TO: CLFLWD Board of Managers  
DATE: February, 2017  
RE: District Administrator’s Report for the February 23rd Board Meeting

**General Fund – Administration (1000 series)**

- **1001 – Board Administration**  
  - Staff has been working on the many items related to annual audit. The field audit is set for March 3rd which will allow for a completion well in advance of the deadline.

- **1002 – General Office Expenses**  
  - Near the end of 2016, staff terminated the District’s contract with Heits Building Services after several events of unsatisfactory work. Heits provided monthly cleaning services for the office space. Staff are currently looking into purchasing an automated floor cleaning system to replace the terminated services as well as other options.  
  - Jessica enrolled in the University of Minnesota’s Watershed Specialist Training course.

- **1003 – General Administration**  
  - Staff worked with the accountant to send, complete, and mail out annual financial and tax related items to contractors and the IRS.

**Programs (3000 series):**

- **3002 Permitting**  
  - Staff has begun drafting the job announcement for a full-time summer intern that will perform erosion control site inspections as well as watercraft inspections.
  - One new permit application was received:
    - 17-001 Jimenez Single Family Home (Rule 3.0). This project is located on the south side of Forest Lake’s east basin. Staff is working with the homeowner to create an erosion and sediment control plan before issuing the permit.
  - No new permits were issued. Staff had frequent correspondence with several permit applicants regarding required application exhibits.
  - No permits were closed out.
  - Pre-permit reviews:
    - A meeting is scheduled for 2/24 with the City of Wyoming to discuss their 2017 street improvement project along Goodview Ave and 250th Street.
    - There has been further correspondence with Gaughan Companies regarding the proposed apartment complex at 220 Lake Street North. Rules 2.0 and 3.0 will apply.
    - The District has had communications with the property owner and is reviewing plans for a proposed new home on Melanie Trail, on the east side of Bone Lake.
3005 Education and Outreach
   3005A Ongoing Initiatives
      EMWREP has received an $81,000 Clean Water Fund grant to extend the Freshwater Society’s Master Watershed Stewards program into Washington County. This will help fund the training of 20 stewards in 2018-2019, four of which will be from the CLFLWD. District staff plans to identify potential stewards in 2017.
      Jerry Grundtner (CAC Chairperson) and Mike S. have continued to meet with Mike Miron, an Agriculture Teacher at Forest Lake High School, to discuss opportunities for collaboration. An update regarding these meetings will be provided to the Board of Managers at their February 23rd meeting.
      Staff have continued to work with students and faculty from the University of St. Thomas to design research projects for an environmental science senior capstone course. Three research projects in the CLFLWD are being undertaken by two students each. The projects include: one that involves identifying the elemental and mineralogical composition of sediments from flowering rush beds in Forest Lake, one that involves studying groundwater interaction with the Bixby Park wetland complex, and one that involves spatial variation in the phosphorus content of Bone Lake sediments. The students will likely produce reports for the CLFLWD board when their projects are completed. Additionally, they may be asked to present at a board meeting if their schedule allows.
      Staff have continued planning a District open house for February 21st. Announcements for the event have been posted in the Forest Lake times, on the District office door, on the District website and social media pages, and distributed via email to a wide variety of collaborators and stakeholders.
      Mike S. met with Melanie Castellano-Swanson, a trainee in the St. Croix Master Watershed Stewards Program, to discuss capstone project ideas. She is hoping to undertake a storm drain stenciling effort for her capstone project, where she plans to install an informational message (e.g. “Do not dump. Drains to lake.”) on a subset of the City of Forest Lake’s approximately 1,700 storm drain inlets. She plans to engage a community group such as boy scouts or girl scouts for help on this project.
      Angie Hong (EMWREP) posted an article to several local newspapers summarizing the Moody Lake wetland restoration project. A copy is included in the Board packet.
      Staff had additional email correspondence with Comfort Lake Association members regarding 2017 AIS management and watercraft inspection budgeting.

3006 – Technical Resource Sharing and Interagency Communication
   Mike S. attended Governor Dayton’s Town Hall Water Summit in Morris on January 27th. It was a one day summit, with conversation based primarily on the current state of agriculture and water quality in Minnesota.
   3006F: Watershed Management Plan Update
      A scope of work for EOR assistance with the amendment is included in this month’s meeting packet for board approval. Staff is working on drafting language for the amendment items and will plan to work with EOR on all technical aspects.
      Staff has been continuing to work on draft edits to the WMP. This work will continue throughout the WMP Amendment process.
• 3007 – Research
  o Mike K. has been in contact with the MPCA again regarding the District’s desire to partner
    with them on monitoring of completed projects. The Board may recall when Mr. Fairbairn
    came to a Board meeting about two years ago to discuss a similar collaboration. I expect to
    discuss with him and EOR what opportunities there might be with regard to monitoring
    Bixby or another site.

• 3008 – Measurement of Progress
  o Manager Schmaltz has provided staff with written feedback on the 2016 draft progress report.
    As discussed at the February 2nd workshop, Managers are encouraged to submit comments,
    questions and suggested revisions to staff in writing for incorporation into the draft report.
    Additionally, as stated in the report, staff will revise the water quality data in the 5000 section
    once the 2016 water monitoring data is received from WCD. After that, the report will be
    submitted to the board for final approval.

• 3009 – Grant Research and Preparation
  o Staff has been corresponding with BWSR to finalize work plans for the three FY17 Clean
    Water Fund grants: Bone Lake Partially Drained Wetlands, Shields Lake Stormwater
    Harvest, and Forest Lake Enhanced Street Sweeping Plan.
  o District staff attended a Washington County Board workshop where the AIS Prevention Aid
    grant funding recommendations were discussed. As a reminder, the four applications that we
    applied for included: one for flowering rush management, one for watercraft inspection
    hours, one for the CD3 station in Lakeside Park, and one for hosting an AIS identification
    workshop over the summer. While the grant awards have not been voted on and finalized yet,
    it appears that the District will likely receive partial funding for the flowering rush
    management and watercraft inspections applications, but no funding for the CD3 boat
    cleaning station and AIS identification workshop applications. The final funding decision will
    be made by the Washington County Board at their March 5th meeting.
  o Final payments for the Hilo Lane and Forest Lake North Shore Subwatershed Assessment
    PCA grants have been approved and received ($16,646 and $4,800 respectively).
  o Final reporting for the Bixby Park project BWSR grant has been completed and the request
    for all remaining grant funds has been submitted ($180,375).

• 3011 – Aquatic Invasive Species Prevention and Management
  o District staff have started planning for the 2017 watercraft inspection program. It is likely that
    the District will hire a few additional part-time watercraft inspectors, in addition to the five
    hired by Chisago County, to meet goal coverage on weekends and holidays at District
    accesses.
  o District staff met with CD3 General Benefit Corp. staff on February 6th to continue refining
    plans for the District’s CD3 boat cleaning station. Lakeside Park in Forest Lake is still being
    considered as the most ideal location for the station.

Projects (5000 series):

  • 5200 – Lakes
    o 5220 District-Wide
      ▪ Jessica will be meeting with Angie Hong from EMWREP on February 22nd to
        discuss potential plans and details for the District Tour on May 6th.
- **5221 Moody Lake**
  - District and EOR staff activated the Moody Lake aeration system on January 9th. Mike S. plans to check on the system periodically until its deactivation after spring ice out. Staff posted notice of the aeration system to local newspapers, social media and mailed notices to lake shore homeowners.

- **5226 Shields Lake**
  - Stormwater Harvest
    - Staff sent out project fact sheets to residents in close proximity of the project site as well as lake shore homeowners. Included with the fact sheet was a personal invite to the open house on February 21st.
    - Mike Kinney and Greg Graske gave a presentation at an informational meeting with the Forest Hills Golf Course staff and board on February 16th. The next step is to execute the agreement with the FHGC so that we can execute the agreement with BWSR.

- **5228 Forest Lake**
  - Forest Lake Wetland Treatment Basin Project
    - Construction was completed in early February. Site cleanup, seeding and mulching will be completed later this spring after snowmelt/ground thaw.
    - The District received the signed release from the Bells regarding the replacement of their sewer service line.
  - Hilo Lane Stormwater Retrofit
    - Construction was completed in January. Site cleanup will be completed later this spring after snowmelt/ground thaw. Some addition tiling may be needed upstream of the pond so as to prevent water from ponding behind the check dams. This current situation leaves the turf too wet to keep mowed which is likely to become a future maintenance issues.

- **5400 – Wetlands**
  - **5421A Moody Lake Wetland Rehabilitation**
    - A groundbreaking ceremony was held on January 27th.
    - Construction commenced on February 8th after completing some initial dewatering and fence removal. By Monday, February 13th, Peterson Companies inquired into possibly conducting around the clock excavation due to the pending warm weather. As of late Thursday, the bulk of the excavation was completed. Most of the seeding and mulching has been completed as well. A few items such as fence re-installation remain.

- **5800 – Interagency Communication**
  - **City of Forest Lake**
    - Emily called in for the City of Forest Lake monthly staff meeting on February 1.
    - Mike K. met with City staff on Feb 2nd to discuss the Forest Lake Wetland Treatment Basin project and other coordinated activities.
A watershed approach to cleaning lakes

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Angie Hong
Guest Columnist

On Friday, Jan. 27, the Comfort Lake-Forest Lake Watershed District broke ground on a $536,605 wetland restoration project in southern Chisago County that will ultimately improve water quality in Moody Lake (Chisago Lake Township) and Bone Lake (Scandia). The project will serve as an example for how to work at a watershed scale, as well as how to target water quality improvement projects to get the biggest bang for the buck.

The district began a five-year project to improve Bone and Moody lakes in late 2010 when it harvested more than 23,000 pounds of carp from Bone Lake and 3,600 small bullheads from Moody Lake. In 2012, the district installed low-velocity fish barriers to prevent rough fish from migrating in and out of the two lakes. Last year, the district installed a winter aeration system in Moody Lake to prevent winter fish kills and help keep the bullhead population in check. This year’s wetland improvement project will keep 445 pounds of phosphorus out of Moody Lake each year, which is 80 percent of the reduction needed to nurse Moody back to good health and prevent excessive algae growth.

Though Moody is a small lake, only 34 acres in size, it is located at the headwaters of the Comfort Lake-Forest Lake watershed. From Moody, water flows downstream to Bone Lake, Comfort Lake, the Sunrise River, and eventually the St. Croix River. Several years ago, the watershed district completed a multi-year diagnostic study to identify the biggest sources of nutrient pollution for Moody Lake and prioritize the most cost-effective practices and best locations for lake improvement projects.

Water monitoring conducted in 2014 identified the northwest portion of the Moody Lake watershed as a phosphorus hotspot. Though only 25 percent of the water flowing into Moody Lake comes from that area, it supplies 66 percent of the phosphorus. The district realized that three wetlands in this area were sending large amounts of phosphorus downstream into the lake. The discovery was surprising because wetlands usually act like kidneys, helping to filter out excess nutrients and pollutants. These three wetlands, however, had become super-saturated with phosphorus and were no longer functioning like a filter.

To restore the Moody Lake wetlands, the watershed district will excavate and remove nutrient-rich sediment, plant buffer strips to protect the wetlands from erosion and runoff pollution, and install a fence around the two northernmost wetlands to limit cattle access. A refurbished cattle crossing will be installed to allow cattle to travel through the wetland without trampling the vegetation, and the cattle will also have access to water in a feed lot, which is not part of the wetland. The landowner with the cattle has also worked with the Chisago Soil and Water Conservation District to prepare a managed rotational grazing plan for his property.

The Moody Lake wetland improvement project will be paid for in large part by a $429,284 Clean Water Grant from the Minnesota Board of Water and Soil Resources, as part of the Legacy Amendment. In addition, the watershed district received a $78,028 Clean Water Act Section 319 grant and will also contribute $29,293 in local funds from the district’s capital improvement
fund. In addition to protecting downstream lakes and rivers, project staff anticipate that the wetland enhancements will improve habitat for waterfowl and wildlife in the area. The project will be completed by the end of March.

For more information about the Comfort Lake-Forest Lake Watershed District, visit www.clflwd.org or call 651-395-5850.

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