



# Capitol Region Watershed District

595 Aldine Street  
 Saint Paul, MN 55104  
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## COMMUNITY ADVISORY COMMITTEE MEETING November 12, 5:30 PM, Wednesday – Held in-person

Attendance:	Present P	Excused Unexcused E or U
Lauren Wheeler		E
Mary Lilly	P	
Barbara Hall	P	
Gwen Willems	P	
Michelle Ulrich	P	
Mike Trojan	P	
Richard Weil	P	
Tori Philippi	P	
Nick Carmichael	P	
Tom Elko	P	
Andrew Montain	P	

Staff / Board / Others present:
Anna
Lindsay
Hawona (Board rep)

### I) Welcome, Announcements, Updates, and Introductions

Introduction for Nick Carmichael. Nick lives in the Summit University neighborhood. He has a particular tie to boating and the Watergate Marina.

### II) Public Comment for Issues Not on the Agenda

None

### III) Approval of the Agenda

Gwen motion, Andrew second

### IV) Approval of October 8, 2025, Minutes

Barb motion, Tori second

### V) CAC Observer Updates

**A) October 15, 2025, Board Meeting** – not attended by a CAC member

**B) November 5, 2025, Board Meeting (Philippi)**

- Projects approved
- Nick accepted as new CAC member
- Record/Retention policy was approved

**C) MN Water Resource Conference (Hall)** – deferred to December CACA meeting

## VI) CAC Initiatives

**A) CAC Subcommittees** – small group breakout. Nick joined outreach and communication group

- **Annual Calendar** – complete and up to date
- **Orientation** – document nearing completion
- **Outreach and Communications** – Richard discussed challenges in getting new members. Some opportunities were discussed, including attending an upcoming Hamline-Midway meeting. This might make a good discussion item at a future meeting.

## VII) District Initiatives for Review, Comment, and Recommendations

### A) Partner Grant Biennial Solicitation Schedule (Schwantes)

- The focus of these is to increase involvement of the community, including outreach and education
- 2024 process was evaluated and 13 changes were made for 2025.
- There will be up to 10 projects accepted per year
- 2 year projects are now eligible and comprise the bulk of submittals (24 of 26 submittals were 2-year projects)
- Switch to 2 year cycle for applications

### B) Watershed Learning Center Update (Schwantes)

- Tours and signage have been successful
- Need more hands on learning opportunities
- We are Water will be at the CRWD building April 22-June 15. CRWD is one of six sites statewide in 2026.
  - We Are Water is a collaboration of 8 state agencies
  - Focus on diversity – who is participating in the watershed and who is not
  - CRWD needs include displays, receptions, community events (4), tours

### C) Watershed Steward Awards (Eleria)

- Tuesday, February 10, is Watershed Steward Awards. This event was poorly attended last year with only three CAC members attending. Anna mentioned that she will provide history of CAC involvement. Is there a role the CAC could play to both promote the District and get more CAC involvement?

## VIII) Project and Program Updates

**A) None**

## IX) Discussion

### A) New & Old Issues

- Mike suggested at a future meeting the CAC discuss how they are doing with respect to the CAC roles and responsibilities described in the orientation document
- There was reminder that Highland Bridge Project received a national award

### B) BOM Observers and meeting minutes tracker

**C) CAC Observer for November 19, 2025, BOM Meeting** - Mike

**D) CAC Observer for December 1, 2025, BOM Meeting** - Open

**X) Adjourn**