



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, August 10, 2021

6:00 PM

Council Chambers
Prior Lake City Hall

BOARD OF MANAGERS:

**Mike Myser, President; Curt Hennes, Vice President; Bruce Loney, Treasurer;
Steve Pany, Secretary; and Frank Boyles, Manager**

Note: Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

Board Workshop 3:30 PM – Parkview Conference Room

- Upper Watershed Blueprint Analysis Update (Joni Giese)
- 2022 Budget Draft Budget (Joni Giese)
- Staffing Update (Joni Giese)
- Little Prior Lake Water Quality (Manager Hennes)
- Office Lease (Joni Giese)

6:00 – 6:05 PM	1.0	BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE
6:05 – 6:10 PM	2.0	PUBLIC COMMENT If anyone wishes to address the Board of Managers on an item not on the agenda or on the consent agenda, please come forward at this time. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)
6:10 - 6:15 PM	3.0	APPROVAL OF AGENDA (Additions/Corrections/Deletions)
6:15 - 7:25 PM	4.0	OTHER OLD/NEW BUSINESS 4.1 Programs & Projects Update (Discussion Only) 4.2 2021 Intern Update Presentation: Camille Will (Discussion Only) 4.3 Board Acknowledgement of Maggie Karschnia (Discussion Only) 4.4 Manager Presentations & Liaison Updates (Discussion Only) <ul style="list-style-type: none"> • Manager Loney – Joint Board of Managers & CAC Meeting
7:25 - 7:30 PM	5.0	CONSENT AGENDA The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of the Board member, staff member, or a member of the audience. Please state which item or items you wish to remove for separate discussion.
	5.1	Meeting Minutes—July 13 Board Workshop
	5.2	Meeting Minutes—July 13 Board Meeting

- 5.3 Meeting Minutes—July 29 Joint Board of Managers- CAC Special Meeting
- 5.4 Claims List & Visa Expenditures Summary

7:30 - 7:50 PM

6.0 **TREASURER’S REPORT**

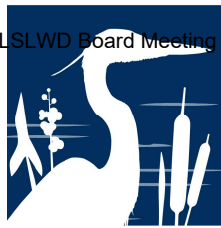
6.1 Monthly Financial Reports (Discussion Only)

- Fund Performance Analysis
- Cash and Investments Summary
- Cash Flow Projections

7:50 - 7:55 PM

7.0 **UPCOMING MEETING/EVENT SCHEDULE:**

- CAC Meeting, Thursday, August 26, 6:00 – 8:00 pm (Parkview Conference Room)



AUGUST 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Storage & Infiltration Projects (Sutton Lake) <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Continued to work with Veit and EOR on vegetation establishment. Followed up with questions from landowners. 	<ul style="list-style-type: none"> Continue to monitor for erosion & sediment control until site is fully established with vegetation. Complete design work for installing culvert by county road to improve access to site.
Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> Tracking: Continued to track radio-tagged carp across Spring and Prior Lakes. Two radio tagged carp were found in Lower Prior Lake. Downloaded PIT tag stations to identify migration routes and check barrier effectiveness. Uninstalled 2 PIT stations in PLOC due to low water levels. Plan to use antennas to track carp around baited box traps. Removals: Installed two baited box traps in Spring Lake. Removed around 500 lbs. carp in July with baited box traps. Last 2 pulls were unsuccessful. Removed Newman Trap from Mud Bay. Other: Submitted 319 grant semi-annual report and reimbursement request. 	<ul style="list-style-type: none"> PLSLWD and WSB staff will continue to track the tagged carp. Work with WSB and fabricator to build Tadpole barrier. PLSLWD and WSB will install barrier. Remove Newman trap. Plan to set traps once carp are feeding on the corn. Begin planning for 2022 carp management program. Implant radio tags in Spring and Upper Prior Lake carp when water temperatures allow.
Ferric Chloride System Operations <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> No flow, no samples, no dosing Completed discharge monitoring report 	<ul style="list-style-type: none"> Continue 1x/week sampling, 3x/week inspections, and flow measurements once flow resumes
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Continued planning efforts for the August Farmer-Led Council Meeting, Lake-Friendly Farm Event, and Growing Healthy Soils Event with SWCD. Outreach to farmers to get additional farmers enrolled in cover crop program. 	<ul style="list-style-type: none"> Hold Farmer-Led Council Meeting on August 26th. Promote & advertise the Cover Crop Initiative for this fall round. Explore expansion of FLC initiatives County-wide with local partners.

AUGUST 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Cost Share Incentives <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Reviewed second round of potential cost share projects with SWCD 	<ul style="list-style-type: none"> Review third round of potential cost share projects in October.
Spring Lake Parcel Restoration Project <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Met with AES on Friday, 7/9 to treat spot spray invasive species. Treated Alfalfa, thistle, sweet clover, and reed canary grass. 	<ul style="list-style-type: none"> Monitor restoration and control invasive species during growing season. Install plant identification signs.
Fish Lake Shoreline & Prairie Restoration Project <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Advance design of interpretative sign panels for project. MNL restoration maintenance & establishment work weed control visit on 7/21. 	<ul style="list-style-type: none"> MN Native Landscapes additional restoration maintenance & establishment work visits in Sept. Finish interpretive panel design, order & install interpretative signs for project.
Lower Prior Lake Retrofit Projects <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Corresponded with City on closing out project and transferring maintenance responsibilities. 	<ul style="list-style-type: none"> Finalize maintenance acceptance materials with the City of Prior Lake. Install interpretive signs for projects.
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Met with landowner to discuss Sutton Lake IESF and developed an initial concept design. Conducted landowner outreach & field work for Buck Lake East Wetland Enhancement study. Continued to explore relocating the iron sand filter to the west of CR-17 for the Spring Lake West project. 	<ul style="list-style-type: none"> Explore options at the Buck Lake East Wetland Enhancement site. Schedule meeting with landowners to gauge interest and explore mutual goals for a future project. Refine concept plan for Sutton Lake IESF and work with landowner on design options. Update Spring Lake West Feasibility Study with new project location.
Website and Media <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> Website articles posted: none Prior Lake Am and SCENE: none LinkedIn: Started presence while recruiting for new Outreach Specialist Facebook & Twitter – Pike Lake Zebra Mussels, YMCA/SMSC Pike Lake event 	<ul style="list-style-type: none"> Continue writing posts and updates about projects. Continue tweeting and updating Facebook and LinkedIn about projects & news.
Citizen Advisory Committee <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> Joint Board of Managers & CAC Meeting 	<ul style="list-style-type: none"> Plan & coordinate joint CAC on August 26. Work with CAC subcommittee as needed to support development of new CAC member orientation packet. Refined protocols to improve communication between CAC and Board.

AUGUST 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
MS4 Education Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Hike the Watershed at Lakefront Park (July 14) 	<ul style="list-style-type: none"> Final Hike the Watershed at Spring Lake Regional Park/Arctic Lake Clean Water- Clean up event (storm stenciling)
Monitoring Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Data management Most streams dry with no sampling Lake sampling continues Wetland vegetation sampling Water quality database update/maintenance Lake vegetation mapping begun 	<ul style="list-style-type: none"> Data management Continue lake and stream chemistry sampling when flow Flow measurements when flow
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Summer vegetation surveys Eurasian Water Milfoil found on Spring Lake and Zebra Mussels found on Pike during vegetation surveys Removed (hand-pulled) EWM from Spring Lake 	<ul style="list-style-type: none"> Create vegetation management policy Create Rapid Response plan
AIS <i>Project Lead: Shauna and Jaime</i>	<ul style="list-style-type: none"> Delivered drain plug wrenches and garbage bags to boat inspectors Met CAC members at Spring Lake boat launch to review I-LIDS station 	<ul style="list-style-type: none"> Meet with ESC to adjust I-LIDS sensors for higher accuracy and effectiveness Continue boat inspections Maintain I-LIDS system Continue drafting AIS Rapid Response Plan
Rules Revisions <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> Meeting with EOR and Manager Loney to make determination on how to address outstanding review comments. 	<ul style="list-style-type: none"> Resolve outstanding issues working with equivalency partners Board review and approval of rule revisions this summer
BMPs & Easements <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Continued to work with landowners to resolve existing violation issues on their properties. Worked with several amendment landowners on next steps. Sent post-inspection post-cards to easement landowners. Met with landowners to discuss easement violations. 	<ul style="list-style-type: none"> Review amendment requests as they are received and work towards closing out approved requests. Work with landowners to resolve easement violations. Sign final documents for the Timbercrest easement amendment later this summer and restore new easement area this fall.

AUGUST 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Permitting <i>Project Lead: Maggie & Shauna</i>	<ul style="list-style-type: none"> Completed inspections on permit sites and followed up with permittees. Reviewed upcoming development projects: Springview Meadows, Eagle View, Vergas Estates, etc.). Worked with developers on upcoming new conservation easements. 	<ul style="list-style-type: none"> Continue to inspect, follow-up on and close remaining open permits. Review upcoming development projects as received. Work with developers on Development Agreements and Conservation Easements.
Outlet Channel O&M <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Routine channel/culvert inspections Removed terrestrial invasive species along the channel corridor 	<ul style="list-style-type: none"> Culvert inspections Vegetation management all summer
Outlet Channel Bank Erosion (FEMA) <i>Project Lead: Jeff/Joni</i>	<ul style="list-style-type: none"> Learned that final project close-out documentation was procured from Contractor. 	<ul style="list-style-type: none"> Determine next steps.
Outlet Channel Admin <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Finish workplan and 2022 budget 	<ul style="list-style-type: none"> Fall cooperator meeting to finalize workplan and budget for 2022 (master plan bank erosion repair plan)
General Administration <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> Office lease contract negotiations Watershed Management Study PMT coordination regarding existing conditions materials BWSR Alum Grant reconciliation 	<ul style="list-style-type: none"> Modify job description and post job opening for two positions Watershed Management Study <ul style="list-style-type: none"> Prepare public engagement plan PMT coordination Prepare existing conditions materials

PLSLWD Board Staff Report
August 5, 2021



Subject | 2021 Interns Presentation

Board Meeting Date | August 10, 2021

Item: 4.2

Prepared By | Joni Giese, District Administrator

Attachment | None

Action | No motion required. Discussion only.

Background

Jenae Carlson and Camille Will are the District's 2021 interns. Annually, the District hires two summer interns. The intern program provides additional staff support during the summer months when staff workloads are high. It also provides the interns experience working on water resource projects. Jenae and Camille primarily supported the District's carp management, lake monitoring, and conservation easement activities.

Discussion

Janae has completed her internship and Camille will be completing her internship shortly. Camille will make a brief presentation to the Board of Managers highlighting work she and Janae performed and what they learned.

PLSLWD Board Staff Report
August 3, 2021



Subject | Board Acknowledgement of Maggie Karschnia

Board Meeting Date | August 10, 2021

Item No 4.3

Prepared By | Joni Giese

Attachment | None

Proposed Motion | Discussion Only

Discussion

Maggie Karschnia has worked for PLSLWD for the past 6 years. She has been a major contributor to many of the District's successful initiatives, such as the Accelerated Carp Management program, the Upper Watershed Blueprint, the Farmer-led Council, construction of the Sutton Lake Outlet, and the easement inspections program.

The Board of Managers would like to take this opportunity to thank Maggie for many contributions to the District and wish her well on her future endeavors at the University of Minnesota Extension.



WORKSHOP MEETING MINUTES

Tuesday, July 13, 2021

Prior Lake City Hall, Parkview Conference Room

Members Present: Curt Hennes, Steve Pany, Frank Boyles, Bruce Loney & Mike Myser

Staff Present: Joni Giese, District Administrator; Jaime Rockney, Water Resources Specialist II

Others Present: Lisa Quinn, Spring Lake Township; Loren Hanson, PLSLWD CAC; David Beer, Scott County; Annette Thompson, City of Prior Lake

The meeting was called to order by President Mike Myser at 4:02 p.m.

Budget Process Discussion

The August workshop will start at 3:30 instead of 4:00 to allow more time to discuss the draft 2022 budget. At the August meeting the Manager will make a determination whether a special meeting is needed to more fully vet the budget.

Watzl's Beach Erosion: Site Visit and City Staff Discussion Findings

Administrator Giese shared that she and Shauna Capron met with Pete Young, Prior Lake Water Resources Engineer, at Watzl's Beach to review beach erosion. While erosion is occurring, it is located predominantly in areas of the beach that had not been revegetated a couple of years earlier. Erosion is occurring on the area of the beach receiving the most wave action. Pete informed PLSLWD that the City is in the process of selecting a consultant to develop an updated master plan for Lakefront Park and Watzl's Beach. Pete's recommendation was to not address the erosion until a new park master plan is in place. Managers suggested that Administrator Giese reach out to the Pete Young again to see if the City would be interested in submitting Watzl's Beach erosion repair as a future Public Infrastructure Partnership Project (PIPP).

Manager Per Diems

Administrator Giese stated there appeared to be some confusion regarding the appropriate per diem for special meetings. Managers were reminded that if there is confusion, the per diem policy states that the Treasurer makes a determination. Manager Boyles stated the current format of District policies could be improved. Manager Loney made a motion that Manager Boyles work with Administrator Giese to make improvements to the format of the District policies. Second by Manager Hennes. 5 Ayes. Passed 5-0.

Chamber Fest Booth

Administrator Giese stated that PLSLWD will have a booth at Prior Lake Chamber Fest on August 6 and 7, 2021. Administrator Giese is soliciting the CAC for potential volunteers and inquired if the Managers would like to volunteer for a timeslot at the booth. Managers Myser and Hennes volunteered.

Fall Tour

Staff presented a draft itinerary for a fall tour focused on the Prior Lake Outlet Channel (PLOC). The Managers affirmed that the PLOC would be a good tour and affirmed the proposed tour stop locations. It was decided to invite the CAC to participate in the tour. The Managers agreed if others express interest in the tour, a second tour could be considered.

Board of Managers Packet Delivery

Manager Hennes mentioned that he was not receiving his board packet in the mail on a timely basis. Administrator Giese stated the packets are put in the mail on Thursday afternoon with instructions to Post Office staff that delivery is local. The option of sending out the packet a day earlier was discussed. It was decided to not change the current board packet production schedule.

District Truck Discussion

The Managers requested that Administrator Giese provide additional information on the recent vehicle damage payment incurred by the District resulting from interns side-swiping a parked vehicle with the boat trailer and a recent dent put in the truck while backing up with the boat trailer. Administrator Giese stated that as a result of these two incidents, all District staff were required to take training on how to drive the truck with a boat trailer attached, how to get out of the truck and perform hand signals to assist drivers, and demonstrate they can perform the procedures in order to drive the truck with the boat trailer attached. This will be a requirement for all new District employees and interns moving forward. Manager Pany stated that Interns should not be allowed to drive the truck or boat, without appropriate training. Manager Loney stated that interns were allowed to drive during his time with the City of Shakopee with training. Manager Myser stated the new policy will ensure drivers have the skills needed in order to avoid this situation in the future. No action taken.

PLSLWD Office Space Lease Options Evaluation

Administrator Giese presented an evaluation of various lease options and made the recommendation that the District stay at Prior Lake City Hall. Commissioner Beer was invited to share some thoughts. He stated he was surprised at the costs presented to PLSLWD by Scott County staff and that he wanted to look into the costs further. Manager Loney made a motion to enter into a one-year lease with the City of Prior Lake starting July 1, 2021. Second by Manager Hennes. 5 Ayes. Passed 5-0. Manager Hennes made a motion to make a one-time lump sum payment of \$10,000 to the City of Prior Lake due to the one year delay in the lease renewal. Second by Manager Loney. Manager Boyles suggested increasing the payment to \$12,000. Prior Lake City Council Member Thompson stated the City was not interested in receiving a payment from the District for the delayed renewal. Manager Boyles made a motion to make a one-time lump sum payment of \$12,000.. No second. No vote was taken.

The meeting was adjourned at 5:55 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday July 13, 2021

Prior Lake City Hall

6:00 PM

BOARD OF MANAGERS:

Mike Myser, President; Curt Hennes, Vice President; Bruce Loney, Treasurer

Steve Pany, Secretary and Frank Boyles, Manager

Members Present:

Mike Myser, Curt Hennes, Bruce Loney, Steve Pany, Frank Boyles

Staff & Consultants Present:

Joni Giese, District Administrator
Maggie Karschnia, Water Resources Project Manager
Jaime Rockney, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present:

Lisa Quinn, Spring Lake Township
Loren Hanson, Citizens Advisory Committee
David and Sue Hagen

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:

Meeting called to order by President Myser at 6:02 P.M.

2.0 PUBLIC COMMENT:

None

PUBLIC HEARING - Storm Water Pollution Prevention Plan (SWPPP) Annual Public Hearing.
2020 MS4 Annual Report Summary.

Administrator Giese reported that due to the Prior Lake outlet channel, PLSLWD is an MS4. She then provided a brief overview of how the District addressed the six minimum control measures (Public Education & Outreach, Public Participation/ Involvement, Illicit Discharge Detection &

Elimination, Construction Site Runoff & Control, Post-Construction Stormwater Management, and Pollution Prevention/Good Housekeeping).

Manager Loney move to open the public meeting. Second by Manager Hennes. All Ayes. Passed 5-0.

Manager Hennes moved to close the public meeting. Second by Manager Loney. All Ayes. Passed 5-0.

3.0 APPROVAL OF AGENDA

Manager Hennes moved to approve the agenda. Second by Manager Loney. All Ayes. Passed 5-0.

4.0 OTHER OLD/NEW BUSINESS

4.1 Programs & Projects Update:

Jamie Rockney reported that the water level at the outlet channel is low now 901.7. This is a somewhat low level looking at historical records.

Inspections performed in June by the boat inspection contractor retained by the PLSLWD include 434 inspections at Upper Prior Lake, 486 at Lower Prior Lake, and 475 at Spring Lake. Thirty-three inspections were performed over a two day period at Fish Lake. Aquatic invasive species were found on one boat entering Lower Prior Lake. The plant was removed resulting in no calls being made to the DNR or 911.

During Blue Water Science's aquatic plant survey, Zebra Mussels were detected on Pike Lake West and the situation will be monitored. Pike Lake is downstream from Prior Lake which has Zebra Mussels. No quick eradication action is being taken by the PLSLWD or the Shakopee Mdewakanton Sioux Community.

The June 17 Hike the Watershed event was at Jeffers Pond with 18 people attending. The next hikes are July 17 and August 18.

Manager Loney asked if there is a water flow at the ferric chloride structure. Jaime replied the water flow is slower than normal.

The I-LIDS system at Spring Lake is in operation. Staff is working with the manufacturer on system improvements. One issue is that it is difficult to determine if people are inspecting their boats outside of the camera view.

Regrading the carp removal program, Maggie Karschnia reported the carp traps did not work well this year due to low water levels. There are two baited carp traps currently on Spring Lake. One on the east side and one on the north side. PLSLWD is seeking volunteers to bait the traps with corn.

2021 is the first year for a new program to assess the health of select wetlands in the District. It may be possible to transition this activity into a volunteer program in the future. The program meets a portion of the District's MS4 requirement.

At the Sutton Lake Outlet Project, PLSLWD issued a change order, authorizing the Contractor, Veit & Company, to add rock and soil to make the area more accessible over the berm. Better access was needed by both land owner and PLSLWD.

PLSLWD staff met with Scott SWCD to plan for an August Farmer-Led Council Meeting.

4.2 Approval of new CAC member David Hagen.

Mr. Hagan has a strong farming background and has lived in the area many years and has strong interest in lake stewardship. Manager Hennes moved to approve new CAC member David Hagen. Second by Manager Pany. All Ayes. Passed 5-0.

4.3 Watershed Management Study: Draft Project Process & Schedule.

The study has commenced. Manager Loney and Boyles represent PLSLWD on the Steering Committee. On June 10 there was a Technical Committee meeting and on June 24 there was a Steering Committee meeting. This is estimated to be an eighteen month process.

4.4 BWSR Clean Water Fund Competitive Grants program RFP.

Program was discussed and will be evaluated. Applications are due on August 17. BWSR grant and loan funds available. Three projects are being discussed. The Sutton Lake Iron Enhanced Sand Filter Project, Spring Lake West Iron Enhanced Sand Filter, and County Ditch 13 repairs. These projects could be potentially feasible for completion in the near term funding cycle. District staff to perform additional research. If projects look feasible after the additional research, they will be brought back to the Board as part of the July 29 Joint Board of Managers & CAC Meeting.

4.5 Water Resource Management Plan-Minor Plan Amendment.

This is a minor adjustment due to Upper Watershed Blueprint priority projects. Manager Loney moved to approve the amendment. Second by Manager Boyles. All Ayes. Passed 5-0.

4.6 Manager Presentations & Liaison Updates. A first annual Joint CAC/Board of Managers meeting will be at 6:00 Thursday July 29 at City Hall.

5.0 CONSENT AGENDA

Manager Loney requested the Claims List be removed from the Consent Agenda. Manager Hennes moved to approve the amended Consent Agenda. Second by Manager Loney. All Ayes. Passed 5-0.

Manager Loney asked for clarification on a series of invoices by one vendor. Clarification was provided by staff. Manager Loney moved to approve the Claims list. Second by Manager Hennes. All Ayes. Passed 5-0.

- 5.1 Meeting Minutes - June 8, Board Workshop
- 5.2 Meeting Minutes - June 8, Board Meeting
- 5.3 Meeting Minutes - June 19, Special Meeting
- 5.4 Meeting Minutes - June 24, CAC Meeting
- 5.5 Claims List

6.0 TREASURER'S REPORT

6.1 Financial Reports Update

- Fund Performance Analysis
- Cash and Investments Summary
- Cash Flow Projections

6.2 Quarterly Financial Statements

- Balance Sheet
- Cost Analysis

6.3 Treasurers Report

Treasurer / Manager Loney reported that the Watershed District finances are in good order at this time. New reports are being provided by Accounting Firm Clifton Larson Allen (CLA). Better information for Managers and staff is being worked on by CLA.

7.0 UPCOMING MEETING/EVENT SCHEDULE:

Board of Managers and CAC joint meeting Thursday July 29th at Parkview 6:00 p.m.

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Pany. All Ayes. Motion Passed 5-0. Meeting adjourned at 7:39 PM.

Steve Pany, District Secretary

July 13, 2021



Joint Board of Managers and CAC Meeting Minutes

Thursday, July 29, 2021

Prior Lake City Hall

6:00 PM

Board Members Present: Mike Myser (President), Curt Hennes, Bruce Loney, Steve Pany, Frank Boyles

CAC Members Present: Christian Morkeberg (CAC chair), Woody Spitzmueller, Christopher Crowhurst, Matt Newman, Jim Weninger, Ben Burnett, Matt Tofanelli, Loren Hanson, Maureen Reeder, and David Hagen

Staff Present: Joni Giese, District Administrator

Others Present: Lisa Quinn, Spring Lake Township

Prior to meeting:

- CAC Group Photo
- Dinner and Introductions

I. CALL TO ORDER

Meeting called to order by Board President Mike Myser at 6:25 PM

II. APPROVAL OF AGENDA

Manager Hennes moved to approve the agenda. Seconded. All Ayes. Passed 5-0.

III. 2020 CAC Accomplishments (presented by Christian Morkeberg)

- Adapted to Covid and survived with online meetings and Covid rules
- Major revisions to CAC Bylaws
- Added many new members, currently have 10
- Helped drive Anniversary Brochure
- Hike the Watershed Brochure and Events
- Review of fisheries in both Prior Lakes and Spring Lake
- Presented I-LIDS project and followed installation, setup, and usage
- Developing formal guidelines for submitting ideas/proposals to PLSLWD staff and Board

IV. 2021/2022 Board of Managers Goals & Priorities (presented by Board of Managers Liaison to CAC, Bruce Loney)

- Presented a summary of the 10-yr Water Resource Management Plan (requested printed copies for all CAC members)
 - Plan outlines the basic steps: Identify issues; Prioritize; Implement actions

- Would like to use the CAC to review and research projects, and then make recommendations keeping in mind the three core priorities: Water Quality, Storage, and Aquatic Invasive Species (AIS)

V. 2021/2022 CAC Goals & Priorities (Led by CAC Chair, Christian Morkeberg)

- Help PLSLWD with primary goals: Water Quality, Storage, and AIS
- Provide more community involvement and interaction with watershed staff and Board and increase level of review of PLSLWD activity
- Sub-Committee restructuring
- Shoreline restoration
- AIS/I-LIDS - Continue following, expand?
- Water Quality – Muck digesters idea is evolving, exploring methods of removing phosphorus (alum treatments just lock it up)
- Review flood plans and offer suggestions/recommendations
- Complete new formal guidelines for submitting ideas and proposals to the PLSLWD staff and Board

VI. Open Floor Discussion

- Input on Goals & Priorities
 - Discussed the current effort of defining formal guidelines for submitting ideas and proposals to the PLSLWD Staff and Board
 - Discussed formalizing the process of CAC review of PLSLWD Board activity, budgeting, processes, and projects (active and planned)
 - Why is PLSLWD not a member of Minnesota Assoc. of Watershed Districts (MAWD)?
 - Was expensive and benefits were minimal
 - In the past when PLSLWD asked for help lobbying for legislation, MAWD helped some, but was not successful. PLSLWD achieved legislative goals primarily through own effort

VII. August Board Meeting – CAC attendee: Christopher

VIII. Staff Project Updates & Other Announcements

- Another staff member has resigned for a new position elsewhere
 - Looking at options to adjust staff work assignments. Will hire two new staff to fill vacancies
- Chamber Fest booth needs CAC volunteers for Aug 7th – Matt Tofanelli volunteered

IX. Joint Meeting Adjournment

- Manager Hennes moved to adjourn joint portion of meeting. Second by Manager Boyles. All Ayes. Motion Passed 5-0. Joint meeting adjourned at 8:00 PM.
- Next CAC Meeting: Thurs., August 26, 6:30 PM
- Next Board Meeting: Tues., August 10, 6:00 PM

X. Continued Board Meeting Call to Order

Continued meeting called to order by Board President Mike Myser at 8:10 PM

XI. Spring Lake Eurasian Watermilfoil (EWM) Discovery and Response

Administrator Giese provided EWM discovery information and potential treatment options identified by staff. Manager Loney moved to authorize PLSLWD staff to retain Blue Water Science to hand pull the EWM as soon as possible with no chemical treatment. Second by Manager Hennes. All Ayes. Passed 5-0.

XII. Continued Board Meeting Adjournment

Manager Hennes moved to adjourn the continued board meeting. Second by Manager Boyles. All Ayes. Passed 5-0. Continued board meeting adjourned at 8:25 PM

Steve Pany, District Secretary July 29, 2021

Patty Dronen - Administrative Assistant	CLA is accountant	Bruce Loney, Treasurer
8/10/2021		
Prior Lake Spring Lake Watershed District		
Claims list for Invoice Payments due for the prior month		
Managers will consider approving this claims list - Staff payroll and Manager per diems have already been paid via ADP. After the managers vote, two Managers will sign checks within three days of the meeting for approve claims. Then, staff will US mail checks (written on the Sterling State Bank) to the claims list parties. Staff will request that all vendors provide information on their invoices to fit into the categories below		
Vendor	Invoice	Description
1. Watershed District Projects (excluding staff payroll)		
EOR	00758-0114	Sutton Lake Outlet Modification Plan
	00758-0139	General Engineering
	00758-0136	Upper Watershed Blueprint Review
	00758-0145	Sutton Lake IESF Feasibility
	00758-0146	Buck Lake East Wetland Enhancement Feasibility
	00758-0139	District Monitoring Program
	00758-0139	Permitting
	00758-0139	BMP Easements
	00758-0139	Rule Revisions
	00758-0139	Northwood Pond Survey
RMB Environmental Laboratories	B002769	Ferric Monitoring
	B002731	Ferric Monitoring
	B002730	Watershed Monitoring
WSB	R-017785-000-1	Phase I MS4 Permit Reissuance
	R-017421-00-11	Carp Management
	R-018421-000-10	Carp Management
Environmental Sentry Protection	1339	I-LIDS system
Applied Ecological Services	9019	Spring Lake Weed Treatment
Midwest Mailing Systems Inc.	78980	Direct Mail Campaign
MNL	30034	Mowing of Spring Lake Town Hall Property
ESRI	94055702	ArcGIS Desktop Maintenance
Xcel Energy	737656898	18051 Langford Blvd
		Subtotal
		42,663.51
2. Outlet Channel - JPA/MOA (excluding staff payroll)		
EOR	00758-0140	PLOC Segment 1
	00758-0086	2021 PLOC Vegetation Maintenance
	00758-0147	PLOC Segment 5
	00758-0147	PLOC Segment 4
		Subtotal
		6,717.05
3. Payroll, Office and Overhead		
ADP Manager Per Diems		Per Diems
ADP Staff Payroll		Payroll Services
ADP Taxes & Benefits		Taxes and Benefits
HSA Bank		HSA Bank
NCPERS		Life Insurance - August
Reliance Standard		August Premium (LTD, STD)
HealthPartners	106035265	August
League of Minnesota Cities	6647	Insurance Claim - Truck repair
City of Prior Lake	No invoice	August and September Rent (\$2,250/mo)
CLA	2954680	Monthly Bookkeeping
		Payroll Services
		Technology and Client Support Fee
Metro Sales	1858374	Staples for copier
	1860322	July-August Usage
Paradigm Consulting	10676	Contact Database Updating - Remote
VISA		July Billing
		Subtotal
		58,523.41
TOTAL		107,903.97
X	X	

Prior Lake-Spring Lake Watershed District

VISA Transactions: June 27-July 23, 2021

Posting Date	Merchant Name	Amount	Receipt	Class	Customer	Expense	Descriptions
6/27/2021	FLEET FARM 2500	\$ 80.31	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Boat Bumpers-box trap floats
6/27/2021	WIRELESSBUY LLC	\$ 59.00	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Cellular Service
6/27/2021	TRACTOR SUPPLY #1156	\$ 53.64	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
6/28/2021	ADOBE *800-833-6687	\$ 29.99	x	626 Planning	Planning & Program Dev.	903 Dues/Fees/Subscriptions	Stock image library
6/28/2021	IRONCLAD STORAGE	\$ 199.00	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Equip storage unit
6/29/2021	GROUPGREETING	\$ 4.99	x	405 General Fund		706 Office Supplies	Staff recognition card
6/30/2021	TRACTOR SUPPLY #1156	\$ 26.82	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
7/1/2021	GROUPGREETING	\$ 4.99	x	405 General Fund		706 Office Supplies	Staff recognition card
7/2/2021	LOGMEIN*Pro2	\$ 375.80	x	626 Planning	Planning & Program Dev.	903 Dues/Fees/Subscriptions	Software subscription
7/2/2021	USPS PO 2676300882	\$ 4.80	x	648 Regulation	Permitting and Compliance	701 Postage	Return permit deposit
7/4/2021	HOLIDAY STATIONS 0198	\$ 66.17	x	611 Operations & Maintenance	Fish Management	801 Mileage	Gas
7/4/2021	VZWRLSS*APOCC VISB	\$ 50.16	x	648 Regulation	Monitoring	876 Field Equipment & Maintenance	Celluar Service - Arlo Cameras
		\$ 42.16	x	839 Operations Non Specific	Monitoring	876 Field Equipment & Maintenance	Celluar Service - Arlo Cameras
7/4/2021	CARLSON HDWE CO	\$ 9.65	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Garbage bags
7/7/2021	MSFT * E0100F1D3I	\$ 120.79	x	626 Planning	Planning & Program Dev.	903 Dues/Fees/Subscriptions	Software subscription
7/7/2021	MSFT * E0100F1GPK	\$ 32.21	x	626 Planning	Planning & Program Dev.	903 Dues/Fees/Subscriptions	Software subscription
7/8/2021	AMZN Mktp US*293C59HNO	\$ 13.76	x	405 General Fund		706 Office Supplies	Binder inserts
7/8/2021	TRACTOR SUPPLY #1156	\$ 26.82	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
7/9/2021	ADOBE ACROPRO SUBS	\$ (16.10)		626 Planning	Planning & Program Dev.	903 Dues/Fees/Subscriptions	paid on last invoice
7/9/2021	FLEET FARM 2500	\$ 42.83	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Boat Bumpers-box trap floats
7/9/2021	USPS PO 2676300882	\$ 10.80	x	405 General Fund		701 Postage	Board packet mailing
7/11/2021	HOLIDAY STATIONS 0198	\$ 53.17	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Boat gas
7/11/2021	ADOBE *800-833-6687	\$ 56.90	x	626 Planning	Planning & Program Dev.	903 Dues/Fees/Subscriptions	Software subscription
7/11/2021	ARLO TECHNOLOGIES INC	\$ 9.99	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Arlo extended video storage
7/11/2021	TRACTOR SUPPLY #1156	\$ 53.64	x	611 Operations & Maintenance	Rough Fish Removal	876 Field Equipment & Maintenance	Corn - Baited Box Traps
7/12/2021	AMZN Mktp US*2911E0832	\$ 33.97	x	405 General Fund		706 Office Supplies	tape, scissors
7/13/2021	AMZN Mktp US*292BL3632	\$ 35.99	x	405 General Fund		706 Office Supplies	3-ring binders
7/13/2021	Etsy.com	\$ 91.91	x	611 Operations & Maintenance	Farmer-Led Council	806 Program Costs - Miscellaneous	farmer recognition sign
7/13/2021	Etsy.com	\$ 38.26	x	611 Operations & Maintenance	Farmer-Led Council	806 Program Costs - Miscellaneous	Farmer recognition plaques
7/13/2021	CARLSON HDWE CO	\$ 13.95	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	flash tape
7/14/2021	PRIOR LAKE CHAMBER	\$ 250.00	x	652 Education & Outreach		806 Program Costs - Miscellaneous	Chamber Fest booth
7/15/2021	JIMMY JOHNS - 1206 - ECOM	\$ 85.69	x	626 Planning	Planning & Program Dev.	902 Meals and Lodging	Board meeting meal
7/15/2021	USPS PO 2676300882	\$ 165.00	x	405 General Fund		701 Postage	postage stamps
7/16/2021	AMZN Mktp US*2E9V48GT1	\$ 63.59	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Box trap decoys
7/16/2021	YOUR BOAT CLUB LLC	\$ 0.43	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	gas
7/16/2021	TRACTOR SUPPLY #1156	\$ 40.23	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
7/18/2021	AMZN Mktp US*2E7824CM2	\$ 113.99	x	405 General Fund		751 Office Equipment and Maintenance	Tablet Protet Plan/tech support
7/18/2021	CANVAS SOLUTIONS INC	\$ 51.00	x	648 Regulation	Permitting & Compliance	903 Dues/Fees/Subscriptions	Software subscription
7/18/2021	SHELL OIL 57444700207	\$ 61.50	x	611 Operations & Maintenance	Fish Management	801 Mileage	Gas
7/19/2021	AMZN Mktp US*2E58I4AC0	\$ 573.94	x	405 General Fund		751 Office Equipment and Maintenance	Tablet
7/19/2021	PAYMENT - THANK YOU	\$ (1,990.82)					
7/20/2021	TRACTOR SUPPLY #1156	\$ 26.82	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
7/20/2021	AMZN Mktp US*2E7SC0AU2	\$ 21.99	x	652 Education & Outreach		806 Program Costs - Miscellaneous	chamber fest booth supplies
7/22/2021	TRACTOR SUPPLY #1156	\$ 41.84	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
7/23/2021	AMZN Mktp US*2E7995YV1	\$ 20.99	x	652 Education & Outreach		806 Program Costs - Miscellaneous	chamber fest booth supplies
7/23/2021	TRACTOR SUPPLY #1156	\$ 41.84	x	611 Operations & Maintenance	Fish Management	876 Field Equipment & Maintenance	Corn - Baited Box Traps
		\$ 3,201.32					

Reflects bills paid through July, 2021

Program Element		2021 Source of Funds			2021 Budget	Actual Results		
		2021 Levy	Budget Reserve	Grant Funds/Fees		Monthly Activity	YTD Actual Results	YTD percents
General Fund (Administration)								
Revenues								
	Property Taxes	166,126			166,126	0	87,904	53%
	Grants	-			-	-	-	0%
	Interest	-			-	79	48	-100%
	Total Revenues	166,126	-	-	166,126	79	87,952	53%
Expenditures								
	Administrative Salaries and Benefits	90,186			90,186	13,472	102,557	113.72%
	703 · Telephone & Internet	10,000			10,000	200	3,717	37.17%
	706 · Office Supplies	8,690			8,690	542	7,623	87.72%
	709 · Insurance and Bonds	10,000			10,000	(48)	11,775	117.75%
	670 · Accounting	30,000			30,000	3,950	24,561	81.87%
	671 · Audit	10,250			10,250	8,000	10,500	102.44%
	903 · Fees	2,000			2,000	919	9,724	486.20%
	660 · Legal (not for projects)	5,000			5,000	969	5,419	108.39%
	702 · Rent	-			-	2,250	2,250	#DIV/0!
	General Fund (Administratio) Expenditures	166,126			166,126	30,254	178,127	107.22%
	Net Change in General Fund	-	-	-	-	(30,175)	(90,175)	

Reflects bills paid through July, 2021

Program Element		2021 Source of Funds				Actual Results		
		2021 Levy	Budget Reserve	Grant Funds/Fees	2021 Budget	Monthly Activity	YTD Actual Results	YTD percents
	Implementation Fund							
	Revenues							
	Property Taxes	1,628,506			1,628,506	-	861,385	53%
	Grants	-		297,000	297,000	-	93,788	32%
	Interest	-			-	-	50	#DIV/0!
	Sales/Others	-			-	6,506	6,506	#DIV/0!
	Total Revenues	1,628,506	-	297,000	1,925,506	6,506	961,729	50%
	Expenditures							
	Program Salaries and Benefits (not JPA/MOA)	440,323			440,323	31,702	206,282	46.85%
Water Qual	550 Public Infrastructure Partnership Projects	20,000			20,000	-	-	0.00%
Water Qual	611 Farmer-led Council	51,000			51,000	15	10,711	21.00%
Water Qual	611 Cost-Share Incentives	58,000			58,000	-	3,415	5.89%
Water Qual	611 Highway 13 Wetland, FeCl system & Desilt, O&M	35,000			35,000	2,768	13,104	37.44%
Water Qual	611 Fish Management, Rough Fish Removal	60,000			60,000	3,947	15,192	25.32%
Water Qual	611 Spring Lake Demonstration Project Maintenance	1,500			1,500	-	-	0.00%
Water Qual	611 Alum Internal Loading Reserve	230,000			230,000	-	-	0.00%
Water Qual	611 County Rd 12/17 Maintenance	1,000			1,000	-	-	0.00%
Water Qual	611 Fish Lake TMDL Implementation		3,000		3,000	-	-	0.00%
Water Qual	611 Pike Lake TMDL Implementation		3,000		3,000	-	-	0.00%
Water Qual	611 Feasibility Reports	-			-	-	-	#DIV/0!
Water Qual	637 District Monitoring Program	128,000			128,000	3,323	17,851	13.95%
Water Qual	GRANT Carp Management/Removal	30,000		90,000	120,000	18,269	69,961	58.30%
Water Qual	626 Planning and Program Development	32,000			32,000	689	2,630	8.22%
Water Qual	626 LGU Plan Review		3,000		3,000	-	44	1.45%
Water Qual	626 Engineering not for programs	30,000			30,000	740	5,718	19.06%
Water Qual	648 Permitting and Compliance	17,000			17,000	2,037	12,653	74.43%
Water Qual	648 Update MOAs with cities & county	5,000	5,000		10,000	-	-	0.00%
Water Qual	648 BMP and easement inventory & inspections	14,000			14,000	159	6,201	44.29%
Water Qual	626 Upper Watershed Blueprint	235,543			235,543	4,475	12,776	5.42%
Water Qual	626 District Plan Update	2,500			2,500	-	-	0.00%
Water Qual	752 Fish Lake Shoreline Restoration Project Maintenance	1,000			1,000	-	-	0.00%
Water Qual	626 Spring Lake West Subwatershed Project	30,000			30,000	269	1,269	4.23%
Water Qual	648 Non-project Reg. Reporting, Rules & Stand. Rev.	5,000			5,000	-	740	14.79%
Water Qual	611 Fish Stocking	6,000			6,000	-	-	0.00%
	WQ TOTAL	992,543	14,000	90,000	1,096,543	36,691	172,262	15.71%
Water Storage	550 District-wide Hydraulic & Hydrologic model	7,500			7,500	-	-	0.00%
	550 S&I Sutton Lake Outlet Structure Project	25,000	182,000	207,000	414,000	3,452	240,190	58.02%
	WS TOTAL	32,500	182,000	207,000	421,500	3,452	240,190	56.98%
AIS	611 Aquatic Vegetation Mgmt	-			-	-	6,506	#DIV/0!
AIS	637 Automated Vegetation Monitoring	4,700			4,700	-	2,799	59.55%
AIS	637 Aquatic Vegetation Surveys	18,000			18,000	-	9,372	52.07%
AIS	637 Boat inspections on Spring, Upper & Lower Prior	38,000			38,000	10,902	10,902	28.69%
AIS	637 AIS Management Plans	20,000			20,000	-	-	0.00%
	AIS TOTAL	80,700	-	-	80,700	10,902	29,580	36.65%
Ed & Out	652 Education and Outreach Program	7,440	11,910		19,350	1,379	1,973	10.20%
Ed & Out	652 Prior Lake-Savage Schools partnerships	-			-	-	35	#DIV/0!
	E&O TOTAL	7,440	11,910	-	19,350	1,379	2,008	10.38%
	PLOC expenses	75000			75,000	-	27,624	36.83%
	Total Implementation Fund	1,628,506	207,910	297,000	2,133,416	84,126	677,945	31.78%
	Net Change in Fund Balance Implementation Fund				(207,910)	(77,620)	283,784	

Grant Funds/Fees Anticipated				
Water Qual	648 Permitting and Compliance		1,000	1,000
Water Qual	648 BMP and easement inventory & inspections		1,000	1,000
AIS	611 Aquatic Vegetation Mgmt. (Scott County)		6,000	6,000
Total Grant Funds/Fees Anticipated			8,000	8,000

No assurance is provided on this statement.

This statement omits required disclosures.

This statement is prepared on the cash basis of accounting.

PLSLWD monthly Treasurers Report

Treasurer: Bruce Loney

Account balances as of 7/31/2021

Old National Bank (Checking Account) *	\$	610,208
Sterling Bank (Checking Account)	\$	1,024,166
Total Uncleared Transactions	\$	(300)
Northland Securities (Investments) (Cash)	\$	380,798
SUBTOTAL	\$	2,014,872

RESTRICTED FUNDS

Permit Deposits, etc.	\$	94,435
PLOC Contingency Reserve (850)*	\$	260,558
PLOC O&M Funds (830)*	\$	351,116
Alum Internal Loading Reserve	\$	230,000
TOTAL DISTRICT/PLOC RESTRICTED OBLIGATIONS	\$	936,109

Available cash at end of July 2021	\$	1,078,763
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46.9% of 2021 Budget

PLSL Watershed District

Cash Minimum Balance Alert \$ 150,000

Cash Receipts																									
Property Tax Levy	\$	-	\$	949,290	\$	-	\$	-	\$	-	\$	830,000	\$	1,779,290											
BWSR Grant		-		-		-		-		-		-		-											
Sutton Lake Grant		-		-		-		207,000		-		-		207,000											
Watershed Based Funding		74,000		-		-		-		-		-		74,000											
Metro WBIF - Lower		19,788		-		-		-		15,903		-		35,691											
Internal Loading BMPs		-		-		-		11,877		-		-		11,877											
Grants - Other		-		-		-		-		-		1,734		1,734											
PLOC Contributions		77,358		-		42,209		-		-		-		119,567											
Interest Income		(33)		14		79		10		10		10		10											
Other Receipts		-		-		1,001		-		-		-		1,001											
Total Cash Receipts	\$	171,113	\$	949,303	\$	43,289	\$	10	\$	218,887	\$	15,913	\$	10	\$	831,744	\$	2,230,269							
Total Cash Available				\$	2,191,621		\$	2,135,116		\$	2,014,882		\$	1,998,177		\$	1,778,498		\$	1,542,916		\$	2,155,244		

Salaries and Per Diems	\$ 213,300	\$ 50,365	\$ 45,174	\$ 44,209	\$ 44,209	\$ 44,209	\$ 44,209	\$ 44,209	\$ 529,884
Office Expense, Audit, Accounting	38,950	18,509	16,782	6,328	6,328	6,328	6,328	6,328	105,882
PLSLWSD Program Costs	371,526	21,419	52,424	134,091	134,091	134,091	117,915	117,915	1,083,472
PLOC Contribution	27,624	-							27,624
PLOC Operations	19,582	9,501	5,864	50,964	50,964	50,964	50,964	50,964	289,764
Subtotal	\$ 670,981	\$ 99,794	\$ 120,244	\$ 235,592	\$ 235,592	\$ 235,592	\$ 219,416	\$ 219,416	
Cash on Hand + Northland Securities (end of month)		\$ 2,091,827	\$ 2,014,872	\$ 1,779,290	\$ 1,762,585	\$ 1,542,906	\$ 1,323,500	\$ 1,935,828	

[illegible]

Cash Flow Chart

Month (End of Month)	YTD Through May	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Cash on Hand	\$ 958,443	\$1,711,029	\$1,634,074	\$1,398,492	\$1,381,787	\$1,162,108	\$ 942,702	\$1,555,030
Northland Securities	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798
Total Cash on Hand & Northland Securities	\$ 1,339,241	\$2,091,827	\$2,014,872	\$1,779,290	\$1,762,585	\$1,542,906	\$1,323,500	\$1,935,828

