

MEMORANDUM
Comfort Lake-Forest Lake Watershed District

To: Board of Managers **Date:** October 5, 2018
From: Mike Kinney
Subject: 2019 Budget Prioritization – Requested Project Scopes

2019 Preliminary Project Scoping

In response to the discussion at the September 18th special meeting, I have asked EOR to draft preliminary scopes for the Forest Lake line items that were cut from the 2019 budget. These scopes are very high-level rough estimates, and more specific scopes (similar to those that have come before the Board at past meetings) will be brought to future meetings as those projects get closer.

2019 Budget Revisions

During the September 18th special meeting, the Board reviewed all of the previously-stated/-submitted comments and requested budget revisions. Decisions were made on whether to keep or remove each suggested change. Staff took notes during the meeting and afterward distributed a draft revised budget that reflected all of the agree-upon changes. A revised budget (dated 9/27/2018 4:12 PM) was distributed to managers at the September 27th regular board meeting. After further review, staff identified an error in the 9/27/18 draft which mistakenly missed the reduction of funds for the Washington Judicial Ditch 6 line items. Enclosed is the latest draft revised budget (dated 10/5/2018 10:30 AM) which corrects this error.

After further review of the budget, staff recommends the following revisions to the 2019 budget at this time:

- 3-003-A Monitoring Ongoing Initiatives: Add \$65,000 for additional diagnostic monitoring for Bone Lake and Forest Lake East Basin.
- 3-010-A Operations & Maintenance Ongoing Initiatives: Add \$25,000 for beaver baffler installations between Moody Lake and Bone Lake as well as between Lofton and Manning Avenues.
- 5-228-B4 (Forest) Diagnostic Implementation – Hayward Avenue: Add \$35,000 for continued project feasibility and development
- 5-228-K (Forest) Washington Judicial Ditch 6 Assessment & Implementation Plan: Add \$60,000 for continued monitoring, project feasibility and project development.

Attachments:

- EOR Preliminary Project Scoping Memo
- 2019 Draft Budget Revisions (10/5/2018 10:30 AM) – Corrects error on 9/27/2018 4:12 PM draft: cut budget from items 5-228-K WJD6 Assessment & Implementation Plan and 5-228-L WJD6 Implementation

Project Name	2019 Budget Workshop	Date	10-5-2018
To / Contact info	CLFLWD Board of Managers		
Cc / Contact info	Mike Kinney, District Administrator		
From / Contact info	Meghan Funke PE PhD; Greg Graske PE		
Regarding	2019 Preliminary Project Scopes		

This memo provides limited scopes for a small subset of projects requested by the Board to aid the 2019 budget prioritization process at the October 11 workshop. It is important to note that this small subset of projects are part of many other projects and activities occurring throughout the District. Recall that during the Watershed Management Plan Amendment process, the District developed an upstream to downstream sequence of adaptive management throughout the Lake Management Districts.

Currently, the District is in the Project Implementation & Project Effectiveness Monitoring phases for the Bone LMD, with in-progress effectiveness monitoring of the Moody Wetland Rehabilitation project, phase 2 implementation on Wetland C, the Moody Lake Alum treatment, implementation of wetland restoration projects in the Bone Lake drainage area, and a grant submittal for implementation of the top ranked projects from the Bone Lake SWA.

The District is in the Project Feasibility & Planning, Project Implementation, and Project Effectiveness Monitoring phases for the Forest LMD, with in-progress additional monitoring and BMP feasibility studies to support project implementation in several high loading subwatersheds, implementation of the Shields Lake Reuse project and alum treatment, and effectiveness monitoring of the 3rd Lake Pond wetland and Hilo Lane iron-enhanced sand filter.

The District is in the Project Feasibility & Planning phase for the Little Comfort LMD, based on 3 years of monitoring data that identified several areas to target for implementation, including the Heath Avenue culvert drainage area, July Avenue tributary drainage area, and the Birch Lake outlet wetland complex.

And finally, the District is prepared to begin a second round of Targeted Tributary Monitoring and Diagnostic Modeling in the Comfort LMD in 2019. This work is in addition to and/or complimentary to the 2012 Engineer's Report: Sunrise River Water Quality and Flowage Project, which identified several large wetland and stream restoration projects to reduce sediment and phosphorus to Comfort Lake. Of these projects, the District is conducting effectiveness monitoring of the Bixby Wetland project, and submitted a grant for implementation of the Tax Forfeit project. Additional Targeting Tributary Monitoring is in-progress upstream and downstream of Shallow Pond, and there are also ongoing efforts related to regional stormwater project identification.

2018 Efforts:

As part of the District's Adaptive Management Approach, several scopes were approved by the Board in 2018 to finalize additional Targeted Tributary Monitoring and Diagnostic Modeling, and to begin

preliminary steps for Project Feasibility & Planning in several subwatersheds within the Little Comfort and Forest Lake Management Districts:

- **Little Comfort LMD:**
 - (5-225-A) Heath Avenue and July Avenue Tributary
- **Forest LMD:**
 - (5-228-B4) Hayward Avenue Assessment and Feasibility
 - (5-228-K) Judicial Ditch 6
 - (5-228-B3) Castlewood

The following memo summarizes the proposed tasks and deliverables from the original scope of work, including the current status of each tasks and estimated timeframe for completion, and expected next steps for 2019. To facilitate the 2019 Budget prioritization process, we've also included a preliminary range of expected costs for the next steps in project feasibility and planning anticipated for 2019. These costs will need to be refined at the end of 2018, depending on the type and number of projects identified in the 2018 summary memos. For example, the engineering level of effort for project feasibility and planning for a rain garden will be less than a large wetland project. Note that these costs include feasibility and design technical services, not construction costs.

(5-228-B4) Hayward Avenue Assessment and Feasibility

Current Status of Tasks and Deliverables:

- **Task 1. Desktop Data Analysis & Wetland Assessment**
 - Desktop analysis of LiDAR topography, soil type, wetland type, land use, and historical imagery to identify historic changes in wetland cover and land use and to identify probable locations of legacy phosphorus hotspots.
 - *Preliminary analysis completed, to be reviewed after data collection completed in October*
 - Wetland water level and pore water monitoring using piezometers in 7 wetland complexes to characterize subsurface flow and phosphorus quality.
 - *Piezometers installed and 3 pore water samples collected*
 - *Collecting data and samples through end of October*
- **Task 2. Field Reconnaissance & Project Feasibility**
 - Additional field reconnaissance and survey work to ground truth the subcatchment boundaries and identify locations of projects.
 - *Preliminary field reconnaissance of existing stormwater infrastructure completed*
 - *Wetland ditch survey work completed*
 - *Remaining work completed by end of October*
 - Preliminary project recommendations, including GIS sketches, rough cost estimates, and modeling support to estimate water quality benefits and hydrologic impacts to Forest Lake.

- *To be completed by end of November*
- A memo summarizing the findings of the field work and desktop data analysis, preliminary project list & expected costs, and grant recommendations.
 - *To be completed in early December*

Expected Steps for 2019:

In 2019 we expect to continue preliminary feasibility and design on projects identified from the 2018 work. This may involve additional data collection to support design work and further refine project locations. Landowner coordination will also be needed in 2019 for projects identified on private property. Depending on landowner willingness, some projects will be ready for submitting a grant application in August. Construction may not begin on identified projects until late 2019 or 2020, depending on funding.

- Estimated budget for 2019: \$25,000-\$50,000

(5-228-K) Judicial Ditch 6 Assessment and Feasibility

Current Status of Tasks and Deliverables:

- Task 1. Tributary Monitoring
 - Continuous flow and water quality grab samples will be collected at 7 locations following up to 8 runoff events to further refine the distribution of phosphorus loading throughout the large (~2,200 acres) JD6 subwatershed.
 - *Water quality grab sampling completed, flow monitoring through end of October*
 - FLUX load estimates of TP and TSS at 7 locations.
 - *To be completed after data collected completed in October*
- Task 2. Wetland Assessment
 - Wetland water level and phosphorus monitoring using piezometers at up to 6 locations to characterize subsurface flow and phosphorus quality.
 - *Piezometers installed and 3 pore water samples collected*
 - *Collecting data and samples through end of October*
 - Desktop analysis of LiDAR topography, soil type, land use, and historical imagery to identify historic changes in wetland cover and land use and to identify probable locations of legacy phosphorus hotspots.
 - *Preliminary analysis completed, to be reviewed after data collection completed in October*
- Task 3. Survey and Model Construction
 - Survey of the channel and key crossings of the entire ditch system, including profile elevations and occasional cross sections of the open ditch sections. Hand borings in the open ditch sections to differentiate sediment build up and identify native soils.
 - *Completed*

- Plan and profile views of the existing ditch system.
 - *To be completed by end of October*
- Existing conditions SWMM model updated based on the plan and profile of the JD-6 system, converted from XPSWMM to PCSWMM, and calibrated to available flow and water quality data from 2016.
 - *To be completed in early November*
- **Task 4. Project Feasibility**
 - Additional field reconnaissance and survey work to identify types and locations of projects, including parcel mapping and preliminary discussions with landowners. It is expected that District staff will lead landowner discussions, with support from EOR.
 - *To be completed in early November*
 - Preliminary project recommendations will be identified, including GIS sketches, rough cost estimates, and modeling support to estimate water quality benefits and hydrologic impacts to the JD6 system and Forest Lake.
 - *To be completed by end of November*
 - A memo summarizing the findings of Tasks 1 through 4, project and grant recommendations, and next steps for 2019.
 - *To be completed in early December*

Expected Steps for 2019:

In 2019 we expect to continue preliminary feasibility and design on projects identified from the 2018 work. This may involve additional data collection to support design work and further refine project locations. Landowner coordination will also be needed in 2019 for projects identified on private property. Depending on landowner willingness, projects may be ready for submitting a grant application in August. Construction on larger projects might not begin on identified projects until 2020 or later, depending on funding, design constraints (such as impacts to the judicial ditch that may require a public hearing), and landowner willingness. Based on survey data collected to date, implementation in this subwatershed may require multiple Bixby-type wetland projects. However, these will likely involve more than one landowner and require hydrologic modeling to assess impacts on the judicial ditch drainage and property upstream of the project.

- Estimated budget for 2019: \$50,000-\$75,000

(5-228-B3) Castlewood Assessment and Feasibility

Current Status of Tasks and Deliverables:

- **Task 1. Water Monitoring**
 - Continuous flow and phosphorus water quality grab sample collection from 5 locations following up to 8 runoff events.
 - *Water quality grab sampling completed, flow monitoring through end of October*

- Water quality grab samples from the two golf course ponds and cBiobase mapping data to characterize pond water quality trends and storage capacity.
 - *cBiobase mapping completed*
- FLUX load estimates of TP and TSS at 7 locations.
 - *To be completed after data collected completed in October*
- Additional wetland soil testing along the tributary south of Hwy 97, if needed, to determine whether the source of phosphorus loads in the upper part of the watershed are from agricultural runoff or wetland legacy hotspots.
 - *Potentially not needed. Recall that the main question at the beginning of 2018 in this subwatershed was whether the majority of the phosphorus load to Forest Lake originated south of Highway 97 or from the golf course. Preliminary data suggest that the load originates south of Highway 97 from an agricultural field with erosion issues.*
- Task 2. Field Reconnaissance & Project Feasibility
 - Additional field reconnaissance and survey work to ground truth the subcatchment boundary and identify project locations, including parcel mapping.
 - *To be completed by end of October*
 - Preliminary project recommendations, including GIS sketches, rough cost estimates, and modeling support to estimate water quality benefits and hydrologic impacts in the subcatchment, particularly the Castlewood Golf Course infrastructure.
 - *Project recommendation is land use conversion of the agricultural field with erosion issues*
 - A summary memo will be completed, summarizing the findings, preliminary project and grant recommendations, and next steps for 2019.
 - *To be completed by end of November*

Expected Steps for 2019:

A potential opportunity for the District to rent an agricultural field with erosion issues arose mid-year. This opportunity will continue to be pursued by District staff through the end of 2018 and into 2019. Therefore, there is a need for District staff time in 2019 to continue landowner coordination. In addition, engineering services may be needed for discussions with the City and pre-planning for future development of this parcel.

- Estimated budget for 2019: \$30,000

(5-225-A) Little Comfort 2018 Monitoring

Current Status of Tasks and Deliverables:

- Data Collection & Analysis
 - Collect continuous stage and flow and up to 8 water quality grab samples (TP, Ortho-P, and TSS) following rainfall events at the Heath Avenue pipe to determine

the contribution of phosphorus and sediment load from this drainage area to Little Comfort Lake.

- *Water quality grab sampling completed, flow monitoring through end of October*
- FLUX load estimates of TP and TSS at the Heath Avenue pipe and the WCD Little Comfort Lake Inlet monitoring station.
 - *Preliminary flow and phosphorus loads were calculated for the time period April 30-July 30 for both the EOR Heath Avenue pipe monitoring and the WCD Little Comfort Lake Inlet monitoring. Preliminary results suggest that the Heath Avenue pipe contributes approximately one quarter of the total flow to Little Comfort Lake, but half of the total phosphorus load. The loads will be re-analyzed in November with all water quality and flow data collected during the monitoring season.*
- Potential projects will be identified within the drainage area through a windshield survey and analysis of the flow network in this system. Further work would need to be completed to determine project feasibility and preliminary design of potential projects identified.
 - *To be completed by end of November, and will include a review of the Liberty Ponds existing stormwater infrastructure.*

Expected Steps for 2019:

In 2019, further data is needed to determine whether the high phosphorus load from the Heath Avenue pipe originates from the Liberty Ponds development or from the wetland system it drains. Data collection may include monitoring of existing stormwater ponds and at various locations in the branches of the upstream drainage system. Note that the Little Comfort Lake drainage area was also included in the Comfort and Little Comfort Lake BMP Scenario Modeling FY19 CWF Accelerated Implementation Grant application submitted in August. The total project cost was estimated at \$150,000 to update the District's original H&H model to PC SWMM in the Comfort and Little Comfort LMDs, and to run BMP scenarios to target the most cost-effective project locations. CWF grant monies cannot be used to conduct the tributary flow, TSS and phosphorus monitoring needed to calibrate the model and will need to be budgeted by the District in 2019.

Historical load monitoring and the targeted tributary monitoring completed in the Little Comfort LMD in 2016 through 2018 suggests that flow-weighted mean concentrations at the Little Comfort Lake Inlet are consistently below 100 ppb TP (the ecoregion target for phosphorus runoff). Therefore, the focus for implementation will be on the Heath Avenue drainage area, July Avenue tributary drainage area, and the Birch Lake Outlet wetland. In 2019 we expect to continue project identification and preliminary feasibility and design in the Heath Avenue drainage area, landowner coordination by District staff in the July Avenue tributary drainage area to address erosion issues on agricultural fields, paleolimnological cores from Birch and School Lakes to better understand the historic water quality dynamics in these shallow lakes, and an assessment of the Birch Lake Outlet wetland.

- Approved budget items for 2019 that support work in the Little Comfort LMD:

- 3-006-C: \$50,000 for H&H model update in the Little Comfort and Comfort LMDs (match for Comfort and Little Comfort Lake BMP Scenario Modeling FY19 CWF Accelerated Implementation Grant, and monitoring needed to calibrate model)
- 5-225-D1: \$30,000 for July Avenue tributary drainage area project identification and landowner outreach
- 5-225-D2: \$37,500 for paleolimnological core collection from School and Birch lakes (assuming half is billed in 2019 and half is billed in 2020)
- 5-225-D3: \$30,000 for an assessment of the Bone Lake outlet wetland complex



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

Account Code	Budget Item	2017 Yearend (Audited)	Adopted 2018 Total Expense Budget	2018 YTD (as of Aug 31)	2018 Est. Yearend Expense	2019 WMP	2019 Est. Grant Spend	2019 Est. Other Inc. Spend	2019 Ongoing Expenses	2019 New Expenses	Adopted 2019 Total Expense Budget
	<i>Staff/Consultant Summaries (pulled out from budget below)</i>										
	<i>District Staff Wages/Benefits (Rolled in to each subcategory below)</i>	\$305,239	\$307,500	\$253,657	\$331,022		\$12,000	\$51,211	\$307,352	\$0	\$370,563
	<i>Engineering Costs (Rolled in to subcategories below)</i>	\$403,321	N/A	\$315,459	\$473,189						
	<i>Legal Costs (Rolled in to subcategories below)</i>	\$78,943	N/A	\$65,606	\$86,689						
1-000	ADMINISTRATION	\$222,320	\$191,067	\$168,785	\$224,183	\$141,840	\$0	\$0	\$221,799	\$2,000	\$223,799
1-001	BOARD ADMINISTRATION	26,285	34,125	26,196	33,819	29,642			39,265	0	39,265
1-002	GENERAL OFFICE EXPENSES	63,907	73,642	48,561	70,162	27,198			78,612	2,000	80,612
1-003	GENERAL ADMINISTRATIVE	68,452	59,044	36,863	48,107	60,000			62,922	0	62,922
1-004	PROFESSIONAL SERVICES	63,676	24,256	57,164	72,095	25,000			41,000	0	41,000
3-000	PROGRAMS	\$834,199	\$744,528	\$389,879	\$720,373	\$938,995	\$48,375	\$167,336	\$710,532	\$71,000	\$997,243
3-000	GENERAL PROGRAM DEVELOPMENT	0	15,560	11,278	16,338	10,134	0	0	15,545	0	15,545
3-001	DISTRICT RULES AND RULEMAKING	49,033	6,560	10,304	12,324	1,267	0	0	669	0	669
3-002	PERMITTING	93,339	133,295	96,094	138,475	102,534	0	96,049	69,074	0	165,123
3-003	MONITORING & DATA ASSESSMENT	122,512	144,551	79,631	147,603	90,296	0	0	175,989	0	175,989
3-004	NON-POINT SOURCE POLLUTION ABATEMENT	77,242	36,220	22,305	37,776	152,646	0	0	37,205	50,000	87,205
3-005	EDUCATION AND OUTREACH	72,423	87,864	46,903	83,740	73,534	0	0	95,715	1,000	96,715
3-006	TECH. RESOURCE SHARING/INTERAGENCY COMMUN.	36,297	22,458	19,199	25,865	109,576	30,000	24,661	43,659	20,000	118,320
3-007	RESEARCH	68,212	5,560	4,852	6,331	31,669	0	0	9,904	0	9,904
3-008	MEASUREMENT OF PROGRESS	3,330	6,111	2,714	6,542	6,334	0	0	7,654	0	7,654
3-009	GRANT RESEARCH & PREPARATION	35,071	28,666	20,917	27,255	25,335	0	0	24,351	0	24,351
3-010	OPERATIONS & MAINTENANCE	29,531	13,644	17,378	44,170	25,335	0	0	38,370	0	38,370
3-011	AQUATIC INVASIVE SPECIES (AIS) PREVENTION & MANAGEMENT	247,209	244,038	58,302	173,953	310,335	18,375	46,625	192,397	0	257,397
5-000	PROJECTS	\$963,411	\$1,362,437	\$325,959	\$1,435,376	\$860,061	\$394,900	\$0	\$267,800	\$157,500	\$820,200
5-000	GENERAL PROJECT DEVELOPMENT	39,780	41,589	31,733	41,809	41,803	0	0	46,939	0	46,939
5-100	FLOODPLAIN	0	0	0	0	0	0	0	0	0	0
5-200	LAKES	480,760	1,088,630	182,803	1,165,864	612,290	360,900	0	186,314	112,500	659,714
5-300	STREAMS	2,800	12,780	2,426	3,165	1,013	0	0	5,334	0	5,334
5-400	WETLANDS	412,053	187,175	88,305	191,329	118,688	34,000	0	14,519	30,000	78,519
5-500	UPLAND RESOURCES	1,067	0	0	0	0	0	0	0	0	0
5-600	GROUNDWATER	3,734	5,142	2,543	5,549	11,267	0	0	5,334	5,000	10,334
5-700	PUBLIC EDUCATION	0	5,191	1,039	5,356	0	0	0	1,003	10,000	11,003
5-800	INTERAGENCY COMMUNICATION	6,802	7,752	6,041	8,695	0	0	0	7,688	0	7,688
5-900	LAND ACQUISITION AND MANAGEMENT	16,416	14,177	11,070	13,608	75,000	0	0	669	0	669
000-2900	RESERVE FUND										\$552,352
TOTAL BUDGET		\$2,019,930	\$2,298,032	\$884,622	\$2,379,932	\$1,940,896	\$443,275	\$167,336	\$1,200,131	\$230,500	\$2,593,593

\$610,611 Grant + Other Inc.	\$1,430,631 Ongoing + New Expenses
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2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

1000 - Administrative Budget

Account Number	Budget Item	2017 Yearend (Audited)	Adopted 2018 Total Expense Budget	2018 YTD (as of Aug 31)	2018 Est. Yearend Expense	2019 WMP	2019 Ongoing Expenses	2019 New Expenses	Adopted 2019 Total Expense Budget
Board Administration		\$26,285	\$34,125	\$26,196	\$33,819	\$29,642	\$39,265	\$0	\$39,265
1-001-4800	Advisory Committee	255	500	54	500		500		500
1-001-4330	Annual Audit	7,600	7,600	7,600	7,600		7,828		7,828
1-001-4245	MAWD Dues	2,419	4,500	4,194	4,194		4,194		4,194
1-002-4245	LMC Dues	0	1,775	1,878	1,775		1,775		1,775
1-001-4270	Insurance (LMCIT and workers comp)	6,718	6,000	8,099	6,000		6,718		6,718
1-001-4000	Managers Per Diem & Payroll Tax	7,575	11,250	3,825	11,250		15,750		15,750
1-001-4010	Manager Expenses	1,718	1,000	546	1,000		1,000		1,000
1-001-4265	Managers Training/Conferences	0	1,500		1,500		1,500		1,500
General Office Expenses		\$63,907	\$73,642	\$48,561	\$70,162	\$27,198	\$78,612	\$2,000	\$80,612
1-002-4240	Cell Phone/office phone/internet/Web Hosting	5,893	6,000	3,897	5,845		6,000		6,000
1-002-4203	Computer Supplies/Software/IT Support	4,738	11,000	6,976	11,000		9,000	2,000	11,000
1-002-4635	Copier (lease)	5,108	5,000	3,400	5,000		5,000		5,000
1-002-4200	General Office/Meeting Supplies	2,296	3,800	812	3,800		3,800		3,800
1-002-4245	Dues/Fees/subscriptions	2,108	0	589	883		800		800
1-002-4265	Conferences & Workshops/Staff Training & Education	4,014	4,000	3,252	4,000		10,000		10,000
1-002-4320	Staff Expenses/Travel (Mileage)	4,782	6,000	3,395	6,000		6,000		6,000
1-002-4280	Postage	507	500	348	521		500		500
1-002-4208	Printing	284	0	71	107		100		100
1-002-4290	Notices	336	700	519	700		700		700
1-002-4210	Office Space (Rent)	29,843	27,912	22,310	27,912		27,912		27,912
1-002-4220	Office Improvements/Furniture & Fixtures	0	2,500	375	563		2,500		2,500
1-002-4300	Utilities/Office Upkeep	3,923	6,200	2,421	3,631		6,200		6,200
1-002-4295	Bank Fees	75	30	198	200		100		100
General Administration		\$68,452	\$59,044	\$36,863	\$48,107	\$60,000	\$62,922	\$0	\$62,922
1-003-4100	Salary/Benefits General Admin - District Administrator	27,735	18,170	12,552	16,381		11,341		11,341
1-003-4335	Salary/Benefits General Admin - Other Staff	40,717	40,874	24,311	31,726		51,580		51,580
Professional Services		\$63,676	\$24,256	\$57,164	\$72,095	\$25,000	\$41,000	\$0	\$41,000
1-004-4330	CPA/bookkeeping	18,891	14,256	15,141	22,711		25,000		25,000
1-004-4337	Consultant/Professional Services	4,491	0	3,413	3,188		1,000		1,000
1-004-4500	Consulting engineer	7,708	5,000	4,131	6,196		5,000		5,000
1-004-4410	Legal	32,586	5,000	34,480	40,000		10,000		10,000
TOTAL ADMINISTRATION		\$222,320	\$191,067	\$168,785	\$224,183	\$141,840	\$221,799	\$2,000	\$223,799

Comments
Used for meeting supplies/expenses, could be used for CAC member travel expense reimbursement (workshop/event attendance)
AEM suggested 3% increase for budgeting purposes
Same as 2018.
Based on 2015 dues (no increase expected for 2018)
Liability & workers comp. Based on 2017 YE
Based on 30 meetings, 5 managers, \$75 per diem.
Travel & accomodations for MAWD Annual Meeting etc.
Registration fees (\$185 ea. MAWD Annual Meeting, additional \$\$ for other training). Same as 2018
Midcontinent, Bufflehead web hosting charge, AiTech, include employee reimbursement for personal cell phone usage
Bufflehead support, computer equipment purchase (laptops, monitors), Adobe, Microsoft, Smartsheet
Incl. monthly lease & ink costs (not paper)
Consumables (pens, paper, refreshments)
Newspaper/magazine subscriptions: local papers, No Till Mag, NALMS Mag
Registration fees (\$1,000/full time permanent employee)
\$4,000 for prog./projects mileage (project visits, permit inspections, cost-share visits), \$2,000 for admin (mtgs with county/SWCD's etc).
Administrative postage (monthly checks, admin mailers etc); add postage costs for annual newsletter under 3005
Professional printing services for admin items (e.g. business cards)
Legal notices for board/admin related items (i.e. budget hearings)
New: New office space? 2018 contracted rent (\$1,238/mo) plus projected CAM (\$1,088/mo).
Continued improvement of office: stand-up desks, replace conf room chairs, decorative (maps etc.)
Electric, rug service, City of Forest Lake utility bill, professional cleaning service semi-regularly, general office upkeep
\$5/month for paper statements, additional \$40 for unexpected issues
District Administrator salary for Administrative work only (includes PERA, Payroll Taxes & Benefits)
Other District staff salaries for Administrative work only (includes PERA, Payroll Taxes & Benefits)
Get 2019-'20 RFP out \$700/mo monthly accounting; \$200/mo payroll; \$144/hr addtl services (est. avg. 2 hrs/mo)
HR Support: salary survey update, Keystone Waters (or other firm) support w/ minutes
Meeting attendance only, general prog/proj development items in 3000/5000
Need to address coding issues with SP invoices. Meeting attendance only, general prog/proj development items in 3000/5000



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

3000 - Programs Budget

Account Number	Budget Item	2017 Yearend (Audited)	Adopted 2018 Total Expense Budget	2018 YTD (as of Aug 31)	2018 Est. Yearend Expense	2019 WMP	2019 Est. Grant Spend	2019 Est. Other Inc. Spend	2019 Ongoing Expenses	2019 New Expenses	Adopted 2019 Total Expense Budget
<i>Various District Staff Program Support (Staff Management/Coord. Total)</i>		183,274	204,603	178,529	232,980	0	0	51,211	212,430	0	263,641
<i>Engineering Costs (Rolled in to subcategories below)</i>		154,202	N/A	86,143	129,214						
<i>Legal Costs (Rolled in to subcategories below)</i>		29,805	N/A	18,037	27,056						
3-000	General Program Development	\$0	\$15,560	\$11,278	\$16,338	\$10,134	\$0	\$0	\$15,545	\$0	\$15,545
3-000-4100	Staff Management/Coord.		5,560	4,857	6,338				5,545		5,545
3-000-A	Consultants and Expenses		10,000	6,421	10,000				10,000		10,000
3-001	District Rules and Rulemaking	\$49,033	\$6,560	\$10,304	\$12,324	\$1,267	\$0	\$0	\$669	\$0	\$669
3-001-4100	Staff Management/Coord.	6,402	5,560	4,846	6,324				669		669
3-001-A	Ongoing Initiatives	2,017	0			1,267			0		0
3-001-B	Rule Implementation Review	40,615	1,000	5,458	6,000				0		0
3-002	Permitting	\$93,339	\$133,295	\$96,094	\$138,475	\$102,534	\$0	\$96,049	\$69,074	\$0	\$165,123
3-002-4100	Staff Management/Coord.	18,237	33,295	29,053	37,914			26,049	39,074		65,123
3-002-A	Ongoing Initiatives	75,102	100,000	67,041	100,561	100,000		70,000	30,000		100,000
3-002-B	Volume Banking Program Oversight		0			2,534					0
3-003	Monitoring & Data Assessment	\$122,512	\$144,551	\$79,631	\$147,603	\$90,296	\$0	\$0	\$175,989	\$0	\$175,989
3-003-4100	Staff Management/Coord.	10,403	10,326	9,010	11,758				8,722		8,722
3-003-A	Ongoing Initiatives	101,368	104,225	60,590	115,376	71,294			137,267		137,267
3-003-C	Comprehensive Data Analysis	1,752	0			19,002					[remove]
3-003-H	Wetland Monitoring	8,990	0								[remove]
3-003-K	BMP Effectiveness Monitoring		30,000	10,031	20,469				30,000		30,000
3-004	Non-Point Source Pollution Abatement	\$77,242	\$36,220	\$22,305	\$37,776	\$152,646	\$0	\$0	\$37,205	\$50,000	\$87,205
3-004-4100	Staff Management/Coord.	14,124	11,220	9,790	12,776				12,205		12,205
3-004-A	Ongoing Initiatives	24,506	10,000	6,143	10,000	19,635			10,000		10,000
3-004-B	Residential Landowner Grant	8,154	7,500	1,760	7,500	38,003			7,500		7,500
3-004-C	Agricultural and Rural BMP Incentives/Cost-Share	30,458	7,500	4,612	7,500	38,003			7,500		7,500
3-004-D	Commercial/Community Grant		0			57,005			0		0
3-004-E	Municipal Stormwater Remediation Program		0						0	50,000	50,000
3-005	Education and Outreach	\$72,423	\$87,864	\$46,903	\$83,740	\$73,534	\$0	\$0	\$95,715	\$1,000	\$96,715
3-005-4100	Staff Management/Coord.	40,743	42,364	36,965	48,240				50,215		50,215
3-005-A	Ongoing initiatives & EMWREP participation	24,680	28,500	11,335	28,500	71,000			28,500	1,000	29,500
3-005-B	Standard Project Signage	0	10,000		0				10,000		10,000
3-005-C	Local student engagement/Chisago Co Children's Water Festival	7,000	7,000	(1,397)	7,000	2,534			7,000		7,000
3-006	Technical Resource Sharing & Interagency Communication	\$36,297	\$22,458	\$19,199	\$25,865	\$109,576	\$30,000	\$24,661	\$43,659	\$20,000	\$118,320
3-006-4100	Staff Management/Coord.	20,005	19,858	17,327	22,612			24,661	16,859		41,520
3-006-A	Ongoing Initiatives (Miscellaneous Projects)	6,222	2,000	619	2,000	15,202			0		0
3-006-C	H&H Model Update						30,000			20,000	50,000
3-006-D	Geographic Information Systems (GIS)	0	0		0	2,534			1,200		1,200
3-006-E	District Web Mapper (& WCD BMP/Permit project)	2,597	600	814	633				600		600
3-006-F	Watershed Management Plan Update	7,473	0	438	438	91,207			25,000		25,000
3-007	Research	\$68,212	\$5,560	\$4,852	\$6,331	\$31,669	\$0	\$0	\$9,904	\$0	\$9,904
3-007-4100	Staff Management/Coord.	7,581	5,560	4,852	6,331				4,904		4,904
3-007-A	Ongoing Initiatives	60,631	0			31,669			0		0
3-007-B	New Initiatives		0						5,000		5,000

Comments
<i>FYI only - amounts are rolled into subcategories below</i>
<i>FYI only - amounts are rolled into subcategories below</i>
<i>FYI only - amounts are rolled into subcategories below</i>
Code rules/pre-development questions to 3002A
District staff time to review permit applications, perform site inspections.
Based on current permitting track (includes providing comment on municipal variance requests)
Included as part of 3002A permit reviews and tracking
WCD Quote=\$128,267, CAMP=\$5,000, Equipment=\$4,000
Eff. monitoring of District capital projects that don't have monitoring built into grant work plan
\$\$ For SWCD tech assist. Contracts with 2 SWCD's. Same as 2018
\$\$ for BMPs - based on projected landowner interest and program structure
Existing cropland rental agreement/supplies + new potential ag bmps. Same as 2018
No historical interest in this program. Fund from reserve if necessary.
Work w/ city to use MS4 funds (city stormwater fees) to map storm sewer inverts/locations
Includes Master Watershed Stewards assistance
EWMREP contract ends 2018, prof. printing for district annual newsletter, CAC Projects, comm. Assist. from Keystone Waters. \$1K for awards prog.
Finish in 2019 if not in 2018 - Req CWF signage.
Chisago Co. Childrens Water Festival, Warner Nature Center ongoing grant contribution = \$5,000/yr
Coord. with municipalities (Forest Lake, Wyoming, Scandia, Chisago Lakes Twp)
Coordination with other local TMDL entities, MS4, etc. (Legal and engineer time) - see 3-000-A Gen Prog. Mgmt
Multi-year effort (est. total \$100K). Model is getting old. Keeps getting more expensive to update. Recommend updating sooner than later
GIS Conservation Grant term ends: 5/1/19. Apply for grant again in 2019 (\$1,200 for two 1-yr licenses)
Webmapper annual fee (\$600)
Engineer and attorney assistance with WMP Update. Major update begin in 2019. Need to get cost estimates.
Bone Lk core analysis. Bd agreed at 7/24/18 mtg to continue to postpone in favor of other projects
Starter funding for potential new research initiatives (e.g. coordination with local universities)



2019 Draft Budget Adjustments Comfort Lake-Forest Lake Watershed District

3000 - Programs Budget

Account Number	Budget Item	2017 Yearend (Audited)	Adopted 2018 Total Expense Budget	2018 YTD (as of Aug 31)	2018 Est. Yearend Expense	2019 WMP	2019 Est. Grant Spend	2019 Est. Other Inc. Spend	2019 Ongoing Expenses	2019 New Expenses	Adopted 2019 Total Expense Budget	Comments
3-008	Measurement of Progress	\$3,330	\$6,111	\$2,714	\$6,542	\$6,334	\$0	\$0	\$7,654	\$0	\$7,654	
3-008-4100	Staff Management/Coord.	2,400	3,111	2,714	3,542				4,654		4,654	Continue staff time to keep up on annual progress report and add to metrics
3-008-A	Ongoing Initiatives	930	3,000		3,000	6,334			3,000		3,000	Engineering assistance with project p-reduction analysis
3-009	Grant Research and Preparation	\$35,071	\$28,666	\$20,917	\$27,255	\$25,335	\$0	\$0	\$24,351	\$0	\$24,351	
3-009-4100	Staff Management/Coord.	17,604	18,666	16,287	21,255				14,351		14,351	
3-009-A	Ongoing Initiatives	17,468	10,000	4,630	6,000	25,335			10,000		10,000	Consultant time to prepare grants, work plan revisions. (No expected increase as 1W1P may limit ability to obtain large CWF grants)
3-010	Operation & Maintenance - District Wide	\$29,531	\$13,644	\$17,378	\$44,170	\$25,335	\$0	\$0	\$38,370	\$0	\$38,370	
3-010-4100	Staff Management/Coord.	13,537	12,444	10,858	14,170				11,035		11,035	
3-010-A	Ongoing Initiatives	15,994	1,200	6,520	30,000	25,335			27,335		27,335	Capital project maintenance, ciBioBase subscription (\$800/yr), equipment purchase, Moody aerator costs, beaver trapping, Shields fish barrier
3-011	Aquatic Invasive Species (AIS) Prevention & Management	\$247,209	\$244,038	\$58,302	\$173,953	\$310,335	\$18,375	\$46,625	\$192,397	\$0	\$257,397	
3-011-4100	Staff Management/Coord.	32,241	36,638	31,969	41,719			500	44,197		44,697	
3-011-20-1	(District-Wide) General Program Management (NEW)		1,000		1,000				1,000		1,000	Time for Smith Partners to review contract docs, consultant time from EOR
3-011-20-A	(District-Wide) Comprehensive Plan and Policy Development	1,426	5,000		0	0			5,000		5,000	Push to 2019 b/c staff turnover in 2018. --> Formal effort to create comprehensive plan, per WMP amendment. Include consultant time for BWS/EOR
3-011-20-B	(District-Wide) Watercraft Inspections	70,144	74,000	2,598	75,000	81,955	12,375	32,625	30,000		75,000	Agreement with Chisago Co has historically been for \$75K. Includes portable restroom for inspectors. Includes partner contrib and expected wash co grants
3-011-20-C	(District-Wide) AIS Prevention at Boat Launch Sites	1,752	3,800	1,598	3,800	7,649			1,000		1,000	Garbage/compost upkeep (~\$180/mo for 5 months), signage upkeep on bins (\$100)
3-011-20-D	(District-Wide) AIS Early Detection and Rapid Response		100		100	5,464			0		0	Fund Rapid Response from reserve if necessary. Code to this line item
3-011-20-E	(District-Wide) Invasive Species Control Pilot Projects		0		0	2,185			0		0	Fund from reserve if necessary.
3-011-21-F	(Moody) Point-Intercept Macrophyte Survey		0		0	1,093			0		0	Last point-intercept survey in 2015; every five years = next survey in 2020
3-011-21-G	(Moody) AIS Management	0	0		0	27,006			4,000		4,000	BWS+herbicide costs. CLP treatment to reduce internal loading.
3-011-21-H	(Moody) Rough Fish Management	493	0		0	4,098			0		0	Last fish survey in 2015; every five years = next survey in 2020
3-011-22-F	(Bone) Point-Intercept Macrophyte Survey		0		2,700	1,093			0		0	Last point-intercept survey in 2018; every five years = survey in 2023
3-011-22-G	(Bone) AIS Management	4,826	5,000		4,100	27,006			5,000		5,000	CLP: survey+herbicide costs. EWM: survey cost only
3-011-22-H	(Bone) Rough Fish Management	0	0		0	4,098			0		0	Continued monitoring of carp population by staff, fund harvest from reserve if necessary
3-011-25-F	(Little Comfort) Point-Intercept Macrophyte Survey		0		0	1,093			0		0	Last point-intercept survey in 2015; every five years = next survey in 2020
3-011-25-G	(Little Comfort) AIS Management	0	0		0	27,006			0		0	Staff perform check-up survey, same as 2017/2018
3-011-25-H	(Little Comfort) Rough Fish Management		0		0	4,098			0		0	2016 carp survey: carp pop low, impacts to WQ are moderate-low, bluegill population helps to control carp. No action rec. Next survey in 2021
3-011-26-F	(Shields) Point-Intercept Macrophyte Survey		0		0	1,093			0		0	Last point-intercept survey in 2015; every five years = next survey in 2020
3-011-26-G	(Shields) AIS Management	0	0		0	27,006			4,000		4,000	BWS survey costs&hericide, CLP treatment to reduce internal loading.
3-011-26-H	(Shields) Rough Fish Management		3,500	4,734	3,500	4,098			0		0	CLFLWD to coordinate carp survey in 2018. DNR to perform general fish pop survey in 2018 as well
3-011-27-F	(Keewahatin) Point-Intercept Macrophyte Survey		0		0	1,093			0		0	Last point-intercept survey in 2015; every five years = next survey in 2020
3-011-27-G	(Keewahatin) AIS Management	0	0		0	27,006			0		0	Largely staff-coordinated. Additional costs may be funded from reserve if necessary
3-011-28-F	(Forest) Point-Intercept Macrophyte Survey		0		3,000	1,093			0		0	Last point-intercept survey in 2018; every five years = survey in 2023
3-011-28-G	(Forest) AIS Management	130,186	110,000	17,403	31,894	27,006	6,000	13,500	90,500		110,000	CLP & FR: survey+herbicide costs. EWM: survey cost only.
3-011-29-F	(Comfort) Point-Intercept Macrophyte Survey		0		0	1,093			2,700		2,700	Last point-intercept survey in 2014; every five years = next survey in 2019
3-011-29-G	(Comfort) AIS Management	6,142	5,000		7,140	27,006			5,000		5,000	CLP: survey+herbicide costs. EWM: survey cost only.
TOTAL PROGRAMS		\$834,199	\$744,528	\$389,879	\$720,373	\$938,995	\$48,375	\$167,336	\$710,532	\$71,000	\$997,243	



2019 Draft Budget Adjustments
Comfort Lake-Forest Lake Watershed District

5000 - Projects Budget

Table with 11 columns: Account Number, Budget Item, 2017 Yearend (Audited), Adopted 2018 Total Expense Budget, 2018 YTD (as of Aug 31), 2018 Est. Yearend Expense, 2019 WMP, 2019 Est. Grant Spend, 2019 Est. Other Inc. Spend, 2019 Ongoing Expenses, 2019 New Expenses, Adopted 2019 Total Expense Budget. Rows include categories like General Project Development, Floodplain, Lakes, Streams, and Wetlands.

Table with 1 column: Comments. Contains detailed notes for various budget items, such as 'FYI only - amounts are rolled into subcategories below', 'Recommend removing this line item...', 'Plan indicates \$23K. Staff can fill data gaps...', etc.



2019 Draft Budget Adjustments
Comfort Lake-Forest Lake Watershed District

5000 - Projects Budget

Account Number	Budget Item	2017 Yearend (Audited)	Adopted 2018 Total Expense Budget	2018 YTD (as of Aug 31)	2018 Est. Yearend Expense	2019 WMP	2019 Est. Grant Spend	2019 Est. Other Inc. Spend	2019 Ongoing Expenses	2019 New Expenses	Adopted 2019 Total Expense Budget
5-500	Upland Resources	\$1,067	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5-500-4100	Staff Management/Coord.	1,067	0						0		0
5-600	Groundwater	\$3,734	\$5,142	\$2,543	\$5,549	\$11,267	\$0	\$0	\$5,334	\$5,000	\$10,334
5-600-4100	Staff Management/Coord.	3,734	2,912	2,543	3,319				334		334
5-620-A	GW-Dependent Natural Resource Inventory and Review										0
5-620-C	Provide Comments on Water Appropriation Permit Applications		1,230		1,230	1,267					0
5-627-A	(Keewahtin) GW Protection Feasibility Study (Recharge Planning)		1,000		1,000	5,000			5,000		5,000
5-627-B	(Keewahtin) GW Protection Implementation					5,000				5,000	5,000
5-700	Public Education	\$0	\$5,191	\$1,039	\$5,356	\$0	\$0	\$0	\$1,003	\$10,000	\$11,003
5-700-4100	Staff Management/Coord.		1,191	1,039	1,356				1,003		1,003
5-720-A	Education in Public Parks – Land/Water Connection and District Resources		4,000		4,000					10,000	10,000
5-800	Interagency Communication	\$6,802	\$7,752	\$6,041	\$8,695	\$0	\$0	\$0	\$7,688	\$0	\$7,688
5-800-4100	Staff Management/Coord.	6,802	6,752	5,897	7,695				6,688		6,688
5-820-A	Watershed District Administration and Technical Resource Sharing		1,000	144	1,000				1,000		1,000
5-900	Land Acquisition and Management	\$16,416	\$14,177	\$11,070	\$13,608	\$75,000	\$0	\$0	\$669	\$0	\$669
5-900-4100	Staff Management/Coord.	6,002	3,177	2,764	3,608				669		669
5-920-A	Land Acquisition and Management	10,414	10,000	8,305	10,000	75,000					0
5-920-B	General Project Development		1,000								0
TOTAL PROJECTS		\$963,411	\$1,362,437	\$325,959	\$1,435,376	\$860,061	\$394,900	\$0	\$267,800	\$157,500	\$820,200

Comments
Unfinished item from CIP; put off for future year/in coordination with 1W1P
Mostly staff time
Continue coordination w/ cities of Forest Lake and Scandia to discuss protection of groundwater recharge area(s)
Implementation would involve acquiring land or easements, residential raingardens (cost-share)
Staff time for ed/outreach is mainly under 3005
Hardwood Creek trailhead District office outreach (e.g. water filling station, signage). Other trail signs "You are now entering CLFLWD"
1W1P. Ongoing coordinated work from joint BCWD, CMSCWD & CLFLWD meeting. Mostly staff time. Some limited engineer/legal review time
Ongoing mgmt of "Site B"/Houle property
Fund from reserve as needed
See 5-00-A



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

Revenue-Expenditures Recap

	Budget Item	2017 Adopted Expense Budget	2017 Amended Expense Budget	2017 Actual Yearend	Adopted 2018 Total Expense Budget	2018 Est. Yearend	Adopted 2019 Total Expense Budget
ADMINISTRATION							
REVENUE	TAX LEVY	\$256,000	\$250,578	\$252,847	\$190,000	\$186,200	\$190,000
	OTHER (INTEREST)	\$2,800	\$4,200	\$1,899	\$2,800	\$2,800	\$2,000
	TOTAL REVENUE:	\$258,800	\$254,778	\$254,746	\$192,800	\$189,000	\$192,000
EXPENSES:	ADMINISTRATION	\$282,577	\$282,577	\$222,320	\$191,067	\$224,183	\$223,799
	TOTAL EXPENDITURES:	\$282,577	\$282,577	\$222,320	\$191,067	\$224,183	\$223,799
	REVENUE OVER/(UNDER) EXPENDITURES:	(\$23,777)	(\$27,799)	\$32,426	\$1,733	(\$35,183)	(\$31,799)

PROJECTS/PROGRAMS							
REVENUE	TAX LEVY	\$742,000	\$726,283	\$732,861	\$1,010,000	\$989,800	\$1,110,000
	GRANT REVENUE	\$630,608	\$691,911	\$691,911	\$619,631	\$650,250	\$284,335
	OTHER (PERMIT FEES & OTHER INCOME)	\$106,100	\$231,299	\$231,299	\$123,100	\$114,000	\$112,000
	LOAN				\$500,000	\$600,000	\$900,000
	TOTAL REVENUE:	\$1,478,708	\$1,649,493	\$1,656,071	\$2,252,731	\$2,354,050	\$2,406,335
EXPENSES:	PROGRAMS	\$890,060	\$890,060	\$834,199	\$744,528	\$720,373	\$997,243
	PROJECTS	\$720,658	\$839,658	\$963,411	\$1,362,437	\$1,435,376	\$820,200
	LOAN REPAYMENT				\$53,491	\$0	\$0
	TOTAL EXPENDITURES:	\$1,610,717	\$1,729,718	\$1,797,610	\$2,160,455	\$2,155,749	\$1,817,443
	REVENUE OVER/(UNDER) EXPENDITURES:	(\$132,010)	(\$80,225)	(\$141,539)	\$92,276	\$198,301	\$588,892

TOTAL - COMFORT LAKE-FOREST LAKE							
REVENUE	TAX LEVY	\$998,000	\$976,861	\$985,708	\$1,200,000	\$1,176,000	\$1,300,000
	GRANT REVENUE	\$630,608	\$691,911	\$691,911	\$619,631	\$650,250	\$284,335
	OTHER (PERMIT FEES & OTHER INCOME)	\$108,900	\$235,499	\$233,198	\$125,900	\$116,800	\$114,000
	LOAN				\$500,000	\$600,000	\$900,000
	TOTAL REVENUE:	\$1,737,508	\$1,904,271	\$1,910,817	\$2,445,531	\$2,543,050	\$2,598,335
EXPENSES	ADMINISTRATION	\$282,577	\$282,577	\$222,320	\$191,067	\$224,183	\$223,799
	PROGRAMS	\$890,060	\$890,060	\$834,199	\$744,528	\$720,373	\$997,243
	PROJECTS	\$720,658	\$839,658	\$963,411	\$1,362,437	\$1,435,376	\$820,200
	LOAN REPAYMENT				\$53,491	\$0	\$0
	RESERVE CONTRIBUTION						\$552,352
	TOTAL EXPENDITURES:	\$1,893,295	\$2,012,295	\$2,019,930	\$2,351,523	\$2,379,932	\$2,593,593
	REVENUE OVER/(UNDER) EXPENDITURES:	(\$155,787)	(\$108,024)	(\$109,113)	\$94,008	\$163,118	\$4,742

Prior Yearend/Beginning of Year Fund Balance (Reserve)				\$1,089,734	\$980,621	\$980,621	\$1,143,739
Est Current Yearend Balance				\$980,621	\$1,074,630	\$1,143,739	\$1,148,481
First 6 months min operating estimate					\$600,000		\$600,000
Beginning of year reserve over/(under) First 6 months min operating estimate					\$380,621		\$543,739
Actual reserve percentage of budget	80.80%	76.02%	41.70%	41.70%			44.10%



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

2019 ESTIMATED Grants

Account Code	Agency	Program	Description	Lake	Est. Request	Est. Match Amount	Est. Total Grant Award	Estimated 2019 Income	Timeframe Income Expected	Percent of Certainty of Award	Awarded/ High Probability of Award	Est. P Reduction (lbs/yr)	Est. Cost/P Reduction (over 25 yr lifespan)
5-222-F	BWSR	CWF - Projects & Practices	Bone Lake Diagnostic Study/SWA BMP Implementation	Bone Lake	\$144,000	\$36,000	\$72,000	\$36,000	Q1	50%		TBD	TBD
5-229-A	BWSR	CWF - Accelerated Implementation Grant	Comfort Lk Diagnostic & H&H Model Update	Comfort Lake	\$124,000	\$31,000	\$93,000	\$46,500	Q1	75%	**	N/A	N/A
5-228-B3	Wash. Co.	Watershed Based Funding	Castlewood Subwatershed BMP Implementation	Forest Lake	\$26,253	\$2,625	\$26,253	\$26,253	Q4	100%	**	20	N/A
5-228-B4	Wash. Co.	Watershed Based Funding	Hayward Avenue BMP Implementation	Forest Lake	\$26,253	\$2,625	\$26,253	\$26,253	Q4	100%	**	128	N/A
5-228-L	Wash. Co.	Watershed Based Funding	WJD-6 Improvements Implementation	Forest Lake	\$26,253	\$2,625	\$26,253	\$26,253	Q4	100%	**	169	N/A
3-011-B	Wash. Co.	AIS Prevention Aid Grant	Watercraft Inspections	Forest & Bone	\$16,500	\$0	\$12,375	\$12,375	Q4	75%	**	N/A	N/A
3-011-28-G	Wash. Co.	AIS Prevention Aid Grant	Flowering Rush	Forest Lake	\$8,000	\$0	\$6,000	\$6,000	Q4	75%	**	N/A	N/A
3-006-D	ESRI	Conservation GIS Grant	One-year license of ArcGIS Advanced with all extensions	District-Wide		\$1,200	(Est. approx. \$10K discount)		N/A	~100%	**	N/A	N/A
5-221-C	BWSR	CWF - Projects & Practices	Moody Lake Alum Treatment	Moody Lake	(FY2018)	(FY2018)	(FY2018)	\$13,500	Q2	N/A	*	324	\$73
5-226-A	BWSR	CWF - Projects & Practices	Shields Lake SW Harvest, Irrigation Reuse & Alum Treat.	Shields Lake	(FY2017)	(FY2017)	(FY2017)	\$82,400	Q4	N/A	*	1,000	\$76
5-422-F	BWSR	CWF - Projects & Practices	Bone Lake Partially Drained Wetland Restorations	Bone Lake	(FY2017)	(FY2017)	(FY2017)	\$8,800	Q4	N/A	*	50	\$88
2019 Grant Total					\$371,260	\$76,076	\$262,135	\$284,335					

TBD - landowner dependent

Alum lifespan = 10 years

Alum lifespan = 10 years

*Grants won

**Grant applications where probability of award is high (>70%)

Additional Notes:

Grants listed in italics were awarded in previous year

BWSR grant pay schedule is 50% immediately after agmt exec., 40% after first 50% is spent, 10% at closeout

PCA grant pay schedule is 25% immediately after agmt exec., reimbursement thereafter

Note that grant income is not always the same as grant expenditures for any given year. Grant funds may be received in lump sum one year, then spent the following.

Est. Total Grant Award reflects the amount of certainty staff has in receiving the grant.

2019 ESTIMATED Other Income (Donations, Permit Revenue, Loans etc.)

Account Code	Agency	Program	Description	Lake	Est. Request		Est. Total Contribution	Estimated 2019 Income	Timeframe Income Expected
3-011-28-G	City of FL	AIS Mgmt on Forest Lake	Flowering rush, curlyleaf pondweed	Forest Lake	\$11,000		\$11,000	\$11,000	Q4
3-011-B	City of FL	Watercraft Inspections	Boat launch inspections for Forest Lake	Forest Lake	\$19,000		\$19,000	\$19,000	Q4
3-011-28-G	FLLA	AIS Mgmt on Forest Lake	Flowering rush & Curlyleaf pondweed	Forest Lake	\$2,000		\$2,000	\$2,000	Q4
3-011-B	FLLA	Watercraft Inspections	Boat launch inspections for Forest Lake	Forest Lake	\$2,500		\$2,500	\$2,500	Q4
3-011-B	CLA	Watercraft Inspections	Boat launch inspections for Comfort Lake	Comfort Lake	\$500		\$500	\$500	Q4
3-011-B	Chisago Co.	AIS Prevention Aid: Watercraft Inspections	Boat launch inspections for Comfort Lake	Comfort Lake	\$5,000		\$5,000	\$5,000	Q4
3-011-B	BLA	Watercraft Inspections	Boat launch inspections for Bone Lake	Bone Lake	\$2,000		\$2,000	\$2,000	Q4
3-002-A	Permittees	Permitting	Permit Deposits	District-Wide			\$70,000	\$70,000	Q1-Q4
Various	PCA	Clean Water Partnership Loan	CLFLWD Adaptive Management Project Implementation	District-Wide	(FY2017)	(FY2017)	(FY2017)	\$900,000	Q4
2019 Other Income Total					\$42,000		\$112,000	\$1,012,000	

2019 Combined Totals (CLFLWD Only)					\$413,260	\$76,076	\$374,135	\$1,296,335	
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2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

2018 Grants								
Account Code	Agency	Program	Description	Lake	Est. Request	Est. Match Amount	Est. Total Grant Award	Est. Actual 2018 Income
5-221-C	BWSR	CWF - Projects & Practices	Moody Lake Alum Treatment	Moody Lake	\$135,000	\$100,000	\$135,000	\$121,500
3-004-C	BWSR	CWF - Projects & Practices	Bone Lake SWA Implementation (Ag. BMPs)	Bone Lake	\$240,000	\$60,000	\$0	\$0
5-229-D & E	BWSR	CWF - Projects & Practices	Sunrise River Tax Forfeit Project	Comfort Lake	\$390,000	\$97,500	\$0	\$0
3-011-B	Wash. Co.	AIS Prevention Aid Grant	Watercraft Inspections	Forest & Bone	\$32,500	\$31,000	\$16,500	\$16,500
3-011-28-G	Wash. Co.	AIS Prevention Aid Grant	Flowering Rush	Forest Lake	\$10,850	\$8,950	\$8,000	\$8,000
3-011-28-G	DNR**	AIS Control Projects	CLP, EWM, FR Treatment	Forest Lake	N/A	N/A	N/A	N/A
3-011-22-G	DNR**	AIS Control Projects	CLP, EWM Treatment	Bone Lake	N/A	N/A	N/A	N/A
3-011-29-G	DNR**	AIS Control Projects	CLP, EWM Treatment	Comfort Lake	N/A	N/A	N/A	N/A
3-005-A	SCMWS	St. Croix Master Watershed Steward	Lakes Area Television educational special	District-Wide	\$5,000	\$0	\$0	\$0
3-005-A	SCMWS	St. Croix Master Watershed Steward	Standard project signage initiative	District-Wide	\$5,000	\$0	\$0	\$0
3-006-D	ESRI	Conservation GIS Grant	One-year license of ArcGIS Advanced with all extensions	District-Wide		\$1,200	(Est. approx. \$10,000 discount)	
TBD	McKnight Foundation		TBD	TBD	TBD	TBD	TBD	TBD
TBD	LCCMR		TBD	TBD	\$500,000	\$100,000	\$500,000	\$0
	PCA							
TBD	DNR	Conservation Partners Legacy (CPL)	TBD	TBD	TBD	TBD	TBD	TBD
3010A	DNR	<i>Conservation Partners Legacy (CPL)</i>	<i>Shields Lake fish barrier retrofits</i>	<i>Shields Lake</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>\$30,600</i>
5-226-A	BWSR	<i>CWF - Projects & Practices</i>	<i>Shields Lake SW Harvest, Irrigation Reuse & Alum Treat.</i>	<i>Shields Lake</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>\$329,600</i>
5-422-F	BWSR	<i>CWF - Projects & Practices</i>	<i>Bone Lake Partially Drained Wetland Restorations</i>	<i>Bone Lake</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>\$35,200</i>
5228B	BWSR	<i>CWF - Accelerated Implementation</i>	<i>Forest Lake Enhanced Street Sweeping Plan</i>	<i>Forest Lake</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>(FY2017)</i>	<i>\$18,000</i>
5-421-A	BWSR	<i>Clean Water Fund (CWF)</i>	<i>Moody Lake Wetland Rehabilitation</i>	<i>Moody Lake</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>\$42,928</i>
5-421-A	EPA, PCA	<i>CWA Section 319</i>	<i>Moody Lake Wetland Rehabilitation</i>	<i>Moody Lake</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>\$19,507</i>
5228B	BWSR	<i>Clean Water Fund (CWF)</i>	<i>Forest Lake Wetland Treatment Basin Implementation</i>	<i>Forest Lake</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>\$16,200</i>
5-228-A	PCA	<i>Clean Water Partnership (CWP)</i>	<i>Forest Lake Diagnostic Study</i>	<i>Forest Lake</i>	<i>(FY2015)</i>	<i>(FY2015)</i>	<i>(FY2015)</i>	<i>\$12,214</i>
2018 Grant Total					\$1,318,350	\$398,650	\$659,500	\$650,250

*Grants listed in italics were awarded in previous year

**DNR AIS Grant Program will not be offered in 2018



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

2018 ESTIMATED Other Income (Donations, Permit Revenue, Loans etc.)								
3-011-28-G	City of FL	AIS Mgmt on Forest Lake	Flowering rush, curlyleaf pondweed	Forest Lake	\$16,000		\$16,000	\$16,000
3-011-B	City of FL	Watercraft Inspections	Boat launch inspections for Forest Lake	Forest Lake	\$14,000		\$14,000	\$14,000
3-011-28-G	FLLA	AIS Mgmt on Forest Lake	Flowering rush	Forest Lake	\$2,500		\$2,500	\$2,500
3-011-B	FLLA	Watercraft Inspections	Boat launch inspections for Forest Lake	Forest Lake	\$2,500		\$2,500	\$2,500
3-011-B	CLA	Watercraft Inspections	Boat launch inspections for Comfort Lake	Comfort Lake	\$2,000		\$2,000	\$2,000
3-011-B	Chisago Co.	AIS Prevention Aid: Watercraft Inspections	Boat launch inspections for Comfort Lake	Comfort Lake	\$5,000		\$5,000	\$5,000
3-011-B	BLA	Watercraft Inspections	Boat launch inspections for Bone Lake	Bone Lake	\$2,000		\$2,000	\$2,000
3-002-A	Permittees	Permitting	Permit Deposits	District-Wide			\$70,000	\$70,000
Various	PCA	Clean Water Partnership Loan	CLFLWD Adaptive Management Project Implementation	District-Wide	\$1,500,000	\$1,000,000	\$1,500,000	\$600,000
2018 Other Income Total					\$1,544,000	\$1,000,000	\$1,614,000	\$714,000

2018 ESTIMATED Other Agency Grants (District would support, but not manage funds directly)								
Applying Organization	Agency	Program	Description	Lake	Est. Request	Est. CLFLWD Match Contribution	Actual Award	Est. Actual Income
City of Forest Lake	BWSR	Clean Water Fund	Street Sweeper Purchase	Forest Lake	\$220,000	\$19,415	\$220,000	\$0
LSC 1W1P LGUs	BWSR	Clean Water Fund	Lower St. Croix One Watershed-One Plan Planning	District-Wide	\$185,000	(in-kind)	\$185,000	\$0
2018 Supported Grants Total								

2018 Combined Totals (CLFLWD Only)					\$2,862,350	\$1,418,065	\$2,273,500	\$1,364,250
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CLFLWD match contributions for grants and loans may be partially funded by other grants or loans.



2019 Draft Budget Adjustments

Comfort Lake-Forest Lake Watershed District

2017 Grants								
WMP Code	Agency	Program	Description	Lake	Est. Request	Match Amount	Total Grant Award	Est. Actual 2017 Income
5226A	BWSR	CWF - Projects & Practices	Shields Lake SW Harvest, Irrigation Reuse & Alum Treat.	Shields Lake	\$824,000	\$206,000	\$824,000	\$412,000
5228D	BWSR	CWF - Projects & Practices	Forest Lake South BMPs (SEH projects)	Forest Lake	\$105,949	\$26,487	\$0	\$0
5422F	BWSR	CWF - Projects & Practices	Bone Lake Partially Drained Wetland Restorations	Bone Lake	\$88,000	\$22,000	\$88,000	\$44,000
5228B	BWSR	CWF - Accelerated Implementation	Forest Lake Priority Subcatchment Implement. Planning	Forest Lake	\$132,000	\$36,000	\$0	
3-011-20B	Wash. Co.	AIS Prevention RFP	Watercraft Inspections	Forest Lake	\$30,500	\$36,000	\$17,000	\$17,000
5228G (AIS)	Wash. Co.	AIS Prevention RFP	Flowering Rush	Forest Lake	\$10,850	\$10,300	\$9,000	\$9,000
	Wash. Co.	AIS Prevention RFP	Clean, Drain, Dry, Dispose (CD3) Station	Forest Lake	\$9,500		\$0	\$0
	Wash. Co.	AIS Prevention RFP	AIS Identification Workshop	District-Wide	\$1,050	\$0	\$0	\$0
3010A	DNR	Conservation Partners Legacy (CPL)	Shields Lake fish barrier retrofits	Shields Lake	\$30,600	\$8,000	\$30,600	\$0
3011-28B	DNR	AIS Control Projects	Curly-leaf pondweed treatment	Forest Lake	\$4,999		\$4,999	\$4,999
3011-28B	DNR	AIS Control Projects	Eurasian watermilfoil treatment	Forest Lake	\$500		\$900	\$900
3011-28B	DNR	AIS Control Projects	Flowering rush treatment	Forest Lake	\$800		\$1,200	\$1,200
3011-22B	DNR	AIS Control Projects	Curly-leaf pondweed treatment	Bone Lake	\$250		\$200	\$200
3011-22B	DNR	AIS Control Projects	Eurasian watermilfoil treatment	Bone Lake	\$250		\$50	\$0
3011-29B	DNR	AIS Control Projects	Curly-leaf pondweed treatment	Comfort Lake	\$400		\$50	\$0
3011-29B	DNR	AIS Control Projects	Eurasian watermilfoil treatment	Comfort Lake	\$400		\$375	\$375
5228B	BWSR	Clean Water Fund (CWF)	Forest Lake Wetland Treatment Basin Implementation	Forest Lake	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	\$64,800
5421A	BWSR	Clean Water Fund (CWF)	Moody Lake Wetland Rehabilitation	Moody Lake	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	\$171,714
5421A	EPA, PCA	CWA Section 319	Moody Lake Wetland Rehabilitation	Moody Lake	<i>(FY2016)</i>	<i>(FY2016)</i>	<i>(FY2016)</i>	\$16,617
5-228-A	PCA	Clean Water Partnership (CWP)	Forest Lake Diagnostic Study	Forest Lake	<i>(FY2015)</i>	<i>(FY2015)</i>	<i>(FY2015)</i>	\$27,161
5229G	BWSR	Clean Water Fund	Bixby Park WQ Improvement Project	Comfort Lake	<i>(FY2013)</i>	<i>(FY2013)</i>	<i>(FY2013)</i>	\$180,375
2017 Grant Total					\$1,276,048	\$353,787	\$1,012,374	\$968,341

*Grants listed in italics were awarded in previous year

2017 ESTIMATED Other Income (Donations, Permit Revenue etc.)								
WMP Code	Agency	Program	Description	Lake	Est. Request	Est. Match Amount	Est. Total Contribution	Est. Actual Income
5228G (AIS)	City of FL	AIS Mgmt on Forest Lake	Flowering rush, curlyleaf pondweed, Eurasian watermilfoil	Forest Lake	\$35,000		\$35,000	\$35,366
3005B (AIS)	City of FL	Watercraft Inspections	Boat launch inspections for Forest Lake	Forest Lake	\$16,000		\$16,000	\$16,000
3005B (AIS)	FLLA	Watercraft Inspections	Boat launch inspections for Forest Lake	Forest Lake	\$4,000		\$4,000	\$4,000
	CLA	Watercraft Inspections	Boat launch inspections for Comfort Lake	Comfort Lake	\$2,000		\$2,000	\$2,000
3005B (AIS)	Chisago Co.	Watercraft Inspections	Boat launch inspections for Comfort Lake	Comfort Lake	\$5,000		\$5,000	\$5,000
3002A	Permittees	Permitting	Permit Deposits	District-Wide			\$55,000	\$60,000
3002A	Permittees	Permitting	Stormwater Impact Fund	District-Wide				\$95,376
2017 Other Income Total					\$67,500	\$0	\$122,500	\$223,242

2017 Combined Totals					\$1,343,548	\$353,787	\$1,134,874	\$1,191,583
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BWSR grant pay schedule is 50% immediately, 40% after, 10% closeout
 PCA grant pay schedule is 25% immediately, reimbursement thereafter