

DRAFT REGULAR MEETING MINUTES
RPBCWD Citizens' Advisory Committee Monthly Meeting
Location: Virtual via Zoom

ATTENDANCE

Status: P=Present, E=Excused, A=Absent without notification

CAC Members

Andrew Aller	P	Michelle Frost	E	Marilynn Torkelson	P		
Rodey Batiza	E	Peter Iverson	A	Jeff Weiss	P		
Jim Boettcher	P	Terry Jorgenson	P	Jessica Willey	P		
Heidi Groven	E	Sharon McCotter	P				

Others

Liz Forbes	<i>RPBCWD Staff</i>	P	Tom Duevel	<i>RPBCWD Manager</i>	P
Eleanor Mahon	<i>RPBCWD Staff</i>	P			

CAC MOTIONS for the Board of Managers:

1. Adopt BOM-CAC communication flow chart

Key CAC discussion items from the Board of Managers:

1. None

AGENDA

- I. **Opening – 6:00 – 6:15**
 - A. Andrew Aller called Meeting to Order at 6:03 pm.
 - B. Attendance – see above
 - C. Staff/Manager introductions
 - D. Matters of general public interest - none
 - E. Approval of the Agenda – Motion by Jeff with item added re TAC meeting update, seconded by Sharon. Carried Unanimously.
 - F. Designate timekeeper - none
 - G. Approval of previous CAC meeting minutes. motion by Jim, seconded by Terry. Motion carried 5-0-2 (abstained due to absence: Jeff & Marilyn)

- II. **Board Meeting Recap and Discussion – 6:15-6:25**
 - A. Highlights from the Board of Managers meeting: No CAC members present; Liz provided some highlights; Manager Duevel provided overview of field trip last week with Manager Crafton to a farm that practices regenerative agriculture
 - B. Response on CAC recommendation to the Board - *none*
 - C. New Advisory Topics from the Board – *none*

- D. CAC members: [Please sign up to attend a Board meeting](#). Jeff Weiss signed up to represent CAC at Oct 5 BOM meeting. Members were reminded that the December meeting is still open.

III. Program and Project Updates

A. District Project Updates (staff)

1. Administrator update – *none*. *Liz let group know that GreenCorps member began at the District today; her name is Alaina Portoghese.*
2. Fall 2022 Projects Tour: Liz provided update on the tour to be held on Tuesday, Oct. 11, 2 pm - 5:30 pm. Meal at 6 pm at Lake Ann Park pavilion. *Public is invited to tour stops. Transportation and meal is for BOM, CAC, and staff. RSVP for fall tour by Oct. 9.*
3. Website: BOM approved site and will be released to public on Oct. 1. *A few CAC members have provided feedback on the new site. Manager Duevel expressed his appreciation for new site.*
4. TAC update from Jeff Weiss: *Meeting was attended primarily by city staff to discuss the challenges of meeting stormwater rules for linear (road) projects. Several options were discussed to amend the rules and/or planning to streamline the process.*
5. E&O updates (Eleanor)
 - a) Volunteers needed for St Hubert 2nd grade classroom visits on macroinvertebrates on Sept. 22, 26, and 27, 1:30 to 2:15 pm. *Terry Jorgenson indicated he'd help with macroinvertebrate collection for event.*
 - b) St Hubert's planting event: 5th graders + possible K-buddies; assistance w/ event and plant list will be needed but dates are TBD. More info to come.
 - c) Tree/shrub giveaway: Friday, Oct 7 (volunteers needed for tree prep, 9 am-1 pm) and pickup (2-7 pm). *Terry Jorgensen volunteered to help with prep. Marilyn volunteered to assist with tree giveaway.*
 - d) Cycle the Creek: Oct. 9 (Sunday), 13-mile ride along Bluff Creek begins at 10 am, lunch provided, consider participating or volunteering (set-up/take-down). *Sign up likely closes Sept. 20. Event cancelled due to Admin Jeffery being unable to attend.*
 - e) Smart Salting trainings: Oct 4 (property managers) and Nov 15 (parking lots & sidewalks)
 - f) [Raingarden & shoreline buffer workshop](#), Oct. 25, hosted by City of Minnetonka, RPBCWD, NMCWD

- B. **Learning Presentation/Discussion Topic** – Eleanor presented info about macroinvertebrate lesson done for elementary students.

IV.

CAC Process and Function 7:25-8:00

- A. Motion to adopt BOM-CAC communication chart & send to BOM – Motion made by Sharon; seconded by Jessica. Approved by all. *Motion is to send communication flowchart to BOM for their consideration at the Oct. 5 BOM meeting or thereafter. (Update: BOM passed resolution at 10/5 meeting)*
- B. Consider new day of the week for CAC meetings: Two CAC members expressed desire to keep Monday as meeting day. No CAC members indicated they'd prefer a different meeting day.
- C. Bylaws review:
 - 1. Calendar: Establish meeting calendar for remainder of year & moving forward. Consideration for holidays, advertise for new members (BOM appoints CAC members), etc. *2023 calendar to be finalized after BOM finalizes theirs. Liz will include Nov 21 and Dec 19, 2022, meeting dates in survey to gauge availability of CAC members.*
 - 2. Membership: One member per household, geographic representation, youth member, attendance, and recommendations to BOM for dismissal. *Several CAC members expressed support for one vote per household and youth member; a designated buddy is recommended for a youth member. CAC will consider amending bylaws to address these items. Liz will develop questionnaire of these topics for review by Andrew. [Survey](#) will be emailed to CAC members (sent 10/5/22) with results discussed at next meeting.*

V.

Running List for Future Meeting Ideas

- A. **October**: Part 3 of Rules application (Terry/Scott) - plan is to go through a project's plan sheet & what triggers rules. Rescheduled to November.
- B. 10 Year Plan Update: Overview/requirements
- C. CAC/community education approach

VI.

Upcoming Events and Adjournment

- 1. Next Board of Managers – Oct. 5; 6 PM workshop, 7 PM regular meeting.
- 2. Next CAC Meeting – Oct. 17; 6:00 PM – virtual Zoom meeting
- 3. Next TAC meeting – Oct. 18 (Jeff Weiss is representative)
- 4. MN Water Resources Conference, St Paul, Oct 18-19 (*possible partial scholarship for CAC members*)
- 5. North American Lake Mgmt Society Conference, Minneapolis, Nov 14-17
- 6. [MAWD Annual Conference](#), Nov 30 - Dec 2, Alexandria, MN (CAC members expressing interest so far: Sharon, Heidi, Terry, Jeff)