

**MEETING NOTES OF THE  
COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT  
CITIZEN ADVISORY COMMITTEE  
Tuesday, July 9<sup>th</sup>, 2019**

Present: Jack MacKenzie, Curt Sparks, Randy Schumacher

Others: Jessica Lindemyer (CLFLWD Staff)

**1. Watershed Activities Update**

**a) Administrator's Report**

The June 20th Administrator's report was handed out to the Citizen Advisory Committee (CAC) members present. Watershed Assistant, Jessica Lindemyer, highlighted two main items from the report providing the Committee an overview of the zebra mussel discovery and subsequent treatment on Bone Lake, and a summary of the responses collected from the public during the Watershed Management Plan public kickoff meeting which was held on June 11th at Arts in the Park in Forest Lake.

**b) Other**

Committee member Curt Sparks provided the Committee with an update on the meetings that have been occurring between the District and the Jeffers foundation. Mr. Sparks and fellow Committee member Jerry Grundtner have met with Mike Miron, an educator at Forest Lake High School, to talk about a potential partnership between the three entities and what next steps might look like. Mr. Sparks expressed that he is very pleased with the progress being made and will continue to update the Committee as things move forward.

Committee member Jack MacKenzie recapped previous discussions of the Committee relating to the use of CAC funds and the potential of putting some of those funds toward encouraging local youth engagement in environmental science. These discussions included setting up a scholarship for students going into the environmental field or funding a paid internship for a high school student to work for the District over the summer. He informed the group that he has been in contact with Forest Lake Rotary, who redirected him to the Lake Center for Youth and Families, about what would be needed to set up a scholarship or paid internship for local youth. There was discussion about how much funding is available to the CAC and what sort of return on investment would come from a scholarship versus an internship. Committee member Randy Schumacher suggested that it would be important to get feedback from District staff on whether an intern would be helpful and what sort of duties would be available. Ms. Lindemyer noted that she would bring the topic up with Administrator Kinney and bring information back to the August CAC meeting. Mr. MacKenzie noted that he would continue to collect information from the Lake Center for Youth and Families and bring back additional information to a future CAC meeting.

Ms. Lindemyer informed the Committee that she has been contacted by Girl Scouts River Valley (GSRV) about being a part of their Wonders of Water Journey event in January 2020. She noted that she will be meeting with the GSRV Program Coordinator and Angie Hong of East Metro Water Resource Education Program (EMWREP) later in the week and will update the CAC at the next meeting in regards to what opportunities may be available for the CAC to get involved in the event.

## **2. CAC Roles and Responsibilities**

Ms. Lindemyer stated that the main purpose of the meeting is to make edits and finalize the initial draft of the CAC Roles and Responsibilities document so that it can be presented to the Board for review and approval at the July 25<sup>th</sup> regular board meeting. She then brought the Committee's attention to the suggested edits sent over by Mr. Grundtner who could not make the meeting. She noted that no comments were submitted by the other absent Committee members. There was discussion about Mr. Grundtner's edits which consisted of a couple minor wording edits and concerns about obtaining the Board's concurrence as it relates to providing input on project prioritization and review of technical reports. It was noted that the review of reports is specifically listed under statute 103D.331 pertaining to the duties of Advisory Committees "(5) *review and comment on reports, minutes, activities, and proposed projects of the managers*". There was further discussion on the matter with the Committee coming to the consensus that the items should be left as-is for the Board to comment on as they see fit.

Mr. Sparks suggested "liaison" be added to the individual roles category. Ms. Lindemyer brought the Committee's attention to line 26 of the document, under primary responsibilities, which states "*Act as liaisons for communication between community groups, organizations and citizens with the Watershed District*". She asked if this language covers the intent behind Mr. Sparks request. He confirmed that it does.

There was discussion about how best to showcase all of the different activities available for CAC members to get involved in such as adult education, water monitoring via the Citizen Assisted Monitoring Program, youth education, etc. Initial suggestions to incorporate this included adding more specific Individual Roles to the document however, for the sake of keeping the document concise, the committee was in agreement that showcasing the different possibilities could be accomplished through marketing of the CAC in flyers, newsletters, and postcards.

## **3. Election of Chairperson**

There was consensus among the present Committee members that any election of a new Chairperson should occur once the new framework is in place so that the individual has a clear understanding of the associated responsibilities of the position.