



Nine Mile Creek Discovery Point
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MEMO

TO: Nine Mile Creek Watershed District Board of Managers

FROM: Randy Anhorn

DATE: May 11, 2020

RE: Proposed 2020 Budget Reallocations and Amendments

Background

As briefly discussed at previous Board meetings and individually with the Board President and Treasurer, there is a need for a couple reallocations and amendments to the District's 2020 budget. The proposed amendments (shown on the attached table and highlighted in yellow on the attached 2020 budget spreadsheet) include the reallocation of funds from one line item to another, the addition of unassigned reserve funds from previous budget years to undertake additional workplan items not taken into account when the budget was developed and approved in the summer of 2019, and to show a more realistic CIP budget for various projects that will be undertaken in 2020 (as detailed in our workplan).

Staff will discuss the proposed reallocations and amendments.

Request

Staff is recommending the board approve the proposed amendments to the 2020 budget.

Proposed 2020 Budget Amendments (May 2020)

Reallocations					
Acct #	Budget Item	Change	Was	Now	Reason
5201	Employee salary	- \$85,000	\$525,000	\$440,000	Do not anticipate hiring of 5 th employee in 2020
6401	Permit Tracking	+ \$65,000	\$100,000	\$165,000	Underbudgeted
6402	Inspections	+ \$30,000	\$10,000	\$40,000	Added costs of permit software development from HEI
6237	Web/Web Based Programs	+ \$5,000	\$25,000	\$30,000	Adding real-time data on website
6403	WCA	- \$15,000	\$35,000	\$20,000	More accurately portrays costs
	Change to overall budget	\$0			
Amendments Using Unassigned Reserves					
Acct #	Budget Item	Change	Was	Now	Reason
6106	Lake & Stream Monitoring	+ \$25,000	\$132,000	\$157,000	<i>From unassigned reserves.</i> Added lakes to be monitored in 2020 due to increased number of UAA updates in 2021.
6107	Targeted	+ \$50,000	\$45,000	\$95,000	<i>From unassigned reserves.</i> Additional fisheries work and Smetana and Normandale as well as Normandale vegetation and turion Lake level analysis as part of WQ project and due to upcoming UAAs.
6109	Atlas -14 Flood Management	+ \$20,000	\$40,000	\$60,000	<i>From unassigned reserves.</i> Helping Cities with Lake Level Management Plans for Land Locked Lakes
7125	Office Addition	+ \$290,000	\$0	\$290,000	<i>From unassigned reserves.</i> To undertake building addition permitting and construction and associated landscaping
	Change to overall budget	+ \$385,000			<i>From unassigned reserves.</i>
Amendments To CIP Budgets					
Acct #	Budget Item	Change	Was	Now	Reason
7100	Edina Streambank Project	+ \$50,000	\$0	\$50,000	<i>From assigned Edina streambank reserves</i> to cover ongoing easement and vegetation work
7110	Lake Cornelia	- \$580,000	\$830,000	\$250,000	More realistic due to what will be undertaken in 2020. Others will be undertaken in subsequent years. Allocated reserves from already levied funds for Cornelia (in-lake alum and work on feasibility study)
7111	Lake Edina	- \$470,000	\$500,000	\$30,000	Strictly BMP option determinations and working with city and school district

7126	Regional Flood Project	- \$500,000	\$500,000	\$ 0	More realistic due to what will be undertaken in 2020. Others will be undertaken in subsequent years when opportunities/partnerships arise. Allocated reserves from already levied funds for such projects.
7500	SW Facility Fund (SFF) Projects	- \$200,000	\$210,000	\$ 10,000	More realistic due to what will be undertaken in 2020. Others will be undertaken in subsequent years when opportunities arise. Allocated reserves from already collected SFFs.
		-			
	Change to overall budget	-\$ 1,700,000			These CIP funds have already been levied for and assigned to specific projects and remain assigned for those projects to be used at a latter date.
	Result to overall budget	-\$1,315,000			

The result of the reallocations and amendments is a reduction in the 2020 Budget from \$4,709,000 to \$3,394,000.

2020 Budget

Budget Item		New Account	2020 Budget	Proposed Amended 2020 Budget	Amended amount
Administration					
Board		5100			
	Advisory Committees (CAC and TAC)	5101	\$ 8,000.00	\$ 8,000.00	
	Annual Audit	5102	\$ 14,500.00	\$ 14,500.00	
	Dues/Conferences/Membership Fees	5103	\$ 16,000.00	\$ 16,000.00	
	Insurance	5104	\$ 14,000.00	\$ 14,000.00	
	Per Diems and Payroll tax	5105	\$ 10,000.00	\$ 10,000.00	
	Manager Expenses	5106	\$ 3,000.00	\$ 3,000.00	
Staff		5200			
	Employee Salaries and Benefits	5201	\$ 525,000.00	\$ 440,000.00	minus 85,000
	Employee Expenses	5206	\$ 6,000.00	\$ 6,000.00	
	Staff Training/Professional Development	5207	\$ 12,000.00	\$ 12,000.00	
	Education Assistance	5208	\$ 6,000.00	\$ 6,000.00	
Office		5300			
	Office Supplies & Expenses	5301	\$ 15,000.00	\$ 15,000.00	
	Office Utilities	5302	\$ 18,000.00	\$ 18,000.00	
	Office Networking Managed Services	5303	\$ 15,000.00	\$ 15,000.00	
	Office Equipment Maintenance	5304	\$ 8,000.00	\$ 8,000.00	
	Office Furniture/Equipment	5305	\$ 30,000.00	\$ 30,000.00	
	Official Minutes	5306	\$ 4,500.00	\$ 4,500.00	
	Operating Expenses	5307	\$ 29,000.00	\$ 29,000.00	
	Discovery Point Maintenance (building and landscaping)	5308	\$ 30,000.00	\$ 30,000.00	
Professional Services		5400			
	Auditor/Accounting	5410			
	General/Monthly Accounting	5411	\$ 29,000.00	\$ 29,000.00	
	Payroll Processing Fees	5412	\$ 2,000.00	\$ 2,000.00	
	Engineering	5420			
	Administration	5421	\$ 80,000.00	\$ 80,000.00	
	Legal	5430			
	General Legal Advice	5431	\$ 45,000.00	\$ 45,000.00	
	Policies/Bylaws	5432	\$ 5,000.00	\$ 5,000.00	
	Other	5440			
	Other Consultant	5441	\$ 10,000.00	\$ 10,000.00	
	Total-Administration		\$ 935,000.00	\$ 850,000.00	
Programs					
	Data Collection, Assessment and Management	6100			
	Lake Level Monitoring	6101	\$ 25,000.00	\$ 25,000.00	
	Groundwater Level Monitoring	6102	\$ 6,000.00	\$ 6,000.00	
	Precipitation Monitoring	6104	\$ 5,000.00	\$ 5,000.00	
	WOMP Stations	6105	\$ 115,000.00	\$ 115,000.00	

2020 Budget

Budget Item	New Account	2020 Budget	Proposed Amended 2020 Budget	Amended amount
Lake Water Quality and Stream Monitoring	6106	\$ 132,000.00	\$ 157,000.00	add 25,000
Targeted Monitoring	6107	\$ 45,000.00	\$ 95,000.00	add 50,000
Regional SW Volume Reduction Study	6108	\$ 5,000.00	\$ 5,000.00	
Modeling and Atlas 14 Flood Planning/Management	6109	\$ 40,000.00	\$60,000	add 20,000
TMDL & UAA Studies	6110	\$ 5,000.00	\$ 5,000.00	
Special Studies	6111	\$ 50,000.00	\$ 50,000.00	
Monitoring Equipment	6112	\$ 10,000.00	\$ 10,000.00	
Education and Outreach	6200			
Public Involvement /Education	6210			
Education and Outreach Programs	6211	\$ 30,500.00	\$ 30,500.00	
Volunteer Programs	6213	\$ 25,500.00	\$ 25,500.00	
Communications & Education Materials	6230			
Communication and Marketing Materials	6231	\$ 25,000.00	\$ 25,000.00	
Website & Web-Based Programs	6237	\$ 25,000.00	\$ 30,000.00	add 5,000
Grant Program & Grant Match	6300			
Cost Share Grant Program	6301	\$ 200,000.00	\$ 200,000.00	
Research Collaborative Grant Funding	6304	\$ 25,000.00	\$ 25,000.00	
Regulatory Controls and Permitting	6400			
Permit Application Review/Tracking	6401	\$ 100,000.00	\$ 165,000.00	add 50,000
Inspections	6402	\$ 10,000.00	\$ 40,000.00	add 30,000
Wetland Conservation Act	6403	\$ 35,000.00	\$ 20,000.00	minus \$15,000
Rules	6404	\$ 10,000.00	\$ 10,000.00	
Technical Assistance	6500			
Residents	6501	\$ 5,000.00	\$ 5,000.00	
Cities	6502	\$ 5,000.00	\$ 5,000.00	
Professional Project and Plan Review	6503	\$ 10,000.00	\$ 10,000.00	
Water Management Plan	6600			
Water Management Plan Workplan Implementation	6603	30,000.00	30,000.00	
Total-Programs		\$ 974,000.00	\$ 1,154,000.00	
Capital Projects				
Edina Streambank			50,000.00	add 50,000
Normandale Lake	7105	\$ 150,000.00	\$ 150,000.00	
Lake Cornelia	7110	\$ 830,000.00	\$ 250,000.00	Reduce to what v
Lake Edina	7111	\$ 500,000.00	\$ 30,000.00	Reduce to what v
Project Repair/Maintenance	7115	\$ 100,000.00	\$ 100,000.00	
Discovery Point Landscape Restoration	7120	\$ 10,000.00	\$ 10,000.00	
Discovery Point Construction/Renovations	7125	\$ -	290,000.00	
Regional Flood Study projects	7126	\$ 500,000.00	\$ -	Reduce to what v
Southeast Anderson Lake	7130	\$ 200,000.00	\$ 200,000.00	????
Stormwater Facilities Fund Project	7500	\$ 210,000.00	\$ 10,000.00	Reduce to what v
Watershed-Based Funding Grant Projects	7601			

2020 Budget

Budget Item	New Account	2020 Budget	Proposed Amended 2020 Budget	Amended amount
Non-Profit Planning Grant Stormwater BMP Project	7602	\$ 300,000.00	\$ 300,000.00	
Total-Programs		\$ 2,800,000.00	\$ 1,390,000.00	
Total Levy - \$2,720,000				
Total Budget		\$ 4,709,000.00	\$ 3,394,000.00	