



Capitol Region Watershed District

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

July 1, 2026
Board Meeting
V. Action Item
Approved

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for
Wednesday, June 17, 2026, 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
Britta Belden
Lydia Treichel
Sarah Wein
Marta Wichman-Bury
Terrence Chastan-Davis
Acadia Stephan
Elizabeth Hosch
Sophia Risch
Amy Arbetman
Natasha Gauerke
Ava Schimnowski

Public Attendees

Alan Catchpool (Kimley Horn)
Barbara Hall (CAC) (*virtual*)
Erik Anonymous (*virtual*)

Other Attendees

President Collins asked if there were Board members for the motions and seconds for this meeting. Managers Mazanec and Sanders volunteered.

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

Motion 26-108: *Approve the Agenda of June 17, 2026, Meeting.*

Mazanec/Sanders
Unanimously Approved

II. Public Comment – None.

III. Permit Applications and Program Updates

A) 26-006, HealthPartners Como Medical Office Building (Hosch)

HealthPartners proposes a new replacement clinic with associated parking.

Motion 26-109: *Approve with 4 conditions:*

1. *Receipt of documentation of maintenance agreement recorded with Ramsey County, which must include attachments A (scaled site plan) and B (site specific maintenance plan) (Submit after Board approval).*
2. *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. Since the treated volume is above the low outlet of the filtration system, it is imperative that the cartridge system is well maintained and functions properly to minimize bypass.*
3. *Provide a site-specific maintenance plan in plain language that includes the following:*
 - a. *List all stormwater management practices.*
 - b. *Person responsible for maintenance of stormwater devices.*
 - c. *Frequency of inspections.*
 - d. *Description of inspection activities.*
 - e. *Quantifiable indicator of when maintenance is needed.*
 - f. *Description of maintenance activities.*
 - g. *Map that includes stormwater management names, locations, and access routes.*
 - h. *List of necessary equipment and personal protective equipment (PPE) to perform inspections/maintenance.*
 - i. *Contech StormFilter specific maintenance plan requirements:*
 - ii. *Schedule to maintain the MTD when drawdown of the storage system upstream of the MTD exceeds 48 hours.*
 - iii. *Provide Contech StormFilter manufacturer contact information.*
 - iv. *Include Contech StormFilter O&M manual.*
 - v. *Recommended filtration media replacement interval. Appendix E suggests that the annual TSS generation exceeds the capacity of the filtration system. This suggests that the inspection and maintenance interval will need to be less than 1 year.*
 - vi. *Provide cost estimate for maintenance/replacement of filter media.*
4. *Revise drainage area map and HydroCAD model to account for drainage collected in Structures CBMH 6, CBMH 7, CMBH 32, CBMH 33, and CMBH 34 bypassing the underground storage system/StormFilter.*

Mazanec/Sanders
Unanimously Approved

B) 26-015, Fairway Commons Apartments (Chastan-Davis)

The applicant proposes to demolish a portion of the existing parking lot and remove the existing underground StormTech infiltration system to facilitate the construction of a new senior living apartment building. In 2012, the existing parking lot was permitted under CRWD permit #12-012: TIES Parking Lot which included the construction of two surface infiltration basins and one underground StormTech infiltration system. During permit closure, the underground system was not given any volume credit based on missing as-built survey information and missing pretreatment. Permanent stormwater management for the new project consists of expanding the two existing infiltration basins.

Motion 26-110: *Approve request for variance from the requirement of Stormwater Rule C.3(d) to achieve 90% total suspended solids removal from the runoff generated on an annual basis.*

Mazanec/Sanders
Unanimously Approved

Motion 26-111: *Approve with 6 conditions:*

1. *Receipt of \$8,600 surety (Submit after Board Approval).*
2. *Receipt of documentation of maintenance agreement recorded with Ramsey County, which must include attachments A (scaled site plan) and B (site specific maintenance plan) (Submit after Board Approval).*
3. *Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
4. *Provide a copy of the NPDES permit.*
5. *Revise Detail 1 on Sheet C5.1 to address the following:*
 - a. *Revise over-excavation note to state, "For design purposes, field measured rates for Basin 1 and Basin 2 must be a minimum of 1.5in/hr and 1.06 in/hr, respectively to comply with the current design".*
 - b. *Revise the construction sequencing notes to address the following:*
 - i. *Revise the reporting language within note 4 to the following, "Report infiltration rates of native soils to civil engineer prior to any installation related to the BMP".*
 - ii. *Remove the soil amendment language intended to slow infiltration rates referenced in notes 4 & 5.*
6. *Provide a site-specific maintenance plan in plain language that includes the following:*
 - a. *List all stormwater management practices.*
 - b. *Person responsible for maintenance of stormwater devices.*
 - c. *Frequency of inspections.*
 - d. *Description of inspection activities.*
 - e. *Quantifiable indicator of when maintenance is needed.*
 - f. *Description of maintenance activities.*
 - g. *Map that includes stormwater management names, locations, and access routes.*
 - h. *List of necessary equipment and personal protective equipment (PPE) to perform inspections/maintenance.*

Mazanec/Sanders
Unanimously Approved

C) 26-017, Union Gospel Mission Twin Cities – Men's Campus Renovation/Addition (Hosch)

Union Gospel Mission Twin Cities proposes a new building addition, utility work, and site gite grading for new sidewalks, asphalt, landscaping, synthetic turf and aggregate. The project started in September of 2025 and is divided into four separate phases until October of 2026. Original plans were for site disturbance of under one acre, but the project grew in size so a permit is now needed as construction continues.

Motion 26-112: *Approve with 7 conditions:*

1. *Receipt of \$5,300 site surety and \$11,700 MTD surety (Submit after Board approval).*

2. *Receipt of a signed documentation of maintenance agreement recorded with Ramsey County, which must include attachments A (scaled site plan) and B (site specific maintenance plan) (Record after Board approval).*
3. *Revise Civil Plans to address the following:*
 - a. *Revise the erosion control plan to add down-gradient perimeter control to wrap around the northeast corner of the site (see permit report R2b in red).*
 - b. *Provide additional spot elevations at the downgradient edge of disconnected impervious area to verify that the slope of the effective pervious is 5% or less.*
 - c. *Add a note to the plans for skimming in structure PHM 01L and provide a Detail.*
 - d. *Revise elevation of R-Tank 10" Bypass connection from 66.25' to 66.35' on Sheet C201 to correspond with the treatment volume elevation on Sheet C201 and the HydroCAD.*
4. *Provide ground level roof drainage plans that depict where the internal roof drains connect to the storm sewer. Currently, only the roof level plan is included, which only includes the overflow scupper locations.*
5. *Provide signoff from a geotechnical engineer on the stability of the retaining wall. Current design has runoff from the trail discharging over the top of retaining wall. Consider installing a swale upstream of the retaining wall to route water around the wall rather than over the top of the wall. The highest point on the wall is 9.49 feet, which could cause scour on the toe of the wall as runoff flows over the top.*
6. *Submit an executed maintenance contract for the Contech StormFilter with a qualified vendor prior to permit closure and before the project can begin the 5 years of satisfactory maintenance and StormFilter performance period. Since the treated volume is above the low outlet of the filtration system, it is imperative that the cartridge system is well maintained and functions properly to minimize bypass.*
7. *Provide information supporting that the specified R-Tank is able to be maintained. It is not clear if the system will be able to be accessed, jetted, vacuumed, or maintained in a way to remove accumulated sediment. CRWD's understanding is that only the pretreatment section is able to be accessed, jetted, and vacuumed.*

Mazanec/Sanders
Unanimously Approved

D) 26-018, Highland Park – Mississippi River Residences (Stephan)

The applicant proposes constructing a new mixed-use building with underground parking. The existing building was demolished under permit 24-028 Highland Building and Parking Lot demo. The proposed construction plans are largely consistent with those previously approved under Permit 22-027 Highland Park – Mississippi River Residences which expired 4/19/2024 due to delayed construction start date. Permanent stormwater management consists of an underground CMP storage system with Contech StormFilter filtration.

Motion 26-113: *Approve request for variance from the requirement of Stormwater Rule C.3.d to achieve 90% total suspended solids removal from the runoff generated on an annual basis.*

Mazanec/Sanders
Unanimously Approved

Motion 26-114: *Approve with 6 conditions:*

1. *Receipt of \$7,900 site surety and \$13,400 Manufactured Treatment Device (MTD) surety (Submit after Board approval).*

2. *Receipt of signed documentation of maintenance agreement recorded with Ramsey County, which must include attachments A (scaled site plan) and B (site specific maintenance plan) (Record after Board approval).*
3. *Revise the Civil Plans to address the following:*
 - a. *Clarify the design of the drain tile under the underground system:*
 - i. *Clarify the extents of the drain tile under the underground system. The drain tile leader points to both the south and east sides of the underground system, but the full extent/length of drain tile is unclear.*
 - ii. *Remove sock from drain tile.*
 - iii. *Include at least two observation/cleanouts for each underdrain, one at the upstream end and one at the downstream end. Cleanouts should be at least four inches diameter vertical non-perforated schedule 40 PVC pipe and extend to the surface. Cap cleanouts with a watertight removable cap.*
 - iv. *Include the drain tile in the underground system cross-section Detail.*
 - b. *Provide an access riser in the underground system where RD-1000 and RD-1001 connect to the underground system.*
 - c. *Add an access riser to the StormFilter outlet bay. At a minimum, inspection access riser (12" minimum) to inspect outlet bay is required. Provide confirmation from Contech or maintenance vendor that the size of access riser provided is sufficient for maintenance or that the outlet bay can be adequately maintained through the inlet bay riser.*
 - d. *Add a note to the plans to submit shop drawings for both the underground CMP system and the StormFilter to Capitol Region Watershed District for review and approval prior to ordering materials for permanent stormwater treatment systems. For underground CMP storage, Sheet C400 Grading Plan and detail on C404 do not currently provide consistent location for access risers and size not provided for all access risers. Clarify the purpose of STRM-200. Structure appears to be a solid grate manhole with nothing discharging into it.*
4. *Revise HydroCAD Model to correspond with the Civil Plans:*
 - a. *Revise Device #1 for Pond 23P upstream invert to be 800.00'.*
 - b. *Revise Device #2 for Pond 23P to be the pipe between the StormFilter and STRM-101. The upstream invert should be 800.30', the downstream invert 800.00', and the length should be 23 LF.*
 - c. *Consider revising HydroCAD model to include the rock storage down to 800.00'. Now that drain tile has been added, volume credit can be claimed in the rock.*
5. *Provide a site-specific maintenance plan that includes the following. Inclusion of Contech maintenance guide alone is not sufficient.*
 - a. *Person responsible for maintenance of stormwater devices.*
 - b. *Description of inspection activities.*
 - c. *Quantifiable indicator of when maintenance is needed.*
 - d. *Description of maintenance activities.*
 - e. *List of necessary equipment and personal protective equipment (PPE) to perform inspections/maintenance.*
 - f. *Provide additional Contech StormFilter maintenance information:*
 - i. *Include requirement to maintain the StormFilter when drawdown of the storage system upstream exceeds 48 hours.*
 - ii. *Provide a recommended maintenance interval, the maximum design maintenance interval is 1-year. The designer shall submit calculations or justification that the StormFilter sediment storage capacity is sufficient.*
 - iii. *Provide a recommended filtration media replacement interval.*

6. *Submit an executed maintenance contract for the Contech StormFilter with a qualified vendor prior to permit closure and before the project can begin the 5-year period of satisfactory maintenance and StormFilter performance period.*

Mazanec/Sanders
Unanimously Approved

E) 26-019, Highland Bridge Rowhomes 8th Addition (Martinkosky)

The applicant proposes construction of 12 rowhomes and required infrastructure within the Highland Bridge development.

Motion 26-115: *Approve with 2 conditions:*

1. *Receipt of \$3,500 surety.*
2. *Provide a Detail in the plans for the erosion control blanket installation similar to Details 1-4 on Sheet 8.*

Mazanec/Sanders
Unanimously Approved

F) 26-020, University of Saint Thomas Grotto Refresh (Martinkosky)

The applicant proposes restoration of the Grotto to include pathway reconstruction pathways, retaining wall repair, lighting, a new pedestrian bridge, invasive plant removal, and vegetation restoration.

Motion 26-116: *Approve variance from the minimum buffer of 25 feet of permanent, un-manicured vegetative ground cover requirement of Wetland Management Rule E.3(b).*

Mazanec/Sanders
Unanimously Approved

Motion 26-117: *Approve with 2 conditions:*

1. *Receipt of \$700 surety (Submit after Board approval).*
2. *Revise the plans to address the following:*
 - a. *Provide perimeter control for all areas disturbed by clearing and grubbing, including NW disturbance and area NE of new walkway.*
 - b. *Provide stabilization or final cover plan for all disturbed areas, including areas where selective clearing will occur.*
 - c. *Provide a plan and detail for the in-water work to place the proposed weir, including downstream sediment control. Include a note indicating that no equipment is to access the stream (if correct).*
 - d. *Provide vehicle tracking BMP to minimize track out of sediment from the construction site or onto paved roads within the site and provide a detail.*
 - e. *Include a note stating, "Silt fence or fabric placed under the grate is not an approved form of inlet protection".*
 - f. *On sheet C301 - Update Note 1 Under Sequence of Construction to read "Throughout construction, denuded areas that will be inactive for 7 days or more shall be temporarily seeded and stabilized."*

Mazanec/Sanders
Unanimously Approved

G) Other Permit Updates (Hosch)

Regulatory Division Manager Elizabeth Hosch gave one update regarding United Village. At a November 2025 meeting, the Board approved an action that authorized staff approval of actions in between Board meetings, concerning United Village construction. The set expiration date for this action is June 30th, 2026. Hosch will be bringing a request to the Board to extend this deadline, at the July 1st, 2026 Board meeting.

IV. Special Reports

A) Introduction of New Staff

Each manager introduced themselves to the new staff, including how long they have been on the Board.

Hosch began by introducing the two new staff in the Regulatory Division. Ava Schimnowski is CRWD's new full-time Regulatory Stormwater Field Technician. She graduated in 2023 with a degree in Fisheries, Wildlife, and Conservation Biology. Previous roles include Water Resources Technician for the City of Bloomington and positions with the Conservation Corps and Mosquito Control.

Sophia Risch is CRWD's new Seasonal Permit Inspector. She graduated in 2022 with degrees in Natural Resources Management and Plant Science. Her previous roles include restoration and stormwater management with City of Minnetonka and Green Corps.

Britta Belden introduced the two new staff in the Monitoring Division. Amy Arbetman is CRWD's new Water Resource Technician II and graduated in 2024 with degrees in Biology and Environmental Studies. She was also the seasonal intern for the monitoring team in 2024, and she is happy to be back.

Natasha Gauerke is CRWD's new Seasonal Water Resource Technician I. She graduated with degrees in Environmental Studies and Communications. She was very involved on-campus including being a Sustainability Chair for her Greek group and participating in her local chapter or Sierra Club and a gardening club. Last summer she interned with the DNR doing mostly aquatic invasive species work.

V. Action Items

A) Approve Minutes of June 3, 2026, Regular Board Meeting (Treichel)

Manager Sullivan Janzen noted some corrections.

Motion 26-118: *Approve the June 3, 2026, Regular Board Meeting Minutes as amended.*

Mazanec/Sanders
Unanimously Approved

B) Approve Accounts Payable and Receivable for May 2026 (Dalit)

Motion 26-119: *Approve remaining partial May 2026 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Mazanec/Sanders
Unanimously Approved

Motion 26-120: *Approve May 2026 expenditures and accounts receivable as presented in the enclosed financial statement.*

Mazanec/Sanders
Unanimously Approved

C) Approve Chloride Pollution Prevention Plan (Wein)

The development of the Chloride Pollution Prevention Plan (CPPP) has been underway since June 2024 and was initiated in response to concerning chloride levels in CRWD lakes and the recognition that the District needed guidance and a coordinated approach to reducing road salt use for winter maintenance in CRWD. The overall goal of the CPPP is to reduce the use of road salt for winter maintenance in CRWD to prevent further degradation to CRWD's water resources, natural resources, and infrastructure from chloride pollution.

The CPPP brings together key information and effective strategies necessary for achieving this overall goal, including plan elements such as summaries, definitions, analyses, and implementation strategies. The draft CPPP was reviewed with the Board of Managers at the May 6, 2026 meeting. The draft CPPP was also provided to CRWD staff, the Technical Advisory Group (TAG), Community Advisory Committee (CAC), and Minnesota Water Stewards (MWS) for review and comment.

Following the draft CPPP review period, all comments were addressed and incorporated into the final draft as appropriate. No significant changes were made to the draft Plan as a result of this feedback. Minor adjustments were made by staff to clarify components of the Plan and rearrange the presentation of information, but none of these edits altered the goals, objectives, actions, and recommendations presented in the draft CPPP.

Manager Texer had a small edit. The Board discussed other ideas and initiatives for reducing the use of road salt as well as the widespread awareness of this issue throughout watershed districts in the state. President Collins suggested sponsoring an event with other watersheds to discuss the goals and actions to get there so they can be consistent. Water Resource Project Manager Sarah Wein agreed there is lots of momentum behind this cause and we need to advocate for this now.

Motion 26-121: *Adopt CRWD's Chloride Pollution Prevention Plan.*

Mazanec/Sanders
Unanimously Approved

D) Accept 2026 QAPP (Wichman-Bury)

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 defining data quality assurance goals and procedures, and summarizing the program design, sampling methods, analytical procedures, and data review protocols. The purpose of a QAPP is to 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.

The CRWD 2026 Monitoring QAPP was updated to reflect changes that have been made to the monitoring program since the last update of the QAPP in 2025. No major changes have been made to the 2026 Monitoring QAPP. Changes to the 2026 QAPP include minor updates to District staffing, monitoring stations, laboratory analytical methods, and routine sampling protocols. CRWD staff are requesting acceptance of the 2026 Monitoring QAPP by the Board of Managers to formally endorse its use in the CRWD Monitoring Program.

The Board was impressed with the detail of this document and agreed on its importance.

Motion 26-122: *Accept the 2026 Monitoring Quality Assurance Program Plan.*

Mazanec/Sanders
Unanimously Approved

E) Approve Subscription Renewal for Opti Software (Kelley)

Opti is a Massachusetts based consulting and stormwater technology company that provides cloud-based solutions that enable Continuous Monitoring and Adaptive Control (CMAC) Systems to improve stormwater BMP performance. CRWD first implemented Opti's CMAC products in 2015 with the Curtiss Field and Upper Villa Capital Improvement Projects. Since then, CRWD has implemented Opti at the office cistern and Como Golf Course Pond Iron-Enhanced Sand Filter. It is also utilized at the Snelling-Midway site owned by the City of St. Paul and is proposed to be implemented at the McMurray Field project.

Under an existing Master Services and License Agreement with Opti, CRWD pays annual subscription fees for data hosting, dashboard access to view and control the systems, and technical support and system troubleshooting. In 2023, CRWD was able to lock in subscription rates by paying for three years up front. The total for all five sites for 3 years was \$70,500. Opti has proposed a rate increase of 5% for a new 3-year cost of \$74,025 (\$4,935 per site, per year).

Staff find this to be reasonable based on approximately 9.2% inflation since 2023. The cost for the Snelling-Midway site will be reimbursed through the existing O&M Agreement with St. Paul Public Works. For 2026, staff recommend the up-front payment for three years of subscriptions at the new proposed rate of \$74,025 for all 5 sites.

Motion 26-123: *Approve 3-year subscription renewal for Opti Software as a Service for 5 sites for a total of \$74,025 and authorize Administrator to execute contract with Opti RTC.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) Draft 2027 Workplan Prioritization (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. At the last Board meeting, staff reviewed with the Managers the 2027 Work Plan and Budget Schedule. At this meeting, Administrator Eleria reviewed the draft preliminary 2027 work plan and prioritization with the Board. This initial step of reviewing the draft work plan with priorities before a detailed budget is new this year for the budgeting process. The priority levels are defined in the District's Watershed Management Plan. Staff hope this allows for consensus on the work plan activities and priorities for the organization before detailed budgeting is undertaken.

Administrator Eleria touched on specific budget items that are new in 2027, or ones the CRWD will be focusing on. This includes but is not limited to growing the Permitted Sites Maintenance Program, expanding monitoring work to include chloride sampling, focusing on outreach and implementation of clean water projects at sites identified during Target Site Investigation Study, and taking a closer look at how to approach developing signage for CRWD's projects.

The Board shared thoughts on who else we can share our data findings with, and how we can gear more outreach to better suit the younger population.

B) 2026 MN Watersheds Resolution (Eleria)

Administrator Eleria updated the Board on the 2026 Minnesota Watersheds Resolutions. There is a virtual meeting on Monday, June 22 and Eleria will attend to present CRWD's resolution on stormwater reuse and proposed changes to the MN Plumbing Code that would prohibit stormwater as an alternate water source for irrigation. The Board asked if there were any comments on our resolution and questioned if CRWD had heard about a decision on the McMurray Fields stormwater reuse project yet. Eleria responded that there is significant support for our resolution, but there is no decision from the City of Saint Paul on the stormwater reuse component of the McMurray Fields Project yet. A meeting was held this afternoon where Minnesota Watersheds and CRWD met with other cities, watershed districts, and trade groups to get them up to date on this stormwater reuse issue. Attendees were encouraged to attend a Special Meeting of the Minnesota Plumbing Board on June 23rd. Administrator Eleria will be

presenting at this meeting. The Board is welcome to attend in person or virtually to show support and an email will be sent with more details.

VII. General Information

A) Board of Managers' Updates

There were no Board of Managers' updates.

B) Administrator's Update

There were no Administrator updates.

VIII. Next Meetings

A) Wednesday, July 1, 2026 – 5:00 p.m. – Board Workshop and Regular Meeting

B) Wednesday, July 8, 2026 – 5:30 p.m. – CAC Meeting (In Person) – Manager Sullivan Janzen will attend.

IX. Adjournment

Motion 26-124: *Adjournment of the June 17, 2026, Regular Board Meeting at 7:46 PM.*

Mazanec/Sanders

Unanimously Approved

Respectfully submitted,
Lydia Treichel