

**2018
NEWMAN LAKE
FLOOD CONTROL ZONE
DISTRICT BUDGET**

**SPOKANE COUNTY
PUBLIC WORKS**



2018 BUDGET SUMMARY

- Proposed 2018 budget represents a 0% increase in assessments over 2017 levels.
- NLFCZD Advisory Board recommended approval of proposed budget with 4 votes in favor and 1 abstaining.
- Goal of increasing reserves back to minimum levels defined in P&P Manual within 5 years. (FC-\$40,000 / WQ-\$70,000)
 - Water Quality reserves reduced to \$0 in 2016 due to the needed replacement of failed oxygenator.
 - Flood Control reserves significantly reduced in 2017 due to emergency spending needed to respond to spring flooding.
 - Reimbursement of Flood Control reserves spent on flooding response have been requested from FEMA. Approval status of request is currently pending.
- The District has several large maintenance / repair projects upcoming in 2019 and beyond that will require funding beyond current budget levels. This would be in addition to building reserves back to minimum levels.
- Proposed spending levels will require some reduction in services.
 - 15% reduction in alum injected into lake.
 - Eliminate staff time spent on shoreline erosion issues and stormwater / septic pollution issues.
 - 50% reduction in training budget.
 - Shift of some functions currently performed by engineers to technicians and part time staff.

NLFCZD Estimated 2018 Expenses

STAFF COSTS	Staff Days					
	NL Manager	NL Engineer	NL Tech	FC/Comp. Tech.	Bridge Crew	
flood control						
Perform annual dike inspection	1.0	1.0	1.0			
Perform annual channel and FC facility inspection	1.0	1.0	1.0			
Complete maintenance and repair work identified in inspection:		3.0			4	
Prepare annual Facility Inspection Report for NRCS		1.0				
Monitor lake and stream gages, adjust gates as needed, maintain lake level database		1.0	1.0	18.0		
Develop plan for maintenance/repair/removal of dike	3.0	8.0				
Administer contract to spray noxious weeds in channel and sump		2.0	1.0			
Assist NRCS with Snotel site monitoring		1.0	1.0			
Oxygenator						
Pull and store boat in fall, launch in spring, perform maintenance as needed			0.5		2	
Set aerator buoys in spring, pull in fall			0.5		2	
Daily monitoring, read and record gages, perform minor building maintenance		1.0	1.5	16.0		
Administer maintenance contract, maintain records		4.0	1.5			
Alum System						
Winterize and "de-winterize" system			1.0	1.0		
Administer alum purchase contract, maintain records		2.0	1.0			
Daily monitoring, read and record gages, perform minor maintenance and repairs		1.0	1.0	16.0		
Administer WSU water quality monitoring contract		1.0				
Complete State of the Lake Report for DOE NPDES Permit		1.0	3.0			
Milfoil						
Conduct milfoil surveys, prepare maps, distribute public notices:			6.0			
Administer diver suction and herbicide contracts:			5.0			
Prepare annual/final reports for milfoil project			4.0			
Prepare grant applications			5.0			
Annual Milfoil Meeting and other public education and outreach	0.5		8.0			
Other WQ						
Review and comment on Forest Practice applications			1.5			
Assist with permitting violations for shoreline projects:			1.5			
Prepare and administer contract for in-lake aerator pump removal		6.0				
Honeymoon Bay stormwater grant request	0.0	0.0	0.0			
Water quality sampling and testing (Vol Coordination)	0.0	0.0	0.0			
Administrative (Split Between WQ & FC)						
Process invoices and track expenses		8.0				
Develop annual budget	1.0	3.0				
Coordinate AB Meetings, respond to board correspondence	4.0	8.0	5.0			
Coordinate AB interviews	1.0	2.0				
Prepare, edit and distribute NLFCZD Newsletter			4.0			
Prepare the yearly assessment roll	1.0		4.0			
Respond to landowner questions and public information request:	2.0	2.0	5.0			
Attend employee training opportunities		2.0	4.0			
General program management and employee supervision	3.0					
Other		4.0	2.0		2	
cost/day =	\$565.44	\$451.40	\$376.00	\$124.24	\$320.00	
cost/day with 20.63% indirect rate =	\$682.09	\$544.52	\$453.57	\$149.87	\$386.02	\$0.00
Total Days FC =	11.0	32.5	17.0	18.0	5.0	0.0
Total Days WQ =	6.5	30.5	53.0	33.0	5.0	0.0
Total Staff Cost FC =	\$7,502.99	\$17,697.02	\$7,710.67	\$2,697.67	\$1,930.08	\$0.00
Total Staff Cost WQ =	\$4,433.59	\$16,607.98	\$24,039.15	\$4,945.73	\$1,930.08	\$0.00
Total Staff Cost =	\$11,936.58	\$34,305.00	\$31,749.82	\$7,643.41	\$3,860.16	\$0.00
TOTAL = \$89,494.96						

CONTRACTS AND PURCHASES	FC	WQ	
Alum Purchase Contract (Thatcher Chemical)		\$34,000.00	
Water Quality Monitoring Contract (WSU)		\$34,750.00	
Electricity for Compressor Building (Inland Power)		\$23,500.00	
Milfoil Contract for Herbicide & Diver Suction Remova		\$15,000.00	
Oxygenator System Maintenance Contract (Rogers Machinery)		\$6,600.00	
Diver Services for removal of in-lake aerator pump (estimated charges of \$24,000 for overhaul and reinstallation expected in 2019)		\$11,000.00	
Dive Inspection of Aerator and Alum System (Clearwater Company)		\$3,000.00	
NRCS Snotel Agreement	\$3,000.00		
Noxious Weed Spray Contract	\$3,000.00		
Air-Sep Factory Service Inspection of oxygenators		\$1,600.00	
DOE NPDES Permit		\$811.00	
Newsletter Printing and Postage	\$475.00	\$725.00	
Potential DOE Dam Safety Permit	\$1,250.00		
Water Service (Moab Irrigation District)		\$450.00	
Boat Slip Rental (Sutton Bay Resort)		\$400.00	
Sponsorship of Regional Lakes Conference		\$150.00	
Boat Winterization (H&S Marine)		\$100.00	
Geiger Crew (Facility Maintenance)	\$845.00		
Other (Legal, taxes, insurance, postage, supplies, misc.)	\$985.00	\$2,225.00	
Road Oiling		\$400.00	
	\$9,555.00	\$134,711.00	\$144,266.00

OTHER STAFF COSTS	FC	WQ	
FC/Comp. Tech Cell Phones Reimbursement	\$300.00	\$300.00	
Vehicle Charges	\$500.00	\$1,600.00	
WALPA Conference, Training	\$175.00	\$175.00	
	\$975.00	\$2,075.00	\$3,050.00

FC TOTAL = \$48,068.44
WQ TOTAL = \$188,742.52
\$236,810.96

2018 PROPOSED NLFCZD BUDGET

	2015 BUDGET			2015 Actual	2016 BUDGET			2016 Actual	2016 Actual	2017 BUDGET			2017 Projected	2017 Projected	2018 BUDGET		
	FC	WQ	Total	Total	FC	WQ	Total	FC	WQ	FC	WQ	Total	FC	WQ	FC	WQ	Total
INCOME SUMMARY																	
1 NLFCZD Assessments	\$36,500	\$180,500	\$217,000	\$216,317	\$37,550	\$201,150	\$238,700	\$37,475	\$200,766	\$40,000	\$198,700	\$238,700	\$40,145	\$198,840	\$40,000	\$198,700	\$238,700
2 Investment Interest	\$550	\$550	\$1,100	\$986	\$450	\$450	\$900	\$410	\$410	\$500	\$500	\$1,000	\$500	\$500	\$500	\$500	\$1,000
3 Transfer from Reserves	\$0	\$0	\$0	\$12,975	\$58,491	\$51,972	\$110,462	\$8,420	\$68,634	\$61,838	\$0	\$61,838	\$34,209	\$0	\$7,543	\$0	\$7,543
4 Grant Reimbursement ²	\$0	\$17,788	\$17,788	\$16,181	\$0	\$0	\$0	\$0	\$11,125	\$0	\$11,745	\$11,745	\$0	\$11,745	\$0	\$12,130	\$12,130
5 Misc Revenue	\$0	\$0	\$0	\$375	\$0	\$0	\$0	\$21	\$30	\$0	\$0	\$0	\$25	\$25	\$25	\$25	\$50
6 TOTAL INCOME	\$37,050	\$198,838	\$235,888	\$246,834	\$96,491	\$253,572	\$350,062	\$46,326	\$270,965	\$102,338	\$210,945	\$313,283	\$74,878	\$211,110	\$48,068	\$211,355	\$259,423
EXPENDITURES																	
Salaries/OH/Benefits																	
10 NL Engineer	\$8,268	\$15,355	\$23,624	\$58,149	\$10,519	\$19,535	\$30,054	\$19,350	\$43,032	\$20,206	\$37,526	\$57,733	\$23,206	\$37,526	\$25,200	\$21,042	\$46,242
11 NL Technician	\$8,915	\$35,659	\$44,574	\$21,627	\$8,262	\$33,046	\$41,308	\$5,398	\$20,040	\$5,221	\$20,884	\$26,106	\$5,221	\$20,884	\$7,711	\$24,039	\$31,750
12 FC/Aerator Tech	\$2,100	\$4,140	\$6,240	\$6,168	\$2,100	\$4,140	\$6,240	\$2,172	\$3,882	\$2,100	\$4,140	\$6,240	\$2,100	\$4,140	\$2,698	\$4,946	\$7,643
13 Other Assistance	\$2,900	\$2,900	\$5,800	\$4,961	\$2,900	\$2,900	\$5,800	\$0	\$9,673	\$2,900	\$2,900	\$5,800	\$7,780	\$2,900	\$1,930	\$1,930	\$3,860
14 Subtotal-	\$22,183	\$58,055	\$80,238	\$90,904	\$23,781	\$59,622	\$83,402	\$26,921	\$76,626	\$30,428	\$65,451	\$95,878	\$38,307	\$65,450	\$37,538	\$51,957	\$89,495
Support Agreements and Assistance																	
20 Lake WQ Monitoring & Lab Services		\$33,750	\$33,750	\$48,090		\$34,750	\$34,750	\$0	\$34,749		\$34,750	\$34,750	\$0	\$34,750		\$34,750	\$34,750
21 Watershed Activities		\$950	\$950	\$501		\$950	\$950	\$0	\$574		\$950	\$950	\$0	\$300		\$950	\$950
22 NPDES & Dam Safety Permits		\$525	\$525	\$261		\$525	\$525	\$0	\$811		\$0	\$550	\$0	\$811	\$1,250	\$811	\$2,061
23 NRCS for Snow Gage Site	\$3,000		\$3,000	\$3,000	\$3,000		\$3,000	\$3,000	\$0	\$3,000		\$3,000	\$3,000	\$0	\$3,000	\$0	\$3,000
24 Legal Assistance	\$100	\$100	\$200	\$559	\$100	\$100	\$200	\$0	\$0	\$100	\$100	\$200	\$100	\$100	\$100	\$100	\$200
25 Subtotal-	\$3,100	\$35,325	\$38,425	\$52,410	\$3,100	\$36,325	\$39,425	\$3,000	\$36,134	\$3,100	\$36,350	\$39,450	\$3,100	\$35,961	\$4,350	\$36,611	\$40,961
Equip. & Facility Oper./Repair/Maint.																	
30 Minor FC Maintenance/Repairs	\$1,500		\$1,500	\$845	\$1,500		\$1,500	\$837		\$1,500		\$1,500	\$5,200	\$0	\$845		\$845
31 Sump Cleaning / Dike Repair	\$2,000		\$2,000	\$0	\$62,000		\$62,000	\$13,886	\$0	\$62,000		\$62,000	\$22,500	\$0	\$0		\$0
32 Noxious Weed Control	\$3,000		\$3,000	\$3,416	\$3,000		\$3,000	\$0	\$0	\$3,000		\$3,000	\$3,000	\$0	\$3,000		\$3,000
33 Milfoil Control		\$17,788	\$17,788	\$16,875		\$12,000	\$12,000	\$0	\$12,494		\$15,840	\$15,840	\$0	\$15,840		\$15,000	\$15,000
34 Electricity		\$23,500	\$23,500	\$10,164		\$23,500	\$23,500	\$0	\$20,687		\$23,500	\$23,500	\$0	\$23,500		\$23,500	\$23,500
35 Alum Purchases		\$40,280	\$40,280	\$45,804		\$40,280	\$40,280	\$0	\$38,966		\$42,660	\$42,660	\$0	\$38,160		\$34,000	\$34,000
36 Equipment Maint.		\$7,000	\$7,000	\$9,353		\$76,245	\$76,245	\$0	\$82,032		\$8,000	\$8,000	\$0	\$12,000		\$23,000	\$23,000
37 Water Service		\$430	\$430	\$428		\$450	\$450	\$0	\$437		\$450	\$450	\$0	\$450		\$450	\$450
38 Materials and Supplies and other	\$450	\$975	\$1,425	\$1,499	\$450	\$975	\$1,425	\$0	\$608	\$450	\$975	\$1,425	\$450	\$975	\$450	\$975	\$1,425
39 Subtotal-	\$6,950	\$89,973	\$96,923	\$88,384	\$66,950	\$153,450	\$220,400	\$14,723	\$155,224	\$66,950	\$91,425	\$158,375	\$31,150	\$90,925	\$4,295	\$96,925	\$101,220
Overhead																	
40 Property Taxes	\$35	\$0	\$35	\$0	\$35	\$0	\$35	\$0	\$0	\$35	\$0	\$35	\$35	\$0	\$35	\$0	\$35
41 Insurance	\$836	\$836	\$1,671	\$1,671	\$900	\$900	\$1,800	\$2	\$2	\$100	\$125	\$225	\$100	\$125	\$100	\$125	\$225
42 Motorpool/Mileage/Phones	\$750	\$1,500	\$2,250	\$2,876	\$750	\$1,500	\$2,250	\$760	\$1,913	\$750	\$1,500	\$2,250	\$750	\$1,500	\$800	\$1,900	\$2,700
43 Adver., Printing, Post., Publ.	\$300	\$325	\$625	\$822	\$300	\$325	\$625	519.89	266.02	\$300	\$325	\$625	\$300	\$325	\$300	\$325	\$625
44 Watershed Newsletter	\$475	\$950	\$1,425	\$1,177	\$475	\$950	\$1,425	\$400	\$800	\$475	\$950	\$1,425	\$936	\$933	\$475	\$725	\$1,200
45 Training/Travel	\$200	\$500	\$700	\$701	\$200	\$500	\$700	\$0	\$0	\$200	\$500	\$700	\$200	\$500	\$175	\$175	\$350
46 Subtotal-	\$2,596	\$4,111	\$6,706	\$7,247	\$2,660	\$4,175	\$6,835	\$1,682	\$2,982	\$1,860	\$3,400	\$5,260	\$2,321	\$3,383	\$1,885	\$3,250	\$5,135
50 Expense Subtotal	\$34,829	\$187,463	\$222,292	\$238,946	\$96,491	\$253,572	\$350,062	\$46,326	\$270,965	\$102,338	\$196,626	\$298,963	\$74,878	\$195,719	\$48,068	\$188,743	\$236,811
60 Added to Reserves	\$2,221	\$11,375	\$13,596	\$7,888	\$0	\$0	\$0	\$0	\$0	\$0	\$14,320	\$14,320	\$0	\$15,391	\$0	\$22,612	\$22,612
70 TOTAL EXPENDITURES	\$37,050	\$198,838	\$235,888	\$246,834	\$96,491	\$253,572	\$350,062	\$46,326	\$270,965	\$102,338	\$210,946	\$313,283	\$74,878	\$211,110	\$48,068	\$211,355	\$259,423

	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>		<u>PROJECTED</u>	<u>PROJECTED</u>	<u>PROJECTED</u>		<u>PROPOSED</u>	<u>PROPOSED</u>	<u>PROPOSED</u>
	<u>FC</u>	<u>WQ</u>	<u>TOTAL</u>		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>TOTAL</u>		<u>FC</u>	<u>WQ</u>	<u>TOTAL</u>		<u>FC</u>	<u>WQ</u>	<u>TOTAL</u>
RESERVES SUMMARY¹															
Reserves as of January 1st	\$64,635	\$68,943	\$133,578		\$72,524	\$55,968	\$128,491		\$64,104	-\$12,666	\$51,437		\$29,895	\$2,724	\$32,619
From/Added to Repair Re.	\$7,888	-\$12,975	-\$5,087		-\$8,420	-\$68,634	-\$77,054		-\$34,209	\$15,391	-\$18,818		-\$7,543	\$22,612	\$15,069
Reserves as of December 31st	\$72,524	\$55,968	\$128,491		\$64,104	-\$12,666	\$51,437		\$29,895	\$2,724	\$32,619		\$22,351	\$25,337	\$47,688

Notes:

- 1) Reserves are defined as the end of fiscal year account balance
- 2) Goal reserve balances are defined in the Policy and Procedures Manual as \$40,000 for Flood Control and \$70,000 for Water Quality
- 3) In 2016, assessments were increased by 10% in an effort to rebuild and maintain reserve levels after several significant expenditures reduced the levels. The goal at the time, and currently still is, is to reduce that 10% increase to 4% in 2020. At the time of the assessment increase it was estimated that the WQ reserve level would be rebuilt back to \$70,000 by approximately 2026.
- 4) Grant Reimbursement in line 4 is for a \$25,000 Ecology grant for milfoil control for 7/1/16-6/30/18 period.

NEWMAN LAKE FLOOD CONTROL ZONE DISTRICT BUDGET EXPLANATION

Salaries and Benefits: This includes costs for Spokane County Public Works personnel involved with the District, including:

Newman Lake Engineer – Work completed by technical and administrative staff. This includes oversight of District activities involving operation of flood control, aerator and alum systems, design and management of District maintenance projects, responding to landowner concerns with regard to water quality and flood control activities, and working with the Advisory Board on District issues.

Newman Lake Technician – This includes work on water quality projects, especially milfoil control, implementing the comprehensive plan and coordinating the lake monitoring program. It also includes preparing the District roll, responding to landowner concerns with regard to water quality and flood control activities, providing public education and outreach as well as working with the Advisory Board on District issues.

Flood Control / Aerator Technician - Opens and closes the water control gates, maintains records of lake levels, visually inspects flood control facilities and performs routine cleaning and maintenance, inspects equipment in aerator building daily, turns compressors on and off, and monitors and records gage readings.

Other Assistance - Assistance required from other Public Works Department employees with maintenance, repair and improvement projects and other tasks as needed.

Other Support Agreements/Technical Assistance:

Lake Water Quality Monitoring – WSU services for monitoring and testing required for compliance with the NPDES permit and aerator system operation.

Watershed Activities- For support of watershed education and management efforts and implementation of the Comprehensive Plan.

NPDES & Dam Safety Permits – Permit fee to DOE for the Aquatic Plant and Algae Management General Permit which includes the alum injection system and milfoil control. Permit fee to DOE for operation of the flood control facilities. (Increase in 2018 due to increased cost of Dam Safety Permit)

NRCS – Cost share for maintenance and monitoring of the Quartz Mountain snow gage site.

Legal Assistance- Assist from the Prosecuting Attorney's office for preparation and review of District contracts and resolutions and legal advice.

Equipment & Facility Operation / Repair / Maintenance

Minor FC Maintenance / Repairs – Routine maintenance and minor repairs to FC facilities.

Sump Cleaning / Dike Repair – Major maintenance and repair to FC facilities.

Noxious Weed Control – Legally required herbicide applications of noxious weeds on District owned uplands.

Milfoil Control – Efforts to eradicate milfoil and other invasive aquatic plant species.

Electricity – Electricity used for the oxygenation and alum injection systems.

Alum Purchases – Purchases of liquid alum for injection system.

Equipment Maintenance – Maintenance and repair of water quality equipment and facilities. Also includes slip rental and annual maintenance for District boat. (Increase in 2018 due to scheduled removal of in-lake pump for overhaul service)

Water Service – Water service at water quality facility (compressor building).

Materials and Supplies and Other – Purchase of minor materials and tools needed for maintenance and operation of facilities, i.e. filters, light bulbs, hand tools, etc.

Overhead

Property Taxes – On District owned parcels.

Insurance – Payments to Spokane County Risk Management.

Motorpool / Mileage / Phones – Charges for vehicle and cell phone use.

Advertising / Printing / Postage / Publication – As legally required for advertisement of herbicide applications, public hearings and etc.

Watershed Newsletter – Annual publication of District newsletter and mailing to District residents.

Training / Travel – Educational training for staff.

NEWMAN LAKE FLOOD CONTROL ZONE DISTRICT TOTAL ASSESSMENTS 1997 - 2018

