

December 29, 2022

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 eleven months ending November 30, 2022.

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

Sincerely,

REDPATH AND COMPANY, LTD.

Mark C. Gibbs, CPA

Enclosure



To The Board of Managers Riley Purgatory Bluff Creek Watershed District Chanhassen, Minnesota

#### Accountant's Opinion

The Riley Purgatory Bluff Creek Watershed District is responsible for the accompanying November 30, 2022 Treasurer's Report in the prescribed form. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review promulgated by the Accounting and Review Services Committee of AICPA. We did not audit or review the Treasurer's Report nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by the Riley Purgatory Bluff Creek Watershed District. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the Treasurer's Report.

### **Reporting Process**

The Treasurer's Report is presented in a prescribed form mandated by the Board of Managers and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America. The reason the Board of Managers mandates a prescribed form instead of GAAP (Generally Accepted Accounting Principles) is this format gives the Board of Managers the financial information they need to make informed decisions as to the finances of the watershed.

GAAP basis reports would require certain reporting formats, adjustments to accrual basis and supplementary schedules to give the Board of Managers information they need, making GAAP reporting on a monthly basis extremely cost prohibitive. An independent auditing firm is retained each year to perform a full audit and issue an audited GAAP basis report. This annual report is submitted to the Minnesota State Auditor, as required by Statute, and to the Board of Water and Soil Resources.

The Treasurer's Report is presented on a modified accrual basis of accounting. Expenditures are accounted for when incurred. For example, payments listed on the Cash Disbursements report are included as expenses in the Treasurer's Report even though the actual payment is made subsequently. Revenues are accounted for on a cash basis and only reflected in the month received.

REDPATH AND COMPANY, LTD.

RESPECT OF LAND COMPANY, LTD.

St. Paul, Minnesota December 29, 2022

## RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT

# **Treasurers Report**

# **November 30, 2022**

### REPORT INDEX

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# RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT Cash Disbursements November 30, 2022

## **Accounts Payable:**

Check #	Payee	Amount
6215	Tracy Albinson	\$3,712.88
6216	Barr Engineering	48,488.86
6217	Black Cherry Development, LLC	2,491.85
6218	Bolton and Menk	1,500.00
6219	CenterPoint Energy	230.07
6220	CenturyLink	294.82
6221	City of Chanhassen	15,057.83
6222	City of Eden Prairie	20,000.00
6223	Coverall of the Twin Cities	316.76
6224	Custom Pools, Inc.	893.80
6225	Custom Pools, Inc.	624.85
6226	Custom Pools, Inc.	1,118.25
6227	Custom Pools, Inc.	924.20
6228	Tom Duevel	1,593.81
6229	Judi Dutcher	618.75
6230	Freshwater Scientific Services	5,500.00
6231	HealthPartners	5,953.49
6232	Amy Herbert	1,095.00
6233	Aubrey Hunstad	1,910.76
6234	Innovative Building & Design, Inc.	146.95
6235	Iron Mountain	199.95
6236	MN Association of Watershed Districts	12,500.00
6237	Metro Sales, Inc.	254.72
6238	Metro Watershed Partners	3,000.00
6239	Meyer Contracting, Inc.	492.00
6240	Nicola Dell5 LP	8,008.07
6241V	VOID	-
6242	Principal Life Insurance Company	388.50
6243	ProTech	236.57
6244	Redpath & Company, Ltd.	1,949.27
6245	Republic Services #894	128.92
6246	RMB Environmental Laboratories, Inc.	1,469.86
6247	Safeguard Business Systems	219.50
6248	Smith Partners	6,219.83
6249V	VOID-Printer Jam	-
6250	Snow Removal Group, Inc.	19,596.67
6251	Tai Ullmann	500.00
6252	Xcel Energy	465.24
6253	SnowPros	12,407.25
	<b>Total Accounts Payable:</b>	\$180,509.28

# RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT Cash Disbursements November 30, 2022

### **Accounts Payable:**

Check #	Payee	Amount
Payroll Disbursements:		
·	Employee Salaries	39,195.83
	PERA Match	3,005.91
	Employer Payroll Taxes	3,161.10
	Employer Benefits (H.S.A. Match/Life Ins.)	1,480.80
	Employee Benefit Deductions	(516.04)
	Staff Expense Reimbursements	853.16
	Payroll Processing Fee	200.80
	Total Payroll Disbursements:	\$47,381.56
	Surety Release - Check #6224-Custom Pools	(893.80)
	Surety Release - Check #6225-Custom Pools	(624.85)
	Surety Release - Check #6226-Custom Pools	(1,118.25)
	Surety Release - Check #6227-Custom Pools	(924.20)
	Surety Release - Check #6229-Judi Dutcher	(618.75)
	Permit Fee Refund-Check #6217-Black Cherry Dev.	(2,491.85)
	Permit Fee Refund-Check #6234-Innovative Building	(146.95)
	2023 Expenses:	(26,461.56) *
	4M Banking Fees	126.74
	VISA - No Payment in November	
TOTAL DISBURSEMEN	TS:	\$194,737.37

### Memos

Effective 7/1/22 the mileage rate is .625 per mile (previously .585) The 2021 rate was .56

VISA will be paid on-line.

#### RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT Fund Performance Analysis - Table 1 November 30, 2022

	2022 Budget	Fund Transfers	2022 Budget	Current Month	Year-to-Date	Year-to Date Percent of Budget
REVENUES						
Plan Implementation Levy	\$3,640,581.00	-	\$3,640,581.00	-	1,892,585.30	51.99%
Market Value Credit	-	-	-	-	32.52	
Permit Fees	25,000.00	-	25,000.00	561.20	100,956.05	403.82%
Grant Income	71,933.00	-	71,933.00	-	12,875.00	17.90%
Investment Income	30,000.00	-	30,000.00	10,919.07	43,569.95	145.23%
Miscellaneous Income	-	-	-	707.25	728.78	
Past Levies	3,355,058.00	-	3,355,058.00	-	-	0.00%
Partner Funds	272,000.00	-	272,000.00	<u> </u>	-	0.00%
TOTAL REVENUE	\$7,394,572.00	-	\$7,394,572.00	\$12,187.52	2,050,747.60	27.73%
EXPENDITURES						
Administration	*		4			
Audit	\$15,000.00	-	\$15,000.00	-	14,818.75	98.79%
Accounting (and Audit)	\$45,000.00		45,000.00	2,363.37	32,741.49	72.76%
Advisory Committees	5,000.00	-	5,000.00	-	26,000,22	0.00%
Insurance and Bonds	21,000.00	-	21,000.00	-	26,009.33	123.85%
Engineering Services	132,000.00	-	132,000.00	5,384.00	125,524.20	95.09%
Legal Services	108,000.00	-	108,000.00	4,203.38	117,302.81	108.61%
Manager Per Diem/Expense	30,000.00	-	30,000.00	1,775.00	31,327.05	104.42%
Dues and Publications	16,000.00	-	16,000.00	-	9,159.66	57.25%
Office Cost	191,000.00	-	191,000.00	2,253.79	142,451.00	74.58%
Permit Review and Inspection	160,000.00	-	160,000.00	14,352.69	186,620.57	116.64%
Permit and Grant Database	30,000.00	-	30,000.00	-	6,000.00	20.00%
Professional Services	17,400.00	-	17,400.00	-	55,058.14	316.43%
Recording Services	15,500.00	-	15,500.00	1,095.00	15,495.00	99.97%
Staff Cost	789,681.00	<u>-</u>	789,681.00	31,399.45	411,274.70	52.08% <b>74.50</b> %
Subtotal  Programs and Projects	\$1,575,581.00	-	\$1,575,581.00	\$62,826.68	\$1,173,782.70	74.50%
District Wide						
10-year Management Plan	\$80,000.00	-	\$80,000.00	\$518.36	\$14,889.16	18.61%
AIS Inspection and early response	68,000.00	-	68,000.00	5,500.00	15,569.26	22.90%
Cost-Share/Stewardship Grant	260,000.00	-	260,000.00	13,513.59	192,041.43	73.86%
Data Collection and Monitoring	213,000.00	-	213,000.00	10,935.57	170,296.48	79.95%
Community Resiliency	130,000.00	-	130,000.00	5,815.50	94,193.00	72.46%
Education and Outreach	100,000.00	-	100,000.00	8,914.92	88,663.51	88.66%
Plant Restoration - U of M	50,000.00	-	50,000.00	-	6,654.13	13.31%
Repair and Maintenance Fund *	100,000.00	-	100,000.00	-	4,170.50	4.17%
Wetland Management*	157,000.00	-	157,000.00	-	1,669.00	1.06%
Groundwater Conservation*	220,000.00	-	220,000.00	15,057.83	40,830.39	18.56%
Lake Vegetation Implementation	76,000.00	-	76,000.00	-	76,737.25	100.97%
Opportunity Project*	250,000.00	-	250,000.00	-	-	0.00%
Stormwater Ponds - U of M	20,000.00	-	20,000.00	-	15,170.00	75.85%
Hennepin County Chloride Initiative	90,000.00	-	90,000.00	-	93,555.94	103.95%
Lower Minnesota Chloride Cost-Share	195,000.00	-	195,000.00	52,003.92	80,684.95	41.38%
Subtotal	\$2,009,000.00	\$0.00	\$2,009,000.00	\$112,259.69	\$895,125.00	44.56%
Bluff Creek Bluff Creek Tributary*	\$5,000.00	_	\$5,000.00	_	4,490.80	89.82%
Wetland Restoration at Pioneer	\$478,933.00		478,933.00	96.00	84,854.03	17.72%
Bluff Creek B5 by Galpin	120,000.00		120,000.00	30.00	9,870.50	8.23%
Subtotal	\$603,933.00	<u>-</u>	603,933.00	\$96.00	\$99,215.33	16.43%
Riley Creek	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		000,555.00	722.00	700,220.00	
Lake Riley - Alum Treatment*	\$20,000.00	-	\$20,000.00	2,340.00	29,820.00	149.10%
Lake Susan Water Quality Improvement - Phase 2	-	-	-	-	2,005.10	
Rice Marsh Lake in-lake phosphorus load	26,000.00	-	26,000.00	-	8,494.80	32.67%
Rice Marsh Lake Water Quality Improvement Phase 1	228,000.00	-	228,000.00	492.00	122,845.81	53.88%
Riley Creek Restoration (Reach E and D3)	78,000.00	-	78,000.00	373.50	13,855.50	17.76%
Upper Riley Creek Stabilization	1,447,000.00	-	1,447,000.00	8,723.00	157,250.03	10.87%
Middle Riley Creek	61,000.00	-	61,000.00	68.00	92,554.79	151.73%
St. Hubert Water Quality Project	46,000.00	=	46,000.00	-	109.30	0.24%
Subtotal	\$1,906,000.00	\$0.00	1,906,000.00	\$11,996.50	426,935.33	22.40%
Purgatory Creek Purgatory Creek Rec Area- Berm/retention area - feasibility/design	\$225,000.00	<u>-</u>	\$225,000.00	-	_	0.00%
Lotus Lake in-lake phosphorus load control	80,000.00	- -	80,000.00	-	_	0.00%
Silver Lake Water Quality BMP	46,000.00	-	46,000.00	207.50	44,402.83	96.53%
Scenic Heights	4,058.00	-	4,058.00	207.30	-++,+02.03	0.00%
Hyland Lake in-lake phosphorus load control	20,000.00	-	20,000.00	-	_	0.00%
Duck Lake watershed load	25,000.00	-	25,000.00	-	5,149.48	20.60%
Duck Lake Road Partnership	235,000.00	-	235,000.00	-	235,000.00	100.00%
Lotus Lake Watershed Improvement Project (LL_1, LL_3, LL_7, LL_8)	325,000.00	_	325,000.00	7,351.00	16,573.25	5.10%
Subtotal	\$960,058.00	\$0.00	\$960,058.00	\$ <b>7,558.50</b>	301,125.56	31.37%
Reserve	\$230,000.00	\$0.00	230,000.00	- · · · · · · · · · · · · · · · · · · ·	-	0.00%
TOTAL EXPENDITURE	\$7,284,572.00	\$0.00	\$7,284,572.00	\$194,737.37	\$2,896,183.92	39.76%
EXCESS REVENUES OVER (UNDER) EXPENDITURES	\$110,000.00	\$0.00	\$110,000.00	(\$182,549.85)	(\$845,436.32)	
EXCESS RETEROES OVER (ORDER) EXPERIENCES	3110,000.00	30.00	3110,000.00	(3102,343.65)	(3043,430.32)	

<sup>\*</sup>Denotes Multi-Year Project - See Table 2 for details

# RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT Muti-Year Project Performance Analysis - Table 2 November 30, 2022

	Total	FUND	ING SOURCE		Current	Costs	Costs	Total Costs	District's Share	District's Share
	Lifetime Budget	District funds	Partner Fund	Grants	Year Budget	Month End	Year-to-Date	to Date	Current Year	Future Years
Programs and Projects										
District Wide										
Community Resiliency	\$274,000.00	\$224,000.00	-	\$50,000.00	\$130,000.00	\$5,815.50	\$94,193.00	\$244,774.57	\$130,000.00	-
Repair and Maintenance Fund	277,005.00	277,005.00	-	-	100,000.00	-	4,170.50	94,205.58	100,000.00	86,970.00
Wetland Management	200,000.00	200,000.00	-	-	157,000.00	-	1,669.00	193,104.14	157,000.00	-
Groundwater Conservation	180,000.00	180,000.00	-	-	220,000.00	15,057.83	40,830.39	41,836.24	220,000.00	-
Opportunity Project*	300,000.00	300,000.00	-	-	250,000.00	-	-	26,165.29	250,000.00	23,835.00
Stormwater Ponds - U of M	106,092.00	64,092.00	42,000.00	-	20,000.00	-	15,170.00	110,816.97	20,000.00	-
Hennepin County Chloride Initiative	120,800.00	19,000.00	-	101,800.00	90,000.00	-	93,555.94	133,765.71	90,000.00	-
Lower Minnesota Chloride Cost-Share	217,209.00	20,000.00	-	197,209.00	195,000.00	52,003.92	80,684.95	90,303.27	10,382.00	-
Subtotal	\$1,675,106.00	\$1,284,097.00	\$42,000.00	\$349,009.00	\$1,162,000.00	\$72,877.25	\$330,273.78	\$934,971.77	977,382.00	110,805.00
Bluff Creek										
Bluff Creek Tributary*	\$436,750.00	\$386,750.00	\$50,000.00	-	\$5,000.00	-	4,490.80	\$396,161.49	\$4,500.00	-
Wetland Restoration at Pioneer	857,820.00	450,000.00	-	407,820.00	478,933.00	96.00	84,854.03	991,819.10	150,000.00	26,000.00
Bluff Creek B5 by Galpin	644,500.00	644,500.00			120,000.00	-	9,870.50	28,781.92	120,000.00	505,589.00
Subtotal	\$1,939,070.00	\$1,481,250.00	\$50,000.00	\$407,820.00	\$603,933.00	\$96.00	\$99,215.33	\$1,387,980.59	\$274,500.00	531,589.00
Riley Creek										
Lake Riley - Alum Treatment 1st dose *	\$560,000.00	\$560,000.00	-	-	\$20,000.00	\$2,340.00	\$29,820.00	\$541,934.57	\$20,000.00	\$27,886.00
Rice Marsh Lake in-lake phosphorus load	183,000.00	183,000.00	-	-	26,000.00	-	8,494.80	123,952.76	20,000.00	110,000.00
Rice Marsh WQ 1	746,693.00	746,693.00	-	-	228,000.00	492.00	122,845.81	691,618.76	220,000.00	8,000.00
Riley Creek Restoration (Reach E and D3) *	2,336,500.00	1,783,352.00	553,148.00	-	78,000.00	373.50	13,855.50	2,276,447.74	5,000.00	-
Upper Riley Creek Stabilization	2,620,000.00	2,620,000.00			1,447,000.00	8,723.00	157,250.03	236,589.61	210,000.00	2,330,660.00
Middle Riley Creek	655,500.00	610,500.00	45,000.00		61,000.00	68.00	92,554.79	492,102.24	45,000.00	16,000.00
St Hubert	445,000.00	266,135.00	65,000.00	113,865.00	46,000.00	-	109.30	347,746.99	3,000.00	-
Subtotal	\$7,546,693.00	\$6,769,680.00	\$663,148.00	\$113,865.00	\$1,906,000.00	\$11,996.50	\$424,930.23	\$4,710,392.67	\$523,000.00	2,492,546.00
Purgatory Creek										
Purgatory Creek Rec Area- Berm/retention area - feasibility/design	\$280,000.00	\$280,000.00	-	-	\$225,000.00	-	-	\$24,456.43	\$225,000.00	_
Lotus Lake in-lake phosphorus load control	345,000.00	345,000.00	-	-	80,000.00	_	_	265,773.75	_	-
Silver Lake Water Quality BMP	268,013.00	268,013.00	-	-	46,000.00	207.50	44,402.83	262,998.99	5,000.00	1,000.00
Scenic Heights	260,000.00	165,000.00	45,000.00	50,000.00	4,058.00	_	_	210,942.75	_	_
Hyland Lake Internal Load	150,000.00	130,000.00	20,000.00	-	20,000.00	_	-	128,612.41	20,000.00	150,000.00
Duck Lake Partnership (Bridge Project)	1,175,000.00	· -	-	-	235,000.00	-	235,000.00	235,000.00	235,000.00	940,000.00
Duck Lake watershed load	220,000.00	220,000.00	-	-	25,000.00	-	5,149.48	202,225.79	-	-
Subtotal	\$1,523,013.00	\$1,408,013.00	\$65,000.00	\$50,000.00	\$635,058.00	\$207.50	\$284,552.31	\$1,330,010.12	\$485,000.00	1,091,000.00
				•					•	
Total Multi-Year Project Costs	\$12,683,882.00	\$10,943,040.00	\$820,148.00	\$920,694.00	\$4,306,991.00	\$85,177.25	\$1,138,971.65	\$8,363,355.15	\$2,259,882.00	\$4,225,940.00
<del></del>										

#### Riley Purgatory Bluff Creek Watershed District Balance Sheet As of November 30, 2022

#### **ASSETS**

#### **Current Assets**

General Checking-Old National	\$1,834,116.43
Checking-Old National/BMW	23,256.03
US Bank	-
4M Fund	3,775,715.63
Due From Other Governments	250,212.00
Taxes Receivable-Delinquent	31,265.66
Pre-Paid Expense	47,138.23
Security Deposits	7,244.00

Total Current Assets: \$5,968,947.98

#### LIABILITIES AND CAPITAL

### **Current Liabilities**

Accounts Payable	\$576,767.05
Retainage Payable	74,496.11
Salaries Payable	19,716.06
Permits & Sureties Payable	433,789.80
Deferred Revenue	31,265.66
Unearned Revenue	165,542.00

Total Current Liabilities: \$1,301,576.68

### Capital

Fund Balance-General	\$5,512,807.62
Net Income	(845,436.32)

Total Capital \$4,667,371.30

Total Liabilities & Capital \$5,968,947.98

#### RILEY PURGTORY BLUFF CREEK WATERSHED DISTRICT VISA ACTIVITY November 30, 2022

DATE	PURCHASED FROM	AMOUNT	DESCRIPTION	ACCOUNT#	RECEIPT
11/14/22	Target, Chanhassen	9.08	Meeting Supplies	10-00-4205	Y
11/15/22	CWSEA	30.00	Staff Training-Webinar	10-00-4265	Y
11/17/22	Goodyear, Chanhassen	54.85	Vehicle Maintenance	10-00-4322	Y
11/18/22	Holiday Stations, Plymouth	78.48	Vehicle Fuel	10-00-4322	Y
11/21/22	Amazon Marketplace	249.99	Staff Expense: Office Furniture	10-00-4321	Y
11/21/22	Verizon Wireless	472.00	Monthly Telecommunications	10-00-4240	Y
11/22/22	EB 2022 Annual Conference	350.00	MAWD Staff Registration	10-00-4265	Y
11/22/22	Carlson Toyota	1,794.98	Vehicle Repair	10-00-4322	Y
11/23/22	Adobe Creative Cloud	386.42	Annual Software Subscription	10-00-4203	Y
11/23/22	EB 2022 Annual Conference	600.00	MAWD CAC Registration	10-00-4800	Y
11/30/22	Cub Foods, Monticello	25.46	Staff/CAC/Manager Gathering Catering	10-00-4321	Y
11/30/22	Costco, Eden Prairie		Staff/CAC/Manager Gathering Catering	10-00-4321	Y
11/30/22	Arrowwood Resort & Conference Center		Manager Expense-MAWD Lodging	10-00-4010	Y
11/30/22	Arrowwood Resort & Conference Center		Staff Expense-MAWD Lodging	10-00-4321	Y
11/30/22	Arrowwood Resort & Conference Center		Staff Expense-MAWD Lodging	10-00-4321	Y
12/03/22	Arrowwood Resort & Conference Center		CAC Expense-MAWD Lodging	10-00-4800	Y
12/03/22	Arrowwood Resort & Conference Center		CAC Expense-MAWD Lodging	10-00-4800	Y
12/03/22	Arrowwood Resort & Conference Center		Staff Expense-MAWD Lodging	10-00-4321	Y
12/03/22	Arrowwood Resort & Conference Center		Staff Expense-MAWD Lodging	10-00-4321	Y
12/03/22	Arrowwood Resort & Conference Center		Staff Expense-MAWD Lodging	10-00-4321	Y
12/03/22	Arrowwood Resort & Conference Center		Manager Expense-MAWD Lodging	10-00-4010	Y
12/03/22	Arrowwood Resort & Conference Center		CAC Expense-MAWD Lodging	10-00-4800	Y
12/03/22	Arrowwood Resort & Conference Center	246.36		10-00-4010	Y
12/03/22	Arrowwood Resort & Conference Center	246.36	Manager Expense-MAWD Lodging	10-00-4010	Y
12/03/22	Arrowwood Resort & Conference Center		Staff Expense-MAWD Lodging	10-00-4321	Y
12/03/22	Arrowwood Resort & Conference Center		Manager Expense-MAWD Lodging	10-00-4010	Ϋ́
12/05/22	NALMS: North American Lake Mgmt. Soc.		NALMS Conference Registration	10-00-4010	Y
12/03/22	Arrowwood Resort & Conference Center		Hotel Refund	10-00-4203	Y
12/03/22	Arrowwood Resort & Conference Center		Hotel Refund	10-00-4321	Y
12/03/22	Dropbox	540.00		10-00-4321	Y
12/07/22	The UPS Store	125.01	1	10-00-4280	Y
12/08/22	Zoho CRM	480.00	Annual Software Subscription	10-00-4280	Y
12/08/22	Office Max, Chanhassen		Office Supplies: Envelopes, Planners	10-00-4203	Y
12/15/22	ESRI	303.00		10-00-4200	Y
12/13/22	ESKI	303.00	Annual Software Subscription	10-00-4203	ĭ
		\$9,464.93	General Administration Total		
11/21/22	Adobe Creative Cloud		Annual Software Subscription	20-03-4203	Y
11/21/22	Adobe Creative Cloud	644.12	Annual Software Subscription	20-08-4203	Y
11/30/22	ESRI	3,834.11	Annual Software Subscription	20-13-4203	Y
12/06/22	Verizon Wireless	7.02	Monthly DC Wireless Charge	20-05-4240	Y
12/08/22	Menards, Eden Prairie	142.97	DC Equipment - Aeration Unit	20-05-4635	Y
12/15/22	ESRI	1,249.00	Annual Software Subscription	20-13-4203	Y
		\$6,521.34	District-Wide Total	] 	
		\$15,986.27	GRAND TOTAL	Ĭ	