

**Draft Regular Meeting Minutes – January 27, 2025**  
**RPBCWD Citizens’ Advisory Committee Monthly Meeting**  
**Location: RPBCWD Office**

**ATTENDANCE**

Status: P=Present, E=Excused, A=Absent without notification, T=Tardy with approval

**Members**

Andrew Aller	P	Jeff Weiss	P	Michelle Frost	P
Andrew Peterson	P	Jim Boettcher	P	Sharon McCotter	P
Brad Ullery	P	Marcia Kolb	E		
Hannah Peterson	P	Marilynn Torkelson	P		

**Others**

Liz Forbes	Staff	P	Tom Duevel	Manager	P
Eleanor Mahon	Staff	P	Dave Paulson	Former CAC	P
Terry Jeffery	Staff	P			

**CAC MOTIONS for the Board of Managers:**

None

**Key CAC discussion items for the Board of Managers:**

None

**I. Opening**

- A. **Call CAC meeting to Order:** Meeting was called to order by Andrew Aller at 6:03PM.
- B. **Attendance:** As noted above. Quorum present.
- C. **Matters of general public interest:** None
- D. **Approval of Agenda:** approved without objection
- E. **Approval of Meeting Minutes:** approved without objection

**II. Introductions** – New and continuing CAC members, staff, and manager gave brief introductions

- A. Members were reminded to review the CAC guidance document (CAC purpose & duties)

**III. Discussion** – City water conservation/protection programs

- A. Findings by CAC members
  1. Dave Paulson – City of Minnetonka report
    - a) 952-page document of water resource management plan seems very comprehensive, with multiple cross-references to other state and county documents and guidelines.
    - b) Seems there is too much info, difficult for general public to pull out helpful documents.
    - c) City uses tiered water consumption rates based on utilization
    - d) Lawn watering restrictions in place
    - e) Website has several conservation pages, which include topics such as “how to fix a leak”.
    - f) Offers rebates for efficiency improvements.
    - g) Did have links to each watershed in the city

2. Eden Prairie – Michelle Frost
    - a) Lots of similar info compared to Minnetonka
    - b) Offers grants for work done to install rain gardens or native plants through the city
    - c) Rebates offered for smart water meters
    - d) Offers app to attach water utility to app to monitor water usage, can also alert for abnormal water-usage to proactively assist in finding leaks.
    - e) Sustainable Eden Prairie awards, which includes one for water conservation.
    - f) Information available on low-salt design for the city/municipal projects.
  3. Chanhassen – Sharon McCotter
    - a) Website was not easy to find specific information on
    - b) Offered rebates for 'WaterWise' products which was easy to read and follow
    - c) Water use and sprinkler restrictions were in place
    - d) Personnel turn over seems to be slowing programs down
    - e) Have a monthly meeting of an Environmental commission.
    - f) Offer an environmental academy, which offers 1 event a month to learn more about various topics, such as recycling.
  4. Bloomington – Marilyn Torkelson
    - a) Have a 15 min video on how to be Water Wise
    - b) Offered water conservation rebate programs
    - c) Had information on rain gardens, but no rebates.
    - d) Offered tips for water conservation at home
- B. See folder in CAC Google Drive: [Water Conservation and Protection](#);
1. Motion made by Andrew Aller, 2nd by Sharon McCotter, and passed to share "Water Conservation & Protection" folder on CAC Google Drive with managers.

#### **IV. Board Meeting Recap and Discussion by Marilyn Torkelson**

- A. **Highlights from the (monthly) managers meeting: recording on YouTube channel.**
1. Discussion on topics including regulatory reforms, CAC topics, 10-year plan updates
  2. Discussion regarding repair/maintenance fund, and development of grant funds
    - a) Some watershed districts hire people to support smaller projects
  3. Discussed stormwater management plan and approved 2 variances related to projects.
  4. Held yearly election of board officers:
    - a) President: Manager Dorothy Pederson
    - b) VP: Manager Bonnie Nelson
    - c) Recorder: Manager Jill Crafton
    - d) Treasurer: Manager Tom Duevel
  5. Storm water park at North Lotus Lake Park to be discussed at upcoming BOM workshop.
- B. **Response on CAC recommendations to the Board:** None
- C. **New Advisory Topics from the Board:** None
- D. **CAC members:** Please sign up to attend a Board meeting. March-December are OPEN

#### **V. Program and Project Updates**

- A. General (Liz):
1. Next CAC meeting to focus on 10-year plan. Looking for CAC feedback and suggestions for goals and strategies.
  2. Josh Maxwell will speak to CAC in March regarding prelim results of 2024 water-monitoring season

3. Register to attend free [Winter Salt Week](#) livestreams (Jan 27-30); MPCA is hosting a free 'smart salting community leaders' online workshop' on Jan 31, 11am-1pm
  4. New website launching week of Feb 10<sup>th</sup>. Main reason for switch was ADA accessibility and features not available on old platform. Pending final approval from BOM in Feb.
- B. E&O Updates (Eleanor)
1. Feb fest is February 1<sup>st</sup> 12-3pm. Located on Lake Ann in Chan. Ice fishing contest and lots of free activities. Would appreciate CAC members to volunteer or visit.

**VI. CAC Business: Process and Function – All items POSTPONED to February meeting**

1. Nominate/appoint chair, co-chair, and recorder for 2025 – POSTPONED
- B. Member reports – None
- C. Other discussion items
1. Google drive and motions spreadsheet. Need a CAC member to maintain ([CAC Google Drive](#)) of motions – POSTPONED
  2. Need for process to identify key discussion items – POSTPONED

**VII. Running list of PENDING priority motions/items of interest to share with BOM**

Date	Motion	Action Requested	Status	Notes
11/1/2022	Recommend revisiting definition of steep slopes due to impacts from climate change.	Direction by BOM; Staff time		

**VIII. Running list for potential future presentations**

- A. Importance of native plants; resilient landscaping
- B. Climate change & watershed impacts

**IX. Upcoming Events and Adjournment**

- A. District events
  - *Public event:* Feb 1, 12-3pm: RPBCWD booth @ Chanhassen Feb Fest on Lake Ann
  - *Non-public event:* Feb 27 (tentative), RPBCWD Summit for city/county partners
  - *Non-public event:* Mar 19 (tentative), Lake Association Summit (2 reps per association)
- B. Upcoming CAC Meetings: Feb 24, Mar 17, Apr 21
- C. Upcoming BOM regular meetings: Feb 5, Mar 5, Apr 2

**X. Adjournment**

- A. Meeting adjourned at 8:09 by quorum.