

Capitol Region Watershed District

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Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, October 15, 2008, 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 6:01 p.m. (President, Robert 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
Elizabeth Storey, CRWD
Pat Conrad, EOR, Inc.

Karen Solas, Friends of
Mississippi River
Karen Schik, Friends of
Mississippi River
Larry Zangs, City of St. Paul
Todd Shoemaker, Wenck
David MacMillan,
Ramsey County Attorney

B) Review, Amendments and Approval of the Agenda

Manager Piram asked for additions or changes to the agenda. Administrator Doneux requested adding Action Item: K) Schedule a Special Meeting to discuss the Education & Outreach Plan Development.

The Board adopted the Agenda as amended by consensus.

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

No Public Comment.

III. Permit Applications

A) Permit # 08-028 St. Paul Fire Station #1 and Headquarters (Kelley)

Forrest Kelley reviewed CRWD Permit #08-028, St. Paul Fire Station. Mr. Kelley stated that the Applicant is the City of St. Paul and the Engineer is the Collaborative Design Group, Inc. The project is construction of a new fire station and department headquarters. The project is located on the northeast corner of Randolph and West Seventh Streets. The applicable rules are Stormwater Management (Rule C), Erosion Control (Rule F) and Floodplain Management (Rule D). Mr. Kelley said this project has 1.1 acres of disturbed area, 0.84 acres of total impervious surface and the proposed stormwater management is rock infiltration/filtration trenches, pervious pavement, filtration raingarden and Ecostorm Plus. Mr. Kelley said the staff recommendation is to table with six conditions. Manager Collins asked if the applicant is still considering a green roof. Mr. Kelley said yes, staff advised the applicant to continue with the permit process, figure out how they will meet CRWD Stormwater standards without a green roof. A green roof would then potentially be above and beyond what is required and could qualify for a grant. Manager Collins asked the definition of curve numbers. Mr. Shoemaker said curve numbers is a measurement of potential runoff. The higher the curve number the more impervious a site is.

Motion 08-10-05: *Table permit # 08-028 St. Paul Fire Department Headquarters subject to the following six conditions:*

1. *Provide detailed plans to support the rooftop storage provided in the HydroCAD model. The plans must include elevations and dimensions that correspond to the outlet devices described in the HydroCAD model.*
2. *Include specific details of the EcoStorm Plus units in the project plans. The details must include the proposed elevations and dimensions.*
3. *Justify curve numbers selected for the existing and proposed HydroCAD models:*
 - a. *Proposed subwatershed 4S has approximately 4,000 square feet of woods/grass that is not in the existing model.*
 - b. *Demonstrate that curve number 58 is valid for the rain gardens by providing a rain garden cross-section in the project plans.*
 - c. *Curve numbers for proposed Subwatersheds 5S, 11S, and 12S are based upon Hydrologic Soil Group (HSG) B, while soils in the existing condition are considered HSG C. Justify this change, or use HSG C for proposed conditions.*
4. *Revise the project plans or HydroCAD model to correspond:*
 - a. *Pond 4 Area Drain 1 has a 4-inch outlet in HydroCAD, but 6-inch on the plan.*
 - b. *The trench drain invert in HydroCAD is 81.8 and 82.8 on the plan.*
 - c. *The EcoStorm Plus invert at Node 11 is 80.4in HydroCAD and 81.2 on the plan.*
5. *Add an impermeable liner to the rock reservoirs where the bottom of the filtration practice is less than three feet above bedrock. The Minnesota Stormwater Manual recommends a minimum of three feet separation between stormwater infiltration/filtration practices and bedrock.*
6. *Provide an overflow for the east rain garden (node 10). Ensure that overflows are not directed to the adjacent property to the north.*

Thienes/Deneen

Unanimously approved

B) Permit Program/Rules Update (Kelley)

Rules Update

Mr. Kelley said a 2008 Joint Technical Advisory Committee meeting was held at the CRWD office on Tuesday October 7, 2008. One comment received by the City of St. Paul was requesting discussion on the volume bank process, and allowing the cost of additional soil borings to be used towards the cost cap. Mr. Kelley said Brad Lindaman of Barr Engineering discussed how to incorporate maintenance costs into the Stormwater Impact Fund for BMPs installed by the Districts. Mr. Kelley said during the meeting, it was clarified that the cost of soil borings can be included as part of engineering costs, as long as they are extra borings for the purpose of determining infiltration rates for BMPs. Mr. Kelley said the City of St. Paul requested that the process for banking volume reduction credits be formalized and a policy should be adopted to provide clarity for design engineers. Mr. Kelley said that this did not require a revision to the rules. Mr. Kelley said the Stormwater Impact Fund discussion focused on how to address long term maintenance of BMPs installed by the Districts. The impact fund amount is based on costs to design and install stormwater BMPs, but does not include the costs to maintain the practices on a yearly basis. Mr. Kelley noted that this topic was left open as an item to consider for future TAC discussions. Mr. Kelley reminded the Board that they requested a discussion on the implications of lowering the permit threshold from one acre to approximately 1/3 of an acre of land disturbance be discussed with the TAC and Mr. Kelley noted that it was not specifically discussed at the TAC meeting. Mr. Kelley noted that based on the TAC discussions and the information related to lowering the disturbance threshold, no rule revisions are recommended at this time. Manager Piram requested a draft Rule change for negative banking from staff. Administrator Doneux noted that the District has a Resolution not a Rule that sets the Stormwater Impact Fund and he asked Attorney David MacMillan if that would be a way to address the negative banking policy. Mr. MacMillan said he would have to take a look at it. Manager Thienes said a negative banking limit would have to be written into the policy.

Mr. Kelley reminded the Board that the Managers directed staff to provide information on the effects of reducing the permit threshold from one acre of land disturbance down to approximately 1/3 of an acre, or 15,000 square feet. Mr. Kelley explained that for consistency with the City of St. Paul Site Plan Review evaluation data, 10,000 square feet, or 0.23 acres was used as the disturbance threshold for this discussion.

Mr. Kelley explained that parcel size distribution data was collected during the initial Rule adoption process in 2006 to determine the appropriate land disturbance that would trigger a CRWD permit. Mr. Kelley discussed a graph indicating that there are 1,505 parcels that are one acre or greater and 10,228 parcels that are 10,000 square feet or greater. Mr. Kelley said this would increase the number of parcels eligible for permits by 8,723. Mr. Kelley noted that the parcel size does not determine if a project on a parcel will need a permit. Under current rules, there may be projects on one acre parcels that do not disturb one acre. The same should be assumed for parcels over 10,000 square feet. Mr. Kelley explained that a more accurate estimate of the impact on reducing the disturbance threshold is an assessment of the number of projects less than one acre of disturbance. Staff requested information from the City of St Paul Site Plan Review staff to determine how many projects were approved in 2006 and 2007 under one acre of land disturbance. Mr. Kelley said the city provided a list of projects in 2006 and 2007 that disturbed less than one acre. Mr. Kelley said that list was used to estimate the total volume of water that would have been treated if the projects were permitted by CRWD and required to comply with current volume reduction standards. Mr. Kelley said staff does not recommend the rules be revised at this time. Manager Collins suggested waiting until the Lake Pepin TMDL is complete and possible reviewing the 1 acre Rule again. Manager Jones agreed. Mr. Kelley said reducing the disturbance threshold would potentially double the number of permits, but only result in an increase in treatment volume of approximately 11%. Manager Piram said 11% is a significant amount of treatment and said for the staff to continue moving forward with a draft rule revision. Manager Piram outlined a number of benefits to consider with a lower permit threshold. Specifically, in addition to the 11% increase in volume treatment, the District would also increase the volume of groundwater recharge.

Mr. Zangs said the City of St. Paul is completing a study of site inventories for water treatment on a larger scale. Mr. Zangs said the City's mission is also to provide a plan for sites under an acre and have consistent language. Mr. Zangs said the City and CRWD have the same goals. Manager Thienes said a calculated phosphorus loading reduction would be another way to document the benefits. Administrator Doneux proposed the District go through a public review process. Manager Jones said his concern is the staff time and how everything will be implemented. Administrator Doneux clarified staff will develop a review process. The Board can make a decision on if the District moves forward on a lower threshold after more review and comment.

IV. Special Reports – Gorge Stewards – Crosby Lake Program (Karen Solas and Karen Schik, Friends of Mississippi River, FMR)

Elizabeth Storey introduced Karen Solas and Karen Schik from the Friends of Mississippi River who provided the Board with an update of the 2008 activities. Karen Solas explained FMR's projects and goals. The River Corridor Stewardship engages citizens in a variety of educational, recreational, and volunteer stewardship activities. Ms. Solas said the Gorge Stewards project brings neighbors together to work toward a common goal of protecting and restoring the Mississippi River Gorge — a natural oasis of limestone bluffs, natural springs, oak savanna, and hardwood forests carved out by Saint Anthony Falls over 10,000 years. Ms. Solas said the Crosby Park Restoration Project engages local citizen volunteers to be stewards of the river and its watershed. Improves soil stabilization and water quality through prairie restoration and improves wildlife habitat. The Prairie Restoration was formerly turf grass. There was major flooding in 2001 that caused extreme erosion and sediment deposition in the river. Ms. Solas explained the benefits of the prairie restoration include deep roots to anchor the soil. It also provides an opportunity for public education: prairies, water quality, the watershed, and more. Ms. Solas said a Prairie Planting occurred on Saturday, May 31st and included 51 Volunteers who planted, mulched, and watered almost 1,000 native prairie plants, and installed species name signs. There were three separate Prairie weeding events that included 92 volunteers who weeded and installed mulch paths in the interpretive garden, and worked to

continue site preparation efforts on the surrounding land. Saturday, October 25th there will be Prairie seeding and volunteers will help sow native prairie grass and wildflower seeds in the area surrounding the interpretive garden. Educational & Interpretive Events included a Spring Birding Hike & Project Introduction where 9 participants braved the snowy forecast and saw over 40 species of birds, as well as many different spring wildflowers. Ms. Solas said the Gorge Stewards Blog is <http://gorgestewards.blogspot.com> for anyone who would like to learn more.

Ms. Schik said restoration needs include the Garlic mustard control at high quality mesic forest. The benefits include retaining native plants and improving wildlife habitat. The volunteers do the removal work in the spring. Restore the Oaks at the openings on the Bluff Slopes will increase slope stabilization, improve wildlife habitat and reduce exotic species invasion. The volunteers gather acorns and monitor new seedlings and add tree protectors. Ms. Schik said the Wildflower plantings on Woodland Bluffs will stabilize bare soils, enhance the plant diversity and improve wildlife habitat. The volunteers will install plants, fencing and mulch. Restoring Oak Savanna at Old Field on Blufftop will reduce runoff to bluffs, restore native plant diversity, improve wildlife habitat and provide public education opportunities. The Board thanked the Friends of Mississippi River for their hard work and the update.

V. Action Items

Consent Agenda

Manager Piram asked for a motion to approve the September 17, 2008, Consent Agenda.

Motion 08-10-06:

- A) *Approve Minutes of the October 15, 2008 Regular Meeting (Nelson)*
- B) *Approve Accounts Payables for \$234,595.25 and the Accounts Receivable for \$7,265.32 for the month of September 2008. (Nelson)*
- C) *Approve MacAskill Stewardship Grant with reimbursement funding not to exceed \$187.00 subject to the following conditions:*
 - a. *CRWD and Ryan MacAskill must approve and enter into a Cooperative Agreement; and*
 - b. *Any changes to project plans must be approved by the CRWD; and*
 - c. *All conditions must be met and the project completed within one year after project approval.*
- D) *Approve Alan and Erin Eleria Stewardship Grant with reimbursement funding not to exceed \$225.00 subject to the following conditions:*
 - a. *CRWD, Alan and Erin Eleria must approve and enter into a Cooperative Agreement; and*
 - b. *Any changes to project plans must be approved by the CRWD; and*
 - c. *All conditions must be met and the project completed within one year after project approval.*

Jones/Deneen

Unanimously approved

For Discussion

E) Approve Distribution of Draft Loeb Lake Area Management Plan (Eleria)

Ms. Eleria said in July 2008, Wenck Associates provided a mid-project update on the development of Loeb Lake Area Management Plan. They had completed review of existing data on Loeb Lake and Willow Reserve, conducted further data analysis to better understand current and future conditions of each area, and identified the key issues that need to be addressed by the plan. Mr. Shoemaker outlined the management goals and objectives for Loeb Lake and Willow Reserve as well as the associated implementation plan. The five main goals for Loeb Lake are: 1) maintain good water quality; 2) provide a natural/land water interface; 3) raise awareness of non-point source pollution; 4) promote a healthy and balanced fish community; and 5) achieve a health and diverse community of native plants and animals. Willow Reserve has three goals: 1) preserve the area to maximize urban wildlife and native vegetation diversity; 2) raise awareness of the reserve and 3) improve water quality. Manager Jones asked if including the presence of amphibians and

reptiles to the plan is possible. Mr. Shoemaker said there are methods to measure and evaluate the presence of the species and population. Manager Deneen said she called Linda Jungwirth and the two of them are going to involve the neighbors and make them aware of what will be happening. Ms. Eleria explained that upon the Board's approval, the plan will be distributed and presented to the CAC and the Loeb Lake Area Advisory Group in November for their feedback and input into the plan. Comments from the Board, CAC and Advisory Group will be considered and incorporated into the final plan. Discussion occurred.

Motion 08-10-07: *Authorize distribution of the draft Loeb Lake Area Management Plan.*

Jones/Collins

Unanimously approved

F) Approve Distribution of Draft McCarrons Lake Subwatershed 4 Study (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. At the July 23, 2008 Board meeting the Managers reviewed a mid-project report and offered comments to staff. Mr. Conrad provided an overview of the Water Quality Assessment, the Total Phosphorus Goal and the Implementation Plan. Mr. Conrad said staff will distribute the Draft Plan to Mn/DOT, Roseville, and Ramsey Co., meet with Lake McCarrons Neighborhood Association and revise the Plan with stakeholder input. Based on the comments from the stakeholders the Managers will then consider adopting the McCarrons Subwatershed 4 Study later this fall. Manager Thienes expressed his disappointment in the cost and thinks the timeframe is unrealistic. Manager Thienes asked staff and Pat Conrad to review a shorter timeframe.

Manager Jones suggested the Board wait for distribution until some changes have been implemented and the Board reviews the plan again. The consensus of the Board was to review the plan again.

Motion 08-10-08: *Table distribution of the draft McCarrons Lake Subwatershed 4 Study pending board review at the November 5th meeting after noted revisions have been made.*

Thienes/Jones

Unanimously approved

G) Approve Falcon Heights Local Water Management Plan (Kelley)

Mr. Kelley said the City of Falcon Heights has submitted a Water Resource Management Plan to meet the requirements for a local water plan. Staff reviewed the first draft plan and found it to be compliant with the CRWD 2000 Watershed Management Plan. Mr. Kelley said staff received notice from Metropolitan Council Environmental Services (MCES) yesterday indicating they will approve the plan. Falcon Heights will need to revise, and CRWD will need to approve the Local Surface Water Management Plan within two years of CRWD adopting our 2010 WMP.

Motion 08-10-09: *Approve Falcon Heights Local Water Plan.*

Jones/Thienes

Unanimously approved

H) Approve Contract Amendment with Barr Engineering for the Trout Brook Interceptor - Maryland Avenue Repair for Construction Bid Administration and Observation (Eleria)

Ms. Eleria said Barr Engineering Company has completed the bidding documents including the agreement, general and supplementary conditions, technical specifications, and construction drawings for the Trout Brook Storm Sewer Interceptor (TBI) Repair Project near Maryland Avenue and I-35E in Saint Paul. Bidding for the project started on October 6th and will end on October 24th with opening of received bids. Barr Engineering's existing contract with CRWD for the TBI Repair Project expired on October 3rd and covered services for the design, engineering and construction documents of the TBI repairs. It did not include the bid and construction administration of the TBI project. Barr Engineering has prepared the scope of services for bid and construction administration of the TBI Repair Project. Major tasks include assisting

CRWD with selecting the lowest responsible bidder and assembling and awarding the contract, providing resident engineering services to observe the progress and quality of the repairs, reviewing shop drawings, samples, and other data submitted by the Contractor, performing inspections of the completed repairs, preparing record drawings and a final construction documentation report, and coordinating and communicating with CRWD staff the status of the project.

Ms. Eleria said Barr Engineering is assuming that it will require 10 hours/day of a resident engineer for ten weeks and scaled back to 4-6 hours per week for the other 15 weeks of the project. The total amount for these services is \$167,760.00. Ms. Eleria said staff recommends that the existing consultant services agreement with Barr Engineering be amended with the bid and construction administration scope of services, which allows for an extension of the contract deadline to September 1, 2009.

Motion 08-10-10: *Approve the contract amendment with Barr Engineering for the Trout Brook Storm Sewer Interceptor Repair Project – Bid and Construction Administration Scope of Services with reimbursement based on a time and materials basis and not to exceed \$167,760.00, subject to the approval of the Ramsey County Attorney.*

Thienes/Collins
Unanimously approved

I) Approve Contract Amendment with Wenck for Cleveland Randolph Groundwater Study (Kelley)

Mr. Kelley said the College of St. Catherine's and St. Paul Academy and summit School have decided not to participate in the Cleveland-Randolph Groundwater Study. At the October 1, 2008 Board Meeting, the Managers indicated a desire to continue with the study. Staff worked with Wenck Associates, Inc. to modify the scope to not include the direct participation of the local institutions for the project and reflect a partnership between CRWD and the City of St. Paul. The Sisters of St. Joseph of Carondelet are still willing partners and portions of their property will be included in the study. However, the Board has decided not to request funding from the Sisters. Mr. Kelley said the City of St. Paul agrees to increase their contribution to \$15,000. Mr. Kelley said the total project cost is \$45,000. Manager Thienes said the approved funding for the Cleveland-Randolph Groundwater Study should read not to exceed \$30,000 rather than up to 50% of the cost. Thienes/Jones

Motion 08-10-11: *Approve contract amendment with Wenck Associates, Inc. for the Cleveland-Randolph Groundwater Study subject to the review and approval of St. Paul Public Works*

Deneen/Thienes
Unanimously approved

J) Approve Special Projects and Grants Procedures (Fossum)

Mr. Fossum said staff drafted a process for special projects and grant procedures similar to adjacent watershed districts that details the solicitation and selection process. Mr. Fossum reviewed the criteria for selecting projects for Special Grant Funding with the Managers. Manager Collins suggested changing the language under eligibility to read that public projects will have preference. Mr. Fossum clarified the language would read primarily for public projects and private projects will be evaluated based on funds.

Motion 08-10-12: *Approve special grant program procedures.*

Deneen/Thienes
Unanimously approved

K) Approve Special Meeting for Education Plan (Doneux)

Administrator Doneux said the Board needs to schedule a workshop for the Education Plan. Administrator Doneux said the Board also needs to Award the bid for the Trout Brook Interceptor - Maryland Avenue Repair. Administrator Doneux recommended the Board have the workshop October 29th, 5:00 – 6:30 pm.

Motion 08-10-13: *Approve Special Meeting scheduled for October 29, 2008 at 5:00 pm to 6:30 pm to discuss the Education and Outreach Plan Development and award the bid for Trout Brook Interceptor – Maryland Avenue Repair.*

Jones/Collins

Unanimously approved

Administrator Doneux noted that he and Forrest Kelley had a meeting with Met Council and they would like to attend a Board meeting in November to update the Board on the Central Corridor. Administrator Doneux said Manager Piram will be unavailable for both November Board meetings and asked if the Managers were interested in changing a meeting date. The Board agreed that Met Council could provide an update at the first meeting in December.

VI. Unfinished Business

A) 2010 Watershed Management Plan – Work Plan Update (Fossum)

Mr. Fossum provided an updated list of meeting dates.

VII. General Information

A) CAC Update (Thienes)

Manager Thienes said there was a Como 3 Subwatershed Analysis presentation. There was an update on several programs. The attendance was great and Manager Thienes said he is impressed with the knowledge of Members involved.

B) Administrator's Report (Doneux)

Administrator Doneux said there was a personnel committee meeting today and they will be making revisions to the personnel manual for the Boards review. Administrator Doneux said Tom Petersen informed him that two landowners are scheduled to sign off for the McCarrons Lake Shoreline cost share. Manager Thienes said he spoke to the landowner who pulled out of the program due to the 15-year maintenance agreement. Manager Thienes said the landowner is interested now that he has a better understanding of the agreement. Administrator Doneux noted that Bob Fossum is attending the Ramsey County Groundwater Plan meetings, the process is moving very quickly and there should be an update by the end of the year.

VIII. Wednesday, November 5, 2008 Regular Meeting Agenda Review

Manager Piram will not be at either Board Meeting in November.

IX. Adjournment – The meeting was adjourned at 8:45 p.m. by consensus.

Respectfully submitted,

Dawn M. Nelson