

**COON CREEK WATERSHED DISTRICT**

Request for Board Action

**MEETING DATE:** January 27, 2025  
**AGENDA NUMBER:** 8  
**ITEM:** Citizen Advisory Committee Application

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**AGENDA:** Policy

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**ACTION REQUESTED**

Decision

**PURPOSE & SCOPE**

The purpose of this item is for the Board to consider the appointment of David Petry to the District’s Citizen Advisory Committee (CAC).

**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.

The 2025 Citizen Advisory Committee currently includes:

1. Barbara Goodboe-Bisschoff, Spring-Lake Park City Council representative
2. Paddy Jones, Ham Lake Resident
3. Jason Margl, Andover Resident
4. Gary Nereson, Andover, Crooked Lake Area Association representative
5. Nathaniel Schneider, Coon Rapids Resident
6. Anoka Conservation District representative – Jim Lindahl
7. Anoka County representative – Joe MacPherson

On Thursday, December 12<sup>th</sup> District staff received a CAC application from Coon Rapids resident David Petry. Mr. Petry’s application has been reviewed by staff and deemed complete. The application is attached for Board review and consideration per CCWD policy 1.8.1:

CCWD Policy 1.8.1 – Citizen Advisory Committee

*Section 6.2: Application Period*

- a) *General Application: Applications to serve on the Advisory will be accepted year-round and considered for appointment at the next regular board meeting following receipt of a completed application.*

## **ISSUES/CONCERNS**

CCWD Policy 1.8.1 limits the size of CCWD's Citizen Advisory Committee to nine (9) members. Both state statute and CCWD policy emphasize the importance of having members represent various organizations, interest groups, and communities.

Appointing Mr. Petry to the CAC would bring 2025 membership up to eight (8), the number of communities represented would remain at five (5) as Mr. Petry would be the second Coon Rapids resident on the CAC.

It is also worth noting that Mr. Petry is employed as a Project Manager at Rice Creek Watershed District (RCWD). Mr. Petry has indicated that he has spoken to the RCWD Administrator who communicated no concern regarding any potential conflict of interest. Given that the CAC is an advisory committee and does not make decisions, or speak on behalf of CCWD, staff do not feel that Mr. Petry's employment at RCWD poses any risk to the operations of the CAC or CCWD as a whole.

## **IMPLICATIONS FOR RESOURCE/ORGANIZATION**

Per CCWD policy 1.8.1, should the Board choose to appoint Mr. Petry at the January 27<sup>th</sup> meeting, Mr. Petry's appointment would run through the rest of the year and be up for re-appointment with the rest of the CAC members in December 2025.

## **CONCLUSION**

The District received a completed application for the Citizen Advisory Committee (CAC) from Coon Rapids resident David Petry. The CAC has two openings and one existing member currently representing Coon Rapids. Staff ask the Board to review Mr. Petry's application

## **QUESTIONS**



# 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:**

**Signature**

**Date**