



## Capitol Region Watershed District

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### **Citizen Advisory Committee Meeting Wednesday, January 11, 2017 – 7:00 p.m.**

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

Pat Cavanaugh  
Steve Duerre  
Kathryn Swanson  
Gwen Willems  
Bob Simonet  
Michelle Ulrich  
Claudia Hochstein  
Nicole Soderholm

#### **Others Present:**

Mark Doneux, CRWD  
Belinda Gardner, CRWD  
Joe Collins, Board of Managers

#### **Members absent:**

David Arbeit, w/notice  
Mike Macdonald, w/notice  
Bill Barton, w/notice  
Richard Weil, w/notice  
Rick Sanders, w/notice

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

Ms. Willems opened the meeting at 7:10 p.m. Ms. Willems asked for any announcements or updates.

No updates.

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

No additions or changes.

**CAC 17-001 Motion:** *To approve the CAC January 11, 2017 agenda.*

Duerre/Ulrich  
Unanimously approved

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

Two minor edits to the December 14, 2016 meeting minutes

#### **A) December 14, 2016 CAC Meeting Minutes**

**CAC 17-002 Motion:** *To approve the December 14, 2016 minutes as amended.*

Duerre/Soderholm  
Unanimously approved

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

### **A) Review of Major 2017 Projects and Programs**

Mr. Doneux reviewed the major 2017 projects and programs. Trout Brook repairs are under way and the contractor started earlier than expected. 595 Aldine complex will be remodeled in 2017. Snelling redevelopment reuse and other features and East Kittsondale is important because the south half of Midway is in East Kittsondale. The objectives are to keep operation budget flat. Mr. Doneux stated that we have a policy that at the end of the year the operational balance is 50% of our budget. Mr. Doneux further commented that CRWD will track targeted watershed revenue separately. Further discussion about stewardship grants and further review of 2017 budget, projects, and programs. The Board adopted the budget on December 21, 2016.

Mr. Doneux asked the CAC if there are projects that they want to learn more about. Ms. Cavanaugh mentioned that she would be interested in knowing the outcome of the partnership grants projects. Mr. Doneux mentioned that there are 10-12 grants and we could ask the organizations to come in and give us an update. Ms. Willems mentioned that she's interested in the Targeted Watershed Grant program. Mr. Doneux commented that staff will give updates to CAC. Mr. Simonet asked if it's too early to request what they want to see with the projects. Mr. Simonet mentioned that he can see where signage would be more helpful for some of the sites for example the Arlington Post Office. Mr. Simonet stated that the tree leaves in and around the Como area, that they are sweeping leaves onto the street. Ms. Swanson agreed that there should be some educational programming around this issue. Mr. Doneux commented that in Roseville that residents can pay a fee to sweep them in the streets and have the City pick them up.

Mr. Doneux also mentioned that CRWD developed an agenda planner for the Board and CAC. The agenda planner will be provided to the CAC.

### **B) Building Update**

Mr. Doneux reviewed the next steps for the new building and the timeline. CRWD amended the purchase agreement and the due diligence period has ended. The District is now waiting to receive information on the environmental work that might need to get done specifically vapor mitigation. The latest closing can occur is February 27, 2017. An RFQ is in the works for an architect for planning and design.

### **C) History Grant Update**

Mr. Doneux provided an update on the History Grant. CRWD applied for and received a grant to do the first phase of the oral history project where the District will conduct interviews. The District is required to get quotes for the work and that request will go out soon. Mr. Doneux asked the CAC if they think of someone who would be a good interview to let the District know. Mr. Duerre recommended Lee Helgen who was a CAC member in

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2002 and then elected to City Council. Ms. Cavanaugh mentioned that the potential narrators will need to capture a range of perspectives.

## **VI. CAC Initiatives**

### **A) 2016 Watershed Awards Program Review**

Mr. Doneux asked the CAC to review the list of items on the memo and determine if there are any changes/feedback that need to be made for next year.

Ms. Willems thought it was a terrific event and recommended changing the date of the event so that it does not conflict with the holiday season. Mr. Collins commented that the timing does conflict with the annual meeting for City Officials. Ms. Cavanaugh mentioned that she offered to work with Ms. Bromelkamp on getting more elected officials to the event. Ms. Cavanaugh commented that the evolution of the event was impressive. Ms. Willems commented that the nominations process seemed like it was a lot of work. Ms. Swanson recommended an ongoing process for nominations. Ms. Cavanaugh commented that the actual nominations form was not user friendly and could use some tweaking. Ms. Soderholm also commented that the online form has a strict character limit.

### **B) Student Learner Update**

Ms. Swanson emailed her contact to get things running. Classes start on the 22<sup>nd</sup> and on the 23<sup>rd</sup> they will present the opportunity to students. Ms. Willems forwarded an email she received from a University of MN student looking for an internship. Mr. Doneux commented that the District is posting 3 full-time temporary positions and watch the website for more information. Mr. Doneux also mentioned that the Environmental Job Fair at the Saint Paul Campus student center on February 8, 2017.

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

### **A) Well Sealing Program Update**

Mr. Doneux reviewed the current Well Sealing Program and reviewed the current cost share program. He reviewed the number of wells that were sealed over the years. There was much discussion about wells and the history behind the program.

## **VIII. CAC Observer Update**

Ms. Cavanaugh attended the December 21 Board meeting. The Board held the election of officers and reappointed the current slate of CAC members.

## **IX. Discussion**

- a. New & Old Issues
- b. CAC observer for January 18, 2017 and February 1, 2017 Board of Managers Meeting
- c. 2016 Meeting Schedule

### **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 the Board of Managers Meetings January 18, 2017 and February 1, 2016**  
Ms. Cavanaugh will attend January 18<sup>th</sup> Board meeting.

**C) Board and CAC Agenda Planner**

**X. Adjourn**

**CAC 17-003 Motion:** *To adjourn the January 11, 2017 CAC Meeting.*

Duerre/Swanson  
Unanimously approved

The meeting was adjourned at 9:06 PM.  
Respectfully submitted,  
Belinda Gardner

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