

# **CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

## **ANNUAL FINANCIAL REPORT**

For the Year Ended December 31, 2009

CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT  
PO Box 188 Scandia Place II  
21150 Ozark Avenue  
Scandia, Minnesota 55073

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT  
ANNUAL FINANCIAL REPORT**

For the Year Ended December 31, 2009

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# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## ANNUAL FINANCIAL REPORT

For the Year Ended December 31, 2009

### ORGANIZATION

**Board of Managers:**

Steven Kronmiller, President  
Victoria Dupre, Secretary/Treasurer  
John Bower  
Richard Caldecott  
Jason Husveth  
John Lennes  
Thomas Polasik

**District Administrator:**

Jim Shaver



# AHOLA, MACK & ASSOCIATES, Ltd.

CERTIFIED PUBLIC ACCOUNTANTS

1815 Northwestern Avenue South • Suite 4 • Stillwater, MN 55082  
Phone (651) 430-1064 • Fax: (651) 430-1588 • www.aholamackcpa.com

## Independent Auditor's Report

To the Board of Managers  
Carnelian-Marine-St. Croix Watershed District  
Scandia, Minnesota 55073

We have audited the accompanying financial statements of the governmental activities and each major fund of Carnelian-Marine-St. Croix Watershed (the District) as of and for the year ended December 31, 2009, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Carnelian-Marine-St. Croix Watershed District as of December 31, 2009, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Managements' Discussion and Analysis and the budgetary comparison information, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. The District has not presented the Management's Discussion and Analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be a part of, the basic financial statements. However, the District has presented the budgetary comparison information which is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Carnelian-Marine-St. Croix Watershed District's basic financial

statements. The introductory section and individual fund financial statements as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. The individual fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects, in relation to the basic financial statements taken as a whole. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

*Ahola, Mack & Associates, Ltd*

Ahola, Mack & Associates, Ltd.

Stillwater, Minnesota 55082

May 26, 2010

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

**Statement of Net Assets**

December 31, 2009

	<u>Primary Government</u>	
	<u>Governmental Activities</u>	
	<u>2009</u>	<u>2008</u>
<b>ASSETS</b>		
Cash and investments	\$ 438,691	\$ 437,642
Property taxes receivable:		
Due from county	15,565	17,915
Delinquent	53,907	43,084
Prepaid expenses/deposits	796	406
Capital assets - net		
Nondepreciable	<u>40,833</u>	<u>40,833</u>
Total assets	<u>549,792</u>	<u>539,880</u>
<b>LIABILITIES:</b>		
Accounts payable	75,684	67,212
Payroll liabilities	7,305	10,153
Surety deposits payable	<u>45,093</u>	<u>49,193</u>
Total liabilities	<u>128,082</u>	<u>126,558</u>
<b>NET ASSETS:</b>		
Invested in capital assets	40,833	40,833
Unrestricted	<u>380,878</u>	<u>372,489</u>
Total net assets	<u>\$ 421,711</u>	<u>\$ 413,322</u>

See accompanying notes to the financial statements.

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## Statement of Activities

For the Year Ended December 31, 2009

Functions/Programs	<u>Expenses</u>	Program Revenues			Net (Expense) Revenue and Changes in Net Assets	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government Totals	
					<u>2009</u>	<u>2008</u>
Primary government						
Governmental activities:						
General government	\$ 211,980	\$ 12,690	\$ -	\$ -	\$ (199,290)	\$ (219,994)
Projects	<u>361,331</u>	<u>-</u>	<u>70,456</u>	<u>-</u>	<u>(290,875)</u>	<u>(244,222)</u>
Total	<u>\$ 573,311</u>	<u>\$ 12,690</u>	<u>\$ 70,456</u>	<u>\$ -</u>	<u>(490,166)</u>	<u>(464,216)</u>
General revenues:						
Property taxes					496,817	495,456
Unrestricted investment earnings					<u>1,738</u>	<u>3,520</u>
Total general revenues					<u>498,555</u>	<u>498,976</u>
Change in net assets					8,389	34,760
Net assets - January 1					<u>413,322</u>	<u>378,562</u>
Net assets - December 31					<u>\$ 421,711</u>	<u>\$ 413,322</u>

See accompanying notes to the financial statements.

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

**Balance Sheet**

**Governmental Funds**

December 31, 2009

	General Fund	Total Governmental Funds 2009	2008
<b>ASSETS</b>			
Cash and investments	\$ 438,691	\$ 438,691	\$ 437,642
Taxes receivable:			
Due from county	15,565	15,565	17,915
Delinquent	53,907	53,907	43,084
Prepaid expenses/deposits	796	796	406
Total assets	<u>\$ 508,959</u>	<u>\$ 508,959</u>	<u>\$ 499,047</u>
<b>LIABILITIES AND FUND BALANCE</b>			
<b>LIABILITIES:</b>			
Accounts payable	\$ 75,684	\$ 75,684	\$ 67,212
Payroll liabilities	7,305	7,305	10,153
Surety deposits payable	45,093	45,093	49,193
Deferred revenues	53,907	53,907	48,084
Total liabilities	<u>181,989</u>	<u>181,989</u>	<u>174,642</u>
<b>FUND BALANCE:</b>			
Undesignated	<u>326,970</u>	<u>326,970</u>	<u>324,405</u>
Total fund balance	<u>326,970</u>	<u>326,970</u>	<u>324,405</u>
Total liabilities and fund balance	<u>\$ 508,959</u>	<u>\$ 508,959</u>	<u>\$ 499,047</u>
Fund balance reported above		\$ 326,970	\$ 324,405
Amounts reported for governmental activities in the statement of net assets are different because:			
Capital assets used in governmental activities are not financial resources, and therefore, are not reported in the funds.		40,833	40,833
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds		53,907	48,084
Net assets of governmental activities		<u>\$ 421,711</u>	<u>\$ 413,322</u>

See accompanying notes to the financial statements.



**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**

For the Year Ended December 31, 2009

	General	<u>Total Governmental Funds</u>	
<b>REVENUES:</b>	<u>Fund</u>	<u>2009</u>	<u>2008</u>
General property taxes	\$ 485,994	\$ 485,994	\$ 507,141
Intergovernmental	75,456	75,456	33,355
Permits	12,690	12,690	12,104
Investment income	<u>1,738</u>	<u>1,738</u>	<u>3,520</u>
Total revenues	<u>575,878</u>	<u>575,878</u>	<u>556,120</u>
<b>EXPENDITURES:</b>			
General government	211,980	211,980	232,098
Projects	<u>361,331</u>	<u>361,331</u>	<u>264,133</u>
Total expenditures	<u>573,311</u>	<u>573,311</u>	<u>496,231</u>
<b>REVENUES OVER EXPENDITURES</b>	2,566	2,566	59,890
<b>FUND BALANCE - January 1</b>	324,405	324,405	265,043
<b>Invested in capital assets</b>	<u>-</u>	<u>-</u>	<u>(528)</u>
<b>FUND BALANCE - December 31</b>	<u>\$ 326,971</u>	<u>\$ 326,971</u>	<u>\$ 324,405</u>

See accompanying notes to the financial statements.

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**

For the Year Ended December 31, 2009

	<u>2009</u>	<u>2008</u>
Amounts reported for governmental activities in the statement of activities are different because:		
Net changes in fund balances - total governmental funds	\$ 2,566	\$ 59,890
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds:		
General property taxes deferred revenue:		
At January 1	(43,084)	(54,770)
At December 31	<u>53,907</u>	<u>43,084</u>
	<u>10,823</u>	<u>(11,686)</u>
Intergovernmental deferred revenue:		
At January 1	(5,000)	(18,444)
At December 31	<u>-</u>	<u>5,000</u>
	<u>(5,000)</u>	<u>(13,444)</u>
Change in net assets of governmental activities	<u>\$ 8,389</u>	<u>\$ 34,760</u>

See accompanying notes to the financial statements.

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

### **Note 1: Summary of Significant Accounting Policies**

This summary of significant accounting policies of the Carnelian-Marine-St. Croix Watershed District (the District) is presented to assist in understanding the District's financial statements. The financial statements and notes are representations of the District's management who is responsible for their integrity and objectivity. These accounting policies conform to accounting principles generally accepted in the United States of America applicable to governmental units and have been consistently applied in the preparation of the financial statements.

#### **Financial Reporting Entity**

The District was established on June 22, 1981 in accordance with Minnesota Statutes, Chapter 112. The affairs of the District are governed by a Board of Managers (the Board) composed of seven members appointed by the Washington County Board of Commissioners to three-year terms of office.

The purpose of the District is to cooperate with and assist governmental agencies, municipalities, and citizens within the District to conserve the District's natural resources through water management and to serve as the focal point for the collection of all water-related data within the District.

Watershed districts are required to adopt watershed management plans which establish the district's goals and objectives. To implement the plan, watershed districts may adopt rules and regulations and permit certain activities in the district. Projects are funded through the watershed district's taxing authority and, for projects initiated by citizen petitions, by special assessments.

In accordance with Governmental Accounting Standards Board (GASB) pronouncements and generally accepted accounting principles, the financial statements of the reporting entity include the primary government and its component units. Generally, component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The District (primary government) does not have any component units nor is it a component unit of any other governmental unit.

#### **Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*. There are no business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not included among program revenues are reported instead as *general revenues*.

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The District's only fiduciary funds are agency funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the District considers all revenues, except reimbursement grants, to be available if they are collected within 60 days of the end of the current fiscal period. Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Property taxes, intergovernmental revenues and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The district reports the following major governmental funds:

General fund - is the general operating fund of the District. It is used to account for financial resources to be used for general administrative expenditures and for the construction and maintenance of projects of common benefit to the District.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are transactions that would be treated as revenues, expenditures or expenses if they involved external organizations, such as buying goods and services or payments in lieu of taxes, are similarly treated when they involve other funds of the district. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

When both restricted and unrestricted resources are available for an allowable use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

### Budgets and Budgetary Accounting

The Board adopts a budget for the general government operations of the District on an annual basis. During the budget year, supplemental appropriations and deletions are or may be authorized by the Board. The modified accrual basis of accounting is used by the District for budgeting data. All appropriations end with the fiscal year for which they were made.

The Board annually adopts a tax levy for collection during the calendar year. The District's records are maintained on a calendar year ending December 31.

The District monitors budget performance on the fund basis. All amounts over budget have been approved by the Board through the disbursement approval process.

The District prepares a revenue and expenditure budget for the District's General Fund only. Encumbrance accounting, under which purchase orders, contracts and other commitments of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the District.

### Cash and Investments

Cash balances from all funds are pooled and invested to the extent available in authorized investments. The District has adopted GASB Statement No. 31, "Accounting and Financial Reporting for Certain Investments and for External Investment Pools". In accordance with the provisions of GASB Statement No. 31, the District reports investments at fair value, based upon quoted market prices, in the financial statements. In accordance with the provisions of GASB Statement No.31, the District has reported all investment income, including changes in fair value of investments, as revenue to the operating statements.

Prepaid Items – Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items on the balance sheet.

### Property Tax Revenue Recognition

The District annually adopts a tax levy and certifies it to the County in October (levy/assessment date) of each year for collection in the following year. The County is responsible for billing and collecting all property taxes for itself, the District, and other taxing authorities. Such taxes become a lien on January 1 and are recorded as receivables by the District at that date. Real property taxes are payable (by property owners) on May 15 and October 15 of each calendar year. These taxes are collected by the County and remitted to the District on or before July 7 and December 2 of the same year. Delinquent taxes collected by the County in November and December are received by the District the following January. The District has no ability to enforce payment of property taxes by property owners. The County possesses this authority.

Government-Wide Financial Statements – The District recognizes property tax revenue in the period for which the taxes were levied. Uncollectible property taxes are not material and have not been reported.

Governmental Fund Financial Statements – The District recognizes property tax revenue when it becomes both measurable and available to finance expenditures of the current period. In practice, current and delinquent taxes and State credits received by the District in

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

July, December and January are recognized as revenue for the current year. The taxes collected by the County by December 31 and remitted to the District the following January and the taxes and credits not received at the year end are shown as Due from county and Delinquent taxes receivable. The portion of delinquent taxes not collected by the District in January is fully offset by deferred revenue because they are not available to finance current expenditures.

### Market Value Homestead Credit

Property taxes and homestead property (as defined by State Statutes) are partially reduced by market value credit aid. This credit is paid to the District by the State in lieu of taxes levied against homestead property. The State remits this credit through installments each year. The credit is recognized as revenue by the District at the time of collection.

### Inventories

The original cost of materials and supplies has been recorded as expenditures at the time of purchase. None of the District's funds maintain significant amounts of inventories of materials and supplies.

### Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets, are reported in the governmental activities columns in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

No depreciation is calculated on general fixed assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

GASB Statement No. 34 required the District to report and depreciate new infrastructure assets effective with the beginning of the 2004 calendar year. Infrastructure assets include lake improvements, dams and drainage systems. Neither their historical cost nor related depreciation had historically been reported in the financial statements. For governmental entities with total annual revenues of less than \$10 million for the fiscal year ended December 31, 1999, the retroactive reporting of infrastructure is not required under the provisions of GASB Statement No. 34. The District implemented the general provisions of GASB Statement No. 34 in 2008 and has elected not to report infrastructure assets acquired in years prior to 2004.

The District did not acquire any infrastructure assets during the year.

### Compensated Absences

It is the District's policy to permit employees to accumulate earned but unused vacation and sick pay benefits, with a maximum of 5 unused days permitted to be rolled over to the next year. All vacation and sick pay benefits that are vested as severance pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

they have matured, for example, as a result of employee resignations and retirements. In accordance with the provisions of Statement of Government Accounting Standards No. 16, *Accounting for Compensated Absences*, no liability is recorded for nonvesting accumulating rights to receive sick pay benefits.

### Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts not appropriable for expenditure or legally segregated for a specific future use. Designated fund balances represent tentative plans for future use of financial resources.

### Interfund Transactions

Interfund services provided and used are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditure/expenses in the fund that is reimbursed. All other interfund transactions are reported as transfers.

### Reclassifications

Certain reclassifications were made to prior year amounts to conform to the current year presentation.

### Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles (GAAP) requires management to make estimates that affect the amounts reported in financial statements during the reporting period. Actual results could differ from such estimates.

## **Note 2: Deposits and Investments**

### A. Deposits

In accordance with Minnesota Statutes, the District maintains deposits at those depository banks authorized by the Board, all of which are members of the Federal Reserve System.

Minnesota Statutes require that all District deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by insurance or bonds.

Minnesota Statutes require that securities pledged as collateral be held in safekeeping by the District Treasurer or in a financial institution other than that furnishing the collateral. Authorized collateral includes the following:

- a) United States government treasury bills, treasury notes and treasury bond;
- b) Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- c) General obligation securities of any state or local government with taxing powers which is rated "A" or better by a national bond rating service, or revenue obligation securities of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service;

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

- d) General obligation securities of a local government with taxing powers may be pledged as collateral against funds deposited by that same local government entity;
- e) Irrevocable standby letters of credit issued by Federal Home Loan Banks to a municipality accompanied by written evidence that the bank's public debt is rated "AA" or better by Moody's Investors Service, Inc. or Standard & Poor's Corporation; and
- f) Time deposits that are fully insured by any federal agency.

Custodial Credit Risk-Deposits: Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. State statutes require that insurance, surety bonds or collateral protect all District deposits. The market value of collateral pledges must equal 110% of deposits not covered by insurance or bonds.

At year end the carrying amount of the District's deposits was \$438,691 and the bank balance was \$446,743. The entire bank balance was covered by federal depository insurance or collateral held by the District's agent in the District's name.

### B. Investments

Minnesota Statutes authorize the District to invest in the following:

- a) Direct obligations or obligations guaranteed by the United States or its agencies, its instrumentalities or organizations created by an act of congress, excluding mortgage-back securities defined as high risk.
- b) Shares of investment companies registered under the Federal Investment Company Act of 1940 and whose only investments are in securities described in (a) above, general obligation tax-exempt securities, or repurchase or reverse agreements.
- c) Obligations of the State of Minnesota or any of its municipalities as follow:
  - 1) any security which is a general obligation of any state or local government with taxing powers which is rated "A" or better by a national bond rating service;
  - 2) any security which is a revenue obligation of any state or local government with taxing powers which is rated "AA" or better by a national bond rating service; and
  - 3) a general obligation of the Minnesota housing finance agency which is a moral obligation of the State of Minnesota and is rated "A" or better by a national bond rating agency.
- d) Bankers acceptances of United States banks.
- e) Commercial paper issued by United States corporations or their Canadian subsidiaries, of the highest quality, and maturing in 270 days or less.
- f) Repurchase or reverse repurchase agreements with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000; a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York; certain Minnesota securities broker-dealers; or, a bank qualified as a depositor.
- g) General obligation temporary bonds of the same governmental entity issued under section 429.091, subdivision 7; 469178, subdivision 5; or 475.61, subdivision 6.

The District did not invest in any of the above listed investments during the year.



**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

**NOTES TO THE FINANCIAL STATEMENTS**

December 31, 2009

**Note 3: Receivables**

Significant delinquent property taxes receivable in the amount of \$47,887 are not expected to be collected within one year of December 31.

**Note 4: Deferred Revenues**

Governmental funds report deferred revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of deferred revenue and unearned revenue reported in the governmental funds were as follows:

	<u>Unavailable</u>	<u>Unearned</u>
Delinquent property taxes receivable (General Fund)	\$53,907	\$ -
Unearned revenue (General Fund)	<u>5,000</u>	<u>-</u>
Totals	<u>\$58,907</u>	<u>\$0</u>

**Note 5: Capital Assets**

Capital asset activity for the year ended December 31, 2009 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decrease</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Furniture	\$1,931	\$0	\$0	\$1,931
Equipment	18,360	0	0	18,360
Computer Equipment	5,433	0	0	5,433
Easements	<u>15,109</u>	<u>0</u>	<u>0</u>	<u>15,109</u>
Total	<u>\$40,833</u>	<u>\$0</u>	<u>\$0</u>	<u>\$40,833</u>

**Note 6: Defined Benefit Pension Plans-Statewide**

**A. Plan Description**

All full-time and certain part-time employees of the District are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the Public Employees Retirement Fund (PERF) and the Public Employees Police and Fire Fund (PERFF) which are cost-sharing, multiple-employer retirement plans. These plans are established and administered in accordance with Minnesota Statute, Chapters 353 and 356.

PERF members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members, and benefits to survivors upon death of eligible members. Benefits are established by State Statute, and vest after

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

**NOTES TO THE FINANCIAL STATEMENTS**

December 31, 2009

three years of credited service. The defined retirement benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for PERF and PEPFF. That report may be obtained on the internet at [www.mnpera.org](http://www.mnpera.org), by writing to PERA, 60 Empire Drive #200, St. Paul, Minnesota, 55103-2088 or by calling (651)296-7460 or 1-800-652-9026.

**B. Funding Policy**

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The District makes annual contributions to the pension plans equal to the amount required by state statutes. PERF Basic Plan members and Coordinated Plan members were required to contribute 9.10% and 6.0%, respectively, of their annual covered salary in 2009. The District is required to contribute the following percentages of annual covered payroll: 11.78% for Basic Plan PERF members, 6.75% for Coordinated Plan PERF members. Employer contribution rates for the Coordinated Plan will increase to 7.0% effective January 1, 2010. The District's contribution to the Public Employees Retirement Fund for the years ending December 31, 2009 and 2008 were \$8,837 and \$4,777 respectively, equal to contractually required contributions for each year as set by state statute.

**Note 7: Long-Term Leases**

In December of 2001, the Board entered into an operating lease to rent space for an office for the District. The term of the lease was for two years. The term has been extended periodically and currently expires March 31, 2011. Future lease payments are as follows:

2010	\$ 4,872
2011	<u>1,218</u>
Total Future Lease Payments	<u>\$ 6,090</u>

**Note 8: Contingencies**

The District is not aware of any existing or pending lawsuits, claims or other actions in which the District is a defendant.

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

December 31, 2009

### **Note 9: Risk Management**

The District is exposed to various risks of loss to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. Property and casualty liabilities are insured. The District retains risk for the deductible portions of the insurance. The amounts of these deductibles are considered immaterial to the financial statements.

There were no significant reductions in insurance from the previous year of settlements in excess of insurance coverage for any of the past three fiscal years.

### **Note 10: Public Education**

The District provides community education services, including preparing brochures and organizing site tours and seminars with residents on a variety of subjects, such as the Best Management Practice (BMP) Program.

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

**Required Supplementary Information**

**Budgetary Comparison Schedule - General Fund**

For the Year Ended December 31, 2009

With Comparative Actual Amounts for the Year Ended December 31, 2008

	2009			
	Budgeted	Actual	Variance with	2008
	<u>Amounts</u>	<u>Amounts</u>	<u>Budget - Positive</u>	<u>Actual</u>
			<u>(Negative)</u>	<u>Amounts</u>
<b>REVENUES:</b>				
General property taxes	\$ 488,700	\$ 485,994	\$ (2,706)	\$ 507,141
Intergovernmental	73,150	75,456	2,306	33,355
Permits	10,000	12,690	2,690	12,104
Investment income	-	1,738	1,738	3,520
Total revenues	<u>571,850</u>	<u>575,878</u>	<u>4,028</u>	<u>556,120</u>
 <b>EXPENDITURES:</b>				
Projects	<u>370,650</u>	<u>361,331</u>	<u>9,319</u>	<u>264,133</u>
General government -				
Engineering & research	50,000	71,196	(21,196)	70,505
Manager expenses	11,500	6,359	5,141	9,492
Administrator and benefits	101,700	95,035	6,665	91,263
Clerical/minutes	3,500	2,506	994	3,586
Equipment	2,000	137	1,863	-
Dues and publications	3,000	3,912	(912)	5,522
Insurance and bonds	6,000	6,342	(342)	5,670
Office supplies	1,200	1,108	92	5,639
Postage and delivery	600	237	363	-
Printing and reproduction	200	-	200	370
Public notices	200	274	(74)	-
Rent	5,000	5,355	(355)	5,675
Telephone and internet	1,800	2,486	(686)	1,412
Conferences	3,000	1,133	1,867	1,754
Website	3,000		3,000	
Miscellaneous	1,000	619	381	57
Professional fees	16,100	15,282	818	31,155
Contingency	15,000	-	15,000	-
Total general government	<u>224,800</u>	<u>211,980</u>	<u>12,820</u>	<u>232,099</u>
Total expenditures	<u>595,450</u>	<u>573,311</u>	<u>22,139</u>	<u>496,231</u>
 <b>REVENUES OVER EXPENDITURES</b>	<u>\$ (23,600)</u>	<u>2,566</u>	<u>\$ (18,111)</u>	<u>59,889</u>
 <b>FUND BALANCE - January 1</b>		324,405		265,043
<b>Invested in capital assets</b>		<u>-</u>		<u>(528)</u>
 <b>FUND BALANCE - December 31</b>		<u>\$ 326,971</u>		<u>\$ 324,404</u>

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**  
**Required Supplementary Information**  
**Budgetary Comparison Schedule**  
**Note to RSI**  
For the Year Ended December 31, 2009

**Note A - Budgets**

The General Fund budget is legally adopted on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is at the fund level.

**CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT**

**General Fund**

**Comparative Balance Sheet**

December 31, 2009

With Comparative Amounts for December 31, 2008

	<u>2009</u>	<u>2008</u>
<b>ASSETS</b>		
Cash and investments	\$ 438,691	\$ 437,642
Taxes receivable:		
Due from county	15,565	17,915
Delinquent	53,907	43,084
Prepaid rent	796	406
Total assets	<u>\$ 508,959</u>	<u>\$ 499,047</u>
 <b>LIABILITIES AND FUND BALANCE</b>		
<b>LIABILITIES:</b>		
Accounts payable	\$ 75,684	\$ 67,212
Payroll liabilities	7,305	10,153
Surety deposits payable	45,093	49,193
Deferred revenues	53,907	48,084
Total liabilities	<u>181,989</u>	<u>174,642</u>
 <b>FUND BALANCE:</b>		
Undesignated	<u>326,970</u>	<u>324,405</u>
Total fund balance	<u>326,970</u>	<u>324,405</u>
 Total liabilities and fund balance	 <u>\$ 508,959</u>	 <u>\$ 499,047</u>

# CARNELIAN-MARINE-ST. CROIX WATERSHED DISTRICT

## General Fund

### Comparative Statement of Revenues, Expenditures and Changes in Fund Balance

For the Year Ended December 31, 2009

With Comparative Totals for the Year Ended December 31, 2008

<b>REVENUES:</b>	<u>2009</u>	<u>2008</u>
General property taxes	\$ 485,994	\$ 507,141
Intergovernmental	75,456	33,355
Permits	12,690	12,104
Investment income	<u>1,738</u>	<u>3,520</u>
Total revenues	<u>575,878</u>	<u>556,120</u>
<b>EXPENDITURES:</b>		
Projects	<u>361,331</u>	<u>264,133</u>
General government -		
Engineering & research	71,196	70,505
Manager expenses	6,359	9,492
Administrator and benefits	95,035	91,263
Clerical/minutes	2,506	3,586
Equipment	137	-
Dues and publications	3,912	5,522
Insurance and bonds	6,342	5,670
Office supplies	1,108	5,639
Postage and delivery	237	-
Printing and reproduction	-	370
Public notices	274	-
Rent	5,355	5,675
Telephone and internet	2,486	1,412
Conferences	1,133	1,754
Website	-	-
Miscellaneous	619	57
Professional fees	15,282	31,155
Contingency	-	-
Total general government	<u>211,980</u>	<u>232,099</u>
Total expenditures	<u>573,311</u>	<u>496,231</u>
<b>REVENUES OVER EXPENDITURES</b>	2,566	59,889
<b>FUND BALANCE - January 1</b>	324,404	265,043
<b>Invested in capital assets</b>	-	(528)
<b>FUND BALANCE - December 31</b>	<u>\$ 326,970</u>	<u>\$ 324,404</u>