Minutes of the January 17, 2019 Board Meeting
for the Carver Soil & Water Conservation District
Held at the Public Works Facility in Cologne, MN

Meeting was called to order by Manager Mike Wanous, at 8:34 AM.

**Members Present:**
- Member, Robert Burandt
- Member, Jeffrey Sons
- Member, Stanley Wendland
- Member, Marcus Zbinden
- Member, Mark Zabel

**SWCD Staff Present:**
- District Manager, Mike Wanous
- Administrative Assistant, Felicia Brockoff

**Other Attendees:**
- Carver County Planning & Water Management, Paul Moline
- NRCS District Conservationist, Katundra Shears
- Carver County Citizen, Jeffrey Hedtke

The Oath of Office was taken by Supervisors Sons, Wendland and Zabel.

Mike Wanous opened the nominations for Chair at this time. Burandt nominated Wendland. Sons nominated Zabel. Wendland declined his nomination. Being no other nominations or objections, Mark Zabel is the 2019 Carver SWCD Chair by acclamation.

Manager Wanous turned the meeting over to Chair Zabel at this time.

Zabel opened the nominations for Vice Chair at this time. Zbinden nominated Wendland as the Vice Chair. Being no other nominations or objections, Stan Wendland is the 2019 Carver SWCD Vice Chair by acclamation.

Zabel opened the nominations for Secretary/Treasurer at this time. Wendland nominated Sons as the Secretary/Treasurer. Being no other nominations or objections, Jeff Sons is the 2019 Carver SWCD Secretary/Treasurer by acclamation.

Under public comments, Jeffrey Hedtke stated he was in attendance to watch his representative take the Oath of Office and fulfill his duties as a Carver SWCD Supervisor.
Discussion on the Operating Rules. Supervisor Zbinden asked if the Board meetings could be moved to a different day, because of a required meeting he needs to attend for his job, which is the at the same time as our current meetings. After discussion on options, Zbinden moved, Burandt seconded to officially change the Carver SWCD Board meetings to the fourth Thursday of the month, starting at **8:00 AM**. Motion carried unanimously.

With the Board consensus, Chair Zabel stated that the hourly meeting rate for Supervisors will remain the same, $15 per hour for up to 3 hours; anything over 3 hours will be compensated at the per diem rate of $75.

Zbinden moved, Sons seconded to set the SWCD mileage rate at $0.58 per mile, which is the current IRS rate. Motion carried unanimously.

Zbinden moved, Buradnt seconded to name KleinBank, Citizens State Bank of NYA, and MidCountry Bank as the Carver SWCD’s Depository designations. Motion carried unanimously.

Chair Zabel made the following appointments to the standing Carver SWCD Committees:

1. Personnel Committee – Sons & Zbinden
2. MCD Committee – Zabel; Zbinden alternate
3. Education & Outreach Committee – Sons & Wendland
4. Budget Committee – Burandt & Sons
5. CCWMO Committee – Wendland; Zbinden alternate
6. CCL Committee – Burandt; Zbinden alternate

Motion was made by Wendland, seconded by Sons to approve the Revised January Agenda. Motion carried unanimously.

Motion was made by Zbinden, seconded by Wendland to approve the December 20, 2018 Regular Board Meeting Minutes as read. Motion carried unanimously.

The Board reviewed the December 2018 Treasurer’s Report and supporting documents. Mike reported that the budget verses actual came out very close this year. Originally, we budgeted a $10,900 loss, and as of December 31, 2019, the actual loss was $3,952. The December Treasurer’s Report was discussed and accepted, subject to audit.

**COMMITTEE REPORTS:**

1. Personnel Committee (Sons, Zbinden) – The committee has not met.

2. Metro Conservation District’s (MCD) Committee (Zabel primary; Zbinden alt.) – The committee has not met. The Managers will be meeting on January 30th, and the next Board meeting is scheduled for February 27.

3. Education & Outreach Committee (Sons, Wendland) – The committee has not met.

4. Budget Committee (Burandt, Sons) – The committee has not met.
5. **CCWMO Advisory Committee** (Wendland primary; Zbinden alt.) – The committee has not met, January 30th is the next scheduled meeting.

6. **Carver County Leaders (CCL) Committee** (Burandt primary; Zbinden alt.) – The committee has not met, January 22nd is the next scheduled meeting.

**NRCS Report** – Katundra reported that NRCS is still operating during the government shutdown, but the FSA offices have not been open. NRCS staff shortages are still the same, any position announcements, start dates, etc. have been put on hold with the shutdown. There still is no ‘Super DC’ for the Glencoe office, which will eventually cover McLeod, Meeker, and Sibley Counties. She reported that 6 EQIP applications have been received. She also reported that BWSR is partnering with NRCS to offer technical trainings to staff, which will also be offered to wildlife organization staff (i.e. Pheasants Forever, Ducks Unlimited, etc.). NRCS did get caught up on the 1026 wetland and tiling requests, Katundra also noted that wetland violations have increased in the past year.

**Carver County Report** – Paul reported that Randy Maluchnick is the 2019 Carver County Board Chair, while Jim Ische is the Vice Chair. The Carver County Water Plan will be discussed with the commissioners at the end of January, and Paul plans to bring the Water Plan to the next SWCD Board meeting for discussion also. Lori Cox is the newest Board member on the Carver County WMO Committee.

Paul reported there is a stormwater workshop planned for early March. Discussion will include the importance of tree habitat relating to stormwater, keeping existing trees on planned developments, as well as planting additional trees. He reported approximately 65 people attended the workshop last year. Paul’s staff has also been meeting with developers and City staff on the stormwater rules.

The West Chaska Creek re-meander is moving forward, all permits have been received, they are just waiting for the Army Corps of Engineers, and the State for approval. He also stated that aerators have been placed in Lake Benton in Cologne, to keep the Blue Gills alive. Carver County will be hosting a Lake Lab there on February 9th.

Paul also reported on the BWSR funding process for Clean Water Funds using the 1 Watershed 1 Plan initiative. BWSR is currently working on the details for the formula or criteria that will be used to allocate funds.

10:00 AM – Jeff Hedtke left the meeting at this time.

Paul reported the County Board has a work session next week, where they will be discussing the Carver County Comprehensive Plan. He is hoping for Board approval by the end of March.

**Monthly progress report and construction projects list presented for:**

**SWCD Staff:**  
District Manager, Mike Wanous  
Administrative & Finance Specialist, Felicia Brockoff  
Conservation Technician, Chip Hentges  
Resource Conservationist, Terry Meiller  
District Technician, Aaron Finke  
Resource Conservation Technician, Seth Ristow  
Farm Bill Technician, Ben Datres
OLD BUSINESS:

Mike reported that there have been phone calls from landowners wondering what is required for the buffer law, and if staff can verify that they are in fact in compliance. Staff will send certified letters to those landowners who are not yet in compliance.

Mike reported he attended the Camden Township Board meeting recently. Their concern was who will be responsible for future repairs, if the project fails. Some of the Township Supervisors felt it was washing away already, but after field investigations by the SWCD staff, it hasn’t moved towards the Township road.

Jeff Sons has a cover crop contract with the SWCD but has not yet been issued his incentive payment. Sons explained to the Board what he planted, and said he is going to leave it for 3 years in hopes that the roots of the cover crops will let the soil percolate more. Mike stated there was one landowner who did plow their cover crop up, so they did not receive the incentive payment. Motion was made by Wendland, seconded by Burandt to approve the $206 incentive payment to Jeff Sons for his cover crop contract. Ayes: Burandt, Wendland, Zabel, Zbinden. Abstained: Sons. Motion carried.

NEW BUSINESS:

Cheri Gnerer-Johnson has completed a wetland restoration through the CREP Program. Carver WMO received additional grant funds for implementing projects to improve water quality in the Bevens Creek Watershed area. Cheri’s CREP wetland restoration project was enhanced to include additional storage and flood retention, thereby enhancing water quality. The grant amount Carver WMO will reimburse the SWCD is $38,063.21. Motion was made by Zbinden, seconded by Wendland, to reimburse Cheri Gnerer-Johnson for $38,063.21 utilizing the Carver WMO grant, and invoicing Carver County for this amount. Motion carried.

NACD has sent a conservation investment form, previously called dues. The SWCD has been contributing $100 for a few years as a statement. Zabel explained that some members on the NACD Board are from non-NACD dues paying District’s. Zbinden moved, Wendland seconded to continue with the $100 contribution to NACD for the 2019, along with an explanation for the reduced contribution. Motion carried unanimously.

MASWCD has sent the annual dues invoice for 2019 of $4,848.91. Zbinden moved, Wendland seconded to pay the MASWCD 2019 Dues invoice of $4,848.91. Motion carried unanimously.

MACD has sent the annual dues invoice for 2019 of $300, the invoice also included a $200 contribution to assist with planning the MASWCD Convention in 2019. Burandt moved, Zbinden seconded to pay the MACD invoice totaling $500. Motion carried unanimously.

MCIT has sent the annual coverage document, along with an invoice totaling $11,432 for 2019 property, liability and workers compensation coverage. Motion was made by Zbinden, seconded by Burandt to pay the $11,432 invoice to MCIT for the 2019 insurance coverage. Motion carried unanimously.
Felica reported the SWCD will need an Audit for 2018, and has contacted Michael Peterson, CPA in Waconia. Peterson Company Ltd.’s quote was $3,000 to conduct the audit for 2018. Motion was made by Zbinden, seconded by Wendland to approve the $3,000 quote, and engage Peterson Company Ltd. to conduct the 2018 audit. Motion carried unanimously.

OTHER:

Zbinden questions if Supervisors could also apply for the pollinator grant program. Mike explained that Supervisors are also eligible for funding. There is a limited amount of funding, however being an SWCD Supervisor does not exclude them from applying.

Buranndt moved, Zbinden seconded to adjourn the meeting at 10:51 AM. Motion carried unanimously.

Next Board Meeting: Thursday, February 28, 2019 at 8:00 AM
Public Works Headquarters, Conference Room 3
11360 Highway 212, Cologne, MN 55322

Approved: ______________________________  Date:  February 28, 2019
Secretary/Treasurer
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<td>Total MCB **903 (1.25% - 04/26/19)</td>
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### Treasurer's Monthly Report

**Program Summary - January 2019**

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**Use of Cash**

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2/28/2019

Carver SWCD Board Treasurer
### ASSETS

**Current Assets**

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<td>MCB **487 (1.75%-05/10/19)</td>
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<td>MCB **903 (1.25%-04/26/19)</td>
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<td><strong>Total 1200 Investments CD's</strong></td>
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<td>Total Checking/Savings</td>
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**TOTAL ASSETS**

1,011,129.51

### LIABILITIES & EQUITY

**Liabilities**

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<td>2200 Payroll Liabilities</td>
<td>1.00</td>
</tr>
<tr>
<td>2300 Sales Tax Payable</td>
<td>293.33</td>
</tr>
<tr>
<td>2400 Unearned-Deferred Revenue</td>
<td></td>
</tr>
<tr>
<td>2401 BWSR Buffer C/S</td>
<td>6,300.00</td>
</tr>
<tr>
<td>2402 BWSR Buffer Implement</td>
<td>24,346.77</td>
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<tr>
<td>2403 BWSR CD 6 BMP Grant</td>
<td>8,524.75</td>
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<tr>
<td>2404 BWSR Cost-Share</td>
<td>50,245.51</td>
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<td>2405 DRAP C/S</td>
<td>44,782.80</td>
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<tr>
<td>2406 District Capacity Funds</td>
<td>292,282.27</td>
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<tr>
<td><strong>Total 2400 Unearned-Deferred Revenue</strong></td>
<td>426,482.10</td>
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<tr>
<td><strong>Total Other Current Liabilities</strong></td>
<td>426,776.43</td>
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<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>426,776.43</td>
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<td><strong>Total Liabilities</strong></td>
<td>426,776.43</td>
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**Equity**

<table>
<thead>
<tr>
<th>Description</th>
<th>Balance</th>
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<tr>
<td>3000 FUND BALANCE</td>
<td>543,582.16</td>
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<tr>
<td>Net Income</td>
<td>40,770.92</td>
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<td><strong>Total Equity</strong></td>
<td>584,353.08</td>
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</table>

**TOTAL LIABILITIES & EQUITY**

1,011,129.51
## Carver Soil & Water Conservation District
### Budget vs. Actual
#### January 2019

<table>
<thead>
<tr>
<th></th>
<th>Jan 19</th>
<th>Budget</th>
<th>$ Over Bud...</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
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<tr>
<td>4000 Intergovernmental County</td>
<td>157,704.21</td>
<td>492,951.00</td>
<td>-335,246.79</td>
<td>32.0%</td>
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<tr>
<td>4100 Intergovernmental Local</td>
<td>110.00</td>
<td>35,000.00</td>
<td>-34,890.00</td>
<td>0.3%</td>
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<tr>
<td>4200 Intergovernmental State</td>
<td>3,000.00</td>
<td>343,500.00</td>
<td>-340,500.00</td>
<td>0.9%</td>
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<tr>
<td>4300 Charges for Services</td>
<td>5,787.04</td>
<td>18,000.00</td>
<td>-12,212.96</td>
<td>32.2%</td>
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<tr>
<td>4400 Interest Earnings</td>
<td>0.00</td>
<td>3,500.00</td>
<td>-3,500.00</td>
<td>0.0%</td>
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<tr>
<td>4500 Miscellaneous Revenues</td>
<td>0.00</td>
<td>5,000.00</td>
<td>-5,000.00</td>
<td>0.0%</td>
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<tr>
<td><strong>Total Income</strong></td>
<td>166,601.25</td>
<td>897,951.00</td>
<td>-731,349.75</td>
<td>18.6%</td>
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<tr>
<td><strong>Expense</strong></td>
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<tr>
<td>5000 District Operations</td>
<td></td>
<td></td>
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<tr>
<td>5100 Personnel Services</td>
<td>51,083.14</td>
<td>588,939.00</td>
<td>-537,855.86</td>
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<td>5200 Other Services &amp; Charges</td>
<td>18,747.45</td>
<td>49,500.00</td>
<td>-30,752.55</td>
<td>37.9%</td>
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<td>5300 Supplies - Office &amp; Field</td>
<td>109.04</td>
<td>2,500.00</td>
<td>-2,390.96</td>
<td>4.4%</td>
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<tr>
<td>5400 Capital Outlay</td>
<td>0.00</td>
<td>40,000.00</td>
<td>-40,000.00</td>
<td>0.0%</td>
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<tr>
<td><strong>Total 5000 District Operations</strong></td>
<td>69,939.63</td>
<td>680,939.00</td>
<td>-610,999.37</td>
<td>10.3%</td>
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<tr>
<td>5500 Project Expenses</td>
<td>55,890.70</td>
<td>217,012.00</td>
<td>-161,121.30</td>
<td>25.8%</td>
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<tr>
<td><strong>Total Expense</strong></td>
<td>125,830.33</td>
<td>897,951.00</td>
<td>-772,120.67</td>
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<tr>
<td><strong>Net Income</strong></td>
<td>40,770.92</td>
<td>0.00</td>
<td>40,770.92</td>
<td>100.0%</td>
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</tbody>
</table>
Carver SWCD Monthly Report  

Mike Wanous – District Manager
- eLINNK reporting on BWSR grants, most had a Feb. 1 deadline for grant reporting
- Work on CREP easements and title work with Ben
- Annual report/annual plan
- Drainage and Water conference put on by Rinke Noonan Law firm in St. Cloud
- Meetings with WMO staff to review upcoming projects & TAC meeting
- MCD manager meeting and WMO citizen advisory committee meeting

Felicia Brockoff – Administrative Assistant
- Accounting – processed payroll and all required forms. Completed the year-end 2018 Financial statements (as much as I could, need Peterson to finish the PERA inflows/outflows), and sent to BWSR. Entered 2019 budget in QuickBooks.
- Administrative – Minutes from the January Board meeting. Assisted West Otter Tail SWCD with questions on record retention schedules (going from paper to electronic records). PRAP review to make sure all required documents are posted on our website. Set up appointments with our legislators. Updated portions of the Annual Plan & Report.
- Education – followed up with the Metro Area teachers for registration. Created State registration form also.
- Trees – continue to update spreadsheet as orders come in, and order additional stock. Currently out of the American Hazelnut.

Chip Hentges – Conservation Technician
- Weekly meetings with County staff regarding watershed projects.
- Monthly meetings with Bolton and Menk
- Monthly meetings with Public Works Highway Engineering staff – This has been working very well.
- Assisting staff with Wetland Conservation Act items
- Plan reviews for the following
  - Coney Island Clean up and construction of trails
  - Watertown Crow River bank repair.
  - Met Council Waconia Force main construction
  - Continuous review of Lakeview Industries – still have not approved final site plan. Only grading plan, which they have not started yet.
  - South Point Credit Union – Chaska
  - George Street Improvement – Hamburg
  - Forest Hills 8th – Watertown – Topsoil issues
  - The Meadows – Waconia
  - TH 41/CSAH 18 – Chaska
  - TH212/CSAH 44 On and Off lanes – Chaska
  - Oak Tree 3rd – Carver
  - Oak Grove Estates – Watertown site
  - Harvest West – This is part of Harvest States Development on the west side of Chaska
- Working on letter to be sent to all construction sites prior to spring construction start up.
- Continuous Meetings with City of Chanhassen staff to assist them in writing up their stormwater language for topsoil requirements.
- Assisting Seth with the Campus Ground Water Conservation Planning
- Attended the Minnesota Erosion Control Association’s annual meeting.

Terry Meiller – District Technician
- State Cost-share: Provided site survey, RCN, & Watershed areas to Engineer for Meuwissen BMP project designs (side inlet, WASCBS (2)) and Hartung project design (WASCB). Meetings with landowner(s) for...
preliminary design reviews, BMP options, etc. Preliminary design work for Hesse Grassed Waterway and Hartung WASCB/Grassed Waterway proposals. Site survey for Hartung WASCB/Grassed waterway project. Pre-Bid meeting with contractors on site for Grimm side inlet projects.

- **Soil Health:** Cover Crop Innovators/Cover Crop research (joined cover crop training group, and researched cover crop concepts, etc.). Participated in panel discussion/workshop hosted by LSP in Roseville, MN. Cover crop workshop planning meeting in New Prague. Meetings with landowner’s to discuss cover crops for 2019 (Cox, Peterson).
- **CREP:** Gnerer-Johnson meeting with County Staff re: cost-share/project details. Meeting with contractor to review Beier design plan for possible winter construction.
- **Ditches:** Survey for private ditch cleanout request.
- **Misc:** Staff Meeting. Misc. landowner appointments/phone calls/drop-ins (CRP, CREP, 1026 drainage requests). Mixed seed at USFWS for Watertown bank site in preparation of frost seeding.

**Aaron Finke – District Technician**
- **WCA-Permitting assistance with ditch clean project through a wetland**
  - Surveyed ditch profile
- **WCA-Plan review and comments for wetland bank site in Hollywood Twsp**
- **WCA-Plan review and comments for wetland replacement plan in Carver, Chaska & Waconia**
- **WCA-Possible violation investigation for fill deposit in wetland in Carver**
- **Cost Share-Waterway design for landowner in Benton Twsp**
  - Met with landowner to discuss proposal and answer questions
- **Education-Attended a Water and Sediment Control Basin training**

**Seth Ristow – Resource Conservation Technician**
- Provided weekly plan review for the WMO
- Continued design work on second Spring Creek Stabilization project
- Updated plan for Public works planting project
- Reviewed RPBCWD new cost share program rules and information
- Helped finalize plans for Lake Bavaria cost share conveyance system for WMO
- Took class from U of MN on Site Analysis for restoration projects
- Continued work on our new pollinator program. Updated handout, created first concepts, and conducted site visits
- Inspected and Surveyed past WMO project Forest Hills in Watertown with WMO staff
- Attended MECA conference with Chip

**Ben Datres – Farm Bill Technician**
- **CREP applications:**
  - **Beier:** Received final easement and sent to Pat, gave to title agent who found an issue with wording. Working with the state and Pat on getting it fixed.
  - **Kreye/McGenney:** In BWSR’s hands
  - **Willard Stender:** Working with title agent/landowner.
  - **Cheri Johnson:** Cost-share voucher sent off.
  - **Cheri Johnson #2:** Worked with title agent/BWSR on title changes. Received final easement, sent to Cheri to sign and notarize. Sent out bid packets to contractors.
  - **Mike Lynch:** Title worked completed. Working with the State on final easement
  - **Ken Lenzen:** Meeting to figure out boundary options, have to keep hwy 212 expansion in mind.
- **Buffers:** Completed last chance letter. Narrowing down the landowners list, calling etc.
- Completed a month long online training course through the U of M
- Mixed native seed for Watertown bank site
- Facebook page- posting updates, upcoming events etc.
BWSR’s Performance Review and Assistance Program (PRAP) was authorized by the legislature (Statute 103B.102) in 2007 as a means to monitor and assess the performance of local water management entities. In addition to conducting reviews, BWSR uses this program to provide organizational improvement or assistance grants to local government units (LGUs) in need, and prepares an annual report to the legislature outlining the work conducted under the program.

**PRAP Review**

The program uses four levels of review to assess performance ranging from statewide oversight in Level I, to a focus on individual LGU performance in Levels II and III, and to remediation in Level IV.

**Level I** is an annual tabulation of required plans and reports for all LGUs.

**Level II** is a routine, interactive review intended to cover all LGUs at least once every 10 years. A Level II review evaluates progress on plan implementation, operational effectiveness, and partner relationships. This review includes assessing compliance with Level II performance standards and compliance with the Wetland Conservation Act (added in 2017).

**Level III** is an in-depth assessment of an LGU’s performance problems and issues. A Level III review is initiated by BWSR or the LGU and usually involves targeted assistance to address specific performance needs.

**Level IV** is for those LGUs that have significant performance deficiencies, and includes BWSR Board action to assign penalties as authorized by statute. Levels I through III are designed to avoid the need for Level IV.

**Program History**

*Since 2008, BWSR’s Performance Review and Assistance Program (PRAP) has assessed the performance of the units of government that constitute Minnesota’s local delivery system for conservation of water and related land resources. The program goal is to assist these local government partners to be the best they can be in their management of Minnesota’s land and water resources. Review of LGU compliance with the Wetland Conservation Act was added in 2017.*
PRAP Assistance

The “Assistance” part of the PRAP program comes through grants made to LGUs to improve operating performance and execute planned goals and objectives. Grant activities typically include facilitation, mediation or consulting services related to organizational improvement activities such as reorganizations/mergers, strategic planning, organizational development, benchmarking, audits, and staff and board capacity assessments. LGUs do not need to have been the subject of a PRAP performance review to apply for these grants, but funding priority is given to activities recommended to an LGU as part of a Level II, III or IV PRAP review.

Since the program began in 2012, more than $90,000 has been awarded to LGUs around Minnesota.

PRAP Reporting

BWSR prepares an annual PRAP report for the Minnesota legislature containing the results of the previous year’s program activities as well as a general assessment of the performance of LGUs that provide land and water conservation services and programs. These reports contain Level I data regarding reporting and plan status for all LGUs, as well as summaries and findings from all Level II, III and IV reviews completed during the reporting year.

To learn more about the PRAP program, or to view past Legislative reports, visit the PRAP page of the BWSR website at http://www.bwsr.state.mn.us/PRAP/index.html.
# Soil and Water Conservation District Performance Standards

**LGU Name:**

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</thead>
<tbody>
<tr>
<td><strong>Administration</strong></td>
<td>Basic practice or Statutory requirement</td>
<td>I Annual Compliance</td>
<td>Yes, No, or Value</td>
<td><strong>Level II</strong> BWSR Staff Review &amp; Assessment (1/10 yrs)</td>
<td>YES</td>
<td>NO</td>
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<td>High Performance standard (see instructions for explanation of standards)</td>
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<td></td>
<td>Financial statement: annual, on-time and complete</td>
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<td>Financial audit: completed as required by statute (see guidance) or as per BWSR correspondence</td>
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<td>eLINK Grant Report(s) submitted on-time</td>
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<td></td>
<td>Data practices policy: exists and reviewed/updated within last 5 yrs</td>
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<td>Personnel policy: exists and reviewed/updated within last 5 yrs</td>
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<td></td>
<td>Technical professional appointed and serving on WCA TEP</td>
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<td></td>
<td>SWCD has an adopting resolution assuming WCA responsibilities and appropriate decision delegation resolutions as warranted (If WCA LGU)</td>
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<td>Job approval authorities: reviewed and reported annually</td>
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<td></td>
<td>Operational guidelines and policies exist and are current</td>
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<td></td>
<td>Board training: orientation &amp; cont. ed. plan and record for each board member</td>
<td>II</td>
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<td></td>
<td>Staff training: orientation and cont. ed. plan/record for each staff member</td>
<td>II</td>
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<tr>
<td><strong>Planning</strong></td>
<td>Comprehensive Plan: updated within 5 yrs or current resolution adopting unexpired county LWM plan</td>
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<td>Biennial Budget Request submitted on time</td>
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<td></td>
<td>Prioritized, Targeted and Measureable criteria are used for Goals and Objectives in the local water management plan as appropriate.</td>
<td>II</td>
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<td></td>
<td>Annual Plan of Work: based on comp plan, strategic priorities</td>
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<tr>
<td><strong>Execution</strong></td>
<td>Are state grant funds spent in high priority problem areas</td>
<td>II</td>
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<td>Total expenditures per year (over past 10 yrs)</td>
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<td>see below</td>
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<tr>
<td></td>
<td>Months of operating funds in reserve</td>
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<td>Replacement and restoration orders are prepared in conformance with WCA rules and requirements.</td>
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<td>WCA TEP member is knowledgeable/trained in WCA technical aspects</td>
<td>II</td>
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<td></td>
<td>WCA TEP member contributes to TEP reviews, findings &amp; recommendations</td>
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<td>WCA decisions and determinations are made in conformance with all WCA requirements (If WCA LGU)</td>
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<td>WCA TEP reviews/recommendations appropriately coordinated(if LGU)</td>
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<td></td>
<td>Certified wetland delineator: on staff or retainer</td>
<td>II</td>
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<td></td>
<td>Outcome trends monitored and reported for key resources</td>
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<tr>
<td><strong>Communication &amp; Coordination</strong></td>
<td>Website contains all required content elements</td>
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<td>Website contains additional content beyond minimum required</td>
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<td></td>
<td>Track progress on I &amp; E objectives in Plan</td>
<td>II</td>
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<td></td>
<td>Obtain stakeholder input: within last 5 yrs</td>
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<tr>
<td></td>
<td>Annual report communicates progress on water plan goals</td>
<td>II</td>
<td></td>
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<td></td>
<td>Partnerships: cooperative projects/tasks with neighboring districts, counties, watershed districts, non-governmental organizations</td>
<td>II</td>
<td></td>
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<tr>
<td></td>
<td>Coordination with County Board by supervisors or staff</td>
<td>II</td>
<td></td>
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</tr>
</tbody>
</table>
Grant Agreement Start Date: 12/31/2018
Original Grant Agreement Expiration Date: 12/31/2021
Original Agreement Amount: $120,000.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Carver SWCD, 11360 Highway 212, Suite 6, Cologne, MN 553228020 (“Grantee”).

Recitals
1. The Board has a Grant Agreement with the Grantee identified as the 2019 SWCD Local Capacity and Buffer Law Implementation - Carver SWCD, PO # 3000009454, for the following grants:

<table>
<thead>
<tr>
<th>Grant ID</th>
<th>Grant Title</th>
<th>Previous Expiration Date</th>
<th>Amended Expiration Date</th>
<th>Previous Award Amount</th>
<th>Amended Award Amount</th>
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<tbody>
<tr>
<td>P19-2342</td>
<td>2019 - SWCD Local Capacity Services (Carver SWCD)</td>
<td>12/31/2021</td>
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<td>$100,000.00</td>
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<td>P19-2434</td>
<td>2019 - Buffer Law (Carver SWCD)</td>
<td>12/31/2021</td>
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<td>$20,000.00</td>
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</table>

2. The Grantee requests a modification to their FY 2019 SWCD Local Capacity Services Grant Work Plan and additional funds to implement the modifications.
3. The Board has approved this Amendment through their Board Order #18-32.
4. The Board and Soil and Water Conservation District are willing to amend the Original Contract as stated below.

Contract Amendment
REVISION 1. Total Grant Awarded: $120,000 $131,600
REVISION 2. 2. Grantee’s Duties
2.1 IMPLEMENTATION: is amended as follows:
The Grantee will implement their amended Workplans, which are incorporated into this Agreement; and, abide by the SWCD Conservation Delivery and Capacity Grants Policy for the Local Capacity Services Grants, and FY 2018 Clean Water Funds Policy for the Buffer Program Implementation Grants.
Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

APPROVED:

Carver SWCD

By: ___________________________
Title: ___________________________
Date: ___________________________

Board of Water and Soil Resources

By: ___________________________
Title: ___________________________
Date: ___________________________
2018 Annual Report
2019 Annual Plan of Work

11360 Highway 212, Suite 6
Cologne, MN  55322
Phone:  952-466-5230
http://www.co.carver.mn.us/swcd
I. **INTRODUCTION**

The mission of the Carver Soil and Water Conservation District (SWCD) is to provide high quality assistance to the land managers and citizens of Carver County for the protection of land and water resources.

The Carver SWCD was organized by local farmers for the purpose of promoting the science of good land use; and to assist landowners and operators in planning and applying soil and water conservation practices needed to protect and improve their land and water resources. The District is a legal subdivision of the State of Minnesota, operating under a charter issued by the Secretary of State on November 12, 1946. The soil and water conservation policy of the State is to encourage land occupiers to conserve soil, water, and the natural resources they support through the implementation of practices that:

1. Control or prevent erosion, sedimentation, siltation, and related pollution in order to preserve natural resources;
2. Ensure continued soil productivity;
3. Protect water quality;
4. Prevent impairment of dams and reservoirs;
5. Reduce damages caused by floods;
6. Preserve wildlife;
7. Protect the tax base; and
8. Protect public lands and waters.

Since 1946, the Carver SWCD has been providing technical and financial assistance to landowners, land operators, municipalities, townships, counties and businesses for the improvement of their natural resources. The continued success of the Carver SWCD is a result of listening to our constituents, adjusting or expanding our technical capabilities, and providing leadership in emerging land use and conservation issues.

The purpose of this annual report and annual plan is to summarize the major accomplishments of last year and to identify needs for the upcoming year. It should be noted that not every activity can be captured by this report, but the reader should get an overall idea of the District's activities.
CARVER SWCD BOARD OF SUPERVISORS

The SWCD is governed by a five member Board of Supervisors and they are charged with developing policies and employing staff to fulfill the mission of the SWCD. A legislative change in 2014 required the Supervisors to be elected by equal population districts starting in 2016. The Board meets the fourth Thursday of each month at 8:00 a.m. in the Cologne Public Works Headquarters (unless otherwise scheduled).

<table>
<thead>
<tr>
<th>ELECTION YEARS</th>
<th>CURRENT BOARD SUPERVISOR</th>
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<tbody>
<tr>
<td>District 1: 2018 – 2022</td>
<td>Stan Wendland</td>
</tr>
<tr>
<td>District 2: 2020 – 2024</td>
<td>Marcus Zbinden</td>
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<tr>
<td>District 3: 2018 – 2022</td>
<td>Mark Zabel</td>
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<tr>
<td>District 4: 2020 – 2024</td>
<td>Bob Burandt</td>
</tr>
<tr>
<td>District 5: 2018 – 2022</td>
<td>Jeff Sons</td>
</tr>
</tbody>
</table>
CARVER SWCD STAFF

Mike Wanous  
District Manager

Felicia Brockoff  
Administrative and Finance Specialist

Ben Datres  
Farm Bill Technician

Aaron Finke  
District Technician

Chip Hentges  
Conservation Technician

Terry Meiller  
Resource Conservationist

Seth Ristow  
Resource Conservation Technician

Local Partner Agencies

Board of Water & Soil Resources (BWSR)  
Carver County  
Carver County Water Management Organization (WMO)  
Cities of Carver County  
Department of Natural Resources (DNR)  
Hamburg Hunt & Fish Club  
Lower Minnesota River Watershed District (LMRWD)  
Minnehaha Creek Watershed District (MCWD)  
Natural Resources Conservation Service (NRCS)  
Pheasants Forever (PF)  
Riley Purgatory Bluff Creek Watershed District (RPBCWD)  
Townships of Carver County  
U.S. Fish & Wildlife Service (USFWS)
II. **ANNUAL OBJECTIVES AND ACTIONS**

*Agriculture Conservation Practices*

The goal of this program is to work with private landowners to minimize negative impacts of agriculture activities on natural resources. There are a number of state and federal programs aimed at providing grant and loan money to assist landowners with installing practices that protect and enhance water quality. It is also important to provide landowners with technical assistance that will enable them to build soil quality for future generations.

The SWCD has provided technical assistance and cost share assistance for traditional Ag BMP’s for nearly 70 years. Examples of these practices include, but are not limited to: grass waterways, water and sediment control basins, residue management, grade stabilization structures, contour strips, nutrient management, critical area planting, rock inlets, buffer strips, tree and shrub establishment. The SWCD will continue to promote the use of BMP’s on a county wide basis. Special focus will take place in the sub-watershed’s that have been identified as priorities from Total Maximum Daily Load (TMDL) studies, as well as those identified in the Carver County Water Management Plan.

The MN buffer law went into effect in the summer of 2015. The buffer law requires 50-foot buffers of perennial vegetation along all public waters and 16.5 foot buffers along public ditch systems. The MN DNR developed buffer protection maps based on public water inventory maps and legally established public drainage ditches. SWCD’s are charged with determining compliance on land that is adjacent to public waters and public drainage ditches. Carver County has a high compliance rate (over 98%), but there are still several areas that lack the required buffer setbacks.

**Accomplishments for 2018**

- Installed 7 grassed waterways, totaling 5,948 feet through a Clean Water Grant on CD 6.
- 6 Water and Sediment Control Basin designs completed through a Clean Water Grant on CD 6.
- 4 grassed waterway designs, totaling 4,639 feet completed through a Clean Water Grant on CD6.
- Sold 7,600 trees to 114 landowners.
- Purchased a new Great Plains no-till drill. Drill rented to 24 landowners for alfalfa inter-seeding/CRP plantings/Cover Crop establishment on 492.5 acres.
- Harvestable buffer payments to 3 landowners.
- Site surveys and designs completed for 3 water and sediment control structures through the SWCD state cost-share program.
- Completed construction inspection of project for the Disaster Relief Assistance Program (disaster relief from June 2014 storm events).
  - 1 Streambank protection projects totaling 166 feet of rip rap completed.
- Completed construction inspection of 1 RIM-WRP Floodplain project (Wetland Restorations activities) resulting in 32.6 acres of permanently restored wetlands.
- Completed construction inspection of 1 RIM Wetland project (Wetland Restorations activities) resulting in 201.6 acres of permanently restored wetland and upland habitat.
- Completed construction inspection of 1 CREP project (Wetland Restorations activities) resulting in 49.7 acres of permanently restored wetlands.
- Completed construction inspections of the Conservation Partners Legacy Grant Project on a large bank and habitat restoration project on the Crow River. *Installed in-stream habitat features (toe-wood and root wads) on 715 feet of eroding streambank.
- Wrote prescribed burn plans for 10 landowners participating in CRP or easement program, totaling 345 acres
Soil Health/Cover Crops – staff attended several workshops and trainings to learn more about soil health and hosted a joint cover crop workshop with Scott and Le Sueur counties with over 100 attendees.

Created a Soil Health and Cover Crop Program and provided cost-share and incentive payments to 6 landowners for establishing 147.3 acres of cover crops.

Completed the Lake Waconia sub watershed analysis (SWA).

Followed-up on 1 excessive soil loss complaint, completing RUSLE 2 analysis and follow up meetings with landowner.

Staff provided technical assistance on several other sites (technical assistance might include survey work, hydrology calculations, concept designs), not all sites result in project implementation.

Streambank protection project completed in Camden Township through the Conservation Partners Legacy Grant.

**Actions for 2019**

1. Implement projects with state aid funding sources of DRAP, State Cost-Share, District Capacity.
2. Expand upon the soil health/cover crop program utilizing district capacity funds to achieve additional acres of cover crops to improve soil health.
3. Work cooperatively with the USDA NRCS and FSA to promote and implement the Federal USDA programs such as EQIP, CRP, and CREP.
4. Assist the County Feedlot officer with feedlot technical assistance and compliance.
5. Work cooperatively with the Carver County WMO to encourage compliance with County and WMO rules and regulations.
6. Implement the buffer law provisions of 103F.48
   a. Use the state BuffCAT tool to identify parcel compliance
   b. Send letters with maps to landowners that need to take action in order to be in compliance
7. Secure funding to complete priority projects identified in the Carver County Water Plan by applying for grants and special funding programs.

Approximately 3,200 staff hours are needed for this program.
This work is to be completed by the District Technician, Farm Bill Technician, and Resource Conservationist.
Urban Conservation

The Carver SWCD assists in the implementation of conservation programs and water rules compliance that have been adopted by the Carver County Water Management Organization (WMO). Staff assists with the development plan reviews of proposed projects to determine compliance with National Pollutant Elimination Systems (NPDES) and local water rules. Staff also reviews the implementation of the water plan by performing site inspections on construction activities, and providing technical assistance with the installation of urban BMP’s. In Carver County, SWCD staff work extensively with WMO staff to ensure that projects are installed according to plan and in compliance with all applicable water management rules. The SWCD also has an agreement with the City of Chanhassen to review plans, conduct erosion and sediment control inspections and providing technical assistance on water quality features. In addition, the SWCD has contracts with Riley Purgatory Bluff Creek Watershed District (RPBCWD) and with the Lower Minnesota River Watershed District (LMRWD) to assist landowners with identifying BMP locations and providing design assistance.

Essential duties of this program include the following:
- Assists the Carver County WMO with plan reviews.
- Conduct field visits to construction sites to inspect for compliance with stormwater regulations.
- Supports WMO staff and City staff with development of watershed models, site investigations, survey work, and technical expertise.
- Assists and/or prepares landscape restoration designs to treat stormwater, included but not limited to: rain gardens, bio-retention cells, shoreline restorations, and water re-use projects.
- Provide technical assistance and BMP designs for RPBCWD and LMRWD.

Accomplishments for 2018

The following list tracks projects by cities and inspection requirements:

City of Carver
- Plan Reviews – 8
- Construction Site Erosion and Sediment Control Inspections/sites – 5
- Stormwater Treatment Installations – 1
- Violations that required enforcement to comply to Stormwater Rules – 0

City of Chanhassen
- Plan Reviews – 4 (WMO portion)
- Construction Site Erosion and Sediment Control Inspections/sites – 22
- Stormwater treatment installations - 2
- Violations that require enforcement to comply to Stormwater Rules - 0

City of Chaska
- Plan Reviews – 13
- Construction Site Erosion and Sediment Control Inspections/sites - 28
- Stormwater Treatment Installations - 6
- Violations that required enforcement to comply to Stormwater Rules – 2

City of Cologne
- Plan Reviews - 1
- Construction Site Erosion and Sediment Control Inspections/sites – 2
- Stormwater Treatment Installations – 1
- Violations that required enforcement to comply to Stormwater Rules – 0

City of Hamburg
- Plan Reviews - 1
- Construction Site Erosion and Sediment Control Inspections/sites – 0
- Stormwater Treatment Installations – 0
- Violations that required enforcement to comply to Stormwater Rules – 0

City of Mayer
- Plan Reviews – 2
- Construction Site Erosion and Sediment Control Inspections/sites – 8
- Stormwater Treatment Installations – 0
- Violations that required enforcement to comply to Stormwater Rules – 0

City of New Germany
- Plan Reviews – 0
- Construction Site Erosion and Sediment Control Inspections/sites – 0
- Stormwater Treatment Installations – 0
- Violations that required enforcement to comply to Stormwater Rules – 0

City of Norwood Young America
- Plan Reviews – 2
- Construction Site Erosion and Sediment Control Inspections/sites – 7
- Stormwater Treatment Installations – 1
- Violations that required enforcement to comply to Stormwater Rules - 0

City of Waconia
- Plan Reviews – 16
- Construction Site Erosion and Sediment Control Inspections/sites – 26
- Stormwater Treatment Installations – 3
- Violations that required enforcement to comply to Stormwater Rules - 0

City of Watertown
- Plan Reviews – 3
- Construction Site Erosion and Sediment Control Inspections/sites – 3
- Stormwater Treatment Installations – 0
- Violations that required enforcement to comply to Stormwater Rules - 0

Camden Township
- Plan Reviews – 2
- Construction Site Erosion and Sediment Control Inspections/sites – 0
- Stormwater Treatment Installations – 0
- Violations that required enforcement to comply to Stormwater Rules - 0

Dahlgren Township
- Plan Reviews – 2
- Construction Site Erosion and Sediment Control Inspections/sites – 3
- Stormwater Treatment Installations – 1
- Violations that required enforcement to comply to Stormwater Rules - 0
Hollywood Township
- Plan Reviews – 3
- Construction Site Erosion and Sediment Control Inspections/sites –3
- Stormwater Treatment Installations –0
- Violations that required enforcement to comply to Stormwater Rules- 0

Laketown Township
- Plan Reviews – 1
- Construction Site Erosion and Sediment Control Inspections/sites –4
- Stormwater Treatment Installations –1
- Violations that required enforcement to comply to Stormwater Rules- 0

San Francisco Township
- Plan Reviews – 4
- Construction Site Erosion and Sediment Control Inspections/sites –2
- Stormwater Treatment Installations –0
- Violations that required enforcement to comply to Stormwater Rules- 0

Waconia Township
- Plan Reviews – 4
- Construction Site Erosion and Sediment Control Inspections/sites –2
- Stormwater Treatment Installations –2
- Violations that required enforcement to comply to Stormwater Rules- 0

Watertown Township
- Plan Reviews – 1
- Construction Site Erosion and Sediment Control Inspections/sites –1
- Stormwater Treatment Installations –0
- Violations that required enforcement to comply to Stormwater Rules- 0

Young America Township
- Plan Reviews – 4
- Construction Site Erosion and Sediment Control Inspections/sites –8
- Stormwater Treatment Installations –1
- Violations that required enforcement to comply to Stormwater Rules- 0

Totals
- Plan Reviews – 71
- Construction Site Erosion and Sediment Control Inspections/sites – 124
- Stormwater Treatment Installations – 19
- Violations that required enforcement to comply to Stormwater Rules – 2
A filtration bench installed along a storm water pond. As the pond fills up, water seeps onto the bench, through the sand media and out via a tile line.
Riley Purgatory Bluff Creek Watershed District Cost-Share Program

- Assisted Clean Water Stewards with water quality projects
- Installed 8 Cost Share Projects
- Conducted 25 site visits
- Designed 11 projects

Volunteers grading a Raingarden at Eden Prairie High School

Carver County Water Management Organization Cost Share Program

- Conducted 21 site visits
- Designed 9 projects
- Installed 5 projects (Residential and Municipal)
Actions for 2019

1. Conduct 150 construction site erosion control inspections.
2. Provide BMP design services for the WMO, RPBCWD, and LMRWD.
3. Participate in educational efforts to raise awareness of the impacts of storm water and CSEC on water quality.
4. Provide technical assistance to LGU’s and contractors for the best use of storm water BMP’s.
5. Assist the WMO and other LGU’s with the implementation of rain gardens, bio-retention, shoreline restorations, and other forms of low impact development practices.
6. Identify the best locations for BMP’s by conducting sub-watershed analysis.
7. Follow through with the installation of projects identified in the sub-watershed analysis.
8. Increase technical capacity with current modeling and the latest water quality treatment devices.
9. Create an internship to help recruit and teach future professionals the water quality field.
10. Implement a new pollinator program as an outreach tool for water quality and habitat diversity.

Approximately 2,800 hours are needed for this task.
This work is to be completed by the Resource Conservation Technician and the Conservation Technician.
Wetland Protection and Restoration

The SWCD provides technical assistance for the Minnesota Wetland Conservation Act (WCA). Wetlands serve multiple functions and are an important part of the Carver County landscape. The Carver WMO is the LGU for WCA implementation in the unincorporated areas, but the SWCD provides technical assistance and field reviews. Each city is responsible for WCA administration within the city limits. By statute requirements, the SWCD is a member of the technical evaluation panel (TEP) and the SWCD writes restoration orders when required. The SWCD also assists landowners that wish to explore options for restoring wetlands on their property. This could be done through a conservation program, private wetland banking, or with landowner contribution without entering into a program.

Accomplishments for 2018

- Provided technical assistance to landowners with WCA related questions
- Attended 59 TEP meetings
- Seeded upland buffer and site prep for County sponsored wetland banking site in Watertown
- Reviewed and issued restoration orders on 3 WCA violations
- Restorations completed on 8 wetland violations

Restoration of a wetland basin that was illegally drained.

Actions for 2019

1. Provide assistance to Carver County for WCA and stay updated with changes to the MN WCA laws.
2. Continue to be part of the TEP’s for WCA projects, write restoration orders when needed.
3. Continued progress in the Watertown wetland banking project, restoration efforts are planned for spring/summer of 2019.
4. Understand and promote the wetland restorations programs available through State and Federal programs including RIM, private and public banking, CRP, CREP, and USFWS programs.
5. Assist the USDA with the wetland provisions within the Farm Bill Program, including Swamp-buster and 1026 drainage requests.
6. Seek to prevent wetland losses by educating landowners of the State wetland protection laws.
7. Prepared BWSR Road Bank proposals for residents in Carver County with possible restoration projects.

Approximately 2,000 hours are needed for this task.
This work is to be completed by the District Technician.
**Drainage and Ditches**

The Carver SWCD has an agreement with the Carver County Ditch Authority to assist the County Auditor in cleanout requests and management of the County ditch systems. There are 15 public ditch systems in Carver County, the SWCD provides ditch inspections and technical assistance for maintenance of these ditch systems. The SWCD is also a point of contact for other drainage related questions. We work with many landowners on drainage related questions that range from flooded crop fields to wet backyards, and often involve neighboring properties and legal drainage problems. While the SWCD does not provide legal advice, we often can direct people in the right direction to help them get their problem resolved.

**Accomplishments for 2018**

- Completed ditch inspections of 5 public drainage ditches
- Assisted with repair procedures on 4 ditch systems
- Repair work completed on JD#3A, CD#6, CD#9 and CD#10
- Design and technical assistance for BMP’s on CD#6
- Inventory and inspections for compliance with the buffer law
- Completed annual buffer strip reporting
- Assisted landowners with questions about redetermination of benefits and the new buffer law
- Worked with Townships and private citizens on drainage questions and complaints

**Actions for 2019**

1. Respond to requests for repairs of public drainage systems
2. Assist Carver County and landowners with the processes of MN Drainage Law 103E
3. Promote the installation and maintenance of grass buffer strips and rock inlets to keep sediment out of the ditch systems
4. Implement a state grant to install BMP’s in the watershed of County Ditch #6
5. Educate landowners about BMP’s
6. Explore opportunities to include water quality projects with drainage repairs
7. Continue to work with the County Auditor and Ditch Authority on improving processes/procedures

Approximately 800 hours are needed for this task.
This work is to be completed by the District Manager and the District Technician.
**Education and Outreach**

In 2018, the Carver SWCD coordinated the Metro Are Envirothon. The event was held on April 30, at the Arboretum in Chaska. Hopkins High School from Hennepin County captured both first and second places, while Andover High School from Anoka County placed third. Those three teams advanced to the Minnesota Envirothon, where Hopkins High School again captured First Place. The Carver SWCD also assists in coordinating the state Envirothon. Hopkins High School represented Minnesota at the National Envirothon in Pocatello, Idaho in July of 2018, and placed 27th out of 50 teams.

The District also sent out spring and fall newsletters, press releases, educational presentations for landowners, and other classroom presentations as requested. The SWCD also maintains a website, and recently started a Facebook page as another means of education and outreach to citizens.

**Accomplishments for 2018**

- Hosted the Metro Area Envirothon.
- Co-coordinated and assisted with the Minnesota State Envirothon.
- Presented to 100 students that are part of local conservation clubs or 4-H groups.
- Developed and sent a spring and fall newsletter (“The Dirt”) to approximately 3,000 citizens.
- Assisted Carver County Extension with presentations to landowners as requested.
- Presented conservation materials to Watertown conservation club.

**Actions for 2019**

1. Coordinate a Metro Area Envirothon with funding from the District Capacity Grant.
2. Continue to assist in coordinating the Minnesota State Envirothon.
3. Continue to provide education efforts in the classroom, conservation clubs and 4-H events.
4. Maintain the SWCD website and Facebook page to keep citizens informed of programs and activities.
5. Develop and distribute District Newsletters.
6. Assist the Environmental Coordinator with education and outreach activities, including hosting the Metro Area Children’s Water Festival through the Metro Joint Powers Board.
7. Provide education to citizens of Carver County as they relate to the SWCD programs.
8. Assist Carver County with the educational components of the County Water Plan.
9. Promote the new soil health program through the Carver SWCD, by providing educational opportunities including meetings and field day demonstrations.

Approximately 800 hours are needed for this task. This work will be completed by the Administrative and Finance Specialist with assistance from other staff as needed.
Financial Stability

The Carver SWCD does not have taxing authority and relies on cooperation with other agencies to balance its budget of expenditures and revenues. The SWCD provides many services to Carver County and many of the departments within the County. In particular, many of the projects completed by the Water Management Organization are done in cooperation with the SWCD.

Accomplishments for 2018

- Worked with the County Divisions to prepare a conservative 2019 budget request.
- Successfully implemented several projects with the Carver WMO.
- Continued our partnership with the Riley Purgatory Bluff Creek Watershed District to provide BMP design services.
- Continued agreement with Lower MN River Watershed District to provide BMP design services within their jurisdiction.
- Continue our partnership with the City ofChanhassen to provide construction site erosion control inspections.
- Leveraged State funding through the Farm Bill Assistance grant, CREP easement incentives, and special contracts and grant agreements with BWSR.
- Acted as the “convener” for project selection and distribution of state’s Watershed Based Funding grant.
- Developed and implemented work plans for the District Capacity Funding received from the state.

Actions for 2019

1. Continue to be fiscally responsible while still providing high quality service to Carver County citizens.
2. Work with Carver County to ensure the County General Levy adequately supports conservation efforts and addresses Citizen’s needs.
3. Continue to work closely with the Carver WMO to implement the County Water Plan and County Water Rules, assist with grant implementation.
4. Work with Carver County watershed districts and WMO to make wise decisions with watershed based funding allocations from the state.
5. Implement and track state requirements of MN water law.
6. Develop relationships with the WMO, LGU’s and Watershed Districts and seek opportunities to partner on programs.

Approximately 800 hours are needed for this task.
This work will be completed by the District Manager and the Administrative and Finance Specialist.

STAFFING NEEDS

In order for the SWCD to accomplish the above objectives, the following staffing needs are required:

1 FTE District Manager
1 FTE Administrative and Finance Specialist
1 FTE Conservation Technician
1 FTE Resource Conservationist
1 FTE District Technician
1 FTE Resource Conservation Technician
1 FTE Farm Bill Technician
1-2 Summer Intern(s)
III. COST-SHARE PROGRAM REQUIREMENTS

A. High Priority Erosion Problems
Whenever possible, State cost-share dollars will be used to maximize financial support for conservation programs. Often, state funding requires local match and the local funds can be stretched farther with state and federal programs. When this approach is applied to the state cost share program, it will provide applicants with cost-sharing up to 75% of the total project cost. These are practices that meet NRCS practice standards and specifications. These practices are very beneficial on Highly Erodible Land (HEL) and in areas with active gullies.

B. High Priority Water Quality Problems
A map of Carver County and the impaired waters appears on the next page.
The Carver SWCD works closely with the Carver County Water Management Organization to identify and target sub-watersheds with water quality concerns. The Bevens and Carver Fecal TMDL’s identify sub-watersheds with the highest priority. Sub-watersheds will be selected in order to identify and prioritize the best places for installation of BMP’s. A sub-watershed analysis has been started for the watershed that drains to Lake Waconia, and another for the headwaters of Bluff Creek.

C. Special Projects
Special projects that do not easily fit under one of the approved practices that are listed in the NRCS handbook or State Cost Share Manual, may be considered by the Board for technical and/or financial assistance. If State cost share dollars are to be used, the practice must meet the minimum criteria as identified in the BWSR State Cost Share Manual.

The SWCD will work with the WMO to identify and target projects and apply for grant funding through the Clean Water Fund grant. SWCD staff work closely with WMO staff to identify and prioritize projects as listed in the current Carver County Water Management Plan. SWCD staff are also working more closely with RPBCWD and LMRWD to identify potential best management practices and projects within those watersheds.
IV. BUDGET REQUIREMENTS

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</table>

**Total Income** 897,951

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Operations Personnel Services</td>
<td>588,939</td>
</tr>
<tr>
<td>District Operations Other Services &amp; Charges</td>
<td>49,500</td>
</tr>
<tr>
<td>District Operations Supplies</td>
<td>2,500</td>
</tr>
<tr>
<td>District Operations Capital Outlay</td>
<td>40,000</td>
</tr>
<tr>
<td>Project Expenses</td>
<td>217,012</td>
</tr>
</tbody>
</table>

**Total Expenses** 897,951