ANNUAL MEETING MINUTES

I. A) Call to Order of Annual Meeting (President Joe Collins)

Managers
Joe Collins
Seitu Jones
Shawn Murphy
Rick Sanders
Mary Texer

Staff Present
Mark Doneux, CRWD
Elizabeth Hosch, CRWD
Michelle Sylvander, CRWD

Public Attendees
Mike MacDonald, CAC

B) Review, Amendments and Approval of the Agenda.

Motion 19-254: Approve the Agenda of December 18, 2019

Jones/Texer
Unanimously Approved

II. Election of Officers and Committee Appointments (Joe Collins)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Joe Collins</td>
<td>Joe Collins</td>
</tr>
<tr>
<td>Vice President</td>
<td>Mary Texer</td>
<td>Mary Texer</td>
</tr>
<tr>
<td>Secretary</td>
<td>Seitu Jones</td>
<td>Seitu Jones</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Shirley Reider / Rick Sanders</td>
<td>Rick Sanders</td>
</tr>
<tr>
<td>Education/Information</td>
<td>Rick Sanders</td>
<td>Shawn Murphy</td>
</tr>
<tr>
<td></td>
<td>Shawn Murphy</td>
<td></td>
</tr>
</tbody>
</table>
Motion 19-255: To elect the officers to serve the Capitol Region Watershed District from December 18, 2019 to the District’s Annual Meeting in 2020.

Murphy/Jones
Unanimously Approved

III. Committee Appointments

<table>
<thead>
<tr>
<th>Current Appointments</th>
<th>December 18, 2019 - Annual Mtg 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personnel Committee (Two Managers)</strong></td>
<td></td>
</tr>
<tr>
<td>1) Mary Texer</td>
<td>1) Mary Texer</td>
</tr>
<tr>
<td>2) Joe Collins</td>
<td>2) Joe Collins</td>
</tr>
<tr>
<td>3) Alternate – Shirley Reider</td>
<td>3) Alternate-Shawn Murphy</td>
</tr>
</tbody>
</table>

| **Citizen Advisory Committee Liaison** |  |
|--------------------------------------|  |
| 1) Seitu Jones | 1) Seitu Jones |
| 2) Joe Collins | 2) Joe Collins |
| 3) Mary Texer | 3) Mary Texer |
| 4) Shirley Reider | 4) Rick Sanders |
| 5) Shirley Reider | 5) Shawn Murphy |

| **Minnesota Association of Watershed Districts (State) Delegate:** |  |
|---------------------------------------------------------------|  |
| 1) Joe Collins | 1) Mary Texer |
| 2) Mary Texer | 2) Rick Sanders |
| 3) Alternate - Shirley Reider | 3) Alternate - Joe Collins |

| **Finance Committee** |  |
|----------------------|  |
| 1) Shirley Reider | 1) Rick Sanders |
| 2) Joe Collins | 2) Joe Collins |
| 3) Alternate-________________________ | 3) Alternate-________________________ |

| **Personnel Committee (Two Managers)** |  |
|--------------------------------------|  |
| 1) Mary Texer | 1) Mary Texer |
| 2) Joe Collins | 2) Joe Collins |
| 3) Alternate - Shawn Murphy | 3) Alternate-________________________ |

| **Trout Brook** |  |
|----------------|  |
| 1) Joe Collins | 1) Joe Collins |
| 2) Seitu Jones | 2) Seitu Jones |
| 3) Alternate-________________________ | 3) Alternate-________________________ |

| **Rules Committee** |  |
|-------------------|  |
| 1) Mary Texer | 1) Mary Texer |
| 2) Seitu Jones | 2) Seitu Jones |
| 3) Rick Sanders | 3) Rick Sanders |

| **Subwatershed Committee** |  |
|----------------------------|  |
| 1) Rick Sanders | 1) Rick Sanders |
| 2) Joe Collins | 2) Joe Collins |
| 3) Alternate-________________________ | 3) Alternate-________________________ |
Education/Outreach Committee
1) Rick Sanders
2) Seitu Jones
3) Shirley Reider

Special Projects/Grants Committee
1) Seitu Jones
2) Rick Sanders

Partner Grants Committee
1) Seitu Jones
2) Shirley Reider

Awards Program Committee
1) Joe Collins
2) Mary Texer

Real Estate/Building Committee
1) Mary Texer
2) Joe Collins
3) Alternate-Shirley Reider

Metro MAWD
1) Shirley Reider
2) Mary Texer

Motion 19-256: To appoint committee members to serve the Capitol Region Watershed District from December 18, 2019 to the District’s Annual Meeting in 2020.

Jones/Texer
Unanimously Approved

IV. Other Administrative Assignments

A) Bank/Depository of Funds
   Bank
   Depository of Funds
   2019 US Bank 4M Fund
   2020 US Bank 4M Fund

B) Managers Per Diem
   Per Diem
   2019 $75/meeting
   2020 $125/meeting

C) Mileage Reimbursement
   Mileage
   2019 $0.58/mile
   2020 TBD by IRS
D) **Official Newspaper**  
   Newspaper  
   2019: St. Paul Pioneer Press  
   2020: St. Paul Pioneer Press

E) **Accountant**  
   Accountant  
   2019: Redpath CPAs  
   2020: Redpath CPAs

F) **Auditor**  
   Auditor  
   2019: Office of State Auditor  
   2020: Office of State Auditor

**Motion 19-257:** To make administrative assignments to serve the Capitol Region Watershed District from December 18, 2019 to the District’s Annual Meeting in 2020.

Texer/Jones  
Unanimously Approved

V. **Annual Meeting Schedule**

- Thursday, January 2, 2020  
- Wednesday, January 15, 2020  
- Wednesday, February 5, 2020  
- Wednesday, February 19, 2020  
- Wednesday, March 4, 2020  
- Thursday, March 19, 2020  
- Wednesday, April 1, 2020  
- Wednesday, April 15, 2020  
- Wednesday, May 6, 2020  
- Wednesday, May 20, 2020  
- Wednesday, June 3, 2020  
- Wednesday, June 17, 2020  
- Wednesday, July 8, 2020  
- Wednesday, July 22, 2020  
- Wednesday, August 5, 2020  
- Wednesday, August 19, 2020 – Public Hearing for Budget & Levy  
- Wednesday, September 2, 2020 – Adoption of Preliminary Budget and Levy  
- Wednesday, September 16, 2020  
- Wednesday, October 7, 2020  
- Wednesday, October 21, 2020  
- Wednesday, November 4, 2020  
- Wednesday, November 18, 2020  
- Wednesday, December 2, 2020  
- Wednesday, December 16, 2020 – Annual Meeting, Adoption of Final Budget and Levy

**Motion 19-258:** To set the regular meetings of the Board of Managers of the Capitol Region Watershed District for 6:00 P.M. at the District office on the 1st and 3rd Wednesdays of each month.

Texer/Jones  
Unanimously Approved
VI. CAC 2020 Meeting Schedule

Wednesday, January 8, 2020
Wednesday, February 12, 2020
Wednesday, March 11, 2020
Wednesday, April 8, 2020
Wednesday, May 13, 2020
Wednesday, June 10, 2020
Wednesday, July 15, 2020
Wednesday, August 12, 2020
Wednesday, September 9, 2020
Wednesday, October 14, 2020
Tuesday, November 10, 2020
Wednesday, December 9, 2020

VII. CAC Committee Appointments

In 2010, the Citizen Advisory Committee (CAC) By-Laws were updated to include attendance requirements. The CAC has annually made recommendations to the Board for reappointment based on attendance and other factors. The Board of Managers must annually appoint the Citizen Advisory Committee members. In order to maintain an orderly CAC roster and fully comply with state statute the Citizen’s Advisory Committee is submitting a recommended roster to the Board of Managers.

**Motion 19-259:** Recommend reappointing CAC members through December 2020.

- David Arbeit, 1384 East Como Blvd., St. Paul, MN 55117
- Patricia Cavanaugh, 908 Saint Paul Ave., St. Paul, MN 55116
- Steven Duerre, 76 Bates Street, St. Paul, MN 55106
- Michael MacDonald, 1391 Almond Ave., St. Paul, MN 55108
- Michelle Ulrich, 1561 Lincoln Ave., St Paul, MN 55105
- Richard Weil, 25 Charles Ave, St. Paul, MN 55103
- Gwen Willems, 1880 Tatum Street, Falcon Heights, MN 55113
- Nicole Soderholm, 108 N. Pierce St. #3, St. Paul, MN 55104
- Bob Simonet, 494 Wheelock Pkwy West, St. Paul, MN 55117
- Mary Lilly, 458 Mount Curve Blvd. St. Paul, MN 55105
- Tom Elko, 267 Roma Ave. Roseville, MN 55113
- Cheryl Braun, 1144 Pleasant Ave. Saint Paul, MN 55102

Jones/Texer
Unanimously Approved

VIII. Adjournment of Annual Meeting

**Motion 19-260:** Adjournment of the December 18, 2019 Annual Board Meeting at 6:11 P.M.

Texer/Jones
Unanimously approved