

Minutes: Monday, December 17, 2018
RPBCWD Citizen's Advisory Committee Monthly Meeting
Location: RPBCWD offices: 18681 Lake Street, Chanhassen

CAC Members

Jim Boettcher	P	Matt Lindon	P	Lori Tritz	P
Paul Bulger	P	Sharon McCotter	E		
Anne Deuring	P	Joan Palmquist	P		
Peter Iverson	A	Marilynn Torkelson	P		

Others

Michelle Jordan	RPBCWD staff	P
David Zeigler	RPBCWD Board Member	P
Roni Linde	Guest	P

Summary of key actions/motions for the Board of Managers:

Motion: We request minutes from the Board of Managers meeting no less than 2 business days before the CAC meeting in order for us to properly execute our statutory duty 103D.331 Subd. 1a.(5) review and comment on reports, minutes, activities, and proposed projects of the managers.

Discussion: There was agreement that, since all of us cannot attend the Board meetings, having more timely minutes would help tremendously. Furthermore, since the minutes are taken by a paid recorder, this request should not put undue hardship on the District. Please get back to us, after investigating whether this is possible. We think this is essential to help us properly execute our job as a CAC.

I. Opening

- A. Call CAC meeting to Order:** President Paul Bulger called the meeting to order at 6:07 p.m. Welcome to Roni Linde, potential CAC candidate.
- B. Attendance:** As noted above.
- C. Matters of general public interest:** None
- D. Approval of Agenda:** Joan would like to add expectations of CAC members to new business. Joan moved and Lori seconded that the agenda be approved as amended. Motion carried.
- E. Approval of November 19, 2018 CAC Meeting Minutes:** A Motion to approve minutes by Joan and seconded by Lori. Motion carried.

II. Staff Report: Michelle Jordan reported that 32 people attended the zebra mussel information meeting with a panel that included representatives from the DNR, U of M, City of Eden Prairie, and Watershed District staff. Feedback was generally positive. The difference in inspections between Lotus Lake and Lake Riley was noted. The Lotus Lake Homeowners Association hires inspectors for extra hours and an extended season. One concern was how do you discern the presence of zebra mussels when at the larval stage they are microscopic. Many questions went unanswered. The District is relooking at how to manage Lake Riley going forward knowing there are zebra mussels present.

Volunteer appreciation event on Thursday at the Staring Lake Outdoor Center was really fun. Michele has counted 85 volunteers for the year, which is up from last year.

Michele has researched additional ideas for the CAC's Adopt a Waterbody initiative: Round Lake or Lake Susan because of high traffic and walking trails. Another program to look at is Conservation Corps MN & IA. It is less structured – basically clean up and then report.

CAC applications are due this Thursday. Everyone on current CAC is reapplying plus some new people. The applications will go to January Board of Managers meeting.

Michele will be meeting with web developer about changes this coming week so get comments to her soon. Also, the new project database is going online soon.

III. Old Business

A. **Board Meeting of December 5, 2018:** David reported on the roadway improvement through Duck Lake project: The very narrow driving lanes, no pedestrian room, steep sloping shoulders to the lake creates an unsafe situation for pedestrians, but options that do not adversely impact the lake are extremely expensive. The Board asked for additional estimates. No action was requested of the CAC.

The 2019 Budget was approved basically unchanged from the August draft. They also discussed how to perform a financial audit and a legal audit. Staff salaries will get a market bump; not a merit increase.

The purpose of the CAC was raised with a question on whether we should concentrate on advising the Board of Managers or serve a volunteer/community outreach role.

IV. New Business

A. **Cost Share Program – Restructure and update guidelines.** Michelle handed out a summary of the Cost Share Revamp to date, summarizing the information collected so far, the CAC's responses from previous meetings and reactions to other WD cost share programs and the survey to go out to former cost share participants (whether they completed an application or not). Michele asked for other thoughts on the survey. Matt suggested asking for more specific monetary incentives, i.e. how much would you have needed to make it worthwhile? We also wonder if the maintenance requirement is a disincentive. The survey info will be available mid-January.

Michele has crafted a working document based on input to date and asked us for feedback on:

1. Needs Statement: We discussed the concept of an "empowered" community as well as informed; engineered change, "taking action" as well as making change.
2. Purpose: We discussed emphasizing a variety of project types; quantifiable or measurable or just plain results; are education and public awareness considered as results; conserving as well as protecting;
3. Principles: We suggested simple adjectives, i.e., equitable, proactive, speedy, easy, highly visible, community building, sustained impact, appropriately resourced.
4. Audience: Should we reach out to renters and multifamily residences? Yes, they may have great influence on landlords and property managers and there may be things they can do individually regarding conservation.
5. Outputs/Outcomes: Do we want to consider other than physical projects, i.e. education and engagement efforts or art projects? Much discussion on this, and possible use of levels of grants, so that clean-up projects, for example, would fit within the guidelines. General consensus, the projects should almost certainly result in improved water. We discussed adding conservation and habitat to outcomes. We would give priority to projects that have multiple benefits.

Michele will incorporate the discussion into a revised working document and send to us for feedback. Send more thoughts to Michele particularly about what do we need to know to achieve our outcomes. To keep the process easy (one of the goals), we agreed that checklists on the application are better than open ended blanks.

Michelle share that the challenges with existing program are mainly timing and the convoluted, non-streamlined system of summaries and reviews with various groups – applicants, staff, CAC, Board. There is usually a lot of back-and-forth before it even gets to CAC. Administrative approval, up to certain maximum budget levels would really streamline things.

- B. **MAWD recap** – Marilyn and Joan submitted excellent written notes from the MAWD seminar. They encouraged people to review them and ask any questions, or let us know if any items should be discussed by the CAC. They will bring some specific ideas highlighted as things to consider at a future meeting.
- C. **Exit interviews from past members** – Tabled until January. Sharon has agreed to do an exit interview with Curt, who resigned last month.
- D. **CAC topic calendar** – Tabled until January
- E. **Role of CAC and expectations from members.** The idea was floated of splitting the CAC into two separate groups - volunteerism and oversight to Board of Managers (our statutory responsibility). We believe we can/do balance our dual duties well and do not feel the need to separate the CAC into two groups. Furthermore, we acknowledged that in the recent past we spent a lot of time working on the 10 year plan and that now that that is completed we need to do a better job of oversight, and feedback to the board. We agreed that timing is a problem—that when we meet we don't have the most recent Board minutes. We unanimously agreed that, if we received the Board minutes earlier (before our meeting) it would make it so much easier for us to meet our statutory responsibilities. A motion was made, and passed, to try to resolve this issue, which we believe is hampering our effectiveness.

We also could benefit from a list of expectations for CAC members, and could be part of the CAC orientation packet. The expectations include: responsibilities shared by all (read minutes before meeting, come prepared with questions, provide feedback to staff when requested) as well as contributing in other ways, whether it be on a sub-committee, speaker's bureau, running a project, etc. This will allow us to tap into the interests and capabilities of the various CAC members, and give them many ways to contribute. Joan will draft something that tries to quantify this.

Joan moved and Lori seconded that we request minutes from the Board of Managers meeting no less than 2 business days before the CAC meeting in order for us to properly execute our statutory duty 103D.331 Subd. 1a.(5) review and comment on reports, minutes, activities, and proposed projects of the managers. Motion carried.

IV. Upcoming Events

- A. RPBCWD Board of Managers meeting January 9 at 7:00 pm, 18681 Lake Drive East
- B. RPBCWD CAC meeting January 28 at 6:00 pm, 18681 Lake Drive East

Topics for next month:

Refresh subcommittees

Draft of cost share

Calendars

Exit interviews

City of Eden Prairie Conservation Commission Water goals for 2019 - Lori Tritz

If you have reports or calendars to share with the group, please submit to Anne who will place in a shared Google docs.

- V. **Adjourn CAC meeting:** Joan moved and Lori seconded to adjourn the meeting. Motion carried. Meeting adjourned at 9:10 pm.