

## 2008 Performance Review

### Level II (Pilot): Summary of Full Report

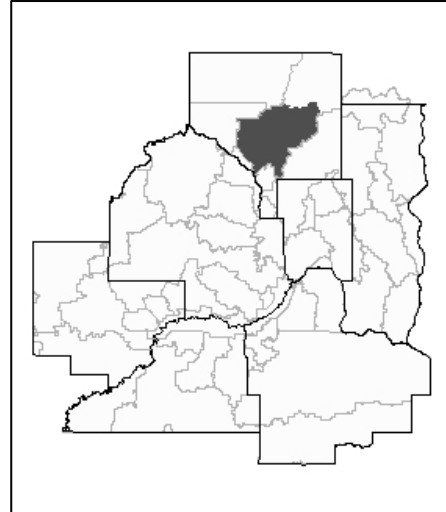
**LGU: Coon Creek Watershed District**

***Anoka County***

#### **Summary of Conclusions:**

The Coon Creek Watershed District (CCWD) is making good progress on the implementation of their comprehensive watershed management plan. The organization is efficient in its administrative, planning, execution and communication-coordination functions. The district's annual reports and work plans provide good documentation of progress and the trends, issues and needs facing the district.

The CCWD meets all of BWSR's high performance and most of the basic performance standards for metro area watershed districts. In addition, the managers and staff regularly assess their performance against a series of organizational function standards they have developed for themselves.



#### **Recommendations:**

1. Tie annual report accomplishments to Comprehensive Plan objectives.
2. Consult BWSR staff to address Performance Indicators.
3. Report on actions taken in response to Trend and Need Analysis.

#### **Summary of LGU Response:**

*Recommendation 1 Response:* The District has formatted its annual progress by Comprehensive Plan goal and objective for all years except 2007. In 2007 the report was reformatted to emphasize program delivery. The CCWD will return to, and ensure that its annual reports contain a clear presentation of annual accomplishments in implementing its Comprehensive Plan

*Recommendation 2 Response:* The CCWD will

1. Submit its annual report by 120 days of the end of the year as required by MR 8410.0150
2. Request proposals for professional consulting services in 2009. The District believes that the biannual search for professional services is expensive and not constructive for District operations and suggests that a five year interval may be more appropriate.

3. Upon discussion with BWSR staff and the broader guidance of what constitutes a “stakeholder survey” provided, the District believes that we have, in fact, met this requirement with more frequency than the 5 year requirement cited in the performance standards.

*Recommendation 3 Response:* None

*Additional Comments from the CCWD:* There are several “critical inputs” that the Coon Creek Watershed District assesses annually that we feel are essential and may assist BWSR in this important work:

- a. Administration/Personnel
  - i. Ability to respond to changing conditions
  - ii. Adaptive organizational structure
  - iii. Level of staff
  - iv. Knowledge/Training in job assignments
  - v. Do Board members deal with issues openly?
  - vi. Does the Board function as a team?
  - vii. Do Board attitudes and actions reflect a sense of public service vs personal interest
  - viii. Does the Board give adequate consideration to staff recommendations
- b. Finances
  - i. Does the District adopt a budget by 9/15?
  - ii. Does the Board of Managers understand the District’s Resources?
  - iii. Does the budget fund programs and activities that pursue District goals and objectives?
  - iv. Is there encouragement of broad participation in the budget process?
  - v. Does the Board consider the budget “their budget” versus “staffs” or the “consultants budget”?
- c. Procedures, Equipment and Technology
  - i. Does the District have a Policy & Procedure Manual?
- d. Public and Governmental Relations
  - i. Is the relationship between the District and the public and other units of government honest and open?
  - ii. Is there mutual respect between the District and other units of government.