

**LAKE MINNETONKA CONSERVATION DISTRICT  
BOARD OF DIRECTORS**

7:00 P.M., February 8, 2017  
Wayzata City Hall

**WORK SESSION**

**6:00 p.m. to 7:00 p.m.**

Green called the Work Session to Order at 6:05 p.m.

1. Staff update regarding 2017 meeting format, contractor requirements (producer, provider, minute taker) and costs.

Schleunig directed the Board to the newly structured agenda to accommodate the Board's direction in providing for a work session from 6:00 p.m. to 7:00 p.m. (untelevised, no formal action) and a formal Board agenda (televised, formal action) from 7:00 p.m. to adjournment on the second and fourth Wednesday of each month. She stated that this change provided for additional contracted expenses as outlined within her memo under item 7C of the formal Board agenda, of which she provided an overview.

2. LMCD Discussion Regarding 2017 Event Participation & Presentation
  - City of Tonka Bay Celebrate Wekota Park (Saturday, 4/29, 1-4 p.m.)
  - Wayzata Chamber of Commerce James Jay Hill Days (Friday-Sunday, 9/8-9/10)
  - Other Available Events-i.e. Excelsior, Mound, etc.

Thomas stated the City of Tonka Bay has invited the LMCD to participate for the second time in their Wekota Park celebration scheduled for Saturday, April 29th. He stated the Board provided approval for his participation last year and solicited approval once again. He further offered that Shuff had also volunteered her time for the event last year and he provided an overview of the event itself (the limited expenses involved, what materials the LMCD displayed, and other agencies that participated). He believed it was a nice event for the LMCD to be involved in. He previously spoke with Green who expressed no objection in continuing to have the LMCD involved in this event.

Green stated that two other events to consider were the James Jay Hills Day (Wayzata) and Spirit of the Lake Festival (Mound).

Baasen provided an overview of the Save the Lake Committee's participation in last year's James Jay Hill Days participation. He stated: 1) this event is very well attended (10-15,000 people), 2) the coverage of the booth is much more intensive (three days), 3) that they did collect Save the Lake contributions, 4) there is a charge to have a booth, and 5) that it is important for representatives to get in front of the booth to greet individuals instead of staying behind the table.

The Board and staff offered the following feedback relative to LMCD participation in events:

- The importance of current aquatic invasive species literature.
- The possibility of selling Save the Lake fundraising photo prints, i.e., Gideon Bay for the Wekota event, as well as flat maps of Lake Minnetonka.

- Recommendation to create interactive display units, e.g., spin the wheel, etc. It was noted that Baasen used the buoy displays with solar lights that the LMCD maintains at the office.
- The importance of creating a consistent message for the participation of any event, as well as considering specific material based on the place or subject of the event.
- The need to receive Board approval for non-city related events, i.e., Red Bull, etc., and the importance of being able to quickly participate in an event so that the LMCD does not miss the opportunity to spread its message.
- Building the presentation program into the LMCD's marketing/strategy plan when staff is at an adequate level to develop the materials.

### 3. Recodification Workgroup Update (Standing Item)

Gilchrist stated the Recodification Work Group's kick-off meeting will be held next Tuesday, February 14<sup>th</sup>. He stressed the importance of focusing on what input is needed to provide a timely response. Further, the current need is to receive input from the Board to start moving Code sections around, as well as determining the goals, expectations, and aspirations.

Jewett arrived at 6:25 p.m.

The Board offered the following comments: 1) that a timetable would be helpful, 2) consideration of Schleunig's time, and 3) the need to focus on a goal and not get weighed down on discussion of 30 years of LMCD history. LMCD Attorney Gilchrist stated he could facilitate the project. Schleunig clarified that the work group consisted of Members Niccum, Hughes, Shuff, and Hoelscher, as well as stakeholder Gabriel Jabbour, Civil Attorney Gilchrist, and Executive Director Schleunig.

## FORMAL BOARD AGENDA

7:00 p.m. to Adjournment

### 1. CALL TO ORDER

Chair Green called the meeting to order at 7:00 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL

**Members present:** Jay Green, Mound; Deborah Zorn, Shorewood; Chris Jewett, Deephaven; Gregg Thomas, Tonka Bay; Dan Baasen, Wayzata; Bill Cook, Greenwood; James Doak, Woodland; Ann Hoelscher, Victoria; Gary Hughes, Spring Park; Dennis Klohs, Minnetonka Beach; David Rahn, Orono; and Sue Shuff, Minnetonka. Also present: Vickie Schleunig, Executive Director; Emily Herman, Administrative Technician and Troy Gilchrist, LMCD Legal Counsel.

**Members absent:** Bret Niccum, Minnetrista; and Gregg Prest, Excelsior.

#### 4. APPROVAL OF AGENDA

**MOTION:** Jewett moved, Thomas seconded to approve the agenda.

**VOTE:** Motion carried unanimously.

#### 5. CHAIR ANNOUNCEMENTS

- Administer Oath of Office to Deborah Zorn – LMCD Vice Chair (City of Shorewood)
- Administer Oath of Office to Gregg Thomas – LMCD Secretary (City of Tonka Bay)
- Administer Oath of Office to Chris Jewett – LMCD Treasurer (City of Deephaven)
- Administer Oath of Office to Ann Hoelscher – LMCD Board Member (City of Victoria)
- Administer Oath of Office to Bret Niccum – LMCD Board Member (City of Minnetrista)

Gilchrist administered the Oath of Office to Zorn, Thomas, Jewett, and Hoelscher. Niccum was absent.

#### 6. APPROVAL OF MINUTES

1/11/17 LMCD Regular Board Meeting  
1/25/17 LMCD Regular Board Meeting

**MOTION:** Shuff moved, Hughes seconded to approve the 1/11/17 LMCD Regular Board Meeting minutes as presented.

**VOTE:** Ayes (11), Abstained (1, Green); motion carried.

**MOTION:** Cook moved, Shuff seconded to approve the 1/25/17 LMCD Regular Board Meeting minutes as presented.

**VOTE:** Motion carried unanimously.

#### 7. APPROVAL OF CONSENT AGENDA

**MOTION:** Thomas moved, Baasen seconded to approve the consent agenda as presented. Items so approved included: **7A)** Audit of Vouchers (Amended 1/16/18 – 1/31/17) and (2/1/17 – 2/15/17); **7B)** Adoption of LMCD Strategic Plan; **7C)** Approval of amended 2017 LMCD Public Meeting Calendar; **7D)** Approval of LMCD Board Member Farewell Recognition Policy; and **7E)** Approval of Findings of Fact and Order denying Lord Estate, Laurence Opfer, and Russell Fischer watercraft density variance application on PID#'s 331723110079, 3311723110080, 331172312078, and 331723120079 (Gideon Bay).

**VOTE:** Motion carried unanimously.

#### 8. PUBLIC COMMENTS- Persons in attendance, subjects not on the agenda (limited to 5 minutes)

Mr. Richard Anderson, owner of North Shore Marina, stated he had comments about item No. 10(C). Green

advised he would be able to share his comments when the item was addressed later in the meeting.

Mr. Robert Williams, Eden Prairie, representing applicant Laurence Opfer relative to item No. 7E on the consent agenda. He stated that he contacted Gilchrist this date in hopes that 7E could be pulled off the consent agenda for further discussion. Gilchrist stated that the only communication he received this date was an email inquiring what was going to be on the agenda this evening. Williams stated that he had communicated with Gilchrist regarding the consideration of declaration of covenants conditions and restrictions. Gilchrist stated he did not have the authority to pull a matter off the consent agenda. Williams stated he had planned to reach out to the Board after he had an opportunity to discuss matters with Gilchrist. Gilchrist offered to speak with Williams the next day; however, he confirmed there was not a basis to further debate the matter. Further discussion was held as to the missed opportunity to talk with the Board members for their consideration of possibly removing this matter from the consent agenda. Green requested Williams meet with Gilchrist outside of the LMCD meeting for further discussion.

Thomas stated the Board had read the Findings of Fact and Order for denial and knew what they were voting on when they approved the consent agenda.

## **9. PUBLIC HEARING**

There were no public hearings.

## **10. OTHER BUSINESS**

### **A) Nomination and election for 2017 LMCD Board Officers**

Baasen reported that he and Hoelscher were appointed to the Nominating Committee and that all meetings were open to the public and legally posted. The committee nominated the following members to serve as officers for 2017: Chair: Jay Green, Mound; Vice Chair: Gregg Thomas, Tonka Bay; Secretary: Deborah Zorn, Shorewood; and Treasurer: Chris Jewett, Deephaven. Hoelscher concurred the nominations as reported by Baasen.

Green asked if those nominated were willing to serve.

Thomas confirmed yes.

Zorn advised she did file her interest, which remains to date, to continue serving as vice chair. She would not be interested in serving in the secretary role. She did not see the effectiveness of switching the members that served as vice chair and secretary around.

Jewett confirmed he sent an email stating he was willing to continue serving as treasurer. He recommended the Board move to keep the same Board officers in their original positions served in 2016.

Green stated he was willing to serve as chair.

A Mr. Robert Naas inquired from the audience as to whether he can make public comments. Green stated that the public comments section was closed; however, he would be able to speak after this agenda item.

Gilchrist stated the roles of chair, vice chair, and treasurer are uncontested and inquired if there were additional nominations for these three roles.

Green nominated Zorn for the role of Vice Chair.

Zorn nominated Thomas for the role of Secretary. Hoelscher pointed out a Board member can only be nominated for one position at a time. Gilchrist stated the nomination of Thomas for Secretary is invalid since he is already nominated for Vice Chair.

Jewett inquired as to what the process was for notifying members that would potentially be nominated as he was never contacted nor given the final list of nominees. Hoelscher stated the members that would potentially be serving in a different role were contacted or attempted to be contacted. She further stated that Jewett was not contacted as he was placed in the role that he communicated his willingness to serve and that the Committee had several open meetings.

Jewett removed his name from the nominations for the Treasurer role.

Hoelscher nominated Baasen for the role of Treasurer. Baasen accepted the nomination.

Baasen nominated Hoelscher for role of Secretary. Hoelscher accepted the nomination and stated that this process was not the intention of the Nominating Committee.

Baasen inquired as to Jewett's prior comment that he wanted to keep the 2016 officers intact. Jewett agreed to disagree.

Zorn began to speak on communication offered to her by the Committee in which Hoelscher objected as she did not believe there was a process in place to accommodate this discussion while there are nominations on the floor. Hoelscher believed that votes were in order on uncontested nominations prior to the Board members offering comments on their position of this process.

Green asked if there were any other nominations from the floor in which there were none.

Gilchrist reviewed the current nominations; Chair (Green); Vice Chair (Thomas and Zorn); Secretary (Hoelscher); and Treasurer (Baasen).

Jewett stated he would like to keep his name for role of Treasurer and Baasen withdrew his acceptance of the Treasurer nomination.

The Board voted on Green for Chair and Jewett for Treasurer. Both roles were unanimously approved.

Klohs inquired why the Nominating Committee recommended Zorn and Thomas switch roles.

Baasen commented it had been an active year for the Board and while they wanted to keep the original four roles intact, they decided to switch the Secretary and Vice Chair. Hoelscher commented the Board should always be changing and growing, and she would like to see increased participation among both Board members and officers. The officers did a great job last year and the Nominating Committee thought that changing things would allow them to provide a different perspective.

Zorn commented that: 1) the process is more complex than it needs to be, 2) communication is key, 3) that she remained surprised and was not aware of this nomination until today, and 4) she hoped it can be done better next time.

Baasen stated that Zorn was contacted and was made aware of the change and that the group of officers had indicated they had wanted to stick together, but there was no indication they had to be in the same positions. Jewett stayed as the Treasurer nomination because of his expertise and he had not indicated otherwise.

Green provided vice chair nominees Thomas and Zorn three minutes to provide comments as to why they would like to serve in this position.

Thomas commented he was asked by the Nominating Committee to switch his role from Secretary to Vice Chair, and he agreed. He believed the role as secretary, in which he served in 2016, was very important and one he believed he served adequately. He likes serving on the Board.

Zorn commented 2016 was her first year as Vice Chair and a lot of people put forth a lot of time in that role. She expressed to the Nominating Committee she would like the four Board officers to remain the same to provide for consistency during this time of change. She refused the nomination of Secretary because she did not receive communication nor was she provided the opportunity to have a conversation about it; based on principal. She remains involved and looks forward to continuing on the Board.

Hoelscher commented she did call Zorn and the Nominating Committee directed another Board member to speak to Zorn specifically, as well. She apologized for any miscommunication; reiterating she did call.

The Board voted on Thomas for Vice Chair. By show of hands, Baasen, Cook, Doak, Hoelscher, Hughes, Shuff and Thomas voted in favor.

The Board voted on Zorn for Vice Chair. By show of hands, Green, Jewett, Klohs, Rahn, and Zorn voted in favor.

Thomas accepted the role of Vice Chair.

The Board voted on Hoelscher for Secretary. The role was unanimously approved.

Jewett commented communication with this process needs to be fixed before next year. Baasen respectfully disagreed and commented the structure was followed.

Schleuning commented the time period for the Nominating Committee process in consideration of the requirements of the open meeting law was short and could be expanded to allow additional time to support communication.

Gilchrist advised the nominated roles for officers could be communicated to the Board prior to the meeting.

Green invited Mr. Naas to address the Board.

Mr. Robert Naas, owner of Lots 40 and 41 within Manitou Harbor, commented on item 7E. He stated that he has owned the lots since the late 1970's. He believed the applicants conducted a tremendous effort to their clients; flowers around, spring cleaning, etc., and that he believed the applicants were entitled to further discussion and benefit of this property.

Mr. Larry Opfer, applicant to item 7E, stated that he has been the owner of this property for 25 to 30 years and did not understand why the Board will not approve his request for eight boats.

- B) Ordinance Amendment, Code Section 2.01, 2 b) 2) and 2.12, Subd. 3, regarding side setbacks for multiple docks or mooring areas and commercial docks.**

Schleuning directed the Board to her staff memo, dated 2/8/17. She provided the following overview of the draft amended ordinance via a PowerPoint presentation:

- Action for the Board to consider approval of the amendment, including a separate motion to approve a resolution of ordinance summary for publication purposes should the ordinance be approved.
- Background information as to the Board's consideration and staff direction of this agenda item.
- Summary of the proposed amendment.
  - She reported on the draft ordinance amendment regarding setbacks for licensed multiple docks, district mooring areas, and commercial docks. The following two situations addressed in this proposed amendment included: 1) Adjacent residential and commercial multiple dock properties under common ownership maintain independent shoreline measurements for density purposes, and 2) Residential shoreline measurement calculated as part of the commercial multiple dock property.
  - Reasonable use language included (in the interest of neighbors and public)
  - Condition that properties reconfigure to general setback if common ownership changes
  - Reporting verification system established
  - Similar language to the current Code used where feasible
  - Not intended to integrate all related aspects of the Code (completed through re-codification process)
- Five options for the Board to consider for this agenda item.
- She entertained questions and comments from the Board.

Cook inquired what this amendment is attempting to fix. Schleuning commented the proposed amendment is not to solve a particular situation but should be applicable lake wide. She provided an overview of Howard's Point Marina's recent request to widen their launching ramp by decreasing the side setback next to a property currently owned by them but not associated with their multiple dock license. At that time, they questioned if this request could be considered via a variance or code amendment. In follow-up with Board direction, staff drafted the proposed amendment which provided additional flexibility and safety options if needed; taking into consideration whether the amendment is reasonable and can be applied throughout the Lake. It also provides a balance for the adjacent property owners through a greater buffer.

Gilchrist offered LMCD Code currently exists for the adjustment of setbacks between residential/residential and municipal/residential. The draft amendment offers flexibility to commercial sites for unique situations where there is common ownership.

Zorn referred to Howard's Point Marina and stated this amendment would allow them to go back to the standard setback they were accustomed to prior to the reconfiguration of their dock.

Jewett inquired if this was similar to the situation at Tanager. Schleuning responded the second situation she provided is similar and makes the criteria and requirements more clear.

Mr. Richard Anderson, owner of North Shore Marina, believed Cook's question was a great one. He further believed that the recent Board discussion and subsequent action of both Howard's Point Marina and Brown's Bay Marina (Site 2) multiple dock licenses mirrored each other and that the purpose for this amended ordinance was to allow Howard's Point Marina to do what Browns Bay Marina (Site 2) was allowed to do. He urged the Board to adopt the draft ordinance amendment to allow Howard's Point Marina to provide a greater level of safety in widening the launching ramp, as well as provide consistency in the allowance of both licenses.

Rahn commented he is in favor of Howard's Point Marina filing for a variance to accomplish their needs vs. drafting an ordinance amendment as written. He was concerned with how often the word "may" is used in it versus the word "shall" and the interpretation of 1(b). If they are infringing on the residential area, they should not also be allowed to have a dock. If residential property next to commercial property is used as part of the setback, they should not be allowed to put a single dock on there. Rahn further expressed concerns about parallel docking to shore may impede upon the neighbors.

Schleuning commented they use the word "may" because there might be situations where there are hazards or other criteria that has to be considered. Regarding 1(b), the resident would be allowed to have a dock as provided by code. This amendment is proposed where there is common ownership.

Jewett clarified with common ownership, a resident should be able to go to zero setback. He also believed this would provide a level playing field.

Rahn inquired about the dedicated shoreline and "showing measurement for the purpose of calculating watercraft density may be transferred from an adjoining residential property." Schleuning stated they do not want to force people to do it if they do not want to, and that is why they use the word "may". Rahn inquired when

they would not be allowed to transfer the shoreline measurement, if they met the criteria. Schleuning commented that there may be situations where they were near a busy channel or bay that could obstruct navigation or create hazards, or in an area with environmental issues.

Gilchrist stated it was drafted this way in order to provide flexibility for the Board to consider unique circumstances, with the right to say yes, but also reserving the right to say no. He provided a variety of examples relative to unique circumstances.

Rahn commented he would rather it be specific so that it is clear to the residents. He believed flexibility seemed more arbitrary. This issue should be treated like a variance where cities are notified in order to provide comment, if they choose to. He did not believe that placing staff in a position to draft such an ordinance in two weeks was a reasonable expectation.

Schleuning commented the LMCD has a review and comments system in place when considering applications that include notification of the respective cities, Minnesota Department of Natural Resources, Minnehaha Creek Watershed District, and others as appropriate. This ordinance amendment is not a stand-alone document. There are other areas in the code that will pertain to the outlined issues and this document helps clarify the code.

Thomas commented it will take about a year before a redo on the code and this is an easy fix for now. He pointed out if the word "shall" is used, it will cause problems in the future.

Baasen stated nothing on the shoreline on Lake Minnetonka is consistent and the word "may" allows for flexibility with each situation. Green stated it also allows flexibility and helps expedite the decision process; offering the Board has to be able to adapt and service the customers.

Schleuning commented it is important to have consistency and that the draft amended ordinance was never meant for two separately considered residential/commercial properties to go to a zero lot line. It was for a single side setback to allow for some distance between them.

**MOTION:** Jewett moved, Shuff seconded to approve the draft ordinance regarding side setbacks for multiple docks or mooring areas and commercial docks.

**VOTE:** Ayes (11), Nays (1, Rahn); motion carried.

**MOTION:** Shuff moved, Jewett seconded to adopt draft resolution approving the Summary Publication of Ordinance amendment regarding side setbacks for multiple docks or mooring areas and commercial docks.

**VOTE:** Ayes (11), Nays (1, Rahn); motion carried.

- C) Ordinance Amendment, Code Section 2.015, regarding reconfiguration of non-conforming multiple dock structures

Schleuning reported on the proposed amendment regarding reconfiguration of non-conforming multiple dock structures and provided an overview and timeline of past Board discussion. She directed the Board to the staff memo, dated 2/8/17, and provided the following information via a PowerPoint presentation:

- An overview of Board discussion and staff direction, including specific meeting dates including this topic has been discussed since at least September 2016.
- Purpose of the amendment; providing for: 1) greater flexibility for non-conforming structures to meeting current needs and safety concerns, 2) criteria to ensure public process for significant reconfigurations and protection of the Lake, 3) reasonable and applicable throughout, and 4) streamlines and removes duplicate language.
- Criteria overview of the ordinance draft amendment that includes:
  - Complete replacement of Section 2.015
  - Provision of linear footage measurement of slip versus square footage
  - Distinction between reconfiguration and minor change
  - Clarification of separate processes
  - Establishment of a perimeter
  - Definition of both principal and secondary structures
  - Establishment of an appeal process if disagreement with Executive Director
  - Allows the Executive Director option to bring to Board if questionable
  - Preservation of unused boat storage units, linear footage, and perimeter
  - Other minor change conditions processed at administrative level
- Examples of defined perimeter areas and structures were offered.
- A review of the proposed implementation process and Board options
- The recommendation to provide a second motion to approve a draft resolution of ordinance summary for publication purposes should the ordinance be approved.
- She entertained questions and comments from the Board.

Green inquired how many non-conforming sites there are and if those sites have provided any feedback. He suggested making it available to them for comment. Schleuning responded there are about 48 non-conforming sites. Four to five of them have looked at or discussed the amendment, and staff has looked at various examples of site plans. They have received good feedback from those who have seen it.

Klohs pointed out a good thing about the ordinance amendment is that nothing is being taken away. It is just making the LMCD more user friendly.

Jewett commented this has been available to the public and worked on for six months. In an attempt to not create more work for staff, he supports moving it forward.

**MOTION:** Jewett moved, Klohs seconded to approve Ordinance Amendment, Code Section 2.015, regarding reconfiguration of non-conforming multiple dock structures.

Cook referred to page 2 of the draft amendment, subd. 3, and requested the phrase “primary structure” be changed to “principal structure” as a friendly amendment. Gilchrist concurred, and Jewett and Klohs accepted the friendly amendment.

**VOTE:** Motion carried unanimously.

Klohs commented this document is a good first step and the basis for the re-codification process.

**MOTION:** Jewett moved, Thomas seconded to adopt a Resolution approving the Summary Publication of Ordinance amending Code Section 2.015 regarding reconfiguration of non-conforming multiple dock structures.

**VOTE:** Motion carried unanimously.

#### D) Discussion of LMCD Draft Social Media Policy

Schleuning directed the Board to the staff memo dated 2/8/17, and commented this document is a step in building the processes and policies regarding the LMCD’s use of social media. The policy addresses the definitions of social media, rules of use, person use of social media, data practices, and consequences of violations. She requested that the Board provide feedback, and it will be brought back at a future meeting for approval.

Green inquired on the need to incorporate wording regarding using someone else’s copyrighted material without permission. Schleuning advised she will follow up on that request.

Thomas provided the following comments:

- He pointed out an incomplete sentence and the recommendation to change “will” to “must” within Page 2, under Rules of Use, second paragraph from the bottom.
- He questioned who “agents” were as noted within the first sentence under Personal Social Media Use on page 3.
- He commented relative to the word “discouraged” within the first sentence of the second paragraph under Personal Social Media Use on page 3, as well as the remaining paragraph and use of a disclaimer. He provided various scenarios as to how an employee, director, or Board member would use their own personal social media sites and what is right or wrong.

#### 11. UPDATE FROM STANDING LMCD COMMITTEES

Baasen offered Save the Lake Committee met that morning and provided the following update of their discussion: 1) a financial review and future needs, 2) the solar light inventory and their belief it was in good shape due to the purchase of additional lights last year, 3) the scheduling of the next Committee meeting; 5:00 p.m. on Wednesday,

March 8<sup>th</sup>. He encouraged more member participation, 4) the concurrence that a boater safety class should be held in June, and 5) that there is a good start for January contributions.

Green provided the following update on aquatic invasive species (AIS): 1) regarding recent Minnesota legislation relative to a pilot program on AIS inspections standards for Lake Service Providers, he reported that the MN DNR was making great strides in working with the providers; however, recent legislation required the provider's business to be documented (place of business) within the LMCD's 14 member cities. Amendments to that portion of legislation are currently in the works. He recognized other AIS activities such as 1) the MN DNR trained 857 watercraft inspectors within the local government units; offering 1,000 state wide, 2) Legislation is in place to increase the AIS surcharge on the boater registration from \$5.00 to \$12.00; offering that the \$5 fee has remained in place since the early 1990's, 3) the MN DNR continues to have their boater safety education safety certificate on their agenda, and 4) the LMCD AIS Task Force will meet at 8:30 a.m. on Friday, February 10th at the LMCD office. He encouraged all to attend.

## **12. EXECUTIVE DIRECTOR UPDATE**

Schleuning reported on the following items: First, staff applied for two AIS grants: one with Hennepin County and one with the MN DNR. The grant application with Hennepin County's was denied; their focus was for new AIS initiatives; however, the MN DNR grant application remained pending. Second, there have been some concerns with dead fish on Libbs Lake <specifically Gray's Bay Dam> that periodically occurs in the winter and she has referred people to the MN DNR. Third, they have received several calls from potential new homeowners about what is allowed for docks to make sure they would meet the requirements. Fourth, she will be presenting to Minnetonka Gardner's Club. Fifth, staff has been working on a new operational checklist for board meetings in an effort to ensure items are completed effectively behind the scenes, especially when things are busy.

Shuff inquired if the MN DNR grant was the same one they used to get, but then had funding cut last year. Green confirmed it is the same grant; however, it is limited to \$4,999, which is less than before. Shuff also suggested the LMCD provide information to real estate agents for residents purchasing homes on the lake.

Green inquired when the budget work group could meet to work on the 2018 budgeting process. Schleuning stated she will set up meetings for both the re-codification and the budget workgroups.

## **13. OLD BUSINESS**

There was no old business.

## **14. NEW BUSINESS**

Jewett inquired when they will start talking about harvesting milfoil. Green stated it should be soon since they will have to start looking for staff in March.

**15. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:05 p.m.

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James Jay Green, Chair

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Ann Hoelscher, Secretary