



**ANOKA CONSERVATION  
DISTRICT**

**2005 ANNUAL PLAN**

16015 Central Ave NE Suite 103  
Ham Lake, MN 55304 (763) 434-2030  
[www.AnokaSWCD.org](http://www.AnokaSWCD.org)



# TABLE OF CONTENTS

AN INVITATION FROM THE CHAIR	I
ACKNOWLEDGEMENTS	II

## 2005 ANNUAL PLAN

---

INTRODUCTION	1
STAFFING REQUIREMENTS	3
OBJECTIVES AND STRATEGIES	4
COST-SHARE PROGRAM REQUIREMENTS	8
BUDGET PROJECTIONS	10
FUNDS NEEDED FOR IMPLEMENTATION	11



## AN INVITATION FROM THE CHAIR

### KIM KOVICH

It is a pleasure to invite you to review the 2005 Annual Plan of the Anoka Conservation District. Thank you very much for your interest in our activities. The Board of Supervisors and ACD staff are dedicated to providing the services necessary to complete the goals of the Annual Plan. We continue to strive to improve delivery of these services. We have actively promoted our programs, worked closely with other environmental and government agencies and sought training to assist us in doing a better job.

Anoka Conservation District adopted the following mission statement:

- ❖ **inform and assist county residents and landowners in natural resource management,**
- ❖ **conduct research and monitoring for soil and water conservation,**
- ❖ **promote practices for soil and water conservation,**
- ❖ **and serve as a guide to local units of government in land use planning.**

We have prioritized our activities to coincide with our mission statement and aligned District goals and objectives (see page **Error! Bookmark not defined.**) to fulfill that mission.

## **ACKNOWLEDGEMENTS**

The Anoka Conservation District Board of Supervisors would like to extend their sincere appreciation to the following agencies and individuals for their assistance throughout the year.

### ANOKA COUNTY BOARD OF COMMISSIONERS.

Our sincere appreciation goes to the Anoka County Board of Commissioners. In 2004 the Commissioners were:

District 1	Dennis Berg
District 2	Dick Lang
District 3	Margaret Langfeld
District 4	Jim Kordiak
District 5	Dave McCauley
District 6	Rhonda Sivarajah
District 7	Dan Erhart

It is the continued financial support of Anoka County that enables the District to manage and direct the programs protecting Anoka County's environmental assets.

### ANOKA COUNTY DEPARTMENTS

Several Anoka County departments provide ACD with the benefit of their expertise in complex matters. Their professionalism and diligence is greatly appreciated.

#### *PAYROLL*

Jerry Hennek, Mary Anderson, Cassandra Bologna, Cheryl Peloquin, and Candace Handapangoda

#### *PARKS*

John VonDeLinde, Nick Eloff and Jeff Perry

#### *RISK MANAGEMENT*

John Sullivan, Cheryl Alberts

#### *ATTORNEY'S OFFICE*

Tom Haluska, Pam McCabe and Dan Klint

*HUMAN RESOURCES*

John Sprague

*ENVIRONMENTAL SERVICES*

Marina “Rina” McManus, Spencer “Spence” Pierce, Jon Christensen and  
Bart Biernat

*SURVEYOR’S OFFICE/GEOGRAPHIC INFORMATION  
SYSTEMS*

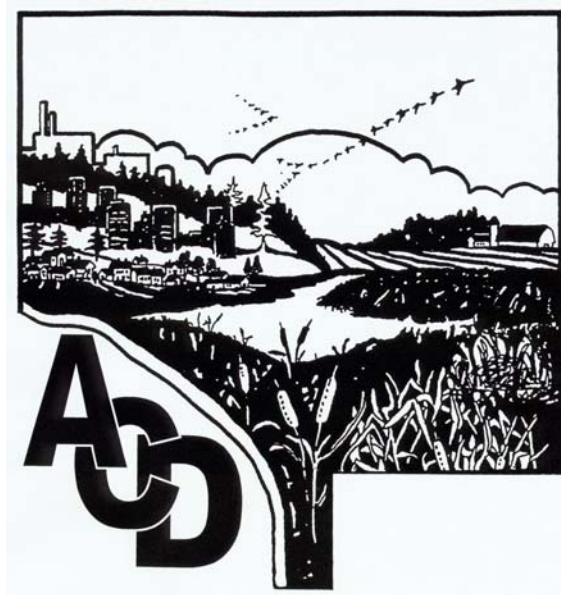
Jerry Zimmerman and Gary Swenson

NATURAL RESOURCES CONSERVATION SERVICE

The ACD appreciates the continued support, technical assistance and training provided by the Natural Resources Conservation Service (NRCS). District Conservationist Ed Musielewicz deserves special thanks for assisting Anoka County’s agricultural producers. Our appreciation is extended to State Conservationists Bill Hunt for financial support from the USDA NRCS to fund the landscape restoration specialist and technician positions currently serving the seven county metro area from our office.



# 2005 ANNUAL PLAN



*"Addressing the natural resource needs of Anoka County  
since 1946."*



## **INTRODUCTION**

2005 begins the 60th year of operation for the Anoka Conservation District (ACD). During this time the District has developed programs and applied technology to address natural resource issues. Originally, the main responsibility of soil and water conservation districts was to control soil and water erosion caused by runoff and wind. Changing land uses have expanded those responsibilities to encompass a broad spectrum of conservation and natural resource practices. The District strives to provide an overall program of well-rounded conservation services to Anoka County residents.

Each conservation district analyzes resource needs and issues to develop an inventory for planning purposes. Erosion, pollution, soil limitations, land capabilities, water supplies, forestry, development trends, wetlands and wildlife habitats are considered in the planning process. The annual plan outlines what measures need to be implemented to improve present conditions and address future needs.

The annual plan is the written directive for achieving the goals set forth in the Comprehensive Plan. It contains plans and procedures that will be followed in the upcoming year to attain the main objectives of the ACD. The document outlines a plan of work with respect to the natural resources of Anoka County and how legislative actions, funding, staffing, public interest and growth affect them..

For the most part ACD will focus on continuing the successful programs and services developed in prior years. There are, however, some noteworthy initiatives underway. ACD is beginning a two year LCMR funded effort to engage four communities in natural resource based long term planning.

## ANOKA CONSERVATION DISTRICT MISSION

The mission of the Anoka Conservation District is to:

- ❖ inform and assist county residents and landowners in natural resource management,
- ❖ conduct research and monitoring for soil and water conservation,
- ❖ promote practices for soil and water conservation,
- ❖ and serve as a guide to local units of government in land use planning.

## DISTRICT CONCERNS

Listed in descending order of priority as identified in the ACD's Comprehensive Plan

1. Habitat/species preservation and connectivity
2. Lake water quality
3. Stream water quality
4. Groundwater quality
5. Flood prevention

## DISTRICT SUPERVISORS

<b>District</b>	<b>Name</b>	<b>Office</b>	<b>Term Expiration</b>
I	Sean Sullivan	Member	12/31/08
II	Kim Kovich	Chair	12/31/08
III	Ernest Larsen	Member	12/31/06
IV	Mary Jo Truchon	Vice Chair	12/31/06
V	Vici Nass	Treasurer	12/31/08

Regular board meetings of the ACD are generally held on the third Monday of each month. A yearly meeting schedule is posted in the office of the ACD. Regular board meetings and committee meetings are held at the District office in Ham Lake unless otherwise noted.

## ACD COMMITTEES

ACD supervisors also serve on committees to analyze detailed information on issues requiring intensive review prior to full board action. Some

committees are internal and others function on a metro or statewide level. Supervisors choose to participate in committee meetings to offer personal expertise in the area of discussion or to gain more knowledge of the subject matter. 2005 committee assignments include:

<b>Finance</b>	<b>Operations</b>	<b>Personnel</b>
Nass, Chair	Larsen, Chair	Larsen, Chair
Truchon	Truchon	Nass
Sullivan	Sullivan	Kovich
Larsen *	Kovich*	Truchon*

\*Alternate Committee Member

Metro Association	Larsen/Kovich
CCWD Citizen Advisory Committee	Kovich (Schurbon)
RCWD Citizen Advisory Committee	Truchon
Area IV Association	Nass/Truchon
Plants Material/Anoka Sand Plain	Kovich/Nass
Forestry Committee	Kovich
Springbrook	Larsen/Truchon

## DISTRICT STAFF

Current staff has 1560 workdays in administrative and technical support to contribute to District goals and objectives. Approximately 25 workdays of technical assistance and training are routinely available through the Natural Resources Conservation Service with the potential to provide additional days of assistance from part time student workers during the summer of 2005.

District objectives, as described in the following section, will require approximately 1585 workdays to complete. This is 25 days more than current and proposed staff can provide. District Supervisors contribute significantly to the areas of planning and program promotion. Volunteers from area high schools and the University of MN may provide additional assistance. Seasonal help may also be recruited based on need and within budgetary constraints.

ACD	Position
Chris Lord	District Manager (full time)
Jamie Schurbon	Water Resource Specialist (full time)
Rich Biske	Natural Resources Planner (full time)
Dennis Rodacker	Wetland Specialist (full time)
Beck Wozney	District Technician (.25 part time)
Barbara Bauman	District Technician (.25 part time)
Gregg Thompson	Landscape Restoration Specialist (.2 Anoka)
Kathy Berkness	Administrative Assistant (.8 part time)
Krista Torgerson	Assistant Landscape Technician (.2 Anoka)
Kate Frantz	Assistant District Technician (.3 temporary part time)

NRCS (office in Big Lake)	Position
Ed Musielewicz	District Conservationist
Jerry Anderson	Soil Conservation Technician

## STAFFING REQUIREMENTS

**Objective Addressed:** Water Quality (WQI) Water Quantity (WQn) Institutional (I) Habitat (H) Soils (S)

Program	Staff Days	Staff FTE	Objective Addressed <sup>1</sup>
General Admin	350	1.346	WQI, WQn, I, H, S
Greenways/Cons. Easements	200	.769	WQI, H, I
Landcover Inventory	200	.769	WQI, H, I
Wetlands (WCA)	195	.750	WQI, WQn, H
Landscape Restoration	124	.477	WQI, H, S
Web Site	50	.192	WQI, WQn, I, H, S
Education	45	.173	WQI, WQn, I, H, S
Promotion	40	.169	WQI, WQn, I, H, S
Planning <sup>2</sup>	40	.154	WQI, WQn, I, H, S
Biomonitoring of Streams	35	.135	WQI
Staff Training	35	.135	WQI, WQn, I, H, S
Lake Water Quality Monitoring	35	.135	WQI
Trees	33	.127	H, S
Cost Share/ EPA 319	30	.115	WQI, WQn, H, S
GIS Assistance	25	.096	WQI, WQn, I, H, S
Water Resource Assess & Investigation	25	.096	WQI, WQn, H
Lake Level Monitoring	17	.065	WQn
WMO Water Quality Monitoring	15	.058	WQI,
Stream Hydrology/Discharge	14	.054	WQn
Rum River WOMP	13	.050	WQI
Plat Reviews	12	.046	WQI, WQn, H, S
Development in Review Team	10	.038	WQI, S
Replacement Wetland Monitoring	10	.038	WQI, WQn, H
Reference Wetland Monitoring	10	.038	WQn
Wetland Delineation	8	.031	WQI, H
Observation Well Monitoring	8	.031	WQn
DNR/COE Permit Review	3	.012	WQI, WQn, H, S
Oak Wilt	1	.004	H
Rain Gauge Network	1	.004	WQn
RIM/PWP	1	.004	WQI, WQn, H, S
<b>Total</b>	<b>1585</b>	<b>6.111</b>	

<sup>1</sup> Water Quality (WQI) Water Quantity (WQn) Institutional (I) Habitat (H) Soils (S)

<sup>2</sup> Several ACD policies are advanced through the planning process. Establishment of greenways, cluster development, protection of natural communities, incorporation of buffer strips, and strict

## **OBJECTIVES AND STRATEGIES**

The aforementioned concerns fall within the following long-range objectives:

- ❖ Improve and Maintain Water Quality
- ❖ Improve and Maintain Water Quantity
- ❖ Protect and Enhance Habitat/Forestry
- ❖ Reduce Soil Loss
- ❖ Remedy Institutional Problems

There are several means of addressing concerns. ACD has selected the following general mechanisms:

- ❖ Educate
- ❖ Fund
- ❖ Inventory
- ❖ Monitor
- ❖ Promote
- ❖ Review
- ❖ Research
- ❖ Train

Many of the programs and activities listed are ongoing and would need only to be maintained whereas others would need to be initiated. Some programs are completed entirely such as inventories and are removed altogether. The style of bullet indicates which programs are currently underway and which would be new:

## IMPROVE AND MAINTAIN WATER QUALITY

- Fund marginal land retirement through the Reinvest In Minnesota (RIM) and Permanent Wetland Preserves (PWP) programs.
- Fund conservation practices on high priority problems by supplying landowners with cost share funds and technical assistance through the state cost share program and the EPA 319 grant awarded to the Rum River Watershed.
- Monitor storm event water quality at the outlet of the Rum River as part of the Met Council's Watershed Outlet Monitoring Program.
- Monitor water quality in several lakes in Anoka County.
- Promote water quality awareness by making sample bottles available for drinking water analysis.
- Promote water quality awareness to Lake Associations by undertaking cooperative programs to benefits lakes such as lakescaping demonstration projects and lake management workshops.
- Promote proactive resource management by LGU's by developing fee for service programs to address water quality needs.
- Review WCA related permits and delineations and promote wetland avoidance/restoration/utilization for water quality treatment and provide quality control for delineations and exemption determinations.
- Review preliminary plats and make recommendations to preserve and enhance water quality including mulching, seeding, diversions, ponds, buffer strips and silt fences.
- Review DNR and COE permits and make recommendations to preserve and enhance water quality including mulching, seeding, diversions, ponds, buffer strips and silt fences.

## IMPROVE AND MAINTAIN WATER QUANTITY

- Fund marginal land retirement through the RIM and PWP programs.
- Monitor lake levels (currently twenty lakes).
- Monitor precipitation (currently thirty-two volunteer network).
- Monitor groundwater levels (currently fourteen DNR Observation Wells).
- Monitor water elevations utilizing electronic continuous monitoring gauges (currently in thirteen rivers and streams).
- Monitor wetland water levels to aid in hydrologic analysis of partially drained wetlands (currently thirteen reference wetlands).
- Promote proactive resource management by LGU's by developing fee for service programs to address water quantity needs.

- Review WCA related permits and delineations and promote wetland avoidance/restoration/utilization for flood water attenuation and provide quality control for delineations and exemption determinations.
- Review preliminary plats and make recommendations to preserve and enhance water retention on the land including diversions, ponds, and limiting impervious surface and grading.
- Review DNR and COE permits and make recommendations to preserve and enhance water retention on the land including diversions, ponds, and limiting impervious surface and grading.

### PROTECT AND ENHANCE HABITAT/FORESTRY

- Educate landowners with heritage communities about land stewardship and the value of their resource by working with the DNR natural heritage program and contacting landowners directly.
- Fund marginal land retirement for habitat through the RIM and PWP programs.
- Promote habitat creation and reforestation through distribution of tree and shrub seedlings at an annual sale.
- Promote clustering when commenting on projects to maintain larger contiguous habitats.
- Promote utilization of upland buffers around wetlands to provide habitat as compensation for wetland fill beyond the 1:1 replacement minimum.
- Promote utilization of degraded wetlands for vegetation community restoration when commenting on projects.
- Promote restoration or wildlife habitat and protection of high quality ecosystems by providing site-specific technical assistance to landowners.
- Promote acquisition of heritage communities by the local, county and state parks by supporting such efforts to the county board of commissioners.
- Promote enrollment of heritage communities into programs such as RIM and PWP.
- Review preliminary plats and make recommendations to preserve and enhance wildlife habitat and forests including avoidance of forests and wetlands, incorporation of buffer strips, plantings and prairie restorations.
- Review WCA related permits and delineations and promote wetland avoidance/ restoration/ utilization for wildlife habitat and provide quality control for delineations and exemption determinations.

- Review DNR and COE permits and make recommendations for preserving and enhancing wildlife habitat such as avoidance of forests and wetlands, incorporation of buffer strips, plantings and prairie restorations.

### REDUCE SOIL LOSS

- Fund highly erodible land retirement through the RIM program.
- Fund conservation practices on high priority problems by supplying landowners with cost share funds and technical assistance.
- Inventory livestock operations in agriculturally dominated portions of Anoka County to more effectively allocate available technical support, cost share and loan funds.
- Promote field windbreak and shelterbelt plantings by providing tree seedlings through an annual sale.
- Promote erosion control to LGU's by participating in MPCA's E-Team program to improve compliance with National Pollutant Discharge Elimination System (NPDES) requirements and by attending council meetings to explain the rationale for recommendations supplied as part of the plat review process.
- Promote continuous CRP sign up to increase the acreage of agricultural land retired to riparian buffer strips.
- Review preliminary plats and make recommendations for erosion control such as mulching, seeding, diversions and silt fences.
- Review DNR and COE permits and make recommendations for erosion control such as mulching, seeding, diversions, storm water outlet protection and silt fences.

### REMEDY INSTITUTIONAL PROBLEMS

- Educate the public by developing and distributing materials that explain conservation issues in a manner that is clear and non-threatening.
- Promote compliance with existing statutes, rules and guidance regarding conservation issues.
- Promote stable funding for SWCD's by supporting the MASWCD in its efforts and by directly contacting legislators.

## **COST-SHARE PROGRAM REQUIREMENTS**

Cost-share programs are divided into two general categories: agricultural and urban.

### NATURE AND EXTENT OF HIGH PRIORITY AGRICULTURAL PROBLEMS

High priority erosion problems are defined as: “Erosion from wind and/or water occurring on Class I-IV soil in excess of 2T tons/acre/year of any soil within 300 feet of a stream or 1,000 feet of a water basin designated as a protected water or wetland by the DNR, eroding in excess of 2T tons/acre/year”. Those areas in Anoka County are all located in the northwest part of the county. Wind erosion is also a problem that is accounted for in this analysis. Eighteen thousand acres of sandy out-wash soils have close to 2T erosion potential.

High priority sedimentation problems are defined as: “All areas within 300 feet of a stream or 1,000 feet of a lake where the erosion rate exceeds 3T tons/acre/year and where the Conservation District can show that sedimentation delivery for a watershed out-letting to these waters exceeds 2T tons/acre/year. The lake or stream must be classified by the DNR as a protected water.”

High priority feedlots are defined as: “Those feedlots where the pollution rating (from the Agricultural Waste Model) is greater than or equal to one and is discharging pollutants to DNR designated protected waters or wetlands; to shallow soils overlying fractured bedrock; or within 150 feet of a water well.” Feedlots, when improperly located with respect to water resources, and improperly managed to prevent runoff from entering a lake or a stream, can downgrade water quality. Feedlots have not been actively tracked in Anoka County. An inventory of feedlot location, size and regulatory compliance is needed before significant effort can be put into cost share in this area.

### AGRICULTURAL CONSERVATION MEASURES NEEDED

Practices being used to control water erosion are: conservation tillage, grassed waterways, contour farming, strip-cropping, diversions, terraces, water and sediment control basins, and critical area plantings.

Practices used to control wind erosion are; conservation tillage, field wind-breaks, wind strip-cropping and permanent vegetative cover.

Practices used to control feedlot pollution are: waste management systems, waste storage ponds, waste storage structures, waste utilization plans and diversions.

### NATURE AND EXTENT OF HIGH PRIORITY URBAN PROBLEMS

With a limited agricultural constituency, ACD has noted significant erosion problems associated with urban and urbanizing land uses. Streambank erosion has been accelerated by more dramatic bounces in stream elevations that last for a longer duration. Lakeshore erosion has been accelerated due to the practice of maintaining a manicured lawn to the waters edge and wind and water erosion have become a greater concern due to mass grading on construction sites.

Ultimately, these all have the potential to degrade surface water quality. Sedimentation is the largest contributor to water quality degradation. Storm sewers are conduits for fertilizers, pesticides, chemicals, solvents, road salt and other contaminants to open water resources. Any structural, grading or vegetative practice that has the potential to improve and protect water quality is a candidate for cost share.

### URBAN CONSERVATION MEASURES NEEDED

The following conservation practices may be necessary to address high priority erosion, sedimentation, and water quality problems in Anoka County. Innovative methods are encouraged.

- Temporary construction site erosion and sediment control practices,
- Grade stabilization structures,
- Streambank and lakeshore protection (rock rip rap, bioengineering),
- Critical area/slope stabilization,
- Stormwater conveyance system management,
- Model ordinances addressing erosion control, stormwater management, wetland preservation, groundwater protection, and
- Reduction of sediment/chemical application to streets.

## BUDGET PROJECTIONS

Year	Personnel	Operating	Capital	County Allotment	BWSR Allotment
1991*	\$67,586	\$57,164	\$2,098	\$62,500	\$9,547
1992*	\$97,023	\$25,943	\$443	\$65,500	\$9,061
1993*	\$106,925	\$34,448	\$2,241	\$70,000	\$9,537
1994*	\$133,325	\$24,915	\$2111	\$72,000	\$9,398
1995*	\$118,828	\$26,656	\$7,983	\$79,000	\$9,398
1996*	\$118,272	\$34,735	\$19,423	\$83,350	\$12,094
1997*	\$123,608	\$38,751	\$15,195	\$90,137	\$13,338
1998*	\$129,630	\$38,657	\$3,862	\$94,013	\$16,500
1999*	\$153,938	\$44,374	\$22,050	\$98,150	\$19,260
2000*	\$213,469	\$50,763	\$13,429	\$114,640	\$22,752
2001*	\$248,552	\$53,769	\$11,743	\$126,000	\$24,253
2002*	\$315,787	\$51,340	\$37,406	\$137,500	\$24,469
2003*	\$327,590	\$50,590	\$13,080	\$143,233	\$25,304
2004*	\$389,124	\$52,775	\$2,801	\$125,000	\$24,039
2005	\$408,687	\$59,026	\$22,540	\$138,750	\$25,000

\* Actual

## FUNDS NEEDED FOR IMPLEMENTATION

### REVENUE SUMMARY

Charges for Services	74,455
Interest	2,000
Withdrawal from Funds	10,685
Local/Regional Grants	68,279
County Grants	190,012
State Grants	106,500
Federal Grants	32,400
<b>Total</b>	<b>\$498,180</b>

PASS THROUGH SUMMARY **\$58,389**

### EXPENDITURE SUMMARY

Personnel Services	354,769
District Operations	42,493
District Projects	82,592
Deposit to Funds	8,094
Capital Expenses	12,585
<b>Total</b>	<b>\$500,533</b>

**REVENUE DETAIL****CHARGES FOR SERVICES**

Lakes Levels	3,100
Observation Well Monitoring	1,650
Biomonitoring	3,900
Stream Water Quality	5,200
Plat Reviews	4,000
Tree Program	27,500
Lake Water Quality	7,380
WCA Administration	2,500
Wetland Delineations	4,000
Stream Hydrology	4,000
Reference Wetlands	3,000
Shoreland Inventory	2,350
Web Site Development	1,275
Lake Assessment	3,900
<u>Watershed Investigation</u>	<u>6,169</u>
<b>Total</b>	<b>\$74,455</b>

**GRANTS*****LOCAL/REGIONAL***

Landscape Restoration (SWCDs)	25,550
Met Council Landscape Technician	40,000
Met Council WOMP	2,729

***COUNTY***

Ag. Preserves	46,780
General Service	143,232

***STATE***

Water Planning	2,747
DNR Conservation Partners-Innsbruck	6,030
DNR Conservation Partners-Backyard Restoration	7,461
DNR Conservation Partners-Gorham Restoration	4,496
DNR Conservation Partners-Kern Restoration	5,288
DNR Environmental Partners-Education	9,900
DNR Environmental Partnership-Preservation	7,850
Greenways Planning Burns/Ramsey	34,500
General Service	25,304
WCA Administration	2,924

***FEDERAL***

<u>NRCS Extended Landscape Specialist</u>	<u>32,400</u>
---	---------------

**Total** **\$397,191**

EXPENSES DETAIL

PERSONNEL SERVICES

Supervisor Compensation	9,000
Supervisor Medicare	325
Supervisor PERA	475
Employee Salaries	281,839
Employee FICA	21,561
Employee PERA	15,586
Employee Benefits	24,343
Long Term Disability Insurance	1,200
Unemployment Insurance	440
<b>Total</b>	<b>\$354,769</b>

DISTRICT OPERATIONS

Vehicle (gas, insurance, maintenance)	2,400
Supervisor Mileage & Expenses	1,800
Employee Expenses & Mileage	2,000
Office Maintenance	6,000
Office Supplies	1,500
Fees and Dues	2,600
Training & Seminars	2,000
Office Rent	15,465
Garage Rent	2,028
Monthly Bills	5,500
Professional Services (audit)	900
Printing	300
<b>Total</b>	<b>\$42,493</b>

PROJECTS

District Marketing (newsletter)	3,200
Education and Promotion	1,400
Tree Sale	20,204
Wetlands Delineations	200
WMO/Local Contracts	6,144
Rum River WOMP	50
Ag. Preserves	24,230
DNR Environmental Partnership	2,500
DNR Conservation Partners	17,764
Greenways	1,000
Landscape Restoration	5,900
<b>Total</b>	<b>\$82,592</b>

CAPITAL

Computer	1,860
Kawasaki Mule	5,325
Drop Seeder, Culti-packer, Harrow	3,500
RDS Handheld & Software	300
WL-40 Monitoring Wells	1,600
<b>Total</b>	<b>\$12,585</b>

PASS THROUGH DETAIL

WCA Block Grant	2,700
Met Council Shoreland Restoration Cost Share	45,214
Met Council Rain Garden Cost Share	25,000
Shoreland County Admin	421
State Erosion Control Cost Share	7,554
<b>Total</b>	<b>\$58,389</b>