

PUBLIC ENGAGEMENT PLAN

Coon Creek Watershed District

Comprehensive Watershed Management Plan

2023 - 2033

LEGISLATIVE & OTHER GUIDANCE

MS 103B.231 Sud 4 (e)

MR 8410.0045 Subpart 3, 4, 5 & 7

MR 8410.0080

Required & Implied Tasks

From MR 8410.0045

1. Notification & Requests for Input

Before development of a plan or ten-year plan amendment, an organization must send notification to

a. Plan Review Agencies:

Requesting

- i. Request the management expectation for the plan review agency's priority issues,
- ii. Summaries of relevant water management goals, and
- iii. Water resource information.

b. Local Units of Government

each county, city, township, and soil and water conservation district wholly or partially within the organization,

Requesting:

- i. Input that includes local water-related issues,
- ii. Water management goals,
- iii. Official controls, and programs.

c. Stakeholders

any entity that requests to be placed on the organization's mailing list.

2. Initial Planning Meeting

must hold an initial planning meeting presided over by the Board of Managers body

- a. Purpose: To receive, review, and discuss input.
- b. Notification must be made to
 - a. Plan review authorities
 - b. Known stakeholders
 - c. Affected counties and cities
 - d. Minnesota Department of Transportation.
 - e. The plan must document the public input.

3. Document Public and Agency Input (MR 8410.0045 Subp. 7)

Identify priority issues after assessing:

- a) available information including input received from public agencies under this part and data and trend analyses under part 8410.0060.

4. Summary

- a. the assessment process for evaluating issues received, and
- b. goals received from the plan review authorities must be included in the plan or ten-year plan amendment.
- c. The success of implementing the previous plan, if any, must be summarized and considered in identifying priority issues.

Central Issues

From MR 8410.0080

1. Water Quantity:

- a. Volume, peak rate, base flow, and imperviousness
- b. recognize current trend direction
- c. the fundamental relationship between water quantity and land use.

2. Water Quality

- a. Priority issues considering the uses of the water resource
- b. Current water quality trend direction
- c. Fundamental relationship between water quality and land use.

3. Public Drainage System

- a. The District's relationship to the drainage authority
- b. The advantages to managing the drainage systems under the Metropolitan Water Management Act or through transferring the drainage authority according to Minnesota Statutes, section 103E.812, and may
- c. Determine whether drainage maintenance activities have the potential of adversely impacting any goal of the District.

4. Groundwater

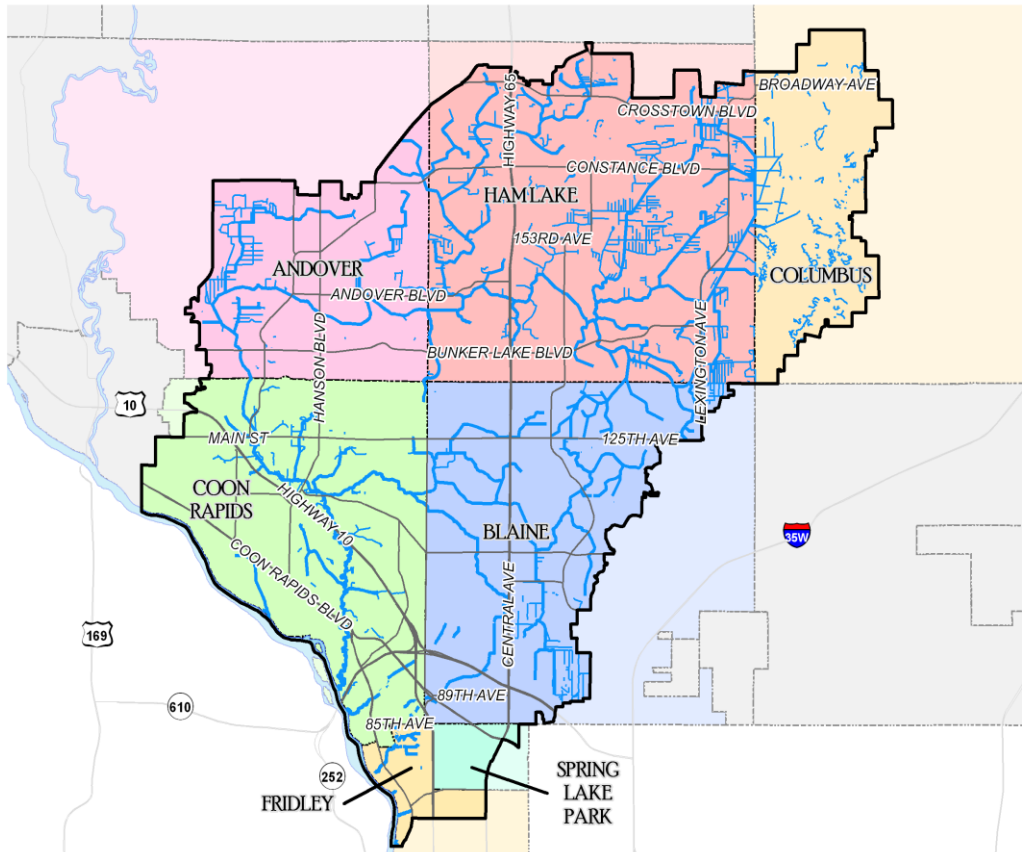
- a. Groundwater-surface water interactions
- b. Groundwater issues identified within the area of the organization in the Twin Cities Metropolitan Area Master Water Supply Plan, or the Metropolitan Council's subsequent equivalent, and source water protection plans.

5. Wetlands

- a. The fundamental relationship between wetland management and land use.

SITUATION

Area of Interest & Operation



1. Problem Framing
2. Course of Action Development
3. Identification & Testing of Alternatives
4. Plan Development, Review & Adoption
5. Transition to Implementation

STAKEHOLDERS

State Review Agencies

Agency	Reviewer	Email	Phone
a. Board of Water & Soil Resources	Michelle Jordan	Michelle.Jordan@state.mn.us	651.308.6724
b. Department of Agriculture	Jeffrey Berg	Jeffrey.Berg@state.mn.us	651.201.6338
c. Department of Health	John Freitag	John.Freitag@state.mn.us	651.201.4669
d. Department of Natural Resources	Megan Moore	Megan.Moore@state.mn.us	651.299.4024
e. Department of Transportation	Jason Swenson, PE	Jason.Swenson@state.mn.us	651.234.7539
f. Metropolitan Council	Judy Sventek, PG	Judy.Sventek@metc.state.mn.us	651.602.1156
g. Minnesota Pollution Control Agency	Jeff Risberg	Jeff.Risberg@state.mn.us	651.757.2670

Cities

City	Contact	Email	Phone
Andover	Dave Berkowitz	D.Berkowitz@andovermn.gov	(763) 767-5133
Blaine	Megan Hedstrom	MHedstrom@BlaineMN.gov	(763) 785-6194
	Dan Schluender	DSchluender@BlaineMN.gov	(763) 785-6158
Columbus	Elizabeth Mursko	cityadministrator@ci.columbus.mn.us	(651) 464-3120
	Larry Bohrer	larry.bohrer@tkda.com	(651) 292-4590
Coon Rapids	Tim Himmer	THimmer@coonrapidsmn.gov	(763) 767-6494
	Mark Hansen	MHansen@coonrapidsmn.gov	(763) 767-6465
Fridley	Jim Kosluchar	koslucharj@ci.fridley.mn.us	(763) 572-3550
Ham Lake	Tom Collins	TCollins@RFCEngineering.com	(763) 862-8000
	Dave Krugler	dkrugler@rfcengineering.com	(763) 862-8000
Spring Lake Park	Dan Buchholtz	dbuchholtz@slpmn.org	(763) 784-6491

Interagency, Intergovernmental, and Nongovernmental

Organization	Contact	Email	Phone
Crooked Lake Area Association	Gary Nereson	gnereson@comcast.net	(763) 422-0682
Ham Lake Association	Paulette Berndt	pberndt@gmail.com	(612) 251-7030
Technical Evaluation Panel	Becky Wozney	becky.wozney@anokaswcd.org	(763) 434-2030

Public & Citizens

Affiliation	Contact	Email	Phone
CAC-Fridley	Donna Bahls	dmbstring@comcast.net	(612) 723-1039
CAC-Technical Member	Jim Beardsley	j.beardsley@aplusoutdoor.com	(763) 286-7192
CAC-Spring Lake Park City Council	Barbara Goodboe-Bisschoff	bbisschoff@comcast.net	(763) 784-4077
CAC-Coon Rapids	Roger Johnson	rogvicki@msn.com	(763) 755-4664
CAC-Ham Lake	Paddy Jones	paddyj@mninter.net	(763) 234-3756
CAC-Crooked Lake Area Assoc	Bill Kurdziel	bill.kurdziel@gmail.com	(763) 427-9795
CAC-Coon Rapids	Erin Lind	erin.beth.larson@gmail.com	(612) 418-3570
CAC-Anoka Conservation District	Jim Lindahl	lindahlj@epaconsultants.com	(763) 286-3493
CAC-Anoka County	Joe MacPherson	Joe.MacPherson@co.anoka.mn.us	(763) 862-4213
CAC-Andover	Gary Nereson	gnereson@comcast.net	(612) 961-0358

GOAL

To ensure that the problems, issues, and concerns addressed by the comprehensive plan are practical, feasible and sustainable by making citizens and other stakeholders aware of the various interests and points of view surrounding water resource management within the Coon Creek Watershed District.

EXECUTION

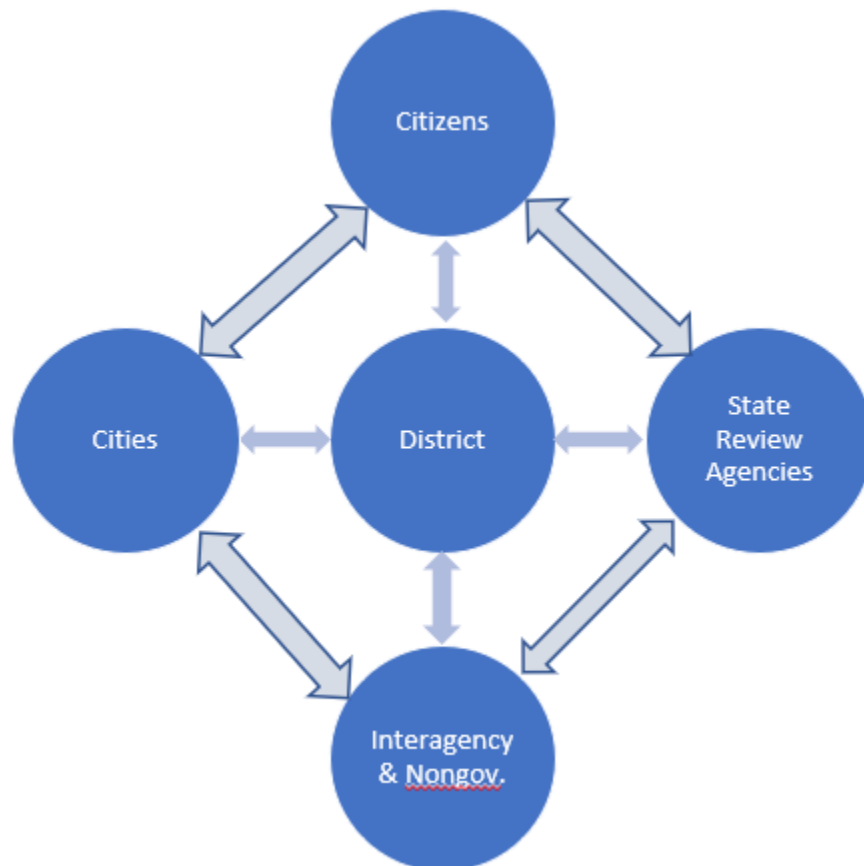
Initial Intent

To address the concerns of the public and collaborating organizations and to look to them for advice, innovation, and collaboration the District will

- Work directly with the public and government stakeholders to ensure problems, issues, concerns and aspirations are consistently understood and considered
- Partner with all those involved in each aspect of the planning process including identifying priority issues, development of alternatives and the identification of a preferred solution.

In the end, we hope for common understanding of the problems and a commitment to unified and collaborative action in addressing those issues.

Concept of Operations



Proposed Timing

Phase	Time by Quarter & Year								
	Q2/2022	Q3/2022	Q4/2022	Q1/2023	Q2/2023	Q3/2023	Q4/2023	Q1/2024	Q2/2024
Problem Framing									
Develop COA									
Alternatives									
Develop & Review Plan									
Adoption & Transition									

Execution

Implementation relies heavily on the existing schedule of Citizen and Technical Advisory Committee meetings (Once per month – note: CAC does not meet in December).

These meetings will be supplemented by individual contacts with other individual meetings with stakeholders and critical interested parties on specific topics.

Engagement & involvement will be conducted with the goal of achieving Substantial Effective Agreement on a Course of Action (SEACA). Under SEACA the goal is to pursue consensus but is not contingent on consensus and therefore the process cannot be held hostage.

Phase 1 :

Objective: Understanding the operating environment & the nature of the set of water resource problems, issues, and concerns

Key Inputs:

- Legislative & Agency guidance & intent
- Current approved mission statement & goals
- Review of 2013 – 2023 Comprehensive Watershed Management Plan
- Situational information
- Staff and local water managers experience, council & budget priorities,

Action Steps

1. Issue NOI & Receive and process comments on problems, issues and concerns
2. Develop, promote, and analyze paired comparison surveys for
 - a) Priority water resource problems
 - b) Relative priorities of beneficial uses

- c) Geologic hazards such as floodplain and steep slopes
 - d) Ground Water
 - e) Public drainage
 - f) Water Quality
 - g) Water quantity
 - h) Wetlands
 - i) Wildlife
3. Conduct focus group sessions on
 - a) Priority issues & concerns
 - b) Key trends influencing water resource mgt in the District & state
 - c) Definition & outcomes of education & involvement
 4. Draft statement of Joint Operating Environment (JOE) and priority Problems, Issues, and Concerns (PICs) for 60 day review
 - a) Public
 - b) State Review Agencies
 - c) Cities & local government collaborators
 - d) Advisory committees
 5. Conduct initial planning meeting
 - a) To receive, review and discuss JOE & PICs document
 6. Workgroup meetings on priority issues & concerns problem framing and draft goals, intent, concept of operations and courses of action for
 - a) TAC
 - b) CAC
 - c) Focus Groups: potential members from: Builders/Developers or Engineers, Communications specialists, NGOs such as Rotary, 4H, health-related orgs, Seniors, HOA property managers/Board members.

Key Results of Phase 1

- Graphic and narrative describing current and desired state of the physical, social and management factors
- Consensus on a broad operational approach
- Initial estimates of costs
- Initial estimates of staff, roles and goals, expectations, and costs
- Consensus on mission statement
- Consensus on management intent
- Consensus on guidance for developing Courses of Action (COAs)

Phase 2:

Objective: Develop one or more options for accomplishing the legislative mandates, resolving the priority PICs in accordance with the Federal, State and Local operational approaches.

Key Inputs

- Results from phase 1
 - Staff, collaborator and consultant knowledge skills and abilities
 - Current operational approach and needed adjustment
 - Draft revised mission statement
 - Draft management intent
 - Agreed to guidance for developing Courses of Action (COAs)
1. Review and discuss management needs & current operational framework (structure & function of programs & activities)
 - a) TAC
 - b) CAC
 2. Review and discuss money & staffing capabilities
 - a) TAC
 - b) BWSR
 - c) MPCA
 - d) EPA
 - e) CAC
 3. Pursue consensus on Critical functions & needs to achieve mission: Roles and goals; Priority targets; Sequencing & phasing of studies, tasks and projects
 - a) TAC
 - b) CAC
 - c) Focus Group
 4. Conduct rough cut scenario: review & evaluation (feasible, acceptable, suitable, identifiable, complete)
 - a) TAC
 - b) CAC
 5. Discussion & refinement of preferred COA
 - a) TAC
 - b) CAC
 - c) Focus Group

Key Results of Phase 2

- Update of Joint Operating Environment
- COA graphic/map and narrative
- Identify and refine operational and information needs
- Sketch roles and goals coordination & synchronization matrix
- Refine cost estimates
- Refine staff estimates
- Model simulate COA options
- Update Planning document

Phase 3:

Develop and Draft Comprehensive Watershed Management Plan translating preferred courses of action into oral, written, and graphic direction sufficient to guide program and local water planning, execution, and initiatives.

Key Inputs

- Preferred Courses of Action
 - Rough draft planning document
1. Refine concept of operation
 - a) TAC
 - b) CAC
 - c) Focus Group
 2. Prepare rough draft
 - a) TAC
 - b) CAC
 3. Submit for agency review
 - a) Board of Water & Soil Resources
 - b) Department of Agriculture
 - c) Department of Health
 - d) Department of Natural Resources
 - e) Department of Transportation
 - f) Metropolitan Council
 - g) Minnesota Pollution Control Agency
 4. Receive comments and reconcile plan
 - a) TAC
 - b) CAC
 5. Approve the plan

Key Results of Phase 3

- Approved Comprehensive Watershed Management Plan
- Plan programming & budgeting support tools

Phase 4: Transition:**Key Inputs**

- Approved plan
- Planning, programming & budgeting tools
- Annual monitoring, inspection, and survey results

1. Transition briefs
 - a) TAC
 - b) CAC
 - c) Focus Group

2. Transition meeting (annual priorities, budget calendars, etc)
 - a) TAC
 - b) CAC
 - c) Focus Group

3. Semiannual Plan Implementation Coordination Meetings
 - a) TAC
 - b) Communications focus group

Key Results of Phase 4

- Program Coordinators & Collaborating Managers ready to plan, budget and implement actions consistent with Comprehensive Plan
- Ongoing review of management situation and adjustment and development to plans, budgets and planning annexes, branches and sequels

Phase 5: Operation

Key Inputs:

- Comprehensive Plan, CIP & Current Budget
 - Targeting guidance
 - Previous successes & Progress
 - Monthly Running Estimates/Situation Brief
 - Updated running estimates
 - Updated situation template
 - Significant activities
 - Updated public engagement activities
 - Recommended adjustments to objectives and activities
 - Quarterly Plan synchronization meeting
 - Annual Report
 - Annual Budget & Program Plan
1. Monthly Running Estimates/Situation Brief
 - a) CAC
 - b) TAC
 - c) CCWD Board

 2. Quarterly Plan synchronization meeting
 - a) TAC
 - b) CAC

3. Annual Report
 - a) CAC
 - b) TAC
 - c) BWSR
 - d) - CCWD Board

4. Annual Budget & Program Plan
 - a) CAC
 - b) TAC
 - c) CCWD Board

Key Results Phase 5

- Changes/adaptations/clarification & coordination of plan
- Development/adjustments/updates to high-payoff target list
- Approved CIP guidance
- Approved target selection standards for CIP & O&M, Public Affairs/Engagement
- Approved targeting guidance
- Develop/Refine/Approve target nominations
- Develop/Refine/Approve changes to CIP, Regulations & Plan, Public Affairs Plan

Tasks to District Programs

Planning

1. Develop Rank ordering and paired comparison survey of
 - i) water resource issues and concerns
 - ii) Priority importance of beneficial uses
2. Develop statement of Joint Operating Environment and Priority Issues and Concerns
3. Develop document of Alternative Courses of Action
4. Draft Comprehensive Plan Document
5. Draft Comments & Responses to Draft Comprehensive Plan and Plan Refinements
6. Draft Order of Plan Adoption and Guidance for Local Water Plans

Public & Governmental Affairs

7. Determine distribution of surveys
8. Administer survey to
 - a) TAC members
 - b) CAC members
 - c) General Public

9. Analyze and prepare a summary of survey results and submit to planning

Coordinating Instructions

1. Planning and Public Affairs: Initial scope and approach of survey will be developed by planning refined and administered by Public & Governmental Affairs

ADMINISTRATION, SUSTAINMENT & UPDATES

Funding

Funding is provided by the general fund. The most significant cost is staff time incurred by the programs involved.

Supplies

Materials and supplies will be provided through available and budgeted stores

Personnel

Positions	Engagement Functions	Expected Time Commitment (Hrs)
Planner/Admin	Lead	32 Hrs
Planner	Support	16 Hrs
Outreach Specialist	Support/Lead with CAC	33 Hrs
Public & Gov Affairs Coordinator	Oversight & Clarification QAQC	44 Hrs
Total	4 Positions	125 Hrs

RESPONSIBILITY & COMMUNICATION

Project Lead: Tim Kelly, District Administrator, 763-755-0975

Project Second: Dawn Doering, Public and Governmental Affairs Coordinator, 763-755-0975

File Location: P:\Plan, Prog, Budget\Comprehensive Planning\2024 - 29 Comprehensive Plan/Scoping comments/Public Engagement Plan

Reports:

1. Concept plan
2. Surveys
3. Survey Report
4. Joint Operating Environment & Priority Issues and Concerns including Summary of
 - the assessment process for evaluating issues received,
 - goals received from the plan review authorities, to be included in the plan update
 - The success of implementing the previous plan, if any, must be summarized and considered in identifying priority issues.
5. Alternative Courses of Action
6. Draft Comprehensive Plan & Critical Annexes
7. Comments & Responses on the Draft Comprehensive Plan
8. Comprehensive Plan Refinements
9. Order of Adoption & Local Water Planning Guidance

