



April 27, 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 three months ending March 31, 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, appearing to read "Mark Gibbs".

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.

St. Paul, Minnesota  
April 27, 2023

# **RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT**

## **Treasurers Report**

**March 31, 2023**

### **REPORT INDEX**

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

**RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT**  
**Cash Disbursements**  
**March 31, 2023**

**Accounts Payable:**

Check #	Payee	Amount
6335	Barr Engineering	\$90,219.56
6336	Carver County	175.00
6337	CenterPoint Energy	954.94
6338	CenturyLink	296.22
6339	City of Chanhassen	12,030.21 *
6340	Coverall of the Twin Cities	316.76
6341	Tom Duevel	1,490.13
6342	HealthPartners, Inc.	7,769.59
6343	Amy Herbert	2,030.50
6344	Iron Mountain	249.95
6345	Metro Sales, Inc.	484.03
6346	Minger Construction	14,426.78
6347	Nicola Dell5 LP	8,114.28
6348	Principal Life Insurance Company	409.89
6349	ProTech	236.56
6350	Republic Services #894	282.85
6351	RMB Environmental Laboratories, Inc.	3,256.40
6352	Smith Partners	13,369.20
6353	Xcel Energy	1,267.22
<b>Total Accounts Payable:</b>		<b>\$157,380.07</b>

**Payroll Disbursements:**

Employee Salaries	41,942.16
PERA Match	3,145.72
Employer Payroll Taxes	4,428.62
Employer Benefits (H.S.A. Match/Life Ins.)	1,300.00
Employee Benefit Deductions	(516.04)
Staff Expense Reimbursements	1,761.56
Payroll Processing Fee	191.15
<b>Total Payroll Disbursements:</b>	<b>\$52,253.17</b>
2022 Invoices	(12,030.21) *
4M Banking Fees	145.57
VISA - Paid 3/7/23 - US Bank	2,870.92
VISA - Paid 3/30/23 - US Bank	3,766.14
<b>TOTAL DISBURSEMENTS:</b>	<b>\$204,385.66</b>

**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 March 31, 2023**

**ASSETS**

**Current Assets**

US Bank	\$27,961.02
4M Fund	6,413,109.48
Due From Other Governments	162,432.00
Taxes Receivable-Delinquent	17,921.54
Pre-Paid Expense	47,138.23
Security Deposits	7,244.00

**Total Current Assets:** \$6,675,806.27

**LIABILITIES AND CAPITAL**

**Current Liabilities**

Accounts Payable	\$324,256.29
Retainage Payable	12,813.73
Salaries Payable	21,748.21
Permits & Sureties Payable	434,864.75
Deferred Revenue	17,921.54
Unearned Revenue	76,818.90

**Total Current Liabilities:** \$888,423.42

**Capital**

Fund Balance-General	\$6,296,558.27
Net Income	(509,175.42)

**Total Capital** \$5,787,382.85

**Total Liabilities & Capital** \$6,675,806.27

**RILEY PURGTORY BLUFF CREEK WATERSHED DISTRICT**  
**VISA ACTIVITY**  
**March 31, 2023**

DATE	PURCHASED FROM	AMOUNT	DESCRIPTION	ACCOUNT #	RECEIPT
03/27/23	Speedway Eden Prarie	68.65	Vehcile Fuel	10-00-4322	Y
03/30/23	Who Gives a Crap, Inc.	66.57	Toilet Paper	10-00-4200	Y
04/01/23	Pitney Bowes	50.81	Postage Meter	10-00-4280	Y
04/04/23	Sierra Trading Post	48.38	Backpack	10-00-4201	Y
04/09/23	Amazon Marketplace	24.98	Phone Case	10-00-4635	Y
04/09/23	Amazon Marketplace	95.99	Office Supplies: Whiteboard Calendar	10-00-4200	Y
04/10/23	Speedway Eden Prarie	35.20	Vehcile Fuel	10-00-4322	Y
04/10/23	Costco Eden Prarie	346.38	Event Catering - Lake Association Summit	10-00-4345	Y
04/11/23	Speedway Eden Prarie	11.98	Vehcile Fuel	10-00-4322	Y
04/11/23	Hydrocad	264.00	Hydrocad Software Subscription	10-00-4203	Y
04/17/23	The Home Depot	182.63	Office Supplies: Bleach, Vinegar, Sponges	10-00-4200	Y
04/18/23	Amazon Marketplace	42.75	Office Supplies: Hooks and Rags	10-00-4200	Y
04/18/23	Linked In	317.67	Linked In Paid Promotion	10-00-4275	Y
		<b>\$1,555.99</b>	<b>General Administration Total</b>		
03/28/23	Hydromet Corp.	783.20	DC Equipment - Sonde Cable	20-05-4635	Y
03/30/23	YSI	147.44	DC Equipment - Sonde Part	20-05-4635	Y
04/04/23	Sticker Mule	458.50	Outreach - Custom Stickers	20-08-4275	Y
04/06/23	Verizon Wireless	7.02	Monthly Autosampling Unit Service	20-05-4240	Y
04/06/23	The Home Depot	154.83	Event Giveaway - Rain Barrel	20-08-4345	Y
04/17/23	Office Max Chanhassen	42.94	E & O Equipment - Cart	20-08-4635	Y
		<b>\$1,593.93</b>	<b>District-Wide Total</b>		
		<b>\$3,149.92</b>	<b>GRAND TOTAL</b>		

**RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT**  
**Fund Performance Analysis - Table 1**  
**March 31, 2023**

	2023 Budget	Fund Transfers	2023 Budget	Current Month	Year-to-Date	Year-to-Date Percent of Budget
<b>REVENUES</b>						
Plan Implementation Levy	\$3,821,711.00	-	\$3,821,711.00	-	-	0.00%
Permit Fees	114,000.00	-	114,000.00	6,020.00	6,030.00	5.29%
Investment Income	57,000.00	-	57,000.00	25,773.87	73,340.71	128.67%
Miscellaneous Income	-	-	-	25.00	25.00	---
Past Levies	3,442,326.00	-	3,442,326.00	-	-	0.00%
Partner Funds	100,000.00	-	100,000.00	-	-	0.00%
<b>TOTAL REVENUE</b>	<b>\$7,535,037.00</b>	<b>-</b>	<b>\$7,535,037.00</b>	<b>\$31,818.87</b>	<b>\$79,395.71</b>	<b>1.05%</b>
<b>EXPENDITURES</b>						
<b>Administration</b>						
Audit	\$17,500.00	-	\$17,500.00	-	-	0.00%
Accounting (and Audit)	\$50,400.00	-	50,400.00	366.15	5,359.02	10.63%
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	7,342.50	28,408.00	19.59%
Legal Services	108,000.00	-	108,000.00	7,960.10	20,012.80	18.53%
Manager Per Diem/Expense	42,500.00	-	42,500.00	1,750.00	5,091.27	11.98%
Dues and Publications	16,000.00	-	16,000.00	-	703.00	4.39%
Office Cost	256,700.00	-	256,700.00	15,143.51	54,212.82	21.12%
Permit Review and Inspection	231,000.00	-	231,000.00	14,551.60	34,055.61	14.74%
Permit and Grant Database	31,500.00	-	31,500.00	-	-	0.00%
Professional Services	36,300.00	-	36,300.00	619.50	4,679.50	12.89%
Recording Services	34,800.00	-	34,800.00	2,030.50	6,060.50	17.42%
Staff Cost	776,271.00	-	776,271.00	57,681.87	176,703.35	22.76%
Fleet Management	11,040.00	-	11,040.00	-	-	0.00%
<b>Subtotal</b>	<b>\$1,792,011.00</b>	<b>-</b>	<b>\$1,792,011.00</b>	<b>\$107,445.73</b>	<b>\$335,285.87</b>	<b>18.71%</b>
<b>Programs and Projects</b>						
<b>District Wide</b>						
10-year Management Plan	\$135,000.00	-	\$135,000.00	\$16,847.30	\$27,840.43	20.62%
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	-	\$111.00	0.04%
Data Collection and Monitoring	233,300.00	-	233,300.00	8,477.07	\$22,596.18	9.69%
Community Resiliency	260,000.00	-	260,000.00	1,790.00	10,868.50	4.18%
Education and Outreach	110,000.00	-	110,000.00	119.99	3,794.10	3.45%
Plant Restoration - U of M	54,000.00	-	54,000.00	-	-	0.00%
Repair and Maintenance Fund *	100,000.00	-	100,000.00	6,950.50	8,128.00	8.13%
Wetland Management*	140,000.00	-	140,000.00	-	710.01	0.51%
Groundwater Conservation*	100,000.00	-	100,000.00	-	-	0.00%
Lake Vegetation Implementation	148,000.00	-	148,000.00	2,700.00	5,260.00	3.55%
Opportunity Project*	250,000.00	-	250,000.00	-	-	0.00%
<b>Subtotal</b>	<b>\$1,878,300.00</b>	<b>\$0.00</b>	<b>\$1,878,300.00</b>	<b>\$36,884.86</b>	<b>\$79,312.50</b>	<b>4.22%</b>
<b>Bluff Creek</b>						
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	497.00	5,937.50	5.40%
<b>Subtotal</b>	<b>\$509,428.00</b>	<b>-</b>	<b>509,428.00</b>	<b>\$497.00</b>	<b>\$6,251.00</b>	<b>1.23%</b>
<b>Riley Creek</b>						
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	181.30	2,744.28	4.73%
Lake Riley - Alum Treatment*	-	-	-	1,900.00	2,780.00	0.00%
Upper Riley Creek Stabilization	1,963,543.00	-	1,963,543.00	34,163.50	96,965.50	4.94%
Middle Riley Creek	27,000.00	-	27,000.00	650.50	23,962.15	88.75%
St. Hubert Water Quality Project	50,000.00	-	50,000.00	14,478.58	20,283.23	40.57%
<b>Subtotal</b>	<b>\$2,140,543.00</b>	<b>\$0.00</b>	<b>2,140,543.00</b>	<b>\$51,373.88</b>	<b>\$146,735.16</b>	<b>6.86%</b>
<b>Purgatory Creek</b>						
Purgatory Creek Rec Area- Berm/retention area - feasibility/design	\$214,000.00	-	\$214,000.00	1,787.10	1,787.10	0.84%
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	3,947.00	3,947.00	1.68%
Lotus Lake Watershed Improvement Project (LL_1, LL_3, LL_7, LL_8)	350,000.00	-	350,000.00	-	15,252.50	4.36%
Kerber Ravine	80,000.00	-	80,000.00	-	-	0.00%
<b>Subtotal</b>	<b>\$1,018,400.00</b>	<b>\$0.00</b>	<b>\$1,018,400.00</b>	<b>\$5,734.10</b>	<b>\$20,986.60</b>	<b>2.06%</b>
<b>Reserve</b>	<b>\$325,000.00</b>	<b>\$0.00</b>	<b>325,000.00</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURE</b>	<b>\$7,663,683.00</b>	<b>\$0.00</b>	<b>\$7,663,682.00</b>	<b>\$201,935.57</b>	<b>\$588,571.13</b>	<b>7.68%</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(\$128,646.00)</b>	<b>\$0.00</b>	<b>(\$128,645.00)</b>	<b>(\$170,116.70)</b>	<b>(\$509,175.42)</b>	

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