



## Capitol Region Watershed District

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### **Citizen Advisory Committee Meeting Wednesday, August 10, 2016 – 7:00 p.m.**

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#### **CAC Members Present:**

Bill Barton  
Pat Cavanaugh  
Mike MacDonald  
Rick Sanders  
Kathryn Swanson  
Nicole Soderholm  
Richard Weil  
Gwen Willems

#### **Others Present:**

Mark Doneux, CRWD  
Joe Collins, CRWD Board  
President  
Belinda Gardner, CRWD  
Lindsay Schwantes, CRWD

#### **Members absent:**

David Arbeit, w/ notice  
Claudia Hochstein, w/notice  
Michelle Ulrich, w/notice  
Steve Duerre, w/notice

#### **Welcome, Announcements, and Updates**

Ms. Willems opened the meeting at 7:00 p.m. Ms. Willems asked for any announcements or updates.

No announcements or updates

#### **III. Approval of Agenda**

Ms. Willems asked for any additions or changes to the Agenda.

Mr. Doneux suggested moving agenda item VI. A. directly after agenda item V. A.

**CAC 16-023 Motion:** *To approve the CAC August 10, 2016 agenda with changes.*

Soderholm/MacDonald  
Unanimously approved

#### **IV. Approval of Minutes**

A) **July 13, 2016 CAC Meeting Minutes**

**CAC 16-024 Motion:** *To approve the July 13, 2016 minutes with an update to the History Study section and one typo in section IX. A.*

Cavanaugh/MacDonald  
Unanimously approved

## **V. District Initiatives for Review, Comment and Recommendations**

### A) Master Water Steward Program

Ms. Schwantes reviewed the Master Water Steward Program. Ms. Schwantes discussed the efforts to expand outreach program. Ms. Schwantes reviewed a Master Stewards sample site plan and asked for interest and if anyone had recommendations or ideas for recruitment to the program. There will be an intro night on September 6, 2016. Mrs. Schwantes will send an email to the CAC.

Ms. Cavanaugh confirmed the night of week classes are held and Ms. Willems asked about the workload. Mrs. Schwantes confirmed that the classes are held on Tuesday and that there is a heavy workload, but they are making improvements to the curriculum and that there are online resources. Mrs. Schwantes confirmed there's a \$200 registration fee, but they will be refunded after course completion. Ms. Willems asked about previous projects. Mrs. Schwantes reviewed two of the four projects. Ms. Swanson asked about the feasibility of projects. Mrs. Schwantes replied that there's a process for completing the Capstone, but a feasibility study is an option.

### B) 2016 CRWD Awards Program

Mrs. Schwantes provided an update on the proposed timeline for awards ceremony and nomination form. Award categories are the same as last year. Asking to move forward with another awards program to be held at the District's annual meeting.

Ms. Cavanaugh asked about Master Water Steward's recognition at the awards ceremony. Mrs. Schwantes mentioned that the Stewards will be acknowledged. Mrs. Schwantes mentioned that the posters from the projects should be available at the ceremony.

**Motion 16-025:** *To approve the 2016 Awards Ceremony.*

Macdonald/Sanders  
Unanimously approved

### C) 2017 CRWD Draft Budget

Administrator Doneux provided an update on the signed purchase agreement on a building on Aldine and Thomas. The District has started the 120 day due diligence period.

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

Mr. Doneux reviewed that at the August 2<sup>nd</sup> Board Workshop staff reviewed the draft 2017 Budget and Levy. The Board of Managers have approved a draft budget for review and comment and have set the public hearing for Wednesday, August 17<sup>th</sup> at 6:00 PM.

The draft 2017 budget is \$12,323,266 which is \$3,498,431. The proposed 2017 tax levy is \$4,915,672 which is \$647,901 or 15% more than 2016. Trout Brook repairs and the new office building account for much of these increases.

Mr. Collins stated that the District is cautious about how the budget increases. Ms. Swanson mentioned that the plan sounds good especially with the tax levy down 15%.

**Motion 16-026:** *To support the 2017 Draft Budget.*

Cavanaugh/Swanson  
Unanimously approved

## **VI. CAC Initiatives**

### A) Fall Moos Family Lecture Series with Freshwater Society

Administrator Doneux has a list of potential speakers and will be working with the CAC to promote the event.

## **VII. Project and Program Updates**

### A) Snelling Midway Redevelopment Project Update

Mr. Doneux reviewed the Snelling Midway project. The City Council public hearing was on August 3<sup>rd</sup> and we can expect an announcement. The District wrote a letter and on June 10, 2016 Mr. Doneux testified at the planning commission. The planning Commission approved the site plan with some conditions.

## **VIII. CAC Observer Update**

Ms. Soderholm observed the August 17th Board of Managers meeting and provided an update that Ms. Bromelkamp is working on a Crisis Communication Plan and Mrs. Schwantes discussed the Master Water Stewards Program.

Ms. Cavanaugh observed the August 3<sup>rd</sup> meeting and provided an update that Mr. Fossum presented on the Storm Water Management report at the Ford Site. The St. Paul staff is using the plan to determine its zoning and she recommended that the CAC review the plan. Mr. Doneux agreed to add a Ford Site presentation to the CAC agenda.

## **IX. Discussion**

### A) New & Old Issues

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

B) CAC observer for September 7, 2016 and September 21, 2016 Board of Managers Meetings

C) 2016 Meeting Schedule

**A) New & Old issues**

None

**B) CAC Observer for the Board of Managers Meetings August 17, 2016 and September 7, 2016.**

No volunteers

**C) 2016 Meeting Schedule**

Sediment and In-Lake Analysis and Awards program. Ford site presentation.

**X. Adjourn**

**CAC 16-027 Motion:** *To adjourn the August 10, 2016 CAC Meeting.*

Sanders/MacDonald  
Unanimously approved

The meeting was adjourned at 9:05 PM.  
Respectfully submitted,  
Belinda Gardner

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