



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: September 29, 2026
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: Manager Liaison Appointments



District Wide

Background/Discussion:

At the September 24th regular meeting the Board elected to maintain its current officer positions until the annual business meeting in January. The Board decided to delay discussion of manager liaison appointments until a future meeting when Administrator Kinney could be present. One item of particular interest relates to the Lower St. Croix One Watershed One Plan and associated roles; District staff will present an overview of this topic at the October 8th meeting.

Manager Liaison Appointments

The following liaison appointments were made on January 8, 2026. Manager Anderson's and Schmaltz's appointments are highlighted.

- City of Forest Lake: Managers Schmaltz and Schottmuller
- City of Wyoming: Manager Anderson
- City of Scandia: Manager Bakke
- Chisago City: President Anderson and Manager Toavs
- Chisago Lake Township: Manager Toavs
- Washington Conservation District: Managers Schmaltz and Schottmuller
- Chisago Soil and Water Conservation District: President Anderson and Manager Toavs
- Personnel: President Anderson and Manager Bakke
- Citizen Advisory Committee: All managers rotate on a monthly basis (staff to coordinate rotation schedule)
- Lower St. Croix One Watershed-One Plan Policy Committee: Manager Anderson, with Manager Bakke as alternate



Lower St. Croix Watershed Partnership

*Last presentation at December 18, 2025 Regular Board Meeting
Updated for October 8, 2026 Regular Board Meeting*

Emily Heinz, Planning Coordinator

St. Croix River



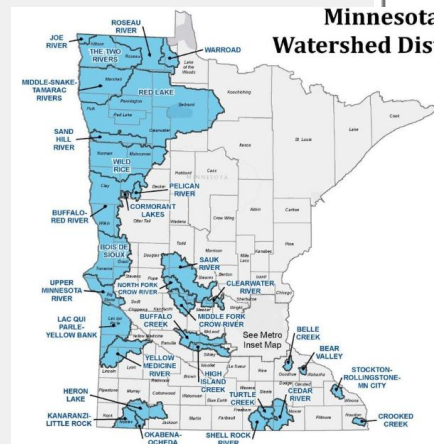
What is One Watershed One Plan? (1W1P)

Purpose:

- **Align** local water planning under statutes 103C and 103D
- Create a systematic, **watershed-wide**, science-based approach to watershed management;
- Build off existing local government procedures/data
- Focus on **prioritized** and **targeted** actions, **measurable** progress
- Serve as a substitute for a local comp plan, if appropriate

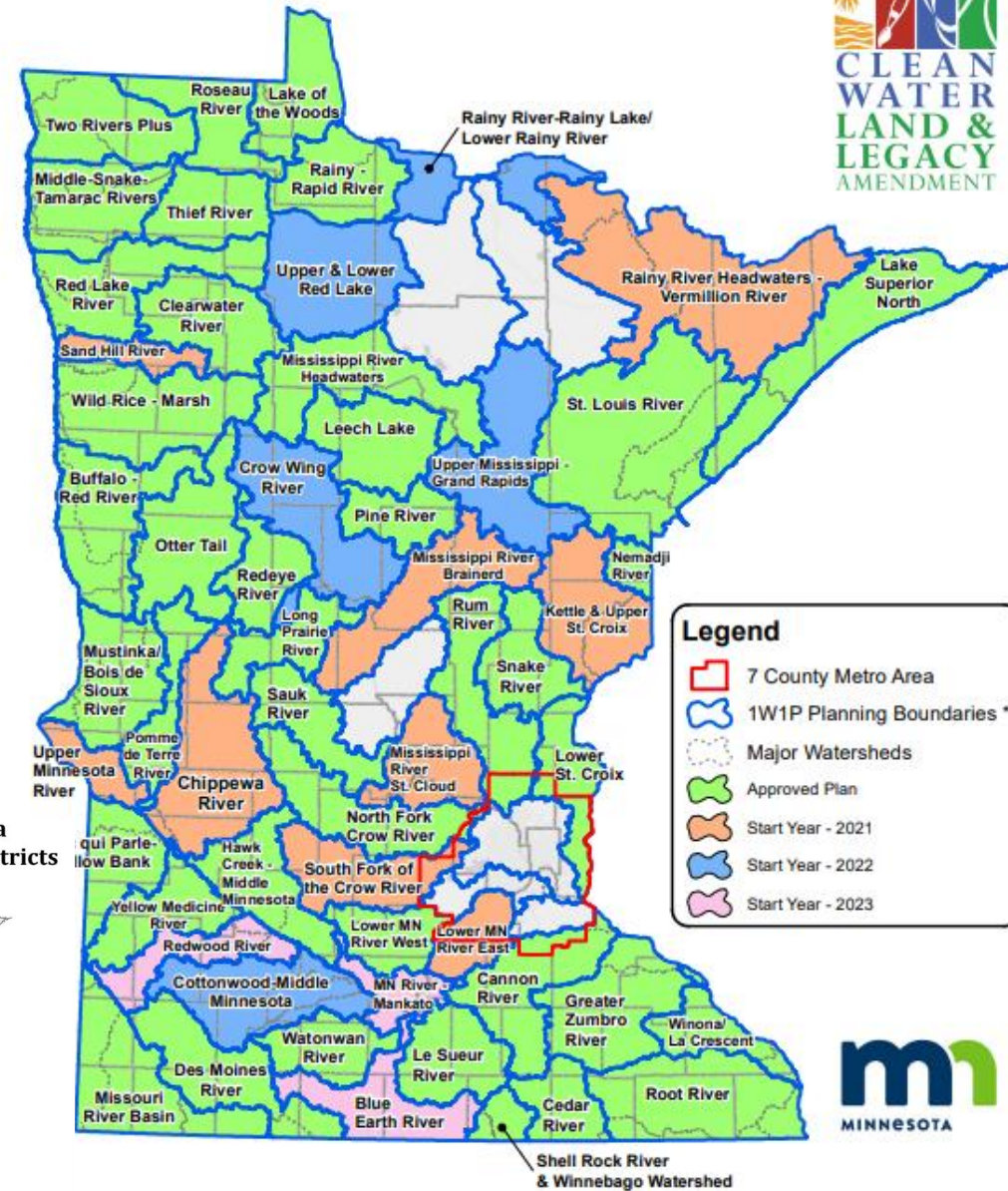
More info: <https://bwsr.state.mn.us/one-watershed-one-plan>

Comfort Lake-Forest Lake Watershed District | **LSC Partnership**



Minnesota Watershed Districts

One Watershed, One Plan Participating Watersheds



boundaries; intended for planning purposes through One Watershed, One Plan only.

September 2023



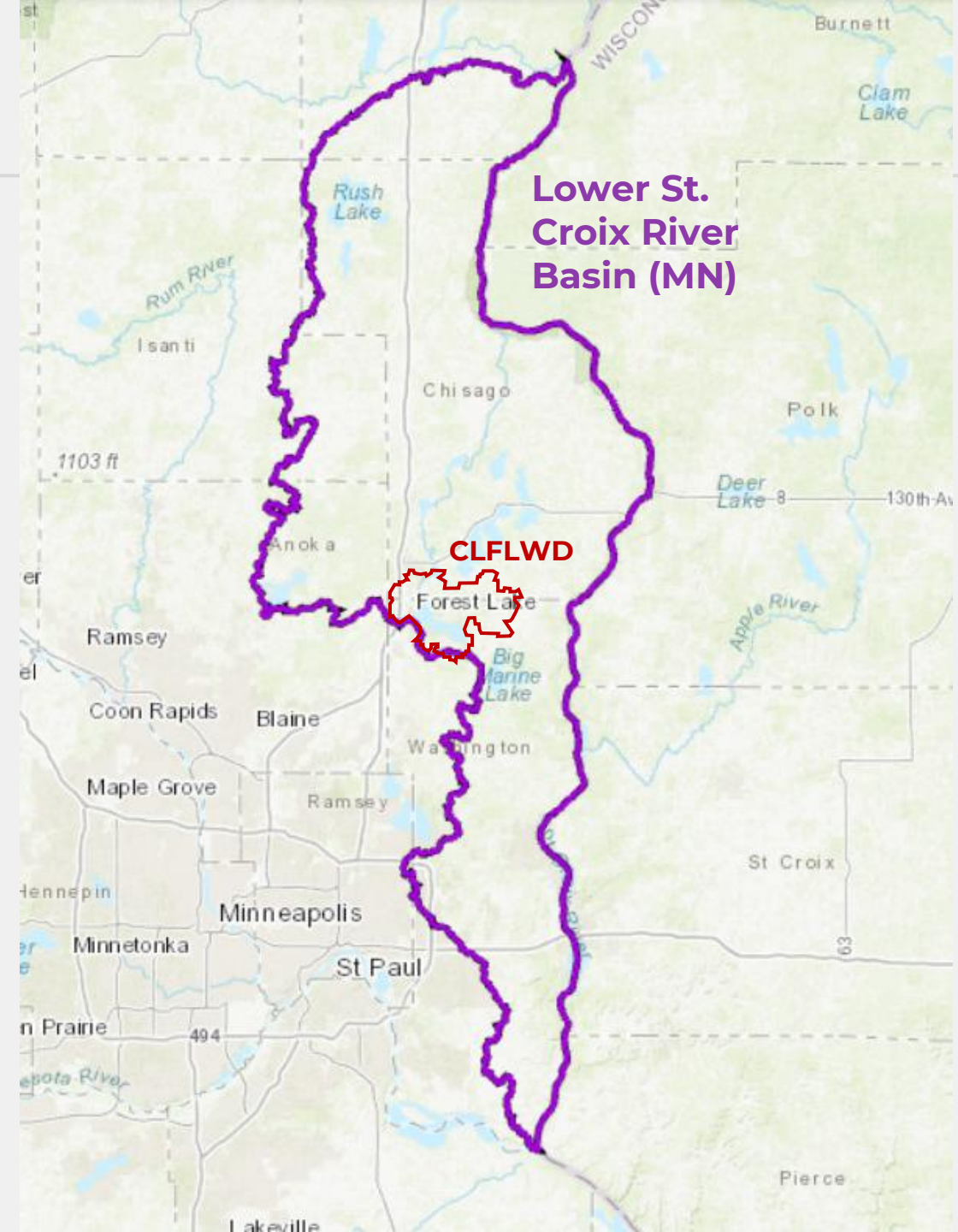
Lower St. Croix River Basin

15 partners include:

- [Anoka Soil and Water Conservation District](#)
- [Brown's Creek Watershed District](#)
- [Carnelian-Marine-St. Croix Watershed District](#)
- [Chisago County](#)
- [Chisago Soil and Water Conservation District](#)
- [Comfort Lake-Forest Lake Watershed District](#)
- [Isanti County](#)
- [Isanti Soil and Water Conservation District](#)
- [Middle St. Croix Watershed Management Organization](#)
- [Pine County](#)
- [Pine Soil and Water Conservation District](#)
- [South Washington Watershed District](#)
- [Valley Branch Watershed District](#)
- [Washington County](#)
- [Washington Conservation District](#)

More info: <https://www.lsc1wlp.org/our-partners>

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Lower St. Croix Partnership Timeline



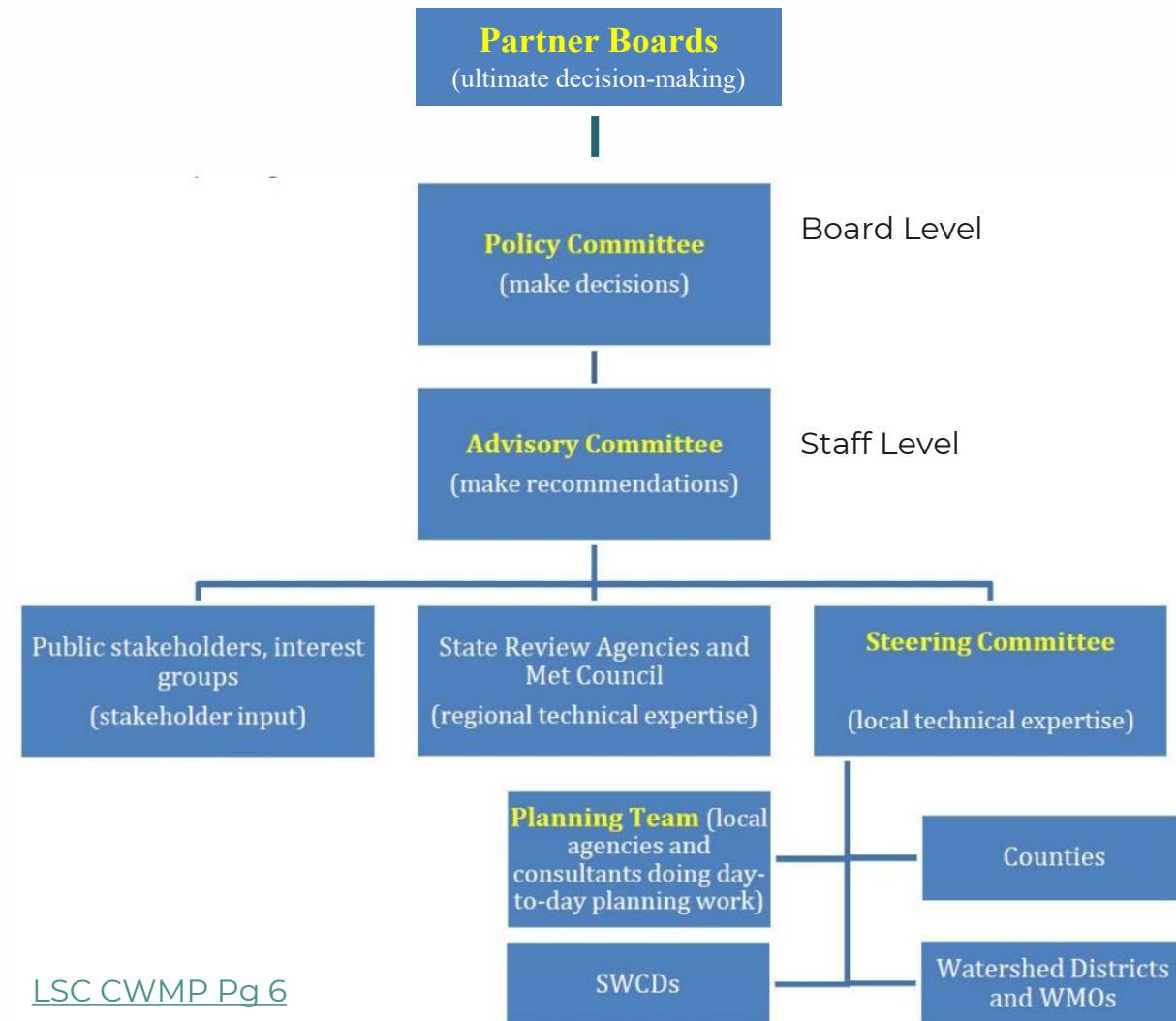
*WBIF = Watershed Based Implementation Funding
(subsection of Clean Water Fund state grant program)*



Lower St. Croix Partnership Structure

- LSC operates under a Joint Powers Agreement (JPA)
 - not a Joint Powers Entity (JPE)
- Actions must be taken by each partner board, rather than the Policy Committee acting as its own board
 - E.g., approving work plans, amendments

More info: <https://www.lsc1wlp.org/transition-documents>



[LSC CWMP Pg 6](#)



Grants: Legacy Amendment

The Legacy Amendment increases the state sales tax by three-eighths of one percent beginning on July 1, 2009 and continuing until 2034. The additional sales tax revenue is distributed into four funds as follows: 33 percent to the clean water fund; 33 percent to the outdoor heritage fund; 19.75 percent to the arts and cultural heritage fund; and 14.25 percent to the parks and trails fund.



Clean Water Land & Legacy Amendment

Outdoor Heritage Fund

(Lessard-Sams Outdoor Heritage Council and DNR Conservation Partners Legacy)

Arts and Cultural Heritage Fund

Clean Water Fund

(Board of Water and Soil Resources)

Parks and Trails Fund



Grants: Clean Water Fund → Watershed Based Implementation Funding

Clean Water Fund

Competitive Grants

- Projects & Practices
- Clean Water Legacy Partners/Green Infrastructure Grants
- Accelerated Implementation Grants
- Soil Health Grants

Non-Competitive Grants

- **Watershed Based Implementation Funding (WBIF)**
- 1W1P Mid-Point Evaluation Grants



WBIF Funding Allocation Process

State allocates biennial grant amount for

- 1) Metro portion of LSC
- 2) Non-metro portion of LSC

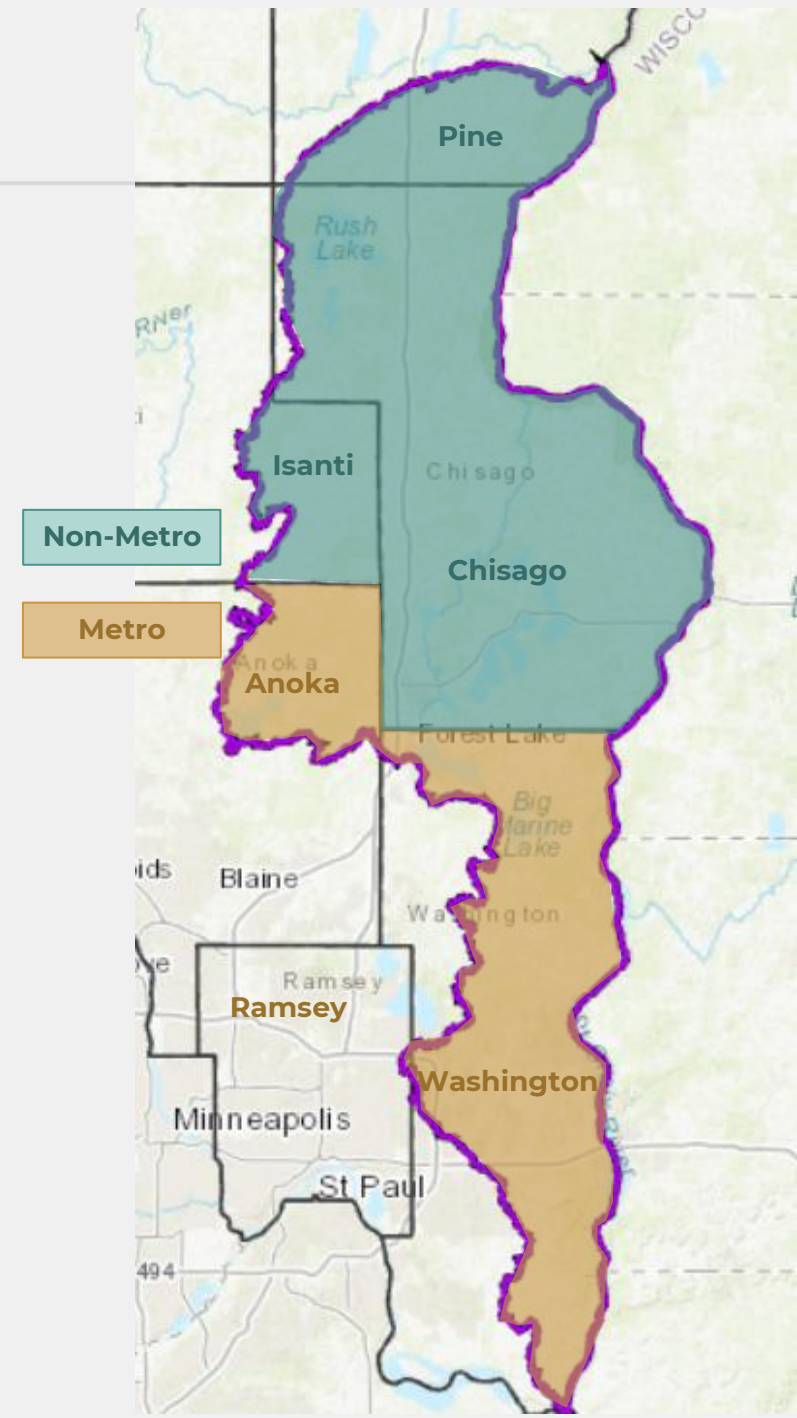


Metro partners hold convene meeting to decide

- 1) Pool metro + non-metro funds, or
- 2) Keep separate (or combo)



Past three years, most funds have been pooled and distributed according to process determined by LSC Partnership





LSC WBIF Grants & Work in CLFLWD

Biennium	Basin (Non-Metro)	Metro	Supplemental WBIF via BWSR ¹	Total	Direct Allocation to non LSCWP Partner ²	LSCWP Allocation
FY21	\$471,070	\$793,461		\$1,264,531	\$0	\$1,264,531
FY23	\$471,070	\$807,509	\$167,615	\$1,446,194	\$0	\$1,446,194
FY25	\$778,691	\$1,266,380		\$2,045,071	\$75,000	\$1,970,071
FY27	\$782,706	\$1,266,376		\$2,049,082	\$0	\$2,049,082
TOTAL	\$2,503,537	\$4,133,726	\$167,615	\$6,804,878	\$75,000	\$6,729,878

¹In FY23, the LSCWP was awarded additional funding as other 1W1P partnerships did not spend their WBIF allocations

²In FY25, \$75,000 of the metro allocation was provided directly to the Sunrise River WMO for work in their watershed, per vote at convene meeting

FY27 allocations determined at LSC metro convene meeting on March 24, 2026

Lower St. Croix Watershed Partners

2027-2028 Biennial Work Plan

- Biennial work plan and grant
- Includes WBIF grant and all other (non-WBIF) activities from the comprehensive plan
- CLFLWD staff time within WBIF grant to prepare work plan and reporting
- Local partner boards will review and consider action to approve biennial work plan at their November meetings

Grant Budget

FY27 WBIF - Lower St. Croix Watershed Partners Grant - June 30, 2026				
	A	B	C	D
	WBIF GRANT WORK PLAN ACTIVITY	2027 WBIF GRANT ACTIVITY BUDGET	2027 WBIF GRANT MATCH	2027 WBIF TOTAL BUDGET
	Agricultural Practices	\$ 100,000.00	\$ 15,000.00	\$ 115,000.00
	<i>CIP Projects</i> \$ 50,000			
	<i>Cost Share Projects</i> \$ 50,000			
	Urban Stormwater Practices	\$ 100,000.00	\$ 15,000.00	\$ 115,000.00
	<i>CIP Projects</i> \$ 50,000			
	<i>Cost Share Projects</i> \$ 50,000			
	Subsurface Sewage Treatment Systems	\$ 100,000.00	\$ 66,666.67	\$ 166,666.67
	Non-Structural Management Practices	\$ 200,000.00	\$ -	\$ 200,000.00
	<i>Ag</i> \$ 100,000			
	<i>Urban</i> \$ 100,000			
	Groundwater	\$ 15,000.00	\$ 10,000.00	\$ 25,000.00
	Wetland Restoration/Creation	\$ 200,000.00	\$ 30,000.00	\$ 230,000.00
	<i>CIP Projects</i> \$ 100,000			
	<i>Cost Share Projects</i> \$ 100,000			
	Streambank or Shoreline Protection	\$ 213,500.00	\$ 32,025.00	\$ 245,525.00
	Agronomy Outreach Specialist	\$ 250,000.00	\$ -	\$ 250,000.00
	Shared Services Education	\$ 295,000.00	\$ 36,216.53	\$ 331,216.53
	<i>Educator</i> \$ 185,000			
	<i>Educational materials</i> \$ 30,000			
	<i>Community Assistance</i> \$ 80,000			
	Technical/Engineering	\$ 225,000.00	\$ -	\$ 225,000.00
	<i>Engineering Tech</i> \$ 150,000			
	<i>Private Engineering Services</i> \$ 25,000			
	<i>LSC WP Staff Technical Assistance</i> \$ 50,000			
	Project Development	\$ 50,000.00	\$ -	\$ 50,000.00
	Planning and Assessment	\$ 200,000.00	\$ -	\$ 200,000.00
	Administration/Coordination	\$ 100,582.00	\$ -	\$ 100,582.00
	TOTAL	\$ 2,049,082.00	\$ 204,908.20	\$ 2,253,990.20

<https://www.lsc1w1p.org/workplan-forms>



WBIF Grant Approval Process

- Grant isn't "competitive" like CWF Projects & Practices program
- Not intended to be "first-come-first-serve" either
- Policies try to put emphasis on
 - Prioritized, Targeted, Measurable
 - Ties back to LSC Comprehensive Watershed Mgmt. Plan
 - Seeking alternative grant sources first, when possible
- WBIF Project Request Forms and Templates:
 - Project Request Form Template
 - Attachment 1 - Project Review Process
 - Attachment 2 - CWMP Priority Waterbody Maps
 - Attachment 3 - CWMP Appendix C Scoring Matrix
 - Attachment 4 - Wetland Restoration Scoring Matrix
 - Attachment 5 - Internal Analysis Request for Funding
 - Attachment 6 - Internal Analysis Selection Criteria
 - Attachment 7 - Targeting Analysis Eligibility Criteria

Watershed Based Implementation Funding (WBIF)

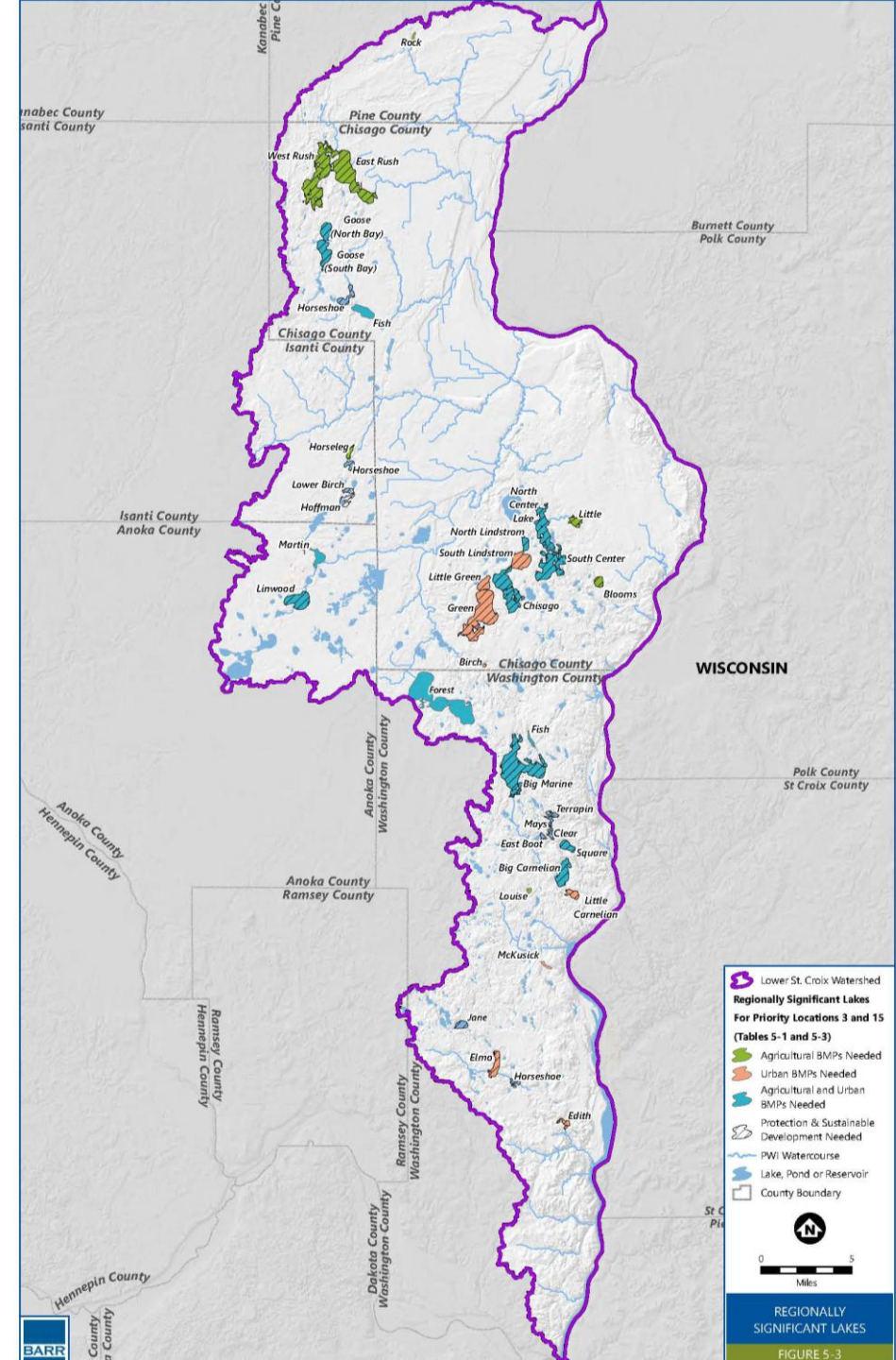
2027 Project Application Calendar

This calendar only shows meetings pertaining to the WBIF Project Evaluation and Approval Process, which is available at <https://www.lsc1w1p.org/workplan-forms>.

2027 WBIF PROJECT REQUEST DEADLINES & APPROVALS

<u>January</u>	<u>February</u>	<u>March</u>
1/30 Notice: Meeting facilitator will send out call for projects reminder to all partners 60 days in advance of the March application deadline 1/27 Deadline: project requests less than \$50K submitted to meeting facilitator (2 weeks before SC meeting)	2/10 Steering Committee: at regular monthly meeting consider project requests less than \$50K 2/27 Notice: Meeting facilitator will send out call for projects reminder to all partners 60 days in advance of the April application deadline	3/31 Deadline: project requests greater than or equal to \$50K submitted to meeting facilitator
<u>April</u>	<u>May</u>	<u>June</u>
4/14 Steering Committee: at regular monthly meeting review project requests greater than or equal to \$50K . 4/26 Policy Committee: at regular quarterly meeting consider project requests greater than or equal to \$50K once per year 4/28 Deadline: project requests less than \$50K submitted to meeting facilitator (2 weeks before SC meeting)	5/12 Steering Committee: at regular monthly meeting consider project requests less than \$50K 5/29 Notice: Meeting facilitator will send out call for projects reminder to all partners 60 days in advance of the July application deadline	
<u>July</u>	<u>August</u>	<u>September</u>
7/28 Deadline: project requests less than \$50K submitted to meeting facilitator (2 weeks before SC meeting)	8/11 Steering Committee: at regular monthly meeting consider project requests less than \$50K	
<u>October</u>	<u>November</u>	<u>December</u>
	11/27 Notice: Meeting facilitator will send out call for projects reminder to all partners 60 days in advance of the January application deadline	

Criteria and Points for Ranking Agricultural and Urban BMPs for Watershed Based Funds as referenced in Section VII.B.			
1	Lake Restoration & Protection	The project addresses total phosphorus on a priority lake (See table on page 2)	LPSS Priority Class* is “Impaired” or “Highest” = 5 LPSS Priority Class is “High” or “Higher” = 3
Can score points for #1 or #2, but not both.			
2	Stream Restoration	Project is located near stream reach and will address stream impairment or Lake St. Croix total phosphorus impairment)	Within ¼ mile = 5 Within ½ mile = 3
3	Groundwater	Project improves groundwater quality/quantity (examples: soil health, nutrient management, pesticide reduction, recharge, infiltration, reuse)	Yes = 3 No = 0
4	Readiness	Concept plans, cost estimates, and landowner agreements/easements are complete 3 or 0	Yes = 3 No = 0
5	Urgency & Opportunity	Is the project contingent on securing funding now? (Example, BMP is part of a larger project that will move forward with or without the BMP; opportunity would be lost if not funded and implemented now)	Yes = 1 No = 0
6	Cost effectiveness	Level of cost benefit when compared to all projects analyzed in particular SWA or similar targeting analysis.	Top 1% = 10 Top 10% = 7 Top 25% = 5 Top 50% = 3 < 50% = 0
7	Partners & Funding	Partnership and collaboration with agencies, organizations, or other groups is being leveraged or utilized by this project (Are there multiple partners providing funding, in-kind support, or other assistance or involvement?)	Yes = 1 No = 0
8	Multiple Benefit	Project provides added benefit of habitat improvements (aquatic, riparian, upland, wetland). Note: water quality improvements are not considered habitat improvements for this criterion.	Yes = 1 No = 0
9	Multiple Benefit	Project provides added benefit of education (examples: signage, demonstration project)	Yes = 1 No = 0
10	Multiple Benefit	Project improves water quality while also addressing flooding concern (examples: pond, wetland restoration, or floodplain expansion)	Yes = 1 No = 0
TOTAL POINTS POSSIBLE			26



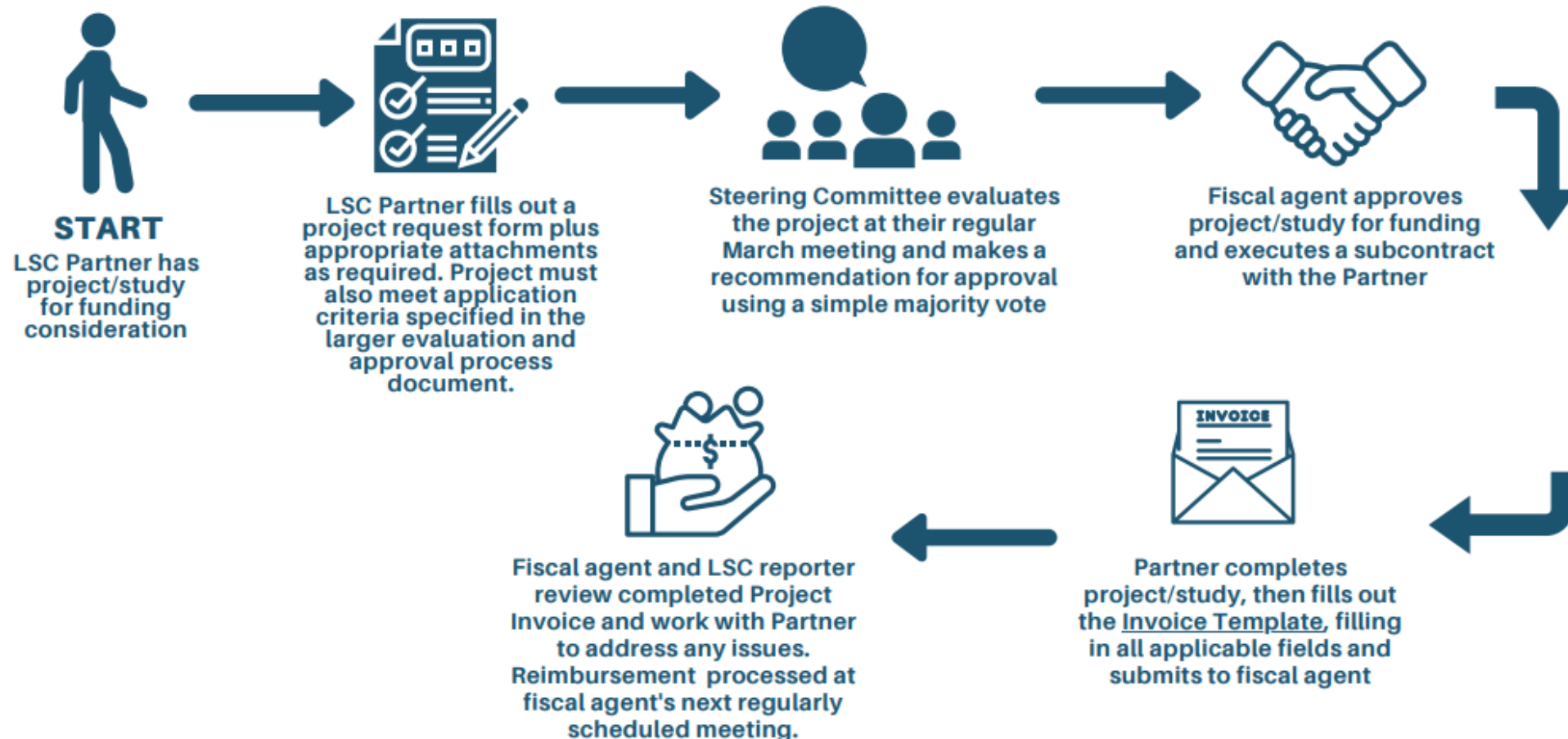
Review process for proposed WBIF projects under \$50,000



Please refer to the document "WBIF Proposed Project Evaluation and Approval Process for the Lower St. Croix Watershed Partnership" for additional details.



Project Application Deadlines: 2 weeks before the scheduled February, May and August Steering Committee meetings (specific deadline dates will be included in annual December call for projects)

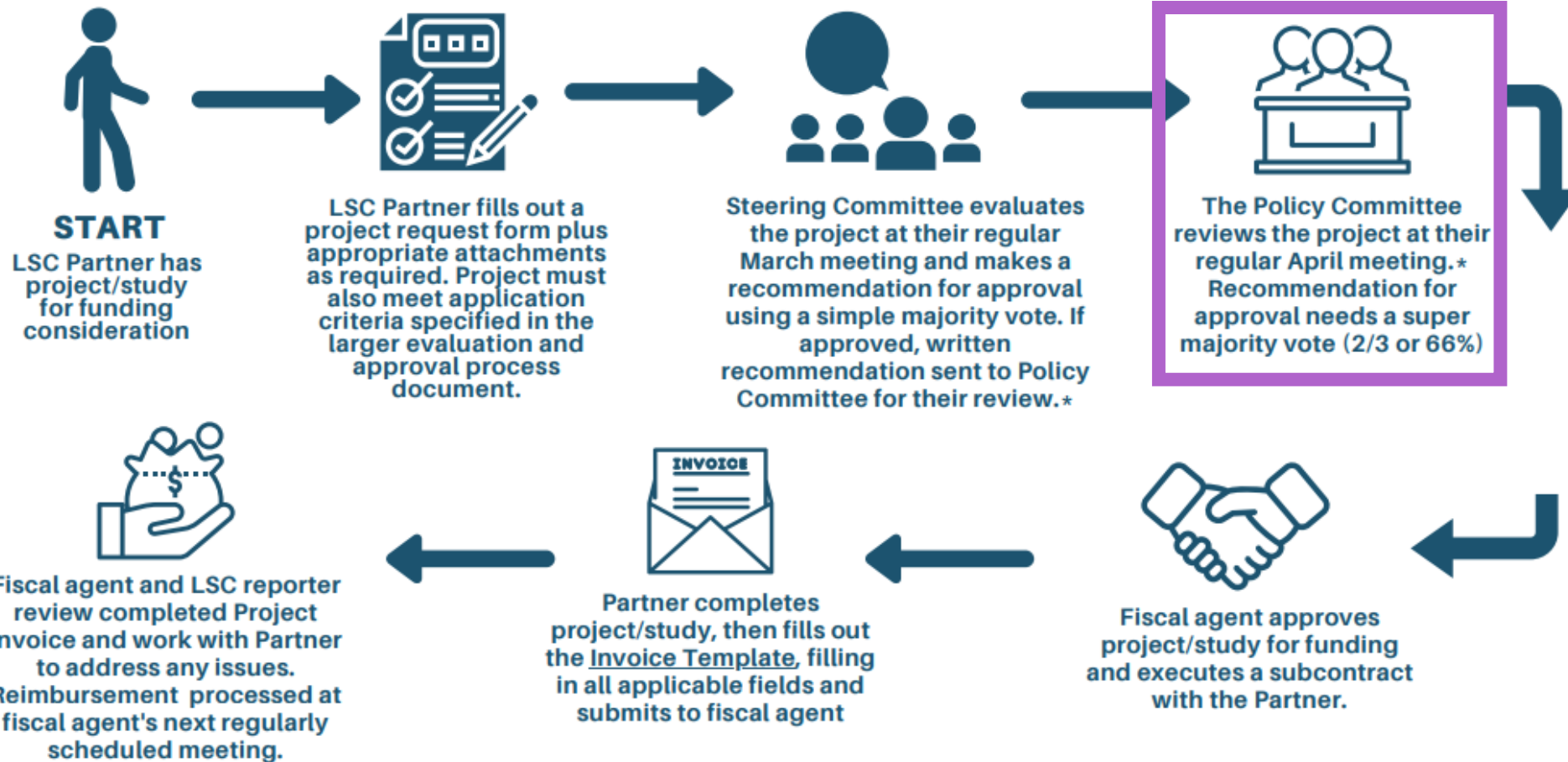


Review process for proposed WBIF projects $\geq \$50,000$

Please refer to the document "WBIF Proposed Project Evaluation and Approval Process for the Lower St. Croix Watershed Partnership" for additional details.



Project Application Deadline: 2 weeks before the scheduled March Steering Committee meeting (specific deadline date will be included in annual December call for projects)



*See evaluation and process document for discussion around non-recommended projects.



LSC WBIF Grants & Work in CLFLWD

Funds rec'd by CLFLWD = ~\$383K

- Sunrise River Project: \$300,449
- Forest Lake Internal Load Assessment: \$16,500
- Wyoming Enhanced Street Sweeping Study: \$5,712
- Diagnostic Monitoring Protocols: \$3,000
- Admin/Reporting Assistance: \$11,888
- Heath Iron Enhanced Sand Filter Feasibility: \$45,798

Plus...

Carnelian-Marine-St. Croix WD and WCD completed the Scandia Enhanced Street Sweeping Study

City of Wyoming directly receives enhanced street sweeping incentives (\$20K awarded to date)





October 26th Policy Committee Meeting

1. Board of Water and Soil Resources Performance Review & Assistance Program (PRAP) Presentation
2. Mid-Point Evaluation Presentation
3. 2027-2028 Biennial Work Plan and WBIF Grant Budget
4. Lower St. Croix Policy Inventory