



Capitol Region Watershed District

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March 20, 2024
Board Meeting
APPROVED

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Thursday, March 7, 2024, at 6:05 p.m.**

REGULAR MEETING MINUTES

I. Call to Order of Meeting (*Mary Texer, Vice-President*)

A) Attendance

Managers

Mary Texer
Hawona Sullivan Janzen
Joe Collins (excused absence)
Rick Sanders
Shawn Mazanec

Staff Present

Anna Eleria
Belinda Armstead
Nate Zwonitzer

Public Attendees

James Mogen, Ramsey
County
Christopher Bates, Ramsey
County

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

Motion 24-032: Approve the Agenda of the March 7, 2024, Board Meeting. Deputy Administrator Eleria requested that a status update on the Capitol Mall Area Stormwater Management Study be added to the agenda.

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

None

IV. Special Reports

None

V. Action Items

A) Approve Minutes of February 21, 2024, Regular Board Meeting (Armstead)

Motion 24-033: Approve the Minutes of February 21, 2024, Regular Board Meeting.

Mazanec/Sanders

Unanimously Approved

B) Approve Partial Accounts Payable/Receivable for February 2024 (Dalit)

Motion 24-034: *Approve Partial Accounts Payable /Receivable for February 2024*

Mazanec/Sanders

Unanimously Approved

C) Approve Consultant for Climate Resiliency Framework (Zwonitzer)

Mr. Zwonitzer presented an update on the RFQ for consulting services to assist CRWD in developing a Climate Resiliency Framework. CRWD received SOQs from Barr Engineering, Emmons & Olivier Resources (EOR), Kimley Horn, and Resilience Resources. HDR declined due to staffing changes. SOQs focused on the firm’s general approach to planning development, understanding of northern climate water resource issues, relevant firm and staff experience, and alignment with CRWD’s diversity, equity, and inclusion goals. The SOQs were reviewed and scored by a review committee comprised of CRWD Board Capital Improvements, Projects, and Partnerships Committee member Manager Mazanec and CRWD staff. Barr Engineering scored the highest overall and highest in the firm experience and personnel categories of the four firms. Their SOQ also included partnering with Young Environmental, a highly experienced DBE in CRWD’s consultant pool, on key tasks such as existing plan review, implementation strategies, and stakeholder engagement.

Manager Sanders asked for clarification on the term DBE. Mr. Zwonitzer replied that DBE stands for Disadvantaged Business Enterprise and includes businesses owned by socially and economically disadvantaged people.

Motions 24-035: *Approve Barr Engineering as the consultant to develop CRWD’s Climate Resiliency Framework and direct staff to work with Barr on a scope of work, budget, and schedule for future action by the Board.*

Mazanec/Sanders

Unanimously Approved

D) Approve 2024 Ramsey County Soil and Water Conservation Division Agreement (Eleria)

Ms. Eleria presented the 2024 Ramsey County Soil and Water Conservation District (SWCD) Agreement. CRWD staff have discussed and reviewed the anticipated technical assistance needs for 2024 with Ramsey County SWCD staff. Technical assistance includes support for the Stewardship Grant Program, boulevard rain garden design and construction oversight, MN Water Stewards support, Como and McCarrons shoreline work, Como Lake Turion Study, aquatic vegetation survey and transplanting, and invasive weed management. The estimated total cost for SWCD technical assistance is \$140,240. A

draft agreement with the scope of work and fee schedule was included for Board review. Funding for these technical services has been accounted for under “contracted services” throughout the various program and project budgets.

The Board commented that the SWCD brings value to the District. Mr. Zwonitzer replied that the rates for what they deliver are beneficial.

Motions 24-036: *Approve the 2024 Professional Service Agreement with Ramsey County Parks and Recreation Department – Soil and Water Conservation District and authorize the Board President and Administrator to execute the agreement in an amount not to exceed \$140,240 subject to the review and approval by the Ramsey County Attorney.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) Capitol Area Stormwater Management Study

Deputy Administrator Eleria provided an update on the Capitol Area Stormwater Management Study status. She presented an overview and recap of the project, which aims to develop a framework for sustainable, resilient, and multi-beneficial stormwater management that includes goals, design guidelines, and concepts for district stormwater management systems in the Capitol area. She also provided an overview of the timeline and emphasized work done in 2022-2023 and the remaining work to be completed in 2024.

Deputy Administrator Eleria also shared that the Capitol Area Architectural Planning Board (CAAPB) is developing a Capitol Mall Design Framework for the grounds and open spaces around the Capitol building. The draft framework calls for celebrating water and improved stormwater management. CAAPB staff will present the draft framework to the Board at the March 20th meeting.

Manager Sullivan Janzen asked for clarification about the relationship between the work at the Mall and Rice Street. Deputy Administrator Eleria replied that it is separate, but the CAAP Board works closely with both.

There was some discussion about entities that do not have to follow our rules.

Manager Mazanec inquired about the need for resources. Deputy Administrator Eleria said they will likely need some funding for district stormwater management. Manager Mazanec also asked about the survey findings. Deputy Administrator Eleria replied that they used the findings, and they are reflected in the draft framework.

VII. General Information

A) Board of Managers' Updates.

Manager Sanders was invited to attend an awards ceremony where CRWD was presented the American Council of Engineering Companies of Minnesota (ACEC) Grand Award for CRWD's office.

He also mentioned the Trout Brook tunnel tour, which was very interesting. Manager Mazanec thanked Deputy Administrator Eleria for putting the tour together and noted that it gave the Board a better understanding of the complexities of the work. Two council members also joined the tunnel tour. Deputy Administrator Eleria mentioned that she would share the link to the pictures.

Manager Texer shared that the MN Watersheds Annual Meeting will be moved to the Grandview Lodge.

Manager Sullivan Janzen recommended that the Board introduce themselves to Attorney Bates, who will fill the position of Attorney Jim Mogen, who is leaving Ramsey County to work at Hennepin County. His last day is April 5th, and tonight is his last time attending the CRWD Board Meeting.

Manager Texer commented that we will miss Attorney Mogen, who has served the District well.

Attorney Mogen thanked the Board and Staff.

B) Administrator's Update

Deputy Administrator Eleria mentioned that we also received the National Recognition Award for Green Building Campus. There will be an event in Washington, D.C., to recognize our work.

She also mentioned that we have a few job openings and interviews, and everything is going well.

VIII. Next Meetings

A) Wednesday, March 13, 2024- 7:00 PM- CAC Meeting- Manager Sullivan Janzen will attend

B) Thursday, March 20, 2024- 6:00 PM -Board of Managers Meeting

IX. Adjournment

Motion 24-037: *Adjournment of March 7, 2024, Regular Board Meeting at 6:55 PM.*

Mazanec/Sanders

Unanimously Approved

Respectfully submitted,

Belinda Armstead