



Capitol Region Watershed District

595 Aldine Street
Saint Paul, MN 55104
(651) 644-8888 • capitolregionwd.org

August 6, 2025
Board Meeting
V. Action Item
Approved

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, July 16, 2025, at 6:00 p.m.**

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
Meilina Dalit
Jim Rudolph
Acadia Stephan

Public Attendees

Mike Trojan, CAC

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

Motion 25-166: *Approve the Agenda of July 16, 2025, Meeting.*

Mazanec/Sanders
Unanimously Approved

II. Public Comment – None.

III. Permit Applications and Program Updates

A) 23-003, Marshall Avenue Flats - Closure (Stephan)

Permit #23-003 was issued for the construction of an apartment complex with an underground parking garage near Marshall Avenue and Snelling Avenue in Saint Paul. Stormwater treatment is provided by an underground infiltration. uu system. Work is complete, the site is stable, and the stormwater treatment practice has been confirmed functional. A surety of \$4,500 was collected for this project. There were no inspection charges, and \$4,500 is available for return.

Motion 25-167: *Approve \$4,500 surety return and Certificate of Completion for permit #23-003 Marshall Avenue Flats.*

Mazanec/Sanders
Unanimously Approved

B) 25-026, Tamarack Pathway (Martinkosky)

The applicant proposes to construct an 821 linear-ft long eight-foot-wide bituminous pathway in Tamarack Park. The pathway will extend from the playground to the north and then turn west

where it will connect to the Western Avenue cul-de-sac. The pathway is adjacent to Woodview Marsh.

Motion 25-168: *Approve request for variance from the requirements of Wetland Management Rule E to provide a minimum buffer of 25-feet of permanent un-manicured vegetative ground cover abutting a wetland.*

Mazanec/Sanders
Unanimously Approved

Motion 25-169: *Approve with 2 conditions:*

1. *Revise erosion and sediment control plan to include the following:*
 - a. *Inlet protection for the five catch basins near the construction exit on Western Avenue. Bio-log alone is not sufficient.*
 - b. *A note stating, "Silt fence or fabric placed under the grate is not an approved form of inlet protection".*
2. *Revise the plans to address the following:*
 - a. *Add the wetland boundary linework to Sheet 12.*
 - b. *Update the referenced seed mixes on sheets 12 and 13. BWSR seed mix 35-641 is no longer in use, MnDOT seed mix 36-211 has been replaced by Southern Shortgrass Roadside, and BWSR seed mix 34-271 has been replaced with 34-272. Several of the referenced seed mixes do best in full sun to partial shade. Confirm if the project location will provide adequate sunlight for these mixes and consider seed mix 36-212 (Woodland South and West) if more shade tolerant plants are needed.*

Mazanec/Sanders
Unanimously Approved

IV. Special Reports - June 2025 Precipitation Update (Rudolph)

Mr. Rudolph presented an update on precipitation in June 2025, which was a very rainy month. The total amount of rainfall for June was much higher than the 30-year normal. In June, 8.26 inches of rain were recorded, which is 3.68 inches more than normal—about 80% above average. The June rain events had a significant impact on Minnesota's drought status: the May and June rain brought the entire state out of a drought. These extreme shifts between drought and wet conditions are due to climate change and an increase in average global temperatures. After the 3.27 inches of rain in late June, the level of Como Lake rose by about 1.5 feet, a significant increase in level over a relatively short period of time. CRWD's monitoring station at East Kittsondale showed that the water level in the storm sewer increased quickly to 5 feet within 5 minutes. The cistern at CRWD's office reached full capacity multiple times during the spring and summer due to the frequent and substantial rain.

V. Action Items

A) Approve Minutes of July 2, 2025, Workshop and Regular Board Meeting (Treichel)

Motion 25-170: *Approve the July 2, 2025, Minutes, Workshop and Regular Board Meeting*

There was a minor typo in the minutes. The Board approved the minutes, as amended.

Mazanec/Sanders
Unanimously Approved

B) Approve Accounts Payable and Receivable for June 2025 (Dalit)

Motion 25-171: *Approve remaining partial June 2025 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Mazanec/Sanders
Unanimously Approved

Motion 25-172: *Approve June 2025 expenditures and accounts receivable as presented in the enclosed financial statement.*

Mazanec/Sanders
Unanimously Approved

Motion 25-173: *Authorize the Administrator to complete four wire transfers to Ehler's Bond Trust Services in the amounts of \$106,225.00, \$12,937.50, \$475.00, and \$475.00.*

Mazanec/Sanders
Unanimously Approved

C) Approve Draft Preliminary 2026 Budget and Levy for Public Review (Fossum)

Each year the Board of Managers must develop a work plan for the upcoming year and establish a budget and levy to implement the work plan. At the June 4th Board Meeting, staff reviewed the draft 2026 Work Plan and Prioritization. Based on the prioritization and review of the draft 2026 Work Plan, staff developed a first draft of the full 2026 Preliminary Budget and Levy and reviewed it with the Managers at the July 2nd meeting. The Managers expressed support for the draft Preliminary Budget and Levy as presented.

The next step in the budgeting process is to approve a Preliminary Budget and Levy for Public Review. Staff are recommending approval for public review of the Budget and Levy that was reviewed at the July 2nd Board meeting, with no changes.

Motion 25-174: *Approve Draft 2026 Preliminary Budget and Levy for Public Review and set public hearing date for August 20, 2025.*

Mazanec/Sanders
Unanimously Approved

D) Appoint Delegates to the MN Watersheds 2025 Meeting on Resolutions and Petitions (Eleria)

In March 2025, MN Watersheds held a special meeting at the Park Event Center in Waite Park, Minnesota and a new process was adopted for establishing resolutions and legislative priorities. The new process allows for updating the platform and developing resolutions earlier in the year. Managers Mazanec and Sullivan Janzen served as CRWD’s delegates for the meeting. President Collins was the alternate delegate.

Staff and the Board discussed the proposed updates to the legislative platform and the three proposed resolutions. The Board appointed Managers Mazanec and Sullivan Janzen as the two delegates and Manager Collins as the alternate to the MN Watersheds Annual Meeting. They will consider and vote upon the proposed legislative platform changes and proposed resolutions based on direction from the full Board.

Motion 25-175: *Appoint two delegates (Managers Mazanec and Sullivan Janzen) and an alternate (Manager Collins) to the MN Watersheds 2025 Annual Meeting for Resolutions and Petitions.*

Mazanec/Sanders
Unanimously Approved

Motion 25-176: *Authorize delegates to vote on the proposed Legislative Platform Updates and proposed Resolutions.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) 2025 Contracts and Agreements Update (Dalit)

The new Procurement and Contracting Guidelines authorize the Administrator to approve contracts between \$5,000 and \$49,999 and authorize the division managers and the office manager to approve contracts less than \$5,000. When the Board accepted the new guidelines in March, they requested that staff provide the Board with a list every six months of contracts and agreements that have been approved by staff, so that they are aware of agreements that did not require Board approval. The list of contracts and agreements was distributed to the Board in the meeting packet for informational purposes only.

VII. General Information

A) Board of Managers’ Updates

Manager Sullivan Janzen shared that a memorial service will be held for Melvin Giles on August 2nd. The location has not yet been determined.

B) Administrator’s Updates

CRWD's Highland Bridge project has been awarded the Project Excellence Award by the Water Environment Federation (WEF). This is a very prestigious award in the water sector. Staff have shared the news with partners involved in the project and invited them to join CRWD in accepting the award. The awards ceremony will be held at the end of September in Chicago, as part of the annual WEF Conference. WEF has asked that CRWD not share the news publicly until WEF makes a formal announcement in August.

An article in the *Star Tribune* was published over the weekend with a misleading headline that states that rain gardens are making water quality worse. Since some staff have received inquiries related to the article, staff are developing internal talking points to respond to the article.

The sale of University of Minnesota's golf course, which is a 141-acre site, is forthcoming. Of the 141 acres, 16 of them are located with the District, while the majority of it is in Rice Creek Watershed District. CRWD will be meeting with Rice Creek Watershed District to discuss early planning for the site.

Administrator Eleria shared dates for two upcoming events. The next Art and Water Workshop is tentatively scheduled for September 13th. This date will be confirmed by the next Board meeting, and an email invitation will be sent out. On September 18th, Ramsey Washington Metro Watershed District is celebrating their 50th anniversary.

The MN Metro Watersheds had a meeting last night. Administrator Eleria noted she has reached out to the Metropolitan Council and let them know CRWD is interested in serving on the committee for One Water.

VIII. Next Meetings

- A) Wednesday, August 6, 2025 - 6:00 p.m. – Board Meeting
- B) Wednesday, August 13, 2025 – 5:30 p.m. – CAC Meeting – Manager Sanders will attend.

IX. Adjournment

Motion 25-177: *Adjournment of July 16, 2025, Regular Board Meeting at 7:31 PM.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Meilina Dalit