Minutes

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

ROLL CALL
Present: President Patricia Preiner, Secretary Harley Ogata, and Treasurer Steve Wagamon.

Absent: Managers Barbara Haake and John Waller (with prior notice)

Staff Present: Administrator Phil Belfiori, Permit Coordinator/Wetland Specialist Nick Tomczik, Technician Samantha Kreibich, Technical Specialist/Permit Reviewer Chris Buntjer, Education-Outreach-Communication Coordinator Jessica Bromelkamp, Office Manager Theresa Stasica.

Consultants: District Engineers Mark Deutschman; Houston Engineering, Inc. (HEI); and, District Attorney Louis Smith from Smith Partners

Visitors: Nate Zwonitzer, Mark Doneux, Mike Bradley, Donald Jensen.

SETTING OF THE AGENDA
District Administrator Belfiori added new item 4, discussion of Manager Haake’s emails regarding building lease.

Motion by Manager Ogata, seconded by Manager Wagamon, to adopt the agenda as modified. Motion carried 3-0.

PRESENTATION: CAPITAL REGION WATERSHED DISTRICT STAFF – ALTERNATIVES FOR A COST SHARE SYSTEM BASED ON PROJECT BENEFIT
Administrator Belfiori stated Nate Zwonitzer and Mark Doneux, Capital Region Watershed District were at the meeting to talk about alternatives to the cost share system program. He noted they have done some research over the last couple of years identifying different ways to define and pay for projects based on project benefit and phosphorus and other loading criteria.

Technician Samantha Kreibich introduced Nate Zwonitzer, Urban BMP Specialist and Mark Doneux, District Administrator of the Capital Region Watershed Board to the Board.

Mr. Nate Zwonitzer presented the Cost Share System Based on Project Benefit to the Board.

Manager Ogata asked what Mr. Zwonitzer meant by indirect connection. Mr. Zwonitzer stated that would be a rooftop that is draining to a lawn and then what would be leaving that. Manager Ogata asked what would a directly connected
runoff. Mr. Zwonitzer stated that would be a driveway connected to the street bringing the runoff directly to the storm sewer. Manager Ogata asked what a directly connected roof is. Mr. Zwonitzer stated that would be a rooftop going to a driveway with nothing impervious between that surface and the storm drain, no chance for it to soak into the ground.

Mr. Zwonitzer continued with his presentation.

President Preiner asked why they did not think the private residential should not have some skin in the game. Mr. Zwonitzer stated typically they are responsible for maintaining this and giving up some of their property as well in order to do this BMP, which they have determined is their skin in the game, especially a curb cut rain garden scenario.

Manager Ogata asked how they differentiated between private residential and private commercial, how did they come up with the 75 percent commercial/100 percent residential. Mr. Zwonitzer stated at this point they are just trying it out but they thought a company that has property and is probably making a profit could afford to put some money into the project and by doing that, it will allow them to stretch their program a little further.

Mr. Zwonitzer continued with his presentation.

Manager Wagamon asked if they had a sense for where that comes out in terms of dollars per pound of phosphorus removed. Mr. Zwonitzer stated they have not done that yet, they are still just a year into that and he is still trying to figure out how they can calculate that because they have streets and parking lots lumped together in one category. He was sure there was a way and might be a matter of looking at a bunch of different projects and try to come up with some averages. He stated that is something they are definitely interested in.

Mr. Zwonitzer continued with his presentation discussing the second goal of the program.

District Engineers Deutschman stated for Rice Creek, in their water plan they have the lakes categorized according to tiers and their priorities in terms of management purposes. He wondered if they could have an additional bonus in there if that BMP is in that contributing drainage area. Mr. Zwonitzer stated they could or they could increase the rates for those areas.

Permit Coordinator/Wetland Specialist Tomczik was interested in the follow up on the program or how successful these might be in regards to property owners continued maintenance or perhaps where the BMP facility is compromised by a maintenance crew. He wondered if there were restrictions on deeds or how this was handled. Mr. Zwonitzer stated when they do the final designs it sometimes comes with a maintenance program for that BMP and when they do a grant program, maintenance agreements are in that agreement. They are very up front and clear with people that these do take maintenance and that is combination of education on the front end and having the teeth in the program if an issue arises. He stated as he worked with Rice Creeks' program, it is rarely an issue and rarely an issue for them now. If they see a BMP not being maintained as it should, it is usually just calling or sending a postcard to the owner regarding the maintenance.

District Attorney Smith stated in terms of the total load reduction that he might envision for their watershed, what piece and is it a significant piece that this program will address and have they ever looked at sub-water shed areas where they have thought they were really critical and have proactively went and knocked on doors because they thought the sites were so valuable for this kind of cost share.

Mr. Zwonitzer stated they are working on establishing a district wide BMP database where all of their BMP's for their Capital, permit and grant projects go into the database and the calculations are done for pollutant reductions, which will give them the ability to start looking at that in particular. He stated they do not own any land and rely on partnerships
with the people that own the land to get projects in the ground and that is the only way that are going to be able to treat
stormwater. He thought there is an environmental impact from this program and an educational impact. They are trying
to improve the environmental impact side of things by providing more money to high performing projects.

Mr. Zwonitzer stated they do go into specific areas and have some areas identified where they know pollutant loads are
higher or where there is a problem area and will actively go in and install either a capital project or do some sort of
neighborhood retrofit effort. They also work with the City of St. Paul as they reconstruct their road and redo their utilities.
They put in curb cut rain gardens along with that process.

President Preiner thanked Mr. Zwonitzer for his presentation and indicated she would like to take this item into a
workshop to discuss further.

READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the December 8, 2014, Board of Managers Meeting Workshop Meeting. Motion by Manager Wagamon,
seconded by Manager Ogata, to approve the minutes as presented. Motion carried 3-0.

Minutes of the December 10, 2014, Board of Managers Regular Meeting. Motion by Manager Wagamon, seconded by
Manager Ogata, to approve the minutes as presented. Motion carried 3-0.

CONSENT AGENDA

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<tr>
<th>No.</th>
<th>Applicant</th>
<th>Location</th>
<th>Plan Type</th>
<th>Recommendation</th>
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<tbody>
<tr>
<td>14-061</td>
<td>KR Farm Land Holdings</td>
<td>Blaine</td>
<td>Land Development</td>
<td>CAPROC 14 items</td>
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<td>Floodplain &amp; Wetland Alteration</td>
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<td>14-093</td>
<td>Ramsey County Parks &amp; Recreation</td>
<td>Shoreview</td>
<td>Land Development</td>
<td>CAPROC 3 items</td>
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<td>Bridge/Culvert Crossing</td>
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Permit Coordinator/Wetland Specialist Tomczik pointed out that a revised engineer's report was provided for file 14-061.
This document was consistent with the noted changes at the Board workshop as well as requiring the preliminary plat.

Motion by Manager Ogata, seconded by Manager Wagamon, to approve the consent agenda as outlined in the above
Table of Contents in accordance with RCWD staff and District Engineer's Findings and Recommendations, with
Findings as amended for permit 14-061. Motion carried 3-0.

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.

There were no comments made at Open Mike.

ADDITIONAL ITEMS REQUIRING BOARD ACTION


Administrator Belfiori explained staff is seeking formal approval of the draft project goals and design criteria. They
are moving through the concept planning phases with their City partners and these tables are vital as they work
together to perform a solid base in terms of project goals and design criteria that are consistent with the Boards wishes. They are asking for Board action to ensure that the concept design is consistent with the Boards goals and objectives before they engage the City in defining specific project features and finalizing their concept design goals. He has asked Water Resource Specialist Axtell to briefly present the goals and design table.

Water Resource Specialist Axtell stated this is a follow up to workshop discussion from December and there have been some revisions to the goals and design criteria as they have worked with staff at Huston Engineering. He reviewed with the Board the revised goals and design table.

Manager Ogata asked if there was anything significantly different from what was reviewed previously. Mr. Axtell stated these were minor adjustments.

Manager Ogata stated in designating the goals as primary and secondary, how would Mr. Axtell envision that would guide future decision making. Mr. Axtell stated they have already received significant lists of comments from the cities related to both projects and specifically as they respond to those comments, they would like to take each of the comments and response and tie it back to a specific goal by using this document as their guide. He thought that was the primary driving factor in determining what was primary and secondary.

District Engineer Deutschman stated this means they are getting some input and good discussion about what the project should look like and the design of the project. That means that if a project comes forward that does not meet those goals they will not pursue it. It does drive what the design concept looks like.

Motion by Manager Wagamon, seconded by Manager Ogata, to approve the Hansen Park and Mirror Pond Project Goals & Design Criteria as presented. Motion carried 3-0.

2. Consider ACD 53-62 Repair Project Partial Payment #1.
District Administrator Belfiori stated the purpose of this item is to recommend partial payment to Dave Perkins Contracting, Inc. for work associated with the ACD 53-62, Branch 1 Repair Project. He noted they are making good progress on the project and are requesting payment based on Houston's review and staff is recommending payment of $67,509.50 based on their work and pursuant to Houston's review and approval of that.

Motion by Manager Wagamon, seconded by Manager Ogata, to recommend authorization of partial payment to Dave Perkins Contracting, Inc. in the amount of $67,509.50 for work completed to date under this contract. Motion carried 3-0-2

Administrator Belfiori stated the purpose of the memorandum is to provide a recommendation to the Board of Managers and obtain authorization for constructing the channel realignment of Branch 1 of ACD 53-62 repair project through the new Wal-Mart site. He noted this was briefly discussed at the workshop meeting.

Motion by Manager Ogata, seconded by Manager Wagamon, to authorize an additional $20,292.50 to be allocated to the project budget without using remaining contingency for execution of Change Order #3 to reflect the increased scope of the project and to authorize a new project amount for $268,260.25 which includes the previous two change orders and change order #3 in addition to the remaining contingency of $37,573.25. Motion carried 3-0-2.
180. Consider Check Register dated 1/14/15, in the amount of $33,435.79, prepared by HLB Tautges Redpath.

Motion by Manager Wagamon, seconded by Manager Ogata, to approve check register dated 1/14/15, in the amount of $33,435.79, prepared by HLB Tautges Redpath. Motion carried 3-0.

4a. Manager Haake’s emails regarding building lease.

President Preiner indicated at their workshop meeting there was a consensus by the Board to move forward with the lease on the building as it sits and expanding the operation and size. Manager Haake was not present and has been emailing the Board to look into building their own facility. Staff was wondering if they were still supposed to pursue the lease discussions or were they going to research this further. She indicated research was done before the lease was proposed by the Administrator. The Board needs to decide which direction staff should proceed.

Manager Ogata asked for Administrator Belfiori to review the research that was done regarding leasing versus building.

Administrator Belfiori stated there were two different conversations with Administrator Doneux who has been pursuing different options. The main three options are to buy, lease or build. A firm can be hired to review this and research the options. He stated Administrator Doneux has done this and the information can be brought forward to the Board for further review. He stated if the Board would like him to research this further he would be able to do that, he needs to know what options the Board would like him to pursue.

Manager Wagamon thought if they were going to switch from what is done already, they need to look at this further. He stated there is already a mandate from the Board to look at the lease and there was a consensus from the Board. In his opinion, staff should continue on with that now. He thought even if this were to be looked at, it should be done at a different time.

Manager Ogata stated one of the things this discussion brings up is when Administrator Belfiori comes to them for consensus and direction he needs to know he can move in the direction of the consensus and not switch gears in the middle of that. Manager Wagamon agreed.

President Preiner stated she agreed and thought it was confusing to staff. She did not see them building right now and thought staff is better focused on the big project they have going on right now. She stated they had a consensus and felt Administrator Belfiori should move forward with what was agreed upon and concentrate on the projects they have going on now.

Motion by President Preiner, seconded by Manager Wagamon, to move forward as the consensus stated and have Administrator Belfiori continue to negotiate the lease. Motion carried 3-0.

ITEMS FOR DISCUSSION AND INFORMATION

1. District Engineer Update and Timeline.

District Engineer Deutschman stated that HEI is in the process of completing historical review/as-constructed determinations on three public drainage systems. Two of them are ACD 31 and ACD 46, which will be discussed at the upcoming public hearings. The goal is to complete these historical review/as-constructed determinations for all of the drainage systems within the district so that staff have a baseline from which to complete maintenance work.

District Engineer Deutschman stated there was some discussion at the project coordination meeting regarding what project should be considered for construction in 2015. He also pointed out that, in the engineers update,
the Board will a number in red in the remaining budget for the current repair project (ACD 53-62, Branch #1) and they are a bit challenged in terms of project costs because they have spent more money than anticipated on compliance with the DNR rare plant avoidance plan.

District Engineer Deutschman also informed the Board that he was working with staff on the draft letter to DNR, informing them that the District would be installing an additional culvert at 137th slightly above the elevation of the existing one. The Board provided consensus with the tenor of the letter that the additional culvert is part of the maintenance of the ditch system and that staff should send this letter to DNR.

2. **January/February Calendar**
   
   There were no comments.

3. **Manager’s Update**
   
   There were no comments.

4. **Present Manager Ogata with Commemorative Plaque.**
   
   President Preiner presented Manager Ogata with a plaque in appreciation for his effort and hard work over the past 6 years. Manager Ogata appreciated the kind words. He thanked the Board and staff for everything.

**ADJOURNMENT**

*Motion by Manager Ogata, seconded by Manager Wagamon, to adjourn the meeting at 10:08 a.m. Motion carried 3-0.*