



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** June 8, 2021

**Title of Item:** LLCC Reopening Budget

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

*\*provide copy of hearing notice that was published*

<b>Submitted by:</b> Rich Courtemanche	<b>Department:</b> Land
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<b>Presenter (Name and Title):</b> Dave McMillan, Long Lake Manager	<b>Estimated Time Needed:</b> 15
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**Summary of Issue:**

The 2021 budget of Long Lake Conservation Center that was adopted by the County Board included no anticipated schools due to the COVID pandemic.

As the pandemic is waning, schools are planning to come in the fall of 2021. The attached is the reopening budget for 2021.

**Alternatives, Options, Effects on Others/Comments:**

COVID caused losses  
 Reopen plan for 2021 reduces losses by \$89,821.  
 New director is focusing on marketing.

**Recommended Action/Motion:**

Approve reopening budget resolution

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$

Is this budgeted?  Yes  No Please Explain:

Reducing projected losses from -\$156,390 to -\$66,569

		2021 Adopted COVID budget		2021 Budget - Start Up	
		Expense	Revenue	Expense	Revenue
<b>ADMINISTRATION</b>					
Overnight Programs Revenue	Program Fees (60% of Overnight NEED Reservations Rate)				\$219,630.40
Revenue	NEED Program reservations)				\$9,240.00
	19-521-000-5751 Unrestricted Contributions		\$1,000.00		\$0.00
	19-521-000-5762 Restricted Contributions		\$75,000.00		\$75,000.00
	19-521-000-5840 Miscellaneous Income		\$0.00		\$15,803.00
	19-521-000-5861 Insurance Proceeds/Dividends		\$4,576.00		\$4,576.00
Additional Revenue	19-521-000-5884 Commissary Sales Non Taxable				\$6,400.00
	19-521-000-5885 Commissary Sales Taxable				\$4,200.00
	19-521-000-6101 Salaries-Full Time	\$97,592.00		\$160,890.54	
	19-521-000-6102 Salaries-Part time	\$0.00		\$46,694.99	
	19-521-000-6150 Health Insurance-Employer	\$25,749.00		\$50,741.60	
	19-521-000-6148 Employer HSA Contribution	\$5,520.00		\$19,560.00	
	19-521-000-6152 Life Insurance-Employer	\$150.00		\$666.00	
	19-521-000-6154 Long Term Disability-Employer	\$239.00		\$769.79	
	19-521-000-6155 Long Term Disability-Employee	\$0.00		\$0.00	
	19-521-000-6159 PERA Co-or 7.5%	\$6,859.00		\$15,568.91	
	19-521-000-6124 Medicare-Employer 1.45%	\$1,326.00		\$3,009.99	
	19-521-000-6165 FICA-Employer 6.20%	\$5,670.00		\$12,149.69	
	19-521-000-6353 Workers Compensation	\$0.00		\$6,199.00	
	19-521-000-6234 Background Check Fees	\$0.00		\$0.00	
<u>Staff Expenses</u>	19-521-000-6272 Physical Examinations	\$0.00		\$0.00	
	Overtime			\$0.00	
	19-521-000-6208 Training/Education	\$0.00		\$0.00	
Training and Travel Expenses	19-521-000-6330 Transportation/Travel/Parking	\$0.00		\$0.00	
	19-521-000-6332 Hotel/Motel Lodging	\$0.00		\$0.00	
	19-521-000-6340 Meals Reimbursed Non-taxable	\$0.00		\$0.00	
	19-521-000-6231 <u>Services, Labor, Contracts</u>	\$11,460.00		\$11,420.00	
	19-521-000-6250 Telephone/Internet	\$8,400.00		\$8,400.00	
	19-521-000-6254 <u>Utilities</u>	\$32,900.00		\$42,500.00	
	19-521-000-6255 Garbage	\$420.00		\$1,000.00	
	19-521-000-6352 Insurance-Auto/Equip/Liability	\$10,440.00		\$11,916.00	
	19-521-000-6374 Auto & Trailer License	\$100.00		\$100.00	
Services and Fees Expenses	19-521-000-6240 Dues/Assoc. Fees	\$1,240.00		\$1,606.00	
	19-522-000-6217 Credit Card Fees	\$0.00		\$147.00	
Admin Supplies Expenses	19-521-000-6405 Office & Computer Supplies	\$0.00		\$236.00	
	19-521-000-6205 Postage	\$0.00		\$78.50	
	19-521-000-5896 Postage Reimbursement				
Marketing and Sales Expenses	19-521-000-6230 Marketing, Promotion	\$0.00		\$1,000.00	
	19-521-000-6400 Commissary Items	\$0.00		\$7,500.00	
	19-524-000-6267 Unemployment	\$0.00		\$0.00	
	19-524-000-6422 Janitorial Service/Supplies	\$11,501.00		\$1,214.00	
	19-524-000-6511 Gas & Oil	\$900.00		\$750.00	
	19-524-000-6302 Vehicle Maintenance	\$500.00		\$500.00	
	19-524-000-6590 Repair & Maintenance	\$11,000.00		\$11,000.00	
Capital	19-525-000-5840 Capital Improvement Revenue		\$0.00		\$0.00
	19-525-000-6601 Capital Outlay - Non Residential	\$5,000.00		\$5,000.00	
	19-525-085-5867 Rental Income- Cap Imp. Residential		\$7,200.00		\$19,200.00
	19-525-085-6600 Capital Expense - Residential	\$0.00		\$0.00	
<b>TOTALS</b>		\$236,986.00	\$80,576.00	\$420,618.00	\$354,049.40
<b>Net</b>		<b>-\$156,390.00</b>		<b>-\$66,568.60</b>	

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED June 8, 2021

By Commissioner: xxx

20210608-xxx

LLCC Reopening Budget

**WHEREAS**, the Aitkin County Board of Commissioners, County of Aitkin, set the 2021 budget for Long Lake Conservation Center (non-levy funds) on December 22, 2020

**WHEREAS**, said budget assumed that Long Lake Conservation Center would remain closed during the 2021 budget year due to the COVID pandemic emergency.

**WHEREAS**, the governor of the State of Minnesota has relaxed COVID restrictions that affect overnight educational learning centers

**WHEREAS**, Long Lake Conservation plans on reopening mid-budget year to day trips during the summer of 2021 and overnight school programs in the fall of 2021.

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following amended fund budgets that are non-levy for 2021.

<u>Fund/Account</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
LLCC	\$ 354,049	\$ 66,569	\$ 420,618

Commissioner xxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT All Members Voting

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8<sup>th</sup> day of June, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8<sup>th</sup> day of June, 2021

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Jessica Seibert  
County Administrator