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TO: CLFLWD Board of Managers  
DATE: December, 2016  
RE: District Administrator's Report for the December 15<sup>th</sup> Board Meeting

### **General Fund – Administration (1000 series)**

- 1001 – Board Administration
  - District staff and Managers Anderson, Spence, and Schmaltz attended the Minnesota Association of Watershed Districts (MAWD) conference in Alexandria on December 1<sup>st</sup>-3<sup>rd</sup>.
  - Mike K. and President Anderson gave a presentation on the Bixby Park project during the MAWD conference. Positive feedback was received.
  - Work has commenced on the elements related to JD 6 with RCWD and subsequent boundary change.
- 1003 – General Administrative
  - The District's Aquatic Invasive Species (AIS) Program was chosen as one of three finalists for the MAWD Program of the Year award. The winner of the award was the Sauk River Watershed District for its Water Fest and River Rallies Program.
- 1004 – Professional Services
  - Contract extensions for professional services are being brought to the December Board meeting for acceptance.

### **Programs (3000 series):**

- 3001 District Rules and Rulemaking
  - A technical advisory committee (TAC) meeting was held December 5<sup>th</sup> to discuss the proposed rule revisions that have been discussed at various board meetings throughout 2016. Agenda items included rule applicability thresholds, and more in-depth discussions on rules 2, 3, and 5.
  - A board workshop is proposed for January 12, 2016 to discuss the proposed rule revisions and WMP amendment.
- 3002 Permitting
  - Two permit applications will be reviewed by the Board at the 12/15/16 meeting:
    - 16-022 MnDOT 1-35 Unbonded Concrete Overlay Project (Rules 2.0 & 3.0)
    - 16-024 Lord of the Lakes Church Expansion (Rules 2.0 & 3.0)
  - Two additional permit applications were received:
    - 16-023 Arth Single Family Home (Rule 3.0)
    - 16-025 Forest Lake Schools Transportation Building Expansion (Rule 3.0)
  - No new permits were issued. Staff had frequent correspondence with several permit applicants regarding required application exhibits.
  - No permits were closed out.
  - Pre-permit reviews:

- Staff had communications with landowners and the City of Wyoming with regard to a future road and development project on the west side of Comfort Lake. Though it is still in the early stages of planning, the proposed project may eventually result in road expansion of West Comfort Drive. The CLFLWD and City of Wyoming will continue coordination as this project develops.
      - District and engineering staff are in communication with a current landowner and prospective land purchaser in the Shallow Pond area. The prospective land purchaser is interested in building a house in an upland portion of the parcel, and has expressed interest in working with the District on a water quality project in the future. An erosion control permit will likely be required for the construction of the house. The District will be in contact with the City of Wyoming and DNR throughout the permit process.
    - Non-permitted reviews:
      - Staff responded to landowner complaints about excavation work occurring at Timm's Marina on Forest Lake. The bay dredging work is a regular maintenance activity performed by Timm's Marina every 5 years or so. The activity was permitted by the DNR. Staff coordinated with the DNR Area Hydrologist and Timm's Marina to ensure that proper erosion and sediment control methods were being used.
- 3005 Education and Outreach
  - 3005A Ongoing Initiatives
    - Staff have spent time analyzing the watercraft inspection data from the 2016 season. A summary of the data will be presented at the December 15<sup>th</sup> meeting.
    - Mike S. sent watercraft inspection summary reports to the presidents of the Forest Lake Association, Comfort Lake Association, and Bone Lake Association.
    - Mike S. attended a county-wide lake association meeting regarding aquatic invasive species at Forest Lake City Hall on November 14<sup>th</sup>.
    - Mike S. completed yearend meetings with each of the three local lake association presidents. Topics of discussion included: AIS activities, capital improvement projects, and the Watershed Management Plan amendment.
    - Staff have created an informational flyer in an attempt to recruit new CAC members for the District. The flyer was posted on the District office door, posted on the District's website and social media pages, and distributed via mail to over 100 District residents who have either completed a cost-share project with the District or contacted the District with questions or concerns.
    - Staff had additional email correspondence with Comfort Lake Association members regarding 2017 AIS management and watercraft inspection budgeting.
    - EWMREP's December 2016 Education Update is available on the District's education and outreach webpage. Direct link to PDF: <http://www.clflwd.org/documents/Dec.2016edupdates-sm.pdf>.
- 3006 – Technical Resource Sharing and Interagency Communication
  - 3006F: Watershed Management Plan Update
    - Staff have collected input from local lake associations related to the watershed management plan amendment.
    - A Technical Advisory Committee meeting to discuss the current plan and proposed amendment items is scheduled for January 10, 2017. Liaisons from each of the three lake associations have been invited to attend the TAC meeting.
    - A board workshop is proposed for January 12, 2016 to discuss proposed rule revisions and the WMP amendment.

- 3007 – Research
  - Staff has begun looking into several new products/services that were discussed at the MAWD conference including SAFL baffles, aquatic restoration lakebed vacuuming service, and floating treatment wetlands.
  - Mike K. has a meeting planned with Andy Erickson who is with the U of M St. Anthony Falls Laboratory. We are tentatively submitting a joint grant research request to test recently constructed IESF treatment projects for reductions in nitrogen in addition to P.
- 3008 – Measurement of Progress
  - District and Engineering staff continue to work on compiling data for the 2016 progress report. Additional phosphorus reduction information for each lake will be added to the draft report that was presented at the 11/17/16 regular board meeting. Per Board request at the 11/17/16 meeting, a board workshop will be scheduled for January or February 2017 to discuss the progress report and phosphorus reduction data.
- 3009 – Grant Research and Preparation
  - The Board of Water and Soil Resources released its FY17 grant recommendations. Three of the five applications submitted by the District are recommended for full funding. A memo summarizing the recommendations is included in this month's meeting packet.
  - The draft contract for the DNR Conservation Partners Legacy Grant for the Shields Lake fish barrier is included in this month's meeting packet for Board review.
  - Final payments for the Hilo Lane and Forest Lake North Shore Subwatershed Assessment PCA grants have been approved and should be received before yearend.
  - Final reporting for the Bixby Park project BWSR grant will be completed and final payment will be requested before the grant reporting deadline at the end of January.
- 3010 – Operations and Maintenance
  - Stop logs for the Bixby Park weirs were adjusted to slide in and out more easily. This should make future water level management easier for staff to accomplish.
- 3011 – Aquatic Invasive Species Prevention and Management
  - AIS report summaries and maps from Blue Water Science will be distributed at the December board meeting. The full reports will be completed by the January regular board meeting and Steve McComas will be available to give a presentation on the yearend findings during that meeting.

**Projects (5000 series):**

- 5200 – Lakes
  - 5220 District-Wide
    - Mitch Larson from Wenck Associates conducted shoreline development surveys of Comfort Lake and Bone Lake in late-November using a UAS. He was able to collect high-definition images of each of the properties around the lakes from vantage points that are not possible from a typical boat.
  - 5228 Forest Lake
    - A neighborhood meeting was held on November 16<sup>th</sup> with residents residing adjacent to the 3<sup>rd</sup> Lake Pond project site. All were very receptive to the project and glad it was moving forward to construction.

- A pre-bid meeting for the Forest Lake Wetland Treatment Basin Project was held on November 29<sup>th</sup>.
    - The bid opening meeting for this project occurred on Monday, December 5<sup>th</sup> and was attended by four companies, which submitted base bids ranging from \$143,672.00 to \$232,749.00. The lowest base bid price of \$143,672.00 was submitted by Peterson Companies from Chisago City.
- 5400 – Wetlands
  - 5421A Moody Lake Wetland Rehabilitation
    - A pre-bid meeting for this project occurred on November 29<sup>th</sup> and was attended by representatives from ten different contracting companies.
    - The bid opening meeting for this project is scheduled for Monday, March 12<sup>th</sup> at 10:00 am at the District office.
- 5800 – Interagency Communication
  - City of Forest Lake
    - Emily called in to the City of Forest Lake monthly staff meeting on December 7<sup>th</sup>.
    - Mike K. met with City staff to discuss their participation in the Forest Lake Wetland Treatment Basin project. Presently, they have informally agreed to covering half of the roughly \$11,800 construction costs over the budgeted amount based on approved alternative items added to the project.
  - City of Wyoming
    - Staff is coordinating with the City of Wyoming with regard to a drainage issue near the Washington-Chisago county border that was reported to the District by a local homeowner.
  - The 12/5/16 TAC meeting was attended by representatives from the City of Wyoming, City of Forest Lake, Washington County, Chisago County, Rice Creek WD, MN DNR, and Metropolitan Council.