

# Summary of Board Direction

## Comfort Lake-Forest Lake Watershed District

2023						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
11	2/9/2023	2/13/2023	Manager Anderson suggested the District apply for the Environmental Initiative project award program for the District's climate adaptation work, and also requested staff share the MCAP climate adaptation award nomination with the rest of the board.	Staff shared the MCAP award nomination with the full board via email on 2/10/23 and submitted a nomination to the Environmental Initiative on 2/13/23. Staff had also already submitted another project nomination to the Environmental Initiative awards program for the Forest Lake Enhanced Street Sweeping Program.	CLFLWD Staff	Complete
10	2/9/2023	**	Manager Loth requested that staff compile information regarding the history of Eurasian watermilfoil treatments previously conducted by District lake associations and how much responsibility the District would hold with the new management strategy.	Staff is working to compile the information.		In Progress
9	1/27/2023	**	Manager Anderson requested a meeting be scheduled with the President of the First Resource Bank to include herself as the Treasurer and the District Administrator.	The meeting was scheduled and occurred.		Complete
8	1/27/2023	**	Manager Anderson requested that the Office Manager be given secure online access to review District bank account statements.			
7	1/27/2023	3/31/2023	Manager Anderson requested that staff review the recommended credit card policy amendments and financial governance policies. She requested these be presented to the entire Board for approval in the first quarter of 2023.	Staff have presented recommended policy changes to the credit card policy to the Administrator.		In Progress
6	1/27/2023	**	Manager Anderson requested the following information be summarized in a table and sent to her: all District owned properties and properties with easements summarized with the following info: property name, P.I.D. #, lake management district, amount of taxes being paid for owned property, amount being spent on easements	Information emailed to Board on Wednesday 2/16	CLFLWD Staff	Complete
5	1/26/2023	**	All board members will send Mr. Kinney their comments on the five Eurasian watermilfoil management scenarios that were presented by staff at the January 26th meeting.	The Board discussed and acted on this item at the February 9th board meeting.	CLFLWD Staff	Complete
4	1/26/2023	**	With respect to the Eurasian watermilfoil management, Mr. McComas will create a table outlining with standards for treatment ecological and recreational purposes. Staff will also incorporate financial and budget information to this table.	McComas's table was received by staff and included in the February 9th board packet. Information regarding EWM's impact on the AIS Budget will be included in the materials prepared for the EWM management history board directive.	CLFLWD Staff	Complete
3	1/26/2023	**	Staff will send out the sign-up request information for board managers to sign up to attend Citizen Advisory Committee (CAC) meetings in 2023. Staff will assign Manager Anderson the same meeting months she attended in 2022. Staff will also include information on what manager is scheduled to attend the coming CAC meetings via email prior to each meeting.		CLFLWD Staff	Complete

\*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

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Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
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 a meeting in 2023. District staff and legal counsel are actively in communication with the City on this topic in order to reach a consensus on agreement language.	CLFLWD Staff	In Progress
82	11/18/2022	**	Manager Anderson will meet with EOR staff Jason Naber to review the criteria used to identify priority wetland areas for the natural resource inventory project.	EOR and staff are working through edits to the NRI deliverables in response to the discussion at the November 18th board meeting. This directive will be addressed in the final NRI technical memorandum.	EOR & Manager Anderson	In Progress
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.	A special meeting will be held on January 30th to discuss the review process. The process has been included in the 2023 staff work plan.	CLFLWD Staff & Manager Schmaltz	In Progress
77	10/27/2022	**	Staff will discuss the implementation of the District's wetland dumping program education efforts in Scandia and Wyoming.	In progress.	CLFLWD Staff	Planning stage
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
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
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. Work with ISG has been ongoing in 2022 and 2023.	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
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
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
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	Ongoing

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