



Capitol Region Watershed District

595 Aldine Street • Saint Paul, MN 55104
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May 19, 2021 Board Meeting
APPROVED

Board Workshop of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, May 5, 2021, 5:00 p.m.** (Board Workshop) **via telephone and/or the web-based application Go To Meeting.**

BOARD WORKSHOP MINUTES

I. A) Call to Order of Board Workshop (*President Joe Collins*)

Managers

Joe Collins, remote
Paul

Shawn Murphy, remote

Rick Sanders, remote

Hawona Sullivan Janzen, remote

Mary Texer, remote

Staff Present

Bob Fossum, CRWD

Jessica Bromelkamp, CRWD

Anna Eleria, CRWD

Forrest Kelley, CRWD

Michelle Sylvander, CRWD

James Mogen, Ramsey Cty Atty

City of St. Paul

Wes Saunders-Pearce, City of St.

Russ Stark, City of St. Paul

Luis Pereira, City of St. Paul

Alice Messer, City of St. Paul

Kristin Guild, City of St. Paul

Nicole Goodman, City of St. Paul

Bruce Elder, City of St. Paul

Sean Kershaw, City of St. Paul

Mike Hahm, City of St. Paul

B) Review, Amendments and Approval of the Agenda.

Motion 21-088: *Approve the Workshop Agenda of May 5, 2021.*

Murphy/Sanders

Unanimously Approved

II. St. Paul Directors Meeting

The Board Workshop is a meeting with the Board of Managers of the Capitol Region Watershed District and City of Saint Paul Directors. A quorum will be present however the meeting is informational only and no actions will be taken by the Board. The CRWD Board of Managers have been meeting annually with the City of St. Paul Department Directors and key staff. The meetings were initiated nearly 10 years ago to provide an open forum between the two organizations relative to concerns raised about the District's regulations by the City. More recently, as the City and District's partnership has flourished, these meetings have become an opportunity to celebrate our collaboration, identify key policy issues and to ensure alignment between our initiatives of mutual interest.

President Collins opened the workshop. The guests from City of St. Paul provided introductions. Mr. Fossum introduced CRWD staff that were present. Mr. Fossum provided a review the boundaries of CRWD. Mr. Fossum reviewed themes that CRWD is focusing on including:

- Bring Water Back
- Rain as a Resource
- Community Equity
- Recreation
- Quality of Life
- Climate Change and Resilience
- Partnerships
- Innovation
- Adaptive Management

Mr. Saunder-Pearce reviewed how CRWD has provided technical assistance on key projects including the Highland Bridge project.

Mr. Fossum review a list of 2021-2022 initiatives including:

- Wetland Management Plan
- Facility Management
- Como Pavilion/Clubhouse Parking Lots
- Como Lake Shoreland Management
- Trout Brook Storm Sewer Modeling
- Diversity, Equity, and Inclusion
- Community Engagement Events

Mr. Hahm announced that the Como Alum treatment has been a huge success and that people love it! Ms. Bromelkamp replied that Como Lake is nearly meeting the state standard for phosphorous for the first time on record. Mr. Kershaw thanked CRWD for making a connection for work ahead. Ms. Messer highlighted Midway Peace Park. Ms. Eleria appreciated that CRWD was brought to the planning and design from the start. CRWD Managers thanked the City of St. Paul Directors for coming and sharing ideas.

No Action was taken, the workshop was for information and discussion only.

III. Adjourn Board Workshop

Motion 21-089: *Adjournment of the May 5, 2021 Board St. Paul Directors Meeting Review workshop at 6:00P.M.*

Murphy/Sanders
Unanimously Approved
Respectfully submitted,
Michelle Sylvander



Capitol Region Watershed District

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May 19, 2021 Board Meeting
V. Action Item A) Approve Minutes of
May 5, 2021
Board Workshop & Regular Board
Meeting

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, May 5, 2021, 6:05 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, remote
Shawn Murphy, remote
Rick Sanders, remote
Hawona Sullivan Janzen, remote
Mary Texer, remote

Staff Present

Britta Belden, CRWD
Anna Eleria, CRWD
Bob Fossum, CRWD
Elizabeth Hosch, CRWD
Luke Martinkosky, CRWD
Michelle Sylvander, CRWD
Forrest Kelley, CRWD
Ramsey County Attorney James Mogen

Public Attendees

B) Review, Amendments and Approval of the Agenda.

Motion 21-090: *Approve the Agenda of May 5, 2021. No changes*

Murphy/Sanders
Unanimously Approved

II. Public Comment

No public comments

III. Permit Applications and Program Updates

A) 21-002, MRB Subdivision – 2nd Review Period Extension (Hosch)

Ms. Hosch reviewed permit #21-002 for MRB Subdivision. The applicant requested an extension to the 60-day review period prior to the expiration on 5/15/2021. The applicant has requested the additional time to complete the required conditions, with particular attention to City of St. Paul permitting needs. President Collins asked for any questions. Manager Texer asked for clarification of the location. Ms. Hosch replied that the subdivision is located at 104 Mississippi Blvd.

Motion 21-091: *Approve 60-day review period extension for Permit 21-002 Mississippi River Blvd Subdivision to expire July 14, 2021.*

Murphy/Sanders
Unanimously Approved

B) 21-012, Highland Arena Parking Improvements – Review Period Extension (Hosch)

Ms. Hosch reviewed permit #21-012 for Highland Arena Parking Improvements. The applicant requested an extension to the 60-day review period prior to the expiration on 5/9/2021. The applicant has requested the additional time to complete the required conditions. An erosion and sediment control permit for demolition and grading work only has been issued for work to begin as the applicant works on stormwater conditions for full permit approval. President Collins asked for clarification on the number of rain gardens being built. Ms. Hosch confirmed that two rain gardens are being proposed on this site.

Motion 21-092: *Approve 60-day review period extension for Permit 21-012 Highland Arena parking improvements to expire July 8, 2021.*

Murphy/Sanders
Unanimously Approved

C) 21-015, Cretin-Derham Hall Addition (Hosch)

Ms. Hosch reviewed permit #21-015 for Cretin-Derham Hall Addition. The applicant, Cretin-Derham Hall School, will build an addition on south entry of the school. Reconstruction of south parking lot which includes the addition of a west driveway to allow delivery traffic. Permanent stormwater management consists of an underground storage CMP storage system with a Contech StormFilter MTD. 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 1.47 acres with 1.29 acres impervious surface. President Collins asked for any questions or comments. No comments were made.

Motion 21-093: *Approve permit #21-015 Cretin-Derham Hall Addition with 8 Conditions:*

1. Receipt of \$6,400 surety.
2. Receipt of documentation of maintenance agreement recorded with Ramsey County.
3. Provide a copy of the NPDES permit.
4. Revise SWPPP/ESC Plan to include notes a.-b. found in the 4/28/21 permit report.
5. Revise maintenance plan to indicate maintenance of the underground system/StormFilter if the system does not drawdown in 48 hours.
6. Specify overflow assembly elevation on Detail 1 on Sheet C2.12. This is modeled as a 2' weir at an elevation of 232.95' in the HydroCAD model.
7. Revise the StormFilter design to meet the 48-hour drawdown time without system bypass. The currently proposed 25 filters at 1 gpm/filter can draw down 10,451 ft³ in approximately 52 hours.
8. Revise HydroCAD or plans to correspond as noted in items a.-e. in the 4/28/21 permit report.

Murphy/Sanders
Unanimously Approved

IV. Special Reports – No Special Report

V. Action Items

- A) AR: Approve Minutes of the April 21, 2021 Regular Meeting (Sylvander)

Motion 21-094: *Approve the Minutes of April 21, 2021 Regular Meeting.*

Murphy/Sanders
Unanimously Approved

- B) AR: Approve 2021-2022 Professional Services Consulting Pool (Eleria)

Ms. Eleria reviewed that CRWD adopted a policy for soliciting professional services in 2010 and solicit statements of qualifications from interested consultants on a biennial basis. A Request for Qualifications (RFQ) for professional, technical services for 2021 and 2021 was distributed to over 130 Minnesota businesses including approximately 83 businesses that meet WBE (women-owned) or MBE (minority-owned) certifications through MNUCP (Federal/State database) and/or CERT (Metro database administered by City of St. Paul). Ms. Eleria shared that staff reviewed Statements of Qualifications (SOQs) from 31 firms and determined their qualifications for 12 specific service areas. Of the submittals received 21 were firms in CRWD's 2019-2020 pool, and 10 are new firms for 2021-2022. Eleven firms are disadvantage business enterprises (DBE). CRWD will utilize this qualified pool for selecting firms to submit proposals or qualifications on new projects over the next two years. CRWD typically seeks one to three proposals or SOQs for new projects each year. Ms. Eleria noted that in early June a meeting will be held to inform qualified firms of upcoming projects. Manager Murphy asked Ms. Eleria how she felt about the quantity of the applicants received. Ms. Eleria replied that she was happy with the amount and felt the number of qualified firms was adequate.

Motion 21-095: *Approve 2021-2022 Professional Services Consulting Pool.*

Murphy/Sanders
Unanimously Approved

- C) AR: Authorize Como Lake Shoreline Restoration RFP (Belden)

Ms. Belden provided a review of 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. Ms. Belden detailed that goal 2 of the CLMP states: "Maintain healthy shoreline areas that can support a variety of wildlife and contribute to the ecological health of Como Lake". To work toward achieving Goal 2, the CLMP recommends completing actions L10: Conduct shoreline assessment, L11: Develop and implement shoreline management plan, and L12: Engage volunteers and local partners in shoreline management. Action L10 was completed in September 2020 by Ramsey County Soil and Water

Conservation District and will serve to inform the development and implementation of Actions L11 and L12. With Action L10 complete, CRWD staff plan to start implementation of Action L11: Develop and implement shoreline management plan. A Request For Proposals (RFP) has been developed to seek a consultant to assist with the development of the plan. The RFP will be distributed to three qualified firms with experience in shoreline restoration and management: Emmons & Olivier Resources, Inc (EOR), Landbridge Ecological, and Resources Environmental Solutions, LLC (RES). These firms are included on CRWD's 2021-2022 Professional Services Providers list and submitted Statements of Qualifications, and one of which is a Disadvantaged Business Enterprise (DBE). Shoreline is managed by Saint Paul Parks and Recreation (SPPR). CRWD has been collaborating with SPPR to develop the RFP. SPPR will also be heavily involved in the review of proposals and development of the Shoreline Management Plan. Ms. Belden asked for any questions. Manager Texer shared that the report was very thural. Manager Murphy inquired about signage. Ms. Belden replied that a goal in the shoreline assessment is set to stabilize a formal fishing area, along with trash cans and signage.

Motion 21-096: *Authorize distribution of the Como Lake Shoreline Management Plan Request For Proposals (RFP) to the selected consulting firms.*

Murphy/Sanders

Unanimously Approved

D) AR: Approve Manufactured Treatment Device Policy (Martinkosky)

Mr. Martinkosky provided a presentation on the Manufactured Treatment Devices (MTD). The MTD is a prefabricated treatment structure that utilizes filtration or absorptive/adsorptive materials to remove pollutants from stormwater runoff. There are many vendors with various options and claims of performance for their products. Mr. Martinkosky shared that CRWD has seen a recent increase in the number of applicants proposing their use on permitted sites. The Regulatory Division has been working to assess the performance of MTDs, determine how they fit into the Volume Reduction crediting framework of the Rules, and create a Policy to help guide staff and applicants during permit reviews. Mr. Martinkosky reviewed a technical memo summarizing the review and data analysis completed to assess MTD performance, a draft policy outlining the process for reviewing requests to utilize an MTD for standard or enhanced filtration, and a draft resolution setting fee and surety collection rates that includes a new maintenance surety for MTDs. The technical memo and draft policy were reviewed by the Board Programs Committee which includes Managers Sanders and Texer. Mr. Martinkosky explained that a maintenance agreement is required with a 5-year maintenance surety. Manager Texer asked about what happens in year six. Mr. Martinkosky replied that there are no guarantees. Manager Sullivan Janzen inquired about the life expectancy. Mr. Martinkosky replied that it depends on the amount of usage and maintenance with regular inspections. President Collins inquired about the credits. Mr. Martinkosky replied that Minnesota will be a pilot program. Data would be coming in from other states and allow CRWD to adjust based on data collected from another site with similar conditions. Manager Sanders inquired about maintenance. Mr. Martinkosky replied that the manufacture is still at the front end. CRWD would proceed as best as possible with the maintenance agreement to address concerns. Mr. Fossum asked about other states taking a lead. Mr. Martinkosky replied that CRWD is taking a lead. Mr. Martinkosky added that a meeting group has been moving forward with a crediting, added to stormwater manual in the next year. Mr. Fossum noted this is an example of CRWD showing leadership in important and outstanding work.

Motion 21-097: *Adopt the Capitol Region Watershed District Manufactured Treatment Device (MTD) Stormwater Crediting and Use Policy*

Murphy/Sanders
Unanimously Approved

Motion 21-098: *Adopt the Resolution Setting Fee and Surety Rates for Watershed District Permitting*

Murphy/Sanders
Unanimously Approved

VI. Unfinished Business

A) Como Lake 319 Grant Update (Fossum)

Mr. Fossum provided an update of the Como Lake 319 Grant. Mr. Fossum shared that CRWD did get final approval from EPA. Mr. Fossum thanked Ms. Belden for her persistence. The amount of funding is expected to go up to a total of \$354,000. Mr. Fossum anticipate having an agreement in place by October 1, 2021.

No Action was taken, the update was provided for information and discussion only.

VII. General Information

A) Board of Managers' Updates

Manager Texer congratulated staff for the audit. Mr. Fossum noted that Administrator Doneux's surgery went well and is home resting. Manager Texer noted a site near the compost and recycling area near Pleasant Avenue where she noticed a hole inside a fenced area that is filling up with water. Mr. Kelley replied that he will investigate the site. Manager Sullivan Janzen requested visiting the building site near Lake McCarron's as a learning opportunity for the community. Manager Sanders replied that a CAC member lives right across the street and has been watching this site very closely.

No Action was taken, the update was for information and discussion only.

VIII. Next Meetings

- A) Wednesday, May 12, 2021 7:00 PM- CAC Meeting – **Electronic Only**, President Collins will attend the CAC Meeting.
- B) Wednesday, May 19, 2021 6:00 PM- Regular Meeting – **Electronic Only**

IX. Adjournment

Motion 21-099: *Adjournment of the May 5, 2021 Regular Board Meeting at 7:10 P.M.*

Murphy/Sanders

Unanimously Approved

Respectfully submitted,
Michelle Sylvander