

**MINUTES OF THE 2012 WORK PLAN & BUDGET WORKSHOP
OF THE
COMFORT LAKE -FOREST LAKE WATERSHED DISTRICT**

**Thursday, June 23, 2011
6:00 pm**

1) **Call to Order**

The President called the June 23, 2011 CLFLWD 2012 Work Plan & Budget Board of Managers Workshop to order at 6:00 p.m. at the Forest Lake City Offices, 220 North Lake Street, Forest Lake, Minnesota

Present: President Richard Damchik, Vice President Jackie Anderson, Treasurer John Lynch, Secretary Wayne Moe, Manager Jon Spence.

Absent: None

Staff: Doug Thomas, Lisa Tilman (EOR)

Others: None

2) **Presentation of Draft 2012 Work Plan & Budget**

Administrator Thomas referred to the three pieces of information that were included in the Workshop packet which included 1) his staff memo, 2) the long range work plan from the Districts' draft Watershed Management Plan update, and 3) the proposed 2012 work plan/budget and fund balance worksheets. He then went through the work plan/budget and pointed out:

- Areas where there is a significant increase or decrease from the 2011 to 2012 work plan/budget.
- The programs and /or projects which are new for 2012.
- How the work plan/budget corresponds to or is consistent with the 2012 actions in the Watershed Management Plan – Long Range Work Plan.
- On the revenue side he explained that the budget is built around the past direction of the Board to keep the levy flat and continue to build the Districts' Capital Improvement Reserve Fund for future projects.
- Discussed the impact that the proposed work plan/budget has on the Districts' Fund Balance and what will be required in 2012 as a result of the implementation of new accounting standards adopted by the State of MN a few years ago.

3) **Discussion**

Preliminary discussion by Managers regarding the direction and content of the proposed 2012 work plan/budget took place.

4) **Decision on July 7, 2011 Workshop**

Consensus of the Managers, based on what they had seen that evening, was that they did not need to hold July 7, 2011 workshop and instructed the Administrator to post the necessary cancellation notice. Manager Lynch suggested that the Managers can get comments on the draft to Administrator Thomas ahead of the July 28, 2011 Workshop.

5) **Adjournment**

President Damchik adjourned the 2012 Work Plan & Budget Workshop at 6:35 pm...

Wayne S. Moe, Secretary