

1 **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.

9
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)

16
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**

35
36 The order of Item 4a and Item 4c was swapped on the agenda since the permit
37 applicant was in attendance.

38
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.

41

Manager	Aye	Nay	Absent	Abstain
---------	-----	-----	--------	---------

Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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			

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

on downgradient lake, stream, or wetland function. 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			

b) Permit 25-019 Amberley Woods

[6:44 pm]

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

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

Manager Schmaltz moved to approve permit application #25-019 with conditions stated in EOR's April 7, 2026 Permit Application #25-019, Forest Lake memorandum. Seconded by Manager Schottmuller. Upon a roll call vote, the motion carried 4-0 (1 abstention).

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

c) Permit 25-015 Havenwood (Chestnut Creek Phase 2)

[6:53 pm]

Mr. Sandager introduced permit application 25-015, a development of 119 single-family homes located at the end of Greystone Ave N, 207th St. N, and 208th St. N in Forest Lake. This project is Phase 2 of a project that was approved in 2016 as Permit 16-008, Chestnut Creek, and is named Havenwood. This project triggers District erosion control, stormwater, and wetland buffer requirements.

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

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

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

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

d) Watershed Management Plan Amendment Presentation
[7:06 pm]

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

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

5. Old Business

a) Floodplain Resilience Action Plan Framework

[7:21 pm]

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

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

b) Impaired Waters List

[8:10 pm]

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

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

Manager Schmaltz moved to go forward with a recognition event for Comfort Lake on June 17th, and also to recognize the improvement to Comfort Lake at the annual State of the Watershed event. Seconded by Manager Bakke. Upon 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			

6. Project Update

[8:18 pm]

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

7. Report of Managers

[8:22 pm]

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

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

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

8. Summary and Approval of Board Direction

[8:28 pm]

The following board directives were summarized:

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

9. Adjourn

a) Next regular board meeting – May 28, 2026

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

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

Jackie Anderson	X			
-----------------	---	--	--	--

212

213 Dave Bakke, Secretary -----