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Forest Lake, MN 55025

COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT SOLICITATION OF INTEREST NOTICE 2021-2022 SERVICES

Pursuant to Minnesota Statutes §103B.227, the Board of Managers of the Comfort Lake-Forest Lake Watershed District is soliciting interest proposals for accounting, legal and engineering professional services from firms experienced in the work of watershed districts.

The solicitation will enable the managers to identify consultants qualified to supply the professional services needed by the District. Based upon review of proposals, the managers will determine whether an interview is required and, if so, will notify each proposer selected for interview.

Written proposals (five copies) including the following information are being sought at this time:

For *all* professional disciplines, include the following in your proposal:

- Background and specific experience working with Minnesota watershed districts and profile information on the firm. Include statement on what makes your firm unique in this field.
- Hourly billing rates for 2021-2022 and meeting attendance rates if different from hourly billing rates.
- Names and qualifications of lead personnel. Indicate those who will be assigned to our District.

For *Engineering Firms*; include the following *additional* information in your proposal:

- Specific information as to your firm's expertise in watershed district matters including:
 - Lake (including plant and aquatic species) management
 - Wetland restoration
 - Streambank stabilization
 - MS4 permits and urban storm water management
 - Grant program knowledge and proposal writing
 - Community outreach support

As in previous years, the District may use proposals received from engineering and other water resource consulting firms to establish an Engineering/Technical Services Pool.

For *Accounting Firms*, the following terms should be followed:

- The firm should be prepared to compile detailed monthly financial reports that correspond to the format and coding provided in Attachment A (available at www.clflwd.org) which shows an example of the level of detail desired. Details on either

Board of Managers
Jon Spence—President Jackie Anderson—Vice President
Jen Oknich—Secretary Stephen Schmalz—Treasurer Jim Dibble—Assistant Treasurer

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flat rates and/or hourly rates for preparation of this work is requested so as to make appropriate comparisons of services and costs.

- Personnel assigned to the District should be prepared to be available for the onsite meeting for the District's annual audit field day in March and multiple budget workshops throughout the months of June, July, August and September as needed. Again, anticipated rates or costs for these services are requested.
- Separate rates and hours estimates for processing regular payroll reports, associated tax reports, and all required state and local forms, per employee.

Proposals should be limited to four (4) pages and received at the District offices no later than 5 p.m. Wednesday, September 30, 2020.

Comfort Lake-Forest Lake Watershed District
Attn: Administrator
44 Lake Street South, Suite A
Forest Lake, MN 55025

For further information, contact Mike Kinney, District Administrator, at 651.395.5855 or Michael.Kinney@clflwd.org

Board of Managers

Jon Spence—President Jackie Anderson—Vice President
Jen Oknich—Secretary Stephen Schmaltz—Treasurer Jim Dibble—Assistant Treasurer

ATTACHMENT - MONTHLY FINANCIAL REPORT FORMAT

Comfort Lake-Forest Lake Watershed District
Treasurer's Report

July 23, 2020

INCOME for the period		6/1/2020	to	6/30/2020				
Source	Ck. Date	Dep Date	Amount	Description	Account	Check #	Acct #	
Washington County	06/12/20	06/12/20	14,850.00	Washington County Grant - Watercraft Inspections	Grant Income	496943	3-011-20-B-3300	
Church of Saint Peter Cavilary Cemetary	06/12/20	06/12/20	4,260.00	Permit 20-011 Application Fee and Deposit	Escrow Account	3849	3-002-A-2330	
Radske Corp	06/12/20	06/12/20	5,000.00	Permit 19-028 Grading and Alterations Escrow	Escrow Account	3182	3-002-A-2330	
Carlos Jimenez	06/19/20	06/19/20	1,010.00	Permit 19-016 Application Fee and Deposit	Escrow Account	1567	3-002-A-2330	
Alex Baker	06/19/20	06/19/20	1,010.00	Permit 20-012 Application Fee and Deposit	Escrow Account	9027	3-002-A-2330	
James Carter	06/26/20	06/26/20	1,010.00	Permit 20-010 Application Fee and Deposit	Escrow Account	9615	3-002-A-2330	
Lake Area Bank - Savings	---	06/25/20	4.36	Permit 20-013 Application Fee and Deposit	Interest Income	---	1-000-3700	
First State Wyoming - Savings	---	06/30/20	1,042.36	June Interest	Interest Income	---	1-000-3700	
Total Income for period			\$28,186.72					

EXPENSES for the period		6/1/2020	to	6/30/2020				
Payee	Inv. Date	Pay Date	Amount	Description	Account	Check #	Acct #	
Airfresh Industries, Inc.	06/17/20	07/23/20	115.00	Miscellaneous	Miscellaneous	7991	3-011-20-B-4260	
Blue Water Science	06/25/20	07/23/20	12,900.00	Contracted Services	Contracted Services	7992	3-011-21-G-4337	
Cody Chamberlain	07/14/20	07/23/20	500.00	BMP Cost-Share/Incentive	BMP Cost Share Incentive	7993	3-004-B-4780	
Cintas	06/30/20	07/23/20	95.04	Utilities/Office Upkeep	Utilities	7994	1-002-4300	
Creative Homes, Inc.	06/30/20	07/23/20	1,278.94	Permits/Sureties Payable	Escrow Account	7995	3-002-A-2330	
Emmons & Olivier Resources	06/30/20	07/23/20	56,255.23	Engineering Expense	Engineering Expense	7996	Various	
Matthew Fenton	06/25/20	07/23/20	749.90	Permits/Sureties Payable	Escrow Account	7999	3-002-A-2330	
Forest Lake Sanitation	07/01/20	07/23/20	158.84	Utilities	Utilities	8000	3-011-20-C-4300	
Gary Geske	07/03/20	07/23/20	852.79	Permits/Sureties Payable	Escrow Account	8001	3-002-A-2330	
HACH	06/29/20	07/23/20	280.22	Equipment Purchase/Rental/Lease	Equipment Purchase/Rental	8002	3-003-A-4635	
Hallberg Inc.	06/01/20	07/23/20	70.00	Supplies- field	Supplies - Field	8003	3-010-A-4201	
HealthPartners	07/07/20	07/23/20	2,454.77	Employee Benefits	Benefits	8004	1-003-4110	
Houston Engineering Inc.	06/10/20	07/23/20	9,986.00	Contracted Services	Contracted Services	8005	3-006-F-4337	
LimnoTech	06/25/20	07/23/20	5,381.65	Contracted Services	Contracted Services	8006	3-007-B-4337	
Luke Mickelson	07/03/20	07/23/20	844.81	Permits/Sureties Payable	Escrow Account	8007	3-002-A-2330	
Deanna Pesek	07/14/20	07/23/20	250.05	BMP Cost-Share/Incentive	BMP Cost Share Incentive	8008	3-004-B-4780	
Prism Design & Embroidery	07/14/20	07/23/20	261.00	Miscellaneous	Miscellaneous	8009	3-011-20-B-4260	
Principal Life Insurance Company	07/10/20	07/23/20	429.02	Employee Benefits	Benefits	8010	1-003-4110	
494 Properties, LLC	07/01/20	07/23/20	2,781.94	Office Rental Space	Office Rental Space	8011	1-002-4210	
Rapid Press	06/18/20	07/23/20	317.65	Printing	Printing	8012	3-005-A-4208	
Redpath & Company	06/30/20	07/23/20	500.00	Accounting Services	Audit & Accounting	8013	1-004-4330	
Mitchell and Lauretta Scherf	06/25/20	07/23/20	744.00	Permits/Sureties Payable	Escrow Account	8014	3-002-A-2330	
Smith Partners	06/30/20	07/23/20	4,176.90	Legal Fees	Legal Expense	8015	Various	
Town & Country Disposal	07/01/20	07/23/20	43.98	Utilities	Utilities	8016	3-011-20-C-4300	
Washington Conservation District	06/30/20	07/23/20	4,825.00	Professional Services	Professional Services	8017	3-005-A-4335	
Washington Conservation District	06/15/20	07/23/20	204.00	Technical Assistance	Technical Assistance	8017	3-004-A-4560	
Washington Conservation District	06/15/20	07/23/20	816.00	Technical Assistance	Technical Assistance	8017	5-422-F-4560	
Washington Conservation District	06/15/20	07/23/20	344.00	Technical Assistance	Technical Assistance	8017	3-004-A-4560	
Washington Conservation District	06/15/20	07/23/20	280.00	Technical Assistance	Technical Assistance	8017	3-000-A-4560	
Washington Conservation District	06/15/20	07/23/20	316.00	Technical Assistance	Technical Assistance	8017	3-000-A-4560	
Washington Conservation District	06/15/20	07/23/20	48.00	Technical Assistance	Technical Assistance	8017	3-004-A-4560	
Washington Conservation District	06/15/20	07/23/20	288.00	Technical Assistance	Technical Assistance	8017	3-004-C-4560	
Washington Conservation District	06/15/20	07/23/20	460.00	Technical Assistance	Technical Assistance	8017	3-004-A-4560	
Washington Conservation District	06/15/20	07/23/20	560.00	Technical Assistance	Technical Assistance	8017	5-222-F-4560	
WSB	06/19/20	07/23/20	1,125.25	Professional Services	Professional Services	8018	3-011-26-H-4335	
ELECTRONIC PAYMENTS:								
June Wages/Taxes/Benefits	06/30/20	06/30/20	56,386.42	Wages/Taxes/Benefits	Wages/Taxes/Benefits	Direct	Various	
Xcel Energy	06/30/20	07/11/20	228.56	Utilities	Utilities	EFT	Various	
Card Services	06/30/20	07/15/20	6,996.45	Credit Card Expense	Various	EFT	Various	
Total Expenses for period			\$174,305.41					

Cash Balances	6/1/2020	Income	Expenses	Transfers	6/30/2020
Checking Account	1,161.78	-	-	-	1,161.78
Checking Account-Lake Area Bank	121,990.69	14,850.00	263,327.83	250,000.00	123,512.86
Permit Savings-Lake Area Bank	170,487.40	12,294.36	-	-	182,781.76
Savings Account	1,399,869.13	1,042.36	-	(365,000.00)	1,035,911.49
Total Funds:	\$1,693,509.00	\$28,186.72	\$263,327.83	-\$115,000.00	\$1,343,367.89

2020

FUND BALANCE	Fund Balance @ 12/31/19	Year-to-Date Income	Year-to-Date Expenditures	Fund Balance @ 6/30/20
General Fund	\$60,432.00	944.98	137,364.02	(\$75,987.04)
Program & Project Implementation	\$899,590.00	1,008,256.02	841,621.03	\$1,066,224.99
TOTAL DISTRICT FUND BALANCE	\$960,022.00	\$1,009,201.00	\$978,985.05	\$990,237.95

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT
 RECAP - AS OF JUNE 30, 2020

Budget Category	Budget Item	2020 Budget	Current Month	Year-to-Date	Over/(Under) Budget	YTD Percentage of Budget
ADMINISTRATIVE	ADMINISTRATION					
	REVENUE					
	TAX LEVY	258,200.00	-	-	(258,200.00)	0.00%
	OTHER (INTEREST)	5,000.00	129.33	944.98	(4,055.02)	18.90%
	TOTAL REVENUE:	\$263,200.00	\$129.33	\$944.98	(\$262,255.02)	0.36%
	EXPENSES:					
	GENERAL ADMINISTRATION	351,346.00	\$18,390.31	\$137,364.02	(213,981.98)	39.10%
	TOTAL EXPENDITURES:	\$351,346.00	\$18,390.31	\$137,364.02	(\$213,981.98)	39.10%
	REVENUE OVER/(UNDER) EXPENDITURES:	(\$88,146.00)	(\$18,260.98)	(\$136,419.04)	(\$48,273.04)	

PROJECTS/PROGRAMS	PROJECTS/PROGRAMS					
	REVENUE					
	TAX LEVY	1,141,800.00	-	-	(1,141,800.00)	0.00%
	GRANT REVENUE	353,029.00	14,850.00	642,550.00	289,521.00	182.01%
	OTHER (INCLUDE INTEREST/PERMIT FEES)	157,000.00	917.39	4,474.54	(152,525.46)	2.85%
	LOAN	928,425.00	-	361,231.48	(567,193.52)	38.91%
	TOTAL REVENUE:	\$2,580,254.00	15,767.39	\$1,008,256.02	(\$1,571,997.98)	39.08%
	EXPENSES:					
	PROGRAMS	1,540,346.00	212,396.32	614,656.00	(925,690.00)	39.90%
	PROJECTS	951,762.00	49,292.34	226,965.03	(724,796.97)	23.85%
	TOTAL EXPENDITURES:	\$2,492,108.00	\$261,688.66	\$841,621.03	(\$1,650,486.97)	33.77%
	REVENUE OVER/(UNDER) EXPENDITURES:	\$88,146.00	(\$245,921.27)	\$166,634.99	\$78,488.99	

TOTAL	TOTAL-COMFORT LAKE-FOREST LAKE					
	REVENUE					
	TAX LEVY	1,400,000.00	-	-	(1,400,000.00)	0.00%
	GRANT REVENUE	353,029.00	14,850.00	642,550.00	289,521.00	182.01%
	OTHER (INCLUDES INTEREST)	162,000.00	1,046.72	5,419.52	(152,525.46)	3.35%
	LOAN	928,425.00	-	361,231.48	(567,193.52)	38.91%
	TOTAL REVENUE:	\$2,843,454.00	\$15,896.72	\$1,009,201.00	(\$1,830,197.98)	35.49%
	EXPENSES:					
	GENERAL ADMINISTRATION	351,346.00	18,390.31	137,364.02	(213,981.98)	39.10%
	PROGRAMS	1,540,346.00	212,396.32	614,656.00	(925,690.00)	39.90%
	PROJECTS	951,762.00	49,292.34	226,965.03	(724,796.97)	23.85%
	TOTAL EXPENDITURES:	\$2,843,454.00	\$280,078.97	\$978,985.05	(\$1,864,468.95)	34.43%
	REVENUE OVER/(UNDER) EXPENDITURES:	\$0.00	(\$264,182.25)	\$30,215.95	\$34,270.97	

THE "UNAUDITED" FUND BALANCE AS OF 6/30/20 IS \$990,238 WHICH IS AN INCREASE IN FUND BALANCE OF \$30,216. IT IS COMMON WITH WATERSHED DISTRICTS

**COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT
 FUND BALANCE INCREASE/(DECREASE)
 JUN 30, 2020**

	<u>GENERAL FUND</u>	<u>PROGRAM & PROJECT IMPLEMENTATION</u>	<u>UNAUDITED TOTAL</u>
Unaudited Fund Balance @ 12/31/19:	60,432.00	899,590.00	960,022.00
Year-To-Date Revenue	944.98	1,008,256.02	1,009,201.00
Year-To-Date Expenses	<u>137,364.02</u>	<u>841,621.03</u>	<u>978,985.05</u>
Unaudited Fund Balance @ 06/30/20:	<u>(\$75,987.04)</u>	<u>\$1,066,224.99</u>	<u>\$990,237.95</u>
Increase/(Decrease) in Fund Balance:	<u>(\$136,419.04)</u>	<u>\$166,634.99</u>	<u>\$30,215.95</u>

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT
AS OF JUN 30, 2020

Budget Category	WMP Code	Budget Item	2020 Budget	Current Month Expenditures	Year-to-Date Expenditures	2020 Balances
ADMINISTRATIVE	1001	BOARD ADMINISTRATION	66,942.00	2,250.00	26,169.76	40,772.24
	1002	GENERAL OFFICE EXPENSES	96,500.00	5,600.55	43,109.21	53,390.79
	1003	GENERAL ADMINISTRATIVE	105,404.00	5,787.66	29,201.63	76,202.37
	1004	PROFESSIONAL SERVICES	82,500.00	4,752.10	38,883.42	43,616.58
		TOTAL ADMINISTRATION EXPENSES	\$351,346.00	\$18,390.31	\$137,364.02	\$213,981.98
PROGRAMS	3000					
	3000	GENERAL PROGRAM DEVELOPMENT	50,588.00	3,694.16	17,193.56	33,394.44
	3001	DISTRICT RULES AND RULEMAKING	1,145.00	141.24	766.27	378.73
	3002	PERMITTING	250,014.00	22,616.42	89,686.12	160,327.88
	3003	MONITORING & DATA ASSESSMENT	226,855.00	40,478.27	135,251.95	91,603.05
	3004	NON-POINT SOURCE POLLUTION ABATEMENT	95,576.00	11,051.20	26,544.95	69,031.05
	3005	EDUCATION AND OUTREACH	139,812.00	12,247.72	45,782.73	94,029.27
	3006	TECH. RESOURCE SHARING/INTERAGENCY COMMUN.	205,445.00	45,417.93	115,603.78	89,841.22
	3007	RESEARCH	138,003.00	6,164.01	11,396.20	126,606.80
	3008	MEASUREMENT OF PROGRESS	10,465.00	618.59	3,315.82	7,149.18
	3009	GRANT RESEARCH & PREPARATION	31,128.00	1,752.74	16,998.16	14,129.84
	3010	OPERATION & MAINTENANCE - DISTRICT WIDE	74,515.00	36,863.43	50,305.53	24,209.47
	3011	AQUATIC INVASIVE SPECIES (AIS) MANAGEMENT	316,800.00	31,350.61	101,810.93	214,989.07
		TOTAL PROGRAM EXPENSES	\$1,540,346.00	\$212,396.32	\$614,656.00	\$925,690.00
PROJECTS	5000	PROJECTS				
	5000	GENERAL PROJECT DEVELOPMENT	53,974.00	13,907.59	44,025.07	9,948.93
	5200	LAKES	778,534.00	22,586.30	107,274.41	671,259.59
	5300	STREAMS	5,572.00	92.09	502.09	5,069.91
	5400	WETLANDS	77,802.00	11,064.87	58,741.53	19,060.47
	5500	UPLAND RESOURCES	0.00	0.00	0.00	0.00
	5600	GROUNDWATER	10,572.00	57.27	309.33	10,262.67
	5700	INTERAGENCY COMMUNICATION	11,717.00	131.75	705.95	11,011.05
	5800	INTERAGENCY COMMUNICATION	12,447.00	1,306.92	7,860.90	4,586.10
	5900	LAND ACQUISITION AND MANAGEMENT	1,145.00	145.55	7,545.75	(6,400.75)
		TOTAL PROJECTS EXPENSES	\$951,763.00	\$49,292.34	\$226,965.03	\$724,797.97
TOTAL	TOTALS:		\$2,843,455.00	\$280,078.97	\$978,985.05	\$1,864,469.95

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT
AS OF JUN 30, 2020

Budget Category	Account Number	WMP Code	Budget Item	2020 Budget	Current Month Expenditures	Year-to-Date Expenditures	2020 Projected Balance	
ADMINISTRATIVE		1001	Board Administration					
	1-001-4800		Advisory Committee	100.00	-	-	100.00	
	1-001-4330		Audit & Accounting	8,050.00	-	8,050.00	-	
	1-001-4245		MAWD Dues	4,964.00	-	4,964.00	-	
	1-002-4245		LMC Dues	1,878.00	-	-	1,878.00	
	1-001-4270		Insurance (LMCIT and workers comp)	8,200.00	-	919.22	7,280.78	
	1-001-4000		Managers Per Diem	41,250.00	2,250.00	11,875.00	29,375.00	
	1-001-4010		Manager Expenses	1,000.00	-	161.54	838.46	
	1-001-4265		Managers Training/Conferenees	1,500.00	-	200.00	1,300.00	
				TOTAL BOARD ADMINISTRATION	\$66,942.00	\$2,250.00	\$26,169.76	\$40,772.24
			1002	General Office Expenses				
	1-002-4240			Cell Phone/office phone/internet/Web Hosting	6,000.00	948.34	3,896.14	2,103.86
	1-002-4203			Computer Supplies/Software/IT Support	17,600.00	881.34	11,166.57	6,433.43
	1-002-4635			Copier (lease)	5,000.00	-	1,684.09	3,315.91
	1-002-4200			General Office/Meeting Supplies	3,800.00	266.78	1,450.88	2,349.12
	1-002-4245			Dues/Fees/subscriptions	1,100.00	-	384.50	715.50
	1-002-4265			Conferences & Workshops/Staff Training & Education	10,000.00	-	459.07	9,540.93
	1-002-4320			Staff Expenses/Travel (Mileage)	7,000.00	297.72	969.25	6,030.75
	1-002-4280			Postage	600.00	122.99	408.14	191.86
	1-002-4208			Printing	250.00	-	245.00	5.00
	1-002-4290			Notices	750.00	-	-	750.00
	1-002-4210			Office Space (Rent)	35,600.00	2,781.94	16,701.10	18,898.90
	1-002-4220			Office Improvements/Furniture & Fixtures	2,500.00	-	3,388.62	(888.62)
	1-002-4300			Utilities/Office Upkeep	6,200.00	301.44	2,265.85	3,934.15
	1-002-4295			Bank Fees	100.00	-	90.00	10.00
				TOTAL OFFICE EXPENSES	\$96,500.00	\$5,600.55	\$43,109.21	\$53,390.79
			1003	General Administration				
	1-003-4100			Salary/Benefits General Admin - District Administrator	17,122.00	469.79	1,734.23	15,387.77
	1-003-4335			Salary/Benefits General Admin - Other Staff	88,282.00	5,317.87	27,467.40	60,814.60
				TOTAL GENERAL ADMINISTRATIVE	\$105,404.00	\$5,787.66	\$29,201.63	\$76,202.37
PROFESSIONAL SERVICES		1004	Professional Services					
1-004-4330			CPA/bookkeeping	25,000.00	1,313.00	12,238.54	12,761.46	
1-004-4335			Consultant/Professional Services	3,000.00	-	437.50	2,562.50	
1-004-4500			Consulting engineer	7,500.00	1,759.50	4,658.01	2,841.99	
1-004-4410			Legal	47,000.00	1,679.60	21,549.37	25,450.63	
			TOTAL PROFESSIONAL SERVICES	\$82,500.00	\$4,752.10	\$38,883.42	\$43,616.58	
All Administrative/Professional				\$351,346.00	\$18,390.31	\$137,364.02	\$213,981.98	

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT
AS OF JUN 30, 2020

Budget Category	WMP Code	Budget Item	2020 Budget	Current Month Expenditures	Year-to-Date Expenditures	2020 Balance
	3000	General Program Development	\$50,588.00	\$3,694.16	\$17,193.56	\$33,394.44
	3000-4100	Staff Management/Coordination	40,588.00	3,098.16	16,597.56	23,990.44
	3000-A	Consultants & Expenses	10,000.00	596.00	596.00	9,404.00
	3001	District Rules and Rulemaking	\$1,145.00	\$141.24	\$766.27	\$378.73
	3001-4100	Staff Management/Coordination	1,145.00	141.24	766.27	378.73
	3001-B	Rule Implementation Review	0.00	-	-	-
	3002	Permitting	\$250,014.00	\$22,616.42	\$89,686.12	\$160,327.88
	3002-4100	Staff Management/Coordination	130,014.00	9,920.92	53,148.03	76,865.97
	3002-A	Ongoing Initiatives	120,000.00	12,695.50	36,538.09	83,461.91
	3003	Monitoring & Data Assessment	\$226,855.00	\$40,478.27	\$135,251.95	\$91,603.05
	3003-4100	Staff Management/Coordination	30,572.00	2,505.01	13,450.73	17,121.27
	3003-A	Ongoing Initiatives	176,283.00	33,472.53	111,353.23	64,929.77
	3003-H	Wetland Monitoring	0.00	-	-	-
	3003-K	BMP Effectiveness Monitoring	20,000.00	4,500.73	10,447.99	9,552.01
	3004	Non-Point Source Pollution Abatement Grant (cost-share)	\$95,576.00	\$11,051.20	\$26,544.95	\$69,031.05
	3004-4100	Staff Management/Coordination	18,076.00	1,419.70	7,612.71	10,463.29
	3004-A	Ongoing Initiatives	10,000.00	1,056.00	1,431.70	8,568.30
	3004-B	Residential Landowner Grant	7,500.00	-	-	7,500.00
	3004-C	Agricultural and Rural BMP Incentives/Cost-Share	10,000.00	8,575.50	17,500.54	(7,500.54)
	3-004-E	Municipal Stormwater Remediation Program	50,000.00	-	-	50,000.00
	3005	Education and Outreach	\$139,812.00	\$12,247.72	\$45,782.73	\$94,029.27
	3005-4100	Staff Management/Coordination	92,812.00	7,105.07	38,066.99	54,745.01
	3005-A	Ongoing initiatives / EMWREP participation	35,000.00	5,142.65	7,715.74	27,284.26
	3005-B	Standard Project Signage	5,000.00	-	-	5,000.00
	3005-C	Local student engagement/Chisago Co Children's Water Festival	7,000.00	-	-	7,000.00
	3006	Technical Resource Sharing + Interagency Communication	\$205,445.00	\$45,417.93	\$115,603.78	\$89,841.22
	3006-4100	Staff Management/Coordination	61,616.00	4,824.18	25,865.85	35,750.15
	3006-A	Ongoing Initiatives (Miscellaneous Projects)	0.00	3,961.00	7,072.61	(7,072.61)
	3006-C	H&H Model Update	75,000.00	-	24,384.50	50,615.50
	3006-D	Geographic Information Systems (GIS)	6,200.00	-	1,059.00	5,141.00
	3006-E	District Web Mapper (& WCD BMP/Permit project)	0.00	-	-	-
	3006-F	Watershed Management Plan Update	62,629.00	36,632.75	57,221.82	5,407.18
	3007	Research	\$138,003.00	\$6,164.01	\$11,396.20	\$126,606.80
	3007-4100	Staff Management/Coordination	8,203.00	707.61	3,805.41	4,397.59
	3007-A	Ongoing Initiatives	124,800.00	74.75	2,209.14	122,590.86
	3007-B	New Initiatives	5,000.00	5,381.65	5,381.65	(381.65)

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT
AS OF JUN 30, 2020

Budget Category	WMP Code	Budget Item	2020 Budget	Current Month Expenditures	Year-to-Date Expenditures	2020 Balance
	3008	Measurement of Progress	\$10,465.00	\$618.59	\$3,315.82	\$7,149.18
	3008-4100	Staff Management/Coordination	7,965.00	618.59	3,315.82	4,649.18
	3008-A	Ongoing Initiatives	2,500.00	-	-	2,500.00
	3009	Grant Research and Preparation	\$31,128.00	\$1,752.74	\$16,998.16	\$14,129.84
	3009-4100	Staff Management/Coordination	21,128.00	1,622.54	8,694.11	12,433.89
	3009-A	Ongoing Initiatives	10,000.00	130.20	8,304.05	1,695.95
	3010	Operation & Maintenance - District Wide	\$74,515.00	\$36,863.43	\$50,305.53	\$24,209.47
	3010-4100	Staff Management/Coordination	24,515.00	1,898.41	10,175.03	14,339.97
	3010-A	Ongoing Initiatives	50,000.00	34,965.02	40,130.50	9,869.50
	3011	Aquatic Invasive Species (AIS) Management	\$316,800.00	\$31,350.61	\$101,810.93	\$214,989.07
	3011-4100	Staff Management/Coordination	81,700.00	6,265.80	33,572.58	48,127.42
	3011-20-I	(District-Wide) General Program Management	5,000.00	0.00	1,019.75	3,980.25
	3011-20-A	(District-Wide) Comprehensive Plan and Policy Development	5,000.00	176.80	176.80	4,823.20
	3011-20-B	(District-Wide) Watercraft Inspections	82,000.00	10,670.96	13,291.37	68,708.63
	3011-20-C	(District-Wide) AIS Prevention at Boat Launch Sites	1,200.00	211.80	292.63	907.37
	3011-20-D	(District-Wide) AIS Early Detection and Rapid Response	0.00	-	-	-
	3011-21-G	(Moody) AIS Management	4,000.00	3,400.00	4,609.79	(609.79)
	3011-22-G	(Bone) AIS Management	5,000.00	1,900.00	3,641.20	1,358.80
	3011-26-G	(Shields) AIS Management	4,000.00	3,300.00	4,677.06	(677.06)
	3011-26-H	(Shields) Rough Fish Management	0.00	1,125.25	1,191.55	(1,191.55)
	3011-28-G	(Forest) AIS Management	113,500.00	2,900.00	37,938.20	75,561.80
	3011-29-F	(Comfort) Point Interceptor Macrophyte Survey	0.00	-	-	-
	3011-29-G	(Comfort) AIS Management	5,000.00	1,400.00	1,400.00	3,600.00
		TOTAL PROGRAMS BUDGET	\$1,540,346.00	\$212,396.32	\$614,656.00	\$925,690.00

COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT

AS OF JUN 30, 2020

Budget Category	Account Number	WMP Code	Budget Item	2020 Budget	Current Month Expenditures	Year-to-Date Expenditures	2020 Balance
	5-000		General Project Development	\$53,974.00	\$13,907.59	\$44,025.07	\$9,948.93
		5000	Staff Management/Coordination	13,974.00	1,174.59	6,311.85	7,662.15
		5000-A	Consultants and Expenses	40,000.00	12,733.00	37,713.22	2,286.78
	5-200	5200	Lakes	\$778,534.00	\$22,586.30	\$107,274.41	671,259.59
		5200-4100	Staff Management/Coordination	36,534.00	2,837.40	15,224.08	21,309.92
		5220-A	Volume Control Facility Planning & Design	50,000.00	-	-	50,000.00
		5220-B	Volume Control Facility Implementation	100,000.00	-	-	100,000.00
		5221-B	(Moody) Diagnostic Study Implementation	7,500.00	-	-	7,500.00
		5221-C	(Moody) Alum Treatment	5,000.00	4,643.25	4,643.25	356.75
		5221-E	(Bone) Alum Treatment	115,000.00	-	-	115,000.00
		5222-F	(Bone) Diagnostic Study Implementation	72,000.00	560.00	4,929.75	67,070.25
		5225-C	(L. Comfort) Alum Treatment	15,000.00	-	-	15,000.00
		5225-D1	(Little Comfort) Phos. Source Impl - July Average Ag. Project	5,000.00	-	-	5,000.00
		5225-D2	(Little Comfort) Phos. Source Impl - Birch/School Internal Load Assess	25,000.00	-	-	25,000.00
		5225-D3	(Little Comfort) Phos. Source Impl - Bone Lk Outlet Wetland Assess	30,000.00	-	17,454.75	12,545.25
		5225-D4	(L. Comfort) Phos. Source Impl - Heath Ave Feasibility & Impl.	30,000.00	-	-	30,000.00
		5226-D	(Shields) Diagnostic Implementation (SW Harvest)	67,500.00	2,894.98	34,848.83	32,651.17
		5227-A	(Keewahtin) Stormwater and Shoreline BMP Planning	1,000.00	-	-	1,000.00
		5228-A	(Forest) Diagnostic Study and Implementation Plan	15,000.00	-	-	15,000.00
		5228-B1	(Forest) Diagnostic Implementation - Street Sweeping Implementation	-	956.75	9,744.57	(9,744.57)
		5228-B2	(Forest) Diagnostic Impl. - Street Sweeping Implementation	1,000.00	-	-	1,000.00
		5228-B3	(Forest) Diagnostic Implementation - Castlewood Golf Course	10,000.00	-	377.50	9,622.50
		5228-B4	(Forest) Diagnostic Implementation - Hayward Avenue	30,000.00	-	154.79	29,845.21
		5228-D	(Forest) Urban Stormwater Retrofit Impl. (FL01 and FL81 subs)	20,000.00	-	-	20,000.00
		5228-K	(Forest) Washington Judicial Ditch 6 Assessment & Implementation Plan	-	-	9,092.47	(9,092.47)
		5228-L	(Forest) Washington Judicial Ditch 6 Implementation	50,000.00	1,022.45	1,022.45	48,977.55
		5228-M	(Forest) 3rd Lake Pond Implementation (FL Wetland Treatment Basin)	8,000.00	-	-	8,000.00
		5229-A	(Comfort) Sunrise River Water Quality/Qty Regional Stormwater Project Feasibility and Des	35,000.00	-	110.50	34,889.50
		5229-B	(Comfort) Sunrise Regional Stormwater Project Implementation	20,000.00	-	-	20,000.00
		5229-E	(Comfort) BMP Implementation on District's Tax Forfeited Land	30,000.00	9,671.47	9,671.47	20,328.53
	5-300	5300	Streams	\$5,572.00	\$92.09	\$502.09	\$5,069.91
		5300-4100	Staff Management/Coordination	572.00	92.09	502.09	69.91
		5340-A	(Sunrise) Stream Assessment	5,000.00	-	-	5,000.00
	5-400	5400	Wetlands	\$77,802.00	\$11,064.87	\$58,741.53	\$19,060.47
		5400-4100	Staff Management/Coordination	10,302.00	786.75	4,214.89	6,087.11
		5420-B	(District-Wide) Wetland Restoration/Bank Feasibility Study	30,000.00	17.77	3,940.27	26,059.73
		5421-A	(Moody) Wetland Restoration and Cattle Exclusion (NBL12)	1,500.00	2,668.02	30,283.43	(28,783.43)
		5422-G	(Bone) Wetland Restoration Feasibility & Design (all SBL subwatershed)	-	7,558.75	20,269.36	(20,269.36)
		5422-H	(Bone) Wetland Restoration Implementation (all SBL subwatershed)	36,000.00	33.58	33.58	35,966.42
	5-500	5500	Upland Resources	\$0.00	\$0.00	\$0.00	\$0.00
		5500-4100	Staff Management/Coordination	0.00	-	-	-
	5-600	5600	Groundwater	\$10,572.00	\$57.27	\$309.33	\$10,262.67
		5600-4100	Staff Management/Coordination	572.00	57.27	309.33	262.67
		5627-A	(Keewahtin) GW Protection Feasibility Study (Recharge Planning)	5,000.00	-	-	5,000.00
		5627-B	(Keewahtin) GW Protection Implementation	5,000.00	-	-	5,000.00
	5-700	5700	Public Education	\$11,717.00	\$131.75	\$705.95	11,011.05
		5700-4100	Staff Management/Coordination	1,717.00	131.75	705.95	1,011.05
		5720-A	Education in Public Parks - Land/Water Connection and District Resources	10,000.00	-	-	10,000.00
	5-800	5800	Interagency Communication	\$12,447.00	\$1,306.92	\$7,860.90	\$4,586.10
		5800-4100	Staff Management/Coordination	11,447.00	875.62	4,691.30	6,755.70
		5820-A	Watershed District Administration and Technical Resource Sharing	1,000.00	431.30	3,169.60	(2,169.60)
	5-900	5900	Land Acquisition and Management	\$1,145.00	\$145.55	\$7,545.75	(6,400.75)
		5900-4100	Staff Management/Coordination	1,145.00	102.55	552.30	592.70
		5920-A	Land Acquisition & Management	0.00	43.00	6,993.45	(6,993.45)
			TOTAL CAPITAL PROJECTS:	\$951,763.00	\$49,292.34	\$226,965.03	\$724,797.97