



Capitol Region Watershed District

595 Aldine Street

Saint Paul, MN 55104

(651) 644-8888 • capitolregionwd.org

**Board Meeting of Capitol Region Watershed District (CRWD) Board of Managers, for
Wednesday, March 19, 2025, at 6:00 p.m.**

Materials Enclosed

REGULAR MEETING AGENDA

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

A) Attendance

B) Review, Amendments, and Approval of the Agenda

II. Public Comment

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

III. Permit Applications and Program Updates

(Permit Process: 1) Staff Review/Recommendation, 2) Applicant Response, 3) Public Comment, and 4) Board Discussion and Action.)

A) 24-009 United Village Lot F1 Restaurant Pavilion (Hosch)

B) 25-009 Como-Western Lead Service Line Replacement (Stephan)

C) 25-012 Shepard Road Duct Install (Hosch)

IV. Special Reports – Mike MacDonald, CAC Member Recognition

V. Action Items

A) Approve Minutes of March 5, 2025, Regular Meeting (Dalit)

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

C) Approve CRWD Human Resources Consultant (Eleria)

D) Approve Computer Replacement Purchase (Zwonitzer)

E) Approve Cost Share for Saint Paul Public Schools Rain Garden Maintenance (Kucek and Kelley)

VI. Unfinished Business

VII. General Information

A) Board of Managers Updates

B) Administrator's Updates

VIII. Next Meetings

- A) Wednesday, April 2, 2025 - 5:00 p.m. – Board Workshop and Meeting
- B) Wednesday, April 9, 2025 – 5:30 p.m. – CAC Meeting

IX. Adjournment



Capitol Region Watershed District

595 Aldine Street
Saint Paul, MN 55104
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March 19, 2025

Board Meeting

III. Permit Applications and
Program Updates
A.) Permit 24-009 United
Village Lot F1
(Hosch)

DATE: March 12, 2025
TO: CRWD Board of Managers
FROM: Elizabeth Hosch, Regulatory Division Manager
RE: Permit 24-009 United Village Lot F1

Background

The Snelling-Midway Redevelopment (SMR) organization proposes to build 2 food buildings and patio space within the 35-acre superblock development now known as United Village. Permitting is required for individual lots as part of this common plan of development. Collaboration is ongoing with SMR to verify that the current evolution of the development plan continues to align with the stormwater masterplan approved under permit #16-025 and meet CRWD Rules.

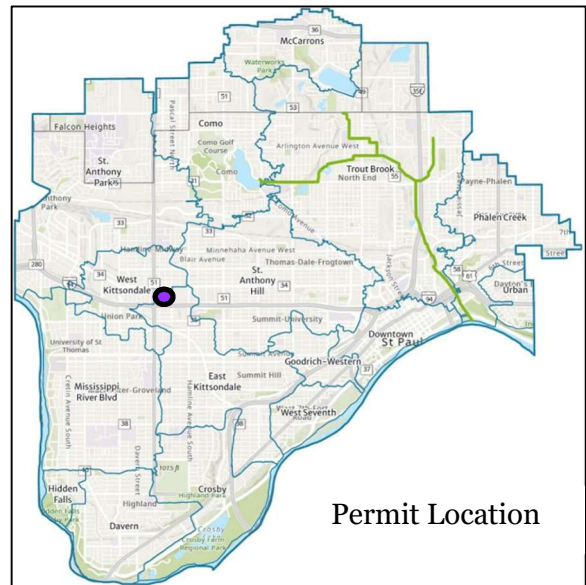
Issues

- Disturbed Area: 0.47 Acres
- Impervious Area: 0.52 Acres
- District Rule(s): C, D, F
- Stormwater Management: Allianz Field reuse system and right-of-way tree trenches

Action Requested

STAFF RECOMMENDATION: Approve with 7 Conditions:

1. Provide shop drawings for the irrigation pump, communications network, and day tank, or provide updated plans showing direct connection to the rainwater reuse distribution main line if day tank is removed.
2. Revise stormwater management report to provide an overall site exhibit(s) similar to the Lot F1 specific Exhibit H2-5 in terms of colors/hatching.
3. Provide mechanical or roof drain plans to verify overflow scupper depth and that the two 3" downspouts from the canopy areas connect to the 10" PVC that drains to the reuse system.
4. Revise "Phase 2 - Proposed roofs -As-Built PH1 Full Build-Lot D-SEPERATE-as-built" HydroCAD model to address the following:
 - a. Revise Subcatchment 20S area to correspond with Figure H2-5. Subcatchment 20S includes 0.296 ac (12,894 ft²) of impervious where Figure H2-5 indicates 13,820 ft².
 - b. Justify roof storage included in Pond 27P (roof). Provided surface area of 4,750 ft² with



- the 2.94 multiplier yields a modeled roof area of 13,965 ft². Figures H2-5 and H2-7 in the Stormwater Management Plan indicate a roof area directed to reuse of 13,820 ft².
5. Clarify total impervious area decrease from 23.56 acres (masterplan) to 20.20 acres (proposed) noted in Table 1.9. Document if the decrease is due to less impervious being proposed in the development, or due to the impervious area being treated elsewhere and subtracted from the “comprehensive” (reuse) treatment tracking.
 6. Populate CRWD impervious tracking spreadsheet once received, including information about the most current build-out scenarios. The intent of this spreadsheet is to track total areas for the entire 35-acre superblock where drainage areas are broken down to the BMP level. Areas noted in this table shall also be reflected in the proposed conditions HydroCAD model. Please note that these updates will be required before approvals for future lot development.
 7. Update sheet C8-2 to include current tree trench detail 2 for Simpson Street, see R10b dated 3/12/25 for reference from as-built. CRWD understands this, along with Spruce Tree Street tree trench detail 6, to be included for reference in case any reconstruction of either trench is needed during construction.

enc. Permit 24-009 United Village Lot F1 permit report R10b dated 3/12/25 and plan.

W:\07 Programs\Permitting\2024\24-009, United Village Restaurants, Lot F1\2025-03-12, 24-009 Board Cover Sheet.docx

Capitol Region Watershed District Permit Report

CRWD Permit #: 24-009

Review date: March 12, 2025

Project Name: United Village Lot F1 (Food Buildings)

Applicant: Carolyn Wolf
Snelling-Midway Redevelopment, LLC
4050 Olson Memorial Highway 295
Minneapolis, MN 55422
(952) 208-2770
cwolf@tegragroup.com

Purpose: Construct two food buildings, patio space, and sanitary sewer connection.

Location: South of Spruce Tree, between Asbury and Simpson, St. Paul, MN

Applicable Rules: C, D, and F

Recommendation: Approve with 7 Conditions

EXHIBITS:

1. Civil Plans (15 Sheets), by Loucks, dated 2/16/24, recv. 3/4/24.
2. Comprehensive Stormwater Management Plan - Phase 2B, by Loucks, dated 3/4/24, recv. 3/4/24.
3. Civil Plans (16 Sheets), by Loucks, dated 3/1/24, recv. 7/29/24.
4. Comprehensive Stormwater Management Plan - Phase 2B, by Loucks, dated 7/29/24, recv. 7/29/24.
5. Revised Utility Plan (C4-1) and Grading and Drainage Plan (C3-1), by Loucks, dated 8/13/24, recv. 8/13/24.
6. Comprehensive Stormwater Management Plan - Phase 2B, by Loucks, dated 8/13/24, recv. 8/13/24.
7. NPDES Permit, by Tegra Group, dated 8/7/24, recv. 8/13/24.
8. Civil Plans (8 Sheets), by Loucks, dated 3/1/24, recv. 9/5/24.
9. Current Irrigation Plan, by Loucks, dated 2/16/24, recv. 9/5/24.
10. Landscape Plans (2 sheets), by Loucks, dated, 10/1/24, recv. 10/1/24.
11. Civil Plans (9 Sheets), by Loucks, dated 10/1/24, recv. 10/1/24.
12. Sanitary Extension plans, by Loucks, dated 10/2/24, recv. 10/7/24.
13. Surety check from Snelling Midway Redevelopment LLC, dated 9/25/24, recv. 9/30/24.
14. Sanitary Extension plans, by Loucks, dated 10/4/24, recv. 10/22/24.

15. Comprehensive Stormwater Management Plan - Phase 2A, by Loucks, dated 11/1/24, recv. 11/1/24.
16. Erosion Control Plan for Sanitary Sewer Extension, by Loucks, dated 10/4/24, recv. 11/1/24.
17. Block F Irrigation Plans (IR1-00 & IR5-00), by Populous, dated 10/8/24, recv. 11/15/24.
18. Architectural, Landscape, Irrigation, and Civil Plans (14 sheets) by Loucks, dated 1/27/25, recv. 3/4/25.
19. Comprehensive Stormwater Management Plan - Phase 2B, by Loucks, dated 3/4/25, recv. 3/4/25.

HISTORY & CONSIDERATIONS:

Roof runoff will connect to the approved permanent stormwater reuse system outlined in CRWD Permit 16-025 Snelling Midway (AKA Allianz Field). The site will also use water from this approved system to irrigate greenspace on Lot F1.

The 8/13/2024 submittal also included the addition of soil remediation work for lot F1 only, previously included in permit #24-019 with Lot B soil remediation work.

RULE C: STORMWATER MANAGEMENT

Standards

- *Proposed discharge rates for the 2-, 10-, and 100-year events shall not exceed existing rates.*
- *Developments and redevelopments must reduce runoff volumes in the amount equivalent to an inch of runoff from the impervious areas of the site.*
- *Stormwater must be pretreated before discharging to infiltration areas to maintain the long-term viability of the infiltration area.*
- *Developments and redevelopments must incorporate effective non-point source pollution reduction BMPs to achieve 90% total suspended solid removal.*

Findings

1. Stormwater volume retention was reviewed and approved under CRWD Permit #16-025 (Snelling Midway/Allianz Field). Therefore, the intent of this review is to verify compliance by comparing the amount of impervious surface approved during review of the Master Plan versus each subsequent private site development project.

Table 1. Approved vs. Proposed Area – Site Specific (The area considered in this permit was formerly known as Block D2; it is now named Block F1.)

Block	Approved Master Plan Block D2	Site Development Block F1
Total Impervious (ft ²)	19,491 (0.45 ac)	22,440 (0.515 ac)**
Impervious Area to Reuse (ft ²)	8,712 (0.20 ac)*	13,820 (0.317 ac)**
Impervious Area Treated under Lot F1 Comprehensive, draining off-site but equivalent volume sent to reuse system from elsewhere (ft ²)	5,543 (0.13 ac)**	3,416 (0.078 ac)**
Impervious Area Treated under	5,236 (0.12 ac)**	5,236 (0.120 ac)**

Phase 1 Comprehensive in existing tree trenches (ft ²)		
Irrigation Area (ft ²)	2,178 (0.05 ac)*	3,089 (0.071 ac)**

* From "Future Lot Stormwater Reuse Assumptions" Exhibit dated 5/17/18.

** Based on values from "Proposed Impervious Area" Exhibit #H2-5 within the comprehensive stormwater management plan dated 3/4/25. Note that the Impervious area Treated under Phase 1 Comprehensive drains to existing tree trench BMPs, and the impervious area treated under Lot F1 comprehensive will drain directly to off-site storm sewer, but this area treated under Lot F1 comprehensive is accounted for in the volume of the reuse system.

Table 2. Approved vs. Proposed Area – Overall Development (Based on Table 1.9 from the Stormwater Narrative)

Block	Overall Approved Master Plan	Current Overall Site Development
Phase I Impervious	6.51 ac	6.39 ac
Phase I ROW Impervious	6.67 ac	6.99 ac
Phase II Impervious	10.28 ac	6.82 ac
Total Impervious	23.56 ac	20.20 ac
Phase I Roof Impervious Roof Area to Reuse	4.23 ac	3.94 ac
Phase II Roof Impervious Roof Area to Reuse	9.36 ac	6.51 ac
Total Impervious Area to Reuse	13.59 ac	10.45 ac
Irrigation Area	5.38 ac	4.74 ac

- a. For this specific site (Table 1), the proposed site new/reconstructed impervious area is greater than the impervious area approved in the master plan.
 - b. The proposed site new/reconstructed impervious for the overall development (Table 2) is less than impervious area approved in the master plan
 - c. The applicant shall continue to track overall impervious areas as new developments are proposed to ensure conformance with the full site design intent and avoid the need for new site-specific measures.
2. A hydrograph method based on sound hydrologic theory is used to analyze runoff for the design or analysis of flows and water levels.
 3. Runoff rates for the proposed activity do not exceed existing runoff rates for the 2-, 10-, and 100-year critical storm events. CRWD is evaluating rate control on a site-wide basis at each of the three discharge points set by the approved 2018 Stormwater Masterplan. City rate control review may account for intermediate analysis points within the full development. Stormwater leaving the project area is discharged into a well-defined receiving channel or pipe and routed to a public drainage system.

4. Best management practices are expected to achieve 90% total suspended solids removal from the runoff generated on an annual basis. Water quality requirements for the 16-025 stormwater masterplan will be satisfied if the volume retention requirement is met and at least 90% of the new/reconstructed impervious is directed to a stormwater management BMP.

Table 3. Approved vs. Proposed Area – Overall Development for Water Quality

Parameter	Overall Approved Master Plan	Current Overall Site Development
Total New/Reconstructed Impervious Area	23.56 ac	20.20 ac
Impervious Area routed to Reuse System	13.59 ac	10.45 ac
Impervious Area routed to Other BMP	8.00 ac	8.00 ac
Total Impervious Area routed to a Stormwater BMP	21.59 ac	18.45 ac
Impervious Area routed to a Stormwater BMP (%)	91.6%	91.3%

- a. The percentage of proposed new/reconstructed impervious area directed to a stormwater management BMP decreases from the master plan but is still greater than 90%.

RULE D: FLOOD CONTROL

Standards

- *Compensatory storage shall be provided for fill placed within the 100-year floodplain.*
- *All habitable buildings, roads, and parking structures on or adjacent to a project site shall comply with District freeboard requirements.*

Findings

1. There is no floodplain on the property according to FEMA.
2. All habitable buildings, roads, and parking structures on or adjacent to the project site comply with CRWD freeboard requirements.

RULE E: WETLAND MANAGEMENT

Standard

- *Wetlands shall not be drained, filled (wholly or in part), excavated, or have sustaining hydrology impacted such that there will be a decrease in the inherent (existing) functions and values of the wetland.*
- *A minimum buffer of 25 feet of permanent nonimpacted vegetative ground cover abutting and surrounding a wetland is required.*

Findings

1. There are no known wetlands located on the property.

RULE F: EROSION AND SEDIMENT CONTROL

Standards

- *A plan shall demonstrate that appropriate erosion and sediment control measures protect downstream water bodies from the effects of a land-disturbing activity.*

- *Erosion Control Plans must adhere to the MPCA Protecting Water Quality in Urban Areas Manual.*

Findings

1. Erosion and sediment control measures are consistent with best management practices, as demonstrated in the MPCA manual *Protecting Water Quality in Urban Areas*.
2. Adjacent properties are protected from sediment transport/deposition.
3. Wetlands, waterbodies and water conveyance systems are protected from erosion/sediment transport/deposition.
4. Project disturbed area is 0.47 acres but is part of a larger development that ultimately disturbs over one acre; an NPDES permit is required. A SWPPP has been submitted.

RULE G: ILLICIT DISCHARGE AND CONNECTION

Standard

- *Stormwater management and utility plans shall indicate all existing and proposed connections from developed and undeveloped lands for all water that drains to the District MS4.*

Findings

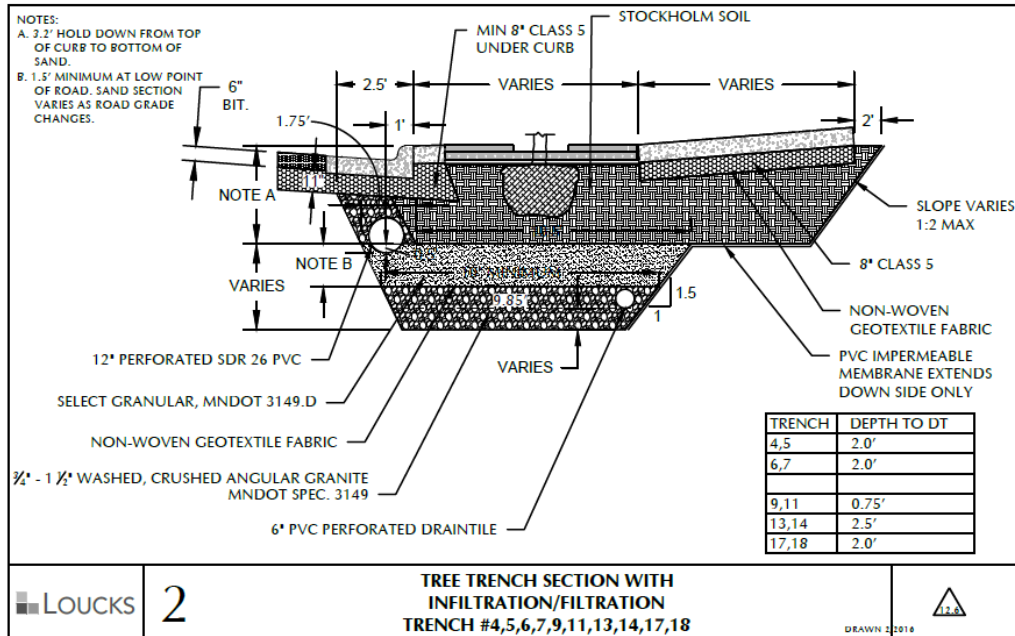
1. New direct connections or replacement of existing connections are not proposed.
2. Prohibited discharges are not proposed.

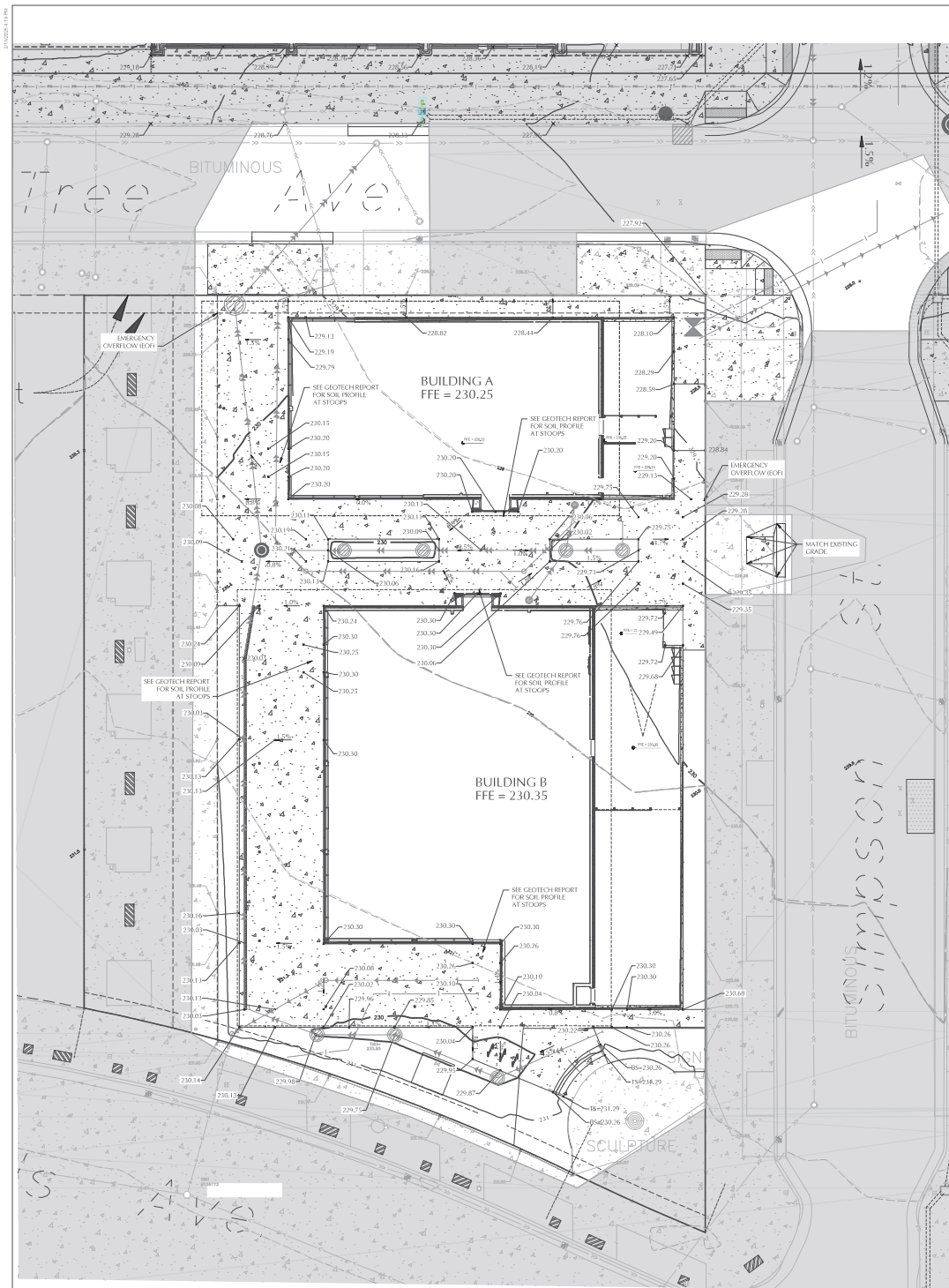
Recommendation: Approve with 7 Conditions

Conditions:

1. Provide shop drawings for the irrigation pump, communications network, and day tank, or provide updated plans showing direct connection to the rainwater reuse distribution main line if day tank is removed.
2. Revise stormwater management report to provide an overall site exhibit(s) similar to the Lot F1 specific Exhibit H2-5 in terms of colors/hatching.
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CALL BEFORE YOU DIG
Gopher State One Call
TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1886



LEGEND

EXISTING		PROPOSED
	CATCH BASIN	
	STORM MANHOLE	
	FLARED END SECTION	
	SANITARY MANHOLE	
	HYDRANT	
	GATE VALVE	
	POST INDICATOR VALVE	
	WATER MAIN/GAS WELL	
	LIGHT POLE	
	POWER POLE	
	ELECTRIC METER	
	GAS METER	
	TELEPHONE PEDISTAL	
	SIGN	
	BENCH/CHAIR	
	SOIL BORING	
	PARKING STALL COUNT	
	ACCESSIBLE PARKING STALL	
	STORM SEWER	
	DRAINAGE	
	SANITARY SEWER	
	FOREMAN	
	WATER MAIN	
	SANITARY SEWER SERVICE	
	WATER SERVICE	
	UNDERGROUND ELECTRIC	
	UNDERGROUND FIBER OPTIC	
	UNDERGROUND TELEPHONE	
	OVERHEAD UTILITY	
	FENCE	
	CHAIN LINK FENCE	
	CONCRETE CURB	
	RETAINING WALL	
	CONCRETE	
	NO PARKING	
	BUILDING	
	SPOT ELEVATION	
	DIRECTION OF FLOW	
	TREE LINE	
	PARKING SETBACK LINE	
	BUILDING SETBACK LINE	

GRADING, DRAINAGE & EROSION CONTROL NOTES

1. SPOT ELEVATIONS REPRESENT FINISHED SURFACE GRADING. CUTTERFILL, FILL, FACE OF BUILDING, OR DRAINAGE OF PAVEMENT ARE OTHER THAN OTHERWISE NOTED.
2. ALL ACCESSIBLE ROADS SHALL BE CONSTRUCTED WITH A CROSS SLOPE NOT EXCEEDING 2% AND A RUNNING SLOPE NOT EXCEEDING 2%.
3. AT TURNING POINTS ALONG THE ACCESSIBLE ROUTE THE PAVEMENT SHALL NOT EXCEED 2% IN ANY DIRECTION FOR AN AREA 6' BY 6' IN DIAMETER.
4. ALL PUBLIC DRIVEWAYS SHALL BE CONSTRUCTED WITH A CROSS SLOPE NOT EXCEEDING 2% AND A RUNNING SLOPE NOT EXCEEDING 2%.
5. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.00' ON ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.16'. RIM ELEVATIONS SHOWN ON PLANS DO NOT INCLUDE CURB OR GUTTER FINISH.
6. THE FLOOR ADJACENT TO CONCRETE PAVEMENTS AFTER COMPLETION, THE FINAL FLOOR FINISH SHALL BE 0.16' HIGHER THAN THE FINISHED SURFACE OF THE PAVED AREAS. FINISHED SURFACES WILL BE SUFFICIENTLY HIGHER THAN NOT TO EXCEED 1 INCH HIGHER THAN THE FINISHED SURFACE.
7. REFER TO GEOGRAPHICAL EVALUATION REPORT AS PREPARED BY BRAUN INTRINSIC, FOR AN LISTING OF SURFACE SITE CONSTRUCTION ANALYSIS AND CONSTRUCTION RECOMMENDATIONS (NOT LISTED):
 - A. REUSE OF OMNITRACKS
 - B. CONSTRUCTION AND RECOMMENDATIONS FOR EROSION/DEWATERING
 - C. SITE GRADING AND SUB-GRADE PREPARATION
 - D. DRAINAGE AND DITCH DESIGN
 - E. TRENCH EAVES/DRAINAGE AND BACKFILL
 - F. GROUNDWATER UTILITY SUPPORTS
 - G. EROSION PROTECTION
8. EXISTING CONDITIONS ARE DESIGNED TO BE ASSUMED COARSE-GRAINED SOILS (GV, GY, GZ). IF THE SOILS ARE NOT THE SAME, THE CONTRACTOR SHALL BE NOTIFIED BY THE CITY ENGINEER. IF EXISTING CONDITIONS DIFFER FROM ASSUMED SOILS, CORRECTIONS SHALL BE MADE.
9. GRADING, INCLUDING, BUT NOT LIMITED TO DECAVATION AND BACKFILL, OF THE EXISTING AREAS SHALL BE ACCORDING TO THE CITY ENGINEER'S RECOMMENDATIONS. EQUIPMENT TO PREVENT COMPACTION OF THE UNDERLYING SOILS, SHALL TRACKED DOZERS OR BACKFILLERS WITH RINER TRACKS ARE RECOMMENDED. WHEELED MACHINES SHALL BE USED TO GRADE.
10. SOIL BENEATH THE INFILTRATION AREAS SHALL BE REMOVED WITH A TROTHED BACKFILL TO REMOVE SOIL INTERFACE PRIOR TO BACKFILL.
11. CITY AND WATERFED SHALL BE NOTIFIED AT LEAST 24 HOURS PRIOR TO CONSTRUCTION OF THE AREAS.
12. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE MINIMUM OF 4 INCHES OF TOP SOIL AND SEED/GRASS OR TURF. THESE AREAS SHALL BE MAINTAINED/MANAGED BY THE CONTRACTOR UNTIL THE AREAS ARE REVEGETATED WITH THE LONG TERM SPECIFICATIONS, DETAILS AND SPECIFICATIONS FOR FINAL SITE STABILIZATION.
13. TOP OF SITE RETAINING WALLS SHALL BE 0.00' SURFACE GRADE AT TOP OF WALL INLOT TOP OF WALL SHALL BE 0.00' SURFACE GRADE. TOP OF WALL GRADATION AND TOP OF WALL SURFACE GRADE AT BOTTOM OF WALL INLOT BOTTOM OF BURIED WALL COURSE.
14. TOP OF SITE STAIRS, "X" BENCHES SURFACE ELEVATION AT TOP OF STAIRS AND "BENCHES" SHALL BE 0.00' SURFACE GRADE. TOP OF WALL GRADATION AND TOP OF WALL SURFACE GRADE SHALL BE 0.00' SURFACE GRADE. TOP OF WALL GRADATION AND TOP OF WALL SURFACE GRADE SHALL BE 0.00' SURFACE GRADE.
15. STREETS SHALL BE CLEANED AND SWEEPED WHENEVER TRUCKING OF SEDIMENTS OCCURS AND BECOME A DUSTY EMISSION. STREETS SHALL BE KEPT CLEAN AND SWEEPED. A REGULAR SWEEPING SCHEDULE MUST BE ESTABLISHED.
16. DUST MUST BE ADEQUATELY CONTROLLED.
17. SEE CITY PERMITS FOR ADDITIONAL EROSION CONTROL MEASURES AND REQUIREMENTS.
18. SEE UTILITY PLAN FOR WATERMAIN, STORM SEWER, AND SANITARY SEWER INFORMATION.
19. SEE SITE PLAN FOR CURB AND BITUMINOUS PAVEMENT LOCATIONS.
20. REFERENCE ARCHITECTURAL AND STRUCTURAL DRAWINGS FOR BUILDING ELEVATIONS.
21. THE CONTRACTOR SHALL WITH THE OWNER SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM GOVERNING AGENCIES, INCLUDING ANY CITY PERMITS AND THE NOTES PERMIT.
22. INITIAL EROSION CONTROL AND TRIP PROTECTION MEASURES BEFORE BEGINNING SITE GRADING. SOILS SHALL BE PROTECTED FROM EROSION BY CURB AND BACKFILL AND STORM POND SHALL BE INSTALLED AS GRADING OCCURS IN SPECIFIC AREAS. MAINTAIN EROSION CONTROL THROUGHOUT THE GRADING PROCESS AND REMOVE WHEN TURF HAS BEEN ESTABLISHED.
23. PER NATIONAL POLLUTANT DISCHARGE INFORMATION SYSTEM STATE DISPOSAL SYSTEM REQUIREMENTS, THE WASHOUT AND CLEANOUT OF SILT/LOESS, PAVEMENT, CONCRETE, CURB, AND CUTTING MATERIALS SHALL BE WASHED OUT OF THE SITE. THE WASHOUT SHALL BE PROPERLY CONTAINED AND DISPOSAL OF. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE WASHOUT AND CLEANOUT OF SILT/LOESS, PAVEMENT, CONCRETE, CURB, AND CUTTING MATERIALS. WASHOUT CONTAINERS: CONCRETE WASHOUT TUB, READY MIX TUBS WITH 2" DIAMETER HOLES IN CURB.
24. THE CONTRACTOR SHALL PROVIDE ASBESTOS INFORMATION OF GRADING ACTIVITIES AS NEEDED FOR APPLICABLE PERMIT REQUIREMENTS AND DEVELOPMENT AGREEMENTS.
25. REFER TO RESPONSE ACTION PLAN (RAPY) CONSTRUCTION CONTINGENCY PLAN (CCP)

ROBII OUIS

ARCHITECTURE, SITE & LANDSCAPE ARCHITECTURE
Populus
4803 Main Street, Suite 300
Kansas City, Missouri 64112
816.221.1500

STATE ELECTRICAL
Durham
60 South Sixth Street, Suite 1100
Minneapolis, MN 55402
612-336-7000

UNITED VILLAGE
DEVELOPMENT
BLOCK 3, LOT 1

[illegible]

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of New Mexico.


Jeffrey A. Simpson - P.E.

License No.	19624
Date	10-04-24

PROJECT NAME
**UNITED VILLAGE LOT 1,
BLOCK 3**

PERMIT SET

GRADING & DRAINAGE
PLAN

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Capitol Region Watershed District

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

March 19, 2025

Board Meeting

III. Permit Applications and
Program Updates

B.) Permit 25-009 Como-
Western Lead Water Service
Line Replacement
(Stephan)

DATE: March 12, 2025
TO: CRWD Board of Managers
FROM: Acadia Stephan, Regulatory Technician
RE: Permit 25-009 Como-Western Lead Water Service Line Replacement

Background

Saint Paul Regional Water Service (SPRWS) proposes replacing lead water service lines for up to 574 properties in the Frogtown-North End area of Saint Paul. SPRWS is requesting a variance from Rule C. A similar request for variance was made and approved for the Hatch-Park Lead Water Service Line Replacement project in 2023 and Lawson-Forest Lead Water Service Line Replacement in 2024. Approving the requested variance will not nullify the intent of the Rules or the overall plan of the District for reasons outlined in the attached permit report.

Issues

- Disturbed Area: 2.24 Acres
- Impervious Area: 2.24 Acres
- District Rule(s): —C, D, F
- Stormwater Management: Variance requested for Rule C

Action Requested

VARIANCE RECOMMENDATION: Approve variance of 8,947 ft³ from volume retention requirement of Rule C for street and sidewalk impervious area.

STAFF RECOMMENDATION: Approve with 2 Conditions:

1. Provide an erosion and sediment control plan. See items a) – c) in permit report dated 3/5/2025.
2. Revise SWPPP to address the following. See items a) – k) in permit report dated 3/5/2025.

enc. Permit 25-009 Como-Western Lead Water Service Line Replacement permit report R2 dated 3/5/2025 and plan.



Permit Location

<W:\07 Programs\Permitting\2025\25-009, Como-Western Lead Replacement\25-009 Board Cover Sheet.docx>

Capitol Region Watershed District Permit Report

CRWD Permit #: 25-009

Review date: March 5, 2025

Project Name: Como-Western Lead Water Service Line Replacement

Applicant: Matt Dalrymple
Saint Paul Regional Water Services
1900 Rice St
St. Paul, MN 55113
(651) 728-0398
matthew.dalrymple@ci.stpaul.mn.us

Purpose: Saint Paul Regional Water Service (SPRWS) will be replacing lead water service lines for up to 587 properties in the Frogtown-North End area of Saint Paul. This is a voluntary program, meaning property owners can choose if they want the private side of the service line replaced. Expected property owner participation is 95%.

Location: Western Ave N & Como Ave St Paul, MN 55103. Frogtown-North End area of Saint Paul. Area bounded by Dale St to the west, University Ave to the south, Rice St to the east, and Hatch Ave to the north.

Applicable Rules: C, D, F, and I

Variance Request: Approve variance of 8,947 ft³ from volume retention requirement of Rule C for street and sidewalk impervious area.

Recommendation: Approve with 2 Conditions

EXHIBITS:

1. Signed Civil Plans (63 Sheets), by Bolton & Menk, dated 1/20/25, recv. 2/14/25.
2. Project Narrative, by Bolton & Menk, not dated, recv. 2/14/25.
3. NPDES Permit, by, MPCA, dated 2/12/25, recv. 2/14/25.
4. Disturbed Area Calculations Excel, by Bolton & Menk, not dated, recv. 3/5/25.

HISTORY & CONSIDERATIONS:

SPRWS is requesting a variance from Rule C. A similar request for variance was made and approved for the Hatch-Park Lead Water Service Line Replacement project in 2023 and Lawson-Forest Lead Water Service Line Replacement in 2024.

RULE C: STORMWATER MANAGEMENT

Standards

- *Proposed discharge rates for the 2-, 10-, and 100-year events shall not exceed existing rates.*
- *Developments and redevelopments must reduce runoff volumes in the amount equivalent to an inch of runoff from the impervious areas of the site.*
- *Stormwater must be pretreated before discharging to infiltration areas to maintain the long-term viability of the infiltration area.*
- *Developments and redevelopments must incorporate effective non-point source pollution reduction BMPs to achieve 90% total suspended solid removal.*

Findings

1. A hydrograph method based on sound hydrologic theory is not used to analyze runoff for the design or analysis of flows and water levels.
2. Runoff rates for the proposed activity do not exceed existing runoff rates for the 2-, 10-, and 100-year critical storm events since there will be no net change in impervious area. Stormwater leaving the project area is discharged into a well-defined receiving channel or pipe and routed to a public drainage system.
3. Stormwater runoff volume retention is not achieved onsite in the amount equivalent to the runoff generated from 1.1-inch of rainfall over the impervious surfaces of the development.
 - a. The amount of proposed impervious is 97,600 ft².
 - b. Volume retention required:
$$97,600 \text{ ft}^2 \times 1.1 \text{ inches} \times 1 \text{ ft}/12 \text{ inches} = 8,947 \text{ ft}^3$$

Table 1. Proposed volume retention through abstraction (i.e. infiltration, reuse).

Volume Retention Required (ft ³)	BMP	Volume Retention Provided below outlet (ft ³)	1.1-inch Runoff (ft ³)	2.5-inch Runoff (ft ³)
8,947	A variance is requested.			

4. Alternative compliance sequencing has been requested because disturbed impervious is not owned by SPRWS.
 - a. The applicant did not comply with the volume retention standard for the site. **(variance requested)**
 - b. The applicant did not partially comply with the volume retention standard at an offsite location or through the use of qualified banking credits. **(variance requested)**
 - c. The applicant has not submitted money to be contributed to the Stormwater Impact Fund. **(variance requested)**
 - d. The project is linear but cost cap information has not been submitted.
 - e. The applicant has requested a variance because the replaced impervious area is not owned by the applicant.
5. Best management practices do not achieve 90% total suspended solids removal from the runoff generated on an annual basis.
6. **The applicant has completed the Alternative Compliance Sequence and has requested a Variance from Rule C for the 8,947 cubic feet of volume reduction and**

associated water quality treatment due to the lack of land ownership or control over the impervious surfaces being replaced in-kind.

7. A recordable executed maintenance agreement is not required if the variance is approved.

RULE D: FLOOD CONTROL

Standards

- *Compensatory storage shall be provided for fill placed within the 100-year floodplain.*
- *All habitable buildings, roads, and parking structures on or adjacent to a project site shall comply with District freeboard requirements.*

Findings

1. There is no floodplain on the property according to FEMA.
2. All habitable buildings, roads, and parking structures on or adjacent to the project site comply with CRWD freeboard requirements.

RULE E: WETLAND MANAGEMENT

Standard

- *Wetlands shall not be drained, filled (wholly or in part), excavated, or have sustaining hydrology impacted such that there will be a decrease in the inherent (existing) functions and values of the wetland.*
- *A minimum buffer of 25 feet of permanent nonimpacted vegetative ground cover abutting and surrounding a wetland is required.*

Findings

1. There are no known wetlands located on the property.

RULE F: EROSION AND SEDIMENT CONTROL

Standards

- *A plan shall demonstrate that appropriate erosion and sediment control measures protect downstream water bodies from the effects of a land-disturbing activity.*
- *Erosion Control Plans must adhere to the MPCA Protecting Water Quality in Urban Areas Manual.*

Findings

1. It is unknown if erosion and sediment control measures are consistent with best management practices, as demonstrated in the MPCA manual *Protecting Water Quality in Urban Areas*.
2. It is unknown if adjacent properties are protected from sediment transport/deposition.
3. It is unknown if wetlands, waterbodies and water conveyance systems are protected from erosion/sediment transport/deposition.
4. Total disturbed area is 2.24 acres; an NPDES permit is required. A SWPPP has been submitted but is not sufficient.

RULE G: ILLICIT DISCHARGE AND CONNECTION

Standard

- *Stormwater management and utility plans shall indicate all existing and proposed connections from developed and undeveloped lands for all water that drains to the District MS4.*

Findings

1. New direct connections or replacement of existing connections are not proposed.
2. Prohibited discharges are not proposed.

RULE I: VARIANCES

Standard

- *The Board of Managers shall have the power to grant variances from these Rules where they find that extraordinary and unnecessary hardships may result from strict compliance with these Rules; provided that such variances will not have the effect of nullifying the intent and purpose of these Rules and the overall plan of the District as adopted.*

Findings

1. The applicant has submitted a written request for a variance stating the exceptional conditions of the site.
 - a. This project includes utility maintenance work only. SPRWS is replacing existing lead water service lines with copper in the public right-of-way AND private property in the interest of public health.
 - b. SPRWS is a regional water utility and is a separate legal entity from the City of St. Paul. SPRWS does not own the right-of-way and has no authority to alter stormwater flows or maintain storm water conveyance or treatment infrastructure.
 - c. With 100% property owner participation, disturbances would total 2.24 acres. While the total area disturbed could be greater than one acre, the area disturbed at any one time will be much smaller and the disturbances will occur in phases across a large area. Excavations will consist of 10'x10' (or smaller) pits dug to access the water main and service lines. These pits will be filled, seeded, and mulched or otherwise stabilized as the pipe work is completed at each property.
 - d. This work is being funded by state and federal initiatives to reduce lead in drinking water. Stormwater management operation and maintenance is not explicitly eligible for funding and SPRWS is prohibited by state law to use revenue funding through water rates for expenditures resulting from improvements to private property.
2. Approving the requested variance will not nullify the intent of the Rules or the overall plan of the District in that:
 - a. The proposed improvements do not adversely affect public health and welfare or the natural resources of the District. The majority of reconstructed impervious surfaces that trigger stormwater requirements are turned back to the local road authority that remains responsible for managing stormwater runoff from those impervious surfaces. Other newly replaced impervious surfaces are located on private property.

- b. The variance request aligns with the intent of CRWD Rules to protect public health and welfare. There is no change in the rate or volume of stormwater runoff from the project locations.
- c. Lack of land use control is the primary justification for the variance request. Economic considerations do not dominate the variance request.
- d. This approach is consistent with similar past utility-based permits (13-012, 14-011, 15-006, 16-004, 23-019, and 24-008) where the applicant was working on property owned by another entity.

Variance Request:

Approve variance of 8,947 ft³ from volume retention requirement of Rule C for street and sidewalk impervious area.

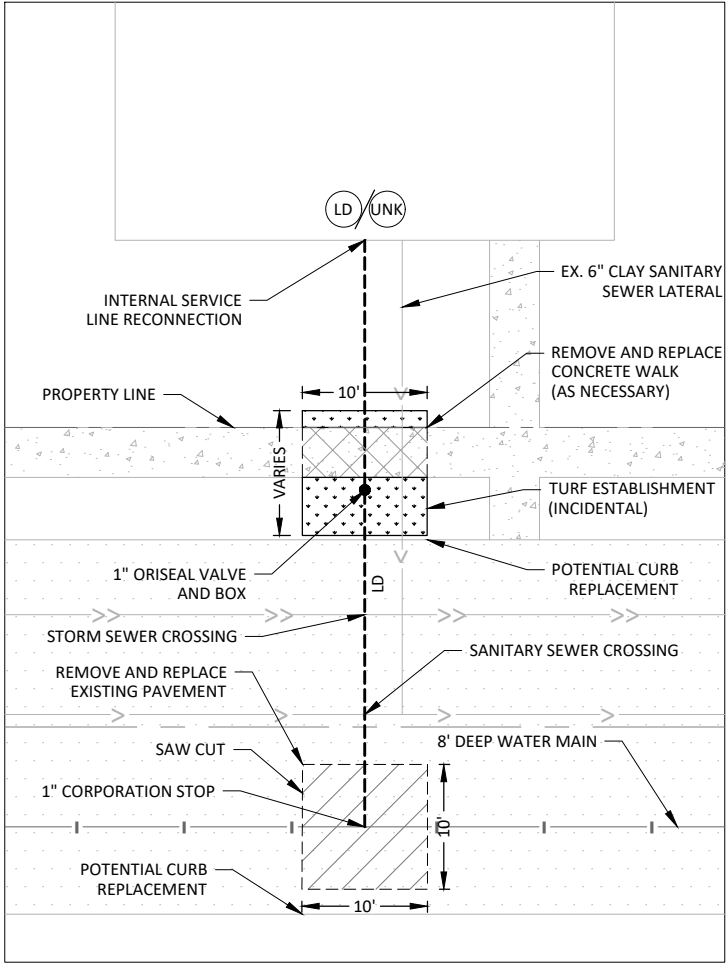
Recommendation: Approve with 2 Conditions

Conditions:

1. Provide an erosion and sediment control plan.
 - a. Provide location and type of all temporary and permanent erosion prevention and sediment control BMPs. SWPPP notes 342 inlet protections, but location needed.
 - b. Provide a site map which includes direction of flow and all discharge points where stormwater is leaving the site. Sheet 12 shows only some flows and does not include location of catch basins.
 - c. Provide standard details of specifications for BMPs including:
 - i. Installation of erosion and sediment controls for disturbed areas. Standard details show turf establishment but must specify type of erosion and sediment controls such as erosion control blanket and sediment control logs per SWPPP.
 - ii. Installation of erosion and sediment controls for stockpiles, showing location of stockpiles outside of stormwater conveyance or design of bypass to be placed.
2. Revise SWPPP to address the following:
 - a. Revise disturbed area on Sheet 10 from 1.4 acres to 2.24 acres to correspond with the project narrative. See Condition 1, the total may be updated.
 - b. Revise receiving waters table on Sheet 10 to correctly reference Loeb Lake (MN DNR 62-0231-00) within 1-mile of project. Loeb Lake is incorrectly referenced as Unnamed Pond.
 - c. Revise to include estimated quantities of sediment control logs and erosion control blanket needed in BMP Summary table on Sheet 10.
 - d. Revise note 2 of the general construction notes on Sheet 11 to correctly reference Capitol Region Watershed District and update the phone number to 651-644-8888.
 - e. Revise note 3 of the general construction notes on Sheet 11 to state “[...] within 24 hours of discovery or sooner as needed to prevent nuisance conditions such as discharge of visually turbid water.”
 - f. Revise note 4 of general SWPPP notes for construction activity on Sheet 11 to “[...] as necessary, to eliminate tracking of sediment onto paved surfaces within and adjacent to the project area.”

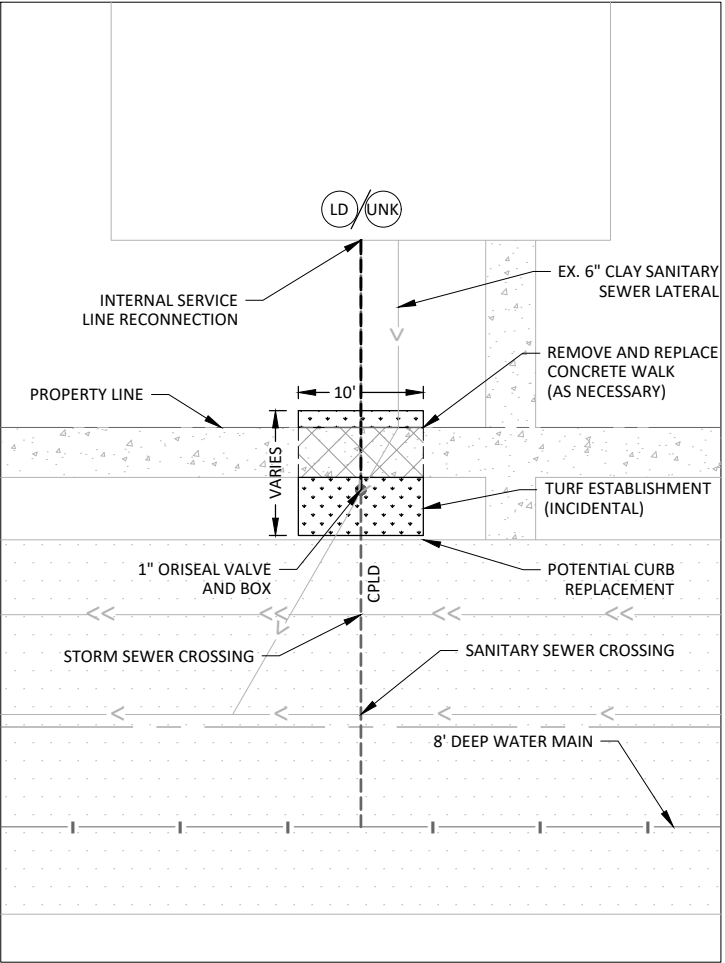
- g. Revise or clarify note 5 of the erosion control supervisor inspection and maintenance notes on Sheet 11 which references Part IV. E of the NPDES Permit. Section 11.11 of the NPDES Permit describes adjustments to the inspection schedule.
- h. Revise note 5.a. of the erosion control supervisor inspection and maintenance notes on Sheet 11 to reflect perimeter control types selected in plans. Proposed SWPPP does not include silt fence.
- i. Revise note 2 of the erosion control plans on Sheet 11 to establish standard to which stormwater will be cleaned prior to discharge and process for inspection. Section 10.2 of the NPDES Permit notes prevention of discharges of visually turbid water and that discharges will be photographed at the beginning of the operation.
- j. Revise to include note referencing Section 9.10 of the NPDES Permit
“Permittees must locate stockpiles outside of natural buffers or surface waters, including stormwater conveyances such as curb and gutter systems unless there is a bypass in place for the stormwater.”
- k. Revise to include note that whereas structural vehicle tracking BMPs may not be practical, non-structural BMPs must be used to minimize tracking out of sediment onto paved surfaces.

- NOTES:
- 1) DETAILS REPRESENT TYPICAL REMOVAL AND REPLACEMENT SCENARIOS.
 - 2) CURB AND GUTTER SHALL BE REPLACED WITH IN-KIND TYPE.
 - 3) PAVEMENT SECTION, SIDEWALK, DRIVEWAY, AND TURF REPLACEMENTS SHALL CONFORM TO STANDARD DETAILS.
 - 4) REMOVAL DIMENSIONS REPRESENT MAXIMUM. CONTRACTOR SHALL TAKE MEASUREMENTS TO MINIMIZE REMOVALS.



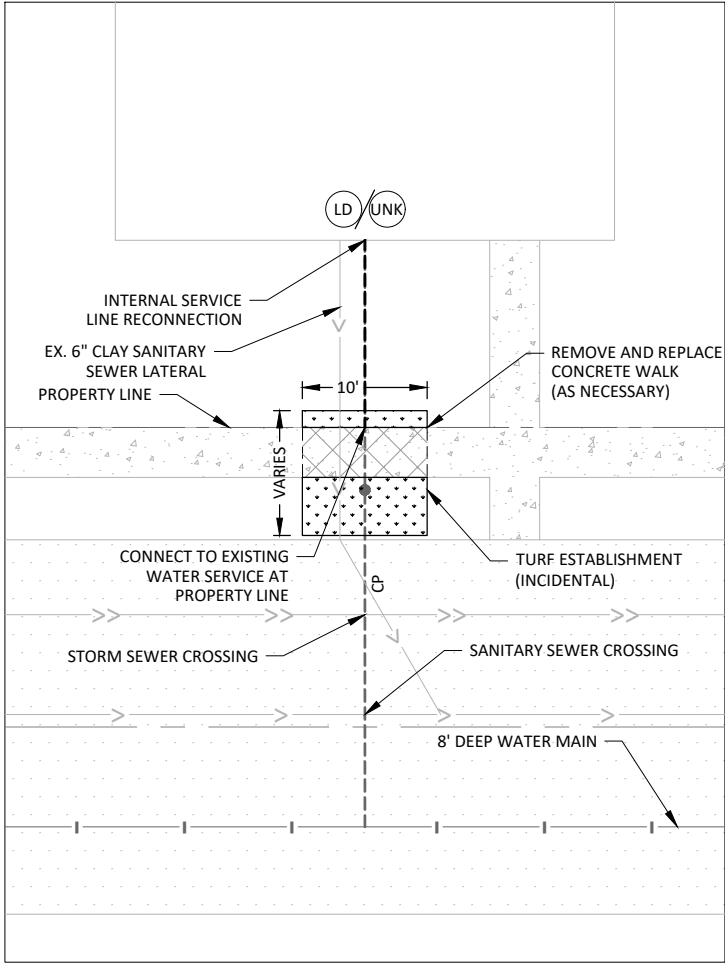
1
7
NOT TO SCALE

MAIN TO HOUSE REPLACEMENT
LONG SIDE OF WATER MAIN



2
7
NOT TO SCALE

CURB STOP TO HOUSE REPLACEMENT
LONG SIDE OF WATER MAIN



3
7
NOT TO SCALE

PROPERTY LINE TO HOUSE REPLACEMENT
LONG SIDE OF WATER MAIN



ENGINEERING DIVISION
1900 RICE STREET NORTH
SAINT PAUL, MN 55113

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: Zach Johnston

PRINTED
NAME: ZACHARY JOHNSTON

DATE: 01/20/2025 REG. NO: 60402

REVISIONS: _____ PROJ. NO. 25-LFSP-02
DATE: 01/20/2025
DESIGNED: BJW
REVIEWED: ZRJ

STANDARD PLATES AND DETAILS

COMO/WESTERN AREA
LEAD FREE SPRWS
2025

SHEET:

9

OF 63



Capitol Region Watershed District

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

March 19, 2025
Board Meeting
III. Permit Applications and
Program Updates
C.) Permit 25-012 Shepard
Road - Duct Install
(Hosch)

DATE: March 12, 2025
TO: CRWD Board of Managers
FROM: Elizabeth Hosch, Regulatory Division Manager
RE: Permit 25-012 Shepard Road - Duct Install

Background

Xcel Energy proposes installation of a buried electric transmission line duct along Shepard Road between Smith Street and Eagle Parkway in Saint Paul, including trenching and site restoration.

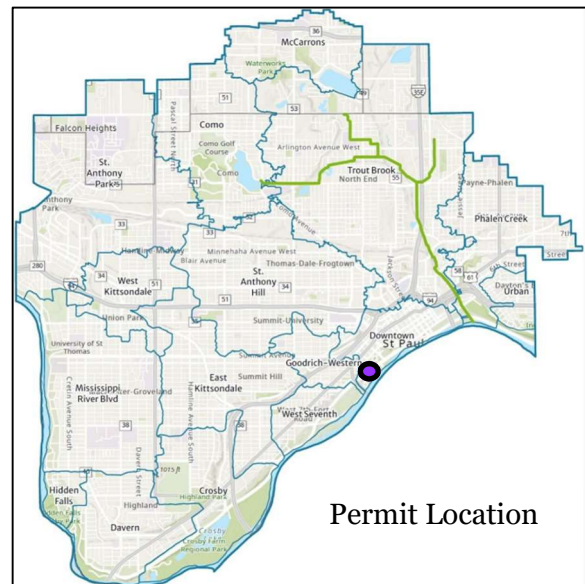
Issues

- Disturbed Area: 0.7 Acres
- Impervious Area: 0.45 Acres
- District Rule(s): —D, E, F
- Stormwater Management: NA

Action Requested

STAFF RECOMMENDATION: Approve with 2 Conditions:

1. Receipt of \$2,000 surety.
2. Revise Erosion and Sediment Control Plan to address the following:
 - a. Include a note stating, "Silt fence or fabric placed under the grate is not an approved form of inlet protection".
 - b. Provide redundant (double) perimeter control if the project's earth disturbances are within 50 feet of and drain to a surface water.
 - c. Provide temporary stabilization note for areas that will be unworked for 7 days. Make particular note of any areas that will require temporary traffic access, noting that class 5 material is not a stable surface.



enc. *Permit 25-012 Shepard Road - Duct Install permit report R1 dated 3/11/2025 and plan.*

W:\07 Programs\Permitting\2025\25-012, Shepard Road Duct Install\2025-03-12, Board Cover Sheet 25-012.docx

Capitol Region Watershed District Permit Report

CRWD Permit #: 25-012

Review date: March 11, 2025

Project Name: Shepard Road - Duct Install

Applicant: Matthew Sherry
Xcel Energy
414 Nicollet Mall
Minneapolis, MN 55401
(262) 443-2312
matt.sherry@xcelenergy.com

Purpose: The Project consists of an approximately 3,000-foot alignment to trench-in and install a buried electric transmission line duct along Shepard Road. The work will primarily consist of installation of erosion and sediment control best management practices (BMPs), saw cutting, excavation trenching, installation of the duct, backfill, and site restoration. All disturbed areas will be restored to match existing conditions, and there will be no alterations to existing grades due to construction.

Location: Shepard Road; Smith Ave N to Eagle Parkway, St. Paul, MN

Applicable Rules: D, E, and F

Recommendation: Approve with 2 Conditions

EXHIBITS:

1. Erosion and Sediment Control Plans (9 Sheets), by Carlson McCain, dated 1/28/25, rev. 3/3/25.
2. Permit Narrative, by Carlson McCain, dated 2/28/25, rev. 3/3/25.
3. Desktop Wetland Survey Report, by Carlson McCain, dated 2/17/25, rev. 3/3/25.
4. Corrective Action Document, by Peer Environmental & Engineering Resources, Inc., dated 1/30/97, rev. 3/3/25.
5. Environmental Monitoring and Response Actions, by Peer Environmental & Engineering Resources, Inc., dated 3/23/00, rev. 3/3/25.
6. Declaration of Restrictions & Covenants and Affidavit Concerning Real Property Contaminated with Hazardous Substances, by City of St. Paul, dated 6/20/07, rev. 3/3/25.

HISTORY & CONSIDERATIONS:

Rule C does not apply to the Shepard Road - Duct Install Project as the site disturbance is greater than 10,000 ft², but is less than one (1) acre, and is not adjacent to a wetland, stream, public water, or public water wetland. The U.S. Fish and Wildlife Service's (USFWS) National Wetland Inventory (NWI) shows a number of wetlands nearby the proposed project, but a Desktop Wetland Survey found that all nearby NWI wetlands were man-made, or *incidental*, and therefore are non-jurisdictional.

RULE D: FLOOD CONTROL

Standards

- *Compensatory storage shall be provided for fill placed within the 100-year floodplain.*
- *All habitable buildings, roads, and parking structures on or adjacent to a project site shall comply with District freeboard requirements.*

Findings

1. There is floodplain on the property from the Mississippi River ranging in elevation from 709.1' at the Smith Avenue Bridge to 708.6' at Eagle Parkway according to the Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS).
2. The total floodplain impact is 5,985 cubic feet.
3. Compensatory storage of 5,985 cubic feet is provided.
4. All habitable buildings, roads, and parking structures on or adjacent to the project site comply with CRWD freeboard requirements.

RULE E: WETLAND MANAGEMENT

Standard

- *Wetlands shall not be drained, filled (wholly or in part), excavated, or have sustaining hydrology impacted such that there will be a decrease in the inherent (existing) functions and values of the wetland.*
- *A minimum buffer of 25 feet of permanent nonimpacted vegetative ground cover abutting and surrounding a wetland is required.*

Findings

1. There are no known wetlands located on the property.
2. CRWD staff have reviewed and approved a wetland report that demonstrates no jurisdictional wetlands are present adjacent to the project site.
3. No wetland impacts are proposed.
4. WCA sequencing has been adequately addressed.
5. Mitigation of wetland impacts is not required.
6. A minimum buffer of 25 feet has been provided.

RULE F: EROSION AND SEDIMENT CONTROL

Standards

- *A plan shall demonstrate that appropriate erosion and sediment control measures protect downstream water bodies from the effects of a land-disturbing activity.*
- *Erosion Control Plans must adhere to the MPCA Protecting Water Quality in Urban Areas Manual.*

Findings

1. Erosion and sediment control measures are not consistent with best management practices, as demonstrated in the MPCA manual *Protecting Water Quality in Urban Areas*.
2. Adjacent properties are not protected from sediment transport/deposition.
3. Wetlands, waterbodies and water conveyance systems are not protected from erosion/sediment transport/deposition.
4. Total disturbed area is 0.7 acres; an NPDES permit is not required. A SWPPP is not required.

RULE G: ILLICIT DISCHARGE AND CONNECTION

Standard

- *Stormwater management and utility plans shall indicate all existing and proposed connections from developed and undeveloped lands for all water that drains to the District MS4.*

Findings

1. New direct connections or replacement of existing connections are not proposed.
2. Prohibited discharges are not proposed.

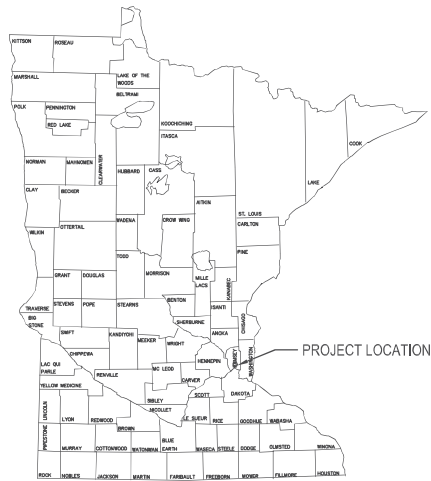
Recommendation: Approve with 2 Conditions

Conditions:

1. Receipt of \$2,000 surety.
2. Revise Erosion and Sediment Control Plan to address the following:
 - a. Include a note stating, "Silt fence or fabric placed under the grate is not an approved form of inlet protection".
 - b. Provide redundant (double) perimeter control if the project's earth disturbances are within 50 feet of and drain to a surface water.
 - c. Provide temporary stabilization note for areas that will be unworked for 7 days. Make particular note of any areas that will require temporary traffic access, noting that class 5 material is not a stable surface.

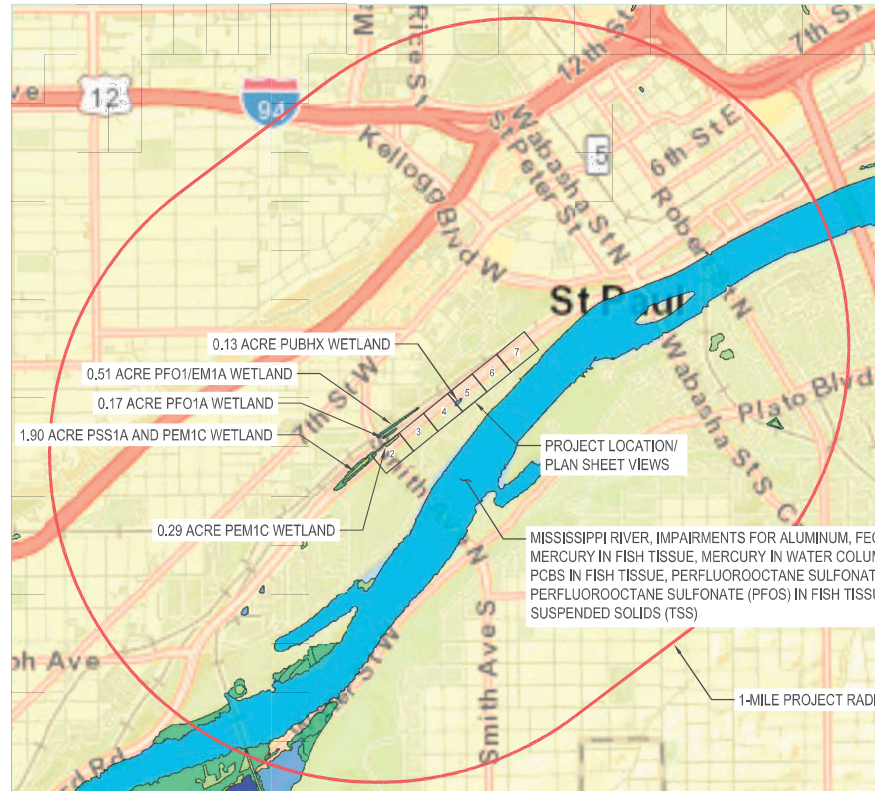
SHEPARD ROAD - DUCT INSTALL EROSION AND SEDIMENT CONTROL PLAN (ESCP)

ST. PAUL, MINNESOTA
NORTHERN STATES POWER COMPANY
dba XCEL ENERGY, INC.



MINNESOTA STATE MAP

NOT TO SCALE



PROJECT LOCATION MAP

NOT TO SCALE

SHEET SHEET TITLE

1	INDEX SHEET
2	STA 0+00 - 5+34 EROSION AND SEDIMENT CONTROL PLAN
3	STA 5+34 - 10+86 EROSION AND SEDIMENT CONTROL PLAN
4	STA 10+86 - 15+91 EROSION AND SEDIMENT CONTROL PLAN
5	STA 15+91 - 20+96 EROSION AND SEDIMENT CONTROL PLAN
6	STA 20+96 - 26+01 EROSION AND SEDIMENT CONTROL PLAN
7	STA 26+01 - 30+83 EROSION AND SEDIMENT CONTROL PLAN
8	BMP SECTIONS AND DETAILS
9	NARRATIVE

NOTE: USGS MAP OBTAINED FROM US FISH AND WILDLIFE SERVICE NATIONAL WETLANDS INVENTORY MAPPER AND LOCATION IS APPROXIMATE.

NO	REVISION	ZONE	DATE	BY	CHK	ENG	NO	REVISION	ZONE	DATE	BY	CHK	ENG
0	ISSUED FOR APPLICATION		1/28/2025	DWR	BLP	BLP							



15650 36th Ave N, Suite 110, Plymouth, MN 55446
Tel | (952) 346-3900 Fax | (952) 346-3801
www.CarlsonMcCain.com

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

FIRST NAME: BRANNON PETERSON

SIGNATURE:

DATE: 1/28/2025 LICENSE: 58910



NORTHERN STATES POWER COMPANY

ST. PAUL, MINNESOTA

HIGH BRIDGE GENERATING PLANT

DRAWN: DWR	DATE: 1/28/2025	CHK:	DATE:
ENG: BLP	DATE: 1/28/2025	CHK:	DATE:
PMC: BLP	DATE: 1/28/2025	PROJ. NO.:	
APVD:	DATE:	SCALE: SEE DRAWING	

THIS MAP DOCUMENT IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOBS. YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING PROCEDURES, AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS AND MANUALS.

ENERGY SUPPLY

ENGINEERING & CONSTRUCTION

SHEPARD ROAD - DUCT INSTALL ESCP

INDEX SHEET

1

0



LEGEND

840	EXISTING GROUND MAJOR CONTOUR (10' INTERVAL)	ST / TL	EXISTING STORM SEWER
	EXISTING GROUND MINOR CONTOUR (2' INTERVAL)	SS	EXISTING SANITARY SEWER
— RW —	RIGHT OF WAY	W	EXISTING WATER MAIN
---	DISTURBED AREA	GAS	EXISTING GAS LINE
---	PROPOSED DUCT	E	EXISTING ELECTRIC LINE
---	PROPOSED POLYCADE BARRIER	ST / TL	EXISTING STREET/TRAFFIC LIGHT LINE
---	DRAINAGE BOUNDARY	TV	EXISTING TELEVISION LINE
---	100-YEAR FLOODPLAIN		

PROPOSED SEDIMENT CONTROL LOG

FLOW DIRECTION

NWI WETLANDS

BUFFER ZONE (DO NOT DISTURB)

NOTES

- TOPOGRAPHY OBTAINED FROM MN DNR MINTOPO ONLINE GIS DATA.
- UTILITIES FROM CITY OF ST. PAUL AND RAMSEY COUNTY GIS DATA. EXISTING CONDITIONS MAY VARY FROM AS SHOWN. LOCATE ALL UTILITIES PRIOR TO EXCAVATION.
- WETLANDS FROM USFWS NATIONAL WETLANDS INVENTORY (NWI).

0 10 20 40
SCALE IN FEET

CALL BEFORE YOU DIG

811
Know what's below.
Call before you dig.

NO					REVISION					REVISION				
NO	REVISION	ZONE	DATE	BY	CHK	ENG	NO	REVISION	ZONE	DATE	BY	CHK	ENG	
0	ISSUED FOR APPLICATION		1/28/2025	DWR	BLP	BLP								

CARLSON MCCAIN
15650 36th Ave N, Suite 110, Plymouth, MN 55446
Tel | (952) 346-3900 Fax | (952) 346-3801
www.CarlsonMcCain.com

HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

FIRST NAME: BRANNON PETERSON
SIGNATURE:
DATE: 1/28/2025 LICENSE: 58910

Northern States Power Company
HIGH BRIDGE GENERATING PLANT
ST. PAUL, MINNESOTA

DWR: DWR	DATE: 1/28/2025	CHK: DATE:
ENG: BLP	DATE: 1/28/2025	CHK: DATE:
PMC: BLP	DATE: 1/28/2025	PROJ. NO.:
APVD:	DATE:	SCALE: SEE DRAWING

THIS MAP/DRAWING IS A TOOL TO ASSIST EMPLOYEES IN THE PERFORMANCE OF THEIR JOBS. YOUR PERSONAL SAFETY IS PROVIDED FOR BY USING PROCEDURES, AND EQUIPMENT AS DESCRIBED IN THE SAFETY TRAINING PROGRAMS AND MANUALS.

ENERGY SUPPLY
ENGINEERING & CONSTRUCTION

SHEPARD ROAD - DUCT INSTALL ESCP

STA 0+00 - 4+39 EROSION AND SEDIMENT CONTROL PLAN

2

REV: 0



Capitol Region Watershed District

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

**March 19, 2025
Board Meeting**

V. Action Item
A) Approve Minutes of
March 5, 2025, Regular
Meeting (Dalit)

Regular Board Meeting of the Capitol Region Watershed District (CRWD) Board of Managers, for
Wednesday, March 5, 2025, at 6:00 p.m.

REGULAR MEETING MINUTES

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

Managers

Mary Texer
Hawona Sullivan Janzen
Shawn Mazanec
Joe Collins
Rick Sanders

Staff Present

Anna Eleria
Meilina Dalit
Elizabeth Hosch
Chris Kucek
Terrence Chastan-Davis
Acadia Stephan
Marta Wichman

Public Attendees

Doug Mensing, RES

Other Attendees

Attorney Brad Cousins

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

Motion 25-041: *Approve the Agenda of March 5, 2025.*

Administrator Eleria requested an addition to the agenda of III. E) Permit 24-036, Eustis Street Improvements to follow III. D) Permit 24-020, Grand Avenue Reconstruction, and precede III. F) 2024 Permits Review.

Mazanec/Sanders
Unanimously Approved

II. Public Comment – None.

III. Permit Applications and Program Updates

A) Permit 18-006, Wheelock 2018 – Closure (Chastan-Davis)

This permit was issued to the City of Saint Paul Public Works Department for a street reconstruction project along Wheelock Parkway between Danforth Street and Western Avenue in Saint Paul. Stormwater treatment is provided by one underground infiltration trench that met the linear cost cap. Work is complete, the site is stable, and the stormwater treatment practice has been confirmed functional. No surety was collected for this public project.

Motion 25-042: *Approve Certificate of Completion for permit #18-006, Wheelock 2018.*

Mazanec/Sanders
Unanimously Approved

B) Permit 21-019, 554 Broadway – Closure (Stephan)

This permit was issued for construction of a mixed-use building with underground parking at Broadway St. and Balsam St. in Saint Paul. Stormwater treatment is provided by one underground manufactured treatment device (MTD) filtration system. Work is complete, the site is stable, and the stormwater treatment practice has been confirmed functional. An executed maintenance contract with a qualified vendor has been received, as is required for permit closure for MTDs. A surety of \$6,800 was collected for this project. There was a \$360 surety deduction for inspections charges so \$6,440 of the surety is available for return. Additionally, \$12,700 was collected as an MTD maintenance performance surety for this project, to be returned at annual intervals over a 5-year maintenance period.

Motion 25-043: *Approve \$6,440 surety return and Certificate of Completion for permit #21-019, 554 Broadway Affordable Housing. Additionally, authorize staff to return up to 20% of the total maintenance performance surety each year for the next 5 years following the receipt of an annual inspection/maintenance report.*

Mazanec/Sanders
Unanimously Approved

C) Permit 22-001, UST Schoenecker Center – Closure (Martinkosky)

This permit was issued for demolition of an existing parking lot and construction of a new academic STEAM building and paved walking paths on the University of St. Thomas Campus near the intersection of Cretin Avenue and Summit Avenue in Saint Paul. Stormwater treatment is provided by a water reuse system for landscape irrigation fed by an underground cistern. Work is complete, the site is stable, and the stormwater treatment system has been confirmed functional. A surety of \$10,400 was collected for this project. There was a \$480 surety deduction for inspections charges, so \$9,920 of the surety is available for return.

Motion 25-044: *Approve \$9,920 surety return and Certificate of Completion for permit #22-001, UST Schoenecker Center and deposit of 2,340 cubic feet into the University of Saint Thomas Volume Bank.*

Mazanec/Sanders
Unanimously Approved

D) Permit 24-020, Grand Avenue Reconstruction (Chastan-Davis)

The applicant proposes street reconstruction of Grand Avenue from Fairview Avenue to Snelling Avenue. Site drainage improvements, including grading, new storm sewer and sanitary sewer, sidewalks, driveways, and three underground filtration manufactured treatment devices will also be included.

Motion 25-045: *Approve request for variance from the requirements of Stormwater Rule C to provide storage of runoff volume below the low outlet of the system, and use an alternative treatment calculation based on flow rate to satisfy the volume reduction standards in Rule C.*

Mazanec/Sanders
Unanimously Approved

Motion 25-046: *Approve with 2 conditions:*

1. *Provide approved plans signed by a professional engineer per the Minnesota Board of AELSLAGID.*
2. *Submit final Modular Wetland shop drawings which include the modifications to the drawings that indicate a full height weir wall when available for review and approval at least seven days before construction of permanent stormwater treatment systems.*

Mazanec/Sanders
Unanimously Approved

E) Permit 24-026, Eustis Street Improvements (Stephan)

The applicant proposes to complete reconstruction along Eustis Street. Project is mostly mill and overlay with limited pavement reconstruction to accommodate storm sewer, curb and gutter, and sidewalk ADA improvements. An underground StormTrap detention system and sand filtration system are proposed adjacent to the Greenway Village Apartments south of Idaho Avenue on the east side of Eustis. As existing topography and other exceptional site conditions present a challenge for the StormTrap sand filtration system in meeting the freeboard requirement of Flood Control Rule D, the applicant has requested a variance. The variance will not have the effect of nullifying the intent and purpose of Rule D for reasons outlined in the permit report.

Motion 25-047: *Approve the requested 7.03 ft. variance from the 1 ft. freeboard requirement of Flood Control Rule D.*

Mazanec/Sanders
Unanimously Approved

Motion 25-048: *Approve with 6 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. *Revise civil plans to provide dimensions for the sedimentation chamber within the StormTrap Filter structure. Consider showing the sedimentation chamber outline on the Sheet 70 plan view.*
4. *Submit final shop drawings for the StormTrap Detention and StormTrap Filter systems for review and approval at least seven days before construction of permanent stormwater treatment systems.*
5. *Provide documentation of executed drainage and utility easement for the proposed stormwater improvements on the adjacent multi-family property.*
6. *Revise XPSWMM Model to accurately predict street conveyance capacity on Eustis Street at the Greenway Village Apartments driveway. Actual cross-section should only account for flow on the east side of the street based on the cross-section provided by TKDA at the driveway entrance. Flows in excess of the Eustis east side capacity will overflow to the west side of the street at an elevation of 905.83', be collected in CB 5208, and bypass the Detention System. Flows in excess of the Eustis east side capacity will also overflow into the*

Greenway Village Apartment parking lot at an elevation of 905.85'. Include this detail in the proposed conditions XPSWMM model and ensure runoff rates and HWLs are less than existing conditions.

Mazanec/Sanders
Unanimously Approved

F) 2024 Permits Review (Chastan-Davis)

Mr. Chastan-Davis provided an overview of the 2024 Permitting Program. Last year, 42 permit applications were received (26 public projects and 16 private), and a total of 29 permits were closed. There were 5 permits in which only Rule F (Erosion and Sediment Control) was applied. There were 64 active construction sites greater than 1 acre in 2025. A total of 723 overall inspections were conducted. The top 5 common violations were related to sediment tracking/accumulation, perimeter control, inlet protection, inspections and stormwater pollution prevention plan, and soil stabilization. CRWD approved 32,942 cubic feet of infiltration treatment and 31,452 cubic feet of filtration treatment.

Looking ahead, the Regulatory Division plans to continue partnerships for ongoing regulatory work, look for opportunities to increase volume stormwater management for public projects, and continue to utilize technology to increase permit review and inspection efficiency. The Division will also be hiring a Permitting Inspector intern to assist with inspections during the summer.

Manager Mazanec suggested installing signage or artwork to highlight underground BMPs and for District residents to see that their tax dollars are being used for infiltration projects.

IV. Special Reports – None.

V. Action Items

A) Approve Minutes of February 18, 2025, Regular Board Meeting (Krivichi)

The Board provided a few edits to be made to the February 18, 2025, meeting minutes. Staff will update the draft minutes.

Motion 25-049: *Approve the February 18, 2025, Minutes, Regular Board Meeting*

Mazanec/Sanders
Unanimously Approved

B) Approve Partial Accounts Payable/Receivable for February 2025 (Dalit)

Motion 25-050: *Approve a partial February 2025 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments. Authorize the Administrator to issue electronic payments for February US Bank and Menards credit card payments.*

Mazanec/Sanders
Unanimously Approved

C) Approve 2025 Lakes Contract with Ramsey County Public Works (Wichman)

Ramsey County Public Works (RCPW) has been conducting in-lake water quality testing on all Ramsey County lakes, including CRWD's five District Lakes. At each lake, water quality data is collected twice monthly from May-September, with additional sample dates in the spring and fall as conditions allow and needs warrant. This extension is intended to capture early- and late-season water chemistry fluctuations, which helps to inform in-lake processes. The data collected includes chemical, physical, and biological parameters that are measured along a depth profile at set sampling locations on each lake. The data is provided by RCPW to CRWD for analysis and reporting. CRWD has provided financial support to RCPW for lake sampling services since 2005.

RCPW has developed an annual cooperative agreement for all services related to CRWD lake monitoring. This annual contract from RCPW is being proposed for all 2025 lake water quality sampling and requires approval. In 2025, RCPW is again coordinating with RMB Environmental Labs, Inc. to complete sample chemistry analysis. Therefore, the estimated costs for 2025 lake monitoring conducted by RCPW is \$23,237.53. The cost estimate provided for sample analysis conducted by RMB Environmental Labs, Inc. is \$24,507.00. The total estimated costs for 2025 lake monitoring, therefore, are \$47,744.53.

Motion 25-051: *Approve 2025 Lake Monitoring Agreement and authorize Administrator to execute service agreement with Ramsey County.*

Mazanec/Sanders
Unanimously Approved

D) Accept the NENO Natural Resources Inventory Report (Kucek)

CRWD partnered with the North End Neighborhood Organization (NENO, District 6 Planning Council) to complete a natural resources inventory (NRI) of the North End neighborhood to understand and prioritize the project area's natural resources for future restoration and protection. The report documents the findings of the field work and site rankings and establishes goals of maintaining and preserving green spaces, improving ecological connectivity, enhancing biodiversity, and improving public access to green spaces.

Identified strategies to support these goals include habitat restoration, expansion of ecological corridors (which frequently coincide with bike paths, hiking trails, and stream corridors), supporting green stormwater infrastructure, and encouraging turf conversion to native plantings. Staff recommend acceptance of the report.

The Board discussed how the report provides important data and puts people in a position to request for funding for future restoration and protection of the area's natural resources.

Motion 25-052: *Accept the NENO Natural Resource Inventory and Enhancement Opportunities Report.*

Mazanec/Sanders
Unanimously Approved

E) Approve Procurement and Contracting Policies and Accept the Guidance Document (Eleria)

With significant involvement from CRWD staff and Ramsey County Attorney's Office, Smith Partners has completed a draft Procurement and Contracting Guidelines. The guidelines classify contracts and identify those subject to Uniform Municipal Contracting Law. They also describe methods for procurement, contractor or vendor evaluation, contract preparation and approval, and the execution and administration of contracts. It also provides updated agreement templates for small construction/maintenance projects, professional services and general services.

Within these guidelines are policies that require approval by the Board. The first set of policies pertains to staff-level approval of contracts based on estimated contract amounts. Currently, the Administrator has authorization to approve contracts less than \$20,000. Contracts above that amount regardless of contract classification require Board approval. Staff seek authorization to approve contracts less than \$50,000 with the Administrator approving contracts between \$5,000 and \$49,999 and division managers and the office manager approving contracts less than \$5,000. This adjustment will provide efficiency as both contracting costs and the volume of contracting done by the District have increased significantly since 2010. The Board expressed their support of these changes. President Collins suggested that staff provide the Board with a list every six months of contracts that have been executed so that they are aware of what has been approved by staff.

The second policy involves usage of electronic signatures for contracts of goods, construction, professional and general services, grant agreements, and other associated contract documents. The policy also authorizes usage for applications, permits, and other documents submitted to or issued by the District. Electronic signatures have become standard practice and are more efficient, secure, and easier to coordinate than original signed copies. Staff recommend approval of the Electronic Signature Policy. President Collins requested that the Board be notified when a document requiring electronic signature will be needed, so that they are aware of it and do not disregard as an unsolicited request.

Motion 25-053: *Approve the threshold amounts and staff delegation for contract approval as defined in Table 2 of the Procurement and Contracting Guidelines.*

Mazanec/Sanders
Unanimously Approved

Motion 25-054: *Authorize the Administrator to make changes to policies and requirements in Table 2 except for the contract threshold amounts which require Board approval.*

Mazanec/Sanders
Unanimously Approved

Motion 25-055: *Approve the Electronic Signature Policy.*

Mazanec/Sanders
Unanimously Approved

Motion 25-056: *Accept the Procurement and Contracting Guidelines dated March 2025.*

Mazanec/Sanders
Unanimously Approved

F) Appoint Delegates to the MN Watersheds Special Meeting (Eleria)

On March 21, MN Watersheds will hold a special meeting at the Park Event Center in Waite Park, MN. The purpose of the special meeting is to discuss and vote on proposed changes to the MN Watersheds resolution and legislative priorities process. The Board appointed two delegates (Managers Mazanec and Sullivan Janzen) and one alternate (Manager Collins) to the MN Watersheds Special Meeting. They will consider the proposed process changes and vote on the subsequent MN Watersheds bylaw changes.

Motion 25-057: *Appoint Managers Mazanec and Sullivan Janzen as delegates and Manager Collins as an alternate to the MN Watersheds Special Meeting on March 21, 2025.*

Mazanec/Sanders
Unanimously Approved

Motion 25-058: *Authorize MN Watersheds Special Meeting Delegates to vote on Board Supported Resolution and Legislative Priorities Process Changes.*

Mazanec/Sanders
Unanimously Approved

VI. Unfinished Business – None.

VII. General Information

A) Board of Managers' Updates

Administrator Collins shared that he, Manager Texer, and Administrator Eleria had productive meetings with Representatives Athena Hollins and Dave Pinto during the recent MN Watersheds Legislative Event.

B) Administrator's Update

Administrator Eleria thanked President Collins for requesting meetings with our representatives and agreed they went well. She shared that staff have posted the Administrative Assistant job opening on CRWD's website and social media channels. The application deadline is Monday, March 24th. She also shared that Mike MacDonald, long-time CAC member, has decided to resign

from the CAC. He has been with the District for 19 years. Given his long-term service, staff plan to recognize his service at a future Board meeting.

VIII. Next Meetings

- A) Wednesday, March 12, 2025, 5:30 PM – CAC Meeting. Manager Sullivan Janzen will attend the in-person meeting on behalf of the Board.
- B) Wednesday, March 19, 2025, 6:00 PM – Board Meeting

IX. Adjournment

Motion 25-059: *Adjournment of February 18, 2025, Regular Board Meeting at 7:49 PM.*

Mazanec/Sanders
Unanimously Approved

Respectfully submitted,
Meilina Dalit



Capitol Region Watershed District

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

March 19, 2025

Board Meeting

V. Action Items
B) February 2025 AP/AR and
Year-To-Date Financial Report
(Dalit)

DATE: March 12, 2025
TO: CRWD Board of Managers
FROM: Meilina Dalit, Office Manager
RE: February 2025 Accounts Payable/Receivable and Year-to-Date Financial Report

Background

The Administrative Division requests review and approval by the Board of Managers of a check register at the first and second Board meetings each month, in accordance with CRWD Financial Policies and Procedures. The Administrative Division also requests review and approval of electronic payments for US Bank and Menards credit card statements. A partial check register for February accounts payable was approved by the Board at the previous meeting.

Issues

Below is the accounts payable/receivable and expenditure summary for February 2025. The enclosure includes a check register for the remaining February payments, a listing of electronic payments and receivables in February, a summary of total payments made in February, the partial February check register approved by the Board at the previous meeting, and interim financial statements through February 28, 2025.

Summary of Monthly Job Cost Recap (Budget Report):

Expenditure Summary by Fund (Accounts Payable)

Administrative Budget (100's)	\$	112,033.90
Program Budget (200's)	\$	158,921.22
Project Budget (300's)	\$	77,750.31
Capital Improvement Budget (400's)	\$	3,280.23
Debt Service (500's)	\$	2,250.00
TOTAL	\$	354,235.66

Expenditure Summary by Payment Type (Accounts Payable)

Accounts Payable Checks:	\$	176,566.70
Wages/PERA/Payroll Taxes:	\$	142,066.94
Electronic Payments (Benefits):	\$	42,947.26
Electronic Payments (Other):	\$	20,023.55
<u>Less Sureties Returned</u>	<u>\$</u>	<u>(16,360.00)</u>
TOTAL	\$	365,244.45*

*\$11,008.79 of this amount is for 2024 expenses.

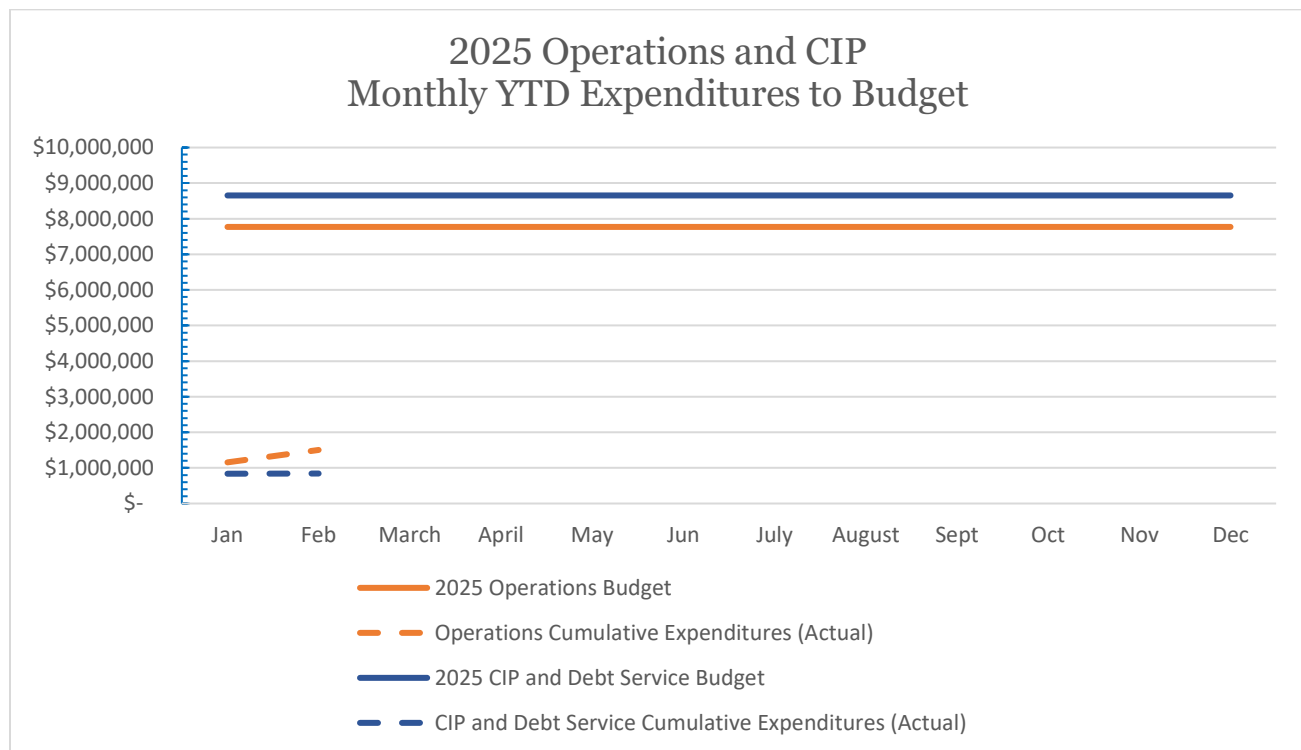
Revenue (February 2025 Accounts Receivable) \$54,924.65
Revenue (December 2024 Accounts Receivable) \$3,336.24

The graph below shows year-to-date monthly expenditures to budget for 2025 operations and 2025 capital improvement projects (CIP).

Action Requested

1. Approve remaining partial February 2025 accounts payable and direct Board Treasurer and President to endorse and disperse checks for these payments.
2. Approve February 2025 expenditures and accounts receivable as presented in the enclosed financial statement.

enc. February 2025 Accounts Payable
February 2025 Check Register and Expenditure Summary



"W:\02 Budget and Finance\Board Memos\Board Memos 2025\BD Memo AP Budget Report 031225.docx"



March 12, 2025

Anna Eleria
Capitol Region Watershed District
595 Aldine Street
St. Paul, Minnesota 55104

Dear Anna:

Enclosed please find the checks, check registers and the Administrative and Program Budget for Capitol Region Watershed District for the one month and two months ending February 28, 2025.

Please examine these statements and if you have any questions or need additional copies, please call me.

Sincerely,

REDPATH & COMPANY, LLC.

A handwritten signature in black ink, appearing to read "Mark Gibbs".

Mark C. Gibbs, CPA

Enclosure

Capitol Region Watershed District
Check Register
For the Period March 6, 2025 - March 19, 2025

Date	Payee	Total	Check #	Description
03/19/25	ArchKey Technologies	\$383.80	23973	Intrusion alarm maintenance
03/19/25	Awards By Hammond, Inc.	148.00	23974	2 plaques
03/19/25	Barr Engineering	40,655.60	23975	TBI Inspection and CIP development
03/19/25	Broadway Street Development, LLC	6,440.00	23976	Surety return
03/19/25	Cinch Web Services	99.00	23977	Website maintenance plan
03/19/25	Digi-Key	10.00	23978	Unpaid shipping charge from 2024
03/19/25	Egan Company	650.00	23979	Quarterly invoice for bldg automation svcs
03/19/25	Forrest Kelley	1,440.00	23980	February office cleaning
03/19/25	Geosyntec	12,930.47	23981	Flood mitigation feasibility study
03/19/25	Gopher State One	5.40	23982	Trout tickets
03/19/25	LB's 4 Seasons LLC	2,500.00	23983	March snow removal
03/19/25	McCaren Designs, Inc.	677.85	23984	Monthly office horticulture service
03/19/25	Nelson Cheese & Deli	84.61	23985	Fruit for safety training
03/19/25	Onset	453.05	23986	Service repair order, Replacement DO sensor cap
03/19/25	Ramsey Washington Metro WD	1,000.00	23987	Waterfrest 2025 Sponsorship
03/19/25	Redpath and Company LLC	12,395.00	23988	Payroll, accounting, audit, etc.
03/19/25	Rymark	5,789.01	23989	Monthly billing for March
03/19/25	Stantec Consulting Services Inc	27,279.95	23990	Permitting and ESC; Phalen Creek H&H Model
03/19/25	Staples Business Advantage	119.94	23991	Office supplies
03/19/25	Tech Sales Co.	10,410.00	23992	Sensors and pump tubing
03/19/25	The Maintenance Team, Inc.	2,020.75	23993	HVAC maintenance, March facilities management
SUB-TOTAL FEBRUARY A/P (CHECKS):		\$125,492.43		
FEBRUARY PAYROLL/PERA/TAXES (DIRECT DEPOSIT):		\$142,066.94		
FEBRUARY ELECTRONIC PAYMENTS:				
	Colonial Life	\$70.78		Employee benefits
	EyeMed	175.75		Employee benefits
	EyeMed	13.72		Employee benefits-COBRA (February)
	HealthPartners	41,276.80		Employee benefits
	MetLife	1,410.21		Employee benefits
	Comcast	1,726.50		Business VoiceEdge (phone lines)
	Comcast	193.60		Business Voice
	Comcast	773.95		Fiber internet
	Walter's Recycling & Refuse	158.40		Trash and recycling services
	Marco	422.16		Copier lease
	Menards	95.92		Supplies
	Circle K	137.32		Fuel purchases for CRWD vehicles
	Verizon	211.20		Monthly charges for tablets/phones
	Verizon	340.36		Monthly charges for M2M activity
	St. Paul Regional Water Services	124.12		Water & sewer services at 1736 Thomas
	St. Paul Regional Water Services	124.12		Water & sewer services at 595 Aldine
	St. Paul Regional Water Services	109.88		Annual automatic fire supply bill
	Xcel Energy	2,397.04		Gas and electricity for CRWD office
	Xcel Energy	1,286.80		Gas and electricity for Thomas Bldg.
	Xcel Energy	3.31		Electricity (monitoring, Kittson St.)
	Xcel Energy	12.92		Electricity (monitoring, Maryland Ave.)
	US Bank	11,905.95		Monthly credit card expense
FEBRUARY EFT PAYMENTS:		<u>\$62,970.81</u>		

**Capitol Region Watershed District
Check Register
For the Period March 6, 2025 - March 19, 2025**

TOTAL 3/19 CHECK REGISTER, FEBRUARY PAYROLL, & FEBRUARY EFT PAYMENTS:

\$330,530.18

APPROVED FOR PAYMENT:

3/19/2025

FEBRUARY 2025 RECEIPTS

Mark Doneux	\$143.69	Premium payment for COBRA insurance (February 2025)
Smith Partners	867.91	Overpayment of past invoice
Macalester College	2,800.00	Permit fee for 25-006
Great River Greening	2,864.91	Rent from Great River Greening
CNH Architects	2,800.00	Permit fee for 25-008
Minnesota Watersheds	600.00	Q1 rent
4M Fund	44,848.14	February Interest

TOTAL FEBRUARY RECEIPTS: **\$54,924.65**

DECEMBER 2024 RECEIPTS

Roseville Area Schools	599.34	2024 CRWD Pooled Rain Garden Maintenance Program
Ramsey County	1,631.56	2024 Parkview Center School of Maintenance Cost-Share
City of Roseville	1,105.34	2024 Parkview Center School of Maintenance Cost-Share

TOTAL DECEMBER RECEIPTS: **\$3,336.24**

**Capitol Region Watershed District
Check Register
For the Period February 19, 2025 - March 5, 2025**

Date	Payee	Total	Check #	Description	
03/05/25	Alexandra Zerzan	\$200.00	23956	MWS tuition reimbursement	
03/05/25	Assured Security	1,894.94	23957	Office re-key	
03/05/25	Barr Engineering	1,880.50	23958	CHS Field Reuse System Evaluation	
03/05/25	Benefit Extras, Inc.	165.70	23959	Monthly tax advantage plan and COBRA	
03/05/25	Bluum Technology	411.32	23960	New hearing loop headphones	
03/05/25	Ehlers & Associates, Inc.	2,250.00	23961	Arbitrage report ending Nov. 4	
03/05/25	Harris	8,834.29	23962	Groundwater vault start-up,repairs and shutdown	2024
03/05/25	HGS, LLC	2,174.50	23963	NENO NRI	2024
03/05/25	League of Minnesota Cities	12,096.00	23964	Workers' Comp Coverage Premium	
03/05/25	Lutron Services Co., Inc.	975.00	23965	Technician visit	
03/05/25	Pioneer Press	47.00	23966	Legal ad	
03/05/25	Staples Business Advantage	113.52	23967	Office supplies, coffee filters, soap, pencils	
03/05/25	Syscon Information Systems, Inc.	200.00	23968	Sage upgrade	
03/05/25	Trustees of the Hamline University of MN	5,000.00	23969	Sponsorship for Trustess of Hamline	
03/05/25	University of St. Thomas	9,920.00	23970	Surety return	
03/05/25	Wakan Tipi Awanyankapi	400.00	23971	MWS Tuition Reimbursement	
03/05/25	Young Environmental Consulting Group, LLC	4,511.50	23972	Chloride Management Plan	

TOTAL A/P CHECKS: \$51,074.27

2025 INVOICE TOTAL: **\$40,065.48**
2024 INVOICE TOTAL: **\$11,008.79**

APPROVED FOR PAYMENT:

3/5/2025

Capitol Region Watershed District
February 28, 2025

February Totals

Accounts Payable Checks:

Transactions Approved on March 5th Check Register (enclosed):

Checks 23956-23972: \$ 51,074.27

Transactions Approved on March 19th Check Register:

Checks 23973-23993: \$ 125,492.43

Wages/PERA/Payroll Taxes: 142,066.94

Electronic Payments-Benefits: 42,947.26

Electronic Payments-Other: 20,023.55

TOTAL: \$ 381,604.45

2024 Expenses: \$ 11,008.79

2025 Expenses: \$ 370,595.66

Less Sureties: \$ (16,360.00)

Total: \$ 354,235.66

Capitol Region Watershed District

Interim Financial Statements

February 28, 2025



4810 White Bear Parkway White Bear Lake, MN 55110 651.426.7000 www.redpathcpas.com

Redpath and Company is an independent member of HLB International, a world-wide organization of professional accounting firms.

CAPITOL REGION WATERSHED DISTRICT
JOB COST RECAP
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

JOB COST #/NAME	2025 ANNUAL BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	ALANCE OF BUDGE REMAINING	% OF BUDGET EXPENDED
25890 - Safety Program	27,650.00	770.89	1,892.45	25,757.55	6.84%
25895 - Diversity & Inclusion Program	22,000.00	-	202.00	21,798.00	0.92%
24970 - General Administration	-	-	(51,777.12)	51,777.12	0.00%
25970 - General Administration	883,840.00	81,134.56	172,958.03	710,881.97	19.57%
25972 - IT General Admin Technology	214,540.00	12,551.36	40,676.86	173,863.14	18.96%
25973 - Board of Managers	20,000.00	251.95	551.95	19,448.05	2.76%
25975 - 595 Aldine Operations	245,000.00	15,611.41	31,890.59	213,109.41	13.02%
25976 - 1736 Thomas Operations	81,600.00	1,500.25	1,566.25	80,033.75	1.92%
25978 - MN Watersheds	12,500.00	142.32	142.32	12,357.68	1.14%
25980 - Community Advisory Committee	32,975.00	71.16	678.43	32,296.57	2.06%
25985 - External Funding Opportunities	5,000.00	-	-	5,000.00	0.00%
00000 - Administration Allocation	(387,000.00)	-	-	(387,000.00)	0.00%
TOTAL GENERAL ADMINISTRATION:	1,158,105.00	112,033.90	198,781.76	\$959,323.24	17.16%
200 - Administration	255,420.00	-	-	255,420.00	0.00%
208 - Regulatory Program	634,980.00	48,712.49	92,186.06	542,793.94	14.52%
210 - Grants Program	625,480.00	7,716.54	28,275.26	597,204.74	4.52%
211 - Monitoring, Assessment & Research	868,500.00	45,638.09	87,147.94	781,352.06	10.03%
220 - Communications & Engagement	864,710.00	34,887.89	61,357.23	803,352.77	7.10%
222 - Facility Management Program	918,140.00	21,966.21	48,613.88	869,526.12	5.29%
TOTAL PROGRAMS:	\$4,167,230.00	158,921.22	317,580.37	\$3,849,649.63	7.62%
300 - Administration	131,580.00	-	-	131,580.00	0.00%
302 - Groundwater Projects	15,480.00	45.98	183.88	15,296.12	1.19%
305 - Como Lake Subwatershed	279,420.00	14,694.53	15,473.12	263,946.88	5.54%
310 - Lake McCarron's Subwatershed	81,670.00	-	-	81,670.00	0.00%
313 - Loeb Lake Subwatershed	74,400.00	-	-	74,400.00	0.00%
315 - Trout Brook Subwatershed	247,370.00	36,067.17	37,771.07	209,598.93	15.27%
325 - Wetland, Stream & Ecosystem Restoration	206,760.00	1,606.96	3,404.32	203,355.68	1.65%
332 - Mississippi River Confluence Subwatershed	171,040.00	258.94	419.82	170,620.18	0.25%
333 - Mississippi River Downtown Subwatershed	514,550.00	5,685.41	18,074.97	496,475.03	3.51%
375 - Watershed-Wide Planning, Assessment & Implementation	652,560.00	19,391.32	36,346.48	616,213.52	5.57%
TOTAL PROJECTS:	\$2,374,830.00	77,750.31	111,673.66	\$2,263,156.34	4.70%
TOTAL OPERATING FUND:	7,700,165.00	348,705.43	628,035.79	\$7,072,129.21	8.16%
405 - Como Lake BMP's	5,723,750.00	1,607.70	2,402.24	5,721,347.76	0.04%
415 - Trout Brook BMP's	313,530.00	-	38.20	313,491.80	0.01%
417 - Crosby Lake BMP's	122,170.00	-	76.40	122,093.60	0.06%
422 - Facility Management	100,000.00	1,632.20	7,216.49	92,783.51	7.22%
425 - Wetland, Stream & Ecosystem Restoration	111,400.00	40.33	40.33	111,359.67	0.04%
475 - Watershed-Wide Capital Improvement Projects	1,333,216.00	-	-	1,333,216.00	0.00%
TOTAL CAPITAL IMPROVEMENT:	\$7,704,066.00	3,280.23	9,773.66	\$7,694,292.34	0.13%
470 - Debt & Loan Services	950,000.00	2,250.00	831,912.50	118,087.50	87.57%
TOTAL DEBT SERVICES:	\$950,000.00	2,250.00	\$831,912.50	\$118,087.50	87.57%
TOTAL ALL FUNDS:	\$16,354,231.00	354,235.66	1,469,721.94	\$14,884,509.06	8.99%
FUND BALANCES	Unaudited Fund Balance @ 12/31/24	2025 Fund Transfers	Year-to-Date Revenue	Year-to-Date Expenditures	Unaudited Fund Balance @ 02/28/25
Operations	6,649,437.25	-	41,937.49	628,035.78	6,063,338.96
Capital Improvement	10,327,251.77	-	71,009.33	9,773.66	10,388,487.44
Debt Service	218,675.54	-	6,262.72	\$831,912.50	(606,974.24)
TOTAL FUND BALANCE:	\$17,195,364.56	\$0.00	119,209.54	\$1,469,721.94	\$15,844,852.16
Committed Funds		-	475,000.00	-	475,000.00
TOTAL FUND BALANCE PLUS COMMITTED FUNDS:	\$17,195,364.56	\$0.00	594,209.54	\$1,469,721.94	\$16,319,852.16

CAPITOL REGION WATERSHED DISTRICT
JOB COST DETAIL
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

JOB COST #/NAME	2025	CURRENT MONTH	YEAR-TO-DATE	BALANCE OF	% OF BUDGET
	ANNUAL BUDGET	EXPENDITURES	EXPENDITURES	BUDGET REMAININ	EXPENDED
10000 - Administration Allocation	(387,000.00)	-	-	(387,000.00)	0.00%
25890 - Safety Program	27,650.00	770.89	1,892.45	25,757.55	6.84%
25895 - Diversity & Inclusion Program	22,000.00	-	202.00	21,798.00	0.92%
24970 - General Administration	-		(51,777.12)	51,777.12	---
25970 - General Administration	883,840.00	81,134.56	172,958.03	710,881.97	19.57%
25971 - Admin Project Base Code		5,352.16	20,194.57	(20,194.57)	---
25972 - IT General Admin Technology	214,540.00	7,199.20	20,482.29	194,057.71	9.55%
25973 - Board of Managers	20,000.00	251.95	551.95	19,448.05	---
24975 - 595 Aldine Operations	-	-	2,526.38	(2,526.38)	---
25975 - 595 Aldine Operations	245,000.00	15,611.41	29,364.21	215,635.79	11.99%
25976 - 1736 Thomas Operations	81,600.00	1,500.25	1,566.25	80,033.75	1.92%
25978 - MN Watersheds	12,500.00	142.32	142.32	12,357.68	1.14%
25980 - Community Advisory Committee	32,975.00	71.16	678.43	32,296.57	2.06%
25985 - External Funding Opportunities	5,000.00	-	-	5,000.00	0.00%
TOTAL GENERAL ADMINISTRATION:	1,158,105.00	112,033.90	198,781.76	\$959,323.24	17.16%
20000 - Administration Allocation	255,420.00	-	-	255,420.00	0.00%
25000 - General Permitting Implementation	276,590.00	19,439.42	32,528.51	244,061.49	11.76%
24101 - Regulatory Project Base Code		-	305.26	(305.26)	---
25101 - Regulatory Project Base Code		2,822.37	11,204.91	(11,204.91)	---
25102 - Coordinated Construction Site Inspection	175,990.00	-	38.20	175,951.80	0.02%
24103 - Permittee Post-Construction BMP Inspections	-	-	74.58	(74.58)	---
25103 - Permittee Post-Construction BMP Inspections	93,120.00	970.73	2,594.72	90,525.28	2.79%
25104 - Engagement Activities & Permittees	9,540.00	-	-	9,540.00	0.00%
25105 - Rules, Evaluations & Updates	55,050.00	4,852.05	5,178.51	49,871.49	9.41%
25107 - Illicit Discharge Detection and Elimination	14,960.00	-	-	14,960.00	0.00%
25109 - Industrial Stormwater Permittee Coordination	1,980.00		-	1,980.00	0.00%
25111 - Water Reuse Policy Support	7,750.00	-	-	7,750.00	0.00%
----- - Permits	-	20,627.92	40,261.37	(40,261.37)	---
TOTAL REGULATORY PROGRAM:	634,980.00	48,712.49	92,186.06	\$542,793.94	14.52%

CAPITOL REGION WATERSHED DISTRICT
JOB COST DETAIL
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

JOB COST #/NAME	2025	CURRENT MONTH	YEAR-TO-DATE	BALANCE OF	% OF BUDGET
	ANNUAL BUDGET	EXPENDITURES	EXPENDITURES	BUDGET REMAININ	EXPENDED
25141 - PPG Project Base Code		3,459.76	10,856.21	(10,856.21)	---
25143 - Stewardship Grants	228,720.00	2,580.24	5,394.73	223,325.27	2.36%
25150 - ROW Projects-Boulevard Rain Gardens	197,520.00	808.95	967.78	196,552.22	0.49%
25152 - Stewardship Grant Outreach	23,080.00	138.99	138.99	22,941.01	0.60%
25153 - Grant Project Inspection & Maintenance	41,440.00	-	176.15	41,263.85	0.43%
25160 - Large Scale Site Planning Grants	62,460.00	231.01	308.91	62,151.09	0.49%
24170 - Targeted Site Investigations	72,260.00	497.59	10,432.49	61,827.51	14.44%
TOTAL GRANTS PROGRAM:	625,480.00	7,716.54	28,275.26	\$597,204.74	4.52%
24200 - Stormwater Monitoring & Data Collection	-	10.00	10.00	(10.00)	---
25200 - Stormwater Monitoring & Data Collection	346,570.00	34,218.49	56,111.84	290,458.16	16.19%
24201 - MRM Project Base Code		-	377.00	(377.00)	---
25201 - MRM Project Base Code		3,836.55	14,884.46	(14,884.46)	---
25205 - Lake Monitoring & Data Collection	116,560.00	3,256.08	5,116.17	111,443.83	4.39%
25215 - Wetland Biological Integrity Monitoring	14,260.00	190.39	190.39	14,069.61	1.34%
25220 - Monitoring Database & Reporting Tool	53,860.00	649.53	1,617.50	52,242.50	3.00%
25221 - Monitoring Trend Analysis & Reporting	92,030.00	-	253.57	91,776.43	0.28%
25228 - Research Program	47,680.00	36.59	151.19	47,528.81	0.32%
25230 - BMP Performance Monitoring	140,750.00	1,805.99	4,254.62	136,495.38	3.02%
25235 - Emerging Contaminants & Water Quality	56,790.00	1,634.47	4,181.20	52,608.80	7.36%
TOTAL MONITORING, ASSESSMENT, AND RESEARCH:	868,500.00	45,638.09	87,147.94	\$781,352.06	10.03%
24250 - General Communications & Engagement	-	274.48	274.48	(274.48)	---
25250 - General Communications & Engagement	187,160.00	11,097.49	18,450.60	168,709.40	9.86%
25251 - C&E Project Base Code		3,214.35	9,700.04	(9,700.04)	---
25255 - Clean Streets	47,100.00	-	59.30	47,040.70	0.13%
25260 - Maintenance Workshops for Clean Water	18,950.00	-	1,400.00	17,550.00	7.39%
25262 - Youth Outreach Programs	22,880.00	1,082.86	1,601.56	21,278.44	7.00%
25265 - Sponsorships	21,360.00	6,630.60	6,660.25	14,699.75	31.18%
25267 - Partnerships	17,940.00	482.00	1,036.11	16,903.89	5.78%
24270 - Digital Communications	-	-	109.46	(109.46)	---
25270 - Digital Communications	87,960.00	3,067.81	4,618.41	83,341.59	5.25%
25271 - Volunteer Programs	26,560.00	1,042.86	1,042.86	25,517.14	3.93%
25275 - Events	44,510.00	1,961.69	3,206.90	41,303.10	7.20%
25277 - K-12 Watershed Curriculum	16,640.00	-	-	16,640.00	0.00%
25278 - Public Art Program	59,620.00	748.74	1,201.15	58,418.85	2.01%
24279 - Partner Grant Program	-	-	1,587.59	(1,587.59)	---
25279 - Partner Grant Program	194,680.00	4,090.64	5,140.12	189,539.88	2.64%
25280 - 595 Aldine Communications & Engagement	65,890.00	363.82	411.10	65,478.90	0.62%

CAPITOL REGION WATERSHED DISTRICT
JOB COST DETAIL
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

JOB COST #/NAME	2025	CURRENT MONTH	YEAR-TO-DATE	BALANCE OF	% OF BUDGET
	ANNUAL BUDGET	EXPENDITURES	EXPENDITURES	BUDGET REMAININ	EXPENDED
25281 - Right Track Program	36,460.00	206.22	206.22	36,253.78	0.57%
24285 - Awards Program	-	624.33	4,144.95	(4,144.95)	---
25285 - Awards Program	17,000.00	-	506.13	16,493.87	2.98%
TOTAL COMMUNICATION AND ENGAGEMENT:	864,710.00	34,887.89	61,357.23	\$803,352.77	7.10%
25300 - General Facility Management		125.06	125.06		
24301 - Facility Management Project Base		-	30.66	(30.66)	---
25301 - Facility Management Project Base		1,050.92	7,089.73	(7,089.73)	---
25302 - Pooled BMP Maintenance Program	225,100.00	1,520.35	4,039.09	221,060.91	1.79%
25303 - BMP Database	59,220.00	304.26	8,561.95	50,658.05	14.46%
25305 - District Owned Facility Management	321,740.00	9,778.75	12,277.01	309,462.99	3.82%
24306 - Highland Ravine repair & Retrofit		-	550.92	(550.92)	---
25310 - Shared Ownership Facility Management	80,620.00	163.17	386.84	80,233.16	0.48%
24315 - Partner Owned Facilities	-	77.90	77.90	(77.90)	---
25315 - Partner Owned Facilities	231,460.00	8,883.61	12,314.92	219,145.08	5.32%
24316 - Municipal Partner Funding for Stor	-	62.19	3,159.80	(3,159.80)	---
25316 - Municipal Partner Funding for Stor	-	-	180.26	(180.26)	---
TOTAL FACILITY MANAGEMENT:	918,140.00	21,966.21	48,613.88	869,651.18	5.29%
TOTAL PROGRAMS:	4,167,230.00	158,921.22	317,580.37	3,849,774.69	7.62%
30000 - Administration Allocation	131,580.00	-	-	131,580.00	0.00%
25406 - Groundwater Seeps & Springs Update	15,480.00	45.98	183.88	15,296.12	1.19%
25424 - Como Lake Aquatic Plant Management	33,260.00	71.61	71.61	33,188.39	0.22%
25425 - Como Lake Fisheries Management	35,540.00	180.79	180.79	35,359.21	0.51%
25427 - Shoreline Management	90,200.00	95.19	277.04	89,922.96	0.31%
24430 - Street Sweeping Program	20,070.00	306.38	442.70	19,627.30	2.21%
24434 - Water-Based Recreation Management	-	117.84	232.80	(232.80)	---
25434 - Water-Based Recreation Management	63,400.00	411.98	738.34	62,661.66	1.16%
24437 - Como Subwatershed Flood Mitigation	-	13,345.95	13,365.05	(13,365.05)	---
25446 - General CLMP Implementation Fund	36,950.00	164.79	164.79	36,785.21	0.00%
TOTAL COMO LAKE SUBWATERSHED:	279,420.00	14,694.53	15,473.12	\$263,946.88	5.54%
25470 - Lake Vegetation & AIS Management	17,410.00	-	-	17,410.00	0.00%
25476 - Villa Park Wetland System Evaluation	34,520.00	-	-	34,520.00	0.00%
25489 - Balanced Fisheries Targets	29,740.00	-	-	29,740.00	0.00%
TOTAL LAKE MCCARRONS SUBWATERSHED:	81,670.00	-	-	81,670.00	0.00%
25525 - Loeb Lake Management Plan Update	74,400.00	-	-	74,400.00	0.00%
TOTAL LOEB LAKE SUBWATERSHED:	74,400.00	-	-	\$74,400.00	0.00%

**CAPITOL REGION WATERSHED DISTRICT
JOB COST DETAIL
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025**

JOB COST #/NAME	2025 ANNUAL BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BALANCE OF BUDGET REMAININ	% OF BUDGET EXPENDED
20550 - TBI Inspection and Maintenance		-	188.62	(188.62)	---
25550 - TBI Inspection & Maintenance	112,150.00	35,373.24	36,655.74	75,494.26	32.68%
14552 - TBI Easement Verification & Documentation	55,000.00	-	-	55,000.00	0.00%
24560 - TBI Subwatershed Study	-	693.93	1,115.33	(1,115.33)	---
25560 - TBI Subwatershed Study	74,470.00	-	-	74,470.00	0.00%
25570 - NPDES MS4 Stormwater Program	5,750.00	-	-	5,750.00	0.00%
TOTAL TROUT BROOK SUBWATERSHED:	247,370.00	36,067.17	37,771.07	\$209,598.93	15.27%
25316 - Ramsey County Cooperative Weed Mgt Area (CWMA)	12,040.00	-	-	12,040.00	0.00%
25605 - Phalen Creek Daylighting Feasibility Study	68,330.00	29.46	29.46	68,300.54	0.04%
21615 - Wetland Restoration Planning	-	492.32	2,059.03	(2,059.03)	---
24616 - Phalen NRI	-	525.81	756.46	(756.46)	---
25617 - NRI Support	68,730.00	-	-	68,730.00	0.00%
25618 - Regulatory Wetland Assessment	57,660.00	559.37	559.37	57,100.63	0.97%
TOTAL WETLAND, STREAM, & ECOSYSTEM RESTORATION:	206,760.00	1,606.96	3,404.32	203,355.68	1.65%
18622 - Highland Bridge	17,100.00	73.17	73.17	17,026.83	0.43%
18623 - Ford Site Area C	15,000.00	71.61	71.61	14,928.39	0.48%
24638 - Highland Bridge Signage	30,000.00	-	-	30,000.00	0.00%
25894 - Great River Passage - River Learning Center	108,940.00	114.16	275.04	108,664.96	0.25%
TOTAL MISSISSIPPI RIVER CONFLUENCE SUBWATERSHED:	171,040.00	258.94	419.82	170,620.18	0.25%
21640 - Capitol Area Stormwater Plan	121,150.00	57.08	113.81	121,036.19	0.09%
25641 - St. Anthony Hill Subwatershed Modeling	213,620.00	-	-	213,620.00	0.00%
23646 - Phalen Creek Subwatershed Study	88,260.00	5,628.33	17,961.16	70,298.84	20.35%
25647 - Sears Site Redevelopment	37,080.00	-	-	37,080.00	0.00%
25648 - Wakan Tipi Awanyankapi	54,440.00	-	-	54,440.00	0.00%
TOTAL MISSISSIPPI RIVER DOWNTOWN SUBWATERSHED:	514,550.00	5,685.41	18,074.97	\$496,475.03	3.51%
25561 - K-Mart Site Evaluation	-	125.18	125.18	(125.18)	---
25650 - WMP Mid-Plan Review	25,000.00	-	-	25,000.00	0.00%
25651 - Partner Agency Plan Review	13,090.00	-	57.30	13,032.70	0.44%
25652 - GIS Program	63,120.00	292.11	2,335.43	60,784.57	3.70%
25654 - Planning and Project Development	54,850.00	8,359.26	15,277.70	39,572.30	27.85%
23656 - District Chloride Assessment & Prevention Plan	-	6,664.60	9,784.53	(9,784.53)	---
25656 - District Chloride Management Plan	133,310.00	142.77	283.83	133,026.17	0.21%
23657 - Climate Science and Resiliency	110,100.00	3,807.40	8,482.51	101,617.49	7.70%
25658 - District Boundary Update	53,090.00	-	-	53,090.00	0.00%
25659 - Future Stormwater Management Planning	200,000.00	-	-	200,000.00	0.00%
WATERSHED WIDE PLANNING, ASSESSMENT & IMPLEMENTATION:	652,560.00	19,391.32	36,346.48	616,213.52	5.57%
TOTAL PROJECTS:	\$2,374,830.00	77,750.31	111,673.66	\$2,263,156.34	4.70%

**CAPITOL REGION WATERSHED DISTRICT
JOB COST DETAIL
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025**

JOB COST #/NAME	2025 ANNUAL BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BALANCE OF BUDGET REMAININ	% OF BUDGET EXPENDED
TOTAL OPERATING FUND:	7,700,165.00	348,705.43	\$628,035.79	\$7,072,129.21	8.16%
23701 - McMurray Field Stormwater BMP	5,192,750.00	1,607.70	2,402.24	5,190,347.76	0.05%
23712 - Como Subwater Infrastructure Mgmt.	531,000.00	-	-	531,000.00	0.00%
25817 - Trout Brook Flood Mitigation and WQ Projects	313,530.00	-	38.20	313,491.80	0.01%
23820 - Crosby Farm Park Wetland	122,170.00	-	76.40	122,093.60	0.06%
25831 - Facility Management-Capital Repairs	100,000.00	1,632.20	7,216.49	92,783.51	7.22%
25850 - Wetland Reestablishment: Implementation	111,400.00	40.33	40.33	111,359.67	0.04%
25965 - Future CIP's (2024- 400's)	1,333,216.00	-	-	1,333,216.00	0.00%
TOTAL CAPITAL IMPROVEMENT:	\$7,704,066.00	\$3,280.23	\$9,773.66	\$7,694,292.34	0.13%
14960 - Debt & Loan Services	950,000.00	2,250.00	831,912.50	-	87.57%
TOTAL DEBT SERVICES:	\$950,000.00	2,250.00	831,912.50	\$118,087.50	87.57%
TOTAL ALL FUNDS:	16,354,231.00	354,235.66	\$1,469,721.94	\$14,884,509.05	8.99%

CAPITOL REGION WATERSHED DISTRICT
PERMITS
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

PERMIT NUMBER	PERMIT NAME	PERMITTING BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BALANCE OF PERMIT BUDGET REMAINING	% OF PERMIT BUDGET EXPENDED
10015	Wilder Foundation	-	93.83	380.71	-	-
11030	Prior-Goodrich	-	-	255.50	-	-
13020	Union Depot Surface Parking	-	19.25	1,418.75	-	-
14031	Seven Corners	-	-	182.50	-	-
14033	Iron Workers Union Hall	-	-	154.50	-	-
14035	Ford Parkway	-	-	219.00	-	-
14039	Randolph Ave	-	-	219.00	-	-
14040	Snelling Ave	-	-	61.31	-	-
15026	Victoria Park Apt Phase II	-	-	219.00	-	-
15036	Regions Ambulance Canopy	-	182.50	182.50	-	-
15039	Sunrise Banks Office Building	-	219.00	219.00	-	-
16016	Willow Reserve Habitat of Humanity	-	-	146.00	-	-
16025	Snelling Midway	-	184.52	238.93	-	-
16029	Boaters Outlet	-	57.74	57.74	-	-
18002	Menards Transload Terminal	-	19.46	19.46	-	-
18006	Wheelock 2018	-	76.99	76.99	-	-
19005	Midway Peace Park	-	-	182.50	-	-
19006	McCarrons Hill	-	34.92	53.57	-	-
19021	Como Animal Hospital	-	34.92	34.92	-	-
20002	Tedesco St. Paving Project	-	-	182.50	-	-
20004	Griggs-Scheffer Street Project	-	-	219.00	-	-
20026	Hmong Academy Middle School	-	-	37.29	-	-
20031	Highland Bridge Rowhomes Model	-	-	114.50	-	-
20035	North End Community Center	-	19.25	19.25	-	-
20036	Lexington Apartments	-	1,663.21	1,663.21	-	-
21001	The Enclave at McCarrons Lake	-	34.92	34.92	-	-
21002	Mississippi River Boulevard Subdivision	-	139.46	176.75	-	-
21004	Lexington Landing Phase II	-	-	19.08	-	-
21011	MnDOT I94 & 35E	-	-	303.85	-	-
21018	Gold Line Bus Rapid Transit	-	-	74.58	-	-
21019	554 Broadway Affordable Housing	-	914.82	1,003.54	-	-
21023	Lower Landing Dog Park & Trail	-	-	182.50	-	-
21026	695 Grand	-	38.93	38.93	-	-
21029	HB L2B1 A Nellie Francis Court	-	-	19.08	-	-
21036	Park at Westgate	-	-	219.00	-	-
22003	1590 Edgecumbe	-	34.92	88.33	-	-
22012	McCarrons WTP Improvements	-	-	121.84	-	-
22018	Senger Residence (Lot 5, 104 MRB)	-	522.06	522.06	-	-
22020	Kellogg 3rd Street Bridge Replacement	-	134.72	327.17	-	-
22021	CSE Addition	-	493.03	976.13	-	-
22022	956 MRB (Model)	-	195.25	309.00	-	-
22024	Lattice House	-	139.60	139.60	-	-

CAPITOL REGION WATERSHED DISTRICT
PERMITS
FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

PERMIT NUMBER	PERMIT NAME	PERMITTING BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BALANCE OF PERMIT BUDGET REMAINING	% OF PERMIT BUDGET EXPENDED
22025	B Line BRT	-	-	87.03	-	-
22027	Mississippi River Residences	-	34.92	34.92	-	-
23004	Acadia Behavioral Health Hospital	-	332.00	627.50	-	-
23005	Bruce Vento School	-	186.75	483.00	-	-
23007	Camilleri Residence Highland Br.	-	118.00	268.25	-	-
23008	Hidden River Middle School Addition	-	186.75	556.00	-	-
23012	Villas of Reservoir Woods	-	332.00	627.50	-	-
23013	MnDOT S.P. 6215-117 TH 51 Snelling	-	19.25	19.25	-	-
23015	SPPS Obama School	-	295.50	518.00	-	-
23016	United Village Public Infrastructure	-	588.50	588.50	-	-
23017	Ramsey County Environmental Service	-	34.81	288.41	-	-
23022	Keller and Orchard Residence	-	195.25	309.00	-	-
23023	Lee & Penny Anderson Multipurpose	-	618.19	1,023.19	-	-
23025	United Village Sculpture & Playground	-	697.62	697.62	-	-
23026	Bush-Desoto Pond Improvements	-	643.93	1,375.68	-	-
24003	St. Paul Trail Reconstruction	-	524.73	524.73	-	-
24004	Pedro Park Development	-	-	37.76	-	-
24005	Ivey Residence at 944 Mississippi Rd	-	191.00	304.75	-	-
24007	Mn DOT TH36 SP6212-192	-	-	37.29	-	-
24009	United Village Lot F1	-	339.50	339.50	-	-
24010	United Village Lot D	-	-	37.74	-	-
24012	Como Lake Storm Sewer Repairs	-	-	38.20	-	-
24013	Mn DOT Pond Maintenance Group A	-	-	28.66	-	-
24014	Mn DOT SP 6215-114	-	73.00	73.00	-	-
24019	United Village Lots B & F1	-	-	37.76	-	-
24020	Grand Ave Reconstruction	-	248.98	248.98	-	-
24025	PPL at 892 E 7th St.	-	-	37.76	-	-
24029	Saint Paul Seminary Parking Lot	-	-	19.10	-	-
24030	Mississippi River Learning Center	-	29.01	29.01	-	-
24031	Trout Creek Dredging Project	-	174.06	467.42	-	-
24033	Heegaard Residence	-	191.00	377.75	-	-
24034	St. Paul OMF Storage Barn	-	104.54	104.54	-	-
24036	Eustis Street Improvements	-	1,780.85	1,780.85	-	-
24037	Mississippi Creative Arts School Site	-	766.31	2,750.18	-	-
24038	Capitol City Bikeway Project Phase	-	-	535.94	-	-
24039	Robert Street Reconstruction	-	19.25	370.95	-	-
24041	Maxfield Elementary School	-	-	1,828.21	-	-
25001	CSAH 30-Larpenteur Avenue	-	529.37	1,353.28	-	-
25002	John Ireland Blvd Bridge Replacement	-	19.25	1,889.20	-	-
25003	Wheelock/Grotto Reconstruction	-	81.50	1,926.50	-	-
25004	Langford Park Field Renovations	-	1,164.73	1,569.97	-	-

CAPITOL REGION WATERSHED DISTRICT

PERMITS

FOR THE PERIOD FEBRUARY 1, 2025 - FEBRUARY 28, 2025

PERMIT NUMBER	PERMIT NAME	PERMITTING BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BALANCE OF PERMIT BUDGET REMAINING	% OF PERMIT BUDGET EXPENDED
25005	Pleasant Ave at Pleasant and Vict		1,942.99	1,983.74	-	-
25006	Macalaster Residence Hall		2,516.81	2,516.81		
25007	St. Paul Public Housing McDonoug		115.80	115.48		
25008	YMCA Midway Program Center		115.47	115.47		
25010	Villa Park Condos-Drainage		163.00	163.00		
Sub-Total: Permits		276,590.00	20,627.92	40,261.37	236,328.63	14.56%
25000	General Permitting	276,590.00	19,439.42	32,528.51	244,061.49	11.76%
TOTAL PERMITS:		254,600.00	40,067.34	72,789.88	181,810.12	28.59%



Capitol Region Watershed District

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

March 19, 2025
Board Meeting
V. Action Item
C) Approve Human Resources
Consultant
(Eleria)

DATE: March 13, 2025
TO: CRWD Board of Managers
FROM: Anna Eleria, Administrator
RE: Approve CRWD Human Resources Consultant

Background

In January 2025, the Board approved the Request for Qualifications (RFQ) for Human Resources Consulting Services. Reasons for seeking outside human resources services include increasing demands and needs due to our organization's larger size and the complex and changing federal, state and local laws. Currently, nearly all of CRWD's day-to-day human resources work for 25 permanent staff is handled internally by the Administrative staff.

Issues

The RFQ was distributed to six local firms and statements of qualifications (SOQ) were received from three firms. The three firms include: Abdo, HR Business Partners, and Optima HR Solutions.

The SOQ review committee, comprised of two Board Managers and three Administrative staff, discussed the expertise and experience of each firm and their proposed approach to working with CRWD. The committee reached a consensus that Optima HR Solutions is the preferred firm for several reasons and then met with several Optima staff to learn more about the firm's human resource services and meet some of the staff we'd be working with. See the enclosed summary of firm ranking and comments.

Optima has a wide range of experience working with organizations of different sizes and sectors, and at various levels from full to partial assistance. They also demonstrated the best understanding of what we are looking for in their description of tailoring and right-sizing their services and customizing an approach for working with CRWD. Their approach would start with an in-depth assessment of CRWD's human resource strategies, programs and operations against best practices through the lens of CRWD's mission, values, goals and culture. From there, an appropriate support model would be developed in conjunction with staff.

Action Requested

Approve Optima HR Solutions as CRWD's Human Resources Consultant and authorize the Administrator to develop a scope of work and execute an agreement with Optima HR Solutions.

enc. Human Resources Consultant SOQ Review Summary

H:\Human Resources Consulting\Board Memos\BM Human Resources Consultant Selection 03-19-2025.docx

CRWD Human Resources Consulting Services
Statement of Qualifications Review Summary
13-Mar-25

FIRMS	RANK	COMMENTS
Abdo	2	Strong letter of interest. Experience working with similar organizations and providing a range of services but their approach to working with CRWD was fairly general and staff identified to work with CRWD leaned towards accounting experience/role.
HR Business Partners	3	Statement was light in details about interest in working with CRWD, experience in HR services provided to similar organizations and how they would approach identifying and prioritizing work for CRWD. Their HR professional has extensive experience but it appears they would be the only person working with us.
Optima	1	Optima has a wide range of experience working with organizations of different sizes and sectors, and at various levels from full to partial assistance. They also demonstrated the best understanding of what we are looking for in their description of tailoring and right-sizing their services and customizing an approach for working with CRWD.



Capitol Region Watershed District

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March 19, 2025
Board Meeting
V. Action Items
D) Approve Purchase of District
Laptops
(Zwonitzer)

DATE: March 7, 2025
TO: CRWD Board of Managers
FROM: Nate Zwonitzer, Planning, Projects, and Grants Division Manager
RE: Approve Purchase of District Laptops

Background

CRWD staff rely heavily on laptops to do their work. Many staff spend the majority of each day using their laptops for data analysis, report review, correspondence, attending meetings etc. Staff computers need to be portable, reliable, and have sufficient computing power for staff to work efficiently. CRWD first purchased laptops at the end of 2018 when the office was relocated. They are on a three-year replacement cycle and were last replaced in spring of 2022. The three-year replacement cycle coincides well with expected reduction in computing power, battery life, and dependability of aging technology.

Issues

Staff elected to continue using Lenovo ThinkPad X1 laptops which have been very reliable. Staff received five quotes to replace current laptops with the same model but a newer generation. The newer generation includes much faster processing and will hold up to increasing computing demands expected over the next three years.

To be consistent with statutory requirements and CRWD's updated procurement guidance, the State's Cooperative Purchasing Venture (CPV) was also consulted. The two lowest quotes received were from CRWD's current IT service provider, RYMARK IT Navigation (\$76,570, quote enclosed), and a CPV provider, Nor-Tech. Nor-Tech's quote was approximately \$1,500 lower than RYMARK, however using another vendor significantly increases coordination time since RYMARK is already on contract to manage the laptops. There may be additional costs such as shipping the laptops to RYMARK for setup. Staff think purchasing directly from RYMARK for a slightly higher cost is justified by the ease of the transaction, acquisition, setup and certainty in deployment of the new laptops. Staff recommend approval of the laptop purchase from RYMARK.

Action Requested

Approve purchase of District laptops from RYMARK IT Navigation in an amount not to exceed \$76,570 and authorize Administrator to execute an agreement.

enc. RYMARK Quote – Workstation Refresh Project

W:\07 Programs\IT Program\Projects\2025 Laptop Replacements\Board\Board Memo_Laptop Replacements.docx

IT Infrastructure Proposal

(Workstation refresh project)



Proposal created especially for:
Meilina Dalit/Nate Zwonitzer
CRWD



Provided By:
Ryan Chester
RYMARK
651-328-8910

Proposal Date:
February 20, 2025



Project:

Replace all client workstations (Lenovo Yoga's) with the same model in a new generation.

Scope of work:

Swap out client workstations with current model Lenovo ThinkPad X1 2-in-1 Generation 9 convertible notebooks. These will work with existing docking stations and monitors reducing associated costs to replace these items.

RYMARK Submitted a "deal registration" to get the best pricing possible on new units. This deal registration was approved.

Hardware: Lenovo ThinkPad X1 2-in-1 Gen9 notebook

- ✓ 14" Anti-glare, anti-smudge Touchscreen WUXGA Full HD Display
- ✓ Intel Core Ultra 7 165U 12-Core Max 4.9Ghz CPU
- ✓ 32GB DDR5 RAM / 512GB Solid State Drive
- ✓ Built-in WiFi-6 AX, Bluetooth 5.3, and 720p Webcam
- ✓ Connections: HDMI 2.1, 2x USB 3.2, 2x Thunderbolt 4 (Also USB-C), 1x headphone jack
- ✓ Backlit keyboard, Lenovo slim pen,
- ✓ Windows 11 Pro 64-bit
- ✓ New with 3-year Premier Support warranty

Project Scope:

Replace each user's notebook:

- ✓ Set up management and security on all the new notebooks
- ✓ Set up on domain and add users' profiles
- ✓ Install Microsoft Office and all required applications
- ✓ Migrate user data and assist with reconfiguring personal settings
- ✓ Remove old machines from the domain
- ✓ Verify connectivity to network resources

Buyback program for old notebooks:

- ✓ RYMARK agrees to purchase existing notebooks for \$150 each
 - RYMARK will charge \$100 per notebook to restore the notebook to factory settings, removing all CRWD data and complete with all Windows updates and software drivers.
 - Units must be complete with AC adapters and in working condition with normal wear and tear
 - Notebooks not being resold to CRWD staff will receive full \$150 credit. Units being purchased will receive \$50 credit.
- ✓ RYMARK agrees to resell these units to CRWD staff for \$250 each + tax and including a 90-day warranty

Hardware/Software/Licensing

<u>Quantity</u>	<u>Item</u>	<u>Price</u>	<u>Total</u>
31	Lenovo ThinkPad X1 2-in-1 Gen9 Notebook	\$2470.00	\$76,570.00
	Hardware and perpetual licensing Total:		\$76,570.00

Monthly Services

	No changes		
	Net Monthly Management fee changes:		N/A

Installation – Server/Network/Management Install

<u>Quantity</u>	<u>Item</u>	<u>Price</u>	<u>Total</u>
1	Project Installation:	Included	Included
	Total Installation:		Included
Total (excluding tax):		\$	76,570.00
Monthly total:		\$	N/A
Terms: Hardware and licensing paid in full at project acceptance			

Client Authorization

February 20, 2025

Meilina Dalit / Nate Zwonitzer
Capitol Region Watershed District
595 Aldine St.
St. Paul, MN 55104

BYTE Inc. d/b/a RYMARK will perform the scope of work outlined in this document according to our understanding of your desired results as agreed upon by CRWD and RYMARK. The scope of work has been defined based on the information made available to us provided by CRWD. If RYMARK encounters any configuration or migration issues outside of the scope, as described above, we will immediately notify the client and take the appropriate action to redefine the scope of work and adjust the time and materials required accordingly.

We have read and agree to the technology services agreement contained within this proposal. We hereby confirm to you that the information and arrangements outlined are in accordance with our understanding of the products and services, and the terms of payment are acceptable to us.

Sign & Date

Accepted By:

CRWD (Please Print)

Ryan Chester

RYMARK

Signature

Date

CRWD

Signature

Date

RYMARK



Capitol Region Watershed District

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

March 19, 2025
Board Meeting
V. Action Item
E) Approve Cost Share for SPPS
Rain Garden Maintenance
(Kucek and Kelley)

DATE: March 13, 2025
TO: CRWD Board of Managers
FROM: Chris Kucek and Forrest Kelley, Facility Management Division
RE: Approve Cost Share Funding for Saint Paul Public Schools Rain Garden Maintenance

Background

The Pooled BMP Maintenance Services Program (Program) completed its inaugural season at the end of 2024. CRWD's Facility Management Division managed a pooled maintenance service contract for fifteen rain gardens owned by five public partner organizations and received positive feedback from all partners on the program.

Issues

Saint Paul Public Schools (SPPS) responded to CRWD's initial partner interest survey and submitted four basins for inclusion in the original request for quotes (RFQ). However, SPPS withdrew from the Program due to budget shortfalls and a reduction in maintenance personnel.

The Board previously expressed interest in exploring options to provide additional support for partners that are not able to commit funds to the program. CRWD staff met with SPPS staff in early 2025 to discuss what would be needed for SPPS to enroll in the program. SPPS confirmed that funding for rain garden maintenance was unlikely to be approved in any upcoming budgets, and outside funding would be required for this work to move forward in 2025.

As envisioned in CRWD's 2023 Comprehensive Stormwater Facility Management Program Report, the majority of the Program's garden maintenance costs are fully funded by the owners, and permitted sites are not eligible for cost share. However, the Report also notes that cost share maintenance grant agreements will be considered on a case-by-case basis. In order to more equitably recognize the constraints, variability, and uncertainty of maintenance funding for some partners, and because the maintenance needs of SPPS for these basins do not change based on their regulatory status, staff feel that additional flexibility in grant funding is warranted.

In the interest of supporting the function of SPPS rain gardens and bringing them into a condition that will be easier to maintain going forward, staff recommend CRWD fully fund maintenance for the four submitted SPPS rain gardens in 2025 and 2026 through the Pooled BMP Maintenance Services Program. The estimated cost of this maintenance was \$14,000 in 2024, and our contractor will provide updated cost estimates for the 2025 work for incorporation into a Cooperative Agreement with SPPS. The Pooled BMP Program Budget is \$225,100 for 2025, which did account for additional cost share funding for partner rain gardens.

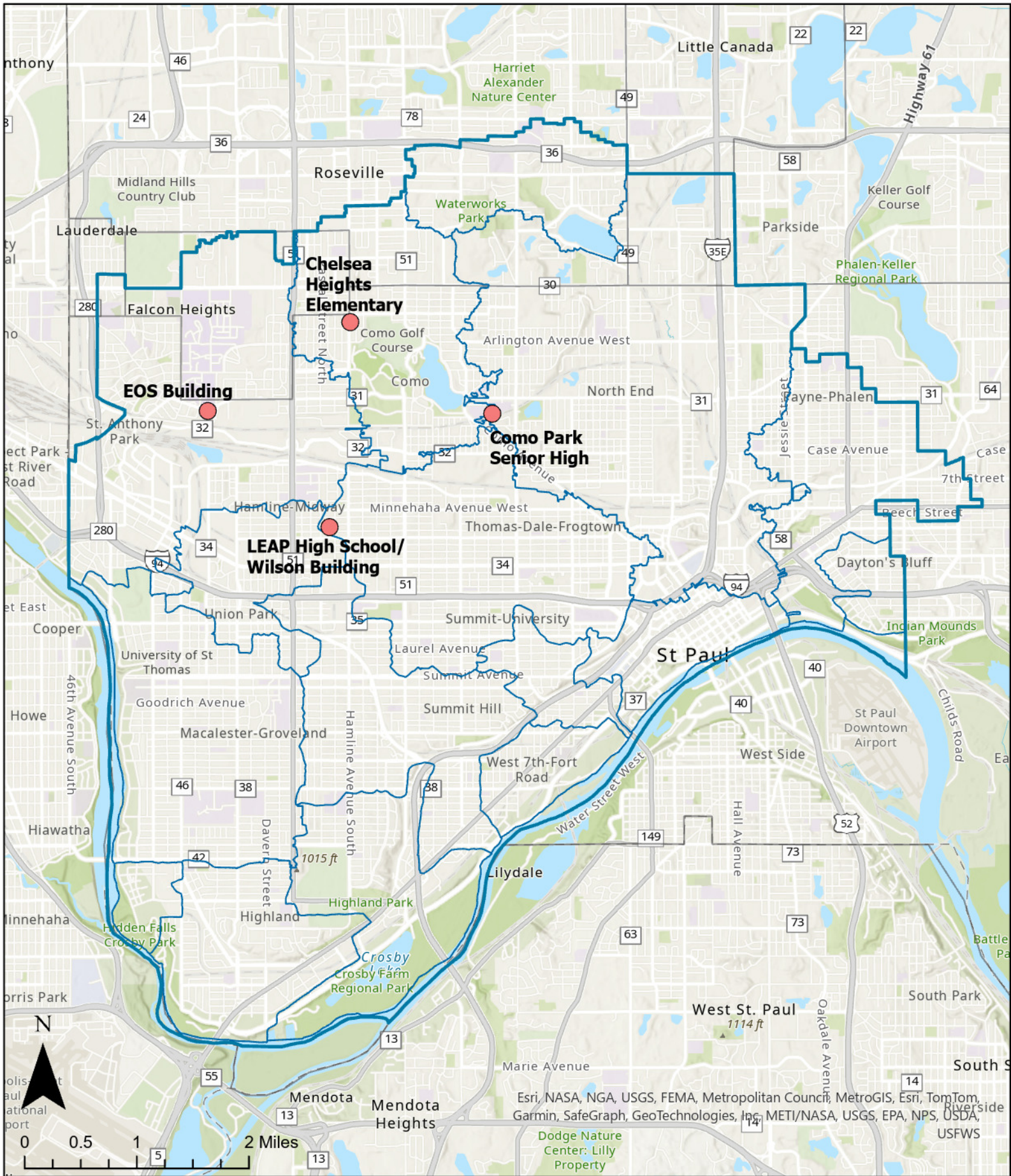
In 2024, CRWD provided 50% and 75% cost share for maintenance at three enrolled grant awarded rain gardens (Falcon Heights City Hall (50%), Midway Peace Park (75%), and Harambee Elementary (75%)) at a cost to CRWD of \$4,224 dollars. The total contract payment for all Pooled BMP rain gardens was \$59,995 resulting in 93% of the cost being covered by the partners.

Action Requested

Approve 100% cost share funding for Saint Paul Public Schools rain garden maintenance and authorize Administrator to execute a Cooperative Maintenance Agreement

*enc. SPPS Rain Garden Location Map and Site Exhibits
Facility Management Program Report Executive Summary*

[W:\07 Programs\Facility Management\Implementation\Phase 1 Pooled Rain Gardens 2025\SPPS Funding Board Memo.docx](#)



Saint Paul Public Schools rain garden locations
submitted for CRWD Pooled Maintenance Services

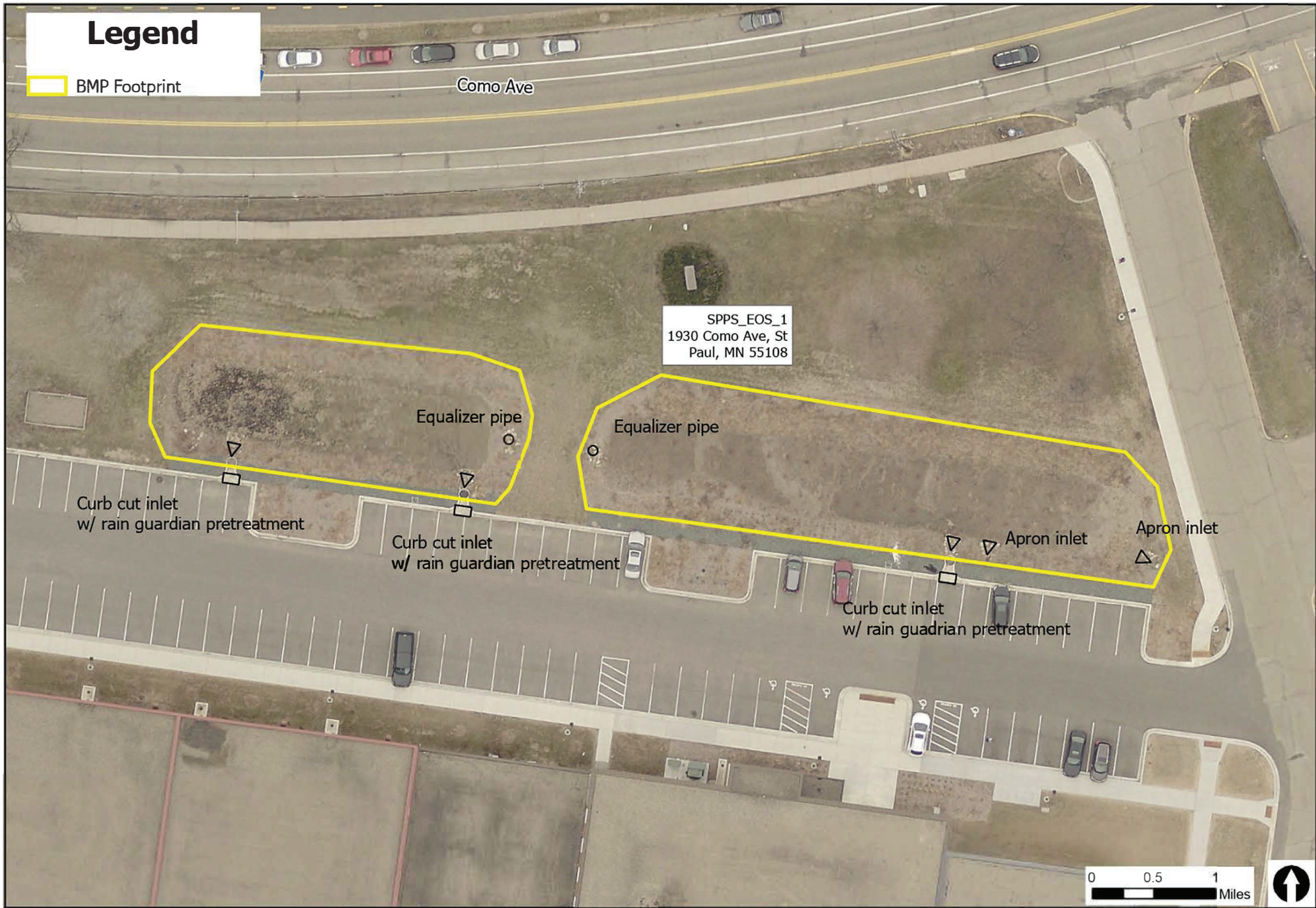
Legend

 BMP Footprint




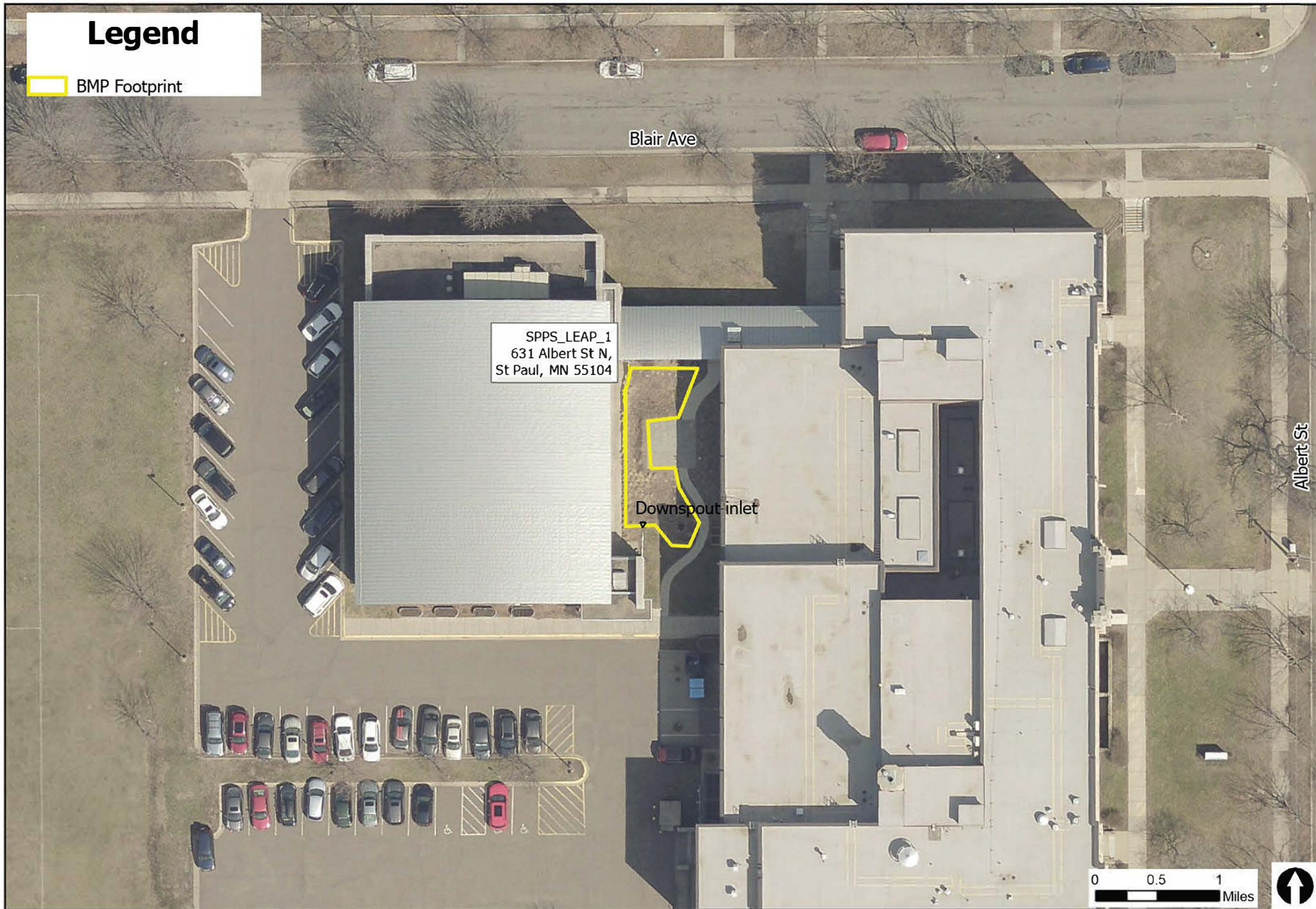
Legend

 BMP Footprint



Legend


 BMP Footprint





Legend

 BMP Footprint

SPPS_CHEL_1
1557 Huron St, St
Paul, MN 55108

 Curb cut inlet

 Apron inlet

 Equalizer pipe

Hamline Ave

0 0.5 1
Miles



BMP Owner: St. Paul Public Schools

Chelsea Heights Elementary

Project Name: Facility Management Program - 2024 Pooled Rain Garden Maintenance
Capitol Region Watershed District

Page B15 of B22

Executive Summary

Capitol Region Watershed District (CRWD) seeks to protect, manage, and improve water resources within its jurisdiction. To achieve its mission, CRWD plans to strengthen its impact through strategic partnerships and community engagement. CRWD's 2021-2030 Watershed Management Plan (WMP) recognizes the need for better operation and maintenance (O&M) of stormwater facilities (hereafter "facilities") within the watershed. Local government unit (LGU) partners (hereafter "partners") have many challenges with facility O&M and expressed an interest in CRWD taking on a more active role in the coordination, ownership, management, and/or maintenance of facilities. Improvement in the management of these constructed facilities will directly correlate to better water quality and flood control, and longer-lasting infrastructure.

CRWD's Comprehensive Facility Management Program (hereafter "program") defines the approaches and processes for the CRWD Board of Managers (hereafter "Board") and staff to determine when to provide financial and technical assistance with O&M to partners. The program is applicable to the municipalities of Falcon Heights, Lauderdale, Maplewood, Roseville, Saint Paul, Ramsey County, and other public entities (e.g., school districts) within the watershed. This will help ensure the long-term effectiveness and function of these facilities. The goals are to address gaps in completing O&M activities, increase cost and labor efficiency, and improve management of facilities by helping partners and their stakeholders address common challenges that may include limited budgets, limited staff time, staff turnover, lack of specific expertise, and inadequate coordination of shared or regional facility management.

This program report outlines the three approaches CRWD will use to assist partners with facility management, summarized as follows:

Approach 1: Pooled BMP Maintenance Services - An annual, recurring cooperative maintenance service program offered to partners and managed by CRWD. Site eligibility and services offered may vary year-to-year based on needs and capacities. Facilities should be small in scale and the facility owner will typically be invoiced by CRWD for the full cost of annual maintenance.

Scale: Small scale (i.e., usually single parcel) to large scale district facilities (5 acres to 100+ acre drainage areas).

Minimum Criteria: This approach is intended for publicly owned stormwater best management practices (BMPs) that provide water quality and/or flood control benefits, such as rain gardens, rainwater harvesting and reuse systems, and underground BMPs. The facilities do not need to be considered regional facilities.

General Stipulations: Participants of the program will generally be responsible for the full cost of maintaining their BMPs. Voluntary (non-regulated) BMPs that previously received CRWD grant funding for construction may be eligible for a CRWD maintenance grant. All cost-share maintenance grant agreements will be considered on a case-by-case basis.

Example: An annual stormwater pond cleanout effort coordinated by CRWD wherein partners can apply to the program (e.g., a contractor(s) would be selected to conduct the maintenance for all the stormwater ponds), thereby achieving efficiency in administration efforts and lowering individual costs.

Approach 2: Regional Facility Maintenance Assistance - Ongoing, contractual O&M support with partner cooperation for regional facilities owned by LGUs.

Scale: Typically, greater than 50-acre drainage area, serving multiple LGUs.

Minimum Criteria:

- 1) Must be a publicly owned regional stormwater facility with water quality and/or flood control benefits. Conveyance only systems will not be considered.
- 2) Must be functional and meet an acceptable initial level of service (LOS) as deemed appropriate by CRWD at the time of transfer of O&M responsibility.
- 3) Access rights through easements or other means must exist or be established before contracting for maintenance begins.

General Stipulations:

- CRWD will not assume ownership of the regional stormwater facility or maintenance of the underlying or adjacent land.
- The costs of managing regional facility systems will be shared amongst CRWD and the partner jurisdictions draining to the system.
- The amount contributed by CRWD will be determined by the priority level, as outlined in the WMP, and other factors such as downstream benefits to receiving waterbodies.
- The length of CRWD O&M responsibility shall coincide with a phased approach timeline or the expected remaining lifespan of the facility and is not to exceed 25 years.

Example: A regional stormwater facility is owned by a municipality that provides water quality and/or flood control benefits of importance to CRWD and other municipalities. CRWD may consider coordinating and sharing in the O&M responsibilities of this facility.

Approach 3: Regional Facility Ownership - In rare cases, CRWD will consider ownership of regional facilities that are of high priority to CRWD.

Scale: Regional facilities that directly connect to CRWD-owned infrastructure, such as the Trout Brook Storm Sewer Interceptor (TBI), are initiated by CRWD, or other priority facilities.

Minimum Criteria: The criteria outlined in Approach 2 are all applicable to Approach 3; however, this approach shall require the most in-depth review to determine if benefits justify CRWD ownership.

General Stipulations: In most cases partners share in operation and maintenance costs as defined in a cooperative agreement. These facilities serve multiple LGUs and/or demonstrate innovations in stormwater management.

Example: A component of a CRWD-owned system remains under other ownership, and consolidation of ownership will result in improved O&M processes.

In addition to providing information about the three approaches, this report provides key information such as a case study specific to Approaches 2 and 3 (focusing on two project locations within CRWD's boundaries), program implementation guidance (including a phased implementation timeline, staffing considerations, cost evaluation, data management, and adaptive management guidance), and conclusions and recommendations for next steps.

The program serves as a resource for CRWD staff and partners to support the O&M of existing and future facilities in situations where there is alignment with CRWD priorities and public benefits can be maximized (i.e., cost efficiencies or better stormwater management outcomes if CRWD supports the project in some manner). This program may be modified or adapted as CRWD gains information through the program's implementation and evaluation of potentially changing needs and desires regarding CRWD involvement.