



Capitol Region Watershed District

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Approved September 11, 2013

Citizen Advisory Committee Meeting Wednesday, August 14, 2013 – 7:00 p.m.

CAC Members Present:

Gwen Willems
Ted McCaslin
David Arbeit
Steve Duerre
Kathryn Swanson
Michelle Ulrich

Members absent:

Bill Barton, with notice
Mike MacDonald, with notice
Pat Byrne
Janna Caywood, with notice
Richard Weil, with notice

Others Present:

Mark Doneux, CRWD
Michelle Sylvander, CRWD
Elizabeth Beckman, CRWD
Joe Collins, Board of Managers
Emily Hyland, HDR

Welcome, Announcements, and Updates

Ms. Willems opened the meeting at 7:03 p.m. with a request for announcements.

Public Comments

Ms. Willems shared an article written in the City of Falcon Heights newsletter about the Curtiss Field Pond. There were no other public comments.

Approval of Agenda

Ms. Willems asked for any additions or changes to the Agenda. No changes were requested.

CAC 13-015 Motion: *To approve the CAC August 14, 2013 agenda.*

Arbeit/Ulrich

Unanimously approved

Approval of the July 17, 2013 CAC Minutes

Ms. Willems requested any changes or corrections to the minutes. There were no changes noted.

CAC 13-016 Motion: *To approve the CAC July 17, 2013 CAC Minutes.*

Arbeit/McCaslin

Unanimously approved

Items for Review and Comment Requested by the Board of Managers

- A) Education & Outreach Update, Emily Hyland HDR

Ms. Hyland presented a draft recommendation and a summary table of initiatives for the 2014-15 Education and Outreach program planning. The objectives of the 2014-15 Plan are to increase the quality of community involvement, organization partnerships, heighten and streamline education opportunities, improve existing outreach and communication tools, and ultimately, reduce water pollution within the Capitol Region Watershed District. The key items include: school classroom visits, outside resources, media, electronic and printed materials. Ms. Hyland addressed the amount of available staff hours and

keeping those hours prioritized by using help and support for out sourcing wisely. Mr. Arbeit asked when the plan would be finalized. Ms. Hyland replied the goal is to have the plan done by August 22nd and present to the Board of Managers at the August 28th meeting. Ms. Willems and Ms. Swanson both commented that they liked the frequency of the proposed newsletter. Ms. Hyland requested feedback from the board on the amount of volunteer hours requested from the board member. There was some discussion and the consensus was that it was a reasonable amount of time requested. Ms. Hyland thanked the Committee for their time and the Committee thanked Ms. Hyland.

B) 2014 Budget, Mark Doneux

Administrator Doneux reviewed with the board that a plan of work for the upcoming year, establish a budget based upon the work plan, and establish a levy for the budget. To achieve all of the items in the work plan would require a budget of just over \$4.5 million dollars and a levy of \$2.7 million. This would increase the overall levy by 11.78%.

The Board asked to reduce the net levy increase to less than 10%. That was achieved at the July 24th Board meeting before two projects were added. One was a two year, U of M research project to conduct a community assessment (\$25,000) and the other was to develop an AIS (aquatic invasive species) plan for Lake McCarrons (\$30,000). With these two projects the levy increase rises to 11.78 %.

Mr. Arbeit asked if the budget includes staff costs. Administrator Doneux replied that the budget does include staff time in the projects.

CAC 13-017 Motion: *To support the budget as presented.*

Ulrich/Swanson

Unanimously approved

Staff and Program Updates

A) Highland Ravine Update, (Doneux)

Administrator Doneux gave an update on the Highland Ravine Project. A sanitary sewer line was identified at the bottom of the ravine. The Project Manager, Ms. Eleria has been working with the City of St. Paul to develop a plan to reroute the sanitary sewer. An easement will need to be put in place. The project will most likely not be completed in 2013. More detail will be available at the September meeting.

B) Villa Park (Doneux)

Administrator Doneux gave an update on the Villa Park Wetland Restoration Project. He shared pictures of the synthetic fabric tubes filled with material from the dredging. Additional testing is being done on the sediment to confirm the level of contamination. Contamination at a level 3 requires disposal at a landfill.

C) Como Golf Course (Doneux)

Administrator Doneux gave an update on the Como Golf Course. The project is complete.

D) Trout Brook Interceptor (Doneux)

Administrator Doneux gave an update on the Trout Brook Interceptor. The realignment of about 800 feet of storm water systems is in the final stages and will be wrapped up this fall. The completion of the Mississippi Bridge caused some delays because of asbestos found.

Administrator Doneux asked if anyone would like an update on any other projects that are not on the agenda. Mr. McCaslin requested an update on the B Dale project. Administrator Doneux replied that because of the size of this project and funding this project will be moved to 2015.

Board of Managers and CAC Observer Update

Manager Joe Collin was in attendance and gave an update on the working relationships at the city and county level. The Lowertown Ballpark permit is in review and a project with Neighborhood Stabilization Program has enabled rain gardens to be installed in areas that are currently underserved.

Discussion –

A)New & Old Issues

Administrator Doneux announced that as of August 26th the office will be fully staffed. The position of Water Resource Specialist has been filled and Michelle Sylvander has been hired on as the Office Manager.

The International LID Symposium is scheduled for next week. CRWD will have a display table and staff will be giving presentations and 2 tours.

B)Identify CAC Observer for August 7th Board of Managers Meeting

No one was identified.

C)Identify CAC Observer for August 28th Board of Managers Meeting

No one was identified for the August 28th meeting. Michelle Ulrich will be attending the September 4th meeting.

D)2013 Event Planning and Calendar

Event Planning was discussed.

E) September 11, 2013 CAC Agenda Overview

The Villa Park project will be in the final stages. An update on Special Grants will be given.

Adjourn –

CAC 13-018 Motion: *To adjourn.*

McCaslin/Ulrich

Unanimously approved

The meeting was adjourned at 8:48 PM.

Respectfully submitted,

Michelle Sylvander

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“Our mission is to protect, manage, and improve the water resources of the Capitol Region Watershed District.”