

Summary of Board Direction

Comfort Lake-Forest Lake Watershed District

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	Staff attended a virtual meeting on 3/17/20 to discuss the project. The Co. is in the very early stages of planning, construction will not start for 2-3 years. They will share more information with us when available. Staff touched base with Joe Triplett on 2/13/22. They are finalizing the preliminary layout with MNDOT and hope to begin construction in 2024. Staff has scheduled an Oct 2022 meeting with the County to get an update.	CLFLWD Staff	On Hold
2021						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
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
36	5/13/2021	**	Community Grant Program: Manager Anderson will draft a grant application and outline of the review process to share with staff.	See 2022 directive item #50 below.	Manager Anderson	In Progress
53	8/12/2021	**	Administrator and Mgr. Anderson will draft updates to the community grant program.	See 2022 directive item #50 below.	CLFLWD Staff	In Progress

*Completed items are shown in one iteration of this document and subsequently hidden from view. Reference numbers for past items will remain the same moving forward, even as items are addressed and subsequently hidden from view.

**No due date set

Summary of Board Direction Comfort Lake-Forest Lake Watershed District

2022						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
8	1/27/2022	**	Staff will take photos of the innovative management practices, including the grading of soils for vegetative uptake of water, occurring through the District permit 21-033.	Permitting staff will coordinate this effort with permit site inspector/EOR. Will occur once snow is melted.	CLFLWD Staff	In Progress
9	1/27/2022	**	Staff will follow up with City of FL public works to discuss the effectiveness of the no dumping campaign in the FL Area.	Currently in communications with City of FL on this topic, specifically regarding removal of materials along Hayward Avenue. Will be easier to assess after snow melt.	CLFLWD Staff	In Progress
16	2/10/2022	**	Staff will coordinate with local lake association presidents to seek out and gain volunteers for the citizens assisted tributary monitoring program.	Staff to prepare materials to be shared with lake association members. Posting was included in annual newsletter and email listserv.	CLFLWD Staff	In Progress
39	5/26/2022	**	Staff will work with ISG to provide managers with pictures and or video of other similar local entities office spaces for review.	Staff will provide an overview of other local entities office space and facilities.	CLFLWD Staff	In Progress
45	6/9/2022	**	Staff will expand the monthly program/project update at the 1st meeting of each month to include the programs overview portion.	Program updates are being brought to board meetings in a rotation.	CLFLWD Staff	In Progress
50	6/23/2022	**	Staff will include the Lake Association grant program on the next regular board meeting and or schedule a special meeting for this topic.	Manager Anderson Provided the redlined document on December 15th 2022. Staff are working to finalize the documents and will present the program once finalized.	CLFLWD Staff	In Progress
66	9/8/2022	**	Staff will return to the Board with an update on the greenway corridor visioning initiative.	Staff will work with the District Engineer to complete the ongoing Natural Resources Inventory data collection effort, then return to greenway visioning.	CLFLWD Staff, Engineer	In Progress
71	10/13/2022	**	Staff will investigate other options for board meeting spaces and discuss how the city of Hugo completed hybrid meetings.	Staff are investigating additional options.	CLFLWD Staff	In Progress
72	10/13/2022	**	Administrator Kinney will solicit absent managers' viewpoints on the board meeting location status and location.	Working on questions to assist guiding input from managers.	CLFLWD Staff	In Progress
73	10/13/2022	**	Administrator Kinney will obtain additional information on Minnesota Association of Watershed Districts' (MAWD's) current interest in open meeting law matters.	Scheduling a meeting with MAWD board member and CLFLWD Manager Anderson to discuss.	CLFLWD Staff	In Progress
74	10/27/2022	**	Staff will contact Manager Toavs regarding the shoreline assessment process.	Staff is coordinating with Manager Toavs	CLFLWD Staff	Completed
77	10/27/2022	**	Staff will discuss the implementation of the District's wetland dumping program education efforts in Scandia and Wyoming.		CLFLWD Staff	Planning stage
78	11/18/2022	**	Staff will investigate and discuss the use of liquid brine opposed to typical road salt with the Citizen Advisory Committee.		CLFLWD Staff	In Progress

*Completed items are shown in one iteration of this document and subsequently hidden from view. Reference numbers for past items will remain the same moving forward, even as items are addressed and subsequently hidden from view.

**No due date set

Summary of Board Direction Comfort Lake-Forest Lake Watershed District

80	11/18/2022	12/15/2022	President Schmaltz will compile the HR information regarding Administrator Kinney's review process. Staff will ensure this review process is included in the staff work plan.		CLFLWD Staff & Manager Schmaltz	In Progress
82	11/18/2022	**	Manager Anderson will meet with EOR staff Jason Naber To review the criteria, use to identify priority wetland areas for the natural resource inventory project.		EOR & Manger Anderson	In Progress
83	11/18/2022	12/30/2022	Staff will prepare amendments for Minnesota Association of Watershed Districts (MAWDs) resolution 2022-05 to include a requirement regarding a soil loss equation, eliminating the wording regarding clean water funds and outdoor heritage funds. A handout regarding the soil loss equation will also be created and prepared for MAWD delegates to utilize during voting at the business meeting and resolution hearing on December 2nd, 2022.	MAWD resolution process was different this year than past years such that amendments were not allowed. As such, the CLFLWD may consider drafting resolutions for next year as well as considering changes to the process for next year.	CLFLWD Staff	Completed
85	12/5/2022	12/15/2022	Manager Bakke suggested adding the MS4 topic to the next board meeting agenda to continue the conversation had at the special board meeting.	Agenda item added as well as a memo.	CLFLWD Staff	In Progress
86	12/5/2022	**	Staff will look into whether the District has prepared a prioritized list of city stormwater ponds for cleanout.	City of FL used the ciBioBase technology to inventory a majority of their stormwater ponds. From this, the City of FL create a priority list for stormwater ponds per MS4, completing about 1 per year.	CLFLWD Staff	Completed
87	12/5/2022	**	The Board may consider budgeting for city culvert elevation mapping to ensure this effort is completed.	City of FL has completed most of the needed survey work and the CLFLWD completed the remaining sites as needed for the H&H modeling work. This will be presented at the January board meeting.	CLFLWD Board	Completed
89	12/15/2022	12/31/2022	Staff will schedule a meeting, in January of 2023, with Gallagher, to discuss the administrator's review process.	A special meeting has been scheduled for January 30th 2023.	CLFLWD Staff	Complete
90	12/15/2022	**	Manager Anderson will work with staff to get the pilot lake association grant program finalized.	Staff are finalizing the program documents.	CLFLWD Staff	In Progress
91	12/15/2022	**	Staff will provide an opportunity for further discussion on the District's scope of AIS funding.		CLFLWD Staff	TBD
92	12/15/2022	**	Staff will consider where and how the administrator goals are displayed.	A special meeting has been scheduled for January 30th 2023 to discuss the administrators goals and review process.	CLFLWD Staff	In Progress
93	12/15/2022	12/31/2022	Staff in coordination with Manager Schmaltz will ensure time is available at a board meeting in January of 2023 to allow for a presentation regarding the City of Forest Lake downtown redevelopment agreement.	An update on the City of Forest Lake downtown redevelopment agreement will be given by EOR staff at the January 23rd regular board meeting.	CLFLWD Staff	In Progress

*Completed items are shown in one iteration of this document and subsequently hidden from view. Reference numbers for past items will remain the same moving forward, even as items are addressed and subsequently hidden from view.

**No due date set