

Capitol Region Watershed District



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Regular Meeting Minutes of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, April 1, 2009, 6:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

I. Call to Order at 6:00 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
Elizabeth Storey, CRWD
Jerome Wagner, CAC

David MacMillan,
Ramsey County Attorney
Todd Shoemaker,
Wenck & Associates
Pat Conrad, EOR, Inc.

B) Review, Amendments and Approval of the Agenda

Manager Piram asked for additions or changes to the Agenda. Administrator Doneux requested adding Permit Applications C) Permit 08-010 Midway Center and Unfinished Business B) Special Grant Requests.

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 # 09-006 University of Saint Thomas Recreation Center (Kelley)

Forrest Kelley reviewed CRWD Permit # 09-006 University of Saint Thomas Recreation Center. Mr. Kelley said the project is construction of a new athletic and recreation center. Mr. Kelley said this project has 7.48 acres of disturbed area, 5.77 acres of proposed impervious surface and the proposed stormwater management is underground infiltration and a swirl separator for pre-treatment. Mr. Kelley said the project is North of Summit Avenue, between Cleveland and Cretin Avenues. Mr. Kelley said the applicant’s memorandum states that the proposed project will be constructed in two phases. Phase 1 will include a new athletic and recreational building and Phase 2 will include a new student center. Plans for Phase 2 have not been provided. The memorandum states that two underground infiltration trenches are proposed to satisfy CRWD requirements for both phases. Mr. Kelley explained that calculations are provided for both trenches, but only one trench is proposed on the plans. Mr. Kelley said the standards are not met. Mr. Kelley said the staff recommendation is to table the permit with six conditions.

Motion 09-04-01: *Table Permit 09-006 University of Saint Thomas Recreation Center.*

1. *Receipt of surety and maintenance agreement.*
2. *Submit a copy of the NPDES permit application.*
3. *Provide alternate forms of inlet protection; the “silt dike” and “silt fence inlet protection” are not preferred methods of the CRWD. Proprietary riser types and silt sacks or snake bags filled with compost or rock are preferred.*
4. *Regarding the HydroCAD model:*

- a. *Justify each of the calculated times of concentration (all are 15 minutes), or calculate each using an appropriate method (lag/CN, sheet, channelized, etc.).*
 - b. *Revise the existing and proposed subwatershed maps, HydroCAD model, and impervious area calculations to correspond. The drainage area labels in the HydroCAD model do not correspond with those on the existing and proposed subwatershed maps. Similarly, the sheet of handwritten "infiltration calcs" indicates Areas 1, 2 and 3 and the Athletic Center for a total impervious area of 251,211 square feet. Show where Areas 1, 2 and 3 are located.*
 - c. *Revise the existing condition curve number for turf to 61. Currently, the existing condition curve number is 74, while the proposed condition curve number is 61. Curve number 61 seems appropriate based on the soil boring reports.*
 - d. *Revise model so the total area in existing and proposed conditions is the same. Currently, the existing condition includes 9.95 acres, while the proposed condition includes 9.49 acres.*
5. *Regarding the Stormtech system:*
- a. *Remove Stormtech model 310 typical details from the detail sheets. Calculations and plans indicate model 740 is proposed, so inclusion of the 310 details may cause confusion.*
 - b. *Revise dimensions on the plan or in the HydroCAD model to correspond. The area shown on the plans is approximately 9,377 square feet (77.5' x 121'), while the HydroCAD model indicates an area of 9,688 square feet.*
 - c. *Provide a detail of structure CS1 to correspond with the outlet devices in the HydroCAD model.*
 - d. *Include typical details for the proposed Stormceptor units.*
 - e. *Verify that Stormtech unit dimensions were correctly entered in HydroCAD. The length of the Stormtech was entered as 130 feet. Typically, the length dimension remains 7.12 feet (for the SC-740), while the number of storage units (using the "storage multiplier") is changed.*
6. *Provide additional plans and detailed information regarding Phase 2 and the second underground infiltration trench. The trench is currently described in the HydroCAD model (Pond 2P), but Phase 2 is not shown on the project plans. Rather than designing for Phase 2 at this time, consider banking of excess Phase 1 infiltration volume for Phase 2 of the project.*

Thienes/Jones

Unanimously Approved

B) Permit Program/Rules Update (Kelley)

Mr. Kelley said the District received a couple of permit applications for the next Board meeting. The two upcoming permit applications include McDonough Homes which is doing another phase and the St. Paul Port Authority is demolishing a portion of the Minnehaha Mall.

C) Permit # 08-010 Midway Center (Kelley)

Mr. Kelley reminded the Board that the project is demolition of an existing liquor store, construction of two new buildings, parking lot improvements and installation of stormwater management facilities. Mr. Kelley said the permit application was approved on April 2, 2008 with three conditions. The permit has not been issued because the applicant did not submit the surety and maintenance agreement. Mr. Kelley said the applicant has submitted an email indicating the project was not constructed in 2008 due to economic conditions and the lack of finalization of tenant agreements. The email requests a one year permit extension to expire on April 2, 2010.

Motion 09-04-02: *Approve the Requested One-year Permit Extension of 08-010 Midway Center with the following three conditions:*

1. *Existing permit conditions shall be satisfied by RK Midway, LLC before the permit is issued.*
2. *All changes to the approved plans shall be submitted to the District.*

3. *Revised plans may require submittal of a new permit application and associated fees at the Board's discretion.*
Collins/Deneen
Unanimously Approved

IV. Special Reports – Watershed Management Plan, Bob Fossum

A) Review and Discuss Comments on Draft Issue Statements, Goals and Policies

Mr. Fossum said at the February 12th board meeting the Managers reviewed and commented on the draft Issues, Goals, and Policies section of the 2010 WMP. The Board authorized distribution, with the recommended changes to the advisory groups. Mr. Fossum said staff conducted two Community Group, TAC and CAC meetings over the past two weeks to review and receive comments on the draft Issues, Goals, and Policies section. Additionally, comments were received via email, phone and the project website. Staff has compiled the comments in a table with suggested responses/changes. Mr. Fossum reviewed the most significant comments with the Board and asked for direction on making changes to the draft document. Manager Deneen noted that the comments were very positive. Mr. Fossum said there was a lot of discussion and confusion on the term policy in this section. Mr. Fossum suggested removing the word policy to avoid any further confusion. Mr. Fossum said staff will make the suggested changes and set this section aside until all chapters are complete. Manager Piram noted projects missing from the Goals and Policies. There is no reference to the collaboration with the Saint Paul Regional Water Services. Manager Piram noted that there is not a lot written about wetlands. Manager Deneen asked about the comment stating that Watershed Districts do not need to develop their own education and outreach programs. Elizabeth Storey said there is a level of cooperation between the partners but there are some significant differences among watersheds.

B) Review and Discuss Comments on Draft Inventory and Assessment Section

Mr. Fossum said an inventory and assessment section is a required element for Watershed Management Plans. Staff and EOR, Inc. have developed a draft section based on the required elements listed in MN Rule 8410. Mr. Fossum noted that the entire MN Rule 8410 had been included for the Manager's review, as it defines all statutory components for the Plan. Mr. Fossum reviewed the draft Inventory and Assessment Section of the Plan.

Motion 09-04-03: *Authorize distribution of the draft Inventory and Assessment Section to advisory groups.*
Thienes/Jones
Unanimously approved

V. Action Items

Consent Agenda

Manager Piram asked for a motion to approve the April 15, 2009, Consent Agenda.

Motion 09-04-04:

- A) *Approve Minutes of the April 1, 2009 Regular Meeting as presented.*
- B) *Appoint Mara Humphrey to the Citizens Advisory Committee as a Ramsey Conservation District representative.*
- C) *Appoint Nick Quade as the alternate to the Citizens Advisory Committee as a Ramsey Conservation District representative.*
- D) *Approve the Schally Stewardship Grant with reimbursement funding not to exceed \$140.00 subject to the following conditions:*
 1. *CRWD and John Schally 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) *Authorize Board President and Administrator to execute the Letter of Understanding for 2008 Audit Services with the Office of the State Auditor.*

Jones/Deneen

Unanimously approved

F) Watershed Evaluation (Storey)

Ms. Storey said the Education and Outreach Plan is being reviewed by Phil Belfiori and Anne Hunt from the City of Saint Paul who are both very interested in sharing the Plan with their internal working group. Ms. Storey said one of the ultimate goals of increasing awareness of stormwater runoff in the community and using education to promote changes in behavior will help restore and protect water quality. The CRWD Education and Outreach Plan specifies the need to complete a baseline watershed survey to assess the existing level of knowledge among watershed residents. Ms. Storey said since an evaluation of CRWD residents is specialized and outside the area of staff expertise, two firms were contacted to propose appropriate research methodologies, and their cost. Wilder Research and Rainbow Research are reputable, community-based research firms that were contacted. Both are considered expert in various research methodologies: surveys, focus groups, interviews, and case studies. Rainbow Research is a Minneapolis-based firm that does evaluation work in partnership with the University's Minnesota Center for Survey Research (MCSR), who is fully equipped with survey tools that have been pretested and have known response rates. They are not equipped to carry out a phone survey. Ms. Storey noted that there are advantages and limitations to all evaluation methodologies. Ms. Storey said because they are more comprehensively able to carry out all types of evaluation methodologies, staff recommends contracting with Wilder Research. During the inquiry period, Wilder staff provided the largest number of options with the greatest ease of communication. Wilder is also one of the nation's largest nonprofit research groups working with more than 100 organizations each year, and they are located within the District. Given the various options for conducting a watershed evaluation, staff recommended the following: 1) a watershed survey, 2) a minimum of two focus groups, and 3) a full report. Both surveys and focus groups have advantages that make the results of each more applicable when they are used together. The survey will reflect the general population and give broad information that will make the focus group information more applicable. The focus groups will reveal information that is more readily usable in programming, and offer a better way of reaching a diversity of cultural groups. Staff also recommended a full report to make any evaluation results more applicable. Wilder research scientists are uniquely equipped to analyze and interpret raw data from our evaluations in order to make program recommendations that can be implemented by staff. Manager Collins said he has worked with Wilder and they do a very good job and he recommends that the Board include having the survey completed in the three additional languages. Manager Piram inquired about the questions that will be included on the survey. Ms. Storey said the questions have not been determined yet. Manager Jones asked Ms. Storey to express the Board's concern about phone surveys.

Motion 09-04-04: *Authorize Board President and Administrator to execute a contract with Wilder Research for \$31,500 to conduct an evaluation of watershed residents that includes survey and focus group methodologies, a full report and the survey in three additional languages.*

Collins/Jones

Unanimously approved

G) Education and Outreach Intern (Storey)

Ms. Storey said during the Education and Outreach planning process, many program ideas were developed to achieve objectives that work toward our ultimate goal of raising public awareness of water quality protection. Ms. Storey said staff seeks to multiply effort by recruiting a college intern to assist with programming. Internships are academic programs that provide students with structured, off-campus, learning-work experiences, and provide partner organizations with valuable work contributions and energy from motivated, creative, students who may one day enter a water resources management field. Ms. Storey

said a student intern for the summer 2009 would focus on the following work areas; co-develop, coordinate, and staff 4-6 environmental education field events for students age 6-11, coordinate and carry out K-12 classroom visit and field event programming, represent CRWD at 3-4 summer festival events by staffing the table display; coordinate a review and survey process of past Stewardship Grantees; create water resource information and distribute to various audiences through print material, the CRWD newsletter, and the CRWD website; and recruit and train citizen writers to submit editorial letters and topics of interest articles for CRWD newsletter and print nondailies.

Ms. Storey said staff will register a position description and recruit from the University of Minnesota's Career and Community Learning Center, Macalester College Civic Engagement Center, Hamline University's Office of Service Learning, and other sources. Manager Deneen asked if an intern would be available in April. Ms. Storey said yes.

Motion 09-04-05: *Authorize staff to recruit and hire an Education and Outreach Intern from a university within the District.*

Jones/Deneen

Unanimously Approved

H) Letter of Certification for City of Saint Paul's College Park Project (Doneux)

Administrator Doneux said the City of St. Paul is in the process of applying for Federal Stimulus funding through the state revolving fund as defined in Minnesota Administrative Rules 7077 for a stormwater infiltration system at College Park in the Saint Anthony Park neighborhood. Administrator Doneux explained that if successful the project would improve the usability of College Park and create a stormwater volume bank for the City of Saint Paul. The City has requested certification that the project is consistent with our 2000 Watershed Management Plan and the City's Local Water Management Plan. Administrator Doneux said staff has reviewed the request to certify that the proposed College Park Stormwater Infiltration Project is consistent with both the City of Saint Paul's comprehensive Local Surface Water Management Plan and the Capitol Region Watershed District's 2000 Watershed Management Plan. The proposed College Park project will create a stormwater infiltration system that will improve water quality reaching the Mississippi River and increase the functionality of a local park. The total stormwater volume bank potential is not known, however the current City-wide need is 21,404 cubic feet. The goals in the December 2000, CRWD Watershed Management Plan: Major Area II – Water Quality is to protect and improve water quality to maintain or enhance the range of uses for the District's water resources. Administrator Doneux said based on staff review the project is consistent with Goals and Policies of the Capitol Region Watershed District's Watershed Management Plan. The Capitol Region Watershed District approved the City of Saint Paul's comprehensive Local Surface Water Management Plan in 2006. Administrator Doneux said staff have reviewed this project with that plan and find it to be consistent with the City's plan as well. Manager Piram inquired about the soil conditions. Administrator Doneux said they would have to verify the soil conditions.

Motion 09-04-06: *Approve certification letter for College Park Project.*

Thienes/Collins

Unanimously Approved

I) McCarrons Subwatershed 4 Study (Fossum)

Mr. Fossum said the District has received comments on the plan from Mn/DOT, Roseville and the Lake McCarrons Neighborhood Association. Mr. Fossum discussed the comments and draft responses with the Board. Manager Thienes asked the status of the Villa Park Wetland Management Plan. Administrator Doneux said staff received a draft report three weeks ago. One of the critical findings was that the Villa Park system is under sized for the watershed that drains to it. Administrator Doneux said the plan should be ready to go for comment the first Board meeting in May.

Motion 09-04-07: *Approve McCarrons Subwatershed 4 Study, with suggested changes.*

Thienes/Collins

Unanimously Approved

VI. Unfinished Business

A) CCLRT Stormwater Workshop Update (Doneux)

Administrator Doneux said he spoke with Tim Agness who has been identified as a potential facilitator for the workshop. Simon Cooper from Portland, Oregon will be speaking at the workshop. Administrator Doneux said he met with Phil Belifori, Nancy Holmes and Anne Hunt and the City of Saint Paul is interested in participating. The target date for the workshop is sometime in May. The managers discussed the objectives and format of the workshop.

B) Special Grant Requests – City of Falcon Heights & City of Saint Paul

Mr. Fossum reminded the Board about the Special Grant Requests for the City of Falcon Heights that was approved December 3, 2008. Staff verified with the Board the Project details could be approved by staff and that the plans did not need additional Board Action. Mr. Fossum said staff intend to make sure all of the conditions are met and have the Board President sign the cooperative agreement.

VII. General Information

A) Administrator's Report (Doneux)

Administrator Doneux gave the Administrator's Report and noted the following events and announcements: Administrator Doneux distributed a flyer about community meetings that are being hosted by SPARC to discuss Willow Reserve. Ramsey Conservation District is having a meeting at their office April 16th at 7 pm to discuss the draft Ramsey County Groundwater Plan.

VIII. Wednesday, April 15, 2009 Regular Meeting Agenda Review

IX. Adjournment – 8:08 p.m. adjourned by consensus.

Respectfully submitted,

Dawn Nelson

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