

## **BOARD MEETING AGENDA**

**Board Room**  
**Coon Creek Watershed District Offices**  
**Monday, December 11, 2023**  
**5:30 p.m.**

### **Board of Managers:**

Jim Hafner, President; Erin Lind, Vice President; Mary Campbell, Treasurer; Dwight McCullough, Member at Large; Jason Lund

**Note:** Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

- 1. Call to Order**
- 2. Approval of the Agenda** (*Additions/Corrections/Deletions*)
- 3. Announcements**
- 4. Open Mic/Public Comment**

*Members of the public at this time may address the Board, for up to three minutes, on a matter not on the Agenda. Individuals wishing to be heard must sign in with their name and address at the door. Additional comments may be accepted in writing. Board action or discussion should **not** be expected during the presentation of public comment/open mic. Board members may direct staff to research the matter further or take the matter under advisement for consideration at a future Board meeting.*

### **CONSENT ITEMS**

*The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of a Board member, staff member or a member of the audience.*

- 5. Approval of Minutes of November 27, 2023**
- 6. Administrator's Report**
- 7. Advisory Committee Report**
- 8. Approve Bills for Payment**

### **POLICY ITEMS**

- 9. Approval of 2024 Property Tax Levies**
- 10. Approve Release of Draft 2024-2033 Comprehensive Plan for Public Review**
- 11. 2024 CAC Appointments**
- 12. Elect Board Secretary**

### **PERMIT ITEMS**

None

### **DISCUSSION ITEMS**

- 13. 2022 Audit**

### **INFORMATIONAL ITEMS**

- 14. Additions to the Federal Impaired Waters List**

**ADJOURN**

**COON CREEK WATERSHED DISTRICT  
BOARD OF MANAGERS' MEETING**

The Board of Managers of the Coon Creek Watershed District held their regular meeting on, Monday, November 27, 2023, at the Coon Creek Watershed District Office.

**1. Call to Order**

The meeting was called to order at 5:30 PM  
 Board Members Present: Erin Lind, Mary Campbell, Dwight McCullough, James Hafner, and Jason Lund  
 Staff Present: Bobbie Law, Tim Kelly, Jessica Lindemyer, and Michelle Ulrich  
 Staff Present via Zoom: Erin Edison, Erik Bye

**2. Swear in New Manager**

District Attorney, Michelle Ulrich, swore in new Manager Jason Lund.

**3. Approval of the Agenda:**

Board Member Lund moved to Approve the Agenda. Seconded by Board Member Campbell. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

**4. Announcements**

No announcements.

**5. Open Mic/Public Comment**

No one present for comment.

**CONSENT ITEMS:**

**6. Approval of Minutes of November 13, 2023**

**7. Approval of Bills:**

Claims totaling \$74,853.27 on the following disbursement list will be issued and released upon Board approval.

November 27, 2023		
To	Amount	
Abdo LLP	3,500.00	
Centerpoint Energy	157.60	
City of Coon Rapids	3,650.00	<b>Escrow Return</b>
City of Fridley	9,877.90	
Classic Construction Inc	468.72	<b>Escrow Return</b>
Drain King	550.00	
Larson Engineering of MN	2,165.00	<b>Escrow Return</b>
RMB Environmental Labs	1,197.00	
Schalo Construction Inc	1,542.58	<b>Escrow Return</b>
Mark Smith	3,900.00	<b>Escrow Return</b>
Stantec	40,290.71	
Tyler Thompson	370.00	
Randy Wesp	4,250.00	
Xcel Energy	90.01	
YTS Companies	2,843.75	
	<b>74,853.27</b>	<b>0.00</b>

Board Member Lund moved to Approve the Consent Agenda Items seconded by Board Member Campbell. The motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

### **POLICY ITEMS**

None

### **PERMIT ITEMS**

None

### **DISCUSSION ITEMS**

#### **8. Comprehensive Watershed Management Plan Summary**

Administrator Mr. Kelly gave a summary presentation on the District's draft 2023 to 2033 Comprehensive Watershed Management Plan. He highlighted that the area's water resources are at an inflection point; the next 10-years will be a decisive period relative to groundwater, water quality, localized disasters, and contested norms. During his presentation Mr. Kelly covered the current water management situation, the operating environment, priority problems & opportunities, implications, Multi-Domain Management, and joint tasks.

#### **9. Citizen Advisory Committee**

Mr. Kelly presented an overview of the District's requirement to have a Citizen Advisory Committee (CAC) and a Technical Advisory Committee (TAC). He outlined the required membership and their role in advising the Board. He noted that two current CAC members have notified the District that they are not seeking reappointment to the committee for 2024. Mr. Kelly highlighted the one new CAC applicant the District received.

Ms. Lindemyer clarified that there was also another topic for the Board to consider; the CAC policy application deadlines currently set. She noted that members can only be appointed in December or January of each year.

The Board discussed the current policy cap of 9 total members for the CAC group. Board Member Lind requested that the staff consider reaching out to previous members to see if they have an interest in applying. She requested the Board consider increasing the number of members that can be on the CAC. She also requested that the applications to join the committee be reviewed on a rolling basis rather than only accepting applicants once a year.

The Board discussed recruitment efforts for the committee.

Board Member McCullough gave an overview of his experience serving as a Board liaison to the CAC.

This topic will be discussed and added to the January 2024 Board meeting agenda as an action item, including the current outstanding CAC member application.

**INFORMATIONAL ITEMS**

**10. Open Meeting Law Advisory Opinion 23-005**

Mr. Kelly followed up on the open meeting law issues coming forward as demonstrated in the recent Department of Administration Advisory Opinion.

**ADJOURN**

Board Member McCullough moved to adjourn at 6:43 p.m. seconded by Board Member Lund. Motion carried with 5 yeas (Board Members Lind, Campbell, McCullough, Hafner, and Lund) and no nays.

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President

**COON CREEK WATERSHED DISTRICT  
Request for Board Action**

**MEETING DATE:** December 11, 2023  
**AGENDA NUMBER:** 6  
**ITEM:** Administrator’s Situation Report

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**AGENDA:** Consent

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**REQUESTED ACTION:**  
Receive report.

**ADMINISTRATOR’S EVALUATION**

**Upcoming Board Considerations**

- Designation of Depository
- Designation of Fund Equity
- Designation of 2024 Mileage Rates
- Board Waiver of Tort Liability
- Designation of Official Paper

**District Capacity and Capability**

The District possesses the required resources and is trained to undertake most of its legislative mission for which it is organized or designed.

The District can accomplish most required tasks to standard under most conditions.

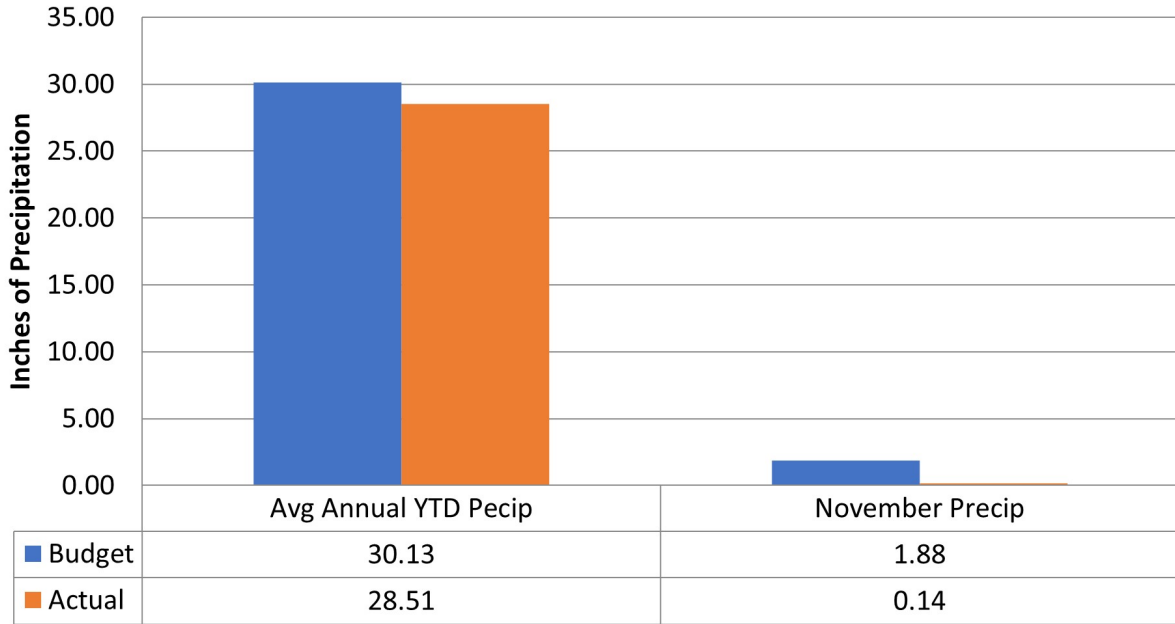
**MANAGEMENT SITUATION**

The District averaged 0.14 inches of precipitation in the month of November. That leaves the District 1.74 inches, or 93% below average for the month and 1.62 inches, or 5% below average for the year.

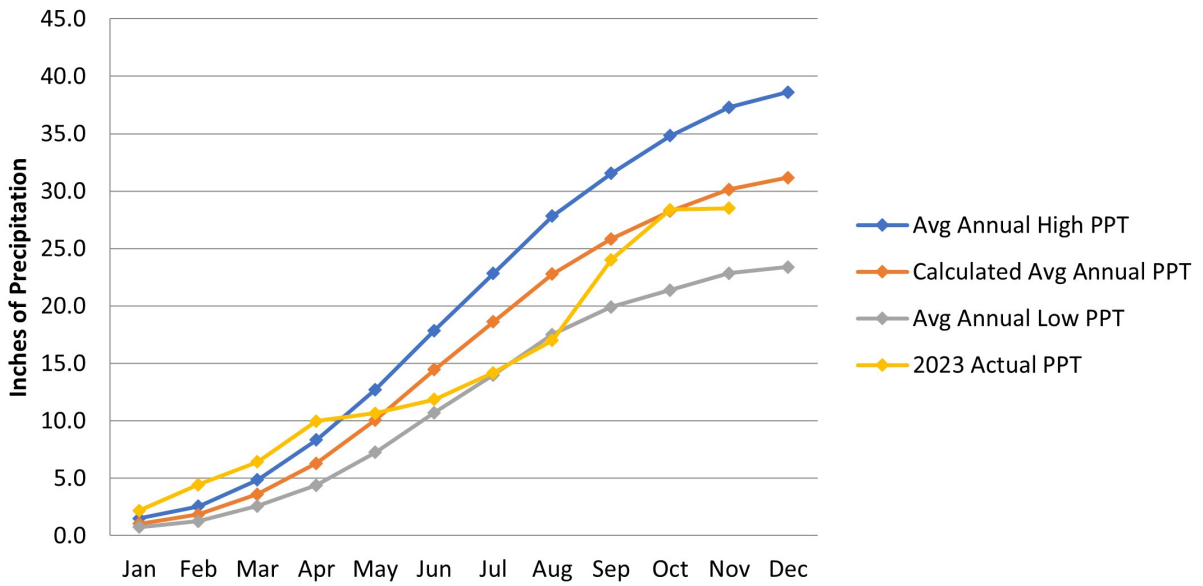
According to the latest US Drought Monitor release (November 30th), the District has been Abnormally Dry for the last seven weeks. Water levels/discharge in streams and ditches throughout the District are on the low end of normal. In general, storage capacity throughout the District is favorable moving in to winter.

The National Weather Service is currently predicting no precipitation over the next seven days.

## 2023 Water Watch



## 2023 Year-To-Date Precipitation



## **Non-Routine Projects**

### **Anoka County Transition:**

Accounting: Transfer of accounting data from Anoka county continues and is on schedule for 1/1/2024.

Payroll: Transfer and assumption of payroll services is delayed until December 2024 due to the close connection of payroll and benefits.

Benefits: Assessment of benefit has been delayed pending resolution of the payroll and payroll tax issues.

### **Audit:**

- 2022 Audit: Exit interview occurred Wednesday 12/6

### **Boundary Amendment**

- The public notice period is complete. No comments or request for hearing were filed with the BWSR. Next Step: BWSR's Executive Director may decide on the petition without holding a public hearing within 30 days after the last publication of the notice of filing. BWSR has notified us they will decide on before December 8th.

### **Comp Plan Extension:**

- Comp Plan extension was approved by BWSR Administration on 10/30/23. Letter is posted in Information on the agenda.

### **Legislature:** Committees have started to meet. Expect to see legislation on:

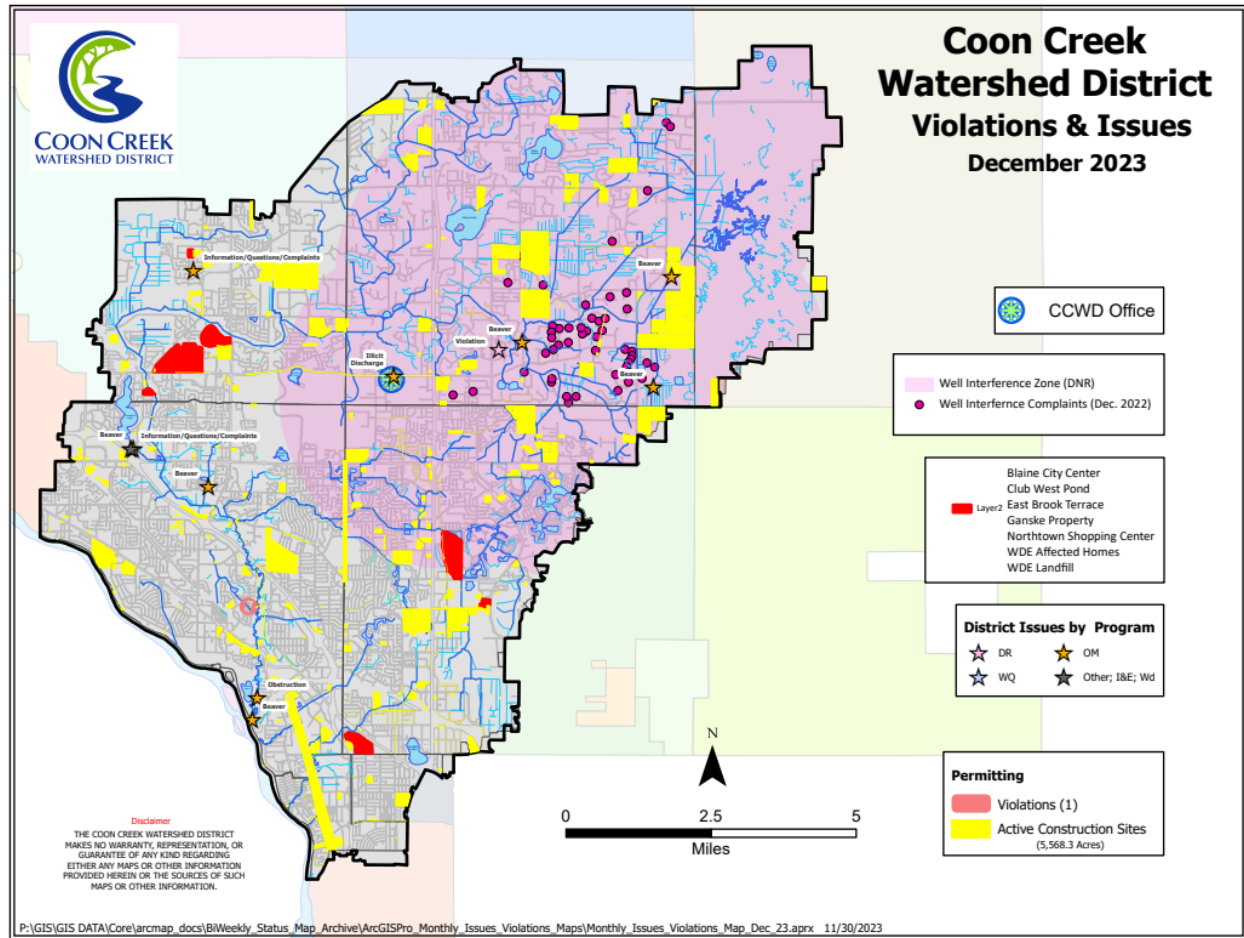
- Watershed District Act (MS 103D): Housekeeping and some procedural that do not apply within the Metro Area.
- Drainage Law (MS 103E): Concerning early notice, obligation to respond and adhere to comments.

### **Rule Making:**

- MPCA: Lake Water Quality standards – Considering the application of Tiered Aquatic Life Use (TALU) standards
- PFAS Products Fee and Reporting:

**TH 65:** Project has been turned over to MnDOT.

# Problems, Issues and Concerns

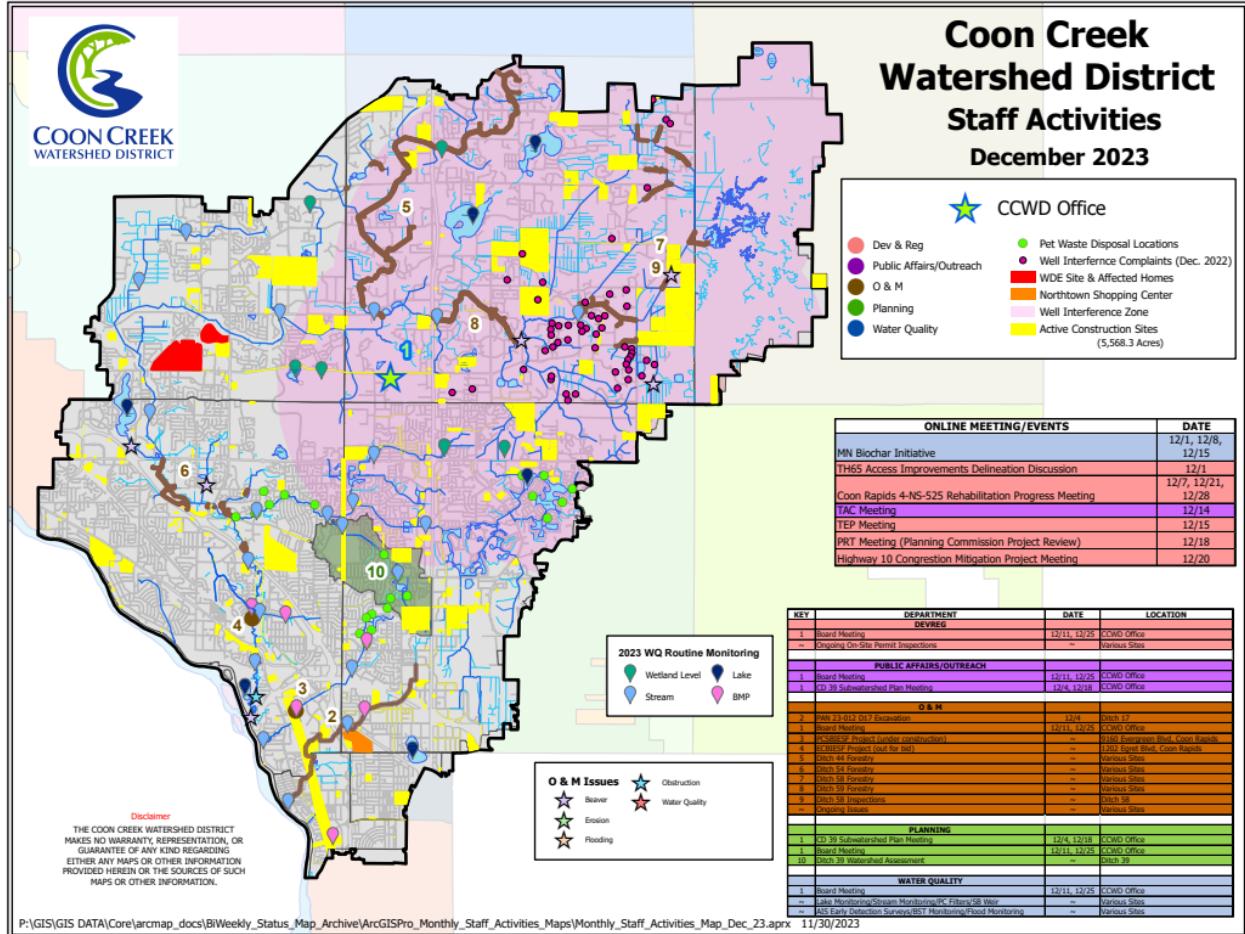


## EXECUTION

### December Priorities

O&M	Planning	PGA	WQ	Development
Coon Rapids Dam Regional Park	Prepare Comp Plan for submittal	Comprehensive Plan production	Pleasure Creek Sediment Source Study	MS4 Front SAGE integration
2023 Routine Forestry	Briefing pwrpt for city planning groups	Website update	Microbial Source Tracking II: Reporting	TH 65 MnDOT projects & coordination
Ditch 20 Routine Inspection	CD39 meeting #3 - drafting approach for goals & obj	Audience analysis survey planning	Winter Chloride Monitoring	Smith Brothers project coordination & closeout





# MANAGEMENT DISPOSITION

## Financial Position:

November started with an operational fund balance of approximately \$911,836.33. 1.2% of those funds are restricted, leaving a working fund balance of \$871,086.33. Change in net cash position was -\$60,309.42. The balance of the escrow trust fund is \$2,028,046.12 Ten months into the fiscal year, the budget variance is -\$162,509 (23%) less than planned.

## Equipment and Facilities:

All equipment is in good working condition.

The facility is having some of the budgeted improvements made before the end of the budget year:

- Replacement of bathroom flooring

## **Staffing:**

- Health: Overall health of staff is good. One member out on extended medical leave.
- Staff Availability: Over the month of December the District staffing we will be at 78%
  - One staff member is out through approximately January 31, 2024 for medical leave.
- Vacancies/New Hires
  - No vacancies
  - All positions are filled, and new employees are engaged in position based training

## **Sustaining Effort:**

- Succession Planning: Development of the Succession Plan continues.
- Training: Review and update training plan

**COON CREEK WATERSHED DISTRICT**  
**Request for Board Action**

**MEETING DATE:** December 11, 2023  
**AGENDA NUMBER:** 7  
**ITEM:** Advisory Committees Report

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**AGENDA:** Policy Discussion Information

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**ACTION REQUESTED**

Receive Report

**BACKGROUND**

The Citizen Advisory Committee (CAC) met in a hybrid format on November 8th. The Technical Advisory Committee (TAC) met virtually on November 9th.

- The next CAC meeting scheduled: January 10<sup>th</sup> at 4:30pm hybrid with Zoom.
- The next TAC meeting scheduled: December 9<sup>th</sup> at 8:30am hybrid with Zoom.

**ISSUES/CONCERNS**

**Citizen Advisory Committee (CAC)**

Most CAC members were present in person at the CCWD office except Mr. MacPherson and Mr. Kurdziel who attended the meeting virtually. Ms. Goodboe-Bisschoff and Mr. Jones were absent. CCWD staff member, Jessica Lindemyer, was also in attendance. The meeting was chaired by Mr. Nereson.

1. Announcements:

The CAC briefly discussed a couple of grammatical errors in the CAC policy and noted that the background section is incomplete. There was general consensus that a staff chart would be helpful for CAC members to reference, particularly if staff will be providing rotating presentations on the work of their respective program(s).

2. District Update:

Ms. Lindemyer provided the CAC with updates and reminders related to their appointment renewals, website updates, and the schedule for the Comprehensive Watershed Management Plan.

3. CAC Policy:

The CAC discussed the size cap and appointment schedule outlined in the CAC policy. There was a general consensus that the language in the policy was still sufficient.

**Technical Advisory Committee (TAC)**

About half of the TAC members were present; absent were Anoka Conservation District, Columbus, Ham Lake, Spring Lake Park, Andover, and Coon Rapids.

1. Focus:

This item was skipped in favor of program updates.

2. Update:

Year-end updates were provided on the following CCWD programs: Water Quality, Watershed Development, Engagement, and Information

3. Questions on Draft CIP:

Tim Kelly informed the committee that he is in the process of getting on the agenda for future council workshops. This effort is in direct response to the TAC's suggestion at the October meeting to get the draft CIP and projected costs in front of the city councils as soon as possible. Erik Bye confirmed that he is working on improving the CIP map and labels.

4. Comp Plan Briefs

Tim gave a presentation on where the District is at with the Comprehensive Watershed Management Plan.

5. Announcements

- City Administrator, Elizabeth Mursko, will be leaving the City of Columbus.
- CCWD is continuing work on the Ditch 37 and Ditch 39 subwatershed plans.
- Jason Law inquired about the human waste groundwater contamination study mentioned in Justine Dauphinais' staff report.

**RECOMMENDATION**

Receive Report

**COON CREEK WATERSHED DISTRICT  
Request for Board Action**

**MEETING DATE:** December 11, 2022  
**AGENDA NUMBER:** 8  
**ITEM:** Bills to Be Paid

**FISCAL IMPACT:** Budgeted  
**POLICY IMPACT:** Policy

**REQUEST**  
 Approve bills

**BACKGROUND**

Claims totaling \$67,584.11 on the following disbursement(s) list will be issued and released upon Board approval.

December 11, 2023		
To	Amount	
A1 Floor & Carpet	1,076.25	
Agri Drain Corp	8,671.34	
AH Ind School Dist 11	5,455.00	<b>Escrow Return</b>
Bolton & Menk	1,000.00	
Centerpoint Energy	2,138.25	<b>Escrow Return</b>
Connexus Energy	218.66	
Coopers Floors	1,500.00	
Emmons & Olivier Resources Inc	5,696.00	
Loffler	153.44	
Michelle J. Ulrich PA	2,393.00	
Pace Analytiacal Services LLC	735.00	
Pember Companies Inc	2,125.00	<b>Escrow Return</b>
Julie Peterson	26.39	
Petty Cash	168.47	<b>HOLD-Jpeterson to pick up</b>
Plaudit	3,500.00	
Respec	8,178.75	
US Bank	7,061.06	
USGS	12,967.50	
Randy Wesp	4,520.00	
	<b>67,584.11</b>	<b>0.00</b>

Item 8: Bills to be Paid Page 2 of 2

delete before upload	Paid	Div	CheckID	RefDt	Ref	Desc	DistAmt	GKey	GObj	JlGr	JlKey	JlObj	Units	UnitPrice	Recv Addr Cd	DutyCd	Payment	Fiscal Year
VENDOR	invoice date	invoice #					DistAmt							unit rate	Service address			
A1 FLOOR AND CARPET CARE INC	129035	CCWD	CC	11/30/2023	1223CCWD	DEC 2023 CLEANING SERVICE	1,076.25	8699560112	61105				1	1,076.25	RO	GEN	CHK	2023
AGRI DRAIN CORP	228262	CCWD	CC	11/23/2023	06889-0001-11	PROJ1888-0001 P2023023LIN	8,671.34	8699560112	61549				1	8,671.34	RO	GEN	CHK	2023
AH INDS SCHOOL DIST 11	138030	CCWD	CC	12/11/2023	PAN 22-020	ESCROW REF-CR HS TURF IMPVMTS	5,455.00	8600000041	25412				1	5,455.00	RO	GEN	CHK	2023
BOLTON & MENK	130328	CCWD	CC	11/15/2023	0324505	PROJ 077-131967 SMART SALT TRNG SPLUT	1,000.00	8699560612	61549				1	1,000.00	RO	GEN	CHK	2023
CENTERPOINT ENERGY	156202	CCWD	CC	12/11/2023	PAN 21-141	ESCROW REF-CTRPT 125TH AVE REPL	2,015.00	8600000041	25412				1	2,015.00	R5	GEN	CHK	2023
CENTERPOINT ENERGY	156202	CCWD	CC	12/11/2023	PAN 21-141	REVIEW REF-CTRPT 125TH AVE REPL	123.25	8699560212	53191				1	123.25	R5	GEN	CHK	2023
CONNEXUS ENERGY	131028	CCWD	CC	11/27/2023	253758-1123	ACCT 828846-253758 CCWD	218.66	8699560112	62226				1	218.66	RO	GEN	CHK	2023
COOPERS FLOORS	253696	CCWD	CC	12/05/2023	1141	FLOORING 2 UPSTAIRS BTHRMS	1,500.00	8699560112	65180				1	1,500.00	RO	GEN	CHK	2023
EMMONS & OLIVER RESOURCES INC	248829	CCWD	CC	11/23/2023	01889-0001-11	PROJ1888-0001 SWEEPING STUDY	5,696.00	8699560112	61549	86122203		61549	1	5,696.00	RO	GEN	CHK	2023
LOFFLER COMPANIES INC	134135	CCWD	CC	12/04/2023	4542818	ACCT EC36 CCWD NOV 23	153.44	8699560112	62124				1	153.44	RO	GEN	CHK	2023
MICHELLE J LURICH PA	134647	CCWD	CC	12/04/2023	NOV 2023	LEGAL-NOV 2023	2,993.00	8699560112	63453				1	2,993.00	RO	GEN	CHK	2023
PACE ANALYTICAL SERVICES LLC	226337	CCWD	CC	11/30/2023	23100435819	PROJ 10676314 POND WATER TESTING	735.00	8699560312	61549				1	735.00	R1	GEN	CHK	2023
PEMBER COMPANIES INC	220790	CCWD	CC	12/11/2023	PAN 22-061	ESCROW REF-BLAINE PW DRAINAGE PROJ	2,125.00	8600000041	25412				1	2,125.00	RO	GEN	CHK	2023
JULIE PETERSON	229716	CCWD	CC	12/05/2023	REIMB 2023	EXPENSE REIMB 2023-MILEAGE	16.51	8699560112	61475				1	16.51	RO	GEN	CHK	2023
JULIE PETERSON	229716	CCWD	CC	12/05/2023	REIMB 2023	EXPENSE REIMB 2023-OFFICE SUPPLY	9.88	8699560112	61149				1	9.88	RO	GEN	CHK	2023
PETTY CASH	131057	CCWD	CC	11/23/2023	PETTY CASH	REIMB PETTY CASH 2023	168.47	8600000012	10900				1	168.47	R1	HOLD	CHK	2023
PLAUDT	252082	CCWD	CC	11/24/2023	202311478	2023 WEBSITE REDSIGN INITIAL REVIEW	3,500.00	8699560612	61549				1	3,500.00	RO	GEN	CHK	2023
RESPEC INC	212892	CCWD	CC	11/25/2023	INV-1123-086	PROJ 02734-GS SERVICES	8,178.75	8699560112	63010				1	8,178.75	RO	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	(530.89)	8699560112	61557				1	(530.89)	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	25.85	8699560112	61149				1	25.85	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	623.44	8699560112	61251				1	623.44	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	261.27	8699560112	62124				1	261.27	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	27.34	8699560112	61149				1	27.34	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	416.24	8699560112	61149				1	416.24	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	76.06	8699560112	61105				1	76.06	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	1,249.28	8699560112	62229				1	1,249.28	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	65.25	8699560112	61149				1	65.25	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	1.40	8699560112	61149				1	1.40	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	53.42	8699560112	61477				1	53.42	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	35.13	8699560112	61149				1	35.13	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	416.24	8699560112	61149				1	416.24	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	215.22	8699560112	61477				1	215.22	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	146.92	8699560112	61149				1	146.92	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	120.22	8699560112	62228				1	120.22	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	198.90	8699560112	61101				1	198.90	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	81.04	8699560112	61559				1	81.04	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	9.14	8699560112	61149				1	9.14	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	127.31	8699560112	61149				1	127.31	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	18.03	8699560112	61105				1	18.03	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	29.60	8699560112	61148				1	29.60	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	261.27	8699560112	62124				1	261.27	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	533.06	8699560112	61149				1	533.06	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	39.94	8699560112	61149				1	39.94	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	78.96	8699560112	61149				1	78.96	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	23.78	8699560112	61149				1	23.78	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	23.75	8699560112	61149				1	23.75	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	40.21	8699560112	61149				1	40.21	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	264.00	8699560112	62231				1	264.00	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	43.54	8699560112	61149				1	43.54	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	41.93	8699560112	61149				1	41.93	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	150.00	8699560412	61251				1	150.00	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	39.55	8699560112	61149				1	39.55	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	35.20	8699560112	61149				1	35.20	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	37.67	8699560112	61149				1	37.67	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	14.83	8699560112	61148				1	14.83	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	50.00	8699560512	61355				1	50.00	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	10.00	8699560112	61149				1	10.00	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 4595 CCWD	249.75	8699560112	61148				1	249.75	RK	GEN	CHK	2023
US BANK	128761	CCWD	CC	11/27/2023	25-NOV-2022	ACCT 4246 0445 5571 45												

**COON CREEK WATERSHED DISTRICT**  
**Request for Board Action**

**MEETING DATE:** December 11, 2023  
**AGENDA NUMBER:** 9  
**ITEM:** Approval of 2024 Property Tax Levies

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**FISCAL IMPACT:** Budgeted  
**POLICY IMPACT:** Policy

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**ACTION REQUESTED**

Adopt attached resolution approving 2024 property tax levy of 4,965,765.

**PURPOSE & SCOPE OF ITEM**

To levy a tax sufficient for the year 2024 for the purpose of paying the current and increased costs of implementing Minnesota Statutes 103B, 103E, 103F & 114D

**BACKGROUND**

At the September 11, 2023 meeting the Board of Managers adopted an operating budget of \$5,646,994 for District operations in 2024 as required by MS 103D. \$4,965,765 of the revenue for that budget is to be derived from property tax.

**COORDINATION**

1. August 8 & 22 Board Review of Rough Draft Budget:
2. August 10 & 11 Levy Reviewed and Commented by Advisory Committees
3. September 11 Levy was reviewed a Public Hearing on 2023 budget
4. September 27 County was notified of Levy under Truth in Taxation requirements

**FACTS**

Minnesota Statutes require that property taxes be adopted and certified to the County by December 15 of each year.

**Advisory Committees:** Both advisory committees were briefed and consulted monthly during the budget development phase in April, May, and June.

**Citizen Advisory Committee (CAC):** Presented and discussed rough draft and draft budget with the Citizen Advisory Committee. July 12, and August 9.

**Technical Advisory Committee (TAC):** Presented and discussed rough draft and draft budget with the Citizen Advisory Committee. July 13, and August 10.

## ISSUES/CONCERNS

**Timing:** The levy must be adopted by December 15

## IMPLICATIONS

Under the proposed levy (4,965,765), properties within the District are estimated to pay the following:

<b>Per Home Value</b>	<b>2024</b>	<b>Family Income</b>	<b>2024</b>
\$150,000	27.48	\$ 55,750	10.21
\$200,000	36.64	\$ 56,583	10.37
\$250,000	45.80	\$ 57,582	10.55
\$300,000	54.96	\$ 68,586	12.56
\$350,000	64.12	\$ 80,423	14.73
\$400,000	73.28	\$ 82,677	15.15
\$450,000	82.44	\$ 95,962	17.58
\$500,000	91.59	\$ 105,270	19.28

## OPTIONS

1. Adopt the proposed levy
2. Adopt a lesser levy
3. Do not adopt a levy and the County will certify the amount reported under the truth and taxation disclosure at the end of September.

## CONCLUSIONS

The proposed levy is integrated into next years work and project planning

## RECOMMENDATION

Adopt resolutions approving 2024 property tax levy amounts.

## ACTION/IMPLEMENTATION STEPS

1. Adopt attached resolution
2. Staff will certify levy to county



**RESOLUTION 23-03**  
**ADOPTING AND CERTIFYING METROPOLITAN SURFACE WATER**  
**MANAGEMENT TAX LEVY**

**WHEREAS** The Coon Creek Watershed District is established and authorized under Minnesota Statutes 103D; and

**WHEREAS**, The Coon Creek Watershed District has an approved management plan under Minnesota Statutes 103B.231 and is the local water management organization; and

**WHEREAS**, The Coon Creek Watershed District has completed the budget hearings required under Minnesota Statutes 103D.911, subdivision 1; and

**WHEREAS** Minnesota Statutes 103B.241 authorizes a watershed district established under Minnesota Statutes 103D to levy a tax sufficient to pay the increased costs to the District of implementing section 103B.231 costs of preparing a plan or for projects in the plan.

**NOW, THEREFORE, BE IT RESOLVED**, that a tax sufficient to produce \$4,965,765 (Four million nine hundred sixty-five thousand seven hundred sixty-five and xx/100 dollars) be levied upon all taxable property in the Coon Creek Watershed District, situated in the County of Anoka, Minnesota, for the year 2024 for the purpose of paying the current and increased costs of the District to implement Minnesota Statutes 103B costs of preparing a plan and for projects in the plan.

**COON CREEK WATERSHED DISTRICT  
Request for Board Action**

**MEETING DATE:** December 11, 2023  
**AGENDA NUMBER:** 10  
**ITEM:** Approve Release of Draft 2024-2033 Comprehensive Plan for Public Review

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**AGENDA:** Policy

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**ACTION REQUESTED**

Approve release of the DRAFT 2024 -2033 Comprehensive Plan (Plan) for the 60-day review and comment period.

**PURPOSE & SCOPE OF ITEM**

To initiate the review and approval process for the 2024-2033 that the District will operate under until 2033.

**BACKGROUND**

The Plan is required by Minnesota Statute 103B. The Plan serves as the principle public disclosure document of the priority issues, goals, strategic plan, regulations and anticipated costs to address identified issues.

The review and approval process involves the following steps:

1. An initial 60-day public review and comment period of the draft Plan for state, county, and local agencies.
2. A District public review following the District's response to comments.
3. Submittal of the Plan to state review agencies and BWSR for 90-day final review period.
4. Adoption of the Plan by the District within 120 days of BWSR approval.
5. Public Hearing adopting the Comprehensive Plan

**COORDINATION**

District held 75 meetings with citizens advisory committee (CAC), technical advisory committee (TAC), citizens, and city departments during the scoping of this Plan.

May 9, 2022 – Notice of Intent to Plan was issued.

January 23, 2023 – Notice of initial planning meeting held.

June 2022 – November 2023:

November 27, 2023 – CCWD Board of Managers discussed Plan summary.

**FACTS**

Watershed Districts are required under MN statutes 103B and 103D to have approved Comprehensive Watershed Management Plans.

The 2024-2033 Plan will replace the current District Comprehensive Plan.

A summary and various sections of the Plan have been reviewed by the TAC. No significant comments were made by the TAC.

### **ISSUES/CONCERNS**

1. **Deadline**: The current plan is operating under an extension and must be adopted before the extension expires on August 29, 2024.

### **IMPLICATIONS**

Approval of the 2024-2033 Plan for 60-day review will initiate the review and approval process. Once approved and adopted, the District will begin implementation of this Plan to address the priority issues of degraded water quality, flooding, and surface-groundwater interactions.

### **OPTIONS**

1. Approve the draft 2024-2033 Plan to be submitted for the 60-day review and comment period.
2. Table the decision with specific changes.
3. Request more information.

### **CONCLUSIONS**

The 2024-2033 Plan will position the District to address the priority issues in the watershed and is adaptable to deal with changing conditions.

### **RECOMMENDATION**

Approve the draft 2024-2033 Plan to be submitted for the 60-day review and comment period.

Coon Creek Watershed District  
2024-2033 Comprehensive Watershed  
Management Plan  
Summary

12/11/2023

## 1 Authorization

The Comprehensive Plan is authorized and directed by Minnesota Statute 103B.231 and Minnesota Rule 8410. This statute applies only to the Seven-County Metropolitan Area.

The Coon Creek Watershed District (District) is a special purpose unit of government authorized Minnesota Statute 103D. The District's purpose is to implement the policies and goals of the State of Minnesota. The Water policy and goals of the Watershed District are directed by five state statutes and one Federal statute, the Clean Water Act). District activities were also directed and limited by an addition 60 - 70 statutes, rules, manuals and guidance.

These legislative requirements are distilled and reflected in the District's mission, which is ***to manage surface and groundwater systems and contributing land to provide for and balance the competing uses of development, drainage, flood prevention, and the protection and restoration of water quality and habitat for the benefit of our communities now and in the future.***

This Comprehensive Plan intends to serve as the District's strategic management plan and the platform for operational planning.

## 2 Background

The District was established in 1959 by public petition in response to severe flooding in the 1950's. The primary focus of the District from 1959 to 2005 was to balance the provision of established drainage rights in the upper portion of the watershed and flood impacts in the more developed lower portion of the watershed without impacting wetlands or water quality. The District received its first water quality impairments in 2006 and now all four major streams in the District (Coon Creek, Sand Creek, Pleasure Creek, and Springbrook Creek) are impaired for aquatic life and recreation. Three lakes in the District are also impaired: Crooked Lake and Ham Lake for aquatic consumption, and Laddie Lake for aquatic life. The District has four regional TMDLs for the major impaired streams in the District to address their impairments that require pollutant load reductions.

The watershed is approximately 107 square miles and is located completely within Anoka County. The cities that are located partially or completely in the District include Andover, Blaine, Columbus, Coon Rapids, Fridley, Ham Lake, and Spring Lake Park. The Coon Creek watershed is part of the Twin Cities portion of the Upper Mississippi River Watershed (UMRW). The UMRW includes the headwaters of the Mississippi River and its outlet is at its confluence with the Minnesota River. The Coon Creek watershed outlets to the Mississippi River approximately 21 miles upstream from where those rivers join.

The Coon Creek Watershed is included in a portion of the Anoka Sand Plain known as the Anoka Lake Plain. The Anoka Lake Plain is a near level to gently rolling lake plain formed by meltwater from the Grantsburg Sub-lobe. Some areas of the lake plain have been reworked by wind to form dunes. The soils are primarily fine sands with organic and loamy and hemic hydric soils in depressions. The regional water table is very shallow, usually less than 17 feet below the surface with much of it exposed in the form of wetlands, lakes, and streams. Water management in the sand plain is of interest because (1) surface water and groundwater are essentially the same system expressed as base flows on surface waters and on the behavior of the hyporheic zone and hypolentic zones of surficial groundwater and (2) any beneficial use of surface or surficial groundwater is conjunctive involving combined or coordinated usage of surface and groundwater to meet the demand for beneficial use of the water resource.

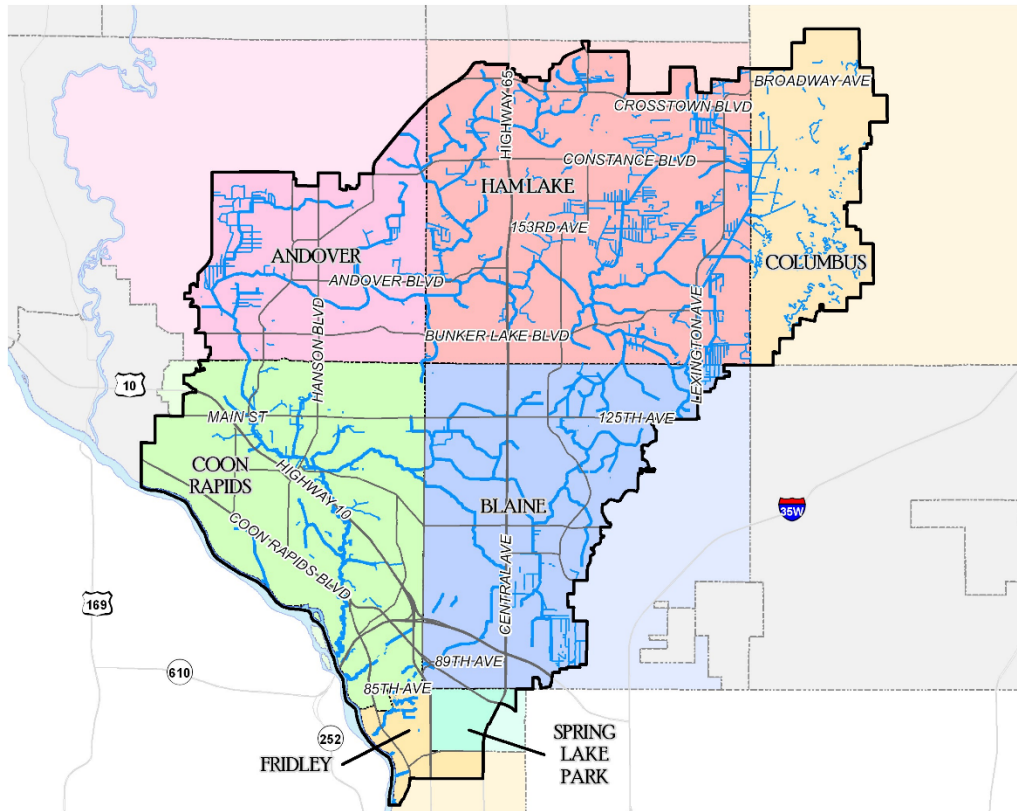


Figure 1: Coon Creek Watershed District map.

### 3 Situational Assessment

As a watershed district and drainage authority in an area experiencing rapid urban sprawl, the District must balance a multitude of demands and responsibilities. The District must manage a drainage system that maintains established drainage rights, while also attempting to reduce potential flooding and improve or protect water quality and wetlands of those surface waters in the District. On top of these responsibilities, the District regulates development and land use change to protect water quality and biotic integrity and function. All of these demands and responsibilities aim to protect public health and safety and promote beneficial uses of the water resources and water-dependent resources in the District. The District manages these demands and responsibilities while facing aging infrastructure, labor shortages, and limited financial resources.

The watershed is currently in a fair to poor ecological condition on an absolute scale compared to a pristine, undeveloped watershed. But considering the urbanized environment and lack of water resource management before 1959, the watershed is in fair condition and continues to provide select beneficial uses to the public.

#### 3.1 Priority Issues

The priority issues for this Comprehensive Plan were identified using input from the public and local and state agencies. The priority issues this Comprehensive Plan aims to address are water quality

impairments, groundwater and surface water interactions, and localized disasters from small-scale, high-intensity storms.

Water Quality Impairments: The District manages eight streams and three lakes that are impaired for water quality. The specific composition and contributors or stressors contributing to the impairments are shown in Table 2.

Table 1: Water quality impairments in the District.

Waterbody (AUID)	Year Listed or proposed	Impaired Beneficial Use	Impairment	Aquatic Life Stressor(s)
Coon Cr (07010206-530)	2006	Aquatic Life	Macroinvertebrates	TSS, TP, Poor habitat, Altered Hydrology, Low Dissolved Oxygen
	2022	Aquatic Life	Fish	
	2024	Aquatic Life	Total Suspended Solids	
	2024	Aquatic Life	Dissolved Oxygen	
	2014	Aquatic Recreation	<i>E. coli</i>	
Ditch 11 (-756)	2022	Aquatic Life	Macroinvertebrates	TSS, TP, Poor habitat, Altered Hydrology, Low Dissolved Oxygen
	2024	Aquatic Life	Dissolved Oxygen	
	2024	Aquatic Recreation	<i>E. coli</i>	
Ditch 58 (-636)	2024	Aquatic Recreation	<i>E. coli</i>	
Sand Cr (07010206-558)	2006	Aquatic Life	Macroinvertebrates	TSS, TP, Poor habitat, Altered Hydrology
	2024	Aquatic Life	Fish	
	2016	Aquatic Recreation	<i>E. coli</i>	
Ditch 41-4 (-765)	2024	Aquatic Recreation	<i>E. coli</i>	
Pleasure Cr (07010206-594)	2006	Aquatic Life	Macroinvertebrates	TSS, TP, Poor habitat, Chlorides
	2024	Aquatic Life	Chlorides	
	2014	Aquatic Recreation	<i>E. coli</i>	
Springbrook Cr (07010206-557)	2006	Aquatic Life	Macroinvertebrates	TP, Poor habitat, Altered Hydrology, Chlorides
	2024	Aquatic Life	Chlorides	
	2014	Aquatic Recreation	<i>E. coli</i>	
Crooked Lake (02-0084-00)	2008	Aquatic Consumption	Mercury	
Ham Lake (02-0053-00)	2008	Aquatic Consumption	Mercury	
Laddie Lake (02-0072-00)	2024	Aquatic Life	Chlorides	Chlorides
Mississippi River (07010206-805)	1998	Aquatic Consumption	Mercury	
	2002	Aquatic Consumption	PCBs	
	2006	Aquatic Recreation	Fecal coliform	
	2016	Aquatic Life	Nutrients	TP

The District has four regional TMDL studies that require pollutant load reductions for Coon Creek, Sand Creek, Pleasure Creek, and Springbrook Creek. The TMDLs have a 2045 compliance deadline set by the EPA to meet water quality standards and a 2050 deadline set by the state (MS 114D.20 subd. 2).

Current forecasts conducted by the District estimate it may cost more than \$100 million to address the current TMDL pollutant reduction requirements by 2045.

Groundwater and surface water interactions: The surficial aquifer is the principal source of water for most lakes and wetlands in the watershed as well as base flows to the flowages. Two interrelated issues have been traced to the surficial aquifer:

- **Water Quantity Concern:** Groundwater levels appear to be falling as evidenced by an increasing number of seasonally dry channels, and the loss of wetlands. Certainly, compounded by the drought, the concerns appear to be exasperated and compounded by changes in precipitation, amounts and patterns and the subsurface drainage effect of the Mississippi River. The District believes that there is a high probability that wetland loss is due to changes in the surficial aquifer from groundwater and surface water interactions.
- **Water Quality Concern:** As a major contributor to base flows, the District has detected chloride levels that exceed state standards, and which are contributing to the pollution of surface waters. Chloride levels are peaking in waters in the southern portion of the District in the summer and fall, which indicates that the groundwater is polluted with chloride and is contributing significantly to surface water impairments. The concern is that due to the high soil transmissivity of the sandy soil, the groundwater in the watershed may be polluted with other stressor pollutants that are contributing to surface water impairments. If this is the case, it would make achieving TMDL water quality standards even more challenging.

The surficial groundwater in the District, or the water table, is generally at the surface of the land or within 5 to 10 feet of the surface. It is part of an unconfined aquifer whose boundaries extend beyond the District. The aquifer is highly dynamic and fluctuates constantly both vertically and horizontally. In most areas of the District, it is between 250 and 300 feet deep. This issue is composed of the very surface of the surficial groundwater table which fluctuates vertically five to 10 feet per year due to root zone depth and evapotranspiration rates. It also moves horizontally toward the Mississippi River at a rate of 3 to 12.5 feet per day. It is subject to dewatering for construction and appropriation for irrigation and domestic water use.

### 3.2 Current and Expected Trends

The current and expected trends the District is anticipating are categorized into the following areas: hydro-political, economic, technological, external, and management trends.

*Table 2: Current and expected trends.*

Hydro-Political Trends:	<ul style="list-style-type: none"> <li>• Increase in inter-jurisdictional conflict, Institutional &amp; economic fragility</li> <li>• Attempts to weaken water management efforts &amp;/or reverse progress</li> </ul>
Economic Trends:	<ul style="list-style-type: none"> <li>• Increased resource scarcity</li> <li>• Increased conflict over resources and marginal lands</li> </ul>
Technological Trends:	<ul style="list-style-type: none"> <li>• Rapid advances in water monitoring and management technology</li> <li>• High Tech won't ensure success or clarify problems – Increased fog</li> </ul>
External Trends:	<ul style="list-style-type: none"> <li>• Pandemics</li> <li>• Increased volatility in precipitation</li> <li>• Labor, expertise shortages</li> <li>• Change and constrain on state &amp; local politics</li> </ul>
Management Trends	<ul style="list-style-type: none"> <li>• Operating environment Characterized by contested norms and disorder</li> <li>• Increase in threats to public health &amp; safety</li> <li>• Increase in gray-zone issues and protracted problems in contested environments</li> </ul>



## 4 Plan Goals and Objectives

The goals and objectives of this Comprehensive Plan are intended to address the priority issues currently facing the District. There are two types of goals established: watershed-wide goals and resource goals. Watershed-wide goals are overarching end-state outcomes for the entire watershed that are broad and intended to be tracked over time on a 5 to 10-year frequency. Resource goals are general, long-term desired outcomes for a given resource in the watershed that aims to achieve the District Mission. Each resource goal has objectives that are specific, measurable actions to be taken to achieve a given resource goal that are described later in this Comprehensive Plan.

### Watershed-Wide Goals

- Foster a watershed with moderate geomorphic, hydrologic, and biotic integrity relative to its natural potential condition.
- Improve the stability of the drainage network in the watershed.
- Foster a watershed that exhibits physical, chemical, and biological conditions that suggest that soil, riparian, and aquatic systems, while still at risk, exhibit signs of being marginally recovered in supporting beneficial uses.

### Resource Goals

- Groundwater: To cooperatively manage surficial groundwater underlying the Coon Creek Watershed and promote long-term maintenance or restoration of groundwater-dependent ecosystems.
- Public Drainage: To provide sustainable drainage in a fiscally responsible manner for administration, protection, utilization, and enjoyment of the waters and related resources of the watershed consistent with the Comprehensive Watershed Management Plan.
- Water Quality: To protect and improve the physical, chemical, and biological quality of the water resource consistent with State and Federal water quality standards.
- Water Quantity: To restore and preserve desirable watershed conditions that will prevent or minimize flooding and minimum flows.
- Wetlands: To pursue the no net loss of the quantity, quality, and biological integrity of the District wetlands.

## 5 Strategic Plan

The central strategic water management problem this Comprehensive Plan will address is **how will the District sufficiently fund and staff the needed water management efforts to achieve the 2045 TMDL compliance deadline while effectively dealing with current problems and management responsibilities?**

To meet the needs for water management over the next decade the District must be able to adapt to changing conditions, manage antagonism and articulate and quantify public costs, address problems and restore capacity, pursue rehabilitation of resources, and enforce beneficial outcomes.

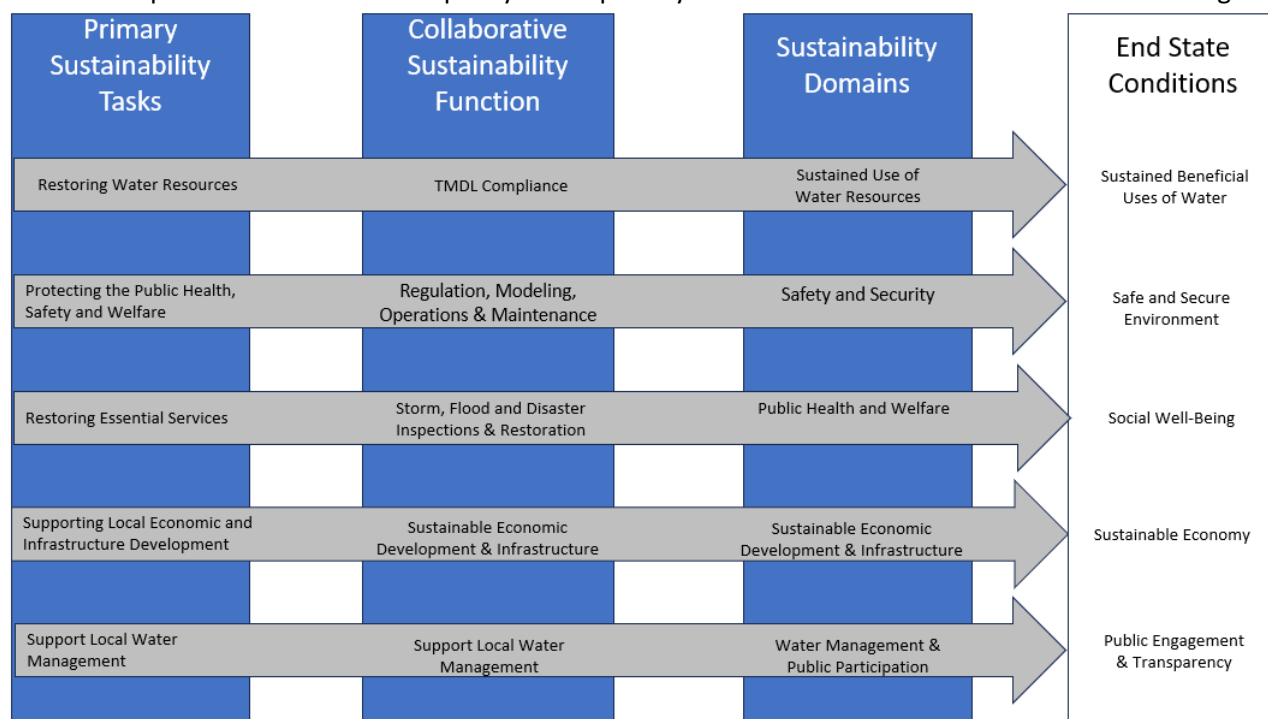
### 5.1 Approach – Multi-Domain Management

The District will utilize an approach for managing the watershed over the next ten years called Multi-Domain Management (MDM). MDM seeks to solve the central water management problem within the framework of the Metropolitan Water Management Act by enabling disciplined decision-making by framing risk and continually assessing progress toward legislative goals.

The District’s intent is to address the central water management problem, restore and sustain the resource and pursue a sustainable outcome within the framework of the existing laws. To accomplish this will require the District and its collaborators to:

- Conduct the full spectrum of shaping, repair, restoration, protection, and civil-support projects and activities to achieve objectives, resolve problems, and protect and consolidate improvements.
- Merge the capabilities of the organizations involved through the Technical Advisory Committee, subwatershed planning and collaborative implementation of capital, maintenance, regulatory and public information, and engagement activities.
- Share a common understanding of the central water management problem as it evolves. We will accomplish this through regular reviews with collaborators.
- Adhering to the central idea of strategic discipline.
- Implementing programs that transform conflict, seek collaboration and unity of effort, maintain legitimacy, and build the capacity and capabilities to pursue those shared goals.

To serve the public and sustain the capacity and capability of the resource will also involve the following:



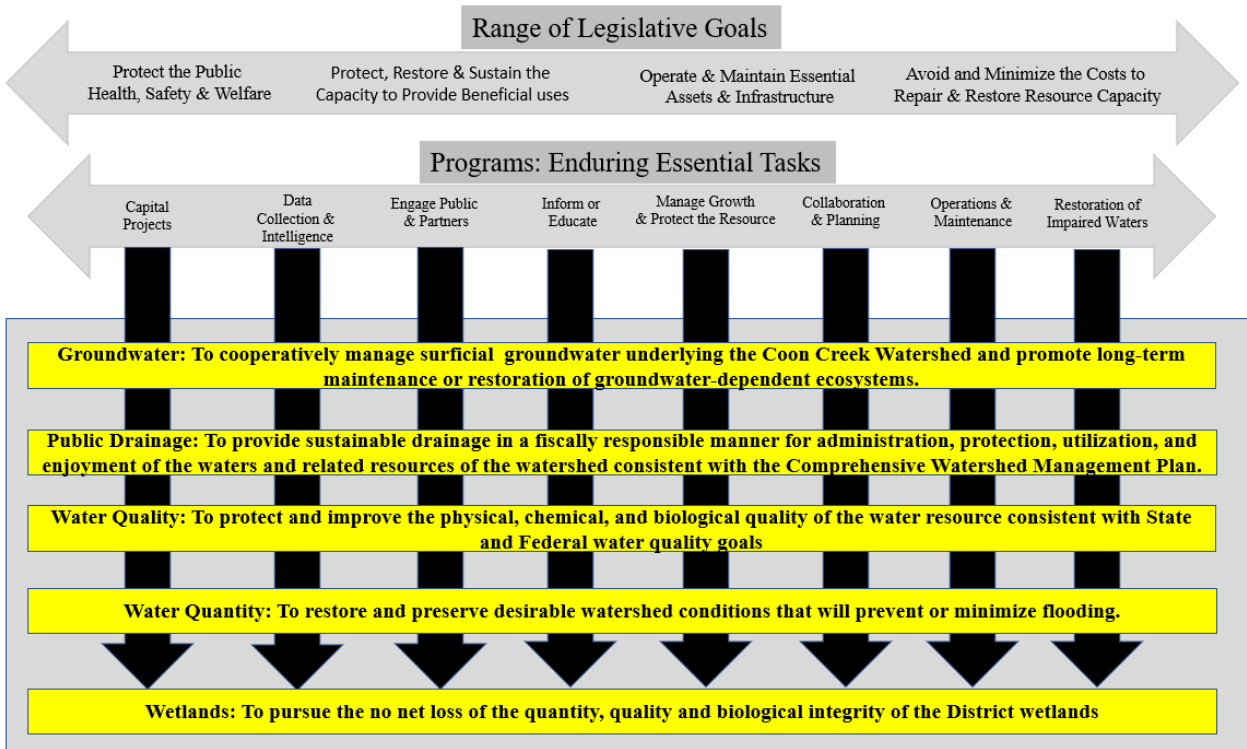
Success in 2033 means:

- A significant reduction in portions of the watershed exhibiting signs of biogeochemical instability.
- A reduction in the risk of additional impairments
- An increase in the level of program and activity integration between and among collaborators, particularly MS4s

These conditions will be assessed qualitatively but supported through quantitative measures involving approved monitoring and condition measures such as loadings, IBIs, and other measures.

## 5.2 Implementation of Essential Tasks

The District and its collaborators will address the strategic problem and pursue the watershed-wide and resource goals through Programs. The Programs are organized to reflect essential tasks that must take place.



Tasks and activities conducted by the District and its collaborators under this Comprehensive Plan can be categorized into four areas: shaping, restoring, protecting, and stabilizing. A description of these areas is provided below.

- **Shaping:** Shaping involves influencing the public and partners to establish a more favorable environment through influence of other organizations, altering the relationships between them, or managing the behavior of partners.
- **Restoring:** Activities designed to restore and improve conditions needed for critical events to be successful.
- **Protecting:** Activities to protect the public health, safety and welfare and the hydrologic and ecological functioning that exists or has been restored that is vital to the production and provision of beneficial uses.
- **Stabilizing:** Activities to identify, target, and mitigate the root causes of risk and to set the conditions for sustained use of the water resource by building the capacity and capability of local government and non-government organizations involved in water management.

### 5.2.1 Data Collection and Intelligence

The goal of the District data collection and intelligence efforts is to collect, analyze, and deliver information and intelligence to water managers and leaders so they can make sound decisions to manage the water resources efficiently and effectively within the District.

The intent is to provide objective and accurate projections that guide the water management programs in how best to budget, equip and train staffs, and warn of potential crises. Inspection, monitoring and data collection and analysis support the employment of money, material and know-how across a broad continuum of operations, from disaster prevention and relief, to shaping, protection, and improvement projects and activities.

### 5.2.2 Capital Projects

Capital projects seek to address a problem or issue or achieve some larger strategic, operational, or tactical goal through the application of money, authority, and/or staff. Their intent to accomplish this is in support of the sustained production or provision of the beneficial uses of water within the watershed. Improvement projects and activities are conducted to restore, improve, or enhance the physical, chemical, or biological function of a water resource or to address or resolve catalysts, stressors, or factors contributing to other, often larger problems.

To do this the District seeks to combine the condition and tendencies of the land and water resources of an area with the monetary, authority, and staff resources needed to achieve an objective.

The capital project plan (CIP) schedules over \$103 million in capital investments over the next ten years to make reasonable headway toward achieving federal and state water quality goals. Priority investments are targeted for water quality impairments and flood prevention and minimization.

Seventy percent (70%) of investments are targeted toward water quality. These funds will go to projects involving the restorations, rehabilitations, enhancements, and improvements needed to achieve the 2045 deadline for load reductions under the water quality impairments and approved TMDLs. All capital improvement initiatives (projects, practices, studies, and plans) will be prioritized, targeted, and measurable.



Figure 2: CIP expenditures by program from 2024-2033.

### 5.2.3 Manage Growth and Protect the Resource

Managing growth (development) to prevent actions or circumstances and/or protecting the public health, safety and welfare and the productive, self-renewing relations and critical landscape and hydrologic functions is accomplished largely through the District rule and the state wetland and storm water rules administered by the District. The intent is to protect against natural or man-made changes to the landscape or water resources that are either unmitigated or reduce or prevent biogeochemical functioning.

The purpose of this essential task is to protect the public health and safety as well as the functional ability of the watershed to produce and provide beneficial uses. To do this requires the District to work with landowners and developers to avoidance, minimize and mitigate the effects of land use changes on the structure and function of land and water resources through performance-based regulation of sensitive lands and circumstances affecting ground water, public drainage, water quality, water quantity and wetlands.

### 5.2.4 Continually Involve and Engage Public and Partners

Collaboration and intergovernmental coordination are vital to achieve the Federal and state goals. Our goal is to maximize resources, prevent wasted effort, and foster trust in local water management institutions. We intend to proceed in a collaborative manner focusing on common understanding and interests as much as possible. However, a few requirements will be placed on all public and private water management organizations to:

- Develop and implement Local Water Management strategies that are consistent with the Comprehensive Watershed Management Plan.
- Collaborate in developing subwatershed plans that address flood mitigation and TMDL achievement.
- Initiate and maintain intergovernmental/interagency coordination through membership in the Watershed District's Citizen Advisory Committee or Technical Advisory Committee.
- Provide administrative and operations support to all local water management efforts that pursue the water management goals presented in the Comprehensive Watershed Management Plan.

### 5.2.5 Inform and Educate

The goal of information operations is to collect field and program information and disseminate educational and other material in pursuit of improvements in water resources. This task aims to develop and convey messages and devise actions to influence select groups and promote themes to change those groups' attitudes and behaviors. civilian interference, minimize unintended consequences, and increase the population's support for operations. Target audiences of the District and all water managers are:

- Municipal Separate Storm Water System (MS4) managers
- Public and Private Water Management organizations
- Citizens
- Elected officials.
- Select state agency and program managers.

### 5.2.6 Operations and Maintenance

This essential task intends to conduct coordinated water management projects and activities in response to developing situations. It also monitors and maintains all of the natural and hard infrastructure in the District to evaluate their condition and maintenance needs.

### 5.2.7 Restoration of Impaired Waters

This essential task intends to continually assess water quality and provide insights into the implications that guide water management in how best to "organize, train, and equip" water management efforts. This task will also address and support the allocation and use of public funds, authority and staffing across the broad continuum of operations. Lastly, this task will implement CCWD water restoration and protection strategies and TMDL compliance activities.

## 5.3 Subwatershed Planning

Subwatershed planning is a process used by the District and its collaborators to identify specific goals, projects, and other implementation actions for a particular subwatershed in the District. The District is in the process of completing subwatershed plans for all 18 subwatersheds within the District. These plans model existing conditions, map pollutant-loading hot spots, identify areas of potential flooding, and identify and prioritize BMPs based on cost-effectiveness or other programs that will most cost-effectively address the priority issues and goals set for a particular subwatershed. Subwatershed plans are the primary vehicle the District utilizes to identify capital projects to address water quality impairments and flooding issues. The schedule for subwatershed planning is located in the Capital Projects chapter of this Comprehensive Plan.

## 5.4 Resource Summary

There are five resources the District manages that BWSR requires to be evaluated and goals be set in this Comprehensive Plan including groundwater, public drainage, water quality, water quantity, and wetlands. A brief description of the goal, current situation, and approach for these resources is provided below.

### 5.4.1 Groundwater

<b>Goal</b>	To cooperatively manage surficial groundwater underlying the Coon Creek Watershed and promote long-term maintenance or restoration of groundwater-dependent ecosystems.
<b>Current Situation</b>	It appears the surficial groundwater quality is adversely affecting surface waters.
<b>Approach</b>	<ul style="list-style-type: none"><li>• Establish shallow wells and monitor for 5 years to assess condition and trend</li><li>• Assess data with stakeholders to determine value and intent of further intervention</li><li>• Possibly revise District Rules or withdraw wells and continue with legal obligations</li></ul>

### 5.4.2 Public Drainage

<b>Goal</b>	To provide sustainable drainage in a fiscally responsible manner for administration, protection, utilization, and enjoyment of the waters and related resources of the watershed
<b>Current Situation</b>	The District manages 133 miles of "Public" drainage ditch built between 1888 and 1919. The system now serves multiple demands and is expected to provide and produce a variety services, some of which are conflicting.
<b>Approach</b>	<ul style="list-style-type: none"><li>• Focus on maintaining drainage to those properties that are dependent on drainage for economic function.</li></ul>

### 5.4.3 Water Quality

<b>Goal</b>	To protect and improve the physical, chemical, and biological quality of the water resource consistent with State and Federal water quality standards.
<b>Current Situation</b>	The watershed includes 8 streams and 3 lakes whose water quality is “impaired”. These impairments are to be rectified by 2045. The watershed also includes 15 Aquatic Invasive Species which the District leads and/or assists in the prevention, detection and treatment or eradication.
<b>Approach</b>	<ul style="list-style-type: none"> <li>• The District will use an adaptive management approach where decision-making is based on the best available sound science and available resources.</li> <li>• Collect and share data on the condition and trends and their primary sources of pollutants and stressors.</li> <li>• Coordinate with local, regional, state, and federal partners and cooperators to plan for and fund water quality improvement initiatives.</li> <li>• Use monitoring results and best available data to identify, prioritize, and target applicable implementation strategies.</li> <li>• Implement resulting projects and practices that protect public health, safety, and welfare, address the root causes of impairments, and support use and enjoyment of water resources by the community.</li> <li>• Minimize public cost and impact by evaluating the feasibility and probability of success at meeting established targets prior to investments; identify areas where natural or other fixed constraints limit attainment of state and federal standards.</li> <li>• Regularly evaluate performance of water quality improvement projects and track progress towards achieving targets to inform course corrections when needed.</li> <li>• Find and advocate for creative solutions to balance water quality protection and restoration needs with economic growth and drainage demands.</li> </ul>

### 5.4.4 Water Quantity

<b>Goal</b>	To restore and preserve desirable watershed conditions that will prevent or minimize flooding and minimum flows.
<b>Current Situation</b>	Watershed hydrology is highly altered and combined with changes in precipitation occurrence the district is experiencing both flooding and minimum flows. Both are required to be addressed and mitigated.
<b>Approach</b>	<ul style="list-style-type: none"> <li>• Continually monitor precipitation and antecedent conditions relative to potential flood or low flows.</li> <li>• Monitor closely DNR issuances concerning minimum flows</li> <li>• Maintain and regularly update an accurate and reliable hydrology model for the watershed that assesses critical events, and 1% probability flows for risk management</li> <li>• Conduct channel maintenance to prevent property or crop damage from flood flows or low flows</li> <li>• Ensure adequate retention or detention to prevent the cumulative effects of flow volumes on drainage or flood occurrences.</li> <li>• Assist cities and citizens with information to prevent, minimize and mitigate damage from flood or low flows.</li> </ul>

### 5.4.5 Wetlands

<b>Goal</b>	To pursue the no net loss of the quantity, quality, and biological integrity of the District wetlands.
<b>Current Situation</b>	Over 30% of the watershed potentially qualifies as Jurisdictional Wetland. The District is the Local Governmental Unit, recognized by the State of Minnesota to administer the State Wetland Conservation Act.
<b>Approach</b>	<ul style="list-style-type: none"> <li>• Conducting and supporting wetland delineation training.</li> </ul>

	<ul style="list-style-type: none"> <li>• Providing pre-delineation information such as water depth and precipitation.</li> <li>• Provide wetland hydrology monitoring data.</li> <li>• Conduct pre-application meetings for actions that may involve filling, draining or adversely impacting wetland.</li> <li>• Review wetland delineations with TEP.</li> <li>• Coordinate wetland delineations and reviews with cities, BWSR, DNR, and Corps of Engineers when warranted.</li> <li>• Review alternatives and sequencing analysis.</li> <li>• Require impact mitigation consistent with the law.</li> </ul>
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## 6 Sustainment & Administration

The sustainment or administration of this Comprehensive Plan will rely on three primary factors: funding, materials, and personnel. These factors will be facilitated, coordinated and addressed through an on-going annual planning, programming, budgeting, and execution process. This Comprehensive Plan and any subsequent amendments are administered by the Coon Creek Watershed District Board of Managers.

### 6.1 Funding

To fund the Capital Improvement Plan (CIP) in this Comprehensive Plan, the District will need in excess of \$103 million from 2024-2033. Revenue to fund this 2024-2033 CIP is anticipated to come from the following sources: competitive grants, non-competitive grants, intergovernmental sources, and CCWD tax levy. Financing will be done according to the District’s financing policy and procedure, which is to seek to finance capital projects first through grant funding. Table 4 and Figure 2 show the currently planned revenue schedule for the 2024-2033 CIP.

*Table 3: Current planned revenue sources for 2024-2033 CIP.*

	CCWD Levy	Competitive Grants	Non-competitive Grants	Fund Balances	Intergovernmental	Special Assessment	Total
2024	\$2,372,546	\$500,000	\$147,050	\$0	\$708,408	\$0	\$3,728,004
2025	\$2,762,035	\$500,000	\$417,050	\$0	\$1,649,743	\$0	\$5,328,829
2026	\$3,528,933	\$500,000	\$147,050	\$0	\$1,675,508	\$0	\$5,851,491
2027	\$3,991,016	\$500,000	\$147,050	\$0	\$2,322,745	\$0	\$6,960,810
2028	\$5,197,018	\$500,000	\$147,050	\$0	\$3,769,559	\$0	\$9,613,627
2029	\$5,669,670	\$500,000	\$417,050	\$0	\$3,736,203	\$0	\$10,322,923
2030	\$5,073,566	\$500,000	\$147,050	\$0	\$4,199,143	\$0	\$9,919,759
2031	\$6,591,132	\$500,000	\$147,050	\$0	\$5,998,896	\$0	\$13,237,079
2032	\$8,106,855	\$500,000	\$147,050	\$0	\$7,548,963	\$0	\$16,302,868
2033	\$11,535,435	\$500,000	\$417,050	\$0	\$9,737,742	\$0	\$22,190,227
<b>Total</b>	<b>\$54,828,205</b>	<b>\$5,000,000</b>	<b>\$2,280,500</b>	<b>\$0</b>	<b>\$41,346,910</b>	<b>\$0</b>	<b>\$103,455,616</b>



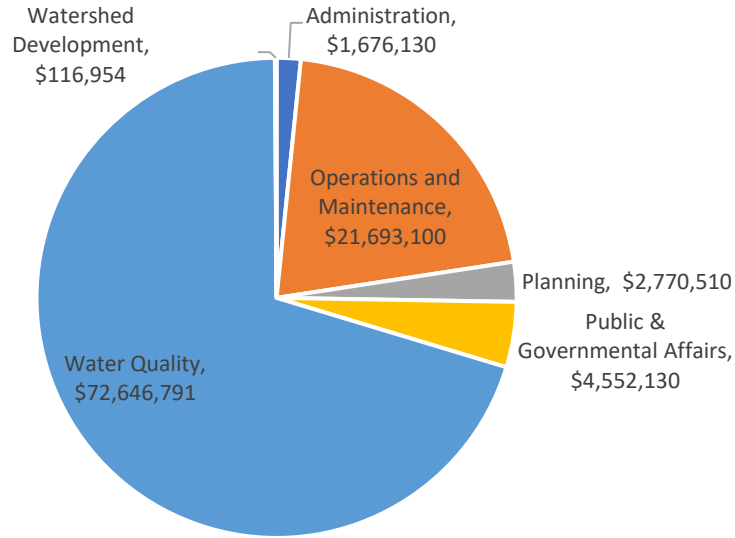


Figure 3: CIP program expenditures for 2024-2033 CIP.

A large portion of the funding for the 2024-2033 CIP comes from intergovernmental revenue. The projected revenue from this source is the estimated cost-sharing contributions from LGUs in the District that are included in the categorical CCWD TMDL. Revenues were estimated based on the projected cost to achieve the interim CCWD TMDL 2033 pollutant reduction goals. Table 5 shows the estimated revenue from intergovernmental sources.

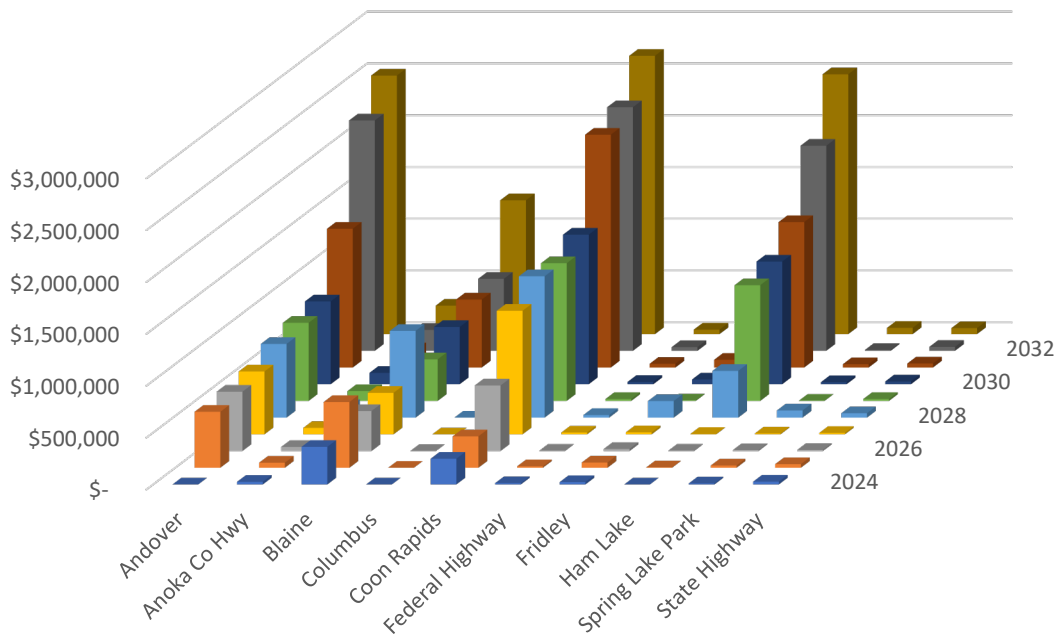


Figure 4: Estimated intergovernmental revenue source by year.

## 6.2 Plan Amendments

This Comprehensive Plan will extend through the calendar year 2033, and further until such time as the District Board adopts a new Comprehensive Plan to supersede it. Plan amendments will be needed if significant changes are required involving goals, policies, administrative procedures, funding, or if problems arise that are not addressed in the Plan. Plan amendments may be proposed by any agency, person, city, township, or county to the District Board, but only the District Board may initiate the amendment process. All plan amendments and minor changes will follow the procedures set forth in this section, or as required by MS 103B.231 and Rule 8410.0140 Subp. 5.

According to Rule 8410.0140, the following minor changes will not require a plan amendment:

- Changes to the Capital Improvement Plan.
- Changes to the subwatershed plans and planned schedule.
- Formatting or reorganization of the plan.
- Revision of a procedure meant to streamline the administration of the plan.
- Clarification of existing plan goals or policies.
- Inclusion of additional data not requiring interpretation.
- Expansion of public process; or
- Adjustments to how an organization will carry out program activities within its discretion.

## 7 Control: Collaboration, Communication, Assessments and Risks

### 7.1 Collaboration

Implementation of this plan depends on the City Engineers, Public Works Directors, and staff of the MS4s involved in its development:

- Andover, City of
- Anoka Conservation District
- Anoka County Highways
- Blaine, City of
- Columbus, City of
- Coon Creek Watershed District
- Coon Rapids, City of
- Fridley, City of
- Ham Lake, City of
- Spring Lake Park, City of

It also depends on the vital input, feedback and involvement of:

- Citizens
- Citizen Advisory Committee, Coon Creek Watershed District
- Crooked Lake Area Association
- Ham Lake Lake Association

### 7.2 Communication

Formal communication and coordination will occur through a variety of plans, reports, and meetings. Plans and planning processes include Annual budgets, the Comprehensive Plan, Sub-watershed plans,

Local water management plans and Special Area Management Plans such as Lake Management and other plans.

Reports include annual reports, TMDL reports, annual assessment and report, Annual budgets.

Meetings occurring regularly (monthly, quarterly & annually) include Citizen and Technical Advisory Committee meetings, subwatershed/TMDL-Flood mitigation work groups, preconstruction meetings, District and city project and permit review committees and daily phone coordination.

### 7.3 Assessments

Assessment of progress towards Comprehensive Plan objects is conducted annually with the objectives of gaining further understanding of the resource problem and understanding the future requirements for resource management. The purpose of the annual assessment is to guide adjustments in priorities, objectives, and methods.

### 7.4 Risks

The watershed is at an inflection point and the doorstep of a very different and volatile decade. The achieve State and Federal goals will require all parties and stakeholders involved in water management. To succeed we must

- Adopt a multi scaled local to watershed wide integrated approach to shift risk across multiple timelines.
- Transfer risk away from water quality and ground water
- Become more tolerant of certain risks.

No party can address these problems, issues, and concerns alone. Risk management will depend on ongoing collective ability to adapt, innovate, remain strategically disciplined, and on our collective efforts. All of these will be accomplished or facilitated through:

- Ongoing monitoring and assessment of the operating environment and management situation
- The continued collaboration, communication and assessment actions identified.
- Multiscale and integrated planning, programming, budgeting and execution.

To reduce the risks the District will seek to:

- Extend the TMDL deadline beyond 2045.
- Make considerably more money available to restore and replace natural and hard infrastructure.
- Differentiate or reclassify impaired water based on the principles of use attainability.

**COON CREEK WATERSHED DISTRICT**  
**Request for Board Action**

**MEETING DATE:** December 11, 2023  
**AGENDA NUMBER:** 11  
**ITEM:** Appointment of 2024 Citizen Advisory Committee

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**AGENDA:** Policy

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**ACTION REQUESTED**

Appoint the 2024 Citizen Advisory Committee members.

**PURPOSE & SCOPE OF ITEM**

To fulfill the requirements of MS 103D.331 through appointment of an advisory committee. The scope and intent of the Citizen Advisory Committee (CAC) is to advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district.

**BACKGROUND**

Minnesota Statute 103D.331 states that the Board of Managers “must annually appoint an advisory committee to advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district.”

At the October 10, 2011, meeting the Board adopted policy 1.8.1-Citizen Advisory Committee (CAC) and approved a plan to advertise and select Citizens for this CAC.

At the December 14, 2020, meeting the Board adopted revisions to policy 1.8.1-Citizen Advisory Committee (CAC). These revisions included:

- Committee size limited to 9 members: 7 citizens and 2 Agency representatives
- All interested applicants must apply by November 15th to be considered for service in following year
- Recruiting efforts should focus on recruiting one member of a sporting organization and one member of a farm or agricultural organization
- All appointments are for one year and are to be renewed in December or January

At the January 9, 2023, meeting, the Board re-appointed six citizen members to the CAC: Barbara Goodboe-Bisschoff, Roger Johnson, Paddy Jones, Bill Kurdziel, Erin Lind, and Gary Nereson. Two members, Jim Lindahl and Joe MacPherson, continued to serve as representatives of the Anoka County Conservation District and the Anoka County Board of Commissioners as outlined under CAC Policy Section 2.2b and 2.2c.

On August 28, 2023, Erin Lind took her oath of office as a member of the CCWD Board of Managers. At which time she was no longer a member of the CAC.

The 2023 Citizen Advisory Committee will end with 7 members (5 citizen + 2 agency).

By the policy deadline of November 15th, three CAC members had indicated an interest and ability in continuing to serve in 2024. Two CAC Members, Roger Johnson and Bill Kurdziel, indicated that they would not be seeking reappointment to the committee for 2024. One new application for CAC membership was received from Jason Margl.

### **COORDINATION**

Backgrounds for the existing members seeking re-appointment, the new member application, and the full CAC policy is attached to this report.

### **PERTINENT FACTS**

1. Committee Size: 2023 Citizen Advisory Committee will end with 7 members (5 citizen + 2 agency)
  - 1) Barbara Goodboe-Bisschoff, Spring-Lake Park City Council representative
  - 2) Roger Johnson, Coon Rapids
  - 3) Bill Kurdziel, Coon Rapids (Crooked Lake resident)
  - 4) Paddy Jones, Ham Lake
  - 5) Gary Nereson, Andover, Crooked Lake Area Association representative
  - 6) Anoka Conservation District representative – Jim Lindahl
  - 7) Anoka County representative – Joe MacPherson
2. On November 15, 2023, Roger Johnson and Bill Kurdziel informed District staff that they were not seeking reappointment for 2024.
3. By the policy deadline of November 15, 2023 all other members had indicated an interest and ability in continuing to serve.
4. One new application for CAC membership was received by the policy deadline of November 15, 2023.

### **ISSUES/CONCERNS/RISKS**

**Committee Size:** With two members not seeking re-appointment and only one new applicant, assuming the Board appoints Mr. Margl, the committee will be down to four citizen members and two agency members for a total membership of six for 2024.

Section 2.2d CAC policy states that total membership of the committee must be a minimum of five members.

At the November 23<sup>rd</sup> Board meeting, the Board discussed potential changes to the size cap of the committee.

With the current total membership for 2024 anticipated at six members, there is a high potential that the departure of one or more members during the upcoming year may put the Committee below its minimum required size.

**Application Timeline:** The current CAC policy provides a singular deadline of November 15<sup>th</sup> for appointment considerations for the following year. While this annual appointment process works well for existing members, it may be a barrier to new members. Individuals who express interest in joining the CAC in the spring or summer may lose interest or feel dissuaded from applying by having to wait several months to be considered for appointment.

Changes to the CAC policy may be helpful in recruiting new members who represent the District's growing and diversifying population.

**OPTIONS FOR ACTION**

1. Approve re-appointment of all current CAC members requesting re-appointment and do not appoint new applicant Jason Margl.
2. Approve re-appointment of all current CAC members requesting re-appointment and appoint new applicant Jason Margl.
3. Defer decision to the January 8th meeting.

**CONCLUSION**

1. The 2024 Citizens Advisory Committee needs to be appointed in or before January 2024.
2. The first CAC meeting for 2024 is scheduled for Wednesday, January 10, 2024.

**RECOMMENDATION**

1. Appoint the 2024 Citizens Advisory Committee members.



# Citizen Advisory Committee Member Application Part 1

Date

Type  New  Re-application

Name

Residency address

City, State, Zip

Email

Phone

Mailing address (if different from residency)

### Occupation

**Qualifications** (education or background related specifically to civic, professional, volunteer, or governmental boards or commissions)

**Are you available to attend monthly meetings & take an active role in working with the Coon Creek Watershed District Board of Managers?**

Yes  No

### Member Category

City/County Official

Citizen

Farmer

Outdoor organization

Other:

### Reasons for wanting to serve:

**List any financial interests or associations you have that may present a conflict of interest**

**Please read and complete Part 2 of this application, Member Expectations and Data Practices Advisory. After completing Part 2, please return the signed form by either:**

Mailing a physical copy to  
Coon Creek Watershed District  
13632 Van Buren St NE  
Ham Lake, MN 55304

OR

Scanning or photographing a copy and  
emailing it to [info@cooncreekwd.org](mailto:info@cooncreekwd.org) with  
"CAC Member Application" in the email subject  
line



# Citizen Advisory Committee

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## Member Application Part 2

### Member Expectations

This is a volunteer position with no reimbursement, except possibly for conference attendance.

The Coon Creek Watershed District (CCWD) expects CAC members to:

- Attend a new member orientation
- Make a serious commitment to actively participate in CAC work
- Notify the staff liaison if unable to attend meetings
- Prepare for meetings and reviews
- Become familiar with the CCWD Mission and CAC role
- Understand the roles and relationships of the CAC and the CCWD staff and Board of Managers
- Get to know other CAC members to build a working relationship
- Reflect the perspectives of the watershed's diverse constituency in discussions and decision-making
- Serve the CCWD in a professional and non-partisan manner
- Support the majority decision on issues decided by the CAC and the CCWD Board of Managers at meetings and when representing CCWD at other forums, even if personal opinions are different
- Refrain from making public comments and statements that would misrepresent or negatively represent the CCWD, its decisions or policies including written or verbal comments to the media, on blogs, websites, or other forums where it is foreseeable that the comments will become known to the public

### Data Practices Advisory

The following information requested above is classified as private data under the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA): your address, telephone numbers, and email address. Other information you provide in response to questions asked will be public data and so your responses should be limited to your education, training, employment, volunteer work, and any other aspects of your background and interests you do not consider to be private. If you are appointed to the Citizen Advisory Committee your address, telephone numbers, and email address will become public data.

Private data are data that generally may not be released to the public. The information classified as private data is requested so that the appointing authority can confirm your eligibility to serve on the Citizen Advisory Committee and contact you about your application. You are not legally required to provide this information; however, if you don't do so, the appointing authority may not be able to confirm your eligibility or communicate with you in a timely way.

The private data will be maintained by the Coon Creek Watershed District in accordance with the MGDPA and will be accessible to those within the Coon Creek Watershed District who reasonably require access in order to administer the appointment process.

**I certify that the information on this application is correct and that I understand the Expectations and Data Practices Advisory listed above:**

*Jason Margl*

**Signature**

**Date**



# COON CREEK WATERSHED DISTRICT

## POLICY & PROCEDURES MANUAL

**Policy # 1.8.1**

**Pages:** 1 of 5

**Program:** Public & Government Relations

**Policy Name:** CITIZEN ADVISORY COMMITTEE

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### **POLICY**

The Coon Creek Watershed District shall have a Citizen Advisory Committee (CAC) to advise and assist the Managers on all matters affecting the interests of the Watershed District and make recommendations to the Managers on all contemplated projects and improvements within the District.

### **INTENT**

To establish a Citizen Advisory Committee; provide for membership, eligibility requirements, and removal, filling of vacancies and committee powers and duties.

### **SOURCE**

Minnesota Statutes section 103D.331, Citizen Advisory Committee.

### **BACKGROUND**

The District CAC was established in 1988 in response to a complaint to the Water Resources Board (preceded BWSR) and in response to District activities involving ditch repairs and special assessments. The CAC remained active through 1991 and stopped meeting in 1992 due to lack of interest.

In 1998, the District attempted to once again reconstitute the CAC by requesting that a city council member from each of the five cities be the principal contact with the District. The District heard from three cities and in 2005 no longer heard from any of the cities.

### **PROCEDURES**

#### **1) Purpose of Committee**

To advise and assist the Managers on all matters affecting the interests of the Watershed District and make recommendations to the Managers on all contemplated projects and improvements within the District.

#### **2) Membership**

Members of the Citizen Advisory Committee are appointed by and serve at the pleasure of the Board of Managers.

- 1) **Committee Size:** The total size of the Committee shall be limited to nine (9) members. Seven of those members must be residents of the watershed district and does not include the representatives of the either Anoka County or the Soil and Water Conservation District. The intent in limiting the size of the advisory

committee is increase the committees' effectiveness in fulfilling its statutory purpose

- 2) **Committee Makeup and Composition:** Consistent with Minnesota Statutes section 103D.331, Subd. (2)(a), the makeup of the Citizen Advisory Committee shall be as follows:
  - a) Up to seven (7) Citizen Members. Citizen Members must be district residents. Recruitment must be targeted, and preference must be given, to ensure, if practicable, that the Citizen membership includes one (1) member of a sporting organization, and one (1) member of a farm or agricultural organization.
  - b) If practicable, one (1) Representative from the Anoka County Conservation District Board of Supervisors. This member does not need to be a district resident.
  - c) If practicable, one (1) Representative from Anoka County Board of Commissioners, or designee. This member does not need to be a district resident.
  - d) Total membership of CAC must be minimum of five (5) members.
- 3) **Discretion of Board to Appoint Other Interested/Technical Persons:** Consistent with Minnesota Statutes section 103D.331, Subd. (2)(b), the Board of Managers may appoint other interested and technical persons who may or may not reside with the Watershed District to serve at the pleasure of the Managers. Interested and technical persons who are not District residents may either own or work for businesses located with the Watershed District or contribute special knowledge or expertise to the mission of the Watershed District.

One Manager and the District Administrator, or staff person appointed by the Administrator, shall act as liaisons to the Citizen Advisory Committee as described in sections 13 and 14 of this Policy.

### **3) Meetings**

The Coon Creek Citizen Advisory Committee will meet on the second Wednesday of each month, convening at 5:00 p.m. – 6:30p.m., except in the month of December when there will not be a regularly scheduled meeting.

### **4) Role and Responsibilities**

The Committee shall act in an advisory capacity to the Coon Creek Watershed District Board of Managers.

- 1) The Committee may hold public meetings and
- 2) Shall make such studies, analyses, and reports as requested by the Board of Managers
- 3) May review, advise, and make recommendations to the Board of Managers

Citizen Advisory Committee members will be asked to review, advise, and make recommendations on short and long term

- 1) Surface water planning
- 2) Policy and operational issues
- 3) Annual Budget
- 4) Project Financing
- 5) Major development proposals, and land use changes directly relating to water and related land resource management
- 6) Proposed projects to be conducted by the District
- 7) Water and related land resource rules and resolutions
- 8) District policies relating to land and water management

## **5) Recruitment**

The Coon Creek Watershed District shall use all practical means to solicit applications for membership on the Citizen Advisory Committee. These shall include but are not limited to:

- 1) Word of Mouth
- 2) Advertising in the:
  - a) Official Paper of the District
  - b) District website
  - c) Websites of municipalities within the Watershed District

Primary recruitment efforts must be targeted to ensure, if practicable, one member of a sporting organization, and one member of a farm organization. Secondary recruitment efforts should target membership so that it evenly represents the geography of the Watershed, if practicable.

## **6) Application**

- 1) Application Form: Interested parties will be asked to fill out an application that includes the following information.
  - a) Occupation
  - b) Availability
  - c) Experience/Qualifications & civic activities
  - d) Motivation/Reason for serving
- 2) Application Period:
  - a) General Application: Applications to serve on the Advisory will be accepted year-round but must be received by November 15 to be considered for the following year.

## **7) Desired Qualifications**

Prospective and active members of the Citizen Advisory Committee should be:

- 1) Interested in at least one of the following:
  - a) Water Resource Protection/ Management,
  - b) Public Education/Outreach,
  - c) Water Resource Planning
  - d) Budget Planning

- 2) Able to serve as a liaison between the District and their geographic area or area of interest.
- 3) Able to effectively work and communicate with others.

### **8) Evaluation and Selection Criteria**

Applications will be reviewed by staff and reported to the Board of Managers based upon the following:

- 1) Applicant's ability to complete the assigned responsibilities
- 2) Obvious conflicts of interest
- 3) Applicant's background/experiences/interests that add value, new perspective or diverse experience to the CAC
- 4) Applicant's ability to provide a perspective that reflects the watershed constituency, and the watershed district's mission
- 5) Applicant's involvement in civic, professional, community or volunteer groups
- 6) Applicant's ability to work cooperatively with other CAC members and the Board of Managers.

### **9) Appointment**

Applications are reviewed by the CCWD Administrator for qualification and are approved by the Coon Creek Watershed District Board of Managers. Appointments are for one (1) year and may be renewed annually in December or January.

### **10) Removal & Vacancy on Advisory Committees**

Members of the Committee may be removed by the Board of Managers for any reason deemed sufficient by a majority of the Board of Managers. Should a representative of the Anoka County Conservation District Board or the designee of the Anoka County Board of Commissioners resign or be removed, the Watershed District shall request, in writing, to those Boards to appoint a new representative. Failure of an organization to appoint a representative to the Committee does not preclude future participation.

### **11) Removal**

The eventual 'Removal' of a CAC member is a distinct possibility. Below is one policy statement and method for achieving this.

A Citizen Advisor serves at the will and pleasure of the CCWD Board of Managers and may be removed at the discretion of the CCWD Board of Managers

- 1) Being a Citizen Advisor is an At-will appointment
- 2) Removal may occur when a Citizen Advisor fails to meet the criteria for representing the geographic area to which the member was appointed.
- 3) Removal may occur when a Citizen Advisor has engaged in conduct detrimental to the accomplishment of CAC responsibilities and/or CCWD mission, or engaged in conduct contrary to the CAC Code of Conduct.

The CCWD staff shall notify a member if they are removed from the CAC. The position will then be considered vacant and open to be filled.

**12) Expense Reimbursement**

Minnesota Statutes section 103D.331 (3) provides that the Managers may reimburse CAC members for actual traveling and other necessary expenses incurred in the performance of their duties.

**13) Board Liaison**

The Board will appoint a Board member to serve as a liaison to the CAC. The principal role of the Board Liaison is to facilitate the flow of information between the CAC and the CCWD Board of Managers.

**14) Staff Liaison**

The District Administrator or the appointed staff liaison will serve as the principal staff members, in that order, who serve as a liaison to the CAC. The principal role of the Staff Liaison is to facilitate the flow of information between the Committee, the CCWD Board of Managers and the CCWD staff. Other general staff responsibilities include:

- 1) Orient new Committee members
- 2) Distribute Committee notices and agendas
- 3) Provide recommendations from the Committee to the CCWD Board of Managers
- 4) Support and motivate the Committee to participate in other Watershed activities

**AUTHORIZATION**

**Adopted:** October 10, 2011

**Revised:** January 18, 2017

**Revised:** December 14, 2020

**APPROVED**

District Administrator, December 14 2020

### Citizen Advisory Committee Code of Conduct

- This is a volunteer position with no reimbursement, except possibly for conference attendance.
  
- The Coon Creek Watershed District (CCWD) expects CAC members to:
  - Attend a new member orientation
  - Make a serious commitment to actively participate in CAC work Notify the staff liaison if unable to attend meetings Prepare for meetings and reviews
  - Become familiar with the CCWD Mission and CAC role
  - Understand the roles and relationships of the CAC and the CCWD staff and Board of Managers
  - Get to know other CAC members to build a working relationships
  - Reflect the perspectives of the watershed's diverse constituency in discussions and decision-making
  - Serve the CCWD in a professional and non-partisan manner.
  - Support the majority decision on issues decided by the CAC and the CCWD Board of Managers at meetings and when representing CCWD at other forums, even if personal opinions are different
  - Refrain from making public comments and statements that would misrepresent or negatively represent the CCWD, its decisions or policies including written or verbal comments to the media, on blogs, websites, or other forums where it is foreseeable that the comments will become known to the public

**COON CREEK WATERSHED DISTRICT**  
**Request for Board Action**

**MEETING DATE:** December 11, 2023  
**AGENDA NUMBER:** 12  
**ITEM:** Elect Secretary of the Board

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**AGENDA:** Policy

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**ACTION REQUESTED**

Elect Board Secretary

**PURPOSE & SCOPE OF ITEM**

To fulfill legislative requirement of the Board of Managers having an elected secretary.

**BACKGROUND**

Minnesota Statute 103D.315 Subd. 3 requires the Board to elect different managers as president, secretary, and treasurer. The managers must fill vacancies occurring in the officers' positions.

Elections are typically held at the first meeting in June to accommodate any new appointees. However, Board turnover in the past year has led to several vacancies and special elections.

1. In January, interim elections were held after Michael Kreun's departure to the Minnesota Legislature.
2. In June the Board opted not to hold general elections. However, general elections were held in July
3. In August elections were held due to Matt Herbst unexpected resignation
4. In September elections were held for the position of vice president due to Jim Haffner becoming President.

In October Patrick Parker passed away

**COORDINATION**

**FACTS**

1. MS 103D requires the Board to have three officers elected from its members.
2. The position of secretary is currently vacant and needs to be filled.

**ISSUES/CONCERNS**

1. Vacant Secretary position

**IMPLICATIONS**

1. We are currently out of compliance with the law.

**PRIOR DECISIONS**

**OPTIONS**

1. Hold elections for the position of Board secretary.
  - a. Eligible Board members not currently holding an office are Dwight and Jason.
2. Hold general elections.
3. Table Election pending resolution of any policy concerns.

**CONCLUSIONS**

Position of Secretary needs to be filled

**RECOMMENDATION**

Hold elections for the position of Board secretary.



**COON CREEK WATERSHED DISTRICT**  
**Request for Board Action**

**MEETING DATE:** December 11, 2022  
**AGENDA NUMBER:** 13  
**ITEM:** 2022 Audit

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**AGENDA:** Information

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**ACTION REQUESTED**

Receive report.

**PURPOSE**

To review Audit Exit Meeting with the State Auditor on the financial affairs of the Watershed District during 2022

**SCOPE**

The audit addresses all financial affairs conducted by the District during the 2022 calendar year. The exit meeting reviews the audit process, major findings and adjustments in policies and procedures required for the District to comply with Generally Accepted Accounting Principles (GAAP) and requirements of the Governmental Accounting standards Board (GASB)

**BACKGROUND/CONTEXT**

Minnesota Statutes 103B and 103D require that the District's financial affairs be audited annually. The CPA for the District has been provided by Anoka County, who then prepares the Comprehensive Annual Financial Report (CAFR) and assists the state auditor with access to District accounting records. Anoka County has also handled District investments to reduce costs and ensure compliance with the requirements for investing public funds.

An exit meeting was held December 6 to review findings and recommendations. The state auditor will be issuing an unqualified opinion that the District financial statements fairly and accurately represent the financial position of the District.

**ISSUES/CONCERNS/OPPORTUNITIES**

1. **New Accounting Pronouncements:** GASB has issued a statement (GASB #96: Subscription-Based Technology Arrangements. The standard went into effect January, 2023.

This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). It is unclear if or to what degree this standard may apply to the District.

**IMPLICATIONS FOR RESOURCE/ORGANIZATION**

Unclear at this time.

**CONCLUSIONS**

The District received an unqualified opinion that that the records of the District's financial transactions in 2022 provide a clear and accurate record of financial activity.

**RECOMMENDATION**

Receive report

News release

November 14, 2023



## Contact

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# Minnesota adds impairments in 54 streams and lakes to 2024 impaired waters list, fewest additions in recent years



15 lakes in central Minnesota removed from list; one added due to “forever chemicals”

The Minnesota Pollution Control Agency (MPCA) today released its proposed impaired waters list for 2024, adding 199 impairments over 54 water bodies. The number of water bodies added are a significant decrease compared to the 2022 list, which illustrates progress in restoring and protecting water — though challenges remain throughout the state, particularly related to difficult to manage pollutants such as “forever chemicals” and sulfate.

The list is required by the federal Clean Water Act. It includes waters that no longer meet water quality standards, as well as water bodies that have improved and are proposed to be taken off the list. This year’s list assessed and reviewed Mississippi

River – Twin Cities, Minnesota River – Yellow Medicine River, Bois de Sioux River, and Mustinka River watersheds, among others throughout the state. The list underscores Minnesota’s progress in restoring and protecting waters while highlighting the need for long-term solutions.

Common impairments in these watersheds throughout central and west central Minnesota include conditions stressing fish and bug populations, such as poor habitat, sediment, and nutrients. These impairments have led to studies and plans to restore the waters to meet standards. Some successes seen in central Minnesota include 15 lakes removed for nutrient improvements. One such lake in Ramsey-Washington Metro Watershed District, Kohlman Lake, is proposed for removal after more than 20 years of restoration efforts that included parking lot improvements at the Maplewood Mall, church rain gardens, and technical projects from the watershed district.

“Minnesota’s 2024 impaired waters list reflects our continued work to safeguard our state’s water resources,” said MPCA Commissioner Katrina Kessler. “While progress is evident in the decrease in water body listings and impairments, the challenges we face, particularly in addressing sulfate levels and PFAS contamination, remind us that our mission of water restoration and protection is critical for Minnesota’s future.”

Highlights from the 2024 impaired waters list include:

- Adding 199 impairments over 54 water bodies, bringing the total amount of listings from all years to 2,798 water bodies with 6,349 impairments.
- Removing 27 listings for improved water quality.
- This year's list demonstrates a significant decrease from 2022, which proposed 417 new impairments over 305 water bodies.
- This indicates an 82% decrease in water body listings and a 52% decrease in impairments
- Lake trend data also indicate 31% of monitored lakes are improving in clarity and 9% are declining.

## Continued challenges to water quality

Per- and polyfluoroalkyl substances (PFAS), commonly known as the "forever chemicals" used in industrial settings and found in numerous consumer products, continue to be found in water bodies throughout the state. One type of PFAS, Perfluorooctane sulfonic acid (PFOS), can accumulate in fish and is transferred to humans when consumed, potentially causing adverse health effects. The MPCA proposes the addition of three more water bodies to the list due to high levels of PFOS: Sargent Creek and Miller Creek in Duluth, and Crystal Lake in Robbinsdale. This brings the total number of water bodies impaired for PFOS on the list to 26.

The MPCA is working collaboratively with other state agencies to identify and address water bodies impaired because of [PFOS in fish tissue](#). This work is guided by the [statewide PFAS blueprint](#), which outlines strategies to prevent, manage, and clean up PFAS contamination in the environment.

The 2024 list also includes 20 new water bodies that are impaired for sulfate — a naturally occurring nutrient that can also be found in discharges from mining operations, wastewater treatment plants, and industrial facilities. Sulfate negatively impacts the growth of wild rice, which is an important part of the biological community in many Minnesota lakes, streams, and wetlands and a cultural and economic resource to many, particularly tribal nations.

Of the 20 new waters impaired for sulfate, 13 are wild rice lakes and 7 are streams. The MPCA has identified [approximately 2,400 waters used for the production of wild rice](#), and this list is open for public comment for the first time, included among documents related to the 2024 impaired waters list.

## A milestone achieved: monitoring and assessment of all 80 watersheds

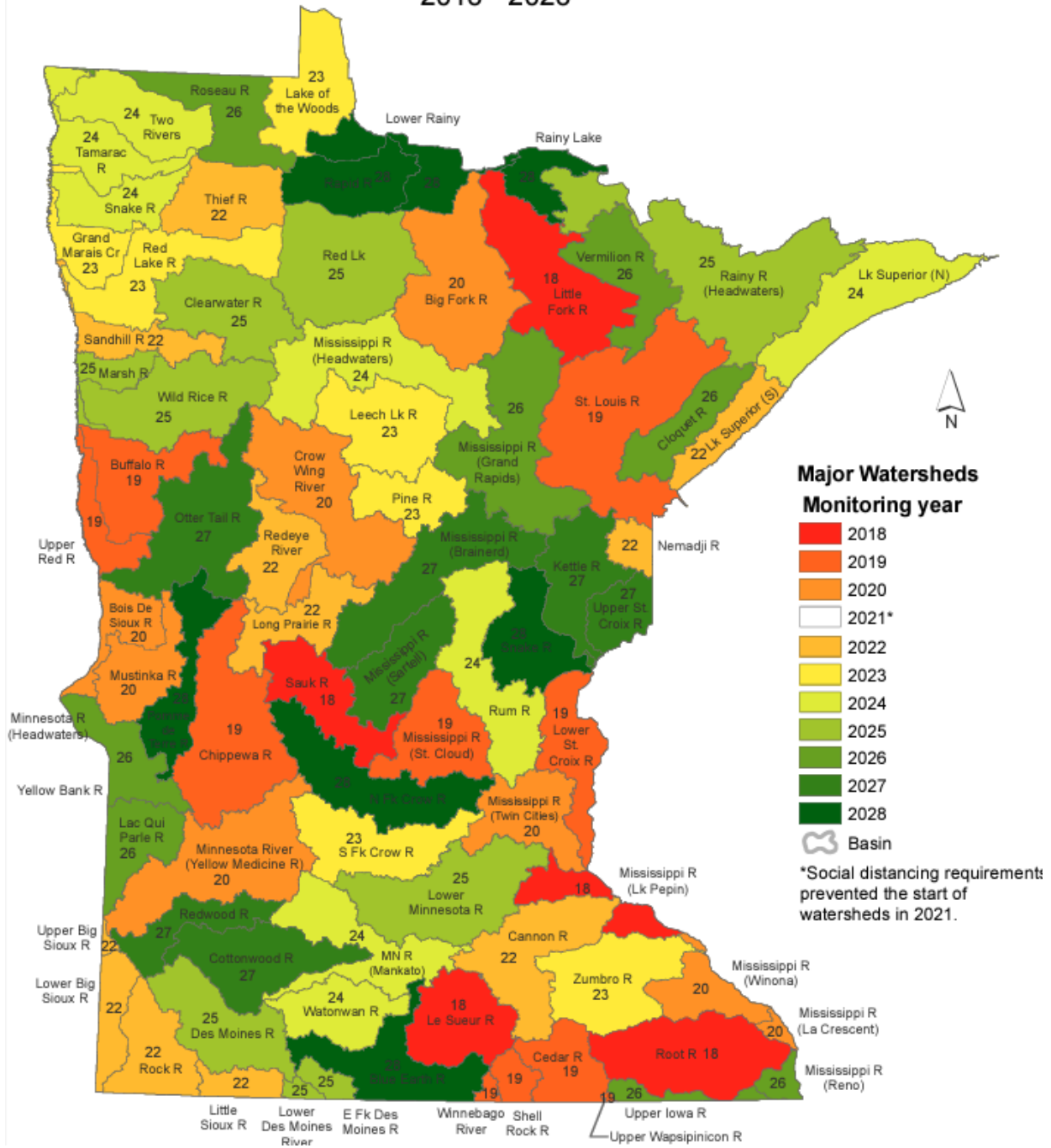
The MPCA has completed the first round of monitoring and assessment of all 80 watersheds in Minnesota, which it began in 2010. This comprehensive data is gathered in conjunction with partners throughout the state and drives the development of the impaired waters list. It also informs strategies designed to improve water quality, called watershed restoration and protection strategy (WRAPS) reports. Moving forward, the agency's goal is to monitor and assess each of the 80 watersheds every 10 years to track changes in water quality and progress in restoration efforts. This work is funded by the Clean Water, Land, and Legacy Amendment.

## Public comments encouraged through Jan. 12, 2024

Minnesota's draft impaired waters list, assessment manual, and revisions to appendix A of the statewide mercury TMDL will be on public notice through 11:59 p.m., Jan. 12, 2024. The MPCA invites Minnesotans to submit comments on whether additional waters should be placed on the list or be removed, and to attend one of several public meetings about the list. For the list, more information about impairments, upcoming public meetings, and how to comment, [please visit the MPCA website](#).

As required by the [federal Clean Water Act](#), Minnesota develops a list of impaired waters every two years. The draft 2024 list is due on April 1, 2024, to the U.S. Environmental Protection Agency, which will make the final decision on approving the list.

# Watershed Lake and Stream Monitoring Schedule 2018 - 2028



Within the District, 11 new listings are proposed for 9 streams/lakes, including 4 new waterbodies across 5 cities:

- Ditch 58 (Ham Lake/Andover)
- Ditch 41-4 (Blaine)
- Stonybrook Creek (Fridley)
- Laddie Lake (Blaine/Spring Lake Park)

Waterbody (AUID)	Year Listed or proposed	Impaired Beneficial Use	Impairment
Coon Cr (07010206-530)	2006	Aquatic Life	Macroinvertebrates
	2022	Aquatic Life	Fish
	2024	Aquatic Life	Total Suspended Solids
	2024*	Aquatic Life	Dissolved Oxygen
	2014	Aquatic Recreation	<i>E. coli</i>
Ditch 11 (07010206-756)	2022	Aquatic Life	Macroinvertebrates
	2024	Aquatic Life	Dissolved Oxygen
	2024	Aquatic Recreation	<i>E. coli</i>
Ditch 58 (07010206-636)	2024	Aquatic Recreation	<i>E. coli</i>
Sand Cr (07010206-558)	2006	Aquatic Life	Macroinvertebrates
	2024*	Aquatic Life	Fish
	2016	Aquatic Recreation	<i>E. coli</i>
Ditch 41-4 (07010206-765)	2024	Aquatic Recreation	<i>E. coli</i>
Pleasure Cr (07010206-594)	2006	Aquatic Life	Macroinvertebrates
	2024	Aquatic Life	Chlorides
	2014	Aquatic Recreation	<i>E. coli</i>
Springbrook Cr (07010206-557)	2006	Aquatic Life	Macroinvertebrates
	2024	Aquatic Life	Chlorides
	2014	Aquatic Recreation	<i>E. coli</i>
Stonybrook Cr (07010206-824)	2024*	Aquatic Recreation	<i>E. coli</i>
Mississippi River (07010206-805)	1998	Aquatic Consumption	Mercury in fish tissue
	2002	Aquatic Consumption	PCBs in fish tissue
	2006	Aquatic Recreation	Fecal coliform
	2016	Aquatic Life	Nutrients (TP)
Crooked Lake (02-0084-00)	2008	Aquatic Consumption	Mercury in fish tissue
Ham Lake (02-0053-00)	2008	Aquatic Consumption	Mercury in fish tissue
Laddie Lake (02-0072-00)	2024	Aquatic Life	Chlorides

\*Currently under review at request of CCWD; formal listing may be delayed



