



Capitol Region Watershed District

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June 16, 2021 Board Meeting
APPROVED

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, June 2, 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 (*President Joe Collins*)

Managers

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

Staff Present

Mark Doneux, CRWD
Bob Fossum, CRWD
Forrest Kelley, CRWD
Michelle Sylvander, CRWD
Elizabeth Hosch, CRWD
Anna Eleria, CRWD
James Mogen, Ramsey County Atty

Public Attendees

Andrew Montain, CAC Member

B) Review, Amendments and Approval of the Agenda.

Motion 21-110: *Approve the Agenda of June 2, 2021.*

Murphy/Sanders
Unanimously Approved

II. Public Comment

No comments were made.

III. Permit Applications and Program Updates

A) 21-007, Wakan Tipi (Hosch)

Ms. Hosch reviewed permit #21-007 for Wakan Tipi. The applicant, City of Saint Paul Department of Parks and Recreation, will construct a new building, parking lot, entrance drives, sidewalks, and associated utilities. Stormwater management consists of two surface filtration basins. The applicable rules are Stormwater Management (Rule C), Flood Control (Rule D), Wetland Management (Rule E) and Erosion and Sediment Control (Rule F). The disturbed area of this project is 5.11 acres with 1.96 acres impervious surface.

President Collins asked for any questions. There were no questions.

Motion 21-111: *Approve permit #21-007 Wakan Tipi with 4 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 landscaping plan to address the following:*
 - a. *Specify potted plants or plugs to vegetate filtration 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 filtration basin for snow storage.*
4. *Revise pretreatment design for Filtration Basin Rain Guardian Turret to handle 100-yr runoff rate. According to the manufacturer's webpage, the flow capacity is 3.45 cfs. The 100-yr runoff rate to this structure is 8.46 cfs. Consider installing additional Rain Guardian Turrets.*

Murphy/Sanders

Unanimously Approved

B) 21-008, Griggs-Scheffer Phase 2 (Hosch)

Ms. Hosch reviewed permit #21-008 for Griggs-Scheffer Phase 2. The applicant, City of Saint Paul will reconstruct the streets of Eleanor Avenue, Syndicate Street, Highland Parkway, Edgcombe Road, Edgcombe Place, Montcalm Court, Montcalm Place, Alaska Avenue, and Vista Avenue. Permanent stormwater management consists of five infiltration trenches. 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 16.6 acres with 19.1 acres impervious surface.

President Collins asked Ms. Hosch to provide some background on this project for CAC member, Mr. Montain. Ms. Hosch explained the linear cost cap provision in CRWD rules. The cost cap allows for public entities who would be working on a linear project to have a maximum amount of money to be put towards stormwater treatment. Manager Texer inquired about a well defined under Rule C. Ms. Hosch explained that there is a structure that discharges into Highland Ravine and that CRWD is looking for more details on that structure.

Motion 21-112: *Approve permit #21-008 Griggs-Scheffer Phase 2 with 2 Conditions:*

1. *Provide a copy of the NPDES permit.*
2. *Provide additional detail from Structure 382 downstream to the Capitol Region Watershed District-owned storm sewer inlet to:*
 - a. *Provide energy dissipation at pipe outlet from Structure 382; and*
 - b. *Confirm that the channel is stable and will be protected from erosion between Structure 382 to and especially near the inlet of the Capitol Region Watershed District-owned structure.*

Murphy/Sanders
Unanimously Approved

C) 21-012, Highland Arena Parking Lot Improvements (Hosch)

Ms. Hosch reviewed permit #21-012 for Highland Arena Parking Lot Improvements. The applicant, Ramsey County Parks and Recreation will remove existing concrete reservoir, reconstruct parking lot, and make site drainage improvements at the Highland Arena. 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 8.5 acres with 2.1 acres impervious surface.

President Collins asked for any questions or comments. There were no questions.

Motion 21-113: *Approve permit #21-012 Highland Arena Parking Lot Improvements with 3 Conditions:*

1. *Receipt of documentation of maintenance agreement recorded with Ramsey County.*
2. *Revise 100-yr HWL elevation labels of the surface (972.19) and underground (981.30) infiltration basins on Civil Plans to correspond with the proposed HydroCAD model (972.43, 981.58).*
3. *Provide a site-specific maintenance plan that includes the following:*
 - a. *List all stormwater management practices.*
 - i. *Stormtech 4500*
 - ii. *Surface infiltration basin*
 - iii. *Sump structures*
 - iv. *Pretreatment structures*
 - b. *Person(s) responsible for maintenance of stormwater devices(s).*
 - c. *Frequency of inspection/ indicator that maintenance is needed.*
 - d. *Description of inspection activities.*
 - e. *Description of maintenance activities.*
 - f. *Maintenance for surface infiltration basin:*
 - i. *Inspect in winter months to ensure plowed snow is not being stored on infiltration/filtration practices.*
 - ii. *Establish a watering plan that extends a minimum of one year after planting.*
 - iii. *Annual maintenance to include trimming vegetation, replacing vegetation where needed, mulch replacement, and removal of accumulated sediment and debris.*
 - iv. *Provide signage that deters snow management from using the surface infiltration basin for snow storage.*

Murphy/Sanders
Unanimously Approved

IV. Special Reports – Como Zoo and Golf Course Stormwater BMP Project, Forrest Kelley

Mr. Kelley provided a review of the Como Zoo Golf Course Stormwater BMP Project. In 2016, CRWD was awarded a \$1.76 million grant through BWSR's Targeted Watershed Program (TWP) for work in

the Como and McCarrons sub watersheds. In 2018, a feasibility study identified potential BMPs to treat stormwater runoff from the Zoo property. CRWD contracted with Houston Engineering Inc. (HEI) to advance design on an 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. Bidding for the project extended over a three-week period. CRWD received bids from six contractors. The project was awarded to Rachel Contracting, LLC with a low bid of \$1.42M. Construction began In July of 2020, with substantial completion achieved in September 2020. Four Change Orders were approved totaling \$28,000 for a final construction cost of \$1.45M. Punchlist items were completed in May 2021, and the Final Pay Application will be processed in June after CRWD and project partners confirm acceptance of infrastructure. Mr. Kelley provided a review of construction photos. CAC member Mr. Montain, inquired about alternatives to the pumping of wetlands in golf courses. Mr. Kelley replied that the pumping down of the Como Golf Course Pond does not likely result in the loss of wetland because it is currently being managed at the surface as turf. The vegetations does not display wetland characteristics. But if the pump were turned off the area could return to wetland. Manager Texer added that she has heard feedback from neighbors that visit the golf course regularly and love the work done.

No action taken update provided for information only.

V. Action Items

- A) AR: Approve Minutes of the May 19, 2021 Board Workshop and Regular Meeting (Sylvander)

Motion 21-114: *Approve the Minutes of May 19, 2021 Board Workshop and Regular Meeting.*

Murphy/Sanders
Unanimously Approved

- B) AR: Approve Grant to City of St. Paul for Como Pavilion Parking Lot Project (Fossum)

Mr. Fossum reviewed that the Como Lake Management Plan (CLMP) was adopted on May 15, 2019. The 2021-2030 Watershed Management Plan was approved on November 4, 2020. Both plans included a capital project that would install stormwater BMPs at the Como Pavilion and Clubhouse Parking Lots. The adopted 2021 CRWD Budget includes funding for the Como Parking Lot Project for an amount of \$150,000. Over the past several months, District staff and St. Paul Parks and Rec staff have been collaborating on planning and design of above and beyond BMPs for the Como Pavilion (North and South) and Clubhouse Parking Lots. It has been determined that only the south Pavilion Parking lot will be eligible for grant funds since the other two lots will be fully reconstructed and BMPs will be required under CRWD Rules. The project is scheduled to be constructed in the Fall of 2021. Mr. Fossum shared the project is at 30% design and we are at a point where the City of St. Paul needs to understand what amount of funding the District may be able to provide to determine the final design of the project. Staff are recommending the grant funding be focused on the Pavilion South Parking Lot as it is the only lot that is a mill and overlay, is grant eligible and has significant visibility for the public. Staff believe a grant to install BMPs is warranted, both from a phosphorous load reduction standpoint (7-8 lbs/year), as well as the demonstration/visibility standpoint. The estimated cost of BMPs and associated elements is

\$170,600. The project includes: a two-celled filtration rain garden, dry stream bed, rock seating area, and interpretive signs. Mr. Fossum added that staff also recommend funding for the non-motorized boat launch for an amount of \$16,500. This part of the project will work to achieve the recreation-based goals of the CLMP and provide better access to the lake for all the monitoring that regularly occurs. Mr. Fossum noted that staff confirmed that the District will utilize the recently approved 319 Small Watershed Funding to fund this grant award. Mr. Fossum asked for any questions or comments. Manager Sullivan Janzen shared that she often walks around Como Lake and is excited to see this project completed.

Motion 21-115: *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

VI. Unfinished Business

A) COVID-19 Update (Doneux)

Administrator Doneux provided an update on the COVID-19 plan and explained that there are three main areas of focus for COVID planning. The three areas are staff operation in the building, board meetings, and public meetings or events in the building. It will be mandatory for staff to return to working in the building September 7th. The work from home requirement will be dropped on July 1st and allow July and August for staff to return to the office at their discretion. Administrator Doneux asked Attorney Morgan for confirmation regarding special legislation regarding in person meetings until the emergency declaration is lifted. Attorney Mogen replied that the legislation was a forgiveness of a section of the statute that allows for television use. After July, CRWD would need to declare an emergency. Administrator Doneux announced that the July 7th board meeting will likely be held in the Mississippi meeting room. Administrator Doneux will continue conversations with Attorney Mogen to ensure meetings will be held in compliance with open meeting law. The CAC will be able to continue meeting remotely if they want to because they are not under the open meeting law requirements. Manager Murphy inquired about meeting remotely while on vacation. Attorney Mogen responded that the section he was referencing was regarding health conditions and related to being covered by an emergency. Manager Sullivan Janzen asked for clarification of Board Members attending meetings remotely due to health issues three times per year. Attorney Mogen replied that this is not a new law and that it is limited. Attorney Mogen added that under a state of emergency a medical issue would need to be demonstrated, the statute allows for an individual member to participate remotely for a maximum of three times per calendar year. Manager Sullivan Janzen addressed Administrator Doneux regarding people being able to participate in the meeting remotely. Administrator Doneux clarified by sharing that it is his goal to provide, at some point in the future, similar access like when several members of the public recently attended a meeting regarding the Lake McCarrons development. Attorney Mogen clarified that if a meeting will be held at the building, the public will have to be allowed inside. Manager Sullivan Janzen shared concerns about capacity, recommendations about social distancing and honoring requests from someone who wishes to attend a meeting. Attorney Mogen responded that in his opinion, we are going to recognize covered vaccinations not much differently from how we recognize other

vaccinations. Attorney Mogen added that CRWD will not be able to exclude people based on their vaccination status. Administrator Doneux added that people may continue wearing masks well into the future regardless of requirements.

B) Midway Peace Park Update (Eleria)

Ms. Eleria shared an update with the Board of Managers about the Midway Peace Park. Ms. Eleria noted that an in-person outdoor celebration will be held on Tuesday, June 15th beginning at 3:00 PM and go to 6:00 PM. A short formal program will be at 4:00 PM. Ms. Eleria will be attending a meeting this week and will follow up with additional details. A representative from CRWD will most likely be asked to speak at the celebration.

C) Lake McCarrons Shoreline Assessment Project Update (Funke)

Ms. Funke shared with the Board of Managers that the condition of the Lake McCarrons shoreline was last assessed by CRWD in 2007. Since then, portions of the shoreline have been transformed significantly. CRWD and Ramsey County Soil & Water Conservation Division (RCWSCD) have completed 16 shoreline restorations since 2004. CRWD has contracted RCSWCD to complete a shoreline assessment in 2021. The purpose of this assessment is to evaluate and compare the current condition of the Lake McCarrons shoreline to its condition at the time of the last assessment, and to evaluate the success of past grant-funded restorations. The results of this assessment will help staff identify sections to recommend for voluntary shoreline restoration work and will allow for more effective CRWD assistance for residents who have recently expressed interest in a restoration project. Ms. Funke shared the four primary tasks of the shoreline assessment are:

1. Review historical records of shoreline restoration efforts (January-May 2021)
2. Conduct shoreline assessment of Lake McCarrons from a boat (Late June 2021)
3. Assessment of previous grant-funded shoreline restorations (July 2021)
4. Prepare Lake McCarrons shoreline assessment summary report (October 2021)

Ms. Funke provided managers with details related to each task in the 2021 Lake McCarrons Shoreline Assessment Proposal. The total estimate for this work is \$17,524. CRWD budgeted \$20,000 for this work in 2021 (CRWD budget #310-21479 Lake McCarrons Shoreline). An agreement for this work has been executed by the Administrator. Ms. Funke added that Lakeshore residents, the Lake McCarrons Neighborhood Association, and the McCarrons Lakefront Alliance will be informed of upcoming plans in early June. At the same time, a survey will also be sent to previous grant recipients to provide feedback on the success of their projects. Results of the assessment and future grant promotion will be shared with these stakeholders this fall. President Collins asked Manager Sanders if he had any comments. Manager Sanders replied that many residents around the lake are looking forward to this project. Ms. Funke added that Mr. Fossum will be the point of contact for the project.

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

VII. General Information

A) Board of Managers' Updates

Manager Texer will chair the next Board Meeting on June 16th. President Collins will be joining remotely. Manager Sanders inquired about McCarrons beach being closed. Mr. Fossum confirmed that E. coli samples are being gathered. The beach has been closed in the past due to E. coli being spread by geese. Administrator Doneux shared Ms. Schwantes will be sending out notifications regarding several upcoming events. There will be two events on Sunday, June 13th, one is the Water Walk lead by Sharon Day of the Indigenous Peoples Task Force. Due to several restrictions, the district has a limited number of slots. CAC member Mr. Montain added that he attended the water walk and highly recommends it. The Midway Peace Park celebration will be held on Tuesday, June 15th. Administrator Doneux shared that a draft budget will be available at the June 16th meeting. Manager Texer added that July 22nd is being considered for the MAWD summer event.

VIII. Next Meetings

- A) Wednesday, June 9, 2021 7:00 PM- CAC Meeting – **Electronic Only**, Manager Murphy will attend this meeting.
- B) Wednesday, June 16, 2021 6:00 PM – Regular Meeting – **Electronic Only**, President Collins will be attending remotely

IX. Adjournment

Motion 21-116: *Adjournment of the June 2, 2021 Regular Board Meeting at 7:32 P.M.*

Murphy/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander