

**LAKE MINNETONKA CONSERVATION DISTRICT  
BOARD OF DIRECTORS  
7:00 P.M., July 26, 2017  
Wayzata City Hall**

**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; Ann Hoelscher, Victoria; Bill Cook, Greenwood; Dennis Klohs, Minnetonka Beach; Fred Meyer, Woodland; Mike Molitor, Minnetrista; Gregg Prest, Excelsior; Sue Shuff, Minnetonka; and, Deborah Zorn, Shorewood. Also present: Vickie Schleuning, Executive Director; and Troy Gilchrist, LMCD Legal Counsel.

**Members absent:** Dan Baasen, Wayzata; Gary Hughes, Spring Park; Chris Jewett, Deephaven; Mark Kroll, Orono; and, Gregg Thomas, Tonka Bay.

**4. APPROVAL OF AGENDA**

**MOTION:** Shuff moved, Molitor seconded to approve the agenda.

**VOTE:** Motion carried unanimously.

**5. CHAIR ANNOUNCEMENTS**

There were no chair announcements.

**6. APPROVAL OF MINUTES-** 6/28/17 LMCD Regular Board Meeting

Meyer pointed out under Roll Call, Dennis Klohs is listed as representing Minnetrista, and it should be Minnetonka Beach.

**MOTION:** Meyer moved, Shuff seconded to approve the 6/28/17 LMCD Regular Board Meeting minutes.

**VOTE:** Ayes (8), Abstained (1, Prest); motion carried.

**7. APPROVAL OF CONSENT AGENDA**

**MOTION:** Zorn moved, Cook seconded to approve the consent agenda as submitted. Items so approved included: **7A)** Audit of Vouchers (7/1/17 - 7/15/17 Paid, 7/16/17 – 7/31/17); **7B)** Resolution Accepting Save the Lake Contributions (6/03/17 – 7/4/17); and, **7C)** June Financial Summary and Balance Sheet.

**VOTE:** Motion carried unanimously.

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

There were no public comments.

**9. PUBLIC HEARING**

There were no public hearings.

**10. OTHER BUSINESS**

There was no other business.

**11. UPDATE FROM STANDING LMCD COMMITTEES**

Aquatic Invasive Species Committee/Taskforce: Schleuning reported they continue to place harvesting notifications on the website, Facebook, and Twitter. The harvesting equipment has experienced some maintenance issues and some days harvesting could not be conducted due to lightning. Harvesting is conducted in public navigation areas and we have received requests from bays that historically have not been harvested. More records of staff observations of the lake are being kept for the bays in order to facilitate a greater discussion and plan working with other agencies. The intent is to work with the Lake Minnetonka Association (LMA) to potentially coordinate opportunities and funding. She also advised staff cannot take any tips or money and encouraged people to donate to Save the Lake or send their donation directly to the LMCD.

In response to Green, she commented she has not received any complaints regarding the offload sites. Staff tries to keep those areas open and they help people come in and out, if necessary.

Prest inquired if they are fully staffed. Schleuning responded they were, but one employee obtained a full-time job and will be finished next week. She has received positive comments about their harvesting team and the great job they are doing.

Shuff inquired how the rearrangement of pay for the harvester employees worked out. Schleuning responded they ended up paying \$13.00/hour instead of \$12.00/hour, and they will have to further discuss this as part of the larger discussion regarding next year's program.

Green commented they typically budget for 30 days of harvesting, and inquired how far into August they will be harvesting. Schleuning responded because of the expensive equipment repairs, they may have to stop early to remain on budget. She is unsure how many days are left for harvesting, but they will be overbudget if they harvest the full 30 days.

Prest inquired if the Board needs to take any action regarding the budget. Schleuning stated she could run the numbers, email them out to the Board, and discuss it further at the next meeting. They have older equipment and may also need to plan for higher maintenance costs in the future.

Meyer inquired if they were running behind schedule. Schleuning responded they have not been down too many

days, but the weeds are worse in some of the bays. They are behind schedule and they may not get through all the bays, little alone additional requests.

Prest inquired if they will go over budget to get the work done, and if the Board should take action on it. Green responded they need to abide by their budget unless they make a specific motion to go beyond it. He inquired if they run the risk of being over budget if they wait until the next meeting to act on it. Schleuning confirmed it is a risk.

**MOTION:** Prest moved, Shuff seconded to direct the Executive Director to do what needs to be done up until the next meeting, and if they end up over the budget, they will make an adjustment somewhere else in the budget.

Zorn pointed out if they need to increase the levy next year, this may be one of the reasons why. She supports doing the work that needs to be done even if they go over budget so they can have an accurate depiction on what a year of harvesting looks like.

**VOTE:** Motion carried unanimously.

Schleuning reported they were asked to partner with the LMA on a Starry Trek event on August 5, 2017 at the Excelsior Commons. They will be conducting trainings, identifying what it is, and taking samples. This event will also be held at other lakes and is a good opportunity to bring awareness to AIS prevention. This event is in partnership with the University of Minnesota AIS Research Center and she will provide more information as it becomes available.

Budget Workgroup: none.

Recodification Workgroup: Gilchrist apologized to work group members for not having a call today. Since the last meeting, he has worked on watercraft regulations, environmental regulations, watercraft for hire, adult uses and liquor.

Prest inquired how close they were to completion. Gilchrist reported he is about 25 percent complete and realizes he has a lot of work to do to get it completed by the end of the year.

Save the Lake Committee: Schleuning directed the Board to the decals in their meeting folders. Shuff reported the decals will be sent to contributors. They went with the larger one, the coloring will be darker, and it will be on a clear background.

Zorn inquired if it was a sticker or static cling decal, and commented some people may not want to put a sticker on their boat if it is permanent. Schleuning advised it is proposed as a sticker and is unsure how well static cling would work with moisture on the boats. She will follow up with the option for a non-permanent decal. It was mentioned having both may be beneficial.

Strategic Plan Subcommittee: Under Old Business.

## 12. EXECUTIVE DIRECTOR UPDATE

Schleuning reported she is working on a contract with the BCA regarding data access and it may be reviewed by the Board at the next meeting. She also reported they have received another application for a nonconforming reconfiguration and this year may be one of the highest years for issuing applications.

Green requested an update on the hiring process. Schleuning reported they have received over 35 applications that meet the qualifications. She encouraged Board members to look at the applications and will check with other agencies regarding interviewing for this position. She encouraged Board members to let her know if they would like to be involved in the hiring process. It is important they hire the right person and she hopes to have interviews in the next couple of weeks. They may have to do phone interviews to narrow down the face to face interviews. Shuff and Zorn volunteered to help out, Prest stated he could help after August 9, and Green stated he will do what he can with his schedule.

Schleuning thanked everyone who contributed to Save the Lake and for their supportive comments.

### **13. OLD BUSINESS**

#### **A. Strategic Plan Dashboard Review**

Zorn directed the Board to page 33 of the meeting packet and provided the following information:

- The Dashboard is a way for the Board to have a quick quarterly look at the Strategic Plan progress and identify areas where additional help is needed.
- The percentages are a sliding percentage based on the quarter they are in for the year. If an initiative's rating is at 75 percent in the first quarter, it has a green label; however, if it is at 75 percent in the fourth quarter, it will have a red label.
- She would like to add the color purple to identify items that will carry over into 2018.
- Quarterly reviews will take place in April, July, October, and January.
- If there are multiple steps that need to take place on any given initiative, they might include a separate action plan. They want to accurately reflect the work that has been done and make sure the staff is not being overloaded.

Zorn requested feedback from the Board on the proposed Dashboard.

Klohs commented having the Dashboard shows tremendous progress and inquired if it would be on the website. Zorn confirmed it would be and could also be shared with City Councils as they provide updates.

Green referred to page 34 of the meeting packet, Item (g) Develop a technology inventory and updated IT plan – 2018, and inquired if it was intended to be completed this year. Zorn responded this would be an area to incorporate a placeholder color so they can recognize the work that was completed, but they may not be able to implement it until 2018. She could also use a diagonal with two colors to indicate it is a decision point for the Board if something needs to be completed by the end of the year. Green stated he wants to make sure it shows the Board made a decision, shelved it, and decided to do something different, rather than see it highlighted in red. Zorn agreed to keep in the percentage, but will do something to make it clear it was acted on by the Board, and knowingly put on hold.

Prest commented the document is easy to follow and will hold the Board accountable. He inquired how often they will look at it as a group and spend time on it. Zorn responded they will look at it quarterly as a Board, but may look at a draft at a work session the month before it is published. It will help them stay on track and be in tuned to where the progress is.

Green stated he likes that they make a conscious decision to put it on the website quarterly. However, it is important it is kept as a live document and is updated in real time so they know where they are at with initiatives.

Zorn agreed with Green and commented when they are finishing up quarter three, they can think about how some initiatives need to be different for the coming year. The strategic priorities will not change, but how they are implemented may change each year.

Shuff pointed out on page 36 of the meeting packet, there appears to be a duplicate under Targets, item IV.

Zorn encouraged the Board to email any additional comments they may have.

In response to a question from Prest, Zorn confirmed this would be discussed at their first meeting in September and approved at the first meeting in October.

Schleuning stated when they need to make decisions on things in order to move forward, they can bring that item back before the Board. If they ever want to see some of the items and the work that has been completed, it can be presented at a work session.

Green inquired if this should be on the website before October.

**MOTION:** Zorn moved, Klohs seconded to post the LMCD Strategic Plan 2017-2018 Dashboard publicly.

Schleuning advised she may tweak the notes and wording to make sure it makes sense to the public.

**VOTE:** Motion carried unanimously.

#### 14. NEW BUSINESS

There was no new business.

#### 15. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:44 p.m.

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James Jay Green, Chair

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Ann Hoelscher, Secretary