



FINANCIAL SUMMARY
April 11, 2024 to May 8, 2024

<u>Beginning Balance - Key Community Bank</u>			\$250,329.73
<i>Interest</i>	12/29/2023	Dep - Dec. 2023 Interest - (not reported on a past financial summary) +	\$1.03
	3/31/2024	Dep - March 2024 Interest +	\$2.19
			\$250,332.95

Gateway Bank Accounts:

<u>Beginning Balance - Gateway Bank Checking Account:</u>			\$102.28
Dep	5/6/2024	Deposit From Key Community Bank +	\$250,332.95
5003	5/8/2024	Campbell Knutson -	\$136.00
5004	5/8/2024	Dakota County Soil & Water Conservation District -	\$33,783.44
<i>Checking Ending Balance</i>			\$216,515.79

<u>Beginning Balance - Gateway Bank Savings Account:</u>			\$74,369.80
Dep	4/1/2024	Interest +	\$183.38
<i>Savings Ending Balance</i>			<u>\$74,553.18</u>

<i>Available Balance at Gateway Bank</i>	<u>\$291,068.97</u>
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CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Rd Ste 290
Eagan, Minnesota 55121
(651) 452-5000

Page: 1
 March 31, 2024
 Account # 601-0000G
 90

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

RE: GENERAL SERVICES
 RENDERED TO DATE:

			HOURS	
03/08/2024	JJM	Review WSB changes to Professional Services Agreement.	0.30	51.00
03/11/2024	JJM	Review Agreement for Mississippi River Direct Drainage Project Prioritization Study.	0.30	51.00
03/22/2024	JJM	Receive and review email from Administrator.	<u>0.20</u>	<u>34.00</u>
		AMOUNT DUE	0.80	136.00
TOTAL CURRENT WORK				136.00
PREVIOUS BALANCE				\$897.72
TOTAL AMOUNT DUE				<u>\$1,033.72</u>

PAID on April Statement
 - 897.72
\$136.00

Amounts due over 30 days will be subject to a finance charge of .5% per month (or an annual rate of 6%). Minimum charge - 50 cents.

DAKOTA COUNTY



— SOIL & WATER —
CONSERVATION DISTRICT

**Dakota County Soil & Water
Conservation District**

4100 220th Street West, Ste 102
Farmington, MN 55024
(651) 480-7777
DakotaSWCD.Accounting@CO.Dakota.MN.US

Invoice

DATE	INVOICE #
4/4/2024	3390

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

AGREEMENT	BILLING PERIOD	TERMS
LMR WMO WBIF 23 C2...	Jan - Mar 2024	Net 30 Days

DESCRIPTION	HRS/COUNT	RATE	AMOUNT
ADMINISTRATION Grant reporting and file creation and setup, admin. coord meeting, website reporting	7.5	89.00	667.50
	1.5	68.00	102.00
PROJECT DEVELOPMENT Research and draft scope of work for study.	6	89.00	534.00

Thank you for your business.	Total	\$1,303.50
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Invoice

DATE	INVOICE #
4/3/2024	3389

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

AGREEMENT	BILLING PERIOD	TERMS
CPLG FY22 Seidl Lk	Jan - Mar 2024	Net 30 Days

DESCRIPTION	HRS/COUNT	RATE	AMOUNT
ADMINISTRATION: Financial coordination with invoices and payment request #1; coordinate banking information.	8.5	89.00	756.50
	8.5	82.00	697.00
PROJECT DEVELOPMENT: Consultant coordination on project plans, pre-construction meetings and site visit. Planting plan review and approval.	13	89.00	1,157.00
	9.5	78.00	741.00

Thank you for your business.	Total	\$3,351.50
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Invoice

DATE	INVOICE #
4/3/2024	3388

BILL TO				
Lower Mississippi River WMO City of Mendota Heights Nancy Bauer 1101 Victoria Curve Mendota Heights, MN 55118		AGREEMENT	BILLING PERIOD	TERMS
		WBF FY21 C21-3381	Jan - Mar 2024	Net 30 Days
DESCRIPTION		HRS/COUNT	RATE	AMOUNT
ADMINISTRATION/COORDINATION Financial and grant reporting; consultant agreement coordination.		26	89.00	2,314.00
PROJECT DEVELOPMENT kick off meeting and project development.		51	89.00	4,539.00
RAVINE EROSION AND DIRECT DRAINAGE STUDY Board proposal review coordination and consultant coordination.		10.5	89.00	934.50
Thank you for your business.			Total	\$7,787.50

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Invoice

DATE	INVOICE #
4/1/2024	3379

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

AGREEMENT	BILLING PERIOD	TERMS
2024 Annual Agreement	Jan - Mar 2024	Net 30 Days

DESCRIPTION	HRS/COUNT	RATE	AMOUNT
ADMINISTRATION			
Administration and Planning, PCB & PFOS Contaminant monitoring, Board meeting packets, prep, attendance, IVC JPA, prep and partner coord., financial coordination and audit; Lake Augusta cormorant, resident, and project coord.	111	95.00	10,545.00
Fees: Printing, Paper and Postage	1	50.00	50.00
EDUCATION AND OUTREACH			
Fees: Website Hosting	1	900.00	900.00
Website Maintenance	14.5	95.00	1,377.50
eNewsletter Creation	17	95.00	1,615.00
Landscaping for Clean Water Introduction Class	0	1,900.00	0.00
Landscaping for Clean Water Design Classes	0	3,800.00	0.00
Landscaping for Clean Water Maintenance Workshop	0	1,900.00	0.00
Landscaping for Clean Water Shoreline Presentation Development	0	1,900.00	0.00
Water Stewards Program	3	95.00	285.00
Storm Drain Stenciling Program	2	95.00	190.00
Storm Drain Stenciling Fees	0	0.00	0.00
General Education Items: Adopt a drain promotion, stickers, SSP expo materials, video production coordination.	8.5	95.00	807.50
TECHNICAL ASSISTANCE			
Water Monitoring and Data Management (CAMP)	11.5	95.00	1,092.50
Water Monitoring and Data Management (Thompson Lake)	29	95.00	2,755.00
Fees: Lab Analysis, shipping charges for Sonde Calibration	1	393.44	393.44
Plan Implementation and Project Management: Butler Ave SW BMPs and design coordination.	14	95.00	1,330.00
Landscaping for Clean Water Technical Assistance	0	600.00	0.00

It's been a pleasure working with you!	Total		
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Invoice

DATE	INVOICE #
4/1/2024	3379

BILL TO

Lower Mississippi River WMO
City of Mendota Heights
Nancy Bauer
1101 Victoria Curve
Mendota Heights, MN 55118

AGREEMENT

2024 Annual Agreement

BILLING PERIOD

Jan - Mar 2024

TERMS

Net 30 Days

DESCRIPTION	HRS/COUNT	RATE	AMOUNT
COST SHARE Landscaping for Clean Water Grant:	0	250.00	0.00
It's been a pleasure working with you!			Total \$21,340.94

LMRWMO 2024 Budget & Financial Summary		2023 Carryover			2024 Monthly Revenue							
Revenue	Budget	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		2024 Total	Variance	Percent Received	
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	\$189.01	\$186.60			\$1,107.22	\$892.78	55%	
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	\$189.01	\$186.60	\$0.00		\$164,781.80			
		2023 Carryover			2024 Monthly Expenses							
Expenses	Budget	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		2024 Total	Remaining Budget	Percent Expended	
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					\$1,330.00			\$1,330.00	\$4,670.00	22%	
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				\$4,240.94			\$4,240.94	\$9,519.06	31%	
Education												
WMO Biannual E-Newsletter	\$3,800.00					\$1,615.00			\$1,615.00	\$2,185.00	43%	
Landscaping for Clean Water Classes	\$9,500.00								\$0.00	\$9,500.00	0%	
MN Water Stewards Support	\$4,000.00	\$225.00				\$285.00			\$285.00	\$3,715.00	7%	
Storm Drain Stenciling Program	\$3,000.00	\$180.00				\$190.00			\$190.00	\$2,810.00	6%	
Engage Residents at Public Events / WMO Tabling Materials	\$500.00								\$0.00	\$500.00	0%	
General Education Requests	\$1,000.00	\$1,170.00				\$807.50			\$807.50	\$192.50	81%	
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					\$2,277.50			\$2,277.50	\$622.50	79%	
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				\$10,595.00			\$10,595.00	\$21,405.00	33%	
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			\$897.72	\$136.00			\$1,033.72	\$4,466.28	19%	
Subtotal Operating Expenses	\$148,060.00	\$16,751.97	\$1,000.00	\$5,948.93	\$897.72	\$21,476.94			\$29,323.59	\$118,736.41	20%	
Grant Expenses	\$175,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,442.50			\$12,442.50	\$162,557.50	7%	
Overall Fund Balance		\$168,417.88	\$240,369.74	\$325,510.52	\$324,801.81	\$291,068.97						
Total Grant Balance³		\$38,158.59	\$68,158.59	\$86,652.50	\$86,652.50	\$74,210.00						
Operating Fund Balance		\$130,259.29	\$172,211.15	\$238,858.02	\$238,149.31	\$216,858.97						
Unencumbered Operating Fund Balance¹		\$115,259.29	\$152,211.15	\$218,858.02	\$218,149.31	\$196,858.97						

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

LMRWMO 2024 Grant Budget & Financial Summary											
	Budget	Aggregate Prior to Jan 12, 2022	Jan 13, 2022 - Jan 11, 2023	Jan 12 2023 - Jan 10 2024	Jan 11 - Feb 14 2024	Feb 15 - Mar 13 2024	Mar 14 - April 10 2024	April 11 - May 8 2024	Total	Variance	Percent Received/ Expended

BWSR - FY 2019 Watershed Based Implementation Funding (Augusta, Interstate Valley Creek, Education) CLOSED OUT

Revenue											
Total Revenue	\$204,310.00	\$72,335.00	\$0.00	\$97,335.00	\$30,000.00	\$18,493.91	\$0.00	\$0.00	\$218,163.91	-\$13,853.91	107%
Expenses											
Total Expenses	\$217,310.00	\$5,985.63	\$161,528.68	\$55,289.60	\$0.00	\$0.00	\$0.00	\$0.00	\$222,803.91	-\$5,493.91	103%
FY-19 WBIF Balance		\$66,349.37	-\$95,179.31	-\$53,133.91	-\$23,133.91				\$0.00		

BWSR - FY 2021 Watershed Based Implementation Funding (Miss. River Direct Drainage Study)

Revenue											
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%
Total Revenue	\$102,346.00	\$46,521.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,521.00	\$55,825.00	45%
Expenses											
Grant Administration	\$10,042.00			\$156.00				\$3,248.50	\$3,404.50	\$6,637.50	34%
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			\$2,733.50				\$4,539.00	\$7,272.50	\$4,727.50	61%
Total Expenses	\$102,346.00	\$0.00	\$0.00	\$2,889.50	\$0.00	\$0.00	\$0.00	\$7,787.50	\$10,677.00	\$91,669.00	10%
FY-21 WBIF Balance		\$46,521.00	\$46,521.00	\$43,631.50	\$43,631.50	\$43,631.50	\$43,631.50	\$35,844.00	\$35,844.00		

BWSR - FY 2023 Watershed Based Implementation Funding (Priority Watershed Project ID & Model - Thompson, Rogers, Seidls)

Revenue											
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%
Total Revenue	\$130,385.00	\$0.00	\$0.00	\$59,193.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59,193.00	\$71,192.00	45%
Expenses											
Grant Administration	\$8,000.00							\$769.50	\$769.50	\$7,230.50	10%
Priority Watershed Project ID & Model	\$100,385.00								\$0.00	\$100,385.00	0%
Priority Watershed Project ID & Model Match (WMO)	\$10,000.00								\$0.00	\$10,000.00	0%
Project Development	\$12,000.00							\$534.00	\$534.00	\$11,466.00	4%
Total Expenses	\$130,385.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,303.50	\$1,303.50	\$129,081.50	1%
FY-21 WBIF Balance		\$0.00	\$0.00	\$59,193.00	\$59,193.00	\$59,193.00	\$59,193.00	\$57,889.50	\$57,889.50		

MN DNR - Conservation Partners Legacy Grant (Seidls Lake Shoreline Restoration)

Revenue											
Grant Reimbursement Payments	\$382,000.00								\$0.00	\$382,000.00	0%
Matching funds	\$75,000.00								\$0.00	\$75,000.00	0%
Total Revenue	\$457,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$457,000.00	0%
Expenses											
Grant Administration/Project Mgmt	\$26,000.00			\$15,118.00				\$3,351.50	\$18,469.50	\$7,530.50	71%
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%
Total Expenses	\$457,000.00	\$0.00	\$0.00	\$15,118.00	\$0.00	\$0.00	\$0.00	\$3,351.50	\$18,469.50	\$401,030.50	4%
Seidls Lake Shoreline Balance		\$0.00	\$0.00	-\$15,118.00	-\$15,118.00	-\$15,118.00	-\$15,118.00	-\$18,469.50	-\$18,469.50		

	Budget	Aggregate Prior to Jan 12, 2022	Jan 13, 2022 - Jan 11, 2023	Jan 12 2023 - Jan 10 2024	Jan 11 - Feb 14 2024	Feb 15 - Mar 13 2024	Mar 14 - April 10 2024	April 11 - May 8 2024	Total	Variance	Percent Received/ Expended
TOTAL GRANT FUNDS RECEIVED	\$763,656.00	\$118,856.00	\$0.00	\$156,528.00	\$30,000.00	\$18,493.91	\$0.00	\$0.00	\$323,877.91	\$498,971.09	42%
PASS THROUGH MATCH RECEIVED	\$130,000.00	\$0.00	\$0.00	\$25,000.00	\$30,000.00	\$18,493.91	\$0.00	\$0.00	\$73,493.91	\$70,450.09	57%
LMRWMO MATCH PROVIDED	\$13,944.00	\$0.00	\$3,040.00	\$546.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,586.00	\$498,971.09	26%
GRANT EXPENSES (MINUS WMO MATCH)	\$762,712.00	\$5,985.63	\$158,488.68	\$72,751.10	\$0.00	\$0.00	\$0.00	\$12,442.50	\$253,253.91	\$509,458.09	33%
PASS THROUGH MATCH EXPENSES	\$130,000.00	\$0.00	\$58,040.00	\$546.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,586.00	\$71,414.00	45%

NET FUND BALANCE (MINUS WMO MATCH)		\$112,870.37	-\$45,618.31	\$38,158.59	\$68,158.59	\$86,652.50	\$86,652.50	\$74,210.00	\$74,210.00		
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