



Capitol Region Watershed District

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July 7, 2021 Board Meeting
APPROVED

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, June 16, 2021, 6:00 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 (*Vice President Mary Texer*)

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
Anna Eleria, CRWD
Michelle Sylvander, CRWD
Elizabeth Hosch, CRWD
Nate Zwonitzer, CRWD
James Mogen, Ramsey County Atty

Public Attendees

Pat Hamilton, SMM
Fred Rozumalski, Barr Engineering
Andrew Montain, CAC
Nathan Campeau, Barr Engineering

B) Review, Amendments and Approval of the Agenda.

Administrator Doneux requested the addition of Action Item E. Approve Monetary Limits of Municipal Tort Liability.

Motion 21-117: *Approve the Agenda of June 16, 2021, with amendment.*

Murphy/Sanders
Unanimously Approved

II. Public Comment

No comments were made.

III. Permit Applications and Program Updates

A) 21-018, Gold Line BRT – Review Period Extension (Hosch)

Ms. Hosch reviewed permit #21-018 for Gold Line BRT. The applicant requested an extension to the 60-day review period prior to the expiration on 7/6/2021. The applicant has requested the additional time to complete the required conditions on this large and complicated transit project.

Vice President Texer asked for any questions. There were no questions.

Motion 21-118: *Approve 60-day review period extension for Permit 21-018 Gold Line BRT to expire September 4, 2021.*

Murphy/Sanders
Unanimously Approved

IV. Special Reports – Science Museum of Minnesota Stormwater Feasibility Study (Zwonitzer)

Mr. Zwonitzer provided a review, in 2018, the Science Museum of Minnesota (SMM) contacted CRWD to discuss their plans to make improvements to the exterior of their facility in Saint Paul. The museum's Water Planet initiative aims to align all museum programming to raise awareness of issues related to water. CRWD and SMM entered into a cooperative funding agreement in August 2019. Barr Engineering was hired to complete a stormwater feasibility study of the museum campus. The Stormwater Feasibility Study process, concepts for the three identified priority areas of the campus and anticipated next steps. The concepts developed contain improvements to the site (function and aesthetics), water quality improvements, and education opportunities. There is also significant overlap in the benefits provided by elements in the concepts. Currently, there is no formal request for additional CRWD involvement, but a future request is likely. The timeline for additional design and implementation is being explored as the Museum continues to adjust to the impacts (operational and budgetary) of COVID, begins planning for capital fundraising, and continues to monitor progress of area projects such as Kellogg Boulevard bridge reconstruction and the Saint Paul River Balcony that may impact their facility. There are many elements in the concepts that meet CRWD and SMM's shared goals, and continued support for the SMM project is identified in the Watershed Management Plan as well as CRWD's preliminary 2022 budget as a placeholder.

Mr. Zwonitzer introduced Mr. Campeau and Mr. Rozumalski from Barr Engineering and Mr. Hamilton from SMM. Mr. Hamilton shared several examples of how and where audiences would be able to see demonstrations of infrastructure and stormwater reuse. Mr. Hamilton expressed appreciation for the partnership. Mr. Rozumalski reviewed renderings demonstrating rainwater runoff from the Elements café rooftop and other urban rooftop habitats. Mr. Rozumalski reviewed plans for a cistern to be located in the lower level and collect water in the plaza area. The water could be directed to Science Park for further exhibit use.

Mr. Zwonitzer asked for any questions. President Collins inquired about there being enough water for the separate areas. Mr. Rozumalski replied that there is. Vice President Texer inquired about the Kellogg portion and not knowing what the city will do. Mr. Hamilton replied that one of the challenges are the linkages between the ideas for Kellogg Plaza and Science Park. Mr. Hamilton added that the two spaces are complementing one another. Manager Sullivan Janzen asked if the areas on Kellogg Blvd. would require admission to the Museum. Mr. Hamilton replied that Kellogg Plaza is open to the public all the time. The science Park space will be fenced. CAC Member Mr. Montain commented on the power plant producing heat. Mr. Hamilton replied that two interpretive panels will be installed. Manager Murphy commented about funding for the project impacting the citizens of the district. Manager Sullivan Janzen asked for a copy of the presentation. Mr. Zwonitzer replied that he would

provide Manager Sullivan Janzen a copy of the presentation. Vice President Texer thanked the partners for attending.

No action taken update provided for information only.

V. Action Items

- A) AR: Approve Minutes of the June 2, 2021 Board Workshop and Regular Meeting (Sylvander)

Motion 21-119: *Approve the Minutes of June 2, 2021 Board Workshop and Regular Meeting.*

Murphy/Sanders
Unanimously Approved

- B) AR: Approve Accounts Payable/Receivable for May 2021 (Sylvander)

Motion 21-120: *Approve May 2021 Accounts Payable/Receivable and Budget Report and direct Board Treasurer and Vice President to endorse and disperse checks for these payments.*

Murphy/Sanders
Unanimously Approved

- C) AR: Approve MS4 Report for 2020 and Public Meeting (Funke)

Ms. Eleria provided a review of the regulated operator of a small municipal separate storm sewer system (MS4). CRWD is required to prepare and submit an annual report of activities and accomplishments associated with its stormwater pollution prevention program (SWPPP) by June 30th to MN Pollution Control Agency (MPCA). CRWD must solicit public comment on the MS4 annual report and hold an annual public meeting to present the SWPPP activities and accomplishments made in the previous year. Ms. Eleria shared a brief presentation of CRWD's stormwater management accomplishments. The June 16th Board meeting will serve as CRWD's annual public meeting for its SWPPP. Any comments received at the meeting or in writing by June 23rd will be considered and if appropriate, incorporated into the annual report.

Motion 21-121: *Approve Grant to City of St. Paul for Como Parking Lot Project for an amount not to exceed \$187,100 and direct Administrator and Board President to execute a grant agreement subject to the review and approval of the Ramsey County Attorney.*

Murphy/Sanders
Unanimously Approved

- D) AR: Approve Consultant Selection for the Como Lake Shoreline Management Plan (Belden)

Ms. Belden 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.

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 have begun implementation of Action L11: Develop and implement shoreline management plan. Following Board approval on May 5, 2021, a Request For Proposals (RFP) was distributed to three qualified firms to seek out a consultant to assist with the development of the plan: Emmons & Olivier Resources, Inc (EOR), Landbridge Ecological, and Resources Environmental Solutions, LLC (RES). Each of these firms are included on CRWD’s 2021-2022 Professional Services Providers list and have submitted Statements of Qualifications, and one of which is a Disadvantaged Business Enterprise (DBE). One proposal was submitted by RES. The proposal was reviewed by CRWD and City of Saint Paul staff. Both agreed the proposal met the selection criteria put forth in the RFP and that RES is highly qualified to complete the tasks of this project using their suggested approach. With that, CRWD and City of Saint Paul staff recommend RES as the selected consultant for the development of the Como Lake Shoreline Management Plan.

Ms. Belden asked for any questions. Vice President Texer asked if RES was the vendor that worked on Willow Reserve. Ms. Belden replied yes that they have a strong portfolio. Manager Sullivan Janzen inquired about the other applicants and their work engaging communities of color, youth, and elders. Ms. Belden replied that this RFP did not include that language. Ms. Belden added that normally CRWD would prefer having multiple proposals to review and right now consultants are spread thin. President Collins commented about extra language being added to encourage students and youth participation. CAC Member Mr. Montain commented about language from vendors bidding on a job to know that there is a demand or interest, from those who hire them, for considerations of elders, people of color or other priorities that CRWD might have. Ms. Belden replied that a lot of efforts were spent on reviewing professional services skills. This is a unique project and not many firms have the staff that can do both.

Motion 21-122: *Approve Resource Environmental Solutions, LLC (RES) as the selected consultant for the development of the Como Lake Shoreline Management Plan.*

Murphy/Sanders
Unanimously Approved

E) AR: Approve Monetary Limits of Municipal Tort Liability (Doneux)

Motion 21-123: *Accept the LMCIT liability coverage and NOT Waive the Monetary Limits on municipal tort liability.*

Murphy/Sanders
Unanimously Approved

VI. Unfinished Business

A) TWP Boulevard Rain Garden Construction Update (Zwonitzer)

Mr. Zwonitzer updated the board about the TWP Boulevard Rain Garden construction. Mr. Zwonitzer shared that construction started in late May. A few of the properties dropped out. A total of 21 gardens are being construction on 20 properties resulting in a contract reduction. Mr. Zwonitzer reviewed a map with gardens in different stages of construction. It is scheduled for completion at the end of July.

B) TWP Como Park Sr. High Closeout (Zwonitzer)

Mr. Zwonitzer shared that the Como Park Sr. Highschool project was completed in 2017. Mr. Zwonitzer reviewed that this project was co-operative with the City of St. Paul and St. Paul Public Schools to install an underground infiltration gallery at Como Park Sr. High. This is one of the first projects where storm sewer was diverted onto property not owned by the city for treatment. The original agreement was for \$350,000. Soil contamination and other unforeseen overages not to exceed \$20,000 brought the grand total to \$370,000. Mr. Zwonitzer added that he will return to a future board meeting to give a more detailed presentation.

No motion was made. Update was provided for information only.

C) 2020 Watershed Plan Update (Eleria)

Ms. Eleria shared that the final Watershed Plan is now posted on the website. Printed hard copies and digital are both now available. Ms. Eleria will be making sure each Manager will receive a copy.

No motions were made. Update was provided for information only.

D) 2022 Budget Update (Doneux)

Administrator Doneux reviewed that each year the Board of Managers must develop a work plan for the upcoming year and establish a budget and levy to accommodate the work plan. At the March 3rd Board Meeting, staff provided an update to the Board on the general budget process. At the April 7th Board Workshop, Division Managers provided background and a summary of work that their respective Division are assigned. The 2022 budget process will be a continued transition from our 2010 Watershed Management Plan (WMP) approach and budgeting to the new 2020 WMP. We also will be working to build back our work plan that affected our work in 2020 and 2021 due to the impacts of the COVID-19 pandemic. A workshop will take place on July 7th. The focus of the workshop should be to:

- 1) Understand the general order of magnitude of the 2022 budget,
- 2) The format for the new budget to reflect the WMP format,
- 3) Identify Board priorities for 2022, and
- 4) Discuss general goals or targets for the overall budget and levy.

Staff have prepared a high level or “Pre-Draft” 2022 budget for anticipated expenditures. The budget figures are estimates based on 2021 and previous years’ work as well as the 2020 Watershed

Management Plan. For ongoing projects/programs, staff estimated if likely 2022 expenditures would be the same, higher, or lower than 2021 costs. Completed projects were zeroed and new projects for 2022 were added. In future meeting discussions, budget figures will represent costs based on detailed estimates. Budget figures in yellow are noteworthy and will be discussed at the Board meeting. Current estimates put the 2022 budget about 15% higher than 2021. This is due primarily to the inclusion of three (3) key capital budget items (~\$2.1M) and nearly \$320,000 increase in the projects budget. In future meetings, the discussion will include planned revenue to meet our budget, focusing on the necessary tax levy to meet our work plan goals. Staff will review the “Pre-Draft” 2022 budget with the Board at the meeting. A workshop will be held on July 7th. President Collins asked Administrator Doneux to reach out to Manager Murphy since he had to leave the meeting early.

No motions were made. Update was provided for information only.

VII. General Information

A) Board of Managers’ Updates

Vice President Texer shared that the MAWD summer event will be held on July 22nd from 1:00 PM - 4:00 PM.

Managers Sanders and Murphy attended the Water Walk.

Vice President Texer and Manager Murphy attended the Peace Park opening.

VIII. Next Meetings

- A) Wednesday, July 7, 2021, 5:00 PM - Workshop and Regular Meeting– Remote
- B) Wednesday, July 14, 2021, 7:00 PM - CAC Meeting – Remote Manager Sullivan Janzen will attend.

IX. Adjournment

Motion 21-124: *Adjournment of the June 16, 2021, Regular Board Meeting at 7:55 P.M.*

Collins/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander