



Capitol Region Watershed District

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Citizen Advisory Committee Meeting Wednesday, December 13, 2017 – 7:00 p.m.

CAC Members Present:

Gwen Willems
Pat Cavanaugh
Mary Lilly
Steve Duerre
David Arbeit
Bob Simonet
Mike MacDonald

Nicole Soderholm
Richard Weil

Others Present:

Belinda Gardner, CRWD
Mark Doneux, CRWD
Jessica Bromelkamp, CRWD
Joe Collins, Board of Managers
David Woods, Urban Roots
Barb Thoman, Resident

Members absent:

Kathryn Swanson, w/notice
Bill Barton w/notice
Michelle Ulrich w/notice

Welcome, Announcements, and Updates

Mr. Doneux announced the appointment~~reval~~ of new CAC member Tom Elko. Mr. Elko is currently board chair of the non-profit organization The UpTake. He consults with non-profit organizations and foundations in his professional work. McCarrons Lake is where he is raising his two young children. That is how he met Mike Thienes and Rick Sanders, who have both encouraged Mr. Elko to apply to the Citizen Advisory Committee. He has worked with several watershed districts, including Capitol Region, to create communication strategies that connect with the many communities within the watershed. This has provided a solid understanding for Mr. Elko of the history, mission, and work of CRWD. He would be happy to contribute toward that mission as a member of the CAC.

Public Comment for issues not on the agenda

None

III. Approval of Agenda

CAC 17-036 Motion: *To approve the CAC December 13, 2017 agenda as amended.*

Soderholm/Duerre
Unanimously approved

IV. Approval of Minutes

A) November 8, 2017 CAC Meeting Minutes

CAC 17-037 Motion: *To approve the November 8, 2017 minutes with minor edits.*

Barton/Duerre
Unanimously approved

V. District Initiatives for Review, Comment, and Recommendations

A) Urban Roots Presentation (David Woods)

Ms. Bromelkamp introduced Mr. Woods from the Urban Roots program. The Urban Roots program has been doing youth work for over 20 years, but the organization has been around for over 40 years. Mr. Woods presented on the program and who they serve. Urban Roots work with youth 14-18 years old and provide outreach internship opportunities. The Urban Roots summer program serves 60 youth. During the school year 25 youth work as interns. The students work with rain gardens and other conservation efforts.

Ms. Cavanaugh asked about student retention. Mr. Woods replied that the group has good retention. The program is working on improving connection with alumni. Mr. Woods commented that Urban Roots would like to offer job shadowing with its partners for youth interns. There was much discussion about the program and the application process.

B) 2018 Reappointment Recommendations

The Board of Managers must annually appoint the Citizen Advisory Committee members. To maintain an orderly CAC roster and fully comply with state statute the Citizen Advisory Committee will submit a recommended roster to the Board of Managers who will appoint CAC members for 2018 at the CRWD Annual Meeting on December 20, 2017.

Administrator Doneux reviewed the Citizen Advisory Committee 2018 Reappointment Recommendation. Mr. Doneux asked the group if they want to track attendance and the group collectively agreed that they would like to continue tracking attendance. The group agreed to continue tracking attendance.

CAC 17-038 Motion: To approve 2018 Reappointment Board Recommendation with the amendments.

Duerre/Arbeit
Unanimously Approved

VI. CAC Initiatives

A) Student Learner Presentation (Soderholm)

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

Ms. Soderholm received an email from the CAC student learner who notified her of an illness preventing his attendance and presentation. Ms. Bromelkamp mentioned that he presented the night prior to the meeting and did a great presentation. Ms. Willems asked if the student learner will present at the awards event.

B) 2017 Watershed Steward Awards

Ms. Bromelkamp reviewed the 2017 Watershed Steward Awards nominees. In addition, the Awards Committee recommended the winners for the CAC's consideration. The Board will be updated on the CAC's decision at the December 20, 2017 meeting.

Mr. Arbeit recommended an opportunity to encourage past winners to resubmit applications.

CAC 17-039 Motion: To approve the list of 2017 Watershed Steward Award winners.

Lilly/Simonet
Unanimously Approved

VII. Project and Program Updates

A) 2018 Partner Grants (Bromelkamp)

Ms. Bromelkamp reviewed the 13 partner grant applications and partner grants budget.

Ms. Lilly asked about the discrepancy in numbers on the memo and handout. Ms. Bromelkamp replied that the District sent one of the projects over to the stewardship grant program.

There was much discussion about the partner grants that did not get funded. Mr. Arbeit asked about partial funding for Frogtown Green and Great River Greening. Ms. Bromelkamp replied that the committee drilled down on 'need based' opportunities and on whom the program would reach in the community. Ms. Cavanaugh mentioned that creativity was another factor in recommendation. Mr. Arbeit asked the group about the budget for Partner Grants and whether the budget will be enough for 2018. The committee was comfortable that the budget was sufficient to fund the program. Ms. Lilly asked if the District provides feedback on the application. Administrator Doneux commented that the District offers a workshop, so the partner understands what the District is looking for from the applicant. Mr. Arbeit replied that guidelines are important to applicants. Administrator Doneux mentioned that the CAC will see more presentations from the partners throughout 2018.

B) 2018 Budget Update (Doneux)

Administrator Doneux mentioned that the board will adopt the budget and levy. The Capital Improvement Program budget is going up \$3 million due to increased projects. The Targeted Watershed programs budget will increase. Special Grants budget increased. Mr. Arbeit asked about the bond rate. Mr. Doneux shared the CIP financing three-year plan. The District looked at quarterly expenses over the next three years. Mr. Collins mentioned the Board of Managers is looking at this closely. Mr. Arbeit wants to know about how the District is working on the financing. Mr. Doneux replied that the District works with a financing company Ehlers and Associates. Mr. Doneux reviewed the sustainable system that will be used for the new building. Mr. Collins mentioned there are two parcels and the separate parcel may be sold. CAC thanked Administrator Doneux for his comments.

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VIII. CAC Observer Update

Ms. Cavanaugh commented on the December 6, 2017 Board meeting. Ms. Cavanaugh asked the CAC about the MAWD resolutions and if the group would be interested in a MAWD agenda item. Ms. Texer is on the MAWD board. Ms. Cavanaugh mentioned that the Board approved the Diversity Plan. Mr. Collins mentioned that one way of achieving diversity is with the partner grant program and continuing to work with diverse groups.

IX. Discussion

- a. New & Old Issues
- b. CAC observer for December 20, 2017 and January 17, 2017 Board of Managers Meeting
- c. Upcoming CRWD Events

A) New & Old issues

Mr. Arbeit commented that Mr. Sanders attendance should reflect his move to the Board of Managers in November.

B) CAC Observer for the Board of Managers Meetings December 20, 2017 and January 3, 2017

Ms. Solderholm volunteered to attend the December 20, 2017 meeting.

C) CRWD Watershed Awards Program

The Watershed Steward awards January 18, 2018. Ms. Bromelkamp asked the group to RSVP.

X. Adjourn

CAC 17-040 Motion: *To adjourn the December 13, 2017 CAC Meeting.*

Weil/Duerre

Unanimously approved

The meeting was adjourned at 8:50 PM.

Respectfully submitted,

Belinda Gardner