

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.

- The District has information it gives to new employees. It may be useful to look at this to determine if any is appropriate for new CAC members.
 - iii. CAC members expressed a desire to have an information library. This would include a list of acronyms and definitions. Mike will work on this and has started a list of acronyms.
 - iv. CAC members expressed interest in becoming more familiar with a topic prior to attending Board meetings or reviewing CRWD documents. The District has extensive technical information but it is not specifically focused on meeting this interest. The CRWD information would be a logical starting point. The CAC could identify specific topics it would more information on, such as chloride. Mike can develop supporting summaries or fact sheets to give to CAC members. An example was developed for stormwater models.
 - v. Some topic areas to examine for potential inclusion in the packet include Rules and Permitting, chloride, Best Management Practices, and general watershed management. Some of this is already in the current packet.
 - vi. Ideally, the packet would be an on-line resource.
 - b. Subcommittees. Three subcommittees have been established. At the CAC meeting, the subcommittees broke into small groups.
 - i. Annual Calendar group. Tori was going to investigate on-line digital template options. Lauren was going to investigate compiling events.
 - ii. Orientation group – see Item 4.a.ii above.
 - iii. Outreach group. Goals are to update existing documents, expand the list of organizations to add to the list, investigate utilizing QR codes, and investigate CAC recruitment.
- 5. District initiatives for review, comment, and recommendations
 - a. A document describing goals and objectives for the chloride plan has been developed and CAC members should provide comments to the District by March 17. Note this document only outlines goals and is not the actual plan, which will be developed later this year.
- 6. Project and Program updates
 - a. CAC members will be reimbursed for expenses incurred when conducting CAC activities. This includes the following.
 - i. Transport to meetings
 - ii. Transport to events where the CAC member is representing the District

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.