



CAC Meeting 12/01/2020

CAC Meeting Agenda



- 1. Update on WD activities** *[District Staff]*
 - a) Administrator Report Highlights
 - b) Other
- 2. 2021 CAC Meeting Schedule** *[Committee]*
- 3. Watershed Management Plan Update** *[District Staff]*
- 4. CAC Member Updates** *[Committee]*
- 5. Election of Chairperson** *[Committee]*

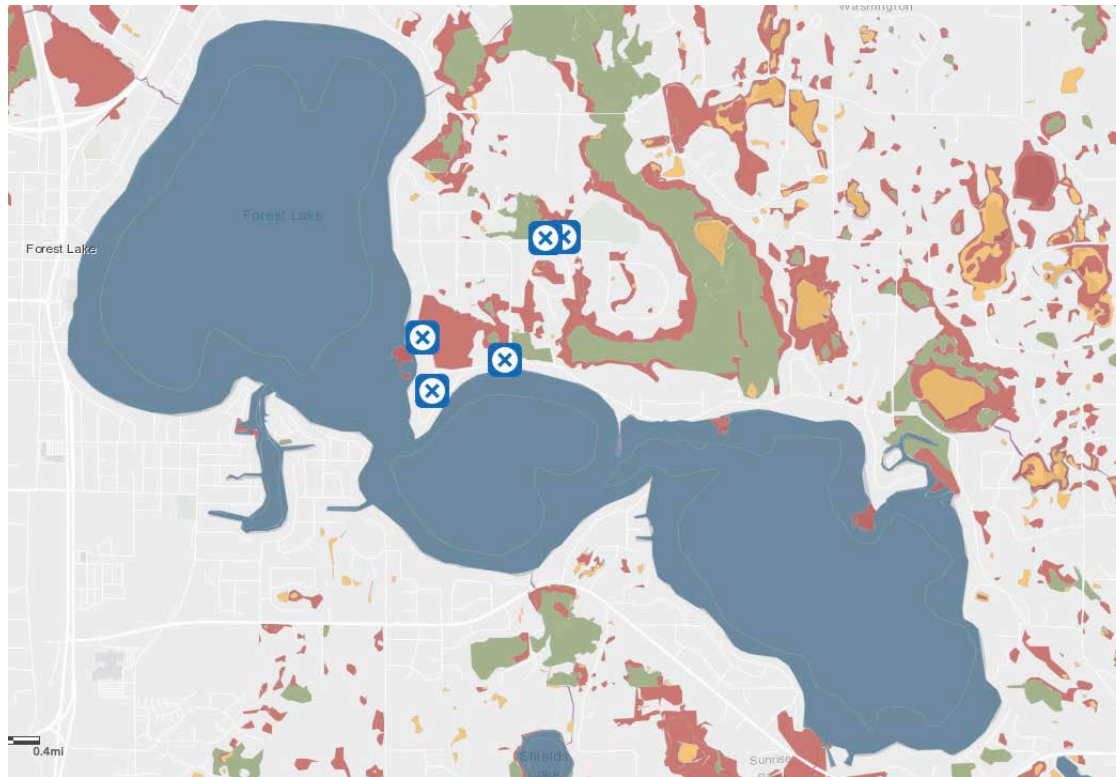
- **Admin Report Highlights**

- **Forest Lake Fish Barrier Replacement**

- Current barrier is no longer fully functional
 - There will be no alterations made to the concrete structure of the weir
 - Scheduled for mid Dec.



- **Admin Report Highlights**
 - **Forest Lake Fish Barrier Replacement**
 - **Macalester Green Team Student Project**
 - **Wetland Dumping Educational Interactive Story Map**



Administrator's Report



- **Admin Report Highlights**
 - **Forest Lake Fish Barrier Replacement**
 - **Macalester Green Team Student Project**
 - **District Office Space/Shared Educational Center**

Dates to Remember



- **Upcoming Board Meetings**

- **December 17th, 2020**

- Public Comment on 2021 Budget
 - WMP Walkthrough & Overview
 - Yearend AIS/WCI Report Presentation
 - Phase II Sediment Core Reports (Bone Lake & School Lake)

Manager Position Open



WATERSHED DISTRICTS

In 1955, the Minnesota Legislature passed the Watershed Act in order to better address water-related issues and concerns occurring within the state at the watershed level. Watershed Districts are special purpose units of government that have been created to help prevent and solve water resource problems on a watershed basis. The boundaries of a watershed generally follow the hydrologic or topographical limits of an area or region.

COMFORT LAKE-FOREST LAKE

The Comfort Lake-Forest Lake Watershed District (CLFLWD) is led by a five-member board of managers that are appointed by the Chisago and Washington County Board of Commissioners. Managers serve a 3-year term and must live within the CLFLWD. The District covers 49 square miles of land in Forest Lake, Scandia, Wyoming and surrounding townships that contain 20 named lakes, 36 miles of drainage ditches, 1000 wetlands, and the headwaters of the Sunrise River.

CLFLWD MISSION

The Mission of the Comfort Lake-Forest Lake Watershed District is to protect and improve its water resources through adaptive management approaches and education of local stakeholders.

Watershed District Manager

ROLES & RESPONSIBILITIES

POSITION PURPOSE

The Watershed District Manager's job is to preside over the business of the Watershed District. Working as part of the board, a manager helps direct the activities of the District, sets policy, guides staff, and makes key decisions on District priorities.

MANAGER RESPONSIBILITIES

Typical manager responsibilities include, but are not limited to, the following items:

- Organizational Support
 - Elect officers, delegate authority, maintenance of District bylaws, etc.
- Planning, programming, and budgeting
 - Set goals, establish priorities, approve annual plan and budget, develop policies, etc.
- Financial Management
 - Approve monthly bills, complete annual audit, promote district services, etc.
- Reporting and Evaluation
 - Annually evaluate the effectiveness and efficiency of District programs and services, etc.
- Leadership
 - Hold regularly scheduled board meetings, review and approve contracts, work as a team, etc.
- Regulation
 - Review and approve permit applications and project proposals in a fair and equitable manner, etc.

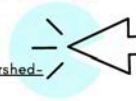
LEARN MORE

About the CLFLWD: www.clflwd.org

About Manager Roles: www.tinyurl.com/WatershedManager

APPLY ONLINE

<https://www.co.washington.mn.us/300/Watershed-Districts-and-Water-Management>



The information provided in this document has been pulled from the CLFLWD website and the Minnesota Association of Watershed Districts (MAWD) Handbook. It is intended to provide a brief summary overview of the position of a Watershed District Manager. More detailed information can be found on the MAWD website or by contacting your County Commissioners office.

Position on the CLFLWD Board Open to District residents within Washington County.

Applications accepted through the County:

<https://www.co.washington.mn.us/300/Watershed-Districts-and-Water-Management>

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5. **Election of Chairperson** *[Committee]*

Watershed Management Plan



WMP Timeline

1. December 10th – First Complete Draft Available
2. January 19th – Board discussion of draft Plan
3. February – Additional WMP board workshop(s) if needed
4. March – Official posting of Draft for 60-day review

Proposed CAC Timeline

1. Dec. 10th to Jan. 5th – Individual review of draft plan
2. January 5th (12th?) – Committee Review/Comment Submission
3. January 19th – CAC comments provided to Board for consideration during WMP discussions

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2021 CAC Meeting Schedule



Date	Time
January 5, 2020	5:00 pm
February 2, 2020	5:00 pm
March 2, 2020	5:00 pm
April 6, 2020	5:00 pm
May 4, 2020	5:00 pm
June 1, 2020	5:00 pm
July 6, 2020	5:00 pm
August 3, 2020	5:00 pm
September 7, 2020	5:00 pm
October 5, 2020	5:00 pm
November 2, 2020	5:00 pm
December 7, 2020	5:00 pm

Items to consider:

- Meetings will remain remote until the CLFLWD COVID-19 policy has changed
- Push Jan. meeting 1 week to the 12th to allow more time to review WMP?
- Do members want to continue meeting monthly? Or reduce to quarterly meetings?

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