

# Summary of Board Direction

## Comfort Lake-Forest Lake Watershed District

2019						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
66	10/24/2019	**	Obtain information about life insurance benefits and return to the Board	Working with agent. Quote recently received.	CLFLWD Staff	In Progress
2020						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
7	2/13/2020	**	Share Highway 8 construction project details with Board of Managers and Comfort Lakes Association	Abigail, Trey, and Greg Graske (EOR) attended a virtual meeting on 3/17 to discuss the project. They are in the very early stages of planning, construction will not start for 2-3 years. They will share more information with us when available.	CLFLWD Staff	On Hold
15	3/26/2020	**	Look into research on the relationship between zebra mussel population density and water quality improvements in lakes, specifically as it relates to extrapolating population estimates from zebra mussel sampler plates.	Steve McComas indicated he has created an unpublished method for estimating the water clarity impacts of a lake's zebra mussel population. Once the 2021 zebra mussels plates have been cleaned and counted staff will see if there is enough data to perform this calculation.	CLFLWD Staff	In Progress
58	9/10/2020	**	Staff to examine the political and hydrologic boundary questions pertaining to the area around Ashton Lake.	EOR and staff will present information regarding this boundary area, as well as the larger topic of a District-wide boundary review at a future board meeting.	CLFLWD Staff	In Progress
75	10/22/2020	**	Work with District engineer and legal counsel to put together guidance for residents in the District regarding removing debris from lakes	EOR staff has reviewed a draft and will provide the District with redlines and comments shortly.	CLFLWD Staff	In Progress
76	10/22/2020	**	Provide to MAWD Director a comparison of subwatershed analysis vs diagnostic study process for identifying water quality improvement projects	In progress.	CLFLWD Staff, EOR	In Progress
77	11/19/2020	**	Set a January workshop agenda to discuss office space needs and direction forward as a consequence of the Houston work.	To be set as directed by the Board upon reviewing consultant materials.	CLFLWD staff	TBD

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2021						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
2	1/14/2021	**	Develop a recommendation on office space selections after consulting with land management / architecture specialists to fine-tune the District vision	Material being sent by consulting firm ISG for Board to review as potential firm to assist with this effort.	CLFLWD Administrator	In Progress
6	1/28/2021	**	Continue trying to find a consultant to assist with land acquisition matters.	District has been able to utilize real estate agents to assist with land acquisitions.	CLFLWD Administrator	In Progress
13	2/25/2021	**	Clarify percentage cost basis for contract with ISG		CLFLWD Staff	In Progress
14	2/25/2021	**	Post RFP for building services and start identifying parcels by late March/early April. Manager Anderson will send realtor info to Mike Kinney	In progress.	CLFLWD Staff/EOR/Manager Anderson	In Progress
19	2/25/2021	**	Look into prioritization program discussed in the Midwest Glacial Lakes Partnership Lake Conservation Webinar	Presentation to be reviewed by Administrator Kinney at a future date.	CLFLWD Staff	In Progress
25	3/25/2021	**	Staff will investigate electro-fishing and a potential fishing contest on Shields Lake	Staff has reached out to WSB and other professionals to discuss potential options for another carp removal attempt.	CLFLWD Staff	In Progress
36	5/13/2021	**	Manager Anderson will draft a grant application and outline of the review process to share with staff.		Manager Anderson	In Progress
44	7/22/2021	**	Staff will develop a strategic plan for land acquisition.	Initial draft provided to Board at 11.18.21 regular meeting	CLFLWD Staff	Completed
53	8/12/2021	**	Administrator and Mgr. Anderson will draft updates to the community grant program.		CLFLWD Staff	In Progress
61	9/9/2021	**	Staff will provide a presentation of past projects in a workshop format.	This will begin after all new managers are on boarded	EOR	In Progress
63	9/23/2021	**	Staff along with legal counsel will review the land acquisition criteria in the 10-year management plan.	Initial review has begun, staff and counsel to arrange meeting to review jointly	CLFLWD Staff	In Progress
68	10/14/2021	**	Staff will confirm that as a part of the due diligence process, they will provide a comparison showing price to build on property vs. buying a parcel with a building already built (e.g., Willow Point with a building vs. parcel near the middle school + \$ to build a comparable building to what is on Willow Point)	Will be provided as part of SOW in ISG's report to the Board-comparison will include both Wyard property, but also empty lot adjacent to existing District office space.	CLFLWD Staff	Completed
69	10/28/2021	**	Staff will advertise the Citizen Advisory Committee in partnership with Manager Loth and the Forest Lake Lake Association.		CLFLWD Staff	Completed
70	11/18/2021	**	Staff will send managers all logos submitted via the DesignCrowd process.	Sent to managers via email on 12/2/21	CLFLWD Staff	Completed
71	11/18/2021	**	Staff will reach out to the City of Forest Lake to discuss zoning matters and relevant topics related to Willow Point property.	Staff contacted city staff to obtain the current zoning information about the site.	CLFLWD Staff	Completed
75	11/18/2021	10/16/2021	Staff will include a land acquisition discussion and or update on the December 16th regular board meeting agenda.		CLFLWD Staff	In Progress

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76	11/18/2021	**	Staff will provide a report on the effectiveness of shifting monitoring in-house in terms of speed of getting the data and other considerations.		CLFLWD Staff	in progress
77	11/18/2021	**	Staff will work towards the Minnesota Pollution Control Agency's (MPCA's) climate change resiliency grant opportunity alone and look for collaboration in the future.	Staff will complete and submit the application for CLFLWD by the December 21st deadline.	CLFLWD Staff	In Progress
78	11/30/2021	**	Staff will schedule a Greenway Corridor focused workshop for January of 2022.		CLFLWD Staff	TBD
79	11/30/2021	**	Staff will compile a list of grant opportunities, including federal grant opportunities, for the Greenway Corridor effort to be brought to the Board in February.		CLFLWD Staff	In Progress

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