



MEMORANDUM

Comfort Lake-Forest Lake Watershed District

Date: September 17, 2026
To: CLFLWD Board of Managers
From: Mike Kinney, District Administrator
Subject: New Manager and Officer Positions



District Wide

Background/Discussion:

Manager Schmaltz's term will end on September 23rd, and Manager Roberts' term will begin September 24th. Manager Schmaltz currently holds the Treasurer position on the board. The Board may wish to revisit officer positions at the September 24th regular board meeting to replace the Treasurer position and/or consider other officer position changes.

President Anderson is up for reappointment this year. The Chisago County Board is presently planning to deliberate that appointment on the evening of September 16, 2026. As such, the position of President may also be vacated and need to be filled.

There are two manners in which the Board may proceed to elect officers. The one option is by a slate of candidates while the other is by going through and voting office by office.

Slate: A slate of candidates may be proposed. This would require a motion, second, and vote to elect the entire slate. This can be done if all managers agree with the entire slate.

Office-by-Office: Officers may be elected individually. This occurs if any manager opposes the slate and requests to proceed with the election office-by-office. The President requests nominations for the offices. A manager may nominate themselves or another manager. Nominations do not require a second. A manager may accept or decline a nomination. Once all nominations have been offered for a given office, an open vote is held. The Board may elect offices in one of the following orders:

Option 1

President
Vice President
Treasurer
Secretary
Assistant Treasurer

Option 2

President
Treasurer
Secretary
Vice President
Assistant Treasurer



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Manager Liaison Appointments

The Board may also wish to revisit the manager liaison appointments for the remainder of 2026. The following liaison appointments were made on January 8, 2026. Manager Schmaltz's appointments are highlighted.

- City of Forest Lake: Managers Schmaltz and Schottmuller
- City of Wyoming: Manager Anderson
- City of Scandia: Manager Bakke
- Chisago City: President Anderson and Manager Toavs
- Chisago Lake Township: Manager Toavs
- Washington Conservation District: Managers Schmaltz and Schottmuller
- Chisago Soil and Water Conservation District: President Anderson and Manager Toavs
- Personnel: President Anderson and Manager Bakke
- Citizen Advisory Committee: All managers rotate on a monthly basis (staff to coordinate rotation schedule)
- Lower St. Croix One Watershed-One Plan Policy Committee: Manager Anderson, with Manager Bakke as alternate