



Please note the meeting will be held 7:00pm, Wednesday, December 19, 2018 in the County Board Room at the Carver County Government Center, 602 East 4th Street, Chaska, MN.

# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 19, 2018

### Agenda Item

#### Item 4. F. - Adopt 2019 Budget and certify tax levy payable 2019

#### Prepared By

Linda Loomis, Administrator

#### Summary

At the August 2018 Board meeting, the Board approved a proposed budget and preliminary certification of levy for taxes payable 2019. Since the August meeting a few changes have been made to the budget. A line item has been added for a project under the Metro-area Watershed Based Funding Pilot Program: the Prior Lake Outlet Channel water quality and wetland improvement project with the city of Shakopee. The line item for project reviews has also been increased from \$16,000 to \$20,000. Finally, \$25,000 has been added to the Watershed Management Plan line item for rule development. These changes bring the total budget to \$1,367,982.

The levy for taxes payable in 2019 certified in August was \$725,000. The revision to the budget does not change the amount the LMRWD intends to levy so an additional public hearing is not required.

Managers should adopt the final budget and affirm the levy certified in August. Resolution 18-22 Adopting 2019 Budget and Certification of Property Tax Levy for Taxes Payable 2019 is attached, as well as the 2019 budget with the above changes.

#### Attachments

Resolution 18-22 Adopting 2019 Budget and Certification of Property Tax Levy for Taxes Payable 2019  
Final 2019 Budget

#### Recommended Action

Motion to adopt Resolution 18-22

Manager \_\_\_\_\_ introduced the following resolution and moved its adoption:

LOWER MINNESOTA RIVER WATERSHED DISTRICT

RESOLUTION 18-22

ADOPTING 2019 BUDGET AND CERTIFICATION OF  
PROPERTY TAX LEVY FOR TAXES PAYABLE 2019

WHEREAS, in August 2018, the Board of Managers of the Lower Minnesota River Watershed District ("LMRWD") adopted a proposed preliminary total budget of One Million Two Hundred Sixty Seven Thousand Two Hundred Fifty Five Dollars (\$1,267,255) for the fiscal year commencing January 1, 2019; and

WHEREAS, the budget has been revised for a new total of One Million Three Hundred Sixty Seven Thousand Nine Hundred Eighty Two Dollars (\$1,367,982); and

WHEREAS, the revised budget requires the previously certified Seven Hundred Twenty Five Thousand Dollars (\$725,000) to be raised from an ad valorem tax levy on taxable property in the LMRWD, for the purpose of paying administrative expenses (Minnesota Statutes § 103D.905 Subd. 3) of Two Hundred Fifty Thousand Dollars (\$250,000) and providing for a planning and implementation fund (Minnesota Statutes § 103B.241) of Four Hundred Seventy Five Thousand Dollars (\$475,000).

NOW, THEREFORE, BE IT RESOLVED, that the Secretary, in accordance with Minnesota Statutes, shall certify an ad valorem tax of Seven Hundred Twenty Five Thousand Dollars (\$725,000) to the Auditors of the following Counties: Carver, Dakota, Hennepin and Scott apportioned according to the attached Schedule A, which sum to be raised by a levy on all taxable property in the Lower Minnesota River Watershed District payable in the year 2019 and for the purposes noted above as provided in Minnesota Statutes, Sections 103D.911 and 103D.915;

BE IT FURTHER RESOLVED by the Board of Managers of the LMRWD that the revised Budget is hereby approved and adopted as the final budget for 2019.

Adopted by the Board of Managers of the Lower Minnesota River Watershed District this 19th day of December, 2018.

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Jesse Hartmann, President

ATTEST:

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David Raby, Secretary/Treasurer

The motion for the adoption of the foregoing resolution was seconded by Manager \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof: Hartmann, Raby and Frey; and the following voted against the same: None. Whereupon said resolution was declared passed and adopted, this 19th day of December, 2018, signed by the President and his signature attested by the Secretary/Treasurer.

**SCHEDULE A**

District 060 - Lower MN River Watershed

The following table was presented for the Managers' consideration with regard to the proposed amounts to be levied in each separate county, based upon the net tax capacities available:

**Preliminary Certification of Apportioned Levies**

**Payable 2019**

1)	General Fund (M.S. 103D.905, Subd.3)		\$250,000.00
2)	Planning and Implementation Fund (M.S. 103B.241)		\$475,000.00
3)	Payable 2017 Property Tax Levy		\$725,000.00
<u>County</u>	(4) Payable 2018 Taxable Net Tax Capacity	(5) Net Tax Capacity Percent Distribution	(6) Apportioned Payable 2017 Levy Column(4) x (5)
Carver	\$6,240,151	6.6817%	\$48,442.33
Dakota	\$9,790,297	10.4830%	\$76,001.75
Hennepin	\$35,626,906	38.1476%	\$276,570.10
Scott	\$41,734,806	44.6877%	\$323,985.83
TOTAL	\$93,392,160	100.00%	\$725,000.00

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

Account	2018 Adopted	YTD 2018	Projected 2018	Proposed 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
16 <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
74 Cost Share Program	\$ 20,000.00	\$ 16,380.30	\$ 20,000.00	\$ 20,000.00
75 Nine Foot Channel				
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
91 <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

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
<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	\$ 1,876.00	\$ 6,000.00	\$ 9,000.00
17 Manager Expense (mileage/food/registrations)	\$ 3,500.00	\$ 4,000.00	\$ 249.00	\$ 3,500.00	\$ 4,000.00
18 Telecommunications-Cell-Internet/Phone	\$ -	\$ -	\$ -	\$ -	\$ -
19 Postage	\$ 1,000.00	\$ 500.00	\$ 56.00	\$ 1,000.00	\$ 500.00
20 Photocopying	\$ 1,000.00	\$ 2,000.00	\$ 1,111.00	\$ 600.00	\$ 2,000.00
21 Newsletter Expense(Web Articles)	\$ -	\$ -		\$ -	\$ -
22 Legal Notices-General	\$ 1,500.00	\$ 1,500.00	\$ 4,934.00	\$ 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	\$ 86,838.00	\$ 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	\$ 3,661.00	\$ 4,578.00	\$ 5,000.00
28 Engineering-General	\$ 20,000.00	\$ 20,000.00	\$ 34,329.00	\$ 11,000.00	\$ 20,000.00
29 Audit Fees	\$ 13,500.00	\$ 14,000.00	\$ 13,710.00	\$ 13,212.00	\$ 14,500.00
30 Equipment-Maintenance	\$ 500.00	\$ 500.00	\$ 271.00	\$ 500.00	\$ 500.00
31 Taxable meal reimbursement	\$ 500.00	\$ 500.00	\$ 180.00	\$ 300.00	\$ 500.00
32 Mileage	\$ 6,000.00	\$ 6,000.00	\$ 2,551.00	\$ 5,000.00	\$ 6,000.00
33 Training & Education	\$ 1,500.00	\$ 1,500.00	\$ 373.00	\$ 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	\$ 7,800.00	\$ 8,000.00	\$ 8,000.00
36 Web Expense-Design & Hosting (Moved to E & O)	\$ -		\$ -	\$ -	
37 Equipment-Lease	\$ 3,000.00	\$ 3,000.00	\$ 2,849.00	\$ 3,000.00	\$ 3,000.00
38 Insurance & Bonds	\$ 9,000.00	\$ 10,000.00	\$ 14,946.00	\$ 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	\$ 424.00	\$ 300.00	\$ 300.00
43 Equipment-General	\$ -			\$ -	
44 Miscellaneous-General	\$ 3,000.00	\$ 3,000.00	\$ 1,480.00	\$ 3,000.00	\$ 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>\$ 207,756.00</b>	<b>\$ 236,590.00</b>	<b>\$ 250,000.00</b>