



Capitol Region Watershed District

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November 30, 2020 Board Meeting
APPROVED

Regular Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, November 18, 2020, 6:00 p.m.** (Regular Meeting) **via telephone and/or the web-based application Go To Meeting.**

REGULAR MEETING MINUTES

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

A) Attendance

Managers

Joe Collins, remote
Shawn Murphy, remote
Rick Sanders, remote
Hawona Sullivan Janzen, remote
Mary Texer, remote

Staff Present

Britta Belden, CRWD
Mark Doneux, CRWD – remote
Anna Eleria, CRWD - remote
Bob Fossum, CRWD - remote
Luke Martinkosky, CRWD – remote
Michelle Sylvander, CRWD - remote
Nate Zwonitzer, CRWD – remote
James Mogen, Ramsey County Attorney – remote

Public Attendees

Jeff Strom, Wenck
Todd Shoemaker, Wenck
Pat Cavanaugh, CAC

B) Review, Amendments and Approval of the Agenda.

Motion 20-212: *Approve the Agenda November 18, 2020 with updated Accounts Payable/Receivables report for October.*

Murphy/Sanders
Unanimously Approved

II. Public Comment

No comments were made.

III. Permit Applications and Program Updates

A) 19-020 Harambee Elementary Addition and Remodel – Closure (Martinkosky)

Mr. Martinkosky reviewed permit #19-020 for Harambee Elementary Addition and Remodel. This permit was issued for the construction of two building additions, reconstructed sidewalks and bituminous parking

lot, and related utilities. Stormwater is treated via one filtration basin on the north side of the school. The site is stable, and the stormwater treatment systems have been confirmed functional. There is no surety to return.

Motion 20-213: *Approve Certificate of Completion for permit #19-020 Harambee Elementary Addition and Remodel.*

Murphy/Sanders
Unanimously Approved

IV. Special Reports – Como Lake Management Plan Implementation Update (Belden)

Ms. Belden provided an updated on the Como Lake Management Plan (CLMP) that 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 adaptive management approach, a short-term implementation plan was developed that defines actions to be implemented over the first three years (2019-2021). The short-term implementation plan will be evaluated and revised every three years based on how the lake responds to implemented actions. An updated short-term implementation plan will be defined for the following three years (2022-2024).

Throughout 2020, staff have been working on the implementation of several actions identified in the current short-term implementation. Specifically, in the last year staff have either implemented or been in the development stages of the following actions:

- Aquatic Vegetation Management Plan (February 2020)
- Herbicide Treatment of Curly-leaf Pondweed (April 2020)
- Alum Treatment (May 2020)
- Annual Lake Monitoring – Chemical, Physical, Biological (April-November 2020)
- Shoreline Assessment (September 2020)
- Shoreline Management Plan (In Progress, anticipated: December 2020)
- Fisheries Management Plan Development (In Progress, anticipated: December 2020)
- Community Engagement Efforts – Water Wildlife Signage/Stencils, Walking Tour, etc.

Ms. Belden reviewed lake monitoring results since 1984. The results for 2020 show a 62% decrease in phosphorus levels since the alum treatment in May. Ms. Belden shared plans for upgraded signage around the lake.

Manager Murphy inquired about native plants returning after the herbicide treatment on Como Lake. Ms. Belden replied that the condition of Como Lake was so degraded that plants have not been able to return. Ms. Belden added the hope is that next year historical plants will be able to return.

Manager Sanders asked about the fish to be stocked in Como Lake. Ms. Belden replied that we want to be intentional about the types of fish that will be stocked to keep a healthy and natural balance in the lake.

No action was requested information provided for an update.

V. Action Items

A) AR: Approve Minutes of the November 4, 2020 Regular Meeting (Sylvander)

Motion 20-214: *Approve the Minutes of the November 4, 2020 Regular Meeting.*

Murphy/Sanders
Unanimously Approved

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

Motion 20-215: *Approve October 2020 Accounts Payable/Receivable and Budget Report as amended and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Murphy/Sanders
Unanimously approved

C) AR: Approve Hazard Mitigation Grant Program Application for the TBI Flood Modeling and Mitigation Feasibility Study (Zwonitzer)

Mr. Zwonitzer reviewed that CRWD's 2020 and 2021 budgets include funding to conduct additional detailed modeling of Trout Brook Interceptor (TBI) and the 8,150-acre Trout Brook sub watershed. This expands on the Atlas-14 model update completed in 2018 by adding spatial resolution to the model particularly in the City of Saint Paul and includes evaluating storm sewer capacity issues, areas of flooding, and watershed pollutant loading. The results will help CRWD and its partners identify and prioritize future mitigation efforts.

Federal Hazard Mitigation Grant Program funds are available through the Minnesota Department of Public Safety's Division of Homeland Security and Emergency Management (HSEM). The grant program reallocates remaining funds from previous federal (FEMA) emergency declarations in the state for projects that prevent future emergencies. CRWD and Barr Engineering staff have been communicating with HSEM staff about the eligibility of the Trout Brook Flood Modeling and Mitigation Feasibility Study. The study includes building detailed and calibrated XP-SWMM (hydraulic) and P8 (water quality) models and updating TBI flood prioritization areas. The study also includes a more detailed flood mitigation study of one high priority flood area (Task 5). HSEM staff indicated the entire project may be eligible for 75% funding. At an estimated \$500,000 to complete the project, \$375,00 could be covered by the grant with \$125,000 to be covered by CRWD.

Finalizing the application requires a resolution establishing an authorized representative for CRWD as well as a letter of commitment for local (match) funds. If approved for funding, staff will coordinate execution of the grant agreement with the state/FEMA, refine the scope of work with project partners, and will come back to the Board for approval of a contract with Barr Engineering to complete the work. HSEM staff

indicated it may take 6-9 months for FEMA to process applications due to staffing shortages. The project is estimated to take about two years to complete.

Motion 20-216: *Approve Hazard Mitigation Grant Program application and scope for the TBI Flood Modeling and Mitigation Feasibility Study and authorize the Administrator to be the CRWD Representative for grant administration.*

Murphy/Sanders
Unanimously approved

D) AR: Authorize CRWD Annual Meeting Delegates to vote on MAWD Resolutions consistent with Resolutions Committee Recommendations (Doneux)

Administrator Doneux reviewed that as part of the annual meeting of the Minnesota Association of Watershed District (MAWD), delegates are asked to consider and take action on resolutions submitted to the membership. This year several resolutions are being considered at the annual meeting.

~~The MAWD Resolution committee will meet virtually at the Annual Meeting on Friday, December 4, 2020~~
~~MAWD will hold its annual meeting virtually December 4 beginning at 8:00 a.m. during which the Resolutions Committee will~~ entertain any questions regarding their recommendations from the proposing watershed district or other member districts and review any Board of Director's Resolutions.

Motion 20-217: *Authorize CRWD Annual Meeting Delegates to vote on MAWD Resolutions consistent with Resolutions Committee Recommendations.*

Murphy/Sanders
Motioned passed 4-0-1, Manager Sullivan Janzen Abstained

E) AR: Approve new date and time for reschedule December 2nd Board Meeting (Doneux)

Managers agreed to move the December 2, 2020 Board Meeting to November 30, 2020 at 3:00 pm.

Motion 20-218: *Reschedule the December 2, 2020 board meeting to November 30, 2020 at 3:00pm*

Murphy/Sanders
Unanimously approved

VI. Unfinished Business

A) Science Museum of Minnesota Update (Zwonitzer)

Mr. Zwonitzer provided an update on the Science Museum of Minnesota feasibility study. At the end of September two meetings were held. Design workshops were held in October. Mr. Zwonitzer will be returning to the board with draft plans later.

B) Willow Reserve Update (Zwonitzer)

Mr. Zwonitzer provided a review of the Willow Reserve project. After four years of work, the project is wrapping up. The project was extended one year because 2019 was an excessively wet year. Mr. Zwonitzer provided a power point review with many before and after photos of the work that was achieved.

Manager Sullivan Janzen asked about the water quality in the Willow Reserve. Mr. Zwonitzer replied that the area is very shallow and treating runoff before going into the Villa Park.

C) Midway Peace Park Update (Eleria)

Ms. Eleria provided a review of the Midway Peace Park located at 416 Griggs Street. The park is 5 acres and includes a water feature with artistically designed signage reaching out to multiple cultures. A grand opening celebration is being planned for next spring depending on COVID-19 restrictions.

D) Seminary Pond Update (Eleria)

Ms. Eleria provided a brief update on the Seminary Pond project. Ms. Eleria shared a photo showing work currently being done at the site.

E) Board Bylaws and Committee Update (Doneux)

Administrator Doneux reviewed that in 1999, the Board of Managers establish the first Bylaws that provide rules for governing and the conduct and procedure of business for the Board. This was one (1) year after the formation of the District and prior to hiring staff. The Bylaws were updated in 2004 and last updated 11 years ago in 2009.

In 2002, the Board first established several Board Committees to conduct business of the organization. At that time seven (7) committees were formed. Since 2002, the Board has expanded the number of committees thirteen (13). At the November 4, 2020 Board Workshop, the Bylaws and Committee assignments were discussed.

The Board supported the basic changes proposed at the workshop to the Duties of the Officers with some additional comments and changes.

The Board also reviewed and discussed a possible realignment of Board Committees. The Board agreed that reducing the number of committees would be better and generally agreed with the proposed alignment of new committees. The Board did feel that a Communications and Community Committee would be better if it were separate from the proposed Program Committee.

There was some further discussion about clarifying several descriptions of Board Officer duties. The Board asked staff to return to a future meeting with an updated draft set of Bylaws and Committees for further review and consideration. If the Board were to make changes to either the Bylaws and/or Committees, those changes should be done in time for the annual meeting to be held on December 16th.

Administrator Doneux suggested that each Manager would serve on two committees. No action was taken.

VII. General Information

A) Board of Manager's Updates

Manager Texer gave an update on the MAWD Annual Meeting. The dates of the conference will be December 1-4.

Manager Murphy attended the CAC Meeting. The group discussed changing the name from Citizen Advisory Committee to Community Advisory Committee.

VIII. Next Meetings

- A) Monday, November 30, 2020 – 3:00 PM Regular Meeting
- B) Wednesday, December 9, 2020 - 7:00 PM - CAC Meeting President Collins will be attending
- C) Wednesday, December 16, 2020 – 6:00 PM Regular Meeting

IX. Adjournment

Motion 20-219: *Adjournment of the November 18, 2020 Regular Board Meeting at 8:30 P.M.*

Murphy/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander