

MEMORANDUM
Comfort Lake-Forest Lake Watershed District

To: Board of Managers

Date: March 21, 2019

From: Mike Kinney

Subject: WJD-6 Assessment and Feasibility 2019 Scope

Background/Discussion

The Watershed Management Plan contains item 5228K) Washington Judicial Ditch 6 (WJD-6) Assessment & Implementation Plan. The 2019 budget contains \$60,000 for this line item. The budget also contains line items for other Forest Lake subwatershed assessments: Castlewood (\$30,000) and Hayward Avenue (\$35,000). The combined total of the three items is \$125,000. The Hayward Avenue 2019 scope of work is included in this month’s meeting packet and is within the budgeted amount. Unless the Board gives other direction, Emmons & Olivier Resources (EOR) will not plan to submit a scope of work for Castlewood in 2019. EOR’s recommendation for now is that the District continue to work on the agricultural fields which the District is currently renting. As such, assistance from EOR for the Castlewood subwatershed will likely remain minimal (i.e. well below \$10,000).

The table below summarizes the three line items mentioned above.

Account	Description	2019 Budget	EOR Scope	Balance
5-228-B3	Castlewood Feasibility	\$30,000	N/A	\$30,000
5-228-B4	Hayward Ave Feasibility	\$35,000	\$34,804	\$196
5-228-K	WJD-6 Feasibility	\$60,000	\$80,193	(\$20,193)
TOTAL		\$125,000	\$114,997	\$10,003

There are multiple options for how to proceed with the WJD-6 scope of work:

1. Staff recommended: Approve the full scope of work in the amount of \$80,193 with the understanding that the excess funds in the Castlewood budget line item will cover the overage in the WJD-6 line item.
2. The Board may choose to fund the balance of the WJD-6 scope from the reserve.
3. The Board may choose to only fund Task 1 in the scope of work in the amount of \$59,616 which is within the WJD-6 budgeted amount. Task 2 is optional, but staff recommends that the District include it.

Recommended Action

Proposed Motion: Manager _____ moves to authorize the administrator, on advice of counsel, to enter into an agreement with Emmons & Olivier Resources in accordance with the March 19, 2019 scope of work and in an amount not to exceed \$80,193. Seconded by Manager _____.