



# 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

**Meeting Minutes** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Tuesday, April 22, 2008, 5:00 p.m.** at the office of the CRWD, 1410 Energy Park Drive, Suite 4, St. Paul, MN 55108.

## I. Call to Order at 5:05 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  
Barbara Deming, MN Dept of  
Administration  
Brett Emmons, Emmons  
Olivier Resources, Inc.

Pat Conrad, Emmons Olivier  
Resources, Inc.  
Camilla Correll, Emmons  
Olivier Resources, Inc.  
Melissa Lewis, MN Board of  
Water and Soil Resources  
Dan Miller, Student,  
University of Minnesota

### B) Review, Amendments and Approval of the Agenda

President Piram asked for additions or changes to the agenda. There were no changes to the Agenda. Administrator Doneux introduced Melissa Lewis who is the new Board Conservationist for the Board of Water and Soil Resources and Dan Miller who is a student at the University of Minnesota attending as part of an Environmental Assessment class assignment.

## II. Review of Final Draft Strategic Plan

President Piram opened the discussion by asking how the Board wanted to review the Final Draft Strategic Plan. Administrator Doneux suggested that since the Board has recently reviewed an earlier draft that it may be just a matter of reviewing any specific comments or changes individual Board Members may have. Manager Deneen recommended changing references to future activities to reflect on past and current successes and accomplishments. The Board discussed how this was described in the Strategies section. Manager Deneen also asked that education be considered as a higher priority or goal than it is currently listed. Manager Jones noted that the goals were all of equal importance. The Board recommended noting the goals are of equal importance after the vision statement and that the numbering of goals should be removed to further emphasize that they are equal. At the recommendation of Barbara Deming the Goals were reworded to be statements rather than actions. Manager Deneen noted that the time reference of 50-100 years was unrealistic. Manager Thienes suggested that the wording state the District should think big and dream when it comes to long range goals for large scale projects. Manager Piram noted that he thought the Implementation plans were better being in the appendix. It was suggested that a note be added indicating the Implementation plans would be reviewed and updated annually at the time the Annual Work Plan is developed. Managers Collins and Thienes both noted how they liked the readability and format of the plan. Manager Piram confirmed with the Board and Staff that the next step would be bring the Final Strategic Plan before the Board for adoption at the May 7<sup>th</sup> Board meeting. The Board thanked Barbara Deming for her work with the Watershed District and all of her effort helping prepare the District's Strategic Plan.

### **III. Review of Draft Scope of Work and Project Schedule for Watershed Management Plan (WMP)**

Bob Fossum opened the discussion with a review of the work leading up to this point and the schedule to complete the Work Plan. On March 5, 2008 the District concluded the consultant selection process by selecting EOR, Inc. to assist the District in completion of the 2010 WMP. At the March 19, 2008 Board meeting, the Managers reviewed the WMP Work Plan Adoption Schedule as follows: late March, early April staff and EOR, Inc. develop draft workplan and scope, April 22<sup>nd</sup> draft scope and workplan reviewed with the Board, May 7<sup>th</sup> revised scope, workplan and budget reviewed with the Board, and May 21<sup>st</sup> Board approves revised scope, workplan and budget.

Staff are currently working with EOR, Inc. in developing the scope, workplan and budget for the District to complete the 2010 WMP. District staff and EOR, Inc. have completed a draft scope and work plan for review. The scope of work details all of the tasks associated with the project including the public involvement process and the project schedule. Mr. Fossum reminded the Board this Work Plan is for review, comment and to provide staff and EOR direction on the WMP Workplan.

Mr. Fossum first reviewed the Public Involvement process. Manager Thienes stated he felt the Board should be involved in each phase of the process and not just at the end to approve each Work Area. Managers Jones and Piram agreed. Manager Deneen also asked for Board involvement throughout the process. Manager Piram asked about the Public Involvement Process as it relates to the Neighborhood and Diversity Group meetings. Manager Piram thought by involving the District Councils both groups would be brought into the process. Camilla Correll of EOR, Inc. stated that not all of the Diversity Groups are regular participants with District Councils and an additional process was needed to involve diverse groups into the process. Manager Jones cautioned that separating the neighborhood and diversity groups may not be the best approach either. Manager Jones continued to state that while some groups may require different approaches of outreach they all should be part of the larger, common public involvement process. Manager Thienes agreed indicating once all of the interested parties are identified a more consistent process could be used. Manager Piram asked that each of the advisory groups be listed for future discussion. Manager Piram also asked that a calendar of meetings be established for all interested parties to see. He noted that participants should not be required to go on a web site to get information and should be sent information in the mail if they wish.

Mr. Fossum continued with a review of the detailed scope of work. Manager Thienes asked about why there were additional studies and analysis in Work Area #2 – Inventory and Assessment of Resources. Brett Emmons of EOR, Inc. explained that the more upfront work that is done the less frequent plan amendments would be required later. The project schedule was reviewed with the Board.

The next steps will be to make changes discussed at the meeting and to include the draft project budget for discussion at the May 7<sup>th</sup> Board meeting. The Board thanked staff and EOR, Inc. staff for their work.

### **IV. Review and Comment on the City of Saint Paul Comprehensive Plan – Water Chapter**

Bob Fossum began by reviewing the City of St. Paul's process of updating their Comprehensive Plan. For the first time, the Comprehensive Plan will include a Water Chapter. A task force was created to assist city staff in drafting the plan. The Managers reviewed an earlier draft of the Water Chapter at the November 20, 2007 Board meeting. At the April 16<sup>th</sup> meeting the Managers reviewed the latest draft of the Water Chapter.

Mr. Fossum pointed out that staff has drafted two comment letters for the Managers' consideration. The first is a detailed staff memorandum and the second is a summary letter highlighting the 3 key issues that the City of St. Paul should consider including in the Comprehensive Plan. Staff reviewed the comment letters with the Managers. The Managers commented on the many progressive policies that are contained in the plan. Manager Collins also noted the steps the City has taken to improve water quality over the past few years.

**Motion 08-04-28:** Approve comment letters for Water Chapter of City of St. Paul Comprehensive Plan.  
Jones/Collins  
Unanimously Approved

**V. Adjournment** – The meeting was adjourned at 7:00 p.m. by consensus.

Respectfully submitted,

Mark Doneux

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