

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, October 7, 2009, 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, Robert Piram)

A) Attendance

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

Others Present

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

Dave Nelson,
City of St. Paul

B) Review, Amendments and Approval of the Agenda

Manager Piram asked for additions or changes to the Agenda. Administrator Doneux explained that he would like to modify the agenda by moving Permit Update B to Unfinished Business D, move Unfinished Business A to Special Reports, move Action Item J to the first Action Item for discussion and pull Action Item I because the applicant did not submit additional information as requested.

The Board adopted the Agenda as amended by consensus.

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

There were no public comments.

III. Permit Applications

A) Permit # 07-021 Court International Certificate of Completion (Kelley)

Mr. Kelley said Permit 07-021 Court International has been completed and is ready to be closed out. A final inspection was conducted. All soils have been stabilized and proper installation of permanent BMPs verified with as-built plans. Mr. Kelley said a Maintenance Agreement for the onsite stormwater management practices was submitted to the District. Manager Piram asked when the project was completed. Mr. Kelley said the project was approved in 2007 and completed in 2008.

Motion 09-10-01: *Approve Certificate of Completion for permit 07-021 and authorize return of \$13,300 surety.*

Deneen/Collins
Unanimously Approved

B) Permit #09-023 Central Corridor Light Rail Transit (CCLRT) Preliminary Plan Update (Kelley)

Moved to Unfinished Business D.

C) Permit Program/Rules Update (Kelley)

Mr. Kelley said the Cleveland-Randolph Groundwater Study survey has been mailed. Staff has received 70 responses so far. Mr. Kelley said there will be a neighborhood meeting at 7:00 pm on October 12th at the Hillcrest Recreation Center community room. Mr. Kelley said there are two permits for the next meeting, Frogtown Square, Gillette Ambulatory Care Center and a certificate of completion for the Town and Country Club.

IV. Special Reports

Education and Outreach – Focus Group and Rain Garden Survey Update (Beckman)

Elizabeth Beckman provided a focus group and rain garden survey update. Ms. Beckman explained that Alyssa Neeb, CRWD Education and Outreach Intern this summer visited 79 homes in the Como Park - District 10 neighborhood in the vicinity of the Como rain gardens. Alyssa completed in-person interviews with 23 residents, and later mailed a print version of the survey to those who were not home. Twenty-three additional residents returned the survey which is a 58% response rate. Ms. Beckman noted that each person completing the survey was offered a copy of The Blue Thumb Guide to Rain Gardens. Ms. Beckman said there appears to be a high level of general knowledge about stormwater and rain gardens among the residents interviewed with 98% of respondents familiar with the term rain garden. This is an increase from 2005 when only 52% of respondents were familiar with the term, and only 11% were familiar with the benefits of rain gardens. Ms. Beckman noted that the results show 88% of survey respondents have gardens on their own residential block. The presence of the gardens appears to have increased favorable opinion of them among respondents with 87% either maintaining a positive opinion or adopting a more favorable opinion of rain gardens. Forty-nine percent now have a more favorable opinion. Sixty-three percent of respondents note no problems with rain gardens, and 35% suggest no changes be made to the gardens. Of the suggested changes, 40% are affirmative or plant related. Excellent garden maintenance and the overall appearance of the gardens themselves seem to contribute to this continued favorable impression. Ms. Beckman said of the respondents interested in a home rain garden preventing pollution from flowing to the river was the most common motivating factor, with the others nearly evenly tied for second place. Half the respondents asked to be added to the CRWD mailing list. Manager Deneen asked if a person to person interview could be done to ask residents about their knowledge and responsibilities of keeping the streets clean seeing how this survey turned out so well. Ms. Beckman said yes.

Ms. Beckman reminded the Board that in April, CRWD contracted with Amherst H. Wilder Foundation's Wilder Research to conduct an evaluation of watershed residents that includes 400 completed telephone surveys and two focus groups. In June the Board approved the survey questions, and the survey went into the field on July 1. In July, Ela Rausch of Wilder Research modified the approach to include an additional 100 phone survey respondents from homeowners under 40 without a land line telephone. Ms. Beckman said the Board will receive a full evaluation report that includes data analysis of both the phone survey and the September 17, 2009 focus group in mid-October. Ms. Beckman noted that Ela Rausch is scheduled to present the evaluation findings at the November 4th Board Meeting.

Ms. Beckman said the focus group was held in a private room at Java Train Café in the Como Neighborhood on Thursday, September 17. After a short social time, participants were asked what programs proposed in the CRWD Education Plan appealed most to them and why. They had a preference for the Leaf Removal program, and suggested free lawn bags as an incentive. They also suggested residents make a pledge in order to receive the lawn bags, and cited the cost benefit of this as a motivating factor. "We use them already anyway; we'd like to get them for free if our work was going to help the watershed. Besides, it can take a lot of bags to rake a season worth of leaves." Other citizens said they don't have many trees and has few leaves dropping into the street. Another citizen also liked the "clearing leaves in exchange for bags concept since it "puts a tool into your hands to do the job." This citizen also suggested we ask neighbors to recruit other neighbors to take the pledge. This helps "create a norm" and will probably be more effective since the pledge is taken in person with a familiar face. Ms. Beckman said other citizens suggested lawn signs to signify that a neighbor has taken the pledge, as this acknowledges households doing appropriate clean-up, and sets an example. Another suggestion was to tie our leaf removal goals to other desirable environmental actions. The Board thanked Ms. Beckman for the update.

V. Action Items

Consent Agenda

Manager Piram asked for a motion to approve the September 2, 2009, Consent Agenda.

Motion 09-10-02:

- A) *Approve Minutes of the September 3, 2009 Special Meeting as presented.*
- B) *Approve Minutes of the September 16, 2009 Regular Meeting as presented.*
- C) *Approve Minutes of the September 22, 2009 Special Meeting as presented.*
- D) *Approve Leary Stewardship Grant with reimbursement funding not to exceed \$260.00 subject to the following conditions:*
 1. *CRWD and Rolfe and Barbara Leary must approve and enter into 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.*
- E) *Approve Anderson Stewardship Grant with reimbursement funding not to exceed \$540.00 subject to the following conditions:*
 1. *CRWD and Ted and Tanya Anderson must approve and enter into 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/Deneen

Unanimously approved

Discussion

J) St. Paul Special Grant Amendment (Fossum & Beckman)

Mr. Fossum reminded the Board that at the December 5, 2008 board meeting the Managers approved a City of St. Paul 2009 Special Grant request for reimbursement funding for an amount not to exceed \$88,000. Mr. Fossum said St. Paul has requested additional funding for the Green Roof Interpretive Center and Garden Classroom at the City Fire Station Headquarters Building project. The City of St. Paul is requesting supplemental funding for 6 elements relative to the education, promotion, and monitoring aspects of the project for a cost of \$47,000. Mr. Fossum said staff would recommend approving additional funding of \$32,500 which would include interpretive stations signage for \$20,000, guides and teaching workbooks for \$10,500 and an education and message subcommittee for \$2,000.

Dave Nelson, City of St. Paul said building a green roof has been quite the experience. Mr. Nelson said he is expecting the bids on October 28th and that will tell him the current market place. Manager Thienes said he does not agree with the request and does not understand spending \$10,500 to create workbooks when there will still be printing costs. Mr. Nelson said the workbooks would be available online and there would not be printing costs. Manager Collins noted that this is a green roof that will be noticed, it is accessible and believes it is a reasonable request. Discussion occurred.

Motion 09-10-03: *Approve City of St. Paul 2009 Special Grant supplemental request for reimbursement funding for an amount not to exceed \$32,500 for a total grant amount not to exceed \$120,500 and authorized the Board President to enter into a Cost Share Agreement subject to the following conditions:*

1. *Review and approval of the Cost Share Agreement by the Ramsey County Attorney;*
2. *CRWD will provide reimbursement funding for design, fabrication, and installation of signage that is related to stormwater education or stormwater pollution prevention. Five of the eight to ten green roof signage pieces will be related to stormwater education or stormwater pollution prevention.*
3. *The city of St. Paul will name a green roof education subcommittee convener, propose a 2009-10 subcommittee meeting schedule, and provide a list of subcommittee members.*

4. *The city of St. Paul will provide draft green roof stormwater monitoring protocol and propose a 2010 stormwater monitoring schedule.*
5. *All conditions of approval and a fully executed Cost Share Agreement shall be completed no later than December 31, 2009.*
6. *Any changes to project plans after construction begins must be approved by the CRWD.*
Deneen/Piram/Collins
Motion Carried 3-1
Thienes opposed

F) Approve Water Resource Technician Position (Doneux)

Administrator Doneux said at the May 20th Board meeting the Board authorized staff to advertise and fill the vacant Water Resource Technician position. Administrator Doneux said current staff member Matt Loyas was offered and accepted the position which leaves the District with a vacancy for a Water Resource Technician position. Administrator Doneux noted there was a Personnel Committee last week. The Committee said the Administrator should go through the Board to fill all positions. Administrator Doneux noted that the District received 99 resumes for the first position which is similar and will use that pool of candidates and any internal candidates to fill the current available position.

Motion 09-10-04: *Authorize the Administrator to fill the vacant Water Resource Technician position with current applicants from the Water Resource Technician – Monitoring and internal candidates.*

Collins/Deneen
Unanimously approved

G) Union Depot Environmental Assessment (Kelley)

Mr. Kelley said on August 17, 2009, CRWD received a copy of the Union Depot Environmental Assessment. District staff has reviewed the document with respect to CRWD rules and water resource related issues. Mr. Kelley noted that the comment period will end on October 8, 2009. Mr. Kelley said in general, the document accurately identifies CRWD regulations and standards and acknowledges the project will be required to obtain permits and comply with CRWD rules. Mr. Kelley reviewed a draft comment letter that identifies a few minor clarifications to the document with the Board.

Motion 09-10-05: *Approve Comment Letter on Environmental Assessment for the Union Depot.*

Thienes/Piram
Unanimously approved

H) Summit Hill Association Stewardship Grant (Eleria)

Anna Eleria said the District has received a Stewardship Grant application from Summit Hill Association for a large rain garden at the Linwood Recreation Center located at 850 Saint Clair Avenue in Saint Paul. Ms. Eleria said Summit Hill Association (SHA), in partnership with the City of Saint Paul Parks and Recreation, is proposing to convert an existing large garden in front of the recreational center to a rain garden. The rain garden will be 700 square feet and capture and infiltrate stormwater runoff from the center roof and adjacent sidewalks. SHA is proposing to construct the rain garden this fall with the help of community volunteers and youth from Minnesota Conservation Corps' Youth Outdoors! Program, which provides an opportunity to engage the public and youth to be stewards for their local water resources. Ms. Eleria said in addition, this rain garden will be highly visible and serve as an education and outreach tool to raise community awareness about stormwater runoff and rain gardens. The total construction cost of the project is \$4,500. SHA is requesting a \$1,650 grant to cover the costs of the plants and soil amendments. The City of Saint Paul will provide in-kind equipment, materials and labor and volunteers will construct and maintain the rain garden. Manager Piram suggested installing signs. Ms. Eleria said there was discussion about signs and SHA has shown interest in posting signs.

Motion 09-10-06: *Approve the Summit Hill Association Stewardship Grant with reimbursement funding not to exceed \$1,650 subject to the following conditions:*

1. *CRWD and Summit Hill Association must approve and enter into 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.*

Deneen/Collins

Unanimously approved

D) Approve Shoreline Restoration Grant for Ward Shoreline Restoration Project (Eleria)

Pulled from Agenda.

K) Authorize Final Engineering for Gottfried Pit Improvements (Fossum)

Mr. Fossum said on July 29, 2009 the Board approved the first five tasks for the preliminary engineering for the Gottfried's Pit pump upgrade. Mr. Fossum said staff met with the project partners to discuss the design and costs of the project on September 24th. The consensus of the partners was that with some design changes the project should move forward. Staff have submitted draft cooperative construction agreements to Falcon Heights, Roseville, St. Paul, and Ramsey County for approval by the City Councils in the next month. Mr. Fossum said staff is requesting approval of the remainder of the engineering tasks 6 and 7 required to complete the Gottfried's Pit pump upgrade.

Motion 09-10-07: *Authorize Tasks 6 and 7 with Bonestroo for the design of the Gottfried's Pit Lift Station Modifications as detailed proposal dated August 8, 2009 in an amount not to exceed \$34,000 for a total contract amount of \$81,000.*

Thienes/Collins

Unanimously approved

VI. Unfinished Business

A) Education and Outreach – Focus Group and Rain Garden Survey Update (Beckman)

Moved to Special Report.

B) Lake McCarrons Shoreline Tour Update (Eleria)

Ms. Eleria said CRWD and Ramsey Conservation District hosted a shoreline walking tour of Lake McCarrons on September 29th. The tour began at 5:30 at 456 Bayview Drive and ended at 363 South McCarrons Blvd with a boxed dinner served at 7:00 pm. Four of five restoration projects were completed. Ms. Eleria said a couple of residents who have yet to restore their property attended the tour and did show interest in a grant. Ms. Eleria added that there are still funds available for shoreline restoration. Manager Thienes add that he thought the tour went really well.

C) Arlington Avenue Wetland Update (Eleria)

Ms. Eleria said in June 2009, US Bank contacted the District about purchasing a 1.42-acre parcel, which is currently undeveloped and comprised mostly of wetlands. The parcel is located off Arlington Avenue and Trout Brook Circle and just south of the Arlington-Jackson Stormwater Pond in Saint Paul. Ms. Eleria said District staff has obtained additional information from the Bank including a copy of the 2005 appraisal and a wetland delineation report from 2006. Ms. Eleria said in 2005, the market value of the parcel was estimated to be \$134,500. The wetland delineation in November 2006 concluded that a wetland exists over most of the property; however, it was recommended that a follow-up site visit be conducted during the growing season to verify these findings. CRWD staff and EOR staff have investigated the current conditions of the site and considered its potential for restoration. This wetland has low vegetative diversity and is dominated by reed canary grass and other invasive plant species. It also provides little value as wildlife habitat and does not maintain its natural hydrologic regime and is not accessible to the public. Staff has verified that the boundaries of wetland and upland areas delineated in 2006 were generally accurate and this wetland has high potential for wetland improvement. Manager Piram suggested staff hire an appraiser and not use just the

banks appraiser. Ms. Eleria asked if staff should seek an appraisal before meeting with the bank. The Board said to seek an appraisal prior to making a bid but not before having a discussion with the bank. Discussion occurred.

Motion 09-10-08: Direct Staff and the Trout Brook Committee to meet with and discuss the Arlington Avenue Wetland with US Bank.

Thienes/Deneen

Unanimously approved

D) Permit #09-023 Central Corridor Light Rail Transit (CCLRT) Preliminary Plan Update

Administrator Doneux said CRWD, City of St. Paul, Ramsey County, and Met Council are currently working on revising and reviewing plan details for the proposed pervious paver, tree trench infiltration design. Administrator Doneux said staff and consultants have been meeting periodically with Met Council, City, and County staff to discuss stormwater BMP design. On October 1, 2009, CRWD staff sent out a memo regarding volume reduction calculations and how the eligible costs for the design will be determined in regard to the cost cap.

VII. General Information

A) Administrators Report

Administrator Doneux noted that the Water Resource Conference is October 26th and 27th.

VIII. Meeting Agenda Review

Wednesday, October 21, 2009 Regular Meeting Agenda Review

IX. Adjournment – 8:00 p.m. adjourned by consensus.

Respectfully submitted,

Dawn Nelson

W:\04 Board of Managers\Minutes\2009\October 7, 2009 Board Meeting APPROVED Minutes.doc