



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 18, 2018

Agenda Item

Item 5. B. - 2019 Preliminary Budget

Prepared By

Linda Loomis, Administrator

Summary

The first draft of the 2019 preliminary budget is attached. The budget is based on the implementation plan contained in the draft Watershed Management Plan. The implementation plan is attached. There are some differences between the Plan and the Budget. Differences are:

1. The Plan calls for \$75,000 for the Riley Creek Cooperative Project. This project has been included in previous years and there is enough money from funds already collected that additional money is not needed (Riley Creek balance sheet is attached)
2. USGS stream flow and sediment monitoring costs were not included in the plan.
3. Municipal Plan review costs and Project review costs were not identified in the plan
4. Money has been included in 2017 and 2018 to address the deficit in the Channel Fund. This was not included in the Plan. In 2019, \$80,000 is included to reduce the deficit.

The proposed levy for 2019 will remain the same as in 2018. I have not yet received the Net Tax Capacity Distribution for the counties, the distribution shown in the draft preliminary budget reflect the 2018 distribution. If the Board wants to make any changes to the draft preliminary budget, direction should be provided before the August Board meeting.

A public hearing will be held at the August meeting to present and adopt the budget and certify the levy payable in 2018 to the counties.

Attachments

Draft preliminary 2019 budget

Table 4.1 Implementation Program Budget from draft Watershed Management Plan

Riley Creek balance sheet

Recommended Action

Provide direction to staff

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

Account	Adopted 2017	Adopted 2018	YTD 2018	Projected 2019	Proposed 2019
Revenues:					
General Property Tax	\$ 614,755.78	\$ 725,000.00	\$ 154,086.71	\$ 725,000.00	\$ 725,000.00
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					\$ 136,055.00
Miscellaneous Income	\$ 1,210.00				
Total Revenues	\$ 674,777.78	\$ 760,500.00	\$ 158,586.71	\$ 970,500.00	\$ 1,136,555.00
Expenses:					
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	\$ -	\$ 6,000.00	\$ 9,000.00
17 Manager Expense (mileage/food/registrations)	\$ 3,500.00	\$ 4,000.00	\$ -	\$ 3,500.00	\$ 4,000.00
18 Telecommunications-Cell-Internet/Phone	\$ -	\$ -	\$ -	\$ -	\$ -
19 Postage	\$ 1,000.00	\$ 500.00	\$ 20.00	\$ 1,000.00	\$ 500.00
20 Photocopying	\$ 1,000.00	\$ 2,000.00	\$ 649.00	\$ 600.00	\$ 2,000.00
21 Newsletter Expense(Web Articles)	\$ -	\$ -		\$ -	\$ -
22 Legal Notices-General	\$ 1,500.00	\$ 1,500.00	\$ 1,066.00	\$ 1,000.00	\$ 1,500.00
23 Dues	\$ 4,000.00	\$ 7,500.00	\$ 7,500.00	\$ 4,000.00	\$ 7,500.00
24 Publications	\$ -		\$ -	\$ -	
25 Professional Services-General	\$ 132,400.00	\$ 126,100.00	\$ 38,997.00	\$ 130,000.00	\$ 120,100.00
26 Legal Fees-General	\$ 11,000.00	\$ 11,000.00	\$ 2,559.00	\$ 11,000.00	\$ 11,000.00
27 Accounting/Payroll Fees	\$ 4,700.00	\$ 5,000.00	\$ 2,483.00	\$ 4,578.00	\$ 5,000.00
28 Engineering-General	\$ 20,000.00	\$ 20,000.00	\$ 8,592.00	\$ 11,000.00	\$ 20,000.00
29 Audit Fees	\$ 13,500.00	\$ 14,000.00	\$ 190.00	\$ 13,212.00	\$ 14,500.00
30 Equipment-Maintenance	\$ 500.00	\$ 500.00	\$ 136.00	\$ 500.00	\$ 500.00
31 Taxable meal reimbursement	\$ 500.00	\$ 500.00	\$ 89.00	\$ 300.00	\$ 500.00
32 Mileage	\$ 6,000.00	\$ 6,000.00	\$ 1,083.00	\$ 5,000.00	\$ 6,000.00
33 Training & Education	\$ 1,500.00	\$ 1,500.00	\$ 124.00	\$ 1,500.00	\$ 1,500.00
34 Lodging/ Staff Travel	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
35 Rent	\$ 8,000.00	\$ 8,000.00	\$ 4,551.00	\$ 8,000.00	\$ 8,000.00
36 Web Expense-Design & Hosting (Moved to E & O)	\$ -		\$ -	\$ -	
37 Equipment-Lease	\$ 3,000.00	\$ 3,000.00	\$ 1,689.00	\$ 3,000.00	\$ 3,000.00
38 Insurance & Bonds	\$ 9,000.00	\$ 10,000.00	\$ 6,056.00	\$ 9,000.00	\$ 10,500.00
39 Bank Charges		\$ -		\$ -	\$ -
40 Cleaning Service	\$ -	\$ -	\$ -	\$ -	\$ -
41 Meeting Supplies/Expense	\$ 100.00	\$ 100.00	\$ 59.00	\$ 100.00	\$ 100.00
42 Office Supplies	\$ 300.00	\$ 300.00	\$ 121.00	\$ 300.00	\$ 300.00
43 Equipment-General	\$ -			\$ -	
44 Miscellaneous-General	\$ 3,000.00	\$ 3,000.00	\$ 706.00	\$ 3,000.00	\$ 3,000.00
45 Lobbying	\$ 15,000.00	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Total Expense for Administration:	\$ 250,000.00	\$ 250,000.00	\$ 96,670.00	\$ 236,590.00	\$ 250,000.00

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

Account	2018 Adopted	YTD 2018	Projected 2018	Proposed 2019
Revenues:				
5 General Property Tax				
6 Carver County	\$ 42,113.07		\$ 43,158.53	\$ 42,113.08
7 Dakota County	\$ 73,373.63		\$ 79,570.91	\$ 73,373.63
8 Hennepin County	\$ 316,479.90		\$ 325,266.18	\$ 316,479.90
9 Scott County	\$ 293,033.40	\$154,086.71	\$ 277,004.38	\$ 293,033.40
10 Total Levy:	\$ 725,000.00	\$154,086.71	\$ 725,000.00	\$ 725,000.00
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		\$ 240,000.00	\$ 240,000.00
Metro-Area Watershed Based funding grants				\$ 136,055.00
13 Revenue for use of Vernon Avenue dredge for dewatering private material	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00
14 Revenues from sale of dredge material	\$ 5,000.00		\$ 50,000.00	\$ 5,000.00
16 Total Revenues:	\$ 1,026,500.00	\$158,586.71	\$ 1,045,500.00	\$ 1,136,555.00
Expenses:				
18 Administration	\$ 250,000.00	\$ 96,674.19	\$ 250,000.00	\$ 250,000.00
20 Cooperative Projects				
21 Eden Prairie Bank Stabilization -#3			\$ -	\$ -
25 Eagle Creek			\$ -	\$ -
30 Gully Erosion Contingency			\$ -	\$ -
31 USGS	\$ 18,500.00		\$ 18,500.00	\$ 19,700.00
34 Ravine Stabilization at Seminary Fen in Chaska			\$ 110,400.00	\$ -
35 Riley Creek Cooperative Project with RPB/CWD	\$ 50,000.00		\$ 75,000.00	
40 509 Plan Budget				
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
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 Geomorphc Assessments (Trout Streams)	\$ 50,000.00		\$ 50,000.00	
54 Paleolimnology Study (Floodplain Lakes)	\$ 50,000.00		\$ 50,000.00	
55 Fen Stewardship Program	\$ 75,000.00		\$ 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		\$ 150,000.00	
63 Local Water Management Plan reviews	\$ 12,000.00	\$ 4,511.38	\$ 12,000.00	\$ 12,000.00
64 Project Reviews	\$ 16,000.00	\$ 2,784.38	\$ 16,000.00	\$ 16,000.00
65 Monitoring	\$ 65,000.00	\$ 8,419.92	\$ 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		\$ -	\$ -	
71 Plan Amendment	\$ 50,000.00	\$ 47,044.90	\$ 50,000.00	
72 Vegetation Management Standard/Plan				\$ 50,000.00
73 Public Education/Citizen Advisory Committee/Outreach Program	\$ 30,000.00	\$ 14,143.98	\$ 30,000.00	\$ 30,000.00
74 Cost Share Program	\$ 20,000.00		\$ 20,000.00	\$ 20,000.00
75 Nine Foot Channel	\$ 50,000.00		\$ 50,000.00	\$ 80,000.00
76 Dredge Site Restoration	\$ 240,000.00	\$ 5,489.24	\$ 240,000.00	\$ 240,000.00
91 Total Non-administrative Expenses:	\$ 821,500.00	\$ 82,393.80	\$ 1,125,291.00	\$ 1,017,255.00
93 Revenue less Expenses	\$ (45,000.00)	\$ (20,481.28)	\$ (329,791.00)	\$ (130,700.00)
95 Beginning Fund Balance - January 1	\$ 1,053,759.83			\$ 1,008,759.83
96 Total Revenue	\$ 1,026,500.00			\$ 1,136,555.00
97 Total Expenses	\$ (1,071,500.00)			\$ (1,267,255.00)
98 Ending Fund Balance - December 31 (projected)	\$ 1,008,759.83			\$ 878,059.83

Class	2016 Actual	2017 Actual	2018 Actual	2019 Actual	Total Project
Riley Creek					
Budgeted					
2016	\$ 45,000.00	\$ -	\$ -		
2017	\$ -	\$ 100,000.00	\$ -		
2018	\$ -	\$ -	\$ 50,000.00		
2019	\$ -	\$ -	\$ -	\$ 75,000.00	\$ 75,000.00
Total Revenues	\$ 45,000.00	\$ 100,000.00	\$ 50,000.00	\$ 75,000.00	\$ 270,000.00
Expenses					
Nov-16 23271509.00-1	\$ 9,022.98	\$ -			
Aug-16 23271509.00-2	\$ 8,353.38	\$ -			
Sep-16 23271509.00-3	\$ 10,262.77	\$ -			
Oct-16 23271509.00-4	\$ 3,651.50	\$ -			
Nov-16 23270509.00-5	\$ 2,728.50	\$ -			
Dec-16 23271509.00-6	\$ 5,033.50	\$ -			
Jan-17 23271509.00-7	\$ -	\$ 2,799.05			
Mar-17 23271509.00-8	\$ -	\$ 870.50			
Oct-17 23271509.00-9	\$ -	\$ 2,063.50			
Nov-17 23271509.00-10	\$ -	\$ 582.50			
18-Jul Construction	\$ -	\$ -	\$ 73,846.49		
Total Expenses	\$ 39,052.63	\$ 6,315.55	\$ 73,846.49	\$ -	\$ 119,214.67

Total Project Revenues \$ 270,000.00

Total Expenses to date \$ 119,214.67

Total funds remaining after after LMRWD Project \$ 150,785.33

Funds committed to RPBCWD Project \$ 150,000.00

TOTAL funds remaining \$ 785.33