



Capitol Region Watershed District

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October 4, 2023, Board Meeting
V. Action Item
A) Approve Minutes of
September 20, 2023, Meeting
(Armstead)

Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for
Wednesday, September 20, 2023, at 6:00 p.m.

MEETING MINUTES

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

Managers

Mary Texer
Joe Collins
Rick Sanders
Shawn Mazanec
Hawona Sullivan Janzen

Staff Present

Mark Doneux
Anna Eleria
Belinda Armstead
Luke Martinkosky
Marta Wichman
Jessica Bromelkamp
Britta Belden

Public Attendees

Attorney Jim Mogen

B) Review, Amendments, and Approval of the Agenda.

Motion 23-141: Approve the Agenda of the September 20, 2023, Board Meeting.

Mazanec/Sanders
Unanimously Approved

II. Public Comment

A) Public Comment For Items not on the Agenda (*Please observe a limit of three minutes per person.*)

None.

III. Permit Applications and Program Updates

A) Permit #21-030 Highland Bridge Block 1 Medical Office Building-Closure (Martinkosky)

This permit was issued for a two-story medical office building (MOB) on the north portion of Block 1 in the Highland Bridge Development at Mt. Curve Road and Ford Parkway in Saint Paul. Stormwater treatment is provided by a regional stormwater filtration system that is part of the Ford Site stormwater master plan. Work is complete, the site is stable, and the stormwater treatment will be evaluated as part

of permit #20-013. \$6,400 of surety was collected for this project. There was a \$600 surety deduction for inspection charges. \$5,800 of surety is available for return.

Motion 23-142: *Approve \$5,800 surety return and Certificate of Completion for permit #21-030, HB Block 1 MOB*

Mazanec/Sanders
Unanimously Approved

IV. Special Report –

A) Como Lake Angler Report Update (Wichman)

Staff provided the Board with a presentation on the results of the 2021 and 2022 angler surveys.

During May to October 2021 and 2022, CRWD staff and volunteers interviewed and surveyed anglers at Como Lake. The goal of the angler survey was to collect quantitative and qualitative data related to the Como Lake fishery such as angling pressure on Como Lake, harvest rates, success rates, target species, and public desires and perceptions. The Como Lake Angler Survey also served as an opportunity to engage the public, provided opportunities for new stakeholders to become involved in the management of the resource, and offered citizen science opportunities for community volunteers to conduct the fishing survey and collect data that will go towards managing the resource.

Ms. Wichman concluded with recommendations regarding the next steps in the management of the Como Lake fishery:

- Como Lake should be stocked with largemouth bass to improve water quality and recreational fishing opportunities.
- Como Lake should continue to be stocked with other fish species of interest for both sport fishing and consumption.
- Popular shore-fishing locations should be enhanced/stabilized to improve durability for anglers.
- Recommendations regarding fish harvest and consumption from Como Lake should be made clear to anglers.
- Fishing on Como Lake should be made more accessible to youth anglers with additional and/or improved facilities.

President Collins inquired about staff making a recommendation to the DNR to stock fish in Como Lake. Ms. Wichman replied that yes, staff would make the recommendation to the DNR to stock fish. Board Manager Mazanec asked about disability access for people using wheelchairs. Ms. Belden responded that the city does require ADA compliance, and there are ramps. Manager Mazanec asked about the quality of the fish. Ms. Wichman said that the DNR would have data on the quality. Ms. Bromelkamp mentioned that the Department of Health offers suggestions about the quality of fish, by analyzing several different factors, and by lake. Manager Sullivan Janzen inquired about the 85 respondents and how they compare to the total number of Anglers. Ms. Wichman replied that the surveys were conducted at the same time of day and stated that the data was limited in 2022. Manager Sullivan Janzen also inquired about whether we surveyed bilingual anglers. Ms. Wichman mentioned that 100% of the surveys were conducted in English.

The Board thanked Ms. Wichman for her presentation.

B) Como Lake Fisheries Management Update (Belden)

Ms. Belden provided an update on the Como Lake common carp issue, an invasive fish and problematic across the Midwest. In 2022, staff attempted to remove common carp from Como Lake. A common carp aging project is currently underway in Como Lake. 4 electrofishing events to capture, euthanize, and dispose of so that the otoliths can be removed to determine age. Staff are waiting for recommendations and will continue working to remove them from Como Lake.

President Collins inquired whether carp are in Golf Course Pond. Ms. Belden replied that it is possible. Ms. Belden commented that a secondary way to improve food sources for other fish to thrive is to populate the lake with native plants to get zooplankton populations back into the lake. Ms. Belden. Mr. Sanders asked about removing the carp and if doing this would reinstate the reproduction of panfish. Ms. Belden replied potentially.

The Board thanked Ms. Belden for her presentation.

V. Action Items

- A) Approve Minutes of September 6, 2023, Regular Board Meeting (Dalit)

Board Comment:

Motion 23-143: *Approve the September 6, 2023, Regular Board Meeting minutes.*

Mazanec/Sanders
Unanimously Approved

- B) Approve Accounts Payable/Receivable for August 2023 (Dalit)

Motion 23-144: *Approve August 2023 Accounts Payable and direct the Board Treasurer and President to endorse and disperse checks for these payments.*

Mazanec/Sanders
Unanimously Approved

- C) Approve CRWD Comprehensive Stormwater Facility Management Program Plan (Eleria)

At the meeting in late June, the Board authorized staff to disseminate the draft program plan to our public partners and solicit their feedback. Staff disseminated the plan to partners in early August and held a partner meeting later that month. Over 20 partners representing different CRWD cities, Ramsey County, and Saint Paul School District attended the meeting to hear about the program and ask questions. Overall, partners expressed support for the program and a high level of interest in participating in the cooperative rain garden maintenance service program (Approach 1). They also

indicated the regional stormwater facilities in which they are most interested in receiving assistance. Partners expressed no suggested changes to the program at the meeting nor in writing.

President Collins agrees with the approach. He stated that the plan makes sense, the budget, and the schedule. Mr. Mazanec commented that the approach is incredibly thought out, and he is very happy to see thought put in. Mr. Mazanec inquired about partners with no resources and the possibility of billing issues. Deputy Administrator Eleria replied that we're pushing for sharing these expenses, in certain instances, the District could pay 50%. One scenario might be that we pay a larger percentage upfront and then decrease over time, there's flexibility upfront. One attendee pointed out to the group that a huge benefit is less coordination. Deputy Administrator Eleria commented that our hope is that we can get creative, and we might have to prioritize, there will be questions that we will need to work through.

Manager Sullivan Janzen inquired about pooling resources, versus going on their own, which is still going to cost money but not as much. The Deputy Administrator confirmed that the cost-saving is there. Manager Sullivan Janzen commented on the other environmental benefits. Manager Texer commented that it's important that there's "skin in the game." Mr. Sanders asked about the city employees' feedback. The Deputy Administrator replied that this work is seasonal, and this job is a specialty job, out of the long list of other maintenance work the natural areas get missed the most.

Deputy Administrator Eleria recognized Forrest Kelley for his hard work, partnership with SRF plus feedback received from District Managers.

The Board of Managers thanked Deputy Administrator Eleria for her presentation.

Motion 23-145: *Approve the CRWD Comprehensive Stormwater Facility Management Program Plan and direct staff to develop a first-year work plan for implementing the program.*

Mazanec/Sanders
Unanimously Approved

D) Approve Legal Services Agreement for Procurement and Contracting Guidelines Project

CRWD staff seek a review and update of its procurement and contracting policy and procedures by an outside legal consultant. Over the past decade, the type, scale, and number of services has varied and increased steadily, which means more staff are involved in procurement and contracting and the level of vendor expertise and experience with contracting ranges from less to more sophistication. Questions and concerns from the outside vendor and staff come up more frequently than in the past and often hinge on risk management. The goals of the project are to update and expand upon the policy, guidance, and process for procurement and contracting that are applicable to most of the project's staff. CRWD staff and its attorneys from the Ramsey County Attorney's Office have been working with attorneys from Smith Partners PLLP to develop the attached scope of work for the procurement and contracting guidance project. This includes reviewing existing contracting policies and agreement forms, determining policy adjustments for Board consideration and preparing a guidance document. The estimated project cost is \$25,137, which would be funded through the General Administration budget. (Project #101-23970). An agreement with Smith Partners was reviewed by CRWD's attorneys and signed by the Administrator in August to commence the project and limit work to the first task. The estimated cost of the first task is \$4,324.

President Collins asked if the final product still goes to Attorney Mogen for review. Attorney Mogen commented that the points of difficulty will be identified sooner and that not every contract has a risk, so the final product most likely will not need to be reviewed by his office. The goal is to identify risks. Manager Texer pointed out that the acronym needs to be updated to PLLP, not PLLP. Manager Texer inquired about the timeline, and based on the date, the deadline passed. Attorney Mogen replied that the first part of the agreement went to Administrator Doneux first and the remainder to the Board of Managers.

The Board thanked Administrator Doneux for his presentation.

Motion 23-146: *Approve the legal services agreement with Smith Partners PLLP for an amount not to exceed \$25,137 and authorize the Administrator to execute the agreement for the full scope of work.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) 2023 Watershed Steward Awards Update (Bromelkamp)

CRWD staff, Board, and CAC members are invited to assist with promoting the program and nominating individuals and organizations for awards. Nominations will also be open to the public. Staff will continue to offer nominations for categories that have not been filled. All nominees will be notified via mail or email and invited to attend the 2023 Awards Ceremony. The presentation will feature this year's winners and invite them to speak briefly as in years past. Invitations will be sent to staff, Board, CAC, Ramsey County Commissioners, other elected officials, and the 2023 winners and nominees.

2023 CRWD Watershed Steward Awards Program Timeline: Date	Task
September 13, 2023	CAC identifies two representatives for Awards Committee
September 14, 2023	2023 Watershed Steward Awards promotion begins
September 20, 2023	Board receives update about 2023 Awards
November 2, 2023	Watershed Steward Awards nominations due
November 13-16, 2023	Awards Committee meeting to select winners
December 13, 2023	CAC approves joint-committee recommendations for winners
December 20, 2023	Board reviews CAC recommendations for winners
4 weeks prior to event	Send Awards Ceremony invitations
2 weeks prior to event	RSVPs for the Award Ceremony due

President Collins replied that he always walks away feeling more upbeat about the work we do.

The Board thanked Ms. Bromelkamp for her presentation.

B) 25th Anniversary Celebration Update (Eleria)

Ms. Bromelkamp gave an update on the 25th Anniversary Celebration on September 22nd from 4:00-7:00 PM. It will incorporate a short program, food, drinks, music, and artmaking. Ms. Bromelkamp asked for the Board's assistance in handing out cupcakes to guests following the program.

Manager Sullivan Janzen asked about the photographer, and Ms. Bromelkamp replied yes, a photographer would be at the event, Ms. Bromelkamp mentioned that the Board of Managers should be prepared to take a together at the event.

The Board thanked Ms. Bromelkamp for her presentation.

C) MN Watershed-Based Implementation Funding (Doneux)

Administrator Doneux provided an update on the MN Watershed-based Implementation Funding. He presented information about the current funding allocation process and strongly recommended evaluating the program. He mentioned that he would work with partners at BWSR over the next year to get a more equitable funding model.

President Collins asked about the current vision for funding. Administrator Doneux replied that the first step would be a dialogue with key staff, and if consensus then there could be formulas to balance funding if that does not produce results then we must do a resolution.

President Collins offered a suggestion to meet with Mr. Jaske, he could assign staff to the BWSR management committee. Administrator Doneux replied that we have time, he wants to plan for the next Biennium. Manager Texer mentioned the Metro MAWD meeting in October. Administrator Doneux replied that he would give the partners at BWSR a heads-up before starting the conversation at Metro MAWD meeting.

The Board thanked Administrator Doneux for his update.

VII. General Information

A) Board of Managers' Updates.

Manager Sanders went to the September CAC meeting, he mentioned that the CAC would like an update on the Highland Bridge Project. In addition, the CAC inquired about signage around Como Lake and Como Pavilion. Deputy Administrator Eleria replied that the staff is working on signage around Como Lake. However, there are not a lot of opportunities for Storm Water Management signage for the interior of the building.

Manager Mazanec, attending the MN Stormwater series, he mentioned a speaker at the conference reported data on grass vs. native plants and BMPs. Administrator Doneux replied that statistically, it is harder to prove planting benefits. However, the preferred alternative is planting with mulch, so you don't see the sediment and trash. Manager Mazanec mentioned that the speaker was referring to maintenance and ongoing costs. Manager Mazanec also reported reading a quote that street sweepers are a great use of funds.

Manager Sullivan Janzen will attend the Marydale event.

Manager Texer will attend the Environmental Initiative Investing in MN Conference on October 26.

Manager Sanders passed on a message from Former Board Manager Thienes.

B) Administrator's Update

The Deputy Administrator gave a tour to 30 attendees representative of State and Local Agencies, BWSR thanked us for the tour. We will bring Mr. Fossum to provide an update on Highland Bridge

VIII. Next Meetings

- A) Wednesday, October 4, 2023, 6:00 PM – Board Meeting
- B) Wednesday, October 11, 2023, 7:00 PM - CAC Meeting, Mary will attend.

IX. Adjournment

Motion 23-147: *Adjournment of September 20, 2023, Regular Board Meeting at 7:21 P.M.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Belinda Armstead