



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: July 14, 2025
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Emily Heinz, Planning Coordinator
Subject: Flood Resiliency Action Plan



District Wide

Background/Discussion

This topic was last discussed at the [July 10, 2025 regular board meeting](#) where EOR presented the draft Flood Resiliency Action Plan report. The purpose of this agenda item is to discuss the draft action plan and distribution to/communication with our partners.

Proposed Process Overview

Here is a general outline of next steps. The Board can adjust the timeline however it may wish.

- July 10: Board reviews draft report
- July 24: Board accepts draft report and directs staff and engineers to distribute to partners
- August: Staff/engineers distribute plan, seek feedback, and discuss with partner staffs
- August/September: Board holds joint mtgs with Forest Lake and Wyoming city councils
- September/October: EOR makes revisions to the Action Plan per partner feedback
- November/December: Board accepts final report which would include any changes/adjustments requested by the Board and/or partners

Note that EOR's approved scope for this work has a not to exceed amount of \$41,727. The remaining balance on the scope is \$9,200 as of June 30th. This remaining balance is intended to cover EOR's attendance at one meeting with City of Forest Lake staff and one meeting with City of Wyoming staff. We may need to consider a scope and budget amendment if we require EOR's attendance at more meetings.



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Partner Coordination

The Board may decide exactly how the District will distribute the plan and hold coordination meetings. Below are some suggestions by staff and methods that were discussed at previous meetings.

- **General Distribution:** Staff may email the draft action plan and solicit comments from the District's Technical Advisory Committee (TAC), which includes staff members from a variety of partners such as municipalities, counties, soil & water conservation districts, and state agencies.
- **City of Forest Lake:** In addition to the TAC email, share the action plan with city staff/engineers and set up a staff-level meeting to review. Then ultimately set up a joint coordination meeting with the CLFLWD Board and City Council.
- **City of Wyoming:** In addition to the TAC email, share the action plan with city staff/engineers and set up a staff-level meeting to review. Then ultimately set up a joint coordination meeting with the CLFLWD Board and City Council.
- **City of Scandia:** Continue to provide updates at quarterly staff coordination meetings. Scandia's area of the District has a relatively lower flood risk compared to Forest Lake and Wyoming. The District's ongoing work will benefit flood resiliency in the eastern half of the District (e.g., Bone Lake South property acquisition and restoration), but data shows that the higher priority areas for flood resiliency implementation are in the western half of the District.
- **Washington County:** The District meets with our county commissioner around September/October each year to review our annual budget. This regular annual meeting may provide a good opportunity to discuss flood planning at a management level. Staff are in communication and have coordinated in the past regarding the county's All Hazard Mitigation Plan. The District must work with the counties to seek FEMA grant funding.
- **Chisago County:** Board member(s) may wish to set up a meeting with our county commissioner to review the annual budget and/or flood planning. Otherwise, staff have been in communication regarding the county's All Hazard Mitigation Plan and will coordinate regarding FEMA grant seeking, as applicable.
- **Washington County Water Consortium:** The water consortium is a collective of watershed, county, and SWCD staff that meets monthly. The topic of flood resiliency planning will be discussed at the September 3rd in-person water consortium meeting. Administrator Kinney is planning to attend. The District did not budget for consultants to attend. We estimate it would cost between \$500-\$800 for one EOR staff person to attend. The Board may direct staff to include EOR in this meeting, and fund the effort from the reserve, if desired.



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Grant Seeking Considerations

Below is a summary of flood-related grants that the District may seek. District staff has reviewed this list with EOR. We recommend the District seek grants and develop projects after the final Action Plan is completed. Obtaining grants before undergoing initial project development can be risky because landowner cooperation may prohibit the District from being able to implement the project, thus leaving us unable to spend the grant.

Agency	Grant Program	Description	Estimated Deadline
MPCA	Local Climate Action Grants	Funds for planning and/or implementation. Could request funding for project development and feasibility. We have received two grants under this program so far, for the flood resiliency action plan and shoreline resiliency action plan. Max grant \$50,000. Min match 5%.	Fall 2025 (TBD)
U.S. Fish & Wildlife Service	Partners for Fish and Wildlife Program	Projects cannot be on state or federally owned lands. Could be on District or city-owned land, or have a project agreement w/ private landowner. Projects must benefit fish and wildlife habitat. \$15 million available. Max grant request \$750,000. No min. match.	9/30/25 for this round Next round opens up in January
MDNR	Flood Hazard Mitigation Grants	This grant program helps fund local government mitigation projects. Feasibility studies are not eligible. \$9 million available under current appropriation. 50% match required.	8/11/25 for this appropriation Applications can be submitted any time for consideration in future appropriations
BWSR	Water Quality & Storage	10% match required. \$10 million remains in current funding appropriation. This program was not renewed with another appropriation, so the last	Est. early 2026 (TBD)



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		opportunity to apply will be early 2026, if an RFP is released.	
FEMA	Flood Mitigation Assistance	Several sub-programs available. Must work with county partners to apply. Funding is competitive.	Rolling basis – work with FEMA field office staff and county staff to apply
Lessard-Sams OHC	Outdoor Heritage Funds	Applied for Greenbelt Phase 1 and Bone Lake South Phase 2 grants in 2025, which will support flood resiliency. Can apply again in May 2026 for additional projects that benefit wildlife habitat. No min match, but leveraged funds increase competitiveness.	May 2026 (TBD)
MPCA/Public Facilities Authority	State Revolving Fund – Point Source Implementation Grants (PSIG)	This program is for municipal infrastructure projects. Must be on publicly owned land or perpetual easement. Max grant \$7 million. 20% match. See 6/20/25 funding & financing memo for more info.	Rolling basis – work with MPCA/PFA staff to apply
Lower St. Croix	LSC Watershed Based Implementation Funding	This grant does not have any funding set aside for flood mitigation projects. There is funding for wetland restoration projects, which may provide the additional benefit of flood resiliency. To date CLFLWD has received \$380,000 from LSC WBIF and worked with the partnership to award \$15,000 each to the cities of Wyoming and Scandia for enhanced street sweeping. If WBIF funds were distributed equally among the 16 participating partners, each partner would have received \$280,000 to date.	Rolling basis, intermediate deadlines throughout the year



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Recommended Action

Proposed Motion: Manager _____ moves to accept the draft Flood Resiliency Action Plan Framework and direct staff and engineers to share the framework with the TAC and schedule meetings with cities of Forest Lake and Wyoming staffs to review and discuss future opportunities. Seconded by Manager _____.