

Capitol Region Watershed District



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Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, August 18, 2010, 6:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

Regular Meeting Minutes

I. Call to Order at 6:00 p.m. (President, Robert Piram)

A) Attendance

Robert Piram
Joe Collins
Seitu Jones (absent w/notice)
Mike Thienes
Marylyn Deneen

Others Present

Dawn Nelson, CRWD
Mark Doneux, CRWD
Bob Fossum, CRWD
Forrest Kelley, CRWD
Elizabeth Beckman, CRWD

Public Attendees

Kevin Lindsey,
Ramsey County Attorney
Todd Shoemaker,
Wenck Associates
Tara Chadwick, Chalchiutlique
Environmental Project
Elizabeth Neubauer
Estrellita Neubauer

B) Review, Amendments and Approval of the Agenda

Manager Piram asked for additions or changes to the agenda. There were no additions or changes to the agenda.

The Board adopted the Agenda as presented by consensus.

C) Public Comments to the Proposed 2010 Budget and Levy of the Capitol Region Watershed District

Manager Piram, President of the Capitol Region Watershed District Board of Managers, opened the public hearing and explained that the purpose of the hearing is for the Board to hear and accept public comments on the proposed 2011 Budget and Levy. Administrator Doneux gave a brief presentation of the 2011 Work Plan Goals, Budget and Levy and discussed the significant changes the District has and will experience. Administrator Doneux explained that there will not be any action taken tonight on the proposed 2011 Budget and Levy. However the Board will adopt a preliminary Budget and Levy at the September 1, 2010 Board meeting and the final certification will occur at the December 15th Annual Board meeting. Administrator Doneux said the Mission, Vision and Strategic Goals for 2011 have not changed from 2010 which included successfully owning, operating and maintaining the Trout Brook Storm Sewer Interceptor System. The District will continue to implement an efficient and equitable Permitting Program. Provide watershed education to the members of the general public, elected officials, community groups and municipal and agency staff. The District staff will accurately monitor, maintain and report the status of the District water resources and Best Management Practices (BMPs). The Board and staff will continue working on the 2010 Watershed Management Plan to be completed, receive state approval and adopted in 2010. Incorporate Geographic Information System technology in all major program areas. Continue to encourage public input through the Citizen's Advisory Committee, project meetings, workshops and other public events and provide safe working conditions through training, education and proper equipment. Administrator Doneux noted that a notice of the hearing and budget summary was sent to all elected city and county officials; the notice was published twice in the legal paper of the District; a notice was sent to all Board, CAC and General Interest mailing lists; was the main CAC Agenda Item during their August meeting; and a full budget is posted on the District website.

The 2011 budget includes 35 funds, 79 unique projects. Administrator Doneux noted that there is a new level of detail to the budget and it is written to align with the 2010 Watershed Management Plan which also includes a few new budget codes. Staff will be able to track project expenses to the budget. The preliminary budget provides \$344,800 for Administration, \$1,057,841 for Programs, \$511,739 for Projects and \$1,533,700 for Capital Improvement Projects. This totals \$3,448,080 for the Preliminary 2011 budget and a resultant tax levy of \$2,338,080 for 2011 which is a 31.9% increase over 2010. Administrator Doneux noted that the Citizens Advisory Committee made a motion supporting and endorsing the budget at their last meeting. Manager Collins noted that he spoke to County Commissioner Janice Rettman who may write a letter to the Board. Administrator Doneux said he does expect to receive a letter from the City of St. Paul. Manager Piram noted that comments must be received prior to the adoption of the Budget. There were no public comments.

Motion 10-08-15: *To close the public hearing on the proposed 2011 Budget and Levy.*

Thienes/Deneen

Unanimously approved

II. Public Comment – For items not on the Agenda.

There were no public comments.

III. Permit Applications

A) Permit # 10-020 Como Park Pool (Kelley)

Forrest Kelley reviewed CRWD Permit # 10-020 Como Park Pool. The applicant is the City of St. Paul and the project is reconstruction of a new pool area, parking lot and associated utilities. Mr. Kelley said the applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Flood Control (Rule D). Mr. Kelley said this project has 8.9 acres of disturbed area, 3.58 acres of proposed impervious surface and the proposed stormwater management will include 5 surface infiltration areas. The staff recommendation is to approve the permit with 4 conditions. Todd Shoemaker noted that the narrative included in the “Stormwater Management Calculations” indicates that a bid alternate increases the impervious surface and adds a rain garden. Plans for this alternate, however, were not included. If the bid alternate is selected, plans must be provided and approved by the CRWD to support the bid alternate calculations already submitted. Manager Deneen asked if that would delay the project. Mr. Shoemaker said yes. Manager Thienes asked if it was made clear to the applicant that if the bid alternate is selected, they would need to resubmit to the Board. Mr. Kelley said no but it would be acceptable for the Board to add it as a condition. Manager Thienes suggested adding a fifth condition clarifying that to the applicant.

Motion 10-08-16: *Approve permit # 10-020 Como Pool subject to the following five conditions:*

- 1. Provide plans signed by a professional engineer.*
- 2. Submit a copy of the NPDES permit.*
- 3. Specify and include a detail for riprap at culvert outlets.*
- 4. Clarify storm sewer structure invert elevations. The invert elevations listed on sheet C6.0 do not correspond with those indicated in the HydroCAD model.*
- 5. Consider use of ribbon curb rather than the selected curb cut locations. Ribbon curb is typically better suited for rain gardens adjacent to parking lots because it does not concentrate runoff.*

Thienes/Deneen

Unanimously Approved

B) Permit # 10-021 Suite Living (Kelley)

Forrest Kelley reviewed CRWD Permit # 10-021 Suite Living. The applicant is Suite Living and the project is construction of a new senior facility on the NW corner of Dale Street and Larpenteur Avenue. Mr. Kelley said the applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Flood Control

(Rule D). Mr. Kelley said this project has 1.1 acres of disturbed area, 0.56 acres of proposed impervious surface and the proposed stormwater management will include underground filtration and surface filtration raingardens. The staff recommendation is to approve the permit with 2 conditions.

Motion 10-08-17: *Approve permit # 10-021 Suite Living subject to the following two conditions:*

1. *Receipt of \$2,800 surety and maintenance agreement.*
2. *Submit a copy of the NPDES permit.*

Collins/Thienes

Unanimously Approved

C) Permit #10-022 Hamline University Center (Kelley)

Forrest Kelley reviewed CRWD Permit # 10-022 Hamline University Center. The applicant is Hamline University and the project is construction of a new building, underground parking and associated utilities. Mr. Kelley said the project is located on the Hamline University Campus, NE corner of Snelling and Englewood. Mr. Kelley said the applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Flood Control (Rule D). Mr. Kelley said this project has 3.5 acres of disturbed area, 1.11 acres of proposed impervious surface and the proposed stormwater management will include underground infiltration. The staff recommendation is to approve the permit with 2 conditions.

Motion 10-08-18: *Approve permit #10-022 Hamline University Center subject to the following two conditions:*

1. *Receipt of \$5,445 surety and maintenance agreement.*
2. *Submit a copy of the NPDES permit.*

Collins/Deneen

Unanimously Approved

D) Permit #10-026 Highland Pool (Kelley)

Forrest Kelley reviewed CRWD Permit # 10-026 Highland Pool. The applicant is the City of St. Paul and the project is reconstruction of buildings, pool deck and a parking lot. Mr. Kelley said the project is located at 1840 Edgcumbe Road. Mr. Kelley said the applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Flood Control (Rule D). Mr. Kelley said this project has 1.7 acres of disturbed area, 1.3 acres of proposed impervious surface and the proposed stormwater management will include one filtration raingarden. The staff recommendation is to table the permit with 6 conditions.

Motion 10-08-19: *Table permit #10-026 Highland Pool subject to the following six conditions:*

1. *Provide plans signed by a professional engineer.*
2. *Submit a copy of the NPDES permit.*
3. *Provide pretreatment of runoff prior to discharge into the rain garden.*
4. *Revise HydroCAD model such that "exfiltration" is not discarded from the model but rather directed to the primary outlet because filtration is proposed.*
5. *Increase the filtration volume from 1,153 cubic feet to at least 5,521 cubic feet. This increase will satisfy the volume retention requirement and likely satisfy the water quality treatment requirement.*
6. *Clarify the amount of impervious surface as a result of this project. The Volume Reduction Worksheet indicates 0.99 acres while the Stormwater Management Narrative indicates 1.3 acres.*

Thienes/Collins

Unanimously Approved

E) Permit Program/Rules Update (Kelley)

Mr. Kelley said there are two new permits for the next Board agenda. Mr. Kelley said there is a Technical Advisory Committee (TAC) meeting for the Wetland Rule revision on August 23, 2010 at 9:00 am. Mr. Kelley said he feels the attendance will be light.

IV. Special Reports – Chalchiutlique Summit Update

Ms. Beckman said the Ce Tempoxcalli will continue its sixth year of efforts to create positive environmental behavior changes in the Latino community in the Twin Cities metro area through the Chalchiutlicue Environmental Project. Ce Tempoxcalli (an indigenous word from the Nahuatl language of Mexico meaning the first house of knowledge) hosted their 6th Annual Chalchiutlicue Environmental Summit in St. Paul on Friday, May 21, 2010. Ms. Beckman noted that the District Board of Managers approved a grant of \$7,500.00 to cover facility and meal costs for the Summit. Ms. Beckman said since 2005, Chalchiutlique Environmental Project has worked to reverse the trend of environmental illiteracy in Minnesota's Latino community by educating hundreds of Latino households on best practices to reduce contribution to nonpoint source water pollution. Through presentations and interactive workshops, the Summit provides a synthesis of information to increase community engagement in watershed knowledge and action. Attendance at the Summit has increased by 25% annually. Ms. Beckman introduced Tara Chadwick of Chalchiutlique Environmental Project to provide a final report with the Board Managers about the 2010 Summit.

Ms. Chadwick brought with her to participants of the Summit Estrellita and Elizabeth Neubauer. Ms. Chadwick also provided a presentation with photos of the event, tshirts for the Board and distributed an itinerary of the program to everyone. Ms. Chadwick said volunteers began in April to prepare and organize the Summit. Ms. Chadwick said it was considered that the new online registration would be a challenge but went rather smoothly after a few adjustments. Ms. Chadwick explained that the beginning of the emergence of new, young leaders in the environmental movement in Minnesota is a testament to the anticipated longevity of this project. Ms. Chadwick said there were both a pre and post survey for the Summit and she provided a summary of the evaluation highlights. The Board thanked Ms. Chadwick and the Chalchiutlicue Environmental Project for their work.

V. Action Items

Consent Agenda

Manager Piram asked for a motion to approve the August 18, 2010, Consent Agenda.

Motion 10-08-20:

- A) Approve Minutes of the August 4, 2010 Regular Meeting (Nelson)**
- B) Approve Minutes of the August 9, 2010 Special Meeting (Nelson)**
- C) Approve Accounts Payables for \$203,541.94 and the Accounts Receivable for \$865,027.83 for the month of July 2010 and direct Board President and Treasurer to endorse and disperse checks for payment. (Nelson)**
- D) Approve the Sokatch Stewardship Grant with reimbursement funding not to exceed \$180.00 subject to the following conditions:**
 - 1. The CRWD and Char Sokatch must approve and enter in a Cooperative Agreement;*
 - 2. Any changes to project plans must be approved by the CRWD; and*
 - 3. All conditions must be met and the project completed within one year after project approval.*

Thienes/Collins

Unanimously approved

For Discussion

E) Conservation Corps Agreement (Beckman)

Ms. Beckman explained that in February, Board Managers approved the selection of LaBreche Communications to assist staff in the development and promotion of the downspout redirection campaign called for in the 2009 CRWD Education and Outreach Plan. Program participants seeking to redirect their downspout may do the work themselves and seek reimbursement from CRWD, or schedule an appointment with CRWD to have the supplies provided and the work completed for them. At the August 4th Board meeting, CRWD Board authorized the Board President to enter into an agreement with the Conservation Corps of Minnesota to complete this work for an amount not to exceed \$8,695.00. Ms. Beckman noted that

CRWD staff approached Conservation Corps of Minnesota and Iowa to serve as the technical crew for this project, completing downspout redirection work for homeowners in September 2010. Conservation Corps staff will purchase and store gutter supplies and equipment, provide an instructor for crew training on September 8, and as necessary conduct a pre-assessment of targeted garages. Ms. Beckman noted that she had an ad posted in the Villager and she has already received a call today from a resident interested in the program.

Motion 10-08-21: *Authorize the Board President to enter into agreement with Conservation Corps of Minnesota and Iowa for an amount not to exceed \$8,695.00.*

Collins/Thienes
Unanimously approved

F) Como Subwatershed 3 Plan (Fossum)

Mr. Fossum said at the March 5, 2008 Board meeting the Managers approved the scope and budget for the McCarrons Subwatershed 4 analysis with EOR, Inc. and the scope and budget for the Como Subwatershed 3 analysis with H.R. Green Company. Mr. Fossum noted that at the July 9, 2008 Board meeting the Managers reviewed a mid-project report and offered comments to staff. At the September 17, 2008 Board meeting the managers reviewed the draft Como Subwatershed 3 Analysis and approved distribution to the partners for review. Mr. Fossum said concerns from the City of St. Paul have been addressed with new text added to the document. Mr. Fossum noted that the new text has been highlighted in yellow. Mr. Fossum reviewed the plan with the Managers.

Motion 10-08-22: *Approve Como Subwatershed 3 Study.*

Collins/Thienes
Unanimously approved

VI. Unfinished Business

A) Watershed Management Plan Update (Fossum)

Mr. Fossum said the Watershed Management Plan is on the September 1st Agenda.

B) Gottfried's Pit Update (Fossum)

Mr. Fossum said there was a 4.2" rainfall last Tuesday and there was some significant flooding on Larpenteur Avenue. The engineer is working on the north side of the project and expects to be done in November.

VII. General Information

A) CAC Update

Manager Thienes said Administrator Doneux reviewed the 2011 Work Plan, Budget and Levy.

B) Administrator's Report (Doneux)

Administrator Doneux gave the Administrators Report and noted the following events and announcements

- 1) The Friends of the Mississippi River (FMR) is hosting a walking tour of Como area rain gardens on Saturday, August 21st from 9:30 – 11:30.
- 2) CRWD Wetland TAC meeting has been scheduled for Monday, August 23 at 9:00 AM at the CRWD Office.
- 3) The Great River Park Master Plan Kick-off meeting was Tuesday, August 17th starting at 5:00 PM at Harriet Island. Mark Doneux has been appointed to the Great River Park Master Plan Technical Advisory Group. The first meeting is on September 15th.

- 4) The Minnesota Board of Water and Soil Resources is expected to approve the Watershed Management Plan at its August 25th meeting. No one from the District is required to attend the meeting. The Board of Managers would then adopt the Watershed Management Plan on Wednesday, September 1st.
- 5) The office will be closed on Monday, September 6th for Labor Day.
- 6) The Fire Station Green Roof and Grand Opening is Friday, September, 10th at 10:00 AM.
- 7) Paul KammueLLer resigned from the CAC. A new co-chair will be elected at the September CAC meeting.
- 8) The Clean Water and Climate Adaptation Summit will be held on Thursday and Friday, September 16th and 17th at the MN Landscape Arboretum.

VIII. Wednesday, September 1, 2010 Regular Meeting Agenda Review

There was no discussion.

IX. Adjournment – The meeting was adjourned at 8:02 p.m. by consensus.

Respectfully submitted

Dawn Nelson