

**Minutes**  
**CA Watershed Advisory Committee**  
**April 6, 2010**  
**FINAL**

The regular meeting of the Watershed Advisory Committee (WAC) was called to order on Tuesday, April 6, 2010 at 7:05pm in the Board Room at Columbia Association Headquarters. In attendance were Members Robert Schweinfurth (Chair), Brian England (Vice Chair), Jeff Campbell (7:23pm), Mark Charles (7:43pm), Sylvia Huestis, Jane Dembner, Tom Frederick, and Debbie Cappuccitti. Also in attendance for Columbia Association was Sean Harbaugh (Staff Liaison) and Steve Sattler.

**Approval of Agenda**

Added under Other Business was an update on Tom Mateya. Dembner motioned and Cappuccitti seconded. Agenda was approved by a unanimous vote (6-0-0).

**Approval of March 2, 2010 Minutes**

Dembner motioned and Schweinfurth seconded. Minutes passed with no change by a unanimous vote of 6-0-0.

**Community Engagement Group**

A) Watershed Clean-up Report

Approximately 142 volunteers were in attendance compared to 178 last year. Biggest increase from any one Village was King's Contrivance who had 60 volunteers. 178 bags of trash were picked up.

B) Greenfest 2010

A majority of WAC members volunteered to assist with setup, booth duty, tours and delivering collateral material for the April 17<sup>th</sup> event

C) Other Activities

- 1) Rain Barrel Workshop – April 24 from 10am-12pm at the Other Barn in Oakland Mills
- 2) Tree Planting – April 10<sup>th</sup> from 9am-12pm at the Dorsey Hall Pool

Other activities were discussed and include:

- a) May 8 – Bike About
- b) May 22 – Looking for Invasives to be organized by Tom Frederick (Tentative)
- c) June 5 – Outfall Tour hosted by England (Tentative). Probably move this to the fall and coordinate so that CA Board members can attend. More definitive dates will be presented at the May WAC meeting.
- d) Fred Tutman Bus Tour – Fall (Tentative). Coordinate with the CA Board so they can attend.

D) Website Content

- WAC members discussed how to streamline the article review process and to ensure adequate peer review. There was consensus that CA's future Watershed Manager should take the lead in managing the peer review process.
- It was stated two new articles were in the works and WAC members should submit comments no later than April 11.

- Consensus of the WAC was that the Healthy Lawns and Our Waterways article should be revised and Debbie Cappuccitti volunteered to do the revision by April 11<sup>th</sup>.
- Sattler reported there were 381 web page views on the Watershed web site last week

E) Messaging Plan Update

Sattler reviewed the PR Plan for recruitment of community wide watershed volunteers, and advised WAC that all communication tactics had been deployed on schedule.

F) Future WAC Activities

This agenda item was under C) above

G) Engaging Community Volunteers

Huestis reported seven (7) volunteers had submitted their names for participation in events. It was noted these volunteers did not want to organize, just participate. WAC members discussed the need to schedule events in advance. Several ideas were mentioned such as storm drain stenciling and cleanups

### Village Board Communications

The following was reported by WAC members:

- Schweinfurth – March 16 Update to Owen Brown on the WAC Community Engagement Plan
- England – Hickory Ridge agreed to put information in their newsletter
- Cappuccitti – Wilde Lake BOD was given an overview of WAC and also discussed future Watershed Manager position
- Campbell – Long Reach included mention of the Jackson Pond Frog event in their newsletter
- Frederick – Town Center printed watershed information in their newsletter

### Watershed Manager/Coordinator Position

Harbaugh reported the posting for this position would be open through April 14, and that many sites were being used for the posting. A suggestion was made to include the posting on the Association of Watershed Managers web site. WAC members were encouraged to help spread the word.

### Process for Removal of Watershed Advisory Committee Member

Sattler presented a draft of the process to WAC members. Brief discussion took place along with agreement to table further discussion until the next WAC meeting.

### Other Business

Schweinfurth reported he had a discussion with Tom Mateya who indicated he would resign from WAC due to increased business commitments. WAC members requested Schweinfurth confirm resignation via email, and include Harbaugh and Sattler in the communication for inclusion in CA records.

### Future Agenda Items

- Process for Removal of Watershed Advisory Committee Member
- Community Engagement Group
- Events – Updates of events which took place and future events
- Watershed Manager Position
- Village Board Updates

**Meeting Adjourned** – 8:55pm - Schweinfurth motioned and England seconded – Passed by a unanimous vote of 8-0-0

## Action Items

Action – WAC comments on next articles for the web is due April 11

Action – England to have more definitive dates for outfall tour by May meeting