

South Washington Watershed District Citizens Advisory Committee meeting **Notes**  
Monday, November 16, 2015  
Woodbury Public Works Conference Room

**CAC Members Present: Brandon Smith, Howard Markus, Kevin Chapdelaine, Rob Arnold, Ken Brittain, Jim Levitt, John Strohfus**  
**CAC Members Absent: Jill Chezik (with notice)**

**Others Present: John Loomis/SWWD, Andy Schilling/SWWD, Dan Fabian/BWSR**

Notes:

6 pm: meeting was called to order and the Agenda was approved

CAC Formation: roles, meeting frequency, and Officers

It was agreed to meet at least close to quarterly, so the next meeting is set for early March 2016 and then again in late May 2016 because of information items scheduled for those general dates.

Mid-March: Role of Watershed Districts, final plan draft, web site rollout

Late May (pending info availability from State re: buffers): Greenway Plan, State Buffer Law

Late Summer: TBD

Fall: TBD

By State Rule, District CAC must have at least a chair and secretary.

No one volunteered to be Chair, will hold office open for another meeting to allow members more time to become comfortable and familiar with CAC role and other members.

Howard Markus volunteered to be Secretary.

Also by State Rule, CAC must include SWCD rep (Jim Levitt) and County representative.

SWWD Staff will contact County staff to make sure there is a designated County representative on the CAC going forward.

WMP Update: status and timeline, plan overview, web tools, and CAC involvement going forward

Three handouts provided, in addition to the Agenda:

- An SWWD CAC explanation handout – discussing mission, roles & responsibilities, officers, etc.
- The 2016 Watershed Management Plan [WMP]
- The SWWD WMP Update Schedule

The first handout was provided at the beginning of the meeting to facilitate Officer recruitment.

John Loomis reviewed several pages of importance in the WMP:

Page 2 is the Table of Contents showing how the Plan is broken out:

- Introduction,
- Assessment of Issues and Measureable Goals, and
- Implementation

Page 5 discussed How to Use the Plan, including the web viewer, the water quality monitoring database, Story Maps, and the electronic library/database.

Page 59 discusses the Long Range Workplan finances with a detailed EXCEL Table attached

Pages 61 & 62 include an annual evaluation of the planning progress, an area the CAC is very likely to be an important reviewer before the Evaluation goes to the SWWD Board.

SWWD staff encouraged CAC members to review the plan draft and forward any comments, questions, etc. to staff.

John finished by soliciting ideas from the CAC as to ways to connect with cities and non-city jurisdictions. Ideas of the value of City Councils and committees versus city staff were discussed and another idea was the need for a one-sheet document for use by several types of user groups.

The meeting was adjourned at 7:10 pm