



# Capitol Region Watershed District

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## Citizen Advisory Committee Meeting Wednesday August 11, 2010 – 7:00 p.m.

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### CAC Members Present:

David Arbeit, Janna Caywood, Karen Eckman,  
Ted McCaslin, Ole Olmanson, Shirley Reider

### Members absent with notice:

Bill Barton, Steve Duerre, Michelle Ulrich

### Others Present:

CRWD Manager Mike Thienes  
Mark Doneux, CRWD Staff  
Dawn Nelson, CRWD Staff

### Welcome, Announcements, and Updates

Shirley Reider opened the meeting at 7:07 p.m. with a request for announcements. Shirley Reider announced that Paul Kammuehler has resigned as co-chair. Administrator Doneux said staff will add a special election to the agenda for the September meeting and staff will send out an email to committee members to let them know that the election will take place.

### Public Comment – For items not on the Agenda.

There were no public comments.

### Approval of Agenda

Ms. Reider asked for additions or changes to the Agenda. There were no additions or changes to the Agenda.

**CAC 10-08-01 Motion:** *To approve the CAC August 11, 2010 agenda as provided.*

Eckman/Arbeit

Unanimously approved

### Approval of the July 14, 2010 CAC Minutes

Ms. Reider asked for additions or changes to the July 14, 2010 CAC Minutes. David Arbeit noted he was absent from the July 14<sup>th</sup> meeting and could not have moved the Agenda for approval. Dawn Nelson said she would listen to the audio and correct the Minutes.

**CAC 10-08-02 Motion:** *To approve the CAC July 14, 2010 CAC Minutes as amended.*

Arbeit/Caywood

Unanimously approved

### Items for Review and Comment Requested by the Board of Managers

#### 2011 Workplan, Budget and Levy

Administrator Doneux gave a brief presentation of the 2011 Work Plan Goals, Budget and Levy and discussed the significant changes the District has and will experience. Administrator Doneux said the Mission, Vision and Strategic Goals for 2011 have not changed from 2010 which included successfully owning, operating and maintaining the Trout Brook Storm Sewer Interceptor System. The District will continue to implement an efficient and equitable Permitting Program. Provide watershed education to the members of the general public, elected officials, community groups and municipal and agency staff. The District staff will accurately monitor, maintain and report the status of the District water resources

and Best Management Practices (BMPs). The Board and staff will continue working on the 2010 Watershed Management Plan to be completed, receive state approval and adopted in 2010. Incorporate Geographic Information System technology in all major program areas. Continue to encourage public input through the Citizen's Advisory Committee, project meetings, workshops and other public events and provide safe working conditions through training, education and proper equipment. Administrator Doneux noted that a notice of the hearing and budget summary was sent to all elected city and county officials; the notice will be published twice in the legal paper of the District; a notice was sent to all Board, CAC and General Interest mailing lists; and a full budget will be posted on the District website by this Friday.

The 2011 budget includes 35 funds, 79 unique projects. Administrator Doneux noted that there is a new level of detail to the budget and it is written to align with the 2010 Watershed Management Plan which also includes a few new budget codes. Staff will be able to track project expenses to the budget. The preliminary budget provides \$344,800 for Administration, \$1,057,841 for Programs, \$511,739 for Projects and \$1,533,700 for Capital Improvement Projects. This totals \$3,448,080 for the Preliminary 2011 budget and a resultant tax levy of \$2,338,080 for 2011 which is a 31.9% increase over 2010.

Discussion occurred about the fund balance. David Arbeit noted that the fund balance has been higher in the past. Manager Thienes explained that the District will use the fund balance so more funds can go towards projects. Mr. Arbeit clarified that staff does not envision capital projects being totally funded by bonds. Mr. Arbeit asked if this is the pattern that is expected going forward with the Levy? Administrator Doneux said that was true.

Mr. Arbeit said the budget is very easy to track and understand. Administrator Doneux noted that the Budget Book is actually larger than the committee received in their packets but the whole document will be available on the website. Mr. Arbeit inquired as to why strike outs were included in the workplan. Administrator Doneux explained that the items that were removed from the budget remained in the workplan with strike through so Board and staff are aware of the items that remain for the following years budget. Shirley Reider said she found the strike through to be confusing and would not have them included in the workplan. Mr. Arbeit made recommendations to make the workplan more readable.

Administrator Doneux noted that the Board meeting next week is the Public Hearing for the Board to hear comments for the 2011 Budget and Levy. Administrator Doneux explained that the Board will adopt a preliminary Budget and Levy at the September 1, 2010 Board meeting and the final certification will occur at the December 15<sup>th</sup> Annual Board meeting. Discussion occurred. It was the consensus of the Citizens Advisory Committee to support and endorse the proposed 2011 budget and levy.

**CAC 10-08-03 Motion:** *Upon reviewing the proposed budget, the committee endorses the projects and programs proposed and recommend that the Board adopt the proposed 2011 budget and levy.*

Arbeit/Eckman

Unanimously Approved

### **Board of Managers and CAC Observer Update**

Manager Thienes reviewed recent Board actions including; the Board convened three budget workshops to discuss the Budget in addition to the two regularly scheduled Board meetings. Manager Thienes added that the Board approved Work Order #3 for the Trout Brook Stormsewer System and for the Draft Watershed Management Plan to be submitted to the Board of Water and Soil Resources for a 90-day review period. A consultant services agreement with Wenck Associates for engineering services as well as a consultant services agreement with MN Waters for community outreach services was approved for

the Crosby Lake Management Plan. Manager Thienes noted that a Resolution was made approving a 90-day moratorium on incidental wetland permit applications and staff will draft a process to amend CRWD Wetland Management Rule E within 90-days.

**Discussion - New & Old Issues**

**September 8, 2010 Agenda Overview**

**Adjourn – 8:52 pm**

Respectfully submitted,

Dawn Nelson

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