



## Capitol Region Watershed District

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### **Citizen Advisory Committee Meeting Wednesday, August 14, 2019, 7:00 p.m.**

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

David Arbeit  
Pat Cavanaugh  
Steve Duerre  
Mary Lilly  
Nicole Soderholm  
Richard Weil

#### **Others Present:**

Mark Doneux, CRWD  
Megan Frisvold, CRWD  
Michelle Sylvander, CRWD  
Rick Sanders, Board Manager

#### **Members absent:**

Cheryl Braun, excused  
Mike MacDonald, excused  
Michelle Ulrich, excused  
Gwen Willems, excused  
William Barton  
Tom Elko  
Bob Simonet  
Kathryn Swanson  
Carol Zierman

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

Mr. Duerre opened the meeting at 7:05 p.m. It was determined that five members were a forum. Mr. Duerre asked for any announcements or updates. Administrator Doneux shared that microphones are now available during the meetings. Mr. Arbeit inquired about the previous evening storm and the impact it had on the district. Administrator Doneux responded that 1 ½ inch of rain fell within ½ hour and that no major problems were reported.

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

Administrator Doneux requested to move Project and Program Update item A. GreenCorps Member Update and item B. CRWD Education Displays Review up on the agenda.

**CAC 19-016 Motion:** *To approve the CAC August 14, 2019 agenda with changes.*

Arbeit/Soderhom  
Unanimously approved

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

## **A) May 8, 2019 CAC Meeting Minutes**

Ms. Mary Lilly addressed that the attendance was not noted as approved or unapproved absence. Administrator Doneux will review the Ms. Gardner.

**CAC 19-017 Motion:** *To approve the June 12, 2019.*

Soderholm/Arbeit  
Unanimously approved

### *VII. Project and Program Update*

#### *A. GreenCorp Member Update (Frisvold)*

Ms. Frisvold provided the committee an update on her internship as a Green Corps Member. Ms. Frisvold gave the committee an update on her education and background. Ms. Frisvold shared how she has worked on the Diversity Strategic Plan and has gained a better understanding of new and different methods for engaging diverse audiences within CRWD. Ms. Frisvold shared an ad she created to help review ways to use less salt to manage icy surfaces. Ms. Frisvold has attended numerous events connecting with the community including helping in planning for the 2020 Watershed Management Plan meetings.

#### *B. CRWD Education Displays Review (Frisvold)*

Ms. Frisvold also provided a review of the display for the H2O on the go competition. Ms. Frisvold learned about project management and stakeholder collaboration. Ms. Frisvold shared a model of the H2O display; the final display will be about 4 feet tall and will be able to compact for transportation to community events. The Board thanked Ms. Frisvold for all her work with the district. Ms. Frisvold will remain with the district as a temporary employee from September until December of 2019. Ms. Frisvold provided a review of the districts displays that are brought to numerous community events.

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

### **A) 2020 Budget Presentation (Doneux)**

Administrator Doneux reviewed the 2020 Budget and encouraged questions and comments. Major initiatives for 2020 include: Como In-Lake Management, Targeted Watershed Program, Willow Reserve O&M Phase, Trout Brook East Branch Study, Como Lake Management Plan, Seminary Pond, Communication & Engagement Plan, Ford site and Area C, Watershed Management Plan, Special Grants, and Project Initiatives.

Mr. Arbeit asked about the administration budget vs. the total fund budget. Administrator Doneux replied that a portion of administration is allocated into programs at the end of the year based on a percentage of operating expenses.

Ms. Lilly inquired about the well sealing cost share program. Administrator Doneux replied that CRWD offers a program to help residents with the costs of sealing residential wells.

Education and Outreach had a reduction of 10%, \$63,360 because the setup costs for the new website. Ms. Lilly shared concerns about a reduction in Education & Outreach being reflected negatively of the Education

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& Outreach program. Technical Resources and Information will have an increase of 101%, \$33,050. BMP database will be undergoing updates. Overall the programs were reduced by 1.4% \$40,150. The largest change was art for the new building reflecting in a 16.5% \$24,000 reduction. Mr. Arbeit asked about Geographic Information Systems (GIS). No change is reflected in the budget of \$50,390.

In the Operations budget, Como Lake will be undergoing a new management plan, shoreline restoration, and alum treatment. The City has acknowledged that they will need to help with the shoreline restoration. Lake McCarrons reflects a reduction of 65.9% \$132,980. The McCarrons Management Plan is complete. Mississippi River Subwatershed shows a 50.4% increase. These funds are anticipated for the Ford site. Ms. Cavanaugh inquired about Ford Area C. Administrator Doneux replied that CRWD is working with MPCA and making recommendations on monitoring the impact on the river. Ms. Lilly shared that she saw an article in the Villager regarding the area and wastes that have been buried. Administrator Doneux responded that funds are set aside for additional investigation of the area.

In the Capital Improvement Program Budget, Como Lake BMP has an increase of 23.5% a change of \$275,410, for the Como Lake BMP's projects at the Como Golf Course. Loeb Lake has decreased -83.7% (69,440) because of the Willow Reserve Construction being completed.

Ms. Lilly inquired about property tax increase for residents. Administrator Doneux responded that all properties are coded to a watershed. Administrator Doneux reviewed a pie chart with the overall breakdown of the budget with 20% operating such as staff salaries, building, equipment/supplies. The remaining budget is returned to the community in the form of projects, programs and capital improvements. Several new staff were added in 2019. Administrator Doneux reviewed the breakdown of the estimated property tax impacts. With the average home value at \$175,000. CRWD estimated tax portion would be 1.87% or \$55.

Ms. Lilly asked who would decide if a levy was needed. Administrator Doneux replied that the Board of Managers would make that decision.

Mr. Arbeit supports the motion and thanked Administrator Doneux and staff for their efforts.

**CAC 19-018 Motion:** *To approve the recommendation of the 2020 Budget.*  
Weil/Cavanaugh

## **VI. CAC Initiatives**

- A) Service-Learning Student Update (Lilly)

No update.

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

- C). CAC Tour Recap and Review (Doneux)

CAC felt the tour was good. Administrator Doneux shared that the tour can be offered to outside groups.

## **VIII. CAC Observer Update**

Ms. Cavanaugh provided an update of her observation for the previous Board of Managers workshop. Ms. Eleria provided a review of the 2020 Management plan.

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## **IX. Discussion**

- a. New & Old Issues
- b. CAC observer for May 15, 2019 and June 5, 2019 Board of Managers Meeting

### **A) New & Old issues**

### **B) CAC Observer for the Board of Managers Meetings August 21, 2019 and September 4, 2019**

Ms. Cavanaugh will attend the Sept. 4<sup>th</sup> Board of Managers meeting. There were discussions at a past meeting to distribute an updated CAC Roster.

## **X. Adjourn**

**CAC 19-019 Motion:** *To adjourn the August 14, 2019, CAC Meeting.*

Soderholm/Lilly  
Unanimously approved

The meeting was adjourned at 9:20 PM.  
Respectfully submitted,  
Michelle Sylvander

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