

Mike Kinney  
Administrator/M.S./CCA  
651.395.5855  
Michael.Kinney@clflwd.org



44 Lake Street South Suite A  
Forest Lake, MN 55025

---

TO: Comfort Lake-Forest Lake Watershed District (CLFLWD) Board of Managers  
DATE: February 21, 2019  
RE: District Administrator's Report for the February 28<sup>th</sup> Regular Board Meeting

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

- 1001 – Board Administration
  - Tentative dates for the MAWD Summer Tour have been suggested to be within the range of June 24 – 28, likely to be held in the Red River Valley, possibly Fargo.
- 1003 – General Administration
  - As requested during the last audit, staff prepared a yearend summary of unearned grant revenue for 2018 in preparation for the 2018 audit. This was provided to Redpath & Company, who will be leading the effort on the 2018 audit.
  - The 2018 audit office visit is scheduled for March 4, 2019.

### **Programs (3000 series):**

- 3002 – Permitting
  - See Permitting Update Attachment
  - Erin Edison has begun coordinating with other metro area watershed district permitting and regulatory staff to convene quarterly meetings. The first meeting will be held on March 27<sup>th</sup>.
  - Erin Edison partnered with Terrence Chastan-Davis, RCWD inspector, to give a presentation on erosion control best management practices at the City of Forest Lake's Area Contractor Continuing Education Workshop on February 1<sup>st</sup>. 7 contractors were in attendance along with approximately 5 city staff.
- 3003 – Monitoring & Data Assessment
  - EOR is in the process of reviewing the WCD's preliminary 2018 water monitoring data. The full draft report has not yet been received from WCD. We expect to be able to bring it to the April board meeting, as was done in 2018.
  - Mike has been in touch with a local firm, LimnoTech, regarding the implementation of lower cost monitoring equipment across the District. A proposed scope of work is in the board packet for consideration.
- 3004 – Non-Point Source Pollution Abatement Program
  - On February 14, Mike met with Craig Mell and Jay Riggs to continue the discussion regarding an agricultural framework for the CLFLWD which meets both the water quality as well as the cost-benefit goals of the District. A suitable framework is still in progress since what the District is asking for is outside of the existing cost share structures that they presently use.
- 3005 – Education and Outreach
  - 3005A Ongoing Initiatives
    - Events
      - Staff have arranged for Mulligan's Bar & Grill at Forest Hills Golf Course to host the first annual State of the Watershed Public Meeting on April

30<sup>th</sup>. Staff will be touring the location and talking logistics with the owner of the restaurant next week to make sure that it will be able to meet our needs.

- Newsletter
  - The Winter 2018-2019 newsletter has been finalized and sent to the printer to be mailed out no later than February 26<sup>th</sup> to all property owners within the CLFLWD. A PDF version of the newsletter is attached.
- Publications
  - *2019 Brings New Funding for Local Clean Water Work* By Angie Hong. Published February 2019 online and in print.  
<https://eastmetrowater.org/2019/02/11/2019-brings-new-funding-for-local-clean-water-work/>
  - *Calling all Watershed Champions* by Angie Hong. Published February 2019 online and in print.  
<https://eastmetrowater.org/2019/02/14/calling-all-watershed-champions/>
- 3006 – Technical Resource Sharing and Interagency Communication
  - Mike and Emily have been in communication with the engineer for the City of Forest Lake and City of Scandia regarding their Local Water Management Plan updates. There is an item on the February 28<sup>th</sup> agenda pertaining to this.
- 3007 – Research
  - Deep sediment cores: The contract with Science Museum of MN (St. Croix Watershed Research Station) has been executed. Core collection will occur later this winter.
- 3008 – Measurement of Progress
  - The first draft of the 2018 Progress Report is included in the February 28<sup>th</sup> board packet. Several pieces of information still need to be finalized before the final report can be brought to the board (i.e. audited financials and monitoring data).
- 3009 – Grant Research and Preparation
  - Grant Award: For the second year in a row, the District received a conservation grant from Esri for continuation of our ArcGIS license. The grant was the same amount as last year, which has an estimated value of \$10,800 (i.e. we pay \$1,200 for the license, retail cost is \$12,000).
  - Proposals Submitted: Two grant proposals were submitted in mid-February for the Washington County AIS Prevention grant program: Forest Lake Flowering Rush Control (request = \$15,248) and Forest/Bone Lake Watercraft Inspections (request = \$32,500).
  - Reporting Submitted: 2018 grant reporting was submitted for 7 CWF/PCA grants and the CWP loan on February 1<sup>st</sup>.
  - Grant Research: Staff continues to research ongoing and new grant opportunities such as LCCMR and MN Dept. of Health. A resolution pertaining to the LCCMR proposal will be brought to a future board meeting.
- 3010 – Operations & Maintenance – District-Wide
  - The Seasonal Technicians, Aidan (before he left) and Rachel, have recently done a lot of work pertaining to the scheduling and tracking of O&M activities, including creating an inspection schedule, combined O&M handbook, and map of projects and facilities. This is in addition to keeping up on the inspections themselves. As the District continues to implement more projects, the organization and upkeep of this program will grow in importance.

- 3011 – Aquatic Invasive Species Prevention and Management
  - Staff coordinated a Forest Lake flowering rush planning meeting/conference call on February 7<sup>th</sup> with attendance from Steve McComas (Blue Water Science), Pat Selter (PLM Lake and Land Management), Jerry Grundtner (FLLA), Joe Pallary and Jimmy Marty (EOR), and Mike, Emily, and Jessica (staff). The 2019 treatment plan was discussed in detail, and an action plan was agreed upon which should keep flowering rush in check while not using more chemicals than needed. Further detail will be included in the 2019 AIS Plan which will be brought to the March or April board meeting.
  - Jessica attended the watercraft inspection and county-wide AIS coordination workshop on February 21<sup>st</sup>.

**Projects (5000 series):**

- 5200 Lakes
  - 5226 Shields Lake:
    - At staff direction, EOR has been monitoring dissolved oxygen levels in Shields Lake. The results suggest that the current aerator operated by the City of Forest Lake is providing a less than ideal improvement in DO levels during the winter months. Staff will continue to evaluate the situation to determine if the District may want to work with the City to improve the system.
    - Mike reached out to the commercial fisherman for the area to request that he evaluate Shields Lake for a rough fish harvest. He indicated that an open water harvest would probably be best for that lake.
- 5800 Interagency Communication
  - One Watershed One Plan (1W1P) – Lower St. Croix (LSC) River Basin
    - Mike continues to attend planning meetings and push the ideas of Prioritized, Targeted and Measurable (PTM) Implementation and cost-benefit analysis. As such, staff created several cost-benefit scenario charts to illustrate the cost differential of more or less cost-effective projects (\$100/lb of P removed up to \$1,500/lb P removed). More information on this topic is included in the February 28<sup>th</sup> board packet.
    - Emily continues to work with Laura Jester to respond to partners’ comments on the Land and Water Resource Inventory.