





Comfort Lake–Forest Lake Watershed District 2012 Annual Report & 2013 Workplan and Budget

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Introduction

Pursuant to Minnesota Statutes Section 103D.351 and Minnesota Rules Section 8410.0150, the Board of Managers of the Comfort Lake–Forest Lake Watershed District (CLFLWD or District) submits its 2012 Annual Report. The District was established by petition order of the State of Minnesota in 1999. The report is intended to inform readers of the District's activities, plans, goals, and objectives in 2012, and describe its projected work plan and budget for 2013. The District invites comments and suggestions on the report.

The District submits its Annual Activity Report to the Board of Water and Soil

Resources, the Commissioner of the Department of Natural Resources, and the Director of the Division of Waters. Copies are available from the District Administrator or the District Board of Managers.

This report is organized in three sections:

- Introduction and Background: Provides background information on the District.
- Financial Report: Summarizes budgets, levies, and the 2012 audit.
- Activity Report: Summarizes the District's programs and activities completed in 2012 and presents a workplan for 2013.





2012 Comfort Lake–Forest Lake Watershed District Board of Managers



Richard P. Damchik, President
9109 North Shore Trail
Forest Lake, MN 55025
County: Washington
Term Expires: September 2013

John T. Lynch, Treasurer
920 15th Street SE
Forest Lake, MN 55025
County: Washington
Term Expires: September 2014

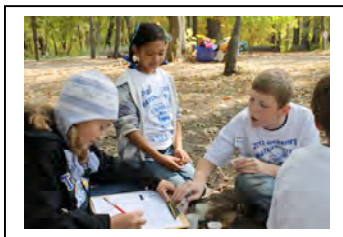
Jackie A. Anderson, Vice President
25484 E Comfort Dr
Forest Lake, MN 55025
County: Chisago
Term Expires: September 2015

Jon W. Spence
25582 Comfort Dr
Chisago City, MN 55103
County: Chisago
Term Expires: September 2014

Wayne S. Moe, Secretary
22877 Mallard Ave N
Scandia, MN 55073
County: Washington
Term Expires: September 2015



2012 Advisory Committee Members



Bruce Anderson
25484 E Comfort Dr
Forest Lake, MN 55025

Bob Roethke
21396 Heath Ave. Court N.
Forest Lake, MN 55025

Kathy Bloomquist
6044 Cedar Street
North Branch, MN 55056

Steve Schmaltz
22736 Hayward Ave N
Forest Lake, MN 55025

Beryl Halldorson
23620 Melanie Trail
Scandia, MN 55073

Curt Sparks
20930 Keewahtin Ave N
Scandia, MN 55073

Sam Hathaway
12103 238th St N
Scandia, MN 55073

Ron Swenson
24145 Itasca Ave
Forest Lake, MN 55025

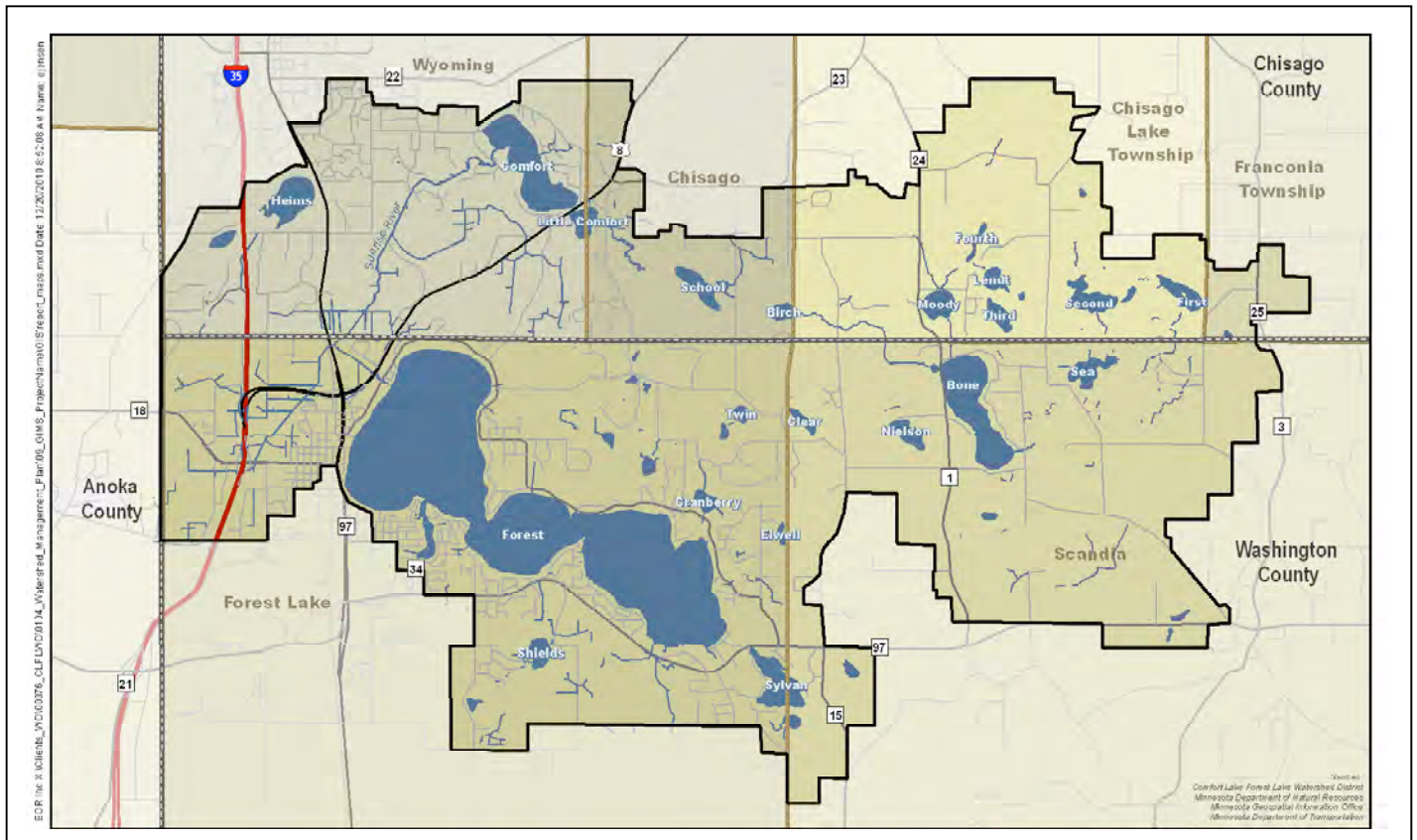


Background



The Comfort Lake–Forest Lake Watershed District was established in 1999 after citizens petitioned the Board of Water and Soil Resources (BWSR) to replace the existing Forest Lake Watershed Management Organization (FLWMO) in order to address water quality and flooding issues. The petition included the area encompassed by FLWMO plus the drainage area of Comfort Lake in Chisago County (former Joint Ditch No. 1 (JD 1), drainage area).

The CLFLWD encompasses roughly 47 square miles in northern Washington County and southern Chisago County, including portions of the Cities of Chisago City, Forest Lake, Scandia, Wyoming and Chisago Lake Township and Franconia Township. The CLFLWD transects both metropolitan and outstate counties, with roughly 60 percent of the watershed within Washington County and 40 percent in Chisago County.





Map of lakes and wetlands of
The Comfort Lake–Forest Lake
Watershed District

History of Significant Events

- | | |
|------|---|
| 1983 | First organized as a Watershed Management Organization under the Metropolitan Surface Water Management Act. |
| 1987 | Original boundary expanded to include the drainage areas of Bone and Twin Lakes. |
| 1998 | Petition filed with State of Minnesota to establish the Comfort Lake–Forest Lake Watershed District under MS 103D (Watershed Law). |
| 1999 | State orders establishment of the Comfort Lake–Forest Lake Watershed District. Former Forest Lake Watershed Management Organization dissolved. |
| 2001 | First Watershed Management Plan completed and adopted. |
| 2005 | Hired first full-time administrator and opened local office in Forest Lake |
| 2007 | Completion of Watershed and Lake Water Quality Modeling Report and Capital Improvement Plan |
| 2008 | Legislature authorized Metropolitan Surface Water Management Act authorities for the District. Provided expanded authority to raise funds for projects. |
| 2008 | Comprehensive Water Management Plan amended to include Capital Improvement Plan |
| 2010 | Six Lakes Total Maximum Daily Load (TMDL) Study completed. |
| 2011 | 10-year revision of District's Watershed Management Plan. |
| 2012 | Ordered the Sunrise River Water Quality and Flowage Project |

The District is managed by a five member appointed Board, with three members appointed by Washington County and two members appointed by Chisago County. From the five member Board of Managers, the positions of President, Vice President, Treasurer, Vice Treasurer and Secretary are elected annually. The Comfort Lake–Forest Lake Watershed District's first Water Management Plan was approved by the Board of Water and Soil Resources in October 2001.

The Board of Managers, with the help of its Citizen Advisory Committee, adopted the following mission statement:

The mission of the Comfort Lake–Forest Lake Watershed District is to protect and conserve its water resources. The District will use sound scientific water management approaches, technologies, and methods. The District will develop a uniform, integrated approach to water management within a rapidly changing and urbanizing area.



2012 at a Glance

Summary of Capital Projects and Programs

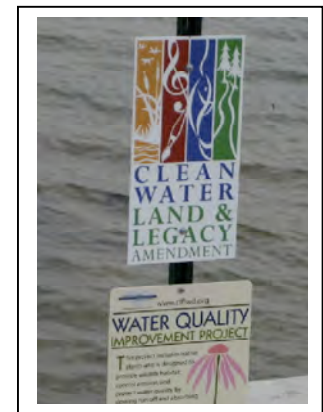


Bone and Moody Lake Restoration Project

Work continued in 2012 on three aspects of this five-year project to restore water quality to state standards in Bone and Moody Lakes, both of which are listed as impaired for recreational use by the Minnesota Pollution Control Agency.

After a successful carp removal effort in 2010, the District finalized plans and

specifications and awarded a contract to Rachel Contracting for the construction of rough fish barriers at the inlet and outlet to the lake. Control of carp is necessary to improve water clarity by reducing phosphorous and suspended sediment in Bone Lake. Construction of the barriers was supported by a \$283,000 grant from the DNR.

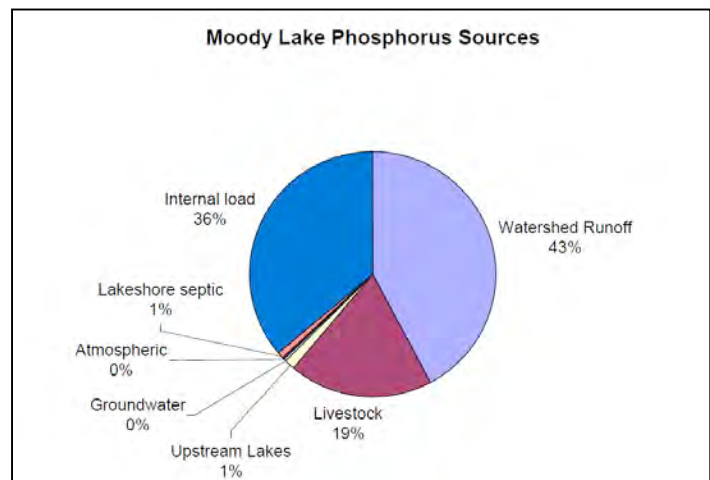


Moody Lake Internal Load Treatment Options

With the completion of a number of management activities in the watershed and in Moody Lake, the goal of the project report was to collect new data and re-evaluate options for reducing the internal phosphorus loading that is happening in the lake. Current estimates are that 36% of the phosphorus comes from the lake itself.

Work in 2012 included:

- Verifying watershed pollutant loads
- Conducting a fish survey
- Continued water quality monitoring
- Monitoring curly leaf pondweed





Forest Lake Phosphorus Reduction

The ongoing project is designed to select and implement stormwater runoff retrofit projects from those areas around Forest Lake that are largely developed. Urban runoff comprises the biggest source of water pollution to the lake. In 2012 the watershed district partnered with the City

of Forest Lake to build the North Shore Trail & Hayward Ave street retrofit project area. The completed project will reduce phosphorus getting into the lake by five pounds per year. Each pound of phosphorus in the lake can grow 500 pounds of unwanted algae.

Lake and Stream Monitoring

The District continued its efforts in 2012 to monitor long-term trends in water quality, support project implementation, prioritize District resources, and measure effectiveness of monitoring efforts over time. In 2012, the District monitored nine

lakes, and six stream locations. Lakes are monitored for excess nutrients and algae to determine if District lakes and streams are meeting State water quality standards for swimming and fishing.



Permit Program



The District maintains a permit program designed to address stormwater management, erosion control, water quality buffers, shoreland and streambank alterations, stream and lake crossings, and floodplain alteration for new and redevelopment projects. Four permits were issued in 2012 along with another eight site investigations.

2012 saw the completion of an enhanced phosphorous removal system built into the water quality treatment ponds that collect and treat 65 acres of watershed runoff for the Broadway Avenue Reconstruction project. The project was done in cooperation with Washington County and the City of Forest Lake.

Sunrise River Water Quality and Flowage Management

The Board of Managers accepted the project feasibility/engineers report and ordered the project to move forward in 2012. The purpose of the project is to construct water quality improvements in the portion of Sunrise River between Forest Lake and Comfort Lake. Future

work will include both stormwater retrofits in the fully developed commercial and industrial areas of Forest Lake along with the construction of up to four large regional water quality/wetland enhancement projects.





Water Quality Best Management Practices (BMPs) Cost-Share Grant Program



The District maintains a permit program designed to address stormwater management, erosion control, water quality buffers, shoreland and streambank alterations, stream and lake crossings, and floodplain alteration for new and redevelopment projects. Four permits were issued in 2012 along with another eight site investigations.

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Water Education & Outreach Program

In 2012 the District provided continued financial and staff support to the East Metro Water Resource Educational Program and the Chisago County Children's Water Festival. It also attended and presented information at a public workshop on rain-gardens, gave presentations at local government public meetings and the Forest Lake Association Annual Meeting, and

attended the Forest Lake Home & Garden Show and Forest Lake High School Agricultural Day.

The District also maintained an active webpage with current reports on its ongoing and special projects as well as numerous links to other informational websites such as the Blue Thumb Program.



Storm drain stenciling project, Forest Lake

Other 2012 Cooperative Education and Information Efforts

- East Metro Water Resource Educational Program
 - Chisago County Children's Water Festival
- Washington County Water Consortium Meetings
- Washington County Ground Water Plan Update
- Chisago County Water Plan Technical Committee
- Washington Conservation District horse owner workshop
- Attendance at monthly City of Forest Lake engineering staff meetings
 - Attendance at lake association meetings
 - Lake newsletters



Budget and Levy Process



The CLFLWD is funded through the collection of tax dollars on residences within the boundaries of the watershed. These funds along with grants, loans, bonds, and special assessments are used to fund specific projects and programs. The District's permit program is funded in part through the collection of permit fees.

Tax dollars are collected from watershed residents through its statutory authority found in the MN Watershed Act (M.S. 103D), and the Metropolitan Surface Water Management (M.S. 103B).

At a minimum, M.S. Chapter 103D indicates that Watershed Districts must have the following programs:

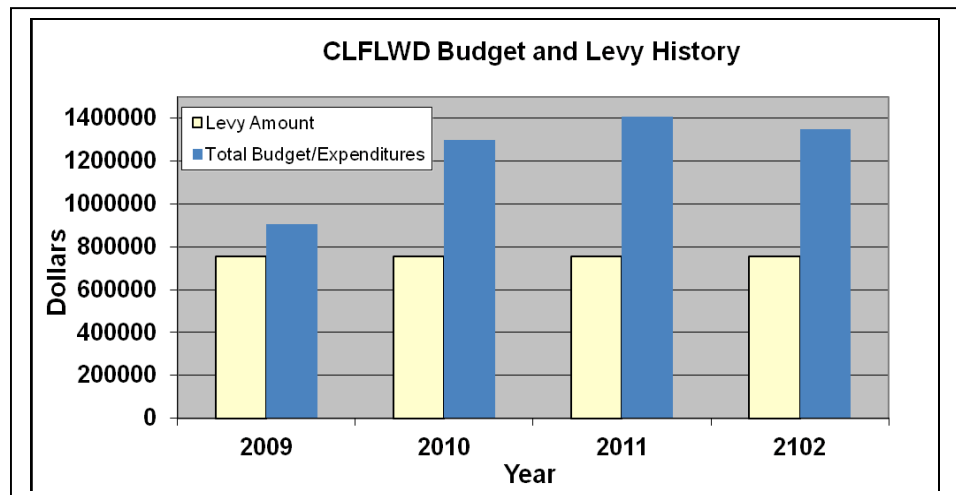
- General/Administrative: conducting the business of the District
- Regulation: administering the District's rules and permits
- Planning: administering the District's watershed management plan and budgets
- Maintenance of Projects and District Owned Facilities
- Capital Projects

- Public Relations: administering the requirements of reporting to and notifying the public

The budget must be adopted and certified on or before September 15th of each year. M.S. Chapter 103D.911 requires that the managers hold a public hearing before adopting a budget.

The CLFLWD's annual budgets are generally greater than that of the District levy. In order to make the best use of District funds, and reduce tax burdens to watershed residents, the District is continually researching and applying for grants to reduce costs of water quality monitoring, education, cost-share incentive programs, and individual projects detailed in the District's CIP. As CLFLWD starts to implement projects in its CIP to address water quality impairments, the need for outside funding sources will become greater. It is the intention of the CLFLWD to partner with local counties and cities and leverage tax dollars by actively seeking grants from private and public sources to subsidize project costs and thereby reducing the tax burden of its watershed residents.

The figure to the right provides a recent history of the District's past budgets, levies, and grants. It is important to note that, as the District moves into the project-oriented phase of its Plan, it intends to keep future levies relatively flat.



2012 Annual Report & 2013 Workplan and Budget



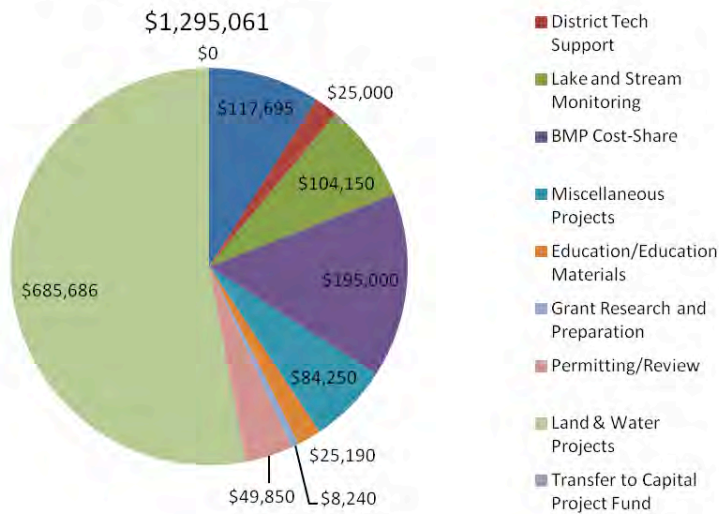
FINANCIAL REPORT / BUDGET HISTORY

	2011 BUDGET	2011 ACTUAL	2012 BUDGET	2012 ACTUAL	2013 BUDGET
EXPENDITURES					
General Admin	\$119,540	\$124,503	\$117,695	\$147,939	\$123,453
PROGRAMS					
District Tech Support	\$15,000	\$4,998	\$25,000		\$30,000
Lake and Stream Monitoring	\$67,080	\$57,441	\$104,150	\$87,408	\$131,404
Rules Development					
BMP Cost-Share	\$145,150	\$47,635	\$195,000	\$78,735	\$200,000
TMDL					
Miscellaneous Projects	\$17,320	\$16,743	\$84,250	\$64,657	\$34,250
Education/Education Materials	\$21,220	\$23,292	\$25,190	\$27,273	\$27,950
GRG/CLFLWD/DNR Shoreland Projects					
Grant Research and Preparation	\$4,320	\$4,619	\$8,240	\$12,881	\$8,240
Permitting/Review	\$40,250	\$30,593	\$49,850	\$17,526	\$40,350
Total Admin & Programs	\$429,880	\$309,824	\$609,375	\$436,419	\$595,597
CAPITAL PROJECTS					
FL44	\$44,050	\$16,169	\$31,000	\$10,867	\$900
NBL12 (Moody Lake)	\$382,809	\$68,090	\$45,250	\$45,076	\$1,100
Forest Lake Direct				\$1,437	\$112,000
Watershed Management Plan	\$70,400	\$53,350	\$22,000	\$3,234	\$2,000
Bone/Moody Lake Rough Fish Cntrl	\$89,341	\$38,764	\$355,550	\$320,821	
Moody Lake Alum Treatment	\$37,000	\$27,202	\$33,240	\$16,109	\$32,750
Regional Stormwater Facility	\$329,000	\$125,213	\$128,456	\$125,518	\$431,890
SBL07 Bone Lake Tributary			\$70,190		\$24,000
Total Capital Projects	\$952,600	\$328,788	\$685,686	\$523,062	\$604,640
TOTAL ALL ADMIN/PROGRAMS/PROJECTS	\$1,382,480	\$638,612	\$1,295,061	\$959,481	\$1,200,287
CARRYFORWARD TO NEXT YEAR		\$311,126		\$132,502	
TRANSFER TO CAPITAL PROJECT ACCT		\$311,335			
TRANSFER TO FUND BALANCE		\$144,798	\$54,075	\$0	\$0
TOTAL EXPENDITURES + CARRYFORWARD	\$1,382,480	\$1,405,871	\$1,349,136	\$1,091,983	
REVENUE					
Levy	\$755,000	\$736,831	\$755,000	\$753,979	\$755,000
Grants & Other	\$5,000	\$41,690	\$283,000	\$338,004	\$265,337
Plus carry forward	\$622,350	\$627,350	\$311,126		\$179,950
Total Revenue	\$1,382,350	\$1,405,871	\$1,349,126	\$1,091,983	\$1,200,287

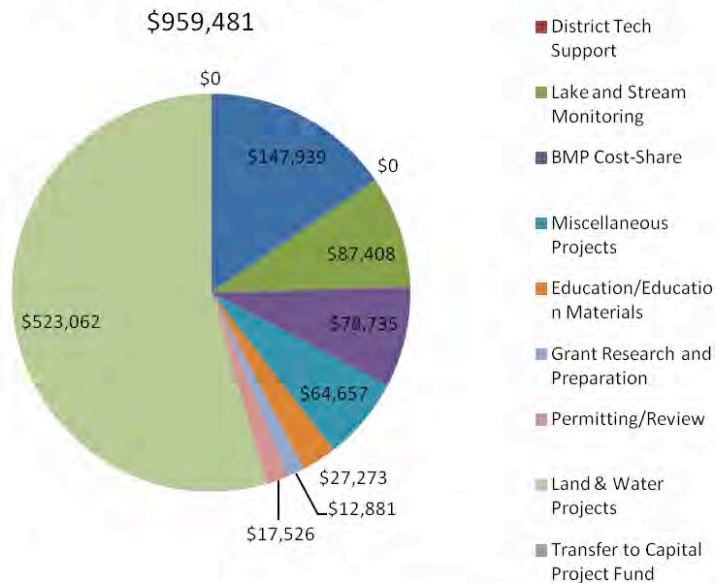


2012 Annual Report & 2013 Workplan and Budget

2012 BUDGET



2012 EXPENDITURES



2012 Annual Report & 2013 Workplan and Budget



2013 Budget



**Budget Adopted on August 23, 2012
Comfort Lake–Forest Lake Watershed District for the Year 2013**

Operations Budget		2012 Actual	2013 Adopted
Administration		\$117,695	\$123,453
Programs			
600 – Technical Support - Contracted		\$25,000	\$30,000
601 – Lake & Stream Monitoring		\$104,150	\$131,404
603 – Water Quality Best Management Practices Cost-Share/Incentives		\$195,000	\$200,000
606 – Education & Outreach		\$25,190	\$27,950
608 – Grant Research & Preparation		\$8,240	\$8,240
609 – Permit & Regulatory		\$49,850	\$40,350
Programs Total		\$407,430	\$437,944
Projects			
605 – Small/Miscellaneous Projects		\$80,000	\$34,250
610 – FL44 Wetland Restoration and Cattle Exclusion Project		\$31,000	\$900
611 – NBL12 Wetland Restoration and Cattle Exclusion Project		\$45,240	\$1,100
613 – Watershed Management Plan Update		\$22,000	\$2,000
614 – Bone & Moody Lakes Rough Fish Control		\$355,550	\$0
615 – Moody Lake In-Lake Treatment		\$33,240	\$32,750
616 – Sunrise River Water Quality/Quantity Regional Stormwater Project		\$128,456	\$431,890
612 - SBL07 – Bone Lake Tributary		\$70,190	\$24,000
Forest Lake Direct		\$0	\$112,000
Transfer to CIP & Admin Reserve Funds		\$58,325	\$0
Projects Total		\$824,001	\$638,890
TOTAL OPERATIONS BUDGET		\$1,349,126	\$1,200,287
2012 BUDGET	2013 BUDGET (proposed)	DIFFERENCE	
\$1,349,126	\$1,200,287	-11%	
2012 TAX LEVY	2013 BUDGET (proposed)	DIFFERENCE	
\$755,000	\$755,000	0 %	
2013 Revenue	Levy \$755,000	Carryover/Fund Balance \$445,287	Total = \$1,200,287



2012 Activity Report and Accomplishments

Lake and Stream Monitoring

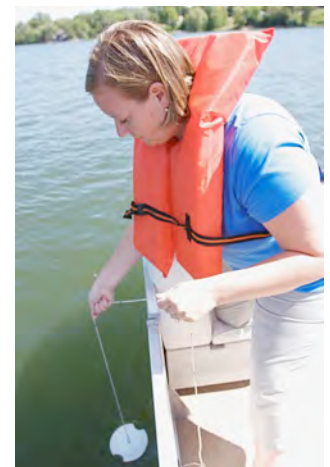
The CLFLWD continued its baseline-monitoring program in 2012. The District currently contracts with Washington County Conservation District (WCD) for technical services associated with the majority of the monitoring program. In 2012, however, the CLFLWD directly enrolled eight lakes (Bone, Comfort, Forest (east, middle, and west basin), Little Comfort, Moody, Shields, and Sylvan) into the Metropolitan Council's Citizen-Assisted Monitoring Program (CAMP), which uses volunteers to collect water samples, take Secchi transparencies and surface water temperature, and record basic user perceptions and climate information. The samples are then analyzed for total phosphorus, total Kjeldahl nitrogen, and chlorophyll-a. The use of volunteers not only resulted in a savings to the monitoring budget, but builds needed relationships between CLFLWD and local lake associations and stakeholders.

Stream and lake monitoring assists the District in identifying pollutant loads and aides in siting projects to remediate water quality issues

In all, the District monitored six stream sites and eight lakes in 2012.

Future monitoring efforts will continue to provide information on the condition of the District's water resources, and will help determine the success of future projects following the District's goal of adaptive management. Adaptive management is an interactive approach of implementation, evaluation, and course correction. Future conditions and technological advances may alter the specific course of actions detailed in the District's CIP. Continued monitoring and course corrections responding to monitoring results offer the best opportunity for meeting the various management goals. Through adaptive management the success of, and in-lake response to, BMPs and capital improvement projects can be determined.

The District, in partnership with Blue Water Science, conducted a Curly Leaf Pondweed (CLP) Eurasian Water Milfoil and Zebra Mussel vulnerability study for Forest Lake in 2012. The study will provide scientific information to help assess the effectiveness of current control measures, identify areas that are at the greatest risk for abundant/nuisance growth of invasive species, and provide data that will be used to develop a comprehensive management plan for Forest Lake in 2013.



Measuring water clarity with Secchi Disc



Heavy Growth of Curly Leaf Pondweed



Lake	Acres	Most Recent Phosphorous Average (ug/L)	Grade	Listed by MPCA as Impaired for Phosphorous	Water Quality Trend
Bone	210	32	C	X	No Change
Comfort	218	32	B	X	Declined from 2011
Forest (west)	2251	35	C		No Change
Forest (center)	2251	33	C		No Change
Forest (east)	2251	42	B-		No Change
Little Comfort	36	46	C+	X	No Change
Moody	35	128	D-	X	Decline from 2011
Shields	26	233	D	X	Improving
Sylvan	84	23	A		No Change

2012 Lake Water Quality Grades (based on summer averages for phosphorous)

Land and Water Treatment Programs



Residential Program – Technical and financial assistance is made available to residential property owners of the District to install native plantings in shoreline restorations and raingardens to provide wildlife habitat, control erosion, and protect water quality. This program provides funding to provide technical and

financial assistance to private landowners to implement water quality restoration and/or protection BMPs. Seven projects were approved and started in 2012. Project profiles for completed projects can be found on the District's website (<http://www.clflwd.org/projects.php>).

Community Program – Similar to the residential program the community program is designed to assist owners of commercial properties, multi parcel projects, and other institutional properties. In 2012 one project was funded through this program.



Hosanna Lutheran Church – 2012 Community Cost-Share

2012 Annual Report & 2013 Workplan and Budget



Agricultural & Rural Land Program – New for 2012 this program was set up to provide both technical and financial assistance to agricultural and rural landowners to plan and implement a

wide variety of soil and water conservation practices. In 2012 two projects were approved, which will result in whole farm conservation plans being developed on 600 acres of farmland.



Feedlot Runoff Control project under construction – 2011 Program Project



2012 – North Shore Trial & Hayward Ave. stormwater retrofit

Urban Stormwater Remediation Program – Also new in 2012 this program is designed to fund larger more costly urban stormwater retrofits projects

in the fully developed areas of the District. One project was funded in 2012 reducing phosphorus loading to Forest Lake by five pound per year.



Capital Improvement

Capital Projects to Address District Issues

Bone & Moody Lake / In-lake Water Quality Improvement Project - Initiated in 2011 as part of the District's Water Quality Capital Improvement Plan, the Bone Lake fish barrier portion of the project was completed. The project was funded in part with funds

from a Conservation Partners Legacy Grant from the Minnesota Department of Natural Resources, as part of the Lessard Sams Outdoor Heritage Fund. The barriers will prevent carp and bullheads from moving into and out of Bone Lake.

Sunrise River Water Quality & Flowage Management Project - In addition, the District initiated research for a regional stormwater management facility for treatment of stormwater flow from the City of Forest Lake. Forest Lake stormwater outflow has been identified as a major load factor downstream. A project petition from

Chisago County was accepted by the Board of Managers in 2010 with the Board ordering the required feasibility/engineers report to identify projects to mitigate the impact. The engineers report was completed in early 2012 and the project was approved and ordered by the Board of Managers in August of 2012.



Rules and Regulations



In order to fulfill requirements mandated by the State, as well as provide guidance to local communities, the CLFLWD adopted Rules on December 18, 2008. The District rules and information on its permit program and materials can be found on its website at clflwd.org.

In 2012 the CLFLWD:

- Conducted eight site reviews
- Issued four erosion control permits
- Issued three stormwater control permits

Education and Outreach

As part of the CLFLWD education and outreach program in 2012, the District continued as a member of the shared East Metro Water Resources Education Program (EMWREP), and maintained a website (clflwd.org) in order to increase

visibility, transparency, and accountability with local stakeholders. The website is continually updated in order to provide the best and most current information to its citizens.

Other Projects, Programs, and Partnerships

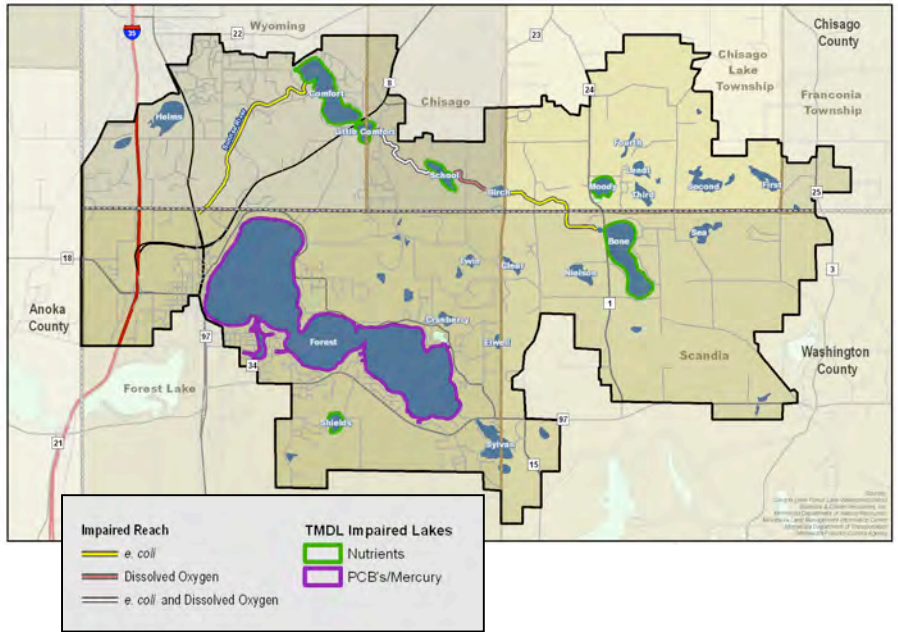
- The District served as a member of the Forest Lake Improvement Committee. The committee, consisting of representatives from the City, Watershed District, Lake Association and others, addresses issues on Forest Lake.
- The District continued to be a partner of the St. Croix Basin Planning Team.
- The District was an active member of the Washington County Water Consortium. The Water Consortium, which was identified in the County's water governance study, is a group of those responsible for water resource management in Washington County. It works toward consistent performance between watershed districts in accounting, rules development, groundwater management, budgetary development and sharing information regarding studies or research.
- The District was an active participant in the Minnesota Association of Watershed Districts (MAWD) [including Metro MAWD].
- The CLFLCD, in partnership with the City of Forest Lake and the Rice Creek Watershed District, completed a joint planning effort to identify water quality improvement projects and beautification projects along the Highway 61 corridor in the City of Forest Lake.



Total Maximum Daily Loads (TMDLs)

All District efforts are structured to implement projects and programs to reduce watershed and in-lake sources of phosphorus to achieve the water quality standards set forth in the Six Lake TMDL and associated Implementation Plan (approved by the MPCA in 2010).

Lakes and Streams listed as Impaired by the MPCA (impaired = not meeting state water quality standards)



Citizen Involvement

In 2012 the District's Advisory Committee met three times and provided valuable input into the projects and programs of the District.





2012 Annual Report & 2013 Workplan and Budget

Solicitations of Interest

In August of 2012, the District published notice for the purpose of soliciting interest request for the services of accounting, engineering, and legal services pursuant to state statute.

Wetland Banking Program

Currently, the District is not the Wetland Conservation Act local government unit, and does not have an adopted wetland-banking program. The District relies upon the state wetland bank administered by the Board of Soil and Water Resources.

2012 Employees and Consultants

In 2012, the District employed one full-time employee (Administrator) and numerous independent contractor consultants who provided all of the necessary accounting, legal, public

information and other services to fulfill its obligations, goals, and objectives within budget. The following consultants served the District in 2012:

Employees		Address	Telephone	E-mail
Doug Thomas CLFLWD	Administrator/ Lic Soil Scientist	220 North Lake Street Forest Lake, MN 55025	(651) 209-9753	doug.thomas@clflwd.org
Consultants	Services	Address	Telephone	E-mail
Kathleen Blackford	Accountant	21231 Paso Fino Circle P.O. Box 186 Forest Lake, MN 55025	(651) 748-1889	kmb@kblackford.com
Lisa Tilman Emmons and Olivier Resources	Engineer	651 Hale Ave N Oakdale, MN 55128	(651) 203-6015	ltilman@eorinc.com
Cathy Hruby/ Deb Jezierski HLB Tautges Redpath, Ltd.	Auditor	4810 White Bear Parkway White Bear Lake, MN 55110	(651) 426-7000	chrubys@hlbtr.com djezierski@hlbtr.com
John Hoffman ICS Agency	Insurance	4901 West 7 th Street Minneapolis, MN 55435	(612) 835-4848	john@icsagencyinc.com
Chuck Holtman/ Louis Smith Smith Partners, PLLP	Attorney	400 Second Ave. S. Suite 1200 Minneapolis, MN 55401	(612) 344-1400	holtman@smithpartners.com smith@smithpartners.com
Erik Anderson/ Andy Schilling Washington Conservation District	Technical Advisor	1380 W Frontage Rd Hwy 36 Stillwater, MN 55082	(651) 275-1136	eanderson@mnwcd.org aschilling@mnwcd.org
Craig Mell Chisago SWCD	Technical Advisor	Chisago Soil and Water Conservation District 38814 Third Ave. - North Branch, MN 55056	(651) 674-2333	craig.mell@mn.nacdnet.net



Technical Advisory Committee

The District's Technical Advisory Committee (TAC) is composed of representatives from each of the District's cities and counties, state agencies, and the Metropolitan Council. The TAC assists with the development of the District's watershed management and capital improvement plans, rules and

specific projects, as well as support for the CAC.

In 2012 the TAC participated in the review and comment of the Sunrise River Water Quality Flowage and Management Engineers Report and a Watershed Plan Amendment.



Name	Organization
Doug Borglund	City of Forest Lake
Judy Sventek	Metropolitan Council
Anne Hurlburt	City of Scandia
Chris Klucas	MPCA
Melissa Lewis	BWSR
Craig Mattson	City of Wyoming
Craig Mell	Chisago SWCD
Craig Wills & Molly Shodeen	MNDNR
John Pechman	Chisago City
Jay Riggs	Washington Conservation District
Aaron Parrish	City of Forest Lake
Dan Seemon	ACOE
Jerry Spetzman	Chisago County
Amanda Strommer	Washington County
Nick Tiedeken	MNDOT
Neil Vanderbosch	MNDNR
Fred Weck	Wyoming Township/City of Wyoming
WSB Engineering Representative	City of Wyoming
Pete Young	Washington Conservation District

Annual Audit

The 2012 Audit was completed by HLB Tautges Redpath, Ltd, and includes the District's Annual Financial Report and the Independent Auditor's Report on Compliance with Minnesota Legal

Compliance Guide of Local Governments for the year ended December 31, 2012. A complete copy of the 2012 Audit is available by contacting the District Office.



2013 Workplan

(A copy of the District's adopted budget for 2013 is included in Appendix A)



- 1. General Operations.** Manage District organization and operation by providing for skilled staff, modern office facilities, management and support of Board of Managers and advisory committee functions, and necessary operational expenses, including professional services, equipment, board and staff training, planning support, and accounting and audit services.
 - projects that help reduce stormwater runoff, erosion and associated nutrient loads from the District's water resources.
 - Municipal stormwater retrofit projects.
 - Agricultural/Rural land soil and water conservation projects.
- 2. Lake and Stream Monitoring.** Continue its baseline monitoring program in 2013 in order to track the quality of its water resources and aid in its adaptive management approach to addressing water quality and quantity issues throughout the watershed. Monitoring sites include 9 lakes and 8 stream locations, along with performance monitoring of the Broadway Avenue sand/iron enhanced bio-filtration basin.

More information on the District's BMP cost-share program is posted on the District's website at clflwd.org.
- 3. BMP Water Quality Cost-Share Programs.** The District will continue to implement its four BMP cost-share programs in 2013. As part of the programs, District landowners and local governments can apply for cost-share funds to help implement BMPs (i.e. native riparian buffers, raingardens, erosion control) for:
 - Small single family residential projects that help reduce stormwater runoff, erosion and associated nutrient loads from the District's water resources.
 - Larger community-based
- 4. District Permit Program.** In 2013, the District will continue to implement its rules in part through a permitting program for new and re-development (including inspection and enforcement). The District rules clarify the requirements of the District's permit program regarding stormwater management, erosion control, buffers, shoreline and streambank alteration, stream and lake crossings, and floodplain alterations. The rules also include procedural requirement and include regulations on exceptions and variance.



5. Education/Outreach Program.

As part of the CLFLWD education and outreach program in 2013, the District will continue to maintain its website and find other outlets to distribute information on an array of water management issues. In addition, the District will:

- d. In partnership with the WCD, host agricultural-based workshops such as the grazing workshop geared towards small acreage horse farmers.
- e. Participate and staff a booth at area fairs and shows (i.e. Forest Lake Home Show, Forest Lake High School Agriculture Day and area Lake Association Annual Meetings).
- f. Continue to write educational articles to be published in local papers and posted on the District website.
- d. Develop and distribute lake specific newsletters for Bone Lake, Comfort Lake, and Forest Lake.
- e. Continue partnership in the East Metro Water Resource Educational Program.
- f. Produce a district wide newsletter.

6. Other

Projects/Programs/Partnerships.

Other projects/programs/partnerships the District will be involved in 2013 include the following.

- a. Continue to conduct boat launch inspections in partnership with the DNR and Chisago County.
- b. Conduct curly leaf pondweed assessments for Bone Lake and Forest Lake.
- c. Conduct shoreline inventories on Bone Lake and Forest Lake.
- d. Complete Minnesota Land Cover Classification mapping for the Chisago County portion of the District, along with a District wide drained wetland inventory.
- e. Continue to be a participating member of the Washington County Water Consortium.
- f. Continue to be a member of the Forest Lake Improvement Committee. The committee, consisting of representation from the City, Watershed District, Lake Association and others, will address issues on Forest Lake.
- g. Continue to participate with local lake associations including assistance to market shoreline restoration projects with lakeshore owners.
- h. Develop and deploy a District web-mapper program.





7. Capital Improvement Plan (capital projects to address District issues).

- a. *Moody Lake In-Lake Alum Treatment.* As part of the District’s recently adopted CIP, an in-lake alum treatment was identified as a needed project in order to address Moody Lake’s impairments. 2013 will see the continued evaluation of watershed loading, consideration of in-lake phosphorus treatment, and winter aeration as needed.
- b. *Regional Stormwater Management Facility / Sunrise Rive Water Quality and Flowage Management Project.* The Board of Managers accepted by resolution number 2010-08-02 the petition from the Chisago County Commissioners regarding the “Sunrise River Water Quality

Improvement and Flowage Management Project” on August 26, 2010. In 2013 the District will continue to seek out and develop projects that are consistent with the project order including:

- Restoration of Shallow Pond
- Enhancements to floodplain interaction within the wetlands in the Wyoming Wetland Enhancement Area
- Enhancements to floodplain interaction within the wetlands in Bixby Park.
- Carp management plan
- Retrofits to improve stormwater treatment in urbanized portions of the City of Forest Lake that drain to the Sunrise River.



Moody Lake Historic Round Barn



Sunrise River Beaver Dam Removal by MN Conservation Corp Crew



Appendix A: 2013 Budget Details

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT					
2013 BUDGET (adopted August 23, 2012)					
Budget Category	Account Number	Budget Item	2011 Actual	2012 Actual	2013 Actual
ADMINISTRATIVE BOARD ADMINISTRATION					
	200-4800	Advisory Committee	500	500	500
	200-4330	Annual Audit	7,500	7,700	8,080
	200-4250	MAWD Dues	2,900	2,800	2,800
	200-4250	LMC Dues	1,500	1,500	1,500
	200-4270	Insurance (LMCIT and workers comp)	5,000	4,500	4,000
	200-4000	Managers Per Diem	5,000	5,000	5,250
	200-4010	Manager Expenses	500	500	500
	200-4130	Managers Payroll Taxes	500	500	500
		TOTAL BOARD ADMINISTRATION	\$ 23,400	\$23,000	\$23,130
GENERAL OFFICE EXPENSES					
	200-4240	Cell Phone	720	1,200	1,440
	200-4640	Computer Supplies/Software	4,000	2,000	1,000
	200-4635	Copier (lease)	5,000	5,000	5,900
	200-4200	General Office Supplies	800	800	500
	200-4250	Dues/Fees/subscriptions	200	200	200
	200-4265	Conferences	1,000	1,000	1,000
	200-4320	Travel (Mileage)	2,500	2,500	1,000
	200-4280	Postage	700	700	700
	200-4260	Printing	0	1,000	1,500
	200-4290	Notices	500	700	700
	200-4210	Office rental space	6,000	5,250	5,015
	200-4910	Bank Fees	50	50	100
		TOTAL OFFICE EXPENSES	\$ 21,470	\$20,400	\$19,055
GENERAL ADMINISTRATIVE					
	200-4100	Salary (Administrator/Soil Scientist)-General Admin.	13,720	9,270	9,270
	200-4130	Payroll taxes	6,660	6,660	6,828
	200-4120	PERA	6,090	6,165	6,470
	200-4110	Benefits (health,dental,life, STD/LTD)	15,000	15,000	15,000
		TOTAL GENERAL ADMINISTRATIVE	\$ 41,470	\$37,095	\$37,568
PROFESSIONAL SERVICES					
	300-4330	CPA/bookkeeping	7,200	7,200	9,000
	300-4500	Consulting engineer	14,000	21,000	24,000
	300-4410	Legal	12,000	9,000	10,700
		TOTAL PROFESSIONAL SERVICES	\$ 33,200	\$37,200	\$43,700
All Administrative/Professional			\$ 119,540	\$117,695	\$123,453



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COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT 2013 BUDGET (Adopted August 23, 2012)									
Budget Category	Account Number	Budget Item	2011 Actual	2011 Budget	2011 Total	2012 Carryover	2013 Levy	2013 Total	
MANAGEMENT PLAN PROJECTS/PROGRAMS	600	DISTRICT TECHNICAL SUPPORT							
	600-4101	DISTRICT/TECH/ED. Assistance (Part time)	0	15,000	15,000	15,000	0	0	
	600-4951	DNR Boat Launch Inspections	0	10,000	10,000	5,500	24,500	30,000	
projects found in the Watershed Management Plan)	601	LAKE & STREAM MANAGEMENT							
	601-4100	Administrator Management of Monitoring Program	0	7,800	7,800	0	9,000	9,000	
	601-4713	Lake Monitoring Lab - CAMP	0	5,500	5,500	400	4,850	5,250	
	601-4715	Stream Monitoring -Consultant (including report writing)	0	57,000	57,000	0	62,000	67,787	
	601-4717	Equipment New/Replacement/Maintenance/Lease	5,000	3,000	8,000	0	5,000	5,000	
	601-4740	Forest Lake - Sediment Survey & Zebra Mussel Assess.	0	6,850	6,850	0	0	0	
	601-4741	Monitoring of Broadway Ave. - biofiltration basin	0	4,000	4,000	0	14,250	14,250	
	601-4750	Develop District-Wide Long Range Monitoring Plan	0	15,000	15,000	0	0	0	
		CLP Treatment Program F.L.				0	11,000	11,000	
		Aquatic Vegetation Mgmt Plans (F.L. & Bone)				0	4,000	4,000	
		Shoreline Photo Inventory (F.L. & Bone)				0	0	6,500	
		Point Intercept Surveys (F.L. & Bone)				0	5,000	5,000	
		Forest Lake - CLP Assessment				0	3,617	3,617	
		603	BMP COST-SHARE						
		603-4100	Administrator Management of BMP C-S Program		10,000	10,000	0	10,000	10,000
		603-4420	SWCD Technical Support/Follow-up	0	30,000	30,000	5,000	20,000	25,000
	603-4780	Residential BMP Cost-Share Monies	45,000	0	45,000	12,000	33,000	45,000	
	603-4781	Community BMP C-S Program	0	20,000	20,000	10,800	9,400	20,000	
	603-4782	Ag/Rural Incentive Prog	0	20,000	20,000	0	20,000	20,000	
	603-4783	Urban Stormwater Remediation Program	0	50,000	50,000	30,000	50,000	80,000	
	603-4421	Sub-Watershed Assessment - F.L. direct (channel)	0	20,000	20,000	0	0	0	
	605	MISCELLANEOUS PROJECTS							
	605-4100	Administrator Management/Coord.	0	10,000	10,000	0	10,000	10,000	
	605-4950	Miscellaneous Projects	3,000	7,000	10,000	0	10,000	10,000	
	605-4951	Electric Fish Barrier - Operating Cost	0	2,000	2,000	0	2,250	2,250	
	605-4952	Dead-end Street Projects - Maintenance	0	2,000	2,000	0	2,000	2,000	
	605-4420	H&H Model Update	0	12,000	12,000	0	0	0	
	605-4421	Hwy 61 Corridor WQ Enhancement Study	0	10,000	10,000	1,500	0	0	
	605-4422	District Web Mapper	0	12,000	12,000	0	10,000	10,000	
	605-4423	MLCCS - Chisago Co. portion of WD	0	22,000	22,000	0	0	0	
	606	EDUCATION/ EDUC. MATERIALS							
	606-4100	Administrator Management/Coord.	0	3,240	3,240	0	3,500	3,500	
	606-4811	EMWREP participation	0	16,000	16,000	0	17,000	17,000	
	606-4810	Miscellaneous education	0	3,500	3,500	0	5,000	5,000	
	606-4265	Website hosting/domain	0	450	450	0	450	450	
	606-4812	Chisago County Children's Water Festival	0	2,000	2,000	0	2,000	2,000	
	608	GRANT RESEARCH & PREPARATION							
	608-4100	Administrator Management/Coord.	0	3,240	3,240	0	3,240	3,240	
	608-4420	Consultant Services	0	5,000	5,000	0	5,000	5,000	
	609	PERMITTING/REVIEW							
	609-4100	Administrator Management of Permitting/Review Prog.	0	14,850	14,850	0	10,850	10,850	
	609-4510	Rules - development of approved alternative BMP's	0	15,000	15,000	15,000	0	15,000	
	609-4520	Permitting/Review - Engineers recouped (liability)							
	609-4521	Permitting/Review - Engineers un-recouped	7,500	7,500	15,000	11,000	0	11,000	
	609-4702	Permitting/Review - Legal recouped (liability)							
	609-4704	Permitting/Review - Legal un-recouped	3,000	2,000	5,000	2,000	1,500	3,500	

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CAPITAL PROJECT (as defined in CIP)	610	FL44						
	610-4100	Administrator Management/Coord.	0	1,000	1,000	0	500	500
	610-4532	Engineering/Legal etc. As described in CIP	30,000	0	30,000	0	400	400
	611	NBL12 (Moody Lake)						
	611-4100	Administrator Management/Coord.	0	3,240	3,240	0	500	500
	611-4532	Engineering/Legal etc. As described in CIP	40,000	2,000	42,000	0	600	600
	612	SBL07 (Bone Lake Tributary)						
	612-4100	Administrator Management/Coord.		3,240	3,240	0	4,000	4,000
	612-4532	Engineering/Legal etc. As described in CIP		66,950	66,950	66,950	0	20,000
		Forest Lake Direct						
		Administrator Management/Coord.				0	4,250	4,250
		Hilo Lane / Iverson Ave.				0	89,750	89,750
		Heath Ave. / Forest Hills GC				0	6,000	6,000
		North Shore Trail -Stormwater Assessment				0	12,000	12,000
	613	Watershed Management Plan						
	613-4100	Administrator Management	0	4,000	4,000		2,000	2,000
	613-4532	Consultant(s)	18,000	0	18,000	0	0	0
	614	Bone Lake - Moody Lake Rough Fish Control						
	614-4100	Administrator Management--grant/project/permit admin.	0	4,050	4,050			
	614-4635	Materials and supplies for 3 barriers	0	0	0			
	614-4600	DNR labor/construction	0	0	0			
	614-4420	Rough fish Removal (Bone and Moody)	5,000	0	5,000			
	614-4532	Engineering/Legal/Professional etc.. As described in CIP	34,000	12,500	46,500			
	614-4600	Fish Barrier Construction	0	300,000	300,000			
	615	Moody Lake In-Lake Treatments						
	615-4100	Administrator Management	0	3,240	3,240	0	7,750	7,750
	615-4532	Engineering/Legal etc. As described in CIP	0					
	615-4600	Alum / Curly Leaf Control	0	30,000	30,000			
		Fisheries Management				5,000	0	5,000
		Winter Aeration System					20,000	20,000
	616	Sunrise River Petition /Regional Stormwater						
	616-4100	Administrator Management	0	7,830	7,830	0	17,890	17,890
	616-4532	Engineering/Legal etc. As described in CIP	120,626	0	120,626	0		
	616-4580	Project Implementation / Management					0	316,500
		Greening the Big Box & Streets				0	97,500	97,500
		TOTAL PROJECTS BUDGET	\$311,126	\$861,980	\$1,173,106	\$179,950	\$631,547	\$1,076,834





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COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT 2013 BUDGET (Adopted August 23, 2012)

Budget Category	Acct No.	Budget Item	2012 ADOPTED	2013 ADOPTED
EXPENSES				
		Board Administration	23,000	23,130
		General Office	20,400	19,055
		General Administration	37,095	37,568
		Professional Services	37,200	43,700
		Projects/Programs (2012)	861,980	896,884
		Projects/Programs (est. carryover from 2012)	311,126	179,950
		Contributions to <i>Designated</i> Contingency Reserve CIP	58,325	0
TOTAL EXPENSES			\$1,349,126	\$1,200,287

REVENUES/FUNDING	INCOMING FUNDS			
	2910	Project/Program Carryover Funds (to fulfill WMP and CIP)	\$ 311,126	\$179,950
	3100	Total of Levies	\$ 755,000	\$755,000
	3400	Permits (recouped engineers and legal - Liability)		
		Contributions to <i>Administrative</i> Reserve Fund		
		Contributions to <i>Designated</i> Contingency Reserve (CIP/Plan & Projects)		
		Undesignated Fund Balance Used		\$265,337
	3550	Total of Grants (estimated in 2012)	\$ 283,000	
TOTAL, ESTIMATED INCOME REVENUE/FUNDING			\$ 1,349,126	\$1,200,287

2013 LEVIES:

GENERAL FUND	250,000
INSURANCE LEVY	8,000
Projects/Programs to support WMP/CIP	497,000
TOTAL LEVIED	\$ 755,000

GRANT FUNDING PROJECTION:

2012 BWSR CWF - Big Box & Greening the Streets	\$176,047
2012 BWSR CWF - Chisago MLCC & drained wetland	\$30,200
2013 BWSR CWF or PCA application - Hilo/Iverson	
2013 BWSR CWF or PCA application - sub watershed assess	
2013 DNR Boat Launch Inspectors Program - @7,750	
2013 DNR CLP Grant Program - @22,500	
2013 BWSR CWF - Sunrise River Petition Project	

