

HINKSON CREEK COLLABORATIVE ADAPTIVE MANAGEMENT
ACTION TEAM
Meeting Minutes
December 6, 2012
9:06 a.m.

Boone County Government Center, Commission Chamber

Action Team Members Present: John Glascock, Larry Hubbard, Erin Keys, Tom Ratermann, Melissa Scheperle, Bill Florea, Todd Houts, Nicki Fuemmler, Bill Florea

Staff Present: David Sorrell, Mary Ellen Lea, Brett Obrien, Tom Wellman, , Catherine Beatty, Ted Haeussler

1. CALL TO ORDER / ROLL CALL

The meeting was called to order at 9:06 am by Erin Keys.

2. APPROVAL OF AGENDA

Agenda was approved.

3. APPROVAL OF MINUTES FROM LAST MEETING

Minutes from the previous meeting were approved.

4. AGENDA ITEMS

- **GIS analysis of watershed per entity.**

The analysis is not quite done. Bill Florea expects it to be done within the next few days. The analysis will include total drainage area, length of impaired section in each jurisdiction, and total impervious surface in each jurisdiction contributing to the impaired section.

- **Funding the Habitat Assessment**

General

The cost of the assessment is estimated to be \$86,000. There are two parts; a GIS compilation and analysis @ \$20,000 (done by MoRAP), and a field assessment @ \$66,000 (done by University students). Jason Hubbart has applied for a grant to help pay for the assessment.

It was noted that the GIS people for the County and the City are comfortable with MoRAP doing the GIS work.

Competitive Proposal Process

The team discussed whether there was any concern that no other proposals had been sought, that the estimates were based on a non-competitive process. In general the group would feel better going through normal competitive procurement processes. It was noted that our rules require such a process for most work and that if Federal money became involved (through a grant, for instance) a competitive process might be even more stringent. It was noted that MoRAP and students field assessors would not fit into a competitive process and that going that route might abandoning the plan that was formulated by the Science Team, but the scope the Science Team formulated would still be crucial for soliciting proposals.

It was noted that the timeframe presented is very tight and would not allow our normal processes. The group does not see the need for such a short time-frame. The conditions for claiming the assessment as an early action are met by deciding to do the project and then beginning the normal process for procurement. Also, using a consultant, we wouldn't be tied to the academic schedule as much.

At this point, even without the competitive process, we can't meet the Science Teams time-frame, so we will need to inform the Stakeholder Committee that the work itself is feasible but the time-frame is not.

The two parts could be split up so that a private consultant does one or the other if that would help.

Splitting the Cost

It was generally agreed that folks at a higher pay-grade and/or elected officials would need to decide how to split the cost for this and other projects. The most important thing is giving them the information they would need to make such a decision. This would include the watershed analysis the County is preparing (See first agenda item.), and a budget of \$100,000. The City will check with some consultants to see if that amount is realistic given the scope the Science Team formulated.

Karen Miller, the City Manager, and Gary Ward are the people who need to meet for the County, City, and University, respectively, to decide how to split costs. Melissa will find out who needs to be there from MoDOT.

Who Should Lead the Procurement Process

People who have seen the County and the City procurement process first hand think the City's process is more efficient. Bill noted that there are ways to work through the County in a more efficient manner

Melissa noted that MoDOT does projects every year with MoRAP and that it's possible the assessment could be included in that work. (Note; Melissa has since checked and found that MoDOT hasn't done this the last few years so that avenue is closed.

- **Forum Funding**

Brett O'Brien reported on a grant available from American Water Corporation that might be obtained to help with this. It's a \$10,000 (max) grant and Brett thinks this project would be very competitive. He noted that the U.S. Dept. of Fish and Wildlife might be a source of grant funds for the monitoring part.

We need to send a more formal project description and cost estimate to the Stakeholder group (and the group of people meeting to decide how to split up costs.

- **Watershed Based Permitting**

This is an effort by regulators to synchronize all the stormwater permits in a watershed so that they would all be on the same schedule and would be coordinated with respect to goals for the watershed (not sure at this point how big the smallest watershed size is).

REGFORM is tracking the process

5. ANNOUNCEMENTS / COMMENTS FROM ACTION TEAM

None

6. COMMENTS OF VISITORS

None.

7. AGENDA ITEMS FOR NEXT MEETING

Custodian of Records

Replacement for Georganne Bowman

Hinkson Timeline

Reporting on what we've done

Habitat Assessment

Forum Nature Area

Watershed Permitting

8. UPCOMING MEETINGS

Stakeholder - December 13th, Room 13 in County Government Building.

Science Team – December 11, Allstate Consultants, Lemone Industrial Blvd

Action – December 21, Room 194B, University General Services Building

8. ADJOURN

Meeting adjourned at 10:11 am