

Summary of Board Direction

Comfort Lake-Forest Lake Watershed District

2023						
Reference Number*	Date Given	Due Date	Direction Given	Notes	Assigned to	Completed/ Resolved?
34	6/8/2023	**	Staff will provide clarity on the differences between the education and outreach plan and future public relations/communications plan(s).	Staff will bring more information on this topic to a future board meeting.	CLFLWD Staff	In Progress
33	6/8/2023	**	Staff will follow up with Legal Counsel Holtman regarding possible revisions to the per diem policies in the governance manual.	Mr. Holtman clarified the item regarding per diems for prep time. The governance manual was recently amended to remove the stipulation on only allowing two prep reimbursements per month. Staff are working to edit the document provided by legal counsel and email to/print for all managers.	CLFLWD Staff	In Progress
32	6/8/2023	**	Administrator Kinney will follow up with the administrator review committee regarding the naming scheme and status of the group.	Working with President Schmaltz to set up a day and time to discuss this and the remaining SMART goals.	CLFLWD Staff	In Progress
31	6/8/2023	**	Manager Anderson requested TSS removals be included in the project updates.	To be included in the July update	CLFLWD Staff	Completed
30	5/25/2023	**	Administrator Kinney will coordinate with President Schmaltz to write a letter to the City of Forest Lake regarding wetland banking.	Letter sent to the City.	CLFLWD Staff	Completed
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 initiative is integrated into the 2023 Education & Outreach Implementation Plan that was approved by Board on June 8th.	CLFLWD Staff	In Progress
10	2/9/2023	**	Manager Loth requested that staff compile information regarding the history of Eurasian watermilfoil treatments previously conducted by District lake associations and how much responsibility the District would hold with the new management strategy.	Staff is working to compile the information.	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.	Staff will provide an overview of other local entities office space and facilities after ISG completes the first phase of this project work.	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. Will be easier to assess after snow melt.	CLFLWD Staff	In Progress

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**No due date set