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TO: Comfort Lake-Forest Lake Watershed District (CLFLWD) Board of Managers
DATE: December 9, 2020
RE: District Administrator's Report for the December 16th Regular Board Meeting

Administration (1000 series)

- 1003 – General Administration
 - Clean Water Partnership Loan B: Staff have been coordinating the steps necessary in executing this loan agreement. This is a recommended action item on the December 16th agenda.
 - Staff have begun preparations for the 2021 annual audit.

Programs (3000 series)

- 3002 – Permitting
 - See Permitting Update attachment for updates.
 - Phase II development of the new permitting database platform has begun. Emmons & Olivier Resources, Inc (EOR) continues to work with District permitting staff to increase the functionality of the platform-work under Phase II is anticipated to be completed by January 2022.
- 3003 – Monitoring and Data Assessment
 - Staff is conducting maintenance on all monitoring equipment deployed during the 2021 field season.
 - The Citizen Assisted Tributary Monitoring program (CAT) received the MAWD Program of the Year award. Staff will take a picture with the award on arrival and send the picture and description of the program to the Chisago County Press.
- 3004 – Non-Point Source Pollution Abatement (Cost-Share)
 - Staff is assisting the City of Forest Lake staff with surveying MS4 infrastructure for both their own records and for use by the CLFLWD so as to complete the H&H modeling within the Forest Lake Management District. Once the H&H model is completed, it will be shared with the City for their own use as well.
- 3005 – Education and Outreach
 - Staff will be meeting with Angie Hong and Barbara Heitkamp of the East Metro Water Resource Education Program (EMWREP) in late December to discuss plans for 2022 education efforts.
 - Publications

- *PFAS contamination works its way to the St. Croix River* by Angie Hong. Published online November 11, 2021.
<https://eastmetrowater.org/2021/11/11/pfas-contamination-works-its-way-to-the-st-croix-river/>
 - *Fifty-three Minnesota lakes and streams to be de-listed in 2022* by Angie Hong. Published online November 18, 2021
<https://eastmetrowater.org/2021/11/18/fifty-three-minnesota-lakes-and-streams-to-be-de-listed-in-2022/>
 - *Give me a home where the bees and butterflies roam* by Angie Hong. Published online November 26, 2021.
<https://eastmetrowater.org/2021/11/26/give-me-a-home-where-the-bees-and-butterflies-roam/>
 - *Fossils, glaciers, and the water we drink* by Angie Hong. Published online December 2, 2021
<https://eastmetrowater.org/2021/12/02/fossils-glaciers-and-the-water-we-drink/>
 - *Watershed district's potential move to waterfront property stirs opposition from taxpayers* by Eric Rassmussen. Published online December 3, 2021.
<https://kstp.com/minnesotaE-news/watershed-real-estate-controversy/6320883/>
- 3006 – Technical Resource Sharing and Interagency Communication
 - CLFLWD received the MN Association of Watershed Districts 2021 Program of the Year Award for its Citizen Assisted Tributary Monitoring Program and was nominated for several other awards. A memo with more information is provided in the December 16th regular meeting packet.
 - CLFLWD has been asked to present to MN Pollution Control Agency staff about our monitoring program and progress toward goals. MPCA staff reached out to CLFLWD staff indicating they have an annual Water and Watersheds meeting (virtual again this year) for MPCA staff that do monitoring and watershed work. CLFLWD was asked to present because we are one of the Section 319 Small Watersheds Focus grantees, and they indicated CLFLWD is at the top of their list in terms of our approach and progress. Staff will prepare a presentation to be given at the meeting in late January (exact date/time TBD).
- 3008 – Measurement of Progress
 - Staff has begun framing up the 2021 Progress Report. This report format will have several changes compared to the 2020 Progress Report and will be more closely aligned with the recently-adopted Watershed Management Plan.
- 3009 – Grant Research and Preparation

- CLFLWD is recommended to receive two FY22 Clean Water Fund grant awards. A memo with more information is provided in the December 16th regular meeting packet.
- Staff submitted an application for a Noxious and Invasive Weed Removal grant from the Minnesota Department of Agriculture. This grant would be used to acquire equipment and materials for the removal of terrestrial invasive species at the Comfort Lake boat launch.
- As directed by the Board at the November 18th meeting, staff have evaluated the benefits and time requirements of submitting a joint application to the MN Pollution Control Agency's stormwater resiliency planning grant program. After discussing further with neighboring watershed district partners, staff recommend a joint application will be most beneficial and will proceed with a joint application with Carnelian-Marine-St. Croix WD, Brown's Creek WD, and Middle St. Croix Watershed Management Organization. This effort will be coordinated closely with our neighboring partners as well as with Emmons & Olivier Resources.
- 3010 – Operations and Maintenance
 - Staff has begun drafting a O&M overview plan document.
 - Staff have submitted public notices to the Forest Lake Times and Chisago County Press to advertise the activation of the Shields and Moody Lake aeration systems. Activation is anticipated for January 1st or shortly after, weather dependent.
- 3011 – Aquatic Invasive Species Prevention and Management
 - On December 3rd, Garrett attended a Comfort Lakes Association meeting with Manager Anderson, Jeanine Hansen (CLA President), Mike O'Connell (Lake Management Inc. Director), and Chris Jurek (Aquatic Invasive Species Specialist for MNDNR). This meeting was held by the CLA to discuss the possibility of performing a full-lake fluoridone herbicide treatment to control Eurasian watermilfoil in Comfort Lake. Chris Jurek said a permit is likely to be issued, but funding will need to be secured by the lake association to cover the high costs of the treatment.
 - Year-end reports recapping the District's AIS and watercraft inspection season will be available in the December board packet. Once approved, these materials will be sent to local lake associations and partners.
- 3012 – Land Acquisition and Management
 - Project development continues on the Cranberry Lake Channel acquisition. A Phase I Environmental Site Assessment was completed and revealed no recognized environmental concerns. An appraisal determined the value of the property to be \$500,000, substantiating the purchase price of \$499,000. And title review indicates no encumbrances adverse to the District, or conditions that would cause title to be unmarketable. Closing on the acquisition is set for January 23rd, 2022. The District is working with Dorsey and Whitney, LLP to prepare necessary closing documentation and manage closing logistics. The District has received notice of being awarded a Conservation Partners Legacy grant in the full amount of

\$400,000. This grant will reimburse the District after closing in early 2022. A natural resource and property management plan still needs to be developed for the property and staff is working on that.

- Due diligence has been completed on the potential donation of property owned by M and M Financial Company located near the intersection of Hayward Ave North and North Shore Circle North. A Phase I Environmental Site Assessment was completed and revealed no recognized environmental concerns. Title review indicates no encumbrances adverse to the District, or conditions that would cause title to be unmarketable. A donor agreement document has been drafted and is in review by the Donor. The District is working with Dorsey and Whitney, LLP to prepare necessary closing documentation and manage closing logistics.
- A draft of the Land Acquisition and Management Comprehensive Plan is in review between District staff, legal counsel, and EOR. This draft was shared with the Board for initial review at its November 18th meeting. A revised version of the draft is expected to be shared with the Board as part of its regular meeting on January 27th.

Projects (5000 series)

- 5100 Floodplain
 - A meeting with the Chisago County Board to provide updates regarding the District's programs and projects with a focus of those items within Chisago County. The meeting has been set for December 15th. Staff will also present information on the Greenway Corridors initiative regarding the concept and District visioning and planning efforts to date.
- 5200 Lakes
 - Moody Lake:
 - The 250th / Lofton Avenue ditch clean out and driveway culvert project was completed on 12-3-21. Soil samples were taken from the excavated material and will be analyzed for nutrient content to determine if any water quality benefits beyond improving drainage were realized by removal of the material. All erosion control measures were installed upon completion of the project and the site is stable.
 - Staff submitted the notification of aerator operation to the local paper in advance of aerator activation. The aerator will be turned on when ice is thick enough to allow safe installation of the required safety "thin ice" signs.
 - Little Comfort Lake:
 - East Wetland Project: Staff will be meeting with the landowner of the gravel pit adjacent to the East Wetland Project Area to discuss several design concepts that could incorporate the gravel pit and additional areas on the property into the project.
 - Shields Lake:

- Staff submitted the notification of aerator operation to the local paper in advance of aerator activation. The aerator will be turned on when ice is thick enough to allow safe installation of the required safety “thin ice” signs.
- Forest Lake:
 - Staff has contacted the potential CR 50 Iron Enhanced Sand Filter landowner to discuss the project easement. Staff will update the Board on the progress to realizing the easement.
- 5800 Interagency Communication
 - Lower St. Croix (LSC) One Watershed One Plan (1W1P): Ms. Heinz has provided regular updates to Managers Anderson and Schmaltz related to the subcommittees attended by CLFLWD staff. The next Policy Committee meeting is scheduled for Monday, January 24, 2022. The LSC work group may want to meet beforehand to discuss project targeting and grant funding eligibility for monitoring efforts (items detailed in the most recent staff update). Although Watershed Based Implementation Funds cannot be used for monitoring presently, partners may wish to meet with the Board of Water and Soil Resources to change this stance on monitoring eligibility for future fiscal years.

19-036-P2

Name: Block 2, Lot 8 Hunter Hill Development		LMD: Comfort Lake	
Applicable Rules: 3.0, 9.0		New Impervious: 0 acres	
Project Summary:			
Applied: 2021-09-22	Approved:	Active: 2021-11-10	Closed Out:

19-036-P3

Name: Aadland West Transfer - P3		LMD: Comfort Lake	
Applicable Rules: 3.0, 9.0		New Impervious: 0 acres	
Project Summary:			
Applied: 2021-11-10	Approved:	Active:	Closed Out:

19-036-P4

Name: Aadland West Transfer - P4		LMD: Comfort Lake	
Applicable Rules: 3.0, 9.0		New Impervious: 0 acres	
Project Summary:			
Applied: 2021-11-10	Approved:	Active:	Closed Out:

19-036-P5

Name: Aadland West Transfer – P5		LMD: Comfort Lake	
Applicable Rules: 3.0, 9.0		New Impervious: 0 acres	
Project Summary:			
Applied: 2021-11-10	Approved:	Active:	Closed Out:

21-005

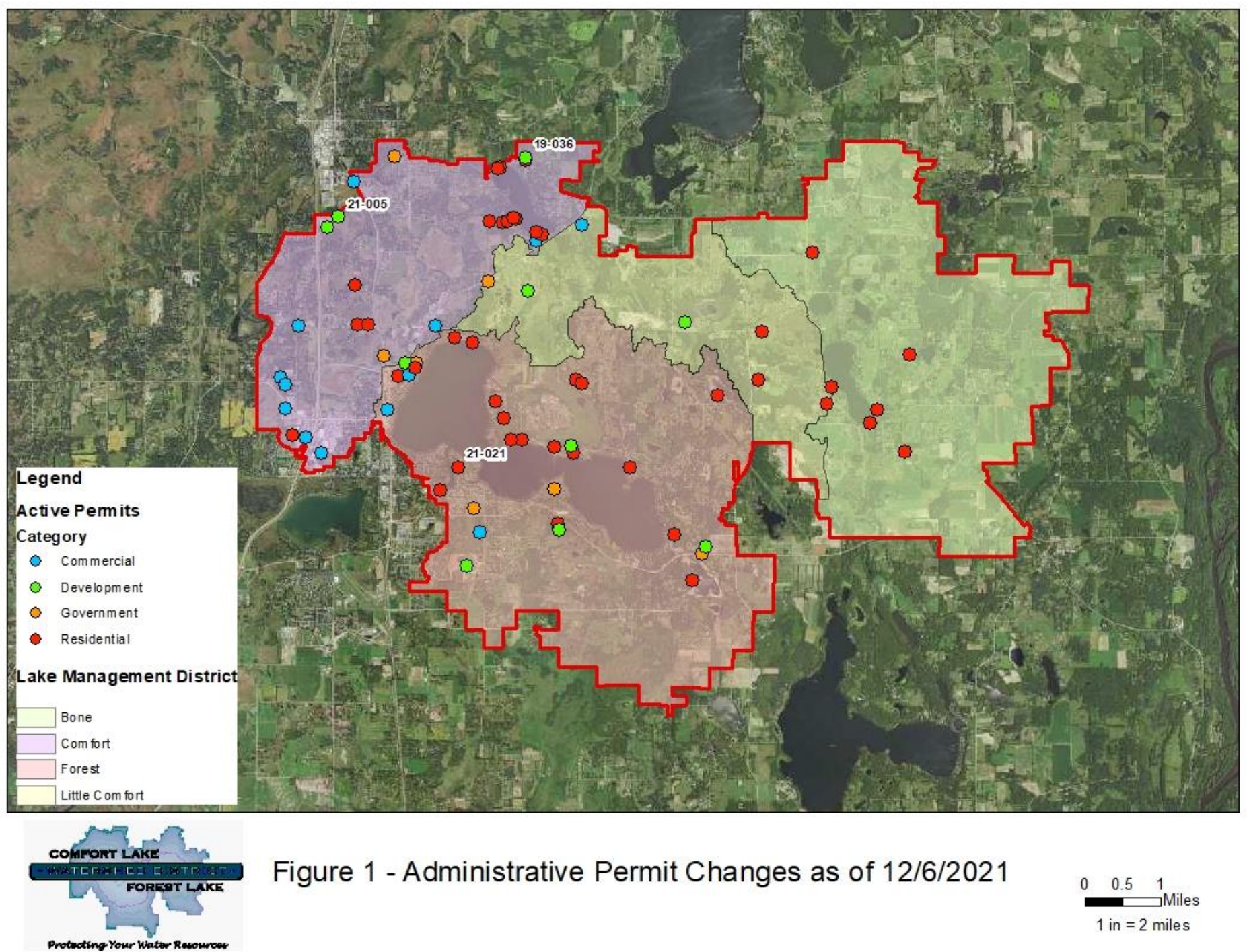
Name: Heims Lake Villas II		LMD: Comfort Lake	
Applicable Rules: 2.0, 3.0, 4.0, 9.0		New Impervious: 3.39 acres	
Project Summary:			
Applied:	Approved:	Active: 2021-11-10	Closed Out:

21-021

Name: Berg Shoreline & Riprap		LMD: Forest Lake	
Applicable Rules: 3.0, 9.0		New Impervious: 0.08 acres	
Project Summary:			
Applied:	Approved:	Active: 2021-11-10	Closed Out: 2021-12-06

Permitting Program Metrics¹
YEAR TO DATE METRICS

	Comfort	Little Comfort	Forest	Bone	Total ³
<i>Current Residential²</i>	14	4	22	9	49
<i>Current Developments⁴</i>	2	1	5	0	8
<i>Current Commercial</i>	4	0	4	0	8
<i>Current Governmental</i>	2	0	5	0	7
<i>Total Current Sites¹</i>	22	5	36	9	72
<i>Total Inspections in 2021</i>	175	12	122	25	334
<i>Average Inspections per Site in 2021</i>	7.95	2.40	3.39	2.77	4.64
<i>Total Non-Compliant Inspection Items in 2021</i>	75	1	45	6	127
<i>Average Percentage of Non-Compliant Items per Inspection in 2021</i>	4.29%	0.91%	3.69%	2.50%	3.83%



Notes:

1. Current site numbers include all permits that are either active or in the permitting process as of 9/13/2021. 2021 inspection numbers include all inspections conducted in 2021 as of 9/13/2021 – this may include inspections of projects that are currently closed out.
2. As of 07/16/20 residential numbers include any homes within residential developments/subdivisions if a permit transfer took place. This gives a more accurate representation of the number of permits staff are processing.
3. Totals may not equal the sum of each Lake Management District’s numbers. Some projects are in more than one LMD and are counted for each applicable LMD.
4. Comfort Lake LMD developments include: Shoreview 2 (19 lots, 4 Active), Woods on Comfort Lake (9 lots – 1 Active), and Heims Lake Villas (33 lots). Little Comfort Lake LMD developments include: Liberty Ponds (79 lots) and Birch Lake Estates (5 lots). Forest Lake LMD developments include: Chestnut Creek (220 lots – 1 Active) and Third Lake Estates (10 lots, 4 Active).
5. The inspection numbers for Little Comfort LMD seem disproportionate to the number of sites because one inspection is counted for each Liberty Ponds home, but the development of Liberty Ponds is counted as one site for the purpose of maintaining consistency with the other developments.
6. The Point on the map labelled 19-036 is an indicator of 4 separate individual lot status changes.