

Long Creek Watershed Management District Governing Board

Agenda – October 23, 2013 – 9:00 a.m. meeting

Location: Scarborough Council Chambers A, Scarborough Town Hall

1. **Call to order**
2. **Roll call**
3. **Minutes** 7-17-13 (*Attachment A*)
4. **Treasurer's Report** (*Attachment B*)
 - a. Balance Sheet; Profit & Loss; A/R Aging Summary; A/P Summary
 - b. Budget vs. Actual
 - c. Audit final report due October 31, 2013
 - d. Reserve fund recommendation
5. **Executive Director's Report**
 - a. Construction projects
 - Fairchild/Texas Instruments – substantially complete
 - Gorham Road – design almost complete, construction is being put on hold until spring to ensure success; anticipate construction RFP in January
 - Maine Mall Road – design in progress, stakeholder input meeting November; construction RFP January
 - Maine Mall – Umaine engineering students doing their capstone project; RFP for design (to include iTree, or similar, elements) – working with GGP, Macy's & Sears.
 - b. Upcoming RFPs
 - Maine Mall catchment design (November '13)
 - Expert Review Panel (fall/early winter '13)
 - GIS - data organization, Data quality assurance, GIS map presentation
 - c. Ordinance Review
 - d. Monitoring update
 - e. Website revision still on to-do list (board committee consisting of Jerry Jalbert and Dan Bacon will meet to clarify goals/direction of the website)
6. **Annual Meeting**
 - a. **Awards** – seeking board input on developing criteria for awards
7. **Public Comments.**
8. **Adjourn.**

Long Creek Watershed Management District Governing Board
minutes – July 17, 2013 – 9:00 a.m. meeting
Location: Scarborough Council Chambers B, Scarborough Town Hall

1. **Call to order** – 9:00 a.m.
2. **Roll call**
Dan Bacon (absent), David Russell, Curtis Bohlen, John Branscom, Jerry Collett, Brian Goldberg (absent), Craig Gorris, Gerard Jalbert, Ed Palmer (late), Adam Pitcher, Tom Raymond, Doug Roncarati, Stephen Tibbetts
3. **Minutes** - Mr. Jalbert made the motion to accept the 5-22-13 minutes as presented. Mr. Collett seconded the motion. The motion was approved unanimously.
4. **Treasurer’s Report**
5. **Executive Director’s Report**
 - a. Construction projects
 - Gorham Road – design in progress, anticipate construction RFP in August
 - Maine Mall – anticipate design RFP in the fall
 - b. Upcoming RFPs –Expert Review Panel (fall ‘13); Maine Mall catchment design (fall/early winter ’13)
 - c. Ordinance Review – request for academic review work has been made
 - d. Annual report due out in July; website revision still on to-do list (board committee consisting of Jerry Jalbert and Dan Bacon will meet to clarify goals/direction of the website)
 - e. Water Environment Research Foundation Grant – worked with Geosyntec to submit a grant proposal to look into the response in the stream for a number of different impervious cover treatment amounts in addition to stream restoration strategies.
 - f. Geosyntec workplan – put on hold until grant proposal is completed.
6. **Contract Services, Auditing Services** – Mr. Tibbetts made the motion to award a contract for Auditing Services to **Smith & Associates** for \$4,975 annually for three years for Auditing Services as specified in the RFP and to authorize the LCWMD Executive Director to execute documents necessary thereto. Mr. Raymond seconded the motion. The motion was approved unanimously.
7. **Contract Services, C-08 Catchment Construction Services** – Mr. Jalbert made the motion to award a contract for construction services to **Shaw Bros.** for \$198,335.00 for Catchment C-08 in the Long Creek Watershed as specified in the RFP and to authorize the LCWMD Executive Director to execute documents necessary thereto. Mr. Collett seconded the motion. The motion was approved unanimously.
8. **Discussion**
 - a. **Landowner Recognition** – seeking board input on developing criteria for landowner honor role on the Long Creek website. Board discussed this and determined that LC staff are working with the landowners on a regular basis and therefore should select landowners to be highlighted in the LC online newsletter. The board will review staff recommendations in order to do awards at the annual meeting.
9. **Public Comments.** None.
10. **Adjourn** - Mr. Jalbert made the motion to adjourn. Mr. Roncarati seconded the motion. The motion was approved unanimously. The meeting adjourned at 9:52 p.m.

Long Creek Watershed Management District
Balance Sheet
 As of September 30, 2013

	Sep 30, 13
ASSETS	
Current Assets	
Checking/Savings	
1000 · TD BANK	1,803,327.58
Total Checking/Savings	1,803,327.58
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	57,055.54
Total Accounts Receivable	57,055.54
Total Current Assets	1,860,383.12
Fixed Assets	
1700 · FIXED ASSETS	
1730 · Monitoring Equipment	25,425.00
1740 · Infrastructure	2,712,430.71
1780 · Construction in Process	646,732.73
1790 · Accumulated Depreciation	-170,851.21
Total 1700 · FIXED ASSETS	3,213,737.23
Total Fixed Assets	3,213,737.23
Other Assets	
1850 · Deferred Charges	15,887.87
Total Other Assets	15,887.87
TOTAL ASSETS	5,090,008.22
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	109,756.13
Total Accounts Payable	109,756.13
Other Current Liabilities	
2200 · Deferred Revenue	39,019.91
2320 · Performance Bonds	13,024.27
Total Other Current Liabilities	52,044.18
Total Current Liabilities	161,800.31
Long Term Liabilities	
2700 · MM BOND BANK	1,363,649.40
Total Long Term Liabilities	1,363,649.40
Total Liabilities	1,525,449.71
Equity	
3000 · NET ASSETS	3,185,660.93
Net Income	378,897.58
Total Equity	3,564,558.51
TOTAL LIABILITIES & EQUITY	5,090,008.22

Long Creek Watershed Management District
Profit & Loss
October 1 - 22, 2013

	<u>Oct 1 - 22, 13</u>
Ordinary Income/Expense	
Expense	
5040 · CONSTRUCTION	
5046 · Structural	40,792.77
5047 · Maintenance	12,836.50
Total 5040 · CONSTRUCTION	<u>53,629.27</u>
5060 · MONITORING EXPENSE	
5061 · Watershed Monitoring	13,890.19
Total 5060 · MONITORING EXPENSE	<u>13,890.19</u>
6270 · PROFESSIONAL FEES	
6271 · Engineer	32,585.50
6272 · Legal Fees	437.50
6278 · Catch Basin Cleaning	4,129.65
Total 6270 · PROFESSIONAL FEES	<u>37,152.65</u>
Total Expense	<u>104,672.11</u>
Net Ordinary Income	<u>-104,672.11</u>
Net Income	<u><u>-104,672.11</u></u>

1:38 PM

10/22/13

Long Creek Watershed Management District
A/R Aging Summary
As of October 22, 2013

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
465 Main Street LLC						
128-02	0.00	0.00	0.00	5,095.22	0.00	5,095.22
Total 465 Main Street LLC	0.00	0.00	0.00	5,095.22	0.00	5,095.22
Bugaboo Creek Holdings, Inc						
69-01	0.00	0.00	0.00	2,991.14	0.00	2,991.14
Total Bugaboo Creek Holdings, Inc	0.00	0.00	0.00	2,991.14	0.00	2,991.14
Cornerbrook, LLC						
65-01	0.00	0.00	0.00	3,047.55	0.00	3,047.55
Total Cornerbrook, LLC	0.00	0.00	0.00	3,047.55	0.00	3,047.55
CPSP, LLC						
70-D-01	0.00	0.00	0.00	12,487.27	0.00	12,487.27
71-D-01	0.00	0.00	0.00	4,778.85	0.00	4,778.85
72-D-01	0.00	0.00	0.00	1,760.12	0.00	1,760.12
Total CPSP, LLC	0.00	0.00	0.00	19,026.24	0.00	19,026.24
Port Resources						
135-01	0.00	0.00	0.00	4,242.03	-4,242.03	0.00
Total Port Resources	0.00	0.00	0.00	4,242.03	-4,242.03	0.00
R.A. Cummings, Inc.						
125-I-01	0.00	0.00	0.00	1,870.06	1,870.06	3,740.12
43-I-01	0.00	0.00	0.00	552.00	552.00	1,104.00
Total R.A. Cummings, Inc.	0.00	0.00	0.00	2,422.06	2,422.06	4,844.12
Storage Realty Corp						
54-01	0.00	0.00	0.00	0.00	-0.04	-0.04
Total Storage Realty Corp	0.00	0.00	0.00	0.00	-0.04	-0.04
Target Corporation						
23-U-01	0.00	0.00	0.00	10,658.92	0.00	10,658.92
41-U-01	0.00	0.00	0.00	2,022.36	0.00	2,022.36
Total Target Corporation	0.00	0.00	0.00	12,681.28	0.00	12,681.28
TOTAL	0.00	0.00	0.00	49,505.52	-1,820.01	47,685.51

10:47 AM
10/22/13

Attachment B

Long Creek Watershed Management District
A/P Aging Summary
As of October 22, 2013

	<u>Current</u>	<u>1 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
R.J. GRONDIN & SONS	0.00	0.00	9,504.46	9,504.46
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>9,504.46</u>	<u>9,504.46</u>

Long Creek Watershed Management District
Profit & Loss Budget vs. Actual
July 2013 through October 15, 2013

Ordinary Income/Expense	Operational Administration Budget			Board Approved Administration Budget		
	Jul '13 - Oct 15, '13	Budget	% of Budget	Jul '13 - Oct 15, '13	Budget	% of Budget
Income						
4100 - ADMINISTRATION	50,688.28	99,020.00	51.19%	50,688.28	193,990.00	*a 26.13%
4200 - CONSTRUCTION AND MAINTENANCE						
4201 - Drainage Maintenance Agreement	0.00			0.00		
4200 - CONSTRUCTION AND MAINTENANCE - Other	0.00			0.00		
Total 4200 - CONSTRUCTION AND MAINTENANCE	0.00			0.00		
4500 - GOOD HOUSEKEEPING						
4500 - GOOD HOUSEKEEPING - Other	0.00			0.00		
Total 4500 - GOOD HOUSEKEEPING	0.00			0.00		
4600 - MONITORING						
4600 - MONITORING - Other	0.00			0.00		
Total 4600 - MONITORING	0.00			0.00		
4700 - STREAM RESTORATION	0.00			0.00		
4750 - CFUP INCOME	0.00			0.00		
4820 - INTEREST	466.50	0.00	100.0%	466.50	700.00	66.64%
Total Income	51,154.78	99,020.00	51.66%	51,154.78	194,690.00	26.28%
Gross Profit	51,154.78	99,020.00	51.66%	51,154.78	194,690.00	26.28%
Expense						
5040 - CONSTRUCTION						
5042 - Engineering	0.00			0.00		
5044 - Permits	0.00			0.00		
5046 - Structural	0.00			0.00		
5047 - Maintenance	0.00			0.00		
Total 5040 - CONSTRUCTION	0.00			0.00		
5060 - MONITORING EXPENSE						
5061 - Watershed Monitoring	0.00					
5063 - Data Analysis	0.00					
Total 5060 - MONITORING EXPENSE	0.00			0.00		
6000 - PROGRAM EXPENSE						
6002 - Loan Payment	0.00			0.00		
Total 6000 - PROGRAM EXPENSE	0.00			0.00		
6160 - DUES AND SUBSCRIPTIONS	0.00			0.00		
6180 - INSURANCE						
6181 - Liability Insurance	2,216.00	6,000.00	36.93%	2,216.00		100.0%
Total 6180 - INSURANCE	2,216.00	6,000.00	36.93%	2,216.00	6,000.00	36.93%
6270 - PROFESSIONAL FEES						
6271 - Engineer	0.00			0.00		
6272 - Legal Fees	1,062.41	30,000.00	3.54%	1,062.41	30,000.00	3.54%
6273 - Accounting	0.00	4,975.00	0.0%	0.00	12,000.00	*b 0.0%
6275 - Program Management*	24,004.93	84,616.00	28.37%	24,004.93	84,616.00	28.37%
6276 - Sweeping	0.00			0.00		
6278 - Catch Basin Cleaning	0.00			0.00		
6279 - Database Management	0.00			0.00		
6281 - Website	0.00	3,999.96	0.0%	0.00	4,000.00	0.0%
Total 6270 - PROFESSIONAL FEES	25,067.34	123,590.96	20.28%	25,067.34	130,616.00	19.19%
6300 - REPAIRS						
6330 - Equipment Repairs	0.00			0.00		
Total 6300 - REPAIRS	0.00			0.00		
6340 - TELEPHONE	0.00			0.00		
6350 - TRAVEL						
6351 - Lodging	313.93			313.93		
6353 - Meals	177.23			177.23		
6354 - Travel	741.41	5,540.04	13.38%	741.41	5,540.00	13.38%
6355 - Conferences	0.00	6,000.00	0.0%	0.00	6,000.00	0.0%
Total 6350 - TRAVEL	1,232.57	11,540.04	10.68%	1,232.57	11,540.00	10.68%
6550 - SUPPLIES	2,326.83	700.00	332.4%	2,326.83	700.00	332.4%
Total Expense	30,842.74	141,831.00	21.75%	30,842.74	148,856.00	20.72%
Net Ordinary Income	20,312.04	-42,811.00	-47.45%	20,312.04	45,834.00	44.32%

* Program Management = CCSWCD staffing

*a: Admin income budget number: \$95,670 opening balance; \$98,835 landowner assessments and (\$515) landowner credits

*b: Audit services bid came in at \$4,975/year for three years

Long Creek Watershed Management District
Profit & Loss Budget vs. Actual
July 2013 through October 15, 2013

	Operational Const. & Maint.			Board Approved Const. & Maint		
	Jul '13 - Oct 15, '13	Budget	% of Budget	Jul '13 - Oct 15, '13	Budget	% of Budget
Ordinary Income/Expense						
Income						
4100 - ADMINISTRATION	0.00			0.00		
4200 - CONSTRUCTION AND MAINTENANCE						
4201 - Drainage Maintenance Agreement	316.00	0.00	100.0%	316.00		100.0%
4200 - CONSTRUCTION AND MAINTENANCE - Other	464,676.97	925,850.00	50.19%	464,676.97	1,219,925.00 *c	38.09%
Total 4200 - CONSTRUCTION AND MAINTENANCE	464,992.97	925,850.00	50.22%	464,992.97	1,219,925.00	38.12%
4500 - GOOD HOUSEKEEPING						
4500 - GOOD HOUSEKEEPING - Other	0.00			0.00		
Total 4500 - GOOD HOUSEKEEPING	0.00			0.00		
4600 - MONITORING						
4600 - MONITORING - Other	0.00			0.00		
Total 4600 - MONITORING	0.00			0.00		
4700 - STREAM RESTORATION	3,020.23	0.00	100.0%	3,020.23		100.0%
4750 - CFUP INCOME	3,320.00			3,320.00		
4820 - INTEREST	0.00			0.00		
Total Income	471,333.20	925,850.00	50.91%	471,333.20	1,219,925.00	38.64%
Gross Profit	471,333.20	925,850.00	50.91%	471,333.20	1,219,925.00	38.64%
Expense						
5040 - CONSTRUCTION						
5042 - Engineering	29,340.80	109,944.02 *d	26.69%	29,340.80	102,260.00	28.69%
5044 - Permits	70.00		100.0%	70.00		100.0%
5046 - Structural	171,035.42	522,451.04 *e	32.74%	171,035.42	450,000.00 *f	38.01%
5047 - Maintenance	20,643.00	73,396.20 *g	28.13%	14,906.50	45,000.00	33.13%
Total 5040 - CONSTRUCTION	221,089.22	705,791.26	31.33%	258,986.37	597,260.00	43.36%
5060 - MONITORING EXPENSE						
5061 - Watershed Monitoring	0.00					
5063 - Data Analysis	0.00					
Total 5060 - MONITORING EXPENSE	0.00			0.00		
6000 - PROGRAM EXPENSE						
6002 - Loan Payment	37,897.15	75,758.00	50.02%	0.00	75,758.00	0.0%
Total 6000 - PROGRAM EXPENSE	37,897.15	75,758.00	50.02%	0.00	75,758.00	0.0%
6160 - DUES AND SUBSCRIPTIONS	0.00			0.00		
6180 - INSURANCE						
6181 - Liability Insurance	0.00			0.00		
Total 6180 - INSURANCE	0.00			0.00		
6270 - PROFESSIONAL FEES						
6271 - Engineer	46,250.62	76,137.40 *h	60.75%	46,250.62	95,000.00	48.69%
6272 - Legal Fees	1,845.30	25,000.00	7.38%	1,845.30	25,000.00	7.38%
6273 - Accounting	0.00			0.00		
6275 - Program Management*	34,383.29	127,119.24 *i	27.05%	34,383.29	110,754.00	31.05%
6276 - Sweeping	0.00			0.00		
6278 - Catch Basin Cleaning	0.00			0.00		
6279 - Database Management	0.00			0.00		
6281 - Website	0.00			0.00		
Total 6270 - PROFESSIONAL FEES	82,479.21	228,256.64	36.13%	82,479.21	230,754.00	35.74%
6300 - REPAIRS						
6330 - Equipment Repairs	0.00			0.00		
Total 6300 - REPAIRS	0.00			0.00		
6340 - TELEPHONE	0.00			0.00		
6350 - TRAVEL						
6351 - Lodging	0.00			0.00		
6353 - Meals	0.00			0.00		
6354 - Travel	477.25			477.25		
6355 - Conferences	0.00			0.00		
Total 6350 - TRAVEL	477.25			477.25		
6550 - SUPPLIES	0.00			0.00		
Total Expense	341,942.83	1,009,805.90	33.86%	341,942.83	903,772.00	37.84%
Net Ordinary Income	129,460.37	-83,955.90	-154.2%	129,390.37	316,153.00	40.93%

* Program Management = CCSWCD staffing

*c: C&M income budget number: \$294,075 opening balance; \$1,027,235 landowner assessments and (104,405) landowner credits

*d: Sebago Technics - Gorham Road/Maine Mall Road Design - \$103,115.58 (FY 14); Amec - Construction Oversight for C-08 (Fairchild) - FY14 - \$6,828.44 (\$59,742.28 total contract)

*e: Shaw Brothers - C-08 (Fairchild) Construction \$204,788.50; Engineering estimate Gorham Road \$465,162.54 (\$150K to be paid by South Portland)

*f: \$100K budget number - C08 (Fairchild) Construction (total construction budget FY13 - 14: \$400K); \$350,000 budget number for Maine Mall Road Construction (engineering cost estimate is anticipated to be 2-3 times more)

*g: PR Webster contract for maintenance of BMPs (\$44,829.50) and Sterling Stormwater for maint of proprietary devices (\$4950) and addtl funds for maintenance on as needed basis

*h: H&H Study Kleinschmidt - FY 14 - \$76,137.40 (\$85,933 total contract)

*i: staff time was increased in order to manage the outreach to multiple landowners for Maine Mall Road and manage an additional design contract for the Maine Mall proper

Long Creek Watershed Management District
Profit & Loss Budget vs. Actual
July 2013 through October 15, 2013

	Operational Goodhousekeeping			Board Approved Goodhousekeeping		
	Jul '13 - Oct 15, '13	Budget	% of Budget	Jul '13 - Oct 15, '13	Budget	% of Budget
Ordinary Income/Expense						
Income						
4100 - ADMINISTRATION	0.00			0.00		
4200 - CONSTRUCTION AND MAINTENANCE						
4201 - Drainage Maintenance Agreement	0.00			0.00		
4200 - CONSTRUCTION AND MAINTENANCE - Other	0.00			0.00		
Total 4200 - CONSTRUCTION AND MAINTENANCE	0.00			0.00		
4500 - GOOD HOUSEKEEPING						
4500 - GOOD HOUSEKEEPING - Other	170,118.57	324,019.00	52.5%	170,118.57	409,243.00 *j	41.57%
Total 4500 - GOOD HOUSEKEEPING	170,118.57	324,019.00	52.5%	170,118.57	409,243.00	41.57%
4600 - MONITORING						
4600 - MONITORING - Other	0.00			0.00		
Total 4600 - MONITORING	0.00			0.00		
4700 - STREAM RESTORATION	0.00			0.00		
4750 - CFUP INCOME	0.00			0.00		
4820 - INTEREST	0.00			0.00		
Total Income	170,118.57	324,019.00	52.5%	170,118.57	409,243.00	41.57%
Gross Profit	170,118.57	324,019.00	52.5%	170,118.57	409,243.00	41.57%
Expense						
5040 - CONSTRUCTION						
5042 - Engineering	0.00			0.00		
5044 - Permits	0.00			0.00		
5046 - Structural	0.00			0.00		
5047 - Maintenance	0.00			0.00		
Total 5040 - CONSTRUCTION	0.00			0.00		
5060 - MONITORING EXPENSE						
5061 - Watershed Monitoring	0.00			0.00		
5063 - Data Analysis	0.00			0.00		
Total 5060 - MONITORING EXPENSE	0.00			0.00		
6000 - PROGRAM EXPENSE						
6002 - Loan Payment	0.00			0.00	50.00	
Total 6000 - PROGRAM EXPENSE	0.00			0.00	50.00	
6160 - DUES AND SUBSCRIPTIONS	220.25			220.25		
6180 - INSURANCE						
6181 - Liability Insurance	0.00			0.00		
Total 6180 - INSURANCE	0.00			0.00		
6270 - PROFESSIONAL FEES						
6271 - Engineer	0.00	0.00	0.0%	0.00		0.0%
6272 - Legal Fees	385.00	0.00	0.0%	385.00		100.0%
6273 - Accounting	0.00	0.00	0.0%	0.00		0.0%
6275 - Program Management*	49,394.84	118,572.36	41.66%	49,394.84	153,244.00 *k	32.23%
6276 - Sweeping	6,727.75	125,000.00	5.38%	6,727.75	201,600.00 *l	3.34%
6278 - Catch Basin Cleaning	4,129.65	10,000.00	29.12%	4,129.65	10,000.00	41.3%
6279 - Database Management	0.00	2,499.96	0.0%	0.00	2,500.00	0.0%
6281 - Website	0.00			0.00		
Total 6270 - PROFESSIONAL FEES	60,637.24	256,072.32	23.2%	60,637.24	367,344.00	16.51%
6300 - REPAIRS						
6330 - Equipment Repairs	0.00			0.00		
Total 6300 - REPAIRS	0.00			0.00		
6340 - TELEPHONE	305.23			305.23		
6350 - TRAVEL						
6351 - Lodging	0.00			0.00		
6353 - Meals	0.00			0.00		
6354 - Travel	655.10	2,745.60	23.86%	655.10	2,795.60	23.43%
6355 - Conferences	0.00			0.00		
Total 6350 - TRAVEL	655.10	2,745.60	0.24	655.10	2,795.60	23.43%
6550 - SUPPLIES	75.54	2,400.00	3.15%	75.54	2,400.00 *m	3.15%
Total Expense	61,893.36	261,217.92	23.72%	61,893.36	372,589.60	16.61%
Net Ordinary Income	108,225.21	62,801.08	172.22%	108,225.21	36,653.40	295.27%

* Program Management = CCSWCD staffing

*j: GHPP income budget number: \$85,225 opening balance; \$355,415 landowner assessments and (31,397) credits

*k: staff time was reduced b/c we did not have the info to warrant a large scale ed campaign regarding nutrients, salt or coal tar sealants. Outreach is still planned through inspections, targeted trainings & newsletters.

*l: sweeping was estimated to double in cost because our current contract was well below average costs. We were able to negotiate a new contract with the same rates with our existing contractor.

*m: supplies = stream crossing signs & educational site signs

Long Creek Watershed Management District
Profit & Loss Budget vs. Actual
July 2013 through October 15, 2013

	Operational Monitoring			Board Approved Monitoring		
	Jul '13 - Oct 15, '13	Budget	% of Budget	Jul '13 - Oct 15, '13	Budget	% of Budget
Ordinary Income/Expense						
Income						
4100 · ADMINISTRATION	0.00			0.00		
4200 · CONSTRUCTION AND MAINTENANCE						
4201 · Drainage Maintenance Agreement	0.00			0.00		
4200 · CONSTRUCTION AND MAINTENANCE - Other	0.00			0.00		
Total 4200 · CONSTRUCTION AND MAINTENANCE	0.00			0.00		
4500 · GOOD HOUSEKEEPING						
4500 · GOOD HOUSEKEEPING - Other	0.00			0.00		
Total 4500 · GOOD HOUSEKEEPING	0.00			0.00		
4600 · MONITORING						
4600 · MONITORING - Other	77,229.00	148,088.00	52.15%	77,229.00	297,207.00 *n	25.99%
Total 4600 · MONITORING	77,229.00	148,088.00	52.15%	77,229.00	297,207.00	25.99%
4700 · STREAM RESTORATION	0.00			0.00		
4750 · CFUP INCOME	0.00			0.00		
4820 · INTEREST	0.00			0.00		
Total Income	77,229.00	148,088.00	52.15%	77,229.00	297,207.00	25.99%
Gross Profit	77,229.00	148,088.00	52.15%	77,229.00	297,207.00	25.99%
Expense						
5040 · CONSTRUCTION						
5042 · Engineering	0.00			0.00		
5044 · Permits	0.00			0.00		
5046 · Structural	0.00			0.00		
5047 · Maintenance	0.00			0.00		
Total 5040 · CONSTRUCTION	0.00			0.00		
5060 · MONITORING EXPENSE						
5061 · Watershed Monitoring	44,825.00	105,266.46 *o	42.58%	44,825.50	81,094.80	55.28%
5063 · Data Analysis	0.00	71,130.00 *p	0.0%	0.00	71,130.00	0.0%
Total 5060 · MONITORING EXPENSE	44,825.50	176,396.46	25.41%	44,825.50	152,224.80	29.45%
6000 · PROGRAM EXPENSE						
6002 · Loan Payment	0.00			0.00		
Total 6000 · PROGRAM EXPENSE	0.00			0.00		
6160 · DUES AND SUBSCRIPTIONS	0.00			0.00		
6180 · INSURANCE						
6181 · Liability Insurance	0.00			0.00		
Total 6180 · INSURANCE	0.00			0.00		
6270 · PROFESSIONAL FEES						
6271 · Engineer	0.00			0.00		
6272 · Legal Fees	0.00			0.00		
6273 · Accounting	0.00			0.00		
6275 · Program Management*	13,995.08	47,385.84 *q	29.53%	13,995.08	74,107.00	18.89%
6276 · Sweeping	0.00			0.00		
6278 · Catch Basin Cleaning	0.00			0.00		
6279 · Database Management	0.00			0.00		
6281 · Website	0.00			0.00		
Total 6270 · PROFESSIONAL FEES	13,995.08	47,385.84	29.53%	13,995.08	74,107.00	18.89%
6300 · REPAIRS						
6330 · Equipment Repairs	806.00			806.00		
Total 6300 · REPAIRS	806.00			806.00		
6340 · TELEPHONE	0.00			0.00		
6350 · TRAVEL						
6351 · Lodging	0.00			0.00		
6353 · Meals	0.00			0.00		
6354 · Travel	54.48			54.48		
6355 · Conferences	0.00			0.00		
Total 6350 · TRAVEL	54.48			54.48		
6550 · SUPPLIES	1,250.00			1,250.00		
Total Expense	60,931.06	223,782.30	27.23%	60,931.06	226,331.80	26.92%
Net Ordinary Income	16,297.94	-75,694.30	-21.53%	16,297.94	70,875.20	23.0%

* Program Management = CCSWCD staffing

*n: monitoring income budget number: \$149,119 opening balance; \$148,672 landowner assessments (772) credits; \$188 ind. permit monitoring fee

*o: URS remaining contract (\$29,361.99); FB contract - FY14: \$75,904.50 (total contract \$159,969)

*p: data analysis for next permit and five year project report

*q: staff time was reduced to contract out stressor ID memo (supporting documentation compilation) and data analysis summary through June 2013

Long Creek Watershed Management District
Profit & Loss Budget vs. Actual
July 2013 through October 15, 2013

Ordinary Income/Expense	Operational Total			Board Approved Total		
	Jul '13 - Oct 15, '13	Budget	% of Budget	Jul '13 - Oct 15, '13	Budget	% of Budget
Income						
4100 · ADMINISTRATION	50,688.28	99,020.00	51.19%	50,688.28	193,990.00	26.13%
4200 · CONSTRUCTION AND MAINTENANCE						
4201 · Drainage Maintenance Agreement	316.00	0.00	100.0%	316.00	0.00	100.0%
4200 · CONSTRUCTION AND MAINTENANCE - Other	464,676.97	925,850.00	50.19%	464,676.97	1,219,925.00	38.09%
Total 4200 · CONSTRUCTION AND MAINTENANCE	464,992.97	925,850.00	50.22%	464,992.97	1,219,925.00	38.12%
4500 · GOOD HOUSEKEEPING						
4500 · GOOD HOUSEKEEPING - Other	170,118.57	324,019.00	52.5%	170,118.57	409,243.00	41.57%
Total 4500 · GOOD HOUSEKEEPING	170,118.57	324,019.00	52.5%	170,118.57	409,243.00	41.57%
4600 · MONITORING						
4600 · MONITORING - Other	77,229.00	148,088.00	52.15%	77,229.00	297,207.00	25.99%
Total 4600 · MONITORING	77,229.00	148,088.00	52.15%	77,229.00	297,207.00	25.99%
4700 · STREAM RESTORATION	3,020.23	0.00	100.0%	3,020.23	0.00	100.0%
4750 · CFUP INCOME	3,320.00	0.00	100.0%	3,320.00	0.00	100.0%
4820 · INTEREST	466.50	0.00	100.0%	466.50	700.00	66.64%
Total Income	769,835.55	1,496,977.00	51.43%	769,835.55	2,121,065.00	36.3%
Gross Profit	769,835.55	1,496,977.00	51.43%	769,835.55	2,121,065.00	36.3%
Expense						
5040 · CONSTRUCTION						
5042 · Engineering	29,340.80	109,944.02	26.69%	29,340.80	102,260.00	28.69%
5044 · Permits	70.00	0.00	100.0%	70.00	0.00	100.0%
5046 · Structural	171,035.42	522,451.04	30.13%	171,035.42	450,000.00	38.01%
5047 · Maintenance	20,643.00	73,396.20	45.87%	20,643.00	45,000.00	45.87%
Total 5040 · CONSTRUCTION	221,089.22	705,791.26	30.6%	221,089.22	597,260.00	37.02%
5060 · MONITORING EXPENSE						
5061 · Watershed Monitoring	44,825.00	105,266.46	0.0%	44,825.00	81,094.80	55.28%
5063 · Data Analysis	0.00	71,130.00	0.0%	0.00	71,130.00	0.0%
Total 5060 · MONITORING EXPENSE	44,825.00	176,396.46	25.41%	44,825.00	152,224.80	29.45%
6000 · PROGRAM EXPENSE						
6002 · Loan Payment	37,897.15	75,758.00	50.02%	37,897.15	75,758.00	50.02%
Total 6000 · PROGRAM EXPENSE	37,897.15	75,758.00	36.39%	37,897.15	75,808.00	49.99%
6160 · DUES AND SUBSCRIPTIONS	220.25	0.00	100.0%	220.25	0.00	100.0%
6180 · INSURANCE						
6181 · Liability Insurance	2,216.00	6,000.00	36.93%	2,216.00	0.00	100.0%
Total 6180 · INSURANCE	2,216.00	6,000.00	36.93%	2,216.00	0.00	100.0%
6270 · PROFESSIONAL FEES						
6271 · Engineer	46,250.62	76,137.40	60.75%	46,250.62	95,000.00	48.69%
6272 · Legal Fees	3,292.71	55,000.00	5.99%	3,292.71	55,000.00	5.99%
6273 · Accounting	0.00	4,975.00	0.0%	0.00	12,000.00	0.0%
6275 · Program Management*	121,778.14	377,693.44	32.24%	121,778.14	422,721.00	28.81%
6276 · Sweeping	6,727.75	125,000.00	5.38%	6,727.75	201,600.00	3.34%
6278 · Catch Basin Cleaning	4,129.65	10,000.00	29.12%	4,129.65	10,000.00	41.3%
6279 · Database Management	0.00	2,499.96	0.0%	0.00	2,500.00	0.0%
6281 · Website	0.00	3,999.96	0.0%	0.00	4,000.00	0.0%
Total 6270 · PROFESSIONAL FEES	182,178.87	655,305.76	27.62%	182,178.87	802,821.00	22.69%
6300 · REPAIRS						
6330 · Equipment Repairs	806.00	0.00	100.0%	806.00	0.00	100.0%
Total 6300 · REPAIRS	806.00	0.00	100.0%	806.00	0.00	100.0%
6340 · TELEPHONE	305.23	0.00	100.0%	305.23	0.00	100.0%
6350 · TRAVEL						
6351 · Lodging	313.93	0.00	100.0%	313.93	0.00	100.0%
6353 · Meals	177.23	0.00	100.0%	177.23	0.00	100.0%
6354 · Travel	1,928.24	8,285.64	23.27%	1,928.24	8,335.60	23.13%
6355 · Conferences	0.00	6,000.00	0.0%	0.00	6,000.00	0.0%
Total 6350 · TRAVEL	2,419.40	14,285.64	16.94%	2,419.40	14,335.60	16.88%
6550 · SUPPLIES	3,652.37	3,100.00	117.82%	3,652.37	3,100.00	117.82%
Total Expense	495,609.49	1,636,637.12	29.47%	495,609.49	1,645,549.40	30.12%
Net Ordinary Income	274,226.06	-139,660.12	-148.33%	274,226.06	475,515.60	57.67%

* Program Management = CCSWCD staffing