

**MINUTES OF THE SPECIAL MEETING  
OF THE  
COMFORT LAKE – FOREST LAKE  
WATERSHED DISTRICT  
Monday, June 25, 2018**

**1. Call to Order**

President Anderson called the June 25, 2018 special board meeting to order at 10:00 a.m. in the offices of the Comfort Lake-Forest Lake Watershed District at 44 Lake Street South, Suite A, Forest Lake, MN 55025.

Present: President Jackie Anderson, Vice President Jon Spence, Treasurer Steve Schmaltz, Assistant Treasurer Jackie McNamara

Absent: Secretary Wayne Moe

Others: Mike Kinney, Jessica Lindemyer (CLFLWD staff)

**2. Name Secretary Pro-Tem**

Administrator Kinney explained that Secretary Moe is unable to attend this board meeting, so the Board must name a Secretary Pro-Tem to sign the resolution in his absence.

Manager Schmaltz moved to name Manager Spence to serve as Secretary Pro Tem, effective immediately and through June 27, 2018. Seconded by Manager Anderson. Upon a vote, the motion carried 4-0.

**3. Resolution to Submit FY18-19 Environmental Assistance Grant Application**

Mr. Kinney explained that this is a new grant program through the MN Pollution Control Agency (MPCA) which emphasizes projects that benefit underserved communities, as determined by multiple demographics. A portion of the City of Forest Lake that overlaps with the District is listed as an underserved community due to number of low income households. Mr. Kinney described his coordination with the City of Forest Lake staff on this topic, which will likely result in a joint application next year. For this year's RFP, staff prepared two proposals for two separate projects: Forest Lake Subwatershed Assessments and Forest Lake Educational Story Map. The subwatershed assessments are projects that have already been approved by the Board and are ongoing. The story map is a project that the Board previously expressed interest in, but did not move forward due to cost and time constraints. This specific story map would focus on the underserved community area of Forest Lake, rather than being District-wide. MPCA requires that a Board-approved resolution accompany the applications.

President Anderson pointed out that much of the delineated underserved community actually drains to Comfort Lake, and expressed concern that the two proposed applications

aren't geared toward Comfort Lake. She recommended that the story map project should progress downstream from the top of the watershed at Moody Lake, so Bone Lake should be next. As such, she suggested that perhaps it is too soon to start on a story map for Forest Lake. There was additional discussion about the Forest Lake subwatershed assessment areas. While two of the subwatersheds being assessed do not overlap with the delineated underserved community, they affect Forest Lake itself, which is a resource of value to the people in this community who probably use the public beach and Lakeside Park. This grant program is geared at projects that serve the people in these communities. By improving Forest Lake, the District will be doing a service to this underserved community. Manager Schmaltz expressed support for the projects and for submitting the grant proposals.

President Anderson reiterated her opinion about focusing on Bone Lake next for the story map project, rather than Forest Lake. She expressed that the District shouldn't apply for a grant for a project that hasn't yet been fully vetted by the Board. Mr. Kinney noted that several story map presentations have been given at past Board meetings, and the Board has previously expressed interest in exploring story maps further. The Forest Lake subwatershed is not part of the Moody-Bone-Little Comfort drainage/northern flow network, but is at the top of the District's southern flow network. Manager Spence asked if there are any concerns about allocating staff time toward these projects. Mr. Kinney indicated that the District will enlist help from consultants such as EOR to complete this work.

There was further discussion about what information would comprise the story map and formats for display. Manager McNamara expressed concern about how to get the message out to the public, and expressed that illicit discharge such as grass clippings in storm sewers is an educational topic that still needs to be brought to many residents in the area. What is the best way to reach people who aren't already involved through lake associations or other such groups? Mr. Kinney explained that Hamline University has done a lot of research into how to reach people, especially using the interactive touch-screen kiosk. The University has found that it is effective to engage audiences in public spaces where they are waiting or killing time, such as at a coffee shop, city hall, the public library etc. A touch-screen kiosk, whether large or smaller, could be useful in these situations.

Manager Schmaltz moved to adopt resolution 18-06-02. Seconded by Manager Spence. Upon a roll call vote, the motion carried 3-1.

<b>Manager</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
Jackie Anderson		X	
Jackie McNamara	X		
Wayne Moe			X
Stephen Schmaltz	X		
Jon Spence	X		

#### **4. Adjourn**

##### **a) Next regular board meeting – June 28, 2018**

Manager Schmaltz moved to adjourn the meeting at 10:37 a.m. Seconded by Manager Spence. Upon vote, the motion carried 4-0.

Wayne S. Moe, Secretary \_\_\_\_\_