

1                                   **MINUTES OF THE REGULAR MEETING OF THE**  
2                                   **COMFORT LAKE–FOREST LAKE WATERSHED DISTRICT**  
3                                   **Thursday, December 18, 2025**

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5   **1. Call to Order**

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7       President Anderson called the December 18, 2025, regular board meeting to order at 6:30  
8       p.m. at the CLFLWD office, 44 Lake Street South, and via online video conference.

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10      **Managers Present:**

11      Jackie Anderson, President  
12      Dave Bakke, Secretary (virtual attendance)  
13      Steve Schmaltz, Treasurer (virtual attendance)  
14      Jim Schottmuller, Manager (virtual attendance)  
15      Douglas Toavs, Assistant Treasurer (virtual attendance)

16  
17      **Staff Present:**

18      Mike Kinney, District Administrator  
19      Brad Jernberg, Business & Operations Manager  
20      Tori Philippi, Office Manager  
21      Emily Heinz, Planning Coordinator  
22      Mike Sandager, Program Coordinator  
23      Aidan Read, Land Management Specialist  
24      Adam Hjelm, Education & Outreach Coordinator  
25      Matthew Hendrickson, Technician

26  
27      **Others Present:**

28      Anne Wilkinson, Emmons & Olivier Resources  
29      Chuck Holtman, Smith Partners  
30      Randy Schumacher, Community Advisory Committee

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32   **2. Setting of Meeting Agenda**

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34      Manager Bakke moved to approve the agenda as presented. Seconded by Manager  
35      Schmaltz. Upon a roll call vote, the motion carried 5-0.

36

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			

Jackie Anderson	X			
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**3. Consent Agenda**

- a) Special Board Meeting Minutes – November 6, 2025
- b) Regular Board Meeting Minutes – November 20, 2025

Manager Schmaltz moved to approve the consent agenda as presented. Seconded by Manager Schottmuller. Upon a roll call vote, the motion carried 5-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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**4. Public Comment Opportunity on 2026 Budget & Levy**

Manager Schmaltz shared comments he had received from Community Advisory Committee member Randy Schumacher. Mr. Schumacher is concerned that the board did not vote to lower the proposed levy increase from 23.7 percent.

Legal Counsel Chuck Holtman requested that Mr. Schumacher’s comments be included in the official meeting record. Manager Schmaltz suggested any board responses to these comments be given during the Item 8b budget discussion.

**5. Public Open Forum**

No comments were given.

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**6. Advisory Committee Updates**

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Land Management Specialist Aidan Read reported the Community Advisory Committee (CAC) discussed the annual budget, upcoming calendar of events, and the aquatic invasive species (AIS) end-of-year report at its last meeting. Randy Schumacher was elected chair for the January 2026 CAC meeting. Mr. Read invited board members to attend the next meeting if available.

**7. New Business**

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- a) 2025 Blue Water Science Yearend Reports**

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Blue Water Science was contracted to complete surveys on several District lakes in 2025. These included Moody Lake pre- and post-curly-leaf pondweed (CLP) treatment point-intercept macrophyte surveys; Bone Lake CLP and Eurasian watermilfoil (EWM) delineation and assessment surveys; a Shields Lake CLP delineation and assessment survey; Forest Lake flowering rush, EWM, and CLP delineations and assessment surveys; Comfort Lake CLP and EWM delineations and assessment surveys; and a Lake Keewahtin point-intercept macrophyte survey.

Permitting and AIS Coordinator Mike Sandager added that AIS treatments were performed on Forest Lake and Bone Lake in 2025. He said additional treatments may be necessary on Comfort, Moody, Shields, and Forest Lakes in the future. Full yearend reports will be available at the January 8<sup>th</sup> board meeting, and a representative from Blue Water Science will attend to answer questions. Final reports for the AIS and watercraft inspector programs were made available for the board and members of the public to watch on YouTube.

Manager Bakke commented that the Blue Water Science report is very complete with detailed information to show the impact of the AIS treatments and identify potential actions that may be needed in the future.

Mr. Sandager noted that comments given by members of the Community Advisory Committee would be included with the final report in January. The committee requested visual graphics showing all areas of invasive species as well as treatment areas on District lakes to demonstrate post-treatment effects.

**b) Aquatic Invasive Species Yearend Report**

Permitting and AIS Coordinator Mike Sandager and Technician Matthew Hendrickson presented a draft yearend report summarizing the 2025 activity of the aquatic invasive species (AIS) program. The board will consider approving the report at the January 22<sup>nd</sup> meeting.

Manager Bakke asked if the Bone Lake funding graph shows a combined total of AIS treatment and watercraft inspection (WCI) costs. Mr. Sandager responded that the WCI hours are included in the Bone Lake funding total, and that those costs could be displayed separately from the other AIS expenses. Manager Bakke prefers that the two categories be displayed separately for clarity.

Administrator Kinney noted that the WCI program falls within the larger AIS program, and that the graph is already broken out by category. Manager Bakke insisted that the labeling be clarified further. He pointed out that the Bone Lake Association

115 contributes to the WCI program, but not directly toward AIS treatment, so it is  
116 important to make this distinction clear.

117  
118 President Anderson agreed that further detail could be helpful, adding that it is  
119 important for people to understand that a good AIS program requires both treatment  
120 and the education and monitoring provided by the WCI program.

121  
122 **c) 2025 Watercraft Inspection Program Year-end Report**

123  
124 Mr. Sandager, Mr. Hendrickson, and Office Manager Tori Philippi presented a draft  
125 report detailing the 2025 watercraft inspection program.

126  
127 In 2025, CLFLWD, Chisago County, and Minnesota DNR inspectors conducted 6,053  
128 inspections and spent a total of 3,562.75 hours inspecting watercraft and educating  
129 boaters at the 5 public launches within the District. The average inspection rate was  
130 1.70 inspections per hour.

131  
132 **d) 2025 Year-end Accounting & Reimbursement Requests**

133  
134 Planning Coordinator Emily Heinz explained that this item is a reminder for managers  
135 to submit reimbursement requests before the end of the fiscal year, and as an  
136 opportunity to look at year-end expenditures more closely and identify line items  
137 that could be amended to balance the budget.

138  
139 The Total Staff Wages and Benefits item is projected to come in under budget, which  
140 gives the board the option to direct the surplus into the over budget line items  
141 recommended by staff. President Anderson stated she is hopeful that having  
142 Business and Operations Manager Brad Jernberg on staff will allow the District to do  
143 this type of budget balancing with more frequency.

144  
145 Manager Schmaltz suggested the District not amend the budget too frequently and  
146 take the time to understand why items are over budget and what might need to  
147 change. He also expressed concern that this might contribute to an excessive  
148 amount of time spent on accounting, and that the uneven nature of expenses from  
149 month to month might even out in ways that can't be anticipated within a smaller  
150 timescale.

151  
152 President Anderson suggested that the board try monthly or quarterly budget  
153 adjustments, with the option to change its decision later.

154  
155 President Anderson moved to amend the 2025 budget for Total Staff Wages and  
156 Benefits to \$1,036,000 and to transfer the following amounts from Total Staff Wages  
157 and Benefits to the following accounts:

- 158 • \$30,000 to 1-001-4000 Managers Per Diem & Payroll Tax
  - 159 • \$2,100 to 1-002-4203 Computer Supplies/Software/IT
  - 160 • \$13,000 to 1-004-4330 CPA/Bookkeeping
  - 161 • \$15,000 to 1-004-4337 Consultant/Professional Services
  - 162 • \$8,000 to 1-004-4500 Consulting Engineer (Admin)
  - 163 • \$55,000 to 5-000-A General Project Development/Pre-Project Investigation
- 164 Seconded by Manager Toavs. Upon a roll call vote, the motion carried 5-0.

165

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

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## 8. Old Business

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### a) Revision to Rule 9.0

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Mr. Sandager explained that the permitting program currently operates under a fee and deposit system with a reimbursable sum contributed by the permit applicant. This rule revision would change the system to a flat rate, nonrefundable payment. During the public comment period, the District received comments from the City of Forest Lake and Washington County. The City requested a clarification that has been incorporated into the rule revision. The Metropolitan Council and the Minnesota Department of Health each responded to state that its organization had no comments.

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President Anderson asked why there is such a high threshold to secure a supplemental fee for overage. Under this rule change, any permit that exceeds engineering and legal review costs by \$4,500 or more would have the amount incurred above \$4,500 added to the permit fee.

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Mr. Sandager explained that is the “break even” amount meant to handle extreme outliers. Dr. Wilkinson added that the District’s permit history was analyzed to inform this change, and that it is very similar to the rule used by Rice Creek Watershed District. This measure will protect the District from undue engineering and legal fees incurred that should be covered by the permittee. She also recommended that adaptive management will be the best approach going forward, with possible adjustments over time.

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193 President Anderson said she feels more comfortable with the change with the  
194 understanding that the District will monitor how the specified threshold operates in  
195 practice.

196  
197 President Anderson moved to adopt the attached proposed revised rule. Seconded  
198 by Manager Schmaltz. Upon a roll call vote, the motion carried 5-0.  
199

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

200  
201 Manager Schmaltz moved to adopt the proposed fee schedule, titled "Schedule A –  
202 Permit Fee Schedule," replacing existing Schedules A and B. Seconded by Manager  
203 Toavs. Upon a roll call vote, the motion carried 5-0.  
204

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

205  
206 **b) 2026 Budget & Levy**

207  
208 Ms. Heinz explained that the twofold purpose of this item is to give the board an  
209 opportunity to discuss comments that the District has received regarding the 2026  
210 budget and levy comment opportunity, and to present two recommended motions  
211 to adjust the expense budget.

212  
213 Ms. Heinz noted that if the board does not wish to change the previously adopted  
214 levy, no action is needed. However, a few expense line items have changed since the  
215 board's adoption of the budget in September, and these two recommended action  
216 items would adjust for those changes.

217  
218 The first proposed budget adjustment regards office space rent, which would  
219 increase to account for property taxes. The second is the loan repayment schedule  
220 that has been adjusted by the Minnesota Pollution Control Agency at the District's  
221 request. This has resulted in cost savings for the District over the next few years.

222

223 President Anderson moved to amend the 2026 budget for account 1-002-4210 Office  
 224 Space (Rent) to \$59,915 and to transfer \$13,368 from account 000-2900 Fund Balance  
 225 to account 1-002-4210. Seconded by Manager Schmaltz. Upon a roll call vote, the  
 226 motion carried 5-0.  
 227

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

228  
 229 Manager Schmaltz moved to amend the 2026 budget for account 2-000 Debt  
 230 Services to \$449,760 and to transfer \$82,331 from account 2-000 to 000-2900 Fund  
 231 Balance. Seconded by President Anderson. Upon a roll call vote, the motion carried  
 232 5-0.  
 233

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

234  
 235 Following the vote, Mr. Schumacher joined the meeting virtually. He further offered  
 236 comments about the 2026 budget. He pointed out that one of the reasons the 23.7  
 237 percent increase was necessary was for loan repayment. Since the repayment  
 238 schedule has been renegotiated to a 10-year plan, allowing the District to save  
 239 \$82,331. Mr. Schumacher asked for the board's justification to keep the levy increase  
 240 at 23.7 percent.

241  
 242 Manager Schmaltz responded that the net gain would only be about \$68,000, given  
 243 the \$13,368 increase in rent expenses. He explained that each 1 percent levy increase  
 244 is equivalent to about \$22,000. The \$68,000 surplus could allow the District to remove  
 245 3 percentage points and lower the levy increase to roughly 20 percent.

246  
 247 President Anderson stated that previous years' levies had not been set high enough,  
 248 and that the incremental increase to the tax statements of individual property  
 249 owners would not be substantial. However, it would make a difference to the District  
 250 in supporting a proper reserve fund. She stated any of the unused reserve could later  
 251 be used to pay toward the debt reduction.  
 252

253 Administrator Kinney noted that the budget scenario currently calls for an additional  
254 loan in 2026. He added that the low percentage interest on the loans is a good value  
255 for the taxpayer. The District has also received grants for its large projects. He  
256 anticipated that some future grant dollars can be used to offset program and staff  
257 expenses.

258  
259 President Anderson mentioned that the District’s informal policy is not to go forward  
260 with a project unless it is 100 percent covered by grant funding. Administrator  
261 Kinney added that the Rule 9.0 change would help by shifting some of the costs  
262 from levy funding to permit applicants.

263  
264 Manager Schmaltz added that part of the intent behind the three-year levy increase  
265 plan is to make up for past projects that unexpectedly exceeded budget.

266

267 **c) Forest Lake Alum Treatment – Project Closeout**

268

269 The District completed the first application of a split-dose alum treatment on Forest  
270 Lake in 2023, then monitored treatment effectiveness in 2024. The District adjusted  
271 the alum dosage and completed the second split-dose treatment in October 2025,  
272 and the project is now ready to be closed out.

273

274 District Engineer Dr. Anne Wilkinson recommended that the District continue to take  
275 measurements of hypolimnetic phosphorus in the middle basin of Forest Lake to  
276 monitor the effectiveness of the alum treatment over time.

277

278 Manager Bakke asked what kind of follow-up will be necessary. Dr. Wilkinson  
279 responded that the District’s monitoring program continue to take bottom water  
280 samples to analyze phosphorus concentrations.

281

282 Manager Schmaltz moved to accept the District Engineer’s certificate of completion  
283 and to close out the Forest Lake Alum Treatment Project. Seconded by Manager  
284 Bakke. Upon a roll call vote, the motion carried 5-0.

285

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

286

287 **d) Governance Manual Update**

288

289 The purpose of this agenda item is to consider updates to the District’s Governance  
 290 Manual and Bylaws. This topic was last discussed during the Report of Staff at the  
 291 November 20<sup>th</sup> regular board meeting. Staff distributed legal counsel’s text  
 292 amending the bylaws to allow a manager to hold two officer positions under certain  
 293 circumstances via email on November 21<sup>st</sup>. In addition to the revision of the bylaws,  
 294 staff recommended the board make a minor bylaws change altering the name of  
 295 the Citizen Advisory Committee, and document its review of two other sections of the  
 296 Governance Manual:

- Data Practices Act Policy, page 27
- Conflict of Interest Policy, page 3

300  
 301 Manager Schmaltz moved to waive the manager notice requirement for a bylaws  
 302 change and approve the Governance Manual as revised. Seconded by President  
 303 Anderson. Upon a roll call vote, the motion carried 4-0.

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller				X
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

305  
 306 **e) 2026 Staff Work Plan**

307  
 308 At the last board meeting, managers were interested in additional details with  
 309 respect to individual staff members’ work. Managers have had more time to review  
 310 the details provided in the work plan narrative and Appendix A since the November  
 311 20<sup>th</sup> meeting. Staff invited board members to further discuss work plan details.

312  
 313 President Anderson requested that the second phase of carp removal in Comfort  
 314 Lake be added as a priority in the 2026 work plan. She said the quote for that work  
 315 was around \$65,000 and she would like to see the District work with EOR and seek  
 316 grant funding for this project.

317  
 318 Administrator Kinney stated that the current work plan does allocate time for carp  
 319 related management, but the budgetary component is separate from the work plan.  
 320 The work plan is intended to reflect the amount of money the staff has put into the  
 321 budget for staff activities, not for contract work. He also noted that carp  
 322 management would involve working with upstream organizations outside the  
 323 District.

325 The current wording in the work plan describes that carp surveys and management  
326 efforts will be undertaken when appropriate and funded.

327  
328 Manager Bakke moved to approve the 2026 staff work plan. Seconded by Manager  
329 Schmaltz. Upon a roll call vote, the motion carried 5-0.

330

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

331

332 **f) 5-Year Program & Project Plan**

333

334 Administrator Kinney invited the board to further discuss the 5-Year Program and  
335 Project Plan.

336

337 Manager Schmaltz commented that the plan outlines in detail the priority projects  
338 and represents an improvement in planning efforts. He would like to see the District  
339 use more of the strategic plan vision, mission, and value statement document so the  
340 public and District board and staff can reference it easily. Manager Bakke agreed  
341 with this.

342

343 Administrator Kinney stated that the plan is a framework for the partners, board, and  
344 the public and he appreciates the suggestions from the board.

345

346 **g) 2025 Education and Outreach Year-end Report**

347

348 Education and Outreach Coordinator Adam Hjelm presented an overview of  
349 education and outreach activities in 2025.

350

351 Manager Bakke shared that he enjoyed the details presented in the YouTube  
352 summary created by Mr. Hjelm. He is pleased to hear there were 492 participants in  
353 workshops and classes—more than double from 2024. Manager Bakke asked for  
354 clarification on what was sent out in the more than 11,000 social marketing emails.  
355 Mr. Hjelm explained that those emails primarily consisted of board packet materials,  
356 but that around 30 percent were event notices.

357

358 Manager Schmaltz asked if in the future Mr. Hjelm could share more about which  
359 communications platforms he uses and which age demographics are being

360 reached. President Anderson also asked for comparisons over multiple years of  
361 demographic data in the future.

362

363 **h) 2026 Education & Outreach Implementation Plan**

364

365 Mr. Hjelm presented a draft Education and Outreach Implementation Plan for 2026  
366 for the board to view.

367

368 President Anderson suggested that board members reach out to Mr. Hjelm with  
369 further suggestions and feedback, and that Mr. Hjelm report back to the board with  
370 revisions.

371

372 **9. Report of Staff**

373

374 **a) Administrator**

375

376 Administrator Kinney noted that the Community Education Partnership Program was  
377 selected as a finalist for the Minnesota Watersheds Program of the Year Award, and  
378 the County Rd 50 Iron Enhanced Sand Filter Project was selected as a finalist for the  
379 Project of the Year Award.

380

381 He added that many attendees at education events do not live within CLFLWD  
382 boundaries, but the goal of the program is to serve the public in general. He  
383 expressed a desire for the District to be more involved with the East Metro Water  
384 Resources Education Program (EMWREP). He suggested approaching  
385 representatives of Washington County to discuss the District's relationship with  
386 EMWREP and how it could be improved.

387

388 Manager Schmaltz said he had seen coverage in the newspapers provided by  
389 EMWREP on a wide range of watershed topics, which he believes is, overall, beneficial  
390 to the public. He asked if there has been any comparison of engagement reach since  
391 the District chose not to renew its membership with EMWREP.

392

393 Mr. Hjelm believes that looking back at the time when the District was a member of  
394 EMWREP, the District is exceeding the amount of education outreach that it was  
395 provided under EMWREP. He added that not being a member of the partnership also  
396 comes with drawbacks, such as not having the opportunity to work in partnership  
397 with neighboring districts on outreach initiatives.

398

399 President Anderson questioned what Administrator Kinney feels to be missing  
400 without EMWREP involvement. He pointed out that the EMWREP program that won the  
401 Minnesota Watersheds award is a homeowner association (HOA) outreach program,  
402 but none of the HOAs in the District are included in that program. He believes that

403 since watershed districts are all funded by taxpayers, this isn't fair to the residents  
404 who pay for watershed district services. He would like to see CLFLWD included in the  
405 list of area watershed districts served by EMWREP.

406  
407 President Anderson pointed out that the District made the choice to end its  
408 agreement with EMWREP because the District could save roughly \$30,000 a year to  
409 put into its own education and outreach program. She added that the HOA program  
410 that was mentioned was initiated by the Lower St. Croix Watershed Partnership. She  
411 said she hopes to connect with representatives from Lower St. Croix on how that  
412 program became specific to EMWREP.

413  
414 President Anderson said she would not like to see the District re-enter the EMWREP  
415 membership if it means the District would pay \$30,000 in dues but not receive a  
416 \$30,000 value.

417  
418 Administrator Kinney said he feels that the District contributes to the wider effort of  
419 watershed outreach through Mr. Hjelm's efforts and should be recognized for that.

420  
421 Administrator Kinney went on to report that things are wrapping up for the end of the  
422 year, including some grant projects. He stated that Clean Water Fund competitive  
423 grants will be available in 2026.

424  
425 Manager Bakke asked if Administrator Kinney could elaborate about the potential  
426 additional funding for the Bone Lake South Phase II and Green Belt Phase I projects.

427  
428 Administrator Kinney explained that additional revenue became available through  
429 the State of Minnesota to supplement the two grants the District has received for  
430 these projects. \$180,000 additional dollars became available for the Bone Lake South  
431 Phase II project and \$190,000 became available for the Green Belt Phase I project.  
432 This will be presented to the state legislature in Spring 2026 for formal approval.

433  
434 He added that the District has officially closed on the Bone Lake South property, and  
435 staff are preparing signage to discourage members of the public from entering the  
436 property for the time being while the District installs fencing and performs habitat  
437 restoration work.

438  
439 President Anderson asked for a summary of what the agreement stipulates as far as  
440 uses of the property. She said someone in the CAC has asked whether the property  
441 will become available for hunting.

442  
443 Administrator Kinney responded that habitat is the principal focus of the Lessard-  
444 Sams Outdoor Heritage Council efforts, with the eventual goal that the property will  
445 be available for public use. Hunting is typically regulated by local ordinance.

446 Administrator Kinney said that conversation about land use will come before the  
447 board during future property management discussions.

448

449 **b) Emmons & Olivier Resources**

450 Dr. Wilkinson reported that Water Resources Engineer Erik Megow has met with  
451 District staff and has been taking over the design process of the Heath Avenue Sand  
452 Filter project. Data analysis of the Sunrise River Diagnostic Study and the 2025  
453 Monitoring Report are in progress. On behalf of EOR, Dr. Wilkinson extended a happy  
454 holidays and happy new year message to those in attendance.

455

456 **c) Smith Partners**

457

458 Legal Counsel Holtman also extended holiday wishes to those in attendance.

459

460 **10. Report of Treasurer and Approval of Bills**

461

462 Treasurer Schmaltz reported income of \$223,419.55 including interest of \$4,459.55. He  
463 reported expenses in the amount of \$173,146.59.

464

465 Manager Bakke moved to accept the Treasurer's report, pay the bills in the amount of  
466 \$173,146.59, and transfer funds in the amount of \$223,000. Seconded by Manager Toavs.  
467 Upon a roll call vote, the motion carried 5-0.

468

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

469

470 **11. Report of Officers and Managers**

471

472 Manager Bakke posted on the Bone Lake Facebook page about the District's acquisition  
473 of the Bone Lake South property, which received many positive reactions from members  
474 of the community.

475

476 Manager Schottmuller expressed appreciation for his experience at the recent  
477 Minnesota Watersheds conference and thanked fellow board members for suggesting  
478 he attend.

479

480 Manager Schmaltz noted that it has been a difficult budgeting year, especially with the  
481 process of setting the levy, and thanked the staff and board for their work on finding  
482 solutions. He wished everyone a great holiday season.

483

484 President Anderson echoed that it has been a tough year, but the District is headed in  
485 the right direction. She said everyone can end the year proud of the work that has been  
486 done and look forward to a good year in 2026.

487

488 **12. Summary and Approval of Board Direction**

489

490 The following board directives were summarized:

- 491 • Staff will add clarification about watercraft inspector costs in the graphs shown
- 492 in the AIS yearend report
- 493 • Mr. Hjelm will provide more information about the audience demographic data
- 494 and platforms the District is using for outreach
- 495 • Mr. Hjelm will take further suggestions for the 2026 Education & Outreach
- 496 Implementation Plan from board managers, and notify the board which
- 497 suggestions will or will not be included
- 498 • Staff will use the one-page strategic plan framework as a tool more frequently
- 499 to present the District’s work

500

501 **13. Adjourn**

502

503 **a) Next regular board meeting January 8, 2026, 6:30 pm**

504

505 Manager Schmaltz moved to adjourn the meeting. Seconded by Manager  
506 Schottmuller. Upon a roll call vote, the motion carried 5-0 and the meeting was  
507 adjourned at 8:27 pm.

508

Manager	Aye	Nay	Absent	Abstain
Jim Schottmuller	X			
Dave Bakke	X			
Doug Toavs	X			
Stephen Schmaltz	X			
Jackie Anderson	X			

509

510 Dave Bakke, Secretary -----