



Capitol Region Watershed District

595 Aldine Street
Saint Paul, MN 55104
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July 24, 2024
Board Meeting
V. Action Item
A) Approve Minutes of July
10, 2024, Board Meeting

Board Workshop of the Capitol Region Watershed District (CRWD) Board of Managers, for
Wednesday, July 10, 2024, 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
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Bob Fossum
Rachele Krivichi

Public Attendees

Christopher Bates, Ramsey County Attorney
(Legal Counsel for CRWD)

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

Motion 24-124: *Approve the Workshop Agenda of July 10, 2024, with no changes.*

Mazanec/Sanders
Unanimously Approved

II. Draft Preliminary 2025 Work Plan

Based on the prioritization and review of the draft 2025 Work Plan, staff have developed a first draft of the full 2025 Preliminary Budget and Levy. The draft 2025 Preliminary Budget includes a draft Operations Budget of \$7,982,565 which is an increase of 5% from 2024. The draft 2025 Capital Improvement Program (CIP) Budget is \$7,079,066 which is a 147% increase from 2024. This is almost entirely due to the planned design and construction of the McMurray Field Project. The draft 2025 Debt Service budget is \$950,000 which is a 6% decrease from 2024. In total the draft 2025 Preliminary Budget is \$16,011,631 which is a 40% increase from 2024.

In terms of the levy, the draft 2025 Preliminary Total Levy would be \$10,165,045 which is a 2.45% increase from 2024. Of the total levy, the draft Preliminary Operations Levy is \$5,872,030 which is a 4.5% increase from 2024. The draft Preliminary CIP Levy was held flat from 2024 at \$3,295,515. This was able to be achieved despite the large increase in budget by utilizing grant funds and committed (previously budgeted) funds from the District's restricted or committed fund balance. The draft Preliminary Debt Levy is \$997,500 which is a 1% decrease from 2024.

Manager Sullivan Janzen had a question regarding Ms. Bromelkamp’s presentation about taking one year off from granting and wanted to know if this impacts the budget. Administrator Eleria said the District is not planning on putting the partner grant program on hold for a year after a program review but is putting the Minnesota Water Steward program on hold for a year.

Manager Collins suggested the District consider a slightly larger increase in levy, and then give the authority to Administrator Eleria to put that money into a CIP emergency reserve. He suggested it would be prudent to put extra money into that reserve because the District owns a lot of sites now.

III. Adjourn Board Workshop

Motion 24-125: Adjournment of July 10, 2024, Board Workshop at 5:56 P.M.

Mazanec/Sanders
Unanimously Approved

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for **Wednesday, July 10, 2024, at 6:02 p.m.**

REGULAR MEETING MINUTES

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

A) Attendance

Managers

Mary Texer
Hawona Sullivan Janzen
Shawn Mazanec
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Bob Fossum
Rachele Krivichi
Acadia Stephan
Britta Belden
Elizabeth Hosch
Jim Rudolph

Public Attendees

None

Other Attendees

Christopher Bates, Ramsey County Attorney
(Legal Counsel for CRWD)

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

Motion 24-126: *Approve the Agenda of the July 10, 2024, Board Meeting.*

Mazanec/Sanders
Unanimously Approved

II. Public Comment

A) Public Comment for Items not on the Agenda (Please observe a limit of three minutes per person.)

None.

III. Permit Applications and Program Updates

A) Permit #22-015, Highland Bridge Rowhomes 4th Addition 2nd Approval (Hosch)

Ms. Hosch presented this permit application, which was approved by the CRWD Board on 7/20/2022 and reapproved on 7/12/2023 with the same 3 conditions as listed below. The project has not progressed to the point of completing remaining conditions, getting the permit fully issued, and beginning work within the allotted year following that approval. The applicant has requested an extension of the approval within the 30 days prior to the approval expiration. No changes to the plan have been proposed and current CRWD Rules are still met. Work is expected to begin on-site in August or September 2024.

Runoff will connect to approved permanent stormwater management outlined in CRWD Permit 20-013 Ford Site Redevelopment Stormwater Master Plan.

Motion 24-127: *Approve amendment for permit #22-015, Highland Bridge Rowhomes 4th Addition 2nd Approval Extension, with three conditions:*

- 1. Receipt of \$5,700 surety.*
- 2. Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
- 3. Provide a copy of the NPDES permit.*

Mazanec/Sanders

Unanimously Approved

B) Permit #23-002, Public Safety Annex Demo Closure (Stephan)

Ms. Stephan presented a permit issued to the City of St. Paul Office of Financial Services (OFS) for the demolition of the Public Safety Annex building. The building was demolished and removed, and the site was backfilled and graded to align with the adjacent Pedro Park. A second phase of work has begun under CRWD permit #24-004 Pedro Park Development. No surety was collected for this public project.

Motion 24-128: *Approve Certificate of Completion for permit 23-002, Public Safety Annex Demo Closure.*

Mazanec/Sanders

Unanimously Approved

C) Permit #23-027, Highland Athletics Improvements Amendment (Hosch)

Ms. Hosch presented an amendment to permit 23-027. The applicant proposes to change the stormwater treatment to an under-field infiltration system as part of the previously approved permit to replace the existing field with synthetic turf, resurface the existing track and long jump areas, resurface bituminous areas, and fencing around the track and field, dugouts at the four fields, and scoreboard.

Motion 24-129: *Approve amendment for permit #23-027, Highland Athletics Improvements Amendment, with four conditions:*

- 1. Revise HydroCAD modeling to address items 1.a.-1.c. in permit report R6d dated 6/25/24.*
- 2. Revise the site-specific stormwater O&M plan to include the turf field infiltration instead of the previously proposed underground pipe infiltration systems.*
- 3. Revise plans to address items 3.a.-3.c in permit report R6d dated 6/25/24.*
- 4. Confirm the elevation that groundwater was encountered during the initial construction/excavation to verify that there will be a three-foot separation between the highest encountered groundwater and the bottom of the sand subbase (256.55’).*

Mazanec/Sanders
Unanimously Approved

D) Permit #24-021, Lot 4 of MRB Subdivision (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.

Motion 24-130: *Approve amendment for permit 24021, Lot 4 of MRB Subdivision, with three conditions.*

- 1. Receipt of documentation of maintenance agreement recorded with Ramey County, being sure to include attachments A (scaled site plan) and B (site-specific maintenance plan).*
- 2. Provide a copy of the NPDES permit and updated SWPPP.*
- 3. Revise the plans to address items 3.a. – 3.d. in permit report R2 dated 6/30/2024.*

Mazanec/Sanders
Unanimously Approved

IV. Special Reports

A) Accept Report for the Climatologic Reports – Hydrologic Update (Rudolph)

Mr. Rudolph presented a spring 2024 climatological and hydrological update. The District has received a lot of rain this spring. The May and June totals were higher than average. In June, the precipitation total was up 3.22” from the 30-Year Normal Monthly Precipitation. The District had 38 days of precipitation in the spring of 2024 vs. in the spring of 2023. From June 15-18,

the District had collectively 3.17” of rain. In September 2023, most of the state was in drought. By July 2024, none of the state was in drought, and the state has received 12” of rain.

The abundance of precipitation has had an impact on the District’s water resources, including historic flooding in the Mississippi River in Saint Paul. The top 7 river crests on record were related to snowmelt events. This year’s crest, top 8 on record, was the highest crest that was non-snowmelt caused. Como Lake and McCarrons Lake levels were higher than in previous years.

Mr. Rudolph discussed how the District’s BMPs and Trout Brook storm sewer system performed during and after the rainfall events. Climate change will continue to impact water resources in unpredictable ways, but BMPs help create storage on the landscape.

V. Action Items

A) Approve Minutes of June 20, 2024, Regular Board Meeting (Dalit)

Motion 24-131: *Approve the June 20, 2024, Minutes, Regular Board Meeting.*

Mazanec/Sanders

Unanimously Approved

B) Approve Partial Accounts Payable/Receivable for May 2024 (Dalit)

Motion 24-132: *Approve a partial June 2024 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments. Authorize the Administrator to issue electronic payments for June US Bank and Menards credit card payments.*

Mazanec/Sanders

Unanimously Approved

C) Approve Comment Letter on the Ford Area C – Focused Feasibility Study (Fossum)

Mr. Fossum presented the draft comment letter to the MPCA regarding Ford Area C Focused Feasibility Study, which was presented at the last meeting. Ford Area C is located west of Mississippi Blvd. immediately adjacent to the Mississippi River. For many years, Ford used this parcel to dump waste products from their manufacturing processes. More recently the site was capped with a paved parking lot. The Minnesota Pollution Control Agency (MPCA) has been working with Ford to investigate the content and magnitude of the material that is located in Area C. CRWD has been involved in evaluating the investigation for approximately 6 years. CRWD requested additional monitoring to fully characterize the magnitude and extent of contaminant migration at the site and evaluation of suggested alternatives in the Ford Area C Feasibility Study.

Staff have reviewed the Feasibility Study and with the assistance of Barr Engineering have drafted a comment letter to MPCA. The main areas of concern include:

1. Issues relative to slope stability

2. Issues relative to drainage and infrastructure
3. Issues related to long-term Operation & Maintenance
4. Issues related to the selection of the Preferred Alternative

Manager Mazanec asked what the purpose of modifying the criteria is if there's no rating for it. Mr. Fossum said it is certainly incomplete and we can only try to speculate.

Manager Collins requested that we add 'strongly' in bold to the recommendations. Manager Sullivan Janzen suggested that our recommendations or requests be placed at the beginning of each main comment section and then followed up with the rationale for making the recommendation.

Motion 24-133: *Approve Comment Letter to MPCA on the Ford Area C – Focused Feasibility Study with suggested formatting adjustments.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business

A) Upcoming Events (Xiong)

A list of upcoming community events where CRWD needs volunteers was shared with the Board.

VII. General Information

A) Board of Managers' Updates

The Board discussed anticipated attendance for the August meetings. They determined that they would have at least three members at each of the August Board meetings.

Manager Collins was reappointed on the BWSR Board for four years.

There is a Metro MN Watersheds meeting on July 16th, which will be a virtual meeting.

B) Administrator's Update

The CAC Tour is coming up on July 17th. Several RSVPs have been received from staff and board, Minnesota Water Stewards, and a few CAC members. A mid-sized coach bus will take the attendees to three stops – Midway Peace Park, Midway boulevard rain gardens and McMurray Field Project.

VIII. Adjournment

Motion 24-134: *Adjournment of July 10, 2024, Regular Board Meeting at 7:09 PM.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Rachele Krivichi