

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.		Manager Anderson	Complete	
53	8/12/2021	**	Administrator and Mgr. Anderson will draft updates to the community grant program.		CLFLWD Staff	Complete	
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	Ongoing	
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. Informaiton regarding volunteer opportunities was included in annual newsletter and sent to the District email listserv.	CLFLWD Staff	Complete	

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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.	The grant program in question was discussed at several board meetings, including the regular Board meetings on December 15th 2022 and on January 12th 2023.	CLFLWD Staff	Complete
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. Work with ISG has been ongoing in 2022 and 2023.	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
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
78	11/18/2022	**	Staff will investigate and discuss the use of liquid brine opposed to typical road salt with the Citizen Advisory Committee.	Item was discussed, and staff are making an instructional video for residential applications of liquid brine.	CLFLWD Staff	Completed
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
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
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.	An MS4 resenatation was given at a special meeting on December 5th. https://www.clflwd.org/documents/Agendaitem1-Noticeforspecialboardmeetingandagenda_5Dec2022_000.pdf	CLFLWD Staff	Completed
90	12/15/2022	**	Manager Anderson will work with staff to get the pilot lake association grant program finalized.	Staff accepted redlines and emailed clean copies of the grant program materials to the managers on January 13th.	CLFLWD Staff	Completed
91	12/15/2022	**	Staff will provide an opportunity for further discussion on the District's scope of AIS funding.	AIS to be discussed at Jan 26 board meeting	CLFLWD Staff	Completed
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	Completed

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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 February 9th regular board meeting.	CLFLWD Staff	In Progress
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2023

Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
1	1/12/2023	**	With respect to the pilot lake association grant program, Mr. Kinney will send out the revised program documents along with a summary of the factors triggering a need for a Watershed Management Plan amendment according to BWSR. President Schmaltz suggested staff investigate and advise how the grant program would be refined to be able to proceed in a way that does not require a major plan amendment (6-months).	The following items were distributed to the Board on Friday, January 13th: - Memo summarizing WMP amendment factors - Clean version of Lake Association Grant Program documents	CLFLWD Staff	Completed
2	1/12/2023	**	With respect to Eurasian watermilfoil management, staff will provide the managers several different options including pros and cons of the options. The level of Watershed Management Plan amendments needed to implement the given options should also be included.	This information has been included in the January 26th board packet as an agenda item.	CLFLWD Staff	Completed
3	1/26/2023	**	Staff will send out the sign-up request information for board managers to sign up to attend Citizens 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	
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.	Staff has reached out to Mr. McComas to offer assistance with creating such a table. Once completed, staff will incorporate financial and budget information.	CLFLWD Staff	In Progress
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.		CLFLWD Staff	

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