

Minutes



Mission: To protect and enhance the quality of water in the lakes within its jurisdiction....ensure wise decisions are made concerning the management and related land resources which impact these lakes.

PELICAN RIVER WATERSHED DISTRICT
MEETING ANNOUNCEMENT
**PUBLIC HEARING on
2014 Budgets and
Levies/Assessments and Fees**

6:15 PM

followed by the

Regular MONTHLY MANAGERS' MEETING

Tuesday, September 10, 2013

WATERSHED DISTRICT OFFICE
Wells Fargo Bldg, 2nd Floor Conference Room
211 Holmes Street West, Detroit Lakes, MN

AGENDA

- 6:15 PM **PUBLIC HEARING – 2014 Budgets and Levies/Assessments and Fees**
 - 6:45 PM **REGULAR MONTHLY MANAGER MEETING (to start after the Public Hearing/public comments received)**
 - 1. Call To Order
 - 2. Approval of Agenda and Consent Agenda (Administrator's Report; Secretary's Report –August 15, 2013 Regular Meeting Minutes; Rules/Permitting Report; Ditch Inspector's Report).
 - 6:50 PM 3. Progress Reports - Committee Chairs (5 minute reports)
 - a. Personnel
 - b. Aquatic Plant (Projects 1B & 1C)
 - c. Advisory Committee Report
 - 7:00 PM 4. Old Business
 - a. Flowering Rush Research Update – Dr. John Madsen
 - b. Direct Deposit Payroll Procedure Update
 - 7:40 PM *BREAK (10 minutes)*
 - 5. New Business
 - a. **Approval of 2014 Preliminary Budget and Levies/Assessments/Fees**
 - 8:15 PM 6. Treasurer's Report
 - a. **September Bills**
 - b. **3rd Quarter Manager Per Diems/Expenses**
 - c. **Jan-August 2013 Revenue and Expenses – to be filed and subject to audit.**
 - 8:40 PM 7. Attorney's Report
 - 8:45 PM 8. Engineer's Report
 - 8:45 PM 9. Pulled Consent Agenda Items
 - 8:45 PM 10. Announcements
 - 8:45 PM 11. Meeting Adjournment
- (Items in bold face are proposed for board approval/action consideration.)**



THE PELICAN RIVER WATERSHED DISTRICT OF
BECKER AND OTTERTAIL COUNTIES
MINUTES OF REGULAR MEETING

August 15, 2013

Managers Present: Kral, Okeson, Brainard, Imholte, Haggart, Nansen, Michaelson

Managers Absent: Haggart

Staff: Administrator Guetter, Asst. Admin. Staldine; Office Asst. Moses, Terry Anderson

Consultants: Engineer Mackowick

Advisory Committee: None **Others:** NONE

The Regular Managers' meeting was called to order by President Kral at 6:15 PM.

CONSENT AGENDA. Motion to approve the consent agenda, including the August Administrator's Report; Secretary's Report –July 18, 2013 Regular Managers' Meeting Minutes; August Rules/Permitting Report; and August Ditch Inspector's Report (Brainard, Michaelson), carried unanimously.

PROGRESS REPORTS

- a. **Personnel Committee** – The committee did not meet.
- b. **Aquatic Plant Committee** – The committee did not meet.
- c. **Citizen Advisory** –Nothing further to report.

OLD BUSINESS

- a. **Rice Lake** – Wenck will be submitting project permits to regulatory agencies.
- b. **2013 Flowering Rush Research/Treatment Update** – The second set of Flowering rush treatments were completed on July 31 on Detroit, Curfman, Sallie, and Melissa. A recent article was published in the local newspaper highlighting the positive results due to the research and treatments by the District. Imholte noted in Curfman there were areas which had emergent FR on the shore banks. Guetter will contact PLM regarding status emergent spraying.
- c. **St. Clair Lake TMDL Update** – a public input meeting will be scheduled when the draft report is completed – within the next two-month timeframe.

NEW BUSINESS

- a. 2014 Preliminary Budget/Levies/Assessments were reviewed by the managers.
- b. **Direct Deposit/Funds Investment/Depository**- Moses reviewed current payroll procedures/costs and presented costs for direct deposit payroll from various local banking institutions.
 - a. **Motion to authorize Treasurer Imholte and Administrator Guetter to set up direct deposit payroll/per diems and related items (PERA, HRA, 457 Retirement, Payroll Withholding taxes) for all District employees and Board of Managers at Bell State Bank (Nansen, Brainard) carried unanimously.**
 - b. **Motion to authorize Treasurer Imholte to transfer \$20,000-\$25,000 from Wells-Fargo Bank to Bell State Bank to set up a direct deposit payroll account (Imholte, Nansen), carried unanimously.**
 - c. **Motion to authorize PRWD Administrator Guetter to approve payment of direct deposit payroll/per diems and related item transactions (Imholte, Michaelson), carried unanimously.** It is noted Treasurer Imholte and Secretary Brainard will continue to review and approve payroll records.

Moses also reviewed fund investment options and interest rates from several financial institutions. No action was taken.

PUBLIC FORUM – NONE

TREASURER'S REPORT.

- a. **Approval of Claims # 13775-13795 (\$39,863.55).** The monthly bills were reviewed. **Motion to pay August 2013 bills (Imholte, Nansen) carried unanimously.**
- b. **Financial Report.** The January-July 2013 Revenues and Expenses Report was reviewed by the managers. **Motion to approve the draft January-July 2013 R & E Report (Imholte, Brainard), carried unanimously.** The report will be filed for audit.

ATTORNEY REPORT– None

ENGINEER REPORT –Engineer Mackowick presented the recently published NOAA Atlas 14 Rainfall Data Update (replaces Technical Paper 40 (TP-40) publication) which is widely used by engineers to model water flow rates/discharges for structure designs such as storm water treatment ponds, impoundments, flood levies, storm sewers, etc. The updated Atlas 14 rainfall values for the District's area had little change for 10-yr or less rainfall events.



THE PELICAN RIVER WATERSHED DISTRICT OF
BECKER AND OTTERTAIL COUNTIES
MINUTES OF REGULAR MEETING

PULLED CONSENT AGENDA ITEMS- NONE

ANNOUNCEMENTS – Public Hearing Date for 2014 Preliminary Budgets/Levies/Assessments/Fees on Tuesday, September 10, 2013 at 6:15 pm followed by the September Regular Managers' Meeting.

ADJOURNMENT. Motion to adjourn the meeting at 8:51 PM (Brainard, Okeson), carried.

David Brainard
Respectfully Submitted
David Brainard, Secretary

Meeting Approved: 9-10-13

Pelican River Watershed District
Claims Paid

August 2013

	<u>Date</u>	<u>Num</u>	<u>Amount</u>
*Anderson, Terry	08/16/2013	13775	40.00
*Guetter, Tera	08/16/2013	13776	30.00
*Staldine, Jonathan	08/16/2013	13777	85.97
.Imholte, G.	08/16/2013	13778	64.21
ACS	08/16/2013	13779	47.31
Bank of America	08/16/2013	13794	244.17
Central Market	08/16/2013	13780	38.52
County 6 Amoco & Bait	08/16/2013	13781	343.12
Detroit Lakes Newspapers	08/16/2013	13782	449.00
GovDeals, Inc.	08/16/2013	13783	504.45
L & M Supply	08/16/2013	13784	241.48
Lakes Radio	08/16/2013	13785	99.00
League of MN Cities	08/16/2013	13786	3,542.00
MATHIAS C. JUSTIN, LTD.	08/16/2013	13787	5,200.00
Mississippi State University	08/16/2013	13788	22,500.00
Office Essentials Plus	08/16/2013	13789	130.85
Office of Enterprise Technology	08/16/2013	13795	78.32
RMB Environmental Laboratories, Inc.	08/16/2013	13790	1,899.00
Wells Fargo-Office Lease	08/16/2013	13791	1,100.00
Wenck Associates, Inc	08/16/2013	13792	2,974.95
Xerox Corporation	08/16/2013	13793	251.20

TOTAL

39,863.55

Pelican River Watershed District
Administrator Monthly Report
September 4, 2013
www.prwd.org

MAIN DISTRICT WATER QUALITY INITIATIVES

Campbell Creek –No further updates.

Rice Lake Wetland Nutrient Reduction Project – No further updates.

Lake St. Clair TMDL. The District and the City of Detroit Lakes received a draft TMDL for review from the MPCA. The City of Detroit Lakes requested permitting information(size/design info) from the District spanning a 10-year period to assist their efforts with the review of the draft TMDL of St. Clair Lake. Staff is compiling this information for the City.

Pelican River Cleanup – While investigating the location of a potential blockage (debris/beaver dam, etc.) on the Pelican River between Hwy 34 and Big Detroit, it was discovered there are several stream reach areas with tree snags/debris and other garbage accumulations. The current low water levels provide an ideal time to remove the snags and debris. Towards this end, Staldine is taking the lead in organizing a river cleanup on the Pelican River along the area south of Highway 10 (Boys & Girls Club Thrift Store area) extending to the outlet of Big Detroit the week of September 23rd. He is in the process of coordinating the event with the City of Detroit Lakes (Streets/Parks Department) who will assist with disposal of debris. He is also contacting various organizations (Ikes, Service Clubs, Scouts, High School Groups, government agency staff, Lake Detroiters) to help with the effort.

Detroit Overlook Restore-the-Shore – Earlier this summer, Staldine and interns picked up trash and assessed tree and vegetation status noting 7 Burr oak, 4 Linden, 3 Black cherry, and 2 Hawthorne trees need to be replaced along with a number of shrubs along the shoreline in 2014. In addition to the replacements, trees need to be pruned and/or re-staked. The District will coordinate these activities with the City of Detroit Lakes (Streets & Park Department) this fall and spring 2014.

City of Detroit Lakes Annexation/Detroit Township. The District received word there are some upcoming meetings. At this time there is no further information.

WATER MANAGEMENT RULES

Permits - see enclosed report.

The District continues to monitor variance requests and other City and County planning/zoning actions.

EDUCATION

AIS Education – Moses met with Sandy Gunderson (Becker County) and they are working on putting together an AIS program for elementary students.

PRWD Facebook/Website –Staff is posting information on a weekly basis.

MONITORING, DATA COLLECTION AND MANAGEMENT- Lake monitoring continued throughout the summer on Sallie, Melissa, Detroit, Abbey, Curfman, Monson, St. Clair, and Little/North Floyds. Stream samples are continuing to be collected on a bi-weekly basis through October. Savannah Fritz and Matt Pawlowski returned to school in mid-August. Staldine (with some assistance from Guetter/Moses) continues to collect samples in accordance with the fall monitoring schedule.

GENERAL ADMINISTRATION

Direct Deposit Payroll – \$25,000 has been transferred to Bell State Bank to open the Direct Deposit Payroll account as approved at the August meeting. Payroll will be processed from this new account starting this month. Working with our auditor, Moses will draft a payroll procedure policy for review by the managers.

Employees – Moses completed her six-month probation period.

Citizen Advisory Committee /2015 Revised Management Plan –Nothing further to report

2014 Budget – Guetter & Moses assembled a budget for 2014 based on careful review of current fiscal year revenues & expenses, future operational and equipment requirements, and personnel management.

AQUATIC PLANT MANAGEMENT

Detroit Lake – South Shore DNR Public Access Redesign/expansion meeting – The district received notice of a meeting to be held by the MN DNR, Parks & Trails Division, on **Wednesday, September 18 at 10:00 am in the Detroit Lakes City Hall Council Chambers**. The intent of the meeting is to provide interested organizations the first opportunity to review and comment on concepts for the redesign/expansion of the existing public water access site on the south shore of Big Detroit. According to the notice, a tentative schedule is to have a final design completed by mid-winter, bid the project late winter, start construction after the fishing opener and complete the project no later than October 15, 2014. A more definite schedule will be determined depending on the scope of work and timeframe for completion.

Flowering Rush Research & Treatments – Dr. Madsen and crew will be collecting the third set of root cores from Sept 6-10th. He continues to report root biomass reductions from earlier samples collected. Madsen will provide an update at the September managers' meeting.

MN DNR AIS Advisory Group – The state committee met on August 22th in St. Cloud to discuss legislative issues, review the DNR draft AIS communications plan, and give updates on local AIS activities, The advisory group recently sent a letter of support to MN DNR Commissioner Tom Landwehr, urging the agency to give its support and to advocate for a number of AIS grant proposals as follows:

Lessard-Sams Outdoor Heritage Fund - U of MN, Sorenson \$5.5M –AIS research; MN COLA - \$25.2M – Statewide AIS decontamination facilities; Minnehaha Creek WD \$2.1M – local program/facilities implementation.

LCCMR Fund -MN DNR -\$5.2M –8 AIS DNR staff; LGU grants, watercraft inspectors, upgrade 5 public water accesses; lake isotope samplings to monitor effects on Zebra mussel infested waters.

MN University of MN AIS Research Advisory Committee - Guetter will be attending the first Minnesota Aquatic Invasive Species Research Center Advisory Board meeting on Thursday, September 12th to be held on the U of M Campus in St. Paul. The Minnesota AIS Research Center is currently interviewing for an assistant professor in zebra mussel biology and control. Candidates are: Drs. Daniel Molloy (SUNY); Wei Xu (Northwestern) and Michael McCartney (U of North Carolina). I attended a meeting in Alexandria a couple of years ago and heard a presentation by Dr. Malloy, who invented a bacteria which kills Zebra mussels.

Ditch Inspector's Report September 4, 2013

Ditch 11/12- Nothing further to report

Ditch 13- Guetter/Staldine inspected Pelican River from HWY 34 to Big Detroit; Received a report of snags a Little Floyd Lake Dam. Staldine reported suspected blockage downstream of PR2A (Anchor Road) monitoring site.

Ditch 14- Nothing further to report.

PRWD Rules of Enforcement Report - September 4, 2013

Permits Issued:

13-24	Jack & Renee Crary	23647 Pebble Beach Lane	Shoreline Restoration	Fox
13-25	William & Marilyn Guy	20421 Oakland Beach	Shoreline Restoration	Big Floyd
13-26	Charles Borgen	23780 So. Melissa	Rip Rap	Melissa

Projects Currently in Review:

*Darold Peterson – Detroit
Lloyd Erickson- Munson
Lakeside Tavern
Emmanuel Comm.
Wimmer – West Lake Dr. Property*

PRWD 2014 Preliminary BUDGET AND TAX RESOLUTIONS

GENERAL FUND

Whereas the Managers of the Pelican River Watershed District have reviewed the current financial reports and have projected District financial needs for 2014;

Whereas a public hearing was advertised and held on September 10, 2013;

Whereas the District's allowable maximum levy for 2014 is **\$250,000**;

Whereas the District preliminary payable levy for 2014 is **\$240,000**;

Whereas the District is entitled to levy an amount in addition to its maximum levy to pay for liability insurance in accordance with MS 466.06;

Whereas the District expects liability insurance premiums to be **\$7,000** based upon 2013 rates;

Therefore, the Managers approve the payable General Fund Levy of **\$ 247,000** for 2014.

Motion L Second M. Waldner Passed /

PROJECT LMP-01

Whereas the Managers of the Pelican River Watershed District established the LMP-01 on July 15, 2010 and have reviewed financial and projected maintenance fund needs for 2014;

Whereas the District is permitted to levy up to 0.00798% of taxable market value for a period not to exceed 15 consecutive years in accordance with MS 103D.905, Subd. 3;

Whereas the Managers of the Pelican River Watershed District believe that **\$50,000** is required to undertake Aquatic Invasive Species research, education, treatments, and management to pay the costs attributable to the basic water management features of the Project;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve the payable ad valorem levy for **\$50,000** for LMP-01's Maintenance Fund for 2014.

Motion L Second M. Waldner Passed /

STORMWATER UTILITY FUND

Whereas the Managers of the Pelican River Watershed District have reviewed the Stormwater Utility Fund current financial reports and have projected fund needs for 2014;

Whereas the Managers of the Pelican River Watershed District believe that **\$215,000** required to undertake certain stormwater treatment facility construction and repair;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve and adopt the fee schedule with the minimum parcel amount of **\$22.00** and the maximum of **\$60.00**.

Motion *None* Second *Michelle* Passed *✓*

PROJECT 1B

Whereas the Managers of the Pelican River Watershed District have reviewed the Project 1B current financial reports and have projected maintenance fund needs for 2014;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve an assessment for **\$ 35,000** for Project 1-B's Maintenance Fund for 2014.

Motion *Michelle* Second *Branwood* Passed *✓*

PROJECT 1C

Whereas the Managers of the Pelican River Watershed District have reviewed the Project 1C current financial reports and have projected maintenance fund needs for 2014;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve an assessment for **\$ 60,000** for Project 1-C's Maintenance Fund for 2014.

Motion *Michelle* Second *Okerson* Passed *✓*

DITCH 11-12

Whereas the Managers of the Pelican River Watershed District have reviewed Ditch 11-12 current financial reports and have projected maintenance fund needs for 2014;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve the preliminary budget and an assessment for **\$15,000** for the Ditch 11-12 Maintenance Fund for 2014.

Motion *Okerson* Second *Branwood* Passed *✓*

DITCH 13

Whereas the Managers of the Pelican River Watershed District have reviewed Ditch 13 current financial reports and have projected maintenance fund needs for 2014;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve the preliminary budget and an assessment for **\$20,000** for the Ditch 13 Maintenance Fund for 2014.

Motion Not Second OK Passed

DITCH 14

Whereas the Managers of the Pelican River Watershed District have reviewed Ditch 14 current financial reports and have projected maintenance fund needs for 2014;

Whereas a public hearing was advertised and held on September 10, 2013;

Therefore, the Managers approve the preliminary budget and an assessment for **\$10,000** for the Ditch 14 Maintenance Fund for 2014.

Motion Passed Second Indubitably Passed

No Levy for SADAF

General - 2014 Budget Notes -S Preliminary August 2013

	2011 Actual	2012 Actual	2013 Budget	2013 31-Jul	2014 Budget
REVENUE					
Ad Valorum	\$215,331	\$246,634	\$240,000	\$135,414	\$240,000
Property Credit Aid	\$29,602	\$1,364			
Liability Insurance Levy			\$7,000		\$7,000
Interest Income	\$193	\$158	\$200	\$82	\$200
Misc. Income					
TOTAL	\$245,125	\$248,156	\$247,200	\$135,496	\$247,200
OTHER FINANCING SOURCES					
Refunds and Reimb.	\$178	\$3,138		\$2,132	
PERA Rate Increase Aid	\$154	\$308	\$308	\$154	\$308
Interfund Transfer - Admin	\$71,000	\$75,000	\$71,000		\$71,000 (A)
Ed/Workshop class fees		\$20			
TOTAL	\$71,332	\$78,466	\$71,308	\$2,286	\$71,308
TOTAL INCOME	\$316,457	\$326,622	\$318,508	\$137,782	\$318,508
EXPENSES					
Capital Outlay	\$518	\$6,115	\$7,000	\$1,092	\$7,000
Pass through Funds (COLA)				\$650	
Manager					
Local Mtg	\$1,470	\$1,544	\$1,500	\$538	\$1,500
Per Diem	\$9,788	\$11,437	\$15,500	\$4,725	\$15,500
Travel & Training-Mgr	\$3,365	\$4,702	\$7,000	\$488	\$7,000
Staff					
Payroll Taxes PRWD (staff/mgrs)	\$13,389	\$10,014	\$21,000	\$6,673	\$21,000
Wages	\$159,613	\$113,837	\$190,000	\$76,837	\$180,000 (F)
PERA - PRWD	\$11,980	\$8,532	\$16,500	\$5,982	\$16,500
Reemployment		\$411		\$1,270	
Employee Benefits	\$20,433	\$13,614	\$25,000	\$9,636	\$22,000
Office					
Advertising/Notices	\$165	\$166	\$500	\$1,624	\$500
Communications	\$2,685	\$2,422	\$3,500	\$1,401	\$3,700
Dues & Membership	\$5,109	\$5,016	\$4,600	\$2,300	\$4,600
Insurance & Bonds	\$2,520	\$2,912	\$6,200	\$376	\$3,500 (B)
Local Mileage	\$522	\$450	\$500	\$71	\$500
Outreach	\$1,167	\$2,646	\$4,000	\$984	\$4,000
Postage	\$394	\$528	\$500	\$236	\$500
Printing	\$327	\$721	\$1,500	\$1,695	\$3,000 (CC)
Rent	\$13,194	\$13,200	\$14,000	\$7,700	\$14,000
Repairs & Maintenance	\$159	\$341	\$750	\$0	\$750
Supplies	\$3,989	\$3,015	\$5,100	\$1,634	\$5,100
Technical Products	\$492	\$2,638	\$2,000	\$588	\$2,500 (D)
Travel & Training	\$3,081	\$2,850	\$5,000	\$3,214	\$12,000 (EE)
Professional					
Accounting/Audit (per 3 yr contract)	\$5,200	\$5,200	\$5,200		\$5,400
Attorney Fees	\$88	\$298	\$4,000	\$0	\$4,000
Attorney Retainer	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400
Office Support	\$0	\$520	\$0	\$910	\$0
Consultant Fees	\$0	\$1,113	\$5,000	\$1,290	\$18,000 (F)
Engineer Fees- Mgr Mtg	\$1,810	\$1,750	\$2,400	\$700	\$2,400
TOTAL EXPENSES	\$263,854	\$218,392	\$350,650	\$135,014	\$357,350
Starting Balance	\$322,351	\$374,954	\$483,184	\$483,184	\$451,042
Ending Balance	\$374,954	\$483,184	\$451,042	\$485,952	\$412,200

(A)- Interfund Transfers into GF - No changes	
Utility	\$50,000
1B	\$4,000
1C	\$4,000
Ditches	\$6,000
LMP-01	\$7,000
	\$71,000

(B) - decreased

(CC) - increased Xerox Workcentre lease (\$1,800/year X 5yrs) and copy expense

(D) Software updates/Quickbooks annual subscription

(EE) increase Staldine/Moses training - MAWD, BWSR, other conferences/training

(F) increase for Website rebuild and Hecock fee - decreased staff wages accordingly.

Capital Outlay 2013/14 - phone system, Staldine computer, Table/chairs

Outreach - Becker Fair, Envirothon, Water Festival, publications, etc.

SADAF (Survey & Data Acquisition - 2014 Budgets - Preliminary 2013 September

	2011	2012	2013	2013	2014
	Actual	Actual	Budget	Jan-Jul	Budget
REVENUE					
Ad Valorum Levy (1x/5yrs)[2011]	\$99,094	\$3,249		\$198	\$0
Interest Income	\$11	\$19		\$6	\$10
TOTAL	\$99,104	\$3,268	\$0	\$204	\$10
OTHER FINANCING SOURCES					
Interfund Transfer - (LMP-01)	-\$23,000		\$13,000		\$10,000 (A)
Interfund Transfer - Pearl Lake				\$7,171	
TOTAL INCOME	\$76,104	\$3,268	\$13,000	\$7,375	\$10,010
EXPENDITURES					
Capital Outlay	\$0	\$1,980	\$2,000	\$3,300	\$5,000 (B)
Employees					
Wages - Seasonal	\$5,288	\$9,059	\$10,000	\$5,332	\$11,500 (C)
Payroll Taxes		\$693		\$408	
Office					
Communications	\$80	\$0	\$0		\$0
Insurance/Bonds	\$235	\$296	\$320		\$350
Repairs/Maintenance	\$1,093	\$1,294	\$1,000	\$65	\$1,000
Technical Products	\$0	\$0		\$17	
Travel/Training	\$0	\$16	\$300		\$0
Professional					
Consultant/Engineer	\$0	\$0		\$450	
Monitor					
Field, lab Supplies	\$689	\$2,049	\$1,000	\$1,277	\$1,600 (D)
Fuel	\$1,156	\$1,195	\$1,200	\$624	\$1,000
Mileage	\$0	\$0	\$100		
Water Testing	\$4,239	\$5,850	\$5,500	\$3,547	\$5,900
TOTAL EXPENDITURES	\$12,780	\$22,432	\$21,420	\$15,020	\$26,350
Starting Balance	-\$16,977	\$46,347	\$27,183	\$27,183	\$18,763
Ending Balance	\$46,347	\$27,183	\$18,763	\$19,538	\$2,423

(A) LMP repaying SADAF

(B) Equipment - HOBO (\$1,000), Flow Meter upgrade (\$400), Multi-Parameter probe (\$3,100), Other

(C) - increase Intern wage (no increase past 5 years)

(D) Increased based on actual costs incurred.

UTILITY

9,300 parcels

	2011	2012	2013	2013	2014
	Actual	Actual	Budget	Jan-Jul	Budget
REVENUE (\$22 min; \$60 max/ parcel)					
Utility-Stormwater Fee	\$117,065	\$137,616	\$215,000	\$116,441	\$215,000
Interest Income	\$101	\$58	\$150	\$22	\$150
TOTAL	\$117,166	\$137,674	\$215,150	\$116,463	\$215,150
OTHER FINANCING SOURCES					
Interfund Transfer - Admin	-\$50,000	-\$50,000	-\$50,000		-\$50,000
Permits, etc.	\$3,565	\$5,925	\$3,500	\$2,000	\$3,500
TOTAL	-\$46,435	-\$44,075	-\$46,500	\$2,000	-\$46,500
TOTAL REVENUE	\$70,731	\$93,599	\$168,650	\$118,463	\$168,650
EXPENSE					
Projects/Grant Matches (Interfund)	\$34		\$15,000	\$0	\$20,000 (A)
Printing/Supplies	\$10		\$100		\$100
MPCA Loan Repayment - 1376	\$34,000	\$9,259			\$0
MPCA Loan Repayment - 1370-05	\$8,000	\$10,542			\$0
MPCA Loan Repayment - 0154	\$33,000	\$33,000	\$33,000	\$16,500	\$33,000
Construction					
DNR - RTS Grant Match	\$1,385				\$3,000 (B)
Rice Lake - Engineering/Construct			\$251,000	\$21,365	\$150,000 (CC)
Office				\$19	
Local Mileage					
Professional					
Attorney Fees	\$154		\$2,000		\$2,000
Consultant	\$1,125	\$24,218	\$5,000	\$10,524	\$7,000 (D)
Levy Preparation	\$8,997	\$9,096	\$9,300		\$9,300
Engineer Fees /Tech Asst	\$0	\$415	\$5,000	\$69	\$5,000
Permit Review/Site Inspection	\$5,920	\$2,990	\$5,000	\$1,218	\$5,000
TOTAL	\$92,625	\$89,520	\$325,400	\$49,695	\$234,400
Starting Balance	\$127,608	\$105,714	\$109,793	\$109,793	-\$46,957
Ending Balance	\$105,714	\$109,793	-\$46,957	\$178,561	-\$112,707 (EE)

(A) Cambell Creek Easement (\$20,000 - 2013), SWCD Restore Shore Match Up to \$5,000 for PRWD Lakes; other projects

(B) Restore/Shore HWY 10 plant replacements

(CC) Rice Lake

(D) St. Claire TMDL Study (2012/13);

(EE) ending balance in 2014 projected to be \$20,000

Project 1-B (SALLIE/MELISSA)

596 Parcels

NOTES: 2014 Preliminary Budget - September 2013

	2011 Actual	2012 Actual	2013 Budget	2013 Jan-Jul	2014 Budget
REVENUE					
Interest Income	\$14	\$10	\$10	\$5	\$10
Assessments	\$35,275	\$35,032	\$45,000	\$25,396	\$35,000 (A)
TOTAL	\$35,289	\$35,042	\$45,010	\$25,401	\$35,010
OTHER FINANCING SOURCES (Uses)					
Interfund Transfer-HPIF Equip. Usage	-\$2,585		-\$3,500		-\$3,500
Interfund Transfer - Admin Fees	-\$4,000	-\$6,625	-\$4,000		-\$4,000
DNR AIS FR treatment Grant		\$4,650			
Insurance Reimbursement	\$178				
TOTAL	-\$6,407	-\$1,975	-\$7,500	\$0	-\$7,500
TOTAL INCOME	\$28,882	\$33,067	\$37,510	\$25,401	\$27,510
EXPENSE					
Payroll -Reg/Season	\$16,989	\$14,075	\$12,000	\$7,863	\$12,000
Payroll taxes		\$1,085		\$601	
PERA PRWD		\$864		\$324	
Office-Communication (cell phone reimburse)	\$67	\$53	\$100	\$53	\$50
Insurance-Equipment	\$4,041	\$4,320	\$4,500	\$472	\$2,500 (B)
Permits/Public Notices	\$240		\$100	\$70	\$100
Travel/Meetings	\$0		\$100		\$100
Levy Preparation	\$702	\$702	\$710		\$710
Herbicide Application	\$269	\$13,446	\$24,000	\$8,628	\$28,000 (CC)
Manager / Committee	\$168	\$132	\$250		\$250
TOTAL	\$22,476	\$34,677	\$41,760	\$18,011	\$43,710
Starting Balance	\$17,773	\$24,179	\$22,569	\$22,569	\$18,319
Ending Balance	\$24,179	\$22,569	\$18,319	\$29,959	\$2,119 (D)

(A) decreased assessment

(B) Sale of assets reduction in costs

(CC) 2013 State Pricing \$138/acre; \$225/acre non-state rate -uncertain for 2014 - figures based upon 2013 permit acreage

(D) Positive Balance Due to decreased costs with state pricing/grant (\$10,000)

Project 1-C (DETROIT)

628 Parcels

	2011 Actual	2012 Actual	2013 Budget	2013 Jan-Jul	2014 Budget
REVENUE					
Interest Income	\$25	\$19	\$30	\$11	\$22
Assessments	\$59,996	\$62,465	\$75,000	\$41,579	\$60,000 (A)
TOTAL	\$60,021	\$62,484	\$75,030	\$41,590	\$60,022
OTHER FINANCING SOURCES					
Interfund Transfer - Admin Fees	-\$4,000	-\$6,625	-\$4,000		-\$4,000
Interfund Transfer-HPIF Equip. Usage	-\$2,585		-\$3,500		-\$3,500
MNDNR FR treatment Grant		\$20,505			
Insurance Reimbursement	\$177				
TOTAL	-\$6,408	\$13,880	-\$7,500	\$0	-\$7,500
TOTAL INCOME	\$53,613	\$76,364	\$67,530	\$41,590	\$52,522
EXPENSE					
Payroll -Reg/Season	\$17,744	\$17,125	\$16,000	\$8,423	\$12,000
Payroll Taxes		\$1,319		\$644	
PERA PRWD		\$1,008		\$396	
Office-Comm - cell phone reimbursement	\$307	\$53	\$100	\$53	
Insurance-Equipment	\$4,040	\$4,320	\$4,500	\$472	\$2,500 (B)
Permits-Public Notices			\$100	\$192	\$200
Travel/meetings	\$0		\$100		\$100
Levy Preparation	\$838	\$837	\$850		\$850
Herbicide Application - FR	\$5,939	\$54,579	\$90,000	\$25,717	\$85,000 (CC)
Manager / Committee	\$160	\$121	\$500		\$200
TOTAL	\$29,028	\$79,362	\$112,150	\$35,897	\$100,850
Starting Balance	\$27,928	\$52,513	\$49,515	\$49,515	\$4,895
Ending Balance	\$52,513	\$49,515	\$4,895	\$55,208	-\$43,433 (D)

(A) decreased assessment

(B) Sale of assets reduction in costs

(CC) 2013 State Pricing \$138/acre; \$225/acre non-state rate -uncertain for 2014 - figures based upon 2013 permitted acreage

(D) Positive Balance projected due to decreased costs with 2013 state pricing/grant (\$45,000)

PIF(Project Implementation Fund)

	2011 Actual	2012 Actual	2013 Budget	2013 Jan - Jul	2014 Budget
REVENUE					
Interest Income	\$ 21	\$ 13	\$ 20	\$ 7	
TOTAL	\$ 21	\$ 13	\$ 20	\$ 7	\$ -
OTHER FINANCING SOURCES					
Refunds & Reimbursements (Gov Deals)				\$ 3,351	(A)
Sale of Assets				\$ 44,676	(AA)
Interfund Transfer-Equip.Usage 1B/1C	\$ 5,170	\$ 5,250	\$ 7,000		
TOTAL	\$ 5,170	\$ 5,250	\$ 7,000	\$ 48,027	\$ -
TOTAL INCOME	\$ 5,191	\$ 5,263	\$ 7,020	\$ 48,034	\$ -

EXPENSES

Refunds (Gov Deals)				\$ 2,846	
Capital Outlay-H	\$ -		\$ -		\$ 2,000 (B)
Fuel	\$ 2,820	\$ 3,119	\$ 3,000	\$ 721	\$ 3,000
Maintenance-Supplies-Repairs	\$ 1,718	\$ 2,066	\$ 3,000	\$ 2,999	\$ 3,000
Storage	\$ 599		\$ 599		\$ - (E)
License		\$ 64	\$ 70		\$ 70
Advertising/notices				\$ 635	
TOTAL	\$ 5,137	\$ 5,249	\$ 6,669	\$ 7,201	\$ 8,070
Starting Balance	\$ 29,253	\$ 29,307	\$ 29,321	\$ 29,321	\$ 29,672
Ending Balance	\$ 29,307	\$ 29,321	\$ 29,672	\$ 70,154	\$ 21,602 (F)

- Roadside pickup - 2-3 days/week; 3 weeks CLP**
 (A) - Gov Deals pass through funds for equipment sale (2 harvesters/truck/skidsteer)
 (AA) - 2 harvesters, truck, skidsteer
 (B) Building improvements (lighting, shelving, etc)
 (E) Not required due to asset sales
 (F) Ending balance 2014 projected to be \$60,000 based upon sale of assets in 2013

LMP-01 (Lake Management Plan)

	2011 Actual	2012 Actual	2013 Budget	2013 Jan - Jul	2014 Budget
REVENUE					
Grant		\$60,500			
Interest Income	2	\$15	\$8	\$20	\$20
Ad Valorum	\$124,253	\$136,791	\$125,000	\$75,456	\$50,000
TOTAL	\$124,255	\$197,306	\$125,008	\$75,476	\$50,020
OTHER FINANCING SOURCES					
Interfund Transfer - Admin. Fees	-\$7,000		-\$7,000		-\$10,000 (A)
Interfund Transfer - MN DNR WI Grant	-\$2,210				
Interfund Transfer - SADAF	\$23,000	-\$11,031	-\$13,000		-\$10,000 (B)
MN DNR Grant - FR Research - Ecol/Pheno	\$0				
City of DL	\$0		\$25,000		\$10,000 (C)
PRWD Services - FA		\$325			
Lakeview TWP/Sallie/Mel - AIS - ED, Inspections	\$0				
TOTAL	\$13,790	-\$10,706	\$5,000	\$0	-\$10,000
TOTAL INCOME	\$138,045	\$186,600	\$130,008	\$75,476	\$40,020
EXPENSES					
Travel/Train				\$378	\$3,000
Meetings			\$2,000		\$2,000
Postage/Notices	\$40		\$100		
Advertising Notices		\$254			
Supplies	\$30		\$40		
Operational Field Treatment	\$20,536		\$40,000		
Research Contracts					
AREF/ACOE	\$75,000		\$0		
Miss State	\$60,000	\$49,550	\$60,000		\$60,000
Concordia	\$29,160		\$12,000		
AIS Education/Outreach		\$1,736	\$10,000	\$1,209	\$10,000
Special Projects-Access/decontam/etc			\$25,000	\$3,246	\$25,000
Herbicide Application		\$175			
TOTAL	\$184,767	\$51,715	\$149,140	\$4,833	\$100,000
Starting Balance	-\$2,566	-\$49,288	\$85,597	\$85,597	\$66,465
Ending Balance	-\$49,288	\$85,597	\$66,465	\$156,240	\$6,485 (D)

- (A) Increase for Guetter Time
 (B) Repayment to SADAF
 (C) City of DL to assist with Research expenses ??
 (D) projected increased ending balance of \$100,000 due to unspent funds in 2013 - county program not implemented

2014 Budgets - Preliminary September 2013
DITCH 11-12

	2011 Actual	2012 Actual	2013 Budget	2013 Jan-Jul	2014 Budget
REVENUE					
Assessments	\$49			\$0	15000 (A)
Interest Income	\$6	\$1	\$5	\$0	5
TOTAL	\$55	\$1	\$5	\$0	\$15,005
OTHER FINANCING SOURCES (Uses)					
Interfund Transfer - Admin	-\$2,000	-\$2,000	-\$2,000	\$0	\$0
TOTAL	-\$2,000	-\$2,000	-\$2,000	\$0	\$0
TOTAL REVENUE	-\$1,945	-\$1,999	-\$1,995	\$0	\$15,005
EXPENSE					
Levy Prep/Set-up Fee					300
Attorney			\$400	\$0	200
Maintenance-beaver/dam	\$3,568	\$355	\$1,500	\$0	1500
Dues & Memberships	\$42		\$50	\$0	50
TOTAL	\$3,610	\$355	\$1,950	\$0	\$2,050
Starting Balance	\$8,330	\$2,775	\$421	\$421	-\$3,524
Ending Balance	\$2,775	\$421	-\$3,524	\$421	\$9,431

DITCH 13

	2011 Actual	2012 Actual	2013 Budget	2013 Jan-Jul	2014 Budget
REVENUE					
Assessments	\$299	\$13		\$0	20000 (A)
Interest	\$3	\$1	\$5	\$0	
Sub -TOTAL	\$302	\$14	\$5	\$0	\$20,000
OTHER FINANCING SOURCES (Uses)					
Interfund Transfer - Admin	-\$2,000	-\$2,000	-\$2,000	\$0	-2000
Sub -TOTAL	-\$2,000	-\$2,000	-\$2,000	\$0	-\$2,000
TOTAL REVENUE	-\$1,698	-\$1,986	-\$1,995	\$0	\$18,000
EXPENSE					
Levy Prep/Set-up Fee					1500
Attorney, Engineer			\$400	\$0	0
Maintenance-bee .	\$668	\$3,153	\$1,500	\$0	1500
Dues & Memberships	\$42		\$50	\$0	50
TOTAL	\$710	\$3,153	\$1,950	\$0	\$3,050
Starting Balance	\$4,016	\$1,609	-\$3,530	-\$3,530	-\$7,475
Ending Balance	\$1,609	-\$3,530	-\$7,475	-\$3,530	\$7,475

DITCH 14

	2011 Actual	2012 Actual	2013 Budget	2013 Jan-Jul	2014 Budget
REVENUE					
Assessments	\$232	\$16			10000 (A)
Interest	\$6	\$3	\$5	\$1	
SUBTOTAL	\$238	\$19	\$5	\$1	\$10,000
OTHER FINANCING SOURCES (Uses)					
Interfund Transfer - Admin	-\$2,000	-\$2,000	-\$2,000	\$0	\$0
SUBTOTAL	-\$2,000	-\$2,000	-\$2,000	\$0	\$0
TOTAL REVENUE	-\$1,762	-\$1,981	-\$1,995	\$1	\$10,000
EXPENSE					
Levy Prep/Set-up Fee					300
Attorney, Engineer	\$0	\$0	\$400	\$0	0
Maintenance-beaver/dam	\$0	\$0	\$1,500	\$0	1500
Dues & Memberships	\$42	\$0	\$50	\$0	50
TOTAL	\$42	\$0	\$1,950	\$0	\$1,850
Starting Balance	\$8,183	\$6,379	\$4,398	\$4,398	\$453
Ending Balance	\$6,379	\$4,398	\$453	\$4,399	\$8,603

(A) 2014 Assessment?