 4/25 or 5/9 meeting.

Update on Permit Program.
Administrator Belfiori reviewed with the Board staff’s efforts to continually review and improve the permit programs cost, time frame, and communication with its applicants as directed by the Board. District Engineer Greg Bowles gave a presentation to the Board on findings of a survey of applicants/customers that have utilized the District permitting process. Staff identified 4 “low hanging fruit” items: updating the district website content related to this program, development of a permit viewer for the public, improving communication through contacting applicant/customer for quick-incomplete items, and clarifying incomplete engineer report language.

Follow-up discussion related to DNR’s 3/28/2018 Presentation.
The Board by consensus wanted to wait to hear what is presented at the North & East Metro GWMA Advisory Team Meeting on Friday, May 4, 2018 before discussing this item further.
The workshop was adjourned at 3:59 p.m.