



Capitol Region Watershed District

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

October 7, 2026
Board Meeting
V. Action Item
Approved

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, September 16, 2026, at 6:01 p.m.**

MEETING MINUTES

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

A) Attendance

Managers

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

Staff Present

Anna Eleria
Bob Fossum
Lydia Treichel
Elizabeth Hosch
Lindsay Schwantes
Chris Kucek
Nate Zwonitzer

Public Attendees

Michael Miller (*virtual*)

Other Attendees

Board Manager 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.

Administrator Eleria noted that there is an updated memo for Action Item V. E) Approve Engineering Consultant for 2027-28 Pond Dredging.

Motion 26-194: *Approve the Agenda of September 16, 2026, Meeting.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-194. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

II. Public Comment – None.

III. Permit Applications and Program Updates

A) 23-026, Bush-Desoto Pond Improvements - Closure (Martinkosky)

This permit was issued for reconstruction of the Bush-Desoto Pond for depositing of credits in the City of Saint Paul Department of Public Works volume bank. The project included regrading, replacement of the existing outlet, construction of a pretreatment system, and native plantings at Bush Ave. and Desoto St. in Saint Paul. Stormwater treatment is via infiltration and the basin has been confirmed functional. Work is complete and the site is stable. No surety was required for this public project.

Motion 26-195: *Approve deposit of 73,270 cubic feet of volume credits into the City of Saint Paul Public Works volume bank under permit #23-026, Bush-Desoto Pond Improvements.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-195. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

Motion 26-196: *Approve Certificate of Completion for permit #23-026, Bush-Desoto Pond Improvements.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-196. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

B) 25-046, 857 Grand Apartments - Amendment (Hosch)

The applicant proposes demolition of the existing building and parking lots on the project parcels to facilitate the construction of a new apartment building. The apartment building will take up almost the entire property. Sidewalk reconstruction will occur around the perimeter of the site. Amendment is proposed to remove the green roof. Previously approved variance (February 4, 2026) from the requirement of Stormwater Rule C to achieve 90% total suspended solids removal from the runoff generated on an annual basis is unchanged and still in effect for this amended condition.

Motion 26-197: *Approve Amendment with 3 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).*
2. *Revise Stormwater Management Plan to remove references to the green roof. CRWD understands that the green roof is intended to be removed from the current design.*
3. *Provide an updated O&M plan to reference new system diameter and layout as well as remove the green roof.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-197. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

C) Other Permit Updates (Hosch)

There were no other permit updates at this time.

IV. Special Reports – None.

V. Action Items

A) Approve Minutes of September 2, 2026, Regular Board Meeting (Treichel)

Motion 26-198: *Approve the September 2, 2026, Regular Board Meeting Minutes.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-198. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

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

Motion 26-199: *Approve remaining partial August 2026 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-199. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

Motion 26-200: *Approve August 2026 expenditures and accounts receivable as presented in the enclosed financial statement.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-200. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

C) Adopt Resolution Approving Preliminary 2027 Budget and Levy (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, and establish a levy for the budget. For the past several months, the Board of Managers has reviewed and discussed drafts of the Preliminary 2027 Workplan, Budget, and Levy. In July, the Board approved a draft preliminary budget and levy for public comment. CRWD's Community Advisory Committee offered their support on the preliminary budget and levy at their August 12th meeting and no comments were received from the public at the August 19th public hearing or in writing.

Deputy Administrator Fossum reviewed the small changes to the budget from the last approval. Once the Board adopts the resolution, staff will work to certify the levy with Ramsey County no later than September 30th. At the first Board meeting in December, the Board can expect to adopt the Final 2027 Budget and Levy.

Motion 26-201: *Adopt a resolution approving CRWD Preliminary 2027 Budget and Levy and direct the Treasurer and Administrator to certify the levy with Ramsey County.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-201. A roll call was performed:

Manager Texer - Aye

Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

D) Approve Partner Grant Program Updates and Schedule (Schwantes)

Capitol Region Watershed District (CRWD) Partner Grants fund programs and projects led by public, private, and non-profit organizations that increase clean water knowledge and actions. CRWD has been funding Partner Grant projects since 2007.

The Partner Grant program has been instrumental in helping the District establish and sustain community partnerships. In 2024, a program review was conducted which guided program changes. The goals of the changes were to strengthen project connection and outcomes to our Watershed Management Plan, reduce staff time administering the program, and minimize barriers to participation for grantees. These changes included clarifying applicant eligibility, requiring grantees to create connections between their projects and our Watershed Management Plan, offering two-year proposals, updating the funding range to \$10,000 - \$40,000, offering optional payment of 25% upfront, eliminating a different award amount for first-time grantees, and establishing a maximum of ten Partner Grants to award per year.

Staff are preparing to open Partner Grants to new proposals for 2027-2028 this fall. Staff recommend revisions to the application to strengthen project/program outcomes to our Watershed Management Plan. Community Engagement Program Coordinator Lindsay Schwantes presented a summary to the Board which emphasized application updates. Schwantes also reviewed key dates with the Board that included when applications will open, an information session, and the deadline to submit. The Board is encouraged to help promote once the applications go live. Board Manager Mazanec asked how the last round of applications went with the most recent updates. Schwantes recalled grantees appreciated the programmatic changes to the upfront payment and she emphasized how the program has played a role in helping CRWD build relationships with the community.

Motion 26-202: *Approve 2027-2028 Partner Grant schedule and updates.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-202. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

E) Approve Engineering Consultant for 2027-28 Pond Dredging (Kucek)

The Facility Management Division reached out to public partners in January 2026 to gauge interest in a stormwater pond clean out contract for 2027-28. Saint Paul Public Works - Sewers

Division submitted four sites for inclusion in this contract; no other partners were prepared to submit ponds to include in this contract.

The project will include surveys and sediment coring to quantify and characterize the sediment in each basin, exploration of potential water quality improvements to the sites, construction plan development, a sealed bid process to hire a construction firm, cleanout work, and post-construction stabilization and restoration. Staff issued a Request for Proposals to four engineering firms and received three proposals from consultants in CRWD's approved professional services pool: Barr Engineering, HDR, and AE2S.

Facility Operations Specialist Chris Kucek shared the project overview with the Board. This includes surveying ponds and sampling the sediment, researching possible water quality improvements, developing construction plans, and bid management. Kucek also reviewed the cost sharing plans. CRWD and Saint Paul Public Works reviewed all the proposals and are recommending the Board approve Barr Engineering as the consultant for this project. Additionally, Kucek relayed the project timeline to the Board. This includes analyzing sites, plan development and bidding, estimated to be completed by summer of 2028.

Manager Mazanec asked a question about data showing how the water in the ponds have been improved after the dredging. Kucek responded that broadly, the dredging occurs so that water quality downstream can improve, rather than the pond water quality.

Motion 26-203: *Approve consultant for engineering services on the Pooled BMP Pond Cleanout project and authorize the Administrator to execute a Consultant Services Agreement.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-203. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

VI. Unfinished Business

A) McMurray Fields Project Construction Update (Zwonitzer)

Projects, Planning, and Grants Division Manager Nate Zwonitzer updated the Board on the McMurray Fields project. The site plan was approved by the City of Saint Paul, permits have been issued, and the Notice to Proceed has been sent. There will be a press release early next week and the groundbreaking will occur at 11AM on Wednesday, September 23rd. Many representatives from Board of Soil and Water Resources, Minnesota Pollution Control Agency, and Clean Water Council will be in attendance. Zwonitzer emphasized that temporary signage is being drafted and will include updated logos. The Board had no further questions.

VII. General Information

A) Board of Managers' Updates

The Board shared their appreciation for the recent CRWD events that went smoothly. At the Como Signs event, staff represented CRWD very well and they are grateful the District is out in the community. Additionally, the Board thoroughly enjoyed the boat ride on the Mississippi River. It was informative and great to be on the water on a beautiful night. Shawn – important to highlight legacy amendment and where funding comes from.

Manager Sullivan Janzen reminded the Board of the Wakpa Triennial Art Festival occurring this weekend at Raspberry Island. CRWD will sponsor the Sidewalk Poetry Reading. Additionally, Hamline Midway is hosting their first ever Arts Festival during the first weekend of October and Manager Sullivan Janzen will be reading a poem during the event. Others are encouraged to attend.

B) Administrator's Update

Administrator Eleria thanked CRWD staff for their hard work while she was away. Eleria mentioned two events the Board is encouraged to attend. McMurray Fields groundbreaking is occurring next Wednesday, September 23rd, and there is a raingarden planting event with Saint Paul's Mayor Her on Friday, September 25th.

VIII. Next Meetings

- A) Wednesday, October 7, 2026 – 5:00 p.m. – Board Workshop and Regular Meeting
- B) Wednesday, October 14, 2026 – 5:30 p.m. – CAC Meeting – Hawona attending

IX. Adjournment

Motion 26-204: *Adjournment of the September 16, 2026, Regular Board Meeting at 7:00 PM.*

Manager Mazanec moved, Manager Sanders seconded to approve Motion 26-204. A roll call was performed:

Manager Texer - Aye
Manager Sullivan Janzen - Aye
Manager Sanders - Aye
Manger Mazanec - Aye
President Collins – Aye

Motion approved.

Respectfully submitted,
Lydia Treichel