



Capitol Region Watershed District

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October 6, 2021 Regular Meeting
APPROVED

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, September 15, 2021, 7:00 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
Shawn Murphy
Rick Sanders
Hawona Sullivan Janzen
Mary Texer absent w/notice

Staff Present

Mark Doneux, CRWD
Luke Martinkosky, CRWD
Anna Eleria, CRWD
Bob Fossum, CRWD
Jessica Bromelkamp, CRWD
Attorney James Mogen, Ramsey County Attorney's Office

Public Attendees

Mary DeLaitre, Director of GRPC

B) Review, Amendments and Approval of the Agenda.

Motion 21-178: *Approve the Agenda of September 15, 2021, with no changes.*

Murphy/Sanders
Unanimously Approved

II. Public Comment

No comments were made.

III. Permit Applications and Program Updates

A) 17-002 Highland Park Elementary – Closure (Martinkosky)

Mr. Martinkosky provided a review. Highland Park Elementary permit #17-002 was issued for a building expansion of the existing elementary school at Saunders Avenue and Davern Street in St. Paul. Stormwater treatment is via one underground, sand filtration system. Work is complete, the site is stable, and the stormwater treatment system is confirmed to be functional. This is a public project; no surety was collected.

President Collins asked for any questions or comments. No comments were made.

Motion 21-179: *Approve Certificate of Completion for permit #17-002, Highland Park Elementary.*

Murphy/Sanders
Unanimously Approved

B) 18-014 Morning Star – Closure (Martinkosky)

Mr. Martinkosky provided a review. Permit #18-014, Morning Star, was issued for two phases of a new senior housing facility at Selby Avenue and Grotto Street North in St. Paul. Stormwater treatment is provided by a manufactured treatment device (Contech Stormfilter) receiving stormwater from underground storage pipes. Work is complete, the site is stable, and the stormwater treatment system has been confirmed functional. \$4,700 surety is available for return.

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

Motion 21-180: *Approve \$4,700 surety return and Certificate of Completion for permit #18-014, Morning Star.*

Murphy/Sanders
Unanimously Approved

C) 19-018 Amber Union – Re-application/Amendment (Hosch)

Mr. Martinkosky reviewed permit #19-018 for Amber Union. The applicant, Buhl GTA, LP will repurpose an existing office building into apartment units. The development will consist of a parking lot, utilities, landscaping, playground, area wells and stormwater BMPs. Permanent stormwater management consists of two underground Prinsco Chamber infiltration systems. 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 2.09 acres with 1.35 acres impervious surface.

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

Motion 21-181: *Approve permit #19-018 Amber Union with 2 Conditions:*

1. *Receipt of documentation of maintenance agreement recorded with Ramsey County.*
2. *Revise proposed HydroCAD or plans to correspond for the following:*
 - a. *Pond 1P surcharges to the surface from CB 201 at an elevation of 952.83'. Revise Custom Stage Data (Storage #5) to start at this elevation and Device #5 invert to match this elevation. These elevations are included as 952.98' in the submitted HydroCAD.*
 - b. *Revise Pond 2P routing for the broad-crested weir (Device #5) to Primary. Submitted model incorrectly routes this outflow to 18 Culvert (Device 1).*

Murphy/Sanders
Unanimously Approved

D) 20-036 Lexington Apartments – Review Period Extension (Hosch)

Mr. Martinkosky reviewed permit #20-036 for Lexington Apartments. The current review period expires on 9-19-2021. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the permit requirements.

President Collins asked for any questions or comments. No comments were made.

Motion 21-182: *Approve 60-day review period extension for Permit# 20-036 Lexington Apartments to expire November 18, 2021.*

Murphy/Sanders
Unanimously Approved

E) 21-019 554 Broadway Affordable Housing – Review Period Extension (Hosch)

Mr. Martinkosky reviewed permit #21-019, 554 Broadway Affordable Housing. The current review period expires on 9-15-2021. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the required conditions.

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

Motion 21-183: *Approve 60-review period extension for Permit #21-019 554 Broadway Affordable housing to expire November 14, 2021.*

Murphy/Sanders
Unanimously Approved

F) 21-025 The Hollows – Review Period Extension (Hosch)

Mr. Martinkosky reviewed permit #21-025, The Hollows. The current review period expires on 9-18-2021. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the required conditions.

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

Motion 21-184: *Approve 60-day review period extension for Permit# 21-025 The Hollows to expire November 17, 2021.*

Murphy/Sanders
Unanimously Approved

G) 21-026 695 Grand – Review Period Extension (Hosch)

Mr. Martinkosky reviewed permit #21-026, 695 Grand. The current review period expires on 9-28-2021. The applicant requested an extension to the 60-day review period prior to the expiration. The applicant has requested the additional time to complete the required conditions.

President Collins asked for any questions or comments. No comments were made.

Motion 21-185: *Approve 60-day review period extension for Permit# 21-026, 695 Grand to expire November 27, 2021.*

Murphy/Sanders
Unanimously Approved

H) 21-027 Como Regional Park Transportation (Kelley)

Mr. Martinkosky reviewed permit #21-027 for Como Regional Park Transportation. The applicant, St Paul Parks, will reconstruct the parking lots at the Como Lake Pavilion and the Golf Clubhouse, replace three parking lots and construct a bike/pedestrian trail and a small walk-in boat launch at Como Park in St. Paul. Permanent stormwater management consists of four biofiltration basins. 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 5.6 acres with 2.51 acres impervious surface. Mr. Martinkosky noted that a revised permit report was distributed that had the corrected volume bank withdrawal of 5,829 cubic feet. The permit report in the packet incorrectly stated the volume bank withdrawal was 1,307 cubic feet.

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

Motion 21-186: *Approve withdrawal of 5,829 cubic feet of volume reduction credits from the St. Paul Parks and Recreation Bank.*

Murphy/Sanders
Unanimously Approved

Motion 21-187: *Approve permit #21-027 Como Regional Park Transportation permit with 8 Conditions:*

1. *Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
2. *Provide a copy of the NPDES permit.*
3. *Revise the landscaping plans 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 basins for snow storage.*
- 4. *Revise Civil Plans to address the following:*
 - a. *Revise pretreatment design such that the drainage area to the inflow pipe of a sump shall be at least three times greater than the drainage area to the grate above per the University of Minnesota. The proposed sump CB #5 currently receives all flow through the grate, which has a higher risk of sediment resuspension.*
 - b. *Revise reference for Stormwater Trail on Sheet C104 to call out Detail 2 on Sheet C107, not Sheet C108.*
- 5. *Provide project specifications to verify the following:*
 - a. *Underdrain pipe material, perforation patterns, slotted vs. circular perforations, and orientation. Ensure that hole/slot size is smaller than surrounding rock gradation.*
 - b. *Biofiltration Media Mix.*
- 6. *Revise HydroCAD model to use MnDOT recommended minimum time of concentration for existing subcatchments Golf-N2, Golf-S, Golf-SR, and North-NW to be consistent with methodology used for proposed model.*
- 7. *Revise HydroCAD model/Stormwater Report Tables or Civil Plans to correspond for proposed Pond 4P (Basin N-2):*
 - a. *Top of filter media elevation is 194.75' in the HydroCAD/Stormwater Report and 194.65' on Sheet C102 in the Plans.*
 - b. *Horizontal orifice elevation (low outlet) is 195.5' in the HydroCAD/Stormwater Report (Device #2) and 195.9' on Sheet C105 in the plans (CB #3 RIM).*
- 8. *Increase volume retention to achieve the required volume noted in Table 2. A possible solution includes converting some or all the basins to use iron-enhanced media. Alternatively, subtract 1,037 ft³ from the City's Bank ((18,206 ft³ – 16,318 ft³)/1.82 filtration conversion factor). Note that amount to be subtracted from the City's bank may change based on response to condition 7.*

Murphy/Sanders
Unanimously Approved

I) 21-030 Highland Bridge Block 1 Medical Office Building (Hosch)

Mr. Martinkosky reviewed permit #21-030 for Highland Bridge Block 1 Medical Office Building. The applicant proposed a two-story medical office building (MOB) on the north portion of Block 1 at Highland Bridge. 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 1.53 acres with 1.3 acres impervious surface.

President Collins asked for any questions or comments. Manager Sanders asked for clarification for condition item #4. Mr. Martinkosky explained that the contractor needs to use a silt fence or fabric with straps for the inlet protection. The contractor was not using the silt fence in the proper way around the inlets.

Motion 21-188: *Approve permit #21-030 Highland Bridge Block 1 Medical Office Building with 5 Conditions:*

- 1. *Receipt of \$6,400 surety.*

2. *Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
3. *Revise erosion control plan to include approved inlet protection for trench drain leading to underground parking.*
4. *Revise SWPPP to state that silt fence or fabric placed under the grate is not an approved form of inlet protection.*
5. *Revise design to satisfy CRWD freeboard requirements. Low opening (809.0') must be a minimum of two feet above the 100-year flood elevation (808.0') or one foot above the emergency overflow (808.1').*

Murphy/Sanders

Unanimously Approved

IV. Special Reports – Great River Passage Initiatives - Mary deLaittre, Great River Passage Conservancy (Eleria/deLaittre)

Ms. Eleria provided a review of the Great River Passage Master Plan. In 2013, the City of Saint Paul adopted a comprehensive framework for creating vibrancy in the City's 3,500 acres of parkland along a 17-mile stretch of the Mississippi River. Three guiding principles – more natural, more urban and more connected, underpin the many goals, objectives and strategies of the plan. The Great River Passage Conservancy (GRPC), an independent, non-profit fundraising and advocacy organization, was created to support capital projects in this parkland including the River Learning Center and River Balcony.

Executive Director of GRPC, Mary DeLaittre, was in attendance and gave an overview of the two projects, highlighted results of preliminary work, and outlined the next steps and schedule for schematic design of each project.

The City of St. Paul, GRPC and other partners are proposing the River Learning Center at Watergate Marina in Crosby Farm Regional Park. This project will combine an indoor/outdoor space for hands-on programming about the culture, history, and ecology of the river with the National Park Service MNRRA Headquarters. Preliminary feasibility studies of the site have been completed, including a technical study supported by CRWD. GRPC is currently fundraising for schematic design of the River Learning Center and anticipates starting the design in 2022.

The River Balcony is a 1.5-mile promenade that will connect a series of cohesive public spaces, civic landmarks, and development sites along Downtown St. Paul's river bluff. The promenade extends from the west at the Xcel Energy Center/River Centre to the east at Lower Landing Park. A master plan for the River Balcony was approved by the City of St. Paul in 2017. Schematic design of the River Balcony shall commence this fall with a significant stakeholder and community engagement process. While the fundraising goals for architectural and technical design have been reached, additional funds are still being sought for community engagement.

No action was taken. Staff will be requesting approval at the October 6th Board meeting to approve a grant to GRPC and support schematic design and community engagement. Both projects are identified in the 2021-2030 Watershed Management Plan and the preliminary 2022 budget and workplan.

V. Action Items

- A) AR: Approve Minutes of the September 1, 2021, Board Workshop and Regular Meeting (Sylvander)

Motion 21-189: *Approve the Amended Minutes of September 1, 2021, Board Workshop and Regular Meeting.*

Murphy/Sanders
Unanimously Approved

- B) Approve Accounts Payable/Receivable for August 2021 (Sylvander)

Motion 21-190: *Approve August 2021 Accounts Payable/Receivable and Budget Report and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Murphy/Sanders
Unanimously Approved

- C) Approve Grant Agreement with the MPCA for the Implementation of the Como Lake Management Plan and Nine Key Elements Plan Phase 1 Project (Belden)

Mr. Fossum provided a review of the MPCA Grant Agreement. In 2019, CRWD was selected by the Minnesota Pollution Control Agency (MPCA) to receive a 319 Small Watersheds Focus grant for Como Lake. The grant program is funded under the Environmental Protection Agency's (EPA) federal Clean Water Act Section 319 and administered by the MPCA to provide funding to states to address nonpoint source water pollution in watersheds. The grant provides funding for clean water projects for a four-year period from 2021-2025 for a total of \$590,760, with 60% provided by the grant, or \$354,456 and a 40% match is required from CRWD or \$236,304.

Since being awarded the grant, CRWD staff have worked with the MPCA to develop a Nine Key Element (NKE) Plan that was approved by the EPA in February 2021. Following approval of the NKE Plan, CRWD staff developed a project workplan and budget for Implementation of the Como Lake Management Plan and NKE Plan Phase 1 which was approved by the EPA in September 2021. The project workplan and budget includes funding for four major project areas from the CRWD's Como Lake Management Plan—1) Como Lake monitoring and data collection, 2) Como Pavilion parking lot reconstruction projects, 3) Shoreline stabilization and restoration projects, and 4) Como Lake educational signage and kiosk development and installation.

Mr. Fossum noted that after the EPA approved the agreement that element 1-A-3 Como Pavilion North Parking Lot would not be eligible for funding. He stated a different project would be identified and incorporated into a future amendment to the agreement. With the approval of the project workplan and budget, CRWD has been authorized by the EPA to move forward with executing a grant agreement with the MPCA for the Implementation of the Como Lake Management Plan and Nine Key Elements Plan Phase 1 Project.

Motion 21-191: *Approve the Implementation of the Como Lake Management Plan and Nine Key Elements Plan Phase 1 Project Grant Agreement and authorize the Board President and Administrator to execute the agreement, subject to the review and approval of the Ramsey County Attorney.*

Murphy/Sanders
Unanimously Approved

D) Approve 2021 MN Stormwater Research Council Contribution (Fossum)

Mr. Fossum provided a review of the funding for Research that has been included in CRWD's Budget and Workplan from 2014—2021. Multiple small-scale research projects have been funded and completed by the District as well as through partnerships with local research institutions. Mr. Fossum added that since 2017, CRWD has contributed to the MN Stormwater Research Council to jointly fund applied stormwater research. Over the past 4 years, Managers have approved an annual \$25,000 contribution to the MN Stormwater Research Council. This money along with funding from other organizations has totaled nearly half a million dollars and has funded over two dozen research projects. This level of effort would not be possible without the collective approach being implemented.

Fiscal Note: 2021 Budget for 228-21228 District Research Program is \$46,850.

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

Motion 21-192: *Approve 2021 MN Stormwater Research Council Contribution in an amount not to exceed \$25,000.*

Murphy/Sanders
Unanimously Approved

E) Approve Board Workshop for 7:00 PM on Wednesday, September 22, 2021

President Collins requested that Administrator Doneux provide a summary of what is required by BWSR, and the MN State Auditor when they review the minutes. President Collins also requested the timelines used to prepare the minutes and samples of other meeting minutes. Administrator Doneux will be reviewing with Attorney Mogen on the minimum requirements for meeting minutes. The workshop date was tentatively set for Wednesday, September 22nd. Manager Texer needs to be in attendance of the workshop. A final decision will be made on Friday, September 17th.

Managers discussed and made a motion to change the board meeting start time to 7:00 pm on the first and third Wednesday of each month.

Motion 21-193: *Approve changing the Board Meetings to be held on the first and third Wednesday of the month to start at 7:00 pm.*

Murphy/Sanders
Unanimously Approved

VI. Unfinished Business

No Unfinished business.

VII. General Information

A) Board of Managers' Updates

Manager Murphy shared that he attended the Como Lake walking tour. Manager Murphy also shared that he attended the MAWD Resolution Committee meeting. Manager Saunders shared that he attended the MAWD Educational Committee meeting. The committee shared concerns of attendance at the annual meeting due to COVID.

B) Administrator's Update

Administrator Doneux shared that he will not be attending the October 6th Board Meeting. Administrator Doneux shared that Mr. Wes Saunders Pearce will be leaving the City of St. Paul and going to work for the Department of Natural Resources. An event has been planned for Mr. Saunders Pearce by City staff at the Como Lake Pavilion on Friday, September 17th. Administrator Doneux has been invited to sit in on the interview panel for the Board of Water and Soil Resources.

VIII. Next Meetings

- A) Wednesday, October 6, 2021, 7:00 PM –Regular Meeting
- B) Wednesday, October 13, 2021, 7:00 PM – CAC Meeting
- C) Wednesday, October 20, 2021, 7:00 PM – Regular Meeting

IX. Adjournment

Motion 21-194: *Adjournment of the September 15, 2021, Regular Board Meeting at 7:35 P.M.*

Murphy/Sanders
Unanimously Approved

Respectfully submitted,
Michelle Sylvander