



## Capitol Region Watershed District

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**March 18, 2026**  
**Board Meeting**  
V. Action Item  
Approved

**Board Workshop** of the Capitol Region Watershed District (CRWD) Board of Managers, for  
**Wednesday, March 4, 2026, 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  
Shawn Mazanec (*absent w/ notice*)  
Joe Collins  
Rick Sanders

**Staff Present**

Anna Eleria  
Bob Fossum  
Meilina Dalit  
Marta Wichman-Bury  
Elizabeth Frödén  
Britta Belden

**Public Attendees**

Mary Lilly, CAC Member

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

**Motion 26-041:** *Approve the Workshop Agenda of March 4, 2026.*

Sanders/Texer  
Unanimously Approved

II. 2025 Climatological Summary (Wichman-Bury)

CRWD collects continuous precipitation data across the District annually. CRWD utilizes precipitation data collected by the University of Minnesota St. Paul Campus Climate Observatory and the National Weather Service at the Minneapolis-St. Paul International Airport, as well as data collected at four District precipitation monitoring stations. Additionally, CRWD compiles daily climate data from the University of Minnesota as part of the NWS Cooperative Observer Program. District lake data are collected by Ramsey County Public Works. Data from these sources have been analyzed and summarized in the 2025 Climatological Summary.

Climatological events directly impact District water resources, projects, and programs. CRWD uses climatological data to calculate total annual precipitation, runoff, and nutrient and pollutant loading, as well as to assess effects of drought and flooding in the District. According to the Minnesota Department of Natural Resources, Minnesota is already experiencing several impacts of climate change including winter and nighttime warming, more frequent extreme precipitation events, and long periods of drought. These trends are expected to worsen over time. It is important to document and analyze climatological data and other noteworthy climatological events to assess their impact and how they change over time due to climate change. Continued monitoring of CRWD's climate and climatological events is critical in the

implementation of CRWD’s Climate Resiliency Framework, which documents and clarifies the District’s role, approaches, and actions it can take to plan for and address local impacts of climate change.

Monitoring Coordinator Marta Wichman reviewed the 2025 Climatological Summary with the Board.

III. 2025 Lake Report (Froden)

Each of CRWD’s five lakes are collaboratively monitored by Ramsey County Public Works (RCPW), the Ramsey County Soil and Water Conservation Division (RCSWCD), the Minnesota Department of Natural Resources (DNR), and CRWD to evaluate overall health, assess compliance with water quality standards, and determine if each lake supports its designated uses for swimming, fishing, and/or aesthetics. Data has been collected annually on each lake for varying periods of record, with the Como Lake dataset being the longest, dating back to 1984.

In 2025 CRWD, in partnership with RCPW and RCSWCD, collected chemical, physical, and biological data from all five District lakes. Data collected included: dissolved oxygen, total phosphorus, chlorophyll-a, chloride, temperature, Secchi disk depth, phytoplankton, zooplankton, macrophyte samples, biovolume surveys of vegetation, and continuous water level data.

Water Resource Technician Elizabeth Froden presented to the Board a summary of data collected in 2025.

IV. Adjourn Board Workshop

**Motion 26-042:** *Adjournment of March 4, 2026, Board Workshop at 5:53 P.M.*

Sanders/Texer  
Unanimously Approved

**Regular Board Meeting** of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, March 4, 2026, at 6:06 p.m.**

**MEETING MINUTES**

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

**Managers**

Mary Texer  
Hawona Sullivan Janzen  
Shawn Mazanec (*absent w/notice*)  
Joe Collins  
Rick Sanders

**Staff Present**

Anna Eleria  
Bob Fossum  
Meilina Dalit  
Lindsay Schwantes  
Elizabeth Hosch  
Acadia Stephan  
Nate Zwonitzer  
Lucas Roessler-Caram

**Public Attendees**

Mary Lilly, CAC Member

**Other Attendees**

J.P. Hochhalter, Ramsey County  
Attorney

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

**Motion 26-043:** *Approve the Agenda of March 4, 2026, Meeting.*

Administrator Eleria requested to add item III. B) Permit 25-041 I-35E over Shepard Road. The memo and enclosure were distributed to the Board at the meeting.

Administrator Eleria noted there was an updated memo and enclosure for item V. D) Contract for Highland Ravine.

Sanders/Sullivan Janzen  
Unanimously Approved

II. Public Comment – None.

III. Permit Applications and Program Updates

A) 25-012 Shepard Road Duct Install Surety Return (Chastan-Davis)

This permit application was for trenching of buried electric transmission line duct and the installation of erosion and sediment control best management practices (BMPs) along Shepard Road. The application was approved by the Board on March 19, 2025. Work has not started for the proposed project and is not anticipated until late 2026 or sometime in 2027. On February 5, 2026, the applicant (Xcel Energy) withdrew the application given the final construction schedule is variable and may not start until 2027. The project will require new application, and approval should it move forward in the future. A surety of \$2,000 was collected for this project and is available for return.

**Motion 26-044:** *Approve \$2,000 surety return for permit #25-012, Shepard Road – Duct Install.*

Sanders/Sullivan Janzen  
Unanimously Approved

B) Permit 25-041 I-35E over Shepard Road (Martinkosky)

The applicant proposes replacement of the I-35E bridge over Shepard Road. The project includes pavement replacement on exit ramps, ADA improvements, construction of a moment slab/barrier wall, and an iron enhanced sand filtration basin to provide stormwater treatment.

**Motion 26-045:** *Approve request for variance from the water quality requirements of Stormwater Rule C.3(d) to provide 90% TSS reduction onsite.*

Sanders/Sullivan Janzen  
Unanimously Approved

**Motion 26-046:** *Approve with 4 conditions:*

- 1. Provide a copy of the NPDES permit when available.*
- 2. Revise pretreatment design in Structure 5040 to include skimming (i.e., snout, hood, etc.).*
- 3. Revise HydroCAD model to address the items detailed in permit report R6d.*
- 4. Revise Filtration Basin impervious drainage area in the narrative from 21,483 ft<sup>2</sup> to 20,711 ft<sup>2</sup> to correspond with the HydroCAD model and email correspondence.*

Sanders/Sullivan Janzen  
Unanimously Approved

C) Other Permit Updates (Hosch)

There were no updates at this time.

IV. Special Reports

A) Permitted Sites Maintenance Program Update (Stephan)

Staff completed a project charter to outline program goals and guide implementation of a Permitted Sites Maintenance Program, which aims to increase rates of compliance for inspection, reporting, and maintenance requirements. In 2025, in accordance with the charter, permitting staff focused these aims on closed permits under private ownership. Special attention was given to sites with large volume stormwater practices and those which were recently closed. Staff prioritized proactive collection of required inspection records, shared clear expectations and technical resources, and conducted joint maintenance inspections with property owners and facility managers. As a result of these efforts, sites are beginning to address deferred maintenance, and staff are developing relationships with maintenance contacts.

Regulatory Stormwater Specialist Acadia Stephan provided the Board with an update on actions taken for program implementation on 2025.

Manager Collins asked about the corrosion in corrugated metal pipe systems that was observed during inspections. Ms. Stephan responded that staff plan to reach out to pipe manufacturers to better understand the corrosion, and that there appears to be new guidance from one of the manufacturers to rinse the systems to be completed on an annual basis. Staff will need to collect more information to understand options to address the issue.

V. Action Items

A) Approve Minutes of February 18, 2026, Regular Board Meeting (Treichel)

**Motion 26-047:** *Approve the February 18, 2026, Regular Board Meeting Minutes.*

Sanders/Sullivan Janzen  
Unanimously Approved

B) Approve Partial Accounts Payable and Receivable for February 2026 (Dalit)

**Motion 26-048:** *Approve a partial February 2026 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Sanders/Sullivan Janzen  
Unanimously Approved

**Motion 26-049:** *Authorize the Administrator to issue electronic payments for February US Bank and Menards credit card payments.*

Sanders/Sullivan Janzen  
Unanimously Approved

C) Approve Grant to Saint Paul Public Schools for BMP Removal (Zwonitzer)

In 2005, CRWD provided grant funding to Saint Paul Public Schools (SPPS) for an infiltration BMP adjacent to the playground at Expo Elementary. The BMP performed well for a number of years, but by 2011, issues had been observed with performance and function. Water was no longer infiltrating, and the concrete walls of the BMP were creating safety concerns given the close proximity to the playground.

In 2025, CRWD provided a planning grant to SPPS to design a solution that would mitigate the negative impacts associated with standing water and safety concerns at the school. Unfortunately, installing a new underground infiltration system would not be successful, and an underground filtration system would have reduced benefits, added costs, and maintenance requirements SPPS could not commit to.

The results of this planning grant show that the most practical and cost-effective solution is to remove the existing BMP and replace with a conventional storm sewer. The project is estimated to cost \$93,804.10. Traditionally, CRWD's grant programs do not provide funding for a project

that does not provide a water quality or flood control benefit. However, as Division Manager Nate Zwonitzer explained to the Board, the BMP is past the expected lifetime, many safety concerns are posed in its proximity to a playground, and SPPS is a valuable public partner to CRWD, installing many clean water practices throughout their properties.

**Motion 26-050:** *Approve grant agreement to Saint Paul Public Schools for 50% of project costs up to \$47,000 for removal of the BMP at Expo Elementary.*

Sanders/Sullivan Janzen  
Unanimously Approved

D) Approve Contract for Highland Ravine (Roessler-Caram)

Due to the topography and land use in the Highland Park neighborhood, rapid runoff causes erosion and transports sediment via eroding ravines. At the January 21st Board meeting, CRWD staff proposed a three-phase repair approach to stabilize several ravines in the area, with approval of each phase being brought to the Board,

Tree removal is Phase 1 of the Highland Ravine 3 Repair Project. Twenty-seven trees will be removed to improve ravine slope stability and vegetation cover. On January 30<sup>th</sup>, CRWD issued a request for quotes to four contractors. The engineer's (Stantec) estimate was roughly \$66,000. Three contractors returned quotes. The lowest quote came from Birch Tree Care at \$41,385. This work is a key component to ensure long-term stability and resilience of Highland Ravine 3.

CAC Co-Chair Mary Lilly asked if criteria other than cost were considered in selecting the vendor. Staff responded that CRWD will be providing a high level of oversight over this work. Stantec staff will also be onsite during the tree removal to ensure the work is being done properly.

**Motion 26-051:** *Approve contract for tree removal and Highland Ravine 3.*

Sanders/Sullivan Janzen  
Unanimously Approved

E) Approve Amendment 4 for Engineering Services for Highland Ravine (Roessler-Caram)

Since March 2024, Stantec Consulting has provided design and engineering services for Highland Ravine, with a total contract of \$74,831. As staff have gained a better understanding of the issues at Highland Ravine 3, additional small tasks were authorized to keep the project moving, and Stantec was able to determine the remaining engineering work required to complete the project. Staff propose a fourth contract amendment, which includes scope changes that have occurred during development of the project as well as the remaining project delivery costs. The amendment covers final revisions to Phase 2 – Ravine Repairs construction plans, development and construction administration of the Highland Ravine 3 Tree Removal RFQ, easement survey and legal description, and additional revisions to Phase 3 – Vegetation Management Plan. This amendment includes all anticipated engineering tasks needed to complete the project.

**Motion 26-052:** *Approve Amendment 4 with Stantec Consulting Services in the amount of \$23,570.00 and authorize the Administrator to execute the amendment and additional amendments up to \$10,000.00.*

Sanders/Sullivan Janzen  
Unanimously Approved

F) Approve Reinvestment of CRWD Certificates of Deposit (Eleria)

All CRWD funds are currently managed in the Minnesota Municipal Money Market (4M) Liquid Fund. In September 2024, the Board authorized the Administrator to invest approximately \$4M of its fund balance in short-term certificates of deposit (CDs). The following year, the Board authorized the Administrator to reinvest CDs that reached maturity in spring and fall 2025. Approximately half of the original \$4M invested was reinvested in 2025. The CD interest rates were approximately 4.0–4.95%. As of the end of 2025, CRWD has earned over \$200,000 in interest on its CDs.

CRWD’s financial planner has approached staff about reinvesting funds from CDs maturing in 2026. In early March, 4 CDs will reach maturity that total approximately \$950,000 and, in the fall, 4 CDs that equal \$950,000 will also mature. CRWD has an unaudited fund balance of \$20M as of the end of January 2026. Yet 80% of the fund balance (\$16M) is restricted or committed to meet our operational and CIP fund balance policies, debt service, permit escrows, and CIP obligations.

CRWD staff recommend that up to \$2M be reinvested in CDs following a similar ladder timeline approach to lock in higher interest rates, which right now sit at approximately 3.6%. It is anticipated that there will be two market rate cuts in 2026 that would bring 4M fund rates down near 3.1% by the end of the year.

**Motion 26-053:** *Approve reinvestment of up to \$2,000,000 in Certificates of Deposit and/or Treasury Notes in 2026 and authorize the Administrator to execute the final investment purchases to achieve the best rates possible.*

Sanders/Sullivan Janzen  
Unanimously Approved

VI. Unfinished Business

A) We Are Water Programming Update (Schwantes)

Community Engagement Program Manager Lindsay Schwantes provided an update on the upcoming We Are Water Exhibit, which will be hosted at CRWD and open to the public between April 23 and June 14. Ms. Schwantes shared details of five events that CRWD will be hosting during the exhibit. A flyer will be distributed to the Board, CAC, and staff to help spread the word of the exhibit.

B) CRWD Human Resources Compliance Review Update (Eleria)

Administrator Eleria provided a high-level update of a human resources compliance review, which was recently completed by Optima HR Solutions. A compliance review is not the same as a formal audit; instead, it assessed CRWD's current policies and procedures to ensure alignment with key laws and regulations as well as best practices. The compliance review showed that CRWD has strong foundational HR practices and that many processes are thoughtfully designed. The review highlighted next steps for CRWD to take to improve its HR practices, many of which staff have already taken action on.

VII. General Information

A) Board of Managers' Updates

Manager Sullivan Janzen will not be able to attend the April 8<sup>th</sup> CAC meeting. Manager Texer will attend the meeting instead.

Managers Collins, Texer, and Mazanec, as well as Administrator Eleria attended the Minnesota Watersheds Legislative Event.

B) Administrator's Update

Administrator Eleria is working on scheduling a reception or meeting with senators and representatives within CRWD's jurisdiction to meet with the CRWD Board of Managers. She is working on setting up a meeting with Representative David Gottfried.

VIII. Next Meetings

A) Wednesday, March 11, 2026 - 5:30 p.m. – CAC Meeting

B) Wednesday, March 18, 2026 – 6:00 p.m. – Board Meeting

IX. Adjournment

**Motion 26-054:** *Adjournment of March 4, 2026, Regular Board Meeting at 7:26 P.M.*

Sanders/Sullivan Janzen  
Unanimously Approved

Respectfully submitted,  
Meilina Dalit