CAC Meeting
12/03/19
CAC Meeting Agenda

1. Update on WD activities [District Staff]
   a) 11-21-19 Administrator Report
   b) Other

2. 2020 CAC Meeting Schedule

3. MAWD Annual Meeting – CAC Panel Input [Committee]

4. East Metro Water Resources Education Program [Angie Hong]

5. 2020 Committee Goals and Initiatives [Committee]
   a) SMART goals initiatives worksheet

6. Election of new Chairperson [Committee]
Administrator’s Report

• **Admin Report Highlights**
  
  • **Alum Treatments** – Both the Shields Lake and Moody Lake alum treatments have been completed.
  
  • **Watercraft inspections** ended October 27th. The inspection goals for each lake were met.
  
  • **Carp removal** efforts have been completed on Shields Lake.
Dates to Remember

**Board Meetings**

- **Wednesday, November 6th**
  Special CLFLWD Board Meeting (Comprehensive Data Review, LSC1W1P)
  6:30pm – District Office

- **Thursday, November 21st**
  Regular CLFLWD Board Meeting
  6:30pm – City Hall

- **Thursday, December 12th**
  Special CLFLWD Board Meeting (Workload analysis)
  6:30pm – District Office
Listening Session Dates

- **Saturday, January 25th**
  9:00 a.m. – 10:30 a.m. | Forest Lake Community Room

- **Thursday, January 30th**
  6:30 p.m. - 8:00 p.m. | Scandia Community Center
CAC Meeting Agenda

1. Update on WD activities [District Staff]
   a) 11-21-19 Administrator Report
   b) Other

2. 2020 CAC Meeting Schedule

3. MAWD Annual Meeting – CAC Panel Input [Committee]

4. East Metro Water Resources Education Program [Angie Hong]

5. 2020 Committee Goals and Initiatives [Committee]
   a) SMART goals initiatives worksheet

6. Election of new Chairperson [Committee]
CAC Meeting Agenda

1. Update on WD activities [District Staff]
   a) 11-21-19 Administrator Report
   b) Other

2. 2020 CAC Meeting Schedule

3. MAWD Annual Meeting – CAC Panel Input [Committee]

4. East Metro Water Resources Education Program [Angie Hong]

5. 2020 Committee Goals and Initiatives [Committee]
   a) SMART goals initiatives worksheet

6. Election of new Chairperson [Committee]
Maintaining an active Citizen Advisory Committee
Curt Sparks - Comfort Lake-Forest Lake Watershed District CAC

• What is the CAC Role and work plan with your district?
  o MN Statute 103D.311:
    ▪ (4) consider issues pertinent to the functions and purposes of the watershed district;
    ▪ (5) review and comment on reports, minutes, activities, and proposed projects of the managers;
  o Roles and Responsibilities Document: Help elevate the CAC from idea generators to implementors

• What gets citizens to become involved with the CAC?
  o Vision: Shared Desire to achieve positive outcomes
  o 

• How does the District support the CAC?
  o Staff Liaison: Prepares meeting materials, runs meetings, draft minutes, researches committee topics and areas of interest, updates District Board of CAC activities, supports implementation of initiatives.
  o Budgeted Funds: $500 CAC Admin & $500 for initiative implementation
CAC Meeting Agenda

1. Update on WD activities [District Staff]
   a) 11-21-19 Administrator Report
   b) Other

2. 2020 CAC Meeting Schedule

3. MAWD Annual Meeting – CAC Panel Input [Committee]

4. East Metro Water Resources Education Program [Angie Hong]

5. 2020 Committee Goals and Initiatives [Committee]
   a) SMART goals initiatives worksheet

6. Election of new Chairperson [Committee]
CAC Meeting Agenda

Proposed EMWREP activities for 2020

1. Blue Thumb – Planting for Clean Water
   - Lawns to Legumes (pollinator habitat) – workshops and promotions
     - WCD demonstration neighborhoods in priority locations
     - BMP participant survey (previous surveys conducted in 2010 and 2015)

2. Master Water Stewards
   - Capstone project support for 2019-20 cohort
   - Exemplary in the volunteer support of 20 new master water stewards!

3. MS4 education support
   - Customize new MS4 Toolkit materials with logos and local contact info for EMWREP partners
   - Work with EMWREP partners to print and disseminate materials to the public
   - Utilize new videos to train municipal and county staff

4. Adopt a Drain
   - Identify priority neighborhoods. Work with volunteers (water stewards, CAC, lake associations) to door-knock homes closest to drains and promote adoptions

5. Public education – flooding
   - Work with EMWREP partners and others to develop education support materials for predicted spring flooding:
     - Map for city/county/watershed websites
     - Resource packet: newsletter article, short summary for websites and social media, 1-pg fact sheet
     - Consistent talking points, instructions, FAQs, and list of local resources

6. Professional training – Stormwater U and NEMO
   - Realtors: Work with Washington County, MN DNR and St. Croix River Association to continue offering workshops
   - Local community leaders: Support for rollout of Lower St. Croix “One Watershed, One Plan” (1W1P)

7. County groundwater education (*supported through additional funding)
   - Develop new fact sheets on the topics of Household hazardous waste disposal, well sealing, septic inspections, and wellhead area protection
   - Provide training on the above topics for WCD staff conducting site visits
   - Family programs at county libraries

8. Support for EMWREP partners’ special programs
   - Public engagement for plan updates
   - Education and outreach support for large projects (CIP and grant-funded)

9. Public education, communications, and public engagement
   - Continue to produce content for local newspapers, city/county/watershed newsletters, websites and social media
   - Continue to attend community events
   - Continue to partner with local non-profits and community groups
   - Continue to participate in Watershed Partners
CAC Meeting Agenda

1. **Update on WD activities** [District Staff]
   a) 11-21-19 Administrator Report
   b) Other

2. **2020 CAC Meeting Schedule**

3. **MAWD Annual Meeting – CAC Panel Input** [Committee]

4. **East Metro Water Resources Education Program** [Angie Hong]

5. **2020 Committee Goals and Initiatives** [Committee]
   a) SMART goals initiatives worksheet

6. **Election of new Chairperson** [Committee]
2020 Committee Goals and Initiatives

**SMART Goals:**
- **Specific** – clear and well defined
- **Measurable** – precise amounts, dates, etc.
- **Attainable** – it is possible to achieve
- **Relevant** – move in the direction that the group wants
- **Time Bound** – set a deadline

*Initiatives Worksheet is included in meeting packet*
CAC Meeting Agenda

1. **Update on WD activities** [District Staff]
   a) 11-21-19 Administrator Report
   b) Other

2. **2020 CAC Meeting Schedule**

3. **MAWD Annual Meeting – CAC Panel Input** [Committee]

4. **East Metro Water Resources Education Program** [Angie Hong]

5. **2020 Committee Goals and Initiatives** [Committee]
   a) SMART goals initiatives worksheet

6. **Election of new Chairperson** [Committee]