



Capitol Region Watershed District

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October 7, 2020 Board Meeting
APPROVED

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, September 16, 2020, 6:05 p.m.** (Regular Meeting) **via telephone and/or the web-based application Go To Meeting.**

REGULAR MEETING MINUTES

I. A) Call to Order of Regular Meeting (*Vice President Mary Texer*)

Managers

Joe Collins, remote
Seitu Jones, remote
Shawn Murphy, remote
Rick Sanders, remote
Mary Texer, remote

Staff Present

Mark Doneux, CRWD
Elizabeth Hosch, CRWD – remote
Forrest Kelley, CRWD – remote
Belinda Gardner, CRWD – remote
Luke Martinkosky, CRWD – remote
Lindsay Schwantes, CRWD – remote
Michelle Sylvander, CRWD – remote
Mark Houle, CRWD - remote
Marta Wichman, CRWD - remote
Nate Zwonitzer, CRWD - remote
Bob Fossum, CRWD - remote
Anna Eleria, CRWD - remote
Jessica Bromelkamp, CRWD - remote
Britta Belden, CRWD - remote
Chris Kucek, CRWD - remote
Joe Sellner, CRWD - remote
Anna Annim-Wilson, CRWD - remote
James Mogen, Ramsey County Attorney, remote

Public Attendees

Bob Simonet, CAC
Nicole Soderholm, CAC
Eric Henery
Pat Cavinau, CAC
Toni Carter – Ramsey County
Christine Baeumler, Artist
David Arbeit, CAC
Steve Durre, CAC

B) Review, Amendments and Approval of the Agenda.

Motion 20-169: *Approve the Agenda September 16, 2020 as amended with two changes, move the special report up and under unfinished business add item B. Watershed Management Plan.*

Murphy/Sanders
Unanimously Approved

III. Special Reports – Seitu Jones Recognition (Doneux)

Administrator Doneux provided a presentation reflecting on Manager Jones 15 years of service with CRWD. Many guests were in attendance including Ms. Toni Carter Ramsey County Commissioner and Ms. Christine Baeumler, Artist in Residence both shared a few words thanking Manager Jones. Board Managers, staff and CAC members shared stories and words of gratitude. Manager Jones also shared a few words and gave thanks for his experiences with CRWD.

II. Public Comment

No comments.

IV. Permit Applications and Program Updates

A) 20-020 Wilder Square (Hosch)

Ms. Hosch reviewed permit #20-020 for Wilder Square. The applicant, Common Bond Communities will reconstruct and reconfigure the existing parking lot, sidewalks and landscaping. 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 1.98 acres with 1.355 acres impervious surface.

Motion 20-170: *Approve with 4 Conditions:*

1. *Receipt of \$6,800 surety.*
2. *Receipt of documentation of maintenance agreement recorded with Ramsey County.*
3. *Provide a copy of the NPDES permit.*
4. *Resolve discrepancies between the plans/HydroCAD model and the Drainage Report (i.e. runoff rates and references to iron-enhanced sand). CRWD completed this permit report based upon the plans and HydroCAD model.*

Murphy/Sanders
Unanimously Approved

B) 20-026 Hmong Academy Middle School (Hosch)

Ms. Hosch reviewed permit #20-026 for Hmong Academy Middle School. The applicant, Hmong College Prep Academy will construct a new middle school building. 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 4.55 acres with 7.5 acres impervious surface.

Motion 20-171: *Approve with 5 Conditions:*

1. *Receipt of \$8,100 surety.*
2. *Receipt of documentation of maintenance agreement recorded with Ramsey County.*
3. *Provide a copy of the NPDES permit.*
4. *Include a site-specific maintenance plan that includes the following:*

- a. *List all stormwater management practices.*
 - b. *Person(s) responsible for maintenance of stormwater devices.*
 - c. *Frequency of inspection/ indicator that maintenance is needed.*
 - d. *Description of inspection activities.*
 - e. *Description of maintenance activities.*
5. *Revise HydroCAD to address the following:*
- a. *Add an outlet to represent the emergency overflow for BMP 2. Water will surcharge to the street out the driveway to the northeast of BMP 2 at approximately 901.24' (rim elevation of catch basin to east of BMP 2). The predicted HWL for BMP 2 (901.8') is higher than this elevation. Flow from this outlet shall be routed to the site total link. Ensure that freeboard and rate control is still provided.*
 - b. *Route both BMP 3 and BMP 4 to the same 18" RCP to represent the pipe between STMH 6 and the existing STMH in Pascal Avenue.*
 - i. *Model currently assumes two 18" outlets: one for BMP 3 and one for BMP 4. A singular 18" pipe will restrict flows and increase system HWLs.*
 - ii. *Revise primary outlet for BMP 3 to be the pipe between the outlet control structure (OCS) and STMH 6.*

Murphy/Sanders
Unanimously Approved

C) 20-027 Hidden Falls South (Martinkosky)

Ms. Martinkosky reviewed permit #20-027 for Hidden Falls South. The applicant, City of St. Paul Parks and Recreation will reconstruct an area of floodplain park that has been underutilized to improve low impact recreational activities and return the area to a more natural state. 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 6.49 acres with 1.04 acres impervious surface.

Motion 20-172: *Approve with 5 Conditions:*

1. *Provide plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
2. *Provide geotechnical report from Braun Intertec.*
3. *Provide cut/fill spreadsheet and plan view for grading within floodplain with updated volumes.*
4. *Revise Landscaping plan to address the following:*
 - a. *Specify potted plants or plugs to vegetate infiltration areas. Basin seeding should be avoided.*
 - b. *Specify deep rooted, salt tolerant, native plants according to Plants for Stormwater Design (Shaw and Schmidt, 2003).*
 - c. *Provide signage that deters snow management from using the infiltration basin for snow storage.*
5. *Revise Civil Plans to provide additional detail on how runoff is directed to the north Rain Guardian/drainage swale.*

Murphy/Sanders
Unanimously Approved

D) 20-030 MnDOT TH 94 Frontage Road Improvements (Hosch)

Ms. Hosch reviewed permit #20-030 for MnDOT TH94 Frontage Road Improvements. The applicant, MnDOT will perform sidewalk, pedestrian ramp and APS upgrades between Pascal and Hamline Avenue. 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 2.29 acres with .45 acres impervious surface.

Motion 20-173: *Approve with 1 Condition:*

1. *Provide a copy of the NPDES permit.*

Murphy/Sanders
Unanimously Approved

Motion 20-174: *Approve withdrawal of 1,957 ft from MnDOT's credit volume bank.*

Murphy/Sanders
Unanimously Approved

V. Action Items

- A) AR: Approve Minutes of the September 2, 2020 Workshop and Regular Meeting (Sylvander)

Motion 20-175: *Approve the Minutes of the September 2, 2020 Regular Meeting.*

Murphy/Sanders
Unanimously Approved

- B) AR: Approve Accounts Payable/Receivables for August (Sylvander)

Motion 20-176: *Approve August 2020 Accounts Payable/Receivable and Budget Report.*

Murphy/Sanders
Unanimously approved

- C) AR: Approve Diversity, Equity, and Inclusion Plan (Gardner)

Ms. Gardner reviewed CRWD's diversity and inclusion statement formalized by the Board of Managers in 2010, *"The Capitol Region Watershed District embraces and values diversity and seeks to recruit, promote and retain employees that reflect the community we serve. We believe that a diverse mix of employees enrich the workplace and enhance the quality of our service. The Capitol Region Watershed District encourages all qualified to apply for open positions."*

The Board directed staff to develop a Diversity Plan with support from a consultant in 2016. A Committee comprised of two Board Managers, a Citizen Advisory Committee (CAC) member and staff was created to interview and hire a firm to develop the Plan. A Diversity Strategic Plan was developed and approved in

2018. In 2020, District staff along with Kevin Lindsay, developed Implementation Tasks supporting the Diversity, Equity, and Inclusion Plan. In August and early September, CRWD Staff, the Diversity Committee and CAC reviewed and commented on the Implementation Tasks. Updates were made to the plan. Ms. Gardner provided a review of comments made from the feedback and addressed comments from Managers.

Motion 20-177: *Adopt 2020-2025 Diversity, Equity, and Inclusion Plan.*

Murphy/Sanders
Unanimously approved

Administrator Doneux announced that Ms. Gardner has been assigned as the district's Diversity Coordinator.

D) AR: Approve Grant Agreement to City of St. Paul for Ford Site Redevelopment (Fossum)

Mr. Fossum reviewed that the District has been working with Ryan Companies and the City of St. Paul on various aspects of the design of the project over the past couple of years. At the May 20, 2020 Board meeting, the Managers approved a grant to the City of St. Paul for elements #1--Ford Parkway Baseflow Groundwater Capture and #2--Southern Stormwater Enhancements from their 4/28/2020 funding request for an amount not to exceed \$795,000 and direct staff to develop a grant agreement with the City of St. Paul for subsequent Board approval. At the July 22, 2020 Board meeting, the Managers approved a grant award to the City of Saint Paul for Mississippi River Boulevard Stream Crossing, Alternative 2 for an amount not to exceed \$926,063 and directed staff to develop a grant agreement with the City of St. Paul for subsequent Board approval. At the September 2, 2020 Board meeting, the Managers reviewed and reached consensus on the cash flow terms of the grant agreement that would cover both grant approvals.

Motion 20-178: *Approve grant agreement with City of St. Paul for an amount not to exceed \$1,721,063 for the Ford Site and authorize Board President and Administrator to execute the grant agreement, subject to the review and approval of the Ramsey County Attorney.*

Murphy/Sanders
Unanimously approved

E) AR: Approve CRWD Public Art Program Guiding Principles (Schwantes)

Ms. Schwantes shared that in 2010, the Board of Managers approved engaging the services of Public Art Saint Paul and Ms. Christine Baeumler as CRWD's Artist in Residence. As part of this initiative, a report was drafted called *The Watershed Language of Art* to help provide direction on how art can enhance the District's mission. Art and artistic consultation have since been integrated into many District projects and programs including the Green Line green infrastructure practices, Midway Peace Park and many elements in our new office as well as adding a Public Art Program to our annual budget. A ripple mapping exercise to evaluate CRWD's Public Art Program was facilitated by Abby Gold and took place on July 27. Board Manager Seitu Jones, CRWD Watershed Artist in Residence, Christine Baeumler, Mark Doneux, Anna Eleria, Jessica Bromelkamp, Lindsay Schwantes from staff, and CAC member Pat Cavanaugh were in attendance. Artist in Residence, Christine Baeumler used the exercise to draft a set of recommendations

and guidance for enhancing the District's Public Art Program and improving the integration of art into other projects and programs outlined in the attached Draft CRWD Public Art Program Guiding Principles document. Ms. Christine Baeumler thanked Administrator Doneux for this opportunity.

Motion 20-179: *Approve the CRWD Public Art Program Guiding Principles.*

Murphy/Sanders
Unanimously approved

F) AR: Approve Contract Amendment for Como Golf Course Stormwater Project (Kelley)

Mr. Kelley provided the board with a review of CRWD working with the City of Saint Paul to develop a stormwater master plan for Como Regional Park, which identified several potential regional Best Management Practice (BMP) sites. In 2018, CRWD contracted with Houston Engineering Inc. (HEI) to advance designs of 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 at Hole 7 near the zoo. The work at the Zoo/Hole 7 is substantially complete, and Iron Enhanced Sand is scheduled for placement the week of 9/14/2020. During the push to finalize plans last spring, Houston Engineering worked with the Parks Department's golf course architect, Norby Golf Design to incorporate drawings and specifications for restoration of the fairways. This collaboration took longer than anticipated, with an iterative review process, multiple design changes, and 2 additional virtual meetings during the beginning of the stay at home order. CRWD staff requested additional work on temporary and permanent educational signage to be installed on the golf course. Houston Engineering has agreed to absorb around \$20,000 of the actual amount of the cost overrun. This amendment provides services to bring the project to full completion.

Motion 20-180: *Approve Contract Amendment #5 with HEI for Como Park BMP Project Additional Services totaling \$49,973 and a new total contract not to exceed \$355,818.*

Murphy/Sanders
Unanimously approved

G) AR: Authorize Notice of Award and Order Construction of the Seminary Pond Improvement Project (Eleria)

Ms. Eleria reviewed that in early August 2020, CRWD's Board of Managers approved plans and cooperative agreements and authorized bidding for the Seminary Pond Improvement Project. The project, a partnership between CRWD, City of Lauderdale, City of Falcon Heights, Ramsey County and the University of Minnesota, will minimize stormwater runoff volumes and pollutant loads from Seminary Pond, a regional stormwater pond built over 20 years ago that serves a 128-acre subwatershed. There are three distinct project areas: 1) Seminary Pond – converting it from a dry pond to a wet pond, installing two iron-enhanced sand filter benches and pretreatment structures, and stabilizing the primary inlet and channel to the pond; 2) Gasperre Ravine – stabilizing the eroded ravine located north and upstream of Seminary Pond; and 3) Fowell/Fulham outlet pipe – extending it to stabilize an eroded ravine located east of Seminary Pond.

The bidding period for the project extended over a three-and-a-half-week period from August 10 – September 2, 2020. The base bid for the project includes Seminary Pond and Gasperre Ravine (areas #1 and #2). The Fowell/Fulham outlet pipe (area #3) was bid as an alternate at the start of the bidding because an easement on private property was still in negotiation. At this time, final easement language is being prepared and signatures will be obtained from the property owner and Falcon Heights by September 23rd, which corresponds with the next Falcon Heights City Council meeting. CRWD received bids from ten contractors, which ranged from approximately \$455,000 to \$848,000 for the entire project (base bid plus alternate). The engineer's estimate for the entire project was \$750,000 and eight out of 10 bids were below the estimate. Nadeau Companies submitted the lowest base bid plus alternate. CRWD and Barr Engineering staff have reviewed and discussed the detailed bid with Nadeau Companies and verified Nadeau's responsiveness and qualifications for this project.

Motion 20-181: *Order construction of the Seminary Pond Improvement Project and authorize the Board President and Administrator to execute a Notice of Award and an Agreement with Nadeau Companies, 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 \$75,000.*

Murphy/Sanders
Unanimously approved

VI. Unfinished Business

A) Como Lake Management Update (Belden)

Ms. Belden provided an update on the Como Lake Management. Ramsey County was recruited to help with a shoreline assessment. The assessment will be put into a report and developed over the winter. Ramsey County also helping with several other projects including the curly leaf herbicidal treatment done in the spring of 2020. Staff have been working with Wenck and DNR regarding fishery data. Staff are also working with District 10 to develop a walking tour around the lake that can be offered online. Ms. Belden will be returning to the board again this winter with additional updates. Manager Murphy asked if there have been any comments regarding the work done at Como. Ms. Belden replied that she has received several positive comments regarding the condition of the lake this summer.

B) Watershed Management Plan (Eleria)

Ms. Eleria shared that she will be printing copies of the plan. Each Manager will be provided with a copy. Ms. Eleria will be BWSR on October 13 and will share a link to the meeting.

VII. General Information

A) Board of Manager's Updates

Manager Texer shared that she is pleased that Ms. Pat Cavanaugh is back with the CAC.

VIII. Next Meetings

- A) Wednesday, October 7, 2020 - 5:00 PM – Board Workshop and Regular Meeting
- B) Wednesday, October 14, 2020 - 7:00 PM – CAC Meeting Manager Sanders

IX. Adjournment

Motion 20-182: *Adjournment of the September 16, 2020 Regular Board Meeting at 8:00 P.M.*

Murphy/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander

DRAFT