

1 **DRAFT MINUTES OF THE REGULAR MEETING OF THE**
2 **COMFORT LAKE–FOREST LAKE WATERSHED DISTRICT**
3 **Thursday, May 14, 2026**

4
5 **1. Call to Order**

6
7 President Anderson called the May 14, 2026, regular board meeting to order at 6:30 p.m.
8 at the CLFLWD office, 44 Lake Street South, and via online video conference.

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10 **Managers Present:**

11 Jackie Anderson, President
12 Steve Schmaltz, Treasurer
13 Jim Schottmuller, Vice President
14 Dave Bakke, Secretary (virtual attendance)
15 Douglas Toavs, Assistant Treasurer (virtual attendance)

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17 **Staff Present:**

18 Mike Kinney, Administrator
19 Brad Jernberg, Business and Operations Manager
20 Emily Heinz, Planning Coordinator
21 Mike Sandager, Permitting & AIS Coordinator
22 Adam Hjelm, Education & Outreach Coordinator
23 Victoria D’Amico, Water Resources Engineering Technician
24 Tori Philippi, Office Manager

25
26 **Others Present:**

27 Anne Wilkinson, Emmons & Olivier Resources (EOR)
28 Erik Megow, Emmons & Olivier Resources (EOR)
29 Chuck Holtman, Smith Partners
30 William Wittrock, CLFLWD resident
31 Ashley D’Alessandro, Twin Cities Land Development (TCLD)
32 Michael, online attendee (not further identified)

33
34 **2. Setting of Meeting Agenda**

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36 The order of Item 4a and Item 4c was swapped on the agenda since the permit
37 applicant was in attendance.

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39 Manager Schmaltz moved to approve the agenda as amended. Seconded by Manager
40 Schottmuller. Upon a roll call vote, the motion carried 5-0.

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Manager	Aye	Nay	Absent	Abstain
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Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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3. Consent Agenda

- a) Regular Board Meeting Minutes – April 9, 2026
- b) Letter of Support for Great River Greening Grant Application

Manager Schmaltz moved to approve the consent agenda as presented. Seconded by Manager Schottmuller. Upon a roll call vote, the motion carried 5-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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4. New Business

- a) Wittrock Porch Addition: Applicability of Lake Buffer Requirement
[6:32 pm]

Mr. Sandager introduced Mr. William Wittrock, who proposes to place a 192 square foot porch addition onto his home on Lake Keewahtin. This property is located in an area zoned as Shoreland Overlay District by the City of Forest Lake, which ordinarily requires a 100-ft setback from the ordinary high water level. A 53-ft setback variance was approved by the Forest Lake City Council at its April 8th meeting. Mr. Wittrock spoke to the history of the structure on the property, the design and landscaping measures in place to protect the lake, and the location and nature of the proposed addition.

The Board was asked to determine whether, pursuant to Rule 4.2.1, this addition is "likely to have a measurable adverse impact" on the lake, and therefore require a vegetated buffer under District Rule 4.0. Mr. Sandager referenced the staff memorandum reporting that District staff and the District engineer assess that the proposed addition would not have a measurable adverse impact on Lake Keewahtin.

President Anderson moved that in the Board's judgment, the proposed porch addition at 20703 Keewahtin Ave N is not likely to have measurable adverse impact

73 on downgradient lake, stream, or wetland function. Seconded by Manager
 74 Schottmuller. Upon a roll call vote, the motion carried 5-0.
 75

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

76
 77 **b) Permit 25-019 Amberley Woods**
 78 [6:44 pm]
 79

80 Mr. Sandager introduced permit application 25-019, a subdivision proposing 56 new
 81 single-family homes located west of the intersection of Goodview Avenue N and
 82 Georgia Avenue N in Forest Lake. This project triggers District erosion control, wetland
 83 buffer, and stormwater rules.

84
 85 Dr. Anne Wilkinson of EOR offered additional information, explaining that most of the
 86 site’s runoff drains to Rice Creek Watershed District (RCWD), while the permit site itself
 87 is located within the District. The site will meet the stormwater treatment requirement
 88 with installation of a large stormwater pond. The applicant has provided the required
 89 evidence that other methods of stormwater treatment are not feasible on this site.
 90 District and RCWD staff have communicated about the permit, and RCWD is satisfied
 91 with how runoff will be managed under District rules.

92
 93 Manager Schmaltz moved to approve permit application #25-019 with conditions
 94 stated in EOR’s April 7, 2026 Permit Application #25-019, Forest Lake memorandum.
 95 Seconded by Manager Schottmuller. Upon a roll call vote, the motion carried 4-0 (1
 96 abstention).
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Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke				X
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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 99 **c) Permit 25-015 Havenwood (Chestnut Creek Phase 2)**
 100 [6:53 pm]
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102 Mr. Sandager introduced permit application 25-015, a development of 119 single-
103 family homes located at the end of Greystone Ave N, 207th St. N, and 208th St. N in
104 Forest Lake. This project is Phase 2 of a project that was approved in 2016 as Permit
105 16-008, Chestnut Creek, and is named Havenwood. This project triggers District
106 erosion control, stormwater, and wetland buffer requirements.

107
108 Dr. Wilkinson stated that stormwater facilities on this development already were
109 graded as part of Phase 1 but will be made fully functional under permit 25-015. A
110 combination stormwater pond and filtration bench will be used to meet the
111 stormwater requirement.

112
113 The developer will compensate for 0.9 acres of buffer encroachment during Phase 1.
114 The developer will provide 1.2 acres of wetland buffer in excess of the requirement in
115 Phase 2, and each wetland on site will gain additional buffer.

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117 Manager Schmaltz moved to approve Permit Application #25-015 with conditions
118 stated in EOR's April 16, 2026, Permit Application #25-015, Forest Lake memorandum.
119 Seconded by Manager Schottmuller. Upon a roll call vote, the motion carried 4-0 (1
120 abstention).

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke				X
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

122
123 **d) Watershed Management Plan Amendment Presentation**

124 [7:06 pm]

125
126 Emily Heinz explained that part of the process of the Watershed Management Plan
127 amendment is to hold a public meeting to present the proposed amendments to the
128 public and accept public comment. She provided a brief overview of the proposed
129 changes, which include revising the mission statement, adding pages related to the
130 District's recently adopted Strategic Plan, and adding several new projects to the
131 District's capital improvement plan.

132
133 President Anderson asked if any audience members would like to share comments
134 regarding the proposed amendment. There were no comments.

135
136 **5. Old Business**

137 **a) Floodplain Resilience Action Plan Framework**

138 [7:21 pm]

139

140 Administrator Mike Kinney presented an update on the Floodplain Resilience Action
141 Plan Framework. District staff have communicated with local municipalities to solicit
142 feedback on the current draft plan. Staff distributed a copy of the red-lined plan
143 reflecting comments from the City of Forest Lake. The draft Floodplain Resilience
144 Action Plan Framework will be put before the Board for approval at a future board
145 meeting. Following approval, staff and EOR will present a scope of work for project
146 development, which will be funded by the Water Quality & Storage grant recently
147 awarded to the District. Erik Megow of EOR and Ms. Heinz described in more detail
148 what will be proposed in this plan.

149

150 The Board directed staff to organize a workshop on this topic for further discussion.

151

152 **b) Impaired Waters List**

153 [8:10 pm]

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155 Administrator Kinney provided an update on the Minnesota Pollution Control Agency
156 (MPCA) Impaired Waters List, which in past years has been published every other
157 year in April. The District had been planning a delisting celebration event for Comfort
158 Lake in June. However, the 2026 list has been delayed due to federal government
159 slow-downs and bottlenecks.

160

161 The delisting is not official until the Environmental Protection Agency (EPA) publishes
162 the final list. MPCA staff told District staff that they do not expect to receive the final
163 2026 Impaired Waters List until October 2026.

164

165 Manager Schmaltz moved to go forward with a recognition event for Comfort Lake
166 on June 17th, and also to recognize the improvement to Comfort Lake at the annual
167 State of the Watershed event. Seconded by Manager Bakke. Upon vote, the motion
168 carried 5-0.

169

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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171 **6. Project Update**

172 [8:18 pm]

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174 Administrator Kinney gave an overview of current projects in the District. The Board will
175 soon solicit bids for the Heath Avenue Iron Enhanced Sand Filter. The Green Infrastructure
176 project is now in its feasibility stage. Maintenance on a small, targeted agricultural
177 conversion to native prairie north of Moody Lake will continue in 2026. Restoration at the
178 Bone Lake South Nature Area and School Lake Agriculture BMPs are in the feasibility
179 stage.

180

181 **7. Report of Managers**

182 [8:22 pm]

183 Manager Bakke reported that Bone Lake aquatic invasive species (AIS) action planning
184 will soon begin. Members of the District, the Washington Conservation District, and the
185 Bone Lake Association will meet soon to develop AIS management strategies.

186

187 Manager Schmaltz spoke with a local videographer and recommended his services for
188 District outreach initiatives.

189

190 President Anderson asked whether staff had checked on concerns about water impacts
191 on a property near the Sunrise River. Mike Sandager reported that a Technical Evaluation
192 Panel (TEP) has concluded there are no violations at that site.

193

194 **8. Summary and Approval of Board Direction**

195 [8:28 pm]

196

197 The following board directives were summarized:

198

- 199 • Staff will schedule a workshop to discuss the Floodplain Resilience Action Plan
200 Framework.
- 201 • Staff will prepare to hold a celebration event for the Comfort Lake Nutrient
202 Impairment Delisting on June 17th with the caveat that it is still a proposed
203 delisting until the EPA confirms the list.

204

205 **9. Adjourn**

206 **a) Next regular board meeting – May 28, 2026**

207

208 Manager Schmaltz moved to adjourn the meeting. Seconded by Manager
209 Schottmuller. Upon a roll call vote, the motion carried 5-0, and the meeting was
210 adjourned at 8:29 p.m.

211

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			

Jackie Anderson	X			
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213 Dave Bakke, Secretary -----

DRAFT