

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, November 3, 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 6:00 p.m. (President, Bob Piram)

A) Attendance

Robert Piram
Joe Collins
Seitu Jones
Mike Thienes
Marylyn Deneen

Others Present

Mark Doneux, CRWD
Bob Fossum, CRWD
Dawn Nelson, CRWD
Anna Eleria, CRWD
Forrest Kelley, CRWD
Melissa Baker, CRWD
Matt Loyas, CRWD

Todd Shoemaker
Wenck & Associates
Kevin Lindsey,
Ramsey County Attorney
Jerome Wagner, CAC
Christine Baumler,
Artist in Residence

B) Review, Amendments and Approval of the Agenda

Manager Piram asked for additions or changes to the Agenda. Administrator Doneux noted that Anna Eleria needs to leave early and requested moving Unfinished Business E to immediately follow Unfinished Business B. Forrest Kelley asked to move Permit Applications and Updates D and E to follow public comments because he needs to leave early to attend the Highland District Council meeting to give a Cleveland Randolph Groundwater Presentation.

The Board adopted the Agenda as amended by consensus.

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

III. Permit Applications

D) Adopt Wetland Rule Amendments (Kelley)

Mr. Kelley reminded the Board that a Technical Advisory Committee meeting was held August 23, 2010 to discuss an amendment to CRWD Wetland Management Rule E. Seven members attended, and there was general consensus and understanding of the District’s intentions in amending the Rule. Mr. Kelley said on September 3, 2010 draft rule revisions that reference the 2007 Wetland Conservation Act rules were distributed for a 45-day public review and comment. The comment period ended October 18, 2010. Mr. Kelley said four comment letters were received and compiled with recommended responses. Staff does not recommend any changes to the proposed draft rule.

Motion 10-11-01: *Adopt Resolution Approving Response to Comments and Amended Watershed District Rules.*

WHEREAS, The Capitol Region Watershed District (hereinafter “District”) is a political subdivision of the State of Minnesota established under the Minnesota Watershed Law, Minnesota Statute 103D; and **WHEREAS,** Minnesota Statute section 103D.341 mandates that the District adopt rules to accomplish the purposes of the Minnesota Watershed Law and to implement the powers of the Board of Managers; and **WHEREAS,** the District Board of Managers adopted Rules on September 6, 2006; and **WHEREAS,** the District convened a Technical Advisory Committee in 2010 to discuss revisions to the adopted Rule; and

WHEREAS, the District has submitted propose Rule revisions to the local municipalities, public transportation authorities and Ramsey County for review and comment; and
WHEREAS, the proposed Rule revisions have been noticed for review and comment to all public transportation authority’s within the District for at least 45 days; and
WHEREAS, the proposed Rule revisions have been noticed for review and comment to each municipality affected by the District; and
WHEREAS, the proposed Rule revisions have been noticed for public comment and hearing in legal newspapers generally circulated within the District once a week for two successive weeks;
THEREFORE, BE IT RESOLVED that the Board of Managers of the Capitol Region Watershed District adopts the response to comments table and amended watershed district Rules;
BE IT FURTHER RESOLVED that the adopted amended Rules shall be filed with the Ramsey County recorder;
BE IT FURTHER RESOLVED that the adopted amended Rules shall be provided to public transportation authorities that have jurisdiction within the watershed district;
BE IT FURTHER RESOLVED that a copy of the adopted amended Rules shall be mailed to each municipality affected by the watershed district.

Deneen/Jones
Unanimously Approved

E) Review Victoria Park Site Update (Kelley)

Mr. Kelley said the City of St. Paul acquired the former oil tank farm located near West Seventh Street at Hathaway and Adrian Streets. District staff identified a number of areas on site that exhibited wetland characteristics. Mr. Kelley provided a summary of the projects history and reviewed the Exxon-Mobil Wetland Investigation report by Wenck Associates with the Board. Mr. Kelley said on April 22, 2010, the Board approved permit 10-006 with the condition to provide wetland delineation. On May 7th a wetland delineation was performed by the City of St. Paul’s consultant, Kjolhaug Environmental, and it was determined that one incidental wetland existed in the southwest corner of the property. Mr. Kelley said site visits were conducted on June 2nd and 14th with the TEP. Mr. Kelley said on July 8, Kjolhaug Environmental provided a Supplemental Information report that determined the wetlands in question do not exhibit hydric soil indicators and are therefore not a wetland. July 19th the District issued a permit for Phase I of grading plans and on July 21st, the TEP met to review the soil conditions. On August 3rd District staff sent a letter to the City of St. Paul indicating the hydric soil indicators that were believed to be present. On August 17th, BWSR sent a letter supporting Kjolhaug’s determination of no additional wetland. Mr. Kelley stated on September 9th, CRWD hired Wenck Associates to conduct a site investigation to determine if the additional locations met the necessary criteria to be classified as wetland. Mr. Kelley said four wetlands were identified. Mr. Kelley said the next step is to distribute the Exxon-Mobil Wetland Investigation report by Wenck Associates to BWSR and the City of St. Paul and then have a meeting to discuss future development plans and permitting requirements for the property.

A) Permit #10-027 Lafayette Bridge (Kelley)

Mr. Kelley stated that it was the consensus of the Board to table permit #10-027 until further review by the District Attorney at the last Board meeting. The project proposes the placement of fill on top of the District owned Trout Brook Interceptor. Mr. Kelley said he received an email from Bruce Irish at Mn/DOT that provided details of Mn/DOT’s discussion with the Attorney General’s office questioning the legalities of the District’s easement and suggesting that Mn/DOT’s easement for the Street right-of-way supersedes the District’s easement for Trout Brook. Mr. Lindsey suggested there be a discussion between all parties involved to get a better understanding why Mn/DOT and the Attorney General’s office would think their easement supersedes the District’s easement. Mr. Kelley reminded the Board that the 60 day review period

for the permit has been extended once which expires December 15th. Discussion occurred. It was consensus of the Board to not take any action and the permit remains tabled until the next Board meeting.

Mr. Kelley left for his meeting and Todd Shoemaker continued the permit update.

B) Permit #10-029 I-94 and Hwy 280 (Kelley)

Mr. Shoemaker reviewed CRWD Permit #10-029 I-94 and Hwy 280. The applicant is Mn/DOT and the project is lane management along Interstate 94 from Highway 280 west to Nicollet Avenue in Minneapolis. Mr. Shoemaker said the applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Flood Control Management (Rule D). Mr. Shoemaker said this project has 8.11 acres of disturbed area in the CRWD, 2.7 acres of proposed impervious surface and the proposed stormwater management will include infiltration and filtration swales and basins and a cap cost request. The staff recommendation is to approve the permit with no conditions.

Motion 10-11-02: *Approve permit #10-029 I-94 and Hwy 280 with no conditions.*

Deneen/Collins

Unanimously Approved

C) Mn/DOT Volume Reduction Bank (Kelley)

Mr. Shoemaker said through a combination of volume reduction practices with the District for projects at Highways 94, 280 and 36 Mn/DOT has accumulated a total of 100,903 cubic feet of volume reduction credits. Mr. Shoemaker noted that a Mn/DOT bank summary was included in the Board packet to provide clarification on where the volume credits were achieved. Mr. Shoemaker said the staff recommendation is that 100,903 cubic feet of excess volume achieved by exceeding the requirements on permit 10-002 and 10-029 be approved for deposit into the Mn/DOT Volume Bank.

Motion 10-11-03: *Approve 100,903 cubic feet of Volume Reduction Credits with the following two conditions:*

1. *Submittal of As-Built Plans to Verify Post-Construction Volume Reduction.*
2. *Review and approval of the Ramsey County Attorney.*

Jones/Collins

Unanimously Approved

F) Permit Program/Rules Update (Kelley)

There was no Permit Program/Rules update.

IV. Special Reports – Monitoring and BMP Program Update, Melissa Baker and Matt Loyas

Mr. Loyas said CRWD's Monitoring and BMP Programs were created in 2005 and 2007, respectively, and have expanded and evolved extensively since their inception as the need for actual and more accurate water quality and quantity and BMP maintenance data has increased. The Monitoring Program began with monitoring major subwatershed outlets and baseline monitoring of 8 full water quality sites, 2 flow-only sites, 3 precipitation gauge sites, and 4 lakes. It has since expanded to not only monitor major subwatershed outlets and collect baseline data, but to also begin collecting flow data year round, further target and monitor the health of smaller subwatersheds and wetlands, Illicit Discharge Detection and Elimination (IDDE) monitoring, groundwater monitoring, monitoring stormwater pond levels, and evaluating the performance of stormwater BMPs. It is expected that in 2011, CRWD will be operating 20 full water quality sites, 6 flow-only sites, 11 level-only sites, 6 precipitation gauge sites, conducting biological assessments of 10 wetlands, and continued monitoring of the 4 District lakes.

Mr. Loyas said the BMP program started in order to conduct and track maintenance of the 18 Arlington Pascal Stormwater Project BMPs. The program has since evolved to not only conduct and track maintenance to ensure optimum BMP performance, but has expanded to incorporate detailed labor and maintenance costs

which ultimately led to an extensive performance assessment and cost-benefit analysis of District BMPs and also determine the additional pollution reduction benefits of pretreatment devices.

CRWD had proven itself to be a leader in stormwater and BMP performance monitoring and stormwater management. The extensive amount of monitoring and BMP data and information collected and compiled by the District has proven to be a valuable resource to the water resources field. CRWD staff has had the opportunity to present data collection methods and results and analysis at several local forums, meetings, and workshops as well as several regional/national conferences. CRWD monitoring and BMP reports are being utilized and referenced locally and regionally. In addition, CRWD's *BMP Performance Analysis and Cost-Benefit Analysis* is also referenced in the Environmental Protection Agency (2010). *Guidance for Federal Land Management in the Chesapeake Bay Watershed* (Publication No. EPA841-R-10-002) and Jaffe, M., Zellner, M., Minor, E., et al. (2010). *The Illinois Green Infrastructure Study. A Report to the Illinois Environmental Protection Agency on the Criteria in Section 15 of Public Act 96-0026, the Illinois Green Infrastructure for Clean Water Act of 2009.*

Both programs are expected to continue their expansion as the District begins implementation of its 2010 Watershed Management Plan and as smaller subwatershed analyses and capital improvement projects are completed and implemented.

Mr. Loyas said staff have completed an outline of the winter field operations workload, field staff hour availability and needs, and consultant hours necessary to complete both the *2010 Monitoring Report* and the second iteration of the *Stormwater BMP Performance Assessment and Cost-Benefit Analysis*, as well as additional over winter (December through March) activities to be completed before commencement of the 2011 field season.

Ms. Baker explained that based on this outline, it was estimated that a total of 3,188 hours of staff and consultant time would be necessary to complete all tasks on this schedule. Of the total 3,188 hours, 2,620 hours are staff hours and 568 are consultant hours. The total available staff hours from December through March are 2,520 hours. Ms. Baker said in order to meet the goals and objectives of the 2010 work plan, it will be necessary to; retain both 2010 Seasonal Water Resource Technician positions, with the existing budget, through December 31st; begin both 2011 Seasonal Water Resource Technician positions starting January 1st which is earlier than the typical March-April start date. Ms. Baker noted that funding is available, within the 2011 budget, to employ both Seasonal Water Resource Technicians from January through September in 2011. However, at a later date in 2011, it may be necessary for staff to request additional funds for extension of these two positions to finish the 2011 field season. Staff will utilize the existing GIS budget to hire consultants to perform GIS related work tasks; request Board approval, at a later date, for additional funds to hire consultants for assistance on BMP and Monitoring activities and reports including activities such as additional data analysis and completion of the 2009-2010 Wetland Assessment and CRWD Quality Assurance Project Plan. Ms. Baker noted that CRWD contracted with EOR for assistance with model analysis for the first iteration of the BMP assessment. CRWD estimates a total of \$56,800 of consultant time will be needed to complete the winter work schedule. Ms. Baker noted that funds available for the remainder of 2010 and 2011 total approximately \$72,700. Manager Piram confirmed that the staff is requesting to utilize consultants more so then in the past so staff would have time for other things. Ms. Baker said yes. Administrator Doneux explained that by staff may deplete the GIS budget in 2011 and staff may request additional funding. Manager Jones stated that this is the kind of work that are 2010 Watershed Management Plan is about. Manager Jones asked if there are any other watershed districts that monitor in the winter. Ms. Baker said Mississippi Watershed Management Organization does. Administrator Doneux asked the Board if there were any questions or concerns about the information provided by Matt and Melissa. Manager Thienes said the productivity is good and if the work the seasonal staff is beneficial then the District should review the seasonal season. Manager Collins added that he would

like to see the seasonal position remain an educational tool for people new to the field. The Board thanked Matt and Melissa for the update.

V. Action Items

Consent Agenda

Manager Piram asked for a motion to approve the October 20, 2010 consent agenda as presented.

Motion 10-11-04:

A) Approve Minutes of the October 20, 2010 Regular Meeting (Nelson)

Thienes/Jones

Unanimously approved

Discussion

B) Approve Funding Agreements and Authorize Bidding for Williams Street Pond Project (Fossum)

Mr. Fossum said at the April 1, 2009 Board meeting the Managers adopted McCarrons Subwatershed 4 Study. All projects contained in the study have been included in the capital improvement section of the District's 2010 Watershed Management Plan. The District was approached by Ramsey Conservation District regarding grant funding that is available in 2010 for BMP construction projects in Ramsey County. These projects would need to be completed by the end of 2010. At the June 2, 2010 Board meeting the Managers approved the scope and budget with Wenck Associates for the William St. Pond Retrofit Project for an amount not to exceed \$25,000.

At the October 20, 2010 Board meeting, the Managers authorized the William St. Pond Project, approved the project financing plan and directed staff to develop cooperative agreements with Roseville and Ramsey Conservation District. The Managers also approved Contract Amendment #1 with Wenck Associates for the William St. Pond Retrofit Project for an amount not to exceed \$19,000 and a total contract amount of \$44,000.

Mr. Fossum said district staff and Wenck Associates, in consultation with the City of Roseville have finalized the plans and specifications for the William St. Pond Retrofit Project. Staff are seeking authorization to go out to bid on November 16th, with a bid opening on November 29th, and bid award at by the Managers at the December 1, 2010 Board Meeting. Manager Collins suggested the staff and Board review the Construction Project Manuals once a year. Mr. Fossum noted that the Ramsey Conservation District did approve Conservation Cost-Share Contract today at their meeting.

Motion 10-11-05: Authorize bidding for the William St. Pond Retrofit Project, subject to the review and approval of the Ramsey County Attorney.

Thienes/Jones

Unanimously approved

Motion 10-11-06: Approve Cooperative Construction Agreement with the City of Roseville for an amount not to exceed \$25,000, subject to the review and approval of the Ramsey County Attorney.

Thienes/Jones

Unanimously approved

Motion 10-11-07: Approve Conservation Cost-Share Contract with Ramsey Conservation District for an amount not to exceed \$25,000, subject to the review and approval of the Ramsey County Attorney.

Thienes/Deneen

Unanimously approved

C) Approve Work Plan and Promissory Note for Villa Park Improvement Project (Fossum)

Mr. Fossum said the District was awarded a \$430,000 for sediment removal from the wetland cells in the Villa Park Wetland System. At the May 19, 2010 Board Meeting, the Managers authorized the Board President to execute the Minnesota Clean Water Partnership (CWP) Loan Agreement for the Enhanced TP Removal in an Urban Wetland System Project for \$430,000 subject to the review and approval of the Ramsey County Attorney. The Managers also adopted Resolution 2010—01 identifying CWP Loan designees.

Mr. Fossum explained that the District needed to obtain an opinion of recognized bond counsel supporting the general obligation promissory note to finalize the loan process. The District's bond counsel, Kennedy and Graven has completed the opinion and drafted the general obligation promissory note. Mr. Fossum said staff are requesting approval of the Note.

Mr. Fossum said staff has drafted a required work plan for approval by the MPCA prior to the project beginning. Mr. Fossum reviewed the work plan with the Managers and said staff request authorization to submit the draft work plan to MPCA for approval. Manager Piram said this will be an interesting project.

Motion 10-11-08: Approve General Obligation Promissory Note for the Villa Park Wetland Enhanced TP Removal Project for \$430,000, subject to the review and approval for the District's Bond Counsel.

Thienes/Collins

Unanimously approved

Motion 10-11-09: Authorized submittal of the draft work plan for the Villa Park Wetland Enhanced TP Removal Project to MPCA for approval.

Thienes/Collins

Unanimously approved

D) Adopt Land Acquisition Policy (Eleria)

Ms. Eleria said at the October 20, 2010 Board of Managers' meeting, CRWD staff presented to the Board a draft land conservation policy. The draft policy describes the purpose of conserving ecologically significant land and the types of land to consider for conservation. It also outlined the factors to take into account in the review of each available parcel as well as the process for evaluating parcels and establishing, negotiating and finalizing a purchase agreement.

Ms. Eleria said the four Board Managers present at the meeting were favorable to the draft land conservation policy. The Board recommended that the draft policy be discussed again when Manager Piram was present. Ms. Eleria reviewed the draft policy which was slightly modified with the addition of a statement about the educational benefits of land conservation and two evaluation criteria: 5) threat of development and 6) size of parcel. Ms. Eleria said staff are seeking additional comments and approval of the land conservation policy from the Board.

Ms. Eleria explained that if the land conservation policy is approved, staff would also seek direction from the Board on how to proceed with the opportunity to purchase the Arlington Avenue wetland, which is located next to the post office and Arlington-Jackson stormwater pond. US Bank first contacted CRWD in the summer 2009 about purchasing this 1.42-acre parcel, which is currently undeveloped and comprised mostly of wetlands. A committee of CRWD managers and staff met with a US Bank representative in late August 2010 to discuss the parcel, selling price and timeline for making an offer.

Manager Piram provided a few grammatical changes to the policy.

Motion 10-11-10: Adopt CRWD Land Conservation Policy dated November 3, 2010 with suggested changes;

WHEREAS, Capitol Region Watershed District (CRWD) seeks to conserve ecologically significant land in CRWD that will help protect, improve and manage CRWD's water resources,

WHEREAS, the central theme for CRWD's 2010 Watershed Management Plan is to "bring water back to Saint Paul,"

WHEREAS, CRWD's 2010 Watershed Management Plan outlines the programs, capital improvement projects and initiatives necessary to carry out CRWD's mission, which includes wetland and stream corridor protection and restoration,

WHEREAS, MN Statutes Chapter 103D.201 – Watershed District Purposes gives CRWD the authority to acquire property for water resource protection and restoration purposes,

WHEREAS, at CRWD Board of Managers' meeting on October 20, 2010, a draft CRWD Land Conservation Policy was presented and reviewed, and

THEREFORE BE IT RESOLVED, that CRWD Board of Managers approve and adopt CRWD Land Conservation Policy dated November 3, 2010

Collins/Thienes

Unanimously approved

Motion 10-11-11: Authorize the establishment of a Land Conservation Committee consisting of all 5 Board Members and direct committee members meet to negotiate an agreement for the Arlington Avenue wetland.

Collins/Thienes

Unanimously approved

VI. Unfinished Business

A) Trout Brook Repair Project Update (Eleria)

Ms. Eleria said she had a meeting with Barr Engineering last week to discuss concrete repairs. Eleria said Barr Engineering has nearly completed the design and plans for the 2010-2011 TBI repairs with the exception of one area, the defects and deficiencies in the other TBI sections are neither significant nor urgent to repair. These sections remain to be in fair condition as was determined in the 2007 full TBI inspection.

Ms. Eleria explained that just north of Lafayette Road and along BNSF railroad there is a 5-foot hole on the east side of the railroad tracks that is partially covered with a metal grate. This small opening into TBI poses as a safety hazard and CRWD staff recommends it be repaired as soon as possible. Ms. Eleria said she will be asking the Board for formal authorization at the November 17th meeting to solicit bids to repair that area.

B) Crosby Lake Management Plan Update (Eleria)

Ms Eleria said Wenck Associates is currently conducting a watershed analysis and modeling work on Crosby Lake. There should be some results soon and then the District will be ready to hold the next CAC meeting. Manager Piram said the Board would like to see a brief presentation before the next CAC meeting. Ms. Eleria noted that the CAC meeting is scheduled for December 7, 2010 from 7:00-8:30 pm.

E) 2011 Trees and Stormwater Research Grant (Eleria)

Ms. Eleria said since summer 2010, CRWD has been meeting with staff from the City of Saint Paul, University of Minnesota – Forestry Dept., US Forest Service and Barr Engineering about a potential trees and stormwater research project at the Payne-Maryland redevelopment site and other locations in the City. The purpose of the study would be to assess tree health and sustainability in structural soils and its effectiveness for stormwater management. According to the US Forest Service, there is a data gap on the performance of trees for stormwater management.

Ms. Eleria said there is a grant opportunity through the US Forest Service for innovative projects with national impact and application that address one of three priority issues: climate change, public health and economic development, in urban and community forestry communities. The research project team is preparing a grant proposal for this trees and stormwater research project, which is due on November 29, 2010. The grant applicant or project lead will be the University of Minnesota with CRWD and other organizations as partners or cooperators of the grant project.

Ms. Eleria said staff is focusing on the stormwater aspect of the research project and developing the methodology for assessing the effectiveness of trees and structural soils in infiltrating stormwater runoff, recharging groundwater and improving water quality. CRWD's 2011 budget for Future Trends: Research and Positioning Program includes \$35,000 for operating expenses to conduct innovative BMP research.

The Center for Watershed Protection, a nationally recognized watershed and stormwater management non-profit organization, recently joined the research team to assist with the technical and economic analyses of stormwater in this project.

F) 2011 Partner Grants Update (Beckman)

Ms. Beckman said the Board of Managers approved a \$35,000 Partnership Grant budget for 2010. Grants were approved for Friends of the Mississippi River; Recycling Association of Minnesota; Chalchitlicue and the Community Design Center.

Ms. Beckman said in 2009, Friends of the Mississippi River Gorge Stewards engaged 249 volunteers in 628 volunteer hours that included five river protection events and two litter clean ups. Gorge Stewards also hosted 70 participants in two education/interpretive events. Stewardship events were held in partnership with St. Paul Parks and Recreation at Crosby Farm and the Old Wagon Trail in the Mississippi River Gorge. The 2010 Gorge Stewards report is due December 31, 2010.

Ms. Beckman said Recycling Association of MN offered discounted rain barrels to Ramsey County residents. With a Stewardship Grant, 200 CRWD residents received an additional \$20 savings, making the cost \$45 per barrel.

Ms. Beckman said Ce Tempoxcalli hosted the 2010 Chalchitlicue Environmental Summit with a CRWD funds covering facility and meal fees for 600 youth participants, primarily of Latino, American Indian, African and Hmong descent. Workshop topics included information about local environmental issues, including monitoring and protecting the health of our watershed and water quality. Nearly 20% of conference attendees participated in a post-conference evaluation. Fifty-four percent of respondents improved their knowledge of what a watershed is and how it works; what contributes to & prevents water pollution, and what water quality issues affect neighborhoods.

Ms. Beckman said the Community Design Center provided eleven-week environmental conservation education internships to 18 east side youth between 15 and 18 years. Interns were paid \$450 each from the CRWD grant. Each new intern spent an average of 63 hours and each returning intern spent an average of 144 hours at work in Bruce Vento Nature Sanctuary, provided ongoing maintenance for urban greenscape planters on Ruth Street in St. Paul. They planted and maintained twelve residential rain gardens on St. Paul's east side.

Ms. Beckman said thirteen additional community outreach projects were funded through Stewardship Grants including ten rain barrel construction workshops, a watershed artist-in-residence, and two leaf clean ups. The rain barrel workshop and neighborhood leaf clean-up projects help meet Homeowner Education outreach goals stated in the 2009 CRWD Education Plan.

Manager Jones asked if there is more interest now that this information is on the District's website. Ms. Beckman said there is more interest but she thinks it is more word of mouth than the website.

Ms. Beckman explained that Partner Grants range in size from \$2,000 to \$20,000. The 2011 Partner Grant budget is \$35,000, and three of the four 2010 applicants have already expressed intent to submit 2011 proposals. According to the current grant guidelines priority for Partner Grants is given to schools, municipalities, community organizations, faith groups, and homeowner associations who carry out water quality projects that meet at least two of the following goals; improve water quality by decreasing stormwater runoff and increasing stormwater infiltration; preserve and protect plant and wildlife communities adjacent to lakes, rivers and wetlands; develop and deliver water quality education programs; or develop initiatives that establish links between people and water resources.

Ms. Beckman said staff seeks the Board's opinion regarding the appropriateness of grantee organization type and the appropriateness of grant size given the current guidelines. Ms. Beckman said there have already been a lot of calls asking if this is something that would be offered again next year. Administrator Doneux thought a competitive request for proposal would be the way to select project in 2011. Manager Thienes said he likes that idea.

C) Trillium Site Update (Fossum)

Mr. Fossum said staff met with the City of St. Paul a couple of weeks ago about the Trillium Site. The city is moving forward with the next level of planning and they requested that the District help them with an engineering feasibility study to look at recreating a stream channel through the Trillium Site. Mr. Fossum said this would happen sometime this winter and spring.

D) 2011 Professional Services Solicitation Process (Doneux)

Administrator Doneux said the District adopted a policy for soliciting professional services in 2003. Given the evolution of the District, number of projects, number of staff and the size of many of our projects, staff would like to update and improve the efficiency of the District's professional services and contracting process. Administrator Doneux said the current RFP/RFQ process adds many staff hours and takes about two months to complete.

Administrator Doneux explained that what is driving the issue now is the number of projects coming up in late 2010 and early 2011 that the District needs to begin the professional services contracting process.

Those projects with professional fee estimates include; Villa Park Wetland Improvements – Preliminary & Final Design (\$100,000); Trillium Site (\$75,000) Center/Rice Subwatershed (\$50,000) 2011 RSVP Subwatershed #1 (\$50,000) 2011 RSVP Subwatershed #2 (\$50,000) Villa Park Subwatershed (\$75,000) and Willow Reserve Restoration Plan (\$35,000).

Administrator Doneux said staff is preparing to do one RFQ for general water resource engineering services for 2011 and 2012. This would include requesting information regarding personnel, similar projects, billing rates and availability of staff. In addition each firm would also be able to identify which projects on the current list they are interested in working on and are uniquely qualified for. From the submittals the District would then either award a firm with a specific project or solicit a detailed and specific proposal from the top 2-3 firms for a particular project. The goal is to expedite project implementation by being more efficient with staff and Board committee time as well as being respectful of the consultant's time by not having them submit multiple proposals. Certain projects lend themselves well to selecting a consultant and awarding the project since the scope and budget for some projects are fairly well established. While other projects are less defined and would work better to identify the best firm(s) to work with and solicit proposals from them or negotiate a scope and budget with a single firm.

VII. General Information

A) Administrator's Report

Administrator Doneux reminded the Board that the MAWD Annual Conference is set for December 2-4 in Alexandria.

VIII. Meeting Agenda Review

Wednesday, November 17, 2010 – Regular Meeting Agenda Review

IX. Adjournment – 8:26 p.m. adjourned by consensus.

Respectfully submitted,

Dawn Nelson