



MEMORANDUM

To: MCWD Board of Managers
From: James Wisker
Date: June 16, 2016
Re: Joint Committee Meeting on 2017 Budget

Purpose:

To outline the proposed meeting format for the June 16, 2016 Joint Budget Committee Meeting of the Minnehaha Creek Watershed District (MCWD) Board of Managers.

Background:

On June 16, 2016, a Joint Committee Meeting of the MCWD Board of Managers will be held to discuss 2017 budget planning.

On April 7, 2016 the Board held an annual retreat, during which discussions took place on a first quarter projection of the 2017 budget and levy. The discussion focused on the projected budget-levy gap and strategies to bridge this gap in 2017 and 2018.

On May 26, 2016 a budget planning briefing was provided to the Operations and Programs Committee. The Committee received a cursory overview from staff highlighting proposed 2017 budget changes by program division (Education and Communications, Planning-Projects and Permitting, Operations and Support Services, and Research and Monitoring). The Committee also received a summary on how these proposed changes impacted the projected budget-levy gap.

June 16 Joint Committee Meeting:

At the June 16, 2016, Joint Committee Meeting staff will be seeking direction and guidance on the overall 2017 budget-levy, specific budget-levy questions, and areas of District operations that the Board of Managers wish to see additional information or refinement. This will be accomplished by moving through the following meeting outline:

We collaborate with public and private partners to protect and improve land and water for current and future generations.

1. Introduction and Meeting Framework
 - a. Review the meeting objectives and meeting format
 - b. Executive summary of discussions and decisions to date
 - c. Summarize anticipated next steps and schedule

2. Background Overview of Budget Planning to Date
 - a. Organizational summary of budget planning status
 - b. Departmental review of proposed budget adjustments using strategic framework
 - c. Board question-answer and discussion on departmental budgets

3. Board Discussion and Direction on Specific Budget Questions
 - a. A facilitated discussion focused on receiving Board direction on topics including but not limited to: cash flow considerations, deferred maintenance, responsive track planning, departmental contingencies, and uncollected taxes.

4. Introduction of a List of Organization Needs
 - a. Introduce the topic of establishing a list to house specific organizational needs that can be prioritized and used for future budgeting purposes.

ATTACHMENTS:

- 5-26-16 OPC Presentation
- Updated Budget Workplan

Should you have any questions or comments in advance of the meeting, please contact James Wisker at Jwisker@minnehahacreek.org or 952.641.4509

We collaborate with public and private partners to protect and improve land and water for current and future generations.



2017 PRELIMINARY BUDGET BRIEFING

May 26, 2016
Operations & Programs Committee

OUTLINE

- Review April budget retreat
- Provide overview of budget revision progress
 - 2015 carryover analysis
 - 2016 reduced spending plan
 - 2017 budget options
- Explanation by program staff
- Summarize budget schedule and discuss next steps

APRIL 2016 BUDGET RETREAT SUMMARY (1/4)

FIRST QUARTER BUDGET ASSUMPTIONS:

- Incorporated preliminary estimate of 2015 → 2016 carryover
- No carryover from 2016 → 2017
- 2017 Program budgets = 2016 Program budgets
- Incorporated proposed capital improvement plan

APRIL 2016 BUDGET RETREAT SUMMARY (2/4)

FIRST QUARTER BUDGET NOTES:

- \$945,800 budget increase in debt service
 - Requires a \$264,208 levy increase
- \$1,340,107 budget increase in CIP
 - Requires a \$2,655,361 levy increase

Division	2016 Budget	2016 Levy	2017 Budget	2017 Levy	2016/2017 Budget Change	2016/2017 Levy Change
Operations and Support Services	\$ 1,527,969	\$ 1,457,969	\$ 1,527,969	\$ 1,406,996	\$ -	\$ (50,973)
Planning and Permitting	\$ 2,147,035	\$ 1,645,837	\$ 2,147,035	\$ 1,875,532	\$ -	\$ 229,695
Land Conservation	\$ 3,018,369	\$ 2,795,204	\$ 3,964,169	\$ 3,059,412	\$ 945,800	\$ 264,208
Capital Projects	\$ 3,212,147	\$ 487,853	\$ 4,552,254	\$ 3,143,214	\$ 1,340,107	\$ 2,655,361
Communications and Education	\$ 1,408,948	\$ 1,120,066	\$ 1,408,948	\$ 1,184,416	\$ -	\$ 64,350
Research and Monitoring	\$ 1,481,626	\$ 1,198,946	\$ 1,481,626	\$ 1,391,454	\$ -	\$ 192,508
Total	\$ 12,796,094	\$ 8,705,875	\$ 15,082,001	\$ 12,061,024	\$ 2,285,907	\$ 3,355,149

APRIL 2016 BUDGET RETREAT SUMMARY (3/4)

FIRST QUARTER BUDGET-LEVY ANALYSIS

- 2015 Levy = \$8,291,310
 - 2016 Levy = \$8,705,875 (5% increase)
 - 2017 Levy = \$9,141,168 (5% increase = \$435,239)
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- Potential 2017 Levy based on assumptions = \$12,215,353 (~40% increase would be needed under this hypothetical scenario)
 - Given assumption of only a 5% levy increase, need to identify \$3,074,185 in reductions to achieve a 5% levy increase to total levy of \$9,141,168

APRIL 2016 BUDGET RETREAT SUMMARY (4/4)

Need \$3,074,185 in reductions to achieve a 5% levy increase of \$9,141,168

BUDGET RETREAT DECISIONS AND NEXT STEPS:

- Board revised capital improvement plan to postpone ~ \$1,562,000 to 2018
- This reduced \$3,074,185 need to ~ \$1,512,185

- Evaluate ability to reduce 2016 program spending to generate carryover
- Evaluate ability to reduce 2017 program budgets

BUDGET PROGRESS OVERVIEW

- Needed \$3,074,185 in reductions to achieve a 5% levy increase of \$9,141,168
- Board revised capital improvement plan to postpone ~ \$1,562,000 to 2018
- This reduced \$3,074,185 need to ~ \$1,512,185 gap

- Staff has evaluated:
 - Reducing 2016 spending
 - Reducing 2017 budgets

- This work to date has brought the needed levy to \$9,970,670 (15% increase over 2016)
 - \$829,501 (gap) in further reductions needed to achieve 5% levy increase of \$9,141,168

2015 CARRYOVER REPORT

Fund Number	Fund Name	Estimated Carryover (workplan)	Actual Carryover (audit)	Carryover Difference Actual - Estimated	Assigned and Unavailable for 2017	Unassigned and Available for 2017
1002	General Operations	\$ -	\$ 1,226,615	\$ 1,226,615	\$ 1,226,615	\$ -
1003	Information Technology	\$ -	\$ 110,698	\$ 110,698	\$ 105,000	\$ 5,698
1004	Government Relations	\$ -	\$ 10,275	\$ 10,275	\$ -	\$ 10,275
			SUBTOTAL	\$ 1,347,588	\$ 1,331,615	\$ 15,973

2001	Permitting	\$ (29,526)	\$ 90,006	\$ 119,532	\$ -	\$ 119,532
2002	Planning	\$ 192,884	\$ 266,691	\$ 73,807	\$ 73,807	\$ -
2003	Project-Land Maintenance	\$ 191,293	\$ 223,787	\$ 32,494	\$ 32,494	\$ -
2004	Land Conservation	\$ 9,806,135	\$ 9,646,722	\$ (159,413)	\$ -	\$ -
2005	Land Restoration	\$ 89,000	\$ 148,208	\$ 59,208	\$ -	\$ 59,208
2006	Habitat Grants	\$ (915)	\$ 842	\$ 1,757	\$ -	\$ 1,757
			SUBTOTAL	\$ 127,385	\$ 106,301	\$ 180,497

4001	Cynthia Krieg	\$ 70,504	\$ 37,442	\$ (33,062)	\$ -	\$ (33,062)
4002	Education	\$ 45,920	\$ 94,415	\$ 48,495	\$ -	\$ 48,495
4003	Communications	\$ 72,458	\$ 86,706	\$ 14,248	\$ -	\$ 14,248
4004	Master Water Stewards	\$ -	\$ -	\$ -	\$ -	\$ -
4005	Cost Share Grants	\$ 734,255	\$ 929,106	\$ 194,851	\$ 194,851	\$ -
			SUBTOTAL	\$ 224,532	\$ 194,851	\$ 29,681

5001	Water Quality Monitoring	\$ -	\$ 257,698	\$ 257,698	\$ 226,000	\$ 31,698
5002	E Grade Development	\$ -	\$ -	\$ -	\$ -	\$ -
5003	Lake Nokomis Biomanipulation	\$ -	\$ 2,426	\$ 2,426	\$ -	\$ 2,426
5005	AIS Program	\$ 282,680	\$ 370,427	\$ 87,747	\$ 56,000	\$ 31,747
5006	Research & Monitoring	\$ -	\$ -	\$ -	\$ -	\$ -
			SUBTOTAL	\$ 347,871	\$ 282,000	\$ 65,871

PROGRAM OVERVIEW

2016 CARRYOVER AND 2017 BUDGETS

DRAFT 2017 BUDGET SUMMARY BY DIVISION

Program Division	2016 Budget	2016 Revised Budget	2016 Generated Carryover	2017 Budget	2016-2017 Budget Change	% Reduction
Operations & Support Services	\$ 1,527,969	\$ 1,527,969	\$ -	\$ 1,951,776	\$ 423,807	28%
Education & Communications	\$ 1,408,948	\$ 1,076,348	\$ 332,600	\$ 1,086,680	\$ (322,268)	-23%
Research & Monitoring	\$ 1,481,626	\$ 1,331,401	\$ 150,225	\$ 1,084,805	\$ (396,821)	-27%
Planning & Permitting	\$ 8,237,551	\$ 6,728,092	\$ 1,509,459	\$ 9,541,244	\$ 1,303,693	16%
Total	\$ 12,656,094	\$ 10,663,810	\$ 1,992,284	\$ 13,664,505	\$ 1,008,411	8%

OPERATIONS AND SUPPORT SERVICES

DRAFT 2016/2017 OPERATIONS & SUPPORT SERVICES BUDGET SUMMARY

Program	2016 Budget	2016 Revised Budget	2016 Generated Carryover	2017 Budget	2016-2017 Budget Change	% Change
General Operations	\$ 1,389,906	\$ 1,389,906	\$ -	\$ 1,813,713	\$ 423,807	30%
Information Technology	\$ 101,063	\$ 101,063	\$ -	\$ 101,063	\$ -	0%
Government Relations	\$ 37,000	\$ 37,000	\$ -	\$ 37,000	\$ -	0%
Total	\$ 1,527,969	\$ 1,527,969	\$ -	\$ 1,951,776	\$ 423,807	28%

GENERAL OPERATIONS

General Operations						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated Carryover 2016-2017	Activity/Expense	2017 Budget	2016-2017 Proposed Change
Vehicles	\$ 18,000	\$ 18,000	\$ -	Vehicles	\$ 20,000	\$ 2,000
Personnel Costs	\$ 349,273	\$ 349,273	\$ -	Personnel Costs	\$ 359,751.19	\$ 10,478
Benefits**	\$ 384,641	\$ 384,641	\$ -	Benefits**	\$ 423,105	\$ 38,464
			\$ -	Uncollected Taxes	\$ 250,000	\$ 250,000
Staff Expenses**	\$ 18,200	\$ 18,200	\$ -	Staff Expenses**	\$ 18,200	\$ -
Manager Expenses**	\$ 51,450	\$ 51,450	\$ -	Manager Expenses**	\$ 51,450	\$ -
			\$ -	Legal Misc	\$ 100,000	\$ 100,000
Building and Operating Expenses**	\$ 137,300	\$ 137,300	\$ -	Building and Operating Expenses**	\$ 144,165	\$ 6,865
Other/Misc Expenses**	\$ 4,700	\$ 4,700	\$ -	Other/Misc Expenses**	\$ 4,700	\$ -
Contracted Services**	\$ 266,500	\$ 266,500	\$ -	Contracted Services**	\$ 275,000	\$ 8,500
Insurance**	\$ 27,500	\$ 27,500	\$ -	Insurance**	\$ 35,000	\$ 7,500
Debt Service**	\$ 131,342	\$ 131,342	\$ -	Debt Service**	\$ 131,342	\$ -
CAC**	\$ 1,000	\$ 1,000	\$ -	CAC**	\$ 1,000	\$ -
Subtotal	\$ 1,389,906	\$ 1,389,906	\$ -	Subtotal	\$ 1,813,713	\$ 423,807

INFORMATION TECHNOLOGY

Information Technology				Information Technology		
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated Carryover 2016-2017	Activity/Expense	2017 Budget	2016-2017 Proposed Change
MCWD General IT	\$ 62,063	\$ 62,063	\$ -	MCWD General IT	\$ 62,063	\$ -
MCWD Equipment and Upgrades	\$ 39,000	\$ 39,000	\$ -	MCWD Equipment and Upgrades	\$ 39,000	\$ -
MCWD System Maintenance and Needs	\$ -	\$ -	\$ -	MCWD System Maintenance and Needs	\$ -	\$ -
Subtotal	\$ 101,063	\$ 101,063	\$ -	Subtotal	\$ 101,063	\$ -

EDUCATIONS-COMMUNICATIONS-GRANTS

DRAFT 2017 EDUCATION & COMMUNICATIONS BUDGET SUMMARY

Program	2016 Budget	2016 Revised Budget	2016 Generated Carryover	2017 Budget	2016-2017 Budget Change	% Change
Cynthia Krieg	\$ 125,000	\$ 125,000	\$ -	\$ 100,000	\$ (25,000)	-20%
Education	\$ 302,179	\$ 245,179	\$ 57,000	\$ 266,790	\$ (35,389)	-12%
Communications	\$ 209,618	\$ 179,018	\$ 30,600	\$ 174,914	\$ (34,704)	-17%
Cost Share	\$ 772,151	\$ 527,151	\$ 245,000	\$ 544,976	\$ (227,175)	-29%
Total	\$ 1,408,948	\$ 1,076,348	\$ 332,600	\$ 1,086,680	\$ (322,268)	-23%

- \$332,600 in 2016 carryover
- \$332,268 in 2017 budget reductions

EDUCATION

Education						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Implement District-wide signage Master Plan	\$ -		\$ -	Implement District-wide signage Master Plan	\$ 2,500	\$ 2,500
Presentations, displays and passive events	\$ 10,000	\$ 5,000.00	\$ 5,000	Presentations, displays and passive events	\$ 5,000	\$ (5,000)
Minnehaha Creek subwatershed programming	\$ 10,000	\$ 2,500.00	\$ 7,500	Minnehaha Creek subwatershed programming	\$ 5,000	\$ (5,000)
Minnehaha Creek subwatershed signage	\$ 15,000	\$ 7,500.00	\$ 7,500	Minnehaha Creek subwatershed signage	\$ 5,000	\$ (10,000)
Implement signage and landings on Minnehaha Creek	\$ -		\$ -	Implement signage and landings on Minnehaha Creek	\$ -	\$ -
MCWD site stormwater management demonstration	\$ 5,000	\$ 1,000.00	\$ 4,000	MCWD site stormwater management demonstration	\$ 2,500	\$ (2,500)
Six-mile Creek subwatershed engagement	\$ 5,000	\$ 1,000.00	\$ 4,000	Six-mile Creek subwatershed engagement	\$ 1,500	\$ (3,500)
Watershed Association Initiative	\$ 25,000	\$ 25,000.00	\$ -	Watershed Association Initiative	\$ 25,000	\$ -
Workshops and trainings	\$ 15,000	\$ 10,000.00	\$ 5,000	Workshops and trainings	\$ 15,000	\$ -
MS4 education	\$ 10,000	\$ 10,000.00	\$ -	MS4 education	\$ 10,000	\$ -
Citizen monitoring	\$ 5,000	\$ 5,000.00	\$ -	Citizen monitoring	\$ 5,000	\$ -
Realtor/Developer outreach	\$ 5,000	\$ 1,000.00	\$ 4,000	Realtor/Developer outreach	\$ 1,000	\$ (4,000)
Master Water Stewards program	\$ 37,500	\$ 17,500.00	\$ 20,000	Master Water Stewards program	\$ 25,000	\$ (12,500)
Program administration	\$ 6,000	\$ 6,000.00	\$ -	Program administration	\$ 6,000	\$ -
Personnel Costs	\$ 153,679	\$ 153,679.00	\$ -	Personnel Costs	\$ 158,290	\$ 4,611
Subtotal	\$ 302,179	\$ 245,179.00	\$ 57,000		\$ 266,790	\$ (35,389)

COMMUNICATIONS

Communications						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Website/GIS (\$10,500 reassigned to IT budget)	\$ -		\$ -	Website/GIS (\$10,500 reassigned to IT budget)	\$ -	\$ -
Marketing Materials	\$ 5,000	\$ 5,000.00	\$ -	Marketing Materials	\$ 5,000	\$ -
Videos	\$ 10,000	\$ 5,000	\$ 5,000	Videos	\$ 5,000	\$ (5,000)
Publications (maps, annual & mid-year reports)	\$ 15,000	\$ 15,000.00	\$ -	Publications (maps, annual & mid-year reports)	\$ 10,000	\$ (5,000)
Media and Government Relations	\$ 32,600	\$ 10,000.00	\$ 22,600	Media and Government Relations	\$ 10,000	\$ (22,600)
E-updates/Social media	\$ 500	\$ 500.00	\$ -	E-updates/Social media	\$ 500	\$ -
Sponsorships and Community Events	\$ 5,000	\$ 5,000.00	\$ -	Sponsorships and Community Events	\$ 5,000	\$ -
Minnehaha Creek Cleanup	\$ 25,000	\$ 25,000.00	\$ -	Minnehaha Creek Cleanup	\$ 25,000	-
Watershed Heroes (deferred to 2017)	\$ -		\$ -	Watershed Heroes	\$ 10,000	\$ 10,000
Stakeholder Audit/50 th Anniversary Planning	\$ 15,000	\$ 15,000.00	\$ -	Stakeholder Audit/50 th Anniversary Planning	\$ -	\$ (15,000)
Communications training	\$ 3,000		\$ 3,000	Communications training	\$ 3,000	\$ -
Staff development	\$ 2,000	\$ 2,000.00	\$ -	Staff development	\$ 2,000	\$ -
Personnel Costs	\$ 96,518	\$ 96,518.00	\$ -	Personnel Costs	\$ 99,414	\$ 2,896
Subtotal	\$ 209,618	\$ 179,018.00	\$ 30,600		\$ 174,914	\$ (34,704)

RESEARCH AND MONITORING

DRAFT 2017 RESEARCH & MONITORING BUDGET SUMMARY

Program	2016 Budget	2016 Revised Budget	2016 Generated Carryover	2017 Budget	2016-2017 Budget Change	% Change
Water Quality	\$ 412,516	\$ 412,791	\$ (275)	\$ 368,137	\$ (44,379)	-11%
AIS	\$ 628,388	\$ 493,388	\$ 135,000	\$ 374,749	\$ (253,639)	-40%
Lake Nokomis Project	\$ 10,300	\$ 10,300	\$ -	\$ 1,000	\$ (9,300)	-90%
E-Grade	\$ 333,522	\$ 325,522	\$ 8,000	\$ 238,054	\$ (95,468)	-29%
R&M General Operations	\$ 96,900	\$ 89,400	\$ 7,500	\$ 102,865	\$ 5,965	6%
JWRG	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Total	\$ 1,481,626	\$ 1,331,401	\$ 150,225	\$ 1,084,805	\$ (396,821)	-27%

- \$150,225 in 2016 carryover
- \$396,821 in 2017 budget reductions

WATER QUALITY

Water Quality						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Diagnostic Activities				Diagnostic Activities		
Anchor Monitoring	\$ 42,607	\$ 46,835	\$ (4,228)	Anchor Monitoring	\$ 67,066	\$ 24,459
Contracted Services: USGS Gauge Management	\$ 15,700	\$ 19,500	\$ (3,800)	Contracted Services: USGS Gauge Management		\$ (15,700)
Volunteer Water Quality Monitoring	\$ 2,060	\$ 2,520	\$ (460)	Volunteer Water Quality Monitoring	\$ 2,520	\$ 460
Investigational Monitoring	\$ 5,000	\$ 5,000	\$ -	Investigational Monitoring	\$ 1,500	\$ (3,500)
Subwatershed Monitoring	\$ 8,940	\$ 5,727	\$ 3,213	Subwatershed Monitoring	\$ -	\$ (8,940)
				Subwatershed Diagnostic Monitoring	\$ 20,000	\$ 20,000
Contingency Monitoring	\$ 15,000	\$ 15,000	\$ -	Contingency Monitoring	\$ 20,000	\$ 5,000
Contracted Services: Subwatershed Monitoring	\$ 20,250	\$ 20,250	\$ -	Contracted Services: Subwatershed Monitoring	\$ -	\$ (20,250)
Misc. Contracted Services	\$ 10,000	\$ 5,000	\$ 5,000	Misc. Contracted Services	\$ -	\$ (10,000)
Annual Maintenance and Support Fee For Water Resources Data Management/Analysis Tool	\$ -	\$ -	\$ -	Annual Maintenance and Support Fee For Water Resources Data Management/Analysis Tool	\$ -	\$ -
Engineering/Consultant	\$ 5,000	\$ 5,000	\$ -	Engineering/Consultant	\$ 3,000	\$ (2,000)
				E-Grade Monitoring	\$ -	\$ -
Effectiveness Monitoring				Effectiveness Monitoring		
				Special Required Monitoring	\$ 700	\$ 700
				Pre/Post Project Effectiveness Monitoring	\$ 6,000	\$ 6,000
Informing Others on Ecological Health of District Water Resources				Informing Others on Ecological Health of District Water Resources		
				Reports	\$ -	\$ -
				District Evaluative Studies	\$ -	\$ -
Data Management				Data Management		
				Data Management	\$ 5,000	\$ 5,000
Personnel Costs	\$ 287,959	\$ 287,959	\$ -	Personnel Costs	\$ 242,351	\$ (45,608)
Subtotal	\$ 412,516	\$ 412,791	\$ (275)	Subtotal	\$ 368,137	\$ (44,379)

AQUATIC INVASIVE SPECIES

Aquatic Invasive Species						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Diagnostic Activities				Diagnostic Activities		
Early Detection/Baseline Monitoring	\$ 35,000	\$ 35,000	\$ -	Early Detection/Baseline Monitoring	\$ -	\$ (35,000)
Volunteer AIS Monitoring	\$ 3,000	\$ 3,000	\$ -	Volunteer AIS Monitoring	\$ 3,000	\$ -
Lake Minnetonka Zebra Mussel Study	\$ 30,000	\$ 30,000	\$ -	Lake Minnetonka Zebra Mussel Study	\$ 5,000	\$ (25,000)
			\$ -	Christmas Lake Zebra Mussel Study	\$ -	\$ -
Six-Mile Creek Carp Assessment	\$ -	\$ -	\$ -	Six-Mile Creek Carp Assessment	\$ -	\$ -
Informing Others on Ecological Health of District Water Resources				Informing Others on Ecological Health of District Water Resources		
AIS Outreach	\$ 10,000	\$ 5,000	\$ 5,000	Outreach	\$ 5,000	\$ (5,000)
AIS Control/Management				AIS Control/Management		
Carp Removal Program	\$ 1,000	\$ -	\$ 1,000	Carp Removal Program	\$ -	\$ (1,000)
Flowering Rush Management Program	\$ -	\$ -	\$ -	Flowering Rush Management Program	\$ -	\$ -
Zebra Mussel Control Study	\$ 20,000	\$ 20,000	\$ -	Zebra Mussel Control Study	\$ -	\$ (20,000)
Protection of Water Resources				Protection of Water Resources		
AIS Watercraft Inspection Cost Share and Roaming Inspector Program	\$ 230,000	\$ 221,000	\$ 9,000	AIS Watercraft Inspection Cost Share and Roaming Inspector Program	\$ 175,000	\$ (55,000)
Off-Site Inspection/Decontamination Station & Education Programming	\$ 45,000	\$ -	\$ 45,000	Off-Site Inspection/Decontamination Station & Education Programming	\$ -	\$ (45,000)
Water Access AIS Improvements	\$ 35,000	\$ -	\$ 35,000	Water Access AIS Improvements	\$ -	\$ (35,000)
Self-Inspection Certification Pilot Program	\$ 10,000	\$ -	\$ 10,000	Self-Inspection Certification Pilot Program	\$ -	\$ (10,000)
Home Lake Pilot Program	\$ 10,000	\$ -	\$ 10,000	Home Lake Pilot Program	\$ -	\$ (10,000)
Clean Access Pilot Program	\$ 5,000	\$ -	\$ 5,000	Clean Access Pilot Program	\$ -	\$ (5,000)
Rapid Response and Containment Funding	\$ 35,000	\$ 35,000	\$ -	Rapid Response and Containment Funding	\$ 35,000	\$ -
Legislative and Regulatory Initiatives	\$ 15,000	\$ -	\$ 15,000	Legislative and Regulatory Initiatives	\$ -	\$ (15,000)
Personnel Costs including FTE AIS Addition	\$ 144,388	\$ 144,388	\$ -	Personnel Costs including FTE AIS Addition	\$ 151,749	\$ 7,361
Subtotal	\$ 628,388	\$ 493,388	\$ 135,000	Subtotal	\$ 374,749	\$ (253,639)

E-GRADE

E-Grade Program Development				E-Grade Program Development		
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Contracted Services	\$ 237,000	\$ 237,000	\$ -	Contracted Services	\$ 141,000	\$ (96,000)
Legal Expense	\$ 5,000	\$ 2,000	\$ 3,000	Legal Expense	\$ 3,000	\$ (2,000)
Printing/Publishing/Postage	\$ 5,000	\$ -	\$ 5,000	Printing/Publishing/Postage	\$ 5,000	\$ -
Personnel Costs	\$ 86,522	\$ 86,522	\$ -	Personnel Costs	\$ 89,054	\$ 2,532
Subtotal	\$ 333,522	\$ 325,522	\$ 8,000	Subtotal	\$ 238,054	\$ (95,468)

R&M OPERATIONS

Program Operations				Program Operations		
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Equipment/Supplies/Services	\$ 36,700	\$ 36,700	\$ -	Equipment/Supplies/Services	\$ -	\$ (36,700)
Department Pull-up Banner	\$ -	\$ -	\$ -	Department Pull-up Banner	\$ -	\$ -
Repair/Maintenance	\$ 18,000	\$ 18,000	\$ -	Repair/Maintenance	\$ -	\$ (18,000)
Watercraft/Trailer Maintenance	\$ 7,000	\$ 7,000	\$ -	Watercraft/Trailer Maintenance	\$ -	\$ (7,000)
				Equipment/Supplies/Maintenance	\$ 73,365	\$ 73,365
Staff Training/Expenses	\$ 20,200	\$ 20,200	\$ -	Staff Training/Expenses	\$ 22,000	\$ 1,800
Legal Expense	\$ 15,000	\$ 7,500	\$ 7,500	Legal Expense	\$ 7,500	\$ (7,500)
Subtotal	\$ 96,900	\$ 89,400	\$ 7,500	Subtotal	\$ 102,865	\$ 5,965

PLANNING-PERMITTING-DEBT SERVICE

DRAFT 2017 PLANNING & PERMITTING BUDGET SUMMARY

Program	2016 Budget	2016 Revised Budget	2016 Generated Carryover	2017 Budget	2016-2017 Budget Change	% Reduction
Permit Administration	\$ 631,846	\$ 621,846	\$ 10,000	\$ 631,651	\$ (195)	0%
Planning & Projects	\$ 863,897	\$ 853,897	\$ 10,000	\$ 1,100,054	\$ 236,157	27%
Project Maint. & Land Mgmt	\$ 546,429	\$ 361,629	\$ 184,800	\$ 630,116	\$ 83,687	15%
Land Conservation	\$ 3,018,369	\$ 3,018,369	\$ -	\$ 4,064,169	\$ 1,045,800	35%
Land Restoration	\$ 89,000	\$ 89,000	\$ -	\$ 69,500	\$ (19,500)	-22%
Habitat Restoration Initiative	\$ 15,863	\$ 15,863	\$ -	\$ 15,113	\$ (750)	-5%
Capital Projects Total	\$ 3,072,147	\$ 1,767,488	\$ 1,304,659	\$ 3,030,641	\$ (41,506)	-1%
Total	\$ 8,237,551	\$ 6,728,092	\$ 1,509,459	\$ 9,541,244	\$ 1,303,693	16%

- \$945k increase in debt service + \$100k in debt service for Six Mile
- \$280k merging of Six Mile fund into planning to show true accounting
- \$100k of previously unbudgeted land/easement planning
- \$100k of infrastructure maintenance

PERMITTING

Permit Administration						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	2017 Activity Expense	2017 Budget	2016-2017 Budget Change
Rule Administration	\$ 225,000	\$ 225,000	\$ -	Rule Administration	\$ 225,000	\$ -
Field Monitoring and Compliance	\$ 45,000	\$ 45,000	\$ -	Field Monitoring and Compliance	\$ 45,000	\$ -
Policy and Partnership Development	\$ 25,000	\$ 25,000	\$ -	Policy and Partnership Development	\$ 25,000	\$ -
Department Specific Technology	\$ 10,000	\$ -	\$ 10,000	Department Specific Technology	\$ -	\$ (10,000)
Personnel Costs	\$ 326,846	\$ 326,846	\$ -	Personnel Costs	\$ 336,651	\$ 9,805
Subtotal	\$ 631,846	\$ 621,846	\$ 10,000	Subtotal	\$ 631,651	\$ (195)

PLANNING (POLICY AND PROJECT DEVELOPMENT)

Planning & Projects						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	Activity/Expense	2017 Budget	2016-2017 Budget Change
Minnehaha Creek Greenway Planning	\$ 120,000	\$ 120,000	\$ -	Minnehaha Creek Greenway Planning	\$ 100,000	\$ (20,000)
			\$ -	Six Mile Creek	\$ -	\$ -
			\$ -	Carp Study	\$ 80,000	\$ 80,000
			\$ -	Planning/Project Development	\$ 200,000	\$ 200,000
Responsive Track Planning	\$ 100,000	\$ 100,000	\$ -	Responsive Track Planning	\$ 150,000	\$ 50,000
				Land Conservation Planning	\$ 100,000	\$ 100,000
2017 Comprehensive Plan Development	\$ 100,000	\$ 100,000	\$ -	2017 Comprehensive Plan Development	\$ 50,000	\$ (50,000)
Engineering	\$ 100,000	\$ 100,000	\$ -	Engineering	\$ -	\$ (100,000)
Legal	\$ 75,000	\$ 75,000	\$ -	Legal	\$ -	\$ (75,000)
				General Engineering and Legal	\$ 50,000	\$ 50,000
Data Management and File Scanning	\$ 35,000	\$ 25,000	\$ 10,000	Data Management and File Scanning	\$ 25,000	\$ (10,000)
Training	\$ 2,500	\$ 3,000	\$ (500)	Training	\$ 3,000	\$ 500
Expenses/Mileage	\$ 1,000	\$ 2,500	\$ (1,500)	Expenses/Mileage	\$ 2,500	\$ 1,500
Printing/Publishing/Postage	\$ 3,000	\$ 2,000	\$ 1,000	Printing/Publishing/Postage	\$ 2,000	\$ (1,000)
GIS/Computer Services	\$ 2,500	\$ 1,500	\$ 1,000	GIS/Computer Services	\$ 1,500	\$ (1,000)
Other/Miscellaneous	\$ 3,000	\$ 3,000	\$ -	Other/Miscellaneous	\$ 3,000	\$ -
Personnel Costs	\$ 321,897	\$ 321,897	\$ -	Personnel Costs	\$ 333,054	\$ 11,157
Subtotal	\$ 863,897	\$ 853,897	\$ 10,000	Subtotal	\$ 1,100,054	\$ 236,157

LAND CONSERVATION (DEBT SERVICE)

Land Conservation						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	Activity/Expense	2017 Budget	2016-2017 Budget Change
Debt Service	\$ 3,018,369	\$ 3,018,369	\$ -	Debt Service	\$ 3,964,169	\$ 945,800
				Six Mile Debt Service	\$ 100,000	\$ 100,000
Subtotal	\$ 3,018,369	\$ 3,018,369	\$ -	Subtotal	\$ 4,064,169	\$ 1,045,800

PROJECT MAINTENANCE & LAND MANAGEMENT

Project Maintenance and Land Management						
Activity/Expense	2016 Budget	2016 Proposed Revised Budget	Generated 2016-2017 Carryover	Activity/Expense	2017 Budget	2016-2017 Budget Change
Vegetation Maintenance	\$ 111,000	\$ 74,400	\$ 36,600	Vegetation Maintenance	\$ 100,000	\$ (11,000)
				Infrastructure Maintenance	\$ 100,000	\$ 100,000
Stormwater Facility Maintenance	\$ 168,200	\$ 20,000	\$ 148,200	Stormwater Facility Maintenance	\$ 168,200	\$ -
Stormwater Pond Inspections	\$ 25,000	\$ 25,000	\$ -	Stormwater Pond Inspections	\$ 25,000	\$ -
Gray's Bay Dam Inspection and Maintenance	\$ 10,000	\$ 10,000	\$ -	Gray's Bay Dam Inspection and Maintenance	\$ -	\$ (10,000)
Routine and Unplanned Maintenance	\$ 20,000	\$ 20,000	\$ -	Routine and Unplanned Maintenance	\$ 20,000	\$ -
Implement District Signage Master Plan	\$ -	\$ -	\$ -	Implement District Signage Master Plan	\$ -	\$ -
Implement Canoe Landing Standards	\$ -	\$ -	\$ -	Implement Canoe Landing Standards	\$ -	\$ -
Engineering, Legal, and Technical Services	\$ 50,000	\$ 50,000	\$ -	Engineering, Legal, and Technical Services	\$ 50,000	\$ -
Printing and Publishing Materials	\$ 2,000	\$ 2,000	\$ -	Printing and Publishing Materials	\$ 2,000	\$ -
Staff Expenses, Trainings, and Mileage	\$ 3,000	\$ 3,000	\$ -	Staff Expenses, Trainings, and Mileage	\$ 3,000	\$ -
Equipment and Supplies	\$ 1,000	\$ 1,000	\$ -	Equipment and Supplies	\$ 1,000	\$ -
Personnel Costs	\$ 156,229	\$ 156,229	\$ -	Personnel Costs	\$ 160,916	\$ 4,687
Subtotal	\$ 546,429	\$ 361,629	\$ 184,800	Subtotal	\$ 630,116	\$ 83,687

NEXT STEPS AND DISCUSSION

