



Capitol Region Watershed District

595 Aldine Street • Saint Paul, MN 55104

T: 651-644-8888 • F: 651-644-8894 • capitolregionwd.org

February 19, 2020 Board Meeting
APPROVED

Special Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **February 5, 2020, 5:00 p.m.** at the office of the CRWD, 595 Aldine Street, St. Paul, MN 55104.

Board Workshop Minutes

I. Call to Order at 5:30 p.m. (President Joe Collins)

A) Attendance

Joe Collins, President

Mary Texer, Vice President

Shawn Murphy, Manager

Bob Fossum, CRWD Staff

Anna Eleria, CRWD Staff

Pat Cavanaugh, CAC

II. 2020 Watershed Management Plan Workshop

Ms. Eleria provided a view of the draft implementation program table for the 2020 Watershed Management Plan. (WMP). The earlier version of the draft table included program/project titles, descriptions, and priority levels. Ms. Eleria shared that staff has made changes to the draft table based on comments received to date and expanded it to include several other pieces of critical information. The additional pieces of information include target sub watershed location, partners, measurable outputs/outcomes, schedule and budget. The 10-year budget is broken out by year and a 10-year total. The budget estimates reflect CRWD costs only and are based on estimates from existing CRWD and partner plans, 2020 budget, and knowledge and experience with similar activities. In addition, an annual increase of 3% was incorporated to reflect inflation. Managers reviewed the table and shared comments on the plan. Ms. Eleria reviewed the details and managers provided feedback on the plan details. Manager Texer commented about the need to include theme to keep water on the landscape. President Collins asked about stormwater sites less than 1 acre and changing the timing to implement further out. Manager Murphy inquired about the Minnesota St. Fair grounds and what is done on their site. Ms. Eleria responded that CRWD has not partnered with the St. Fair and they are not a regulated entity for stormwater management and does not need to meet CRWD rules. CRWD has had recent discussions with the MN St. Fair regarding retro fitting of existing storage pond. Manager Murphy commented about trash problems seem to continue getting worse. Manager Texer added to addressing the issues of trash, create opportunities to partner with other organizations. Manager Murphy suggested encouraging the CAC to engage in more outreach. Ms. Eleria made note of the Partner Grants program funding and increase to funding each year to \$140,000 in 2021 and continue to increase \$25,000 each year after that. Increases would include staff time. President Collins felt the plan is well drafted.

No action was requested only feedback on the 2020 Watershed Management Plan Implementation Plan Table.

III. Adjournment

Motion 20-013: *Adjournment of the February 5, 2020, Board Workshop at 6:10 p.m.*

Texer/Murphy
Unanimously Approved

Respectfully submitted,

Michelle Sylvander, Office Manager



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February 19, 2020 Board Meeting
V. Action Item A) Approve Minutes of
February 5, 2020
Annual and Regular Board Meeting
(Sylvander)

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Thursday, February 5, 2020, 6:10 p.m.** (Regular Meeting) 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, absent w/notice
Shawn Murphy
Rick Sanders, absent w/notice
Mary Texer

Staff Present

Jessica Bromelkamp, CRWD
Anna Eleria, CRWD
Bob Fossum, CRWD
Elizabeth Hosch, CRWD
Forrest Kelley, CRWD
Michelle Sylvander, CRWD
James Mogen, Ramsey County Attorney

Public Attendees

Pat Cavanaugh, CAC

B) Review, Amendments and Approval of the Agenda.

Ms. Eleria requested moving Unfinished Business A after Action Item C and adding Unfinished Business item C Street Sweeping to the agenda.

Motion 20-014: *Approve the Agenda of February 5, 2020 with amendments.*

Texer/Murphy
Unanimously Approved

II. Public Comment

No public comments were made.

III. Permit Applications and Program Updates

A) Permit 19-024 Lexington Parkway realignment (Hosch) approve or extend.

Ms. Hosch reviewed permit #19-024 Lexington Parkway realignment. The applicant, Ramsey County is planning significant roadway reconstruction, storm sewer and traffic work, at Lexington/W. 7th.

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 4.39 acres with 2.506 acres of impervious surface.

Motion 20-015: *Approve Permit #19-024, Lexington Parkway realignment with 3 Conditions:*

- 1. Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
- 2. Provide a copy of the NPDES permit.*
- 3. Revise plans to address items a. through e. in the 1-28-2020 permit report.*

Texer/Murphy

Unanimously Approved

B) Permit 20-002 Tedesco Street paving project (Hosch)

Ms. Hosch reviewed permit #20-002 Tedesco Street paving project. The applicant, City of Saint Paul Public Works is reconstructing Tedesco Street from Lafayette to Payne (approximately 0.26 mile). The applicable rules are Stormwater Management (Rule C), Flood Control, and Sediment Control (Rule F). The disturbed area of this project is 2.7 acres with 1.98 acres of impervious surface.

Motion 20-016: *Approve Permit #20-002, Tedesco street paving project with 3 Conditions:*

- 1. Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
- 2. Provide a copy of the NPDES permit.*
- 3. Revise Plans to address items a.-h. in the 1-23-2020 permit report.*

Texer/Murphy

Unanimously Approved

IV. Special Reports – Como Park BMPs Design (Kelley)

Mr. Kelley reviewed that in November he provided an update regarding CRWD contracting with Houston Engineering Inc. (HEI) to advance design on the Iron Enhanced Sand Filter Bench at the northwest Golf Course Pond, and expansion of the existing Polar Bear Infiltration Basin combined with additional underground infiltration pipes. Mr. Kelley shared that plans for the two BMPs are currently at 95% completion and were distributed for final review and comment to project partners on January 8th. Concerns regarding the high-water conditions at Hole 8 have been discussed numerous times during the design of the project. At the request of St. Paul Parks and Recreation, Houston has provided an analysis and technical memo summarizing the potential factors contributing to the high-water issues, and pump sizing recommendations to ensure adequate capacity to maintain reasonable pond elevation. Mr. Kelley shared that the parks department has history of partnership with the golf course. Mr. Kelley recommended that CRWD should have a part in how the system operates, and where the runoff goes. Mr. Kelley shared that climate models predict an increasing rainfall trend. The goal is to get the golf course back up and running in 2021. Mr. Kelley recommend providing financial support to water management solution.

No action was requested, information provided as an update.

V. Action Items

- A) AR: Approve Minutes of the January 15, 2020 Regular Board of Managers Meeting (Sylvander)

Motion 20-017: *Approve the Minutes of the January 15, 2020 Regular Board Meeting.*

Texer/Murphy
Unanimously approved

- B) AR: Authorize Response to Lower Mississippi Letter (Eleria)

Ms. Eleria reviewed that over the past decade or more, Capitol Region Watershed District (CRWD) has heard and been asked numerous times from residents, businesses and City staff on the differences of services and benefits provided on the two sides of the Mississippi River in St. Paul. Because of their interest in grants and desire for investment in St. Paul infrastructure and a greater degree of regulatory consistency that a watershed district can provide, we included this item in our informal draft implementation plan. CRWD received a comment letter dated January 15, 2020 regarding our draft WMP Implementation Plan that includes this item about St. Paul West Side water management exploration. Staff drafted a letter and are recommending that the Board provide a response to the Lower Mississippi River Watershed Management Organization. Staff recommended that this item remain in the draft Implementation Plan.

Motion 20-018: *Approve Response to Lower Mississippi River WMO Letter.*

Texer/Murphy
Unanimously approved

- C) R: Adopt Communications and Engagement Plan (Bromelkamp)

Ms. Bromelkamp reviewed that the Board of Managers authorized staff to proceed with developing a scope of work with Tunheim for drafting a Communications & Engagement Plan at the May 1 meeting. Tunheim reviewed numerous plans and feedback collected as part of the 2020 Watershed Management Planning (WMP) process, interviewed Mark Doneux and the division managers to understand District priorities, conducted a communications audit, reviewed program offerings and summarized recommendations for staff. Preliminary recommendations were shared with staff and a committee comprised of Managers Shirley Reider and Rick Sanders and CAC members Mary Lilly and Pat Cavanaugh. Tunheim drafted a Communications & Engagement Plan, which has been revised with input from the Communications & Engagement Division, division managers, Mark Doneux, the Citizen Advisory Committee and Board of Managers.

The plan was developed to achieve the following goals by 2030:

- Increase community participation in activities that improve the quality of the water in the District
- Promote general Districtwide awareness of CRWD, including traditionally underserved areas
- Develop advocates for CRWD who will actively participate in improving the watershed and advocate for programs and activities that improve District water quality.

The Communications and Engagement Plan outlines five communications strategies for achieving the

goals referenced above. The first strategy is to identify keystone projects and programs to ensure that staff are featuring priority projects and reaching audiences that have been historically underserved by the District. This process will help staff focus their efforts on the projects and programs of greatest importance to the District. The second strategy is to build upon communications and engagement infrastructure to create consistent branding and messaging standards to serve as a foundation for all activities. The third strategy is to track and leverage community partnerships to better engage all audiences, so more residents are aware of, promote and engage with CRWD's mission. The fourth strategy is to create content and target social media with paid ads and message boosts to be more strategic in CRWD's use of its own communications channels when sharing content and messaging. The fifth strategy is to conduct ongoing proactive communications and engagement to ensure that CRWD continues to leverage key relationships and create consistent messages to further drive engagement in the work of the District. Residents will remain CRWD's primary audience.

Motion 20-019: *Adopt CRWD's Communications & Engagement Plan.as amended*

Murphy/Texer
Unanimously approved

D) AR: Authorize bidding Como Lake Alum treatment (Fossum)

Mr. Fossum reviewed that the Como Lake Management Plan (CLMP) was adopted by the Board of Managers on May 15, 2019. The CLMP presents an adaptive management plan framework for achieving water quality goals for Como Lake through in-lake, watershed, and community actions over the next 20 years. As part of the CLMP, an alum treatment was recommended (Action L2) to inactivate sediment phosphorus, which is the most significant source of internal phosphorus loading in the lake. An alum treatment is a non-toxic method that involves the application of aluminum sulfate to the lake surface by boat. Following application, the alum moves through the water column to the lake bottom where it chemically reacts with the lake bottom sediments to "lock up" phosphorus so it is not available for algae to consume. Staff have worked with LimnoTech to develop an alum dosing plan, bidding documents and specifications for Como Lake. The plans are currently under review by the Ramsey County Attorney. Manager Murphy asked about community meetings – Mr. Fossum replied that there will be two meetings held in March. One will be held on a weeknight and one on a Saturday. Both meetings will have the objective of describing the project to the public and answer any questions.

Motion 20-020: *Authorize Bidding for Como Lake Alum Treatment subject to the review and approval of the Ramsey County Attorney.*

Texer/Murphy
Unanimously approved

E) AR: Approve 2020 Lake Monitoring Agreement with Ramsey County (Wein)

Mr. Fossum reviewed in place for Ms. Wein. Ramsey County Public Works (RCPW) has been conducting in-lake water quality testing on all Ramsey County lakes, including CRWD's five District Lakes (Como, Crosby, Little Crosby, Loeb, McCarrons). At each lake, water quality data is collected twice monthly from May-September. The data collected includes chemical, physical, and biological parameters that are measured along a depth profile at set sampling locations on each lake. The data is provided by RCPW to CRWD for analysis and

reporting. CRWD has provided financial support to RCPW for lake sampling services since 2005. CRWD has worked with RCPW to increase monthly monitoring of District lakes to include April and October sampling. This extension of the sampling season is intended to capture early- and late-season water chemistry fluctuations, which helps to inform in-lake processes. The extended sampling also includes additional sampling pre- and post-alum dosing on Como Lake at all three stations. This sampling is designed to verify optimal conditions are met for the alum application, as well as compare the reduction of water column phosphorus concentration as a result of the alum treatment. With assistance from the Ramsey County Attorney, RCPW has developed an annual cooperative agreement for all services related to CRWD Lake monitoring. This annual contract from RCPW is being proposed for all 2020 lake water quality sampling and requires approval. The estimated cost for 2020 Baseline is \$44,397.96.

Motion 20-021: *Approve 2020 Lake Monitoring with Ramsey County and authorize Administrator to execute service agreement.*

Texer/Murphy
Unanimously approved

VI. Unfinished Business

A) Watershed Steward Awards update (Bromelkamp)

Ms. Bromelkamp provided a review of the Awards Ceremony. Managers were very pleased with ceremony and like changes that were made to the program.

B) Personnel Committee Update (Collins)

President Collins announced that Mr. Fossum has requested 18-month leave of absence. Mr. Fossum shared that his family will be moving to India. Mr. Fossum's wife has been offered a special assignment with her work. The plan will be to have Ms. Britta Belden fill in as the Acting Division Manager.

C) Street Sweeping Update (Cavanaugh)

The Citizen Advisory Committee held a discussion regarding street sweeping and the benefits to water quality. Ms. Cavanaugh shared that she was inspired by street sweeping presentation held at the Annual MAWD Conference and Trade Show. Ms. Cavanaugh is looking to establish a presentation hosted by the CAC regarding the benefits of street sweeping and water quality. Ms. Cavanaugh shared that Ms. Sarah Hobbie at University of MN has studied targeted street sweeping to remove nutrients from stormwater. President Collins noted that additional issues to be addressed including why some streets are swept and others are not. Mr. Fossum recommended including District 10 in discussions and to hear from the City staff on the importance and cost effectiveness of street sweeping. Manager Murphy added that this would be a good opportunity to explain and educate District 10. Manager Texer recommended a two-part discussion, one with city officials and a second discussion being educational outreach to the public. Ms. Cavanaugh asked for dates from the Board of Managers that would not work to start planning discussions. Manager Texer replied that March 18 or 19, and Wednesdays would not work for the Board of Managers.

VII. General Information

- A) Board of Managers' Updates

No updates.

- B) Administrator's Report (Doneux)

Administrator Approved or Executed Agreements

- a) Consultant Services Agreement Amendment No. 3 with for Seminary Pond Stormwater in an amount not to exceed \$12,985.
- b) Consultant Services Agreement with Becca Dilley Photography for an amount not to exceed \$1200.

Board Approved Agreements

- a) Consultant Services Agreement Amendment No. 8 with SRF Consulting Group for an amount not to exceed \$25,038.

VIII. Next Meetings

- A) Wednesday, February 12, 2020 7:00 PM CAC - President Collins will attend this meeting
- B) Wednesday, February 19, 2020 6:00 PM - Regular Board Meeting
- C) Thursday, February 20, 2020 MPCA informational meeting regarding Ford site to be held at Gloria Dei Lutheran Church 6:00-8:00pm
- D) March 18th and 19th - Day at the Capitol, MAWD Legislative briefing

IX. Adjournment

Motion 20-022: *Adjournment of the February 5, 2020 Regular Board Meeting at 7:35 P.M.*

Texer/Murphy
Unanimously Approved

Respectfully submitted,
Michelle Sylvander