



Capitol Region Watershed District

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

November 5, 2025
Board Meeting
V. Action Item
Approved

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, October 15, 2025, at 6:00 p.m.**

MEETING MINUTES

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

A) Attendance

Managers

Mary Texer
Hawona Sullivan Janzen
Shawn Mazanec
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Lydia Treichel
Luke Martinkosky
Lindsay Schwantes
Acadia Stephan

Public Attendees

Andrew Hogg (City of Saint Paul)

Other Attendees

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

Motion 25-234: *Approve the Agenda of October 15, 2025 Meeting.*

Mazanec/Sanders
Unanimously Approved

II. Public Comment – None.

III. Permit Applications and Program Updates

A) 24-021, 93 Otis, Lot 4 of MRB Subdivision – Amendment (Stephan)

The applicant proposes to construct a single-family home that is part of the 21-002, 104 MRB subdivision project. Rate control requirements are met for the full subdivision under this earlier permit, while water quality and volume control requirements are met on the individual lots. An amendment to the application (originally approved on 7/19/2024) is proposed to change from an underground to an above ground vegetative filtration basin system.

Motion 25-235: *Approve Amendment with 3 conditions:*

1. *Receipt of documentation of revised maintenance agreement recorded with Ramsey County, being sure to include attachments A (scaled site plan) and B (site specific maintenance plan).*

2. *Revise the site-specific maintenance plan to refer to the surface filtration basin instead of the underground infiltration system.*
3. *Revise Civil Plans to include the following:*
 - a. *Provide a legend on C101 for the following elevations: G, TOF, LO, BFE, LFE. CRWD has evaluated freeboard separation based on a low floor of 830.15' and a low opening of 833.90'.*
 - b. *Revise the scale on Sheet C102 to match property scale. Scale noted on sheet is 1=10' but the actual scale is 1=20'.*
 - c. *Revise Detail 1 on C101 to include the following:*
 - i. *Revise basin vegetation notes to include the following:*
 1. *Specify deep rooted, salt tolerant, native plants according to Plants for Stormwater Design (Shaw and Schmidt, 2003).*
 - ii. *Revise underdrain design to accommodate the following, as recommended by the Minnesota Stormwater Manual. Orientation and perforation patterns for underdrains and spreader pipes shall follow ASTM D1785 or ASTM F758/AASHTO M278 standards:*
 1. *Perforations shall be 1/4-inch circular holes with spacing of 3 inches ($\pm 1/4$ inch). Slotted perforations are also acceptable.*
 2. *4-inch pipe shall have two rows of holes at 90° ($\pm 3^\circ$).*

Mazanec/Sanders
Unanimously Approved

B) 25-025, Maryland Ave (Stephan)

Ramsey County proposes full-depth pavement reconstruction for Maryland Avenue from Clark Street to Edgerton Street. Sidewalks will be replaced as needed for ADA compliance. Existing storm sewer will be replaced from Jessie Street to the project limits just west of Desoto Street to improve inlet capacity and reduce flooding. Use of qualified banking credits is requested due to poor soils, utility conflicts, limited space in the right-of-way, and challenges for maintenance access.

Motion 25-236: *Approve withdrawal of 9,064 cubic feet from the Ramsey County Volume Credit Bank.*

Mazanec/Sanders
Unanimously Approved

Motion 25-237: *Approve with 3 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. *Provide confirmation that potential increase in 100-yr HWL at Maryland and Burr node is fully contained within the County owned right-of-way and provide written confirmation from the County accepting this potential increase in flooding.*

Mazanec/Sanders
Unanimously Approved

IV. Special Reports

A) Wetland Management Plan (Martinkosky)

The 2020 Watershed Management Plan (WMP) identified the reduction in extent and quality of wetlands as a primary watershed issue. The associated 2020 WMP goal is the development of a District Wetland Management Plan and pursuit of wetland restoration and local wetland banking opportunities. The Board approved funding for an updated Wetland Management Plan in July of 2023. Since then, Staff have worked with Barr Engineering and the City of Saint Paul to complete a joint Wetland Management Plan for the entirety of the City and the District. Multiple stakeholders were involved in development of the Wetland Management Plan, including District staff; multiple City of Saint Paul Departments; the Cities of Maplewood, Roseville, and Falcon Heights; BNSF Railway; and the Minnesota State Fair. The Plan identifies potential wetland mitigation sites, and strategies for existing wetland protection and improvement to increase wetland area and quality. Ten implementation actions are recommended to guide the District's and City's efforts to protect and restore wetlands.

CRWD Water Resources Regulatory Specialist Luke Martinkosky, and City of Saint Paul's Water Resource Coordinator, Andrew Hogg, presented the Wetland Management Plan to the Board. Martinkosky reviewed how wetlands are defined, where historical wetlands and existing wetlands are in the District, and management strategies. Martinkosky also explained how CRWD's Rules for protecting wetlands are more restrictive than that of the MN Wetland Conservation Act (WCA) and how wetland mitigation banking works. City of Saint Paul's Water Resource Coordinator Andrew Hogg then reviewed the process of mitigation site identification. Site identification can be difficult in an urban environment but through GIS analysis, site visits, and collaboration, Barr Engineering found over 150 potential sites that fit the criteria of vegetation, soils, history, slope, ownership, use, etc. Upon further research and stakeholder engagement, CRWD narrowed the options down to 11 sites. Staff at CRWD are beginning to work on site feasibility and will be updating Rules next year, and the City of Saint Paul is willing to have discussions amidst their other priorities as they acknowledge there is value in creating wetland banks. Martinkosky then discussed high, medium, and low priorities for implementation before opening it up to questions from the Board.

The Board had questions regarding permanency of wetlands and the private versus public ownership of wetland banks. Martinkosky responded that there are strong legal mechanisms in place to protect wetlands in perpetuity, as well as many challenges to filling a wetland. The Board also discussed the 11 site options, like the State Fair, Highland Golf Course, and Xcel and the reasons they may or may not work. Board Manager Shawn Mazanec suggested starting a wetland fund in the CRWD budget that the City could match so we can be prepared to purchase land and create a wetland bank. President Collins voiced his support of this idea and suggested adding it to the budget in 2027. Administrator Eleria referenced CRWD's preliminary 2026 budget where there is approximately \$100,000 allotted to Wetland Management Plan Implementation.

Motion 25-238: *Approve the joint Wetland Management Plan*

Mazanec/Sanders
Unanimously Approved

B) Watershed Learning Center Activation Update

Staff have been exploring ways to activate our Watershed Learning Center, as CRWD continues to implement its' Watershed Management Plan. The District submitted a statement of interest to participate in We Are Water MN; a traveling exhibit that seeks to deepen community connections to water and is a partnership with eight statewide partners including the MN Humanities Center. CRWD been selected as one of five host sites in 2026, and the hosting term is from April 21 – June 15, 2026. As a host site, CRWD will house water education displays including some displays customized for CRWD, plan and host an opening reception and four community events during our hosting term. One of the custom displays is a set of audio stories from residents of CRWD.

The MN Humanities Center uses the Absent Narratives approach which is a principle-driven framework for engagement work that places relationship with people at the center. There are four core values; learn from and with multiple voices, build and strengthen diverse relationships, recognize the inequity of a single story, and amplify community solutions for change. CRWD staff will be trained in using the Absent Narratives approach and will use this in planning events and to help identify individuals connected to our watershed to be interviewed for the audio stories. Staff will keep the Board updated about hosting the exhibition, and determine how the Board, CAC, and additional staff can support this initiative.

V. Action Items

A) Approve Minutes of October 1, 2025, Workshop & Regular Board Meeting (Treichel)

Motion 25-239: *Approve the October 1, 2025 Workshop & Regular Board Meeting Minutes.*

Mazanec/Sanders
Unanimously Approved

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

Motion 25-240: *Approve remaining partial September 2025 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Mazanec/Sanders
Unanimously Approved

Motion 25-241: *Approve September 2025 expenditures and accounts receivable as presented in the enclosed financial statement.*

Mazanec/Sanders
Unanimously Approved

C) Approve Change of the first December Board Meeting to December 1, 2025 (Eleria)

In December 2024, CRWD Board of Managers adopted the 2025 Board meeting schedule that established the dates for two Board meetings each month. Generally, the first and third Wednesdays in each month are adopted as Board meeting dates. Occasionally, the Board adjusts a meeting date to accommodate holidays and conflicts with other meetings or conferences.

The Board set Wednesday, December 3rd as the first Board meeting in December 2025. This date is also the first day of the MN Watersheds Conference, which will be held in Nisswa, MN. It is anticipated that the Administrator, other staff and some Board of Managers will be at the conference and unable to attend a Board meeting on December 3rd. Staff propose that the first December Board meeting be moved to Monday, December 1, 2025, at 6:00PM.

Motion 25-242: *Approve the change of the first December 2025 Board meeting date to December 1, 2025.*

Mazanec/Sanders
Unanimously Approved

D) Approve Partner Grant Biennial Solicitation Schedule (Schwantes)

CRWD has supported organizations working to increase clean water knowledge and actions through our Partner Grant program since 2007. In 2024, a program review was conducted with the goals of strengthening the program connections to CRWD's Watershed Management Plan, reducing staff time spent administering the program and minimizing barriers to participation for grantees. Through this review, we developed thirteen program recommendations that were reviewed and approved by the Board of Managers in October 2024. One of the recommendations was to support up to ten Partner Grants per year.

Updates to the Partner Grant program were implemented and CRWD solicited new applications in January 2025. The 2025 Partner Grant budget is \$165,000. Staff received 26 proposals totaling over \$700,000 in requested funding. Of the 26 proposals, only two of them requested a one-year term. From this, CRWD learned that there is high demand for financial support and that it is more likely that partners will request a two-year term. The funded pool of 2025 Partner Grants includes nine grants total and eight projects that will carry into 2026. Staff presented these projects to the Board of Managers last May.

Due to the number of Partner Grant projects CRWD will be supporting through 2026 and the indication that many grantees are interested in two-year projects, staff recommend updating the Partner Grant solicitation cycle to every two years with the next grant application cycle in fall 2026. Staff will continue to explore other desired program improvements as well as other possible ways to collaborate with external partner organizations.

Motion 25-243: *Approve Partner Grant biennial solicitation schedule.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

VII. General Information

A) Board of Managers' Updates

Board President Collins and Vice President Texer attended the Water Resources Conference. They both commented that the presenters were prepared, and the conference was well run. President Collins mentioned the Cold Climate/Stormwater Research Center that the University of Minnesota and the University of New Hampshire have created and how CRWD could benefit from their work. Vice President Texer suggested some staff from CRWD could attend an Artificial Intelligence Workshop organized by the University of Minnesota on November 7th and will forward the information to Administrator Eleria.

Board Manager Mazanec attended the Resolutions and Legislative Committee last week. Top priorities included continuing work on chloride, permitting processes with state agencies, and allowing watershed districts and WMOs to be in a self-insurance pool. There was not much controversy or discussion, but those involved are aware it may be hard to get things done in an election year.

B) Administrator's Update

Administrator Eleria agreed with the Board that the content of the Water Resources Conference included a nice diversity of topics, people, and sectors. It was a benefit to showcase two of CRWD's programs; Facility Management Division Manager, Forrest Kelley, gave a presentation on Maintenance Collaboration, and Water Resources Technician Eoghan O'Neill spoke about Microplastics in Urban Watersheds. Eleria informed the Board that CRWD will be hosting the Metro Minnesota Watersheds meeting on Tuesday, October 21st. The Board will also be receiving an email regarding registration for the Minnesota Watersheds Annual Conference by the end of the week.

C) Next Meetings

- a. Wednesday, November 5, 2025 – 5:00 p.m. – Board Workshop and Regular Meeting
- b. Wednesday, November 12, 2025 – 5:30 p.m. – CAC Meeting – Manager Sullivan Janzen will attend.

D) Adjournment

Motion 25-244: *Adjournment of October 15, 2025, Regular Board Meeting at 7:42 PM.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Lydia Treichel