

**DRAFT MINUTES**

Citizens Advisory Council (CAC) Meeting  
**6:00-8:00 p.m., Monday, November 21, 2022**

ADVISE \* ACT \* LEARN \* LEAD

ATTENDANCE STATUS: P = Present, E = Excused, A = Absent without notification

**CAC Members**

Andrew Aller	P
Rodey Batiza	P
Jim Boettcher	P
Heidi Groven	P

Michelle Frost	P
Peter Iverson	A
Terry Jorgenson	P
Sharon McCotter	P

Marilynn Torkelson	P
Jeff Weiss	P
Jessica Willey	P

**Others**

Liz Forbes	RPBCWD Staff	P
------------	--------------	---

Dorothy Pedersen	RPBCWD Manager	P
------------------	----------------	---

**CAC Motions for the Board of Managers**

1. The CAC suggests to the BOM that a study be implemented to list all ecologically valuable and/or fragile areas in the watershed for protection and preservation from development for the education of the general public, including developers, homeowners, and individuals. (*This is renewal of the motion presented by the CAC to BOM at their 2/2/2022 meeting.*)
2. The CAC asks the BOM to look at the definition of steep slopes in view of climate change and the possibility of large rain events leading to more slope instability and how this could be addressed in District Rules.
3. The CAC suggests a moratorium on developing of the Frederick Miller Spring area development pending changes in Definition of Steep Slopes.

**Key CAC discussion items from the Board of Managers**

None

**I. Opening – 6:00 – 6:15**

- a. President Aller called the meeting to order at 6:01
- b. Attendance noted above
- c. Staff/Manager introductions – President Aller welcomed Manager Dorothy Pedersen.
- d. Matters of general public interest: None
- e. Approval of the Agenda- Motion by Jeff, second by Terry, passed unanimously
- f. Designate timekeeper- President Aller will act as timekeeper
- g. Approval of previous CAC meeting minutes- motion- Jim, second- Terry, passed unanimously

**II. Board Meeting Recap and Discussion – 6:05 (Nov BOM regular mtg attendee: Terry Jorgensen)**

- a. Highlights from most recent Board of Managers meeting- November 2, 6pm workshop, 7pm regular meeting. Like the previous month the BOM meeting went rather smoothly and ended on time. No BOM motions to address and no comments or requests for CAC. Treasury report was approved with some discussion on the budget, overages, contract payment retainage and how that was determined.
- b. Small discussion on the upcoming solicitation for new CAC members to include a youth member, which was approved. The discussion involved having a plan and purpose and working it into the bylaws.
- c. Debrief on Oct 11 Field Trip: All agree it should be an annual event (Liz says it will be). BOM

gave kudos for the staff for planning, organizing and field guide. Comment/suggestions included: 1) maybe could be done earlier in year, although some like the lack of leaves for seeing more. 2) Only negative comment was the Van A/C, 3) Scott (Barr) did excellent job. 4) Maybe include a proposed project along with completed project next time. 5) Consider info panels added at the sites for the public to see what the watershed is up to. 6) Consider doing YouTube video before during and after for project. 7) Hoping for a wetland restoration project on the field trip list for next year.

- d. BOM discussed the potential for starting up in-person meetings again for BOM and CAC. Administrator Jeffrey mentioned most WDs have gone to in-person meetings. Dorothy noted that in-person meetings are a great way to get to know people. Others agreed.
- e. Marilyn asked about Miller Spring area – What is status of ongoing lawsuit and will the area be developed? Liz was unsure of status. Dorothy said lawsuit had been dropped because Friends of Frederick Miller Spring group did not do some things on time. CAC has previously discussed concerns over development. For the long-term Administrator Jefferey is looking into what the rules are concerning what we can object to. Heidi suggested that we do something about Miller Springs now as it's an immediate concern, and that the other matter is longer term.
- f. How does WD designate areas that are sensitive? This may be addressed in the rules presentation by Admin Jeffery/Scott Sobiech scheduled for February. Manager Pedersen stated that CAC involvement is important and CAC should make a motion. Marilyn made a motion: **“BOM should look at the definition of steep slopes in view of climate change and the possibility of large rain events leading to more slope instability.”** Sharon seconded the motion. Jim cautioned that Edina and Bloomington made new rules for development in 2014, which did not work out too well; new rules could be a problem. Dorothy stated that collapses already happen today even though specific rules already exist- can we get copies of these rules? Buyer-seller communication is important, as is disclosure of problem. Liz noted that the CAC discussed this issue and made a motion to the BOM in February 2022 that fragile areas should not be considered for development. The BOM discussed at their March 2 meeting; President Ziegler directed staff to add this topic as a discussion item on a future BOM meeting agenda. CAC ask that slope stability be added to the discussion when the BOM agenda meet on this topic with added immediacy for Miller Spring.
- g. Three aspects to motion by CAC: 1) steep slopes, 2) revisit ecologically sensitive areas, 3) Miller Springs: suggest 1 or 2-year moratorium on development.
- h. President Aller made **motion to renew our request from February** to put issue on BOM agenda in near future. Groven made the motion, Marilyn 2<sup>nd</sup>, and passed unanimously.
- i. **Regarding new Climate change info and rainfall- request that the BOM look at definition of steep slopes in view of existing rules.** Motion by Marilyn, 2<sup>nd</sup> by Sharon, motion passed unanimously.
- j. One year moratorium on Miller Springs- need to resolve 2) above motion- Jeff, and then discussion on softening language of motion. Jeff and Heidi discussed. After that a motion that CAC asks BOM to **make a moratorium on Miller Springs development pending changes in Definition of Steep Slopes.** Motion- Heidi, second Sharon, passed unanimously at 7:03.
- k. BOM meeting on December 7: Marilyn and Jeff to attend.

### III. Program and Project Updates – 7:05

- a. District Updates
  - i. General (Liz): Volunteer appreciation event in Jan.; possible lake summit in Feb, annual meeting in Apr; grant program streamlining; Josh is summarizing WR data; office closed Nov 23-24 (Thanksgiving) and Nov 30-Dec 2 (MAWD conference). Updates from Liz: Developing a 2023 event calendar including a volunteer recognition event in January. There is also a huge effort on Low Salt, No Salt by the WD as part of the Hennepin County Chloride Initiative. Group has

assembled a very impressive collection of tools to be used by LGU's HOA's, Communities of Faith, Property Managers and others. The webpage for Low Salt, No Salt MN to be released at a later date.

- ii. E&O updates (Liz)
  - 1. Volunteers will be needed for Chanhassen Feb Fest on 2/4/2023
  - 2. Overview of Bluff Elementary STEM Fest event attended by staff on 11/17/22; presentations to about 50 students.

b. Learning Presentation/Discussion Topic – None (bylaws discussion)

#### IV. CAC Process and Function

- a. December meeting options: Meeting will be December 12 at 6pm. Liz will ask other staff to help run the meeting, since she will be unavailable.
- b. Members with terms expiring 2022:  
Marilynn, Rodey, Andrew, Jessica, Jeff, Jim, Terry. All but Rodey re-upped for another term. Rodey will take a year off and thanked the CAC for the chance to serve.  
2023 officers: Chair, Vice Chair, Recorder- the more the merrier- could have two or more sharing each office.
- c. Help recruit new members: [CAC applications](#) due by Dec. 28 w/ Jan appt.
- d. Bylaws discussion
  - i. Meeting day: Member survey indicated Monday is best day.
  - ii. Propose [bylaw edits](#) (discuss edits in Dec; discuss/vote Jan). **Will need sign someone to draft bylaw revisions** (Liz can share editable copy).
    - 1. In cases where there are more than one CAC member in a household, limit one vote per household. If two opposing votes in same household, do they cancel each other out? This was discussed extensively. In the end there was a motion, made by Sharon, seconded by Marilynn "Keep it one vote per member regardless if they are in the same household" – passed 9 to 2 in favor.
    - 2. How many absences for removal recommendation to BOM? Suggestions: 2 or 3 unexcused; 25% (3) or 50% (6) of excused/unexcused combined; other? This motion is tabled by unanimous vote.
    - 3. Add details to bylaws about youth member (high school student, age range, etc.)- this motion is tabled by unanimous vote.
    - 4. If a CAC member is unable to fulfill their 2-year term, they should notify the CAC Chair and have an exit interview. Motion by Marilynn, second by Sharon, passed unanimously. This should be added to Bylaws.

#### V. Running List for Future Meeting Ideas

- a. Climate change & watershed impacts: Marilynn stressed the importance of this item. Hopefully some speakers can be arranged to help everyone learn more about this important topic.

#### VI. Upcoming Events and Adjournment

- a. Board of Managers – Dec. 7; 7 pm regular meeting- Marilynn and Jeff will attend
- b. CAC Meeting – December 12; 6:00 PM – Zoom meeting
- c. TAC meeting – to be determined
- d. [MAWD Annual Conference](#), Nov 30 - Dec 2, Alexandria, MN
- e. *Tentative*: Volunteer appreciation in Jan; lake summit in Feb; annual mtg in Apr

8:57- Motion to adjourn- passed unanimously!