



Capitol Region Watershed District

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August 21, 2019 Board Meeting
V. Action Item A) Approve Minutes
of August 7, 2019
Workshop and Regular Board
Meeting
(Sylvander)

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, August 7, 2019, 5:00 p.m.** at the office of CRWD, 595 Aldine Street, St. Paul, Minnesota.

WORKSHOP AGENDA

I. Call to Order of Board Workshop

Motion 19-143: *Call to order the Board Workshop to review the 2020 Watershed Management Plan.*

Reider/Texer
Unanimously Approved

President Collins called to order the Board Workshop.

Managers

Joe Collins
Seitu Jones,
Shirley Reider
Rick Sanders
Mary Texer

Staff Present

Mark Doneux, CRWD
Anna Eleria, CRWD
Michelle Sylvander, CRWD

Public Attendees

Greg Williams, Barr Engineering
Pat Cavanaugh, CAC Member

Ms. Eleria reviewed the 2020 Watershed Management Plan. A Stakeholder Outreach Plan outlined several activities to engage and receive input from a broad, diverse group of stakeholders that reflect the demographics of CRWD. Mr. Greg Williams from Barr Engineering was in attendance. Input for the Management plan was solicited from the Technical Advisory Committee, CAC, Staff, public, and community groups. At the CAC meeting in June, Ms. Eleria sought feedback and most of the comments were about Education & Outreach and the desire to be a strong presence at a neighborhood meeting. Ms. Eleria reviewed the survey results. 150 surveys were completed. 80% felt that Lakes, Rivers and natural areas are very important. Manager Reider pointed out that people do not see value in the wetlands and ponds. Ms. Eleria agreed that additional education needs to show the importance of the wetland and ponds areas too. Manager Sanders noted that the general public does not know what CRWD is about, and that we need to bring more awareness of how CRWD is funded. Ms. Eleria agreed. Administrator Doneux added that in addition to public knowing how CRWD is funded, they also should know how much is paid from the average home in the district. Manager Texer stressed that the public needs to know about our projects, how they are funded, and show the value of how tax funding is being put to use thru CRWD. President Collins remarked about highlighting what CRWD has done and can we do, because many community members do not know what they can do, and that

Government is often perceived as a barrier or challenge in making changes. President Collins also stated that he would like to see expanding boundaries in the management plan as well as retaining more water on the land. Manager Jones mentioned trash on streets and that there is no data from the City on the dirtiest streets. Manager Jones asked if there any other groups doing research on trash. Ms. Eleria replied that both the TAC and staff identified trash as being a need for more support. Manager Texer recommended additional education and outreach to schools. Manager Reider suggested working with a City campaign for trash.

No action was taken. Information reviewed for comments.

II. Adjourn Board Workshop

President Collins closed the Board workshop at 6:17 p.m.

Motion 19-144: *Adjourn the Board Workshop*

Reider/Texer
Unanimously Approved

REGULAR MEETING MINUTES

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

Managers	Staff Present	Public Attendees
Joe Collins	Mark Doneux, CRWD	
Seitu Jones	Anna Eleria, CRWD	
Shirley Reider	Megan Frisvold, CRWD	
Rick Sanders	Elizabeth Hosch, CRWD	
Mary Texer	Michelle Sylvander, CRWD	
	Nate Zwonitzer, CRWD	
	James Mogen, Ramsey County Attorney	

II. **Public Comment – None**

III. **Permit Applications and Program Updates**

A) 14-003 Hwy 5 Resurfacing - Closure (Hosch)

This permit was issued for the bridge re-decking and pavement rehab at Highway 5 over the Mississippi River in St. Paul. No stormwater treatment was required for the bridge. The project is complete, and the site is stable. No surety was required for this public project.

Motion 19-145: *Approve Certificate of Completion for permit #14-003 Hwy 5 resurfacing.*

Reider/Sanders
Unanimously Approved

B) 14-018 Frogtown Farms – Closure (Hosch)

This permit was issued for the creation of a new park and urban farm at Minnehaha and Victoria in St. Paul. Stormwater is being treated through a combination of swales, a raingarden, and disconnected impervious surface. Pervious pavement was intended to treat stormwater as well but was subsequently seal coated and does not provide treatment. The site is stable, and no surety was collected for this public project.

Motion 19-146: *Approve Certificate of Completion for permit #14-018 Frogtown Farms.*

Reider/Sanders
Unanimously approved

C) 15-034 th94 at 7th - Closure (Martinkosky)

This permit was issued for the construction of an auxiliary lane, noise wall, and pavement rehabilitation on Interstate 94 between the 7th Street ramp and Earl Street in St. Paul. Withdrawal from the volume bank was proposed and verified at 2,915 cubic feet. The site is stable, and no surety was collected for this public project.

Motion 19-147: *Approve withdrawal of 2,915 cubic feet from the MnDOT volume bank and Certificate of Completion for permit #15-034 TH94 at 7th Street.*

Reider/Sanders
Unanimously approved

D) 19-013 St. Paul Gateway Mixed Use – Extend Review Period (Hosch)

The current review period for Permit 19-013 St. Paul Gateway mixed Use will expire on 8/2/2019. The applicant has requested an extension to the 60-day review period prior to the expiration. Additional time is still needed to work through CRWD Rule requirements.

Motion 19-148: *Approve 60-day review period extension for permit 19-013 St. Paul Gateway Mixed Use to expire September 24, 2019.*

Reider/Sanders
Unanimously approved

E) 19-018 GTA Building – Extend Review Period (Hosch)

The current review period for Permit 19-018 GTA Building will expire on 8/19/19. The applicant requested an extension to the 60-day review period prior to the expiration. Additional time is still needed to work through CRWD Rule requirements. The applicant is also applying for HUD financing.

Motion 19-149: *Approve 60-day review period extension for permit 19-018 GTA Building to expire October 18, 2019.*

Reider/Sanders
Unanimously approved

IV. Special Reports

GreenCorps Member Update (Frisvold)

Administrator Doneux introduced Ms. Frisvold to provide the Board of Managers with an update on her internship as a Green Corps Member. Ms. Frisvold gave the Board an update on her education and background. Ms. Frisvold has worked on the Diversity Strategic Plan, gaining a better understanding of new and different methods for engaging diverse audiences within CRWD. Ms. Frisvold shared an ad she created to help review ways to use less salt to manage icy surfaces. Ms. Frisvold has attended numerous events connecting with community including help in planning for the 2020 Watershed Management Plan meetings. Ms. Frisvold also provided a review of the H2O on the go display competition. Ms. Frisvold learned about project management and stakeholder collaboration. Ms. Frisvold shared a model of the H2O display; the final display will be about 4 feet tall and will be able to compact for transportation to community events. The Board thanked Ms. Frisvold for all her work with the District. Ms. Frisvold will remain with the district as a temporary employee from September through December of 2019.

V. Action Items

A) AR: Approve Minutes of the July 24, 2019 Board Workshop & Regular Meeting (Sylvander)

Motion 19-150: *Approve the Minutes of the July 24, 2019 Board Workshop and Regular Meeting.*

Jones/Reider
Unanimously approved

B) AR: Approve Parkview Cooperative Construction Agreement (Zwonitzer)

Mr. Zwonitzer reviewed that CRWD was awarded grants in the amount of \$1.76 million through BWSR's Targeted Watershed program (TWP) for work in the Como and McCarrons sub watershed. For several years CRWD has been working with Roseville Area Schools, City of Roseville and Ramsey County to develop the Parkview Filtration BMP Project. Mr. Zwonitzer reviewed the cooperative construction agreement terms between all four entities: CRWD, Roseville Area School, City of Roseville and Ramsey County. Manager Reider asked about the filters. Mr. Zwonitzer responded that this project is unique because it will remove micro materials within the filters. Manager Sanders added that CRWD may find that the filters do not need to be replaced as often as anticipated.

Motion 19-151: *Approve Cooperative Construction Agreement for the Parkview Center School Filtration BMP.*

Reider/Sanders
Unanimously approved

C) AR: Order Construction of Parkview Filtration BMP Project (Zwonitzer)

Mr. Zwonitzer reviewed that one of the potential projects identified in the TWP grant application was a regional BMP at Parkview Center School. Construction is anticipated to occur in the fall and winter of 2019 with restoration in the spring of 2020. This project is estimated to reduce the TP load to Lake McCarrons by 45 pounds per year, exceeding the TWP grant goal of 37 pounds per year for the subwatershed.

Motion 19-152: *Order construction of the Parkview Filtration BMP and authorize the Board President and Administrator to execute a Notice of Award and an Agreement with S.M. Hentges & Sons, Inc. subject to the review and approval of the Ramsey County Attorney; and authorize the Administrator to execute change orders in an amount not to exceed \$52,000..*

Reider/Jones
Unanimously approved

D) AR: Approve TBI 5-year Inspection Work Order (Eleria)

Ms. Eleria reviewed that CRWD conducted an inspection of the entire length of the Trout Brook Storm Sewer Interceptor in the summer of 2014. The purpose of the inspection was to assess the condition of TBI and identify defects and recommend repairs. It is standard practice to inspect storm sewers every 5 years. Ms. Eleria reviewed a draft work order for a full system inspection of TBI by Barr Engineering in preparation of a 10-year CIP. The CIP will then be incorporated into the 2020 Watershed Management Plan.

Motion 19-153: *Approve TBI Work Order No. 12 for Barr Engineering in an amount not to exceed \$85,680; and authorize the Administrator to execute work order amendments in an amount not to exceed \$8,500.*

Reider/Sanders
Unanimously approved

E) AR: Approve Preliminary 2019 Budget and Levy for Public Comment (Doneux)

Administrator Doneux reviewed that the Board of Managers has met for budget and levy workshops on June 5th and July 24th as well as discussions on June 19th and July 10th. The Board must approve the budget for public comment and set the public hearing for 6:00 pm on August 21, 2019. Administrator Doneux reviewed changes made to the budget by categories. The property tax impact for the average home is based on \$175,000 medium value. About 1.87% of the average property tax home value would be \$53-\$55/year paid to CRWD. Administrator Doneux is continuing to work on the story of the benefit

for taxpayers. Administrator Doneux asked for any questions. Manager Reider responded “great job”. President Collins complimented Administrator Doneux by stating “excellent work”. The End of public comment period will be August 30th the last Friday in August.

Motion 19-154: *Approve Preliminary 2020 budget and levy for Public Comment to be closed and amended on August 30th. Set Public Hearing date for the 2020 Budget and Levy for August 21, 2019 at 6:00 pm.*

Reider/Texer
Amended Motion

VI. Unfinished Business

A) GreenCorps Member Update (Frisvold) – moved to Special Report

B) Midway Pease Park Update (Eleria)

Ms. Eleria shared that information on the bids is still being gathered.

C) Targeted Watershed Program (Zwonitzer)

Mr. Zwonitzer gave a review regarding the interpretative language of the TWD agreement made to end August 4th. Construction for the Como golf course has been pushed to 2020. CRWD will not be able to meet the August 2019 deadline. Unspent funding will be returned, and a new agreement will be issued.

No action was taken, information provided for an update.

D) Building Update (Doneux)

A Building Manager agreement is still being reviewed. The pocket park construction is nearing an end. The interactive art piece has been installed and just waiting for some final connections.

E) Grand Opening Update (Doneux)

Planned for October 11th. More details to come soon.

VII. General Information

A) Board of Manager’s Updates

Administrator Doneux announced that Zebra mussels have been discovered in Lake McCarrons. On July 26th the DNR confirmed the discovery. An assessment will be done to see how much of the lake has been affected. The DNR is taking the lead, CRWD is preparing a press release for an announced once we know the extent of the infestation. CRWD will provide a press release at the same time as the DNR. The Press release will be shared with the Board of Managers.

The National Stormwater conference for Operation & Maintenance took place this week. Five CRWD staff provided presentations. Mr. Wes Saunders-Pearce from the City of St. Paul was a keynote speaker. He talked about CRWD projects and the major role in these projects. Mr. Kelley lead a tour group with a stop at CRWD's office.

Manager Texer asked about the Willow Reserve. Mr. Zwonitzer replied that he has developed a mobile app to communicate with the City and report maintenance problems regarding vegetation management.

VIII. Next Meetings

- A) Wednesday, August 14, 2019 6:00 PM – CAC Meeting – Rick to join
- B) Wednesday, August 21, 2019 6:00 PM – Regular Board Meeting

IX. Adjournment

Motion 19-155: *Adjournment of the August 7, 2019 Regular Board Meeting at 7:43 PM*

Reider/Texer
Unanimously Approved

Respectfully submitted,
Michelle Sylvander