



## Board of Managers Meeting Agenda

Wednesday - September 9<sup>th</sup>, 2020 - 3:00 p.m.

Held Remotely Online

1. Call Meeting to Order
  - 1.1 Public Comment / Introductions  
Audience members may address the Board regarding items not on the agenda. Please limit to three minutes.
  - 1.2 Approval of Agenda\* (Additions/Corrections/Deletions) Action
2. Approval of August 12th, 2020 Meeting Minutes - Chair\* Action
3. Approval of September 9th, 2020 Financial Summary & Invoices - Treasurer\* Action
4. Discuss Draft 2021 LMRWMO Budget Options - SWCD\* Discussion/Action
5. Presentation: Using Hydrologic Modeling to Compare the Relative Impacts of Land Use Change vs. a Historic Wet Cycle on Water Levels in a Landlocked Basin - Barr Presentation
6. Updates and Handouts
  - 6.1 Grant Tracking Update - Barr\*\* Information
  - 6.2 Water Steward Program Update - SWCD Information
  - 6.3 LMRWMO Grant Update - SWCD Information
  - 6.4 Other Updates / Member City Updates Information
7. Agenda Items for Next Meeting: October 14<sup>th</sup>, 2020
8. Adjourn

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Please note, the September 9, 2020 LMRWMO Board meeting will take place **via teleconference by phone and/or the web-based application, Zoom, at 3:00 pm**. We are following provisions in Minnesota Open Meeting Law addressing meetings in the case of pandemic. Please visit the meeting listing below for instructions on how to participate. **The meeting link will be open at 2:30, 30 minutes prior to the start time, to allow for technical troubleshooting for people to get connected and into the meeting.**

**LMRWMO September 9th Board Meeting**

Time: Sept 9, 2020 02:30 PM Central Time (US and Canada) (Zoom meeting opens at 2:30 for troubleshooting, meeting starts at 3:00 pm)

**Join Zoom Meeting**

<https://dakotacountymn.zoom.us/j/97134750073?pwd=c3lIT0J2Z2gzTzZiYlF2dG5oTmtlQT09>

**Meeting ID: 971 3475 0073**

**Passcode: 958829**

One tap mobile

+16465588656,,97134750073#,,,,,0#,,958829# US (New York)

+13126266799,,97134750073#,,,,,0#,,958829# US (Chicago)

**Dial by your location**

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

Meeting ID: 971 3475 0073

Passcode: 958829

\*Materials included in full packet

\*\*Materials available separately on website:

[www.dakotacountywcd.org/watersheds/lowermisswmo/agendas.html](http://www.dakotacountywcd.org/watersheds/lowermisswmo/agendas.html)

## **MEETING MINUTES**

Board of Managers Regular Meeting

August 12, 2020 - 3:00 p.m.

Meeting Held Remotely Online

### **Managers and Alternates in Attendance:**

Sharon Lencowski, (Chair) Inver Grove Heights

Mary Jeanne Schneeman, (Sec/Tres) Mendota Heights

Sheila Vanney, West St. Paul

Karen Reid, (Vice Chair) Saint Paul

Tom Sutton, Lilydale

Jill Smith, Mendota Heights (Alt)

### **Advisors and Others in Attendance:**

Tom Kaldunski, Inver Grove Heights

Sue Polka, West St. Paul

Krista Spreiter, Mendota Heights

Ralph Schnor, Inver Grove Heights

Joe Barten, Dakota County SWCD

Ryan Ruzek, Mendota Heights

Ross Beckwith, West St. Paul

Cody Joos, West St. Paul

Greg Williams, Barr Engineering

## **1. Call Meeting to Order**

The meeting was called to order by Chair Lencowski at 3:00 p.m.

### **1.1 Public Comment / Introductions**

### **1.2 Approval of Agenda**

Lencowski asked for any changes to the agenda. Barten asked to move the Watershed Based Implementation Funding discussion to the end of the agenda, to become item seven.

**MOTION** by Reid to approve the agenda for the August 12, 2020 meeting with requested changes, second by Schneeman; Roll call approval by Lencowski, Schneeman, Sutton, Reid, Vanney; motion passed.

## **2. Approval of the June 10<sup>th</sup>, 2020 Meeting Minutes**

Lencowski asked if there were any changes to the previous meeting minutes, there were none.

**MOTION** by Reid to approve the Consent Agenda, second by Schneeman; Roll call approval by Lencowski, Schneeman, Reid, Vanney; motion passed.

## **3. Approval of August 12, 2020 Financial Summary & Invoices**

Spreiter provided an overview of the financial summary including invoices to be paid and recommended approval.

**MOTION** by Vanney to approve the Consent Agenda, second by Schneeman; Roll call approval by Lencowski, Schneeman, Reid, Vanney; motion passed.

## **4. Discuss Insurance Liability Coverage Waiver**

Barten explained that the Board must act annually on this insurance waiver.

**MOTION** by Vanney to not waive the limits on liability coverage, second by Reid; Roll call approval by Lencowski, Schneeman, Reid, Vanney; motion passed.

**5. Review the Watershed Plan Update Gaps Analysis**

Williams discussed the individual spreadsheet line items provided in the packet in more detail. There was discussion on having additional information provided during Board meetings to educate the Board on various relevant Watershed Plan update topics, such as septic systems, groundwater, permitting programs, etc. Kaldunski noted that more information on rising water basin levels and a septic system inventory or addressing septic systems in some way could be included. Kaldunski noted that he could have Greg Fransen from Barr Engineering provide a presentation on a landlocked basin study initiated by the City at a future meeting. Barten noted that some education programs, such as LCW, are missing from the analysis.

**6. Updates**

**6.1 Grant Tracking Update**

There were no items specifically mentioned from the grant tracking spreadsheet aside from the upcoming BWSR Projects and Practices Clean Water Fund deadline. Vanney gave an update on State funding levels through the Clean Water Fund in general based on the budgeting process.

**6.2 CRWD Draft Plan Letter and CRWD Response**

Barten summarized the information provided in the packet.

**6.3 Website Re-Do Update**

Barten explained that the consultant is beginning to gather information for the website update. They will start with the Dakota County SWCD update portion and will then move onto the multiple WMO updates in early 2021. Barten asked Board members to begin to think of items or ideas they would like incorporated into a new site and send those ideas to him.

**6.4 Other Updates / Member City Updates**

Member Cities provided brief updates on relevant projects in their municipalities. Kaldunski noted that he could have Greg Fransen provide a presentation on a landlocked basin study initiated by the City at a future meeting.

**7. Determine 2020 Watershed Based Implementation Funding (WBIF) Project(s)**

Barten summarized the information provided in the packet. He provided background on the WBIF program and process. There was discussion on the details of the three potential projects, project readiness, and water quality impact of the various options. Smith asked about the availability of additional information. Barten replied that the process has been expedited and the he only recently heard about the amount of funding available and the group is requesting a selected project by Sept. 1<sup>st</sup>. Spreiter asked about the timelines of the grant and necessity for selecting a project by Sept. 1<sup>st</sup>. Barten replied that the WBIF group had set that timeline and that other organizations likely wanted to begin as soon as possible. Spreiter noted that some information on outfalls should be readily available. Kaldunski noted that the areas in southern Inver Grove Heights have many issues in natural ravines with erosion that would be great to have documented in a study. There was general consensus from Sutton, Kaldunski, Schneeman, Spreiter, Lancowski, and Smith that the Mississippi River ravine and direct drainage study was the best project option to pursue.

**MOTION** by Vanney to pursue a study of Mississippi River direct drainages with FY 2020 Watershed Based Implementation Funding dollars, second by Schneeman; Roll call approval by Lencowski, Schneeman, Sutton, Reid, Vanney; motion passed.

**8. Adjourn** - Meeting adjourned by Chair Lencowski at 4:40 p.m.



**FINANCIAL SUMMARY**  
**August 13, 2020 to September 9, 2020**

<b>Beginning Balance - Key Community Bank</b>			<b>\$310,784.88</b>
<i>Interest</i>	7/31/2020	July 2020 Interest	+
			+
<b>Deposits</b>			+
			+
			+

To be approved at this meeting:

**Key Community Bank:**

<i>Bank Fee</i>	7/31/2020	July Paper Statement Fee	-	\$2.00
<i>3705</i>	9/9/2020	Barr Engineering	-	\$5,750.00
			-	
			-	
			-	
			-	

***Available Balance at Key Community Bank*** **\$305,047.22**

**Gateway Bank Accounts:**

<i>Savings</i>		<i>Balance</i>		\$70,940.03
<i>Deposits</i>	<i>Interest</i>	8/31/2020	+	\$30.12
			+	
			-	
		<i>Ending Balance</i>		<b><u>\$70,970.15</u></b>
<i>Checking</i>		<i>Balance</i>		\$1,000.00
			-	
		<i>Ending Balance</i>		<b><u>\$1,000.00</u></b>

***Available Balance at Gateway Bank*** **\$71,970.15**

**Available Balance - Key Community & Gateway Banks** **\$377,017.37**

**4th Generation Plan Balance for 2020** **\$45,000.00**

\*Balance includes dedicated funds to 4th Generation Watershed Plan



# INVOICE

Barr Engineering Co.  
 4300 MarketPointe Drive, Suite 200  
 Minneapolis, MN 55435  
 Phone: 952-832-2600; Fax: 952-832-2601  
 FEIN #: 41-0905995 Inc: 1966

Mr. Joe Barten  
 Lower Mississippi River Water Mgmt. Org.  
 c/o Dakota County SWCD  
 Suite 102  
 4100 220th Street West  
 Farmington, MN 55024

June 15, 2020  
 Invoice No: 23191436.00 - 3

<b>Total this Invoice</b>	<b>\$2,513.50</b>
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## Regarding: Fourth generation update to the Lower Mississippi River WMO Watershed Management Plan

This invoice is for professional services, which include the following:

- Discussing and updating the stakeholder engagement plan in response to pandemic guidance and discussion with the LMRWMO Administrator
- Implementing the online survey and advertisement
- Beginning the gaps analysis based on the existing plan and responses to the notification letter
- General communicating with LMRWMO Administrator and project management

Job	Task	Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
ENG - Stakeholder Engagement	1A0	\$ 1,210.00	\$ 1,076.50	\$ 527.00	\$ 1,603.50	\$ (393.50)
	1B0	\$ 2,930.00	\$ -		\$ -	\$ 2,930.00
	1C0	\$ 1,550.00	\$ 292.50	\$ 217.50	\$ 510.00	\$ 1,040.00
	1D0	\$ -	\$ -	\$ -	\$ -	\$ -
	1E0	\$ 3,580.00	\$ -	\$ -	\$ -	\$ 3,580.00
	1F0	\$ 3,520.00	\$ -	\$ -	\$ -	\$ 3,520.00
	1G0	\$ 4,880.00	\$ -	\$ 1,769.00	\$ 1,769.00	\$ 3,111.00
	1H0	\$ 3,170.00	\$ -	\$ -	\$ -	\$ 3,170.00
PLAN - Prepare Draft Plan	2A0	\$ 6,890.00	\$ -	\$ -	\$ -	\$ 6,890.00
	2B0	\$ 6,730.00	\$ -	\$ -	\$ -	\$ 6,730.00
	2C0	\$ 6,840.00	\$ -	\$ -	\$ -	\$ 6,840.00
	2D0	\$ 7,540.00	\$ -	\$ -	\$ -	\$ 7,540.00
	2E0	\$ 7,710.00	\$ -	\$ -	\$ -	\$ 7,710.00
REV - Review and Adoption	3A0	\$ 4,240.00	\$ -	\$ -	\$ -	\$ 4,240.00
	3B0	\$ 3,600.00	\$ -	\$ -	\$ -	\$ 3,600.00
	3C0	\$ -	\$ -	\$ -	\$ -	\$ -
	3D0	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
	3E0	\$ 2,260.00	\$ -	\$ -	\$ -	\$ 2,260.00
<b>Total</b>		\$ 71,650.00	\$ 1,369.00	\$ 2,513.50	\$ 3,882.50	\$ 67,767.50

### Professional Services from April 18, 2020 to May 15, 2020

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

### Labor Charges

	Hours	Rate	Amount
Principal			
Kieffer, Janna	1.80	170.00	306.00

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Project	23191436.00	LMRWMO 4th Generation Plan	Invoice	3
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Engineer / Scientist / Specialist III				
Williams, Sterling	1.00	145.00	145.00	
Support Personnel II				
Nypan, Nyssa	.80	95.00	76.00	
	3.60		527.00	
<b>Subtotal Labor</b>				<b>527.00</b>
			<b>Task Subtotal</b>	<b>\$527.00</b>

Task 1C0 stakeholder survey

**Labor Charges**

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	1.50	145.00	217.50	
	1.50		217.50	
<b>Subtotal Labor</b>				<b>217.50</b>
			<b>Task Subtotal</b>	<b>\$217.50</b>

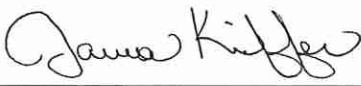
Task 1G0 gaps analysis

**Labor Charges**

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	12.20	145.00	1,769.00	
	12.20		1,769.00	
<b>Subtotal Labor</b>				<b>1,769.00</b>
			<b>Task Subtotal</b>	<b>\$1,769.00</b>
			<b>Job Subtotal</b>	<b>\$2,513.50</b>
			<b>Total this Invoice</b>	<b>\$2,513.50</b>

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager at 952.832.2945 or email at [gwilliams@barr.com](mailto:gwilliams@barr.com).

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By:   
Janna Kieffer

# Billing Backup

Monday, June 15, 2020

Barr Engineering Co. Invoice 3 Dated 6/15/2020 3:19:56 PM

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

## Labor Charges

			Hours	Rate	Amount
Principal					
	Principal				
JMK2	Kieffer, Janna	4/21/2020	.10	170.00	17.00
	invoice review				
JMK2	Kieffer, Janna	5/5/2020	.50	170.00	85.00
	discuss Plan Update discussion questions for Board meeting, discuss gaps spreadsheet				
JMK2	Kieffer, Janna	5/11/2020	.10	170.00	17.00
JMK2	Kieffer, Janna	5/13/2020	1.10	170.00	187.00
	attend visioning discussion				
Engineer / Scientist / Specialist III					
	Engineer / Scientist / Specialist III				
SGW	Williams, Sterling	5/5/2020	1.00	145.00	145.00
	call with Janna				
Support Personnel II					
	Support Personnel II				
NJN	Nypan, Nyssa	4/21/2020	.80	95.00	76.00
			3.60		527.00
Subtotal Labor					527.00
Task Subtotal					\$527.00

Task	1C0	stakeholder survey
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## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
	Engineer / Scientist / Specialist III				
SGW	Williams, Sterling	5/1/2020	1.50	145.00	217.50
	followup with Administrator, survey live				
			1.50		217.50
<b>Subtotal Labor</b>					<b>217.50</b>
<b>Task Subtotal</b>					<b>\$217.50</b>

Task	1G0	gaps analysis
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Project	23191436.00	LMRWMO 4th Generation Plan	Invoice	3
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# **Labor Charges**

			Hours	Rate	Amount	
Engineer / Scientist / Specialist III						
Engineer / Scientist / Specialist III						
SGW	Williams, Sterling	5/1/2020	2.20	145.00	319.00	
	Gaps analysis review of existing plan					
SGW	Williams, Sterling	5/4/2020	1.00	145.00	145.00	
	Edits to gaps analysis					
SGW	Williams, Sterling	5/6/2020	4.00	145.00	580.00	
	Edits to gaps analysis					
SGW	Williams, Sterling	5/8/2020	1.00	145.00	145.00	
	Revisions to vision memo					
SGW	Williams, Sterling	5/11/2020	2.00	145.00	290.00	
	Visioning prep					
SGW	Williams, Sterling	5/12/2020	2.00	145.00	290.00	
	Visioning prep					
			12.20		1,769.00	
<b>Subtotal Labor</b>						<b>1,769.00</b>
					<b>Task Subtotal</b>	<b>\$1,769.00</b>
					<b>Job Subtotal</b>	<b>\$2,513.50</b>
					<b>Total this Project</b>	<b>\$2,513.50</b>
					<b>Total this Report</b>	<b>\$2,513.50</b>



# INVOICE

Barr Engineering Co.  
4300 MarketPointe Drive, Suite 200  
Minneapolis, MN 55435  
Phone: 952-832-2600; Fax: 952-832-2601  
FEIN #: 41-0905995 Inc: 1966

Ms. Nancy Bauer  
Lower Mississippi River Water Mgmt. Org.  
City of Mendota Heights  
1101 Victoria Curve  
Mendota Heights, MN 55118

June 15, 2020  
Invoice No: 23190078.00 - 229

<b>Total this Invoice</b>	<b>\$926.50</b>
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## Regarding: Watershed Management Organization

The following invoice is for professional services related to the above project, which include:

- Preparing for and participating in the May 13, 2020 Board of Managers meeting
- Participating in a conference call with City of South St. Paul staff and LMRWMO Administrator regarding Seidl's Lake project and grant
- Communicating with BWSR and closing out the Lake August alum treatment grant
- Communicating with LMRWMO Administrator and project management

## Professional Services from April 18, 2020 to May 15, 2020

Job	2020	2020 Engineering Services
Task	001	Board Meetings

### Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	4.50	145.00	652.50	
	4.50		652.50	
<b>Subtotal Labor</b>				<b>652.50</b>
				<b>Task Subtotal</b>
				<b>\$652.50</b>

Task	002	Technical Assistance
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### Labor Charges

	Hours	Rate	Amount	
Principal				
Kieffer, Janna	.20	170.00	34.00	
Support Personnel II				
Nypan, Nyssa	1.00	95.00	95.00	
	1.20		129.00	
<b>Subtotal Labor</b>				<b>129.00</b>
				<b>Task Subtotal</b>
				<b>\$129.00</b>

Task	003	Seidls Lake Cost Allocation
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PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Williams, Sterling	1.00	145.00	145.00
	1.00		145.00
<b>Subtotal Labor</b>			<b>145.00</b>
		<b>Task Subtotal</b>	<b>\$145.00</b>
		<b>Job Subtotal</b>	<b>\$926.50</b>
		<b>Total this Invoice</b>	<b>\$926.50</b>

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact your Barr Project Manager, Janna M. Kieffer Phone: 952-832-2785 or E-Mail: [jkieffer@barr.com](mailto:jkieffer@barr.com).

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By: \_\_\_\_\_



Janna Kieffer

# Billing Backup

Monday, June 15, 2020

Barr Engineering Co. Invoice 229 Dated 6/15/2020 3:12:40 PM

Job 2020 2020 Engineering Services

Task 001 Board Meetings

## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	3 - Williams, Sterling	5/8/2020	1.00	145.00	145.00
	prep for board meeting and materials				
SGW	3 - Williams, Sterling	5/13/2020	3.50	145.00	507.50
	prep for and attend board meeting				
			4.50		652.50
<b>Subtotal Labor</b>					<b>652.50</b>

**Task Subtotal \$652.50**

Task 002 Technical Assistance

## Labor Charges

			Hours	Rate	Amount
Principal					
Principal					
JMK2	1 - Kieffer, Janna	4/20/2020	.10	170.00	17.00
	invoice review				
JMK2	1 - Kieffer, Janna	4/21/2020	.10	170.00	17.00
	invoice review				
Support Personnel II					
Support Personnel II					
NJN	9 - Nypan, Nyssa	4/21/2020	.50	95.00	47.50
NJN	9 - Nypan, Nyssa	5/14/2020	.50	95.00	47.50
			1.20		129.00
<b>Subtotal Labor</b>					<b>129.00</b>

**Task Subtotal \$129.00**

Task 003 Seidls Lake Cost Allocation

## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	3 - Williams, Sterling	4/23/2020	1.00	145.00	145.00
	Seidls call with Lee, Joe				
			1.00		145.00
<b>Subtotal Labor</b>					<b>145.00</b>

Project	23190078.00	Lower Mississippi River	Invoice	229
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**Task Subtotal** **\$145.00**

**Job Subtotal** **\$926.50**

**Total this Project** **\$926.50**

**Total this Report** **\$926.50**



# INVOICE

Barr Engineering Co.  
4300 MarketPointe Drive, Suite 200  
Minneapolis, MN 55435  
Phone: 952-832-2600; Fax: 952-832-2601  
FEIN #: 41-0905995 Inc: 1966

Mr. Joe Barten  
Lower Mississippi River Water Mgmt. Org.  
c/o Dakota County SWCD  
Suite 102  
4100 220th Street West  
Farmington, MN 55024

September 2, 2020  
Invoice No: 23191436.00 - 5

<b>Total this Invoice</b>	<b>\$2,310.00</b>
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**Regarding: Fourth generation update to the Lower Mississippi River WMO Watershed Management Plan**

This invoice is for professional services, which include the following:

- Continuing the gaps analysis based on the existing plan, responses to the notification letter, and existing guidance documents
- General communicating with LMRWMO Administrator and project management

Job	Task	Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
ENG - Stakeholder Engagement	1A0	\$ 1,210.00	\$ 1,603.50	\$ 76.00	\$ 1,679.50	\$ (469.50)
	1B0	\$ 2,930.00	\$ -	\$ -	\$ -	\$ 2,930.00
	1C0	\$ 1,550.00	\$ 510.00	\$ -	\$ 510.00	\$ 1,040.00
	1D0	\$ -	\$ -	\$ -	\$ -	\$ -
	1E0	\$ 3,580.00	\$ -	\$ -	\$ -	\$ 3,580.00
	1F0	\$ 3,520.00	\$ -	\$ -	\$ -	\$ 3,520.00
	1G0	\$ 4,880.00	\$ 2,425.00	\$ 2,234.00	\$ 4,659.00	\$ 221.00
	1H0	\$ 3,170.00	\$ -	\$ -	\$ -	\$ 3,170.00
PLAN - Prepare Draft Plan	2A0	\$ 6,890.00	\$ -	\$ -	\$ -	\$ 6,890.00
	2B0	\$ 6,730.00	\$ -	\$ -	\$ -	\$ 6,730.00
	2C0	\$ 6,840.00	\$ -	\$ -	\$ -	\$ 6,840.00
	2D0	\$ 7,540.00	\$ -	\$ -	\$ -	\$ 7,540.00
	2E0	\$ 7,710.00	\$ -	\$ -	\$ -	\$ 7,710.00
REV - Review and Adoption	3A0	\$ 4,240.00	\$ -	\$ -	\$ -	\$ 4,240.00
	3B0	\$ 3,600.00	\$ -	\$ -	\$ -	\$ 3,600.00
	3C0	\$ -	\$ -	\$ -	\$ -	\$ -
	3D0	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
	3E0	\$ 2,260.00	\$ -	\$ -	\$ -	\$ 2,260.00
<b>Total</b>		\$ 71,650.00	\$ 4,538.50	\$ 2,310.00	\$ 6,848.50	\$ 64,801.50

**Professional Services from June 13, 2020 to August 7, 2020**

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

**Labor Charges**

	Hours	Rate	Amount
Support Personnel II Nypan, Nyssa	.80	95.00	76.00

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

	.80	76.00	
<b>Subtotal Labor</b>			<b>76.00</b>
		<b>Task Subtotal</b>	<b>\$76.00</b>

Task 1G0 gaps analysis  
**Labor Charges**

	Hours	Rate	Amount	
Principal				
Kieffer, Janna	1.20	170.00	204.00	
Engineer / Scientist / Specialist III				
Williams, Sterling	14.00	145.00	2,030.00	
	15.20		2,234.00	
<b>Subtotal Labor</b>				<b>2,234.00</b>
		<b>Task Subtotal</b>		<b>\$2,234.00</b>
		<b>Job Subtotal</b>		<b>\$2,310.00</b>
		<b>Total this Invoice</b>		<b>\$2,310.00</b>

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager at 952.832.2945 or email at [gwilliams@barr.com](mailto:gwilliams@barr.com).

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By:



Janna Kieffer

# Billing Backup

Wednesday, September 2, 2020

Barr Engineering Co. Invoice 5 Dated 9/2/2020 3:18:30 PM

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

## Labor Charges

			Hours	Rate	Amount	
Support Personnel II						
	Support Personnel II					
NJN	Nypan, Nyssa	6/15/2020	.50	95.00	47.50	
NJN	Nypan, Nyssa	6/18/2020	.30	95.00	28.50	
			.80		76.00	
<b>Subtotal Labor</b>						<b>76.00</b>
					<b>Task Subtotal</b>	<b>\$76.00</b>

Task	1G0	gaps analysis
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## Labor Charges

			Hours	Rate	Amount	
Principal						
	Principal					
JMK2	Kieffer, Janna	8/3/2020	.60	170.00	102.00	
	review Gaps analysis					
JMK2	Kieffer, Janna	8/4/2020	.60	170.00	102.00	
	review Gaps analysis					
Engineer / Scientist / Specialist III						
	Engineer / Scientist / Specialist III					
SGW	Williams, Sterling	6/24/2020	.50	145.00	72.50	
	gaps analysis					
SGW	Williams, Sterling	6/25/2020	3.50	145.00	507.50	
	gaps analysis					
SGW	Williams, Sterling	6/26/2020	6.00	145.00	870.00	
	gaps analysis					
SGW	Williams, Sterling	8/5/2020	4.00	145.00	580.00	
	edits to table and memo, send to Joe					
			15.20		2,234.00	
<b>Subtotal Labor</b>						<b>2,234.00</b>
					<b>Task Subtotal</b>	<b>\$2,234.00</b>
					<b>Job Subtotal</b>	<b>\$2,310.00</b>
					<b>Total this Project</b>	<b>\$2,310.00</b>
					<b>Total this Report</b>	<b>\$2,310.00</b>



LMRWMO 2020 Financial Summary										
Actual Revenues										
ESTIMATED REVENUES AND ASSETS	Budget	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Total	Variance
Use of Fund Balance	\$34,750								\$0.00	\$34,750.00
Dues from Members	\$110,224				\$96,062.24	\$14,162.11			\$110,224.35	(\$0.35)
Interest	\$500	\$81.25	\$84.89	\$100.56	\$100.08	\$48.48	\$73.45	\$44.46	\$533.17	(\$33.17)
Other/Grant Match	\$0								\$0.00	\$0.00
LMCIT Rebate	\$500	\$163.00							\$163.00	\$337.00
Other Grants	\$0.00	\$150,000.00							\$150,000.00	(\$150,000.00)
BWSR FY16-18 CWF & FY19 WBF Grants <sup>2</sup>	\$250,000.00								\$0.00	\$250,000.00
<b>TOTAL</b>	<b>\$395,974.00</b>	<b>\$150,244.25</b>	<b>\$84.89</b>	<b>\$100.56</b>	<b>\$96,162.32</b>	<b>\$14,210.59</b>	<b>\$73.45</b>	<b>\$44.46</b>	<b>\$260,920.52</b>	
Actual Expenses										
ESTIMATED EXPENSES AND LIABILITIES	Budget	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Total	Balance Remaining
<b>Engineering/Technical Assistance</b>										
Technical Assistance	\$5,500.00	\$317.00	\$817.00	\$34.00	\$2,972.00	\$2,140.00	\$45.50	\$274.00	\$6,599.50	(\$1,099.50)
Meetings	\$6,000.00	\$675.40	\$523.00	\$507.50	\$1,308.50	\$76.00	\$580.00	\$652.50	\$4,322.90	\$1,677.10
Plan Reviews	\$0.00								\$0.00	\$0.00
Watershed Plan Amendment	\$40,000.00				\$2,491.50		\$1,576.00	\$4,823.50	\$8,891.00	\$31,109.00
<b>Project Planning/Implementation</b>										
Plan Implementation	\$0.00								\$0.00	\$0.00
Landscaping for Clean Water Projects	\$15,000.00		\$6,000.00						\$6,000.00	\$9,000.00
Water Monitoring	\$6,500.00	\$330.00	\$924.00		\$480.00		\$2,120.00		\$3,854.00	\$2,646.00
Seidl's Lake Grant	\$0.00	\$150,000.00							\$150,000.00	(\$150,000.00)
<b>Education</b>										
Landscaping for Clean Water Workshops	\$6,400.00				\$1,600.00		\$4,800.00		\$6,400.00	\$0.00
Master Water Stewards Program	\$8,500.00	\$500.00	\$1,600.00		\$6,400.00		\$262.40		\$8,762.40	(\$262.40)
Storm Drain Stenciling Program	\$0.00								\$0.00	\$0.00
Storwater Signage Program	\$2,500.00								\$0.00	\$2,500.00
WMO Tabling/Event Materials	\$600.00								\$0.00	\$600.00
Host Neighborhood or Lake Assn. Mtgs	\$1,200.00								\$0.00	\$1,200.00
General Education Requests	\$1,000.00				\$200.00				\$200.00	\$800.00
Metro Watershed Partners Membership	\$1,000.00			\$1,000.00					\$1,000.00	\$0.00
Board Tour / Boat Tour	\$4,000.00								\$0.00	\$4,000.00
Website Maint.	\$1,700.00		\$385.00		\$545.00		\$225.00		\$1,155.00	\$545.00
CAC Coordination	\$1,120.00								\$0.00	\$1,120.00
Board Education	\$1,500.00								\$0.00	\$1,500.00
<b>Administration</b>										
General Administration	\$30,000	\$2.00	\$5,459.10	\$4.00	\$9,854.00	\$2.00	\$9,012.00	\$2.00	\$24,335.10	\$5,664.90
Accounting Services	\$1,400								\$0.00	\$1,400.00
Insurance	\$2,500						\$2,275.00		\$2,275.00	\$225.00
Attorney and Audit	\$4,500	\$255.00		\$85.00	\$102.00		\$4,051.00		\$4,493.00	\$7.00
BWSR FY16-19 CWF & WBF Grants <sup>3</sup>	\$550,000.00	\$0.00	\$487.50	\$0.00	\$78,317.35	\$0.00	\$2,000.22	\$0.00	\$80,805.07	\$469,194.93
<b>Subtotal Operating Costs Only</b>	<b>\$140,920.00</b>	<b>\$2,079.40</b>	<b>\$15,708.10</b>	<b>\$1,630.50</b>	<b>\$25,953.00</b>	<b>\$2,218.00</b>	<b>\$24,946.90</b>	<b>\$5,752.00</b>	<b>\$78,287.90</b>	
<b>TOTAL</b>	<b>\$831,840.00</b>	<b>\$152,079.40</b>	<b>\$16,195.60</b>	<b>\$1,630.50</b>	<b>\$104,270.35</b>	<b>\$2,218.00</b>	<b>\$26,947.12</b>	<b>\$5,752.00</b>	<b>\$309,092.97</b>	
<b>Overall Fund Balance</b>		<b>\$423,354.67</b>	<b>\$407,243.96</b>	<b>\$405,714.02</b>	<b>\$397,605.99</b>	<b>\$409,598.58</b>	<b>\$382,724.91</b>	<b>\$377,017.37</b>		
<b>Total Clean Water Fund Grant Balance</b>		<b>\$276,463.72</b>	<b>\$275,976.22</b>	<b>\$275,976.22</b>	<b>\$197,658.87</b>	<b>\$197,658.87</b>	<b>\$195,658.65</b>	<b>\$195,658.65</b>		
<b>LMRWMO Operating Fund Balance</b>		<b>\$146,890.95</b>	<b>\$131,267.74</b>	<b>\$129,737.80</b>	<b>\$199,947.12</b>	<b>\$211,939.71</b>	<b>\$187,066.26</b>	<b>\$181,358.72</b>		
<b>Unencumbered Operating Fund Balance<sup>1</sup></b>		<b>\$101,890.95</b>	<b>\$86,267.74</b>	<b>\$84,737.80</b>	<b>\$154,947.12</b>	<b>\$166,939.71</b>	<b>\$142,066.26</b>	<b>\$136,358.72</b>		

Carryover Fund Balance from Dec. 12, 2019      **\$ 425,189.82**

2020 Budget Notes:

1. \$45,000 total set aside in 2020 for Watershed Management Plan
2. Includes final payment for Alum Treatment grant and 40% payment for Thompson Lake grant
3. Budget is an estimate and will vary depending on grant project progress.

LMRWMO Grants Financial Summary (2016-2020)

ESTIMATED REVENUES AND ASSETS	Budget	Sum: Mar 10 - Dec 14 2016	Sum: Dec 15, 2016 - Dec 13, 2017	Sum: Dec 14, 2017 - Dec 12, 2018	Sum: Dec 13 2018 - Dec 11 2019	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Total	Variance
BWSR FY16-18 CWF Grant Payment - Thompson	\$575,000.00	\$288,000.00											\$288,000.00	(\$288,000.00)
BWSR FY16-18 CWF Grant Payments - Alum	\$198,000.00	\$98,000.00			\$78,400.00								\$176,400.00	(\$19,600.00)
BWSR FY18 CWF Grant Payments - Cherokee	\$700,000.00			\$350,000.00	\$280,000.00								\$630,000.00	(\$350,000.00)
Lake Augusta Matching Funds	\$24,500.00		\$37,500.00										\$37,500.00	\$13,000.00
*Sunfish Lake Matching Funds	\$24,500.00	\$26,129.13	\$870.97										\$27,000.10	\$2,500.10
Thompson Lake Matching Funds	\$144,000.00												\$0.00	(\$144,000.00)
FY-2019 Watershed Based Funds	\$144,670.00				\$72,335.00								\$72,335.00	(\$72,335.00)
TOTAL MATCH FUND RECEIVED	\$193,000.00	\$26,129.13	\$38,370.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,500.10	(\$128,499.90)
TOTAL GRANT FUNDS RECEIVED	\$1,616,670.00	\$386,000.00	\$0.00	\$350,000.00	\$430,735.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,166,735.00	(\$808,335.00)
ESTIMATED EXPENSES AND LIABILITIES	Budget	Sum: Mar 10 - Dec 14 2016	Sum: Dec 15, 2016 - Dec 13, 2017	Sum: Dec 14, 2017 - Dec 12, 2018	Sum: Dec 13 2018 - Dec 11 2019	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Total	Balance Remaining
<b>Internal Phosphorus - Augusta &amp; Sunfish</b>														
Grant Administration	\$8,000.00		\$3,900.00	\$2,062.50	\$2,834.35								\$8,796.85	(\$796.85)
Project Development	\$10,000.00	\$4,904.33	\$4,955.20	\$487.50	\$261.42								\$10,608.45	(\$608.45)
Lake Augusta Alum Treatment														
Lk Augusta Stakeholder Participat	\$2,500.00		\$2,475.00										\$2,475.00	\$25.00
Lk Augusta Alum Dosing	\$20,000.00		\$19,856.75	\$3,161.90	\$1,824.10								\$24,842.75	(\$4,842.75)
Lk Augusta Alum Application	\$55,000.00		\$55,000.00										\$55,000.00	\$0.00
Lk Augusta Alum Application Match	\$24,500.00		\$37,493.70										\$37,493.70	(\$12,993.70)
Lk Augusta Shoreline/Inlet Engineer	\$0.00													
Lake Augusta Shoreline / Inlet Asse	\$7,000.00												\$0.00	\$7,000.00
Sunfish Lake Alum Treatment														
Sunfish Lake Stakeholder Participat	\$4,000.00	\$4,104.48											\$4,104.48	(\$104.48)
Sunfish Lake Alum Dosing	\$20,000.00		\$20,272.47										\$20,272.47	(\$272.47)
Sunfish Lake Alum Application	\$63,000.00		\$63,000.00										\$63,000.00	\$0.00
Sunfish Lake Alum Application Match	\$24,500.00		\$27,000.10										\$27,000.10	(\$2,500.10)
Sunfish Lake Rainbarrel Program	\$6,000.00		\$6,000.00	\$487.50									\$6,487.50	(\$487.50)
Sunfish Lake Shoreline Survey	\$500.00		\$412.50										\$412.50	\$87.50
<b>Thompson Lake Stormwater Improvements</b>														
Grant Administration	\$15,000.00		\$1,912.50	\$2,437.50	\$3,256.48				\$865.32				\$8,471.80	\$6,528.20
Project Development	\$15,000.00	\$1,077.50	\$4,347.50	\$8,737.50	\$5,983.64		\$112.50				\$1,283.16		\$21,541.80	(\$6,541.80)
Education and Outreach	\$18,000.00			\$2,375.00	\$18,072.64				\$315.23				\$20,762.87	(\$2,762.87)
Engineering, Design, Permitting	\$140,000.00		\$1,960.00	\$44,409.65	\$56,869.10				\$3,090.26				\$106,329.02	\$33,670.98
Forebay, Wetland, & Pond Install	\$344,000.00				\$72,719.65				\$71,912.11				\$144,631.75	\$199,368.25
Match	\$144,000.00			\$11,102.41	\$63,382.60								\$74,485.01	\$69,514.99
Water Reuse Irrigation System	\$44,000.00												\$0.00	\$44,000.00
<b>Cherokee Heights Stormwater</b>														
Grant Administration	\$12,000.00			\$520.00	\$5,014.73				\$1,550.37		\$75.48		\$7,160.58	\$4,839.42
Project Development	\$10,000.00			\$5,240.00	\$5,543.36		\$375.00		\$252.39		\$490.62		\$11,901.37	(\$1,901.37)
Rainbarrel Program	\$15,000.00			\$840.00	\$11,163.91								\$12,003.91	\$2,996.09
Ravine Stabilization	\$275,000.00				\$187,519.28								\$187,519.28	\$87,480.72
Ravine Stabilization Match	\$210,000.00				\$57,996.18								\$57,996.18	\$152,003.82
Design	\$137,000.00				\$90,323.45								\$90,323.45	\$46,676.55
Stormwater BMP Construction	\$21,000.00				\$137,011.46								\$137,011.46	\$73,988.54
Match	\$170,000.00				\$117,003.82								\$117,003.82	\$52,996.18
Design	\$40,000.00				\$25,448.93								\$25,448.93	\$14,551.07
<b>FY 2019 Watershed Based Funding</b>														
Grant Administration	\$8,000.00				\$37.35				\$43.23				\$80.58	\$7,919.42
Education Program Implementation	\$36,000.00				\$914.60								\$914.60	\$35,085.40
Education Program Project Dev.	\$4,670.00				\$87.41				\$144.22				\$231.63	\$4,438.37
Match	\$4,670.00												\$0.00	\$4,670.00
Interstate Valley Creek Project Dev.	\$4,000.00				\$74.69								\$74.69	\$3,925.31
Interstate Valley Creek Study	\$44,000.00												\$0.00	\$44,000.00
Match	\$25,000.00												\$0.00	\$25,000.00
Lake Augusta Project Development	\$4,000.00				\$373.45				\$144.22		\$150.96		\$668.63	\$3,331.37
Lake Augusta Study	\$44,000.00												\$0.00	\$44,000.00
Lake Augusta Study Match	\$30,000.00												\$0.00	\$30,000.00
TOTAL GRANT EXPENSE	\$1,616,670.00	\$10,086.31	\$184,091.92	\$70,759.05	\$625,334.00	\$0.00	\$487.50	\$0.00	\$78,317.35	\$0.00	\$2,000.22	\$0.00	\$971,076.35	\$645,593.65
TOTAL MATCH EXPENSE	\$632,670.00	\$0.00	\$64,493.80	\$11,102.41	\$238,382.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$313,978.81	\$318,691.19
LMRWMO GRANT FUND BALANCE		\$375,913.69	\$191,821.78	\$471,062.73	\$276,463.72	\$276,463.72	\$275,976.22	\$275,976.22	\$197,658.87	\$197,658.87	\$195,658.65	\$195,658.65		

1. Includes \$35,000 from City, \$2,500 from Lake Augusta residents.  
Note: Budget reflects most recent BWSR work plan, not original work plan  
Note: Revenue and expenditures from 2016, 2017, 2018, and 2019 are shown but have been aggregated

Summary	Elink Verification 2 1-20
<b>Internal Phosphorus - Augusta &amp; Sunfish</b>	
\$196,000.00 Total Grant	
\$64,493.80 Match	
\$196,000.00 Spent	\$196,000.00
\$0.00 Balance	100.00%
\$196,000.00 Funds Received 90%	
\$0.00 Funds on Hand	
<b>Thompson Lake Stormwater Improvements</b>	
\$576,000.00 Total Grant	
\$301,737.24 Spent	52.38%
\$74,485.01 Match	
\$343,777.75 Balance	
\$288,000.00 Funds Received 50%	
-\$13,737.24 Funds on Hand	
<b>Cherokee Heights Stormwater</b>	
\$700,000.00 Total Grant	
\$471,368.98 Spent	67.34%
\$175,000.00 Match	
\$433,631.02 Balance	
\$630,000.00 Funds Received 90%	
\$158,631.02 Funds on Hand	
<b>FY 2019 Watershed Based Funding</b>	
\$144,670.00 Total Grant	
\$1,970.13 Spent	1.36%
\$0.00 Match	
\$142,699.87 Balance	
\$72,335.00 Funds Received 50%	
\$70,364.87 Funds on Hand	
\$562,300.91	

**LMRWMO Proposed 2021 Budget & Historical Budgets (WMO Funded Operations Only, Grants Excluded)**

**4.0 Draft 2021 Budget and Dues**

ESTIMATED REVENUES AND ASSETS	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Estimated Actual	2021 Budget (5% Increase)	2021 Budget (10% Increase)
Use of Fund Balance	\$0	\$0	\$3,304	\$0	\$3,872	\$0	\$34,750	\$0	\$23,385	\$17,874
Dues from Members	\$83,853	\$83,853	\$88,046	\$88,046	\$94,209	\$94,209	\$110,224	\$110,224	\$115,735	\$121,246
Interest	\$75	\$290	\$450	\$2,488	\$500	\$1,201	\$500	\$700	\$600	\$600
Other/Grant Match	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$0
LMCIT Rebate	\$750	\$977	\$1,000	\$0	\$500	\$181	\$500	\$163	\$200	\$200
<b>TOTAL</b>	<b>\$84,678</b>	<b>\$85,120</b>	<b>\$92,800</b>	<b>\$91,034</b>	<b>\$99,081</b>	<b>\$95,591</b>	<b>\$145,974</b>	<b>\$111,087</b>	<b>\$139,920</b>	<b>\$139,920</b>
ESTIMATED EXPENSES AND LIABILITIES	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Estimated Actual	2021 Budget (5% Increase)	2021 Budget (10% Increase)
<b>Engineering/Technical Assistance</b>										
Technical Assistance	\$5,500	\$3,315	\$5,500	\$7,266	\$5,500	\$2,453	\$5,500	\$7,000	\$5,500	\$5,500
Meetings	\$6,000	\$6,749	\$6,000	\$4,882	\$6,000	\$5,348	\$6,000	\$5,500	\$6,000	\$6,000
Plan Reviews	\$3,500	\$2,690	\$12,000	\$8,910	\$0	\$0	\$0	\$2,600	\$0	\$0
Watershed Plan Amendment	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$18,000	\$40,000	\$40,000
<b>Subtotal</b>	<b>\$15,000</b>	<b>\$12,754</b>	<b>\$23,500</b>	<b>\$21,058</b>	<b>\$11,500</b>	<b>\$7,801</b>	<b>\$51,500</b>	<b>\$33,100</b>	<b>\$51,500</b>	<b>\$51,500</b>
<b>Project Implementation</b>										
General Plan Implementation	\$7,500	\$5,136	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0
Landscaping for Clean Water Projects	\$7,500	\$7,500	\$15,000	\$13,500	\$15,000	\$9,000	\$15,000	\$6,000	\$15,000	\$15,000
Water Monitoring	\$6,000	\$4,365	\$4,000	\$6,820	\$6,000	\$12,431	\$6,500	\$4,500	\$6,500	\$6,500
<b>Subtotal</b>	<b>\$21,000</b>	<b>\$17,001</b>	<b>\$24,000</b>	<b>\$20,320</b>	<b>\$26,000</b>	<b>\$21,431</b>	<b>\$21,500</b>	<b>\$10,500</b>	<b>\$21,500</b>	<b>\$21,500</b>
<b>Education</b>										
Landscaping for Clean Water Classes	\$4,500	\$4,500	\$4,800	\$4,800	\$6,400	\$6,400	\$6,400	\$6,400	\$6,400	\$6,400
Master Water Stewards	\$0	\$0	\$5,000	\$8,200	\$8,200	\$8,740	\$8,500	\$9,000	\$7,500	\$7,500
Storm Drain Stenciling Program	\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0
Stormwater Signage Program	\$0	\$0	\$0	\$0	\$2,500	\$0	\$2,500	\$0	\$2,500	\$2,500
WMO Tabling at Events	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$600	\$600
Host Neighborhood or Lake Assn. Mtgs.	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$0	\$1,200	\$1,200
General Education Requests	\$2,000	\$265	\$2,000	\$500	\$1,000	\$1,000	\$1,000	\$300	\$1,000	\$1,000
Metro Watershed Partners Membership	\$3,000	\$3,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Board Tour / Boat Tour	\$0	\$0	\$4,000	\$3,744	\$1,000	\$0	\$4,000	\$0	\$4,000	\$4,000
Website Maint.	\$1,600	\$1,037	\$1,600	\$1,675	\$1,700	\$835	\$1,700	\$1,400	\$1,700	\$1,700
CAC Coordination	\$1,000	\$0	\$1,000	\$160	\$1,120	\$2,120	\$1,120	\$1,120	\$1,120	\$1,120
Board Education	\$0	\$0	\$1,000	\$1,043	\$1,000	\$500	\$1,500	\$0	\$1,500	\$1,500
<b>Subtotal</b>	<b>\$12,100</b>	<b>\$8,802</b>	<b>\$20,400</b>	<b>\$21,122</b>	<b>\$27,420</b>	<b>\$20,595</b>	<b>\$29,520</b>	<b>\$19,220</b>	<b>\$28,520</b>	<b>\$28,520</b>
<b>Administration</b>										
General Administration	\$17,500	\$20,128	\$19,000	\$20,247	\$20,761	\$21,487	\$30,000	\$28,000	\$30,000	\$30,000
Accounting Services	\$1,400	\$0	\$1,400	\$0	\$1,400	\$1,400	\$1,400	\$1,400	\$1,400	\$1,400
Insurance	\$2,500	\$2,275	\$2,500	\$2,275	\$2,500	\$2,275	\$2,500	\$2,275	\$2,500	\$2,500
Attorney and Audit	\$6,000	\$9,295	\$4,500	\$5,763	\$4,500	\$4,559	\$4,500	\$4,493	\$4,500	\$4,500
<b>Subtotal</b>	<b>\$27,400</b>	<b>\$31,698</b>	<b>\$27,400</b>	<b>\$28,285</b>	<b>\$29,161</b>	<b>\$29,721</b>	<b>\$38,400</b>	<b>\$36,168</b>	<b>\$38,400</b>	<b>\$38,400</b>
<b>Set Aside for 4th Generation Mgmt Plan</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>Cumulative Set Aside for 4th Gen Plan</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>TOTAL</b>	<b>\$80,500</b>	<b>\$75,255</b>	<b>\$100,300</b>	<b>\$95,784</b>	<b>\$99,081</b>	<b>\$84,548</b>	<b>\$140,920</b>	<b>\$103,988</b>	<b>\$139,920</b>	<b>\$139,920</b>
<b>40% Goal of Unencumbered Fund Balance</b>	<b>\$32,200</b>	<b>\$30,102</b>	<b>\$40,120</b>	<b>\$38,314</b>	<b>\$39,632</b>	<b>\$33,819</b>	<b>\$56,368</b>	<b>\$41,595</b>	<b>\$55,968</b>	<b>\$55,968</b>
<b>Year End Fund Balance</b>	<b>\$62,143</b>	<b>\$83,577</b>	<b>\$112,063</b>	<b>\$120,256</b>	<b>\$104,013</b>	<b>\$131,299</b>	<b>\$85,288</b>	<b>\$138,398</b>	<b>\$91,628</b>	<b>\$102,650</b>
<b>Unencumbered Year End Fund Balance</b>	<b>\$32,143</b>	<b>\$53,577</b>	<b>\$77,063</b>	<b>\$86,189</b>	<b>\$64,013</b>	<b>\$91,299</b>	<b>\$55,288</b>	<b>\$108,398</b>	<b>\$86,628</b>	<b>\$97,650</b>

**Note:** LMRWMO policy seeks to maintain no less than 40% of its annual operating costs in reserve funds.

## Lower Mississippi River WMO Cost Allocation Formula, Past Membership Dues, and 2021 Membership Dues

City	Total Value (Real Property) <sup>1</sup>	Value / Total Value	Total Acres with ROW	Acres / Total Acres	Formula <sup>2</sup>	Rounded % Contribution
Inver Grove Heights	\$2,861,932,446	0.3582	18,244	0.5175	0.4379	44%
Lilydale	\$139,159,139	0.0174	494	0.0140	0.0157	2%
Mendota Heights*	\$1,686,341,682	0.2111	5,395	0.1530	0.1821	18%
Saint Paul	\$695,552,700	0.0871	2,955	0.0838	0.0854	9%
South Saint Paul	\$1,176,303,866	0.1472	3,868	0.1097	0.1285	13%
Sunfish Lake	\$160,154,760	0.0200	1,085	0.0308	0.0254	3%
West Saint Paul	\$1,269,300,793	0.1589	3,212	0.0911	0.1250	12%
<b>Total</b>	<b>\$7,988,745,386</b>	<b>1.0000</b>	<b>35,253</b>	<b>1.0000</b>	<b>1.0000</b>	<b>1.0000</b>

**Notes:**

<sup>1</sup> Assessment year 2015; Pay year 2016 Property Values

<sup>2</sup> Cost Allocation Formula = 50% x Value/Total Value + 50% Ac/Total Ac, where total area includes ROW

Past Membership Dues (for comparison)	2018	2019	2020	2021 Membership Dues (5%)	2021 Membership Dues (10%)
Inver Grove Heights	\$ 38,553.44	\$ 41,252.18	\$ 48,265.05	\$ 50,678.31	\$ 53,091.56
Lilydale	\$ 1,384.21	\$ 1,481.10	\$ 1,732.89	\$ 1,819.53	\$ 1,906.18
Mendota Heights	\$ 16,029.90	\$ 17,151.99	\$ 20,067.83	\$ 21,071.22	\$ 22,074.61
Saint Paul	\$ 7,522.83	\$ 8,049.43	\$ 9,417.83	\$ 9,888.72	\$ 10,359.61
South Saint Paul	\$ 11,312.49	\$ 12,104.36	\$ 14,162.11	\$ 14,870.21	\$ 15,578.32
Sunfish Lake	\$ 2,237.34	\$ 2,393.96	\$ 2,800.93	\$ 2,940.98	\$ 3,081.02
West Saint Paul	\$ 11,005.44	\$ 11,775.82	\$ 13,777.71	\$ 14,466.59	\$ 15,155.48
<b>Totals</b>	<b>\$ 88,045.65</b>	<b>\$ 94,208.85</b>	<b>\$ 110,224.35</b>	<b>\$ 115,735.57</b>	<b>\$ 121,246.78</b>

Attn: Tom Kaldunski  
 Attn: Mary Schultz  
 Attn: Nancy Bauer  
 Attn: Pat Murphy  
 Attn: Sue Polka  
 Attn: Cathy Iago  
 Attn: Ross Beckwith