



Capitol Region Watershed District

595 Aldine Street
Saint Paul, MN 55104
(651) 644-8888 • capitolregionwd.org

COMMUNITY ADVISORY COMMITTEE MEETING

5:30 PM, Wednesday, April 9, 2025

Capitol Region Watershed District Office, 595 Aldine Street, Saint Paul, MN 55104

Materials Enclosed

MEETING AGENDA

- 5:30 I) Welcome, Announcements, Updates, and Introductions**
- II) Public Comment for Issues Not on the Agenda (3 minutes per person)**
- III) Approval of the Agenda**
- IV) Approval of Minutes**
- A) Approval of March 12, 2025, Minutes (Trojan)**
- V) CAC Observer Update**
- A) March 19, 2025, Board Meeting (Lily)
B) April 2, 2025, Board Meeting (Weil)
- 5:35 VI) CAC Initiatives**
- A) Technical Knowledge Discussion
B) CAC Subcommittees
- Annual Calendar
 - Orientation
 - Outreach and Communications
- C) CAC Officer Elections: Co-Chairs and Secretary
- 6:10 VII) District Initiatives for Review, Comment, and Recommendations**
- A) CAC Community Engagement Workshop (Schwantes & Xiong)
- VIII) Project and Program Updates**
- A) Watershed Artist in Residence (Bromelkamp)
- 6:55 IX) Discussion**
- A) New & Old Issues
B) CAC Board of Managers Meeting Observer and Meeting Minutes Tracker
C) CAC Observer for April 16, 2025, Board of Managers Meeting
D) CAC Observer for May 7, 2025, Board of Managers Meeting
- 7:00 X) Adjourn**

In attendance: Lauren Wheeler, Mary Lilly, Barbara Hall, Gwen Willems, Michelle Ulrich.
Mike Trojan, Richard Weil, Tori Philippi, Andrew Mountain

1. Approval of Agenda: Tori, Mike second, approved
2. Approval of February 12, 2025 Minutes: Tori, Mike second, approved
3. CAC Observer Updates
 - a. Tori attended the February 18, 2025 Board meeting. Mike forwarded a detailed summary to the CAC. A summary is provided here. The District discussed four permits, with all recommended actions approved by the Board. Included were closure for the Alliance Field and Menard's permits. Steve Duerre was honored for his service to the CAC. Jens Kvall was honored as a Minnesota Water Steward (he was unable to attend the ceremony). Climatological and lakes summaries were given. Lisa Jane was hired as a temporary administrative assistant.
 - b. Due to weather conditions, nobody attended the March 5, 2025 Board meeting. Hawona provided an update. One issue she raised was the need for clarifying issues for the CAC
4. CAC Initiatives
 - a. Technical Knowledge discussion
 - i. Mike had proposed, via email, three types of technical information that could support the CAC. The first was providing information to supplement the Orientation Packet for new CAC members. Second was creating an information library for current CAC members. Third was technical information on specific topics that could be given to CAC members. Each of these is discussed below.
 - ii. There is a CAC orientation packet for new CAC members. At the meeting, there were some suggestions for modifying the packet.
 - The packet is heavy on text. Visuals can be added to enhance the readability of the packet. Barbara will work on this.
 - There is a lot of information about permitting. This should be reviewed and potentially updated or edited. Mary will work on this. The packet could be enhanced by including links to more information on specific topics. Mike will work on this.

iii. Attendance at events and conferences

- b. An email was distributed to CAC members describing the reimbursement process and procedures for reimbursements
- c. Old business: Barbara discussed the potential use and utility of AI generated notes
- d. New business: Mike McDonald is resigning from the CAC and will be honored at the March 19 Board meeting
- e. New business: St. Paul's Climate Resiliency Plan is open for comment. There are listening sessions across the city.