



**FINANCIAL SUMMARY**  
**June 15, 2023 to August 9, 2023**

**Beginning Balance - Key Community Bank** **\$142,166.73**

<b>Interest</b>	5/31/2023	May 2023 Interest	+	\$1.41
	6/30/2023	June 2023 Interest	+	\$1.34

<b>Deposits</b>	6/21/2023	State of MN - FY19 Watershed Based Implementation Funding (WBIF)	+	\$14,467.00
			+	
			+	

To be approved at this meeting:

**Key Community Bank:**

<b>Bank Fee</b>	5/31/2023	May 2023 Paper Statement Fee (No June Paper Statement Fee)	-	\$2.00
<b>3800</b>	8/9/2023	League of MN Citites	-	\$2,477.00
<b>3801</b>	8/9/2023	Dakota County Soil & Water Conservation District	-	\$22,815.00
<b>3802</b>	8/9/2023	Peterson Company LTD	-	\$4,100.00
			-	
			-	

**Available Balance at Key Community Bank** **\$127,242.48**

**Gateway Bank Accounts:**

	<u>Savings</u>			\$72,677.05
		<i>Balance</i>		
<b>Deposits</b>	6/30/2023	June 2023 Interest	+	\$143.01

*Savings Ending Balance* **\$72,820.06**

	<u>Checking</u>			\$1,000.00
		<i>Balance</i>		

*Checking Ending Balance* **\$1,000.00**

**Available Balance at Gateway Bank** **\$73,820.06**

**Available Balance - Key Community & Gateway Banks** **\$201,062.54**

LMRWMO 2023 Budget & Financial Summary		2022 Carrover				2023 Monthly Revenue					
Revenue	Budget	Dec 15, 2022 - Jan 11 2023	Jan 12 - Feb 8 2023	Feb 9 - Mar 8 2023	Mar 9 - April 12 2023	April 13 - June 14 2023	June 15 - Aug 9 2023		2023 Total (Feb 9-Aug 9)	Variance	Percent Received
Dues from Members	\$127,309.00		\$127,309.12						\$127,309.12	(\$0.12)	100%
Interest	\$600.00	\$114.78	\$123.09	\$116.62	\$131.61	\$277.49	\$145.76		\$909.35	(\$309.35)	152%
LMCIT Rebate	\$250.00		\$598.00						\$598.00	(\$348.00)	239%
Combined Grant Income	\$154,260.50				\$117,061.00		\$14,467.00		\$131,528.00	\$22,732.50	85%
<b>Subtotal Operating Revenue</b>	<b>\$282,419.50</b>	<b>\$114.78</b>	<b>\$128,030.21</b>	<b>\$116.62</b>	<b>\$117,192.61</b>	<b>\$277.49</b>	<b>\$14,612.76</b>		<b>\$260,344.47</b>		
<b>Grant Income</b>	<b>\$154,260.50</b>										
		2022 Carryover				2023 Monthly Expenses					
Expenses	Budget	Dec 15, 2022 - Jan 11 2023	Jan 12 - Feb 8 2023	Feb 9 - Mar 8 2023	Mar 9 - April 12 2023	April 13 - June 14 2023	June 15 - Aug 9 2023		2023 Total (Feb 9-Aug 9)	Remaining Budget	Percent Expended
<b>Engineering/Technical Assistance</b>											
Technical Assistance	\$5,500.00		\$956.00	\$777.50	\$596.50	\$20.00			\$1,394.00	\$4,106.00	25%
Meetings	\$6,500.00		\$605.50	\$372.00	\$1,265.00	\$2,060.88			\$3,697.88	\$2,802.12	57%
Pine Bend Ravine Study	\$5,000.00								\$0.00	\$5,000.00	0%
Watershed Plan Amendment <sup>3</sup>	\$26,500.00		\$3,902.35	\$1,388.00	\$5,111.00	\$674.50			\$7,173.50	\$19,326.50	27%
<b>Project Planning/Implementation</b>											
Plan Implementation	\$5,400.00					\$180.00			\$180.00	\$5,220.00	3%
WBIF-19 Matching Funds	\$0.00				\$546.00				\$546.00	(\$546.00)	
WBIF-21 Matching Funds	\$9,300.00								\$0.00	\$9,300.00	0%
Landscaping for Clean Water Projects	\$12,000.00		\$1,500.00						\$0.00	\$12,000.00	0%
Water Monitoring	\$12,200.00	\$1,900.00	\$5,018.50			\$4,005.00	\$3,450.00		\$7,455.00	\$4,745.00	61%
<b>Education</b>											
Landscaping for Clean Water Classes	\$10,800.00						\$10,800.00		\$10,800.00	\$0.00	100%
MN Water Stewards Program	\$10,000.00		\$382.50			\$360.00	\$1,215.00		\$1,575.00	\$8,425.00	16%
Storm Drain Stenciling Program	\$4,500.00					\$2,070.00	\$630.00		\$2,700.00	\$1,800.00	60%
Adopt A Drain Welcome Kits <sup>2</sup>	\$1,500.00								\$0.00	\$1,500.00	0%
WMO Tabling/Event Materials	\$500.00								\$0.00	\$500.00	0%
Illicit Discharge Video <sup>4</sup>	\$1,200.00		\$1,400.00						\$1,400.00	(\$200.00)	117%
General Education Requests/Board Tour	\$5,400.00		\$85.00			\$855.00			\$855.00	\$4,545.00	16%
Metro Watershed Partners Membership	\$1,000.00	\$1,000.00							\$1,000.00	\$0.00	100%
Website Update / Maintenance	\$2,800.00		\$85.00			\$1,125.00	\$45.00		\$1,170.00	\$1,630.00	42%
Board Education	\$200.00								\$0.00	\$200.00	0%
<b>Administration</b>											
General Administration	\$34,400.00	\$2.00	\$9,869.50	\$2.00	\$2.00	\$9,909.00	\$6,262.00		\$16,175.00	\$18,225.00	47%
Insurance	\$2,500.00						\$2,477.00		\$2,477.00	\$23.00	99%
Attorney and Audit	\$5,500.00	\$401.00	\$182.60	\$34.00			\$4,100.00		\$4,316.60	\$1,183.40	78%
<b>Subtotal Operating Expenses</b>	<b>\$162,700.00</b>	<b>\$3,303.00</b>	<b>\$23,986.95</b>	<b>\$2,573.50</b>	<b>\$7,520.50</b>	<b>\$21,259.38</b>	<b>\$28,979.00</b>		<b>\$60,332.38</b>	<b>\$99,785.02</b>	<b>37%</b>
<b>Grant Expenses</b>	<b>\$138,000.00</b>	<b>\$19,331.27</b>	<b>\$15,133.60</b>	<b>\$24,651.50</b>	<b>\$14,958.50</b>	<b>\$2,091.00</b>	<b>\$415.00</b>		<b>\$76,580.87</b>		<b>55%</b>
<b>Overall Fund Balance</b>		<b>\$82,401.78</b>	<b>\$171,311.44</b>	<b>\$144,203.06</b>	<b>\$238,916.67</b>	<b>\$215,843.78</b>	<b>\$201,062.54</b>				
<b>Total Grant Balance</b>		<b>-\$45,618.31</b>	<b>-\$60,751.91</b>	<b>-\$85,403.41</b>	<b>\$16,699.09</b>	<b>\$14,608.09</b>	<b>\$28,660.09</b>				
<b>Operating Fund Balance</b>		<b>\$36,783.47</b>	<b>\$110,559.53</b>	<b>\$58,799.65</b>	<b>\$222,217.58</b>	<b>\$201,235.69</b>	<b>\$172,402.45</b>				
<b>Unencumbered Operating Fund Balance<sup>1</sup></b>		<b>\$21,783.47</b>	<b>\$95,559.53</b>	<b>\$43,799.65</b>	<b>\$207,217.58</b>	<b>\$186,235.69</b>	<b>\$157,402.45</b>				

**2023 Budget Notes:**

- \$15,000 set aside for 2033 Watershed Plan Update, \$5,000 additional annually encumbered.
- \$1,500 Added to Budget for Adopt a Drain Welcome Kits at 1-8-23 Meeting
- Includes \$20,000 in unspent carryover from 2022.
- Is an unspent carryover from 2022.

General: Budget is an estimate and will vary depending on changing priorities and grant project progress.

**Balances Explained:**

Overall Fund Balance	Balance of all bank accounts.
Total Grant Balance	Grant funds
Operating Fund Balance	WMO funds without grants
Unencumbered Operating Fund Balance	WMO funds not dedicated to a future operating item

**LMRWMO 2023 Grant Budget & Financial Summary**

	Budget	Aggregate Prior to Jan 12, 2022	Jan 13, 2022 - Jan 11, 2023	Jan 12 - Feb 8 2023	Feb 9 - Mar 8 2023	Mar 9 - April 12 2023	April 13 - June 14 2023	June 15 - Aug 9 2023	Total	Variance	Percent Received/ Expended
<b>BWSR - FY 2019 Watershed Based Implementation Funding (Augusta, Interstate Valley Creek, Education)</b>											
<b>Revenue</b>											
BWSR FY-2019 WBIF Payment	\$144,670.00	\$72,335.00				\$57,868.00		\$14,467.00	\$144,670.00	\$0.00	100%
WBIF Matching Funds	\$59,640.00							\$0.00	\$0.00	\$59,640.00	0%
<b>Total Revenue</b>	<b>\$204,310.00</b>	<b>\$72,335.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$57,868.00</b>	<b>\$0.00</b>	<b>\$14,467.00</b>	<b>\$144,670.00</b>	<b>\$59,640.00</b>	<b>71%</b>
<b>Expenses</b>											
Grant Administration	\$8,000.00	\$497.43	\$2,767.00	\$1,219.00		\$2,847.00			\$7,330.43	\$669.57	92%
Education Program Implementation	\$36,000.00	\$1,899.87	\$24,294.44	\$3,140.40	\$1,350.00				\$30,684.71	\$5,315.29	85%
Education Program Project Dev.	\$4,670.00	\$913.75	\$7,172.47	\$197.50					\$8,283.72	(\$3,613.72)	177%
Education Program Project Dev. Match (WMO)	\$4,640.00		\$3,040.00			\$546.00			\$3,586.00	\$1,054.00	77%
Interstate Valley Creek Project Dev.	\$4,000.00	\$339.96	\$6,323.50	\$1,224.50		\$702.00			\$8,589.96	(\$4,589.96)	215%
Interstate Valley Creek Study	\$44,000.00		\$32,873.25		\$11,397.50				\$44,270.75	(\$270.75)	101%
Interstate Valley Creek Study Match	\$25,000.00		\$25,000.00						\$25,000.00	\$0.00	100%
Lake Augusta Project Development	\$4,000.00	\$2,334.62	\$4,498.22	\$1,382.50		\$351.00			\$8,566.34	(\$4,566.34)	214%
Lake Augusta Study (Added \$13k for monitoring)	\$57,000.00		\$25,559.80	\$7,969.70	\$11,904.00	\$11,058.50			\$56,492.00	\$508.00	99%
Lake Augusta Study Match	\$30,000.00		\$30,000.00						\$30,000.00	\$0.00	100%
<b>Total Expenses</b>	<b>\$217,310.00</b>	<b>\$5,985.63</b>	<b>\$161,528.68</b>	<b>\$15,133.60</b>	<b>\$24,651.50</b>	<b>\$15,504.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$222,803.91</b>	<b>-\$5,493.91</b>	<b>103%</b>
<b>FY-19 WBIF Balance</b>		<b>\$66,349.37</b>	<b>-\$95,179.31</b>	<b>-\$110,312.91</b>	<b>-\$134,964.41</b>	<b>-\$92,600.91</b>	<b>-\$92,600.91</b>	<b>-\$78,133.91</b>	<b>-\$78,133.91</b>		
<b>BWSR - FY 2021 Watershed Based Implementation Funding (Miss. River Direct Drainage Study)</b>											
<b>Revenue</b>											
BWSR FY-2021 WBIF Payment	\$93,042.00	\$46,521.00							\$46,521.00	\$46,521.00	50%
WBIF Matching Funds	\$9,304.00								\$0.00	\$9,304.00	0%
<b>Total Revenue</b>	<b>\$102,346.00</b>	<b>\$46,521.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$46,521.00</b>	<b>\$55,825.00</b>	<b>45%</b>
<b>Expenses</b>											
Grant Administration	\$10,042.00						\$156.00		\$156.00	\$9,886.00	2%
Erosion & Direct Drainage Study	\$71,000.00								\$0.00	\$71,000.00	0%
Erosion & Direct Drainage Study Match (WMO)	\$9,304.00								\$0.00	\$9,304.00	0%
Project Development	\$12,000.00								\$0.00	\$12,000.00	0%
<b>Total Expenses</b>	<b>\$102,346.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$156.00</b>	<b>\$0.00</b>	<b>\$156.00</b>	<b>\$102,190.00</b>	<b>0%</b>
<b>FY-21 WBIF Balance</b>		<b>\$46,521.00</b>	<b>\$46,521.00</b>	<b>\$46,521.00</b>	<b>\$46,521.00</b>	<b>\$46,521.00</b>	<b>\$46,365.00</b>	<b>\$46,365.00</b>	<b>\$46,365.00</b>		
<b>BWSR - FY 2023 Watershed Based Implementation Funding (Priority Watershed Project ID &amp; Model - Thompson, Rogers, Seidls)</b>											
<b>Revenue</b>											
BWSR FY-2021 WBIF Payment	\$118,385.00					\$59,193.00			\$59,193.00	\$59,192.00	50%
WBIF Matching Funds	\$12,000.00								\$0.00	\$12,000.00	0%
<b>Total Revenue</b>	<b>\$130,385.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$59,193.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$59,193.00</b>	<b>\$71,192.00</b>	<b>45%</b>
<b>Expenses</b>											
Grant Administration	\$8,000.00								\$0.00	\$8,000.00	0%
Priority Watershed Project ID & Model (WMO)	\$100,385.00								\$0.00	\$100,385.00	0%
Project Development	\$12,000.00								\$0.00	\$12,000.00	0%
<b>Total Expenses</b>	<b>\$130,385.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$130,385.00</b>	<b>0%</b>
<b>FY-21 WBIF Balance</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$59,193.00</b>	<b>\$59,193.00</b>	<b>\$59,193.00</b>	<b>\$59,193.00</b>		
<b>MN DNR - Conservation Partners Legacy Grant (Seidls Lake Shoreline Restoration, No Revenue or Expenses to Date)</b>											
<b>Revenue</b>											
Grant Reimbursement Payments	\$382,000.00								\$0.00	\$382,000.00	0%
Matching funds	\$75,000.00								\$0.00	\$75,000.00	0%
<b>Total Revenue</b>	<b>\$457,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$457,000.00</b>	<b>0%</b>
<b>Expenses</b>											
Grant Administration/Project Mgmt	\$26,000.00						\$1,935.00	\$415.00	\$2,350.00	\$23,650.00	9%
Construction	\$356,000.00								\$0.00	\$356,000.00	0%
Engineering - Construction Docs	\$37,500.00								\$0.00	\$37,500.00	0%
Engineering - Const. Mgmt, Permits, Bids	\$37,500.00								\$0.00	\$37,500.00	0%
<b>Total Expenses</b>	<b>\$457,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,935.00</b>	<b>\$415.00</b>	<b>\$2,350.00</b>	<b>\$417,150.00</b>	<b>1%</b>
<b>Seidls Lake Shoreline Balance</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$1,935.00</b>	<b>-\$2,350.00</b>	<b>-\$2,350.00</b>		
	<b>Budget</b>	<b>Aggregate Prior to Jan 12, 2022</b>	<b>Jan 13, 2022 - Jan 11, 2023</b>	<b>Jan 12 - Feb 8 2023</b>	<b>Feb 9 - Mar 8 2023</b>	<b>Mar 9 - April 12 2023</b>	<b>April 13 - June 14 2023</b>	<b>June 15 - Aug 9 2023</b>	<b>Total</b>	<b>Variance</b>	<b>Percent Received/ Expended</b>
<b>TOTAL GRANT FUNDS RECEIVED</b>	<b>\$763,656.00</b>	<b>\$118,856.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$117,061.00</b>	<b>\$0.00</b>	<b>\$14,467.00</b>	<b>\$191,191.00</b>	<b>\$572,465.00</b>	<b>25%</b>
<b>PASS THROUGH MATCH RECEIVED</b>	<b>\$130,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$143,944.00</b>	<b>0%</b>
<b>LMRWMO MATCH PROVIDED</b>	<b>\$13,944.00</b>	<b>\$0.00</b>	<b>\$3,040.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$546.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,586.00</b>	<b>\$572,465.00</b>	<b>26%</b>
<b>GRANT EXPENSES (MINUS WMO MATCH)</b>	<b>\$762,712.00</b>	<b>\$5,985.63</b>	<b>\$158,488.68</b>	<b>\$15,133.60</b>	<b>\$24,651.50</b>	<b>\$14,958.50</b>	<b>\$2,091.00</b>	<b>\$415.00</b>	<b>\$225,309.91</b>	<b>\$537,402.09</b>	<b>30%</b>
<b>PASS THROUGH MATCH EXPENSES</b>	<b>\$130,000.00</b>	<b>\$0.00</b>	<b>\$58,040.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$546.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$58,586.00</b>	<b>\$71,414.00</b>	<b>45%</b>
<b>NET FUND BALANCE (MINUS WMO MATCH)</b>		<b>\$112,870.37</b>	<b>-\$45,618.31</b>	<b>-\$60,751.91</b>	<b>-\$85,403.41</b>	<b>\$16,699.09</b>	<b>\$14,608.09</b>	<b>\$28,660.09</b>	<b>-\$34,118.91</b>		



**MEMORANDUM**

**To:** Nancy Bauer  
**From:** Joe Barten, LMRWMO Administrator  
**Subject:** Lower Mississippi River WMO - Financial Actions  
**Date:** June 16, 2023

Enclosed please find one check to be deposited from the State of Minnesota in the following amounts:

- \$14,467.00 which represents the final payment for the FY-19 Watershed Based Implementation Funding (WBIF) grant.

Thank you and please contact me with any questions.

Joe Barten  
Administrator via Dakota County SWCD  
Lower Mississippi River Watershed Management Organization

Enc. State of Minnesota Check #25184618 - \$14,467.00

Warrant No. 25184618

LOWER MISSISSIPPI WATERSHED

06-08-23

\$14,467.00

Transaction No. Agency Name

R9P 0000030725 WATER/SOIL RESOURCES

Phone No.

651/296-3767

Cust Acct No.

BWSR

Invoice ID

FY19 WBIF

Message

FY19 WBIF

Amount

14,467.00

4618

See Reverse Side For Easy Opening Instructions

State of Minnesota

Minnesota Management & Budget

658 Cedar Street - STE 400

St. Paul, MN 55155-1616

TEMP-RETURN SERVICE REQUESTED

Presorted  
First-Class Mail  
U.S. POSTAGE  
PAID  
Twin Cities MN  
Permit No. 171

LOWER MISSISSIPPI WATERSHED  
MGMT ORGANIZATION  
4100 220TH ST W #102  
FARMINGTON MN 55024

DEPOSIT TICKET

LOWER MISSISSIPPI RIVER WMO

1101 VICTORIA CURVE

MENDOTA HEIGHTS MN 55118

DATE 6-21-20

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

SIGN HERE FOR CASH RECEIVED

KEY COMMUNITY BANK

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE OR ANY APPLICABLE COLLECTION AGREEMENT. (9/77)

75-0960/6888

CASH (INCLUDING COINS)

2518467

OR TOTAL FROM OTHER SIDE

SUB TOTAL

LESS CASH RECEIVED

\$

14467

Key Community Bank  
Inver Grove Heights Office

RECEIPT Drawer: 105 06/21/20

Trans#: 4 09:18:07

\*\*\*\*\*6740

Checking Deposit \$14,467.00

Balance

NA

CALL THE BANKING CENTER FOR ASSISTANCE  
1-800-368-2262



## MEMORANDUM

**To:** Nancy Bauer  
**From:** Joe Barten, LMRWMO Administrator  
**Subject:** Lower Mississippi River - Financial Actions  
**Date:** July 11, 2023

Enclosed please find the following invoice for payment:

- \$2,477.00 to "League of MN Cities Insurance Trust P&C." for liability insurance coverage through the League of Minnesota Cities, as indicated on the attached billing statement.

Thank you and please contact me with any questions.

Joe Barten  
Administrator  
Lower Mississippi River Watershed Management Organization

**Enclosed:** League of MN Cities Billing Statement



CONNECTING & INNOVATING  
SINCE 1913

# Invoice

**Member Name and Address**  
Lower Mississippi River WMO  
C/O Dakota County Swcd  
4100 220th Street West Suite #102  
Farmington, MN 55024-7080

**Invoice Date**  
07/11/2023

**Agent**  
First National Insurance  
Po Box 130  
Farmington, MN 55024-0130  
(651)460-6014

**Account Number:** 40002486  
**Account Type:** Property/Casualty Coverage Premium  
**Current Balance:** \$ 2,477.00  
**Minimum Due:** \$ 2,477.00  
**Due Date:** 08/21/2023

Summary of activity since last Billing Invoice	Date	Activity	Account Balance	Minimum Due
		Previous Invoice Balance	2,473.00	
		Payments Received	-2,473.00	
		Total of Transactions and Fees shown on reverse or attached	2,477.00	
See reverse side and attachments for additional information		Current Balance	\$ 2,477.00	\$ 2,477.00

Detach and return this Payment Coupon with your payment

<b>Account Number</b> 40002486	<b>Invoice Date</b> 07/11/2023	<b>Due Date</b> 08/21/2023	<b>Current Balance</b> \$ 2,477.00	<b>Minimum Due</b> 2,477.00
				<b>Amount Enclosed</b> \$ _____

**Member Name** Lower Mississippi River WMO

**BILLING INVOICE - Return stub with payment - make checks payable to:**

Mail payment  
7 days before  
Due Date to  
ensure timely  
receipt

League of MN Cities Insurance Trust P&C  
c/o Berkley Risk Administrators Company  
222 South Ninth Street, Suite 2700  
P.O. Box 581517  
Minneapolis, MN 55458-1517



# Invoice

	<b>Transaction Amount</b>	<b>Minimum Due</b>
Detail of Package 1003832-6 Agreement Period 08/21/2022 - 08/21/2023		
activity since Agreement Previous Balance	\$ 2,473.00	
last Invoice Payment 09/19/2022	\$ -2,473.00	
Agreement Ending Balance	\$ 0.00	\$ 0.00
 Package 1003832-7 Agreement Period 08/21/2023 - 08/21/2024		
Agreement Previous Balance	\$ 0.00	
Renewal - PR 07/10/2023	\$ 2,477.00	
Agreement Ending Balance	\$ 2,477.00	\$ 2,477.00
 Defense Cost Reimbursement 1003833-6 Agreement Period 08/21/2022 - 08/21/2023		
Agreement Previous Balance	\$ 0.00	
Agreement Ending Balance	\$ 0.00	\$ 0.00
 Defense Cost Reimbursement 1003833-7 Agreement Period 08/21/2023 - 08/21/2024		
Agreement Previous Balance	\$ 0.00	
Agreement Ending Balance	\$ 0.00	\$ 0.00
 Total Current Balance	\$ 2,477.00	
Total Minimum Due		\$ 2,477.00





# Invoice

Thank you for choosing us as your Coverage carrier. The following information is to assist you in reviewing your Billing Invoice.

**Billing Inquiries:** CONTACT YOUR AGENT FOR QUESTIONS ON YOUR AGREEMENT OR CHANGES IN COVERAGE. For billing inquiries, please call 1-612-766-3000

### BILLING PROCEDURES

**New Agreements and renewals:** If your Agreement is issued after the date that coverage began, your first Billing invoice for the agreement may include more than one installment payment due.

**Application of Payments and Cancellation:** If you pay more than the Minimum Due, the extra payment will be applied to your next installment proportionately to all agreements on your account. For Accounts owned on agreements with the same Due Date, the payment will be applied proportionately to all agreements with the same Due Date.

Minimum Due is the amount to pay to avoid any agreements on your account from going into a late pay status which could cause cancellation of coverage. If you fail to pay the Minimum Due by the Due Date, a Direct Notice of Cancellation for Non Payment may be issued for one or more agreements on your account. If your account has more than one agreement and you pay less than the Minimum Due, your payment will be applied first to amounts owed on agreements with the oldest balance due.

If we receive a payment after the cancellation effective date and we elect not to reinstate your agreement, the payment will be applied toward any unpaid earned premium on your account before any remainder is refunded.

After an agreement is cancelled, we will bill you for any unpaid earned premium. If you do not pay, the matter may be referred to collections.

**Audit Premium:** Any Audit Premium owed will be included in both Current Balance and Minimum Due balance shown on the Billing Invoice. Payment of Audit Premium is due in full by the Due Date. If Audit Premium is owed, your payment may be applied first to Audit Premium owed and then to amounts owed on agreements with the earliest Due Date. If special arrangements are needed for repayment of audit premium you MUST contact the Billing Unit at the number shown above for consideration of any such arrangements.

**Refunds:** Any refund due will be mailed from our office within 15 days after the invoice date.

**Payment address:** ALL PAYMENTS SHOULD BE SENT TO OUR PAYMENT PROCESSING CENTER ALONG WITH THE PAYMENT COUPON. The address change from below is printed on the back of the payment coupon. If needed it may also be sent along with your payment to the Payment Processing Center at:

222 South Ninth Street, Suite 2700 Minneapolis, MN 55402 . Please do not send any other correspondence to the payment processing center.

CHANGE OF ADDRESS AND/OR NAME  
PLEASE FILL IN THE NAME, AGREEMENT NUMBER AND CHECK APPROPRIATE BOX

- Name Change Only
- Name and Address Change
- Address Change Only

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Former Name: \_\_\_\_\_ Address: \_\_\_\_\_

Agreement Number: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code: \_\_\_\_\_

PLEASE REFER ALL OTHER CHANGES TO YOUR AGENT. THANK YOU.

**Dakota County Soil and Water  
Conservation District**

4100 220th St W Ste 102  
Farmington, MN 55024  
651-480-7777  
DakotaSWCD.Accounting@co.dakota.mn.us



**INVOICE**

**BILL TO**  
Lower Mississippi River WMO  
c/o City of Mendota Heights  
Nancy Bauer  
1101 Victoria Curve  
Mendota Heights, MN 55118

**INVOICE** 3305  
**DATE** 07/10/2023  
**TERMS** Net 30 Days

**BILLING PERIOD**  
Apr - Jun 2023

**AGREEMENT**  
2023 Agreement

DESCRIPTION	QTY	RATE	AMOUNT
<b>ADMINISTRATION</b>			
Administration and Planning, Watershed Management Plan Update and General Correspondence:	69	90.00	6,210.00
Annual report, board meeting prep and attendance, Butler Ave and WSP stormwater coordination, grant reporting, Interstate Valley Creek County/City Meeting, Lake Augusta Study resident coordination and general coordination with City and Engineer.			
Fees: Printing, Paper and Postage	1	50.00	50.00
<b>EDUCATION AND OUTREACH</b>			
Fees: Website Hosting	0	900.00	0.00
Website Maintenance	0.50	90.00	45.00
Landscaping for Clean Water Introduction Class	1	1,800.00	1,800.00
Landscaping for Clean Water Design Course	1	3,600.00	3,600.00
Landscaping for Clean Water Maintenance Workshop	1	1,800.00	1,800.00
Landscaping for Clean Water Shoreline Presentation Development	1	3,600.00	3,600.00
Water Stewards Program	13.50	90.00	1,215.00
Storm Drain Stenciling Program	7	90.00	630.00
General Education Items	0	90.00	0.00
<b>TECHNICAL ASSISTANCE</b>			
Water Monitoring and Data Management	31	90.00	2,790.00

Fees: Lab Analysis Fee thru Met Council	1	660.00	660.00
Plan Implementation and Project Management	0	90.00	0.00
Landscaping for Clean Water Technical Assistance	0	500.00	0.00
COST SHARE			
Landscaping for Clean Water Grant:	0	250.00	0.00

It's been a pleasure working with you!

BALANCE DUE

**\$22,400.00**

**Dakota County Soil and Water  
Conservation District**

4100 220th St W Ste 102  
Farmington, MN 55024  
651-480-7777  
DakotaSWCD.Accounting@co.dakota.mn.us



**INVOICE**

BILL TO  
Nancy Bauer  
Lower Mississippi River WMO  
c/o City of Mendota Heights  
1101 Victoria Curve  
Mendota Heights, MN 55118

INVOICE 3321  
DATE 07/12/2023  
TERMS Net 30 Days

BILLING PERIOD  
Apr 2 - Jun 24 2023

AGREEMENT  
CPLG FY22 Seids Lk

DESCRIPTION	QTY	RATE	AMOUNT
ADMINISTRATION			
PROJECT DEVELOPMENT			
City meeting, consultant coordination and wetlands/consultant check-in.	5	83.00	415.00
BALANCE DUE			<b>\$415.00</b>



## MEMORANDUM

**To:** Nancy Bauer  
**From:** Joe Barten, LMRWMO Administrator  
**Subject:** Lower Mississippi River WMO - Financial Actions  
**Date:** July 27, 2023

Enclosed please find the attached invoice for expenditures from Peterson Company Ltd. I have reviewed the invoice and recommend the LMRWMO submit payment for expenses incurred.

Please prepare a check in the following amount:

- \$4,100.00 to Peterson Companies Ltd. for preparation of audited financial statements for fiscal year 2022.

Thank you and please contact me with any questions.

A handwritten signature in blue ink, appearing to read 'Joe Barten', is positioned above the typed name and title.

Joe Barten  
Administrator  
Lower Mississippi River Watershed Management Organization

Enclosed: Invoice #27974 from Peterson Company Ltd.

# PETERSON COMPANY LTD

570 Cherry Drive  
Waconia, MN 55387  
(952) 442-4408  
www.pclcpas.com

Lower Mississippi River Watershed Management Organization  
4100 220th St. W, Suite 102  
Farmington, MN 55024

Date: 6/26/2023  
Invoice Number: 27974  
Client: 2027125

---

*For professional services rendered as follows:*

Preparation of audited financial statements for December 31, 2022. \$4,100.00

Invoice Total: \$4,100.00  
Prior Balance: \$0.00  
Current Amount Due: \$4,100.00

---

Please return this portion with payment.

2027125  
Lower Mississippi River Watershed Management Organization

Date: 6/26/2023  
Invoice Number: 27974  
Invoice Amount: \$4,100.00  
Due Upon Receipt

Circle One: VISA    Master Card    Discover

Card # \_\_\_\_\_ Exp: \_\_\_\_\_

Three Digit Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_

Amount Enclosed: \_\_\_\_\_