Approved Minutes

CALL TO ORDER
President Patricia Preiner called the meeting to order, a quorum being present, at 9:00 a.m.

ROLL CALL
Present: President Patricia Preiner, 1st Vice-Pres. Barbara Haake, 2nd Vice-Pres. John Waller, Treasurer Steven Wagamon and Secretary Michael Bradley

Absent: None

Staff Present: Administrator Phil Belfiori, Permit Coordinator/Wetland Specialist Nick Tomczik, Regulatory Assistant Patrick Hughes, Technician Samantha Berger, Water Resource Specialist Kyle Axtell, Technician Lauren Sampedro, Office Manager Theresa Stasica.

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI); and District Attorney Louis Smith from Smith Partners

Visitors: Ben Canine, Brent Massey.

SETTING OF THE AGENDA
Administrator Belfiori noted that there was a revised agenda dated June 11, 2018 that included a new 3, Consider Grant Contract for DNR Regarding FEMA Modeling Updates and a new 4, Consider HEI Task Order Related to FEMA Modeling Updates.

Motion by Manager Haake, seconded by Manager Bradley to approve the agenda, as amended. Motion carried 5-0.

READING OF THE MINUTES AND THEIR APPROVAL
Minutes of the May 21, 2018 Board of Managers Special Meeting. Motion by Manager Wagamon, seconded by Manager Bradley, to approve the minutes as presented. Motion carried 5-0.
Minutes of the May 21, 2018 Board Workshop. *Motion by Manager Wagamon, seconded by Manager Haake to approve the minutes as presented. Motion carried 5-0.*

Minutes of the May 23, 2018 Board of Managers Meeting. *Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 5-0.*

**CONSENT AGENDA**

The following items will be acted upon without discussion in accordance with the staff recommendation and associated documentation unless a Manager or another interested person requests opportunity for discussion:

**Table of Contents**

**Permit Applications Requiring Board Action**

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<td>Blaine</td>
<td>Final Site Drainage Plan</td>
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<td>18-017</td>
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<td>Blaine</td>
<td>Street &amp; Utility Plan</td>
<td>CAPROC 6 items</td>
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<td>City of New Brighton</td>
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<td>Public/Private Drainage System</td>
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Permit Coordinator/Wetland Specialist Nick Tomczik noted that there was a minor change to Permit No. 18-017 under item 4, Floodplain. He noted that this section made reference to HWL and should be NWL that stands for “normal water level”.

Manager Haake asked for a summary of the proposed project for Permit No 17-075 and what wetland bank their credits were coming from.

Permit Coordinator/Wetland Specialist Tomczik stated Wetland Bank Account utilized is owned by the City of Blaine; the credits being within RCWD boundary.

Technician Samantha Berger reviewed the site plan and proposed project for the Board.

*It was moved by Manager Waller, seconded by Manager Wagamon to approve the consent agenda for permits 17-075, 18-017, 18-026 as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations dated June 6, 2018. Motion carried 5-0.*

Manager Waller noted that Lorenz Bus Service has been located here for 47 years and wanted to thank them for their work and continued services that they provide for everyone.
OPEN MIKE – LIMIT 12 MINUTES. Any RCWD resident may address the Board in his or her individual capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to the podium, state their name and address for the record. Additional comments may be solicited and accepted in writing. Generally, the Board of Managers will not take official action on items discussed at this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

Ben Canine, Lorenz Bus Service, stated that his family owns Lorenz Bus Service and thanked the Board for approving their project. He stated that they have expanded their services throughout the years and even handle the State Fair Park and Ride services.

ADDITIONAL ITEMS REQUIRING BOARD ACTION

1. Consider HEI Task Order for RCD 2/3/5 Basic Water Management Project.
   Water Resource Specialist Kyle Axtell noted that he has met with all three partner cities, Roseville, New Brighton, and St. Anthony councils and are all supportive of the effort. He noted that Phase 1 was completed in June of 2014 and led to projects at Hansen Park and Mirror Lake which are nearly complete and work on Phase 2 is ready to begin. He stated that they have been working with Houston Engineering, Inc. (HEI) on the appropriate task order for this project. The estimated cost for the engineering work will be $127,000, which includes feasibility studies for 19 projects, but there may be additional projects that come to light. He noted that part of what they are asking for is the ability for the District Administrator to approve additional costs up to an additional $23,000, for a total not to exceed $150,000. They expect this phase of the project to take about one year and be completed in June of 2019.

   Motion by Manager Wagamon, seconded by Manager Bradley, to approve the Houston Engineering scope of services with a total cost of $127,000 as defined in the attached Task Order 2018-012, dated June 6, 2018, authorizing the Board President to execute the document. Motion carried 5-0.

   Motion by Wagamon, seconded by Manager Bradley, to authorize the District Administrator to approve Additional Services Requests under Task Order 2018-012, for the purposes of analyzing additional project concepts and locations, up to a total aggregate amount not to exceed $23,000. Motion carried 5-0.

2. Consider HEI and Rinke Noonan Task Orders related to Watershed Plan Development.
   Water Resource Specialist Kyle Axtell explained that work has been going on for several months on a strategic direction to build the framework of where the Board thinks the RCWD will be going for the next ten years. He stated that this is coming to an end and the next step is to actually write the new plan and undertake the associated work. He noted that staff has reviewed the task order and is recommending approval. He noted that the task order has a not to exceed amount of $180,700 for the HEI scope of services
and an amount not to exceed $21,875 for the Rinke Noonan scope of services. He noted
that the initial planning meeting that requires a quorum has been scheduled for Thursday,
August 2, 2018 from 1:00-4:00 pm.

Motion by Manager Haake seconded by Manager Waller, to approve the Houston
Engineering scope of services with a total cost of $180,700 as defined in the attached
Task Order 2018-013, dated June 6, 2018, authorizing the Board President to execute
the document. Motion carried 5-0.

Motion by Manager Haake seconded by Manager Waller, to approve the Rinke
Noonan scope of services with a total cost of $21,875 as defined in the attached
Memorandum, dated June 7, 2018, authorizing the Board President to execute the
document.

Manager Waller stated that he thinks that the current ten year plan has been very good.
He stated that he believes the next evolution of it will include the development, budget
and revenue sources of the five planning regions and looks forward to staff working on
this with the consultants.

Motion carried 5-0.

3. Consider Grant Contract with Mn DNR regarding FEMA modeling updates.
Permit Coordinator/Wetland Specialist Nick Tomczik explained that the DNR has obtained
a grant from the federal government through FEMA to update the special flood hazard
areas in the Twin Cities area. He noted that the DNR has approached RCWD because they
would like to utilize existing data and leverage what is already known of the landscape.
He stated that there were changes suggested by Smith Partners that were submitted to
the DNR and when he spoke with Rita Weaver of the DNR earlier today, she noted that
she did not see any red flags and that this would simply need to go through MnDNR’s
normal approval process. He stated that included in the resolution language is delegation
to the District Administrator and Smith Partners if an issue arose.

Motion by Manager Haake, seconded by Manager Bradley, to adopt Resolution 2018-
16: MnDNR FEMA Modeling Agreement.

THEREFORE, BE IT RESOLVED that the District Administrator is hereby authorized to
execute the agreement, with any final changes on advice of counsel, as necessary to
implement the project on behalf of the applicant:
ROLL CALL:
Manager Waller – Aye
Manager Haake – Aye
Manager Bradley – Aye
Manager Wagamon – Aye
President Preiner – Aye

Motion carried 5-0.

4. Consider HEI Task order related to FEMA modeling updates.
   Permit Coordinator/Wetland Specialist Nick Tomczik stated this is the task order to ask
   Houston Engineering, Inc. to complete the work to fulfill the grant contract discussed in
   the previous item. He noted that the grant amount is $200,000 and includes an additional
   $14,000 that comes out of RCWD funds. He stated that the RCWD will have benefit from
   the work that is done because it will update and advance our own model in several areas.
   Manager Haake asked for clarification of the $14,000 coming from RCWD funds.
   Permit Coordinator/Wetland Specialist Tomczik reiterated that the total grant amount is
   $200,000, but there is additional work that will not be covered by the grant in an amount
   not to exceed $14,000.

   Motion by Manager Haake, seconded by Manager Bradley, to authorize the District
   Administrator, on advice of counsel, to enter into a task order with Houston
   Engineering, Inc., for the scope of work to be performed under the State of Minnesota
   Grant Contract, the cost to be paid from State grant funds with an additional not-to-
   exceed of $14,000 of District funds. Motion carried 5-0.

5. Consider City of New Brighton Local Water Plan.
   Technician Lauren Sampedro noted that included in the packet was a suggested
   resolution, the executive summary of the City’s plan, a map that highlighted the problem
   areas and the City’s CIP/Implementation table. She noted that New Brighton had
   submitted their plan for RCWD review on December 5, 2017 and the final draft submitted
   on May 31, 2018 has sufficiently addressed all comments and is now consistent with the
   RCWD plan and State requirements. She stated that New Brighton has found many water
   resource issues and noted the map on page 86 that gave an overview of them. She
   highlighted a few of the issues that related directly to RCD 2/3/5 basic water management
   petition: flooding at Old Highway 8; flooding at Jones Lake and water quality issues;
   erosion of Pike Lake channel between Pike Lake and Long Lake; flooding in a low area on
   4th Street. She gave an overview of the CIP table in relation to the issues directly relating
   to RCD 2/3/5 basic water management petition. She stated that New Brighton has
   allocated funds towards constructing water quality and drainage improvements to
   resolve some of the flooding issues in the city and to provide additional water quality
benefit where there are impaired waters through street reconstruction projects and will complete a feasibility study to identify stormwater re-use opportunities in the city which could include the Brightwood Hills Golf Course. She noted that both of these may come through the Urban Stormwater Remediation grant program in the future. Staff is recommending approval.

Manager Haake noted that the RCWD is working on a new ten-year plan and asked how staff would look into the future and make sure these plans will comply with the updated plans.

Technician Lauren Sampedro stated that if there are any drastic changes to the new plan that would require the cities to make changes to their local water plans, the RCWD will need to let them know.

Motion by Manager Haake, seconded by Manager Bradley, to adopt Resolution 2018-13: to Approve City of New Brighton Local Water Management Plan.

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of New Brighton’s local water management plan, as submitted on May 31, 2018:

ROLL CALL:
Manager Waller – Aye
Manager Haake – Aye
Manager Bradley – Aye
Manager Wagamon – Aye
President Preiner – Aye

Motion carried 5-0.

6. Consider City of Roseville Local Water Plan.

Technician Lauren Sampedro noted that included in the packet was a suggested resolution, the executive summary, a list of the City’s problem areas and a map of those areas, and the City’s CIP/Implementation Table. She noted that the City of Roseville submitted their plan for formal review on August 3, 2017 and the final draft submitted on June 4, 2018 has addressed all comments and is consistent with the RCWD plan and State requirements. She noted that Roseville has identified many issues, similar to New Brighton. She highlighted a few of the issues that directly relate to RCD 4 & 5 with flooding along Fairview Avenue. She stated that Roseville has allocated quite a bit of funding in their CIP to address the Fairview Avenue issues. She noted that Roseville has also identified the St. Croix Ditch, which is also referred to as Roseville City Ditch #2 and Railroad Ditch or Channel and is an area experiencing flooding and limited outlet capacity. The City included the St. Croix Ditch in their CIP which is also identified in the RCD 2/3/5 Basic Water Management Petition. She stated that staff is recommending approval.
Motion by Manager Haake, seconded by Manager Bradley, to adopt Resolution 2018-14: to Approve City of Roseville Local Water Management Plan.

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Roseville’s local water management plan, as submitted on June 4, 2018:

ROLL CALL:
Manager Waller – Aye
Manager Haake – Aye
Manager Bradley – Aye
Manager Wagamon – Aye
President Preiner – Aye

Motion carried 5-0.

7. Consider City of Falcon Heights Local Water Plan.

Technician Lauren Sampedro noted that included in the packet was a suggested resolution the executive summary, a list of the problem areas, and the City’s CIP/Implementation Table. She stated that Falcon Heights submitted their plan for formal agency review on August 3, 2017 and the final draft submitted on June 4, 2018 has addressed all comments and is consistent with the RCWD plan and State requirements. She stated that most of their projects are related to the Capitol Region Watershed District because Falcon Heights is only within a small portion of the RCWD boundary. She outlined the areas that are either outside of the RCWD area or not within jurisdiction of Falcon Heights, such as the University of Minnesota properties and the State Fairgrounds. She noted that there are no impaired waters, however the city does eventually drain to Little Lake Johanna and the Mississippi River, so they are included in the SW Urban Lakes TMDL and Upper Mississippi River Bacteria TMDL. She noted that they would like to work with the RCWD but no projects have been identified in this plan cycle. She stated that Falcon Heights will continue efforts to educate the public on proper pet waste disposal to help address the Upper Mississippi River Bacteria TMDL. Staff is recommending approval.

Manager Haake expressed surprised about the way the district boundaries are divided in Falcon Heights.

President Preiner asked if the RCWD should be looking at a boundary change.

District Administrator Belfiori clarified that the Les Bolstad Golf Course and parts of the University of Minnesota, do drain to the north, into Rice Creek, so it is a relevant section of our watershed.

Manager Waller asked if the golf course was in our district.
District Administrator Belfiori explained that it is and noted that the RCWD have spoken to them a few times over the years and are considering doing some sort of educational golf course program which could include stormwater reuse research.

**Motion by Manager Haake, seconded by Manager Wagamon, to adopt Resolution 2018-15: to Approve City of Falcon Heights Local Water Management Plan.**

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Falcon Heights local water management plan, as submitted on June 4, 2018:

**ROLL CALL:**
 Manager Waller – Aye
 Manager Haake – Aye
 Manager Bradley – Aye
 Manager Wagamon – Aye
 President Preiner – Aye

**Motion carried 5-0.**

President Preiner asked Technician Sampedro is this new process of review was working for her.

Technician Sampedro stated that it was helping to get the plans in and slightly more spread out to allow more time to review them.

District Attorney Smith stated that one of the new requirements in the planning rules from BWSR was to put the municipalities on a footing where they could count on an approval of their plan once and not have to keep updating it. He stated that, as Manager Haake pointed out, this creates a challenge as the RCWD is updating their own plan. He noted that they have created language for watershed district plans to anticipate the process and streamline the ongoing updates. He noted that he can provide sample plan language to District Administrator Belfiori to address this issue of coordinating the watershed and local plans and managing potential conflicts.

8. **Consider Letter to MnDNR regarding WJD 2 Branches 1 and 2 Repair.**

Administrator Belfiori noted that in addition to the memo included in the packet, there was a letter to the DNR hydrologist dated June 13, 2018 that was passed out prior to the meeting. He noted that there was information in the packet that outlines the preliminary plans for the upcoming public drainage repair project. He stated that the purpose of the letter is to provide notice to the DNR of the intent to repair Branches 1 and 2 of the WJD 2 within the City of Hugo. Staff is recommending approval of the letter that was passed out prior to the meeting dated June 13, 2018.
Motion by Manager Bradley, seconded by Manager Wagamon, to approve the attached letter to the Mn DNR dated June 13, 2018 regarding WJD 2 Branches 1 and 2 Repair and authorizes staff to sign and transmit the letter. Motion carried 5-0.

7. Consider Check Register dated June 13, 2018, in the amount of $139,325.30 prepared by Redpath and Company.  
Motion by Manager Wagamon, seconded by Manager Haake, to approve check register dated June 13, 2018, in the amount of $139,325.30, prepared by Redpath and Company. Motion carried 5-0.

ITEMS FOR DISCUSSION AND INFORMATION

1. Update District Engineer Update and Timeline.  
District Engineer Chris Otterness gave a brief overview of the status of construction projects. He noted that ACD 53-62, Br 2 has been nearing completion for some time and currently has only minor stabilization to be completed and should meet their completion date of June 30, 2018. He stated that the Oasis Pond IESF project has a few remaining items including the installation of the control panel.

2. Managers Update.  
Manager Waller attended the Washington County consortium meeting where South Washington County Watershed District gave a presentation about how they were going to start handling water quantity issues and the need for stormwater ponds.

Manager Bradley gave an update on what has been happening in White Bear Lake issue.

Administrator Belfiori stated that the RCWD was fortunate to be asked by the new executive director of MAWD to present at Summer Tour on June 22, 2018 and he and District Engineer Otterness will be presenting on Urban vs. Rural Flood Management Techniques. He gave a reminder to the Board that there is the Strategic Planning work session meeting on June 26, 2018.

ADJOURNMENT
Motion by Manager Haake, seconded by Manager Wagamon, to adjourn the meeting at 9:52 a.m. Motion carried 5-0.