



April 6, 2023

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 two months ending February 28, 2023.

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 that reads "Mark C. Gibbs". The signature is written in a cursive style with a large initial "M".

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 February 28, 2023 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.

A handwritten signature in black ink that reads "RedPath and Company, Ltd." in a cursive script.

St. Paul, Minnesota
April 6, 2023

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT

Treasurers Report

February 28, 2023

REPORT INDEX

<u>Page #</u>	<u>Report Name</u>
1	Cash Disbursements
2	Fund Performance Analysis – Table 1
3	Balance Sheet
4	VISA Activity

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT

Cash Disbursements

February 28, 2023

Accounts Payable:

<u>Check #</u>	<u>Payee</u>	<u>Amount</u>
6310	Barr Engineering	\$91,515.96
6311	Carver County	30,256.38 *
6312	CenterPoint Energy	640.11
6313	CenturyLink	296.22
6314	Coverall of the Twin Cities	316.76
6315	Custom Pools, Inc.	190.00
6316	ECM Publishers, Inc.	2,764.80
6317	FE Security, LLC.	321.27
6318	Fieldstone Family Homes	1,520.55
6319	HealthPartners	8,199.13
6320	Amy Herbert	1,224.50
6321	Iron Mountain	249.95
6322	Larry Koch	346.32
6323	Metro Sales, Inc.	235.07
6324	Nicola Dell5 LP	8,114.28
6325	Principal Life Insurance Co.	409.84
6326	Pro Tech	236.56
6327	Project WET Foundation	564.14
6328	Redpath & Company, LLC.	2,051.19
6329	Republic Services #894	142.44
6330	RMB Environmental Laboratories, Inc.	4,811.21
6331	Smith Partners	9,063.41
6332	Southwest News Media	2,171.20
6333	Southwest Metro Chamber of Commerce	388.00
6334	Xcel Energy	846.93
Total Accounts Payable:		<u><u>\$166,876.22</u></u>

Payroll Disbursements:

Employee Salaries	41,969.16
PERA Match	3,147.70
Employer Payroll Taxes	3,213.94
Employer Benefits (H.S.A. Match/Life Ins.)	1,400.00
Employee Benefit Deductions	(516.04)
Staff Expense Reimbursements	100.00
Payroll Processing Fee	193.45
Total Payroll Disbursements:	<u><u>\$49,508.21</u></u>
Surety Release - Check # 6318 Fieldstone Family Homes	(1,520.55)
Permit Fee Refund - Check #6315 Custom Pools, Inc.	(190.00)
2022 Invoices	(30,256.38) *
4M Banking Fees	110.19
VISA - Paid 2/15/23 - US Bank	2,431.81
TOTAL DISBURSEMENTS:	<u><u>\$186,959.50</u></u>

Memos

The standard mileage rate for 2023 .655 per mile

The 2022 rate was .625

VISA will be paid on-line.

Riley Purgatory Bluff Creek Watershed District
Balance Sheet
As of February 28, 2023

ASSETS

Current Assets

US Bank	(\$3,183.15)	
4M Fund	6,618,295.00	
Due From Other Governments	190,212.00	
Taxes Receivable-Delinquent	17,921.54	
Pre-Paid Expense	47,138.23	
Security Deposits	7,244.00	
	<hr/>	
Total Current Assets:		<u><u>\$6,877,627.62</u></u>

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable	\$346,349.75	
Retainage Payable	74,496.11	
Salaries Payable	21,805.57	
Permits & Sureties Payable	446,620.25	
Deferred Revenue	17,921.54	
Unearned Revenue	165,542.00	
	<hr/>	
Total Current Liabilities:		<u><u>\$1,072,735.22</u></u>

Capital

Fund Balance-General	\$6,143,951.12	
Net Income	(339,058.72)	
	<hr/>	
Total Capital		<u><u>\$5,804,892.40</u></u>
Total Liabilities & Capital		<u><u>\$6,877,627.62</u></u>

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT
Fund Performance Analysis - Table 1
February 28, 2023

	2023 Budget	Fund Transfers	2023 Budget	Current Month	Year-to-Date	Year-to Date Percent of Budget
REVENUES						
Plan Implementation Levy	\$3,821,711.00	-	\$3,821,711.00	-	-	0.00%
Permit Fees	114,000.00	-	114,000.00	10.00	10.00	0.01%
Investment Income	57,000.00	-	57,000.00	22,703.13	47,566.84	83.45%
Past Levies	3,442,326.00	-	3,442,326.00	-	-	0.00%
Partner Funds	100,000.00	-	100,000.00	-	-	0.00%
TOTAL REVENUE	\$7,535,037.00	-	\$7,535,037.00	\$22,713.13	\$47,576.84	0.63%
EXPENDITURES						
Administration						
Audit	\$17,500.00	-	\$17,500.00	-	-	0.00%
Accounting (and Audit)	\$50,400.00	-	50,400.00	2,244.64	4,992.87	9.91%
Advisory Committees	5,000.00	-	5,000.00	-	-	0.00%
Insurance and Bonds	30,000.00	-	30,000.00	-	-	0.00%
Engineering Services	145,000.00	-	145,000.00	9,237.00	21,065.50	14.53%
Legal Services	108,000.00	-	108,000.00	6,393.23	12,052.70	11.16%
Manager Per Diem/Expense	42,500.00	-	42,500.00	375.00	3,341.27	7.86%
Dues and Publications	16,000.00	-	16,000.00	-	703.00	4.39%
Office Cost	256,700.00	-	256,700.00	16,815.47	39,069.31	15.22%
Permit Review and Inspection	231,000.00	-	231,000.00	9,550.41	19,504.01	8.44%
Permit and Grant Database	31,500.00	-	31,500.00	-	-	0.00%
Professional Services	36,300.00	-	36,300.00	-	4,060.00	11.18%
Recording Services	34,800.00	-	34,800.00	1,224.50	4,030.00	11.58%
Staff Cost	776,271.00	-	776,271.00	57,895.05	119,021.48	15.33%
Fleet Management	11,040.00	-	11,040.00	-	-	0.00%
Subtotal	\$1,792,011.00	-	\$1,792,011.00	\$103,735.30	\$227,840.14	12.71%
Programs and Projects						
District Wide						
10-year Management Plan	\$135,000.00	-	\$135,000.00	\$9,049.37	\$10,993.13	8.14%
AIS Inspection and early response	68,000.00	-	68,000.00	-	\$4.28	0.01%
Cost-Share/Stewardship Grant	280,000.00	-	280,000.00	0.00	\$111.00	0.04%
Data Collection and Monitoring	233,300.00	-	233,300.00	9,722.79	\$14,119.11	6.05%
Community Resiliency	260,000.00	-	260,000.00	1,637.50	\$9,078.50	3.49%
Education and Outreach	110,000.00	-	110,000.00	771.50	\$3,674.11	3.34%
Plant Restoration - U of M	54,000.00	-	54,000.00	-	-	0.00%
Repair and Maintenance Fund *	100,000.00	-	100,000.00	1,177.50	1,177.50	1.18%
Wetland Management*	140,000.00	-	140,000.00	130.84	\$710.01	0.51%
Groundwater Conservation*	100,000.00	-	100,000.00	-	-	0.00%
Lake Vegetation Implementation	148,000.00	-	148,000.00	130.00	\$2,560.00	1.73%
Opportunity Project*	250,000.00	-	250,000.00	-	-	0.00%
Subtotal	\$1,878,300.00	\$0.00	\$1,878,300.00	\$22,619.50	\$42,427.64	2.26%
Bluff Creek						
Bluff Creek Tributary*	\$5,000.00	-	\$5,000.00	-	-	0.00%
Wetland Restoration at Pioneer	\$394,428.00	-	394,428.00	-	313.50	0.08%
Bluff Creek B5 by Galpin	110,000.00	-	110,000.00	1,600.00	5,440.50	4.95%
Subtotal	\$509,428.00	-	509,428.00	\$1,600.00	\$5,754.00	1.13%
Riley Creek						
Rice Marsh Lake in-lake phosphorus load	15,000.00	-	15,000.00	-	-	0.00%
Rice Marsh Lake Water Quality Improvement Phase 1	27,000.00	-	27,000.00	-	-	0.00%
Riley Creek Restoration (Reach E and D3)	58,000.00	-	58,000.00	233.10	2,562.98	4.42%
Lake Riley - Alum Treatment*	-	-	-	400.00	880.00	0.00%
Upper Riley Creek Stabilization	1,963,543.00	-	1,963,543.00	36,840.00	62,802.00	3.20%
Middle Riley Creek	27,000.00	-	27,000.00	11,561.30	23,311.65	86.34%
St. Hubert Water Quality Project	50,000.00	-	50,000.00	310.80	5,804.65	11.61%
Subtotal	\$2,140,543.00	\$0.00	2,140,543.00	\$49,345.20	\$95,361.28	4.46%
Purgatory Creek						
Purgatory Creek Rec Area- Berm/retention area - feasibility/design	\$214,000.00	-	\$214,000.00	-	-	0.00%
Lotus Lake in-lake phosphorus load control	115,000.00	-	115,000.00	-	-	0.00%
Silver Lake Water Quality BMP	9,400.00	-	9,400.00	-	-	0.00%
Duck Lake watershed load	15,000.00	-	15,000.00	-	-	0.00%
Duck Lake Road Partnership	235,000.00	-	235,000.00	-	-	0.00%
Lotus Lake Watershed Improvement Project (LL_1, LL_3, LL_7, LL_8)	350,000.00	-	350,000.00	9,659.50	15,252.50	4.36%
Kerber Ravine	80,000.00	-	80,000.00	-	-	0.00%
Subtotal	\$1,018,400.00	\$0.00	\$1,018,400.00	\$9,659.50	\$15,252.50	1.50%
Reserve	\$325,000.00	\$0.00	325,000.00	-	-	0.00%
TOTAL EXPENDITURE	\$7,663,683.00	\$0.00	\$7,663,682.00	\$186,959.50	\$386,635.56	5.05%
EXCESS REVENUES OVER (UNDER) EXPENDITURES	(\$128,646.00)	\$0.00	(\$128,645.00)	(\$164,246.37)	(\$339,058.72)	

*Denotes Multi-Year Project - See Table 2 for details

RILEY PURGTORY BLUFF CREEK WATERSHED DISTRICT
VISA ACTIVITY
February 28, 2023

DATE	PURCHASED FROM	AMOUNT	DESCRIPTION	ACCOUNT #	RECEIPT
02/15/23	Imagine IT	619.50	Imagine IT Invoices	10-00-4335	Y
02/17/23	Chanhassen Goodyear	289.20	Fleet Maintenance	10-00-4322	Y
02/21/23	Verizon Wireless	462.20	Monthly Telecommunications	10-00-4240	Y
02/27/23	Ameritas Group	161.60	Life Insurance	10-00-4110	Y
02/28/23	Menards Eden Prarie	298.25	Office Supplies: Printer Ink Cartridge	10-00-4200	Y
03/01/23	Adobe	257.57	Annual Adobe Subscription	10-00-4203	Y
03/02/23	USPS Chanhassen Post Office	4.78	Postage	10-00-4280	Y
03/03/23	Amazon Marketplace	49.98	Office Supplies: Paper Towels	10-00-4200	Y
03/08/23	Speedway Eden Prarie	35.09	Vehcile Fuel	10-00-4322	Y
03/12/23	Zoom	591.28	Annual Zoom Subscription	10-00-4203	Y
02/04/23	USPS Chanhassen Post Office	4.78	Postage	10-00-4280	Y
02/04/23	Best Buy	116.11	Staff Equipment - Monitor	10-00-4635	Y
03/16/23	Microsoft	10.00	Monthly Microsoft Subscription	10-00-4203	Y
03/21/23	Verizon Wireless	460.33	Monthly Telecommunications	10-00-4240	Y
03/23/23	Speedway Eden Prarie	74.49	Vehcile Fuel	10-00-4322	Y
03/23/23	Target Chanhassen	32.83	Summit Event Catering	10-00-4345	Y
03/24/23	Panera Bread	342.37	Summit Event Catering	10-00-4345	Y
		\$3,810.36	General Administration Total		
02/28/23	Menards Eden Prairie	52.59	DC Equipment: Tools	20-05-4635	Y
03/06/23	Verizon Wireless	7.02	Monthly Autosampler Internet Service	20-05-4240	Y
03/07/23	Hydromet	1,120.00	DC Equipment: Replacement Part for Sonde	20-05-4635	Y
03/20/23	Canva	119.99	Annual Subscription	20-08-4203	Y
		\$1,299.60	District-Wide Total		
		\$5,109.96	GRAND TOTAL		