

# MEMORANDUM

## Comfort Lake-Forest Lake Watershed District

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**To:** Board of Managers  
**From:** Mike Kinney  
**Subject:** Watershed Management Plan Amendment

**Date:** October 12, 2016

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### Background

The purpose of this agenda item is to provide the Board with an update on the proposed minor amendment to the 2012-2021 Watershed Management Plan (WMP) and obtain guidance on the matter of scheduling board workshops during the Task 2 timeline period to discuss the amendment in greater detail.

### Timeline

Planning for the amendment process has already begun with staff utilizing the online project management software, Smartsheet, to develop a draft timeline and checklist. The Smartsheet can be used and updated by both staff and consultants in order to set deadlines, assign roles, communicate progress, and more. Items on the timeline encompass Board of Water and Soil Resource (BWSR) requirements such as the review period by specific agencies and a public hearing, as well as additional desired activities such as meetings with District advisory committees, lake associations, municipalities etc. The main tasks in the timeline include:

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|--|----------------------------|
| • Task 1. Planning and Initial Drafting            | October-December 2016      |
| • Task 2. Gain Public and Advisory Committee Input | December 2016 - March 2017 |
| • Task 3. Final Board Review and Consensus         | April-May 2017             |
| • Task 4. Agency Review and Response Period        | May-June 2017              |
| • Task 5. Hold Public Hearing                      | June 2017                  |
| • Task 6. Wrap Up and Distribution                 | June 2017                  |

### Purpose and Components

Though we are still in the early stages of developing the content of the plan amendment, there are several broad components of the amendment that have been previously discussed. These include:

- **3000 – Programs:** Add programs 3009 Grant Research and Preparation and 3010 Aquatic Invasive Species Prevention and Management. These additions will reflect the changes that have already been made in the District’s budgeting structure. Note that coding may need to be changed for the AIS program in order to incorporate the last two-digit identifiers for specific water resources (e.g. Moody Lake’s two-digit identifier is 21).
- **5000 – Projects:** Modifying portions of the 5000 series to explicitly include all of the recently proposed capital improvement projects. BWSR requires that capital improvement projects be included in the WMP in order for the District to spend money on them.
- **Resource Goals:** Re-evaluate water resource goals with input from advisory groups and data from progress evaluation metrics.