This agenda is linked via agenda numbers to the relevant sections.

Regular Meeting Agenda

October 21, 2026

Date:	Wednesday, October 21, 2026
Time:	08:30 AM
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN

08:30 AM – Verification of Quorum & Call Meeting to Order

1. Consider Agenda Additions & Approve Agenda
2. Approve Consent Agenda
   - 2.1. September 3, 2026 Personnel Committee Meeting Minutes
   - 2.2. September 9, 2026 Board Meeting Minutes
   - 2.3. September 30, 2026 Finance Committee Meeting Minutes
   - 2.4. October 8, 2026 Personnel Committee Meeting Minutes
   - 2.5. Administrator's Report (including the Ditch Inspector's Report)
3. Public Comment – May address the Board for up to 3 minutes per speaker.
4. Rules/Permitting Report
5. Treasurer Report
   - 5.1. Approve September 2026 Bills, Manager 2026 Q3 Compensation, & September 2026 Fund Transfer
   - 5.2. January-August 2026 Revenue & Expense Report; Grants Received/Expended
6. Grant Program Funding Requests
   - 6.1. Best Management Practices (BMP) Applications
   - 6.2. Education Mini-Grants
7. Old Business / Project Updates
   - 7.1. Rice Lake Wetland Restoration Phase 2 Lower Structure Project
   - 7.2. Buck's Mill Dam Modification Project
   - 7.3. Campbell Creek Streambank Restoration Project
   - 7.4. Project Updates: Swimmer's Itch, Little Floyd Lake, *E. coli* Update
   - 7.5. Capital Improvement Plan Updates
   - 7.6. Legislative Update
8. New Business
   - 8.1. Lake Eunice Township Grant Applications – Letters of Support
   - 8.2. Financial Services Request for Proposal
   - 8.3. Personnel Committee Report and Recommendation for District Administrator Salary and Job Description
   - 8.4. Meeting Agenda Structure Discussion
9. Reports
   - 9.1. Attorney – Lukas Croaker
   - 9.2. Engineer – Moore Engineering
10. Upcoming meetings and events
    - 10.1. November 18, 2026 – Regular Board Meeting
    - 10.2. December 1-4, 2026 – Minnesota Watersheds Annual Meeting

11:00 AM Adjournment

A meeting link request may be made by contacting the office by 3:30 PM on 10/20/2026 at 218-846-0436 or by emailing info@prwd.org - Pelican River Watershed District Board Members may participate through interactive technology.

Special Meeting Minutes

Personnel Committee - September 3, 2026

Date:	Thursday, September 3, 2026
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Rick Michaelson, Laurie Olson (via IT), Chris Jasken, Scott Busker
Staff:	Shanna Bach, Josh Beranek,
Consultants:	Lukas Croaker (Ohnstad Twichell)
Others:	

1. **Call to Order – The Special Managers' meeting was called to order by President Michaelson at 08:43 AM.**
2. The permanent Administrator's position was discussed by the committee. The committee members asked Attorney Croaker if they are required to post the position externally. Croaker said that the District is not required to post the position externally. Administrator Bach was asked if she is interested in the permanent position. She stated she is. She recommends posting the position and she will apply.
   Managers discussed the options of recommending posting the positions vs. hiring internally and what that means for staff moving forward. Staff stressed that while we made it through this summer, a staff of two Full-Time Employees is not sustainable.
   Managers requested that Bach review the current Job Descriptions for the Administrator, Office Coordinator, and Water Resources Coordinator, keeping in mind the current expanded use of consulting services for legal and engineering. She will also analyze timecards from the summer to determine staffing needs.

Meeting Adjournment at 9:39 AM.

Respectfully Submitted,

Meeting Approved

Special Meeting + Public Hearing Minutes

September 9, 2026

Date:	Wednesday, September 9, 2026
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Rick Michaelson, Laurie Olson, Charles Jasken, Orrin Okeson, Dennis Kral, Chris Jasken, Scott Busker
Managers Absent:	none
Staff:	Shanna Bach, Josh Beranek
Consultants:	Lukas Croaker (Ohnstad Twichell), Garrett Monson (Moore Engineering),
Others:	Phil Hansen (Becker County Commissioner; Birch Burdick (Melissa Sallie Organization)

1. **Call to Order – The Regular Managers' meeting was called to order by President Michaelson at 08:31 AM.**
   1.1. Consider Agenda Additions & Approve Agenda. The following changes were made: Item 10.2 will be moved up in the agenda after the Rules Report. **Motion to approve the September 9, 2026, Meeting Agenda (Chris Jaken, Olson), Carried unanimously.**

2. Public Hearing on the 2027 Preliminary Budgets, Levies/Assessments, and Fees
   2.1. **Motion to open the President Public Hearing on the 2027 Preliminary Budgets, Levies/Assessment, and Fees at 8:33 AM. (Olson, Chris Jaken), Carried unanimously.**
   2.2. No public comment was given.
   2.3. Bach reviewed the 2027 Preliminary Budgets, Levies/Assessment, and Fees with the managers and took questions. The increases from 2026 include $50,000 for the General Fund, $2,500 to Project 1B for AIS treatment of Sallie & Melissa, $10,000 to fund activities related to Ditch 11/12, $35,000 to fund activities related to Ditch 13, and $15,000 to fund activities related to Ditch 14.
   2.4. **Motion to approve the 2027 Preliminary Levies/Assessments, and Fees for District Funds – Exhibits A & B (attached hereto), (Charles Jasken, Busker), Roll Call Vote: AYES: Michaelson, Chris Jasken, Olson, Okeson, Charles Jasken, Kral, Busker. NAYS: none. Motion carried.**
   2.5. **Motion to close the President Public Hearing on the 2027 Preliminary Budgets, Levies/Assessment, and Fees. (Kral, Olson), Carried unanimously.**

Special Meeting + Public Hearing Minutes

September 9, 2026

3. Approve Consent Agenda
   Motion to approve the Consent Agenda including the August 19, 2026, Regular Board Meeting Minutes, and the September 2026 Administrator's Report (Olson, Chris Jasken), Carried unanimously.

4. **Public Comment** - none

5. **Rules Permitting.** Bach and Beranek reviewed the September Rules Report. **Motion to approve the September 2026 Rules Report. (Okeson, Busker), carried unanimously.**

6. **Personnel Committee Recommendations –** Discussion was had about the Interim Administrator position. Bach was asked if she is interested in the position, and she indicated that she is. The committee had a lengthy discussion on the pros and cons of offering the position to Bach or opening it up to outside applicants. The board as a whole continued that discussion. Topics included staffing levels needed for the district, option for posting, cost of posting, and the current state of district operations and leadership.
   Motion to promote Shanna Bach to Administrator with salary and job description to be recommended by the Personnel Committee. (Charles Jasken, Okeson) Carried. 6 AYES, 1 NAY.

   Chris Jasken left the meeting.

7. **Treasurer's Report**
   The September 2026 claims, fund transfer, and January-August 2026 Revenue & Expenses report were reviewed by the Managers.
   7.1. **Motion to approve September 2026 Claims (Checks 015616-015625, 015627 EFTs 26091801-26091807) in the amount of $202,212.29 (attached hereto), and the September 2026 Fund Transfer from Savings to Checking in the amount of $320,000 (Charles Jasken, Busker), Carried unanimously.**
   7.2. **Motion to approve the January – August 2026 Revenue & Expense Report (Charles Jasken, Busker), Carried unanimously.**
   7.3. **Motion to authorize Bach to approve an increase in our ACH Limit with Old National Bank from $125,000.00 to $250,000.00. (Charles Jasken, Kral), Carried unanimously.**

Special Meeting + Public Hearing Minutes

September 9, 2026

8. Grant Program Funding Requests
   8.1. District BMP Cost Share Program - none
   8.2. Education Mini-Grants - none
7. Project Reports and Initiatives
   7.1. Rice Lake Wetland Restoration Project – Bach reviewed the Rice Lake Wetland entry in the Administrators Report. She updated the managers on a trespassing issue that has happened on the Bristlin property since the low water crossing was completed. Hough, Inc was alerted to the issue and had temporary fencing and signage up the same day. After the project is complete, staff and landowners will assess if permanent fencing is required to secure private land.
   7.2. Buck's Mill Dam Modification Project – Engineer Monson reviewed the Buck's Mill Dam project. A tree replacement plan has been submitted by Owen at Becker SWCD. The permanent sing drafts are coming soon for the historical information that will be displayed on site.
   7.3. Campbell Creek Streambank Restoration – Engineer Monson reviewed the status of the Campbell Creek Project. A draft Task Order for Campbell Creek remaining work was shared with the board. Moore is engaging with project partners at the MPCA and DNR.
   The task order outlined a four-phase approach. Phases 1-2 are related to discovery and final design for the site. These costs would be related to work completed under Objective 1 in the 319 Grant Workplan. Grant funds for this portion of the work are currently spent out.
   Engineer Monson stressed that all the details, design, and drawings have to be fully understood and backed up by Moore and their liability insurance.
   Phases 3-4 would fall under Objective 2 of the 319 Grant Workplan and have eligible grant funding until July 2027, then transition to Phase 2 or Ottertail 1W1P dollars after July 2027.
   As a backup to the July deadline, staff and engineers will draft an amendment to the 319 funds to spend dollars that we are not confident we can spend prior to the July 2027 deadline.
   Schroder detailed the amendment process. This process is not quick or guaranteed, and any work done prior to approval of the amendment will not be reimbursable. Schroder feels that getting an amendment to add more to the design portion will be difficult to get approval for.
   A part of the design review will look at previously questioned project details, like

Special Meeting + Public Hearing Minutes

September 9, 2026

the culvert replacement, and see if there is an issue with the modeling or other option for this part of the project. This could potentially reduce construction costs and the impact on the landscape.

Discussion about additional projects in the Nine Key Element plan could be included in an amendment to spend down funds prior to July 2027. Bach and engineers would like to game plan additional projects with area partners.

The design review will cost additional funds but staff and engineers feel it is necessary for:

1) Moore Engineering to satisfy their due diligence in taking over this project and the liability associated with signing plans and taking the project through construction.

2) Completion of final construction plans that can be used for the bid process.

3) Assurance that the proposed design of the culvert is based on sound modeling and is the most appropriate design for water quality and the most sound financial investment.

4) Assuring that we put the best project on the ground.

The challenges of this approach are:

1) The additional cost of approximately $99,600.00 for Phase 1 & 2 of the proposed task order.

2) The additional time that will likely delay construction to the point that it impacts the timeline for the 319 Phase 1 grants. Which will lead to staff and engineering requesting an amendment from the grantor as described above.

Motion to authorize Administrator Bach to approve the Moore Engineering Task Order Number 11 for Campbell Creek Construction for up to $170,000.00. (Olson, Kral), carried unanimously.

7.4. Swimmers Itch - No reports from homeowners this month.

7.5. Little Floyd Lake - Nuisance Aquatic Vegetation – Staff has been asked to assist with moving cattail bogs on Floyds in the spring. Many of the known bogs were pushed by the storm winds.

7.6. *E. coli* – Data reported to date is in the Administrator's Report. Staff is waiting for rain to sample additional locations around the industrial park.

7.7. Legislative Update – MN Watersheds continues to advocate for us on the Stormwater Reuse resolution from the MN Watersheds for the Plumber's Union. MPCA is updating their Water Quality Rules and staff will read and comment as appropriate. Comments are due 10/8 with a hearing scheduled for November.

Special Meeting + Public Hearing Minutes

September 9, 2026

8. New Business
   8.1. PRWD Finance Committee. **Motion to appoint Kral, Charles Jasken, & Busker to the PRWD Finance Committee and schedule a meeting before the October Board Meeting. (Olson, Okeson), carried unanimously.**
   8.2. CD Investment and Establishment. **Motion to establish a Certificate of Deposit for the District with $500,000.00. (Kral, Okeson), carried unanimously.**
   8.3. MN Watersheds, Dec 2-4 in Nisswa, MN was discussed. Managers Kral, Okeson, Olson, and Charles Jasken will attend. Bach will follow up with Busker, Chris Jasken, and Michaelson.
9. Reports
   9.1. District Attorney - Lukas Croaker – updates covered in meeting materials. Attorney Croaker has assisted with the meetings with Mr. Bill Dillon.
   9.2. District Engineer - Garrett Monson –Engineer Monson is following up from the meeting with the City of Detroit Lakes on the Stormwater Management Areas. He reviewed the Summer Tour at Buck's Mill and how excited attendees were for the project. In addition to the MN Watersheds Annual Conference, Moore has submitted Buck's Mill for to the Red River Basin Commission, Jan 19-21. It would conflict with the January Board Meeting. Bach will add that to the schedule and adjust the Board Meeting Date.
10. Upcoming meetings and events
    10.1. October 8, 2026, 08:30 AM – Personnel Committee Meeting
    10.2. October 7, 2026, 09:00 AM – Finance Committee Meeting
    10.3. October 21, 2026, 8:30 AM – Regular Board Meeting

Meeting Adjournment at 11:14 AM.

Respectfully Submitted,

_____ _____

Meeting Approved

Exhibit A

Pelican River Watershed District
2027 Preliminary BUDGET AND TAX RESOLUTIONS
September 9, 2026

A public hearing was advertised and held on September 9, 2026 and followed by the Board of Managers regular September meeting. The managers reviewed prior years 2024 through 2026 and the proposed 2027 budgets, levies, assessments and fees of the District's programs and projects. The managers have projected the 2027 program/project needs for the General, Stormwater Utility, DCM-01, LMP-01, Project 1B, Project 1C, and Drainage Systems 11-12, 13, and 14.

GENERAL FUND – The General fund levy is capped by statute at **$500,000** and the District is entitled to levy an additional amount to pay for insurance in accordance with MS 466.06. The District expects to pay insurance premiums of **$7,200** in 2027, based upon 2026 rates. The Managers have projected **$357,200** is needed in 2027 to undertake the costs attributable to the General fund.

PROJECT DCM-01- The DCM-01 project was established on July 15, 2021 to conduct water quality monitoring and assessment, data collection, research, special studies, education, and public outreach activities. 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. The Managers have projected **$90,000** is required to undertake the project costs in 2027.

STORMWATER UTILITY FUND- On February 16, 2000, the Stormwater Treatment Project (MS 103D.730) was established to implement water quality projects, programs, and capital improvement projects to provide recreational benefits, navigational benefits, and preservation and improvement of water quality within the District. The costs of the Stormwater Treatment Facility Project are funded by a district-wide Water Management District (MS 103D.729, MS 444.075, Subd. 2a). The Managers have projected the need of **$305,000** in 2026 to undertake the project costs and have adopted the 2027 fee schedule, **with the minimum parcel amount of $20.00 and the maximum parcel amount of $65.00.**

PROJECT 1B- Project 1B was established on October 8,1984 for control and management of aquatic vegetation in lakes Sallie and Melissa. The Managers have projected **$32,500** is needed in 2027 to undertake the project maintenance costs.

PROJECT 1C-Project 1C was established on September 21,1989 for the control of aquatic vegetation in Detroit and Curfman lakes. The Managers have projected **$20,000** is needed in 2026 to undertake the project maintenance costs.

DITCH 11-12 – Campbell Creek (Moon Lake to Floyd Lake) - The Becker County Commissioners transferred the drainage authority to the Pelican River Watershed District in the late 1990's. The Managers have projected **$10,000** is needed in 2027 to undertake the Ditch maintenance costs.

DITCH 13- Pelican River (Little Floyd Lake to Detroit Lake) - The Becker County Commissioners transferred the drainage authority to the Pelican River Watershed District in the late 1990's. The Managers have projected **$35,000** is needed in 2027 to undertake the Ditch maintenance costs.

DITCH 14- St. Clair Lake area) - The Becker County Commissioners transferred the drainage authority to the Pelican River Watershed District in the late 1990's. The Managers have projected **$15,000** is needed in 2027 to undertake the Ditch maintenance costs.

Motion to approve the 2027 Preliminary Levies, Assessments, and Fees of the Pelican River Watershed District.

Motion: Charles Jasken **Second:** Scott Busker
Roll Call Vote:
AYES: Kral, Okeson, Michaelson, Olson, Chris Jasken, Charles Jasken, Busker
NAYS: none
Absent: none
Motion: carried

PELICAN RIVER WATERSHED DISTRICT
Budget Overview: FY27 Budget
January - December 2027

	01 General	02 Utility Stormwater	03 DCM-01	04 1B (Sal & Mel)	05 1C (Detroit & Curfman)	06 Ditch 11-12	07 Ditch 13	08 Ditch 14	10 LMP-01
Income									
101 REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 101 REVENUE	$ 362,200.00	$ 308,500.00	$ 90,300.00	$ 30,250.00	$ 20,500.00	$ 10,040.00	$ 35,050.00	$ 15,050.00	$ 1,500.00
102 OTHER FINANCING SOURCES (USES)	0.00	0.00	0.00		0.00				0.00
Total 102 OTHER FINANCING SOURCES (USES)	-$ 13,000.00	-$ 150,750.00	$ 19,000.00	-$ 10,000.00	-$ 10,000.00	-$ 1,000.00	-$ 1,000.00	-$ 1,000.00	-$ 12,000.00
Total Income	$ 349,200.00	$ 157,750.00	$ 109,300.00	$ 20,250.00	$ 10,500.00	$ 9,040.00	$ 34,050.00	$ 14,050.00	-$ 10,500.00
Expenses									
201 CAPITAL OUTLAY		0.00							15,000.00
Total 202 OPERATING EXPENSE	$ 81,850.00	$ 10,800.00	$ 15,300.00	$ 600.00	$ 600.00	$ 200.00	$ 200.00	$ 200.00	$ 2,150.00
Total 203 PAYROLL	$ 273,690.00	$ 53,306.00	$ 69,847.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Total 204 COMMUNITY RELATIONS	$ 4,500.00	$ 5,250.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Total 205 INCENTIVE PROGRAMS	$ 0.00	$ 30,000.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Total 206 PROGRAM ACTIVITIES	$ 0.00	$ 0.00	$ 45,000.00	$ 35,000.00	$ 50,000.00	$ 0.00	$ 0.00	$ 0.00	$ 18,500.00
Total 207 PROFESSIONAL SERVICES	$ 100,000.00	$ 101,800.00	$ 0.00	$ 700.00	$ 900.00	$ 210.00	$ 1,300.00	$ 200.00	$ 0.00
Total 208 DRAINAGE SYSTEM	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 3,700.00	$ 14,500.00	$ 10,500.00	$ 0.00
Total Expenses	$ 460,040.00	$ 201,156.00	$ 130,147.00	$ 36,300.00	$ 51,500.00	$ 4,110.00	$ 16,000.00	$ 10,900.00	$ 35,650.00

Tuesday, Sep 01, 2026 02:17:44 PM GMT-7 - Cash Basis

FUND	2026 Preliminary Levies, Assessments, and
General Fund Ad Valorum Levy	$357,200
DCM-01 Fund Ad Valorum Levy	$90,000
Utility - Stormwater Fees **$20/parcel Minimum ; $65/Parcel maximum**	approx. $305, 000
Project 1B Special Assessment	$30,000
Project 1C Special Assessment	$20,000
Drainage System 11-12	$10,000
Drainage System 13	$35,000
Drainage System 14	$15,000

Motion to approve the 2027 Preliminary Budget of the Pelican River Watershed District

Motion: Charles Jasken Second: Kral

Roll Call Vote: Kral, Okeson, Michaelson, Olson, Chris Jasken, Charles Jasken, Busker

AYES: none

NAYS: none

Absent: none

Motion: carried

Exhibit A

Pelican River Watershed District
2027 Preliminary BUDGET AND TAX RESOLUTIONS
September 9, 2026

A public hearing was advertised and held on September 9, 2026 and followed by the Board of Managers regular September meeting. The managers reviewed prior years 2024 through 2026 and the proposed 2027 budgets, levies, assessments and fees of the District's programs and projects. The managers have projected the 2027 program/project needs for the General, Stormwater Utility, DCM-01, LMP-01, Project 1B, Project 1C, and Drainage Systems 11-12, 13, and 14.

GENERAL FUND – The General fund levy is capped by statute at **$500,000** and the District is entitled to levy an additional amount to pay for insurance in accordance with MS 466.06. The District expects to pay insurance premiums of **$7,200** in 2027, based upon 2026 rates. The Managers have projected **$357,200** is needed in 2027 to undertake the costs attributable to the General fund.

PROJECT DCM-01- The DCM-01 project was established on July 15, 2021 to conduct water quality monitoring and assessment, data collection, research, special studies, education, and public outreach activities. 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. The Managers have projected **$90,000** is required to undertake the project costs in 2027.

Motion to approve the 2027 Preliminary Levies, Assessments, and Fees of the Pelican River Watershed District.

Motion: Charles Jasken **Second:** Scott Busker
Roll Call Vote:
AYES: Kral, Okeson, Michaelson, Olson, Chris Jasken, Charles Jasken, Busker
NAYS: none
Absent: none
Motion: carried

PELICAN RIVER WATERSHED DISTRICT
Budget Overview: FY27 Budget
January - December 2027

	01 General	03 DCM-01
Income		
101 REVENUE	0.00	0.00
Total 101 REVENUE	$ 362,200.00	$ 90,300.00
102 OTHER FINANCING SOURCES (USES)	0.00	0.00
Total 102 OTHER FINANCING SOURCES (USES)	-$ 13,000.00	$ 19,000.00
Total Income	$ 349,200.00	$ 109,300.00
Expenses		
201 CAPITAL OUTLAY		
Total 202 OPERATING EXPENSE	$ 81,850.00	$ 15,300.00
Total 203 PAYROLL	$ 273,690.00	$ 69,847.00
Total 204 COMMUNITY RELATIONS	$ 4,500.00	$ 0.00
Total 205 INCENTIVE PROGRAMS	$ 0.00	$ 0.00
Total 206 PROGRAM ACTIVITIES	$ 0.00	$ 45,000.00
Total 207 PROFESSIONAL SERVICES	$ 100,000.00	$ 0.00
Total 208 DRAINAGE SYSTEM	$ 0.00	$ 0.00
Total Expenses	$ 460,040.00	$ 130,147.00

Tuesday, Sep 01, 2026 02:17:44 PM GMT-7 - Cash Basis

FUND	Fees
General Fund Ad Valorum Levy	$357,200
DCM-01 Fund Ad Valorum Levy	$90,000

Motion to approve the 2027 Preliminary Budget of the Pelican River Watershed District

Motion: Charles Jasken Second: Kral

Roll Call Vote: Kral, Okeson, Michaelson, Olson, Chris Jasken, Charles Jasken, Busker

AYES: none

NAYS: none

Absent: none

Motion: carried

District 030 - Pelican River Watershed District
CERTIFICATION OF APPORTIONED LEVIES
PAYABLE 2027

(1) Payable 2027 Property Tax Levy: $ 357,200

General Fund

County	(2) Payable 2026 Taxable Net Tax Capacity	(3) Net Tax Capacity Percent Distribution	(4) Apportioned Payable 2027 Levy (1X3)
Becker	42,471,221	99.8427%	$ 356,638.12
Otter Tail	66,914	0.1573%	$561.88
Watershed Total	42,538,135	100.0000%	-- N/A --

Shawn Ren — Interim Administrator — 9/11/2026

Signature of Budget Officer ***Title*** ***Date***

District 030 - Pelican River Watershed District
CERTIFICATION OF APPORTIONED LEVIES
PAYABLE 2027

(1) Payable 2027 Property Tax Levy: $ 90,000

DCM-01

County	(2) Payable 2026 Taxable Net Tax Capacity	(3) Net Tax Capacity Percent Distribution	(4) Apportioned Payable 2027 Levy (1X3)
Becker	42,471,221	99.8427%	$89,858.43
Otter Tail	66,914	0.1573%	141.57
Watershed Total	42,538,135	100.0000%	-- N/A --

Interim Administrator 9/11/2026

Signature of Budget Officer *Title* *Date*

Outlook

2027 PRWD Preliminary Budgets, Levies, Assessments & Fees

From Shanna Bach <Info@prwd.org>
Date Fri 9/11/2026 9:53 AM
To treasurer@ottertailcounty.gov <treasurer@ottertailcounty.gov>

1 attachment (78 KB)
PRWD 2027 Preliminary Budget Resolutions - Otter Tail County.pdf;

Hello,

Please find the attached documents for the 2027 Budgets, Levies, Assessments, & Fees. Please let me know if you have any questions.

Thanks!

Shanna

Shanna Bach
Interim Administrator
Pelican River Watershed District
211 Holmes Street West
Suite 201
Detroit Lakes, MN 56501
info@prwd.org - We have new email addresses! Please update your contacts.
Phone: 218-846-0436
www.prwd.org

Outlook

2027 PRWD Preliminary Budgets, Levies, Assessments & Fes

From Shanna Bach <Info@prwd.org>
Date Fri 9/11/2026 9:51 AM
To mary.hendrickson@beckercountymn.gov <mary.hendrickson@beckercountymn.gov>; Tanya Hockett <tanya.hockett@co.becker.mn.us>

1 attachment (101 KB)
PRWD 2027 Preliminary Budget Resolutions - Becker County.pdf;

Hello,

Please find the attached documents for the 2027 Budgets, Levies, Assessments, & Fees. Please let me know if you have any questions.

Thanks!

Shanna

Shanna Bach
Interim Administrator
Pelican River Watershed District
211 Holmes Street West
Suite 201
Detroit Lakes, MN 56501
info@prwd.org - We have new email addresses! Please update your contacts.
Phone: 218-846-0436
www.prwd.org

PELICAN RIVER WATERSHED DISTRICT

Bill Payment List
September 2026

Date	Num	Vendor	Amount
Bremer Bank Checking			
09/04/2026	26090401	Hough, Inc	-125,000.00
09/08/2026	26090801	Hough, Inc	-54,239.67
09/10/2026	015616	Premium Waters, Inc.	-23.46
09/10/2026	015617	Column Software PBC	-48.67
09/10/2026	015618	Arvig	-69.95
09/10/2026	015619	Laker Prep Early Childhood Center	-40.50
09/10/2026	015620	Verizon	-38.41
09/10/2026	015621	J & K Marine, Inc.	-7.47
09/10/2026	015622	County 6 Amoco & Bait	-244.11
09/10/2026	015623	Corporate Technologies	-697.20
09/10/2026	015624	L & M Supply	-137.88
09/10/2026	015625	Loffler	-262.99
09/21/2026	26091804	Ohnstad Twichell, P.C.	-4,217.50
09/21/2026	26091805	RMB Environmental Labs, Inc.	-1,439.00
09/21/2026	26091806	Stantec Consulting Services Inc.	-11,537.25
09/21/2026	26091807	Wells Fargo-Office Lease	-1,378.73
09/21/2026	26091801	*Rix-Bach, Shanna	-206.54
09/21/2026	26091802	*Schmitz, Eden	-626.40
09/21/2026	26091803	*Appel, Colton	-1,935.75
09/29/2026	015627	Office of MNIT Services	-60.81
Total for Bremer Bank Checking			**-$202,212.29**

September Payroll, Taxes, & PERA = $15,051.13

Special Meeting Minutes

Finance Committee - September 30, 2026

Date:	Wednesday, September 30, 2026
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Charles Jasken, Dennis Kral, Rick Michaelson, Scott Busker
Staff:	Shanna Bach
Consultants:	Lukas Croaker (Ohnstad Twichell)
Others:	

1. **Call to Order – The Finance Committee meeting was called to order by President Michaelson at 09:00 AM.**
2. The preliminary budget was reviewed in comparison to a 10-year forecast prepared by Administrator Bach. The 10-year forecast was created with a worst case scenario vision where revenues are held steady for most funds and expenses are increasing at variable rates with regards to consulting services, payroll, and general expenses. General information about funds was also presented regarding the remaining levy capacity and lifetime or expirations of the levy.
3. After reviewing this documentation, the following changes to the 2027 budget were suggested:
   3.1. Update the transfer of funds for creation of the Preliminary and Operation & Maintenance funds to be from the Utility Stormwater Fund only. This is a change from contributions from the General and Utility Stormwater Funds.
4. The following updates for the 2028 budgeting cycle were also suggested:
   4.1. Increase the DCM-01 fund to cover all monitoring expenses as this fund will sunset in 2037 without additional input from other local agencies (City or County).
5. Other suggestions and directions for financial management of the District discussed were:
   5.1. Create a plan for the PRWD Facility and Community Space / Park / Living Laboratory.
   5.2. Review the possibility of adding AIS treatment for emerging infestations and concerns to Otter Tail 1W1P funding.
   5.3. Request a quarterly report from Moore Engineering on grant opportunities.
   5.4. Explore a Redetermination of Benefits calculation for Ditch 14.
   5.5. A review of suggestions for financial reporting and expense approval to allow briefer financial reporting at Board meetings.
      5.5.1. Blanket approval of recurring bills (such as rent, electricity, etc.) in January of each year.

Special Meeting Minutes

Finance Committee - September 30, 2026

5.5.2. Inclusion of financial reports in the consent agenda.

6. A draft Request for Proposal for Banking Services was reviewed.

Meeting Adjournment at 9:50 AM.

Respectfully Submitted,

Meeting Approved

General - 2027 Prelim Budget Notes

Ad Valorum Last increase 2026 $50K	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	Notes
REVENUE										
Ad Valorum/Insurance Levy	257,122	258,500	258,322	308,500	167,853	54%	308,500	100%	357,200	**AV**
Interest Income	12,188	3,000	11,822	3,000	2,179	73%	4,358	145%	5,000	
Intergovernmental Revenue	2,274		33,736							**IR**
Misc. Income	121		1,148							
TOTAL	**271,705**	**261,500**	**305,028**	**311,500**	**170,032**	55%	**312,858**	100%	**362,200**	
OTHER FINANCING SOURCES										
Refunds and Reimb.	199									
Interfund Transfer - Admin	57,000	57,000	57,000	57,000		0%	57,000	100%	57,000	**T**
Interfund Transfer - Preliminary Fund									(70,000)	**Prelim**
TOTAL	**57,199**	**57,000**	**57,000**	**57,000**	**-**	0%	**57,000**	100%	**(13,000)**	
TOTAL INCOME	**328,904**	**318,500**	**362,028**	**368,500**	**170,032**	46%	**369,858**	100%	**349,200**	
EXPENSES										
Payroll										
Wages-Permanent	187,551	210,000	181,301	215,000	80,607	37%	120,607	56%	193,200	**WP**
Manager Wages	16,130	30,000	16,290	30,000	9,515	32%	30,000	100%	30,000	**PD**
Payroll Taxes PRWD + PFMLA	15,380	22,000	15,590	20,500	8,205	40%	14,211	69%	21,540	
PERA - PRWD	12,705	17,000	14,612	18,000	5,821	32%	9,046	50%	14,490	
MN Medical Leave Act				added to taxes						**ML**
Supplemental Benefit	30,720	36,000	36,000	36,000	11,400	32%	20,400	57%	36,000	**WP**
Contracted Services										
Accounting/Audit & Prof fees	7,474	7,750	7,949	9,000	8,781	98%	8,781	98%	9,500	
Attorney - General (Board/Committee,Staff)	10,909	15,000	3,956	15,000	10,779	72%	21,557	144%	24,000	**AG**
Attorney - Other			22,498	20,000	204	1%	1,000	5%	20,000	**AT**
Eng- Moore T01 - General Services	2,112	2,400	6,480	8,000	8,277	103%	16,553	207%	18,000	**E**
Eng-Moore T03-Rules Revision	56,657		-							
Eng-Moore - Data Policies & Retention									25,000	**TO Data**
Website - Dev & Maintenance	1,701	3,500	1,488	3,500	620	18%	1,240	35%	3,500	
Education & Outreach										
Advisory Committee		500		500		0%		0%	500	
Sponsored Workshops & Events	293	2,000		2,000		0%	4,000	200%	2,000	**MTO6**
Promotional Materials	906	2,000	459	2,000		0%		0%	2,000	
Operating										
Bank Charges	265	400	283	400	140	35%	280	70%	450	
Equipment purchase/lease	4,403	8,350	8,003	8,350	6,907	83%	13,743	165%	15,000	**EQ, TC**
Equipment-Software & Support	2,952	5,500	3,375	7,000	4,249	61%	4,849	69%	7,000	**S, TC**
Insurance & Bonds	6,515	8,000	5,934	8,000	5,891	74%	5,891	74%	8,000	**I**
Legal Notices/Publications	399	1,000	1,046	1,000		0%		0%	1,000	**L**
Manager Expenses	5,153	6,000	5,695	6,000	1,110	18%	6,000	100%	6,000	
Membership Dues	5,786	10,000	7,358	10,000	2,497	25%	10,000	100%	10,000	**MD**
Mileage	469	500	137	500		0%	500	100%	500	
Postage	672	900	251	900	158	18%	900	100%	900	
Printing	2,147	2,500	2,951	2,500	1,425	57%	2,500	100%	2,500	
Office Supplies	1,486	2,500	1,374	2,500	686	27%	2,500	100%	2,500	
Rent	16,024	16,300	16,063	20,000	8,232	41%	16,464	82%	18,000	**R**
Staff Travel & Training	3,809	4,000	2,472	4,000	171	4%	4,000	100%	4,000	
Telecommunications	2,690	4,000	2,557	4,000	1,091	27%	2,182	55%	3,500	**TC**
Vehicle Mtn & Fuel	1,441	2,500		2,500	32	1%	1,500	60%	2,500	
TOTAL EXPENSES	**396,748**	**420,600**	**364,122**	**457,150**	**176,796**	39%	**318,703**	70%	**481,580**	
Starting Balance	**729,817**	**661,973**	**661,973**	**659,878**			**659,878**		**711,033**	
Ending Balance	**661,973**	**559,873**	**659,878**	**571,228**			**711,033**		**578,654**	
End Balance/Expenses	**1.67**	**1.33**	**1.81**	**1.25**			**2.23**		**1.20**	

AV	Increased $50K - consultants: Attorney, Engineer, Auditor; Rent; 2025 consultant expenses; 2026 wages
AG	$15,000 (2025 includes board Mtgs/mileage; Response letters; Personnel Committee; Data Practices Request) 2026 - Routine Board, committee, staff meetings. 2027 - increased to account for new staff legal cosultation.
AT	Attorney - General (policies, correspondence) - $20K
AT	2025- MN Paid Leave and Personnel Manual Updates; 2026 - Contracts, Agreements, Personnel Manual, Data Practices, etc.
E	Moore Task Order 1 - General Services - $6K. Increased from $6K to $8K (2026). 2027 - increased to account for new staff cosultation.
EQ	2026 Equipment Estimates - $5800 (cloud backup and managed IT services). 2027 Equipment Estimates $7560 cloud,managed services & backup IT, $2125 printer lease, $2000 for new employee computer)
I	Property ($4700) Workers Comp ($2575); LMCIT
IR	$29,739.75- Otter Tail 1W1P - Reimbursement for Rules Revision & Outreach
L	advertisements for Water Resource Coordinator, Notices, Rules
MD	DUES- MAWD dues $5,000 (2026); LMCIT - ($2,500 - approx 2026)
ML	MN Family Medical Leave Act - $3,000 Employer or Employer/Employee. 2027 - Rolled into Taxes line item.
PD	CIP meetings; Annual MN Watersheds Conference/Summer Tour
R	Office Lease through 2/27/2026; $16,063 (Feb. 2024- Feb. 2026), updated for actual rate 2027
S	2026 Software Estimates - $5900
T	Transfers in from other funds $57K - Util=$40,000, Ditches=$3,000, 1B & 1C=$10,000; LMP=$3,000 Buffer Enf=$1,000
TC	Internet/email account updates,
MT09	Moore Task Order 09 - adjustement made 3/10/2026
MTO6	Moore Task Order 6 - Buck's Mill Media Coordination adjustment made 7/2026
WP	Estmated cost for permanent wages in 2027 to include the hire of a new Administrator or Office Coordinator.
TO Data	Est. Cost for data management processes and policy with Moore + Migration assistance with CorpTech.
Prelim	Cover Capital Project Allocations for Campbell Creek MPCA Loan, Urban Stormwater Mapping, Ditch 14 Feasibilty Study, + 30K General shared with Utility SW

UTILITY - 2027 Prelim Budget Notes

9,684 parcels Last increase: 2023 $3350 Proposed $20 min; $65 max/parcel	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	Notes
REVENUE										
Utility-Stormwater Fee	306,653	305,000	306,672	305,000	169,524	56%	305,000	100%	305,000	
Interest Income	7,779	3,500	8,005	3,500	2,790	80%	3,500	100%	3,500	
TOTAL	**314,432**	**308,500**	**314,677**	**308,500**	**172,315**	56%	308,500	100%	**308,500**	
OTHER FINANCING SOURCES										
Interfund Transfer - GEN	(40,000)	(40,000)	(40,000)	(40,000)		0%	(40,000)	100%	(40,000)	
Interfund Transfer - RL CIP match				(200,000)		0%	(200,000)	100%		**RL**
Interfund Transfer - FEMA Grant match	(1,335)									
Interfund Transfer - Campbell Creek 319 Grant match	(100,000)			(100,000)		0%	(100,000)	100%	(55,000)	**319**
Interfund Transfer - Little Floyd Lake Grant match		(5,000)	(14,066)							**LFL**
Interfund Transfer - Preliminary Fund									(63,000)	**Prelim**
Intergovernmental Revenue			15,221		2,546		2,546			**IR**
Misc Income			66		250		250		250	
Permit Application and Fees	20,250	13,000	12,000	10,000	5,500	55%	7,000	70%	7,000	
Refunds & Reimbrusements			400							
Rules- Escrow/Surety/Bonds										
TOTAL	**(121,085.00)**	**(32,000.00)**	**(26,379.08)**	**(330,000.00)**	**8,295.88**	**-3%**	**(330,204.12)**	**100%**	**(150,750)**	
TOTAL REVENUE	**193,347.00**	**276,500.00**	**288,297.93**	**(21,500.00)**	**180,610.75**	**-840%**	**(21,704.12)**	**101%**	**157,750**	
EXPENSE										
CAPITAL OUTLAY		30,000		30,000		0%		0%		
Payroll										
Wages-Permanent	34,094	56,000	34,731	44,000	21,444	49%	42,889	97%	32,000	**WP**
Wages-Seasonal (HS Intern)									6,000	**WS**
Payroll Taxes PRWD	3,122	7,300	3,290	4,000	2,219	55%	4,499	112%	3,906	
PERA - PRWD	2,376	4,300	2,661	3,500	1,524	44%	3,048	87%	2,400	
MN Medical Leave Act				added to taxes						
Supplemental Benefit	7,200	13,500	10,875	13,500	5,625	42%	11,250	83%	9,000	
CIP Projects & Programs										**CIP**
CIP Projects/Programs/Grant Match	1,592	30,000	17,983	30,000		0%	30,000	100%	-	
MPCA Loan Payment									-	**Loan**
Urban Stormwater Mapping									-	**USM**
Ditch 14 Feasiblity Study									-	**D14F**
1W1P SW Study Match		20,000		20,000		0%		0%		
Contracted Services										
Moore - General Services - T01	2,853	5,000	8,349	7,000	620	9%	1,240	18%	7,000	
Moore- Permit Review T02	30,582	30,000	57,407	50,000	18,592	37%	37,184	74%	50,000	**MTO2**
Moore Rules Revision T03		30,000								
Moore - GIS T05	5,221	10,500	3,054	2,733	2,228	82%	4,456	163%		**MTO5**
Moore - Buck's Mill Outreach - T06	5,326	18,590	5,847	7,778		0%	4,000	51%		**TO6**
Moore- Rule Violations	-	5,000		5,000		0%	5,000	100%	5,000	
Ohnstad- Permits & Violations	425	10,000	6,236	10,000		0%	10,000	100%	10,000	
Ohnstad - Proj-MOU Task	3,120	3,000	6,233	4,000	179	4%	4,000	100%		
Ohnstad - Proj-Rules Revision	16,880	10,000	13,541	-						
Ohnstad - Proj-OTHER	132			25,000		0%	25,000	100%	15,000	**AO, P**
Government charges for services	9,653	9,800	9,684	9,800	9,723	99%	9,723	99%	9,800	
1W1P Emp.	6,700	10,000	5,327	5,000	29	1%	5,000	100%	5,000	**E**
Engineer/Consultant/Legal		4,000		-						**Cserv**
Community Relations										
Sponsored Workshops & Events	400	7,500	750	7,500	2,750	37%	2,750	37%	2,750	
Promotional materials	791	2,500	1,543	2,500	1,276	51%	8,530	341%	2,500	**MTO6**
Incentive Programs										
Environmental Education Grants	3,287	15,000	3,159	15,000	1,991	13%	15,000	100%	15,000	**EE**
District BMP Cost Share Program	10,275	15,000	4,154	15,000	498	3%	5,000	33%	5,000	**CS**
Collaborative Grant/Cost Share	530	10,000	3,000	10,000		0%			10,000	
Operating Expense										
Equipment purchase/lease	194	4,000	585	4,000	1,554	39%	1,554	39%	4,000	
Equipment software & support	283	500	515	500	216	43%	216	43%	500	
Insurance & Bonds	417	500	412	500	606	121%	606	121%	700	
Mileage	81	500		500		0%	500	100%	500	
Postage, Freight, Delivery	100	100	100	100		0%	100	100%	100	
Program Supplies	338	100	236	500	79	16%	500	100%	500	
Staff Training & Travel	1,608	2,500	1,384	2,500		0%	2,500	100%	2,500	**ST**
Telecommunications	215	1,100	546	1,100	230	21%	461	42%	600	**T**
Escrow Refund	500									
Storage Building Utilities (HOA & Electric)			136	550	422	77%	572	104%	600	**UT/HOA**
Vehicle Maintenance & Fuel	492	800	319	800		0%	800	100%	800	
TOTAL	**101,993**	**367,090**	**202,055**	**332,361**	**71,804**	22%	**236,377**	71%	**201,156**	
Starting Balance	**378,811**	**470,165**	**470,165**	**556,408**			**556,408**		**298,326**	
Ending Balance	**470,165**	**379,575**	**556,408**	**202,547**			**298,326**		**254,921**	
End Balance/Expenses	**4.61**	**1.03**	**2.75**	**0.61**			**1.26**		**1.27**	

319	Grant for Campbell/Detroit $250K with $195K match (2022-2025)add to 319 workplanStantec - Eng Report $18,077; Landowner engagement $ 10,078. 2027 - $50,000 match to cover $6K remaining match for 319 grant and goal of 10% matching funds for a $500K CPL loan should that be awarded in DNRFY28 (july 2027)
AO	2025 $875 Bentley Culvert; 2027 $1123 update SW Maint Agreement
CS	grant match (SWCD, 1W1P, etc)
CServ	split and transferred equally between Engineering General and Legal Other
E	Shared Employee 1W1P. Contract updated 2025.
EE	Water Fest $250, Sucker Creek $600, 2026 Field Trips $6,000, Classroom science eqpt $2,500, Service projects $2,500, Pollinator Gardens, $2,000; Other: $ 1,150
EO	Stormwater Related-school programs, community education (promotional items, advertising, print material), increased $5000 at 12/20/23, 2026 - $2500 Butterfly Oddessy
IR	Reimbursement from Otter Tail 1W1P: $ 5,221 - GIS ; $10K Rules
LFL	closeout of Little Floyd Lake Project Match Funds
MTO2	2026 incresased $50K from $30K due to most projects falling under government client with no fee.
MTO5	Moore Engineering Task Oder 5 - Contract = $10,500, 2024 to Nov 2025 spend $7,767.01
MTO6	Moore Engineering Task Oder 6 - Contract = $18,590, 2024 to July 2025 spend $11,200. 2026: Addendum 1 - Buck's Mill Media Coordination
RL	Construction oversight engineering HEI for Phase 2.
ST	Technical training, MN Watersheds Annual Conference (Josh)
T	PRWD Cell Phone (Permitting)
UT/HOA	Laker Island monthly maintenance fees costs (Laker Island)
WP	2025 - 75% Wage WRC, 2027 50% Wage WRC
WS	2027: High School Intern Pay 39 weeks at 10 hours per week, $15/hour
MT09	Moore Task Order 09 - adjustement made 3/10/2026
Loan	MPCA Loan Payments ($33K per year for 10 years)
USM	Urban Stormwater Mapping project with the City of Detorit Lakes
D14F	Ditch 14 Feasiblity Study - 2027 $50,000, 2028 $50,000
Prelim	Cover Capital Project Allocations for Campbell Creek MPCA Loan, Urban Stormwater Mapping, Ditch 14 Feasibilty Study, + 30K General shared with General
P	2027 Policy draft and review
CIP	Capital Improvement moved to Preliminary Fund 2027

DCM-01 Data Collection & Monitoring Fund - 2027 Prelim Budget Notes

15 consecutive years 2022-2037
Ad Valorum Last increase: $10K 2022

Market Value PRWD (2024)
Total 3,411,723,800

Permitted levy % 0.00798%
Max Levy $ 272,255.56

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE										
Ad Valorum Levy	89,266	90,000	89,870	90,000	49,330	55%	90,000	100%	90,000	
Interest Income	679	300	814	300	436	145%	300	100%	300	
TOTAL	**89,945**	**90,300**	**90,684**	**90,300**	**49,765**	**55%**	**90,300**	**100%**	**90,300**	
OTHER FINANCING SOURCES										
Interfund Transfer - LMP-01	9,000	9,000	9,000	9,000		0%	9,000	100%	9,000	**IT-LMP**
Interfund Transfer-1B & 1C	10,000	10,000	10,000	10,000		0%	10,000	100%	10,000	**AIS**
Misc Income			44				-		-	
TOTAL	**19,000**	**19,000**	**19,044**	**19,000**	**-**	0%	19,000	100%	19,000	
TOTAL INCOME	**108,945**	**109,300**	**109,728**	**109,300**	**49,765**	46%	**109,300**	**100%**	**109,300**	
EXPENSES										
Capital Outlay (>$2,500)			782							
Payroll - Water Resource Coord										
Wages - Seasonal	22,930	19,000	16,194	19,000	5,472	29%	10,944	58%	23,408	
Wages - Permanent	33,917	20,000	12,637	16,000	7,148	45%	16,000	100%	32,000	**WP**
Payroll Taxes PRWD	4,863	6,000	2,907	1,400	1,196	85%	1,641	117%	3,407	
PERA-PRWD	2,363	1,500	1,087	1,200	508	42%	1,016	85%	2,032	
MN Medical Leave Act				added to taxes						
Supplemental Benefit	7,200	4,500	4,125	4,500	1,875	42%	3,750	83%	9,000	
Operating										
Insurance/Bonds	337	500	330	500	507	101%	507	101%	500	
Legal Notice/Advertising										
Telecommunications		500		500		0%		0%		
Travel/Training	178	1,000	292	1,500	1,868	125%	1,868	125%	2,000	
Storage Building Utilities (HOA & Electric)			136	550	422	77%	572	104%	800	**UT/HOA**
Vehicle fuel, Mnt, Mileage	2,606	3,000	800	3,000	132	4%	6,000	200%	5,000	**WS-M**
EQMT Purchase/Lease	230	2,000	523	2,000	1,554	78%	2,000	100%	2,000	
EQMT Repairs, Maint, shipping	705	3,000	2,494	3,000	551	18%	2,000	67%	2,000	
Program Supplies	2,340	3,000	1,569	3,000	879	29%	3,000	100%	3,000	
Program Activity										
Water Monitor - Lab Analysis	25,445	37,000	24,174	40,000	3,314	8%	40,000	100%	40,000	
Special Project		5,000	-	5,000	2,540	51%	2,540	51%	5,000	
TOTAL EXPENDITURES	**103,113**	**106,000**	**68,050**	**101,150**	**27,965**	**28%**	**91,837.56**	**91%**	**130,147.00**	
Starting Balance	**35,020**	**40,852**	**40,852**	**82,530**			**82,530**		**99,992**	
Ending Balance	**40,852**	**44,152**	**82,530**	**90,680**			**99,992**		**79,145**	
End Balance/Expenses	**0.40**	**0.42**	**1.21**	**0.90**			**1.09**		**0.40**	

AIS CLP & FR Delineation
IT-LMP Aquatic plant surveying and AIS Floyd & Muskrat Veg delineations
UT/HOA Laker Island monthly maintenance fees costs (Laker Island)
WP 2026- 25% Wage WRC, 2027-50% WRC
WS 2027 - Intern wage to $18/hour
WS-M 2027 - Intern gas stipened ($150 per week)

LMP-01 (Lake Management Plan)

15 consecutive years 2011-2025
No LEVY

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE										
Interest Income	6,915	1,500	8,777	1,500	3,467	231%	4,500	300%	1,500	
Ad Valorum - No levy 2026	9,963	30,000	29,383		759		759			
TOTAL	**16,878**	**31,500**	**38,159**	**1,500**	**4,225**	**282%**	**5,259**	**351%**	**1,500**	
OTHER FINANCING SOURCES										
Interfund Transfer - GEN	(3,000)	(3,000)	(3,000)	(3,000)		0%	(3,000)	100%	(3,000)	
Interfund Transfer - DCM-01	(9,000)	(9,000)	(9,000)	(9,000)		0%	(9,000)	100%	(9,000)	**ITL**
Intergovernmental Rev. (grant)			30,000							**BC**
Refunds & Reimbursements										
TOTAL	**(12,000)**	**(12,000)**	**18,000**	**(12,000)**	**-**	0%	**(12,000)**	**100%**	**(12,000)**	
TOTAL INCOME	**4,878**	**19,500**	**56,159**	**(10,500)**	**4,225**	-40%	**(6,741)**	**64%**	**(10,500)**	
EXPENSES										
Capital Outlay		50,000	49,766	50,000		0%	15,000	30%	15,000	**EQT, STOR**
Contracted Services										
Consultant										
Operating										
Mileage										
Staff Travel/Train										
Vehicle Mtn & Fuel	53									
EQMT - Software & Support	115	150	100	150		0%	150	100%	150	
Program EQMT Repair & Main		1,000		1,000	2,122	212%	2,122	212%	1,000	
Program Supplies		1,000		1,000		0%	1,000	100%	1,000	
Program Activities										
AIS Research,Treatments/Rapid Respo	21,406	30,000	2,170	12,000		0%	12,000	100%	12,000	**CLP, Res**
Water Quality Monitoring		4,500	19,250	4,500	1,650	37%	4,500	100%	4,500	**E.coli**
Project and Grant Match	3,300	2,000	2,580	2,000		0%	2,000	100%	2,000	
Education & Outreach										
Workshops & Events										
TOTAL	**24,874**	**88,650**	**73,866**	**70,650**	**3,772**	5%	**36,772**	**52%**	**35,650**	
Starting Balance	**282,962**	**262,966**	**262,966**	**245,259**			**245,259**		**201,746**	
Ending Balance	**262,966**	**193,816**	**245,259**	**164,109**			**201,746**		**155,596**	
End Balance/Expenses	**10.57**	**2.19**	**3.32**	**2.32**			**5.49**		**0.40**	

ITL Lake vegetation surveys; AIS survey Muskrat & Floyd
BC Revenue from sale of Dunton Locks Shed

CLP treatment Muskrat (2025: 8.8 acres $1690) and Floyd (2025: 3.2 acres $480); applied for MN DNR grant for Floyd. Grant not awarded 2025. More acreage expected from Floyd for 2026.
E.coli Additional testing per March 28, 2025 Board Meeting
EQT Survey equipment upgrade 2026 - not needed, 2026/2027: Purchase of new SONDE
Res Mankato State CLP Chemical Research - $18.5K 2024; $18.5K 2025
STOR Laker Island Storage Facility Purchae - ($ 30K-Becker County (credit to LMP); $ 60K PIF; $50K LMP)

PRELIM Preliminary Fund - 2027 Prelim Budget Notes

Established 2027		
Transfer from Established Funds	**2027 Budget**	
REVENUE		
OTHER FINANCING SOURCES		
Interfund Transfer - General	70,000	
Interfund Transfer- Utility SW	63,000	
Misc Income		
TOTAL INCOME	**133,000**	
EXPENSES		
Program Activity		
CIP Projects/Programs/Grant Match	30,000	
Urban Stormwater Mapping	20,000	**USM**
Ditch 14 Feasiblity Study	50,000	**D14F**
MPCA Loan Payment	33,000	**Loan**
Special Projects	-	
TOTAL EXPENDITURES	**133,000.00**	
Starting Balance	**-**	
Ending Balance	**-**	
End Balance/Expenses	**-**	

Loan	MPCA Loan Payments ($33K per year for 10 years)
USM	Urban Stormwater Mapping project with the City of Detorit Lakes
D14F	Ditch 14 Feasiblity Study - 2027 $50,000, 2028 $50,000

OM Operation and Maintenance Fund

Establish 2028		
Transfer from Established Funds	**2027 Budget**	
REVENUE		
OTHER FINANCING SOURCES		
Interfund Transfer - General		
Interfund Transfer- Utility SW		
Misc Income		
TOTAL INCOME	**-**	
EXPENSES		
Capital Outlay		
Program Activities		
Operation & Maintenance		
TOTAL	**-**	
Starting Balance	**-**	
Ending Balance	**-**	
End Balance/Expenses	**#DIV/0!**	

note	note

Project 1-B (SALLIE/MELISSA) 2027 Prelim Budget Notes

Last update 2023 -$10K

583 Parcels	Special Assessment	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE	Interest Income	774	250	593	250	196	78%	392	157%	250	
	Assessments	29,563	30,000	30,289	30,000	17,173	57%	30,000	100%	32,500	increase 2027
	TOTAL	**30,337**	**30,250**	**30,882**	**30,250**	**17,369**	57%	**30,392**	**100%**	**32,750**	
OTHER FINANCING SOURCES (Uses)											
	Interfund Transfer - GEN	(5,000)	(5,000)	(5,000)	(5,000)		0%	(5,000)	100%	(5,000)	
	Interfund Transfer - DCM-01	(5,000)	(5,000)	(5,000)	(5,000)		0%	(5,000)	100%	(5,000)	**CLP/FR Del**
	Intergovernmental Revenue (Grants)	3,900									
	Misc Income/refunds/reimbursements										
	TOTAL	**(6,100)**	**(10,000)**	**(10,000)**	**(10,000)**	**-**	0%	**(10,000)**	**100%**	**(10,000)**	
	TOTAL INCOME	**24,237**	**20,250**	**20,882**	**20,250**	**17,369**	86%	**20,392**	**101%**	**22,750**	
EXPENSE	**Payroll**										
	Wages-Manager										
	Payroll taxes PRWD										
	Operating										
	Insurance-Equipment										
	Manager Expenses										
	Permits/Public Notices	61	400	69	400	71	18%	71	18%	400	
	Supplies		200		200		0%	200	100%	200	
	Contracted Services										
	Government charges for services	694	700	693	700	694	99%	694	99%	700	
	AIS Program										
	Aquatic Plant MGMT - FR & CLP	18,980	25,000	29,103	35,000		0%	35,000	100%	35,000	**AMP**
	TOTAL EXPENSE	**19,735**	**26,300**	**29,865**	**36,300**	**765**	2%	**35,965**	**99%**	**36,300**	
	Starting Balance	**51,900**	**56,402**	**56,402**	**47,331**			**47,418**		**47,331**	
	Ending Balance	**56,402**	**50,352**	**47,418**	**31,281**			**31,846**		**33,781**	
	End Balance/Expenses	**2.86**	**1.91**	**1.59**	**0.86**			**0.89**		**0.93**	

APM 2026 no CLP, 2025 CLP = $20K, 2025 FR = $10K)
CLP/FR Del Delineation - CLP and FR
increase 2027 $2500 ~ $4.29 per parcel

Project 1-C (DETROIT)

Last update 2026 $5K

793 Parcels	Special Assessment	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE	Interest Income	1,520	500	1,110	500	380	76%	760	152%	500	
	Assessments	15,113	15,000	14,998	20,000	11,430	57%	20,000	100%	20,000	
	TOTAL	**16,633**	**15,500**	**16,108**	**20,500**	**11,811**	58%	**20,760**	**101%**	**20,500**	
OTHER FINANCING SOURCES											
	Interfund Transfer - GEN	(5,000)	(5,000)	(5,000)	(5,000)		0%	(5,000)	100%	(5,000)	
	Interfund Transfer - DCM-01	(5,000)	(5,000)	(5,000)	(5,000)		0%	(5,000)	100%	(5,000)	**CLP/FR Del**
	Intergovernmental Revenue (Grants)	4,000		13,697							**G**
	Misc Income/refunds/reimbursements										
	TOTAL	**(6,000)**	**(10,000)**	**3,697**	**(10,000)**	**-**	0%	**(10,000)**	**100%**	**(10,000)**	
	TOTAL INCOME	**10,633**	**5,500**	**19,805**	**10,500**	**11,811**	112%	**10,760**	**102%**	**10,500**	
EXPENSE	**Payroll**										
	Wages-Manager										
	Payroll Taxes PRWD										
	Operating										
	Insurance-Equipment										
	Permits-Public Notices	61	400	69	400	71	18%	71	18%	400	
	Manager Expenses										
	Supplies		200		200		0%	200	100%	200	
	Contracted Services										
	Government charges for services	872	900	891	900	889	99%	889	99%	900	
	AIS Program										
	Aquatic Plant MGMT - FR & CLP	13,220	25,000	23,907	50,000	10,677	21%	25,000	50%	35,000	**AMP**
	TOTAL Expenses	**14,153**	**26,500**	**24,867**	**51,500**	**11,637**	23%	**26,160**	**51%**	**36,500**	
	Starting Balance	**106,086**	**102,566**	**102,566**	**97,334**			**97,503**		**82,104**	
	Ending Balance	**102,566**	**81,566**	**97,503**	**56,334**			**82,104**		**56,104**	
	End Balance/Expenses	**7.25**	**3.08**	**3.92**	**1.09**			**3.14**		**1.54**	

APM 2026 CLP = $11K, 2025 FR = $11K
CLP/FR Del Delineation - CLP and FR
G 2025 Grant from BSWCD for Detroit $4,000; City of DL Flowering Rush $ 9,697

PIF (Project Implementation Fund)

		2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE	Interest Income	5,348	750	6,096	750	2,194	293%	3291	439%	750	
	Property Tax Credit										
	TOTAL	**5,348**	**750**	**6,096**	**750**	**2,194**	293%	**3,291**	**439%**	**750**	
OTHER FINANCING SOURCES											
	Refunds & Reimbursements /misc income										
	Sale of Assets										
	Interfund Transfer										
	TOTAL	**-**	**-**		**-**					**-**	
	TOTAL INCOME	**5,348**	**750**	**6,096**	**750**	**2,194**	293%	**-**	**0%**	**750**	
EXPENSES	**Capital Outlay >$,2,500**			60,000							**STOR**
	Refunds & Reimbursements										
	Roadside Pick up										
	Vehicle Maintenance, Fuel										
	Supplies										
	Sale of Assets (Notices, Ads)										
	Consultant										
	Mileage										
	TOTAL	**-**	**-**	**60,000**	**-**	**-**		**-**		**-**	
	Starting Balance	**136,867**	**142,215**	**142,215**	**86,628**			**88,311**		**91,602**	
	Ending Balance	**142,215**	**142,965**	**88,311**	**87,378**			**91,602**		**92,352**	
	End Balance/Expenses	**#DIV/0!**	**#DIV/0!**	**1.47**	**#DIV/0!**			**#DIV/0!**		**#DIV/0!**	

NOTE: $15,900-1C, $15,900-1B - due from PIF, remainder due to General

STOR Laker Island Storage Facility Purchae - ($ 30K-Becker County (credit to LMP); $ 60K PIF; $50K LMP)

2027 Final Budget Notes Drainage Systems

DITCH 11-12

(Levied $10,000- 2024 - 106 parcels); Special Asse

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE										
Assessments	9,389		521						10,000	2027Assess
Interest Income	102	40	125	40	34	85%	40	100%	40	
TOTAL	**9,491**	**40**	**646**	**40**	**34**	85%	**40**	**100%**	**10,040**	
OTHER FINANCING SOURCES (Uses)										
Interfund Transfer - GEN	(1,000)	(1,000)	(1,000)	(1,000)		0%	(1,000)	100%	(1,000)	
TOTAL	**(1,000)**	**(1,000)**	**(1,000)**	**(1,000)**	**-**	0%	**(1,000)**	**100%**	**(1,000)**	
TOTAL REVENUE	**8,491**	**(960)**	**(354)**	**(960)**	**34**	-4%	**(960)**	**100%**	**9,040**	
EXPENSE										
Operating										
Dues, Memberships, Legal Notice	42	150	42	150		0%	150	100%	150	
Staff Travel & Train	33	50		50		0%	50	100%	50	
Drainage System										
Contracted Services										
Maintenance-beaver/dam	700	1,500	1,150	1,500	2,320	155%	2,320	155%	1,500	
Maintenance-channel repair									2,000	
Attorney - Legal Drainage				1,500		0%	1,500	100%	200	
Government charges for services	206								210	
TOTAL EXP	**981**	**1,700**	**1,192**	**3,200**	**2,320**	73%	**4,020**	**126%**	**4,110**	
Starting Balance	**3,460**	**10,970**	**10,970**	**9,424**			**9,424**		**4,444**	
Ending Balance	**10,970**	**8,310**	**9,424**	**5,264**			**4,444**		**9,374**	
End Balance/Expenses	**11.18**	**4.89**	**7.91**	**1.65**			**1.11**		**2.28**	

2027Assess 2027 $10,000 ~ $94 per parcel

DITCH 13

(Levied $20,000 - 2025 - 1092 parcels ;Special Ass

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE										
Assessments	760	20,000	19,097	-	592		592		35,000	2027Assess
Interest	107	50	98	50	49	97%	49	97%	50	
Sub -TOTAL	**867**	**20,050**	**19,195**	**50**	**641**	1282%	**641**	**1282%**	**35,050**	
OTHER FINANCING SOURCES (Uses)										
Interfund Transfer - GEN	(1,000)	(1,000)	(1,000)	(1,000)		0%	(1,000)	100%	(1,000)	
Sub -TOTAL	**(1,000)**	**(1,000)**	**(1,000)**	**(1,000)**	**-**	0%	**(1,000)**	**100%**	**(1,000)**	
TOTAL REVENUE	**(133)**	**19,050**	**18,195**	**(950)**	**641**	-67%	**(359)**	**38%**	**34,050**	
EXPENSE										
Operating										
Dues, Memberships, Legal Notice	42	150	42	150		0%	150	100%	150	
Staff Travel & Train	33	50		50		0%	50	100%	50	
Legal Drainage System										
Contracted Services										
Maintenance-beaver/dam	5,800	4,000	4,430	13,000	9,044	70%	13,000	100%	4,000	M
Maintenance-channel repair									10,000	
Attorney - Legal Drainage			736	1,500		0%	1,500	100%	500	
Government charges for services	-	1,300	1,192	-					1,300	
TOTAL EXP	**5,875**	**5,500**	**6,400**	**14,700**	**9,044**	62%	**14,700**	**100%**	**16,000**	
Starting Balance	**10,078**	**4,070**	**4,070**	**15,865**			**15,865**		**806**	
Ending Balance	**4,070**	**17,620**	**15,865**	**215**			**806**		**18,856**	
End Balance/Expenses	**0.69**	**3.20**	**2.48**	**0.01**			**0.05**		**1.18**	

2027Assess 2027 $25,000 ~ $32 per parcel

M Maintence work

DITCH 14

(Levied $10,000- 2024 92 parcels - Special Assess

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE										
Assessments	7,150		296				0		15,000	2027Assess
Interest	98	50	107	50	34	67%	50	100%	50	
SUBTOTAL	**7,248**	**50**	**403**	**50**	**34**	67%	**50**	**100%**	**15,050**	
OTHER FINANCING SOURCES (Uses)										
Interfund Transfer - GEN	(1,000)	(1,000)	(1,000)	(1,000)		0%	(1,000)	100%	(1,000)	
SUBTOTAL	**(1,000)**	**(1,000)**	**(1,000)**	**(1,000)**	**-**	0%	**(1,000)**	**100%**	**(1,000)**	
TOTAL REVENUE	**6,248**	**(950)**	**(597)**	**(950)**	**34**	-4%	**(950)**	**100%**	**14,050**	
EXPENSE										
Operating										
Dues, Memberships, Legal Notice	42	150	42	150		0%	150	100%	150	
Staff Travel & Train	33	50		50		0%	50	100%	50	
County Drainage System										
Contracted Services										
Legal-Maintenance-beaver/dam	3,700	4,000	-	4,000		0%	4,000	100%	4,000	
Maintenance-channel repair									6,000	
Attorney - Legal Drainage				1,500		0%	1,500	100%	500	
Government charges for services	192								200	
TOTAL EXP	**3,967**	**4,200**	**42**	**5,700**	**-**	0%	**5,700**	**100%**	**10,900**	
Starting Balance	**6,980**	**9,261**	**9,261**	**8,622**			**8,622**		**1,972**	
Ending Balance	**9,261**	**4,111**	**8,622**	**1,972**			**1,972**		**5,122**	
End Balance/Expenses	**2.33**	**0.98**	**206.91**	**0.35**			**0.35**		**0.47**	

2027Assess 2027 $10,000 ~ $163 per parcel

Drainage Buffer Enforcement

9/11/2018

	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 Actual to 6/2026		2026 Est to 12/2026		2027 Budget	
REVENUE - BWSR										
Intergovermental Revenue-BWSR	-	4,000	7,772	4,000		0%	4000		4,000	
Interest	312		283		109		109			
SUBTOTAL	**312**	**4,000**	**8,055**	**4,000**	**109**	3%	**4,109**	**103%**	**4,000**	
OTHER FINANCING SOURCES (Uses)										
Interfund Transfer - GEN	(1,000)	(1,000)	(1,000)	(1,000)		0%	(1,000)	100%	(1,000)	
SUBTOTAL	**(1,000)**	**(1,000)**	**(1,000)**	**(1,000)**	**-**	0%	**(1,000)**	**100%**	**(1,000)**	
TOTAL REVENUE	**(688)**	**3,000**	**7,055**	**3,000**	**109**	4%	**3,109**	**104%**	**3,000**	
EXPENSE										
Operating										
Dues, Memberships, Legal Notice		200		200		0%	200	100%	200	
Manager Expense		250		250		0%	250	100%	250	
Staff Travel & Train		750		750		0%			750	
Contracted Services										
Legal				7,500	46	1%	7,500	100%	7,500	L
TOTAL EXP	**-**	**1,200**	**-**	**8,700**	**46**	1%	**7,950**	**91%**	**8,700**	
Starting Balance	**21,677**	**20,989**	**20,989**	**28,044**			**28,044**		**31,153**	
Ending Balance	**20,989**	**23,989**	**28,044**	**31,044**			**31,153**		**34,153**	
End Balance/Expenses	**#DIV/0!**	**19.99**	**#DIV/0!**	**3.57**			**3.92**		**3.93**	

L update rule

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

Condition Summary:	General Fund Increase $50,000, Establishment of Preliminary Fund, Establishment of Operations & Maintenance Fund, Assessment 1B increase of $2500, Assessment Ditch 11/12 at $10,000 (last levy 2024 $10,000), Assessment Ditch 13 at $35,000 (last levy 2025 $35,000), Assessment Ditch 14 at $15,000 (last Levy 2024 $10,000)

District Funds	*$ 1,823,293.00*	*$ 1,537,674.00*	*$ 1,336,012.00*	*$ 1,156,358.78*	*$ 1,034,222.52*	*$ 876,042.21*	*$ 699,279.79*	*$ 460,781.77*	*$ 254,237.49*	*$ (42,616.50)*	*$ (336,232.84)*	*$ (667,773.97)*	*$ (1,024,912.98)*

General

	Actual		Estimated	Budgeted >>									
	2025	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Revenue	**$ 305,028.00**	**$ 311,500.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**	**$ 362,200.00**
Fund Transfers	**$ 57,000.00**	**$ 57,000.00**	**$ (13,000.00)**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**	**$ 57,000.00**
Expenses - Payroll	**$ 263,793.00**	**$ 194,263.00**	**$ 295,230.00**	**$ 302,610.75**	**$ 310,176.02**	**$ 317,930.42**	**$ 325,878.68**	**$ 334,025.65**	**$ 342,376.29**	**$ 350,935.70**	**$ 359,709.09**	**$ 368,701.81**	**$ 377,919.36**
Expenses - Contracted	$ 42,370.00	$ 49,151.00	$ 100,000.00										
Expenses - Contracted Limited			$ 25,000.00										
Contracted Expenses carried			**$ 75,000.00**	**$ 76,875.00**	**$ 78,796.88**	**$ 80,766.80**	**$ 82,785.97**	**$ 84,855.62**	**$ 86,977.01**	**$ 89,151.43**	**$ 91,380.22**	**$ 93,664.72**	**$ 96,006.34**
Expenses - Operating/Capital	**$ 57,958.00**	**$ 75,309.00**	**$ 86,350.00**	**$ 89,285.90**	**$ 92,321.62**	**$ 95,460.56**	**$ 98,706.21**	**$ 102,062.23**	**$ 105,532.34**	**$ 109,120.44**	**$ 112,830.54**	**$ 116,666.77**	**$ 120,633.44**
Total Expenses*	**$ 364,121.00**	**$ 318,723.00**	**$ 456,580.00**	**$ 468,771.65**	**$ 481,294.51**	**$ 494,157.77**	**$ 507,370.86**	**$ 520,943.49**	**$ 534,885.64**	**$ 549,207.57**	**$ 563,919.84**	**$ 579,033.31**	**$ 594,559.15**
*less limited for forcast													
Rev - Expenses + Fund Transfers	***$ (2,093.00)***	***$ 49,777.00***	***$ (107,380.00)***	***$ (49,571.65)***	***$ (62,094.51)***	***$ (74,957.77)***	***$ (88,170.86)***	***$ (101,743.49)***	***$ (115,685.64)***	***$ (130,007.57)***	***$ (144,719.84)***	***$ (159,833.31)***	***$ (175,359.15)***
Start Balance	***$ 661,973.00***	***$ 659,880.00***	***$ 709,657.00***	***$ 602,277.00***	***$ 552,705.35***	***$ 490,610.84***	***$ 415,653.06***	***$ 327,482.20***	***$ 225,738.71***	***$ 110,053.08***	***$ (19,954.49)***	***$ (164,674.33)***	***$ (324,507.64)***
End Balance	***$ 659,880.00***	***$ 709,657.00***	***$ 602,277.00***	***$ 552,705.35***	***$ 490,610.84***	***$ 415,653.06***	***$ 327,482.20***	***$ 225,738.71***	***$ 110,053.08***	***$ (19,954.49)***	***$ (164,674.33)***	***$ (324,507.64)***	***$ (499,866.79)***

Utility Stormwater

	Actual		Estimated	Budgeted >>									
	2025	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**
Revenue	**$ 342,364.00**	**$ 311,296.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**	**$ 315,750.00**
Fund Transfers**	**$ (54,066.00)**	**$ (340,000.00)**	**$ (158,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**	**$ (100,000.00)**
Expenses - Payroll	**$ 51,557.00**	**$ 61,686.00**	**$ 53,306.00**	**$ 54,638.65**	**$ 56,004.62**	**$ 57,404.73**	**$ 58,839.85**	**$ 60,310.85**	**$ 61,818.62**	**$ 63,364.08**	**$ 64,948.18**	**$ 66,571.89**	**$ 68,236.19**
Expenses - Contracted	$ 115,676.00	$ 105,603.00	$ 101,723.00										
Expenses - Contracted Limited	$ 28,675.00	$ 33,456.00	$ 15,000.00										
Contracted Expenses carried	**$ 87,001.00**	**$ 72,147.00**	**$ 86,723.00**	**$ 88,891.08**	**$ 91,113.35**	**$ 93,391.19**	**$ 95,725.97**	**$ 98,119.11**	**$ 100,572.09**	**$ 103,086.39**	**$ 105,663.55**	**$ 108,305.14**	**$ 111,012.77**
Expenses - Operating/Capital	**$ 34,822.00**	**$ 69,089.00**	**$ 38,480.00**	**$ 39,788.32**	**$ 41,141.12**	**$ 42,539.92**	**$ 43,986.28**	**$ 45,481.81**	**$ 47,028.19**	**$ 48,627.15**	**$ 50,280.48**	**$ 51,990.01**	**$ 53,757.67**
Total Expenses*	**$ 173,380.00**	**$ 202,922.00**	**$ 178,509.00**	**$ 183,318.05**	**$ 188,259.09**	**$ 193,335.84**	**$ 198,552.09**	**$ 203,911.77**	**$ 209,418.90**	**$ 215,077.63**	**$ 220,892.21**	**$ 226,867.04**	**$ 233,006.63**
*less limited for forcast													
Rev - Expenses + Fund Transfers	***$ 114,918.00***	***$ (231,626.00)***	***$ (20,759.00)***	***$ 32,431.96***	***$ 27,490.91***	***$ 22,414.16***	***$ 17,197.91***	***$ 11,838.23***	***$ 6,331.10***	***$ 672.37***	***$ (5,142.21)***	***$ (11,117.04)***	***$ (17,256.63)***
Start Balance	***$ 470,165.00***	***$ 585,083.00***	***$ 353,457.00***	***$ 332,698.00***	***$ 365,129.96***	***$ 392,620.86***	***$ 415,035.03***	***$ 432,232.93***	***$ 444,071.16***	***$ 450,402.26***	***$ 451,074.63***	***$ 445,932.41***	***$ 434,815.37***
End Balance	***$ 585,083.00***	***$ 353,457.00***	***$ 332,698.00***	***$ 365,129.96***	***$ 392,620.86***	***$ 415,035.03***	***$ 432,232.93***	***$ 444,071.16***	***$ 450,402.26***	***$ 451,074.63***	***$ 445,932.41***	***$ 434,815.37***	***$ 417,558.74***

** $40K to General, remainder to Preliminary/OM

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

Actual **Estimated** **Budgeted >>** **Levy Ends**

		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
DCM-01	**Revenue**	$ 90,728.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00	$ 90,300.00
	Fund Transfers	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00	$ 19,000.00
	Expenses - Payroll	$ 36,950.00	$ 33,351.00	$ 69,847.00	$ 71,593.18	$ 73,383.00	$ 75,217.58	$ 77,098.02	$ 79,025.47	$ 81,001.11	$ 83,026.13	$ 85,101.79	$ 87,229.33	$ 89,410.07
	Expenses - Contracted	$ -	$ -	$ -										
	Expenses - Contracted Limited													
	Contracted Expenses carried			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Operating/Capital	$ 30,319.00	$ 58,486.00	$ 57,636.00	$ 59,595.62	$ 61,621.88	$ 63,717.02	$ 65,883.40	$ 68,123.43	$ 70,439.63	$ 72,834.58	$ 75,310.95	$ 77,871.53	$ 80,519.16
	Total Expenses*	$ 67,269.00	$ 91,837.00	$ 127,483.00	$ 131,188.80	$ 135,004.88	$ 138,934.60	$ 142,981.42	$ 147,148.90	$ 151,440.74	$ 155,860.71	$ 160,412.74	$ 165,100.86	$ 169,929.22
	*less limited for forcast													
	Rev - Expenses + Fund Transfers	*$ 42,459.00*	*$ 17,463.00*	*$ (18,183.00)*	*$ (21,888.80)*	*$ (25,704.88)*	*$ (29,634.60)*	*$ (33,681.42)*	*$ (37,848.90)*	*$ (42,140.74)*	*$ (46,560.71)*	*$ (51,112.74)*	*$ (55,800.86)*	*$ (60,629.22)*
	Start Balance	*$ 40,852.00*	*$ 83,311.00*	*$ 100,774.00*	*$ 82,591.00*	*$ 60,702.20*	*$ 34,997.32*	*$ 5,362.72*	*$ (28,318.69)*	*$ (66,167.60)*	*$ (108,308.33)*	*$ (154,869.04)*	*$ (205,981.78)*	*$ (261,782.64)*
	End Balance	*$ 83,311.00*	*$ 100,774.00*	*$ 82,591.00*	*$ 60,702.20*	*$ 34,997.32*	*$ 5,362.72*	*$ (28,318.69)*	*$ (66,167.60)*	*$ (108,308.33)*	*$ (154,869.04)*	*$ (205,981.78)*	*$ (261,782.64)*	*$ (322,411.86)*

Actual - Levy End **Estimated** **Budgeted >>** **Override - Calculate decreasing interest revenue as funds deplete @ 1%**

		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
LMP-01	**Revenue**	$ 68,159.00	$ 5,259.00	$ 1,500.00	$ 1,555.96	$ 1,082.90	$ 592.57	$ 84.39						
	Fund Transfers	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)	$ (12,000.00)
	Expenses - Payroll	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Contracted	$ -												
	Expenses - Contracted Limited													
	Contracted Expenses carried	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Operating/Capital	$ 73,866.00	$ 36,772.00	$ 35,650.00	$ 36,862.10	$ 38,115.41	$ 39,411.34	$ 40,751.32	$ 42,136.87	$ 43,569.52	$ 45,050.88	$ 46,582.61	$ 48,166.42	$ 49,804.08
	Total Expenses*	$ 73,866.00	$ 36,772.00	$ 35,650.00	$ 36,862.10	$ 38,115.41	$ 39,411.34	$ 40,751.32	$ 42,136.87	$ 43,569.52	$ 45,050.88	$ 46,582.61	$ 48,166.42	$ 49,804.08
	*less limited for forcast													
	Rev - Expenses + Fund Transfers	*$ (17,707.00)*	*$ (43,513.00)*	*$ (46,150.00)*	*$ (47,306.14)*	*$ (49,032.51)*	*$ (50,818.76)*	*$ (52,666.93)*	*$ (54,136.87)*	*$ (55,569.52)*	*$ (57,050.88)*	*$ (58,582.61)*	*$ (60,166.42)*	*$ (61,804.08)*
	Start Balance	*$ 262,966.00*	*$ 245,259.00*	*$ 201,746.00*	*$ 155,596.00*	*$ 108,289.86*	*$ 59,257.35*	*$ 8,438.59*	*$ (44,228.35)*	*$ (98,365.22)*	*$ (153,934.73)*	*$ (210,985.62)*	*$ (269,568.23)*	*$ (329,734.65)*
	End Balance	*$ 245,259.00*	*$ 201,746.00*	*$ 155,596.00*	*$ 108,289.86*	*$ 59,257.35*	*$ 8,438.59*	*$ (44,228.35)*	*$ (98,365.22)*	*$ (153,934.73)*	*$ (210,985.62)*	*$ (269,568.23)*	*$ (329,734.65)*	*$ (391,538.73)*

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

		Actual	Estimated	Budgeted >>										MPCA Loan End
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Preliminary	**Revenue**			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Fund Transfers*			$ 133,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
	Expenses - Payroll				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Contracted													
	Expenses - Contracted Limited													
	Contracted Expenses carried			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Operating/Capital			$ 133,000.00	$ 83,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00
	Total Expenses*	$ -	$ -	$ 133,000.00	$ 83,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00	$ 33,000.00
	*less limited for forcast													
	Rev - Expenses + Fund Transfers	$ -	$ -	$ -	$ (33,000.00)	$ 17,000.00	$ 17,000.00	$ 17,000.00	$ 17,000.00	$ 17,000.00	$ 17,000.00	$ 17,000.00	$ 17,000.00	$ 17,000.00
	Start Balance	$ -	$ -	$ -	$ -	$ (33,000.00)	$ (16,000.00)	$ 1,000.00	$ 18,000.00	$ 35,000.00	$ 52,000.00	$ 69,000.00	$ 86,000.00	$ 103,000.00
	End Balance	$ -	$ -	$ -	$ (33,000.00)	$ (16,000.00)	$ 1,000.00	$ 18,000.00	$ 35,000.00	$ 52,000.00	$ 69,000.00	$ 86,000.00	$ 103,000.00	$ 120,000.00
	***From Utility SW**													

		Actual	Estimated	Budgeted >>										
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Operation & Maintenance	**Revenue**			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Fund Transfers*			$ -	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00
	Expenses - Payroll				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Contracted													
	Expenses - Contracted Limited													
	Contracted Expenses carried			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Operating/Capital			$ -										
	Total Expenses*	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	*less limited for forcast													
	Rev - Expenses + Fund Transfers	$ -	$ -	$ -	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00
	Start Balance	$ -	$ -	$ -	$ -	$ 10,000.00	$ 20,000.00	$ 30,000.00	$ 40,000.00	$ 50,000.00	$ 60,000.00	$ 70,000.00	$ 80,000.00	$ 90,000.00
	End Balance	$ -	$ -	$ -	$ 10,000.00	$ 20,000.00	$ 30,000.00	$ 40,000.00	$ 50,000.00	$ 60,000.00	$ 70,000.00	$ 80,000.00	$ 90,000.00	$ 100,000.00
	***From Utility SW**													

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

		Actual	Estimated	Budgeted >>	Override - Calculate decreasing interest revenue as funds deplete @ 3%									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Project Implementation	**Revenue**	$ 6,096.00	$ 3,291.00	$ 750.00	$ 2,770.56	$ 2,853.68	$ 2,939.29	$ 3,027.47	$ 3,118.29	$ 3,211.84	$ 3,308.19	$ 3,407.44	$ 3,509.66	$ 3,614.95
	Fund Transfers	$ -												
	Expenses - Payroll	$ -			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Contracted													
	Expenses - Contracted Limited													
	Contracted Expenses carried			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Operating/Capital	$ 60,000.00			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Total Expenses*	$ 60,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	*less limited for forcast													
	Rev - Expenses + Fund Transfers	*$ (53,904.00)*	*$ 3,291.00*	*$ 750.00*	*$ 2,770.56*	*$ 2,853.68*	*$ 2,939.29*	*$ 3,027.47*	*$ 3,118.29*	*$ 3,211.84*	*$ 3,308.19*	*$ 3,407.44*	*$ 3,509.66*	*$ 3,614.95*
	Start Balance	*$ 142,215.00*	*$ 88,311.00*	*$ 91,602.00*	*$ 92,352.00*	*$ 95,122.56*	*$ 97,976.24*	*$ 100,915.52*	*$ 103,942.99*	*$ 107,061.28*	*$ 110,273.12*	*$ 113,581.31*	*$ 116,988.75*	*$ 120,498.41*
	End Balance	*$ 88,311.00*	*$ 91,602.00*	*$ 92,352.00*	*$ 95,122.56*	*$ 97,976.24*	*$ 100,915.52*	*$ 103,942.99*	*$ 107,061.28*	*$ 110,273.12*	*$ 113,581.31*	*$ 116,988.75*	*$ 120,498.41*	*$ 124,113.37*
	NOTE: $15,900-1C, $15,900-1B - due from PIF, remainder due to General													
	Due to 1C	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00
	Due to 1B	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00	$ 15,900.00
	Due to General	$ 56,511.00	$ 59,802.00	$ 60,552.00	$ 63,322.56	$ 66,176.24	$ 69,115.52	$ 72,142.99	$ 75,261.28	$ 78,473.12	$ 81,781.31	$ 85,188.75	$ 88,698.41	$ 92,313.37

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

1B - Sallie/Melissa

	Actual	Estimated	Budgeted >>										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Revenue	$ 30,882.00	$ 30,392.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00	$ 32,750.00
Fund Transfers	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)
Expenses - Payroll	$ -			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses - Contracted	$ 693.00	$ 694.00	$ 700.00										
Expenses - Contracted Limited													
Contracted Expenses carried			$ 700.00	$ 717.50	$ 735.44	$ 753.82	$ 772.67	$ 791.99	$ 811.79	$ 832.08	$ 852.88	$ 874.20	$ 896.06
Expenses - Operating/Capital	$ 29,172.00	$ 35,000.00	$ 35,600.00	$ 36,810.40	$ 38,061.95	$ 39,356.06	$ 40,694.17	$ 42,077.77	$ 43,508.41	$ 44,987.70	$ 46,517.28	$ 48,098.87	$ 49,734.23
Total Expenses*	$ 29,865.00	$ 35,694.00	$ 36,300.00	$ 37,527.90	$ 38,797.39	$ 40,109.88	$ 41,466.84	$ 42,869.75	$ 44,320.20	$ 45,819.78	$ 47,370.16	$ 48,973.07	$ 50,630.29
*less limited for forcast													
Rev - Expenses + Fund Transfers	*$ (8,983.00)*	*$ (15,302.00)*	*$ (13,550.00)*	*$ (14,777.90)*	*$ (16,047.39)*	*$ (17,359.88)*	*$ (18,716.84)*	*$ (20,119.75)*	*$ (21,570.20)*	*$ (23,069.78)*	*$ (24,620.16)*	*$ (26,223.07)*	*$ (27,880.29)*
Start Balance	*$ 51,900.00*	*$ 42,917.00*	*$ 27,615.00*	*$ 14,065.00*	*$ (712.90)*	*$ (16,760.29)*	*$ (34,120.17)*	*$ (52,837.01)*	*$ (72,956.76)*	*$ (94,526.96)*	*$ (117,596.74)*	*$ (142,216.90)*	*$ (168,439.97)*
End Balance	*$ 42,917.00*	*$ 27,615.00*	*$ 14,065.00*	*$ (712.90)*	*$ (16,760.29)*	*$ (34,120.17)*	*$ (52,837.01)*	*$ (72,956.76)*	*$ (94,526.96)*	*$ (117,596.74)*	*$ (142,216.90)*	*$ (168,439.97)*	*$ (196,320.26)*

1C - Detroit Curfman

	Actual	Estimated	Budgeted >>										
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Revenue	$ 14,902.00	$ 20,760.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00	$ 20,500.00
Fund Transfers	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)
Expenses - Payroll	$ -			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses - Contracted			$ 900.00										
Expenses - Contracted Limited													
Contracted Expenses carried	$ 891.00	$ 889.00	$ 900.00	$ 922.50	$ 945.56	$ 969.20	$ 993.43	$ 1,018.27	$ 1,043.72	$ 1,069.82	$ 1,096.56	$ 1,123.98	$ 1,152.08
Expenses - Operating/Capital	$ 23,976.00	$ 25,271.00	$ 35,600.00	$ 36,810.40	$ 38,061.95	$ 39,356.06	$ 40,694.17	$ 42,077.77	$ 43,508.41	$ 44,987.70	$ 46,517.28	$ 48,098.87	$ 49,734.23
Total Expenses*	$ 24,867.00	$ 26,160.00	$ 36,500.00	$ 37,732.90	$ 39,007.52	$ 40,325.26	$ 41,687.60	$ 43,096.04	$ 44,552.14	$ 46,057.51	$ 47,613.84	$ 49,222.84	$ 50,886.30
*less limited for forcast													
Rev - Expenses + Fund Transfers	*$ (19,965.00)*	*$ (15,400.00)*	*$ (26,000.00)*	*$ (27,232.90)*	*$ (28,507.52)*	*$ (29,825.26)*	*$ (31,187.60)*	*$ (32,596.04)*	*$ (34,052.14)*	*$ (35,557.51)*	*$ (37,113.84)*	*$ (38,722.84)*	*$ (40,386.30)*
Start Balance	*$ 106,086.00*	*$ 86,121.00*	*$ 70,721.00*	*$ 44,721.00*	*$ 17,488.10*	*$ (11,019.42)*	*$ (40,844.68)*	*$ (72,032.28)*	*$ (104,628.31)*	*$ (138,680.45)*	*$ (174,237.96)*	*$ (211,351.80)*	*$ (250,074.65)*
End Balance	*$ 86,121.00*	*$ 70,721.00*	*$ 44,721.00*	*$ 17,488.10*	*$ (11,019.42)*	*$ (40,844.68)*	*$ (72,032.28)*	*$ (104,628.31)*	*$ (138,680.45)*	*$ (174,237.96)*	*$ (211,351.80)*	*$ (250,074.65)*	*$ (290,460.95)*

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

Actual **Estimated** **Budgeted >>** **Override Revenue for Assessment every 3rd Year, Add assessment fee for County as transfer debit**

Ditch 11/12	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Revenue	$ 646.00	$ 40.00	$ 10,000.00			$ 10,000.00			$ 10,000.00			$ 10,000.00	
Fund Transfers	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,225.00)	$ (1,000.00)	$ (1,000.00)	$ 1,250.00	$ (1,000.00)	$ (1,000.00)	$ 1,275.00	$ (1,000.00)
Expenses - Payroll				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses - Contracted	$ 1,150.00	$ 2,320.00	$ 3,700.00										
Expenses - Contracted Limited		$ 1,500.00	$ 210.00										
Contracted Expenses carried	$ 1,150.00	$ 3,820.00	$ 3,490.00	$ 3,577.25	$ 3,666.68	$ 3,758.35	$ 3,852.31	$ 3,948.61	$ 4,047.33	$ 4,148.51	$ 4,252.23	$ 4,358.53	$ 4,467.50
Expenses - Operating/Capital	$ 42.00	$ 200.00	$ 200.00	$ 206.80	$ 213.83	$ 221.10	$ 228.62	$ 236.39	$ 244.43	$ 252.74	$ 261.33	$ 270.22	$ 279.41
Total Expenses*	$ 2,342.00	$ 7,840.00	$ 3,690.00	$ 3,784.05	$ 3,880.51	$ 3,979.45	$ 4,080.93	$ 4,185.01	$ 4,291.76	$ 4,401.25	$ 4,513.56	$ 4,628.75	$ 4,746.90
*less limited for forcast													
Rev - Expenses + Fund Transfers	*$ (2,696.00)*	*$ (8,800.00)*	*$ 5,310.00*	*$ (4,784.05)*	*$ (4,880.51)*	*$ 4,795.55*	*$ (5,080.93)*	*$ (5,185.01)*	*$ 6,958.24*	*$ (5,401.25)*	*$ (5,513.56)*	*$ 6,646.25*	*$ (5,746.90)*
Start Balance	*$ 10,970.00*	*$ 8,274.00*	*$ (526.00)*	*$ 4,784.00*	*$ (0.05)*	*$ (4,880.56)*	*$ (85.01)*	*$ (5,165.94)*	*$ (10,350.94)*	*$ (3,392.70)*	*$ (8,793.96)*	*$ (14,307.52)*	*$ (7,661.27)*
End Balance	*$ 8,274.00*	*$ (526.00)*	*$ 4,784.00*	*$ (0.05)*	*$ (4,880.56)*	*$ (85.01)*	*$ (5,165.94)*	*$ (10,350.94)*	*$ (3,392.70)*	*$ (8,793.96)*	*$ (14,307.52)*	*$ (7,661.27)*	*$ (13,408.17)*

Actual **Estimated** **Budgeted >>** **Override Revenue for Assessment every other Year, Add assessment fee for County as transfer debit**

Ditch 13	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Revenue	$ 19,195.00	$ 641.00	$ 35,000.00		$ 35,000.00		$ 35,000.00		$ 35,000.00		$ 35,000.00		$ 35,000.00
Fund Transfers	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (2,310.00)	$ (1,000.00)	$ (2,315.00)	$ (1,000.00)	$ (2,320.00)	$ (1,000.00)	$ (2,325.00)	$ (1,000.00)	$ (2,330.00)
Expenses - Payroll				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenses - Contracted	$ 4,430.00	$ 13,000.00	$ 14,500.00										
Expenses - Contracted Limited	$ 1,928.00	$ 1,500.00	$ 1,300.00										$ 1,325.00
Contracted Expenses carried	$ 6,358.00	$ 14,500.00	$ 13,200.00	$ 13,530.00	$ 13,868.25	$ 14,214.96	$ 14,570.33	$ 14,934.59	$ 15,307.95	$ 15,690.65	$ 16,082.92	$ 16,484.99	$ 16,897.12
Expenses - Operating/Capital	$ 42.00		$ 200.00	$ 206.80	$ 213.83	$ 221.10	$ 228.62	$ 236.39	$ 244.43	$ 252.74	$ 261.33	$ 270.22	$ 279.41
Total Expenses*	$ 12,758.00	$ 29,000.00	$ 13,400.00	$ 13,736.80	$ 14,082.08	$ 14,436.06	$ 14,798.95	$ 15,170.98	$ 15,552.38	$ 15,943.39	$ 16,344.25	$ 16,755.21	$ 17,176.52
*less limited for forcast													
Rev - Expenses + Fund Transfers	*$ 5,437.00*	*$ (29,359.00)*	*$ 20,600.00*	*$ (14,736.80)*	*$ 18,607.92*	*$ (15,436.06)*	*$ 17,886.05*	*$ (16,170.98)*	*$ 17,127.62*	*$ (16,943.39)*	*$ 16,330.75*	*$ (17,755.21)*	*$ 15,493.48*
Start Balance	*$ 10,078.00*	*$ 15,515.00*	*$ (13,844.00)*	*$ 6,756.00*	*$ (7,980.80)*	*$ 10,627.12*	*$ (4,808.94)*	*$ 13,077.11*	*$ (3,093.87)*	*$ 14,033.75*	*$ (2,909.64)*	*$ 13,421.11*	*$ (4,334.10)*
End Balance	*$ 15,515.00*	*$ (13,844.00)*	*$ 6,756.00*	*$ (7,980.80)*	*$ 10,627.12*	*$ (4,808.94)*	*$ 13,077.11*	*$ (3,093.87)*	*$ 14,033.75*	*$ (2,909.64)*	*$ 13,421.11*	*$ (4,334.10)*	*$ 11,159.37*

Budget Forcast - PRWD
Date 8/31/2026

	% Increase
Revenue	0.0%
Expenses - Payroll	2.5%
Expenses - Contracted	2.5%
Expenses - Operating/Capital	3.4%

The financial projections below are based on current estimates and assumptions. These forecasts involve known and unknown factors that may cause actual results to be materially different.

		Actual	Estimated	Budgeted >>	Override Revenue for Assessment every 3rd Year, Add assessment fee for County as transfer debit									
		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Ditch 14	**Revenue**	$ 403.00	$ 50.00	$ 15,000.00			$ 15,000.00			$ 15,000.00			$ 15,000.00	
	Fund Transfers	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,000.00)	$ (1,205.00)	$ (1,000.00)	$ (1,000.00)	$ (1,210.00)	$ (1,000.00)	$ (1,000.00)	$ (1,215.00)	$ (1,000.00)
	Expenses - Payroll				$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Expenses - Contracted		$ 4,000.00	$ 10,500.00										
	Expenses - Contracted Limited		$ 1,500.00	$ 200.00										
	Contracted Expenses carried	$ -	$ 5,500.00	$ 10,300.00	$ 10,557.50	$ 10,821.44	$ 11,091.97	$ 11,369.27	$ 11,653.50	$ 11,944.84	$ 12,243.46	$ 12,549.55	$ 12,863.29	$ 13,184.87
	Expenses - Operating/Capital	$ 42.00	$ 200.00		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Total Expenses*	$ 42.00	$ 11,200.00	$ 10,300.00	$ 10,557.50	$ 10,821.44	$ 11,091.97	$ 11,369.27	$ 11,653.50	$ 11,944.84	$ 12,243.46	$ 12,549.55	$ 12,863.29	$ 13,184.87
	*less limited for forcast													
	Rev - Expenses + Fund Transfers	*$ (639.00)*	*$ (12,150.00)*	*$ 3,700.00*	*$ (11,557.50)*	*$ (11,821.44)*	*$ 2,703.03*	*$ (12,369.27)*	*$ (12,653.50)*	*$ 1,845.16*	*$ (13,243.46)*	*$ (13,549.55)*	*$ 921.71*	*$ (14,184.87)*
	Start Balance	*$ 9,261.00*	*$ 8,622.00*	*$ (3,528.00)*	*$ 172.00*	*$ (11,385.50)*	*$ (23,206.94)*	*$ (20,503.91)*	*$ (32,873.18)*	*$ (45,526.69)*	*$ (43,681.53)*	*$ (56,924.99)*	*$ (70,474.54)*	*$ (69,552.83)*
	End Balance	*$ 8,622.00*	*$ (3,528.00)*	*$ 172.00*	*$ (11,385.50)*	*$ (23,206.94)*	*$ (20,503.91)*	*$ (32,873.18)*	*$ (45,526.69)*	*$ (43,681.53)*	*$ (56,924.99)*	*$ (70,474.54)*	*$ (69,552.83)*	*$ (83,737.70)*

PELICAN RIVER
watershed district

REQUEST FOR PROPOSAL
FOR BANKING SERVICES
October 2026

Pelican River Watershed District
REQUEST FOR PROPOSAL FOR BANKING SERVICES

OVERVIEW

The Pelican River Watershed, MN, is requesting proposals to furnish banking services. Proposers are required to send two (2) paper copies and one (1) electronic copy of the proposal to the District Administrator on or before November 30, 2026, at 4:00 P.M. The District reserves the right to accept or reject any and all proposals. This RFP and the completed responses will serve as the basis for the agreement between the District and the successful respondent.

There is no expressed or implied obligation for the District to reimburse the responding firms for any expenses incurred in preparing proposals in response to this request.

During the evaluation process, the District reserves the right to request additional information or clarifications from proposers, or to allow corrections of errors or omissions.

The successful bidder must be an Equal Employment Opportunity Employer.

Questions regarding the proposal may be directed to the District Administrator by e-mail at: info@prwd.org. Written responses will be e-mailed to all proposers.

CONTRACT TERMS

The term of this contract is for a five (5) year period beginning approximately January 1, 2027, with an additional three (3) year option to renew. The prices quoted in the proposal must be guaranteed for at least two (2) years. However, cost adjustments will be permitted when an increase becomes necessary due to the increased cost of items outside of the banks' control. Any such cost adjustments must be documented, justified and accepted by the District before such costs are implemented. The District and the successful institution shall renegotiate the fees to be charged after the initial two (2) year period for the next one (1) year period or the remainder of the contract period. Nothing in this paragraph shall limit the ability of the parties to terminate the contract at earlier dates as hereinafter provided.

PROPOSAL EVALUATION AND SELECTION CRITERIA

The contract will be awarded to the financial institution that best meets the needs of the District provided the fee is reasonable and it is in the best interest of the District to accept it. A committee has been appointed to read, evaluate, and recommend the financial institution to the District Council. In evaluating the proposals, the following criteria will be used:

Responsiveness of the proposal:

- The sufficiency of its financial resources and the ability, capacity and skill of the institution to perform all required and desired services on a timely basis.
- Responses of client references.
- Demonstrated knowledge of the District, the community, and its economic conditions.
- The reputation, financial stability, and longevity of the proposer.
- The quality, availability, and adaptability of the services to the needs required.
- Cost of the services provided.
- Physical facility including the location(s), technology and security of the facility.
- The community involvement of the institution in the Detroit Lakes and Becker County Areas.

The District reserves the right to award the contract in whole or in part, whichever is in the best interest of the District. The District also reserves the right to reject proposals, in whole or in part, that do not comply with the provisions of this RFP. The costs of banking services and/or location, although a significant factors, may not be dominant factors.

FORMAT REQUIRED FOR SUBMITTED PROPOSALS

Title Page - Show the name of your institution, local address, telephone number, name of contact person, and the date.

Letter of Transmittal - Please limit it to one page. Proposers may use this letter to present any information they consider essential to their proposal. Please list the names of all individuals who are authorized to make representations for the proposer, along with their titles, addresses, and telephone numbers.

Audited Financial Statements, Regulatory and Management Reports - Respond to each question as applicable.

Profile Questionnaire - Respond to each question as applicable.

Banking Services Questionnaire - Respond to each question as applicable.

Compensation, Fees and Related Information - Respond to each question as applicable.

Bid Sheets - Please disclose all possible costs to the client and the basis for charging them in Appendix A: Bid Sheet. To assist us in comparing the cost effectiveness of each proposal you must address all costs both on a per unit basis and on a compensating balance method of payment.

Copies of proposed agreement(s) including wire transfer, collateral, etc.

Any additional pertinent information.

BANKING SERVICES

The successful proposer shall provide certain required banking services. These services are fully explained later in this proposal.

PROPOSAL SUBMISSION

Proposers are required to send two (2) paper copies and one (1) electronic copy of the proposal to the District Administrator on or before November 30, 2026, at 4:00 P.M. Each proposal must be clearly identified on the outside of an envelope and shall show the name and address of the proposer. If the proposal is sent by mail the envelope shall contain the notation "Banking Services Proposal Enclosed". An official authorized to bind the institution must sign the proposal. Proposals are to be sent to:

Shanna Bach, District Administrator
Pelican River Watershed District
211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
info@prwd.org

INDEPENDENT CONTRACTOR

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Depository as the agent, representative or employee of the District for any purpose. The Depository is to be and shall remain an independent contractor with respect to all services performed under this contract. The Depository represents that it has, or will secure at its own expense, all personnel required to perform services under this contract.

NONDISCRIMINATION CLAUSE

The District hereby notifies all proposers that businesses owned and controlled by minorities or women will be afforded maximum feasible opportunity to submit proposals. The District also notifies all persons that no one will be subjected to discrimination on the basis of race, color, creed, religion, ancestry, national origin, sex, disability, age, marital status, veteran status or statute with regard to public assistance, under the Minnesota Human Rights Act, Minnesota Statutes, Chapter 363.

MISCELLANEOUS PROVISIONS

The Bank shall abide by Minn. State § 13.01 et seq., the Minnesota Government Data Practices Act, to the extent the same is applicable to data and documents in the possession of the Bank.

The proposer agrees that this document and the contract, if awarded to the proposer, shall be governed by the laws of the State of Minnesota.

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The proposer agrees to observe and comply with all laws, ordinances, regulations and codes of the federal state and local government which may in any manner affect the preparation of proposals or the performance of the contract.

CONTRACT TERMINATION PROVISIONS

Termination for Cause

The District may terminate this contract, or any part of this contract, for cause under any one of the following circumstances:

(a) The bank fails to make delivery of services as specified in this contract; or

(b) The bank fails to perform any of the provisions of this contract, fails to perform in a professionally acceptable manner, or fails to timely perform as to endanger the ability of the District to perform its duties.

The District shall provide the bank with written notice of the conditions endangering performance. If the bank fails to remedy the conditions within ten days from the receipt of the notice (or such longer period as may be authorized in writing), the District shall issue the bank an order to stop work immediately. Notice is effective upon mailing, postage prepaid and properly addressed or upon personal service to the bank.

In the event the District believes that the assets of the District are in jeopardy, or there is a bona fide emergency related to these assets, the District may cancel the contract immediately.

Termination for Convenience

The District may terminate performance of work under this contract in whole or in part whenever, for any reason the District shall determine that the termination is in the best interest of the District. In the event the District elects to terminate this contract, in whole or in part pursuant to this provision, it shall provide the bank with written notice at least thirty (30) days prior to the termination date.

Notices

All notices or other communications required or desired to be given by either party to the other after the effective date of the contract shall be in writing and shall be made by personal delivery or sent by mail to the:

Shanna Bach, District Administrator
Pelican River Watershed District
211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
info@prwd.org

AUDITED FINANCIAL STATEMENTS, REGULATORY AND MANAGEMENT REPORTS

1. For the most recent two fiscal years provide copies of each report issued as described below unless you are legally prohibited from such disclosure. Include management responses, if any, to all reports provided.
   (a) AUDIT AND EXAMINATION REPORTS
      (1) Independent Certified Public Accountants
      (2) Minnesota State Banking Commissioner
      (3) FDIC.

2. Describe the process followed by your institution to reasonably ensure that security procedures, such as those established by your institution to prevent unauthorized payment orders and fraud (via checks, wire transfers, or ACH transactions), are adequate and effective.

3. Describe your institution's process of reviewing audit reports and addressing any deficiencies noted.

PROFILE QUESTIONNAIRE

1. Provide a brief description of the history of the institution’s provision of banking services.

2. Describe the organizational structure of your institution, and the departments which will oversee the contract.

3. Describe your service capabilities for a customer the size of the District including those items which set you apart from your competition.

4. How many governmental customers does your business service have?

5. Provide three (3) references from public funds or government-related customers of one (1) year or more with characteristics similar to the District or commercial banking customers that utilize similar services that the District will use.

6. What insurance coverage is carried by the Bank with respect to any acts or omissions of directors, officers, and other personnel resulting in loss of funds?

7. Describe how your institution gives back to the Detroit Lakes and Becker County Communities.

8. Discuss the financial stability of your institution. Provide ratings for the institution from a nationally recognized rating agency. List all rating changes for the past five (5) years.

9. List names, titles, phone and fax numbers, and e-mail addresses of key persons in charge of banking services and the account administrator who would be assigned to this account.

Provide biographical sketches of these individuals and identify their rank and level of authority.

BANKING SERVICE QUESTIONNAIRE REQUIRED BANKING SERVICES

1. Receipt of deposits, including ACH deposits of credit card transactions.

2. Processing and clearing of all checks and drafts issued by the District. District ability to originate ACH transactions as follows:

    a Debt service and other payments,

    b Direct debit of utility and other payments,

    c NSF return items electronically,

    d Direct deposit of employee pay checks.

3. Collateral for all deposits of a type and in the amounts as required by State laws.

4. Wire transfers and confirmations.

5. Computerized file transfer capability between District and financial institution. (i.e., cleared check file).

6. Electronic funds transfer of all federal and state withholding taxes.

7. PC program ability to initiate in-house wire transfers.

8. District ability to access account information via personal computer as follows:
    a 90-day transaction look back,
    b All transactions including wires, debits, credits and adjustments,
    c Account balances.
9. Daily sweep accounts for investment of available cash balances at market rates.

10. Reports:
    a Monthly statement for all transactions,
    b Monthly account analysis report listing transactions processed and average balances,
    c Monthly collateral reports listing type of collateral and market value.

11. Fraud prevention for disbursements to protect account from unauthorized checks by validating all checks presented for payment against approved check runs through positive pay.

12. Electronic imaging and storage of paid checks.

COMPENSATION, FEES AND RELATED INFORMATION

1. Please disclose any fees or costs the institution expects to charge; Appendix A is to be completed, and you may attach a supplemental price schedule for such services. Include one-time or set up charges, research fees, wire fees, and all other fees that will be charged.

2. The Bank must accept compensation in fees, balances, or a combination of the two.

3. Fees for services must be billed in conjunction with an analysis statement. Fees cannot be debited to our account until the District reviews and approves the analysis statement. Describe your proposed billing cycle, (monthly, quarterly, etc.). Also, describe the process for the payment of bank fees. Furnish a copy of your analysis statement or statements.

4. Does the earnings credit rate (ECR) for the monthly analysis equal or exceed the 90-day Treasury Bill average for the previous month?

5. Is there a fee for FDIC Insurance? If so, how does the Bank calculate the charge?

6. When calculating average balances, are positive and negative balances netted?

7. Charges for overdrafts must be handled through the analysis statement process. These charges cannot be any higher than those charged to a regular commercial customer. Please show what your pricing will be if an overdraft occurs and how overdraft balances are calculated. Are uncollected funds caused by an overdraft netted against positive balances in other accounts during the analysis process?

8. How are adjustments reflected in the account analysis?

9. All charges for deposit tickets and other supplies must be handled on the analysis statement.

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Appendix A – Bid Sheet for
Bank Fee and Earnings Credit Schedule

Instructions:
For each transaction type, please list your proposed fee per month, batch, or transaction.

Transaction Description		Proposer Bank Fee Per Transaction	
Monthly Account Maintenance Fee(s)		$	
Deposit Charge			
Deposit Items: On Us			
Deposit Items: Other			
Other Credits			
Per Check Charge			
Other Debits			
Electronic transfers – Batch process Fee			
Electronic transfers – Per item fee			
ACH File Fee			
ACH per Item Fee			
ACH Debit Items			
ACH Credit Items			
Returned Items / NSF Fee			
Stop Payment Order			
Other			
Total Monthly Cost		$	

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In the space below, please describe your bank's earnings credit calculation (if applicable). Please note the required minimum balance (if any) and current earnings rate.

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Special Meeting Minutes

Personnel Committee – October 8, 2026

Date:	Thursday, October 8, 2026
Location:	Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN
Managers Present:	Rick Michaelson, Laurie Olson, Chris Jasken, Scott Busker
Staff:	Shanna Bach,
Consultants:	Lukas Croaker (Ohnstad Twichell) iv IT
Others:	

1. **Call to Order – The Special Managers' meeting was called to order by President Michaelson at 08:32 AM.**
2. The permanent Administrator's position was discussed by the committee. The Administrators Job Description was reviewed by Bach with updates for current practice. This document will be presented to the Board for approval at the 10/21/2026 board Meeting.
3. Salary for the District Administrator was reviewed. Attorney Croaker summarized an Administrator Compensation Analysis by the Lower Minnesota River Watershed District from 2025 the salary range for Watershed Administrators in Minnesota start at $100,000 – 180,000 annually. Bach budgeted $110,000 for the new administrator position in the 2027 preliminary budget for the new hire (Agenda and Study attached hereto).
4. The committee discussed all salary positions and their annual renewal. Historically Ms. Guetter and Ms. Bach were renewed at their anniversaries in June, and Mr. Beranek at his anniversary in March. The group came to the consensus that $110,000 for the district administrator would be their recommendation, with no further adjustment until January of 2028. All other staff positions would be negotiated with a January 1 start date moving forward. This will allow for a quicker review and adjustment for Mr. Beranek after assignment of additional duties, and the hire of an Office Coordinator in January.
5. Bach also shared an analysis of timecard activity for herself and Mr. Beranek from the summer months. The Office Coordinator position was discussed with a goal hire of a 0.8 FTE in January.

Meeting Adjournment at 9:39 AM.

Respectfully Submitted,

_____ _____

Meeting Approved

Pelican River Watershed District Job Description District Administrator - Oct 2026

Position Title: **District Administrator**
Accountable To: **Board of Managers**
Status: **Exempt**
Date: **October 2026**

Primary Objective of the Position:

The District Administrator oversees the District's mission and goals and represents the District's interests in the community. In conjunction with the District President and Board, the Administrator provides leadership and coordination in determining the District's goals, programs, and priorities and financial resources.

Essential Job Functions:

1. In conjunction with the Board of Managers, develop and adjust goals, programs, policies and projects to ensure the prudent use and management of water and related land resources in the District. Ensure that the comprehensive plan is implemented.
   - Develop and annually revise the District plan of work.
   - Draft the annual report and annual communication report.
   - Prepare Board meeting agendas, ensure notification and meeting minutes are recorded.
   - Propose annual schedule of goal setting, budget, annual report, contract renewals, and revisions to the management plan.
   - Provide leadership to District committees and the Advisory Committee.

2. Manage District activities to implement the District's goals and objectives through coordination with governmental agencies and supervision of District vendors, consultants and contractors
   - Oversee District projects to ensure they are completed on time and within budget guidelines.
   - As authorized, establish and monitor working agreements with municipalities or other agencies.
   - As authorized, contract for services required for District operations.
   - Evaluate District activities and report to the Board.
   - Approve permit applications and project reviews with the consulting engineer, regulatory agencies, City of Detroit Lakes, Becker County and applicants.
   - Review city and county issues and revise the management plan and District rules as necessary.
   - Clarify the rules of the District and keep the city and county apprised.
   - Maintain a schedule of ditch cleaning, assessment and maintenance.

3. With staff, manage District budgets and finances to ensure that resources are available to accomplish District goals and objectives and to maintain financial stability.
   - With input from the Board, prepare the District budget for approval.

- Maintain accurate and current accounting records.
- Review all invoices in preparation for monthly financial reports and Board approval.
- Develop and implement financial controls and take other actions to prevent or remedy financial and budgetary problems.
- Annually review District insurance policies to ensure adequate coverage.
- Prepare and present monthly financial reports to the Board.
- Seeks and obtains grants, loans and other funding as needed to support district programs.

4. Represent and support the Board's efforts in representing the District in the community. Maintain communications with agencies and organizations, including other watershed districts, to help the District improve operational and strategic effectiveness
   - Develop and maintain relationships in the community to promote effective ongoing communication to help the District meet its public purposes.
   - Stay informed of community issues and activities that relate to Board decisions and bring appropriate matters to the Board's attention.
   - Develop community outreach, which may include articles, news releases, informational brochures and other communications with the community to increase understanding of the District's mission, goals and objectives, policies and projects.
   - Ensure coordinated efforts with local and state units of government or other government agencies through regular communications.
   - Provide stronger public education to developers and lakefront property owners regarding programs and policies of the District.
   - Increase the availability of District information to the public through web resources, public presentations, brochures and other informational material.

5. Oversee all functions and activities of the District office to ensure effective operations and support for the District's goals and mission.
   - Ensures that records are maintained and information provided to the public, developer and other governmental agencies.
   - Keep informed of new technology and information relevant to managing the District and its resources effectively.

6. Makes all decisions related to the selection, promotion, transfer, pay and discipline of assigned personnel.

7. Orients employees to department policies and procedures, clearly communicating job duties and responsibilities and providing sufficient training to individuals so they may proceed with certainty in the performance of their positions.

8. Monitors the work performance of assigned personnel on a continual basis, conducts effective performance appraisals, and takes corrective action whenever necessary.

9. Administers district policies in a fair and equitable manner with regard to discipline, tardiness, absenteeism or insubordination and fully documents all incidents and actions taken.

10. Performs other duties and projects as apparent or assigned.

Additional Performance Criteria:

11. Ability to develop and maintain a working knowledge of the District's operations and policies and state rules and regulations necessary to complete assigned responsibilities in a fully satisfactory manner.

12. Ability to provide superior public service and interaction in a friendly, professional manner.

13. Willingly assists other employees as needed to ensure efficient workflow throughout the District. Maintains a flexible attitude toward job responsibilities and procedural changes.

14. Participates in educational opportunities to stay abreast of changing laws and technology related to program area. Make recommendations to enhance current technology in the District.

15. Ability to develop and maintain positive, cooperative, working relationships with all District employees/consultants, city and agency staff, and others of the District in contributing to a productive results-oriented climate.

Minimum Qualifications:
Bachelor's degree in water resources, natural resources management, land use management, public affairs, environmental studies, natural sciences or a similar field (masters degree preferred) and a minimum of five years in a public or semi-public sector management position or equivalent combination of education and experience.

Direct Supervision of:
Water Resource Coordinator
Outreach and Office Coordinator

The above is intended to describe the general content of and requirements for performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

MEMORANDUM

TO: Joint Personnel/Finance Committee
FROM: [Your Name]
DATE: [Insert Date]
SUBJECT: Administrator Compensation Analysis for LMRWD

Purpose

This memorandum presents an analysis of the Lower Minnesota River Watershed District (LMRWD) Administrator's compensation, comparing it to similar watershed districts and industry benchmarks. The review includes payments made to Naiad Consulting, LLC for administrative services and the potential cost of transitioning to a salaried position. Additionally, this memo provides context regarding LMRWD's budget size, program scope, and how compensation aligns with the organization's needs.

The compensation benchmarks referenced in this analysis are based on the Baker Tilly Compensation Study commissioned by the Minnehaha Creek Watershed District (MCWD), as well as publicly available financial reports from other watershed districts and trade association data. The Baker Tilly study provides market salary comparisons across multiple watershed districts and public agencies, ensuring a competitive framework for evaluating LMRWD's administrator compensation.

Findings

Current Administrator Compensation (Naiad Consulting, LLC)

An evaluation of invoices submitted by Naiad Consulting from August 2024 - January 2025 reveals the following:

- Hourly Rate: $95 per hour.
- Monthly Hours: Ranges from 150 to 171.25.
- Monthly Invoiced Amount: Ranges from $14,416.32 to $16,514.54.
- Total Compensation (6-month period): $93,235.02.
- Estimated Annualized Compensation: $186,470.04.
- Additional expenses invoiced include mileage, office rental, software subscriptions, and meal reimbursements.

Market Comparison – Watershed Districts and Industry Benchmarks

Based on the Baker Tilly Compensation Study, watershed trade association data, and publicly available financial reports, the following salary benchmarks apply:

Watershed District	Estimated Annual Budget	Administrator Compensation
Minnehaha Creek WD	~$15 million	$125,042 - $181,311
Coon Creek WD	~$10 million	$120,000 - $175,000
Nine Mile Creek WD	~$6 million	$149,844
Capitol Region WD	~$5 million	$120,000+
South Washington WD	~$7 million	Low $100,000s
Lower Minnesota River WD	~$2.5 million	$186,470.04

- LMRWD has a significantly smaller budget than peer watershed districts, yet its administrator's compensation is among the highest.
- Other watershed districts manage larger budgets and broader project scopes while compensating their administrators at lower levels.

LMRWD Program Scope Compared to Other Watershed Districts

Watershed District	Key Program Scope
Minnehaha Creek WD	Comprehensive urban watershed management, including large-scale stream and wetland restoration, stormwater infrastructure improvements, water quality monitoring, floodplain management, and significant public engagement efforts. The district leads

	multi-jurisdictional partnerships to integrate land use and water resource planning.
Coon Creek WD	Focused on managing stormwater runoff through extensive watershed modeling, implementing green infrastructure projects, flood risk reduction initiatives, and habitat restoration. The district conducts ongoing water quality monitoring and collaborates with municipalities on stormwater best practices.
Nine Mile Creek WD	Leads extensive lake and stream restoration projects, erosion control initiatives, aquatic invasive species management, and public education programs. The district administers a robust cost-share grant program for property owners to implement stormwater best management practices.
South Washington WD	Manages groundwater and surface water interactions, including wetland restoration and large-scale floodplain reconnection projects. The district implements conservation easements, agricultural best practices, and water reuse projects to mitigate water resource challenges.
Lower Minnesota River WD	Primarily responsible for regulatory oversight and permitting, with a specialized role in managing dredging operations for navigation and sediment control. The district engages in targeted research initiatives related to sediment transport, collaborates on restoration projects within its jurisdiction, conducts public outreach, and administers a mini-grant program to support local conservation efforts.

- While LMRWD has unique responsibilities, such as dredging management, it has a more limited operational scope than many districts with expansive restoration projects.
- A full evaluation of administrative costs should also consider expenditures on external contracts, such as Young Environmental and other professional services (e.g., note-taking services).

Comparison of Costs: Contracted vs. Salaried Administrator

Based on the 2024 budget, the total amount allocated for administrative services allows for a direct cost comparison:

Compensation Model	Estimated Cost (Annualized)	Overhead Considerations
Contracted (Naiad Consulting, LLC)	**$186,470.04**	Includes hourly rate, invoiced expenses, mileage, subscriptions
Salaried Employee (Potential Advertised Salary)	**$140,000 - $155,000**	Base salary before overhead
Total Cost (with Overhead)	**$165,000 - $175,000**	Includes salary + payroll taxes (7.65%), benefits (~25%)

Breakdown of Overhead Costs for a Salaried Administrator

If LMRWD were to hire an Administrator at a competitive salary within the $140,000 - $155,000 range, the total employer cost would include:

- Payroll Taxes (Social Security & Medicare): ~7.65% of salary.
- Retirement Contributions: Potential 6-10% employer match.
- Health Insurance Premiums: Estimated at $12,000 - $18,000 per year, depending on plan selection.
- Other Benefits (e.g., PTO, insurance, professional development): Estimated $10,000 - $15,000 per year.

Alternatively, LMRWD could utilize a Professional Employer Organization (PEO), which would handle all payroll, tax filings, HR administration, and benefits on behalf of the organization. PEOs also provide HR compliance support, competitive benefits packages, and employee handbooks.

Several PEOs to consider include:

- ADP TotalSource – Offers payroll, HR compliance, and employee benefits, with costs typically ranging between 2-4% of gross payroll.
- Insperity – Focuses on small to mid-sized businesses and provides customized HR solutions, with rates often ranging from $150 - $200 per employee per month.
- TriNet – Provides comprehensive benefits administration and compliance, with pricing structured as a percentage of wages.

Using a PEO model could streamline HR management while keeping administrative costs predictable. However, LMRWD would need to evaluate whether this approach aligns with its long-term organizational structure and financial planning. If LMRWD were to hire an Administrator at a competitive salary within the $140,000 - $155,000 range, the total employer cost would include:

- Payroll Taxes (Social Security & Medicare): ~7.65% of salary.
- Retirement Contributions: Potential 6-10% employer match.
- Health Insurance Premiums: Estimated at $12,000 - $18,000 per year, depending on plan selection.
- Other Benefits (e.g., PTO, insurance, professional development): Estimated $10,000 - $15,000 per year.

Even with these overhead considerations, the total cost of an in-house Administrator remains below the current contracted model, which exceeds $186,000 per year. Furthermore, the District needs to determine if a full-time administrator at these rates is necessary.

Considerations for Future Compensation Planning

- A transition to a salaried model does not necessitate matching the current administrator's contracted compensation level.
- Competitive salaries in the market indicate that a lower rate could be appropriate while still fairly compensating candidates, employees, or vendors.
- Adjusting compensation expectations may require recalibrating the qualifications, skills, and experience level expected of the Administrator. Higher salaries typically attract more experienced professionals, whereas a lower pay range may limit the candidate pool.
- A full evaluation of administrative needs should consider the structure of existing contracts (e.g., Young Environmental, note-taking services) and determine how best to balance in-house roles with external support services.

Conclusion

The Lower Minnesota River Watershed District (LMRWD) is currently compensating its Administrator at a premium rate compared to industry benchmarks, exceeding the salaries of peer watershed districts by 10-25%. This disparity is particularly notable given that LMRWD operates with a significantly smaller budget and a narrower program scope compared to many of these districts.

Even when factoring in potential cost savings from contracting (e.g., lack of benefits costs), the total annualized expense of $186,470.04 remains higher than the estimated cost of an in-house salaried position within the market range of $165,000 - $175,000. However, this range may still be on the high end for the position based on organizational size and program responsibilities.

Key considerations moving forward include:

- Assessing whether a full-time Administrator is necessary at these rates or if a hybrid or part-time structure could be more cost-effective.
- Exploring a restructured consulting model that consolidates all overhead costs into a more competitive rate.
- Determining the most appropriate compensation structure by balancing market competitiveness with LMRWD's actual operational needs.
- Evaluating whether some administrative responsibilities could be delegated to existing staff or other service providers.

The Personnel/Finance Committee should consider a broader evaluation of compensation and administrative costs, ensuring that LMRWD's staffing and contract structure align with its financial capacity, governance needs, and long-term sustainability.

Attachments

- **Baker Tilly 2023 Compensation Study**

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MINNEHAHA CREEK WATERSHED DISTRICT

Compensation Study

August, 2023

Final Report

bakertilly

August 7, 2023

James Wisker
District Administrator
15320 Minnetonka Blvd
Minnetonka, MN 55345

Dear Administrator Wisker:

Baker Tilly US, LLP (“Baker Tilly”) is pleased to provide the Minnehaha Creek Watershed District (“MCWD”), with results from the completed Compensation Study. This report documents the approach, findings, and recommendations resulting from the study.

We would like to thank you, as well as other MCWD staff that aided us in bringing this study to its successful completion. We understand that your employees are your greatest asset and without a competitive pay program MCWD may struggle to attract qualified candidates and retain/reward experienced employees. We have created a compensation system that, if implemented, will ensure that MCWD positions are externally competitive and internally equitable.

It has been a pleasure working with the Minnehaha Creek Watershed District and we hope to provide you with professional assistance in the future. Further, we would be happy to answer any questions or points of clarity to the findings and recommendations of this study.

Sincerely,

Jada Kent

Jada Kent, CCP
Senior Manager

Laura Linehan

Laura Linehan, CCA, PHR, CLRP
Senior Consultant

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Project Methodology

Baker tilly approached the Compensation Study for Minnehaha Creek Watershed District, by completing each of the following phases or milestones:

Phase 1: Data Collection

- Baker Tilly initiated the study by conducting a planning meeting with the MCWD project team to discuss the current compensation system, goals for conducting the study, and to walk through each phase of the process.
- Next, Baker Tilly collected documentation from MCWD, including job descriptions, organizational charts, pay structure, personnel policies, and any other documentation describing how work is performed or compensated.

Phase 2: Position Review

- Baker Tilly reviewed existing SAFE job evaluation scores with MCWD's project team to verify internal equity.
- Titles were adjusted based on organizational requests.

Phase 3: Market Assessment

- Baker Tilly assisted MCWD in identifying peer organizations to collect base pay salaries data for from. The results were analyzed and reviewed with the project team to determine MCWD's desired position within the market.
- Peer information on pay plans, pay policies, paid time off programs, health insurance, and retirement was also collected during the market study. A comparison to MCWD's benefit offerings was prepared. These results can be found in ***Attachment 3.***

Phase 4: Pay Plan Development

- Baker Tilly updated the existing pay plan and calculated implementation scenarios to provide MCWD with an option to update their existing compensation plan. The scenarios were reviewed with the MCWD project team, and the Board of Managers.

Phase 5: Project Completion

- Baker Tilly prepared this final report documenting the methodology used throughout the compensation study, findings and results of the study, as well as our recommendations based on those results.

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Position Review

Title Changes

Title changes are most often for the purpose of establishing consistent formatting and nomenclature across the organizations. However, some title adjustments are for the purpose of clarifying the nature and level of work performed. A list of titles that were adjusted can be found in ***Table 1.***

Table 1: Title Changes

Current Title	Proposed Title
Project Planning Program Manager	Project Director
Policy Planning Program Manager	Policy Director
N/A (*Career Progression*)	Sr. Project Maintenance Coordinator
Policy and Grants Coordinator	Policy Planning Coordinator

Market Review

Public Peer Organizations

Understanding your labor market is key to selecting relevant peer organizations for a market study. Factors to consider include industry, organization size (population served, number of employees, and/or revenue budget), geographic location or proximity to a metropolitan area, competition for talent, and availability of data.

Baker Tilly partnered with MCWD to identify 8 public peer organizations that represent MCWD's competitive and comparative labor market. Baker Tilly contacted each organization to request base pay information for benchmark positions. Data was collected and compiled from all 8 of the organizations indicated in ***Table 2.***

Table 2: Peer Organizations

Peer Organizations	
City of Bloomington	Hennepin County
City of Edina	Carver County
City of Golden Valley	Scott County
City of St. Louis Park	Three Rivers Park District

MWMO/CRWD Salary Survey

Aggregated data from the MWMO/CRWD salary survey was also incorporated into the market assessment. The data results used included base pay data from the following organizations:

- Capitol Region Watershed District (CRWD)
- Mississippi Watershed Management Organization (MWMO)
- Nine Mile Creek Watershed District (NMCWD)
- Prior Lake Spring Lake Watershed District (PLSLWD)
- Rice Creek Watershed District (RCWD)
- Riley Purgatory Bluff Creek Watershed District (RPBCWD)
- South Washington Watershed District (SWWD)
- Vadnais Lake Area Water Management Organization (VLAWMO)

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Published Sources

Published salary data was used as a private sector benchmark in this assessment with data from the following sources included in the study:

- Bureau of Labor Statistics (BLS). The Occupational Employment Statistics (OES) survey is a semiannual survey measuring wage rates by industry and is displayed nationally, by state, and/or metropolitan area. BLS data used in this survey was pulled at the 10th and 90th percentile to represent the minimum and maximum thresholds of a salary range.
- Comp Analyst is a salary data resource from Salary.com that is comprised of HR-reported pay data comprised of 800 million market data points from more than 25,000 organizations resulting in data across 15,000 unique job title, 225 industry breakouts, 27,000+ compensable factors, in 42,000+ geographies.
- Economic Research Institute (ERI) is a salary data resource reporting market data for more than 11,000 jobs in more than 9,000 different locations across more than 1,100 industry sectors. ERI data is updated quarterly. ERI data used in this survey was pulled at the 10th and 90th percentile to represent the minimum and maximum thresholds of a salary range.

Data Adjustments

Base pay information was adjusted, as necessary, to account for differences in workweek. For example, reported salaries for a 37.5-hour work week were adjusted to reflect that wage for a 40-hour work week to ensure consistent full-time wages were utilized.

Quality Control

Our methodology is based on best practices outlined by World at Work and the Society for Human Resources Management. We utilize the following standards to safeguard the quality of our process results:

- A summary of each benchmark position was included in the market survey along with minimum education and experience requirements to assist peer organizations in matching to positions and not titles.
- A 75% overlap in duties and responsibilities constitutes a “good” match. Baker Tilly reviewed peer matches and removed or replaced data that appeared to be an inappropriate match. Some organizations returned base pay information for Baker Tilly to match on their behalf.
- Because market results are established by a calculation (such as an average of all midpoints), a greater sample size yields greater confidence in those results. Therefore, Baker Tilly required at least three matches per benchmark position to calculate a market value. Positions that had insufficient data (less than three matches) are identified as such in the market results.

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Market Results

Of MCWD's 22 position classifications, 20 were included in the market survey as a benchmark positions (90.9%). Baker Tilly requested base pay ranges (minimum to maximum) for each benchmark position and calculated for the midpoint of each collected range.

- Of the 20 benchmark positions, 1 had insufficient data (less than 3 matches) and a market value was not calculated.
- All positions were evaluated for internal value. Therefore, non-benchmark positions and/or positions with insufficient matches can still be slotted into the pay structure equitably.
- Overall, the study yielded market values for 19 of MCWD's 22 positions (86.3%).

A Market Results report showing matches per position, average minimum, average midpoint, and average maximum, as well as range spread can be found in ***Attachment 1.*** 2023 midpoints were found to be 8% behind market on average across all positions.

The market average midpoint is observed to reflect "the market" value for a given position. A calculated comparison of MCWD's existing midpoints against the market average midpoint for each benchmark position can be found in ***Attachment 2***. This report also includes a 5% above and 5% below "market" comparison for consideration which aided conversations about MCWD's desired position within its market.

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Pay Plan Development

Upon reviewing the market survey results with the MCWD, Baker Tilly led discussions with the MCWD project team with regards to the number of pay plans, type of pay plans, and design of pay plans.

Current Pay Plan

MCWD currently utilizes a single open range pay structure for all 22 position classifications. It includes 17 pay grades, numbered 5 through 21 and has a consistent 40% range spread and 7% midpoint differential for all grades. The current pay plan can be found in ***Table 3*** with a distribution of the pay structure displayed in ***Figure 1.***

Proposed Pay Plan

Baker Tilly recommended MCWD continue utilizing a single pay structure of all 22 position classifications. Further, Baker Tilly recommended increasing range spreads to 45% and increasing midpoint differentials to 10% for grades 17 through 21. This adjustment would better accommodate positions assigned to those grades. The proposed pay plan can be found in ***Table 4*** with a graph of pay grades in ***Figure 2.*** Per the Minnesota Local Government Pay Equity Act, positions were assigned to the proposed pay plan based on total SAFE scores. Proposed grade assignments can be found in ***Table 5.***

Table 3: Current Pay Plan

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
5	$35,862	$43,034	$50,207	40%	7.00%
6	$38,372	$46,046	$53,721	40%	7.00%
7	$41,058	$49,269	$57,481	40%	7.00%
8	$43,932	$52,718	$61,505	40%	7.00%
9	$47,007	$56,408	$65,810	40%	7.00%
10	$50,298	$60,357	$70,417	40%	7.00%
11	$53,818	$64,582	$75,345	40%	7.00%
12	$57,586	$69,103	$80,620	40%	7.00%
13	$61,617	$73,940	$86,264	40%	7.00%
14	$65,930	$79,116	$92,302	40%	7.00%
15	$70,545	$84,654	$98,763	40%	7.00%
16	$75,483	$90,580	$105,676	40%	7.00%
17	$80,768	$96,921	$113,075	40%	7.00%
18	$86,421	$103,705	$120,989	40%	7.00%
19	$92,470	$110,964	$129,458	40%	7.00%
20	$98,943	$118,731	$138,520	40%	7.00%
21	$105,868	$127,042	$148,215	40%	7.00%

Table 4: Proposed Pay Plan

Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
5	$37,656	$45,187	$52,718	40%	7%
6	$40,292	$48,350	$56,409	40%	7%
7	$43,113	$51,735	$60,358	40%	7%
8	$46,130	$55,356	$64,582	40%	7%
9	$49,359	$59,231	$69,103	40%	7%
10	$52,814	$63,377	$73,940	40%	7%
11	$56,511	$67,813	$79,115	40%	7%
12	$60,467	$72,560	$84,654	40%	7%
13	$64,699	$77,639	$90,579	40%	7%
14	$69,228	$83,074	$96,919	40%	7%
15	$74,074	$88,889	$103,704	40%	7%
16	$79,259	$95,111	$110,963	40%	7%
17	$85,406	$104,622	$123,839	45%	10%
18	$93,946	$115,084	$136,222	45%	10%
19	$103,340	$126,592	$149,843	45%	10%
20	$113,674	$139,251	$164,827	45%	10%
21	$125,042	$153,176	$181,311	45%	10%

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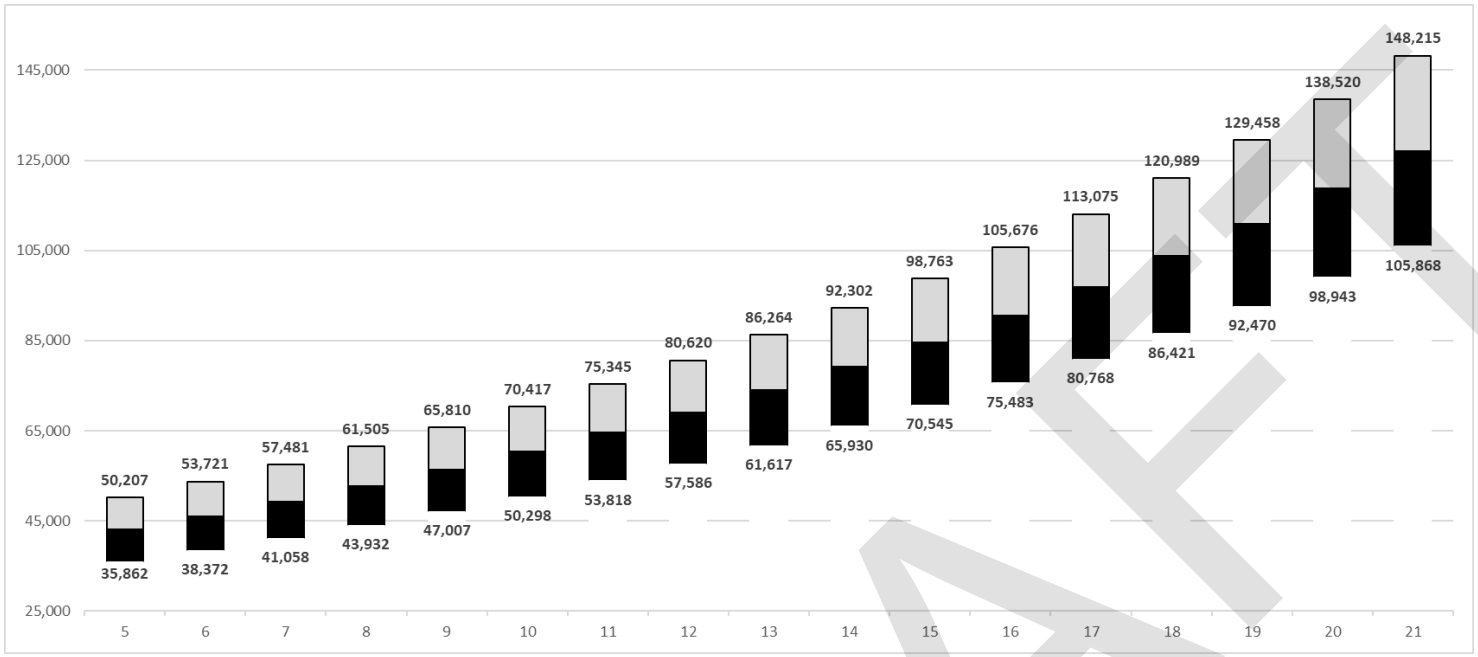


Figure 1:

Current Pay Grades

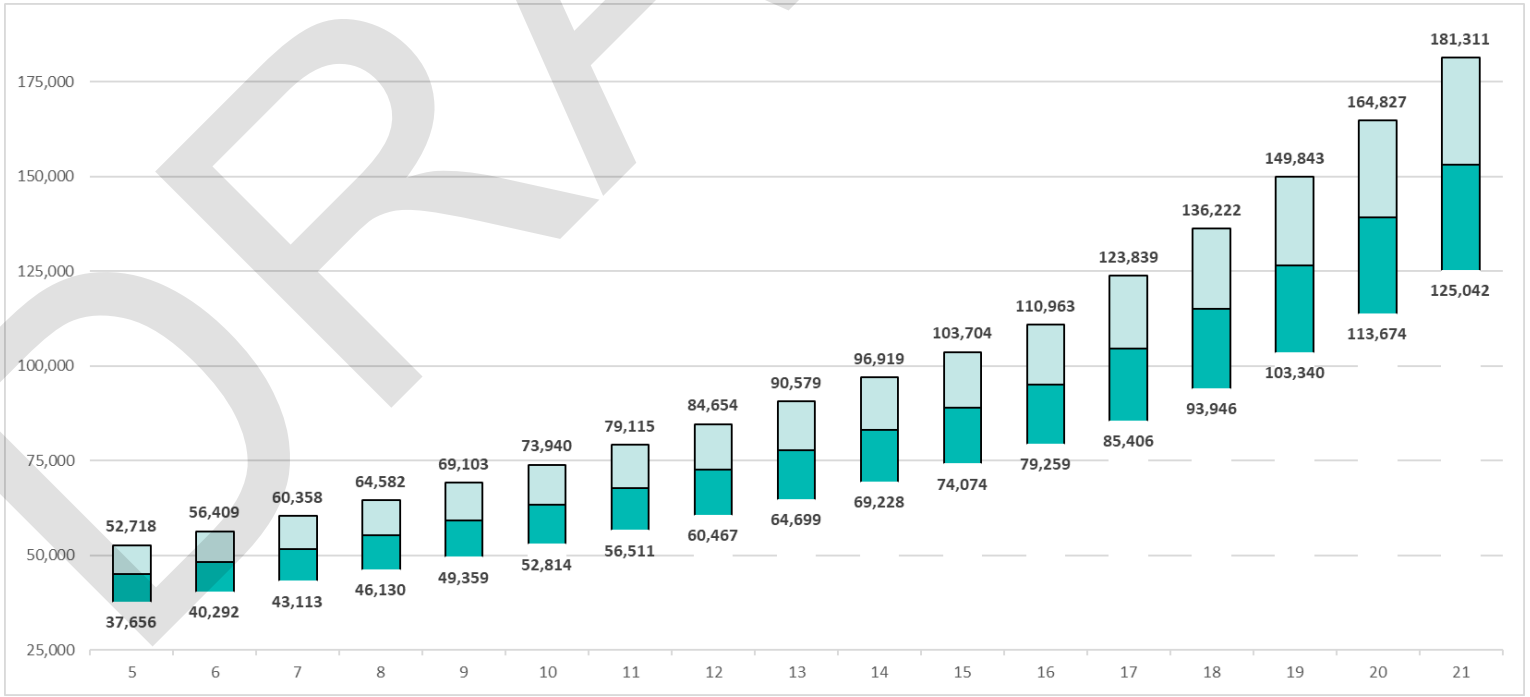


Figure 2:

Proposed Pay Grades

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Table 5: Proposed Grade Assignments & Pay Plan

Department	Proposed Title	Market Midpoint	SAFE Points	SAFE Grade	Grade	Minimum	Midpoint	Maximum
Research & Monitoring	Research and Monitoring Field Assistant		115	8	**8**	$46,130	$55,356	$64,582
Permitting	Permitting Assistant	$58,377	120	9	**9**	$49,359	$59,231	$69,103
Research & Monitoring	R&M Technician	$72,685	215	11	**11**	$56,511	$67,813	$79,115
Outreach	Engagement Coordinator	$80,066	245	12	**12**	$60,467	$72,560	$84,654
Permitting	Permitting Technician	$67,941	255	12	**12**	$60,467	$72,560	$84,654
Outreach	Communications Coordinator	$78,546	265	13	**13**	$64,699	$77,639	$90,579
Operations	Office Manager	$79,334	295	13	**13**	$64,699	$77,639	$90,579
PMLM	Project and Land Management Technician	$69,273	290	13	**13**	$64,699	$77,639	$90,579
PMLM	Sr. Project Maintenance Coordinator		345	14	**14**	$69,228	$83,074	$96,919
Policy Planning	GIS Coordinator	$85,268	310	14	**14**	$69,228	$83,074	$96,919
Policy Planning	Policy Planning Coordinator		310	14	**14**	$69,228	$83,074	$96,919
Research & Monitoring	Aquatic Ecologist	$80,424	358	15	**15**	$74,074	$88,889	$103,704
Research & Monitoring	Hydrologist	$92,805	358	15	**15**	$74,074	$88,889	$103,704
Project Planning	Planner - Project Manager	$95,651	450	16	**16**	$79,259	$95,111	$110,963
Operations	Operations Manager	$110,638	508	17	**17**	$85,406	$104,622	$123,839
Outreach	Outreach Program Manager	$100,899	508	17	**17**	$85,406	$104,622	$123,839
Permitting	Permitting Program Manager	$107,465	508	17	**17**	$85,406	$104,622	$123,839
PMLM	PMLM Program Manager	$97,249	508	17	**17**	$85,406	$104,622	$123,839
Research & Monitoring	R&M Program Manager	$100,157	508	17	**17**	$85,406	$104,622	$123,839
Policy Planning	Policy Director	$130,596	548	18	**18**	$93,946	$115,084	$136,222
Project Planning	Project Director	$126,073	578	19	**19**	$103,340	$126,592	$149,843
Administration	District Administrator	$157,897	730	21	**21**	$125,042	$153,176	$181,311

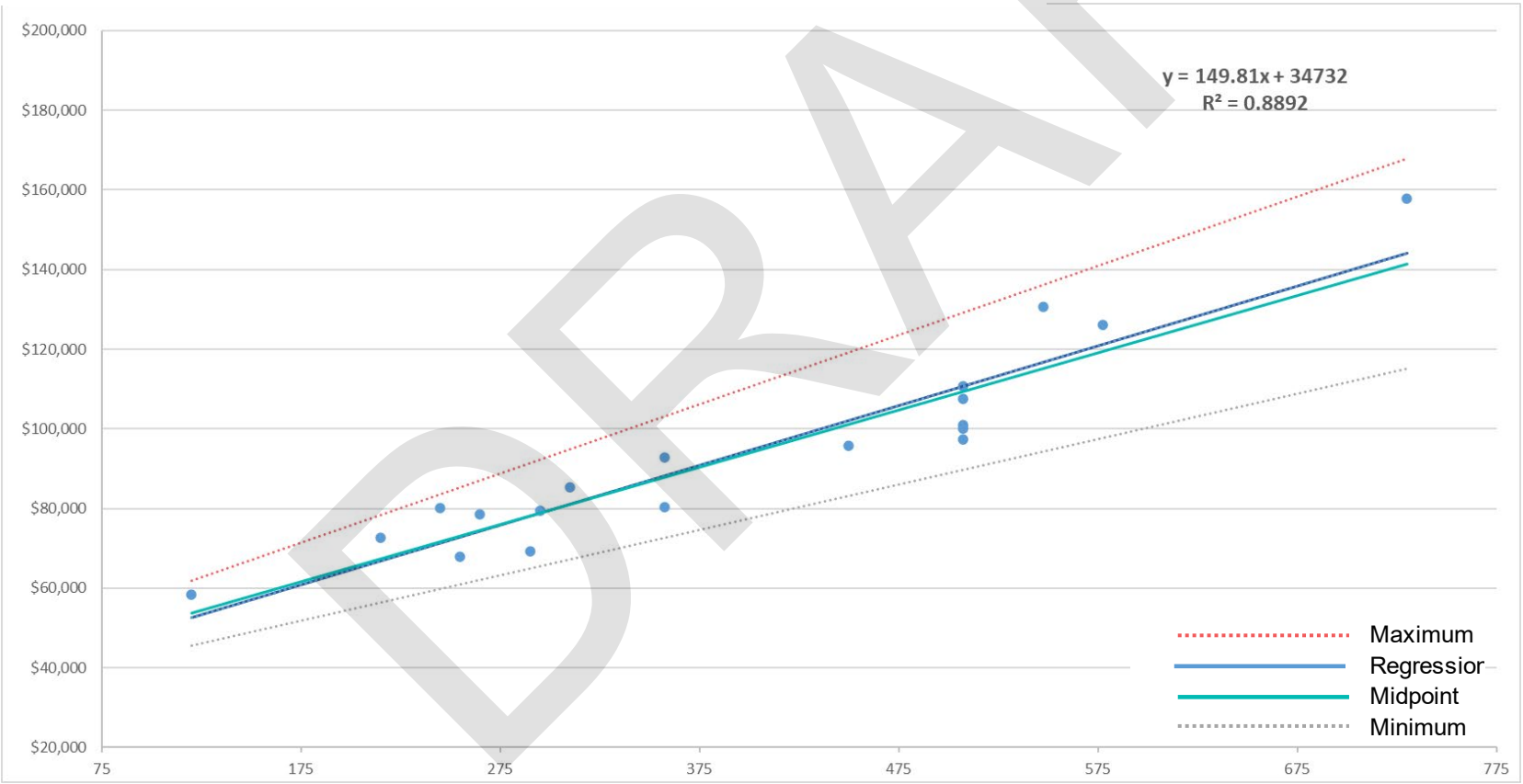
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Regression Analysis

In statistical modeling, a regression analysis is used to measure the relationships between data sets and even predict one variable based on another. Here, Baker Tilly used a regression analysis to compare the proposed pay plan against market average midpoints. The coefficient of determination for MCWD's data is 88.90%. Due to the high correlation in internal and external values, the MCWD will be able to maintain the proposed classification and compensation system using our SAFE job evaluation process as a means for reclassifying positions that have changed over time, adding new positions, consolidating positions, etc. into the future.

In **Figure 3,** each dot represents a benchmark position where the total job evaluation score and market average midpoint intersects. The black arrowed line represents the line of best fit through all benchmark positions. Further, this chart depicts the proposed pay plan at the minimum, midpoint, and maximum as it lays across the natural distribution of jobs.

Figure 3: Regression Distribution



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Implementation

Baker Tilly prepared several implementation cost scenarios for MCWD to consider in its adoption of the new pay plan and grade assignments. Calculations represent base pay only.

- Option 1: Employees move to the minimum of their new pay range if their current salary is below that amount. If the current salary is already above the new minimum, employees would retain their existing salary.

	Option 1 - Move to Minimum, if Below				
	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	29	$2,324,518.00	$2,329,304.00	**$4,786.00**	0.2%
Employees Below Minimum	2	$116,148.00	$120,934.00	$4,786.00	4.1%
Employees Within Range	26	$2,110,349.00	$2,110,349.00	$0.00	0.0%
Employees Above Maximum	1	$98,021.00	$98,021.00	$ -	0.0%

- Option 2: Employees receive the greater of moving to minimum or a 2% adjustment to their salary. If movement to the minimum results in less than a 2% adjustment, employees would instead receive a full 2% adjustment. Therefore, no employee receives less than a 2% adjustment.

	Option 2 - Greater of 'Move to Minimum' or 2% adjustment				
	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	29	$ 2,324,518.00	$ 2,358,192.00	**$ 33,674.00**	1.4%
Employees Below Minimum	2	$116,148.00	$ 120,934.00	$ 4,786.00	4.1%
Employees Within Range	26	$2,110,349.00	$ 2,139,237.00	$ 28,888.00	1.4%
Employees Above Maximum	1	$98,021.00	$ 98,021.00	$ -	0.0%

- Option 3: Employees move to the minimum then receive a 3.5% adjustment for each year in their position. If the current salary is greater than this amount, employees would retain their existing salary. This scenario is meant to help with compression.

	Option 3 - Minimum + 3.5% x YIP or Current Salary				
	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	29	$ 2,324,518.00	$ 2,360,166.90	**$ 35,648.90**	1.5%
Employees Below Minimum	2	$116,148.00	$ 125,166.69	$ 9,018.69	7.8%
Employees Within Range	26	$2,110,349.00	$ 2,136,979.21	$ 26,630.21	1.3%
Employees Above Maximum	1	$98,021.00	$ 98,021.00	$ -	0.0%

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Recommendations

MCWD is a service-oriented organization. We understand that your employees are your greatest asset, and without a competitive pay program MCWD may struggle to attract qualified candidates and retain/reward experienced employees that are essential in delivering those services.

This report contains significant amounts of information, which has been gathered from a variety of sources, objectively analyzed, and structured in a way that will provide a fair and defensible system for the MCWD to compensate its employees. It is our independent judgment that has resulted in the following recommendations.

We recommend the Minnehaha Creek Watershed District Board of Managers:

- Approve the proposed pay plan and position grade assignments.
- Approve an implementation scenario that addresses the District's compensation philosophy, business goals, and that is fiscally sustainable.
- Direct the District Administrator to continue efforts to maintain the classification and compensation system, by:
    - Routinely reviewing positions, job descriptions, and market conditions.
    - Adjusting the pay structure and salaries, annually, to keep pace with the market.
    - Adopting annual merit based increases to reward employees and ensure advancement through assigned pay ranges.

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ATTACHMENT 1 - Market Results

Market Results
Minnehaha Creek Watershed District

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#	Department	Benchmark Position	Matches	Avg Minimum	Average Midpoint	Avg Maximum	% Range Spread
1	Administration	District Administrator	11	$122,541.94	$157,896.60	$186,450.59	52%
2	Operations	Office Manager	8	$64,650.27	$79,333.94	$94,017.60	45%
3	Operations	Operations Manager	6	$87,108.24	$110,637.85	$134,167.47	54%
4	Outreach	Communications Coordinator	10	$63,244.41	$78,546.01	$93,847.61	48%
5	Outreach	Engagement Coordinator	7	$65,402.58	$80,065.73	$94,728.87	45%
6	Outreach	Outreach Program Manager	5	$86,627.93	$100,898.88	$115,169.84	33%
7	Permitting	Permitting Assistant	6	$48,226.81	$58,377.41	$68,528.00	42%
8	Permitting	Permitting Program Manager	4	$85,337.73	$107,465.47	$129,593.21	52%
9	Permitting	Permitting Technician	6	$57,266.19	$67,941.44	$78,616.69	37%
10	Planning	Planner - Project Manager	10	$76,470.90	$95,651.25	$114,831.61	50%
11	PMLM	PMLM Program Manager	6	$77,872.01	$97,249.15	$116,626.29	50%
12	PMLM	Project and Land Management Technician	3	$60,775.82	$69,273.14	$77,770.47	28%
13	Policy Planning	GIS Coordinator	7	$71,766.04	$85,268.27	$98,770.51	38%
14	Policy Planning	Policy Planning Coordinator	2	Insufficient Data			
15	Policy Planning	Policy Director	3	$104,317.03	$130,596.28	$156,875.54	50%
16	Project Planning	Project Director	5	$102,709.56	$126,073.02	$149,436.48	45%
17	Research & Monitoring	Aquatic Ecologist	4	$65,691.21	$80,424.42	$95,157.64	45%
18	Research & Monitoring	Hydrologist	5	$72,515.95	$92,805.07	$113,094.20	56%
19	Research & Monitoring	R&M Program Manager	6	$82,931.69	$100,157.42	$117,383.14	42%
20	Research & Monitoring	R&M Technician	3	$56,711.98	$72,685.46	$88,658.93	56%

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ATTACHMENT 2

Market Midpoint Comparison Minnehaha Creek Watershed District

Midpoint to Market Midpoint

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Department	Position Title	Grade	Current Midpoint in MCWD Pay Plan	Market					
				95% of Mkt	+ / (-) Mkt	Avg. Midpoint	+ / (-) Mkt	105% of Mkt	+ / (-) Mkt
Administration	District Administrator	21	$127,044.74	$150,001.77	▲18.1%	$157,896.60	▲24.3%	$165,791.43	▲30.5%
Operations	Office Manager	13	$73,941.19	$75,367.24	▲1.9%	$79,333.94	▲7.3%	$83,300.63	▲12.7%
Operations	Operations Manager	17	$96,921.82	$105,105.96	▲8.4%	$110,637.85	▲14.2%	$116,169.75	▲19.9%
Outreach	Communications Coordinator	13	$73,941.19	$74,618.71	▲0.9%	$78,546.01	▲6.2%	$82,473.31	▲11.5%
Outreach	Engagement Coordinator	12	$69,103.92	$76,062.44	▲10.1%	$80,065.73	▲15.9%	$84,069.01	▲21.7%
Outreach	Outreach Program Manager	17	$96,921.82	$95,853.94	▼(1.1%)	$100,898.88	▲4.1%	$105,943.83	▲9.3%
Permitting	Permitting Assistant	9	$56,409.38	$55,458.53	▼(1.7%)	$58,377.41	▲3.5%	$61,296.28	▲8.7%
Permitting	Permitting Program Manager	17	$96,921.82	$102,092.20	▲5.3%	$107,465.47	▲10.9%	$112,838.74	▲16.4%
Permitting	Permitting Technician	12	$69,103.92	$64,544.36	▼(6.6%)	$67,941.44	▼(1.7%)	$71,338.51	▲3.2%
Planning	Planner - Project Manager	16	$90,581.14	$90,868.69	▲0.3%	$95,651.25	▲5.6%	$100,433.82	▲10.9%
PMLM	PMLM Program Manager	17	$96,921.82	$92,386.69	▼(4.7%)	$97,249.15	▲0.3%	$102,111.60	▲5.4%
PMLM	Project and Land Management Technician	13	$73,941.19	$65,809.49	▼(11.0%)	$69,273.14	▼(6.3%)	$72,736.80	▼(1.6%)
Policy Planning	GIS Coordinator	14	$79,117.08	$81,004.86	▲2.4%	$85,268.27	▲7.8%	$89,531.69	▲13.2%
Policy Planning	Policy Planning Coordinator	14	$79,117.08	Insufficient data					
Policy Planning	Policy Director	18	$103,706.35	$124,066.47	▲19.6%	$130,596.28	▲25.9%	$137,126.10	▲32.2%
Project Planning	Project Director	19	$110,965.79	$119,769.37	▲7.9%	$126,073.02	▲13.6%	$132,376.68	▲19.3%
Research & Monitoring	Aquatic Ecologist	15	$84,655.27	$76,403.20	▼(9.7%)	$80,424.42	▼(5.0%)	$84,445.64	▼(0.2%)
Research & Monitoring	Hydrologist	15	$84,655.27	$88,164.82	▲4.1%	$92,805.07	▲9.6%	$97,445.33	▲15.1%
Research & Monitoring	R&M Program Manager	17	$96,921.82	$95,149.55	▼(1.8%)	$100,157.42	▲3.3%	$105,165.29	▲8.5%
Research & Monitoring	R&M Technician	11	$64,583.10	$69,051.18	▲6.9%	$72,685.46	▲12.5%	$76,319.73	▲18.2%
				AVERAGE	**▲2.6%**	**AVERAGE**	**▲8.0%**	**AVERAGE**	**▲13.4%**

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Pay Plan and Benefits Practices

Executive Summary

Peer organizations identified for the market study were also asked to provide information related to their pay plan, paid time off, health benefits, and retirement benefits. Baker Tilly collected data from eight peer organizations. Three peer organizations completed the benefits portion of the market survey, and the other peer organizations provided 2023 benefits guidebooks and active personnel manuals. The peer data provided was matched by Baker Tilly.

Pay Plan Design

- Seven (7) peers have adopted a formal pay plan. Two (2) peers have multiple pay plans, and five (5) peers utilize a single pay plan.
- Two (2) peers use an Open Grade pay plan system with minimums and maximums, three (3) peers use Grade and Step pay plans, one (1) peer uses a pay for performance plan and one (1) peer uses a merit-based pay plan.

Time Off

- Eight (8) peers' average number of annual paid holidays is 11.5 days, which is higher than Minnehaha Creek Watershed District's twelve holidays – these numbers are ***not*** inclusive of any floating holiday amounts.
- Five (5) peers provide 1 annual floating holiday, like ***Minnehaha Creek Watershed District***.
- Eight (8) responding peers utilize a paid time off (PTO) model, while two (2) responding peers use a vacation – sick time off model like ***Minnehaha Creek Watershed District***.
- When combining total leave time (vacation and sick for all peers), ***Minnehaha Creek Watershed District*** is overall comparable to market average.
- Seven (7) responding peers allow an average maximum of 59.13 accrued vacation, sick or PTO days, which is lower than ***Minnehaha Creek Watershed Districts*** annual allowed maximum of 30 accrued vacation and 90 accrued sick time off days.

Health Benefits

- Four (4) peers responded to having preferred provider organization health plans (PPO) and five (5) peers responded to having high deductible health plans (HDHP), like MCWD. There were insufficient responses for health maintenance organization plans (HMO).
- ***Minnehaha Creek Watershed District's*** HDHP provides higher percent employer contributions toward health benefit premiums than market average employer contributions while MCWD actual costs per employee are lower than market average.
- Like ***Minnehaha Creek Watershed District***, six (6) peers offer life insurance policies. Said policies range from 1x employee salaries to fixed amounts.

Other Benefits

- Four (4) responding peers offer flexible work schedules with varying policies.
- Five (5) peers offer full and/or partial remote work schedules based on specific positions.
- None of the responding peers allow an organizational sabbatical.

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Participating organizations include:

- City of Bloomington, MN*
- City of Edina, MN*
- City of Golden Valley, MN*
- City of St. Louis Park, MN*
- Hennepin County, MN*
- Carver County, MN
- Scott County, MN
- Three Rivers Park District, MN

** Indicates organization data was matched by Baker Tilly*

Pay Plan Design

Organizations using an adopted pay plan

Number of Responses	Responses
7	All responding peers use an adopted pay plan
MCWD uses an adopted pay plan	

Year current pay plan was adopted – *insufficient responses*

Organizations using single or multiple pay plans

Number of Responses	Responses	
7	Single (5)	Multiple (2)
MCWD uses a single pay plan		

Type of system for the pay plan

Number of Responses	Responses	
7	Grade & Step (3)	Grades, No Steps (min & max only) (2)
MCWD uses a pay plan with grades, no steps (min and max only)		

Pay Plan and Benefits practices

Peer organizations identified for the market study were asked to provide information related to their pay plan, paid time off, health benefits, and retirement benefits.

Peer Pay Plan Design

Like ***Minnehaha Creek Watershed District***, seven (7) peers have adopted a formal pay plan.

Two (2) peers use an Open Grade pay plan system with minimums and maximums like ***Minnehaha Creek Watershed District***; three (3) peers use Grade and Step pay plans, one (1) peer uses a pay for performance plan and one (1) peer uses a merit based pay plan.

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Pay Plan and Benefits Practices

Open Plans (Grades, no steps)

	Number of Responses	Least Reported	Most Reported	Average Reported
# of Grades	6	18	27	23
% Between Grades	6	6%	9%	7.4%

MCWD's pay plan has 21 grades (however utilizes grades 5 – 21)

Step Plans (Grades and Steps)

	Number of Responses	Least Reported	Most Reported	Average Reported
# Steps per Grade	3	6	7	6.33
% Between Steps	3	3%	5%	4.3%

How pay increases are administered

Number of Responses	Responses
4	Merit or performance based (2) Annual wage or step increase (automatic) (1) Budget process or financial ability (1)

MCWD administers pay increases through merit or performance ratings

For open plans, six (6) peers have an average of 23 grades, similar to ***Minnehaha Creek Watershed District***'s 21 grades.

For grade and step plans, on average, peers have 6 steps in their pay plans with an average of 4.3% between steps.

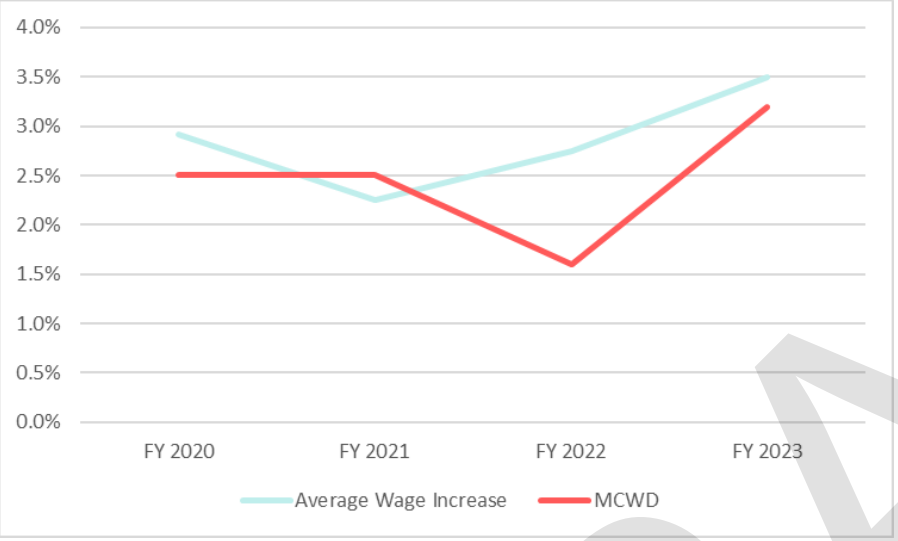
Pay increases

Reporting peers administer pay increases through a variety of measures with two (2) peers responding increases are administered through merit or performance based measures, like ***Minnehaha Creek Watershed District***.

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Pay Plan and Benefits Practices

Average Organization-wide & Cost of Living Adjustments (COLA) - *(3 responses)*



How organizations adjust pay structure

Number of Responses	Responses
3	Budget process or financial ability (1) Annual internal review / adjustment (1) Other (please explain) (1)
MCWD adjusts their pay structure through annual internal review / adjustment and a compensation study	

Frequency organizations adjust their pay structure

Number of Responses	Responses
3	Annually (2) Sporadically (1)
MCWD adjusts their pay structure annually	

Average annual wage adjustment

Like ***Minnehaha Creek Watershed District***, three (3) responding peers provide a COLA and/or organization-wide increase each fiscal year (FY). ***Minnehaha Creek Watershed District's*** annual wage adjustments have been below market average for FYs 2020, 2022, and 2023. ***MCWD***'s wage adjustment for 2021 was 0.25% higher than market average.

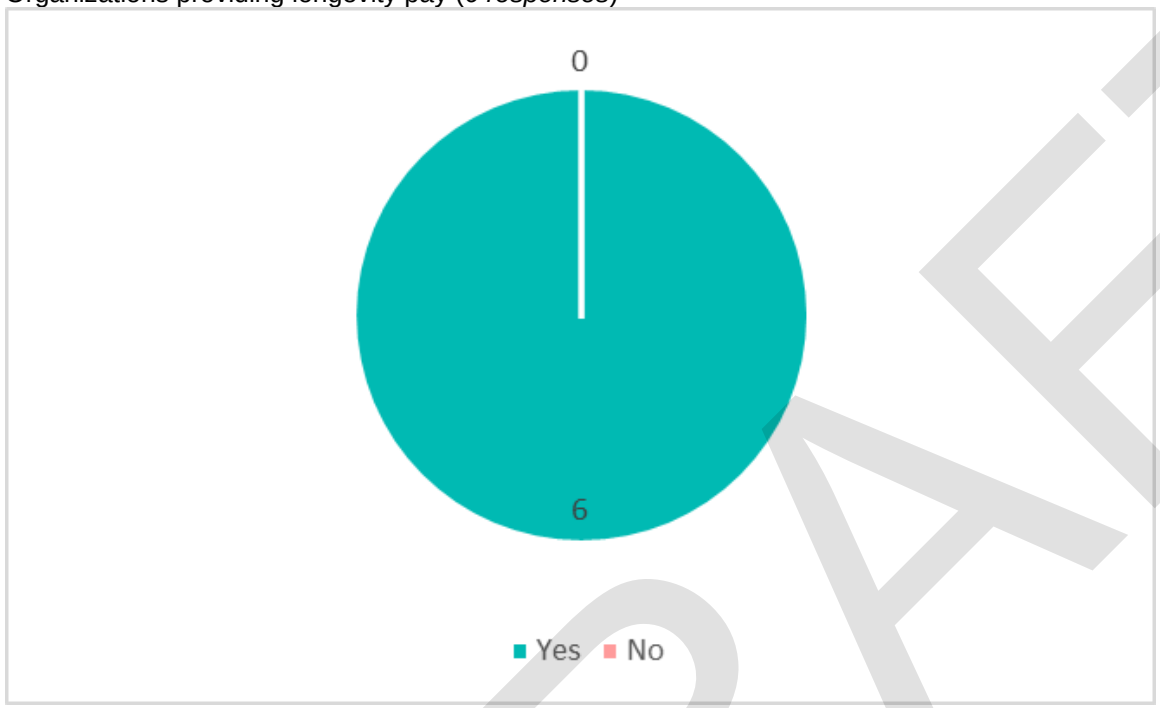
Adjusting pay structures

One (1) responding peer adjusts their pay structures using more than one strategy, like ***Minnehaha Creek Watershed District***.

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Pay Plan and Benefits Practices

Organizations providing longevity pay (*6 responses*)



Longevity pay

Six (6) responding peers provide longevity pay with varying policies.

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Pay Practices

Advancing between pay ranges

	Number of Responses	Responses	MCWD
Minimum % increase with promotion	6	Yes (3) No (3)	Yes
Vacancy required prior to promotion	5	Yes (3) No (2)	
Minimum % increase with reclass to higher grade	5	Yes (2) No (3)	Yes
Allow employees to negotiate salary upon promotion	4	Yes (3) No (1)	
Promotional pay increases automatic upon specific achievement	7	Yes (4) No (3)	

New hire employee compensation

	Number of Responses	Responses
New hire employees receive pay rate above starting minimum	7	Yes (6) No (1)
New hire employees allowed to negotiate paid time off accruals	7	Yes (2) No (5)

Determination of starting rate above minimum

Peers allowing new hires to receive a pay rate above starting minimum consider the following factors: management discretion, years of related experience, difficulty of recruitment, management discretion, and additional education.

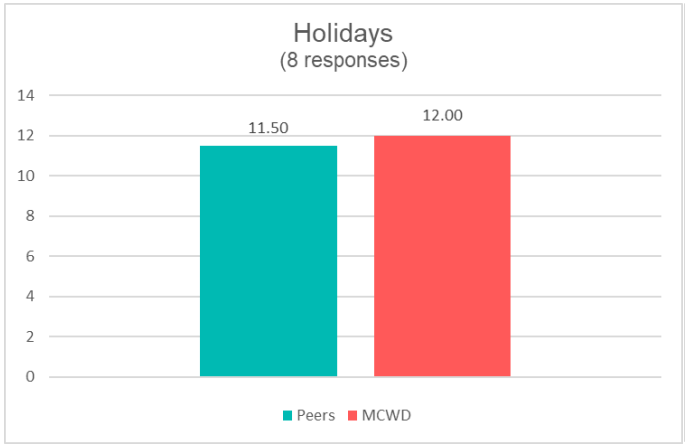
New hire time off accruals

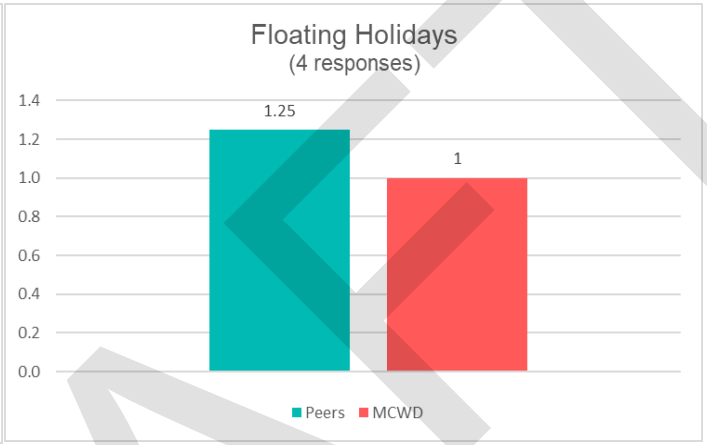
The two (2) peers allowing new hires to negotiate paid time off accruals will either front load a time off balance or base the negotiated accrual rate on market and experience.

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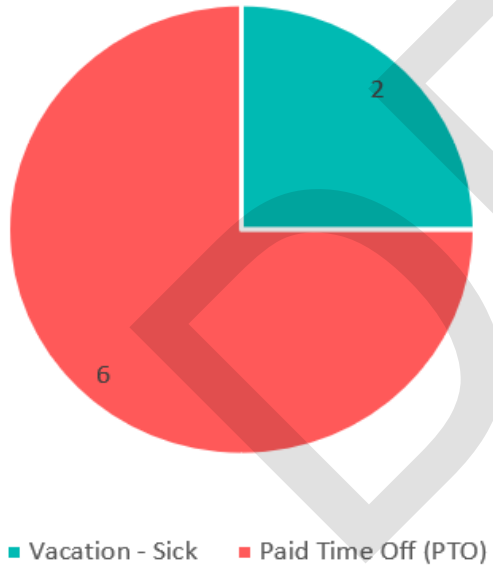
Time off

Number of paid holidays per year *(holiday excludes any separate floating holiday)*





Vacation / Sick, Paid Time-Off (PTO) – *(8 responses)*



Time off

Eight (8) responding peers utilize a paid time off (PTO) model, while two (2) responding peers use a vacation – sick time off model like ***Minnehaha Creek Watershed District***.

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Pay Plan and Benefits Practices

Total Time Off Comparison (8 responses)				
Years of Service	MCWD	Least Reported	Most Reported	Average Reported
0 to 1 year	19	10	24	20
1 year	19	12	24	20
2 years	19	12	24	20
3 years	21	12	24	20
4 years	21	12	24	20
5 years	24	12	29	21
6 years	24	15	29	24
7 years	24	15	29	24
8 years	29	15	29	24
9 years	29	18	29	24
10 years	29	18	29	25
11 years	29	18	32	26
12 years	29	18	32	27
13 years	29	20	32	28
14 years	29	20	33	28
15 years	29	20	34	29
16 years	29	20	34	29
17 years	29	20	34	29
18 years	29	20	34	30
19 years	29	23	34	30
20 years	29	23	37	31
21 years	29	23	37	31
22 years	29	23	37	31
23 years	29	23	37	31
24 years	29	23	37	31
25 years	29	23	37	32
25+ years	29	23	37	32

Total time off comparison *(vacation and sick combined together for those peers with vacation-sick models)*

Most of the responding peers utilize a paid time off model. Therefore, in order to provide a comparison of total time off, the two vacation-sick time off peers (as well as ***MCWD***) have been combined together.

Red signifies ***Minnehaha Creek Watershed District*** is below market average for total time off accrual based on the specified years of service.

Overall, ***Minnehaha Creek Watershed District's*** total time off structure is comparable to market averages. ***MCWD*** falls slightly below market average years 0 – 2 and 18 – 25+.

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Pay Plan and Benefits Practices

Provide separate time-off accruals for *exempt* employees

Number of Responses	Responses
8	Yes (1) No (7)

Maximum accrual of Vacation or PTO days

Number of Responses	Least Reported	Most Reported	Average Reported
7	36	87.5	59.375
MCWD allows an annual maximum of 30 accrued vacation days and 90 accrued sick days			

Organizations allowing vacation / PTO carryover

Number of Responses	Responses
8	All responding peers allow carryover of unused vacation / PTO

Number of carryover days allowed

Number of Responses	Least Reported	Most Reported	Average Reported
8	15.63	60	45.13
MCWD allows 30 vacation days to be carried over			

Organizations allowing cash-out of unused vacation / PTO days

Number of Responses	Responses
7	Yes (7) No (1)

Maximum accrual of vacation, sick or PTO days

Seven (7) responding peers allow an average maximum of 59.375 accrued vacation, sick, or PTO days, which is lower than ***Minnehaha Creek Watershed Districts*** annual allowed maximum of 30 accrued vacation days and 90 accrued sick days. Two (2) responding peers allow an annual maximum accrual of 2x the accrual rate based on years of service and one (1) peer allows unlimited accrual.

Vacation / PTO carryover

Eight (8) responding peers allow an average of 45.13 days for annual time off carryover. Two (2) responding peers allow 2x the maximum annual accrual, which is based on years of service and one (1) peer allows an unlimited number of carryover days.

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Number of cash-out days allowed

	Number of Responses	Least Reported	Most Reported	Average Reported
Year End	6	0	5	1.67
Termination	6	6	60	42
Retirement	6	6	60	42

At year end, MCWD allows the monetary value of days over 40 to be deposited into a 457 plan. MCWD allows balance cash-out at termination or retirement.

Annual sick days provided & annual sick day accruals – *insufficient responses*

Organizations allowing sick days carryover – *insufficient responses*

Number of carryover days allowed – *insufficient responses*

Organizations allowing cash-out of unused sick days – *insufficient responses*

Number of cash-out days allowed – *insufficient responses*

(Sick leave data continued on next page)

Cash-out days allowed

Three (3) peers allow employees to cash-out days at year end, but employees must maintain a specific number of vacation days before eligibility. Five (5) peers allow cash-out of the balance upon termination or retirement.

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Pay Plan and Benefits Practices

Organizations providing a sick leave bank to employees

Number of Responses	Responses
4	Yes (2) No (2)
MCWD provides a sick leave bank to employees	

Organizations allowing employees to donate leave

Number of Responses	Responses
6	Yes (3) No (3)
MCWD allows employees to donate leave	

Maximum number of days employees can *donate* to other employees and *receive* from sick leave donations

	Number of Responses	Least Reported	Most Reported	Average Reported
Donation maximum	3	2	10	5.67
Maximum receive	3	20	60	40
MCWD allows employees to donate a maximum of 10 days and allows employees to receive a maximum of 130.5 days				

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Health Benefits

Four (4) peers responded to having preferred provider organization health plans (PPO) and five (5) peers responded to having high deductible health plans (HDHP). There were insufficient responses for health maintenance organization plans (HMO).

Preferred Provider Organization (PPO)

	Number of Responses	Least Reported	Most Reported	Average Reported
Employee-only monthly premium	4	$721.24	$926.50	$832.11
% paid by employer	4	89%	99%	93.8%
Employee + family monthly premium	4	$2,163.65	$2,594.00	$2.360.30
% paid by employer	4	58%	75%	66%

Insufficient responses for overall deductible and out-of-pocket limits.

Health Maintenance Organization (HMO) – *insufficient responses*

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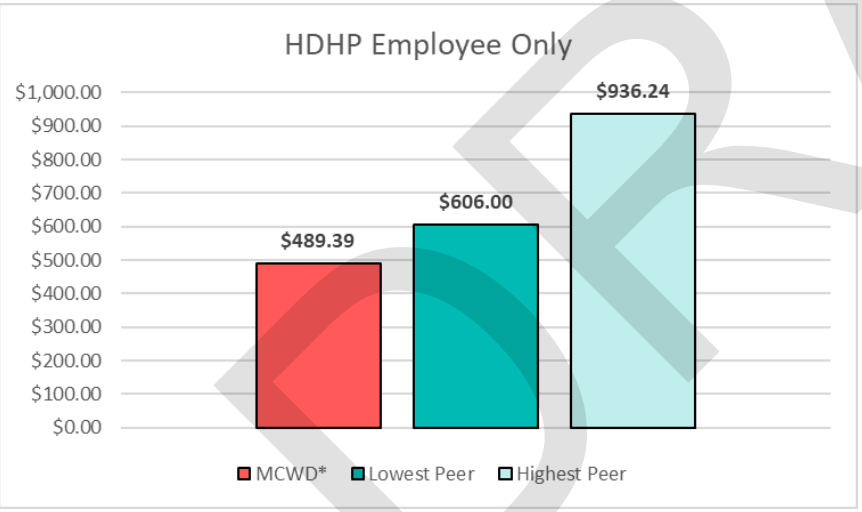
Pay Plan and Benefits Practices

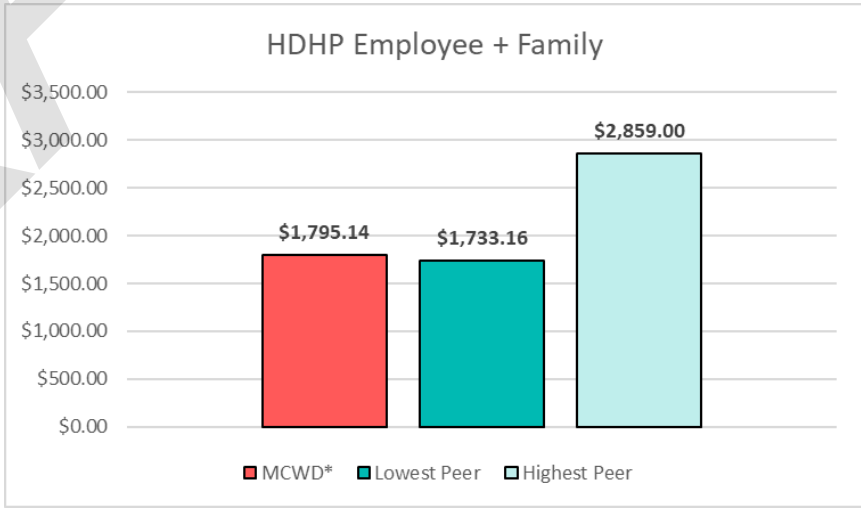
High Deductible Health Plans (HDHP)

	Number of Responses	Least Reported	Most Reported	Average Reported	MCWD
Employee-only monthly premium	5	$606.00	$936.24	$790.42	$489.39*
% paid by employer	5	82%	100%	95.7%	100%
Employer contribution to HSA and/or VEBA	3	$600.00	$2,500.00	$1,833.33	
Employee + family monthly premium	5	$1,733.16	$2,859.00	$2,200.05	$1,795.14
% paid by employer	5	69%	96%	81%	100%
Employer contribution to HSA and/or VEBA	3	$1,200.00	$3,500.00	$2,366.67	

**MCWD's medical premiums are age-banded and based on current, average premium rates*

Insufficient responses for overall deductible and out-of-pocket limits.





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Pay Plan and Benefits Practices

Participation policies

	Number of Responses	Responses
Organizations requiring 100% participation of all regular full-time employees	6	None of the responding peers require 100% participation
Organizations providing compensation to employees not participating	5	Yes (2) No (3)

Prescription drug coverage

	Number of Responses	Responses
Organizations providing prescription drug coverage	6	All respondents provide prescription drug coverage
Coverage separate from health insurance	6	All respondent's coverage is separate from health insurance

(health benefit premium data continued on next page)

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Pay Plan and Benefits Practices

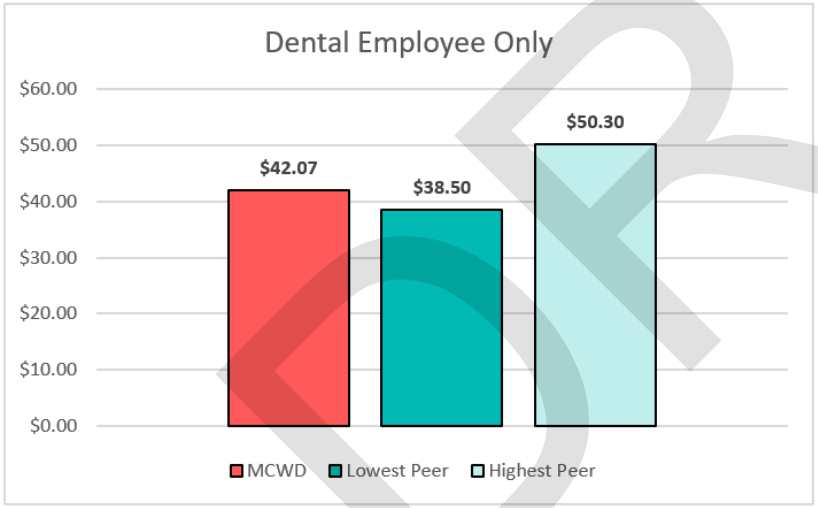
Dental insurance coverage – six (6) responding peers outlined dental insurance is separate from health plans.

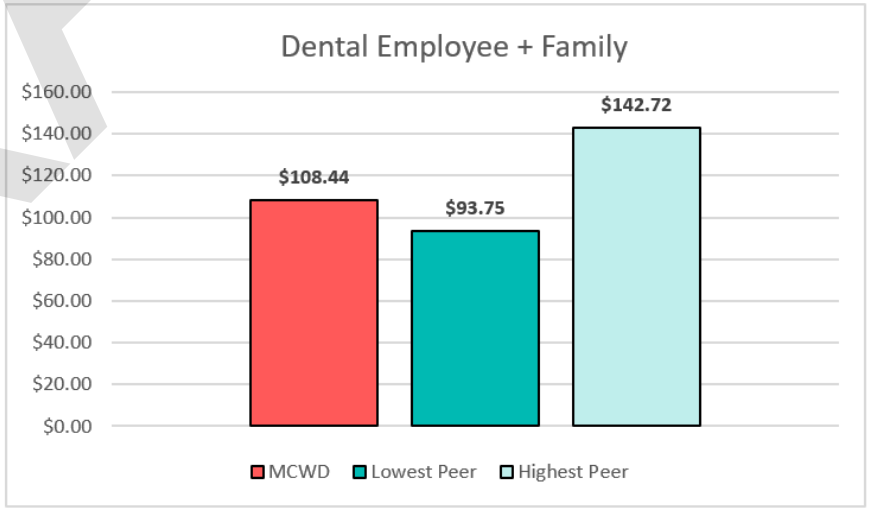
	Number of Responses	Least Reported	Most Reported	Average Reported	MCWD
Organizations providing dental insurance coverage	7	All respondents offer dental insurance coverage to employees			Yes
Coverage is separate from health insurance	7		Yes (6) No (1)		Yes
Employee-only monthly premium	6	$38.50	$50.30	$44.01	$42.07
% paid by employer	4	60%	100%	90%	100%
Employee + family monthly premium	6	$93.75	$142.72	$119.41	$108.44
% paid by employer	4	30%	72%	52.5%	100%

Dental premiums

The peer average monthly premium cost for employee only dental insurance is $44.01. One (1) peer pays 60% of the premium and three (3) peers pay 100% of the monthly premium.

The peer average monthly premium cost for family dental insurance is $119.41. Five (5) peers pay 30 - 72% of the monthly premium.





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Pay Plan and Benefits Practices

Vision Insurance - four (4) responding peers outlined vision insurance is separate from health plans.

	Number of Responses	Least Reported	Most Reported	Average Reported
Organizations providing vision insurance coverage	6		Yes (5) No (1)	
Coverage is separate from health insurance	5		Yes (4) No (1)	
Employee-only monthly premium	4	$3.93	$6.49	$5.28
% paid by employer	3	0%	80%	26.7%
Employee + family monthly premium	4	$11.57	$16.87	$14.75
% paid by employer	3	0%	73%	24.3%

MCWD's vision coverage is included with health plans

Vision premiums

The peer average monthly premium cost for employee only vision insurance is $5.28. One (1) peer pays 80% of the premium and two (2) peers do not contribute to the premium.

The peer average monthly premium cost for family vision insurance is $14.75. One (1) peer pays 73% of the premium and two (2) peers do not contribute to the premium.

DRAFT

Other Health Benefits

Life Insurance

	Number of Responses	Responses
Organizations providing life insurance	6	All responding respondents offer life insurance
Life insurance benefit provided by employer to employees	5	One (1) peer offers 1x employee's salary Four (4) peers offer varying policies with fixed amounts from $20,000 - $50,000
Total monthly premium cost		*Insufficient Responses*
% of premium employer paid	5	All respondents pay 100% of the life insurance premium
MCWD provides a $50,000 life insurance policy to employees		

	Number of Responses	Responses
Organizations providing AD&D insurance?	4	Yes (4)
% paid by employer	4	Respondents pay an average of 75% of the AD&D premium
MCWD provides AD&D insurance and pays 100% of the premium		

DRAFT

Short-Term, Long-Term Disability Insurance

	Number of Responses	Least Reported	Most Reported	Average Reported
Provide short-term disability	6	All responding peers provide short-term disability		
% of employee base pay provided	5	60%	66.7%	61.2%
% paid by employer	5	0%	100%	33.3%
Provide long-term disability	6	All responding peers provide short-term disability		
% of employee base pay provided	5	60%	66%	61.2%
% paid by employer	5	All responding peers pay 100% of the premium for long-term disability		
MCWD offers short-term and long-term disability and pays 100% of the premiums				

Parental leave (maternity, paternity, adoption or foster leave)

	Number of Responses	Responses
Do you provide paid parental leave?	7	Yes (6) No (1)
Parental leave separate from FMLA and short-term disability	5	Yes (2) No (3)
Time allowed for parental leave	3	2 - 15 weeks
% of salary provided during leave	3	All respondents provide 100% of salary during leave
MCWD does not provide paid parental leave but does offer FMLA and short-term disability.		

DRAFT

FMLA

	Number of Responses	Responses
Offer Family Medical Leave Act (FMLA) benefits	8	All respondents offer FMLA benefits
Using paid vacation or sick leave concurrent to FMLA benefits	7	Required (5) Voluntary (2)
Using short term disability concurrent to FMLA	7	Required (4) Voluntary (3)
MCWD offers FMLA benefits and requires use of paid time off and short-term disability concurrent to FMLA benefits		

Tuition Assistance Reimbursement

	Number of Responses	Responses
Offer Tuition Assistance Reimbursement	8	All respondents offer tuition assistance reimbursement
Amount allowed per employee	7	1. $750.00 - $5,250.00 2. IRS on-taxable limit 3. 50% of total costs
Required length of employment to be eligible		*Insufficient Responses*
How reimbursement is calculated	7	All peers pay a percentage of reimbursement dependent on grade level achieved
Required repayment program	7	Yes (2) No (5)
MCWD reimburses tuition for employees who have been employed a minimum of 120 days and achieve a minimum B grade		

DRAFT

Flexible & Remote Work

	Number of Responses	Responses
Offer flexible work schedule	8	Yes (4) No (4)
Offer remote work (full or partial)	5	Full (1) Partial (4)
Policies	3	1. Telework, flexible work schedule, and job sharing (one full time position split between two individuals) 2. Flexible work schedules based on position, employee performance, and conduct 3. Most flexible work arrangements made on case-by-case basis 4. Telework employees required to provide their own safe work environment free from distractions and hazards
MCWD allows remote work		

Organization sabbatical

Number of Responses	Responses
8	None of the responding peers allow an organizational sabbatical

DRAFT

Retirement

Defined Benefit Plans

Organizations contributing to Social Security

Number of Responses	Responses
8	All responding peers contribute to Social Security

Defined Benefit Pension Plans

	Number of Responses	Responses
Plan Name	8	All responding peers use Public Employees Retirement Association (PERA)
Employee contributions required	8	All respondents require employee contributions
% of employee salary required	8	Respondents require employees to contribute an average of 6.5% of their salary
Maximum employer match of employee contributions	8	Maximum employer match of employee contributions 7.5% of employee salaries
# of years to be considered "vested"	8	All responding peers require 5 years of service to be considered vested in the pension plan
% of employee salary guaranteed	8	All responding peers reported the program guarantees 100% of employee salaries
Employee groups eligible	8	All respondents reported all employees are eligible

Defined Contribution (401k) Retirement Plans – *insufficient responses*

DRAFT

Deferred Compensation (457) Retirement Plans

	Number of Responses	Responses
Plan Name	7	1) Empower 2) Nationwide 3) MissionSquare 4) MN Deferred Compensation 5) VOYA 6) MC 7) Fidelity 8) TIAA CREF **six (6) peer offers more than one plan*
Maximum employee contributions allowed	3	All respondents all employees to contribute the IRS maximum
Maximum employer contribution	4	None of the responding peers match employee contributions to a 457-retirement plan

Retirees insurance

	Number of Responses	Responses
Group health insurance available to retirees	8	All respondents have group health insurance available to retirees
% paid by employer	8	Six (6) peers do not contribute to retiree insurance premiums and one (1) peer contributes to premiums based on the retiree's years of service

DRAFT

The Personnel Committee is a standing committee of the Board of Managers that meets on the second Wednesday of each month. It consists of the Board President and two managers, with support from the district administrator and legal counsel..

The committee reviews personnel policies and makes recommendations to the Board of Managers. All meetings of the committee are noticed and open to the public as required by the Open Meeting Law.

This Meeting was rescheduled from March 12th to 5:30 pm, Wednesday, March 19, 2025

Some Managers may participate from remote locations. One remote location will be the Coffee Shop at the Residence Inn located at 20371 Summerlin Road, Fort Myers, FL 33908. Please be aware if you choose to participate at/from a remote meeting location this meeting begins at 5:30pm **Central Daylight Time**.

The meeting may be joined by telephone by calling 1-408-418-9388, Meeting number (access code): 2556 830 4546.
Meeting password: sSMnmvvs436 (77666887 when dialing from a phone or video system). Or by using the link below:

Join Meeting

Agenda:

1. Introductions
2. Approve meeting agenda
3. Approve Personnel Committee meeting minutes
    - Wednesday, February 12, 2025
4. Watershed Administrator Applications
    - **Action:** please review the applications in advance
5. Financial Updates related to FY 2025
    - **Questions:** what are the financial implications of increases in monthly invoices from Naiad? Do we have sufficient budget to hire administrative support? Bring on an interim WD? Hire an executive search firm?
6. Board Member Memorandum
    - **Action:** please review the memos sent by President Barisonzi before our meeting
        - Memorandum on Contract Time
        - Administrator Compensation Analysis
        - Memo on Standardize Financial Reporting
7. Open Floor Discussion
8. Recap Next Steps
9. Future Meeting Schedule

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1. **Upcoming Dates of Note:**
   1.1. October 20-22 – BWSR Academy – Brainerd, MN
   1.2. October Manager Meeting – Wednesday October 21, 2026 – 8:30 AM
   1.3. October 26-28 – Bach Out of Office
   1.4. October 28, 2026 – MAISRC AIS Research Showcase – Minneapolis, MN
   1.5. December 2-4 – MN Watersheds Annual Conference – Nisswa, MN
   1.6. January 19-21, 2026 – Red River Basin Commission Conference – Grand Forks, ND

2. **Surface Waters Protection and Enhancement -** Capital Improvement Projects/Structural and Non-Structural Practices
   2.1. **Rice Lake Wetland Restoration Capital Improvement Project (CIP). Phase 2- Lower Structure.**
   The available weekly updates will be attached to this report. Hough completed work on the access road & embankments. Over the Labor Day weekend, the Bristlin Family, reported trespassers on their property who were accessing via the low water crossing from the Terry Street service road. Bach informed Houston Engineering, the City of Detroit Lakes Police Department and the Becker Conty Sherriff's office of the issue. Hough went out and immediately put up temporary fencing and no trespass signs. Both law enforcement agencies will add additional surveillance in the area.
   The structure is on site and will be placed on Friday 10/8/2026, weather permitting with rock work to begin shortly after. The BWSR Media specialist will be onsite on 10/16/2026 to record progress.

   2.2. **Campbell Creek Project (MPCA 319 Funding/Otter Tail 1W1P).**
   Moore Engineering and Staff continue to work on the Campbell Creek plan review and plans moving forward. At the 9/9/2026 Board of Manager's Meeting, Staff outlined the need for an Addendum to the Phase 1 319 Workplan to address potential timeline issues with construction implementation. This addendum will allow additional projects and tasks outlined in the Nine Key Elements plan for the Pelican River Headwaters to be added to the existing work plan that we can reasonably complete before the July 2027 deadline for Phase 1 funds. Staff and Engineers have held meetings with Becker SWCD and MPCA staff to outline and plan for those activities.

   Staff from PRWD, MPCA and MN DNR presented the project to the Policy Committee of the Otter Tail 1W1P on 9/24/2026.

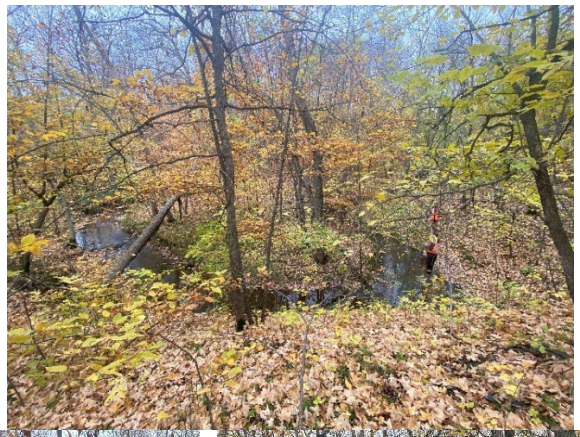
   A site visit with Moore Engineering, MN DNR, and staff was held on 10/8/2026 to spot check erosion sites and perform a tree inventory. Tony Schmitz met us on the Kershner site. Keith, Lance and Jody Zachariason met us on the two Zachariason parcels. Hanna LeClair, Quentin Scott, and the Two Austins from Moore reviewed the stream, banks and vegetation along the corridor. Lorilynn Clark from the MN DNR took elevation shots along the stream. Bach and Manager Charles Jasken attended as well. WE are so grateful that the landowners allowed us to perform this visit so close to hunting season. Ms. LeClair from Moore said that the information she got was very valuable and will help her complete the project plans and models. A tree survey will be finalized by the end of the month and shared with each landowner.

   2.2.1. Permitting –
      2.2.1.1. The US Army Corps of Engineers 404 permit extension is ready to issue. Staff at USACOE are holding release until final plans are finished by Moore.
      2.2.1.2. The MPCA 401 permit has been issued.
      2.2.1.3. The MN DNR permit is waiting on easement acquisition & a signed plan set.
   2.2.2. Easements –
      2.2.2.1. The Kershner Easement is acquired.

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2.2.2.2. The Jacob Easement is acquired

2.2.2.3. The updated Zachariason Easements have been delivered to the landowners. One Zachariason has given his verbal agreement. The second is still concerned about the 15-year inspection allowance and the species of plants that will be used in the restoration. Staff and engineers have provided a proposed plant and seed list and will continue to work with the landowner.






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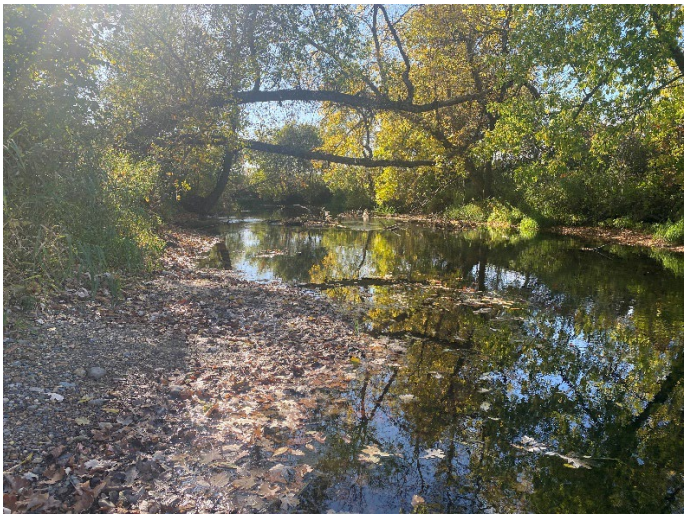
2.3. **Bucks Mill Dam Modification (MN DNR Lessard-Sams, Get Out More Funding).**
Construction is substantially complete. Ashwill has requested a completion certificate from Moore Engineering. Moore is holding until 70% vegetation establishment is satisfied. Staff, Moore, and Becker County have a tree replacement plan that has been approved by the grant manager. Staff and Moore are finalizing the permanent sign design and order specifications for expected installation in the spring.

Bach went to check the site out on 10/6/2026. The fall colors are beautiful. Tera's bench is at the top of the rapids and is a lovely spot to sit and take in the sights and sounds.









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3. **Becker County Drainage Systems 11, 12, 13 and 14**
   - 3.1. **DITCH 11 (Whiskey Creek)-**
     - 3.1.1. 26-11-01 – Beaver reported by Rick Schmidt place. Open.
   - 3.2. **DITCH 12 (Campbell Creek)**– no activity to report
   - 3.3. **DITCH 13 (Little Floyd Lake to Big Detroit)** –
     - 3.3.1. 26-13-03 – Rice Lake Phase 1 Structure – Trap Beaver, Remove Dam.
     - 3.3.2. 26-13-04 – Dillon Culvert – Trap Beaver, Remove Dam.
     - 3.3.3. 26-13-05 – Lori Ave. Fallen trees across river.
   - 3.4. **DITCH 14 and BRANCH 1 (HWY 10 to St. Clair Lake to Pelican River)** – no activity to report
   - 3.5. **Ditch Inspection** – At the 8/10/2026 Special Meeting, the board and staff discussed a comprehensive review of our ditch systems. Staff were planning on doing a full ditch walkthrough in the September/October timeframe. This is looking unlikely to happen. If the weather holds into November, we may be able to get this completed before snow falls. We will prioritize Ditch 13 in town as that is where the majority of the beaver calls come from.
   - 3.6. **BWSR Buffer Law Performance Assessment** – Staff participated in a virtual Buffer Check-in With BWSR staff on 9/3/2026. Enforcement activities were reviewed (PRWD has none). A field check of buffer sites is being scheduled for the end of October.
   - 3.7. **Dillon Property** –Bach has provided Mr. Dillon with proof of payment in 2012 (1099 from 2012 and a copy of this signed check). No further requests have been made.

4. **WATER MANAGEMENT RULES** – see enclosed monthly report.

5. **HABITAT PROTECTION AND MANAGEMENT**
   - 5.1. **River/Stream Connectivity – Barriers to Fish Movement.** Buck's Mill – See reports under Capital Projects.
   - 5.2. **Aquatic Invasive Species Prevention and Management.**
     - 5.2.1. Treatments are complete for the 2026 season. Staff will continue to survey for map updates as the sampling season closes.
   - 5.3. **Swimmer's Itch –** No Updates.
   - 5.4. **Little Floyd Vegetation Management –**Points have been marked to monitor the native vegetation growth in front of Mark Demay's and Jerry Doyea's property. Monitoring checks are complete, and a map will be included in the 2026 Monitoring Report. Mr. Demay stopped by this month and said the Chara growth wasn't as predominant this year.
   - 5.5. **MASIRC Webinar –** Restoring our Underwater Forests – Bach participated in a MASIRC webinar about on 9/9/2026. The presenting researcher is exploring restoring native aquatic plant species into lakes. She discussed her research on seed care, germination, and her experience trying to transplant native aquatic plant species between Minnesota lakes. The goal of her research is to determine if restoration of native aquatic plan species can armor a lake against the proliferation of invasive species.

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5.6.

6. **EDUCATION AND OUTREACH (Website, Social Media, and Workshops)**

6.1. **Social Media Posts**

(Facebook & Instagram) – Facebook Followers – 493 (last month 490), Instagram Followers – 35 (last month 34)

Date	Description	Engagement
9/4/2026	Floyd Clean Up - Update	36 reactions, 9 comments, 1 share
9/7/2026	Happy Labor Day from PRWD	1 reaction, 0 comments, 0 shares
9/11/2026	Floyd Clean Up – Update – Thursday standing cleanup times to end.	11 reactions, 0 comments, 0 shares
9/15/2026	Blog Post - Working Together to Protect Our Waters: The Story of the Pelican River Watershed District	4 reactions, 2 comments, 0 shares
9/18/2026	MN DNR Share – Keeping Urban Tress Alive	0 reactions, 0 comments, 0 shares
9/18/2026	Floyd Clean Up & Algae report	33 reactions, 3 comments, 2 shares
9/21/2026	MPR Story Share – Starry Stonewort – The Lake Killer	3 reactions, 0 comments, 0 shares
9/22/2026	Angie Hong Share– MN Nature Awesomeness – Why are Native Plants Purple and Yellow	0 reactions, 0 comments, 0 shares
9/25/2026	DL Fishing Team Share – Fundraiser at VFW	2 reactions, 0 comments, 0 shares
9/30/2026	Brian Merritt Share – Blazing Star and Friends video	2 reactions, 0 comments, 0 shares
10/1/2026	MN DNR Share – Freshwater mussel information	0 reactions, 0 comments, 0 shares

6.2. **KDLM Hodge Podge** – Bach appeared on Hodge Podge on 9/17/2026 and discussed the Floyd cleanup and plans for tree programs in the spring.

6.3. **DLCCC/Becker County Museum Native Plantings** – At the August Board Meeting Manager Olson informed the board that she received a complaint from a citizen about the planting at the DLCCC. This person stated that staff at the DLCCC informed her that PRWD was responsible for taking care of the planting. Bach as reached out to this individual as well as DLCCC & Museum Staff. The individual that spoke with Manager Olson is an employee of the DLCCC and after discussing the situation with Bach, she understands the District's position. Bach offered to speak with the DLCCC board directly if they have any questions about moving forward.

After talking to DLCCC and Museum staff, Bach was informed that the DLCCC is in search of a new executive director and interim staff were unaware of the previous discussion and plans. Bach shared the sections from the June 2026 Administrators report that laid out he plans developed by Bach, Mitchell of the Museum and the DLCCC director. Bach reiterated that she is willing to assist with labor and planning assistance wherever possible.

Bach joined Nick, a DLCCC staff member, to weed and clean up the native plantings on Saturday, 9/19. Shanna's mother, Juanita, an avid gardener herself, volunteered to help as well. Thank you, mom!

Bach and Beranek also worked with the Museum staff and students from the Detroit Lakes Public School - Alternative Learning Center weeding and cleaning up on 9/25. The students were a blast to work with. Bach discussed the reasons for the plantings and the designs. While the teens didn't seem overly enthusiastic to be doing yardwork, they were happy to be helping the bees and butterflies and worked hard.

One of the great things about working in the field with these folks is the discussion that happens. During the weekend work, Nick and Shanna were discussing what we could do to help spruce up the areas in most need of help. Bach recommended some dogwood bushes at the entrance to the DLCCC to fill in blank space. On the topic of the areas along the sidewalk, raspberry bushes were brought up as an idea. After discussion with Becky Mitchell at the museum, the possibility of planting an urban food forest onsite was initiated. Bach and Mitchell are exploring grant opportunities.

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6.4. **Ottertail 1W1P Education and Outreach Group** – See 1W1P Section.

6.5. **MN Lakes and Rivers** – Video series is posted and available on the PRWD Facebook page and our website at: https://prwd.org/resources/shoreline-stewardship-video-campaign/ . Managers approved sponsorship for the 2026 series of videos at the February meeting. Two videos for the 2026 season have been posted to social media. A final report of outreach and views is attached.

6.6. **Breakfast Rotary Presentation** – Bach gave a presentation of the District's current projects and water quality data to the Breakfast Rotary group on 10/13/2026. She highlighted our 2025 all lake data, Buck's Mill, Campbell Creek, Rice Lake, Willow Street, and the Floyd Lake Tornado Response.

7. DISTRICT OPERATIONS/ADMINISTRATION.

7.1. **Grant Oversight** -

Grant	***Campbell Creek Watershed Restoration (MPCA Section 319 Small Watersheds Focus Group C Grant Funding) – Phase 1***
Amount	Grant: $291,965, Match: $194,644, Total: $486,609 (unspent $220,709.58 allocated to construction)
Expiration Date	7/1/2027
Next Report Date	2/1/2027
Update	None
Grant	***Rice Lake Wetland Restoration Phase 2 BWSR C23-0127 Grant***
Amount	$640,000 (unspent $376,404.51)
Expiration Date	12/31/2026
Next Report Date	12/31/2026
Update	None
Grant	***Buck's Mill Dam Modification Grant***
Amount	$3,900,000.00 (unspent $859,102.94) correction from September
Expiration Date	6/30/2029
Next Report Date	6/30/2026
Update	None.
Grant	***Otter Tail River 1W1P Watershed Based Implementation Funding C23-4546***
Amount	*$85,000.00 ($0.00 unspent)*
Expiration Date	*12/31/2026*
Next Report Date	*1/31/2027*
Update	The PRWD section of this grant is spent and reimbursed as of Q1 2026. Final reporting will commence in the winter.
Grant	***Otter Tail River 1W1P Watershed Based Implementation Funding C25-0116***
Amount	*$103,500.00 ($22,966.24 unspent) **
Expiration Date	*12/31/2027*
Next Report Date	*1/31/2027*
Update	**updates pending from OT1W1P*

7.2. **Otter Tail River 1W1P Partnership** – WEBSITE: https://www.eotswcd.org/ot1w1p/

7.2.1. The next Policy Committee meeting was a virtual tour on September 24. Bach presented on the Campbell Creek project and gave an overview of the year's activities at PRWD.

7.3. **PRWD Personnel Policy** – An update to the personnel policy regarding end of employment payouts in the case of employee death was approved at the June Manager's Meeting. This will be presented to the managers for approval after completion.

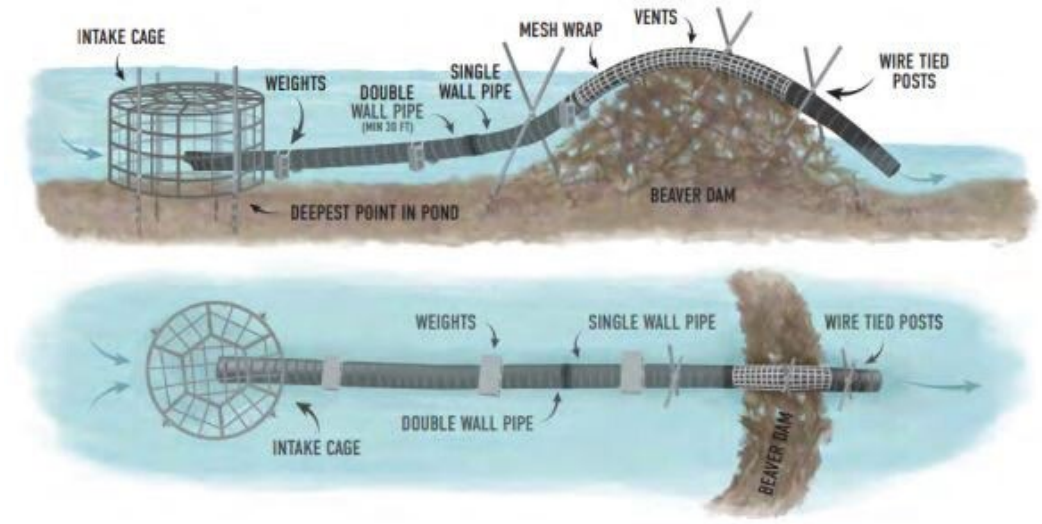
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7.4. **Big Floyd Lake – Tornado 7/6/2026** – Our landowners in the Big Floyd Lake were hit with a major thunderstorm and EF2 tornado on the night of 7/6/2026. There was widespread damage to homes and trees, overturned docks, lifts, and boats. As of this report, staff have completed two cleanup events on the lake. A new section of the 'Our Work' page has been created to update the public on volunteer opportunities. To date staff and volunteers have completed 9 cleanup events. Water temps have dropped so staff will halt cleanup events. We have a number of GPS points logged to check in the spring. Bach will assemble documents for Emergency Management reimbursement of expenses prior to the end of the year.

7.5. **MN Watersheds Annual Conference** – The MN Watersheds Annual Conference is scheduled for December 2-4 at the Grand View Lodge in Nisswa, MN. Abstracts on Floyd Lakes Cleanup Effort and Buck's Mill were both accepted by MN Watersheds for presentation. Staff and managers have been registered, and room reservations have been requested through the MN Watersheds group.

7.6. **BeaverCON** – Beranek attended BeaverCon at the University of Minnesota on September 27-30. Beranek learned about coexistence with beaver and devices used to prevent beaver from blocking culverts/ditches while maintaining water flow. The main devices used are a pond leveler combined with a keystone fence (beaver deceiver). This consists of a caged inlet of the pipe running down through the keystone fence. Another device is a notch exclusion fence in which you create a gap in the dam at an acceptable water level and put a fence around it to prevent beavers from replacing it. These devices do not have clear policy or regulation and are considered temporary structures by the state. For more information check out the beaver institute.





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7.7. **Minnesota Water Resources Conference –** Bach attended in Minneapolis from October 13-15. She attended a number of talks about chlorides and water quality perceptions. There were a few poster presentations on stormwater ponds that she viewed and will follow up with the published works. Unfortunately, she fell ill on day 2 and was unable to attend most sessions. Engineer Monson and LeClaire from Moore were present.

7.8. **2027 Preliminary Budget** – The 2027 Preliminary Budget was approved on 9/9/2026 and has been sent to Otter Tail and Becker Counties.

7.9. **Floyd Lake Tree Program** – Bach and Reding met to discuss a tree program for the summer of 2027. An order for 150 - 3' trees was placed for a tree giveaway in coordination with a vegetation seminar in the fall. Bach continues to explore the possibility of 26 – 8 ft oak trees to be planted in commemoration of the tornado. She is reaching out to area landscapers to gauge interest in a contract for the trees plus installation.

7.10. **Finance Committee Meeting** – The PRWD Finance Committee met on 9/30/2026 to review the 2027 Preliminary Budget and the 10-year forecast for PRWD finances. Meeting Minutes will be approved at the 10/21/2026 Board Meeting. General discussion involved funding future projects, funding sources available to the district, the upcoming banking services RFP, and ways to streamline the financial processes at the district.

7.11. **Lake Eunice Township Road and Lake Access Grants** – Heather Anderson from Lake Eunice township reached out to staff on 10/2 to request letters of support for a grant they are perusing to improve Pearl Lake Drive and the public access on East Pearl Lake. The letters will be brought to the managers at the 10/21/2026 meeting for approval. Bach discussed opportunities to add stormwater BMPs or native plantings at the access as a part of this project. Ms. Anderson was very interested and she and staff will continue discussions.

7.12. **MPCA Water Quality Rules** – Bach reviewed the draft MPCA Water Quality Standards for Aquatic Life and Recreation proposed rule change. Most of the changes centered on cold water fish species in the northern lakes have no impact on the District.

A small change that could impact the District lakes is removing the term "shallow" from the standards section and replacing with dimictic or polymictic lake. The definition of a dimictic lake in the rule is, a lake that mixes twice a year, in the spring and fall, and is stratified during the summer and winter. A polymictic lake is a lake that frequently mixes the water column during the ice-free period.

The current rule sets shallow lake standards at 60 ug/L for Phosphorus, 20 ug/L for Chlorophyll-a, and not less than 1.0 meters for Secchi disc. This term has been replaced with Polymictic. Shallow lakes were defined as a maximum depth of 15 feet or less with 80 percent of the lake as littoral zone. We have a few "shallow" lakes in the district that we test. Many of them would also be considered polymictic.

After a brief review of our 2026 data, a few of our previously "shallow" lakes could be considered dimictic due to their sheltered nature. Dart, for example, remained stratified over the 1 degree C per meter range until the very end of the sampling season. If this lake is deemed dimictic, the phosphorus limit would drop from 60 ug/L to 40 ug/L. For the most part, PRWD sets goals for Phosphorus, Chlorophyll-a, & Secchi analysis tighter than the MPCA standards. As such this change will have little impact on how we operate day to day but could lead to more lakes being viewed as in need of assistance.

There is also no information about who or how a lake will be defined as dimictic or polymictic. PRWD has temperature data through the water column for all lakes that we test, but many lakes in the state do not.

8. LEGISLATIVE PRIORITIES (NEW SECTION 7/2026)

8.1. Stormwater Reuse – MN Plumbing Board Rule Changes – MN Watersheds continues to watch this process closely.

8.2. Drainage Work Group Meeting – Notes from the October 8, 2026 DWG area attached. Drainage Authority Initiated Abandonment as amendments to Statute 103E.811 has been discussed in detail. Also discussed was the assessment of the work group and its future.

9. **DISTRICT LANDOWNER FEEDBACK** – nothing since last report

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11. DATA COLLECTION AND MONITORING PROGRAM

11.1. **Streams & Lakes** – Stream sampling was completed on 8/20 and lake sampling was completed on 9/16 for big lakes and 9/17 for small lakes.

Lake Meets	No TP Samples	Avg TP to Date (mg/mL)	PRWD 2035 Goal	No Secchi Samples	Avg Secchi to Date ft	PRWD 2035 Goal
Big Detroit	8	18.25	20	8	15.5	10
Little Detroit	8	16.9	20	7	11.9	10
Muskrat	8	30.1	27	8	8.5	10
Sallie	8	26.0	27	8	16.0	10
Melissa	8	18.0	20	8	15.4	12
Pearl	8	18.6	25	8	11.4	10
Long	8	10.9	14	8	17.3	14
Big Floyd	8	13.0	15	8	10.6	11
North Floyd	5	23.4	30	8	13.4	9
Little Floyd	8	18.0	25	8	14.1	8
Cottage	7	16.4	Not set	8	8.7	Not set
Dart	7	134.0	Not set	8	2.1	Not set
St. Clair	7	41.1	60	8	4.0	3.5

Stream Site	Location	Total No Samples (No. that are storm)	Avg TP to Date (mg/mL)	Avg TSS to Date
CC2	Campbell Creek N of 230th	9 (5)	100.6	21.6
CC1	Campbell Creek at 149	9 (5)	81.1	22.3
PR1	Outlet of Little Floyd	4 (0)	16.8	Not Tested
PR2A	Pelican River Rice Lake Phase 1	8 (4)	71.9	Not Tested
PR3	Pelican River at State Highway 34	10 (6)	80.0	Not Tested
PR3A	8th Street NE of IP North Side of road	10 (6)	64.3	Not Tested
IP	Industrial Park By dog park bridge	10 (6)	54.2	Not Tested
PR4A	Pelican River at Railroad Trestle	10 (6)	57.4	Not Tested
PR6	Pelican River at Detroit Lake outlet	9 (5)	29.5	Not Tested
PR6A	Pelican River at US Hwy 59	4 (0)	26.8	Not Tested
PR8	Pelican River at Lake Sallie Outlet	4 (0)	18.0	Not Tested
PR9	Pelican River at Lake Melissa Outlet	4 (0)	15.0	Not Tested
SC3	St. Clair Creek (Ditch 14) at St. Clair Outlet	9 (5)	40.0	Not Tested
SC3b	St. Clair Creek (Ditch 14) between St. Clair Lake and Pelican River outlet	4 (0)	51.0	Not Tested
SC4	St. Clair Creek (Ditch 14) at outlet to Pelican River	9 (5)	57.3	Not Tested
SU1	Sucker Creek at walking bridge	9 (5)	36.2	Not Tested

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11.2. **Equipment**-

11.2.1. Hobos will be pulled the week of October 19th.

11.2.2. The Red Truck will be investigated and hopefully repaired before it is stored for the winter.

11.2.3. The boat has had no other issues since being repaired. Depth finder not reading properly. Possibly need an update.

11.3. **Chlorides**

11.3.1. **Chloride Meter –**Have not had any issues with the prob since the last report. Results will be in the monitoring report

11.3.2. City of Detroit Lakes Wastewater Treatment Plant Citizens Advisory Committee –The next CAC will be held in the fall.

11.4. **Lake Melissa Blue Green Algae Report** – A concerned landowner reached out to report a possible blue green algae bloom along the east shore of Lake Melissa on 9/28/2026. Bach investigated and found no evidence of a harmful algae bloom. Report is attached.

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11.5. ***E. coli*** - *E. coli* data collected to date is included below.

River Samples	R = Routine, S=Storm	PR3	PR3a	SNP	IP	PR4a**	PR4b	PR5
		S002-169	S015-006	SS00090	S015-007	S002-176	S002-170	S002-171
		Pelican River at State Highway 34	8th Street NE of IP North Side of road	Storm sewer discharge pipe @ industrial prk	Industrial Park By dog park bridge	Pelican River at Railroad Trestle	Pelican River at Corbett Rd	Pelican River at North Shore Drive (S side)
5/6	R	8.5	7.40	1	5.20	7.40		13.50
5/19	R	22.8	43.20	488.4	93.30	38.30		88.20
5/27	R			90.8				
6/1	S	248.9	285.10	>2419.6	120.10	105.00	137.6	488.40
6/5	S	290	387.30	2419.6	488.40	574.50	866.4	866.40
6/8	S	1553.1	1299.70	>2419.6	2419.60	>2419.6	>2419.6	>2419.6
6/23	R*	866.4	>2419.6	38730	>1299.7	>2419.6		>2419.6
7/7	S	178.5	275.5	>2419.6	613.1	517.2	613.1	727.0
7/20	R	63.3	161.6	224.7	365.4	155.3		1986.3
8/4	S	93.2	146.7	>2419.6	517.2	648.8	613.1	816.40

Lake & Storm Samples		North Access	Pavillion Beach	Beach landing	PUB	ESW
		LD02041	LD02040	LD02039	PD00033	PS00177
		New access on the N side of Big Detroit by the Holiday Inn	Far east side of DL beach directly in front of the Pavillion	Access in the middle of the DL beach at Rossman	Public Water Access Storm Water Outflow (Roosevelt Ave)	Stormwater pond East of Cheryl Ave.
5/6	R	6.3		<1	<1	
5/19	R	3	16.1	1	161.60	
6/1	S	6.3	114.5	5.2	69.10	261.3
6/5	S	27.2	88.2	14.4	>2419.6	185.00
6/8	S	133.4	648.8	21.10	>2419.6	1732.9
6/23	R*	727	>2419.6	387.3	>2419.6	
7/7	S	51.2	218.7	19.9	>2419.6	1413.60
7/20	R	101.4	344.8	18.5	139.6	
8/4	S	13.4	48.8	25.6	1119.9	980.4

*0.49 inches rain. Just below threshold for a 'Storm Event' with the addition of 0.8 inches in the preceding week

Off scale

Minnesota Department of Health:

MDH recommends posting an advisory at the beach indicating swimming and wading are not recommended when laboratory or model results show *E. coli* counts exceed established standards.

Minnesota Lake Superior beach monitoring program sample standard (based on EPA guidelines):

The geometric mean based on not less than 5 samples within a 30-day period shall not exceed 126 organisms per 100 mL

A single water sample shall not exceed an *E. coli* count of 235 organisms per 100 milliliters.

National Environmental Protection Agency - Recreational Water Quality Criteria 820-F12-058

4.0 Recreational Water Quality

Geometric Mean not greater than 126 cfu/100 mL.

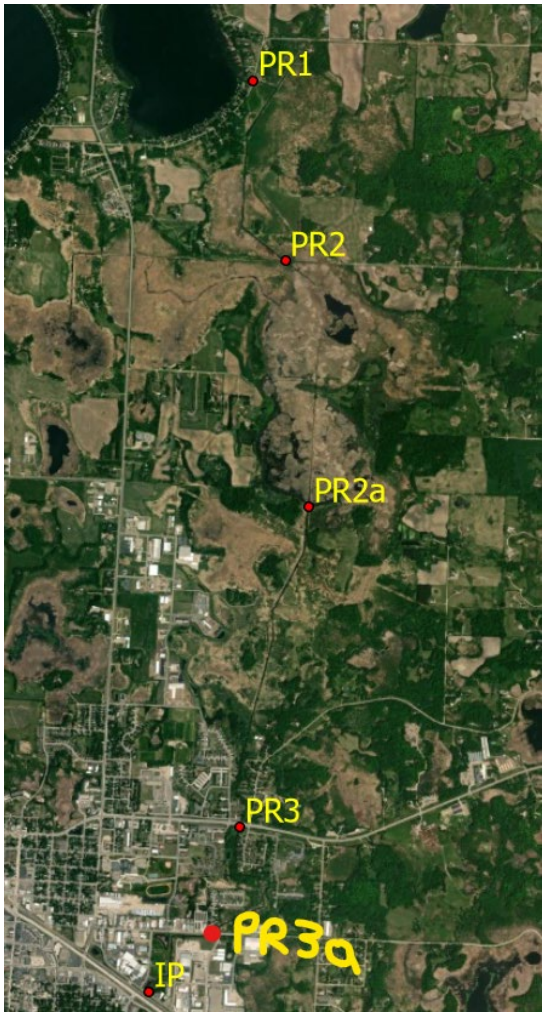
Single Test value not greater than 410 cfu/100mL

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https://www.epa.gov/sites/default/files/2015-10/documents/rwqc2012.pdf

11.6. The *E. coli* data was discussed with City of Detroit Lakes staff on 8/25/2026. Beranek sampled on 9/15/26 at specific points in the industrial park. The description of points and results are below.

Samples were collected using a telescoping rod with a bottle on the end. The bottle was rinsed before collecting the samples. The water was collected and poured into sample bottles one after another from the rod bottle.



River Samples (see diagram to Right)		
		E. coli (CFU/mL)
PR1 – Pelican River outlet of L Floyd		488.4
PR2a – Rice Lake Upper Structure		81.3
PR3 – Hwy 34		39.9
PR3a – 8th Street		115.3
IP – Industrial Park		108.1
Storm Sewar Samples (see diagram below)		
E. coli (CFU/mL)	Neat	1/10 Dilution
Purina*	140.3	3654.0
SNP	>2419.6 cfu	9804.0 cfu
SNP Outlet	686.7 cfu	Not Tested

*Purina sample variability between the neat and 1/10 dilution yields inconclusive results. The sample was taken from a single grab. The differing results are orders of magnitude difference could be due to a lab error or a non-homogenous grab sample.

Further testing with duplicates will be performed at this site.



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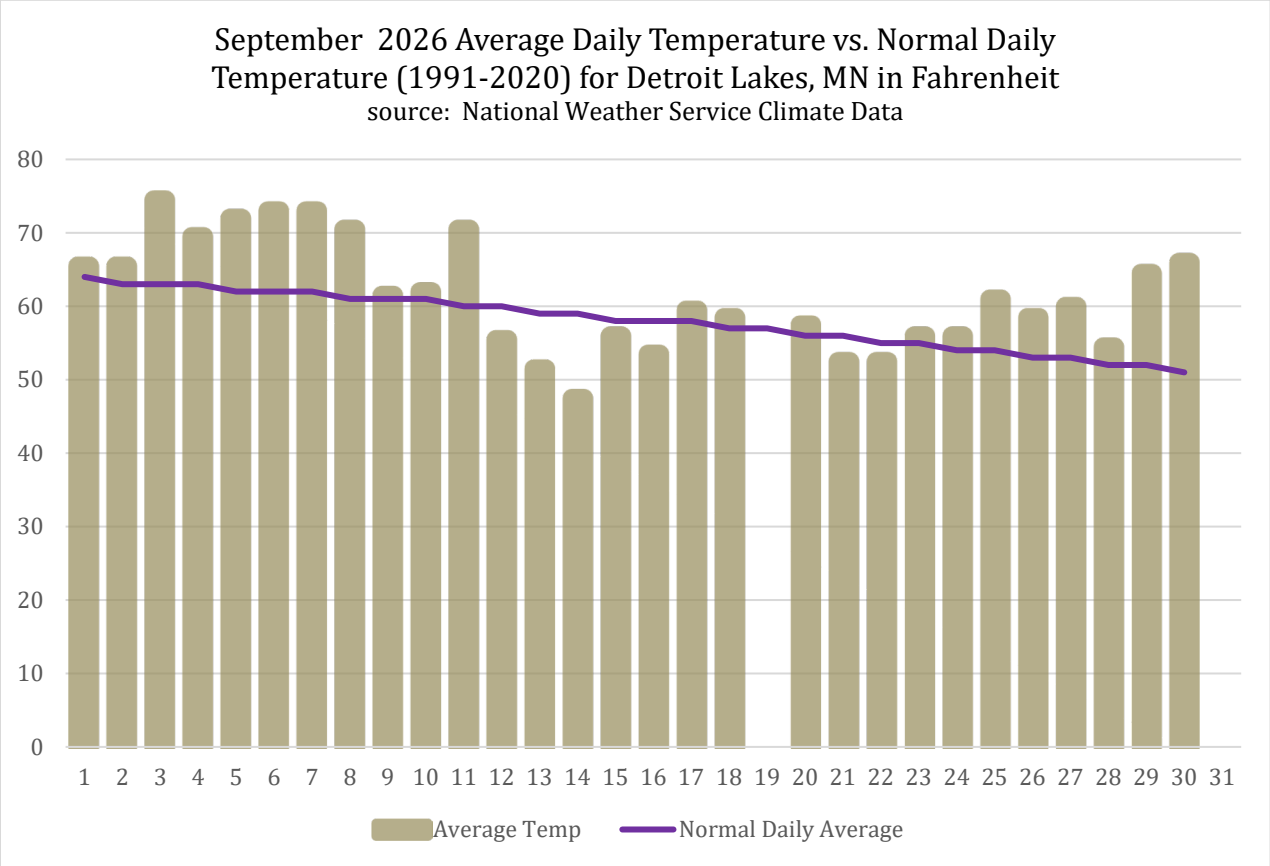
12. August Weather

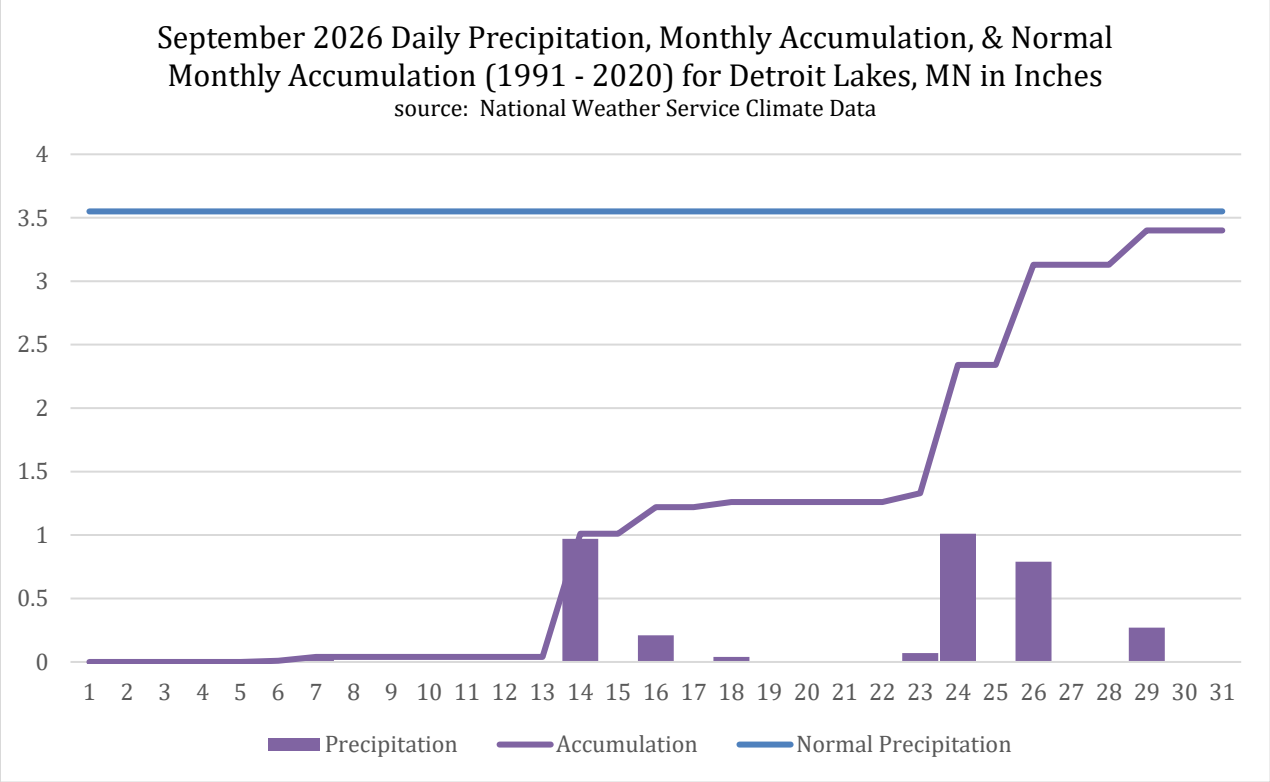
12.1. Detroit Lakes, MN – National Weather Service Data

Weather reporting for September was not available for Detroit Lakes so data for Park Rapids was used. Daytime highs for September remained in the 70s and low 80s for about the first half of the month, but temperatures dropped into the 60s and low 50s for daytime highs and high 40s overnight with a few nights in the high 30s. The month averaged was 61.3˚F. The month had a high of 85˚F which was part of a multiple day stretch at the beginning of the month with highs around 80˚F. Two nighttime lows were in the 30s˚F on the 13th and 14th. September saw three days of significant precipitation. The precipitation total for August was 3.4 inches, 0.7 inches over the monthly average. The highest daily total was 1.01 inches on September 24th.

Monthly Temperature Data*			
Warmest Day High Temp(s):	*85°F, 9/8/2026*	**Daily Average High Temp:**	*71.2° F*
Coldest Day Low Temp (s):	*36°F, 9/14/2026*	**Daily Average Low Temp:**	*51.4° F*
		Monthly Average Temp:	*61.3° F*
Monthly Precipitation Data*			
Days with Significant Precipitation >0.5 inches:	3	**Total Precipitation for month:**	3.4 inches

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Wind Speed & Gusts as measured at Detroit Lakes Airport - Wething Field Station

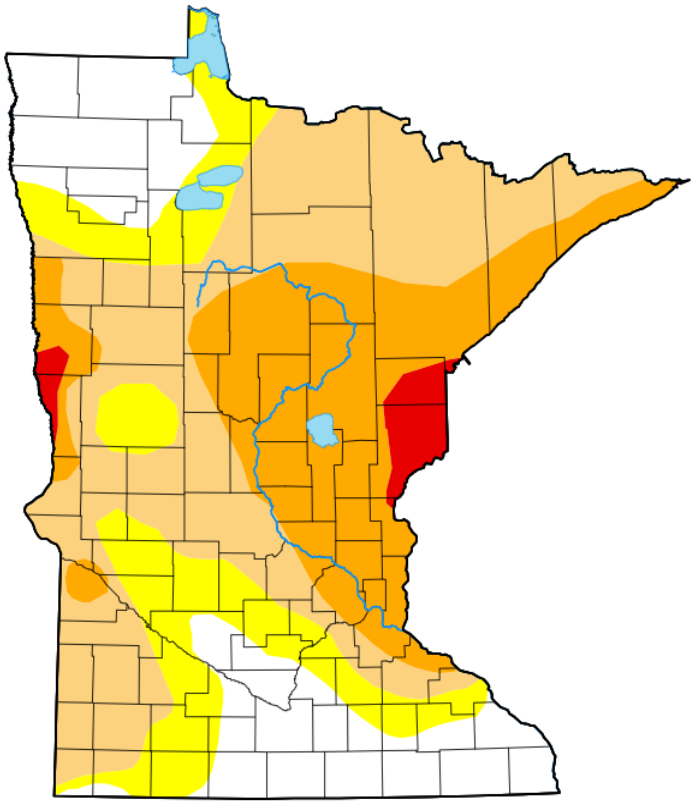
13. **Frost Depth**
Frost has completely thawed as of April 14, 2026
https://www.dot.state.mn.us/loadlimits/frost-thaw/ottertail.html

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14. **Minnesota Drought Report**

The overall drought conditions have lessened throughout the state. The 'Extreme Drought' and 'Severe Drought' in the southwest and southeast is now experiencing only moderate drought. The 'Extreme Drought' persists in part of the west and the northeast. Becker county is still in 'moderate drought' with the severe drought shifting to the southwest corner. Ottertail county has shifted to 'Abnormally Dry'. The Pelican River Watershed District is in 'Moderate Drought' conditions.

14.1. Current:



Map released: Thurs. October 8, 2026

Data valid: October 6, 2026 at 8 a.m. EDT

Intensity

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

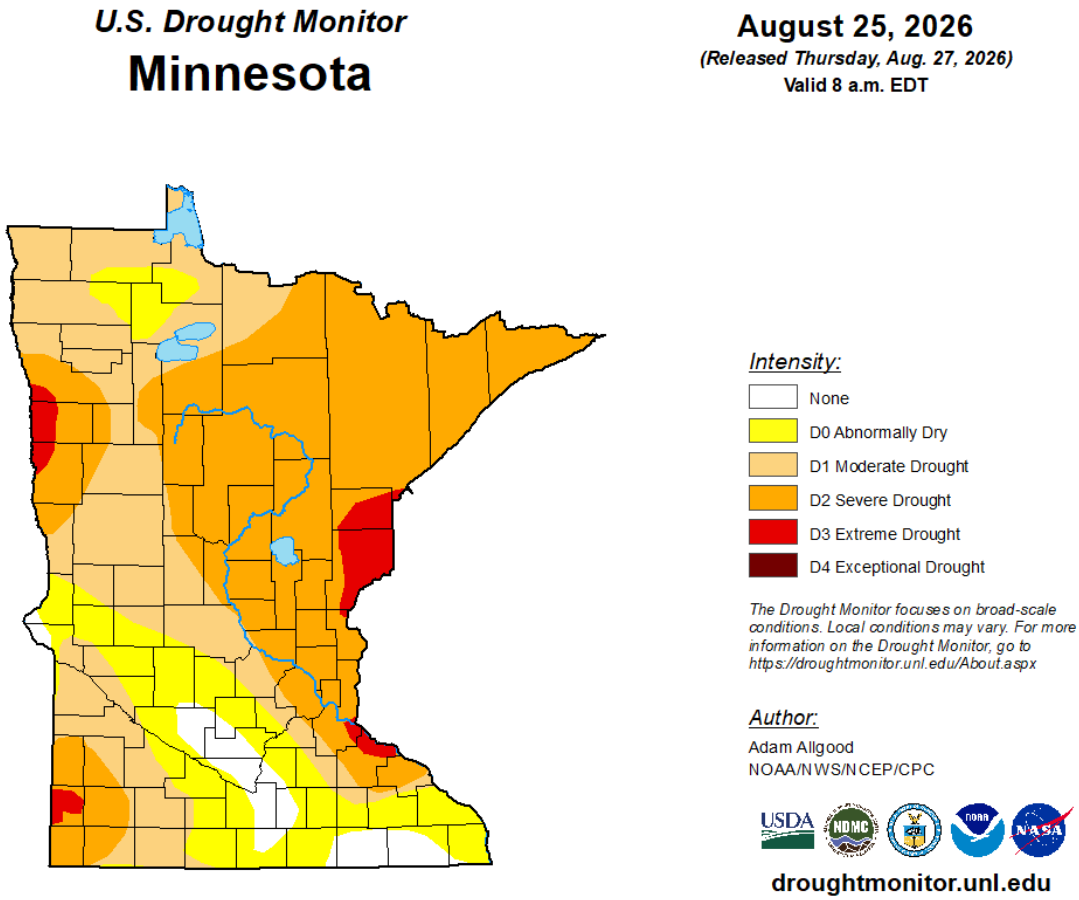
Authors

United States and Puerto Rico Author(s):
Richard Tinker, CPC/NOAA/NWS/NCEP

Pacific Islands and Virgin Islands Author(s):
Anthony Artusa, NOAA/NWS/NCEP/CPC

District Administrator's Report
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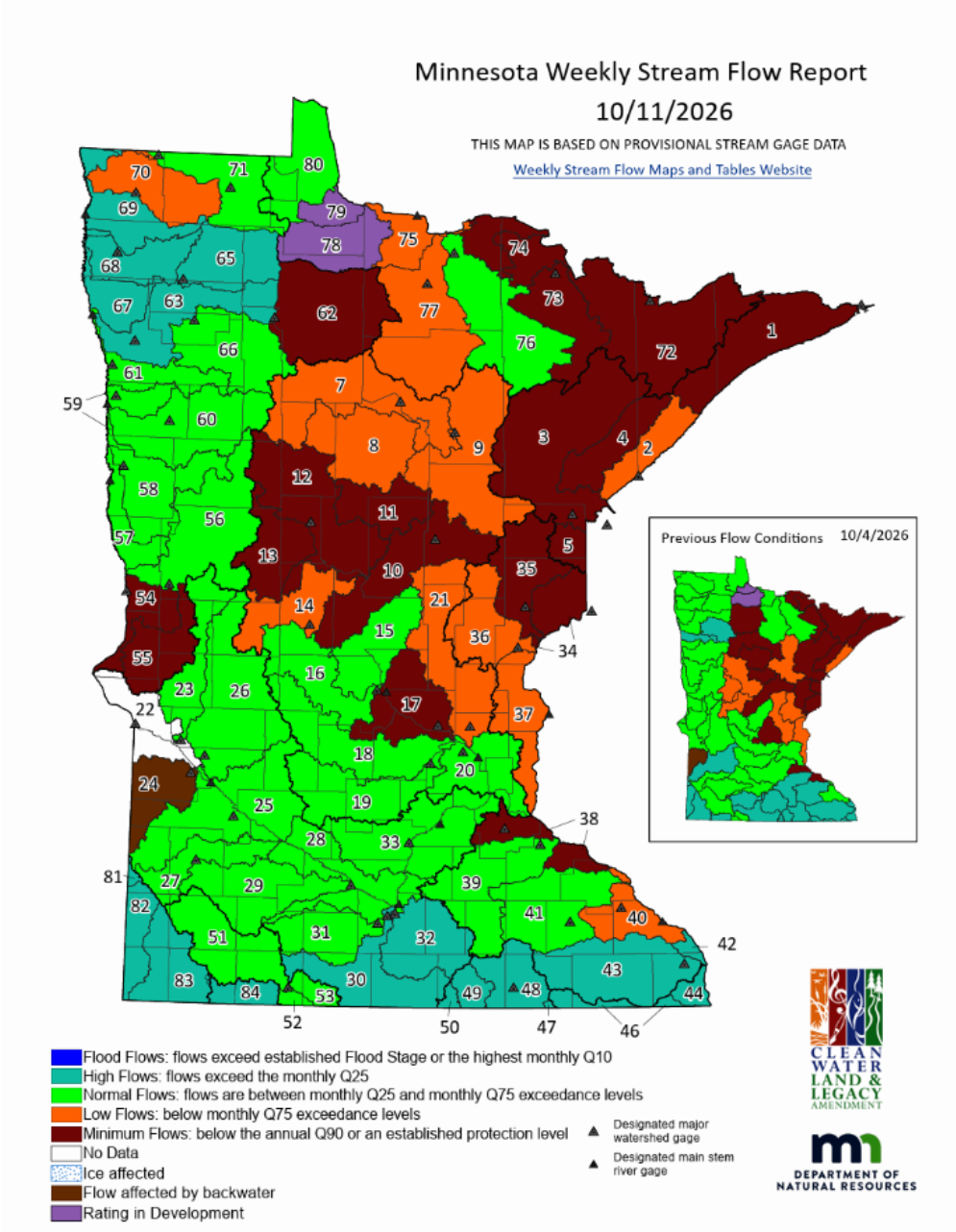
14.2. Last:



District Administrator's Report
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15. NEW SECTION – MN STREAMFLOW

15.1. Weekly Stream Flow Maps and Tables | Minnesota DNR



The Ottertail Watershed is flowing at normal levels and trending down as of 10/11/2026.

WEEKLY PROJECT SUMMARY

Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND Ph (701) 237-5065

Week Ending:
9/05/2026

Project: Rice Lake Wetland Restoration Phase 2	
Project No: 6498-001	**Contractor: Hough Inc.**

Weather Summary This Week: Weather was warm with highs ranging from 77-84 degrees and lows from 54-67 degrees. The site received about 0.90 inches of rain for the week.

Work Completed This Week:

Monday – The site received about 0.90 inches of rain over the weekend. They continued tree removal and brush mowing on the east side of the river.

Tuesday – Hough installed geogrid from stations 19+00 to 22+00. They continued installing select granular material for the embankment from stations 17+00 to 20+00.

Wednesday – Hough installed select granular material for the embankment from stations 20+00 to 22+00. They laid geogrid from stations 22+00 to 24+00.

Thursday – Hough installed select granular for the embankment from stations 22+00 to 24+00. They laid their geogrid from stations 24+00 to 25+06.

Friday – Hough installed select granular for the embankment from stations 24+00 to 25+06. Veteran Testing was onsite to run density tests on the select granular on the east and west sides of the embankment.

Saturday – No work completed.

Sunday – No work completed.

Problems and Anticipated Work Not Completed: None

Projected Work Schedule for Next Week: Install Clay fill for embankment on east side of river.

Laboratory or Field Tests This Week: Veteran Testing was onsite to run density tests on the select granular on the east and west sides of the embankment.

Resident Project Representative: Cody Zarak	**Date: 9/07/2026**

WEEKLY PROJECT SUMMARY



Select granular installation near station 19+00 looking east.

WEEKLY PROJECT SUMMARY



Select granular installation near station 23+00 looking east.

WEEKLY PROJECT SUMMARY

Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND Ph (701) 237-5065

Week Ending:
9/12/2026

Project: Rice Lake Wetland Restoration Phase 2	
Project No: 6498-001	**Contractor: Hough Inc.**

Weather Summary This Week: Weather was warm with highs ranging 72-84 degrees and lows from 34-66 degrees. The site received about 1.80 inches of rain throughout the week.

Work Completed This Week:
Monday – No work completed. The site received 1.80 inches of rain over the weekend.
Tuesday – Hough was onsite installing a construction fence on the west side of the river at the low water crossing. They also put up road closed signs on the embankment on the west end of the project.
Wednesday – No work completed.
Thursday – No work completed.
Friday – No work completed.
Saturday – No work completed.
Sunday – No work completed.

Problems and Anticipated Work Not Completed: None

Projected Work Schedule for Next Week: Hough is planning to be back onsite later in the week to begin installing clay on east side of the river.

Laboratory or Field Tests This Week:

Resident Project Representative: Cody Zarak	**Date: 9/14/2026**

WEEKLY PROJECT SUMMARY



Construction fence installed on west side of low water crossing.

WEEKLY PROJECT SUMMARY



Road closed sign on west end of the embankment.

WEEKLY PROJECT SUMMARY

Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND Ph (701) 237-5065

Week Ending:
9/19/2026

Project: Rice Lake Wetland Restoration Phase 2

Project No: 6498-001	**Contractor: Hough Inc.**

Weather Summary This Week: Weather was cool with highs ranging from 61-70 degrees and lows from 45-57 degrees. The site received about 1.50 inches of rain throughout the week.

Work Completed This Week:
Monday – No work completed. The site received 1.20 inches of rain throughout the day.
Tuesday – No work completed.
Wednesday – Hough began installing clay embankment from stations 23+00 to 25+06. They also installed topsoil for the embankment from stations 23+00 to 25+06. The site received 0.20 inches of rain in the afternoon.
Thursday – Hough continued installing clay embankment from stations 21+00 to 23+00.
Friday – Hough continued installing clay embankment from stations 19+00 to 21+00. The site received 0.10 inches of rain throughout the day.
Saturday – No work completed.
Sunday – No work completed.

Problems and Anticipated Work Not Completed: None

Projected Work Schedule for Next Week: Continue embankment construction on east side of river.

Laboratory or Field Tests This Week: None.

Resident Project Representative: Cody Zarak	**Date: 9/21/2026**

WEEKLY PROJECT SUMMARY



Clay embankment installation on the east side of the river.

WEEKLY PROJECT SUMMARY



Clay Embankment installation around station 20+00 looking east.

WEEKLY PROJECT SUMMARY



Topsoil installation near station 23+00 looking east.

WEEKLY PROJECT SUMMARY

Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND Ph (701) 237-5065

Week Ending:
9/26/2026

Project: Rice Lake Wetland Restoration Phase 2	
Project No: 6498-001	**Contractor: Hough Inc.**

Weather Summary This Week: Weather was cool with highs ranging from 61-67 degrees and lows from 44-59 degrees. The site received about 0.80 inches of rain throughout the week.

Work Completed This Week:

Monday – Hough completed installing clay embankment from stations 17+00 to 19+00. They completed topsoil installation on top of the embankment and slopes from stations 17+00 to 25+06

Tuesday – No work completed. VTI was onsite to run density tests on the clay embankment on the east side of the river.

Wednesday – Sherbrooks was onsite and hydro mulched the east embankment from stations 17+00 to 25+06.

Thursday – The site received about 0.80 inches of rain overnight and in the morning. Hough laid geogrid from stations 14+00 to 14+50 and 15+25 to 17+00.

Friday – Hough continued building embankment on the west side of the river from stations 13+50 to 14+50.

Saturday – No work completed.

Sunday – No work completed.

Problems and Anticipated Work Not Completed: None

Projected Work Schedule for Next Week: Complete building embankment on the east side of the river.

Laboratory or Field Tests This Week: Density tests for clay embankment were performed.

Resident Project Representative: Cody Zarak	**Date: 9/28/2026**

WEEKLY PROJECT SUMMARY



Topsoil installation along the embankment on the east side of the river looking west.

WEEKLY PROJECT SUMMARY



Select granular installation on the west side of the river looking north.

WEEKLY PROJECT SUMMARY



Hydro mulch seeding on the embankment on the east side of the river looking west.

WEEKLY PROJECT SUMMARY



Hydro mulch seeding on the embankment on the east side of the river looking west.

WEEKLY PROJECT SUMMARY

Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND Ph (701) 237-5065

Week Ending:
10/03/2026

Project: Rice Lake Wetland Restoration Phase 2	
Project No: 6498-001	**Contractor: Hough Inc.**

Weather Summary This Week: Weather was warm with highs ranging from 60-77 degrees and lows from 36-60 degrees. The site received about 2.40 inches of rain throughout the week.

Work Completed This Week:

Monday – Hough continued building embankment on the west and east side of the river from stations 13+50 to 14+50. The site received 1.5 inches of rain over the weekend.
Tuesday – No work completed. The site received 1.0 inches of rain.
Wednesday – Hough delivered the RCP for the bypass pipe to the site.
Thursday – Hough began dewatering in preparation for bypass pipe and drawdown structure installation next week.
Friday – No work completed.
Saturday – No work completed.
Sunday – No work completed.

Problems and Anticipated Work Not Completed: None

Projected Work Schedule for Next Week: Install the drawdown structure on Wednesday, install the bypass pipe and begin the rock arch rapids.

Laboratory or Field Tests This Week:

Resident Project Representative: Cody Zarak	**Date: 10/05/2026**

WEEKLY PROJECT SUMMARY



Embankment construction near station 13+50 looking northeast.

WEEKLY PROJECT SUMMARY



Embankment construction on the east side of the river.

WEEKLY PROJECT SUMMARY

Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND Ph (701) 237-5065

Week Ending:
10/10/2026

Project: Rice Lake Wetland Restoration Phase 2	
Project No: 6498-001	**Contractor: Hough Inc.**

Weather Summary This Week: Weather was mild with highs ranging from 62-87 degrees and lows from 38-56 degrees. The site received no precipitation.

Work Completed This Week:
Monday – Hough put together their trench boxes for the gatewell structure and bypass pipe.
Tuesday – Hough installed their dewatering around the gatewell structure location.
Wednesday – Hough excavated the gatewell structure location and installed the trench box.
Thursday – Hough installed the gatewell structure.
Friday – Hough began installation on the bypass pipe starting on the downstream end of the gatewell structure.
Saturday – No work completed.
Sunday – No work completed.

Problems and Anticipated Work Not Completed: None.

Projected Work Schedule for Next Week: Continue installation of the bypass pipe, site clean up, continue embankment construction on both sides of the river. Hough is planning to begin rip rap installation for the rock arch rapids on 10/26/2026.

Laboratory or Field Tests This Week: None.

Resident Project Representative: Cody Zarak	**Date: 10/13/2026**

WEEKLY PROJECT SUMMARY



Gatewell structure base installation.

WEEKLY PROJECT SUMMARY



Gatewell structure base installation.

WEEKLY PROJECT SUMMARY



Gatewell structure installation.

WEEKLY PROJECT SUMMARY



Completed gatewell structure installation.

WEEKLY PROJECT SUMMARY



Bypass pipe installation on the downstream end of the gatewell structure.



Leighton Engage

REPORTING RECAP

Minnesota Lakes & Rivers

Shoreline

CAMPAIGN FOCUS

Building Familiarity Through Repetition

Streaming and display ads help keep shoreline erosion top of mind—even if viewers don't consciously realize it. When they later take action or talk about the issue, they may not connect it directly to the PSA, but the message stuck.

One of Many Influences

People don't take action after seeing just one message. They might first see a PSA, then notice shoreline damage on a walk, hear a neighbor mention it, and finally visit a website to learn more. Streaming and display ads play a key early role in that chain of awareness.

Long-Term Awareness, Not Quick Fixes

Unlike a flash sale, PSAs aren't meant for instant results. But display and streaming build trust, recognition, and urgency over time—helping people care more deeply about protecting Minnesota's lakes and rivers.

May Results

DISPLAY

- 46,359 impressions
- 118 clicks
- 0.25% CTR (0.04% is industry average)
- MSN, CenturyLink, iHeartRadio, NETR Online, and Huffington Post are top sites



Streaming TV

- 36,886 impressions
- 12 clicks
- 88.52% completion rate (40% is industry average)
- Roku, Vizio, Tubi, Samsung TV Plus, AT&T TV, and Yahoo are top performing channels

Notes

- St. Paul, St. Cloud, Stillwater, and Woodbury top geographies
- Boating and fishing enthusiasts are the top performing behavioral demographics.

June Results

DISPLAY

- 46,363 impressions
- 124 clicks
- 0.27% CTR (0.04% is industry average)
- MSN, CenturyLink, SmartNews, The Weather Channel, Yahoo



Streaming TV

- 36,881 impressions
- 16 clicks
- 88.75% completion rate (40% is industry average)
- Roku, Vizio, Tubi, Samsung TV Plus, FotMob, and Yahoo are top performing channels

Notes

- St. Paul, St. Cloud, Stillwater, Detroit Lakes, and Woodbury top geographies
- Boating and fishing enthusiasts are the top performing behavioral demographics.

July Results

DISPLAY

- 46,364 impressions
- 120 clicks
- 0.26% CTR (0.04% is industry average)
- CenturyLink, MSN, The Hill, NETR Online, The Weather Channel, KTLA 5



Streaming TV

- 36,887 impressions
- 16 clicks
- 88.25% completion rate (40% is industry average)
- Roku, Vizio, Tubi, Samsung TV Plus, Yahoo, and AOL are top performing channels

Notes

- St. Paul, St. Cloud, Stillwater, Detroit Lakes, Forest Lake, and Woodbury top geographies
- Boating and fishing enthusiasts are the top performing behavioral demographics. AS well as people with an interest in boating.

Top 25 Zip Codes by Performance

1	55125	Woodbury / Saint Paul
2	56601	Bemidji
3	55082	Stillwater
4	56308	Alexandria
5	55129	Woodbury / Saint Paul
6	55987	Winona
7	55025	Forest Lake / Columbus
8	55016	Cottage Grove
9	55128	Oakdale / Saint Paul
10	56301	Saint Cloud
11	55112	New Brighton / Saint Paul
12	56073	New Ulm
13	55110	White Bear Lake / Saint Paul
14	56379	Sauk Rapids / Saint Cloud
15	55616	Two Harbors
16	56484	Walker
17	56716	Crookston
18	56367	Rice
19	56501	Detroit Lakes
20	55063	Pine City
21	55604	Grand Marais
22	55038	Hugo
23	56241	Granite Falls
24	56329	Foley / Oak Park / Saint Cloud
25	55126	Arden Hills / Shoreview / Saint Paul

Ranked by total ad impressions delivered per zip code

Summary | May - August

249,740	411	0.16%	90.34%
Impressions	Clicks	Weighted Average CTR	Weighted Average Completion Rate

For an awareness objective, the headline numbers to lean on are reach (249K+ impressions) and video completion (90%+), not CTR — low click-through is expected and healthy on CTV/video placements since the format isn't built for direct interaction. Roku, Vizio, and Samsung TV Plus were the top-delivering CTV channels, all completing above 97%, while the display side skewed toward CenturyLink and MSN placements. Geographic delivery concentrated in the Saint Cloud, Saint Paul/Twin Cities metro, Detroit Lakes, and Stillwater areas, aligning with fishing/boating-interest audience targeting.

Bottom line: Strong, efficient awareness delivery — high completion rates on video content paired with solid overall reach — with display/native adding incremental frequency and light engagement on top of the video foundation

Drainage Work Group (DWG) Meeting

September 10, 2026

Following the welcome and introductions, Rita Weaver, Board of Water and Soil Resources (BWSR) gave an overview of the agenda.

Information was provided about the following drainage-related events.

- Minnesota Watersheds Drainage Workshop – December 2, 2026, Grand View Lodge, Nisswa
- AMC Drainage Conference – March 2-4, Best Western Kelly Inn, St. Cloud

Randall Doneen announced his new role as EWR Deputy Director. He will continue to represent DNR at the DWG.

Drainage Authority Initiated Abandonment

Lukas Croaker explained that the subcommittee proposed amendments to 103E.811 to allow drainage authorities to initiate abandonment, aiming for consistency across Chapter 103E, clearer processes, reduced costs on non-functional systems, and reliance on existing records.

- Key criteria: the system is not likely to serve its original purpose, is not of public benefit and utility, or restoration/repair is impractical. The draft is a living document and open to feedback by end of month.
- Terminology debates included "believes," "restoration," "repair," and "necessary." Preference emerged to clarify "restoration" as repair/maintenance to avoid implying return to pre-drainage conditions and to define detailed thresholds in the drainage manual rather than statute.

<u>Defining "Necessary" within Chapter 103E Context</u>

- Question on how "necessary" will be defined (financially or other criteria).
- Consensus to align with existing Chapter 103E usage and detail criteria in the Minnesota Public Drainage Manual (MPDM) rather than statute.
- MPDM would articulate provable elements for decision-making.

<u>Appeals and Judicial Review Pathway for Abandonment Orders</u>

- Question whether appeals go to district court or court of appeals, and if 103E.095 needs amendment. Response: Parties can appeal the drainage authority's abandonment order; venue details to be clarified later in the draft.
- Follow-up planned to determine if district court review requires amending 103E.095.

<u>Upstream vs. Downstream Landowner Objections and Thresholds</u>

- Concern that higher objection thresholds could let downstream owners cut off necessary outlets for upstream headwaters.
- Reference to objection process under Subdivision 5 or 6; technical expert(s) would analyze and report before a decision.
- Subcommittee will revisit this concern when reviewing later subdivisions to ensure safeguards.

<u>Subdivision 3 Updates—Hearing Purpose and Thresholds</u>

- Changes clarify hearing purpose: build a factual record to support abandonment or retention.
- Reasons for petition-based abandonment expanded to include functionality and practicality of restore/repair.
- Thresholds aligned with Subdivision 2 for consistency.
- Conclusion: General agreement that changes are straightforward and consistent.

Subdivision 4—Jurisdiction and Filing Consistency

- Revised to clarify where petitions are filed and which drainage authority has jurisdiction for petition-based and authority-initiated abandonment.
- Language drawn from 103E.227, 103E.805, 103E.806 to ensure consistency.
- References to "court/district court" removed as outdated; modern practice is county, joint county, watershed district, or WMO as drainage authority.

Subdivision 5—Notice of Hearing and Due Process

- New subdivision separates notice from filing to clarify process, including authority-initiated abandonment.
- Auditor/secretary sets time and location; notice by publication and mailed notice required.
- Supreme Court context: adding "secretary" resolves a recent appeal issue involving watershed districts and auditors.
- Timing: 10 days for mailed notice mirrors multiple references in 103E; some suggest 20 days due to postal delays.
- "Benefited area of record" used to identify who receives mailed notice, avoiding forced reestablishment where records are missing.
- Legal risk noted if someone claims non-receipt; aim is to use best available records for due process.
- 103E publication: once a week for three consecutive weeks in a legal newspaper of general circulation in affected counties. 103D uses two weeks.

Notice Methods for Drainage Proceedings

- Discussion on providing two forms of notice: direct letters to identified property owners and publication in a newspaper.
    - Rationale: Past reliance on newspaper-only publication was insufficient; adding letters improves coverage.
    - Practical issues: Some stakeholders do not check websites or read newspapers; multiple channels still draw complaints.
- Basis: Experience in St. Louis County using watershed modeling to approximate benefit areas when records were incomplete.
- Consensus to include two notice forms (letters and publication); websites may be used but are not reliable as sole notice.

Considering Public Waters, Downstream Impacts, and Post-Abandonment Conditions

- Suggestion to include language similar to repair provisions regarding impacts on public waters and possible DNR considerations.
- Drainage authorities should consider post-abandonment outcomes: localized flooding, wetland restoration, public water implications.
- Concern about costs if formal engineering analyses are required; intent is to avoid significant costs for systems unlikely to be repaired.

Handling Unknown Ditch Alignments with Existing Benefit Rolls

- Real-world cases exist where benefited area maps and tax rolls are intact, but ditch locations are unknown due to changes over 100+ years.
- Drainage authority-initiated proceedings could address situations where no petitioners can be identified or thresholds cannot be met.
- Draft provides discretion to initiate proceedings when practical information (like ditch alignment) is missing.

Subdivision 6—Hearing Framework for Abandonment

- Purpose: Provide discretion to drainage authorities while preserving landowner rights to object.
- Hearing triggers: Ordered by the drainage authority or must be ordered upon petition by over 51% of property owners.
- Evidence to examine: The petition (if applicable), existing drainage system records (no record creation required), and input from interested parties (historical knowledge, tax records, etc.).
- Decision criteria to deny abandonment: System likely serves its original purpose; restoration is practical; repair or improvement is possible.
- Decision criteria to order abandonment: Original purpose no longer exists; not of public benefit/utility; restoration impractical; findings and order constitute the record for potential appeals.

Objection Thresholds and "26%" Debate (Subdivision 6B)

- Petition-driven abandonment: Any assessed property owner may appear and file a written objection.
- Drainage authority-initiated abandonment: Current draft uses a 26% objection threshold (by owners or by area assessed) to trigger further examination.
- Rationale for threshold: Prevent process bog-down by a single minimal-benefit objector; ensure meaningful challenges with "skin in the game."
- Counterpoint: Difficulty calculating 26% when records are incomplete; unclear denominator (owners vs. area) in practice.
- Status: Further consideration will be given by the subcommittee on whether to retain, revise, or remove the 26% threshold after reviewing input from DWG members.

Appointment of Technical Persons Instead of Viewers

- Change: Shift from mandatory appointment of "viewers" to appointing "technical persons" when objections are filed.
- Options include engineers, viewers, drainage inspectors, or an inspection committee.
- Rationale: Reduce costs and tailor expertise to the nature of objections; align with references in Chapter 103E.
- Process: Adjourn hearing, conduct examination, prepare report, and reconvene to consider findings.
- Support for flexibility to appoint appropriate technical expertise.
- Discussion on the term "appoint" for assigning technical persons: concerns raised that it sounds too formal and similar to appointing viewers. Alternative terms like "assign" or "direct" were suggested.
- "Appoint" is used throughout chapter one and three for engineers and viewers; the group concluded the terminology choice does not significantly change the legal process.
- The subcommittee will discuss the term and provide a recommendation at the next meeting.

Role of DNR and Other Political Subdivisions

- Notification: Political subdivisions, road authorities, and utilities would be part of the notice to surface concerns (e.g., road crossings).
- DNR input: Interest in optional involvement, especially where abandonment concerns public waters; DNR could provide information for the record without attending hearings.
- DNR need not be universally required but may be included as an option where relevant.

Abandonment Proceeding Funding

- Subdivision 8 was added to address who pays for abandonment proceedings, an issue highlighted by a St. Louis County case.
- The cost may be paid from the drainage authority's funds or be assessed against the drainage system.
- If the system is kept, the drainage system might pay; if the system is abandoned, the drainage authority might pay, especially if they initiated the proceeding.

Incorporating Restoration Goals into Abandonment Process

- A suggestion was made to allow drainage authorities to use the abandonment process if it facilitates a high-value water resource restoration, such as for drained peatland. This could be an additional reason for a drainage authority to initiate abandonment.
- Goal: Streamline and lower the cost of restoration projects by simplifying the ditch abandonment hurdle.
- Mechanisms for such restoration projects already exist (e.g., Glacier Ridge National Wildlife Refuge project).
- This could be included as part of the "public interest" consideration for the drainage authority; further discussion on specific language will take place

DWG Draft Assessment Report

Katie Pratt has conducted an external assessment (23 interviews, document review) and found strong consensus that the DWG should continue due to its unique multi-interest forum and history (e.g., drainage handbook). The group faces growing complexity, divergent interests, and stalemates. It is informal, with no statutory authority; its influence on drainage legislation is notable despite lack of formal power. A central challenge is scope conflict: technical, statute-focused work versus big picture, forward-looking discussions.

Decision-making Framework

There was some support to shift from binary consensus/non-consensus to graded agreement (e.g., red/yellow/green or 1–5 scale), documenting dissent rationales and enabling progress without unanimity. A single consolidated report per topic would capture levels of agreement, dissent reasons, shared learning, and unresolved concerns, reducing veto-by-one risks.

- Past efforts stalled due to single dissents and unclear governance; color-coding tools have worked in other settings.
- Clarify who participates in graded agreement (eligibility unresolved); subcommittee work can mitigate large-forum consensus issues.
- Interest-based negotiation shifts from positions to shared interests; capture changes that move dissent from red to yellow.

Structure, Participation, and Representation

Some attendees believe that the current consensus/non-consensus membership model is confusing and inequitable. Discussion was held regarding either removing formal membership as a decision gate or redefining it with clear criteria, while maintaining open participation in discussions. Representation should reflect diverse environmental and agricultural interests and regional differences (e.g., Red River Valley vs. metro/southeast), avoiding one-size-fits-all outcomes. Suggestions included:

- Inventory the membership roster and decision rights; propose removal or clear redefinition aligned with practice.
- Define "active participation" criteria (attendance, draft contributions) for decision inputs and report inclusion.

- Clarified that the “four big ideas” in the report were interview examples, not active proposals.
- Risks of fully open voting vs. a roster of 20–30 committed members; hybrid models suggested (open discussion, defined decision participants).
- Environmental representation is multifaceted; single organizations can’t speak for all interests.

Facilitation, Leadership, Scope Management, and BWSR Relationship

Effective facilitation, strict technical scoping, and clear role definition are needed. The group’s role is to develop recommendations and documented positions rather than resolve all legal outcomes. Leadership transitions and evolving composition have impacted focus. Relationship with BWSR (administrative home without direct 103E authority) needs clarification, including whether BWSR can veto work products.

- Use tools like project templates; tier work products (technical fixes vs. exploratory efforts).
- Topic selection should be vetted for impact and feasibility.
- Clarify BWSR’s role and authority regarding DWG outputs.

Governance, Resources, and Roles

The group operates informally without bylaws; the primary bottleneck has been consensus. Members contribute time voluntarily; the group is underfunded relative to its workload. Tom’s dual role as neutral administrator and technical expert presents conflicts that need addressing.

- The group is not statutorily required to reach consensus; it hears input from stakeholders and can make recommendations.
- Consider role delineation or support to resolve Tom’s dual-role conflict.

Send comments on the draft report to Katie by October 31.

Next Meeting

The next meeting will be held at the MnDOT office in St. Cloud on November 5 from 11 a.m. to 2 p.m.

Meeting notes by Jan Voit

Pelican River watershed district

211 Holmes Street West - Suite 201 - Detroit Lakes, MN 56501 - ph: 218-846-0436 – em: info@prwd.org

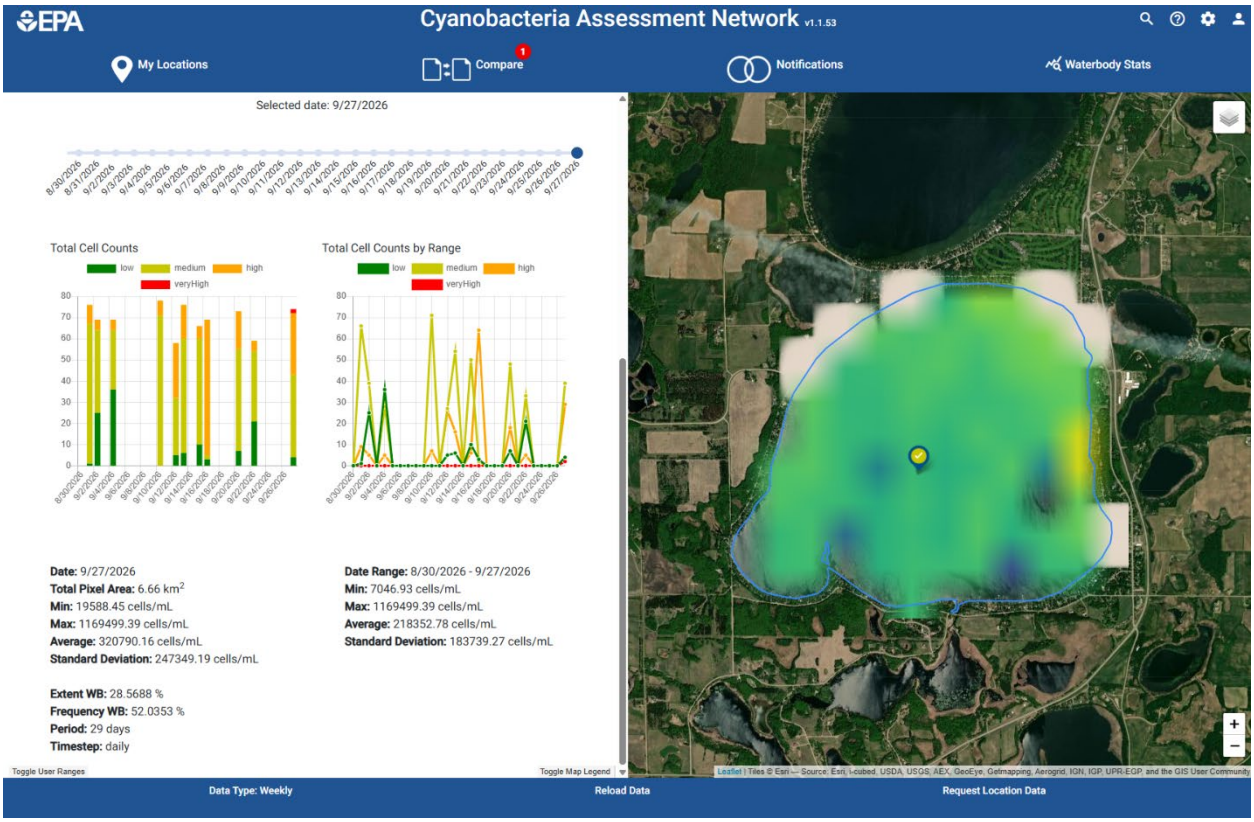
Blue-Green Algae Report on Lake Melissa

Date: 9/28/2026, Krista Colmer Email

“Lake Melissa seems to be having blue green algae bloom happening on the east shore line. I work as AIS inspector, I am concerned with people getting into the water loading and unloading water craft. Might want to check this out.”

“The green like paint looking algae was all around the boat landing and a local neighbor mentioned it all the way down to and around his dock also(south of the landing, i know he is that last house on that dead end road so 4th house from the landing).”

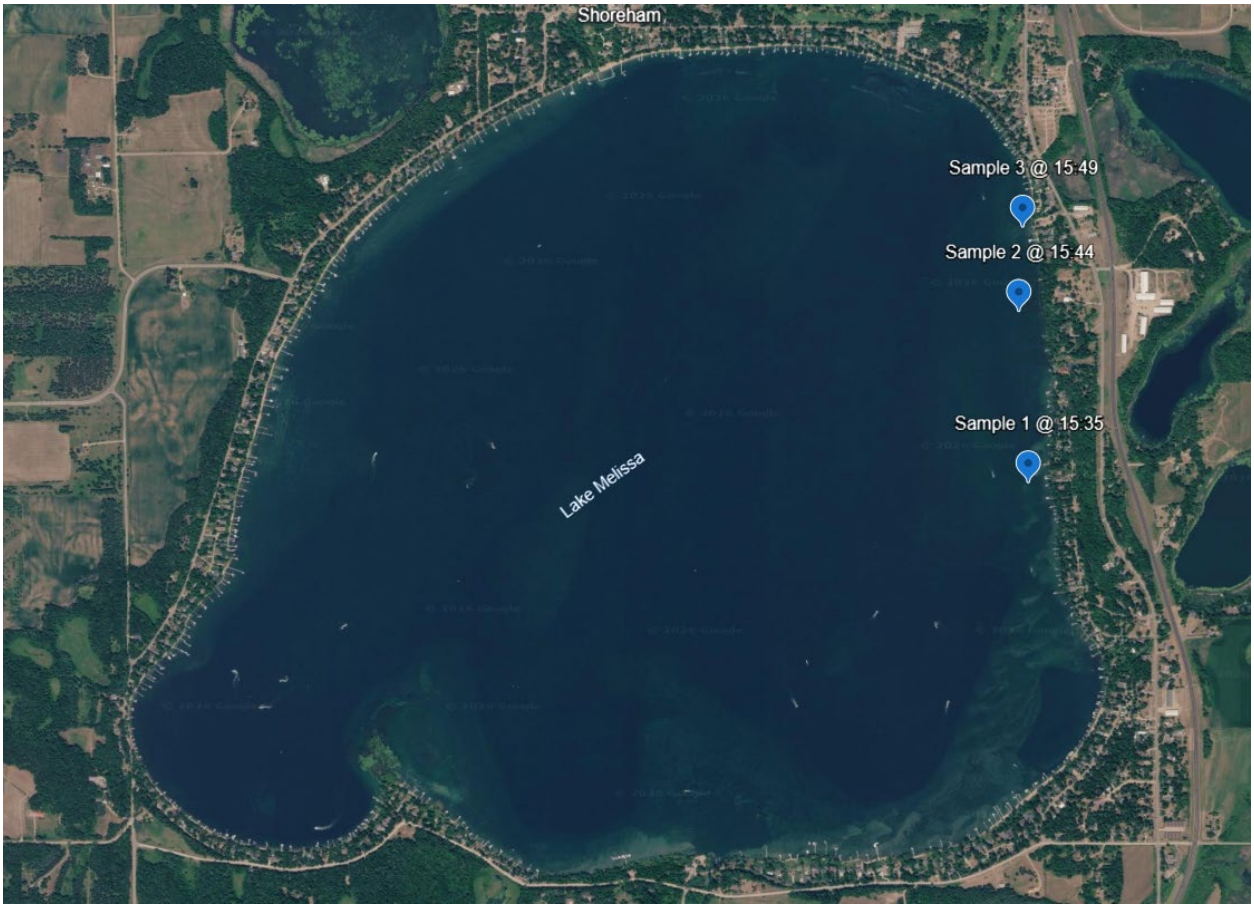
Bach reviewed the CyAN for the past month. The levels of potential algae growth was along the east shore south of the access extending about 3000 feet.



Bach kayaked out on 9/28/2026 to sample for the jar test (see attached method). Sample sites and times are below.

PELICAN RIVER watershed district

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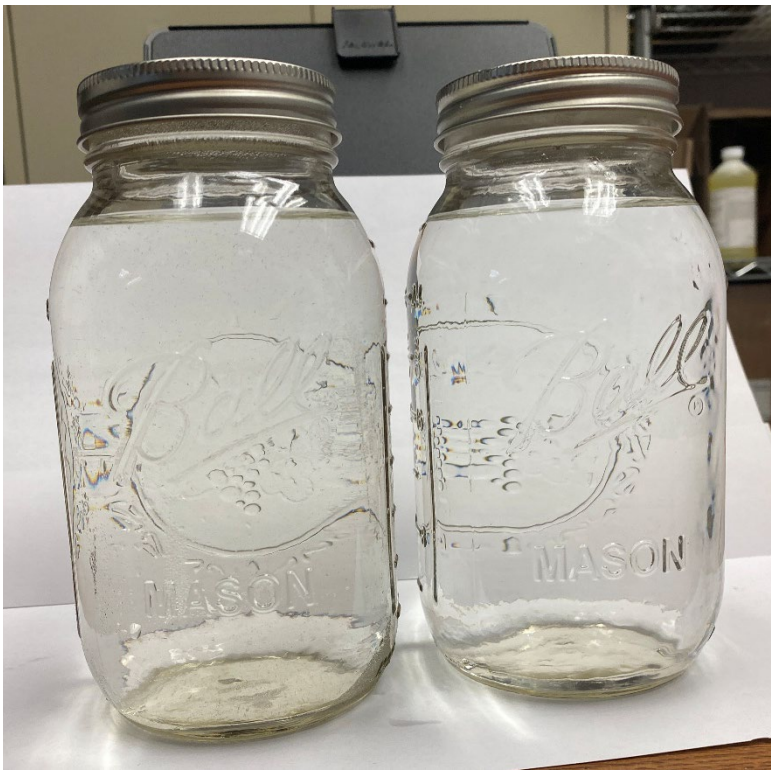
The weather was overcast with winds at 10 mph from the SSE. At each sample site the water was clear to the bottom with a green tint.

All samples were clear and placed in the refrigerator after returning to the office at 16:15.

When viewed on 9/29/2028 at 08:00, the samples were clear. A very thin layer of precipitate was seen on the bottom of the jar. There was no floating material or ring at the top of the jar.

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Results:



Above (left to right): Sample 1, Distilled Water negative control



Above (left to right): Sample 2 vs Distilled Water negative Control

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Above (left to right): Sample 3 vs Distilled Water negative Control

Conclusion:

At the time of test there is no evidence to suggest that there is no significant blue-green algae present in the tested water. The winds likely dispersed any floating algae after they were noticed by the reporter. The settling of the little material in the jar indicates normal algae growth.

However, it is best to use caution when a blue green algae bloom has been suspected. From the Minnesota Department of Health:

"What should I do if I see a bloom?
There is no way to tell if a blue-green algal bloom is toxic just by looking at it. Adults, children, and animals should avoid contact with water with blue-green algae. The risk of illness after a bloom goes away is low, however toxins can persist in the water after the bloom has cleared up. Watch for signs of recent blooms, such as green scum on the shoreline and keep pets from eating debris that has washed up on the shore. When in doubt, stay out! If you or your pet go into water where there may be a bloom, wash off with fresh water immediately afterwards." https://www.health.state.mn.us/diseases/hab/hab.html

MINNESOTA POLLUTION CONTROL AGENCY

www.pca.state.mn.us



Simple, no-cost tests for blue-green algae

Use a jar or stick to check for blue-green algae in your lake or pond.

Adapted with permission from the Kansas Department of Health and Environment

A couple simple and free tests can help to determine if a lake has a blue-green algae community. The Minnesota Pollution Control Agency (MPCA) does not routinely monitor for algal toxins. If your test results indicate you have a blue-green bloom, please refer to the Blue-green algae and harmful algal blooms page on the MPCA website for tips to reduce the risk of exposure by your family and pets. Contact the MPCA's Water Quality Monitoring Line (651-757-2822) with questions about blue-green algae or the results of your tests.

If you think you or your pet have been exposed to blue-green algae toxins, contact your health care provider or veterinarian. Report any illnesses where the suspected cause is blue-green algae toxins to the Minnesota Department of Health Foodborne and Waterborne Illness Hotline (877-366-3455 or health.foodill@state.mn.us).

Note: No test for blue-green algae is perfect, including these. The jar test relies on the buoyancy of most free-floating blue-green algae. In Minnesota, most bloom complaints are the result of the buoyant forms. But there's a small possibility that the algae in your test may be a non-buoyant species, resulting in a false negative. Likewise, some swimming forms of non-blue-green algae (such as euglenoids) may form a surface layer during a jar test, resulting in a false positive. Euglena blooms are often reddish, rather than green.

The presence of blue-green algae does not mean your lake is hazardous; they are a natural part of the algae communities in Minnesota lakes. Although the jar test can confirm blue-green algae, it does not indicate the algae species or if the bloom is toxic. Hazardous conditions occur when there is a large amount of blue-green algae composed of species capable of generating toxins. A chemical test for toxins would be required to confirm hazardous conditions.

The jar test



If your lake or pond water appears very green, the jar test can help determine if the color is from blue-green algae, or just an overabundance of more beneficial types of planktonic algae.

Materials

- Clear jar (pint to quart size) with a screw top lid, such as a canning jar or pickle jar with label removed
- Rubber or latex gloves

Procedure

1. With the gloves on, collect a sample just below the surface of the water (avoid collecting just the top layer of scum).
2. Fill the jar about three-quarters full. Do not fill the jar completely; algae give off gases that may cause pressure buildup in the jar that could break it.
3. Wipe any scum off the outside of the jar and screw the lid on.
4. Put the jar in the refrigerator and leave it undisturbed overnight.
5. Carefully remove the jar from the refrigerator and see where the algae has accumulated. Do not shake or agitate the jar at all or the algae will mix into the water again and negate your test results.

6. If the algae are settled out near the bottom of the jar, it is likely that your lake does not have a lot of blue-green algae.



7. If the algae have formed a green ring at the top of the water, there is a strong possibility that your lake does have a blue-green algae community.



The stick test

If your lake or pond has a mat of green material floating on the surface, the stick test can help determine what it is.

Materials

- Sturdy stick, long enough to reach into the water without getting algae on your hands
- Rubber or latex gloves

Procedure

With the gloves on, push the stick into the surface mat and slowly lift it out the water. If the stick comes out looking like it has been dipped into a can of paint, the material is likely blue-green algae. If the stick comes out with green strands like hair or threads, the material is probably filamentous green algae, which may be a nuisance but is not a health hazard.



Filamentous algae

Note:

The stick test can fail when a type of blue-green algae called *Lyngbya wollei* is present. This species can form tough filamentous mats that float to the surface, similar to mats formed by harmless filamentous algae. But *Lyngbya wollei* algae differentiate themselves with a putrid sewage-like odor and by sometimes releasing purple pigment in the water around them.



Rules Report – October 2026

PERMITS COMPLETED

No.	Name/Address	Description
26-02	**The Port on Little Detroit** (Bowling Alley Property) 1377 West Lake Dr PIN: 490124000	Construction of townhomes. PRWD Rule Chapter 6, Section 6.2(B) Residential subdivision, or development of four (4) or more lots.
26-07	**The Pavillion** 1361 Washington Avenue Pin: 497023051	Demolition and reconstruction of Pavillion building. PRWD Rule Chapter 6, Section 6.2 (A)(3) Equal or greater than one (1) acre of impervious surface coverage.
26-13	**Brorby, Christopher** (Midco) 25174 CR 6 Pin: 191427065	Installation of a utility under a public drainage system. PRWD Rule Chapter 9 Section 9.2 (B)-Public Drainage Systems.

PERMITS IN PROCESS

Applicant	Application Status	Update	PRWD Contact Date
None			

EXPECTED PROJECTS

Applicant	Project
None	

PERMIT CLOSE-OUT REVIEW

Staff are continuing the review of permits that have closed or expired in the last six months. Landowners who have not submitted their project completion paperwork will be contacted.

Site Visits Completed

Permit	Name	Work Type	Satisfied/Unsatisfied
24-50	**Sannes, Ross & Emily**	SIZ alterations- four replacement trees and 15 native shrubs along the shoreline	Satisfied
24-70	**Rice, Jen**	SIZ Land Alteration-Add 14 yds of fill and plant cover crop to stabilize soil	Satisfied

Permits Contacted

Permit	Name	Work Type	Date
None			

Rules Report – October 2026

AGENCY MEETING REVIEW

City of Detroit Lakes – City Council	October 18, 2026 –no comment
City of Detroit Lakes – Planning Commission	October 22, 2026 – no comment
City of Detroit Lakes – Development Authority	October 8, 2026 –no comment
Becker County Commissioner	October 6, 2026 – No comments October 20, 2026 - No comments
Becker County – Planning and Zoning	October 28, 2026 – No comments
Becker County – Board of Adjustment	October 8, 2026 – No Comment

2026 - Quarter 3 Manager Pay
Paid October 2026
Milage Rate **$0.725**

		Busker, Scott				
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**	
8/10/2026	Special Meeting - CIP	$ 125.00	6	$ 4.35		
8/19/2026	Regular Meeting	$ 125.00	6	$ 4.35		
9/9/2026	Regular Meeting	$ 125.00	6	$ 4.35		
	Total	**$ 375.00**	**18.00**	**$ 13.05**	**$**	**-**

		Jasken, Charles				
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**	
7/13/2026	Bills	$ 40.00	11	$ 7.98		
7/15/2026	Regular Meeting	$ 125.00	11	$ 7.98		
7/16/2026	Buck's Mill Celebration	$ 125.00	11	$ 7.98		
7/23/2026	Payroll	$ 40.00	11	$ 7.98		
7/28/2026	Payroll	$ 40.00	11	$ 7.98		
8/10/2026	Special Meeting - CIP	$ 125.00	11	$ 7.98		
8/11/2026	Payroll	$ 40.00	11	$ 7.98		
8/17/2026	Permit Meeting	$ 125.00	11	$ 7.98		
8/19/2026	Regular Meeting	$ 125.00	11	$ 7.98		
8/24/2026	Payroll	$ 40.00	11	$ 7.98		
8/28/2026	Dillon Meeting	$ 40.00	11	$ 7.98		
9/8/2026	Bills	$ 40.00	11	$ 7.98		
9/9/2026	Regular Meeting	$ 125.00	11	$ 7.98		
9/30/2026	Finance Committee	$ 40.00	11	$ 7.98		
	Total	**$ 1,070.00**	**154**	**$111.65**		

		Jasken, Chris				
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**	
7/15/2026	Regular Meeting	$ 125.00	12	$ 8.70		
8/10/2026	Special Meeting - CIP	$ 125.00	12	$ 8.70		
8/19/2026	Regular Meeting	$ 125.00	12	$ 8.70		
9/9/2026	Regular Meeting	$ 125.00	12	$ 8.70		
	Total	**$ 500.00**	**48**	**$34.80**		**0**

		Kral				
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**	
7/15/2026	Regular Meeting	$ 125.00	10	$ 7.25		
8/10/2026	Special Meeting - CIP	$ 125.00	10	$ 7.25		
8/19/2026	Regular Meeting	$ 125.00	10	$ 7.25		
9/9/2026	Regular Meeting	$ 125.00	10	$ 7.25		
9/30/2026	Finance Committee	$ 40.00	10	$ 7.25		
	Total	**$ 540.00**	**50**	**$36.25**		**0**

2026 - Quarter 3 Manager Pay

		Michaelson, Rick			
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**
7/15/2026	Regular Meeting	$ 125.00	14	$ 10.15	
7/16/2026	Buck's Mill Celebration	$ 125.00	14	$ 10.15	
7/23/2026	Maintenance Agreement	$ 40.00	14	$ 10.15	
8/10/2026	Special Meeting - CIP	$ 125.00	14	$ 10.15	
8/19/2026	Regular Meeting	$ 125.00	14	$ 10.15	
8/20/2026	Maintenance Agreement	$ 40.00	14	$ 10.15	
9/9/2026	Regular Meeting	$ 125.00	14	$ 10.15	
9/30/2026	Finance Committee	$ 40.00	14	$ 10.15	
	Total	**$ 745.00**	**112**	**$81.20**	**0**

		Okeson			
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**
7/10/2026	Beaver Dam Removal Camp	$ 125.00	0	$ -	
7/15/2026	Regular Meeting	$ 125.00	20	$ 14.50	
7/16/2026	Buck's Mill Celebration	$ 125.00	20	$ 14.50	
8/19/2026	Regular Meeting	$ 125.00	20	$ 14.50	
9/9/2026	Regular Meeting	$ 125.00	20	$ 14.50	
	Total	**$ 625.00**	**80**	**$58.00**	**$ -**

		Olson, Laurie			
Date	**Event**	**Meeting Rate**	**Miles**	**Mileage Rate**	**Expenses**
7/15/2026	Regular Meeting	$ 125.00	7	$ 5.08	
7/16/2026	Buck's Mill Celebration	$ 125.00	7	$ 5.08	
8/10/2026	Special Meeting - CIP	$ 125.00	7	$ 5.08	
8/19/2026	Regular Meeting	$ 125.00	7	$ 5.08	
9/9/2026	Regular Meeting	$ 125.00	7	$ 5.08	
				$ -	
	Total	**$ 625.00**	**35**	**$ 25.38**	**0**

PELICAN RIVER WATERSHED DISTRICT

Profit and Loss by Class

January-September, 2026

Grant Funds

	50.1 319 Grant Match - Campbell PRWD	50.2 319 Grant Match - Campbell OT1W1P	51 319 Grant - Campbell	52 BMD Mod Grant MNDNR	54 DNR_L Floyd Grant	58 OT1W1P - Grant
Income						
101 REVENUE						
101-1 Ad Valorum General Property Tax						
101-2 Special Assessment						
101-3 Utility Fee - Stormwater						
101-4 Interest Income	784.74	43.44				
Total for 101 REVENUE	**784.74**	**43.44**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
102 OTHER FINANCING SOURCES (USES)						
102-03 Intergovernmental Revenue		73,430.50	5,644.61	2,718,161.43	7,062.70	
102-04 Misc. Income						
102-05 Permitting App & Fees						
Total for 102 OTHER FINANCING SOURCES (USES)	**$0.00**	**73,430.50**	**5,644.61**	**2,718,161.43**	**7,062.70**	**$0.00**
Total for Income	**784.74**	**73,473.94**	**5,644.61**	**2,718,161.43**	**7,062.70**	**$0.00**
Expenses						
502 Bucks Mill Dam Mod T04						
502-001 BMD Attorney - Project				1,579.50		
502-105 BMD P1 - Project Management 105				7,755.50		
502-105-2 BMD P2 - Project Management				28,619.55		
502-110 BMD P1-Eng Report 110				4,454.75		
502-115 BMD P1 TWP Rd Assoc Effort 115				4,128.75		
502-220 BMD P1-EAW 220				851.00		
502-320 BMD P2-Design&Construct Docs Rock Rapids 320				63,359.79		
502-325 BMD P2-Design&Construct Docs Road 325				14,902.50		
502-330 BMD P2 - Project Adver & Bid 330				17,236.92		
502-400 BMD P2-Construction Management 400				139,682.85		
502-610 BMD P1-Public Hearing Support 610				5,680.00		
502-625 BMD P2-Permit Acquisition 625				1,486.25		
502-920 BMD P1-Field Survey 920				11,595.71		
Total for 502 Bucks Mill Dam Mod T04	**$0.00**	**$0.00**	**$0.00**	**301,333.07**	**$0.00**	**$0.00**
502-004 BMD Construction V1 Streambank Restoration/Dam				1,627,476.26		
502-005 BMD Construction V2 Twp Road				787,590.18		
503 CPL Little Floyd						
503-004 Contracts - Construction						
Total for 503 CPL Little Floyd	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
505 OT1W1P						
505-003 Willow St Pond Feas - ContServ						2,120.49
Total for 505 OT1W1P	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**2,120.49**
506 319 Campbell Creek						
506-101 319 CC - OBJ1 - Design/Eng/Impl	14,242.45	64,034.30	-30,130.57			
506-103 319 CC -OBJ3- SWCD Grade Stab.			5,000.00			
Total for 506 319 Campbell Creek	**14,242.45**	**64,034.30**	**-25,130.57**	**$0.00**	**$0.00**	**$0.00**
507 Rice Lake Project						
507-002 Bid, Permits, Const. Mgmt, Insp						
507-003 Construction						
Total for 507 Rice Lake Project	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Unapplied Cash Bill Payment Expense						
Total for Expenses	**14,242.45**	**64,034.30**	**-25,130.57**	**2,716,399.51**	**$0.00**	**2,120.49**
Net Operating Income	**-13,457.71**	**9,439.64**	**30,775.18**	**1,761.92**	**7,062.70**	**-2,120.49**
Net Income	**-13,457.71**	**9,439.64**	**30,775.18**	**1,761.92**	**7,062.70**	**-2,120.49**

FY2025 EOY - post Audit						
Savings	$ 118,739.15		$ (42,751.09)	$ (2,994.22)	$ (7,062.70)	$ -
Checking						
CD						
Total Fund:	$ 118,739.15	$ -	$ (42,751.09)	$ (2,994.22)	$ (7,062.70)	$ -

FY2026						
Savings	$ 105,281.44	$ 9,439.64	$ (11,975.91)	$ (1,232.30)	$ -	$ (2,120.49)
Checking						
CD Transfer 4/1/2026						
Total Fund:	$ 105,281.44	$ 9,439.64	$ (11,975.91)	$ (1,232.30)	$ -	$ (2,120.49)

PELICAN RIVER WATERSHED D

Profit and Loss by Class

January-September, 2026

Grant Funds

	59 Rice Lake - Match	60 RL/BWSR Grant/2021	61 RL/BWSR Grant Phase II 2023	Total
Income				
101 REVENUE				
101-1 Ad Valorum General Property Tax				0.00
101-2 Special Assessment				0.00
101-3 Utility Fee - Stormwater				0.00
101-4 Interest Income	2,900.67	20.12	1,852.32	5,601.29
Total for 101 REVENUE	**2,900.67**	**20.12**	**1,852.32**	**$5,601.29**
102 OTHER FINANCING SOURCES (USES)				0
102-03 Intergovernmental Revenue		83,011.00		2,887,310.24
102-04 Misc. Income				0.00
102-05 Permitting App & Fees				0.00
Total for 102 OTHER FINANCING SOURCES (USES)	**$0.00**	**83,011.00**	**$0.00**	**$2,887,310.24**
Total for Income	**2,900.67**	**83,031.12**	**1,852.32**	**$2,892,911.53**
Expenses				0
502 Bucks Mill Dam Mod T04				0
502-001 BMD Attorney - Project				1,579.50
502-105 BMD P1 - Project Management 105				7,755.50
502-105-2 BMD P2 - Project Management				28,619.55
502-110 BMD P1-Eng Report 110				4,454.75
502-115 BMD P1 TWP Rd Assoc Effort 115				4,128.75
502-220 BMD P1-EAW 220				851.00
502-320 BMD P2-Design&Construct Docs Rock Rapids 320				63,359.79
502-325 BMD P2-Design&Construct Docs Road 325				14,902.50
502-330 BMD P2 - Project Adver & Bid 330				17,236.92
502-400 BMD P2-Construction Management 400				139,682.85
502-610 BMD P1-Public Hearing Support 610				5,680.00
502-625 BMD P2-Permit Acquisition 625				1,486.25
502-920 BMD P1-Field Survey 920				11,595.71
Total for 502 Bucks Mill Dam Mod T04	**$0.00**	**$0.00**	**$0.00**	**$301,333.07**
502-004 BMD Construction V1 Streambank Restoration/Dam				1,627,476.26
502-005 BMD Construction V2 Twp Road				787,590.18
503 CPL Little Floyd				0
503-004 Contracts - Construction	31,250.00		93,750.00	125,000.00
Total for 503 CPL Little Floyd	**31,250.00**	**$0.00**	**93,750.00**	**$125,000.00**
505 OT1W1P				0
505-003 Willow St Pond Feas - ContServ				2,120.49
Total for 505 OT1W1P	**$0.00**	**$0.00**	**$0.00**	**$2,120.49**
506 319 Campbell Creek				0
506-101 319 CC - OBJ1 - Design/Eng/Impl				48,146.18
506-103 319 CC -OBJ3- SWCD Grade Stab.				5,000.00
Total for 506 319 Campbell Creek	**$0.00**	**$0.00**	**$0.00**	**$53,146.18**
507 Rice Lake Project				0
507-002 Bid, Permits, Const. Mgmt, Insp	5,162.26		15,486.80	20,649.06
507-003 Construction	46,817.84		140,453.52	187,271.36
Total for 507 Rice Lake Project	**51,980.10**	**$0.00**	**155,940.32**	**$207,920.42**
Unapplied Cash Bill Payment Expense				$0.00
Total for Expenses	**83,230.10**	**$0.00**	**249,690.32**	**$3,104,586.57**
Net Operating Income	**-80,329.43**	**83,031.12**	**-247,838.00**	**-$211,675.04**
Net Income	**-80,329.43**	**83,031.12**	**-247,838.00**	**-$211,675.04**

FY2025 EOY - post Audit				
Savings	$ 471,710.70	$ (78,823.61)	$ 331,946.75	$ 1,122,712.73
Checking				$ -
CD				$ -
Total Fund:	$ 471,710.70	$ (78,823.61)	$ 331,946.75	$ 1,122,712.73

FY2026				
Savings	$ 391,381.27	$ 4,207.51	$ 84,108.75	$ 579,089.91
Checking				
CD Transfer 4/1/2026				
Total Fund:	$ 391,381.27	$ 4,207.51	$ 84,108.75	$ 579,089.91

PELICAN RIVER WATERSHED DISTRICT

Profit and Loss by Class

January-September, 2026

Levy Funds

	01 General	02 Utility Stormwater	03 DCM-01	04 1B (Sal & Mel)	05 1C (Detroit & Curfman)
Income					
101 REVENUE					
101-1 Ad Valorum General Property Tax	167,853.04		49,329.81		
101-2 Special Assessment		169,524.46		17,173.05	11,430.39
101-3 Utility Fee - Stormwater		7,663.58			
101-4 Interest Income	3,230.86	4,085.86	688.68	322.44	602.56
Total for 101 REVENUE	**171,083.90**	**181,273.90**	**50,018.49**	**17,495.49**	**12,032.95**
102 OTHER FINANCING SOURCES (USES)					
102-03 Intergovernmental Revenue		2,545.88			
102-04 Misc. Income	1,722.84	358.44	90.72		
102-05 Permitting App & Fees		8,000.00			
Total for 102 OTHER FINANCING SOURCES (USES)	**1,722.84**	**10,904.32**	**90.72**	**$0.00**	**$0.00**
Total for Income	**172,806.74**	**192,178.22**	**50,109.21**	**17,495.49**	**12,032.95**
Expenses					
202 OPERATING EXPENSE					
202-01 Bank Charges & Service Costs	230.00				
202-02 EQMT- purchase/lease	9,666.76	1,764.69	1,764.70		
202-03 Insurance & Bonds	5,891.00	605.50	506.50		
202-04 EQMT- Software & Support	4,599.60	216.00			
202-05 Legal Notices & Publications	48.67			70.76	70.76
202-07 Manager Expenses	2,008.71				
202-08 Membership Dues	2,632.00				
202-09 Mileage	137.75		4,331.73		
202-10 Office Supplies	1,688.34	20.97			
202-12 Postage, Freight, Delivery	247.81		50.50		
202-13 Printing	2,510.53				
202-14 Rental- Buildings	12,368.41				
202-15 Staff Training & Travel	171.12	137.18	1,867.89		
202-16 Telecommunications	1,484.71	345.65			
202-17 Utilities - Electric		468.34	468.34		
202-18 Vehicle Maintenance & Fuel	32.00		1,080.94		
202-20 Program EQMT repairs & mainten			1,470.95		
202-21 Program Supplies		107.58	2,594.91		
202-22 Floyd Lake Tornado Response 2026					
Total for 202 OPERATING EXPENSE	**43,717.41**	**3,665.91**	**14,136.46**	**70.76**	**70.76**
203 PAYROLL					
203-01* Wages-Permanent	101,347.73	32,673.56	10,891.19		
203-03* Wages- Seasonal			18,900.00		
203-04* Supplemental Benefit	15,900.00	9,000.00	3,000.00		
203-05* Retirement PERA ER	7,376.26	2,366.04	788.71		
203-06* Manager Compensation	12,530.00				
203-07* Payroll Taxes PRWD	9,944.74	3,415.80	2,715.50		
Total for 203 PAYROLL	**147,098.73**	**47,455.40**	**36,295.40**	**$0.00**	**$0.00**
204 COMMUNITY RELATIONS					
204-02 Promotional Materials		1,381.16	88.15		
204-03 Sponsored Workshops & Events	845.00	5,250.00			
Total for 204 COMMUNITY RELATIONS	**845.00**	**6,631.16**	**88.15**	**$0.00**	**$0.00**
205 INCENTIVE PROGRAMS					
205-01 BMP Cost Share Program		497.51			
205-03 Environmental Education Grants		2,031.08			
Total for 205 INCENTIVE PROGRAMS	**$0.00**	**2,528.59**	**$0.00**	**$0.00**	**$0.00**
206 PROGRAM ACTIVITIES					
206-01 Aquatic Plant Management				17,352.60	18,903.00
206-02 Water Monitor - Lab Analysis			12,414.00		
206-03 Project & Grant Match			2,540.00		
Total for 206 PROGRAM ACTIVITIES	**$0.00**	**$0.00**	**14,954.00**	**17,352.60**	**18,903.00**

PELICAN RIVER WATERSHED DISTRICT

Profit and Loss by Class

January-September, 2026

Levy Funds

	01 General	02 Utility Stormwater	03 DCM-01	04 1B (Sal & Mel)	05 1C (Detroit & Curfman)
207 PROFESSIONAL SERVICES					
204-14 Government charges for services	578.41	9,723.00		694.00	889.00
207-01 1W1P Shared Employee		119.68			
207-02 Accounting/Audit/Prof fees	8,780.50				
207-03 Attorney - Board Meeting	19,393.28				
207-06 Attorney - Permits & Violations		3,072.00			
207-07 Attorney - Project	204.00	178.50			
207-08 Engineer-TO1-general services	12,430.00	620.00			
207-09 Engineer-TO 2 - permit review		23,429.75			
207-12 Moore - GIS T05		2,228.00			
207-13 Engineer - TO6 - BMD Outreach					
207-14 Mtn Agrmt-Web Dev	992.00				
207-15 Moore T09 - Outreach Campaign		165.00			
Total for 207 PROFESSIONAL SERVICES	**42,378.19**	**39,535.93**	**$0.00**	**694.00**	**889.00**
208 DRAINAGE SYSTEM					
208-01 Legal					
208-02 Maintenance - Beaver Control					
Total for 208 DRAINAGE SYSTEM	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total for Expenses	**234,039.33**	**99,816.99**	**65,474.01**	**18,117.36**	**19,862.76**

Cash Basis Wednesday, October 07, 2026 03:09 PM GMT-05:00

FY2025 EOY - post Audit					
Savings	$ 426,096.21	$ 366,011.83	$ 112,523.32	$ 47,421.42	$ 97,504.17
Checking	$ 108,370.40				
CD	$ 125,000.00	$ 75,000.00			
Total Fund:	$ 659,466.61	$ 441,011.83	$ 112,523.32	$ 47,421.42	$ 97,504.17

FY2026					
Savings	$ 255,094.89	$ 458,373.06	$ 97,158.52	$ 46,799.55	$ 89,674.36
Checking	$ 218,139.13				
CD Transfer 4/1/2026	$ 125,000.00	$ 75,000.00			
Total Fund:	$ 598,234.02	$ 533,373.06	$ 97,158.52	$ 46,799.55	$ 89,674.36

15 consecutive 2022 - 2037

PELICAN RIVER WATERSHED D

Profit and Loss by Class

January-September, 2026

Levy Funds

	06 Ditch 11-12	07 Ditch 13	08 Ditch 14	09 Drainage Buffer Enforce
Income				
101 REVENUE				
101-1 Ad Valorum General Property Tax				
101-2 Special Assessment		592.45		
101-3 Utility Fee - Stormwater				
101-4 Interest Income	51.37	66.17	54.53	177.05
Total for 101 REVENUE	**51.37**	**658.62**	**54.53**	**177.05**
102 OTHER FINANCING SOURCES (USES)				
102-03 Intergovernmental Revenue				
102-04 Misc. Income				
102-05 Permitting App & Fees				
Total for 102 OTHER FINANCING SOURCES (USES)	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total for Income	**51.37**	**658.62**	**54.53**	**177.05**
Expenses				
202 OPERATING EXPENSE				
202-01 Bank Charges & Service Costs				
202-02 EQMT- purchase/lease				
202-03 Insurance & Bonds				
202-04 EQMT- Software & Support				
202-05 Legal Notices & Publications				
202-07 Manager Expenses				
202-08 Membership Dues				
202-09 Mileage				
202-10 Office Supplies				
202-12 Postage, Freight, Delivery				
202-13 Printing				
202-14 Rental- Buildings				
202-15 Staff Training & Travel				
202-16 Telecommunications				
202-17 Utilities - Electric				
202-18 Vehicle Maintenance & Fuel				
202-20 Program EQMT repairs & mainten				
202-21 Program Supplies				
202-22 Floyd Lake Tornado Response 2026				
Total for 202 OPERATING EXPENSE	**$0.00**	**$0.00**	**$0.00**	**$0.00**
203 PAYROLL				
203-01* Wages-Permanent				
203-03* Wages- Seasonal				
203-04* Supplemental Benefit				
203-05* Retirement PERA ER				
203-06* Manager Compensation				
203-07* Payroll Taxes PRWD				
Total for 203 PAYROLL	**$0.00**	**$0.00**	**$0.00**	**$0.00**
204 COMMUNITY RELATIONS				
204-02 Promotional Materials				
204-03 Sponsored Workshops & Events				
Total for 204 COMMUNITY RELATIONS	**$0.00**	**$0.00**	**$0.00**	**$0.00**
205 INCENTIVE PROGRAMS				
205-01 BMP Cost Share Program				
205-03 Environmental Education Grants				
Total for 205 INCENTIVE PROGRAMS	**$0.00**	**$0.00**	**$0.00**	**$0.00**
206 PROGRAM ACTIVITIES				
206-01 Aquatic Plant Management				
206-02 Water Monitor - Lab Analysis				
206-03 Project & Grant Match				
Total for 206 PROGRAM ACTIVITIES	**$0.00**	**$0.00**	**$0.00**	**$0.00**

PELICAN RIVER WATERSHED D

Profit and Loss by Class

January-September, 2026

Levy Funds

	06 Ditch 11-12	07 Ditch 13	08 Ditch 14	09 Drainage Buffer Enforce
207 PROFESSIONAL SERVICES				
204-14 Government charges for services				
207-01 1W1P Shared Employee				
207-02 Accounting/Audit/Prof fees				
207-03 Attorney - Board Meeting				
207-06 Attorney - Permits & Violations				
207-07 Attorney - Project				
207-08 Engineer-TO1-general services				
207-09 Engineer-TO 2 - permit review				
207-12 Moore - GIS T05				
207-13 Engineer - TO6 - BMD Outreach				
207-14 Mtn Agrmt-Web Dev				
207-15 Moore T09 - Outreach Campaign				
Total for 207 PROFESSIONAL SERVICES	**$0.00**	**$0.00**	**$0.00**	**$0.00**
208 DRAINAGE SYSTEM				
208-01 Legal				46.00
208-02 Maintenance - Beaver Control	2,320.00	9,680.68		
Total for 208 DRAINAGE SYSTEM	**2,320.00**	**9,680.68**	**$0.00**	**46.00**
Total for Expenses	**2,320.00**	**9,680.68**	**$0.00**	**46.00**

Cash Basis Wednesday, October 07, 2026 03:09 PM GMT-0

FY2025 EOY - post Audit				
Savings	$ 9,425.74	$ 15,867.00	$ 8,623.05	$ 28,043.02
Checking				
CD				
Total Fund:	$ 9,425.74	$ 15,867.00	$ 8,623.05	$ 28,043.02

FY2026				
Savings	$ 7,157.11	$ 6,844.94	$ 8,677.58	$ 28,174.07
Checking				
CD Transfer 4/1/2026				
Total Fund:	$ 7,157.11	$ 6,844.94	$ 8,677.58	$ 28,174.07

Last levied in 2024, $10,000.	**2023, $10,000. 2025 levy $20,000**	**Last levied in 2024, $10,000.**	

PELICAN RIVER WATERSHED D

Profit and Loss by Class

January-September, 2026

Levy Funds

	10 LMP-01	11 PIF	Total
Income			
101 REVENUE			
101-1 Ad Valorum General Property Tax	758.92		217,941.77
101-2 Special Assessment			198,720.35
101-3 Utility Fee - Stormwater			7,663.58
101-4 Interest Income	4,043.42	2,411.33	15,734.27
Total for 101 REVENUE	**4,802.34**	**2,411.33**	**$440,059.97**
102 OTHER FINANCING SOURCES (USES)			0
102-03 Intergovernmental Revenue			2,545.88
102-04 Misc. Income			2,172.00
102-05 Permitting App & Fees			8,000.00
Total for 102 OTHER FINANCING SOURCES (USES)	**$0.00**	**$0.00**	**$12,717.88**
Total for Income	**4,802.34**	**2,411.33**	**$452,777.85**
Expenses			0
202 OPERATING EXPENSE			0
202-01 Bank Charges & Service Costs			230.00
202-02 EQMT- purchase/lease	2,121.72		15,317.87
202-03 Insurance & Bonds			7,003.00
202-04 EQMT- Software & Support			4,815.60
202-05 Legal Notices & Publications			190.19
202-07 Manager Expenses			2,008.71
202-08 Membership Dues			2,632.00
202-09 Mileage			4,469.48
202-10 Office Supplies			1,709.31
202-12 Postage, Freight, Delivery			298.31
202-13 Printing			2,510.53
202-14 Rental- Buildings			12,368.41
202-15 Staff Training & Travel			2,176.19
202-16 Telecommunications			1,830.36
202-17 Utilities - Electric			936.68
202-18 Vehicle Maintenance & Fuel			1,112.94
202-20 Program EQMT repairs & mainten			1,470.95
202-21 Program Supplies			2,702.49
202-22 Floyd Lake Tornado Response 2026	1,897.34		1,897.34
Total for 202 OPERATING EXPENSE	**4,019.06**	**$0.00**	**$65,680.36**
203 PAYROLL			0
203-01* Wages-Permanent			144,912.48
203-03* Wages- Seasonal			18,900.00
203-04* Supplemental Benefit			27,900.00
203-05* Retirement PERA ER			10,531.01
203-06* Manager Compensation			12,530.00
203-07* Payroll Taxes PRWD			16,076.04
Total for 203 PAYROLL	**$0.00**	**$0.00**	**$230,849.53**
204 COMMUNITY RELATIONS			0
204-02 Promotional Materials			1,469.31
204-03 Sponsored Workshops & Events			6,095.00
Total for 204 COMMUNITY RELATIONS	**$0.00**	**$0.00**	**$7,564.31**
205 INCENTIVE PROGRAMS			0
205-01 BMP Cost Share Program			497.51
205-03 Environmental Education Grants			2,031.08
Total for 205 INCENTIVE PROGRAMS	**$0.00**	**$0.00**	**$2,528.59**
206 PROGRAM ACTIVITIES			0
206-01 Aquatic Plant Management	4,642.40		40,898.00
206-02 Water Monitor - Lab Analysis	3,720.00		16,134.00
206-03 Project & Grant Match			2,540.00
Total for 206 PROGRAM ACTIVITIES	**8,362.40**	**$0.00**	**$59,572.00**

PELICAN RIVER WATERSHED D

Profit and Loss by Class

January-September, 2026

Levy Funds

	10 LMP-01	11 PIF	Total
207 PROFESSIONAL SERVICES			0
204-14 Government charges for services			11,884.41
207-01 1W1P Shared Employee			119.68
207-02 Accounting/Audit/Prof fees			8,780.50
207-03 Attorney - Board Meeting			19,393.28
207-06 Attorney - Permits & Violations			3,072.00
207-07 Attorney - Project			382.50
207-08 Engineer-TO1-general services			13,050.00
207-09 Engineer-TO 2 - permit review			23,429.75
207-12 Moore - GIS T05			2,228.00
207-13 Engineer - TO6 - BMD Outreach			0.00
207-14 Mtn Agrmt-Web Dev			992.00
207-15 Moore T09 - Outreach Campaign			165.00
Total for 207 PROFESSIONAL SERVICES	**$0.00**	**$0.00**	**$83,497.12**
208 DRAINAGE SYSTEM			0
208-01 Legal			46.00
208-02 Maintenance - Beaver Control			12,000.68
Total for 208 DRAINAGE SYSTEM	**$0.00**	**$0.00**	**$12,046.68**
Total for Expenses	**12,381.46**	**$0.00**	**$461,738.59**

Cash Basis Wednesday, October 07, 2026 03:09 PM GMT-0

FY2025 EOY - post Audit			
Savings	$ 69,649.20	$ (37,105.40)	$ 717,963.35
Checking			$ -
CD	$ 175,000.00	$ 125,000.00	$ 375,000.00
Total Fund:	$ 244,649.20	$ 87,894.60	$ 1,092,963.35

FY2026			
Savings	$ 62,070.08	$ (34,694.07)	$ 490,863.48
Checking			$ 218,139.13
CD Transfer 4/1/2026	$ 175,000.00	$ 125,000.00	$ 375,000.00
Total Fund:	$ 237,070.08	$ 90,305.93	$ 1,084,002.61

15 consecutive 2011 - 2025.	

Pelican River watershed district

211 Holmes Street West - Suite 201 - Detroit Lakes, MN 56501 - ph: 218-846-0436 – em: info@prwd.org

October 21, 2026

RE: Letter of Support – State Park Road Account (SPRA) Grant Application for Pearl Lake Drive Public Water Access

Dear Lake Eunice Township Board:

The Pelican River Watershed District is pleased to provide this letter of support for Lake Eunice Township's application to the Minnesota Department of Natural Resources State Park Road Account (SPRA) program for improvements to Pearl Lake Drive, the roadway providing access to the public water access on Pearl Lake.

The proposed improvement to Pearl Lake Drive is an important investment in maintaining and improving public access to Pearl Lake.

The Pelican River Watershed District also recognizes the importance of maintaining the roadway in a manner that protects the water quality of Pearl Lake. Improvements to the road surface and associated drainage can help address erosion and stormwater concerns associated with the existing roadway. Properly designed improvements can reduce the potential for sediment and other pollutants carried by stormwater runoff to reach Pearl Lake.

From a watershed perspective, protecting Pearl Lake requires consideration of the areas and infrastructure that drain toward the lake. The project is particularly important because the public water access serves more than the immediate residents surrounding Pearl Lake. It provides an opportunity for the broader public to access and enjoy the lake for boating, fishing, and other outdoor recreational activities.

The Pelican River Watershed District supports Lake Eunice Township's efforts to secure SPRA funding for the Pearl Lake Drive improvement project.

Should this grant application be approved, the Township is welcome and encouraged to apply for a Watershed District Grant to supplement any road improvements with Best Management Practices (BMPs) related to stormwater mitigation or native plant community establishment in the project area or at the adjacent public access.

211 Holmes Street West - Suite 201 - Detroit Lakes, MN 56501 - ph: 218-846-0436 – em: info@prwd.org

Thank you for your consideration and for your continued support of projects that improve public access to Minnesota's lakes and protect the state's valuable water resources.

Sincerely,

Shanna Bach, Administrator on behalf of the Pelican River Watershed District Board of Managers
info@prwd.org

PELICAN RIVER watershed district

211 Holmes Street West - Suite 201 - Detroit Lakes, MN 56501 - ph: 218-846-0436 – em: info@prwd.org

October 21, 2026

RE: Support for Local Road Improvement Program (LRIP) Funding – East Pearl Lake Road

Dear Lake Eunice Township Board:

The Pelican River Watershed District is pleased to provide this letter in strong support of Lake Eunice Township's application for Local Road Improvement Program (LRIP) funding to improve and pave East Pearl Lake Road.

East Pearl Lake Road is an important local transportation route serving residents, property owners, school transportation, emergency and service vehicles, and members of the public accessing Pearl Lake. The roadway also provides access to the Pearl Lake public access.

From a watershed perspective, the improvement of East Pearl Lake Road presents an important opportunity to address both transportation and water-quality concerns. The existing unpaved roadway and associated drainage can contribute to erosion and sediment movement. Improving the road surface and incorporating appropriate drainage and erosion-control measures as part of the project would help reduce the potential for sediment and stormwater runoff from the roadway to reach Pearl Lake.

Pearl Lake is approximately 281 acres and is located within the Pelican River Watershed District. The lake has a publicly accessible Minnesota DNR boat access along its southern shoreline and provides important recreational opportunities for residents and visitors.

The project would also improve access to the Pearl Lake public access. A paved and properly maintained roadway would provide a more dependable route for residents and visitors using the public landing for boating, fishing, and other recreational activities.

We appreciate Lake Eunice Township's efforts to address the condition of East Pearl Lake Road and to incorporate considerations for the protection of Pearl Lake and the surrounding watershed into the project. The Pelican River Watershed District is pleased to support this application.

Sincerely,

Shanna Bach, Administrator on behalf of the Pelican River Watershed District Board of Managers
info@prwd.org

Pearl Lake – Lake Eunice Township





PELICAN RIVER
watershed district

REQUEST FOR PROPOSAL
FOR BANKING SERVICES
October 2026

Pelican River Watershed District
REQUEST FOR PROPOSAL FOR BANKING SERVICES

OVERVIEW

The Pelican River Watershed, MN, is requesting proposals to furnish banking services. Proposers are required to send two (2) paper copies and one (1) electronic copy of the proposal to the District Administrator on or before November 30, 2026, at 4:00 P.M. The District reserves the right to accept or reject any and all proposals. This RFP and the completed responses will serve as the basis for the agreement between the District and the successful respondent.

There is no expressed or implied obligation for the District to reimburse the responding firms for any expenses incurred in preparing proposals in response to this request.

During the evaluation process, the District reserves the right to request additional information or clarifications from proposers, or to allow corrections of errors or omissions.

The successful bidder must be an Equal Employment Opportunity Employer.

Questions regarding the proposal may be directed to the District Administrator by e-mail at: info@prwd.org. Written responses will be e-mailed to all proposers.

CONTRACT TERMS

The term of this contract is for a five (5) year period beginning approximately January 1, 2027, with an additional three (3) year option to renew. The prices quoted in the proposal must be guaranteed for at least two (2) years. However, cost adjustments will be permitted when an increase becomes necessary due to the increased cost of items outside of the banks' control. Any such cost adjustments must be documented, justified and accepted by the District before such costs are implemented. The District and the successful institution shall renegotiate the fees to be charged after the initial two (2) year period for the next one (1) year period or the remainder of the contract period. Nothing in this paragraph shall limit the ability of the parties to terminate the contract at earlier dates as hereinafter provided.

PROPOSAL EVALUATION AND SELECTION CRITERIA

The contract will be awarded to the financial institution that best meets the needs of the District provided the fee is reasonable and it is in the best interest of the District to accept it. A committee has been appointed to read, evaluate, and recommend the financial institution to the District Council. In evaluating the proposals, the following criteria will be used:

Responsiveness of the proposal:

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- The sufficiency of its financial resources and the ability, capacity and skill of the institution to perform all required and desired services on a timely basis.
- Responses of client references.
- Demonstrated knowledge of the District, the community, and its economic conditions.
- The reputation, financial stability, and longevity of the proposer.
- The quality, availability, and adaptability of the services to the needs required.
- Cost of the services provided.
- Physical facility including the location(s), technology and security of the facility.
- The community involvement of the institution in the Detroit Lakes and Becker County Areas.

The District reserves the right to award the contract in whole or in part, whichever is in the best interest of the District. The District also reserves the right to reject proposals, in whole or in part, that do not comply with the provisions of this RFP. The costs of banking services and/or location, although a significant factors, may not be dominant factors.

FORMAT REQUIRED FOR SUBMITTED PROPOSALS

Title Page - Show the name of your institution, local address, telephone number, name of contact person, and the date.

Letter of Transmittal - Please limit it to one page. Proposers may use this letter to present any information they consider essential to their proposal. Please list the names of all individuals who are authorized to make representations for the proposer, along with their titles, addresses, and telephone numbers.

Audited Financial Statements, Regulatory and Management Reports - Respond to each question as applicable.

Profile Questionnaire - Respond to each question as applicable.

Banking Services Questionnaire - Respond to each question as applicable.

Compensation, Fees and Related Information - Respond to each question as applicable.

Bid Sheets - Please disclose all possible costs to the client and the basis for charging them in Appendix A: Bid Sheet. To assist us in comparing the cost effectiveness of each proposal you must address all costs both on a per unit basis and on a compensating balance method of payment.

Copies of proposed agreement(s) including wire transfer, collateral, etc.

Any additional pertinent information.

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BANKING SERVICES

The successful proposer shall provide certain required banking services. These services are fully explained later in this proposal.

PROPOSAL SUBMISSION

Proposers are required to send two (2) paper copies and one (1) electronic copy of the proposal to the District Administrator on or before November 30, 2026, at 4:00 P.M. Each proposal must be clearly identified on the outside of an envelope and shall show the name and address of the proposer. If the proposal is sent by mail the envelope shall contain the notation "Banking Services Proposal Enclosed". An official authorized to bind the institution must sign the proposal. Proposals are to be sent to:

Shanna Bach, District Administrator
Pelican River Watershed District
211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
info@prwd.org

INDEPENDENT CONTRACTOR

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Depository as the agent, representative or employee of the District for any purpose. The Depository is to be and shall remain an independent contractor with respect to all services performed under this contract. The Depository represents that it has, or will secure at its own expense, all personnel required to perform services under this contract.

NONDISCRIMINATION CLAUSE

The District hereby notifies all proposers that businesses owned and controlled by minorities or women will be afforded maximum feasible opportunity to submit proposals. The District also notifies all persons that no one will be subjected to discrimination on the basis of race, color, creed, religion, ancestry, national origin, sex, disability, age, marital status, veteran status or statute with regard to public assistance, under the Minnesota Human Rights Act, Minnesota Statutes, Chapter 363.

MISCELLANEOUS PROVISIONS

The Bank shall abide by Minn. State § 13.01 et seq., the Minnesota Government Data Practices Act, to the extent the same is applicable to data and documents in the possession of the Bank.

The proposer agrees that this document and the contract, if awarded to the proposer, shall be governed by the laws of the State of Minnesota.

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The proposer agrees to observe and comply with all laws, ordinances, regulations and codes of the federal state and local government which may in any manner affect the preparation of proposals or the performance of the contract.

CONTRACT TERMINATION PROVISIONS

Termination for Cause

The District may terminate this contract, or any part of this contract, for cause under any one of the following circumstances:

(a) The bank fails to make delivery of services as specified in this contract; or

(b) The bank fails to perform any of the provisions of this contract, fails to perform in a professionally acceptable manner, or fails to timely perform as to endanger the ability of the District to perform its duties.

The District shall provide the bank with written notice of the conditions endangering performance. If the bank fails to remedy the conditions within ten days from the receipt of the notice (or such longer period as may be authorized in writing), the District shall issue the bank an order to stop work immediately. Notice is effective upon mailing, postage prepaid and properly addressed or upon personal service to the bank.

In the event the District believes that the assets of the District are in jeopardy, or there is a bona fide emergency related to these assets, the District may cancel the contract immediately.

Termination for Convenience

The District may terminate performance of work under this contract in whole or in part whenever, for any reason the District shall determine that the termination is in the best interest of the District. In the event the District elects to terminate this contract, in whole or in part pursuant to this provision, it shall provide the bank with written notice at least thirty (30) days prior to the termination date.

Notices

All notices or other communications required or desired to be given by either party to the other after the effective date of the contract shall be in writing and shall be made by personal delivery or sent by mail to the:

Shanna Bach, District Administrator
Pelican River Watershed District
211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
info@prwd.org

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AUDITED FINANCIAL STATEMENTS, REGULATORY AND MANAGEMENT REPORTS

1. For the most recent two fiscal years provide copies of each report issued as described below unless you are legally prohibited from such disclosure. Include management responses, if any, to all reports provided.
    (a) AUDIT AND EXAMINATION REPORTS
        (1) Independent Certified Public Accountants
        (2) Minnesota State Banking Commissioner
        (3) FDIC.

2. Describe the process followed by your institution to reasonably ensure that security procedures, such as those established by your institution to prevent unauthorized payment orders and fraud (via checks, wire transfers, or ACH transactions), are adequate and effective.

3. Describe your institution's process of reviewing audit reports and addressing any deficiencies noted.

PROFILE QUESTIONNAIRE

1. Provide a brief description of the history of the institution’s provision of banking services.

2. Describe the organizational structure of your institution, and the departments which will oversee the contract.

3. Describe your service capabilities for a customer the size of the District including those items which set you apart from your competition.

4. How many governmental customers does your business service have?

5. Provide three (3) references from public funds or government-related customers of one (1) year or more with characteristics similar to the District or commercial banking customers that utilize similar services that the District will use.

6. What insurance coverage is carried by the Bank with respect to any acts or omissions of directors, officers, and other personnel resulting in loss of funds?

7. Describe how your institution gives back to the Detroit Lakes and Becker County Communities.

8. Discuss the financial stability of your institution. Provide ratings for the institution from a nationally recognized rating agency. List all rating changes for the past five (5) years.

9. List names, titles, phone and fax numbers, and e-mail addresses of key persons in charge of banking services and the account administrator who would be assigned to this account.

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Provide biographical sketches of these individuals and identify their rank and level of authority.

BANKING SERVICE QUESTIONNAIRE REQUIRED BANKING SERVICES

1. Receipt of deposits, including ACH deposits of credit card transactions.

2. Processing and clearing of all checks and drafts issued by the District. District ability to originate ACH transactions as follows:

    a Debt service and other payments,

    b Direct debit of utility and other payments,

    c NSF return items electronically,

    d Direct deposit of employee pay checks.

3. Collateral for all deposits of a type and in the amounts as required by State laws.

4. Wire transfers and confirmations.

5. Computerized file transfer capability between District and financial institution. (i.e., cleared check file).

6. Electronic funds transfer of all federal and state withholding taxes.

7. PC program ability to initiate in-house wire transfers.

8. District ability to access account information via personal computer as follows:
    a 90-day transaction look back,
    b All transactions including wires, debits, credits and adjustments,
    c Account balances.
9. Daily sweep accounts for investment of available cash balances at market rates.

10. Reports:
    a Monthly statement for all transactions,
    b Monthly account analysis report listing transactions processed and average balances,
    c Monthly collateral reports listing type of collateral and market value.

11. Fraud prevention for disbursements to protect account from unauthorized checks by validating all checks presented for payment against approved check runs through positive pay.

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12. Electronic imaging and storage of paid checks.

COMPENSATION, FEES AND RELATED INFORMATION

1. Please disclose any fees or costs the institution expects to charge; Appendix A is to be completed, and you may attach a supplemental price schedule for such services. Include one-time or set up charges, research fees, wire fees, and all other fees that will be charged.

2. The Bank must accept compensation in fees, balances, or a combination of the two.

3. Fees for services must be billed in conjunction with an analysis statement. Fees cannot be debited to our account until the District reviews and approves the analysis statement. Describe your proposed billing cycle, (monthly, quarterly, etc.). Also, describe the process for the payment of bank fees. Furnish a copy of your analysis statement or statements.

4. Does the earnings credit rate (ECR) for the monthly analysis equal or exceed the 90-day Treasury Bill average for the previous month?

5. Is there a fee for FDIC Insurance? If so, how does the Bank calculate the charge?

6. When calculating average balances, are positive and negative balances netted?

7. Charges for overdrafts must be handled through the analysis statement process. These charges cannot be any higher than those charged to a regular commercial customer. Please show what your pricing will be if an overdraft occurs and how overdraft balances are calculated. Are uncollected funds caused by an overdraft netted against positive balances in other accounts during the analysis process?

8. How are adjustments reflected in the account analysis?

9. All charges for deposit tickets and other supplies must be handled on the analysis statement.

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Appendix A – Bid Sheet for
Bank Fee and Earnings Credit Schedule

Instructions:
For each transaction type, please list your proposed fee per month, batch, or transaction.

Transaction Description		Proposer Bank Fee Per Transaction	
Monthly Account Maintenance Fee(s)		$	
Deposit Charge			
Deposit Items: On Us			
Deposit Items: Other			
Other Credits			
Per Check Charge			
Other Debits			
Electronic transfers – Batch process Fee			
Electronic transfers – Per item fee			
ACH File Fee			
ACH per Item Fee			
ACH Debit Items			
ACH Credit Items			
Returned Items / NSF Fee			
Stop Payment Order			
Other			
Total Monthly Cost		$	

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In the space below, please describe your bank's earnings credit calculation (if applicable). Please note the required minimum balance (if any) and current earnings rate.

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Pelican River Watershed District Job Description District Administrator - Oct 2026

Position Title: **District Administrator**
Accountable To: **Board of Managers**
Status: **Exempt**
Date: **October 2026**

Primary Objective of the Position:

The District Administrator oversees the District's mission and goals and represents the District's interests in the community. In conjunction with the District President and Board, the Administrator provides leadership and coordination in determining the District's goals, programs, and priorities and financial resources.

Essential Job Functions:

1. In conjunction with the Board of Managers, develop and adjust goals, programs, policies and projects to ensure the prudent use and management of water and related land resources in the District. Ensure that the comprehensive plan is implemented.
   - Develop and annually revise the District plan of work.
   - Draft the annual report and annual communication report.
   - Prepare Board meeting agendas, ensure notification and meeting minutes are recorded.
   - Propose annual schedule of goal setting, budget, annual report, contract renewals, and revisions to the management plan.
   - Provide leadership to District committees and the Advisory Committee.

2. Manage District activities to implement the District's goals and objectives through coordination with governmental agencies and supervision of District vendors, consultants and contractors
   - Oversee District projects to ensure they are completed on time and within budget guidelines.
   - As authorized, establish and monitor working agreements with municipalities or other agencies.
   - As authorized, contract for services required for District operations.
   - Evaluate District activities and report to the Board.
   - Approve permit applications and project reviews with the consulting engineer, regulatory agencies, City of Detroit Lakes, Becker County and applicants.
   - Review city and county issues and revise the management plan and District rules as necessary.
   - Clarify the rules of the District and keep the city and county apprised.
   - Maintain a schedule of ditch cleaning, assessment and maintenance.

3. With staff, manage District budgets and finances to ensure that resources are available to accomplish District goals and objectives and to maintain financial stability.
   - With input from the Board, prepare the District budget for approval.

- Maintain accurate and current accounting records.
- Review all invoices in preparation for monthly financial reports and Board approval.
- Develop and implement financial controls and take other actions to prevent or remedy financial and budgetary problems.
- Annually review District insurance policies to ensure adequate coverage.
- Prepare and present monthly financial reports to the Board.
- Seeks and obtains grants, loans and other funding as needed to support district programs.

4. Represent and support the Board's efforts in representing the District in the community. Maintain communications with agencies and organizations, including other watershed districts, to help the District improve operational and strategic effectiveness
   - Develop and maintain relationships in the community to promote effective ongoing communication to help the District meet its public purposes.
   - Stay informed of community issues and activities that relate to Board decisions and bring appropriate matters to the Board's attention.
   - Develop community outreach, which may include articles, news releases, informational brochures and other communications with the community to increase understanding of the District's mission, goals and objectives, policies and projects.
   - Ensure coordinated efforts with local and state units of government or other government agencies through regular communications.
   - Provide stronger public education to developers and lakefront property owners regarding programs and policies of the District.
   - Increase the availability of District information to the public through web resources, public presentations, brochures and other informational material.

5. Oversee all functions and activities of the District office to ensure effective operations and support for the District's goals and mission.
   - Ensures that records are maintained and information provided to the public, developer and other governmental agencies.
   - Keep informed of new technology and information relevant to managing the District and its resources effectively.

6. Makes all decisions related to the selection, promotion, transfer, pay and discipline of assigned personnel.

7. Orients employees to department policies and procedures, clearly communicating job duties and responsibilities and providing sufficient training to individuals so they may proceed with certainty in the performance of their positions.

8. Monitors the work performance of assigned personnel on a continual basis, conducts effective performance appraisals, and takes corrective action whenever necessary.

9. Administers district policies in a fair and equitable manner with regard to discipline, tardiness, absenteeism or insubordination and fully documents all incidents and actions taken.

10. Performs other duties and projects as apparent or assigned.

Additional Performance Criteria:

11. Ability to develop and maintain a working knowledge of the District's operations and policies and state rules and regulations necessary to complete assigned responsibilities in a fully satisfactory manner.

12. Ability to provide superior public service and interaction in a friendly, professional manner.

13. Willingly assists other employees as needed to ensure efficient workflow throughout the District. Maintains a flexible attitude toward job responsibilities and procedural changes.

14. Participates in educational opportunities to stay abreast of changing laws and technology related to program area. Make recommendations to enhance current technology in the District.

15. Ability to develop and maintain positive, cooperative, working relationships with all District employees/consultants, city and agency staff, and others of the District in contributing to a productive results-oriented climate.

Minimum Qualifications:
Bachelor's degree in water resources, natural resources management, land use management, public affairs, environmental studies, natural sciences or a similar field (masters degree preferred) and a minimum of five years in a public or semi-public sector management position or equivalent combination of education and experience.

Direct Supervision of:
Water Resource Coordinator
Outreach and Office Coordinator

The above is intended to describe the general content of and requirements for performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

Hours: Mon - Fri 8 am - 4:30 pm

(218) 846-0436 | 211 Holmes St. West, Wells-Fargo Bldg., Suite 201, Detroit Lakes, MN 56501



Working Together to Protect Our Waters: The Story of the Pelican River Watershed District

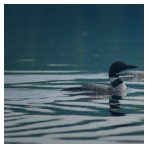
PRWD Staff History, Water Quality

Water shapes life in the Pelican River Watershed. It connects our lakes, streams, wetlands, and communities, and it supports everything from recreation and wildlife to agriculture and local economies. For more than 50 years, the Pelican River Watershed District has been working

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Recent Posts



Working Together to Protect Our Waters:

Sept 14, 2026

Celebrating Buck's Mill Dam:

behind the scenes to protect these shared water resources and help ensure they remain healthy for generations to come.

Managing 120 Square Miles

The Pelican River Watershed District manages water resources across approximately 120 square miles in Becker and Otter Tail Counties. This area includes the upper reaches of the Pelican River, which eventually flows into the Otter Tail River and then the Red River of the North. Within the watershed are 52 named lakes, numerous wetlands, and more than 50 miles of streams, all part of one connected system.

Because water does not follow city or county boundaries, the District takes a watershed-based approach. This means looking at how activities upstream affect conditions downstream and making decisions that reflect how natural systems actually work. It is a practical and science-based way to solve complex water challenges in a lake rich region like this one.

How the District Got Its Start

The Pelican River Watershed District was formed during a time when many Minnesota lakes were struggling. By the mid 1900s, increased shoreline development, agriculture, and tourism had put pressure on water quality. Residents



Honoring

June 4, 2026

Constru Has Begun at Buck's

Febru 25, 2026

Categories

- Buck's Mill 3
- History 1
- Water Quality 1

began noticing algae blooms, excessive aquatic plants, and changes that made lakes less enjoyable for recreation.

Local lake groups and community leaders recognized that addressing lake issues one shoreline at a time was not enough. They pushed for a coordinated approach that could look at the full picture, including land use, drainage patterns, and upstream influences. In the mid 1960s, after changes to Minnesota law made it possible to define lakes and their contributing lands as watersheds, the Pelican River Watershed District was officially established. It was one of the first watershed districts in the state organized under the amended law.

The District's Purpose Today

Today, the mission of the Pelican River Watershed District is to enhance the quality of water in the lakes within its jurisdiction. Achieving that goal means carefully managing lakes, streams, wetlands, groundwater, and the land resources that affect them.

PRWD is a special unit of government established under Minnesota Statutes Chapter 103D. While that statute provides a broad set of authorities to plan, regulate, and implement water resource projects, the District's primary focus is on protecting and improving water quality. This structure allows the District to move beyond short term fixes and focus on long term solutions guided by science, data, and community input.

How the Work Gets Done

The District is governed by a seven-member Board of Managers, each appointed by the Becker County Board of Commissioners to represent a portion of the watershed. The Board sets policy and direction for the District and helps guide priorities and decision making.

Day to day operations are supported by professional staff who manage permitting, monitoring, education and outreach, and administration. The District also works closely with engineering, legal, and financial partners to support projects and ensure public resources are managed responsibly.

Planning with Partners

Collaboration is central to PRWD's work. The District is an active partner in watershed wide planning efforts, including participation in the Otter Tail Comprehensive Watershed Management Plan through Minnesota's One Watershed, One Plan program. This plan brings together counties, watershed districts, and soil and water conservation districts to set shared goals and align efforts across the region. Approved in 2023, it now serves as an important guide for coordinated water management in the years ahead.

Additionally, the District works in close partnership with city and county governments throughout the watershed. These relationships help align local planning, development, and infrastructure decisions with long-term water quality goals. By coordinating on permitting, sharing information, and working together on projects, PRWD and its local government partners can address issues more consistently and effectively across jurisdictional lines. This collaboration helps ensure that growth and land use changes support, rather than undermine, the health of lakes, rivers, and wetlands.

Projects You Can See on the Ground

PRWD's work shows up in many ways across the watershed. One of the most visible current efforts is the Buck's Mill Dam Modification project. The project focuses on improving lake and river ecology, supporting safe recreation, and preserving seasonal water levels in nearby lakes. PRWD has made a point to share clear, accessible information about how the project works and what it means for the community.

The District also supports shoreline improvement through its cost share incentive program, helping landowners plant trees, shrubs, and native vegetation that protect water quality and reduce runoff. Ongoing monitoring efforts track lake and stream conditions and help identify and prioritize projects, while education and outreach programs help residents better understand how individual actions connect to watershed health. PRWD has also partnered with researchers to better understand swimmer's itch,

aquatic invasive species management, and other water related issues affecting local lakes.

A Shared Responsibility

The Pelican River Watershed District exists because people care deeply about their lakes and rivers. For decades, the District has provided a forum for long term planning, science-based decisions, and collaboration across communities.

As conditions change and new challenges emerge, PRWD remains committed to working with residents, partners, and local governments to protect and improve the waters that define this place. Healthy water is a shared responsibility, and in the Pelican River Watershed, it is a shared commitment.

Caring for our waters takes all of us. Learn more about PRWD's work and how you can be part of keeping the Pelican River Watershed healthy for generations to come by visiting our website.

PRWD History, Water Quality

Need More Information?

We welcome your questions, comments, or concerns - whether by email, phone, mail, or in person.

Please Contact Us

PELICAN RIVER watershed district

The Pelican River Watershed District manages water resources of 120 square miles in Becker and Otter Tail Counties and includes the upper reaches of the Pelican River which eventually drains to the Otter Tail and Red Rivers.

Quick Links

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211 Holmes St. West, Wells-Fargo Bldg., Suite 201, Detroit Lakes, MN 56501

(218) 846-0436

info@prwd.org

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