

**NINE MILE CREEK WATERSHED DISTRICT  
Treasurers Report  
February 29, 2020**

<b>Page</b>	<b>Report Name</b>
2	Cash Disbursements
3	Fund Performance Analysis
6	Balance Sheet
7	Capital Projects Performance Analysis
8	Levy History
9	Wells Fargo Visa #8082 Activity
10	Wells Fargo Visa #4274 Activity
11	Opinion Report

**NINE MILE CREEK WATERSHED DISTRICT**  
**Cash Disbursements**  
**February 29, 2020**

<b>Invoices to be Paid</b>	<b>Amount</b>
Amy Herbert LLC	\$ 300.00
Barr Engineering Co.	73,505.44
BlueCross BlueShield (ACH)	4,274.02
Cavanaugh & Company	3,120.00
CenterPoint Energy (ACH)	325.34
Classic Cleaning Company	280.00
Comcast (ACH)	198.63
Erica Sniegowski	39.10
Freshwater Society	10,000.00
Gael Zembal	105.92
Guardian (ACH)	718.90
Imagine IT, Inc (ACH)	840.50
Innovative Office Solutions	186.62
Lauren Werner-Foley	4.49
LHB, Inc	4,820.70
MN DNR	700.00
Nortec Communications, Inc	723.88
Randy Anhorn	140.16
Smith Partners PLLP	10,411.95
Suburban Waste Services	92.79
TForce	32.00
The Grounds Crew	310.00
Verizon Wireless (ach)	226.16
Wells Fargo 4274 (ACH)	874.09
Wells Fargo 8082 (ACH)	1,491.03
Windmill Design (ACH)	319.00
Xcel Energy (ACH)	222.70
<b>Total Invoices</b>	<b>114,263.42</b>
<b>Payroll Disbursements</b>	
Employee Salaries	25,577.44
Manager Per Diem Pay and Taxes	-
Employee Payroll Taxes	1,947.31
PERA Match	1,918.30
Payroll Processing Fee	145.00
HSA Expense	-
<b>Total Payroll Disbursements</b>	<b>29,588.05</b>
<b>Total Cash Disbursements</b>	<b>\$ 143,851.47</b>

**Memo**

The 2019 mileage rate is 58 cents per mile. The 2020 mileage rate is 57.5 cents per mile.

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

\*\* Items represent a Surety, Permit Escrow or Retainage payout.

**NINE MILE CREEK WATERSHED DISTRICT**  
**Fund Performance Analysis**  
**February 29, 2020**

	<u>2020 Budget</u>	<u>Month Ended 2/29/2020</u>	<u>Year to Date 2/29/2020</u>	<u>YTD % of Budget 2/29/2020</u>
<b>REVENUES</b>				
Tax Levy- Hennepin County	\$ 2,720,000.00	\$ -	\$ -	0%
Interest Income	0.00	13,594.23	16,902.86	0%
Permit Fee Income	0.00	1,550.00	1,850.00	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%
<b>TOTAL REVENUES</b>	<b><u>2,720,000.00</u></b>	<b><u>15,144.23</u></b>	<b><u>18,752.86</u></b>	<b><u>1%</u></b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
<b>Board</b>				
Advisory Committees (CAC and TAC)	8,000.00	0.00	91.85	1%
Annual Audit	14,500.00	0.00	0.00	0%
Dues/Conferences/Membership Fees	16,000.00	100.00	7,600.00	48%
Insurance	14,000.00	1,015.84	2,031.68	15%
Per Diems and Payroll tax	10,000.00	0.00	0.01	0%
Manager Expenses	3,000.00	0.00	0.00	0%
<b>Total Board</b>	<b><u>65,500.00</u></b>	<b><u>1,115.84</u></b>	<b><u>9,723.54</u></b>	<b><u>15%</u></b>
<b>Staff</b>				
Salaries and Benefits	525,000.00	33,945.09	77,292.25	15%
Employee Expenses	6,000.00	192.17	282.28	5%
Staff Training/Professional Development	12,000.00	0.00	200.00	2%
Education Assistance	6,000.00	0.00	0.00	0%
<b>Total Staff</b>	<b><u>549,000.00</u></b>	<b><u>34,137.26</u></b>	<b><u>77,774.53</u></b>	<b><u>14%</u></b>
<b>Office Costs</b>				
Office Supplies & Expenses	15,000.00	1,081.37	1,980.43	13%
Office Utilities	18,000.00	1,696.71	3,018.76	17%
Office Networking Managed Services	15,000.00	840.50	1,681.00	11%
Office Equipment Maintenance	8,000.00	0.00	0.00	0%
Office Furniture/Equipment	30,000.00	0.00	26.45	0%
Official Minutes	4,500.00	300.00	895.43	20%
Operating Expenses	29,000.00	750.29	2,742.56	9%
Discovery Point Maintenance (building and landscaping)	30,000.00	0.00	250.00	1%
<b>Total Office Costs</b>	<b><u>149,500.00</u></b>	<b><u>4,668.87</u></b>	<b><u>10,594.63</u></b>	<b><u>7%</u></b>
<b>Accounting</b>				
General/Monthly Accounting	29,000.00	3,100.00	8,750.00	30%
Payroll Processing Fees	2,000.00	145.00	290.00	15%
<b>Total Accounting</b>	<b><u>31,000.00</u></b>	<b><u>3,245.00</u></b>	<b><u>9,040.00</u></b>	<b><u>29%</u></b>
<b>Engineering Services</b>				
Engineering Administration	80,000.00	12,059.02	20,660.97	26%
<b>Total Engineering Services</b>	<b><u>80,000.00</u></b>	<b><u>12,059.02</u></b>	<b><u>20,660.97</u></b>	<b><u>26%</u></b>
<b>Legal</b>				
General Legal Advice	45,000.00	2,753.76	6,204.35	14%
Policies/Bylaws	5,000.00	47.80	47.80	1%
<b>Total Legal</b>	<b><u>50,000.00</u></b>	<b><u>2,801.56</u></b>	<b><u>6,252.15</u></b>	<b><u>13%</u></b>
<b>Other</b>				

**NINE MILE CREEK WATERSHED DISTRICT**  
**Fund Performance Analysis**  
**February 29, 2020**

	<u>2020 Budget</u>	<u>Month Ended 2/29/2020</u>	<u>Year to Date 2/29/2020</u>	<u>YTD % of Budget 2/29/2020</u>
Other Consultant	10,000.00	4,820.70	6,460.04	65%
<b>Total Engineering Services</b>	<b>10,000.00</b>	<b>4,820.70</b>	<b>6,460.04</b>	<b>65%</b>
<b>Total Administration</b>	<b>935,000.00</b>	<b>62,848.25</b>	<b>140,505.86</b>	<b>15%</b>
<b>Programs</b>				
<b>Data Collection, Assessment and Management</b>				
Lake Level Monitoring	25,000.00	2,277.73	6,521.19	26%
Groundwater Level Monitoring	6,000.00	513.98	1,541.94	26%
Streamflow Monitoring	0.00	0.00	0.00	0%
Precipitation Monitoring	5,000.00	0.00	0.00	0%
WOMP Stations	115,000.00	6,975.57	11,719.00	10%
Lake Water Quality and Biological Stream Monitoring	132,000.00	6,897.91	12,520.91	9%
Targeted Monitoring	45,000.00	1,308.88	4,634.33	10%
Regional SW Volume Reduction Study	5,000.00	0.00	270.00	5%
Modeling and Atlas 14 Flood Planning/Management	40,000.00	867.00	6,566.98	16%
TMDL & UAA Studies	5,000.00	2,362.00	14,912.98	298%
Special Studies	50,000.00	0.00	0.00	0%
Monitoring Equipment	10,000.00	0.00	0.00	0%
<b>Total Data Collection, Assessment and Management</b>	<b>438,000.00</b>	<b>21,203.07</b>	<b>58,687.33</b>	<b>13%</b>
<b>Education &amp; Outreach Program</b>				
<b>Public Involvement /Education</b>				
Public Education Workshops & Outreach	30,500.00	1,062.09	7,259.81	24%
Program Development	0.00	0.00	0.00	0%
Volunteer Programs	25,500.00	10,075.12	10,075.12	40%
Master Water Stewards Program	0.00	0.00	0.00	0%
Program & Event Sponsorships	0.00	0.00	0.00	0%
<b>Total Public Involvement /Education</b>	<b>56,000.00</b>	<b>11,137.21</b>	<b>17,334.93</b>	<b>31%</b>
<b>Communications &amp; Education Materials</b>				
Communication and Marketing Materials	25,000.00	1,015.16	1,237.01	5%
Brochures & Educational Materials	0.00	0.00	0.00	0%
Educational Signage and Exhibits	0.00	0.00	0.00	0%
Marketing and Event Promotion	0.00	0.00	0.00	0%
Promotional Items	0.00	0.00	0.00	0%
Website & Web-Based Programs	25,000.00	319.00	684.00	3%
<b>Total Communications &amp; Education Materials</b>	<b>50,000.00</b>	<b>1,334.16</b>	<b>1,921.01</b>	<b>4%</b>
<b>Total Education &amp; Outreach Program</b>	<b>106,000.00</b>	<b>12,471.37</b>	<b>19,255.94</b>	<b>18%</b>
<b>Grant Program &amp; Grant Match</b>				
Cost Share Grant Program	200,000.00	0.00	10,123.33	5%
Planning Grants	0.00	0.00	0.00	0%
Grant Match Activities	0.00	0.00	0.00	0%
Research Collaborative Grant Funding	25,000.00	0.00	0.00	0%
<b>Total Grant Program &amp; Grant Match</b>	<b>225,000.00</b>	<b>0.00</b>	<b>10,123.33</b>	<b>4%</b>
<b>Regulatory Controls and Permitting</b>				
Permit Application Review/Tracking	100,000.00	15,561.22	29,767.17	30%
Inspections	10,000.00	0.00	0.00	0%
Wetland Conservation Act	35,000.00	1,177.10	3,026.60	9%
Rules	10,000.00	0.00	1,088.24	11%
<b>Total Regulatory Controls and Permitting</b>	<b>155,000.00</b>	<b>16,738.32</b>	<b>33,882.01</b>	<b>22%</b>
<b>Technical Assistance</b>				

**NINE MILE CREEK WATERSHED DISTRICT**  
**Fund Performance Analysis**  
**February 29, 2020**

	<u>2020 Budget</u>	<u>Month Ended 2/29/2020</u>	<u>Year to Date 2/29/2020</u>	<u>YTD % of Budget 2/29/2020</u>
Residents	5,000.00	0.00	0.00	0%
Cities	5,000.00	0.00	0.00	0%
Professional Project and Plan Review	10,000.00	0.00	49.50	0%
<b>Total Technical Assistance</b>	<b>20,000.00</b>	<b>0.00</b>	<b>49.50</b>	<b>0%</b>
<b>Water Management Plan</b>				
Amendments	0.00	0.00	1,472.00	0%
Update	0.00	0.00	0.00	0%
Water Management Plan Workplan Implementation	30,000.00	2,698.27	3,856.77	13%
Watershed Mngt Plan- Legal	0.00	0.00	0.00	0%
<b>Total Water Management Plan</b>	<b>30,000.00</b>	<b>2,698.27</b>	<b>5,328.77</b>	<b>18%</b>
<b>Total Programs</b>	<b>974,000.00</b>	<b>53,111.03</b>	<b>127,326.88</b>	<b>13%</b>
<b>Capital Projects</b>				
Edina Streambank	0.00	6,099.92	16,669.22	0%
Normandale Lake	150,000.00	12,909.61	13,904.61	9%
Lake Cornelia	830,000.00	4,948.00	11,649.00	1%
Lake Edina	500,000.00	0.00	0.00	0%
Project Repair/Maintenance	100,000.00	822.75	3,075.98	3%
Discovery Point Landscape Restoration	10,000.00	160.00	240.00	2%
Discovery Point Construction/Renovations	0.00	0.00	0.00	0%
Regional Flood Study Projects	500,000.00	0.00	0.00	0%
Southeast Anderson Lake	200,000.00	0.00	0.00	0%
<b>Total Capital Project</b>	<b>2,290,000.00</b>	<b>24,940.28</b>	<b>45,538.81</b>	<b>2%</b>
<b>Stormwater Facilities Projects</b>				
Stormwater Facilities Fund Projects	210,000.00	0.00	0.00	0%
Non-Profit Planning Grant Stormwater BMP Project	300,000.00	3,476.87	12,461.85	4%
<b>Total Stormwater Facilities Projects</b>	<b>510,000.00</b>	<b>3,476.87</b>	<b>12,461.85</b>	<b>2%</b>
<b>TOTAL EXPENDITURES</b>	<b>4,709,000.00</b>	<b>144,376.43</b>	<b>325,833.40</b>	<b>7%</b>
<b>Net Income</b>				
Total Revenue	2,720,000.00	15,144.23	18,752.86	1%
Less Total Expenditures	4,709,000.00	144,376.43	325,833.40	7%
<b>TOTAL NET PROFIT/LOSS</b>	<b>\$ (1,989,000.00)</b>	<b>\$ (129,232.20)</b>	<b>\$ (307,080.54)</b>	<b>15%</b>

**NINE MILE CREEK WATERSHED DISTRICT**  
**Balance Sheet**  
**February 29, 2020**

**ASSETS**

**Current Assets**

Checking	\$ 418,018.32
Investments	8,337,000.00
Investment Adjustment FMV	(539.31)
Standing Cash in Investment Account	628,454.00
Accrued Investment Interest	11,755.92

<b>Total Current Assets</b>	<b>9,394,688.93</b>
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**Other Assets**

Prepaid Expense	7,911.50
Accounts Receivable	8,339.00
County Tax Receivable	166,479.31

<b>Total Other Assets</b>	<b>182,729.81</b>
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<b>Total Assets</b>	<b>9,577,418.74</b>
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**LIABILITIES AND NET ASSETS**

**Liabilities**

**Current Liabilities**

Accounts Payable	114,263.42
Payroll Withholding	-
Accrued Payroll	-
Retainages Payable	15,026.99

<b>Total Current Liabilities</b>	<b>129,290.41</b>
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**Long-Term Liabilities**

WCA Escrow	12,400.00
Permit Escrow	752,500.00
Sureties Payable	12,130.00
Delinquent Taxes	166,479.31
Unearned Revenue	-

<b>Total Long-Term Liabilities</b>	<b>943,509.31</b>
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<b>Total Liabilities</b>	<b>1,072,799.72</b>
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**Net Assets**

Fund Reserves	8,811,699.56
Net Profit/Loss	(307,080.54)

<b>Total Net Assets</b>	<b>8,504,619.02</b>
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<b>Total Liabilities and Net Assets</b>	<b>\$ 9,577,418.74</b>
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**NINE MILE CREEK WATERSHED DISTRICT**  
**Capital Projects Performance Analysis**  
**February 29, 2020**

	<u>Total Project Budget</u>	<u>2020 Budget</u>	<u>Month Ended 2/29/2020</u>	<u>Year to Date 2/29/2020</u>	<u>Lifetime Project Costs</u>
<b>Capital Projects</b>					
Edina Streambank	\$ 3,650,000.00	\$ -	\$ 6,099.92	\$ 16,669.22	\$ 2,280,180.48
Normandale Lake	917,000.00	150,000.00	12,909.61	13,904.61	1,013,572.70
Lake Cornelia	1,000,000.00	830,000.00	4,948.00	11,649.00	66,930.30
Lake Edina	500,000.00	500,000.00	0.00	0.00	0.00
Project Repair/Maintenance	350,000.00	100,000.00	822.75	3,075.98	167,584.78
Discovery Point Landscape Restoration	90,000.00	10,000.00	160.00	240.00	240.00
Regional Flood Study Projects	500,000.00	500,000.00	0.00	0.00	0.00
Southeast Anderson Lake	200,000.00	200,000.00	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	300,000.00	300,000.00	3,476.87	12,461.85	44,666.82
<b>Total Capital Project Costs</b>	<b><u>\$ 7,717,000.00</u></b>	<b><u>\$ 2,800,000.00</u></b>	<b><u>\$ 28,417.15</u></b>	<b><u>\$ 58,000.66</u></b>	<b><u>\$ 3,573,175.08</u></b>

**NINE MILE CREEK WATERSHED DISTRICT**  
**Levy History**  
**February 29, 2020**

<b>Historical Levies</b>	
2019 levy	\$ 2,674,684
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  
February 29, 2020

Date	Name	Memo	Account	Amount	Receipt?
2/3/2020	MENARDS	MENARDS EDEN PRAIRIE MN EDEN PRAIRIE MN	5301 - Office Supplies & Expenses	23.62	y
2/24/2020	Amazon	AMZN Mktp US*VR9Q00AM3 Amzn.com/billWA	5301 - Office Supplies & Expenses	15.04	y
			<b>5301 - Office Supplies &amp; Expenses Total</b>	38.66	
2/13/2020	KOWALSKI	KOWALSKI COMPANIES 651-698-4752 MN	6211 - Public Educ Workshops/Outreach	362.09	y
			<b>6211 - Public Educ Workshops/Outreach Total</b>	362.09	
2/3/2020	MINNESOTA TROP	MINNESOTA TROPHIES GIFT952-9331596 MN	6213 - Volunteer Monitoring	75.12	y
			<b>6213 - Volunteer Monitoring Total</b>	75.12	
2/20/2020	4Imprint	4IMPRINT 877-4467746 WI	6231 - Communication and Marketing Mat	361.18	y
2/21/2020	4Imprint	4IMPRINT 877-4467746 WI	6231 - Communication and Marketing Mat	361.18	y
2/21/2020	CANVA	CANVA* 02607-17129874 HTTPSCANVA.CODE	6231 - Communication and Marketing Mat	238.80	y
2/21/2020	STAPLES	STAPLES DIRECT 800-3333330 MA	6231 - Communication and Marketing Mat	8.85	y
2/27/2020	STAPLES	STAPLES DIRECT 800-3333330 MA	6231 - Communication and Marketing Mat	45.15	y
			<b>6231 - Communication and Marketing Mat Total</b>	1,015.16	
			<b>Grand Total</b>	1,491.03	

NINE MILE CREEK WATERSHED DISTRICT  
Wells Fargo Visa #4274 Activity  
February 29, 2020

Date	Name	Memo	Account	Amount	Receipt?
2/24/2020	MN Assoc of Watershed Districts	MINNESOTA ASSOC OF WAT 999-9999999 MN	5103 · Dues/Conferences/Membership Fee	100.00	y
			<b>5103 · Dues/Conferences/Membership Fee Total</b>	100.00	
2/4/2020	DROPBOX	DROPBOX*KCY5C3ZC3V8Z DROPBOX.COM CA	5301 · Office Supplies & Expenses	600.00	y
2/6/2020	Panera	PANERA BREAD #608024 EDEN PRAIRIE MN	5301 · Office Supplies & Expenses	150.08	y
2/14/2020	Home Depot	THE HOME DEPOT #2812 EDEN PRAIRIE MN	5301 · Office Supplies & Expenses	24.01	y
			<b>5301 · Office Supplies &amp; Expenses Total</b>	774.09	
			<b>Grand Total</b>	874.09	



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 February 29, 2020, 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.

*Cavanaugh & Company, PLLC*

Cavanaugh & Company, PLLC  
Certified Public Accountants

March 13, 2020  
Minneapolis, MN