



## Capitol Region Watershed District

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September 4, 2019 Board Meeting  
Approved

**Public Hearing** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, August 21, 2019, 6:00 p.m.** at the office of CRWD, 595 Aldine Street, St. Paul, Minnesota.

President Collins requested a motion to open the Public Hearing.

**Motion 19-157:** *Open the Public Hearing for the Proposed 2020 Budget and Levy of the Capitol Region Watershed District.*

Reider/Jones  
Unanimously Approved

### **PUBLIC HEARING – Watershed District 2020 Budget and Levy**

President Collins requested that communication of the public hearing be included in the record. Notice of the Public Hearing was announced in two legal postings in the Pioneer Press. Information of the Public Hearing and proposed budget was also posted on CRWD's website. The proposed 2020 budget was reviewed by the Citizen Advisory Committee on August 14, 2019. Administrator Doneux reviewed the proposed budget and budget schedule. The public comment period will remain open until August 30th. The final budget will be presented for approval on December 18<sup>th</sup>. President Collins asked for any other comments. No public comments were made. Comment period will be open till August 30<sup>th</sup>.

**Motion 19-158:** *Close the Public Hearing for the Proposed 2020 Budget and Levy of the Capitol Region Watershed District.*

Reider/Jones  
Unanimously Approved

President Collins requested a motion to call to order the regular meeting.

### **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**

Mark Doneux, CRWD  
Forrest Kelley, CRWD  
Michelle Sylvander, CRWD  
Nate Zwonitzer, CRWD  
James Mogan, Ramsey County Attorney

##### **Public Attendees**

**B) Review, Amendments and Approval of the Agenda.**

Administrator Doneux requested that items B and C be removed from the Unfinished Business.

**Motion 19-159:** *Approve the Agenda of August 21, 2019 with the removal of items B & C from Unfinished Business.*

Reider/Jones  
Unanimously Approved

**II. Public Comment – None**

No Comments.

**III. Permit Applications and Program Updates**

A) 18-012 Scheffer/Frogtown Community Center amendment (Hosch)

Mr. Kelley in place of Ms. Hosch, reviewed permit #18-012 Scheffer Community Center. The applicant, City of St. Paul Parks and Recreation redeveloping the community center and associated athletic fields in two phases. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 3.73 acres with 1.42 acres impervious surface.

**Motion 19-160:** *Approve amendment for permit #18-012 Scheffer Community Center with 1 condition:*

- 1. Revise HydroCAD model to address the following:*
  - a. Revise existing or proposed subcatchments so that the total drainage areas are equal. The total drainage area included in subcatchment 1S (172,766 sf) shall equal the sum of subcatchments 2S, 3S, and 4S (157,449 sf).*
  - b. Revise the invert of the 24" primary outlet for Pond CS (Infiltration & Water Quality Chambers) to 155.07' to match as-built survey dated 8/8/18.*
  - c. Revise the downstream invert of the 24" primary outlet for Pond CS (Infiltration & Water Quality Chambers) to 154.79' to match as-built survey dated 8/8/18.*

Reider/Jones  
Unanimously Approved

B) 18-018 Payne Building Development renewal (Hosch)

Mr. Kelley in place of Ms. Hosch reviewed permit #18-018 Payne Building Development Renewal. The permit was approved with 8 conditions on August 15, 2018. The permit has not been issued and the project has not broken ground. Permits expire one year from the approval date. The applicant has submitted a letter requesting renewal of the permit. The applicant is working on the Stormwater

Maintenance Agreement expected to be completed soon. All other approval conditions have been met and there are no changes to the approved plans.

**Motion 19-161:** *Approve the requested permit renewal for Payne Building Development permit #18-018 with the following condition: 1. Receipt of maintenance agreement recorded with Ramsey County.*

Reider/Jones  
Unanimously approved

C) 19-013 St. Paul Gateway Mixed Use (Hosch)

Mr. Kelley reviewed for Ms. Hosch permit #19-013 St. Paul Gateway Mixed Use. The applicant, Kaeding Development Group facilitating construction of two new mixed buildings and their associated site features. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), and Erosion and Sediment Control (Rule F). The disturbed area of this project is 2.8 acres with 2.3 acres impervious surface.

**Motion 19-162:** *Approve permit #19-103 with 5 Conditions and Permit Condition:*  
*1. Receipt of \$11,700 surety.*  
*2. Receipt of documentation of maintenance agreement recorded with Ramsey County.*  
*3. Provide a copy of the NPDES permit. 4. Add note to Detail Section A-A on Sheet C5.2 stating that StormFilter Vault will not have an internal high flow bypass. This note was included on plans dated 7/31/19 but was omitted on plans dated 8/12/19. 5. Revise HydroCAD to match the plans for Pond 3P (Rate Control Tank). The secondary weir outlet for Pond 3P is 91.1' in HydroCAD and 92.7' (CB 23 Rim) on Sheet C4.0 in the plans. Alternatively, this outlet can be omitted from the model since the HWL (91.09') is lower than the catch basin rim (92.7'). Permit Condition*

Reider/Jones  
Unanimously approved

**IV. Special Reports**

No Special Reports.

**V. Action Items**

A) AR: Approve Minutes of the August 7, 2019 Board Workshop & Regular Meeting (Sylvander)

**Motion 19-163:** *Approve the Minutes of the August 7, 2019 Board Workshop and Regular Meeting.*

Jones/Sanders  
Unanimously approved

B) AR: Approve July 2019 Accounts Payable/Receivable (Sylvander)

**Motion 19-164:** *Approve July 2019 Accounts Payable/Receivable and Budget Report and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Reider/Texer  
Unanimously approved

**C) AR:** Approve Parkview Center School Easement (Zwonitzer)

Mr. Zwonitzer reviewed that in 2016 CRWD was awarded a \$1.76 million grant through BWSR's Targeted Watershed Program (TWP) for work in the Como and McCarrons subwatersheds. One of the potential projects identified in the grant application was a regional BMP at Parkview Center School located at the intersection of County Road B and Dale Street in Roseville. Construction is anticipated to occur in the fall and winter of 2019 with restoration occurring in the spring of 2020. The CRWD Board approved a Cooperative Construction Agreement and awarded a bid for construction of the project at their August 7, 2019 meeting. The 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. A temporary construction easement and a permanent easement for the BMP have been developed and are anticipated to be approved by the Board for Roseville Area Schools at their August 20<sup>th</sup> meeting. The temporary easement does not require action by CRWD. The permanent easement grants CRWD perpetual rights to access, maintain and monitor the filtration BMP. This easement will be recorded against the property and requires CRWD approval. Mr. Zwonitzer requested the approval of the Parkview Center School Easement.

**Motion 19-165:** *Approve the permanent drainage, utility and access easement at Parkview Center School, and authorize the CRWD Board President and Board Secretary to execute the easement pending review and approval by the Ramsey County Attorney.*

Reider/Jones  
Unanimously approved

**D) AR:** Project Funding Agreement with Science Museum of Minnesota (Zwonitzer)

Mr. Zwonitzer shared that the Science Museum contacted CRWD to discuss their plans to make improvements to the exterior of their facility in St. Paul. In 2018 the Science Museum of Minnesota reached out to CRWD to discuss plans to make improvements to the exterior of their facility. The Museum is embarked on a new initiative called Water Planet to raise awareness of the essential nature of water and help make more water available to more people and more sustainably. The museum is looking at using the building and grounds as the exhibit for water innovation. The Museum is planning major improvements to its building and grounds in the next several years and has reached out to CRWD for assistance. Improvements to the building facade are underway, and landscape improvements are scheduled for as early as 2021.

Staff anticipate the level of effort for a feasibility study to be approximately \$75,000 and are recommending that CRWD cover 75% (up to \$56,250) of the cost through the Special Grant Planning budget (#390-19660) which has \$87,000 available in 2019. SMM would be responsible for the other

25% of the study cost (up to \$18,750). CRWD will work with SMM to develop a Request for Proposals that will be distributed to several consulting firms.

President Collins commented that he liked the letter from the Science Museum, and felt it was well documented.

**Motion 19-166:** *Approve the cooperative funding agreement between CRWD and the Science Museum of Minnesota for the Science Museum Water Conservation and Water Quality Feasibility Study and authorize the CRWD Board President and Administrator to execute the agreement pending review and approval by the Ramsey County Attorney.*

Reider/Jones  
Unanimously approved

**E) AR:** Approve Grant Amendment for Midway Peace Park (Eleria)

Mr. Zwonitzer provided a review in place of Ms. Eleria. In late February 2019, CRWD's Board of Managers awarded an \$180,000 grant to the City of Saint Paul Parks and Recreation Department for above and beyond stormwater improvements at Midway Peace Park. Midway Peace Park is a 5-acre park located on Griggs Street between Saint Anthony Avenue and University Avenue. The above and beyond stormwater elements includes treatment of runoff from a 1-acre parking lot with infiltration basin and a cascading runnel water feature that uses captured rainwater and recirculates it. The engineer's estimate for the above and beyond stormwater elements was approximately \$222,000. CRWD's grant would have covered 80% of the costs of the stormwater elements. Bidding for the construction of Midway Peace Park occurred in spring 2019. Three bids were received and the low bid estimate for the above and beyond stormwater elements was \$675,066, three times as high as the engineer's estimate. The City made some changes to the park design to reduce costs yet largely retained the above and beyond stormwater elements. The City rebid the project with the recirculation pump system as a bid alternate. The rebid amount for the parking lot treatment and water feature was \$407,200 and the amount for the bid alternate (recirculation pump system) was \$114,700. The City is committed to treating one acre of the existing parking lot and constructing the water feature despite the higher cost, but requests additional grant funds for the recirculation pump system.

**Motion 19-167:** *Approve an additional \$115,000 in grant funds for Midway Peace Park for a total grant award of \$295,000 and authorize Board President and Administrator to execute a grant agreement subject to the review and approval by the Ramsey County Attorney.*

Reider/Jones  
Unanimously approved

**F) AR:** Authorize Distribution of 2020 Partner Grant Request for Proposals (Bromelkamp)

Administrator Doneux provided a review in place of Ms. Bromelkamp. Administrator Doneux reviewed that the Partner Grants support organizations who share in CRWD's mission to protect, manage and improve our water resources. Any organization or community group serving residents within CRWD's

boundaries is eligible to apply. Projects funded in 2020 must be completed with a final report submitted by December 31, 2020. Grants are funded on a reimbursement basis and liability insurance is required for all grantees. Partner Grants are given to organizations, schools, businesses and other entities for clean water education and outreach projects. Grant awards range from \$1,000-\$20,000.

Staff will distribute the 2020 Partner Grant solicitation to a list of organizations and any additional community organizations, cities or agencies suggested by the Board of Managers. The distribution list includes previous grant recipients and organizations that represent new audiences for CRWD. The draft 2020 budget for Partner Grants is \$102,040. Managers Jones & Reider both serve on the partner grant committee.

**Motion 19-168:** *Authorize staff to distribute CRWD's 2020 Partner Grant Request for Proposals and proceed with the grant review and approval process according to the proposed timeline.*

Texer/Jones  
Unanimously approved

## **VI. Unfinished Business**

### **A) 2020 Budget Update (Doneux)**

Administrator Doneux, and Manager Sanders attended the CAC meeting on August 14. Administrator Doneux shared that the CAC raised good questions. The CAC voted to approve as budget as presented. The presentation was a good education process for some of the newer CAC members. Administrator Doneux shared that the CAC had meaningful comments. Manager Jones inquired about climate change and preparing for economic changes. Manager Jones also inquired about how a recession would affect CRWD. Administrator Doneux replied that he is more concerned about the residential property impact. A shift from residential property taxes would shift to more commercial property tax.

- B) Phalen Creek Daylighting Study (Hosch) - removed from the agenda**
- C) Watershed Steward Awards (Bromelkamp) – removed from the agenda**

## **VII. General Information**

### **A) Board of Manager's Updates**

Administrator Doneux provided a copy of the press release regarding the Zebra Mussels in Lake McCarrons. The press release will be sent to the Pioneer Press. Administrator Doneux has contacted City of Roseville. Manager Texer inquired about contacting MPR. Administrator Doneux replied that it is not in the plan at this time to contact MPR.

Administrator Doneux shared that flooding is occurring at Curtis Pond and Gottfried's pit. The pond is not draining out as fast in the past. The system is clogging up. The area that flooded at Curtis Pond, was the area that was lowered by 1 foot. The building did not flood. Took a day to drain. At Gottfried pit one of the pumps is damaged and CRWD is in communications with Ramsey county regarding the repairs to the pump. Manager Reider, shared that there was standing water at Larpenteur Estates across

from Gottfried's pit. Manager Reider asked who owns Gottfried's pits. Administrator Doneux replied that Gottfried's pit is a joint agreement for the maintenance, between City of Roseville & Ramsey County. Administrator Doneux has been in contact with both the City of Roseville and Ramsey County.

Manager Texer attended the Ford site open house. The open house was well attended and received. Manager Jones shared that he biked thru Trout Brook and heard frogs and crickets during the day. Manager Sanders inquired about a flyer for the open house. Administrator Donuex replied that it would be shared with Managers when it is available. Manger Texer suggested sending a "save the date" invite to the County Commissioners.

#### **VIII. Next Meetings**

- A) Wednesday, September 4, 2019 5:00 PM – Board Workshop
- B) Wednesday, September 11, 2019 7:00 PM – CAC Meeting
- C) Wednesday, September 18, 2019 6:00 PM – Regular Board Meeting

#### **IX. Adjournment**

**Motion 19-169:** *Adjournment of the August 21, 2019 Regular Board Meeting at 7:00 PM*

Texer/Reider  
Unanimously Approved

Respectfully submitted,  
Michelle Sylvander