



Capitol Region Watershed District

595 Aldine Street • Saint Paul, MN 55104
T: 651-644-8888 • F: 651-644-8894 • capitolregionwd.org

May 15, 2019 Board Meeting
V. Action Item A) Approve Minutes
of May 1, 2019
Regular Board Meeting
(Sylvander)

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, May 1, 2019, 6:00 p.m.** at the office of CRWD, 595 Aldine Street, St. Paul, Minnesota.

REGULAR MEETING MINUTES

I. A) Call to Order of Regular Meeting (*President Joe Collins*)

Managers

Joe Collins
Seitu Jones
Shirley Reider
Rick Sanders
Mary Texer

Staff Present

Britta Belden, CRWD
Anna Eleria, CRWD
Elizabeth Hosch, CRWD
Michelle Sylvander, CRWD

Public Attendees

Pat Cavanaugh, CAC

B) Review, Amendments and Approval of the Agenda. – Ms. Eleria requested the addition of action item V. D. Approve Consultant for Communications and Engagement Plan.

Motion 19-068: *Approve the Agenda of May 1, 2019 with the addition of Action Item D. Approve Consultant for Communications and Engagement Plan.*

Reider/Sanders
Unanimously Approved

II. Public Comment – For Items not on the Agenda

No comments were made.

III. Permit Applications and Program Updates

A) Permit 18-022 Rivoli Phase III – Review Period Extension (Hosch)

Ms. Hosch reviewed permit #18-022 Rivoli Phase III – Review Period Extension. The applicant requested a second extension to the 60-day review period prior to the expiration. Additional time is still needed to resolve how the applicant will meet CRWD Rule requirements.

Motion 19-069: Approve 60-day review period extension for permit 18-022 Rivoli Phase III to expire July 1, 2019.

Reider/Sanders
Unanimously approved

IV. Special Reports

No Special Report

V. Action Items

A) AR: Approve Minutes of the April 17, 2019 Regular Board Meeting (Sylvander).

Motion 19-070: *Approve the Meeting Minutes of the April 17, 2019 Regular Board Meeting.*

Jones/Reider
Unanimously approved

B) AR: Accept 2019 Quality Assurance Program Plan (Belden)

Ms. Belden shared with the Managers a review of the Quality Assurance and Program Plan (QAPP). Ms. Belden first presented to the Board of Managers on September 7, 2016. The QAPP is updated annually to reflect any changes that have been made to the CRWD monitoring program relating to staffing, monitoring stations, procedures and laboratory protocols.

Manager Reider asked if CRWD is required to have a QAPP. Ms. Belden replied that it is for credibility, and also provides a framework followed by EPA. Ms. Belden added that the QAPP provides protocols that are used by staff and promotes efficiency, it also serves to help explain CRWD's monitoring program. President Collins found the information showed the detail of the monitoring information. Manager Sanders said he was impressed with the information. The Managers thanked Ms. Belden for her presentation.

Motion 19-071: *Accept the 2019 Quality Assurance Program Plan.*

Texer/Reider
Unanimously approved

C) AR: Approve MOA with Roseville for William Street Pond Maintenance Plan (Belden)

Ms. Belden provided the Board of Managers with an update on the William Street Pond stormwater detention and sedimentation basin located in Roseville, MN. In 2011, the City of Roseville partnered with CRWD and implemented significant improvements to William Street Pond. The BMPs have been in operation for eight years. Long-term monitoring has shown that these improvements to the pond have decreased phosphorus loading to Lake McCarron's. Maintenance is needed to sustain the longevity of the filters and ensure the practice is effectively removing phosphorus. In addition, regular monitoring and maintenance of the other infrastructure is required so that William Street Pond can properly function. CRWD staff have worked with the City of Roseville to develop a MOA for the monitoring

and maintenance of the William Street Pond IESF benches and other associated infrastructure. The MOA defines a framework for annual and long-term maintenance, inspection, and monitoring to be completed in coordination and cooperation between CRWD and the City of Roseville. Ms. Belden added that this was the first infiltration project with CRWD. Manager Sanders asked if CRWD is inspecting sites in the City of Roseville. Ms. Belden replied that yes, monitoring staff is inspecting sites.

Motion 19-072: *Approve MOA with City of Roseville for William Street Pond Maintenance Plan.*

Reider/Jones
Unanimously approved

D) AR: Approve Consultant for Communications and Engagement Plan (Bromelkamp)

Ms. Eleria reviewed that interviews were held on Monday for the Communications and Engagement Plan. The Committee agreed Tunheim was the best qualified candidate for the Communications and Engagement Plan. Manager Reider shared that she felt Tunheim shared meaningful ideas and reviewed new ideas. Ms. Cavanaugh shared that Tunheim not only talked about projects but were collaborating on the spot. Manager Reider reviewed that it was a good process and the committee feels good about the decision. Manager Reider acknowledged that Ms. Bromelkamp provided a lot of work in preparing for the committee review of consultants. Manager Jones asked how this will fit into other plans for the district. Ms. Eleria replied that the plan is expected to be finished by end of summer and be in line with the development plan. Ms. Eleria shared that a draft strategic plan will be available for review at the May 15th meeting. Ms. Eleria added that a scope of work and budget will be drafted and presented for approval.

Motion 19-073: *Approve Consultant for Communications and Engagement Plan.*

Reider/Jones
Unanimously approved

VI. Unfinished Business

A) 2020 Watershed Management Plan (Eleria)

Ms. Eleria provided the Managers with a review of the 2020 Watershed Management Plan. The first community meeting will take place at CRWD on Monday May 6th. Ms. Eleria will give a presentation, and a series of three questions will be addressed:

- What are the valuable resources of your community?
- How is your community affected by the health of lakes and rivers?
- What future improvements would you like to see for your community & environment?

Discussions will be facilitated by CRWD staff. Ms. Eleria requested that one board manager attend each of the community events. A drawing will be held for tickets to the Bell Museum. Manager Sanders has shared the information with the Lake McCarrons neighborhood group and has been communicating with residents showing interest in attending.

B) Ford Redevelopment Site-Stormwater Design Charette (Fossum)

Ms. Eleria shared with the Board that Mr. Fossum attended a meeting with the City of St. Paul regarding the stormwater design charette. CRWD would help with the design of a stormwater charette. Manager Jones asked if this is for the main water feature. Ms. Eleria replied yes, and this would be more technical and would have site conditions to work with. Mr. Fossum will be returning to the Board in the next month with more details.

VII. General Information

A) Board of Managers Updates

Mr. Sanders attended the NE youth lunches. Mr. Sanders suggested sponsoring a table in 2020 to help promote CRWD. Mr. Sanders was impressed with youth showing interest and asking questions about CRWD.

Manager Texer asked about invites to the Watershed Management Plan. Ms. Eleria replied that she has invited county commissioners and sent a reminder.

President Collins suggested having some walking tours with some elected officials to sites such as Como Lake.

Manager Texer attended the GIS meeting last Wed April 24th. Manager Texer shared that there will be a discussion about GIS at the July Metro MAWD tour.

VIII. Next Meetings

- A) Wednesday, May 8, 2019 CAC Meeting, 7:00 PM
- B) Wednesday, May 15, 2019 Board Meeting, Manager Jones will be absent

IX. Adjournment

Motion 19-074: *Adjournment of the May 1, 2019 Regular Board Meeting at 6:40 p.m.*

Reider/Texer
Unanimously Approved

Respectfully submitted,
Michelle Sylvander