



MEMORANDUM

To: MCWD Board of Managers
From: Darren Lochner
Date: October 23, 2017
Re: 2018 MCWD Citizen Advisory Committee Focus

Purpose:

This memorandum provides background information to facilitate a discussion with the Minnehaha Creek Watershed District (MCWD) Board of Managers, regarding the focus of its Citizen Advisory Committee (CAC) for 2018-2019.

Background:

In accordance with §103D.331, and Section 2 of the MCWD By-Laws:

The CAC is organized exclusively to assist the Minnehaha Creek Watershed District Board of Managers on matters affecting the interests of the Watershed District.

The purpose of this [CAC] organization is to:

- *Support the mission statement and goals of the Minnehaha Creek Watershed District;*
- *Review and comment on reports, minutes, activities and projects of the Watershed District as necessary;*
- *Consider issues pertinent to the functions and purposes of the Watershed District;*
- *Advise and assist in decision-making;*
- *Raise issues of concern from the public;*
- *Report to the Board of Managers on the general content of CAC meetings and resulting recommendations.*

Each December, the Board of Managers appoints citizens from the watershed to serve a one-year term on the MCWD Citizen Advisory Committee (CAC). The terms follow the calendar year and begin in January. While many of the CAC members apply to serve another term there is about a third of membership that is new every year.

Periodically, sometimes at the request of the CAC, the Board of Managers has revisited the role, structure and focus of the CAC. Most recently, at the October CAC Meeting, members expressed an interest in

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seeking more focused direction from the Board on how the CAC might best assist the MCWD moving into 2018 and beyond.

Historically, the CAC has been engaged by the Board in major policy initiatives like rule revisions and the development of the Comprehensive Plan, and in an auxiliary operational capacity reviewing grant applications with program staff. However, as the Comprehensive Plan development comes to a close, and with the suspension of the MCWD's grant program, directional focus is needed to maximize the utility of the CAC.

October 26, 2017 Board Meeting:

At the October 26, 2017 Meeting, staff will outline, for Board discussion, a framework and options to focus the CAC's 2018-2019 agenda, in a way that is increasingly aligned with the District's strategic priorities.

Next Steps:

Following Board discussion, and with CAC involvement, staff will refine a framework and action plan that provides clear direction and focus for the CAC moving into 2018 and beyond. That framework will be brought before both the CAC and Board for final consideration in December 2017.

If you have questions in advance of the meeting, please feel free to contact me at dlochner@minnehahacreek.org or 952-641-4524.

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