

**Citizen Advisory Committee Meeting
South Washington Watershed District
Tuesday, March 28, 2023 6:00 p.m.
City of Woodbury Public Works Building**

1. Call to Order and Setting of Agenda

BMP Project Specialist Kyle Axtell called the meeting to order at 6:00 p.m. He offered to facilitate the meeting, this being the first meeting of the new CAC. He explained that the CAC's self-elected officers would be expected to run future meetings, with staff's assistance.

There were no changes to the published agenda.

2. Introductions

Members Present:

- Nayere Ghazanfarpour
- Patty Goertz
- Dan Henely
- Howard Markus
- David Nuccio

SWWD Staff & Board:

- Brian Johnson, Board of Managers
- John Loomis, Deputy Administrator
- Kyle Axtell, BMP Project Specialist
- Tony Randazzo, Watershed Restoration Specialist

Others:

- Bill Sumner

All members, staff and guests present gave brief personal introductions to the committee.

3. Public Open Forum

None.

4. Officer Election

Axtell explained the statutory requirement that the CAC membership self-elect three officers to lead the group and its meetings, including a Chairperson, Vice-Chairperson, and Secretary. The Chairperson would be expected to lead the meetings and consult with SWWD staff on agenda development, the Vice-Chairperson would lead the meetings in the absence of the Chairperson, and the Secretary would take meeting notes. SWWD staff will be available to assist with these tasks as needed and provide ongoing guidance to the group.

Ghazanfarpour volunteered for the Chairperson position, Goertz volunteered for the Vice-Chairperson position, and Nuccio volunteered for the Secretary position. A motion was made by Markus to approve the officer appointments. Henely seconded. Motion carried unanimously.

5. Draft CAC Guidelines

Axtell provided a synopsis of the Draft CAC Guidelines and asked for input from the committee members. Members generally commented that after reading through the document it was well constructed. Nuccio noted seeing a few typos; Axtell responded that he would re-scan the document before sending it on to the Board for approval.

Ghazanfarpour inquired about ways to get involved with and/or communicate with Woodbury residents about environmental issues. Staff and members offered a list including, but not limited to:

- Woodbury's Green Times Environmental Newsletter
<https://www.woodburymn.gov/195/Green-Times-Environmental-Newsletter>
- Woodbury Parks & Natural Resources Commission
<https://www.woodburymn.gov/635/Parks-and-Natural-Resources-Commission>
- East Metro Water Resource Education Program
<http://www.mnwcd.org/emwrep>
- Washington County Fair
<https://washingtoncountyfair.org>
- Woodbury Days
<https://www.woodburydays.com>

A motion was made by Markus to forward the Draft CAC Guidelines to the SWWD Board of Managers for approval with any typo corrections. Goertz seconded. Motion carried unanimously.

6. Coordinated Capital Improvement Program (CCIP)

Axtell, Deputy Administrator Loomis and Watershed Restoration Specialist Randazzo led the committee through a general discussion of the ten CCIP applications received:

- **Cottage Grove – Hamlet Park Pond – \$75,000**
No concerns noted by the committee.
- **Cottage Grove – Public Works Reuse Irrigation – \$206,376**
Markus inquired about excess nitrates in groundwater in this area and if the project would impact this in any way. Loomis responded that it would not be expected to negatively impact nitrate concentrations and would, in fact, likely decrease the introduction of nitrates due to changing the land use from agricultural to industrial/institutional.

Henely noted the potential for this project to also easily incorporate non-irrigation stormwater reuse like truck and equipment washing. Axtell responded that he would contact Cottage Grove staff about this value-added opportunity.
- **Lake Elmo – Precise Fleet Management Software – \$1,229**
No concerns noted by the committee.
- **St. Paul Park – SWAMP Software – \$3,400**
No concerns noted by the committee.
- **Woodbury – BMP Maintenance – \$100,000**
Markus stated that he wanted to see more detail about what was specifically being proposed with this application. Other members agreed. Staff provided some additional

background about Woodbury's BMP Maintenance Program and the recent history of SWWD funding this effort. Henely noted that he understood this to be a new city initiative and questioned the capacity of the city to fully ramp up to their intended \$800,000 budget over time.

- **Woodbury – Enhanced Street Sweeping - Tandem Truck – \$175,000**
Nuccio questioned how much this equipment would actually be used within the street sweeping program versus other potential city uses and suggested that more information was required to determine a more accurate pro-rated funding request. Henely felt that a 50% cost-share by SWWD was too generous and agreed that a value commensurate with the pro-rated usage should be calculated.
- **Woodbury – Natural Resources Management Plan – \$100,000**
Goertz commented that it would be nice if there was additional specific information regarding the proposed goals and content of this planning effort. Henely added that this proposal would fill a gap in city planning and would add prioritization to its resource management efforts, which is a current strategic effort of the city. He also added that it would seem critical for SWWD staff to have a role in the development of the study and review of its content. Loomis suggested that Randazzo would be an ideal staff member to contribute to the effort.
- **Woodbury – Regional Stormwater Planning Study – \$82,500**
Henely added again that it would seem critical for SWWD staff to have a role in the development of the study and review of its content. Axtell responded that this is the type of advance planning study he gets excited about and that he'd be interested in contributing. He noted that while the city's application mentioned that expenses for portions of the study outside of SWWD would be tracked separately, it would be easy enough to pro-rate the cost by land area inside the respective watersheds and assign and track costs more equally that way. It wasn't clear if the application included the non-SWWD areas in the total cost or not.
- **Woodbury – Winter Maintenance Brine Tanks – \$30,000**
No concerns noted by the committee.
- **Woodbury – Winter Maintenance Plow Blades – \$30,000**
No concerns noted by the committee.

Axtell reminded the committee that just over \$800,000 was requested in the South Washington Management Unit and that only \$650,000 was available. \$10,000 was available in the East Mississippi Management Unit; enough to cover St. Paul Park's application.

A motion was made by Nuccio to forward all the applications to the SWWD Board of Managers for approval with the noted concerns and requests for additional information from the City of Woodbury. Henely seconded. Motion carried unanimously.

Axtell stated that he would follow up with Woodbury promptly in hopes of providing the requested information to the Board for consideration at its April 11 meeting.

7. SWWD Projects Update

Axtell noted that due to time considerations, he suggested skipping over this item and bringing it back at a future meeting. He noted that staff included a written description in the CAC meeting packet and suggested all members read it over. Any questions can be directed to SWWD staff via email or phone.

8. Upcoming Meetings and Events

- May 16, 4:00-6:00pm, Hasenbank Woods Volunteer Seeding Event
- May 16, 6:00pm. Hasenbank Stormwater Park Public Open House
Randazzo discussed the upcoming Hasenbank events on May 16 and suggested that CAC members consider participating. Staff will follow up with more information closer to the event.
- June 27, 6:00pm, CAC Regular Meeting
- September 26, 6:00pm, CAC Regular Meeting
- December (TBD), 6:00pm, CAC Regular Meeting

9. Adjourn

The next regular CAC Meeting will be held on Tuesday, June 27 at 6:00pm. A motion was made by Nuccio to adjourn at 8:03 p.m. Goertz seconded. Motion carried unanimously.

Respectfully submitted,



Kyle Axtell, BMP Project Specialist

Approved By:



David Nuccio, SWWD CAC Secretary

June 27, 2023

Date