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**TO:** (CLFLWD) Board of Managers  
**DATE:** February 16, 2023  
**RE:** Administrator's Report for the February 23, 2023, Regular Board Meeting

### Administration (1000 series)

- 1001 – Board Administration
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- 1003 – General Administration
  - On Thursday February 7<sup>th</sup>, the new owner of the District's office space visited the District office and introduced himself to staff. The new owner of the building is Nick Barry.
    - Info: <https://www.linkedin.com/in/barrynick>
  - As of December 31, 2022, the District has spent \$1 million under Clean Water Partnership "Loan B", as budgeted. Planning Coordinator Emily Heinz is working with MN Pollution Control Agency to process an amendment to the loan in order to receive another \$750,000. MPCA is unable to process additional loan dollars beyond that amount at this time, but the District can request further amendment(s) after that amount is disbursed.

### Programs (3000 series)

- 3002 – Permitting
  - See Permitting Update attachment for updates.
- 3003 – Monitoring and Data Assessment
  - Continued bi-monthly winter lake monitoring.
  - Continued monitoring equipment maintenance and prep for the 2023 monitoring season.
  - Development of the 2023 monitoring plan.
- 3004 – Non-Point Source Pollution Abatement (Cost-Share)
  - Staff are working on developing a more comprehensive residential cost-share program and will bring a draft to a board meeting soon. Current plan is to have a draft at the March 9<sup>th</sup> board meeting.

- Staff met with the new owner of the Willow Point property to discuss future interest in shoreline management and restoration. The landowner expressed interest in best management practices for the property, so staff will follow up after snow melt to provide a more thorough site assessment.
- Aidan Read responded to technical assistance questions from several residents regarding upcoming native plantings, rain garden maintenance, and agricultural BMPs for spring.
- Jess Hall began outreach to volunteers to begin gathering chloride samples as part of the Salt Watch program.
- 3005 – Education and Outreach
  - Senior Program Manager, Beth Carreño, and Operations & Outreach Specialist, Jessica Lindemyer, hosted a booth at the University of Minnesota’s Environmental Internship & Career Fair on Friday, February 3<sup>rd</sup>.
  - Beth attended and represented the District at the Lakeshore Realtor Workshop presented by EMWREP, DNR, BWSR, and other regional partners on February 9<sup>th</sup>.
  - Events
    - Staff hosted the first educational workshop of 2023 on Saturday, February 11<sup>th</sup> at Hardwood Creek Library. The workshop focused on conservation farming practices for farms of all sizes. Attendee feedback forms from the library were very positive. One of the attendees was Commissioner Miron from Washington County.
    - Perennial Planting Primer: Getting Started with Native Plants  
Tuesday, February 21<sup>st</sup> @ 3:00pm | Hardwood Creek Library  
Learn More & RSVP: <https://www.clflwd.org/event/perennial-planting-primer-2-21-23/>
    - Water Monitoring: The science behind keeping our lakes healthy  
Thursday, March 2<sup>nd</sup> @ 3:00pm | Hardwood Creek Library  
Learn More & RSVP: <https://www.clflwd.org/event/water-monitoring-3-2-23/>
    - Turf Talks: Sessions I & II  
Tuesday, March 21<sup>st</sup> & Thursday, March 23<sup>rd</sup> @ 6:00pm  
Forest Lake Education Center (Formerly SW Jr. High)  
Learn More & Register: <https://tce.me/igtRjl>
  - Publications

- *Watershed district selected for award* by Angie Hong, EMWREP. Published online and in-print:  
[https://www.hometownsource.com/forest\\_lake\\_times/opinion/watershed-district-selected-for-award/article\\_f3eb778c-a974-11ed-8b29-237329d85d8b.html](https://www.hometownsource.com/forest_lake_times/opinion/watershed-district-selected-for-award/article_f3eb778c-a974-11ed-8b29-237329d85d8b.html)
- *Protecting and improving your local water resources through the use of adaptive management and stakeholder education* by Denise Martin, Chisago County Press. Publication based on e-mail flyer from CLFLWD. Published in-print (see scan of article at end of this report)
- *Watershed project taking shape along Highway 61* by Denise Martin, Chisago County Press. Published online and in-print:  
<https://chisagocountypress.com/main.asp?ArticleID=30886&SectionID=1&SubSectionID=1&S=1>

Beth had a discussion with Hannah Davis (area editor for the Forest Lake Times) regarding Forest Lake’s downtown planning initiatives and the District’s priorities related to lakes and water quality. Abbi Wittmann with the City encouraged Hannah to contact CLFLWD. The article is expected to appear as part of the paper’s annual Forest Lake “magazine.”

- 3006 – Technical Resource Sharing and Interagency Communication
  - On 1-23-2023, staff meet with staff from the Washington Conservation District (WCD) and Rice Creek Watershed District (RCWD) to discuss lessons learned on recent alum treatment projects in the area and public outreach strategies. This information will be useful for the upcoming Forest Lake alum treatment.
  - Emily is participating on an interagency workgroup, organized by the Board of Water and Soil Resources, to compare project tracking methods across organizations and develop project tracking assistance.
  - On February 2<sup>nd</sup>, Administrator Kinney presented a summary of the District’s Sequential Diagnostic Monitoring efforts to the Upper Midwest’s Local Watershed Implementors group. This includes staff from the upper Midwest.
  - Staff met with representatives of the Great Lakes Indian Fish & Wildlife Commission (GLIFWC) on February 8<sup>th</sup> to discuss potential collaboration and the District’s grant application for the Midwest Glacial Lakes Partnership.

- The 1<sup>st</sup> quarter coordination meeting was held with staff from Chisago Soil and Water Conservation District. Topics of discussion included priority setting and details of staff coordination for the year ahead.
- 3008 Measurement of Progress
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- 3009 – Grant Research and Preparation
  - As authorized at the February 9<sup>th</sup> board meeting, staff will submit a grant application to the Midwest Glacial Lakes Partnership for shoreline assessments and restorations. If awarded, the grant period would begin September 2024.
  - With the receipt of the 2<sup>nd</sup> contractor pay application for the Sunrise River-Highway 61 Wetland Restoration Project, staff will now begin the process of grant reconciliation for the associated Clean Water Fund grant and request the next grant installment of 40% (\$196,800). Emily is tracking this project very closely to ensure all grant requests align with eligibility requirements and to ensure cash flow is maintained.
  - Emily met with MN Pollution Control Agency staff to begin the grant review process for the Section 319 Small Watershed Focus grant. The District has spent the entirety of this grant (\$291,965). The grant review is a standard grant audit process and will involve a site visit in the spring to both projects – CR50 Iron Enhanced Sand Filter and Sunrise River-Highway 61 Wetland Enhancement.
  - After further discussion between staff and Forest Lake Lake Association (FLLA) President, Jerry Grundtner, Jerry decided not to apply to this year’s round of the Board of Water and Soil Resources’ new non-governmental organization clean water partnership grant program. Jerry will wait for the District to finalize its residential cost-share program first. The draft program writeup will be brought to a board meeting soon. The FLLA may apply for the BWSR NGO grant program in future years. In the meantime, the District will still plan to partner with the FLLA and other lake associations to restore shoreline buffers on District lakes using other sources of funding.
  - Emily has been coordinating closely with the District Accountant to complete the annual unearned grant revenue reconciliation for the annual audit. The unearned revenue breakdown was displayed in the January 26<sup>th</sup> regular board meeting PowerPoint display during the Treasurer’s Report. Staff will continue to calculate and display this information on a quarterly basis at regular board meetings, as requested by Treasurer Anderson.

- Emily met with Board of Water and Soil Resources staff to discuss a potential grant application to BWSR's Performance Review and Assistance Program (PRAP) for updates to the District's personnel policy manual. The maximum grant amount is \$10,000, and there is no minimum required match.
- 3010 – Operations and Maintenance
  - Continued operation of the Moody and Shields Lake aerators.
- 3011 – Aquatic Invasive Species Prevention and Management
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- 3012 – Land Acquisition
  - Continued coordination with landowners of the Sothern Bone Lake wetland and Little Comfort Gravel Pit properties. Dorsey & Whitney LLP has been engaged with developing offer letters on these properties.

ISG continues its work related to CLFWD office space and engagement; a survey was developed and is being distributed through multiple channels. **Projects (5000 series)**

- 5200 Lakes
  - Moody Lake:
    - Moody Capstone: continued coordination with landowners, mortgage companies, and /or Township to secure the needed easements / agreements for the projects. EOR is drafting the Feasibility Report for Project Ordering at the March 9<sup>th</sup> Board meeting.
  - Bone Lake:
  - Little Comfort Lake:
    - East Wetland Gravel Pit Project: Continued outreach with the landowner regarding the gravel pit land acquisition. EOR is continuing efforts on the 20% project design and feasibility of the project.
  - Shields Lake:
  - Lake Keewahatin:
  - Forest Lake:
    - CR 50 IESF: The project is approximately 90% complete. Several valves and aspects of the pipeline will be installed yet this winter with the

pumps, control panel, electrical connection, and re-vegetation to be completed/installed this spring. The project should be fully functional by late May.

- Western WJD6 Tributary Wetland: continued coordination with landowners and mortgage company to secure the needed easements / agreements for the projects. EOR is drafting the Feasibility Report for Project Ordering at the February 23 Board meeting.

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- Comfort Lake:

- Sunrise River Hwy 61 Wetland Project: Project construction began January 31<sup>st</sup> and the majority of the project should be completed by late February. A second change order was approved as an issue arose with several utility lines found within the project area that had not been identified during the earlier six utility locate opportunities. The change order will allow modification of the weir design to accommodate the utility lines as they cannot be relocated within the project timeline. The weir will be notched to accommodate the utility lines and then resealed around them to ensure the weir is water tight. The change order amount is within the allotted 5% contingency of the project; after removal of Additional Alternative #2 – bat houses. Staff will work with local organizations, such as the Boy Scouts or High School, to revive the bat house component of the project. All project re-vegetation will take place this spring.

- 5400 Wetlands

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- 5500 Upland Resources

- Natural Resource Inventory: received a Groundwater Influenced Water Resources report and a NRI Site Assessment for the Larson Farm that are currently under review by staff. NRI coordination meeting scheduled for 2-14-23.

# Protecting and improving your local water resources through the use of adaptive management and stakeholder education

## Progress Toward Goals

Our efforts with projects, programs, outreach, and education have resulted in meeting 91% of phosphorus reductions needed to achieve state water quality standards!

**District Wide**  
Progress Toward Phosphorus Reduction Goals



The Comfort Lake Forest Lake Watershed District is in the market for a new headquarters. The office space in Forest Lake is not serving the needs of public outreach, meeting space and demonstration activity among other building functions. The district board and administration would enjoy hearing from anybody who has suggestions for a location that may be available. The site/structure needs to be within the watershed district area to be considered.

Also—there is a survey on-line now where watershed district residents and property owners can learn more about the district and have input on projects or issues. See [surveymonkey.com](http://surveymonkey.com).

The watershed district is a special taxing district that was established to preserve and promote water quality in the area of Forest Lake, its outflows and inflows and Comfort Lake and the basins and drainage lands that surround it. The district staff work with developers to permit projects and enforce protections, and the district also is involved in data gathering and goal setting for the watershed in partnership with local governments and agencies. The district board of managers meets in Forest Lake. It has representatives who reside at-large, and from areas of Washington and Chisago Counties.



## Project Spotlight: Shields Lake

This project included harvesting nutrient-rich water runoff from 294 acres, west-southwest of Shields Lake, for irrigation reuse by Forest Hills Golf Course followed by a whole-lake alum treatment. These actions have resulted in 1,000 lbs/yr phosphorus reduction to Shields Lake bringing the water quality grade up from an F to a B+.<sup>3</sup>



## Program Spotlight: Water Monitoring

The District's annual water monitoring program tracks and evaluates the health of local water resources. The District also conducts project effectiveness monitoring and targeted diagnostic monitoring. This data evaluates the success of completed projects and helps identify locations for future projects.



## Get Involved

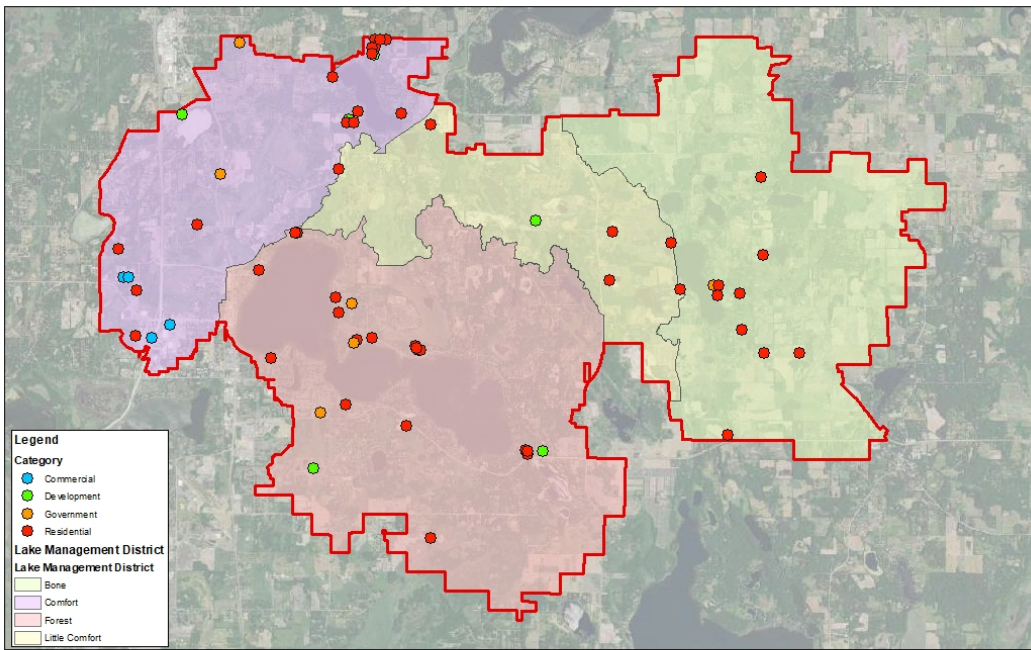
The District offers a variety of volunteer and educational opportunities for both children and adults. Opportunities include classroom presentations, citizen science, advisory committees, neighborhood clean-ups and much more! Contact us at [info@clfwd.org](mailto:info@clfwd.org) to get started!

23-001			
Name: 2023 Forest Lake Street Maintenance			LMD: Forest Lake
Applicable Rules: 3.0		New Impervious: 0 acres	
Project Summary:			
Applied: 2023-01-11	Approved: 2023-01-30	Active:	Closed Out:
23-002			
Name: Norcross Barn			LMD:
Applicable Rules: 3.0, 9.0		New Impervious: 0.16 acres	
Project Summary:			
Applied: 2023-01-25	Approved: 2023-02-03	Active:	Closed Out:



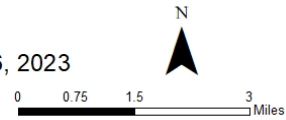
	Comfort	Little Comfort	Forest	Bone	Total <sup>3</sup>
<i>Current Residential<sup>2</sup></i>	16	4	18	10	48
<i>Current Developments<sup>4</sup></i>	3	1	2	0	6
<i>Current Commercial</i>	4	0	0	0	4
<i>Current Governmental</i>	2	0	3	1	6
<i>Total Current Sites<sup>1</sup></i>	25	5	23	11	64
<i>Total Inspections in 2022*</i>	1	0	14	7	22
<i>Average Inspections per Site in 2022*</i>	0.04	0	0.6	0.6	0.3
<i>Total Non-Compliant Inspection Items in 2022*</i>	0	0	0	0	0
<i>Average Percentage of Non-Compliant Items per Inspection in 2022</i>	0%	0%	0%	0%	0%

**Permitting Program Metrics**  
**YEAR TO DATE METRICS- 2023**



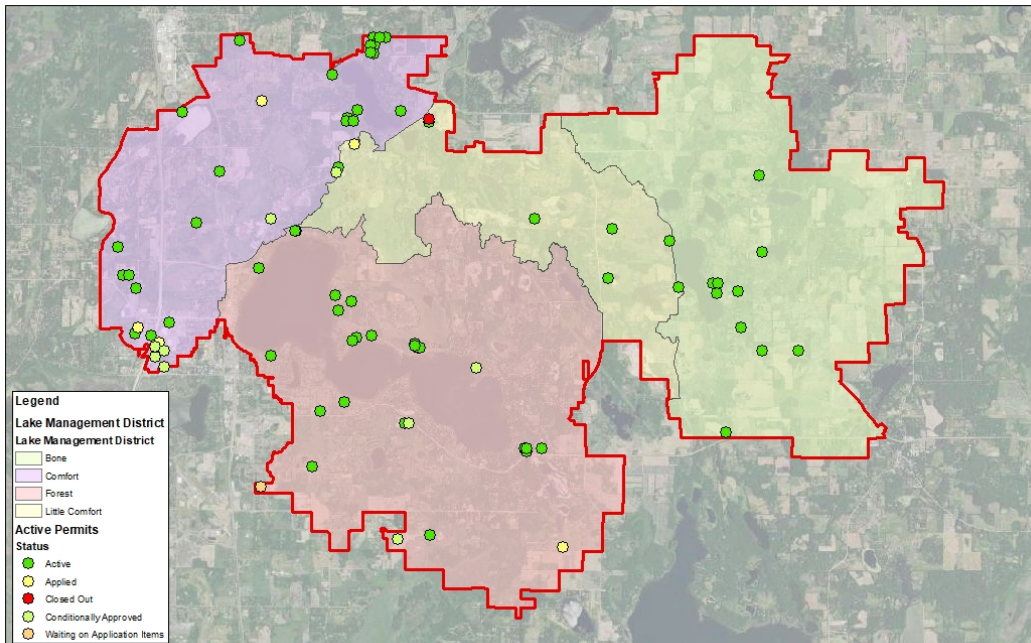
**CLFLWD**  
WATERSHED DISTRICT

Figure 1 - Active Permits as of Feb 16, 2023



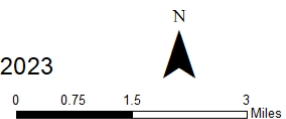
Notes:

1. 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.
2. 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.
3. 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.



**CLFLWD**  
WATERSHED DISTRICT

Figure 2 -Permit Status as of Feb 16, 2023



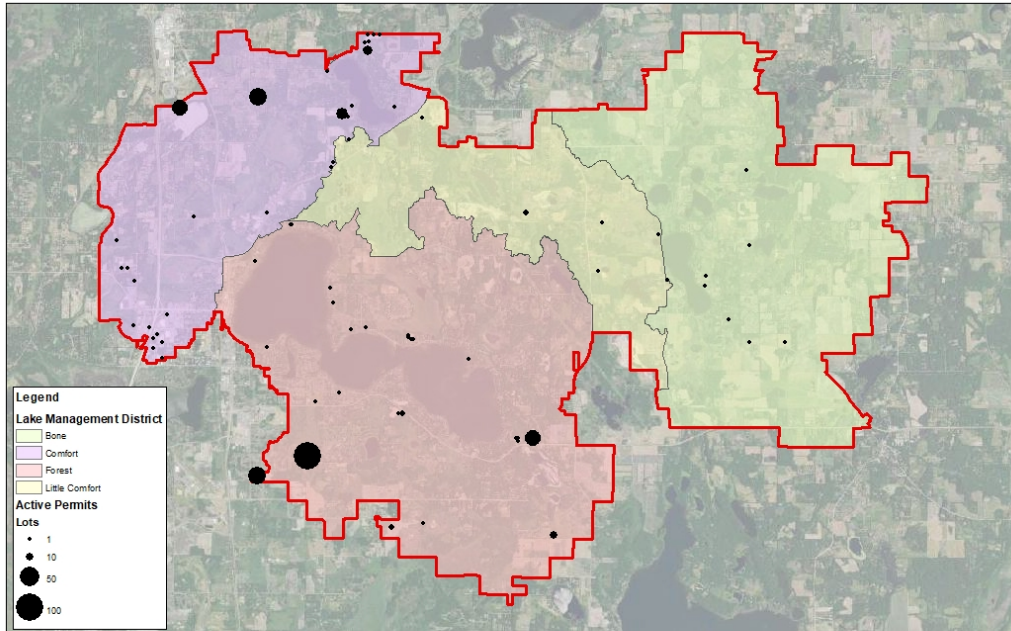


Figure 3 - Number of Lots per Active Permit as of Feb 16, 2023



**CLFLWD**  
WATERSHED DISTRICT



0 0.75 1.5 3 Miles