

SANDRA SMALL-HUGHES  
Chairperson

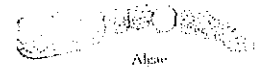
WILLIAM J. MONAGLE  
Executive Director

## COBBOSSEE WATERSHED DISTRICT

P.O. Box 418, Winthrop, Maine 04364

Telephone (207) 377-2234

*Maine's first regional lake management district*



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### AGENDA

The **Cobboossee Watershed District** Board of Trustees will meet on Tuesday, March 12, 2024 at 6:30 PM at the **Monmouth Meeting Room**, 117 Academy Road, Monmouth, Maine. This will be a Hybrid meeting.

1. Call to Order.
2. Approval of the February Minutes (available at meeting).
3. Approval of the February Financial Report.
4. Lake Water Levels Update.
5. Project Updates
  - Torsey Pond Watershed Protection Project (CWA §319).
6. Personnel – Future Staffing.
7. Proposed Budget for Fiscal Year 2024 – Progress Update & Discussion.
8. Executive Director's Report / Staff Activities / Other Business.
9. Adjourn.

#### Join Zoom Meeting:

<https://zoom.us/j/99514070082?pwd=RlNJRUVyZkZoczZtVG1OZDM4WmJEz09>

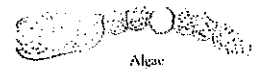
Meeting ID: 995 1407 0082

Passcode: 629155

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## FINANCIAL REPORT FOR FEBRUARY 2024

(33% of fiscal year remains)

|                                     | BUDGETED          | Expended         | YTD               | Balance           | % Remaining |
|-------------------------------------|-------------------|------------------|-------------------|-------------------|-------------|
| <b>DIRECT COSTS</b>                 |                   |                  |                   |                   |             |
| Personnel                           | 230,815.00        | 20,413.82        | 150,135.23        | 80,679.77         | 35%         |
| Payroll Benefits                    | 4,800.00          | 209.34           | 2,854.78          | 1,945.22          | 41%         |
| Monitoring expenses                 | 22,000.00         | 39.93            | 20,318.25         | 1,681.75          | 8%          |
| Conference expenses                 | 600.00            | 0.00             | 40.00             | 560.00            | 93%         |
| Pro. Development                    | 500.00            | 0.00             | 140.00            | 360.00            | 72%         |
| Education/Information               | 600.00            | 0.00             | 454.89            | 145.11            | 24%         |
| Bookkeeping                         | 2,000.00          | 152.69           | 1,473.67          | 526.33            | 26%         |
| Contractual                         |                   |                  |                   |                   |             |
| Torsey Pond 319                     | 6,366.00          | 0.00             | 0.00              | 6,366.00          | 100%        |
| NPS Direct                          |                   |                  |                   |                   |             |
| Cobboossee 319 PH. 3                | 21,000.00         | 0.00             | 0.00              | 21,000.00         | 100%        |
| Torsey Pond 319                     | 25,000.00         | 0.00             | 11,000.00         | 14,000.00         | 56%         |
| Gage Operation                      | 3,600.00          | 114.94           | 936.44            | 2,663.56          | 74%         |
| Trustees expenses                   | 600.00            | 0.00             | 450.00            | 150.00            | 25%         |
| <b>TOTAL</b>                        | <b>317,881.00</b> | <b>20,930.72</b> | <b>187,803.26</b> | <b>130,077.74</b> | <b>41%</b>  |
| <b>OVERHEAD COSTS</b>               |                   |                  |                   |                   |             |
| Health benefits                     | 31,625.00         | 1,103.07         | 17,653.01         | 13,971.99         | 44%         |
| Unemployment comp.                  | 780.00            | 28.34            | 67.69             | 712.31            | 91%         |
| Social Security                     | 17,657.00         | 1,642.64         | 11,921.07         | 5,735.93          | 32%         |
| ---Benefits subtot.                 | 50,062.00         | 2,774.05         | 29,641.77         | 20,420.23         | 41%         |
| Office supplies                     | 2,000.00          | 46.13            | 1,045.54          | 954.46            | 48%         |
| Photocopy/printing                  | 600.00            | 560.00           | 560.00            | 40.00             | 7%          |
| Telephone                           | 2,400.00          | 196.83           | 1,552.82          | 847.18            | 35%         |
| Postage                             | 325.00            | 0.00             | 172.10            | 152.90            | 47%         |
| GIS License                         | 765.00            | 0.00             | 765.00            | 0.00              | 0%          |
| Library                             | 1,300.00          | 90.95            | 734.60            | 565.40            | 43%         |
| Petty Cash                          | 100.00            | 0.00             | 0.00              | 100.00            | 100%        |
| ---Off. Oper. subtot.               | 7,490.00          | 893.91           | 4,830.06          | 2,659.94          | 36%         |
| Office rent                         | 14,100.00         | 1,141.00         | 9,128.00          | 4,972.00          | 35%         |
| Truck operations                    | 1,750.00          | 42.65            | 1,214.66          | 535.34            | 31%         |
| Accounting/legal                    | 4,300.00          | 0.00             | 0.00              | 4,300.00          | 100%        |
| Insurance                           | 6,300.00          | 0.00             | 4,589.00          | 1,711.00          | 27%         |
| <b>TOTAL</b>                        | <b>84,002.00</b>  | <b>4,851.61</b>  | <b>49,403.49</b>  | <b>34,598.51</b>  | <b>41%</b>  |
| Capital Reserve                     | 612.00            | 0.00             | 0.00              | 612.00            | 100%        |
| Capital expense                     | 1,000.00          | 156.98           | 156.98            | 843.02            | 84%         |
| <b>TOTAL OPERATING COST</b>         |                   |                  |                   |                   |             |
| <b>AS BUDGETED</b>                  | <b>403,495.00</b> | <b>25,939.31</b> | <b>237,363.73</b> | <b>166,131.27</b> | <b>41%</b>  |
| UNBUDGETED EXPENSES<br>(See Notes*) |                   | 0.00             | 0.00              |                   |             |
| <b>TOTAL EXPENSES</b>               |                   | <b>25,939.31</b> | <b>237,363.73</b> |                   |             |

February 2024, cont'd.

|                                     | BUDGETED          | Received         | YTD               | Balance           | % Remaining |
|-------------------------------------|-------------------|------------------|-------------------|-------------------|-------------|
| <b>INCOME</b>                       |                   |                  |                   |                   |             |
| Municipal assessment                | 291,112.00        | 0.00             | 194,074.68        | 97,037.32         | 33%         |
| Water District cont.                | 12,052.00         | 0.00             | 8,034.66          | 4,017.34          | 33%         |
| Federal/State Grants                |                   |                  |                   |                   |             |
| Cobbossee 319 P3                    | 35,000.00         | 10,487.00        | 10,487.00         | 24,513.00         | 70%         |
| Torsey Pond 319                     | 40,196.00         | 0.00             | 14,317.00         | 25,879.00         | 64%         |
| Contracts/fees                      | 4,150.00          | 0.00             | 4,210.60          | -60.60            | -1%         |
| Contributions/misc.                 | 10,750.00         | 2,100.00         | 3,592.98          | 7,157.02          | 67%         |
| Forward from Reserve                | 10,235.00         | 0.00             | 0.00              | 10,235.00         | 100%        |
| <b>TOTAL REVENUES AS BUDGETED</b>   | <b>403,495.00</b> | <b>12,587.00</b> | <b>234,716.92</b> | <b>168,778.08</b> | <b>42%</b>  |
| UNBUDGETED REVENUES<br>(See Notes*) |                   | 0.00             | 0.00              |                   |             |
| <b>TOTAL REVENUES</b>               |                   | <b>12,587.00</b> | <b>234,716.92</b> |                   |             |
| <b>CASH BALANCES</b>                |                   |                  |                   |                   |             |
| Checking Account                    | 1/31/2024         |                  | 129,789.79        |                   |             |
| Stormwater Comp. Funds              |                   |                  |                   |                   |             |
| - Cobbossee Lake (DEP)              | 2/29/2024         |                  | 20,216.98         |                   |             |
| - Annabessacook Lake (DEP)          | 2/29/2024         |                  | 13,903.02         |                   |             |
| - Woodbury Pond (DEP)               | 2/29/2024         |                  | 531.91            |                   |             |
| - General Fund (CWD)                | 2/29/2024         |                  | <u>729.15</u>     |                   |             |
| <b>TOTAL</b>                        |                   |                  | <b>165,170.85</b> |                   |             |

NOTES:

January - Transferred \$4,210.60 from CWD SCF Accounts for Administration Fees: Cobbossee SCF (\$1,762.9 and Annabessacook Lake SCF (\$2,447.70). Reported as Income under Contracts/fees.

February- Received \$10,187.00 Stormwater Compensation Fee for Cobbossee Lake SCF.