

MEMORANDUM
Comfort Lake-Forest Lake Watershed District

To: Board of Managers

Date: February 6, 2020

From: Mike Kinney

Subject: Monitoring Program

Background/Discussion

At the January 23, 2020 regular meeting, the Board directed the Administrator to proceed with the general recommendations that were put forward in the monitoring program memo dated January 17, 2020. This motion included direction not to exceed the budget amount of \$176,283, to work with Emmons & Olivier Resources (EOR) to format the program as the Board understands it, to work with the Washington Conservation District (WCD) for the lakes part, and to proceed with haste as spring is coming. The intent of the motion was to have the Administrator and Engineer sit down and design the program, and work with WCD in the way they best see most beneficial and efficient, within the budget set forth of \$176,283.

Below, Table 1 outlines the assumptions that were built into the 2020 budget for the monitoring program's ongoing initiatives line (account number 3-003-A). Several items, as shown in grey/italics, are rolled into that one line item. Table 2 outlines staff's recommended activities and proposed expense items for 2020 for that same budget line item.

Table 1. 2020 Budgeted

<i>Account Number</i>	<i>Budget Item</i>	<i>Budget</i>
3-003-A	<i>Ongoing Initiatives</i>	\$176,283
	<i>WCD 2020 quote (lakes, streams and reporting)</i>	\$129,783
	<i>CAMP</i>	\$5,000
	<i>Equipment</i>	\$4,000
	<i>Street Sweeping Monitoring</i>	\$15,000
	<i>Reporting (review data from WCD, review comprehensive plan)</i>	\$2,500
	<i>ioRodeo (C.A.T. – focus on FL 3rd Lake & Bone Lake)</i>	\$20,000

Table 2. 2020 Proposed

<i>Account Number</i>	<i>Budget Item</i>	<i>Estimate</i>
3-003-A	<i>Ongoing Initiatives</i>	\$165,778
	<i>WCD 2020 quote (Lakes only)*</i>	\$55,424*
	<i>EOR 2020 quote (Streams and reporting only)</i>	\$55,354
	<i>CAMP (go back to 14 samples per lake per year)</i>	\$7,000
	<i>Equipment (increase to purchase or update as needed)</i>	\$8,000
	<i>Street Sweeping Monitoring</i>	\$15,000
	<i>Reporting (review lake data from WCD, monitoring planning, QA/QC)</i>	\$5,000
	<i>ioRodeo (C.A.T. – focus on FL 3rd Lake & Bone Lake)</i>	\$20,000

*Based on portions of the quote that was included in the November 21, 2019 board packet; final amount pending receipt of revised quote from WCD.

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This current proposed 2020 monitoring budget is about \$10,000 less than the 2020 adopted budget amount despite allocating additional dollars to the Citizen Assisted Monitoring Program (CAMP), Equipment, and Reporting. This was achieved through savings from the EOR contracted stream monitoring. The original quote from WCD for the Lake and Stream monitoring was \$129,783. Splitting these tasks amongst EOR (Streams) and WCD (Lakes) results in a new total of \$110,778, while receiving the same services. These contracted services should drop further with District staff included in these monitoring efforts.

Savings realized in the proposed 2020 budget will be redirected to existing monitoring elements within the original proposed budget. In FY20, we intend to expand the CAMP program back to the original scope of 14 sampling events on all lakes (effectively doubling the data obtained through the program), purchasing equipment that will assist stream monitoring efforts (i.e., a stream flow meter), focus on future monitoring program planning, and improve our monitoring QA/QC program. A total of \$8,500 of these saving will be added to the line item budgets of the monitoring elements described above (CAMP, Equipment, and Reporting).

An additional element of the expanded 2020 monitoring effort will be the continued development and deployment of the Citizen Assisted Tributary (C.A.T.) monitoring program using the IO Rodeo and other Arduino equipment. It is staff's intent to roll out this effort within Bone Lake and the Forest Lake 3rd lake basin. While additional effort will be needed to locate and train some new citizen scientists needed for this program, it has the potential to greatly reduce costs in our efforts to quickly identify areas of concern within the watershed. Thus, enabling the utilization of the District's adaptive management framework.

The scope of this memo does not cover all District monitoring elements, such as project effectiveness and diagnostic monitoring. Additional information or scopes of work for such elements will be brought to a future board meeting as needed.

Recommended Action

A monitoring services quote was received from EOR and included in the January 23, 2020 board packet. Based on this and additional information, staff recommends the Board approve the portion of EOR's scope for Stream Monitoring (\$48,298) and Water Monitoring Reporting (\$7,056).

Proposed Motion: Manager _____ moves to authorize the Administrator, on advice of counsel, to enter into an agreement with EOR in accordance with the Stream Monitoring and Water Monitoring Reporting tasks in the January 16, 2020 scope of work and in an amount not to exceed \$55,354. Seconded by Manager _____.