MEETING AGENDA FOR THE CITIZEN ADVISORY COMMITTEE
OF THE COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT

Tuesday, June 4th, 2019
5:00 – 6:30 p.m.
Comfort Lake-Forest Lake Watershed District
44 Lake Street South, Suite A, Forest Lake, Minnesota 55025

1. Watershed Activities Update [District Staff]
   a) 5-23-19 Administrator’s Report
   b) Other
2. CAC Roles and Responsibilities – SWOT Exercise [Committee]
3. Election of Chairperson [Committee]
TO: Comfort Lake-Forest Lake Watershed District (CLFLWD) Board of Managers  
DATE: May 16, 2019  
RE: District Administrator’s Report for the May 23rd Regular Board Meeting

General Fund – Administration (1000 series)

- 1001 – Board Administration  
  - The flyer for the MAWD Summer Tour is included with this report. Please let staff know if you would like to be registered for the tour and what hotel accommodations you may need.  
  - At the last regular board meeting, there was concurrence of the benefit of a Board level visioning session to consider future office and space needs. It is anticipated that this would be best served by a special meeting of the Board for this purpose. As such, a special meeting has been set for Tuesday, May 21st at 4:30 pm in the District office for this purpose.

- 1003 – General Administration  
  - I met with Mark Lenz of North Risk Partners to review the details of the District’s property casualty insurance coverage and provide updates as appropriate.

Programs (3000 series):

- 3002 – Permitting  
  - Erin Edison attended the Stormwater Practices Inspection and Maintenance Certification workshop hosted by the U of M Water Resources Center on May 7th and 8th. This 2-day workshop covers how to inspect post-construction stormwater management features, what maintenance they may need, and how to determine when maintenance is required.  
  - See Permitting Update Attachment

- 3003 – Monitoring & Data Assessment  
  - In April, I arranged for a meeting with Anthony Aufdenkampe from LimnoTech to meet with the WCD staff and I to discuss how this new monitoring technologies could be employed in the District and what the advantages are in doing so.  
  - In early May, Anthony Aufdenkampe met with EOR staff so as to demonstrate some of the DIY equipment we are proposing to deploy this season.  
  - Washington Conservation District (WCD) recently ran into access issues while monitoring Cranberry Lake this year. Since the District has some monitoring data at the Cranberry Lake outlet already, we have decided to take Cranberry Lake off the monitoring list/contract this year. The unused funds for that lake may be rolled over into 2020 at which time the District can monitor Birch Lake and School Lake in the same year, as is recommended by WCD and Emmons & Olivier Resources (EOR) since
School Lake appears to be highly influenced by Birch Lake. Thus, doing them both in the same year will allow the District to evaluate the data from the same year so as to further assess this correlation.

- **3004 – Non-Point Source Pollution Abatement Program**
  - I have been in contact with a local farmer about renting the cropland south of Scandia Trail and west of Harrow Avenue so as to get it into permanent hay cover.

- **3005 – Education and Outreach**
  - **3005A Ongoing Initiatives**
    - **Events**
      - The staff’s recommendation for the date of this year’s District Tour is Saturday, September 21st. This would coincide closely with the District’s 20th anniversary.
      - **Planting for Clean Water – Wonderful Wetlands Workshop.**
        - Thursday, May 23rd 6:00 p.m. – 7:30 p.m. at Oakdale Discovery Center, Oakdale, MN. Hosted by EMWREP.
      - Staff have started planning for the June 11th WMP Update Kickoff meeting at Arts in the Park. The District will be providing treats and a variety of activities for all ages to help draw people in and encourage engagement.
    - **Publications**
      - Sign up to Adopt a Storm Drain. Insert included in the utility mailer for the City of Forest Lake.
      - *Pimp your downspout.* By Angie Hong. Published on-line and in print.
      - *Ready, Set, GARDEN!* By Angie Hong. Published on-line and in print.
      - *Watershed Champions Named.* By Denise Martin. Published in the May 9th issue of the Chisago County Press.

- **3006 – Technical Resource Sharing and Interagency Communication**
  - **3006F Watershed Management Plan Update:** This item is included on the May 23rd agenda.
  - Watershed Assistant, Garrett Miller, attended the Chisago County Water Plan Policy Team Meeting and then later in the day, attended the Washington County Lake Association Meeting on Monday, May 13th in Stillwater.

- **3007 – Research**

- **3008 – Measurement of Progress**
• The final draft of the 2018 Progress Report is included in the May 23rd meeting packet.

3009 – Grant Research and Preparation

- Staff is in the process of preparing an application for the Board of Water and Soil Resources’ (BWSR) Performance Review and Assessment Program (PRAP) grant program. This program may provide up to $10,000 in grant funds to help fund consultant assistance with the watershed management plan update, among other eligible activities.

- A grant proposal was submitted to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) for implementation of Claros Technologies’ phosphorus absorbing media at test sites in the District in 2020. The review process for this program is extensive and, if awarded, the District wouldn’t be able to incur eligible grant expenditures until July 2020. Grant request = $150,000, match/in-kind = $15,000.

- A grant proposal was submitted to the St. Croix River Association (SCRA) for implementation of Claros Technologies’ phosphorus absorbing media at test sites in the District in 2019. These test sites will inform implementation at future test sites in 2020. If awarded, grant expenditures may be incurred as early as June 30, 2019. Grant request = $40,000 (maximum allowable request), match/in-kind = $13,500 (required minimum).

- An initial letter of interest was submitted to the Mortenson Foundation requesting $20,000 in unrestricted grant funds to implement programs and projects outlined in the Watershed Management Plan, aimed at achieving measurable goals. The Mortenson Foundation is different from the government grant programs the District is used to working with in that they prefer to award unrestricted grants, as opposed to funding a single project with a structured work plan. With this grant program, the more outputs and strategies implemented, the better. Mike and Emily had an informative discussion with Mortenson Foundation staff prior to submitting the letter of interest. If the foundation approves the letter of interest, the District will move into the next phase of the application process and provide a more-detailed proposal.

- The District’s MN Department of Health (MDH) grant proposal of $8,000 for citizen outreach programming was not funded. MDH staff indicated that the proposal was strong, but not quite as strong as some of the other applications received. Staff will plan to apply for this program again in future years and will seek out other education grants in the meantime.

3010 – Operations & Maintenance – District-Wide

- With assistance from lake residents, District Staff have collected all remaining thin ice signage from Moody Lake.

- I have been researching the designs and resources associated with getting one or more beaver bafflers in place. Minncor no longer constructs them and there does not seem to be a supplier anywhere else. As such, I have recached out the Forest Lake FFA instructor, Mike Miron, to see if this is something that could be incorporated into a future class effort.
3011 – Aquatic Invasive Species Prevention and Management

- CLFLWD has hired four new watercraft inspectors that will work a minimum of 20 hours per week. In addition, a returning seasonal employee from last year will help to cover hours as needed. Hours will be scheduled primarily on Friday, Saturday, and Sunday of each week. All hired inspectors are currently enrolled in watercraft inspection training and will be certified and ready to work by Memorial weekend.

- Chisago County began their watercraft inspection season on May 4th. They have hired 12 inspectors and are interviewing to fill several more positions. At least four of their inspectors will assist CLFLWD with watercraft inspections on lakes within the District. Chisago County has already assisted with boat launch coverage this year, starting with the May 9th -12th fishing opener. Their inspectors were present at all 3 Forest Lake accesses and the Comfort Lake, and the DNR’s decontamination unit was stationed at Forest Lake 1 (Lakeside Park) as well.

Projects (5000 series):

- 5200 Lakes
  - 5226 Shields Lake:
    - In advance of conducting an alum treatment, the District was hoping to conduct an open water seine by using the local commercial fisherman who has the permit for Washington County. However, he has indicated that he is not available. As such, we are evaluating another option using box nets. To keep the costs down on this type of effort, we are coordinating with the Forest Hills Golf Club staff to assist this and to potentially find a local group of citizens to take the carp.

- 5228 Forest Lake:
  - I have had two more recent requests from property owners on Forest Lake for me to visit their properties related to either channel excavation or erosion issues. These two latest items are not simple matters in which we could steer them toward the WCD for a site visit. If either situation requires additional resources, I will update the board further.
  - EOR staff have been out doing field survey work in both the WJD 6 project area and the Hayward Avenue area. The Board will be kept informed as we proceed with these efforts.

- 5800 Interagency Communication
  - One Watershed One Plan (1W1P) – Lower St. Croix (LSC) River Basin
    - The next LSC 1W1P Policy Committee meeting is Tuesday, May 28th since Monday is a holiday.
Photos from the Inaugural State of the Watershed Public Meeting on April 30th at Mulligan’s Bar & Grill at Forest Hills Golf Club. Staff estimate over 80 individuals attended the meeting including lake residents, lake association representatives, local government officials and staff, area newspapers, and other stakeholders.
### Administrative Updates

<table>
<thead>
<tr>
<th>Permitting Program Update (04/11/19 – 05/16/19)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>19-006</strong> Liberty Ponds Single Family Home 12</td>
</tr>
<tr>
<td><strong>Applicable Rules:</strong> 3.0</td>
</tr>
<tr>
<td><strong>Project Summary:</strong> Construction of a single-family home and associated driveway in the Liberty Ponds development.</td>
</tr>
<tr>
<td><strong>Applied:</strong> 3/28/2019</td>
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<tr>
<td><strong>19-007</strong> Liberty Ponds Single Family Home 13</td>
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<td><strong>Applicable Rules:</strong> 3.0</td>
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<td><strong>Project Summary:</strong> Construction of a single-family home and associated driveway in the Liberty Ponds development.</td>
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<tr>
<td><strong>Applied:</strong> 4/1/2019</td>
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<tr>
<td><strong>19-008</strong> Tollberg Single Family Home</td>
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<td><strong>Applicable Rules:</strong> 3.0</td>
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<tr>
<td><strong>Project Summary:</strong> Construction of a single-family home and associated driveway.</td>
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<tr>
<td><strong>Applied:</strong> 4/10/2019</td>
</tr>
<tr>
<td><strong>19-009</strong> Cherry Hill Minor Subdivision</td>
</tr>
<tr>
<td><strong>Applicable Rules:</strong> 3.0, 4.0</td>
</tr>
<tr>
<td><strong>Project Summary:</strong> Subdivision of a 40-acre parcel into two lots with the addition of a cul-de-sac that will replace the existing turnaround at the end of Hamlet Avenue. Application is incomplete as of 5/16/2019.</td>
</tr>
<tr>
<td><strong>Applied:</strong> 4/23/2019</td>
</tr>
<tr>
<td><strong>19-010</strong> Lisu Church Site Improvements</td>
</tr>
<tr>
<td><strong>Applicable Rules:</strong> 2.0, 3.0</td>
</tr>
<tr>
<td><strong>Project Summary:</strong> New parking facilities and sidewalks for an existing church on a 3-acre site. Application is incomplete as of 5/16/2019.</td>
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<tr>
<td><strong>Applied:</strong> 4/23/2019</td>
</tr>
<tr>
<td><strong>19-011</strong> Liberty Ponds Single Family Home 14</td>
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<tr>
<td><strong>Applicable Rules:</strong> 3.0</td>
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<tr>
<td><strong>Project Summary:</strong> Construction of a single-family home and associated driveway in the Liberty Ponds development.</td>
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<tr>
<td><strong>Applied:</strong> 4/30/2019</td>
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<tr>
<td><strong>19-012</strong> Wolter Single Family Home</td>
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<td><strong>Applicable Rules:</strong> 3.0</td>
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<tr>
<td><strong>Project Summary:</strong> Construction of a single-family home and associated driveway.</td>
</tr>
<tr>
<td><strong>Applied:</strong> 5/7/2019</td>
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</tbody>
</table>
# Permitting Program Metrics

**YEAR TO DATE METRICS**

<table>
<thead>
<tr>
<th>Current Residential(^2)</th>
<th>Comfort</th>
<th>Little Comfort</th>
<th>Forest</th>
<th>Bone</th>
<th>Total(^3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Developments(^4)</td>
<td>6</td>
<td>3</td>
<td>16</td>
<td>11</td>
<td>35</td>
</tr>
<tr>
<td>Current Commercial</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Current Linear</td>
<td>6</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>11</td>
</tr>
<tr>
<td>Total Current Sites</td>
<td>20</td>
<td>7</td>
<td>26</td>
<td>13</td>
<td>62</td>
</tr>
<tr>
<td>Total Inspections in 2019</td>
<td>51</td>
<td>69</td>
<td>72</td>
<td>26</td>
<td>220</td>
</tr>
<tr>
<td>Average Inspections per Site in 2019</td>
<td>2.55</td>
<td>9.85(^5)</td>
<td>2.77</td>
<td>2</td>
<td>3.54</td>
</tr>
<tr>
<td>Total Non-Compliant Inspection Items in 2019</td>
<td>23</td>
<td>47</td>
<td>81</td>
<td>24</td>
<td>166</td>
</tr>
<tr>
<td>Average <strong>Percentage</strong> of Non-Compliant Items per Inspection in 2019</td>
<td>4.60%</td>
<td>7.12%</td>
<td>11.41%</td>
<td>8.57%</td>
<td>8.78%</td>
</tr>
</tbody>
</table>

**Notes:**

1. Current site numbers include all permits that are either active or in the permitting process as of 5/16/2019. 2019 inspection numbers include all inspections conducted in 2019 as of 5/16/2019 – this may include inspections of projects that are currently closed out.
2. Residential numbers do not include any homes within residential developments/subdivisions.
3. Totals may not equal the sum of each Lake Management District’s numbers. Some projects are in more than one LMD and are counted for each applicable LMD.
4. Comfort Lake LMD developments include: Cherry Hill (2 lots), Shoreview 1 (2 lots), Woods on Comfort Lake (9 lots), and Heims Lake Villas (33 lots). Little Comfort Lake LMD developments include: Liberty Ponds (79 lots) and Birch Lake Estates (5 lots). Forest Lake LMD developments include: Chestnut Creek (220 lots) and Third Lake Estates (10 lots).
5. The inspection numbers for Little Comfort LMD seem disproportionate to the number of sites because one inspection is counted for each Liberty Ponds home, but the development of Liberty Ponds is counted as one site for the purpose of maintaining consistency with the other developments.
MAWD would like to thank this year’s tour hosts: the Red River Basin Commission, Red River Watershed Management Board, Buffalo Red River Watershed District, Bois de Sioux Watershed District, Red River Retention Authority, and Red River Joint Resource District. THANK YOU!

Wednesday, June 26, 2019
Meetings, Social, and Dinner
9-noon  MN Association of Watershed Administrators Meeting
1-4 p.m.  MAWD Board of Directors Meeting
4-6 p.m.  Registration (Shuttles start leaving the Marriott at 5 p.m.)
6-9 p.m.  Social and Dinner at the Hjemkomst Center, the home of the Hjemkomst Viking Ship! Mark Peihl, Red River Historian, will discuss the history of the steamboat industry on the Red and other fun historical river facts. We will also have presenters from River Keepers and take a short walk down to the river. Other tours of the museum and ship will be offered throughout the evening.

Thursday, June 27, 2019
Red River Basin Bus Tour (Minnesota and North Dakota sites)
7-8 a.m.  Registration (Buses will depart the Marriott at 8:30 a.m.)
8:30 a.m.-5 p.m.  Bus Tour
Hop on the bus for an up close and personal look at some exciting projects in the Southern Red River Basin in both Minnesota and North Dakota. The projects showcase benefits for water quality, drainage, flood damage reduction, soil conservation, and fish, wildlife and outdoor recreation. We will also be having lunch at one of the Minnesota’s Discovery Farms - Nordick Farm.

Friday, June 28, 2019
Spotlight on the Red River Basin Workshop
8:30-11:30 a.m. Presentations at the Marriott, Moorhead
This session will include presentations on the 2019 flood, along with an overview of the efforts to provide flood protection in the rural areas, as well as large cities like Fargo and Moorhead. Hear how multiple watersheds, states, and countries work together to plan and implement flood reduction projects, including an overview of the Fargo-Moorhead Diversion Project.

Hotel Accommodations and Registration Details
Call the Courtyard by Marriott-Moorhead directly at (218) 284-1000 for $129/night reservations using code MNW. The discounted hotel rate expires May 25, 2019. Visit www.mnwatershed.org/summer-tour to register for events.

For more information, contact Emily Javens at (651) 440-9407 or emily@mnwatershed.org.
Dear Forest Lake Resident:

Have you seen the new street sweeper driving around town yet?

Believe it or not, street sweeping is one way our city is working to protect Clear Lake, Forest Lake, and Lake Keewahtin from stormwater pollution. Our storm drains help to keep neighborhood streets from flooding, but they also carry litter, leaves, grass clippings, and dirt off the pavement and into our lakes and wetlands.

With help from the Comfort Lake - Forest Lake Watershed District, Rice Creek Watershed District and Minnesota Clean Water Fund, the city will be implementing an enhanced street sweeping program that will collect more phosphorus from the streets so that our lakes will be healthier and have less algae in the summer.

You can help to keep our water clean by picking up litter in the street or adopting your nearest storm drain.

Learn more at adopt-a-drain.org.
Master Water Stewards offers unique “mini-training” opportunity in 2019

By Angie Hong East Metro Water  Apr 15, 2019

Joan Nichols, right, helps prepare a tree for students to plant at Middleton Elementary School.

[Editor’s note: The Washington Conservation District is looking for more residents from northern Washington County to participate in the Master Water Stewards program.]

When Susan Goebel moved to Woodbury a few years ago, she began looking for opportunities to make friends and get involved in her new community. Back in West Bend, Wisconsin, where she had lived for years, she had been a town clerk and a town supervisor. She worked as a volunteer coordinator, taught classes at a nearby technical college, helped to establish the first ever land use plan and recycling program in West Bend, and was an organic gardener and an avid traveler. Now, as a retiree, she was looking for ways to stay engaged and help support local environmental efforts.

Like Goebel, Joan Nichols is a Woodbury resident with a background in education, years of volunteer experience, and an interest in local environmental issues. She is a Minnesota licensed teacher and has spent over a decade teaching adult education and English as a Second Language (ESL) classes in Minnesota, in addition to traveling the world as an educator earlier in her career. She also enjoys gardening, and grows produce to donate to people in need through a partnership with Minneapolis-based nonprofit Urban Ventures.

Last year, Goebel and Nichols joined the inaugural cohort of Master Water Stewards in Washington County through a program developed by Freshwater (freshwater.org) in partnership with Washington Conservation District and the Minnesota Clean Water Fund. Five other county residents, including Nichols’ husband Nathan Zerbe, signed up to become stewards as well.
Freshwater developed the Master Water Steward program in 2013, as a way to help support local governments around the state that are working to protect lakes, rivers, streams and groundwater resources. “The staff at these watershed organizations know the science,” says Peggy Knapp, the woman who launched the program, “but what they lack is time to do all the work that is needed.” The Master Water Steward program trains local residents to act as “super-volunteers”, providing support for watershed projects and acting as a bridge between scientists, policy makers and the communities that they serve.

Through on-line and in-person courses, Master Water Stewards learn about watershed science, stormwater management, water policy, strategies for engaging friends and neighbors, and landscaping practices to reduce runoff pollution in urban and rural settings. They also complete a capstone project with help from their host organizations. Example projects include raingardens, shoreline plantings, habitat management plans, and neighborhood outreach efforts. After the coursework and capstone are complete, stewards are officially certified and continue to volunteer in their communities on a wide range of water-related projects and efforts.

For their capstone project, Susan Goebel and Joan Nichols worked together to design educational signs and create a planting plan for two new outdoor classrooms that will be built at Middleton Elementary and Lake Middle Schools in Woodbury. The outdoor classrooms are part of a Campus Greening project with South Washington Watershed District and South Washington County Schools that converted 15-acres of non-active use turf to prairie and native plantings, with 200 new trees. The transformed school campus will use less groundwater for irrigation, capture more rainwater on-site, create habitat for birds and pollinators, and provide unique learning opportunities for the students. In addition to their work on the outdoor classrooms, which will be installed this summer, Goebel and Nichols also helped students to plant trees at the schools last spring.

Since the Master Water Steward program began as a pilot effort in 2013, 277 people in the Twin Cities metro area have become certified as stewards and have contributed 2542 hours of volunteer service. Though the program is popular, however, it has traditionally required a big time commitment from potential volunteers.

This fall, Freshwater will offer a new, streamlined “mini-training” that will allow interested people in Washington County to become Master Water Stewards more easily. Stewards will be able to do the majority of their learning online at their own pace and schedule, and will attend just two in-person sessions: Mon., September 16: 5:30 to 8:30 p.m. and Sat., October 5: 9 a.m. to 3 p.m. at the Washington Conservation District offices in Oakdale. They will still learn the same important information and get technical support and funding from their host organizations to complete their capstone projects. Deirdre Coleman, a program coordinator at Freshwater, hopes that the mini-training will be easier for people to fit into their busy schedules and says it could also be appealing to “snow birds” who aren’t in town to attend classes over the winter.

When asked why she decided to become a Master Water Steward, Goebel puts it simply, “I believe in clean water everywhere and for everyone, including wildlife. To preserve it for generations to come will take advocacy and hard work.”

To learn more and apply for this fall’s Master Water Steward mini-training, visit masterwaterstewards.org.

Angie Hong is an educator for East Metro Water - www.mnwcd.org/emwrep - which includes Brown’s Creek, Carmelian Marine - St. Croix, Comfort Lake – Forest Lake, Middle St. Croix, Ramsey Washington-Metro, Rice Creek, South Washington and Valley Branch Watersheds, Cottage Grove,
Dellwood, Forest Lake, Grant, Hugo, Lake Elmo, Newport, Oak Park Heights, Oakdale, Stillwater, St. Paul Park, West Lakeland, Willernie and Woodbury, Washington County and the Washington Conservation District. Contact her at 651-330-8220 x.35 or angie.hong@mnwcd.org.
Did you ever watch the MTV show Pimp my Ride? In each episode, the team would select a person with a truly awful car and then spend a few days restoring and customizing the vehicle. I could have definitely used their help twenty years ago.

My first clunker was a Dodge Omni, which was a hand-me-down from my mom. I was sixteen and overjoyed to be out on the roads in anything with a motor and wheels. We had moved from California to Wisconsin in that Omni, with a trailer hitch welded to the back of the car so that we could tow a U-Haul trailer through the Sierra Nevadas, Grand Tetons and Rocky Mountains on our way. Needless to say, by the time I started driving it five years later, the clutch was long since gone. My next jalopy was a red Ford Escort, which I pimped out with furry, cow-spotted seat covers. Though it may have been stylish, the car barely carried me through one year of college. Rounding out those early years was my first Honda Civic, this time a hand-me-down from my grandmother. It eventually broke down on the freeway in rush hour traffic, en route to work on my second day at a new job. That was back in the day when most of us still had landlines and people would pick you up from the side of the road if you needed help.

Though I've never had a downspout leave me stranded on a country road in the middle of the night, I still think they’re a household feature that could use a little flair. Google “pimp my downspout” and you’ll find Pinterest boards overflowing with images of downspouts shaped like rabbits, fish, and towers of teapots. There are rain chains made of colorful rocks, cutlery, and copper flowers, as well as a Seussical contraption in Germany that makes music when it rains.

If you’re ready to give your downspout a makeover but aren’t sure that a giant copper river with salmon swimming upstream is the right look for your home, you might consider a more practical upgrade, such as a rain barrel to catch water for reuse.
Rain barrels are a simple and inexpensive way to capture rainwater from your rooftop that would otherwise go to waste. A typical barrel holds 45-60 gallons of rainwater and will easily fill during a ¼ inch rainfall. Use the water to irrigate your lawn and gardens during dry weeks to help reduce your overall summer water usage and keep stormwater out of streets and streams. Multiple rain barrels can also be connected in a chain to collect more water.

Through a partnership with the Recycling Association of Minnesota, Washington County is selling rain barrels and compost bins at a discounted rate for county residents. The Rain Catcher rain barrels hold 45 gallons of water and have a large opening and flat back design that allows for easy installation. The spoke and wheel pattern in the top of the barrel keeps it child and pet safe, and an aluminum mesh screen keeps out mosquitoes and debris. The barrels are $59 for county residents (normally $79) and include a debris screen, garden hose, shut-off thumb valve, hanging hose clip, overflow hose, and linking kit. Spigots on the side of the barrel also make it possible to connect multiple barrels in series.

The Home Composter compost bins are made of sturdy, lightweight, recycled plastic materials and come in two pieces that will fit in most vehicles. The bins hold 125 gallons of material and have a lockable lid on the top to deter animals. They cost $44 for county residents (normally $64).

Order both the rain barrels and the compost bins online at RecycleMinnesota.org and enter promo code "Washington" to get the discount. Pick them up during any open hours at the Washington County Environmental Center (4039 Cottage Grove Dr., Woodbury). When you're done, you can get back to dreaming about downspouts shaped like dragonflies that pour water onto frogs carrying umbrellas.

Angie Hong is an educator for East Metro Water - mnwcd.org/emwrep which includes Brown's Creek, Camelian Marine - St. Croix, Comfort Lake – Forest Lake, Middle St. Croix, Ramsey Washington-Metro, Rice Creek, South Washington and Valley Branch Watersheds, Cottage Grove, Dellwood, Forest Lake, Grant, Hugo, Lake Elmo, Newport, Oak Park Heights, Oakdale, Stillwater, St. Paul Park, West Lakeland, Willernie and Woodbury, Washington County and the Washington Conservation District. Contact her at 651-330-8220 x.35 or angie.hong@mnwcd.org.
Column: Ready, set, GARDEN!

By Angie Hong Featured Columnist  May 3, 2019

Do you ever wonder how plants can grow so quickly and yet without making a noise? Spring somehow always catches me by surprise even though I’ve spent months waiting and yearning for its arrival. Day after winter day, the world is bleak and gray, and then one morning I step outside and find tulips and chives waiting in eager anticipation for me to round the corner and spot their extravagant green leaves, grown six inches overnight.

With the sudden advent of spring, comes also the realization that I must now spend time tending to my gardens. It’s hard work clearing away bag after bag of dried brown leaves and tangled stems. My back aches and my hair is filled with pine needles and maple dust, but it feels so good to be outside working again with sun overhead and crisp air in my lungs.

This Saturday, from 9 a.m.-noon, volunteers will hit the streets of Stillwater to begin tidying-up raingardens around town so that they’ll continue to look good and function properly throughout the summer months. Residents and local government partners have planted more than 100 raingardens over the past ten years to protect the St. Croix River and local lakes and streams from stormwater runoff pollution. These gardens help to beautify the city and keep our water clean. To join the fun, meet at Washington Square Park (Greely and Churchill) or Staples Park (Wilkins and Martha) at 9 a.m. You can also go to mnwcd.org/adoptaraingarden to find guidance and resources for raingarden maintenance, as well as sign-up to “adopt” a raingarden in town.

Nearby in Woodbury, volunteers will be working to spruce up a large raingarden at Trinity Presbyterian (2125 Tower Dr.) from 1-3 p.m. To sign up as an individual or a group, go to http://bit.ly/4CleanH2O. No gardening experience necessary!

In the coming weeks, there will be several local plant sales as well. First up, the Trillium Chapter of the Perennial Garden Clubs of Stillwater will hold a sale on Saturday, May 18 from 8 a.m. - noon (601 Olive St. W). The sale will include perennials that pollinators love, as well as vegetables, annuals and herbs. Proceeds go towards beautification of a public garden across from Lowell Inn, scholarships for horticulture students, support for community garden projects, and pollinator protection activities.
On Sunday, May 19, Master Gardeners of Washington County will hold their annual plant sale from 11 a.m. - 3 p.m. at the Washington County Fairground. Shop from a huge selection of plants at bargain prices, including native plants, pollinator plants, plants for shade and sun, and vegetables. There will also be a Diagnostic Clinic from 10 a.m. - 1 p.m. where you can get expert advice on plant and gardening problems.

If you need a little more time to get your yard ready before buying new plants, head to the Landscape Revival, Native Plant Expo and Market on Saturday, June 8, 9 a.m. - 1 p.m. at the Oakdale City Hall (1584 Hadley Ave N). The event will feature eight native plant retailers, all in one convenient location, along with info and resources from local conservation organizations including Humming for Bees, Master Gardeners - Monarchs & Milkweed, Neighborhood Greening, Pollinator Friendly Alliance, St. Paul Audubon Society, Washington Conservation District, and Wild Ones - Oak Savanna Chapter.

Angie Hong is an educator for East Metro Water - mnwcd.org/emwrep - which includes Brown's Creek, Carmelian Marine - St. Croix, Comfort Lake – Forest Lake, Middle St. Croix, Ramsey Washington-Metro, Rice Creek, South Washington and Valley Branch Watersheds, Cottage Grove, Dellwood, Forest Lake, Grant, Hugo, Lake Elmo, Newport, Oak Park Heights, Oakdale, Stillwater, St. Paul Park, West Lakeland, Willernie and Woodbury, Washington County and the Washington Conservation District. Contact her at 651-330-8220 x.35 or angie.hong@mnwcd.org.
Watershed District champions named

by DENISE MARTIN

A citizen advisory committee chair, a volunteer, a farmer, a group of 4th graders and a construction site manager are the recipients of the first-ever Comfort Lake-Forest Lake Watershed Champions Award.

Nominations were accepted for the first time ever this year. Jon Spence, Watershed Board of Managers President, said during the award announcement program that the 49-square-mile watershed district "needs all the help it can get" adding that the Board of watershed managers "wholeheartedly endorsed" this new way of commending special efforts.

Watershed champions were recognized last week at Forest Hills Golf Club Mulligan's Bar & Grill.

There was also a presentation on the state of the district. Multiple area lake associations sent attendees, and local policymakers were also there. The watershed district is about 50 percent funded by a levy on a special taxing territory that straddles Chisago and Washington counties. It covers 20 named lakes and thousands of acres of wetland and the section of the Sunrise River closest to Comfort Lake. It was established 20 years ago.

As part of the update of the 10-Year comprehensive watershed plan, there is now an open comment period for the public to have a say. The online survey is at tinyurl.com/clflsurvey2019.

Or, staff will be at Lakeside Park during Arts in the Park in Forest Lake, Tuesday night June 11, and plan to interact with the public then.

Out of a field of nine nominees the Watershed Champion winners were:

Zack Otte, for being a true collaborator with watershed district staff. As a construction site manager Otte understands the importance of protecting wetlands, well-developed stormwater systems and control of site runoff.

Watershed District Administrator Mike Kinney said Otte finds the site specific issues with erosion and flooding on his own— and doesn’t hesitate to contact the district for advice.

Jerry Grundtner is a terrific volunteer leader. He is president of the Forest Lake Lake Association and got involved in control of flower rushing on Forest Lake. He has been chair of the watershed district’s Citizen Advisory Committee.

Craig Mattson exemplifies the important partnership between the watershed district and the farmer. Mattson has a farm in south Chisago County, and worked closely with staff on a major phosphorus retention/wetland restoration and filtration project on his cattle farm property, which is already helping improve water quality downstream.

Jack MacKenzie works with the public using his training as a Watershed Master Steward level of training (like a Master Gardener). He develops stormwater drain stencil efforts and does free public Turf Talk presentations.

The Lakes International Language Academy 4th graders, principal and instructors were chosen from nominees for engagement in local water resources, bringing in experts to do activities with students and promoting stewardship within the watershed district. There has been at least a three year relationship connecting the LILA curriculum and the watershed.
MEMORANDUM
Comfort Lake-Forest Lake Watershed District

To: Citizen Advisory Committee  Date: May 31, 2019
From: Jessica Lindemyer
Subject: June 6th CAC meeting SWOT Exercise

Introduction
At the May meeting of the Citizen Advisory Committee (CAC) there was a consensus among Committee members to conduct a SWOT exercise at the June Meeting to help develop a Roles and Responsibilities Framework. These exercises are used to identify the strengths, weaknesses, opportunities, and threats relative to a unit or group. The process allows groups to focus on specific areas and discover actions that can help build on strengths, minimize or eliminate weaknesses, maximize opportunities, and deal with or overcome threats.

In preparation for conducting this exercise I have provided some detailed information below including a revised recommended timeline which we will go over in more detail at the beginning of the meeting and a compilation of the formal and informal CAC descriptions that have been used over the years.

Recommended Timeline
Considering the Committee’s desired outcome, time commitments, and the template framework from VLAWMO, my recommendation to the Committee is as follows:

- **06/04/19** June CAC Meeting: Conduct SWOT Exercise to determine criteria to be included in Roles and Responsibilities Framework. Select committee members to serve on the workgroup who will be responsible for working with District staff to craft the initial draft of the Roles and Responsibilities Framework.
- **TBD** CAC Workgroup Meeting: Utilize the outcomes from the SWOT exercise to draft initial Roles and Responsibilities.
- **07/09/19** July CAC Meeting: Review drafted framework and finalize for initial Board comment.
- **07/25/19** July Board of Managers Meeting: Draft framework included in board packet for Board comments.
- **TBD** CAC Workgroup Meeting: Revise initial draft of Roles and Responsibilities Framework based on comments from the Board and finalize for CAC approval.
- **08/06/19** August CAC Meeting: Review suggested revisions from Workgroup, finalize for Board approval.
- **08/08/19** August Board of Managers Meeting: Bring final revised draft of Roles and Responsibilities Framework for Board approval.

Meeting Preparation
In order to make most of everyone’s time at the June meeting I would strongly encourage each Committee member to come prepared with their own list of strengths, weaknesses, opportunities, and threats as they related to the roles and responsibilities of the CAC. I have provided a brief description of each category below.

- **Strengths**: Positive, internal factors that are within your control. Think of the experience and resources that are available to the group.
- **Weaknesses**: Negative, internal factors that take away from the group or leave it at a disadvantage. Resist the urge to list threats--or external risk factors.
MEMORANDUM
Comfort Lake-Forest Lake Watershed District

- **Opportunities:** External factors that can contribute to the group's growing success. These factors are typically outside of the group's control, which is why they are considered external factors. Examples include social trends, political support, government regulations, changing relationships, etc.

- **Threats:** Factors that cannot be controlled by the group, that could negatively impact the group. The same examples listed for “opportunities” can be applicable in this category as well.

**Existing Descriptions**
Over time, the roles and responsibilities of the CLFLWD’s CAC have been summarized in several different ways. I have taken some time to compile these summaries below to help facilitate discussions.

**Website:**
- The CLFLWD Board of Managers and District staff uses the Citizen Advisory Committee (CAC) to gather input and advice from watershed residents. The CAC meets monthly throughout the year. Consider becoming a member of the CAC and lend your input on the District's project, programs and budget.  
  ([https://www.clflwd.org/what_can_you_do.php](https://www.clflwd.org/what_can_you_do.php))

- The Comfort Lake - Forest Lake Watershed District Watershed (CLFLWD) Citizens Advisory Committee (CAC) is an advisory group that is made up of volunteers who advise the Board of Managers on water-related community concerns and issues. The CAC's purpose, as established by the Board of Managers is to provide public input to the CLFLWD regarding policy and project matters, provide a channel of communication to the Board Managers, aid in fostering a positive public image of the CLFLWD, and help to educate the public about the CLFLWD's goals and accomplishments.  
  ([https://www.clflwd.org/about_committees.php](https://www.clflwd.org/about_committees.php))

**Other:**
- The CAC is a small group of engaged citizens that meets once per month in an informal setting to discuss District activities and plan community education events. The CAC also provides recommendations to the CLFLWD Board of Managers on Watershed District matters.  
  (CAC promotional postcard)

- [The Citizen Advisory Committee will] advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district. For purposes of carrying out its duties under this section the advisory committee shall:
  1. elect a chair from its membership;
  2. elect a recorder from its membership;
  3. establish a meeting schedule, which at a minimum meets annually;
  4. consider issues pertinent to the functions and purposes of the watershed district;
  5. review and comment on reports, minutes, activities, and proposed projects of the managers;
  6. report to the managers the general content of advisory committee meetings and resulting recommendations.  
  (MN Statute 103D.331)

**Future Considerations:**
- While the District’s current Watershed Management Plan mentions the Citizen Advisory Committee in several locations it does not address the topic directly nor does it detail a description of the Committee’s roles and responsibilities. Should the Committee wish to have something of this nature included in the 2020 Watershed Management Plan, it is the recommendation of Staff that the Committee communicate this desire to the Board during the plan amendment process.
103D.331 ADVISORY COMMITTEE.

Subdivision 1. Purpose. The managers must annually appoint an advisory committee to advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district.

Subd. 1a. Duties. For purposes of carrying out its duties under this section the advisory committee shall:

(1) elect a chair from its membership;

(2) elect a recorder from its membership;

(3) establish a meeting schedule, which at a minimum meets annually;

(4) consider issues pertinent to the functions and purposes of the watershed district;

(5) review and comment on reports, minutes, activities, and proposed projects of the managers; and

(6) report to the managers the general content of advisory committee meetings and resulting recommendations.

Subd. 2. Members. (a) The advisory committee consists of at least five members. If practicable, the advisory committee members selected should include a representative from each soil and water conservation district, a representative of each county, a member of a sporting organization, and a member of a farm organization. Other advisory committee members may be appointed at the discretion of the managers. The members must be residents of the watershed district, except representatives from soil and water conservation districts and counties, and serve at the pleasure of the managers.

(b) In addition, the managers may appoint other interested and technical persons who may or may not reside within the watershed district to serve at the pleasure of the managers.

Subd. 3. Expense reimbursement. The managers may reimburse members of the advisory committee for actual traveling and other necessary expenses incurred in the performance of duties in the amount as provided for state employees.

History: 1990 c 391 art 4 s 24; 1995 c 199 s 15
Comfort Lake-Forest Lake Watershed District
Citizens Advisory Committee Application

Please complete the following application if you are interested in being considered for appointment to the Comfort Lake - Forest Lake Watershed District (CLFLWD) Citizens Advisory Committee. You may attach additional sheets, if necessary. Please return the completed application to Mike Kinney, District Administrator by mail to Comfort Lake - Forest Lake Watershed District, 44 Lake Street South, Suite A, Forest Lake, MN 55025 or by email to Michael.Kinney@CLFLWD.org.

Name: ___________________________________________________________________

Address: ___________________________________________________________________

Telephone: ___________________________________________________________________

E-mail: ___________________________________________________________________

1. Do you live within the CLFLWD boundaries? ____Yes ____No

2. Are you an elected or appointed official making land use decisions (e.g. council members and planning commissioners)? ____Yes ____No

3. Which Stakeholder Group(s) do you feel you best represent?
(You may select more than one)

_____ Farming Community   _____ Recreation
_____ Business Community   _____ Education
_____ Rural Landowner       _____ Agricultural Landowner
_____ Environmental Community   _____ Housing
_____ Transportation   _____ Other
4. Please explain why do you wish to be appointed to the Citizens Advisory Committee?

5. Please explain why you feel you can best represent the interests and concerns of the citizens of CLFLWD.
MISSION OF THE CAC:
The mission of the Citizen Advisory Committee is to assist and advise the Vadnais Lake Area Water Management Organization (VLAWMO) Technical Commission (TEC), Board of Directors (BOD), Policy and Personnel, and staff. This is accomplished by integrating community values into plan amendments, projects, and programs in the watershed. The VLAWMO CAC serves as an extension to the Watershed Action Volunteers (WAV), within the VLAWMO Priority Issue #3 in its 2017-2026 Comprehensive Water Plan (“Need for education and involvement from citizens and stakeholders”).

ROLES AND RESPONSIBILITIES:
The CAC actively participates in VLAWMO planning processes, watershed plan preparation and long-term implementation of VLAWMO programs. It is a communication link between the citizenry, the TEC, and the BOD.

- Attend or participate remotely for 3 CAC meetings/yr. (March, August, November).
  
  At CAC meetings: 3/year, meeting agendas vary to include a few of the following:
  > Identify new issues that are relevant to the responsibilities of the WMO
  > Assist with the ranking of Priority Issues (from the VLAWMO 10-year Water Plan)
  > Review and comment on the annual budget
  > Meetings occur in March, August, and November at Vadnais Heights City Hall or Community Commons. Time of meeting flexible to group availability.
  > Assist the WMO in communicating with various community groups, organizations, and citizens on matters affecting the District
  > Complete surveys created by VLAWMO staff to provide residential feedback on policies, organizational direction, and communications.

- Review TEC and Board minutes as they are sent via email. (TEC monthly, BOD every other month). Attend VLAWMO BOD and TEC meetings as available.
  
  At TEC/BOD meetings:
  > CAC Chair presents once annually to BOD. Presentation includes a basic talk or PowerPoint on the findings from the annual CAC meetings, and comments accrued from CAC members and the public from throughout the year.
  > Review agendas, minutes, and meeting discussion within comment periods on agenda and comment as CAC member sees fit. Special attention and comments given to periodic VLAWMO plan amendments. Alert BOD, TEC, and staff about potential projects and collaborations within the community.

- Primary tasks with an ongoing, independent schedule:
  > Alert the BOD, TEC, and staff about potential projects and collaborations within the community.
  > Review and comment on BOD and TEC meeting agendas and minutes, as CAC member sees fit.
  > Review and comment on revised work plans, policies, and schedules as necessary.
  > Identify areas where additional education and information could assist the CAC in making Recommendations, as CAC member sees fit.
- Secondary, optional tasks with an ongoing, independent schedule:
  > Help recruit new CAC members and assist with new member orientation (ongoing)
  > Nominate citizens or businesses in the community to be recognized as outstanding leaders for water quality (CAC meeting)
  > Participate in public education initiatives with VLAWMO staff (ongoing)
  > Host discussions at local coffee shops or schools to gather community feedback. Utilize VLAWMO annual reports to focus conversations and feedback. Work with VLAWMO to design public discussion and feedback survey (ongoing)

**TIMEFRAME:**

1-year commitment, 3-5 hrs/month, 40 hrs/year. Attend BOD meetings (last Wednesday of every other month, 7-8:30pm) and TEC meetings (every 2nd Friday of the month, 7:30-9:00am), at Vadnais Heights City Hall. Secondary community outreach and discussions occur on volunteer’s schedule. Most involvement completed remotely, ability to travel to City Hall and public meeting spaces preferred.

**APPLICANT INFORMATION:**

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<thead>
<tr>
<th>Name:</th>
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<tbody>
<tr>
<td>Address:</td>
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<td>City, State, Zip:</td>
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<td>Phone:</td>
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<td>Email:</td>
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<td>Past Volunteer Experience:</td>
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Reference (Name, Organization, phone):

School/employer:

Community affiliations: (housing, lake assc., school, etc.):

General topics of interest: (circle one or more)

Schools, communications/newsletters, workshops, monitoring, maintenance/planting, community fairs/booths.
SECONDARY ROLES INTEREST: Of the additional roles and responsibilities listed on page one, which ones will you assume leadership in? (Minimum 1, Check box)

☐ Help recruit new CAC members and assist with new member orientation.
☐ Nominate citizens or businesses in the community to be recognized as outstanding leaders for watershed improvement efforts.
☐ Participate in public education initiatives with VLAWMO staff.
☐ Serve as the CAC Board “Rep”. Represent the CAC by summarizing the previous year’s CAC activities and insights at the April Board meeting.
☐ Host discussions at local coffee shops or schools to gather community feedback. Utilize VLAWMO annual reports to focus conversations and feedback. Work with VLAWMO to design public discussion and feedback survey.

SUPPLEMENTAL INFORMATION:
Why is this position of interest to you?

What talents or skills do you feel you bring to the organization?

What do you hope to gain from this position? (Experience, community engagement, specific knowledge, etc.)

What would help you feel more equipped to serve on the CAC?

APPOINTMENT
• This application form will be sent to individuals requesting one or it can be printed from the VLAWMO website.
• VLAWMO staff will make a concerted effort to ensure that the CAC includes equal representation from residents throughout various Cities and Townships in the VLAWMO watershed.
• The VLAWMO Board of Directors may appoint new CAC members based on a candidate’s interest, availability, unique skills, or experiences and ability to meet the WMO’s goal of CAC membership representation.
• Applicants commit to at least one (1) year of service by applying. The position does not expire. CAC members continuing service for another year will have their application kept on file so as not to need to re-apply.
• Applicants are approved by the VLAWMO Technical Commission (TEC) at the monthly TEC meeting closest to when the application was received. Applications must be submitted by the first Thursday of the month to be included in the TEC agenda. TEC meetings occur every month on the 2nd Friday of the month at 7:30am-9:00am at the Vadnais Heights City Hall.
• CAC capacity consists of one or more positions for each City or Township in VLAWMO (Lino Lakes, North Oaks, White Bear Lake, White Bear Township, Vadnais Heights, and Gem Lake). VLAWMO conducts CAC recruitment with a goal to have the CAC be composed of diverse representation in age, culture, and racial backgrounds.
• A CAC BOD rep speaks once annually at the April BOD meeting to summarize the previous year’s CAC activities and insights. Should more than one CAC member express interest in serving as Chair (1-year commitment) at a time, TEC will vote on a Chair based on evaluation of the past citizen engagement experiences of prospective Chairs.