



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday June 19, 2019

### **Agenda Item**

#### **Item 5. C. - Preliminary 2020 budget**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

It is time to begin the 2020 Budget process. Staff is looking for Board guidance to begin preparation of the 2020 Budget. Managers should consider the following and provide guidance to staff:

- Recently adopted legislation increased the amount of per diem Watershed Districts can pay Managers for time conducting business on behalf of the District. The Board should determine what the LMRWD will pay Managers.
- The LMRWD has not traditionally levied for costs related to the management of dredge material. Now that the State has committed to fund the improvements at the dredge site, the Board should decide whether or not the LMRWD will levy for this project and what should be the amount of the levy.
- The Board should determine what the total amount of the LMRWD payable 2020 levy will be.

The actual 2020 budget will be presented at the July meeting after the Board has provided direction on the above. Projects in the levy are based on the 2018 LMRWD Plan. The adopted 2019 budget is attached for the Board's information.

### **Attachments**

2019 adopted budget

### **Recommended Action**

Provide direction to staff

2019 proposed LMRWD Budget for Administration Operations  
2017/2018 Adopted Budget - 2018 Actuals/Projected - 2019 Adopted

Account	Adopted 2017	Adopted 2018	YTD 2018	Projected 2018	Adopted 2019
<b>Revenues:</b>					
General Property Tax	\$ 614,755.78	\$ 725,000.00	\$ 154,086.71	\$ 610,620.46	\$ 725,000.01
Interest Revenue	\$ 26,684.00				
License Revenue from placement of dredge					\$ 25,000.00
Revenue from sale of dredge material	\$ 32,128.00	\$ 30,000.00		\$ -	\$ 5,000.00
Grant income		\$ 5,500.00	\$ 4,500.00	\$ 5,500.00	\$ 5,500.00
State of MN Grant for Dredge Material Mgmt.				\$ 240,000.00	\$ 240,000.00
Metro-area Watershed Based Funding Grant					\$ 182,042.00
Miscellaneous Income	\$ 1,210.00				
<b>Total Revenues</b>	<b>\$ 674,777.78</b>	<b>\$ 760,500.00</b>	<b>\$ 158,586.71</b>	<b>\$ 856,120.46</b>	<b>\$ 1,182,542.01</b>
<b>Expenses:</b>					
10 Wages-General	\$ -	\$ -	\$ -	\$ -	\$ -
11 Severance Allowance	\$ -				
12 Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
13 PERA Expense	\$ -	\$ -			
14 Payroll Tax (FICA/Medicare)	\$ -	\$ -	\$ -	\$ -	\$ -
15 Unemployment compensation	\$ -	\$ -			
16 Manager Per Diem	\$ 9,000.00	\$ 9,000.00	\$ 2,625.00	\$ 2,625.00	\$ 9,000.00
17 Manager Expense (mileage/food/registrations)	\$ 3,500.00	\$ 4,000.00	\$ 410.00	\$ 410.00	\$ 4,000.00
18 Telecommunications-Cell-Internet/Phone	\$ -	\$ -	\$ -	\$ -	\$ -
19 Postage	\$ 1,000.00	\$ 500.00	\$ 56.00	\$ 56.00	\$ 500.00
20 Photocopying	\$ 1,000.00	\$ 2,000.00	\$ 1,210.00	\$ 1,210.00	\$ 2,000.00
21 Newsletter Expense(Web Articles)	\$ -	\$ -		\$ -	\$ -
22 Legal Notices-General	\$ 1,500.00	\$ 1,500.00	\$ 6,997.00	\$ 6,997.00	\$ 1,500.00
23 Dues	\$ 4,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
24 Publications	\$ -		\$ -	\$ -	\$ -
25 Professional Services-General	\$ 132,400.00	\$ 126,100.00	\$ 106,191.00	\$ 106,191.00	\$ 120,100.00
26 Legal Fees-General	\$ 11,000.00	\$ 11,000.00	\$ 2,559.00	\$ 2,559.00	\$ 11,000.00
27 Accounting/Payroll Fees	\$ 4,700.00	\$ 5,000.00	\$ 4,872.00	\$ 4,872.00	\$ 5,000.00
28 Engineering-General	\$ 20,000.00	\$ 20,000.00	\$ 43,560.00	\$ 43,560.00	\$ 20,000.00
29 Audit Fees	\$ 13,500.00	\$ 14,000.00	\$ 13,710.00	\$ 13,710.00	\$ 14,500.00
30 Equipment-Maintenance	\$ 500.00	\$ 500.00	\$ 284.00	\$ 284.00	\$ 500.00
31 Taxable meal reimbursement	\$ 500.00	\$ 500.00	\$ 239.00	\$ 239.00	\$ 500.00
32 Mileage	\$ 6,000.00	\$ 6,000.00	\$ 3,154.00	\$ 3,154.00	\$ 6,000.00
33 Training & Education	\$ 1,500.00	\$ 1,500.00	\$ 373.00	\$ 373.00	\$ 1,500.00
34 Lodging/ Staff Travel	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
35 Rent	\$ 8,000.00	\$ 8,000.00	\$ 8,451.00	\$ 8,451.00	\$ 8,000.00
36 Web Expense-Design & Hosting (Moved to E & O)	\$ -		\$ -	\$ -	
37 Equipment-Lease	\$ 3,000.00	\$ 3,000.00	\$ 2,849.00	\$ 2,849.00	\$ 3,000.00
38 Insurance & Bonds	\$ 9,000.00	\$ 10,000.00	\$ 14,946.00	\$ 14,946.00	\$ 10,500.00
39 Bank Charges		\$ -		\$ -	\$ -
40 Cleaning Service	\$ -	\$ -	\$ -	\$ -	\$ -
41 Meeting Supplies/Expense	\$ 100.00	\$ 100.00	\$ 59.00	\$ 59.00	\$ 100.00
42 Office Supplies	\$ 300.00	\$ 300.00	\$ 466.00	\$ 466.00	\$ 300.00
43 Equipment-General	\$ -		\$ -	\$ -	
44 Miscellaneous-General	\$ 3,000.00	\$ 3,000.00	\$ 1,869.00	\$ 1,869.00	\$ 3,000.00
45 Lobbying	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
<b>Total Expense for Administration:</b>	<b>\$ 250,000.00</b>	<b>\$ 250,000.00</b>	<b>\$ 242,380.00</b>	<b>\$ 242,380.00</b>	<b>\$ 250,000.00</b>

2019 Proposed Budget  
2018 Adopted Budget - 2018 Actuals/Projected - 2019 Adopted

Account	2018 Adopted	YTD 2018	Projected 2018	Adopted 2019
<b>Revenues:</b>				
5 General Property Tax				
6 Carver County	\$ 42,113.07	\$ 41,958.66	\$ 41,958.66	\$ 48,442.33
7 Dakota County	\$ 73,373.63	\$ 70,706.49	\$ 70,706.49	\$ 76,001.75
8 Hennepin County	\$ 316,479.90	\$ 209,140.95	\$ 209,140.95	\$ 276,570.10
9 Scott County	\$ 293,033.40	\$ 288,814.36	\$ 288,814.36	\$ 323,985.83
10 <b>Total Levy:</b>	<b>\$ 725,000.00</b>	<b>\$ 610,620.46</b>	<b>\$ 610,620.46</b>	<b>\$ 725,000.01</b>
11 Interest Revenue	\$ 26,000.00			
12 Met Council Grant-(WOMP Station Monitoring)	\$ 5,500.00	\$ 4,500.00	\$ 5,500.00	\$ 5,500.00
State of MN Grant for Dredge Material Management	\$ 240,000.00	\$ 480,000.00	\$ 240,000.00	\$ 240,000.00
Metro-Area Watershed Based funding grants				\$ 182,042.00
13 Revenue for use of Vernon Avenue dredge for dewatering private material	\$ 25,000.00	\$ 29,652.00	\$ 29,652.00	\$ 25,000.00
14 Revenues from sale of dredge material	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
<b>Total Revenues:</b>	<b>\$ 1,026,500.00</b>	<b>\$1,124,772.46</b>	<b>\$ 885,772.46</b>	<b>\$ 1,182,542.01</b>
<b>Expenses:</b>				
18 <b>Administration</b>	\$ 250,000.00	\$ 212,487.60	\$ 250,000.00	\$ 250,000.00
20 <b>Cooperative Projects</b>				
21 Eden Prairie Bank Stabilization -#3			\$ -	\$ -
25 Eagle Creek			\$ -	\$ -
30 Gully Erosion Contingency			\$ -	\$ -
31 USGS	\$ 18,500.00	\$ 19,400.00	\$ 18,500.00	\$ 19,700.00
34 Ravine Stabilization at Seminary Fen in Chaska			\$ 110,400.00	\$ -
35 Riley Creek Cooperative Project with RPBCWD	\$ 50,000.00		\$ 75,000.00	
40 <b>509 Plan Budget</b>				
41 Resource Plan Implementation				
42 Assumption Creek Hydrology Restoration Project				\$ 30,000.00
43 Carver Creek restoration Project				\$ 80,000.00
44 Groundwater Screening Tool Modal				\$ 50,000.00
45 Eagle Creek (East Branch) Project				\$ 10,000.00
46 East Creek Bank Stabilization Project				\$ 50,000.00
47 East Creek Water Quality Treatment Project				\$ 50,000.00
48 Minnesota River Floodplain Model Feasibility Study				\$ 30,000.00
49 Schroeder's Acres Park/Savage Fen Stormwater Management Project				\$ 39,555.00
Prior Lake Outlet Channel				\$ 71,727.00
50 Spring Creek Project				\$ 45,000.00
51 West Chaska Creek Project				\$ 50,000.00
52 Sustainable Lakes Management Plan (Trout Lakes)	\$ 50,000.00	\$ -	\$ 50,000.00	
53 Geomorphpic Assessments (Trout Streams)	\$ 50,000.00	\$ 2,729.75	\$ 50,000.00	
54 Paleolimnology Study (Floodplain Lakes)	\$ 50,000.00	\$ 37,200.00	\$ 50,000.00	
55 Fen Stewardship Program	\$ 75,000.00	\$ 383.26	\$ 75,000.00	\$ 25,000.00
56 District Boundary Modification Project	\$ 10,000.00	\$ -	\$ 10,000.00	
57 East Chaska Creek Treatment Wetland Project	\$ 10,000.00		\$ 10,000.00	
58 Minnesota River Sediment Reduction Strategy	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00
62 Riley Creek Cooperative Project	\$ 50,000.00	\$ 75,075.49	\$ 150,000.00	
63 Local Water Management Plan reviews	\$ 12,000.00	\$ 16,601.43	\$ 12,000.00	\$ 12,000.00
64 Project Reviews	\$ 16,000.00	\$ 26,524.71	\$ 16,000.00	\$ 20,000.00
65 Monitoring	\$ 65,000.00	\$ 11,579.92	\$ 65,000.00	\$ 65,000.00
66 Monitoring Data Analysis	\$ -			
67 Technical Assistance	\$ -			
68 Watershed Management Plan				
69 Next Generation Watershed Management Plan	\$ -			
70 Plan Clarification and proposed rules		\$ -	\$ -	\$ 25,000.00
71 Plan Amendment	\$ 50,000.00	\$ 67,228.55	\$ 67,228.55	
72 Vegetation Management Standard/Plan		\$ 3,304.75		\$ 50,000.00
73 Public Education/Citizen Advisory Committee/Outreach Program	\$ 30,000.00	\$ 20,409.24	\$ 30,000.00	\$ 30,000.00
Scott County WEP (flyer for tree sale)		\$ 767.00	\$ 767.00	
Project with Friends of the MN River Valley	\$ 10,000.00		\$ 10,000.00	\$ 7,600.00
Model Snow & Ice Policy				
Master Water Steward	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00
MN River Congress	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Freshwater Society Ice In/Loon Out	\$ 800.00	\$ 760.00	\$ 760.00	\$ 800.00
Freshwater Society Altered Hydrology Project		\$ 37,500.00	\$ 37,500.00	
Metro Children's Water Festival	\$ 1,500.00	\$ -	\$ 1,650.00	\$ 1,650.00
Scott County Outdoor Education Days	\$ 1,500.00		\$ 1,500.00	\$ 1,650.00
LMRWD Website redesign		\$ 8,345.50	\$ 8,345.00	
LMRWD Website maintenance and updates	\$ 8,000.00	\$ 1,500.00	\$ 8,000.00	\$ 8,000.00
Minnesota River Tour	\$ 7,500.00	\$ -	\$ 7,500.00	\$ 7,500.00
74 Cost Share Program	\$ 20,000.00	\$ 16,380.30	\$ 20,000.00	\$ 20,000.00
75 <b>Nine Foot Channel</b>				
Transfer from General Fund	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 80,000.00
76 Dredge Site Restoration	\$ 240,000.00	\$ 28,888.78	\$ 240,000.00	\$ 240,000.00
<b>Total Non-administrative Expenses:</b>	<b>\$ 771,500.00</b>	<b>\$ 325,706.18</b>	<b>\$ 1,092,519.55</b>	<b>\$ 1,117,982.00</b>
93 Revenue less Expenses	\$ 5,000.00	\$ 586,578.68	\$ (456,747.09)	\$ (185,439.99)
95 Beginning Fund Balance - January 1	\$ 1,053,759.83			\$ 1,058,759.83
96 Total Revenue	\$ 1,026,500.00			\$ 1,182,542.01
97 Total Expenses	\$ (1,021,500.00)			\$ (1,367,982.00)
98 Ending Fund Balance - December 31 (projected)	\$ 1,058,759.83			\$ 873,319.84