



May 3, 2024

Terry Jeffery
District Administrator
Riley Purgatory Bluff Creek Watershed District
18681 Lake Drive E.
Chanhassen, Minnesota 55317

Dear Terry:

Enclosed please find the checks and Treasurer's Report for Riley Purgatory Bluff Creek Watershed District for the one month and four months ending April 30, 2024.

Please examine these statements and if you have any questions or need additional copies, please call me.

Sincerely,

REDPATH AND COMPANY, LLC.

A handwritten signature in black ink, appearing to read "Mark Gibbs", is written over the typed name.

Mark C. Gibbs, CPA
Enclosure

RILEY PURGTORY BLUFF CREEK WATERSHED DISTRICT
VISA ACTIVITY
APRIL 30, 2024

| DATE | PURCHASED FROM | AMOUNT | DESCRIPTION | ACCOUNT # | RECEIPT |
|----------|---------------------------|-------------------|--|------------|---------|
| 03/20/24 | Canva | 119.99 | Design subscription | 10-00-4203 | Y |
| 03/20/24 | Office Max | 86.87 | paper for office | 10-00-4200 | Y |
| 03/20/24 | Office Max | 67.18 | paper for office | 10-00-4200 | Y |
| 03/21/24 | Dropbox | 128.85 | annual software subscription | 10-00-4203 | Y |
| 03/22/24 | Verizon | 565.30 | monthly telecommunications | 10-00-4240 | Y |
| 03/22/24 | Holiday | 39.76 | vehicle fuel | 10-01-4322 | Y |
| 03/22/24 | Costco | 249.26 | Lake Association summit catering | 10-00-4345 | Y |
| 03/25/24 | Foreign transaction fee | 0.29 | software subscription- foreign transaction fee | 10-00-4203 | N/A |
| 03/25/24 | Doodle | 14.95 | software subscription | 10-00-4203 | Y |
| 03/25/24 | Amazon | 106.85 | office supplies- mailing labels | 10-00-4200 | Y |
| 03/25/24 | Adobe | 21.66 | Monthly software subscription | 10-00-4203 | Y |
| 03/26/24 | Adobe | 21.66 | Monthly software subscription | 10-00-4203 | Y |
| 03/26/24 | Waste Management | 203.93 | monthly trash, recycling, organic pickup | 10-00-4220 | Y |
| 03/27/24 | Quad Lock USA | 178.52 | accessories for staff cell phone | 10-00-4200 | Y |
| 03/28/24 | LinkedIn | 110.56 | intern posting promotion | 10-00-4275 | Y |
| 03/29/24 | Speedway | 77.76 | vehicle fuel | 10-01-4322 | Y |
| 04/01/24 | Amazon | 33.94 | Office supplies- sheet protectors | 10-00-4200 | Y |
| 04/03/24 | Quad Lock USA | 60.84 | staff phone case | 10-00-4200 | Y |
| 04/05/24 | Lunds and Byerlys | 45.98 | catering for admin meeting | 10-00-4345 | Y |
| 04/09/24 | Amazon | 335.93 | field supplies- waders | 10-00-4201 | Y |
| 04/11/24 | Microsoft | 10.00 | Monthly software subscription | 10-00-4203 | Y |
| 04/11/24 | Target | 21.66 | office supplies- soap dispenser and charger | 10-00-4200 | Y |
| 04/11/24 | Microsoft | 162.80 | Monthly software subscription | 10-00-4203 | Y |
| 04/11/24 | Microsoft | 42.00 | Monthly software subscription | 10-00-4203 | Y |
| 04/11/24 | Microsoft | 51.84 | Monthly software subscription | 10-00-4203 | Y |
| 04/12/24 | Dell | 32.54 | computer supplies for office | 10-00-4200 | Y |
| 04/12/24 | Training Llc Httpswww.tra | 149.00 | administrator HR webinar | 10-00-4265 | Y |
| 04/15/24 | Amazon | 42.58 | portable charger | 10-00-4200 | Y |
| 04/16/24 | Holiday | 78.50 | vehicle fuel | 10-01-4322 | Y |
| 04/18/24 | Dell | 520.91 | laptop purchase for new interns | 10-00-4200 | Y |
| 04/18/24 | Dell | 520.91 | laptop purchase for new interns | 10-00-4200 | Y |
| 04/22/24 | Speedway | 36.82 | vehicle fuel | 10-01-4322 | Y |
| 04/22/24 | Republic Services | 375.91 | final charges for trash with Republic | 10-00-4220 | Y |
| 04/22/24 | Dan's Southside Marine | 64.93 | vehicle oil | 10-01-4322 | Y |
| 04/22/24 | Verizon | 665.29 | monthly telecommunications | 10-00-4240 | Y |
| | | \$5,245.77 | General Administration Total | | |
| 03/20/24 | City of Eden Prairie | 220.00 | park rental for E&O event | 20-08-4345 | Y |
| 03/20/24 | Menards | 29.86 | DC supplies- lumber | 20-05-4201 | Y |
| 03/26/24 | Michaels | 11.37 | construction paper | 20-08-4201 | Y |
| 03/26/24 | Michaels | 11.37 | construction paper | 20-08-4201 | Y |
| 03/28/24 | In-Situ | 90.00 | DC-lake level sensor eval | 20-05-4650 | Y |
| 04/01/24 | U of M Store | 133.59 | E&O educational tool | 20-08-4275 | Y |
| 04/01/24 | Amazon | 149.00 | E&O materials for school visit | 20-08-4635 | Y |
| 04/01/24 | YSI | 335.13 | DC- pH sensor replacement for Sonde | 20-05-4635 | Y |
| 04/05/24 | Menards | 23.59 | E&O supplies- spray paint | 20-08-4200 | Y |
| 04/05/24 | Office Max | 15.60 | foam board | 20-08-4200 | Y |
| 04/08/24 | Verizon | 7.02 | DC- monthly telecommunications | 20-05-4240 | Y |
| 04/10/24 | Frattalones | 7.59 | E&O supplies- tent stakes | 20-08-4200 | Y |
| 04/10/24 | Michaels | 13.01 | E&O supplies- spray paint | 20-08-4200 | Y |
| 04/11/24 | The Home Depot | 138.12 | E&O Event- Prize | 20-08-4345 | Y |
| 04/15/24 | Stomp Stickers | 162.58 | promotional coasters for trivia night | 20-08-4275 | Y |
| 04/15/24 | Facebook | 9.81 | E&O event promotion | 20-08-4275 | Y |
| 04/15/24 | Facebook | 22.33 | E&O event promotion | 20-08-4275 | Y |
| 04/17/24 | Wooden Hill Brewing Co. | 414.45 | E&O event room reservation | 20-08-4345 | Y |
| 04/17/24 | Totally Promotional | 484.92 | E&O event prizes | 20-08-4345 | Y |
| 04/17/24 | In Situ | 33.00 | DC- lake level sensor wireless plan | 20-05-4240 | Y |
| 04/18/24 | FedEx Office | 230.69 | printing | 20-05-4208 | Y |
| 04/22/24 | 4imprint | 1,402.65 | tote bags for E&O giveaways | 20-08-4275 | Y |
| 04/22/24 | Gemplers | 42.41 | QR code sign holders for E&O | 20-08-4635 | Y |
| | | \$3,988.09 | District-Wide Total | | |
| | | \$9,233.86 | GRAND TOTAL | | |

Riley Purgatory Bluff Creek Watershed District

Interim Financial Statements

April 30, 2024



4810 White Bear Parkway White Bear Lake, MN 55110 651.426.7000 www.redpathcpas.com

Redpath and Company is an independent member of HLB International, a world-wide organization of professional accounting firms.

Riley Purgatory Bluff Creek Watershed District
Balance Sheet
As of April 30, 2024

ASSETS

Current Assets

| | |
|-----------------------------|-----------------|
| 4M Fund | \$ 7,858,769.05 |
| Due From Other Govt. | 247,047.00 |
| Taxes Receivable-Delinquent | 17,921.54 |
| Pre-Paid Expense | 47,138.23 |
| Security Deposits | <u>7,244.00</u> |

Total Current Assets: 8,178,119.82

LIABILITIES AND CAPITAL

Current Liabilities

| | |
|----------------------------|------------------|
| Accounts Payable | \$ 125,139.17 |
| Retainage Payable | 12,813.73 |
| Salaries Payable | 21,748.19 |
| Permits & Sureties Payable | 719,429.68 |
| Deferred Revenue | <u>17,921.44</u> |

Total Current Liabilities: 897,052.21

Capital

| | |
|----------------------|---------------------|
| Fund Balance-General | 5,513,557.62 |
| Fund Balance-Default | 2,372,575.27 |
| Net Income | <u>(605,065.28)</u> |

Total Capital 7,281,067.61

Total Liabilities & Capital: \$ 8,178,119.82

**Riley Purgatory Watershed District
Treasurer's Report/Check Register for the Period of 4/1/24 to 4/30/24
To Be Approved at the May 8, 2024 Board Meeting**

INCOME

| Source | Check # | Dep. Date | Amount | Description |
|--------------------------------------|----------|-----------|--------------------|-------------------------------|
| Chase D Hull | 101 | 04/17/24 | \$200.00 | Permit Fee 2024-021 |
| Olympic Hills Golf Club | 65570 | 04/17/24 | 3,000.00 | Permit Fee 2024-021 |
| Merjent Inc | 18854 | 04/17/24 | 1,000.00 | Permit Fee |
| Pulte | 50944280 | 04/17/24 | 1,756.00 | Permit Fee 2023-056 Replenish |
| CSM Financial LLC | 834615 | 04/17/24 | 236.56 | overpayment |
| Pat Henry's Prestige Pools | 20171 | 04/17/24 | 200.00 | Permit Fee 2024-019 |
| Pat Henry's Prestige Pools | 20170 | 04/26/24 | 425.25 | Cash Escrow 2024-019 |
| Christian Brothers Automotive Corp | 32888 | 04/26/24 | 200.00 | Cash Escrow 2020-060 |
| Theodore & Heather Van Blyenburgh | 1259 | 04/26/24 | 3,025.00 | Cash Escrow 2023-075 |
| Eventbrite | 1324952 | 04/26/24 | 135.48 | Events Partnership |
| 4M Fund | -- | 04/30/24 | 35,151.00 | April Interest Estimate |
| Total Income for April, 2024: | | | \$45,329.29 | |

EXPENSES

| Payee | Check # | Pay Date | Amount | Description |
|--------------------------------------|---------|----------|---------------------|--|
| Judy Tauer | 6660 | 04/08/24 | \$5,000.00 | Escrow Release 2023-054 *Issued 4/8 |
| Barr Engineering | 6661 | 05/08/24 | 54,795.46 | Engineering |
| CenterPoint Energy | 6662 | 05/08/24 | 707.98 | Office Utilities |
| Coverall of the Twin Cities, Inc. | 6663 | 05/08/24 | 320.15 | Office Building Maintenance |
| Jill Crafton | 6664 | 05/08/24 | 788.46 | Per Diem |
| Amy Herbert | 6665 | 05/08/24 | 1,264.00 | Recording Services |
| William F. James | 6666 | 05/08/24 | 400.00 | Professional Services |
| Larry Koch | 6667 | 05/08/24 | 577.19 | Per Diem |
| Metro Sales, Inc. | 6668 | 05/08/24 | 302.88 | Printing |
| Nicola Dell5 LP | 6669 | 05/08/24 | 8,613.84 | Rent |
| One Ten Ten Homes, LLC. | 6670 | 05/08/24 | 7,446.57 | Escrow Release 2023-062 |
| Principal Life Insurance Company | 6671 | 05/08/24 | 528.26 | Benefits |
| Pro Tech | 6672 | 05/08/24 | 238.76 | Office Building Maintenance |
| Rain Brothers, LLC. | 6673 | 05/08/24 | 1,016.75 | Events |
| Redpath & Company, LLC. | 6674 | 05/08/24 | 2,195.00 | Accounting |
| RMB Environmental Laboratories, Inc. | 6675 | 05/08/24 | 193.00 | Lab Services |
| Smith Partners | 6676 | 05/08/24 | 30,096.27 | Legal Expenses |
| Judy Tauer | 6677 | 05/08/24 | 4,127.50 | Escrow Release 2023-054 |
| United Health Group | 6678 | 05/08/24 | 2,946.29 | Deposit Refund 2021-018 |
| Upstream Technologies | 6679 | 05/08/24 | 7,500.00 | Computer Software |
| David Ziegler | 6680 | 05/08/24 | 1,080.81 | Per Diem |
| Total Checks for Approval: | | | \$130,139.17 | |

Electronic Payments:

| | | | |
|----------------------------|-----|----------|-----------|
| April Wages/Taxes/Benefits | EFT | 04/30/24 | 62,876.28 |
| Ameritas Life Insurance | EFT | 04/05/24 | 98.80 |
| Xcel | EFT | 04/10/24 | 166.47 |
| Xcel | EFT | 04/10/24 | 1,011.11 |
| April Credit Card | EFT | 04/24/24 | 4,440.97 |

Total Expenses for April, 2024: \$198,732.80

| Cash Balances from Ledger for the Month of April | 4/1/2024 Balance | Income | Payments | 4/30/2024 General Ledger Balance |
|--|------------------|-------------|--------------|----------------------------------|
| 4M Fund-General Checking | \$8,027,444.29 | \$45,329.29 | \$213,661.15 | \$7,859,112.43 |

Riley Purgatory Watershed District 2024 Budget Status Report Through 4/30/24

| Revenues | | 2024 Budget | Current Month Revenues | Year-to-Date Revenues | Remaining 2024 Balances | Percent of Budget |
|----------|--------------------------|-----------------------|------------------------|-----------------------|-------------------------|-------------------|
| | Plan Implementation Levy | \$4,047,281.00 | - | \$17,068.46 | \$4,030,212.54 | 0.42% |
| | Permit | 114,000.00 | 3,088.14 | 22,946.85 | 91,053.15 | 20.13% |
| | Grant Income | 209,000.00 | - | - | 209,000.00 | 0.00% |
| | Investment Income | 200,000.00 | 35,151.00 | 144,674.44 | 55,325.56 | 72.34% |
| | Miscellaneous Income | - | - | - | 0.00 | 0.00% |
| | Reimbursements | - | 236.56 | 670.56 | (670.56) | 0.00% |
| | Past Levies | 4,400,000.00 | - | - | 4,400,000.00 | 0.00% |
| | Partner Funds | 666,000.00 | - | 10,356.80 | 655,643.20 | 1.56% |
| | Total Revenue | \$9,636,281.00 | \$38,475.70 | \$195,717.11 | \$9,440,563.89 | 2.03% |

| Expenditures | | 2024 Budget | Current Month Expenditures | Year-to-Date Expenditures | Remaining 2024 Balances | Percent Expended |
|--------------|--------------------------------------|-----------------------|----------------------------|---------------------------|-------------------------|------------------|
| 10 | Administrative | | | | | |
| 00-40 | Board Administration | \$34,763.00 | \$2,875.00 | \$14,782.40 | \$19,980.60 | 42.52% |
| 00-41 | Employees/Staff | 966,980.00 | 63,065.28 | 291,668.19 | 675,311.81 | 30.16% |
| 00-42 | General Office Expenses | 187,003.00 | 13,910.41 | 58,861.44 | 128,141.56 | 31.48% |
| 00-42 | Dues/Insurance | 47,380.00 | - | 12,993.00 | 34,387.00 | 27.42% |
| 00-43 | Professional Services | 670,927.00 | 42,937.99 | 181,110.70 | 489,816.30 | 26.99% |
| 00-48 | Advisory Committee | 5,150.00 | - | - | 5,150.00 | 0.00% |
| 01-43 | Fleet Management | 11,371.00 | 196.02 | 423.80 | 10,947.20 | 3.73% |
| | Total Administrative Expenses | \$1,923,574.00 | \$122,984.70 | \$559,839.53 | \$1,363,734.47 | 29.10% |
| 20 | District Wide | | | | | |
| 20-01 | 10-Year Management Plan | \$95,000.00 | 12,532.75 | 47,090.62 | \$47,909.38 | 49.57% |
| 20-02 | AIS Inspection and Early Response | 68,000.00 | 0.00 | 0.00 | 68,000.00 | 0.00% |
| 20-03 | Cost Share/Stewardship Grant | 205,000.00 | 27.90 | 10,678.90 | 194,321.10 | 5.21% |
| 20-05 | Data Collection and Monitoring | 170,250.00 | 6,977.27 | 30,542.02 | 139,707.98 | 17.94% |
| 20-06 | District Groundwater Assessment | - | 324.50 | 324.50 | 0.00 | 0.00% |
| 20-07 | Community Resiliency | 200,000.00 | - | - | 200,000.00 | 0.00% |
| 20-08 | Education and Outreach | 115,500.00 | 1,847.24 | 6,970.38 | 108,529.62 | 6.03% |
| 20-09 | Plant Restoration - U of M | - | - | 27,424.27 | (27,424.27) | |
| 20-10 | Repair and Maintenance Fund | 100,000.00 | - | - | 100,000.00 | 0.00% |
| 20-13 | Wetland Management | 25,000.00 | 8,259.50 | 9,684.45 | 15,315.55 | 38.74% |
| 20-14 | Groundwater Conservation | 5,000.00 | - | - | 5,000.00 | 0.00% |
| 20-15 | Lake Vegetation Implementation | 142,200.00 | - | - | 142,200.00 | 0.00% |
| 20-16 | Opportunity Project | 420,000.00 | - | - | 420,000.00 | 0.00% |
| 20-18 | Stormwater Ponds - U of M | - | - | - | 0.00 | 0.00% |
| 20-xx | UAA Updates | 60,000.00 | - | - | 60,000.00 | 0.00% |
| | Total District Wide Expenses | \$1,605,950.00 | \$29,969.16 | \$132,715.14 | \$1,473,559.36 | 8.26% |
| 30-90 | Projects | | | | | |
| 30 | Bluff Creek | \$641,428.00 | 8,898.87 | \$37,041.27 | \$604,386.73 | 5.77% |
| 40 | Riley Creek | 1,379,000.00 | 16,456.78 | 61,856.95 | 1,317,143.05 | 4.49% |
| 50 | Purgatory Creek | 1,004,700.00 | 862.50 | 9,329.50 | 995,370.50 | 0.93% |
| 90 | Reserve | 325,000.00 | - | - | 325,000.00 | 0.00% |
| | Total Projects Expenses | \$3,350,128.00 | 26,218.15 | \$108,227.72 | \$3,241,900.28 | 3.23% |
| | Total Expenditures | \$6,879,652.00 | \$179,172.01 | \$800,782.39 | \$6,079,194.11 | 11.64% |

| Revenues Over/(Under) Expenses | | 2024 Budget | Current Month | Year-to-Date | Budget |
|--------------------------------|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Total Revenue | \$9,636,281.00 | \$38,475.70 | \$195,717.11 | \$9,440,563.89 |
| | Total Expenditures | 6,879,652.00 | 179,172.01 | 800,782.39 | 6,078,869.61 |
| | Revenues Over/(Under) Expenses | \$2,756,629.00 | (\$140,696.31) | (\$605,065.28) | \$3,361,694.28 |

No Assurance Is Provided On These Financial Statements
Substantially all disclosures required by generally accepted accounting principles are not included.