



Capitol Region Watershed District

595 Aldine Street
Saint Paul, MN 55104
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May 21, 2025
Board Meeting
V. Action Item
Approved

Board Workshop of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, May 7, 2025, at 5:00 p.m.**

BOARD WORKSHOP MINUTES

I. A) Call to Order of Board Workshop (*President Joe Collins*)

Managers

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

Staff Present

Anna Eleria
Bob Fossum
Rachele Krivichi

Public Attendees

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

Motion 25-105: *Approve the Workshop Agenda of May 7, 2025.*

Mazanec/Sanders
Unanimously Approved

II. Budget Development Workshop (Eleria/Fossum)

Each year, CRWD Board of Managers must establish a plan of work for the upcoming year, establish a budget based upon the work plan as well as adopt and certify a levy for the budget.

Administrator Eleria and Deputy Administrator Fossum walked through how staff develop CRWD's annual work plan and budget. They went over some basics including budgeting terms, budget structure and funds, sources of revenue, fund balance policies, etc. The workshop gave the Board an opportunity to ask general work plan and budget development questions and gain greater understanding of this process prior to future discussions about the 2026 Work Plan and Budget. Staff also reviewed the proposed 2026 Work Plan and Budget Schedule.

The Board had some more in-depth questions about how the budget can be spent. Manager Mazanec asked if the District can spend money on items not listed on the budget. Mr. Fossum said the District's bond attorney would not recommend us issuing a bond for something that's not in the plan, but the plan can be amended if situations for funding arise that weren't originally in the plan.

There was some discussion of the debt levy and operations levy and how the leftover fund from the debt levy stays in the debt fund balance each year. There was also discussion of fluctuating real estate values and if it would impact the District's ability to collect taxpayer funds in the coming years, as well as the impact of federal funding cuts. It was discussed that the District should consider a 0% increase for 2026 in anticipation of the higher burden that City and County governments may be placing on taxpayers.

Manager Texer suggested the District want to put together a marketing plan to let people know the District is aware of the situation.

III. Adjourn Board Workshop

Motion 25-106: *Adjournment of May 7, 2025, Board Workshop at 5:48 P.M.*

Mazanec/Sanders
Unanimously Approved

REGULAR MEETING MINUTES

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

Managers

Mary Texer
Hawona Sullivan Janzen
Shawn Mazanec
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Bob Fossum
Rachele Krivichi
Acadia Stephan
Britta Belden
Lucas Roessler-Caram
Marta Wichman
Jim Rudolph

Public Attendees

None

Other Attendees

Bradley Cousins, Ramsey County
Attorney

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

Motion 25-107: *Approve the Agenda of May 7, 2025.*

Mazanec/Texer
Unanimously Approved

II. Public Comment – None.

III. Permit Applications and Program Updates

A) Permit 16-029, Boater’s Outlet – Closure (Chastan-Davis)

This permit was issued for construction of a new boat storage and repair facility on Rice near Elmer in Maplewood. Stormwater management consists of one underground infiltration system, one surface infiltration basin, and one surface filtration basin. Work is complete, the site is stable, and the stormwater treatment practices have been confirmed functional. \$6,900 of surety was collected for this project and is available for return. There were no surety deductions collected for this project.

Motion 25-108: *Approve \$6,900 surety return and Certificate of Completion for permit #16-029 Boaters Outlet.*

Mazanec/Texer
Unanimously Approved

B) Permit 20-036, Lexington Apartments (The NINE at Lexington) – Closure (Stephan)

This permit was issued for construction of an apartment building, with retail on the first floor and below ground parking, on Lexington Avenue south of University Avenue in Saint Paul. Stormwater management consists of one underground infiltration system. Work is complete, the site is stable, and the stormwater treatment system has been confirmed functional. \$9,400 of

surety was collected for this project. There was a \$960 surety deduction for inspections charges and \$8,440 of the surety is available for return.

Motion 25-109: *Approve \$8,440 surety return and Certificate of Completion for permit #20-036, Lexington Apartments.*

Mazanec/Texer
Unanimously Approved

C) Permit 21-034, Highland Bridge Block 11 – Surety Return from Withdrawn Permit (Hosch)

This permit application was for construction of a mixed-use residential building in the Highland Bridge development at Cretin and Bohland in Saint Paul. The application was approved and extended by the Board in 2021, 2022, and 2023 but was never fully issued nor did construction begin. In September 2024, the applicant (Weidner Properties) withdrew the application upon not meeting the milestones for construction under the City of Saint Paul zoning approvals in place at the time. The project will require new application and approval should it move forward at any future time. \$6,700 of surety was collected for this project and is available for return.

Motion 25-110: *Approve \$6,700 surety return for permit #21-034, Highland Bridge Block 11.*

Mazanec/Texer
Unanimously Approved

D) Permit 25-002, John Ireland Blvd Bridge Replacement (Chastan-Davis)

MnDOT proposes the replacement of the two-bridge system for John Ireland Blvd over TH 94. The project will also include ADA improvements at the intersections of Concordia Ave and Marion Street, and Rondo Ave and Marion Street. Other improvements include grading, bituminous and concrete surfacing, signal, lighting, and signing. Permanent stormwater management consists of one surface filtration basin and two pretreatment grit chambers: one for pretreatment and one for gross pollutant removal. MnDOT has 138,550 cubic feet of credits in their Volume Bank, as of April 30, 2025.

Motion 25-111: *Approve with 1 condition:*

1. *Provide a copy of the NPDES permit.*

Mazanec/Texer
Unanimously Approved

E) Permit 25-006, Macalester Residence Hall and South Parking Lot (Martinkosky)

The applicant proposes demolishing several buildings and construction of a new residence hall & welcome center at 1655 Grand Avenue and a new parking lot at 53 Macalester Street.

Motion 25-112: *Approve with 10 conditions:*

1. Receipt of \$10,900 site surety and \$14,000 Manufactured Treatment Device Maintenance (MTD) surety. The MTD surety is \$10,000 + \$3,000/acre of new/reconstructed impervious area. CRWD only applied the impervious area associated with the Residence Hall plans to the MTD surety amount.
2. Provide the full legal description for the project parcels in the maintenance agreement.
3. Revise the maintenance plan to address conditions a.-e. detailed in Permit Report R3c.
4. Receipt of documentation of maintenance agreement recorded with Ramsey County, being sure to include attachments A (scaled site plan) and B (site specific maintenance plan).
5. Acknowledgement that applicant will submit an executed maintenance contract for the MTD with a qualified vendor prior to permit closure and before the project can begin the 5 years of satisfactory maintenance and MTD performance period.
6. Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID. Signed plans submitted on 4/18/2025 are only partial plansets.
7. Revise Detail 10 on Sheet C600 of the Residence Hall plans to include Structure ST#2.
8. Revise ST#101 6" INV W on Sheet C550 in the Parking Lot plans from 927.54' to 927.89' to correspond with the upstream inlet elevation and pipe slope.
9. Revise proposed drainage area table in the proposed drainage area map to subdivide Pr-01 into Pr-01, Pr-01B, and Pr-01C.
10. Provide confirmation that the City of Saint Paul will allow an increase in discharge rate to Macalester St.

Mazanec/Texer
Unanimously Approved

F) Permit 25-011, FCC Environmental (Martinkosky)

The applicant proposes to reconstruct an existing gravel parking lot to a bituminous parking lot to convert this site to a garbage truck Compressed Natural Gas (CNG) filling facility. A CNG filling facility will be constructed on the west end of the site. The existing buildings onsite will remain as is.

President Collins complimented the storm liner detail.

Motion 25-113: Approve with 6 conditions:

1. Receipt of \$21,400 site surety and \$19,200 Manufactured Treatment Device Maintenance surety (MTD). The MTD surety is \$10,000 + \$3,000/acre of new/reconstructed impervious area. Provide roof drain and/or downspout information to document proposed retail and multifamily buildings drain to ST-03 as shown in the drainage area map.
2. Receipt of documentation of maintenance agreement recorded with Ramsey County, being sure to include attachments A (scaled site plan) and B (site specific maintenance plan). Provide written approval from the City of St. Paul allowing the point discharge rate increases to Ford Parkway.
3. Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID.
4. Provide a copy of the NDPEs permit.

5. *Revise plans to address conditions a.-b. detailed in Permit Report R3.*
6. *Provide a site-specific maintenance plan in plain language that addresses conditions a.-i. detailed in Permit Report R3.*

Mazanec/Texer
Unanimously Approved

G) Permit 25-013, Jackson Street Reconstruction, University to Pennsylvania (Martinkosky)

The applicant proposes to reconstruct Jackson Street. The project spans from University Avenue East to Pennsylvania Avenue West in Saint Paul, Minnesota. The project will reconstruct 2,100 linear feet of roadway and improve other infrastructure including storm and sanitary sewers, curb, gutter, landscaping, and ADA-compliant sidewalks. A new retaining wall will be constructed on the south side of Valley Street. The project utilized the TBI flood model.

Motion 25-114: *Approve with 0 conditions.*

Mazanec/Texer
Unanimously Approved

H) Permit 25-014, Linwood Rec Center Improvements (Stephan)

City of Saint Paul Parks and Recreation proposes construction of a new play area, parking lots, basketball/pickleball courts, baseball field, site trails, and stormwater basins at Linwood Recreation Center.

Motion 25-115: *Approve variance with 5 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 plans to address items a.-d. in permit report R2b dated 4/29/25.*
4. *Revise proposed conditions subwatershed map to include current site layout and correspond with the subcatchments in the HydroCAD model. Included subwatershed map references a past design.*
5. *Revise Operation & Maintenance plan to include a list of necessary equipment and personal protective equipment (PPE) to perform inspections/maintenance.*

Mazanec/Texer
Unanimously Approved

I) Permit 25-020, 2025 Falcon Heights Pavement Management Project (Martinkosky)

In the summer of 2025, the City of Falcon Heights proposes to complete a full depth reclamation (FDR) in the Falcon Woods neighborhood and sections of California, Idaho, and Iowa Avenues. The FDR will mill all the pavement off the road, complete slight grading of the stone base for drainage, and re-pave the streets. Damaged curbs that will be replaced to match the existing curbs. The project proposes to replace three storm sewer structures within a wetland used for

stormwater rate control. Two stormwater treatment catch basins with sumps and treatment baffles are proposed.

Motion 25-116: *Approve variance of 3,960 ft³ from volume retention requirement of Rule C for street and sidewalk impervious area.*

Mazanec/Texer
Unanimously Approved

IV. Special Reports – 2024 CRWD Stormwater Summary Report (Rudolph)

CRWD has conducted annual stormwater monitoring since 2004 to assess water quality and quantity across key outfall locations within the District. The monitoring program tracks pollutant concentrations and loading, supports compliance with MS4 permit requirements, evaluates the performance of Best Management Practices (BMPs), and informs watershed management decisions. In 2024, stormwater monitoring was conducted at seven primary outfall stations amongst others, collecting data on pollutant concentrations, flow volumes, and seasonal trends throughout the year.

The stormwater data collected in 2024 was compiled, analyzed, and compared to historical datasets. Analysis showed that above-average precipitation from April through July 2024 resulted in elevated stormwater discharge and pollutant transport throughout the District. This wet period drove significant increases in total phosphorus and total suspended solids at several stations, particularly at Trout Brook West Branch and East Kittsondale. Stormflow samples also showed elevated levels of E. coli, chloride, and heavy metals – reflecting seasonal patterns and urban runoff dynamics. Understanding these trends is critical for tracking the District’s progress toward water quality goals and adapting to increasingly variable climate conditions.

One data set showed an exceedance of the E. Coli standard, which followed a storm. The District can educate residents on the importance of picking up animal waste. The main source for lead in the District’s stormwater is lead pipes. The City will be replacing them, so it is likely that the level of lead in District water will decrease. Joe asked where baseflow comes from. It is primarily groundwater seeping into the storm tunnel.

The managers discussed the hypothetical legal repercussions of downstream pollution.

Motion 25-117: *Accept the McMurray Fields Stormwater Reuse – Preliminary Design Report.*

Mazanec/Texer
Unanimously Approved

V. Action Items

A) Approve Minutes of April 16, 2025, Regular Board Meeting (Dalit)

Motion 25-118: *Approve the April 16, 2025, Minutes, Regular Board Meeting*

Mazanec/Texer
Unanimously Approved

B) Approve Partial Accounts Payable/Receivable for April 2025 (Dalit)

Motion 25-119: *Approve a partial April 2025 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments. Authorize the Administrator to issue electronic payments for April US Bank and Menards credit card payments.*

Mazanec/Texer
Unanimously Approved

Motion 25-120: *Approve March 2025 expenditures and accounts receivable as presented in the enclosed financial statement.*

Mazanec/Texer
Unanimously Approved

C) Approve Contract for Spring 2025 Rain Garden Construction (Roessler-Caram)

CRWD offers grant funding for the installation of curb cut rain gardens in the ROW through its Clean Water Project grant program. CRWD bundles these projects into batches and coordinates contracting and construction on behalf of grantees. As part of their grant agreement, homeowners are responsible for providing matching funds (if required) and maintaining their projects for at least 10 years.

CRWD and Ramsey County Soil and Water Conservation Division (RCSWCD) staff have prepared designs (enclosed) and received design approval from St. Paul and Falcon Heights for six curb cut boulevard rain gardens. Rain garden locations are spread across three subwatersheds, East Kittsondale, West Kittsondale, and St. Anthony Park.

Construction will take place during May and June 2025. The selected contractor will excavate the basins; construct retaining walls where necessary; add pretreatment structures; install soil, mulch, and plants; and pour concrete curb inlets. Grant agreements will be executed with each homeowner to finalize grant awards, matches, and maintenance requirements prior to construction. This project will reduce over 380 pounds of total suspended solids (TSS), over 1 pound of total phosphorus (TP), and more than 22,000 gallons of stormwater runoff annually.

A Request for Quotes was distributed to six contractors on April 4, 2025 and quotes were due on April 30, 2025. Two contractors returned quotes. The lowest quote came from Davey Resource Group at \$115,596.00. Davey Resource Group was the contractor for CRWD's 2023 Curb Cut Boulevard Rain Garden construction. A summary of Ramsey County SWCD's cost estimate and the quotes received is enclosed. This project will be funded through project #210-25150 (ROW Projects – Boulevard Rain Gardens) which has a 2025 grant budget of \$197,520.

Motion 25-121: *Approve construction services agreement with Davey Resource Group for construction of Spring 2025 ROW Rain Garden project for an amount not to exceed \$115,596.00 and authorize the Administrator to execute the agreement.*

Mazanec/Texer
Unanimously Approved

D) Approve Amendment for Highland Ravine 3 Subwatershed Analysis (Roessler-Caram)

Due to the topography and land use in the Highland Park Neighborhood, runoff flows rapidly through Highland Ravine. This leads to erosion, flooding, and the delivery of pollutants to the Mississippi River. In 2014, CRWD completed stabilization and restoration work on several areas of Highland Ravine.

Ravine 3, adjacent to Highland Park, included re-grading slopes, constructing 33 rock dams to slow water flow, and planting native vegetation to stabilize the soil. In 2016, CRWD installed an outlet structure to prevent ravine flow from going over sidewalks and into the street. Since construction, CRWD has been inspecting the project and conducting routine maintenance.

In June 2023, staff inspections revealed that rocks from nearly all 33 grade control structures had been dislodged and transported downstream. A subsequent large storm event (estimated between a 10- and 35-year storm) triggered further instability in the ravine. Sediment was transported downstream, clogging the outlet structure and increasing the risk of damage to infrastructure and adjacent properties.

In response, CRWD and Stantec developed construction plans to repair the check dams, replace the outlet structure, and improve long-term stability through a future vegetation management plan. In December 2024, the Board authorized solicitation of quotes (RFQ) for these repairs and approved Amendment 1 to create a vegetation management plan and conduct construction management, putting the current contract with Stantec at \$42,697.00.

These holding pools are designed to temporarily hold and slow water down, and therefore not become mosquito breeding grounds.

Motion 25-122: *Approve Amendment 2 with Stantec Consulting Services in the amount of \$29,838.00 to complete the Highland Ravine 3 Subwatershed Analysis.*

Mazanec/Texer
Unanimously Approved

E) Approve 2025 QAPP (Wichman)

In 2016, CRWD staff developed and implemented a Quality Assurance Program Plan (QAPP) to guide the CRWD monitoring program. The QAPP guides the CRWD monitoring program by:

a) Defining data quality assurance goals and procedures; and

b) Summarizing the program design, sampling methods, analytical procedures, and data review protocols.

The contents of a QAPP ensure that quality assurance objectives and regulatory needs are being met. Monitoring data collected using an approved QAPP have strong credibility with outside parties and allow the District to confidently use the data to make regulatory decisions. The first version of the CRWD Monitoring QAPP was presented at the September 7, 2016 meeting and accepted by the Board of Managers. The QAPP is updated annually to reflect any changes that have been made to the CRWD monitoring program as it relates to staffing, monitoring stations, monitoring procedures, and laboratory protocols.

Motion 25-123: *Accept the Targeted Site Investigation Final Report.*

Mazanec/Texer
Unanimously Approved

VI. Unfinished Business – MN Watersheds Request for Resolutions (Eleria)

MN Watersheds is seeking potential watershed resolutions from its members for its 2026 MN Watersheds Legislative Platform. MN Watersheds provided the enclosed request for resolutions (RFR) packet. It includes an outline of the steps and timeline for the resolution recommendation and approval process, resolution form, list of existing MN Watersheds Resolutions, and the 2025 Legislative Platform. The deadline for watershed district boards to submit proposed resolutions is June 2nd.

CRWD staff have reviewed the enclosed RFR packet, considered water issues and possible needs for legislation, and determined that there are no resolutions to submit at this time for several reasons:

- To the best of our knowledge, there are no new urgent policy issues or topics to bring to MN Watersheds for legislative consideration in 2026.
- CRWD needs more time to explore policy-related issues and opportunities at the staff level as well as with our Metro WD/WMO partners. We would prefer to have buy-in from our metro watershed partners and ideally a co-sponsor for any resolution.
- The list of existing active MN Watersheds Resolutions is long. Staff would like to review them, identify which ones are most relevant to us and determine if they have been addressed, remain valid as-is, or warrant an update. (e.g. 2022-01 Creation of a Stormwater Reuse Task Force).
- The lobbyists for MN Watersheds have expressed that the organization should focus on fewer, high priority policy matters each year, so we seek to take a more thoughtful, well-researched approach to developing new resolution(s).

CRWD will discuss the request, the reasons for not submitting a resolution and seek Board feedback. One thing to consider, but would need more research, is a site plan review for chloride management. Manager Texer suggested that each region should have its own policy and to look at it from the bigger picture.

VII. General Information

A) Board of Managers' Updates

Manager Texer and President Collins met with Ramsey County Commissioner.

There is a Minnesota Watersheds Summer Tour and the organizers need to know how many people will be riding the bus. Those interested should let Office Manager Meilina know if they plan on attending.

Manager Mazanec works at the MinnSect show every year, which brings out people who are interested in water insects and the environment. It's a great opportunity to get involved in the community that the District may want to be involved in or aware of for the future.

B) Administrator's Update

President Collins and Administrator Eleria will be going to the Right Track supervisor training at the Science Museum. They will be presenting the awards for Right Track Employee and Supervisor.

New Administrative Assistant Lydia Treichel started on May 6th, so the Admin team is now fully staffed.

The District has been awarded a \$2 million dollar grant from Minnesota Pollution Control Agency (MPCA) for McMurray Stormfield. Rachel Funke was instrumental in the preparation for the grant application, as well as Bob Fossum and Nate Zwonitzer who got the project to the place where they could apply for the grant.

VIII. Next Meetings

A) Wednesday, May 14, 2025 – 5:30 p.m. – CAC Meeting

B) Wednesday, May 21, 2025 – 6:00 p.m. – Board Meeting

IX. Adjournment

Motion 25-124: *Adjournment of May 7, 2025, Workshop and Regular Board Meeting at 7:28 PM.*

Mazanec/Texer
Unanimously Approved

Respectfully submitted,
Rachele Krivichi