



**MEMORANDUM**  
Comfort Lake-Forest Lake Watershed District

**Date:** April 18, 2024  
**To:** CLFLWD Board of Managers  
**From:** Mike Kinney, District Administrator  
**Subject:** 2025 Budget Schedule



**District Wide**

**Background/Discussion:**

As the initial step in the District's budgeting process in past years, a proposed budget schedule is enclosed for the Board's consideration. In response to managers' feedback in the past, staff propose to hold three workshops dedicated to the budget this year, rather than discussing the budget at regular board meetings.

If approved, staff will distribute an online survey poll to schedule the workshops on dates that work for all managers. During the first workshop, staff can provide an overview presentation of the budget to initiate discussion of high-level topics such as major upcoming expenditures, the total expense budget compared to the Watershed Management Plan, estimated revenues, and the District levy.

If any managers have workshop scheduling preferences that they'd like to share in advance of the scheduling poll, please contact the board President or me to discuss them at the April 25<sup>th</sup> board meeting.

**Recommended Motion**

Manager \_\_\_\_\_ moves to approve the 2025 budget schedule and direct staff to prepare a preliminary proposed budget that is consistent with the Watershed Management Plan. Seconded by Manager \_\_\_\_\_.

**Attached:** Proposed 2025 Budget Schedule

