

Summary of Board Direction

Comfort Lake-Forest Lake Watershed District

2023						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
49	8/10/2023	**	Staff will bring forward order forms and information for a broader range of apparel as they become available.		CLFLWD Staff	In Progress
45	7/27/2023	**	Staff and counsel will assist President Schmaltz and Manager Bakke to draft resolution materials for the Minnesota Watersheds group.	Materials have been prepared for the entire board to review at the September 14th regular meeting.	CLFLWD Staff	Complete
44	7/27/2023	**	Staff will bring forward office space materials that have been prepared for managers at the August 10th regular board meeting. Staff will also include a status update on the work completed with ISG to date regarding the office visioning process and their timeline.	Staff have added this as an agenda item for the September 14th board meeting. Staff will be took the board on a tour of two local watershed district offices on the 8th of August.	CLFLWD Staff	In Progress
42	7/27/2023	**	Staff will ensure lake levels are accessible online on the District website. An automated system to upload or collect this information should be researched.	Staff will investigate the feasibility of completing this directive - from a website management perspective. Automated systems have been used in the past and have proven problematic and expensive to operate and maintain.	CLFLWD Staff	In Progress
40	6/22/2023	**	Staff to keep an eye out for the Highway 8 roadway project environmental assessment worksheet (EAW).	EOR and staff are reaching out to inquire about the status of the EAW.	CLFLWD Staff	In Progress
37	6/22/2023	**	Staff to keep Manager Bakke updated with the results of the Bone Lake point-intercept survey.	This will be done once the survey is complete, and results are received from Blue Water Science.	CLFLWD Staff	In Progress
22	4/27/2023	**	There was general board consensus that staff will look into signage on major roadways entering the District.	Staff last reached out to the county highway department in 2016, at the time they were not supportive of a signage effort. Staff will initiate new conversations with the road authorities. This iniative is integrated into the 2023 Education & Outreach Implementation Plan that was approved by Board on June 8th.	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

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2022						
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. A meeting was held on April 5th with all staff. A consensus on agreement language has been reached and staff plan to include the information in the April 27th board packet.	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.	An overview of other local entities office space and facilities has been compiled. Staff have sent out a survey to all managers regarding an in person tour of other local WD office spaces. A tour of the Ramsey Washington Metro Watershed District and Nine Mile Creek Watershed District took place on August 8th at 9 am.	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 Forest Lake on this topic, specifically regarding removal of materials along Hayward Avenue. Will be easier to assess after snow melt.	CLFLWD Staff	In Progress

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**No due date set