

Summary of Board Direction

Comfort Lake-Forest Lake Watershed District

2019						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
66	10/24/2019	**	Obtain information about life insurance benefits and return to the Board	Working with agent. Quote recently received.	CLFLWD Staff	In Progress
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	Abigail, Trey, and Greg Graske (EOR) attended a virtual meeting on 3/17/20 to discuss the project. They are in the very early stages of planning, construction will not start for 2-3 years. They will share more information with us when available. Trey touched base with Joe Triplett on 2/13/22. They are finalizing the preliminary layout with MNDOT and	CLFLWD Staff	On Hold
77	11/19/2020	**	Set a January workshop agenda to discuss office space needs and direction forward as a consequence of the Houston work.	To be set as directed by the Board upon reviewing consultant materials.	CLFLWD staff	TBD
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.	See item #53.	Manager Anderson	In Progress
53	8/12/2021	**	Administrator and Mgr. Anderson will draft updates to the community grant program.		CLFLWD Staff	In Progress
81	12/16/2021	**	Vice President Anderson and Mr. Kinney will discuss the Forest Hills Golf Course regarding providing technical assistance and possible grant opportunities.		CLFLWD Staff & Manager Anderson	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?
3	1/12/2022	**	Staff will add information regarding the dollar amount per pound of nutrient removal to the project update information slides.	This information will be included in the next Projects Update.	CLFLWD Staff	completed
4	1/12/2022	**	Staff will create a chart of delisting from the impaired waters list for District waterbodies.	Emily drafted a format and sent to MPCA staff to review. Staff are waiting on 2021 lake water quality results.	CLFLWD Staff	In Progress
7	1/27/2022	**	Staff will ask CAC members what they think about holding the District annual state of the watershed meeting remotely.	To be discussed at March CAC meeting (February CAC meeting canceled)	CLFLWD Staff	In Progress
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	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 FL on this topic, specifically regarding removal of materials along Hayward Avenue.	CLFLWD Staff	In Progress
10	1/27/2022	**	Staff will follow up with the City of Forest Lake to gain additional information from them regarding the road and culvert work occurring of North Shore Trail under permit 21-033.	Mike K. has reached out to Dave Adams at the City of Forest Lake.	CLFLWD Staff	In Progress
12	1/27/2022	**	Staff and Counsel will discuss the manager per diem policy with Manager Anderson to prepare recommendation for amendment.	In progress.	CLFLWD Staff	In Progress
13	1/27/2022	**	Staff will develop manager bios to be included on the District website similar to the recent bios created for staff.	A template and examples have been emailed out to managers with a deadline of 2/28/22 for responses	CLFLWD Staff	In Progress
14	1/27/2022	**	Staff will look into the possibility of placing road signs around the District including language similar to "Welcome to the CLFLWD" or "You are now entering/exiting the CLFLWD"	Staff has made a note of this to be incorporated into the comprehensive outreach plan which will be coordinated with the PR firm.	CLFLWD Staff	In Progress
15	2/10/2022		Staff will advertise the University of Minnesota's aquatic invasive species detector training with an emphasis on explaining that the District will reimburse the first ten interested individuals.	On February 11th, staff drafted outreach materials and submitted them to the lake associations for distribution to their members. Additionally, an advertisement was posted to the District's Facebook page.	CLFLWD Staff	Completed
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.	Trey to prepare materials to be shared with lake association members.	CLFLWD Staff	In Progress
17	2/10/2022		Staff will highlight any nitrogen reductions due to District projects.	Included in Project Updates and will be included in Project Fact Sheets and other project outreach efforts	CLFLWD Staff	Completed
18	2/10/2022		Staff will encourage District cities to utilize the District's community grant program when incorporating water quality improvement best management practices (BMPs) into their general city improvement projects.		CLFLWD Staff	In Progress

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