

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

**MEETING DATE:** January 27, 2025  
**AGENDA NUMBER:** 9  
**ITEM:** Initiation of Comprehensive Plan Amendment - Capital Improvement Plan

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**AGENDA:** Policy

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**ACTION REQUESTED**

Direct staff to begin Capital Improvement Plan (CIP) minor amendment review

**BACKGROUND**

Minnesota Statutes 103B & 103D require the District to develop and maintain a Comprehensive Watershed Management Plan. The Comprehensive Plan is to cover a period of 10 years.

The current Comprehensive Plan was approved by the BWSR on October 23, 2024. Central to the plan is the need for the District to be responsive, agile and current with the water management operating environment. To achieve this the District needs to continually review and update its Comprehensive Plan. Particularly its Capital Improvement Plan. The current Capital Improvement plan articulates projects based on an assessment of needs and a forecast that is now two years old.

The plan needs to be updated and details added to projects which were known would be needed but were lacking the specifics needed for annual budgeting.

**COORDINATION**

Staff can begin reviewing the current CIP to recommend updates, project refinement, and timelines. Staff will work with city partners and county to identify potential coordination on upcoming project opportunities as well.

**PERTINENT FACTS**

The CIP in the adopted 2024-2033 Comp Plan was drafted in 2023 and is going into its third year of implementation. It needs to be reviewed and updated.

**ISSUES/CONCERNS/RISKS**

- BWSR recommends using the minor amendment process for CIP updates
- As stated in MR 8410.0140, Plan amendments are considered to be minor amendments if they meet the following provisions:
  - o CCWD has sent copies of the proposed amendments to Plan reviewers for comment, identified the minor amendment process is being followed, and has allowed at least 30 days for receipt of comments.
  - o No County Board has filed an objection to the proposed amendments within the 30-day comment period
  - o BWSR has agreed the proposed amendments are minor or failed to act within 5 working days of the end of the 30-day comment period
  - o CCWD has held a public meeting to explain proposed amendments and published legal notice of the meeting prior.

**OPTIONS FOR ACTIONS**

- Direct staff to begin CIP minor amendment review
- Delay review for further discussion

**RECOMMENDATION**

Direct staff to begin CIP minor amendment review