

---

# COMFORT LAKE FOREST LAKE WATERSHED DISTRICT

## ANNUAL REPORT FOR 2002

---

<b>INTRODUCTION .....</b>	<b>2</b>
<b>ACTIVITY REPORT .....</b>	<b>3</b>
BOARD MEMBERS.....	3
ADVISORY COMMITTEE MEMBERS .....	4
<i>Citizen Advisory Committee Members</i> .....	4
<i>Employees and Consultants</i> .....	5
GOALS AND OBJECTIVES OF PRIOR WORK PLAN .....	6
<i>Water Management Plan</i> .....	6
GOALS AND OBJECTIVES OF PROJECTED WORK PLAN .....	7
PERMITTING.....	7
<i>Permits and Variances</i> .....	7
<i>Enforcement Actions</i> .....	7
WATER QUALITY MONITORING DATA.....	7
LOCAL PLAN ADOPTION AND IMPLEMENTATION .....	8
WRITTEN COMMUNICATION .....	8
SOLICITATIONS OF INTEREST .....	8
WETLAND BANKING PROGRAM.....	8
<b>FINANCIAL AND AUDIT REPORT .....</b>	<b>9</b>
BUDGET ADOPTED FOR 2003 .....	9
REPORTING OF REVENUES AND EXPENDITURES.....	9
<b>CONCLUSION .....</b>	<b>9</b>

---

## **INTRODUCTION**

Pursuant to Minnesota Statutes Section 103D.351 and Minnesota Rules Section 8410.0150, the Board of Managers of the Comfort Lake Forest Lake Watershed District submit their 2002 Annual Activity Report. The report is intended to inform readers of the District's activities since forming in 1999. The District invites comments and suggestions on its goals and objectives that are summarized in this report.

Copies are available from watershed Managers or the District's legal advisors. The Annual Activity Report is submitted to the Board of Water and Soil Resources, the Commissioner of the Department of Natural Resources and the Director of the Division of Waters, the County Commissioners for Washington and Chisago Counties, and municipalities of the District.

## ACTIVITY REPORT

### *Board Members*

---

NAME AND OFFICE	APPOINTING COUNTY	MAILING ADDRESS TELEPHONE NUMBER	DATE OF TERM EXPIRATION
Dennis G. Larson President	Washington	20750 Kirby Avenue North Scandia, MN 55073 (651) 779-5054	9/22/03
Kenneth M. Banta Vice President	Chisago	P.O. Box 266 Forest Lake, MN 55025 (651) 464-4163	9/23/05
Louis L. Sibik Secretary	Chisago	25421 West Comfort Drive Forest Lake, MN 55025 (651) 462-5373	9/23/03
John T. Lynch Treasurer	Washington	920 15 <sup>th</sup> Street S.E. Forest Lake, MN 55025 (651) 464-3022	9/22/05
Richard P. Damchik Manager	Washington	9109 North Shore Trail Forest Lake, MN 55025 (651) 464-5890	9/22/04

---

**Advisory Committee Members**

Citizen Advisory Committee Members

---

NAME	MAILING ADDRESS
James Thoreen	303 North Main Street Center City, MN 55012
Kathy Blomquist	6044 Cedar Street North Branch, MN 55025
Terry Dryer	23290 Melanie Trail North Scandia, MN 55073
Judy and Tim Rahey	20801 Keewahtin Avenue North Forest Lake, MN 55025
Mary Schmitz	313 Main Street North, Suite 243 Center City, MN 55012
Don Steinke	8890 202 <sup>nd</sup> Street North Forest Lake, MN 55025
A.J. Schwidder	7980 230 <sup>th</sup> Street North Forest Lake, MN 55025
Don Hult	813 8 <sup>th</sup> Avenue S.E. Forest Lake, MN 55025
Bruce Carlson	24886 Greenway Avenue Forest Lake, MN 55025
Vernon Haag	26996 Fenwick Avenue Wyoming, MN 55092
John Springman	24658 Greenway Ave. N. Forest Lake, MN 55025
Bruce Anderson	25484 East Comfort Drive North Forest Lake, MN 55025

---

## Employees and Consultants

The District employs independent contractor consultants who provide all of the necessary accounting, legal, public information and other services. The District's general funds are not adequate to pay the attendant salary, space, telephone, pension and insurance costs while meeting statutory and regulatory requirements. The District's independent consultants effectively fulfill its obligations, goals, and objectives within budget. The following consultants served the District in 2002:

---

NAME	ORGANIZATION AND TITLE	MAILING ADDRESS AND TELEPHONE NUMBERS
Mark R. Deutschman	Houston Engineering, Inc. Engineering Advisor	10900 73 <sup>rd</sup> Avenue North Suite 106 Maple Grove, MN 55365 (763) 493-4522
Kathleen M. Blackford	Accountant	3116 Fairview Avenue North Roseville, MN 55113 (651) 748-1889
Thomas Koop	Larson, Allen, Weishair & Co. Auditor	581 Edgewood Drive North Brainerd, MN 56425 (218) 828-0100
John Hoffman	ICS Agency Insurance Agent	4901 West 77 <sup>th</sup> Street Minneapolis, MN 55435 (612) 835-4848
Paul R. Haik	Krebsbach & Haik, Ltd. Legal Advisor	701 Fourth Avenue South Suite 500 Minneapolis, MN 55415 (612) 333-7400

---

## ***Goals and Objectives of Prior Work Plan***

### **Water Management Plan**

The Board of Soil and Water Resources approved the District's Water Management Plan in 2001. Following plan approval, the Board of Managers began considering, discussing, and formulating the implementation of its water quality monitoring, permit process, flood plain mapping, and potential projects. As the District continued prioritizing and planning, the Washington County Soil and Water Conservation provided the District water quality monitoring data and services.

In formulating its goals and objectives, the District has considered the standards of the various state and federal agencies that are also responsible for water quality or quantity management. The District recognizes the importance of developing water quality data that complements or coordinates with data from other state and federal agencies to provide the most comprehensive and current view of the District's water systems.

The District negotiated the purchase of topographic survey data from Washington and Chisago Counties to be used in establishing a District floodplain map. The District solicited requests for proposals for flood mapping of the District. A floodplain map will provide the foundation for establishing a plan for the water quality and quantity management of the District.

The District has been also working to develop a citizens advisory committee to provide input from District residents regarding the management of water resources. In 2002, several residents attended District meetings and raised the issue of flooding or floodwater management.

## ***Goals and Objectives of Projected Work Plan***

### ***Permitting***

#### Permits and Variances

Since BWSR approved the District's plan, the District has begun considering policies, procedures, and regulations for District permits. The District has contracted for county topographic information to be used in the creation of a District floodplain map. Final promulgation of permit rules and policies is dependent on completion of an engineering analysis of the District's floodplain.

#### Enforcement Actions

The District has not promulgated rules. And although enforcement actions are largely, though not exclusively, dependent on the adoption of permit policies and rules, the District has not taken any enforcement action. Further, the District has not granted any variances.

### ***Water Quality Monitoring Data***

Since forming in 1999, the District has reviewed data collected by other agencies and governmental units, including Washington County Soil and Water Conservation District, in an effort to begin assessing the water quantity and quality issues within the District. By reviewing the existing data and programs of other agencies, the District was better able to identify potential areas of concern or focus in planning the District's water quality monitoring program. In 2002, the District had discussions regarding water quality monitoring parameters. The Washington Soil and Water Conservation District provided the District with basic water monitoring services for quality and quantity.

### ***Local Plan Adoption and Implementation***

In 2002, the District has submitted its watershed management plan to state and local authorities for review. The Board of Soil and Water Resources approved the District's plan in November. Adoption of the plans by local units of government will begin now that the District's plan has been formally approved.

### ***Written Communication***

As the District implements its approved plan and rules, the District will provide communications about its increasing activities. The District has discussed the publication of a newsletter.

### ***Solicitations of Interest***

Following formation, the District solicited numerous proposals for engineering, accounting, administrative, insurance, and legal services. The District used a rating system based on work experience and expertise in the water resources to decide upon its current advisors. The District biennially solicited engineering, accounting, and legal services in August 2002.

### ***Wetland Banking Program***

Currently, the District does not have an adopted wetland-banking program. The District will be formulating wetland policies and procedures in accord with the 1991 Wetlands Conservation Act and its approved plan.

## **Financial and Audit Report**

### ***Budget Adopted for 2003***

A copy of the District's proposed budget for 2003 is incorporated by reference. Additional copies are available through the District's accounting or legal advisor.

### ***Reporting of Revenues and Expenditures***


The District's revenue sources are general and insurance levies pursuant to Minnesota Statutes Chapters 103D and 466. In 2002, the District repaid a \$200,000 loan from Washington County made shortly after the formation of the District. Funding pursuant to Chapter 103B is not available, as the District is not located completely within the metropolitan area.

## **CONCLUSION**

Since forming in 1999, the District has retained technical, accounting, insurance, and legal advisors. The District developed a watershed management that BSWR approved in 2001. In 2002, the District began implementing its plan with a focus on floodplain management, water quality monitoring, and a permit program. The District expects to have a substantial portion of its floodplain map completed in 2003. The District is working towards scientific standards for water quality monitoring and floodwater management in order to provide a sound basis for future permit programs, basic water management projects, and the expected overall growth and development of the District.

Respectfully submitted,

COMFORT LAKE FOREST LAKE  
WATERSHED DISTRICT

By   
Dennis G. Larson  
President