



REVISED FINANCIAL SUMMARY
February 15, 2024 to March 13, 2024

Beginning Balance - Key Community Bank **\$165,553.42**

<i>Interest</i>	2/29/2024	February 2024 Interest	+	\$1.50
			+	
Deposits	2/22/2024	West St. Paul (\$17,289.14), Inver Grove Heights (\$57,273.30), St. Paul (\$12,910.46), and Sunfish Lake (\$3,250.84) 2024 Dues	+	\$90,723.74
			+	
			+	

To be approved at this meeting:

Key Community Bank:

3812	3/13/2024	Trustees of the Hamline University of Minnesota	-	\$231.00
3814	3/13/2024	Barr Engineering	-	\$5,717.93
			-	
			-	

Available Balance at Key Community Bank **\$250,329.73**

Gateway Bank Accounts:

	<u>Savings</u>			\$73,816.32
<i>Interest</i>	1/31/2024	Interest	+	\$188.08
	2/29/2024	Interest		\$176.39
		<i>Savings Ending Balance</i>		<u>\$74,180.79</u>
	<u>Checking</u>			\$1,000.00
		<i>Checking Ending Balance</i>	-	<u>\$1,000.00</u>

Available Balance at Gateway Bank **\$75,180.79**

Available Balance - Key Community & Gateway Banks **\$325,510.52**



MEMORANDUM

To: Nancy Bauer
From: Joe Barten, LMRWMO Administrator
Subject: Lower Mississippi River WMO - Financial Actions
Date: February 20, 2024

Enclosed please find the invoice for the 2023 Adopt-a-Drain Program, New Adopter Packets. I have reviewed the invoice and recommend the LMRWMO submit payment for expense incurred.

Please prepare a check in the following amount:

- \$231.00 to Trustees of the Hamline University of Minnesota

Thank you and please contact me with any questions.

Joe Barten
Administrator
Lower Mississippi River Watershed Management Organization

Enclosed: Invoice CIV-1943

Trustees of the Hamline University of Minnesota
 1536 Hewitt Avenue
 Saint Paul, MN 55104



INVOICE

(651) 523-2000

Date	Invoice Number
02/15/2024	CIV-1943

Payment Terms	Due Date
Net 30	03/16/2024

Bill To
Lower Mississippi River Watershed Management Organization 4100 220th St. West, Suite 102 Farmington, MN 55024 United States of America

Remit-To
Trustees of the Hamline University of Minnesota 1536 Hewitt Avenue Saint Paul, MN 55104 United States of America (651) 523-2000

Description: LMRWMO 2023 AAD Packets

Page 1 of 1

Purchase Order Number	Customer ID			
	CUS333			
Quantity	Sales Item	Item Description	Price Each	Amount
1	Adopt a Drain		231.00	231.00

Lower Mississippi Watershed Management Organization
 2023 Adopt-a-Drain Program
 New Adopter Packets

PER-PARTICIPANT COST
 Direct Participant Support
 Welcome Packet Printed Materials, Signs & Distribution 14 X \$15.00 = \$210.00

Subtotal: \$210.00

Admin Fee (10%): \$210.00 X .10 = \$21.00

GRAND TOTAL: \$231.00

Please include invoice number (CIV-1943) with payment to ensure it is attributed correctly.

Net Amount	231.00
Tax	0.00
Total	USD 231.00



INVOICE

Barr Engineering Co.
 4300 MarketPointe Drive, Suite 200
 Minneapolis, MN 55435
 Phone: 952-832-2600; Fax: 952-832-2601
 FEIN #: 41-0905995 Inc: 1966

Remittance address:
Lockbox 446104
PO Box 64825
St. Paul, MN 55164-0825

Mr. Joe Barten
 Lower Mississippi River Water Mgmt. Org.
 c/o Dakota County SWCD
 Suite 102
 4100 220th Street West
 Farmington, MN 55024

March 8, 2024
 Invoice No: 23191476.00 - 14

Total this Invoice	\$2,155.00
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Regarding: Lake Augusta Water Quality Improvement and Outlet Feasibility Study

This invoice is for professional services, which include the following:

- Responding to resident and administrator comments on draft report
- Addressed follow-up comments/questions and finalized/sent report and figures, tables, appendices
- Internal communications, invoicing and project management

Professional Services from December 2, 2023 to February 23, 2024

Job	0001	Lake Augusta Feasibility Study
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Task	007	Meetings/presentation
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Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV				
Wilson, Gregory	11.10	190.00	2,109.00	
Support Personnel II				
Nypan, Nyssa	.40	115.00	46.00	
	11.50		2,155.00	
Subtotal Labor				2,155.00
		Task Subtotal		\$2,155.00
		Job Subtotal		\$2,155.00
		Total this Invoice		\$2,155.00

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager at 952.832.2945 or email at gwilliams@barr.com.

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By: 
Janna Kieffer



INVOICE

Barr Engineering Co.
 4300 MarketPointe Drive, Suite 200
 Minneapolis, MN 55435
 Phone: 952-832-2600; Fax: 952-832-2601
 FEIN #: 41-0905995 Inc: 1966

Ms. Nancy Bauer
 Lower Mississippi River Water Mgmt. Org.
 City of Mendota Heights
 1101 Victoria Curve
 Mendota Heights, MN 55118

Remittance address:
Lockbox 446104
PO Box 64825
St. Paul, MN 55164-0825

March 8, 2024
 Invoice No: 23190078.00 - 265

Total this Invoice	\$3,562.93
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Regarding: Watershed Management Organization

The following invoice is for professional services related to the above project, which include:

- Preparing for and attending the December 12, 2023 Board of Managers meeting
- Preparing for and attending the January 10, 2024 Board of Managers meeting
- Preparing for and attending the February 14, 2024 Board of Managers meeting
- Reviewing proposed implementation plan in coordination with 5-year budget plan
- Responding to questions regarding Lake Augusta Feasibility Study
- Presenting the Lake Augusta Feasibility Study at the December 12, 2023 Board of Managers meeting
- Communications with the LMRMWO Administrator

Professional Services from December 2, 2023 to February 23, 2024

Job	2020	2020 Engineering Services
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Task	001	Board Meetings
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Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Williams, Sterling	3.50	165.00	577.50
	3.50		577.50
Subtotal Labor			577.50

Expense Charges

Travel			
12/13/2023			
Wilson, Gregory	Mileage		22.93
Subtotal Expenses			22.93

Task Subtotal \$600.43

Task	002	Technical Assistance
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Labor Charges

	Hours	Rate	Amount
Vice President			
Kieffer, Janna	.30	200.00	60.00
Engineer / Scientist / Specialist IV			
Wilson, Gregory	5.00	190.00	950.00

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Engineer / Scientist / Specialist III Williams, Sterling	1.00	165.00	165.00	
Support Personnel II Nypan, Nyssa	.80	110.00	88.00	
	7.10		1,263.00	
Subtotal Labor				1,263.00
			Task Subtotal	\$1,263.00
			Job Subtotal	\$1,863.43

Job	2024	2024 Engineering Services
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Task	001	Board Meetings
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Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III Williams, Sterling	6.30	170.00	1,071.00	
	6.30		1,071.00	
Subtotal Labor				1,071.00
			Task Subtotal	\$1,071.00

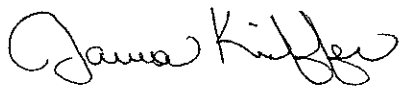
Task	002	Technical Assistance
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Labor Charges

	Hours	Rate	Amount	
Vice President Kieffer, Janna	.50	210.00	105.00	
Engineer / Scientist / Specialist IV Wilson, Gregory	.50	195.00	97.50	
Engineer / Scientist / Specialist III Williams, Sterling	2.10	170.00	357.00	
Support Personnel II Nypan, Nyssa	.60	115.00	69.00	
	3.70		628.50	
Subtotal Labor				628.50
			Task Subtotal	\$628.50
			Job Subtotal	\$1,699.50
			Total this Invoice	\$3,562.93

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact your Barr Project Manager, Janna M. Kieffer Phone: 952-832-2785 or E-Mail: jkieffer@barr.com.

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By: 

Janna Kieffer

LMRWMO 2024 Budget & Financial Summary

Revenue	Budget	2023 Carryover		2024 Monthly Revenue				2024 Total	Variance	Percent Received
		Dec 14, 2023 - Jan 10 2024	Jan 11 - Feb 14 2024	Feb 15 - Mar 13 2024	Mar 14 - April 10 2024	April 11 - May 8 2024	May 9 - June 12 2024			
Dues from Members	\$133,676.00		\$42,950.84	\$90,723.74				\$133,674.58	\$1.42	100%
Interest	\$2,000.00	\$364.62	\$1.02	\$365.97				\$731.61	\$1,268.39	37%
LMCIT Rebate	\$250.00							\$0.00	\$250.00	0%
Grant Income	\$117,200.00		\$30,000.00					\$30,000.00	\$87,200.00	26%
Subtotal Operating Revenue	\$135,926.00	\$364.62	\$72,951.86	\$91,089.71	\$0.00	\$0.00	\$0.00	\$164,406.19		

Expenses	Budget	2023 Carryover		2024 Monthly Expenses				2024 Total	Remaining Budget	Percent Expended
		Dec 14, 2023 - Jan 10 2024	Jan 11 - Feb 14 2024	Feb 15 - Mar 13 2024	Mar 14 - April 10 2024	April 11 - May 8 2024	May 9 - June 12 2024			
Engineering/Technical Assistance										
Technical Assistance	\$6,000.00	\$479.50		\$4,046.50				\$4,046.50	\$1,953.50	67%
Meetings	\$6,500.00	\$1,155.00		\$1,671.43				\$1,671.43	\$4,828.57	26%
Plan Implementation/Grant Applications	\$6,000.00							\$0.00	\$6,000.00	0%
Watershed Plan Amendment	\$0.00	\$1,369.50						\$0.00	\$0.00	
Project Study/Implementation										
Miss. River Direct Drainage - FY-21 WBIF Match	\$9,300.00							\$0.00	\$9,300.00	0%
Interstate Valley Creek Stabilization FY-24 CWF Match	\$10,000.00							\$0.00	\$10,000.00	0%
Priority Watershed Modeling - \$100,000 (FY-23 WBIF Match)	\$12,000.00							\$0.00	\$12,000.00	0%
Seidls Lake Improvements - \$356,000 (FY-22 CPL % Match)	\$2,500.00							\$0.00	\$2,500.00	0%
Landscaping for Clean Water Projects	\$13,600.00	\$750.00						\$0.00	\$13,600.00	0%
Monitoring										
Lake and Stream Water Monitoring (CAMP) and Reports	\$13,760.00	\$3,103.97						\$0.00	\$13,760.00	0%
Education										
WMO Biannual E-Newsletter	\$3,800.00							\$0.00	\$3,800.00	0%
Landscaping for Clean Water Classes	\$9,500.00							\$0.00	\$9,500.00	0%
MN Water Stewards Support	\$4,000.00	\$225.00						\$0.00	\$4,000.00	0%
Storm Drain Stenciling Program	\$3,000.00	\$180.00						\$0.00	\$3,000.00	0%
Engage Residents at Public Events / WMO Tabling Materials	\$500.00							\$0.00	\$500.00	0%
General Education Requests	\$1,000.00	\$1,170.00						\$0.00	\$1,000.00	0%
Metro Watershed Partners Membership	\$1,000.00		\$1,000.00	\$231.00				\$1,231.00	(\$231.00)	123%
Website Maintenance and Updates	\$2,900.00							\$0.00	\$2,900.00	0%
Board Education	\$200.00	\$360.00						\$0.00	\$200.00	0%
Adopt A Drain Welcome Kits ²	\$1,500.00							\$0.00	\$1,500.00	0%
Administration										
General Administration	\$32,000.00	\$7,925.00						\$0.00	\$32,000.00	0%
Hold Annual TAC Meeting	\$1,000.00							\$0.00	\$1,000.00	0%
Insurance	\$2,500.00							\$0.00	\$2,500.00	0%
Attorney and Audit	\$5,500.00	\$34.00						\$0.00	\$5,500.00	0%
Subtotal Operating Expenses	\$148,060.00	\$16,751.97	\$1,000.00	\$5,948.93				\$6,948.93	\$141,111.07	5%
Grant Expenses	\$175,000.00	\$0.00	\$0.00	\$0.00				\$0.00	\$175,000.00	0%
Overall Fund Balance		\$168,417.88	\$240,369.74	\$325,510.52						
Total Grant Balance³		\$38,158.59	\$68,158.59	\$86,652.50						
Operating Fund Balance		\$130,259.29	\$172,211.15	\$238,858.02						
Unencumbered Operating Fund Balance¹		\$115,259.29	\$152,211.15	\$218,858.02						

2024 Budget Notes:

- \$20,000 set aside for 2033 Watershed Plan Update, \$5,000 additional annually encumbered.
 - \$1,500 Added to Budget at 1-8-23 Meeting, carryover from 2023
 - Overage from FY-19 WBIF grant of \$18,493.91 (\$13,000 additional water monitoring Lake Augusta, \$5,493.91 in staff time) officially shown as absorbed into WMO general fund, to zero out/close out grant, on March 13, 2024.
- 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 in-hand
Operating Fund Balance	WMO funds without grants
Unencumbered Operating Fund Balance	WMO funds not already dedicated