

NINE MILE CREEK WATERSHED DISTRICT
Treasurers Report
January 31, 2019

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NINE MILE CREEK WATERSHED DISTRICT
Cash Disbursements
January 31, 2019

Invoices to be Paid	Amount
Barr Engineering Co.	\$ 49,988.21
BlueCross BlueShield (ACH)	4,351.26
CenterPoint Energy (ACH)	372.95
Classic Cleaning Company	560.00
Comcast (ACH)	185.68
Erica Sniegowski	111.94
Gael Zembal	58.46
Guardian (ACH)	705.00
Hennepin County Dept of Environment	2,000.00
Imagine IT, Inc	2,802.24
Innovative Office Solutions	63.28
Johnson, Mattson, Smail & Cavanaugh, PLLC	5,135.00
Lauren Werner-Foley	222.72
MN Assoc of Watershed Districts	7,500.00
Nortec Communitcations, Inc	361.94
Randy Anhorn	147.44
Smith Partners PLLP	10,184.48
Suez WTS	25,000.00
TForce	64.88
TGC Property Services	1,000.00
TimeSaver Off Site Secretarial, Inc.	465.00
Verizon Wireless (ach)	209.88
Wells Fargo 4274 (ACH)	955.78
Wells Fargo 8082 (ACH)	631.40
Windmill Design (ACH)	273.00
Xcel Energy (ACH)	253.50
Zehnder Homes	250.00
Total Invoices	<u>113,854.04</u>
Payroll Disbursements	
Employee Salaries	24,346.05
Manager Per Diem Pay and Taxes	-
Employee Payroll Taxes	1,853.36
PERA Match	1,825.97
Payroll Processing Fee	145.00
HSA Expense	6,600.00
Total Payroll Disbursements	<u>34,770.38</u>
Total Cash Disbursements	<u>\$ 148,624.42</u>

Memo

The 2018 mileage rate is 54.5 cents per mile. The 2019 mileage rate is 58 cents per mile.
AutoPay Invoices: BCBS, 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
January 31, 2019

	2019 Budget	Month Ended	Year to Date	YTD % of
		1/31/2019	1/31/2019	Budget 1/31/2019
REVENUES				
Tax Levy- Hennepin County	\$ 2,714,500.00	\$ -	\$ -	0%
Interest Income	0.00	16,356.14	16,356.14	0%
Permit Fee Income	0.00	0.00	0.00	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	0.00	0.00	0%
TOTAL REVENUES	2,714,500.00	16,356.14	16,356.14	1%
EXPENDITURES				
Administration				
Board				
Advisory Committees (CAC and TAC)	2,000.00	0.00	0.00	0%
Annual Audit	14,500.00	0.00	0.00	0%
Dues/Conferences/Membership Fees	16,000.00	7,790.00	7,790.00	49%
Insurance	14,000.00	768.75	768.75	5%
Per Diems and Payroll tax	10,000.00	0.00	0.00	0%
Manager Expenses	3,000.00	133.47	133.47	4%
Total Board	59,500.00	8,692.22	8,692.22	15%
Staff				
Salaries and Benefits	525,000.00	38,827.46	38,827.46	7%
Employee Expenses	8,000.00	490.56	490.56	6%
Staff Training/Professional Development	10,000.00	230.00	230.00	2%
Education Assistance	6,000.00	0.00	0.00	0%
Total Staff	549,000.00	39,548.02	39,548.02	7%
Office Costs				
Office Supplies & Expenses	15,000.00	475.47	475.47	3%
Office Utilities	18,000.00	1,174.07	1,174.07	7%
Office Networking Managed Services	15,000.00	826.00	826.00	6%
Office Equipment Maintenance	5,000.00	0.00	0.00	0%
Office Furniture/Equipment	50,000.00	2,063.22	2,063.22	4%
Official Minutes	4,500.00	465.00	465.00	10%
Operating Expenses	24,000.00	1,557.90	1,557.90	6%
Discovery Point Maintenance	25,000.00	0.00	0.00	0%
Total Office Costs	156,500.00	6,561.66	6,561.66	4%
Accounting				
General/Monthly Accounting	29,000.00	5,115.00	5,115.00	18%
Payroll Processing Fees	2,000.00	145.00	145.00	7%
Total Accounting	31,000.00	5,260.00	5,260.00	17%
Engineering Services				
Engineering Administration	80,000.00	6,121.28	6,121.28	8%
Total Engineering Services	80,000.00	6,121.28	6,121.28	8%
Legal				
General Legal Advice	45,000.00	5,057.97	5,057.97	11%
Policies/Bylaws	5,000.00	322.00	322.00	6%
Total Legal	50,000.00	5,379.97	5,379.97	11%
Other				

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

	2019 Budget	Month Ended 1/31/2019	Year to Date 1/31/2019	YTD % of Budget 1/31/2019
Other Consultant	5,000.00	0.00	0.00	0%
Total Engineering Services	5,000.00	0.00	0.00	0%
Total Administration	931,000.00	71,563.15	71,563.15	8%
Programs				
Data Collection, Assessment and Management				
Lake Level Monitoring	25,000.00	256.50	256.50	1%
Groundwater Level Monitoring	6,000.00	0.00	0.00	0%
Streamflow Monitoring	2,000.00	0.00	0.00	0%
Precipitation Monitoring	5,000.00	0.00	0.00	0%
WOMP Stations	115,000.00	5,910.35	5,910.35	5%
Lake Water Quality and Biological Stream Monitoring	125,000.00	2,434.48	2,434.48	2%
Targeted Monitoring	45,000.00	648.74	648.74	1%
Regional SW Volume Reduction Study	5,000.00	175.00	175.00	4%
Modeling and Atlas 14 Flood Planning/Management	70,000.00	693.00	693.00	1%
TMDL & UAA Studies	35,000.00	8,232.00	8,232.00	24%
Special Studies	30,000.00	0.00	0.00	0%
Total Data Collection, Assessment and Management	463,000.00	18,350.07	18,350.07	4%
Education & Outreach Program				
Public Involvement /Education				
Public Education Workshops & Outreach	20,000.00	0.00	0.00	0%
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	0.00	0%
Program & Event Sponsorships	7,000.00	5,000.00	5,000.00	71%
Total Public Involvement /Education	61,500.00	5,000.00	5,000.00	8%
Communications & Education Materials				
Annual Communication/Calendar	4,000.00	0.00	0.00	0%
Brochures & Educational Materials	15,000.00	0.00	0.00	0%
Educational Signage and Exhibits	25,000.00	0.00	0.00	0%
Marketing and Event Promotion	35,000.00	1,682.62	1,682.62	5%
Promotional Items	7,000.00	600.78	600.78	9%
Website/GIS Maintenance & Hosting	15,000.00	273.00	273.00	2%
Total Communications & Education Materials	101,000.00	2,556.40	2,556.40	3%
Total Education & Outreach Program	162,500.00	7,556.40	7,556.40	5%
Grant Program & Grant Match				
Cost Share Grant Program	200,000.00	25,000.00	25,000.00	13%
Planning Grants	0.00	290.00	290.00	0%
Grant Match Activities	45,000.00	0.00	0.00	0%
Research Collaborative Grant Funding	25,000.00	0.00	0.00	0%
Total Grant Program & Grant Match	270,000.00	25,290.00	25,290.00	9%
Regulatory Controls and Permitting				
Permit Application Review/Tracking	100,000.00	15,874.65	15,874.65	16%
Inspections	30,000.00	2,264.06	2,264.06	8%
Wetland Conservation Act	35,000.00	2,262.00	2,262.00	6%
Rules	0.00	1,247.50	1,247.50	0%
Total Regulatory Controls and Permitting	165,000.00	21,648.21	21,648.21	13%
Technical Assistance				
Residents	5,000.00	0.00	0.00	0%

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

	<u>2019 Budget</u>	<u>Month Ended 1/31/2019</u>	<u>Year to Date 1/31/2019</u>	<u>YTD % of Budget 1/31/2019</u>
Cities	5,000.00	0.00	0.00	0%
Professional Project and Plan Review	10,000.00	192.26	192.26	2%
Total Technical Assistance	<u>20,000.00</u>	<u>192.26</u>	<u>192.26</u>	<u>1%</u>
Water Management Plan				
Amendments	0.00	0.00	0.00	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	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
Total Programs	1,080,500.00	73,036.94	73,036.94	7%
Capital Projects				
Edina Streambank	100,000.00	2,600.86	2,600.86	3%
Normandale Lake	500,000.00	3,938.04	3,938.04	1%
Lake Cornelia	500,000.00	0.00	0.00	0%
Project Repair/Maintenance	100,000.00	0.00	0.00	0%
Discovery Point Landscape Maintenance/Restoration/Preserv:	20,000.00	0.00	0.00	0%
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	<u>1,720,000.00</u>	<u>6,538.90</u>	<u>6,538.90</u>	<u>0%</u>
Stormwater Facilities Projects				
Stormwater Facilities Fund Projects	210,000.00	0.00	0.00	0%
Total Stormwater Facilities Projects	<u>210,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>
TOTAL EXPENDITURES	<u>3,941,500.00</u>	<u>151,138.99</u>	<u>151,138.99</u>	<u>4%</u>
Net Income				
Total Revenue	2,714,500.00	16,356.14	16,356.14	1%
Less Total Expenditures	3,941,500.00	151,138.99	151,138.99	4%
TOTAL NET PROFIT/LOSS	<u>\$ (1,227,000.00)</u>	<u>\$ (134,782.85)</u>	<u>\$ (134,782.85)</u>	<u>11%</u>

NINE MILE CREEK WATERSHED DISTRICT
Balance Sheet
January 31, 2019

ASSETS

Current Assets

Checking	\$ 1,351,657.26
Investments	6,988,320.51
Investment Adjustment FMV	(25,867.61)
Standing Cash in Investment Account	247,275.76
Accrued Investment Interest	35,754.34

Total Current Assets	8,597,140.26
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Other Assets

Prepaid Expense	7,796.67
Accounts Receivable	4,000.00
County Tax Receivable	161,272.01

Total Other Assets	173,068.68
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Total Assets	8,770,208.94
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LIABILITIES AND NET ASSETS

Liabilities

Current Liabilities

Accounts Payable	113,854.04
Payroll Withholding	-
Accrued Payroll	-
Retainages Payable	56,382.58

Total Current Liabilities	170,236.62
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Long-Term Liabilities

WCA Escrow	34,912.82
Permit Escrow	529,250.00
Sureties Payable	12,130.00
Delinquent Taxes	161,272.01
Unearned Revenue	5,140.26

Total Long-Term Liabilities	742,705.09
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Total Liabilities	912,941.71
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Net Assets

Fund Reserves	7,992,050.08
Net Profit/Loss	(134,782.85)

Total Net Assets	7,857,267.23
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Total Liabilities and Net Assets	\$ 8,770,208.94
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NINE MILE CREEK WATERSHED DISTRICT
Capital Projects Performance Analysis
January 31, 2019

	Total Project Budget	2018 Budget	Month Ended 1/31/2019	Year to Date 1/31/2019	Lifetime Project Costs
Capital Projects					
Normandale Lake	\$ 917,000.00	\$ 500,000.00	\$ 3,938.04	\$ 3,938.04	\$ 704,761.71
Edina Streambank	3,650,000.00	100,000.00	2,600.86	2,600.86	2,225,145.07
Project Repair/Maintenance	350,000.00	100,000.00	0.00	0.00	147,023.55
Lake Cornelia	100,000.00	500,000.00	0.00	0.00	0.00
Contingency Reserve	490,000.00	0.00	0.00	0.00	0.00
Total Capital Project Costs	<u>\$ 5,507,000.00</u>	<u>\$ 1,200,000.00</u>	<u>\$ 6,538.90</u>	<u>\$ 6,538.90</u>	<u>\$ 3,076,930.33</u>

NINE MILE CREEK WATERSHED DISTRICT
Levy History
January 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
January 31, 2019

DATE	PURCHASE FROM	AMT	DESCRIPTION	ACCT #	Receipt?
1/3/2019	GOTPRINT.COM 818-252-3000 CA	29.62	6234 · Marketing and Event Promotion	6234	y
1/11/2019	CANVA 02201-4595357 HTTPSCANVA.COCA	1.00	6234 · Marketing and Event Promotion	6234	y
		30.62		6234 Total	
1/8/2019	SQ *HOOPS AND THREA CHANHASSEN MN	16.03	6236 · Promotional Items	6236	y
1/14/2019	FULL SOURCE LLC 800-975-0986 FL	188.64	6236 · Promotional Items	6236	y
1/22/2019	FULL SOURCE LLC 8009750986 FL	396.11	6236 · Promotional Items	6236	y
		600.78		6236 Total	
		631.40		Grand Total	

NINE MILE CREEK WATERSHED DISTRICT
Wells Fargo Visa #4274 Activity
January 31, 2019

DATE	PURCHASE FROM	AMT	DESCRIPTION	ACCT #	Receipt?
1/11/2019	PAYPAL *FRSHWTR SOC 402-935-7733 MN	145.00	5103 · Dues/Conferences/Membership Fee	5103	y
1/11/2019	PAYPAL *FRSHWTR SOC 402-935-7733 MN	145.00	5103 · Dues/Conferences/Membership Fee	5103	y
		290.00		5103 Total	
1/3/2019	PANERA BREAD #608024 EDEN PRAIRIE MN	133.47	5106 · Manager Expenses	5106	y
		133.47		5106 Total	
1/10/2019	U OF M CONTLEARNING 844-228-0558 MN	130.00	5207 · Staff Training/Prof Development	5207	y
1/10/2019	MINNESOTA EROSION CONTROLCOLD SPRING MN	100.00	5207 · Staff Training/Prof Development	5207	y
		230.00		5207 Total	
1/3/2019	THE STAR TRIBUNE CIRCULAT612-6734343 MN	49.27	5301 · Office Supplies & Expenses	5301	y
1/23/2019	TARGET.COM * 800-591-3869 MN	38.16	5301 · Office Supplies & Expenses	5301	y
		87.43		5301 Total	
1/3/2019	PAYPAL *WILLIESCORN 402-935-7733 CA	86.98	5305 · Office Furniture/Equipment	5305	y
		86.98		5305 Total	
1/3/2019	THE HOME DEPOT #2812 EDEN PRAIRIE MN	28.90	5307 · Operating Expenses	5307	y
1/8/2019	TITAN HEATING COOLING I 651-7148931 MN	99.00	5307 · Operating Expenses	5307	y
		127.90		5307 Total	
		955.78		Grand Total	



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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 January 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 Mattson Smail + Cavanaugh, PLLC

JMSC, PLLC
Certified Public Accountants

February 15, 2019
Minneapolis, MN