



# Capitol Region Watershed District

1410 Energy Park Dr., Suite 4 St. Paul, MN 55108  
Phone: (651) 644-8888 Fax: (651) 644-8894 www.capitolregionwd.org

**Regular Meeting Minutes** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, July 7, 2010, 6:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

**I. Called to Order at 6:04 p.m.** (President, Bob Piram)

**A) Attendance**

Robert Piram  
Joe Collins  
Seitu Jones  
Mike Thienes  
Marylyn Deneen

**Others Present**

Mark Doneux, CRWD  
Anna Eleria, CRWD  
Dawn Nelson, CRWD  
Forrest Kelley, CRWD  
Todd Shoemaker,  
Wenck & Associates

Kevin Lindsey,  
Ramsey County Attorney  
Dan Soler, Metropolitan  
Council  
Nick Landwer, Metropolitan  
Council  
Lan Thoren, Houston  
Engineering

**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 provided by consensus.*

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

There were no public comments.

**III. Permit Applications**

**A) Permit #10-014 Front - Victoria (Kelley)**

Forrest Kelley reviewed CRWD Permit # 10-014 Front – Victoria. The applicant is Saint Paul Public Works and the project is reconstruction of select streets and utilities near Front and Victoria. Mr. Kelley said the project is between Lexington Avenue and Dale Street, south of the Railroad, north of Pierce Butler. 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 10.69 acres of disturbed area, 10.69 acres of proposed impervious surface and the proposed stormwater management will include three underground infiltration trenches and pervious pavers. The Board approved the permit with 4 conditions at the June 14<sup>th</sup> meeting but tabled the volume banking request for the 60-inch HDPE Victoria Street trench.

**Motion 10-07-01:** *Approve 14,791 cf of volume reduction credits for permit #10-014 subject to one condition:*

1. *Submittal of as-built plans.*

Deneen/Collins

Unanimously Approved

**B) Permit #10-015 Wilder Foundation (Kelley)**

Forrest Kelley reviewed CRWD Permit # 10-015 Wilder Foundation. The applicant is Duke Realty and the project is reconstruction of a parking lot, landscaping, and expanding the building. Mr. Kelley said the

project is located at 650 Marshall Avenue in St. Paul. 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 1.4 acres of disturbed area, 1.19 acres of proposed impervious surface and the proposed stormwater management will include one underground filtration system. The staff recommendation is to approve the permit with 1 condition.

**Motion 10-07-02:** *Approve permit #10-015 subject to the following condition:*

1. *Provide all "civil" plans signed by a professional engineer per the Minnesota Board of AELSLAGID. Only the utility plan has submitted with a signature.*

Collins/Thienes

Unanimously Approved

**C) Permit #10-016 Planned Parenthood (Kelley)**

Forrest Kelley reviewed CRWD Permit # 10-016 Planned Parenthood. The applicant is the Davis Group and the project is construction of a new building, underground parking 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 1.47 acres of disturbed area, 1.31 acres of proposed impervious surface and the proposed stormwater management will include an Up-Flo filtration manhole and underground storage. The staff recommendation is to approve the permit with 1 condition.

**Motion 10-07-03:** *Approve permit #10-016 subject to the following condition:*

1. *Receipt of surety and maintenance agreement.*

Thienes/Jones

Unanimously Approved

**D) Permit #10-017 Hamernick Hill (Kelley)**

Forrest Kelley reviewed CRWD Permit #10-017. The applicant is Hamernick's Decorating and the consultant is Frerich's Construction and Larson Engineering. The project is construction of a new commercial building, 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 1.2 acres of disturbed area, 0.92 acres of proposed impervious surface and the proposed stormwater management will include pervious asphalt and perforated pipes. The staff recommendation is to table the permit with 9 conditions.

**Motion 10-07-04:** *Table permit #10-017 Hamernick Hill with the following nine conditions.*

1. *Receipt of \$4,590 surety and maintenance agreement.*
2. *Specify the invert and slope of the 48" perforated CMP on Sheet C4. Consider including profile and cross-section views for the 48" perforated CMP and pervious pavement.*
3. *Specify or show the 4-inch orifice outlets on the project plans. Discharge from both rock storage areas is controlled by a 4-inch orifice according the HydroCAD model. However, these are not shown on the project plans.*
4. *Revise the stage-storage relationship in HydroCAD such that the peak 100-year water elevation does not exceed the stage data. The model predicts a peak elevation of 141.65 for the SE Pervious Pavement, but the highest stage entry is 141.50.*
5. *Decrease the void space of the pervious pavement (upper 6" of the HydroCAD storage data) from 40% to 20%. The void space of pervious asphalt is generally 18-22%.*
6. *Revise design to provide infiltration rather than filtration. Soil borings 1-3 indicate that soils at elevation 140 and five feet below (135) are silty sand. Soil boring 4 indicates a 2.5-foot layer of sandy lean clay at approximately elevation 135. Specify on plans that unsuitable soils shall be excavated and replaced with clean sand such that suitable soils exist at least five feet below the bottom of the coarse filter aggregate.*

7. *Specify the gradation of the coarse filter aggregate in detail 3 on Sheet C1. Specify that it shall be washed, angular and not consist of limestone.*
8. *Specify how the opening in the 8' circular concrete sewer (Trout Brook storm sewer) will be created. As owner of that pipe, CRWD requires a circular-shaped opening using a core drill or boring. Hammering or pounding of the 8' RCP shall not be used to create the opening.*
9. *Specify that all construction material shall be removed from the 8' circular concrete sewer. No obstructions shall exist in the pipe during or after construction.*

Thienes/Jones

Unanimously Approved

**E) Permit #10-018 Bruce Vento Site Remediation (Kelley)**

Forrest Kelley reviewed CRWD Permit #10-018 Bruce Vento Site Remediation. The applicant is the City of St. Paul and the consultant is Landmark Environmental. The project is removal and containment of contaminated soils and site restoration. Mr. Kelley said this project has 1.2 acres of disturbed area and there is no proposed impervious surface, the applicable rule is Erosion Control (Rule F) only. The staff recommendation is to approve the permit with four conditions.

**Motion 10-07-05:** *Approve permit #10-018 Bruce Vento Site Remediation with four conditions:*

1. *Provide detail and locations of stabilized construction entrances to reduce tracking offsite onto paved surfaces*
2. *Provide note on plans identifying seed mix to be used for re-vegetation. Mn/DOT native mixes (300 series) are recommended.*
3. *Update SWPPP to comply with current NPDES permit requirements. Plan should identify the Mississippi River as an impaired water within one mile of the project.*
4. *Area B may require enhanced stabilization practices such as erosion control blanket. Past field observations indicate repeated washouts due to high runoff volumes from adjacent impervious surfaces or bridge drainage.*

Jones/Deneen

Unanimously Approved

**F) Permit #08-011 Mississippi Riverfront Improvements (Kelley)**

Forrest Kelley noted Permit 08-011 Mississippi Riverfront Improvements was approved May 21, 2008 with no conditions. A variance from Rule C was approved for the impervious surface created by the installation of a small pedestrian observation deck on the river bank. The project was not constructed in 2008 due to funding and the permit expired on May 21, 2009. An extension was requested and approved by the Board on June 17, 2009 and expired June 19, 2010. Mr. Kelley said the applicant has submitted a letter requesting the permit be renewed as allowed in Part 7 of Rule B, Permit Procedural Requirements. The letter indicates no changes to the approved plans are proposed, and the project is under contract and scheduled to begin July 10, 2010 in order to avoid disruption of Independence Day festivities. Staff recommends approval of the requested permit renewal.

**Motion 10-07-06:** *Approve the requested permit renewal for permit #08-011 Mississippi Riverfront Improvements.*

Thienes/Jones

Unanimously Approved

**G) Permit Program/Rules Update (Kelley)**

There was no Permit Program update.

#### **IV. Special Reports – Central Corridor Light Rail Transit Permit Update**

Mr. Kelley said CRWD has collaborated with Central Corridor Project Office (CCPO), the City of Saint Paul and Ramsey County on the design and review of the stormwater treatment system for the Central Corridor Light Rail Transit (CCLRT) project. Mr. Kelley gave a presentation on the status of the Central Corridor Light Rail Transit project and noted that Dan Soler and Nick Landwer from Metropolitan Council are in attendance to answer any additional questions the Board may have. Mr. Kelley reported the project consists of 8.68 miles from the District Boundary to Broadway Street in downtown St. Paul. The project is a full reconstruction of 120 feet of University Avenue's Right of Way and consists of 100 acres of land disturbance with 93% impervious. Mr. Kelley noted the permit process so far; in November 2008: Met Council presented a project and preliminary stormwater design to the CRWD Board; June 25, 2009: there was a CCLRT Stormwater Design Workshop; September 2009: District, County, City and CCPO staff support tree trench/permeable paver infiltration concept. Mr. Kelley noted that the CCLRT is a linear project. District Stormwater Rule C provides a cap on the cost for volume reduction and water quality practices. This cap is set annually by the Board and is currently \$30,000/acre of impervious surface. The impervious area for the project from Emerald Street to Broadway is 93.46 acres, resulting in a cost cap of \$2,803,800. The bids for the entire tree trench infiltration system came in at \$3,290,000. According to the Rules, the project would be in compliance if only \$2.8M worth of trench was built, but it is the intent of Met Council to build the entire system. Mr. Kelley said the Operation and Maintenance Facility (OMF) is not considered a linear project. Due to contamination and high groundwater levels, infiltration is not feasible on this site. Through alternative compliance sequencing, Met Council proposes to contribute to the Stormwater Impact Fund at a rate of \$40,000/acre. The OMF will create 7.4 acre of impervious for a total of \$296,000. This money would go directly to the construction of the tree trench system on University Avenue. Essentially, this raises the regulatory cost cap from \$2,803,800 to \$3,099,800. Mr. Kelley said based on CRWD calculations, the entire project will provide approximately 3 acre-ft of volume reduction, or 130,680 cubic feet. This is approximately 43% of the 1-inch volume reduction standard for the entire project. Mr. Kelley concluded by saying plans have been finalized and staff are completing a final review in order to present a recommendation to the Board at the July 21, 2010 meeting. The proposed construction will begin in August 2010. The District will inspect Erosion Control and BMP Installation. Dan Soler noted that the \$3.29 million does not include trees. The trees will be installed under a separate contract by the City of St. Paul for a cost between \$750,000 and \$1 million. The Board thanked Mr. Kelley, Mr. Soler and Mr. Landwer for the update.

#### **V. Action Items**

##### **Consent Agenda**

Manager Piram asked for a motion to approve the July 7, 2010 Consent Agenda as presented.

##### **Motion 10-07-07:**

**A) Approve Minutes of the June 14, 2010 Regular Meeting as presented.**

**B) Approve Balaam Stewardship Grant with reimbursement funding not to exceed \$315 subject to the following conditions:**

1. CRWD and Susan Balaam must approve and enter into a Cooperative Agreement;
2. Any changes to project plans must be approved by CRWD; and
3. All conditions must be met and the project completed within one year after project approval.

**C) Approve Whitney Stewardship Grant with reimbursement funding not to exceed \$215 subject to the following conditions:**

1. CRWD and Edna Whitney must approve and enter into a Cooperative Agreement;
2. Any changes to project plans must be approved by CRWD; and
3. All conditions must be met and the project completed within one year after project approval.

Deneen/Thienes

Unanimously approved

## Discussion

### **D) Engineer for Crosby Lake Management Plan (Eleria)**

Ms. Eleria said the District is seeking engineering services for the development of the Crosby Lake Management Plan (CLMP). In early June 2010, CRWD distributed a request for qualifications letter to 15 local engineering firms and posted the letter on its website. The engineering firm for the Crosby Lake Management Plan will focus on three work plan elements: 1) data and information compilation and evaluation; 2) watershed data analysis; and 3) management plan development. Ms. Eleria said the deadline for submitting a Statement of Qualifications (SOQ) was Monday, June 21<sup>st</sup>. Ms. Eleria said four engineering firms submitted an SOQ for this project including Barr Engineering, EOR, Houston Engineering and Wenck Associates. An engineer review committee was assembled to evaluate the SOQs. The committee consisted of CRWD Managers Bob Piram and Joe Collins, CRWD staff, Mark Doneux and Anna Eleria, CRWD CAC member Shirley Reider and Phil Belfiori from the City of St. Paul. The engineer review committee evaluated each firm based on five criteria: 1) project understanding; 2) project approach/tasks; 3) previous lake plans/studies; 4) personnel qualifications; and 5) SOQ quality. Ms. Eleria said copies of the SOQs are available if the Board would like to review them. Ms. Eleria said while all four firms are qualified to conduct this work, one firm, Wenck Associates, stood out amongst the group because of its expertise in shallow lake management and a clear, detailed description of its approach, tasks and deliverables on this project. Ms. Eleria reviewed and explained the Engineering SOQ Committee Ranking and Comments Table to the Board. Ms. Eleria said the committee recommends Wenck Associates as the engineer for the Crosby Lake Management Plan.

**Motion 10-07-08:** *Approve Wenck Associates as Engineer for Crosby Lake Management Plan.*

Collins/Deneen

Unanimously approved

### **E) Community Outreach Consultant for Crosby Lake Management Plan (Eleria)**

Ms. Eleria said the District is seeking community outreach services for assistance in engaging citizens in the development of the Crosby Lake Management Plan (CLMP). In early June 2010, CRWD distributed a request for proposals letter to local consulting firms and organizations. The deadline for submitting proposals was Monday, June 21<sup>st</sup>. Ms. Eleria said proposals were submitted by six firms including Erin Bowley and Associates, Fortin Consulting, Minnesota Waters, MMC Associates, Richardson, Richter and Associates, and Saint Paul Riverfront Corporation. A committee was not formed to review the proposals because of the small budget for outreach consulting services. Ms. Eleria said CRWD staff evaluated the proposals and determined that the firm best suited for this work is Minnesota Waters. Ms. Eleria explained that Minnesota Waters has an established and effective approach to engaging citizens in the protection of local water resources that will be applicable to this project. Ms. Eleria said copies of the proposals are available if anyone would like to review them. Ms. Eleria said staff recommends Minnesota Waters as the community outreach consultant for the Crosby Lake Management Plan.

**Motion 10-07-09:** *Approve Minnesota Waters as Community Outreach Consultant for Crosby Lake Management Plan.*

Thienes/Collins

Unanimously approved

### **F) Approve Stuart Stewardship Grant (Eleria)**

Ms. Eleria said the District has received a Stewardship Grant application from William Stuart for a green roof on his property located at 1645 Portland Avenue in Saint Paul. Ms. Eleria explained that Mr. Stuart is proposing to construct a 676 square-foot green roof over his new garage to capture and evaporate rainfall. Mr. Stuart is requesting financial assistance on the materials of the green roof, which include the root barrier, drainage mat, soil media and plants. Ms. Eleria said the staff recommends approval of the Stuart

Stewardship Grant project with reimbursement funding not to exceed \$2,000. Manager Piram expressed concern over grants for green roofs on garages that have a low visibility. Discussion occurred.

**Motion 10-07-10:** *Approve the Stuart Stewardship Grant with reimbursement funding not to exceed \$2,000 subject to the following conditions:*

1. *CRWD and William Stuart must approve and enter into a Cooperative Agreement;*
2. *Any changes to project plans must be approved by CRWD; and*
3. *All conditions must be met and the project completed within one year after project approval.*

Thienes/Collins

Unanimously approved

## **VI. Unfinished Business**

### **A) Gottfried's Pit Lift Station Improvement Project Update (Doneux)**

Administrator Doneux said the project has started. Last week the contractor cleared a critical part of the project by getting the pipe under Larpenteur Avenue. Manager Deneen said she thought the District's name should be on the sign. Administrator Doneux said staff would need to speak to Ramsey County to add CRWD to the sign.

### **B) Comments on St. Paul's Stormwater Permit Annual Report (Eleria)**

Ms. Eleria said as an operator of a large municipal separate storm sewer system, the City of Saint Paul is required each year to prepare and obtain comments on their annual report of stormwater management program activities and accomplishments from the previous year. Ms. Eleria said on June 16, 2010, the City distributed their draft 2010 Stormwater Permit Annual Report for public comment. The deadline for submitting comments was Friday, June 25<sup>th</sup>. Because of the tight schedule and no Board meeting between the receipt and deadline dates of the report, CRWD staff prepared and submitted a comment letter. Ms. Eleria said District staff provided limited comments on this report because of recent and future opportunities to review and evaluate the City's stormwater management activities and practices. Last May, CRWD submitted extensive comments on the City's draft, reissued stormwater permit, which is currently being reviewed by MPCA. CRWD also anticipates conducting a thorough evaluation of the City's Stormwater Management Program that will be developed upon approval of the City's stormwater permit.

### **C) Downspout Program Update (Beckman)**

Administrator Doneux said staff continues to work with LaBreche Communications and citizens from Districts 7 and 14 to implement the Stop the Rain Drain campaign in summer 2010. Conservation Corps of Minnesota and Iowa (formerly MCC) will complete technical assistance work at first in the campaign focus areas, then outside the focus areas, in September 2010. Administrator Doneux noted that an updated campaign workplan and budget summary were included in the Board packet. It was noted that LaBreche designed a website for Stop the Rain Drain and staff is currently developing the website content and photographs; Phase One outreach begins July 9<sup>th</sup> when a utility insert promoting downspout redirection is included in utility bills sent to 80,000 St. Paul homes; CRWD and LaBreche staff continue to develop collateral materials for Phase Two of the campaign, including printed materials (e.g. door hangers, mail, counter tents for local businesses), a television public service announcement, and print advertising for the Highland Villager, the Grand Gazette, and the Park Bugle. Administrator Doneux said staff anticipates spending less than \$7,000 promoting Phase 2 of the campaign. CRWD and LaBreche staff are working to establish partnerships with Kendall's Ace Hardware and Grand Avenue Hardware to help promote the campaign. CRWD and LaBreche staff will promote the campaign through contacts with District planning councils, canvass in the campaign Focus Areas and event appearances. LaBreche will complete work on a comprehensive communications plan in August.

## **VII. General Information**

### **A) Administrator's Report**

Administrator Doneux reminded the Board that there are Budget workshops scheduled for Wednesday, July 14<sup>th</sup> at 4:30 and Monday July 26<sup>th</sup> at 4:30. Administrator Doneux said there are a group of citizens who are advocates for green roofs and there is some thought to adding a green roof to Humboldt High School which is not in the CRWD. Administrator Doneux said they are interested in aligning their boundaries with a Watershed District and they have submitted a proposal for the Boards review. Discussion occurred.

### **B) Education and Outreach Program Update (Beckman)**

Administrator Doneux noted there is an Education and Outreach Program update in their packet.

Manager Thienes said the Sunday paper had an article on a new Home Depot in Midway. Mr. Kelley said that project will be on the next Agenda. It is the same permit that was approved in 2007 but they changed the name from Home Depot to Urban Home Improvement Store. Manager Thienes requested a well sealing program update soon. Manager Collins said it would be nice to have a tutorial on wetlands.

Ms. Eleria introduced Lan Thoren from Houston Engineering and thanked him for submitting an SOQ for the Crosby Lake Management Plan and for attending the meeting. Mr. Thoren thanked the Board for the opportunity and said it sounds like a wonderful project. The Board also thanked Mr. Thoren and noted that Houston Engineering is a wonderful firm.

## **VIII. Meeting Agenda Review**

### **Wednesday, July 14, 2010 – 2011 Budget Workshop Agenda Review**

### **Wednesday, July 21, 2010 – Regular Meeting Agenda Review**

## **IX. Adjournment – 7:50 p.m. adjourned by consensus.**

Respectfully submitted,

Dawn Nelson