



**TO:** (CLFLWD) Board of Managers

**DATE:** February 15, 2024

**RE:** Administrator's Report for the February 22, 2024, Regular Board Meeting

### Administration (1000 series)

- 1001 – Board Administration
  - A special meeting is being planned to complete the administrator's review sometime in the next week or so. An email will be sent to the board once the process is complete.
- 1003 – General Administration
  - The District has an RFP out for an updated salary survey. The proposal deadline is February 23<sup>rd</sup>. One proposal has been received so far, in addition to the quote we already had from Gallagher.

### Programs (3000 series)

- 3002 – Permitting
  - Two new permit applications were received in the last month, both are for government road works.
  - In the last month 82 site inspections were performed with a 96.95% compliance rate. Inspections were decreased to every other week in January 2024, however the warmer weather has required staff to revert to weekly inspections.
- 3003 – Monitoring & Data Assessment
  - Continued equipment maintenance.
  - 2024 monitoring planning underway.
- 3004 – Non-Point Source Pollution Abatement (Cost-Share)
  - The first site visit of the year was conducted to assist a Hosanna Lutheran Church with exploring native planting and green stormwater solutions for an upcoming parking lot renovation.
- 3005 – Education & Outreach
  - The draft 2023 Annual Report and Year-In-Review are underway and will be brought to the Board in March.



- 3006 – Interagency Communication
  - Staff have been in communication with the City of Scandia regarding the spoils issue regarding permits and overall collaboration.
  
- 3007 – Research
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- 3008 – Measurement of Progress
  - The draft 2023 Progress Report is underway and will be brought to the Board in March.
  
- 3009 – Grant Research & Preparation
  - Four grant proposals are currently underway: GreenCorps Host Site, Laura Jane Musser Foundation Shoreline Restoration, and Legislative-Citizen Commission on Minnesota Resources (LCCMR) Environment and Natural Resources Trust Fund (ENRTF) Shoreline Restoration and AIS Prevention, and Watershed Based Implementation Funding (WBIF) Heath Avenue Feasibility Study.
  - Two grant proposals are pending review and award decision: Midwest Glacial Lakes Partnership (MGLP) Shoreline Restoration and Expedited Conservation Projects (ECP) Shoreline Restoration.
  - One grant work plan is currently under review by the Board of Water and Soil Resources: Clean Water Fund Projects & Practices July Ave Feedlot.
  - Yearend reporting was completed for seven other Clean Water Fund grants, four of which were closed out:
    - Still active: WJD-6 Wetland Enhancement, Moody Lake Capstone Project, Forest Lake Alum Treatment.
    - Closed out: Sunrise River Wetland Restoration, CR50 Iron Enhanced Sand Filter, Little Comfort Lake Improvement Projects, Bone Lake Northeast Wetland Restoration.
    - Reconciliation: As part of the closeout of the Little Comfort Lake grant, the District was required to complete a grant reconciliation (grant audit) with BWSR. Staff completed this immediately, and the reconciliation was accepted the next day.
  
- 3010 – Operations & Maintenance



- Staff are working to update the Comprehensive O&M Manual with recent projects.
- 3011 – Aquatic Invasive Species Prevention & Management
  - Openings for the District’s watercraft inspector positions were officially announced on February 5<sup>th</sup>. Positions were first offered to past watercraft inspectors, before being publicly announced in the local papers. Staff are hoping to hire and onboard 8 inspectors this season.
  - Garrett Miller attended the Environmental Internship & Career Fair at the University of Minnesota on February 9<sup>th</sup>, to advertise openings for the District’s watercraft inspection program.
  - Garrett Miller and Beth Carreno attended a meeting at Chisago County on February 8<sup>th</sup>, to discuss the watercraft inspection program and joint powers agreement. The District and Chisago County are excited to partner again for the 2024 season and to continue discussions on new AIS initiatives.
  - The Minnesota Aquatic Invasive Species Research Center (MAISRC) will be hosting a webinar on eDNA sampling by volunteers in Minnesota. The event will be held on February 16<sup>th</sup> at 12:00pm and is free to attend. Garrett Miller plans to attend the meeting.
- 3012 – Land Acquisition & Management
  - Continued outreach with the Southern Bone Lake Landowners. The appraisal update did not result in any change in opinion of the value of the property.
  - Hazard Tree removal, trail creation, and restoration actions to begin at the North Shore Trail Nature Area on February 19<sup>th</sup>. The project should be completed by the end of the month.
- 3013 – Watershed Planning & Resilience
  - The Floodplain Vulnerability Assessment is on the February 22<sup>nd</sup> meeting agenda.

### Projects (5000 series)

- Moody Lake
  - Moody Capstone: The Round Barn project and Southern Wetland Enhancement are largely completed. The Moody Park raingardens and all revegetation /



plantings will occur in the Spring. Staff are working with legal counsel and EOR to have the spoils removed from the private residence near Bone Lake. Staff hope to have this situation resolved by the end of the month but more likely before the board meeting.

- Pay Application #1 received and is to be processed on the February Accounts Payable.

- Bone Lake
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- Little Comfort Lake
  - Heath Ave Iron Enhances Sand Filter: Continued outreach with the Heath Ave North landowners. Staff are working with Ballrad Spahr LLP (real-estate law firm) to develop a purchase agreement contingent upon project feasibility and funding. The purchase agreement would be used as a tool when communicating with the landowners regarding the sale of their property for the IESF.
- Shields Lake
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- Lake Keewahtin
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- Forest Lake
  - WJD6 Wetland: All excavation and temporary clean-up / stabilization complete. All planting and final restoration will be conducted in the spring.
- Comfort Lake
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