

NINE MILE CREEK WATERSHED DISTRICT
Treasurers Report
July 31, 2019

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NINE MILE CREEK WATERSHED DISTRICT
Cash Disbursements
July 31, 2019

Invoices Expensed and Paid in July

League of MN Cities Insurance	Amount
	\$ 552.00
Total	<u>\$ 552.00</u>

Invoices to be Paid

Association of Minnesota Counties	Amount
Barr Engineering Co.	\$ 129.00
BlueCross BlueShield (ACH)	71,907.39
Carp Solutions LLC	3,952.96
CenterPoint Energy (ACH)	2,354.61
Chamberland Fire & Security, Inc	20.67
Chase	155.00
City of Edina - 50th	100.00
City of Edina - Metro	600.00
Classic Cleaning Company	30,742.00
Comcast (ACH)	280.00
Desi Creswell	196.28
Erica Sniegowski	4,608.75
Gael Zembal	384.70
Good Samaritan United Methodist Church	2,023.84
Guardian (ACH)	1,087.50
Imagine IT, Inc (ACH)	705.00
Innovative Office Solutions	840.50
Johnson, Mattson, Small & Cavanaugh, PLLC	57.82
Lauren Werner-Foley	1,770.00
League of MN Cities Insurance	11.26
Metro Blooms	173.00
Nortec Communications, Inc	17,233.23
Randy Anhorn	361.94
Smith Partners PLLP	123.66
Studio Lola	6,013.18
Sunram Construction	2,401.00
TForce	12,780.11
TGC Property Services	28.34
TimeSaver Off Site Secretarial, Inc.	300.00
Verizon Wireless (ach)	250.00
Wells Fargo 4274 (ACH)	214.49
Wells Fargo 8082 (ACH)	2,146.79
William Davis	1,361.33
Windmill Design (ACH)	3,915.00
Xcel Energy (ACH)	1,033.00
	363.12

Total Invoices

	170,625.47
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Payroll Disbursements

Employee Salaries	26,577.36
Manager Per Diem Pay and Taxes	726.64
Employee Payroll Taxes	1,995.54
PERA Match	1,870.12
Payroll Processing Fee	145.00
HSA Expense	-

Total Payroll Disbursements

	31,314.66
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Total Cash Disbursements

	<u>\$ 201,940.13</u>
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Memo

The 2018 mileage rate is 54.5 cents per mile. The 2019 mileage rate is 58 cents per mile.

AutoPay Invoices: CBS, CenterPoint, Comcast, Guardian, Pitney Bowes, Purchase Power, Verizon, Windmill Design, Wells Fargo and Xcel

** Items represent a Surety or Permit Escrow payout.

NINE MILE CREEK WATERSHED DISTRICT
Fund Performance Analysis
July 31, 2019

	2019 Budget	Month Ended	Year to Date	YTD % of Budget
		7/31/2019	7/31/2019	7/31/2019
REVENUES				
Tax Levy- Hennepin County	\$ 2,714,500.00	\$ 1,382,107.00	\$ 1,382,107.00	51%
Interest Income	0.00	9,458.12	122,977.60	0%
Permit Fee Income	0.00	7,280.00	21,778.10	0%
Grant Income	0.00	0.00	0.00	0%
Cost Sharing Revenue	0.00	0.00	0.00	0%
Stormwater Facilities Fund	0.00	0.00	0.00	0%
Other Income	0.00	50.00	12,642.82	0%
TOTAL REVENUES	2,714,500.00	1,398,895.12	1,539,505.52	57%
EXPENDITURES				
Administration				
Board				
Advisory Committees (CAC and TAC)	2,000.00	0.00	265.97	13%
Annual Audit	14,500.00	0.00	14,525.00	100%
Dues/Conferences/Membership Fees	16,000.00	358.60	8,183.60	51%
Insurance	14,000.00	1,188.84	6,227.10	44%
Per Diems and Payroll tax	10,000.00	726.64	1,856.96	19%
Manager Expenses	3,000.00	98.11	419.04	14%
Total Board	59,500.00	2,372.19	31,477.67	53%
Staff				
Salaries and Benefits	525,000.00	34,645.10	240,586.40	46%
Employee Expenses	8,000.00	133.52	1,873.03	23%
Staff Training/Professional Development	10,000.00	914.00	2,524.00	25%
Education Assistance	6,000.00	1,996.00	3,992.00	67%
Total Staff	549,000.00	37,688.62	248,975.43	45%
Office Costs				
Office Supplies & Expenses	15,000.00	557.62	4,364.95	29%
Office Utilities	18,000.00	1,156.50	9,294.26	52%
Office Networking Managed Services	15,000.00	840.50	6,622.25	44%
Office Equipment Maintenance	5,000.00	0.00	455.00	9%
Office Furniture/Equipment	50,000.00	0.00	33,689.28	67%
Official Minutes	4,500.00	250.00	2,399.00	53%
Operating Expenses	24,000.00	798.40	7,970.90	33%
Discovery Point Maintenance	25,000.00	0.00	1,134.97	5%
Total Office Costs	156,500.00	3,603.02	65,930.61	42%
Accounting				
General/Monthly Accounting	29,000.00	1,750.00	18,195.00	63%
Payroll Processing Fees	2,000.00	145.00	1,015.00	51%
Total Accounting	31,000.00	1,895.00	19,210.00	62%
Engineering Services				
Engineering Administration	80,000.00	4,883.00	39,616.72	50%
Total Engineering Services	80,000.00	4,883.00	39,616.72	50%
Legal				
General Legal Advice	45,000.00	4,587.18	23,535.15	52%
Policies/Bylaws	5,000.00	0.00	4,668.33	93%
Total Legal	50,000.00	4,587.18	28,203.48	56%
Other				

NINE MILE CREEK WATERSHED DISTRICT
Fund Performance Analysis
July 31, 2019

	2019 Budget	Month Ended	Year to Date	YTD % of Budget
		7/31/2019	7/31/2019	7/31/2019
Other Consultant	45,000.00	0.00	3,500.00	8%
Total Engineering Services	45,000.00	0.00	3,500.00	8%
Total Administration	971,000.00	55,029.01	436,913.91	45%
Programs				
Data Collection, Assessment and Management				
Lake Level Monitoring	25,000.00	2,163.49	17,296.43	69%
Groundwater Level Monitoring	6,000.00	469.74	3,817.72	64%
Streamflow Monitoring	2,000.00	0.00	0.00	0%
Precipitation Monitoring	5,000.00	300.00	842.34	17%
WOMP Stations	115,000.00	7,306.37	62,343.11	54%
Lake Water Quality and Biological Stream Monitoring	125,000.00	6,275.96	77,679.11	62%
Targeted Monitoring	45,000.00	6,635.11	15,474.00	34%
Regional SW Volume Reduction Study	5,000.00	0.00	7,291.00	146%
Modeling and Atlas 14 Flood Planning/Management	70,000.00	658.50	12,844.04	18%
TMDL & UAA Studies	91,673.00	4,350.00	61,580.54	67%
Special Studies	30,000.00	9,050.00	23,637.89	79%
Total Data Collection, Assessment and Management	519,673.00	37,209.17	282,806.18	54%
Education & Outreach Program				
Public Involvement /Education				
Public Education Workshops & Outreach	20,000.00	1,413.96	4,951.47	25%
Program Development	7,500.00	0.00	0.00	0%
CAMP/Volunteer Monitoring	7,000.00	0.00	0.00	0%
Master Water Stewards Program	20,000.00	0.00	10,186.29	51%
Program & Event Sponsorships	7,000.00	0.00	6,000.00	86%
Total Public Involvement /Education	61,500.00	1,413.96	21,137.76	34%
Communications & Education Materials				
Annual Communication/Calendar	4,000.00	0.00	0.00	0%
Brochures & Educational Materials	15,000.00	90.42	748.15	5%
Educational Signage and Exhibits	25,000.00	0.00	199.93	1%
Marketing and Event Promotion	35,000.00	1,397.59	24,581.94	70%
Promotional Items	7,000.00	2,401.00	4,575.80	65%
Website/GIS Maintenance & Hosting	15,000.00	2,154.02	7,993.52	53%
Total Communications & Education Materials	101,000.00	6,043.03	38,099.34	38%
Total Education & Outreach Program	162,500.00	7,456.99	59,237.10	36%
Grant Program & Grant Match				
Cost Share Grant Program	200,000.00	58,219.48	122,478.96	61%
Planning Grants	0.00	0.00	4,069.50	0%
Grant Match Activities	1,500.00	0.00	0.00	0%
Research Collaborative Grant Funding	25,000.00	0.00	0.00	0%
Total Grant Program & Grant Match	226,500.00	58,219.48	126,548.46	56%
Regulatory Controls and Permitting				
Permit Application Review/Tracking	100,000.00	14,126.50	120,231.00	120%
Inspections	30,000.00	0.00	12,963.30	43%
Wetland Conservation Act	35,000.00	3,068.92	12,060.00	34%
Rules	0.00	0.00	3,264.50	0%
Total Regulatory Controls and Permitting	165,000.00	17,195.42	148,518.80	90%
Technical Assistance				
Residents	5,000.00	0.00	0.00	0%

NINE MILE CREEK WATERSHED DISTRICT
Fund Performance Analysis
July 31, 2019

	2019 Budget	Month Ended	Year to Date	YTD % of Budget
		7/31/2019	7/31/2019	7/31/2019
Cities	5,000.00	0.00	825.00	17%
Professional Project and Plan Review	10,000.00	0.00	1,934.94	19%
Total Technical Assistance	20,000.00	0.00	2,759.94	14%
Water Management Plan				
Amendments	0.00	0.00	718.32	0%
Update	0.00	0.00	0.00	0%
Water Management Plan - Eng	0.00	0.00	0.00	0%
Watershed Mngt Plan- Legal	0.00	0.00	0.00	0%
Total Water Management Plan	0.00	0.00	718.32	0%
Total Programs	1,093,673.00	120,081.06	620,588.80	57%
Capital Projects				
Edina Streambank	100,000.00	16,264.72	33,899.52	34%
Normandale Lake	500,000.00	3,743.07	262,456.77	52%
Lake Cornelia	500,000.00	5,586.00	13,875.50	3%
Project Repair/Maintenance	100,000.00	0.00	2,150.00	2%
Discovery Point Landscape Maintenance/Restoration/Preserv:	20,000.00	1,028.12	7,737.62	39%
WRC Construction/Renovations	0.00	0.00	0.00	0%
Pentagon Park Project(s)	500,000.00	0.00	0.00	0%
Total Capital Project	1,720,000.00	26,621.91	320,119.41	19%
Stormwater Facilities Projects				
Stormwater Facilities Fund Projects	210,000.00	0.00	0.00	0%
Non-Profit Planning Grant Stormwater BMP Project	125,000.00	1,070.50	14,891.22	12%
Total Stormwater Facilities Projects	335,000.00	1,070.50	14,891.22	4%
TOTAL EXPENDITURES	4,119,673.00	202,802.48	1,392,513.34	34%
Net Income				
Total Revenue	2,714,500.00	1,398,895.12	1,539,505.52	57%
Less Total Expenditures	4,119,673.00	202,802.48	1,392,513.34	34%
TOTAL NET PROFIT/LOSS	\$ (1,405,173.00)	\$ 1,196,092.64	\$ 146,992.18	-10%

NINE MILE CREEK WATERSHED DISTRICT
Balance Sheet
July 31, 2019

ASSETS

Current Assets

Checking	\$ 530,463.49
Investments	8,589,449.54
Investment Adjustment FMV	(25,867.61)
Standing Cash in Investment Account	2,586.88
Accrued Investment Interest	35,754.34

Total Current Assets 9,132,386.64

Other Assets

Prepaid Expense	14,701.32
Accounts Receivable	-
County Tax Receivable	161,272.01

Total Other Assets 175,973.33

Total Assets

9,308,359.97

LIABILITIES AND NET ASSETS

Liabilities

Current Liabilities

Accounts Payable	170,625.47
Payroll Withholding	-
Accrued Payroll	-
Retainages Payable	56,699.97

Total Current Liabilities 227,325.44

Long-Term Liabilities

WCA Escrow	12,400.00
Permit Escrow	751,050.00
Sureties Payable	12,130.00
Delinquent Taxes	161,272.01
Unearned Revenue	5,140.26

Total Long-Term Liabilities 941,992.27

Total Liabilities

1,169,317.71

Net Assets

Fund Reserves	7,992,050.08
Net Profit/Loss	146,992.18

Total Net Assets 8,139,042.26

Total Liabilities and Net Assets

\$ 9,308,359.97

NINE MILE CREEK WATERSHED DISTRICT

Capital Projects Performance Analysis

July 31, 2019

	Total Project Budget	2019 Budget	Month Ended 7/31/2019	Year to Date 7/31/2019	Lifetime Project Costs
Capital Projects					
Normandale Lake	\$ 917,000.00	\$ 500,000.00	\$ 3,743.07	\$ 262,456.77	\$ 963,280.44
Edina Streambank	3,650,000.00	100,000.00	16,264.72	33,899.52	2,256,443.73
Project Repair/Maintenance	350,000.00	100,000.00	0.00	2,150.00	149,173.55
Lake Cornelia	100,000.00	500,000.00	5,586.00	13,875.50	13,875.50
Contingency Reserve	490,000.00	0.00	0.00	0.00	0.00
Pentagon Park Project(s)	500,000.00	500,000.00	0.00	0.00	0.00
Stormwater Facilities Fund Projects	210,000.00	210,000.00	0.00	0.00	0.00
Non-Profit Planning Grant Stormwater BMP Project	125,000.00	125,000.00	1,070.50	14,891.22	14,891.22
Total Capital Project Costs	<u>\$ 6,342,000.00</u>	<u>\$ 2,035,000.00</u>	<u>\$ 26,664.29</u>	<u>\$ 327,273.01</u>	<u>\$ 3,397,664.44</u>

NINE MILE CREEK WATERSHED DISTRICT

Levy History

July 31, 2019

Historical Levies

2018 levy	\$ 2,634,775
2017 levy	2,522,901
2016 levy	2,411,305
2015 levy	2,429,162
2014 levy	2,442,978
2013 levy	2,373,150
2012 levy	2,326,668
2011 levy	1,290,630
2010 levy	1,441,898
2009 levy	1,457,656
2008 levy	1,352,770
2007 levy	1,238,447
2006 levy	1,130,021
2005 levy	1,041,215
2004 levy	992,961
2003 levy	953,702
2002 levy	909,559
2001 levy	839,523
2000 levy	775,382
1999 levy	772,547

NINE MILE CREEK WATERSHED DISTRICT

Wells Fargo Visa #8082 Activity

July 31, 2019

Date	Name	Memo	Account	Amount	Receipt?
7/10/2019	Cub Foods	food for summer tour	6211 · Public Educ Workshops/Outreach	89.08	y
7/10/2019	The Tomato Vine	food for summer tour	6211 · Public Educ Workshops/Outreach	514.54	y
7/31/2019	The Tomato Vine	food for WET workshop	6211 · Public Educ Workshops/Outreach	367.20	y
7/31/2019	Wufoo.com	renewal	6211 · Public Educ Workshops/Outreach	299.00	y
			6211 · Public Educ Workshops/Outreach Total	1,269.82	
7/2/2019	Bachmanns	greenhouse supplies	6232 · Brochures/Educational Materials	79.68	y
7/2/2019	Michaels	program supplies	6232 · Brochures/Educational Materials	10.74	y
			6232 · Brochures/Educational Materials Total	90.42	
7/31/2019	Facebook	ad	6234 · Marketing and Event Promotion	1.09	y
			6234 · Marketing and Event Promotion Total	1.09	
			Grand Total	1,361.33	

NINE MILE CREEK WATERSHED DISTRICT

Wells Fargo Visa #4274 Activity

July 31, 2019

Date	Name	Memo	Account	Amount	Receipt?
7/31/2019	Panera	PANERA BREAD #608024 EDEN PRAIRIE MN	5106 · Manager Expenses	98.11	y
			5106 · Manager Expenses Total	98.11	
7/16/2019	American Water Resources Assoc	AM WATER RES ASSOC 540-687-8390 VA	5207 · Staff Training/Prof Development	785.00	y
			5207 · Staff Training/Prof Development Tot	785.00	
7/4/2019	Home Depot	HOMEDEPOT.COM 800-430-3376 GA	5301 · Office Supplies & Expenses	13.09	y
7/4/2019	Star Tribune	THE STAR TRIBUNE CIRCULAT612-6734343 MN	5301 · Office Supplies & Expenses	49.27	y
7/9/2019	Amazon	AMZN Mktp US*MH8EQ5XH2 Amzn.com/billWA	5301 · Office Supplies & Expenses	353.76	y
			5301 · Office Supplies & Expenses Total	416.12	
7/12/2019	Bauer's Minnoco Uhaul	MINNETONKA MINNOCO MINNETONKA MN	5307 · Operating Expenses	19.06	y
7/31/2019	Holiday Stations	HOLIDAY STATIONS 0402 EDEN PRAIRIE MN	5307 · Operating Expenses	24.34	y
			5307 · Operating Expenses Total	43.40	
7/16/2019	U-Haul	U-HAUL MOVING & STORAGE OPLYMOUTH MN	6211 · Public Educ Workshops/Outreach	26.83	y
7/26/2019	U-Haul	U-HAULBAUERS CUSTOM HITCHMINNETONKA MN	6211 · Public Educ Workshops/Outreach	26.83	y
7/30/2019	U-Haul	U-HAUL OF BLOOMINGTON BLOOMINGTON MN	6211 · Public Educ Workshops/Outreach	26.83	y
7/31/2019	Cub Foods	CUB FOODS EDEN PRAI EDEN PRAIRIE MN	6211 · Public Educ Workshops/Outreach	51.82	y
7/18/2019	U-Haul	U-HAUL OF BLOOMINGTON BLOOMINGTON MN	6211 · Public Educ Workshops/Outreach	26.83	y
			6211 · Public Educ Workshops/Outreach Tot	159.14	
7/18/2019	Adobe	ADOB *CREATIVE CLOUD 800-833-6687 CA	6237 · Website/GIS Maintenance Hosting	645.02	y
			6237 · Website/GIS Maintenance Hosting Tot	645.02	
			Grand Total	2,146.79	



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Business Forward**

Nine Mile Creek Watershed District
Board of Managers
Eden Prairie, MN

To the Board of Directors:

We have compiled the accompanying Balance Sheet of Nine Mile Creek Watershed District as of July 31, 2019, and the related Cash Disbursements, Fund Performance Analysis, Capital Projects Performance Analysis, Levy History, Wells Fargo Visa #8082 Activity, and Wells Fargo Visa #4274 Activity for the period then ended in the accompanying prescribed form. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurances on these financial statements.

Other Matters

The financial statements included in the accompanying prescribed form is presented in accordance with the requirements of the Board of Managers of the Nine Mile Creek Watershed District and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

We are not independent with respect to the Nine Mile Creek Watershed District.

Johnson Matson Smail + Cavanaugh, PLLC

JMSC, PLLC
Certified Public Accountants

August 16, 2019
Minneapolis, MN