

**CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA**

AUDITED FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2017**

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

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CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

GOVERNANCE AND ADMINISTRATION
December 31, 2017

APPOINTED OFFICIALS

<u>Board of Managers</u>	<u>Position</u>	<u>Term Expires</u>
Robert Schiefelbein	President	August 2018
Chris Uecker	Vice President	August 2018
Paul DeGree	Secretary	August 2019
Kathy Jonsrud	Treasurer	August 2020
Dale Homuth	Member	August 2020

STAFF

Cole Loewen	Administrator
Dennis Loewen	Assistant Administrator
Merle Anderson	Advisor



Burkhardt & Burkhardt, Ltd.

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

June 11, 2018

Board of Managers
Clearwater River Watershed District
Annandale, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Clearwater River Watershed District (the District), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of Clearwater River Watershed District, as of December 31, 2017 and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the budget comparison information, listed under required supplemental information in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

The supplemental information as listed in the table of contents under supplemental section is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Prior Year Comparative Information

We have previously audited the District's 2016 financial statements, and we expressed unmodified audit opinions on the respective financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information in our report dated June 2, 2017. In our opinion, the partial comparative information presented herein as of and for the year ended December 31, 2016 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Burkhardt & Burkhardt, Ltd.

Burkhardt & Burkhardt, Ltd
Certified Public Accountants
Mankato, Minnesota

BASIC FINANCIAL STATEMENTS

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF NET POSITION
December 31, 2017

	Governmental Activities	Business-Type Activities	Totals
ASSETS			
Cash and cash equivalents	\$ 905,964	\$ 104,486	\$ 1,010,450
Receivables:			
Accounts	70	44,061	44,131
Property taxes	9,556	0	9,556
Special assessments	8,880	0	8,880
Prepaid expenses	4,804	1,776	6,580
Due from other governments	165,191	0	165,191
Capital Assets	2,234,695	2,191,915	4,426,610
Accumulated depreciation	(166,561)	(1,090,176)	(1,256,737)
TOTAL ASSETS	\$ 3,162,599	\$ 1,252,062	\$ 4,414,661
LIABILITIES AND NET POSITION			
Liabilities			
Accounts Payable	\$ 50,712	\$ 11,694	\$ 62,406
Net Position			
Net Investment in Capital Assets	2,068,133	1,101,740	3,169,873
Unrestricted	1,043,754	138,628	1,182,382
Total Net Position	3,111,887	1,240,368	4,352,255
TOTAL LIABILITIES AND NET POSITION	\$ 3,162,599	\$ 1,252,062	\$ 4,414,661

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2017

Functions/Programs	Expenses	Program Revenues			Net (Expenses) Revenues and Changes in Net Position		Totals
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- Type Activities	
GOVERNMENTAL ACTIVITIES:							
General government	\$ 306,920	\$ 0	\$ 0	\$ 0	\$ (306,920)	\$ 0	\$ (306,920)
Special revenue	283,404	331,907	5,704	0	54,207	0	54,207
Capital projects	0	0	0	470,761	470,761	0	470,761
Total Governmental activities	<u>590,324</u>	<u>331,907</u>	<u>5,704</u>	<u>470,761</u>	<u>218,048</u>	<u>0</u>	<u>218,048</u>
BUSINESS-TYPE ACTIVITIES:							
Sanitary sewer system	<u>168,643</u>	<u>83,055</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(85,588)</u>	<u>(85,588)</u>
Total Primary Government	<u>\$ 758,967</u>	<u>\$ 414,962</u>	<u>\$ 5,704</u>	<u>\$ 470,761</u>	<u>218,048</u>	<u>(85,588)</u>	<u>132,460</u>
General Revenues:							
Property taxes, levied for general purposes					249,393	0	249,393
Intergovernmental					7,227	0	7,227
Interest and investments earnings					3,043	399	3,442
Miscellaneous					10,284	0	10,284
Total General Revenues					<u>269,947</u>	<u>399</u>	<u>270,346</u>
Changes in Net Position					487,996	(85,189)	402,807
Net Position - January 1					<u>2,623,891</u>	<u>1,325,557</u>	<u>3,949,448</u>
Net Position - December 31					<u>\$ 3,111,887</u>	<u>\$ 1,240,368</u>	<u>\$ 4,352,255</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2017

	<u>General</u>	<u>Chain of Lakes Operations & Maintenance</u>	<u>Watkins Storm Water Treatment</u>
ASSETS			
Cash and cash equivalents	\$ 581,302	\$ 217,120	\$ (8,511)
Accounts receivable	70	0	0
Property taxes receivable	9,298	0	0
Special assessments receivable	52	2,567	0
Prepaid expenses	4,804	0	0
Due from other governments	<u>0</u>	<u>0</u>	<u>35,191</u>
TOTAL ASSETS	<u><u>\$ 595,526</u></u>	<u><u>\$ 219,687</u></u>	<u><u>\$ 26,680</u></u>
LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCE			
Liabilities			
Accounts payable	<u>\$ 28,120</u>	<u>\$ 2,274</u>	<u>\$ 14,347</u>
Deferred Inflows of Resources			
Unavailable revenue	<u>5,599</u>	<u>0</u>	<u>35,191</u>
Fund Balances			
Nonspendable - prepaid expenses	4,804	0	0
Committed:			
Special revenue funds	0	217,413	0
Capital project funds	0	0	0
Unassigned:			
General fund	557,003	0	0
Capital project funds	<u>0</u>	<u>0</u>	<u>(22,858)</u>
Total fund balances	<u>561,807</u>	<u>217,413</u>	<u>(22,858)</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE	<u><u>\$ 595,526</u></u>	<u><u>\$ 219,687</u></u>	<u><u>\$ 26,680</u></u>

The Notes to the Financial Statements are an Integral Part of this Statement.

School Section Lake Outlet Project	Other Governmental Funds	Total Governmental Funds
\$ (5,759)	\$ 121,807	\$ 905,959
0	0	70
0	258	9,556
10	6,251	8,880
0	0	4,804
<u>130,000</u>	<u>0</u>	<u>165,191</u>
<u>\$ 124,251</u>	<u>\$ 128,316</u>	<u>\$ 1,094,460</u>
<u>\$ 2,967</u>	<u>\$ 2,997</u>	<u>\$ 50,705</u>
<u>73,611</u>	<u>3,413</u>	<u>117,814</u>
0	0	4,804
0	121,906	339,319
47,673	0	47,673
0	0	557,003
0	0	(22,858)
<u>47,673</u>	<u>121,906</u>	<u>925,941</u>
<u>\$ 124,251</u>	<u>\$ 128,316</u>	<u>\$ 1,094,460</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

RECONCILIATION OF THE BALANCE SHEET TO THE
STATEMENT OF NET POSITION - GOVERNMENTAL FUNDS
December 31, 2017

Total Fund Balances - Governmental Funds	\$ 925,941
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds.	
Cost of Capital Assets	2,234,695
Less: Accumulated Depreciation	(166,561)
Certain receivables will be collected in subsequent years, but are not available soon enough to pay for the current period's expenditures and therefore are deferred in the funds.	
Delinquent property taxes	5,804
Special Assessments	76,819
Grants	<u>35,191</u>
Total Net Position - Governmental Activities	<u>\$ 3,111,887</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2017

	General	Chain of Lakes Operations & Maintenance	Watkins Storm Water Treatment
Revenues			
Property taxes	\$ 250,143	\$ 0	\$ 0
Intergovernmental revenue	3,512	9,419	305,560
Special assessments	4,503	155,305	0
Miscellaneous income	490	6,391	13
Interest income	1,767	678	176
Total Revenue	260,415	171,793	305,749
Expenditures			
Governance	90,331	0	0
Administration & General	93,112	14,732	7,423
Technical & Engineering	31,207	12,904	77,253
Operation & Maintenance	1,398	180,179	0
Water Quality Monitoring	10,408	7,368	702
Study, Survey, and Plan Development	0	4,000	0
Other Special Projects	2,283	0	0
Capital Outlay	0	0	296,836
Total Expenditures	228,739	219,183	382,214
Excess Revenues Over (Under) Expenditures	31,676	(47,390)	(76,465)
Other Financing Sources (Uses)			
Transfers In	0	0	54,000
Transfers Out	(6,000)	(48,000)	0
Total Other Financing Sources (Uses)	(6,000)	(48,000)	54,000
Change in Fund Balance	25,676	(95,390)	(22,465)
Fund Balance - January 1	536,131	312,803	(393)
Fund Balance - December 31	\$ 561,807	\$ 217,413	\$ (22,858)

The Notes to the Financial Statements are an Integral Part of this Statement.

School Section Lake Outlet Project	Other Governmental Funds	Total Governmental Funds
\$ 0	\$ 235	\$ 250,378
0	0	318,491
56,399	189,248	405,455
0	3,390	10,284
0	422	3,043
<u>56,399</u>	<u>193,295</u>	<u>987,651</u>
0	0	90,331
538	21,944	137,749
7,806	28,876	158,046
0	92,612	274,189
0	8,516	26,994
0	1,000	5,000
0	0	2,283
382	0	297,218
<u>8,726</u>	<u>152,948</u>	<u>991,810</u>
<u>47,673</u>	<u>40,347</u>	<u>(4,159)</u>
0	0	54,000
<u>0</u>	<u>0</u>	<u>(54,000)</u>
<u>0</u>	<u>0</u>	<u>0</u>
47,673	40,347	(4,159)
<u>0</u>	<u>81,559</u>	<u>930,100</u>
<u>\$ 47,673</u>	<u>\$ 121,906</u>	<u>\$ 925,941</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES - GOVERNMENTAL FUNDS
For the Year Ended December 31, 2017

Total Net Change in Fund Balances - Governmental Funds \$ (4,159)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets are capitalized and allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	479,668
Less: Depreciation	(78,181)

Certain revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.

Delinquent property taxes	(985)
Special Assessments	56,462
Grants	<u>35,191</u>

Change in Net Position - Governmental Activities \$ 487,996

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF NET POSITION
PROPRIETARY FUNDS
December 31, 2017

	Hidden River Maintenance	Rest a while Maintenance	Clearwater Harbor Maintenance	Wandering Ponds	Totals
ASSETS					
Current Assets					
Cash and cash equivalents	\$ (14,443)	\$ 4,961	\$ 61,347	\$ 52,621	\$ 104,486
Accounts receivable	10,356	1,772	24,777	7,156	44,061
Prepaid insurance	517	265	676	318	1,776
Total Current Assets	<u>(3,570)</u>	<u>6,998</u>	<u>86,800</u>	<u>60,095</u>	<u>150,323</u>
Noncurrent Assets					
Capital assets	491,108	141,138	1,488,169	71,500	2,191,915
Less: Accumulated depreciation	<u>(198,972)</u>	<u>(37,669)</u>	<u>(828,964)</u>	<u>(24,571)</u>	<u>(1,090,176)</u>
Net Capital Assets	<u>292,136</u>	<u>103,469</u>	<u>659,205</u>	<u>46,929</u>	<u>1,101,739</u>
TOTAL ASSETS	<u>\$ 288,566</u>	<u>\$ 110,467</u>	<u>\$ 746,005</u>	<u>\$ 107,024</u>	<u>\$ 1,252,062</u>
LIABILITIES AND NET POSITION					
Current Liabilities					
Accounts payable	<u>\$ 4,924</u>	<u>\$ 45</u>	<u>\$ 4,619</u>	<u>\$ 2,106</u>	<u>\$ 11,694</u>
Net Position					
Net Investment in Capital Assets	292,136	103,469	659,206	46,929	1,101,740
Unrestricted	<u>(8,494)</u>	<u>6,953</u>	<u>82,180</u>	<u>57,989</u>	<u>138,628</u>
Total Net Position	<u>283,642</u>	<u>110,422</u>	<u>741,386</u>	<u>104,918</u>	<u>1,240,368</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 288,566</u>	<u>\$ 110,467</u>	<u>\$ 746,005</u>	<u>\$ 107,024</u>	<u>\$ 1,252,062</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
For the Year Ended December 31, 2017

	Hidden River Maintenance	Rest a while Maintenance	Clearwater Harbor Maintenance	Wandering Ponds	Totals
Revenue					
Charges for services	\$ 21,382	\$ 5,571	\$ 46,717	\$ 8,874	\$ 82,544
Miscellaneous income	<u>216</u>	<u>28</u>	<u>233</u>	<u>34</u>	<u>511</u>
Total Revenues	<u>21,598</u>	<u>5,599</u>	<u>46,950</u>	<u>8,908</u>	<u>83,055</u>
Operating Expenses					
Routine Maintenance	16,352	600	13,902	2,000	32,854
Repairs & Maintenance	834	915	5,476	0	7,225
Improvements	15,250	0	14,779	0	30,029
Administration & General	8,422	2,309	10,691	2,094	23,516
Depreciation	<u>12,363</u>	<u>2,643</u>	<u>57,563</u>	<u>2,450</u>	<u>75,019</u>
Total Operating Expenses	<u>53,221</u>	<u>6,467</u>	<u>102,411</u>	<u>6,544</u>	<u>168,643</u>
Income (Loss) from Operations	(31,623)	(868)	(55,461)	2,364	(85,588)
Nonoperating Income					
Interest income	<u>1</u>	<u>17</u>	<u>205</u>	<u>176</u>	<u>399</u>
Change in Net Position	(31,622)	(851)	(55,256)	2,540	(85,189)
Net Position - January 1	<u>315,264</u>	<u>111,273</u>	<u>796,642</u>	<u>102,378</u>	<u>1,325,557</u>
Net Position - December 31	<u>\$ 283,642</u>	<u>\$ 110,422</u>	<u>\$ 741,386</u>	<u>\$ 104,918</u>	<u>\$ 1,240,368</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Year Ended December 31, 2017

	Hidden River Maintenance	Rest a while Maintenance	Clearwater Harbor Maintenance	Wandering Ponds	Totals
CASH FLOWS FROM OPERATING					
Receipts from customers and users	\$ 21,052	\$ 5,938	\$ 45,103	\$ 8,010	\$ 80,103
Payments to suppliers	<u>(39,771)</u>	<u>(4,142)</u>	<u>(44,230)</u>	<u>(3,807)</u>	<u>(91,950)</u>
Net Cash provided (used) by operating activities	<u>(18,719)</u>	<u>1,796</u>	<u>873</u>	<u>4,203</u>	<u>(11,847)</u>
CASH FLOWS FROM INVESTING					
Interest received	<u>1</u>	<u>17</u>	<u>205</u>	<u>176</u>	<u>399</u>
Change in Cash and Cash Equivalents	(18,718)	1,813	1,078	4,379	(11,448)
Cash and Cash Equivalents - January 1	<u>4,275</u>	<u>3,148</u>	<u>60,269</u>	<u>48,242</u>	<u>115,934</u>
Cash and Cash Equivalents - December 31	<u><u>\$ (14,443)</u></u>	<u><u>\$ 4,961</u></u>	<u><u>\$ 61,347</u></u>	<u><u>\$ 52,621</u></u>	<u><u>\$ 104,486</u></u>
Reconciliation of operating income to net cash provided (used) by operating activities:					
Operating income (loss)	\$ (31,623)	\$ (868)	\$ (55,461)	\$ 2,364	\$ (85,588)
Adjustments to reconcile operating income to net cash provided (used) by operating activities:					
Depreciation expense	12,363	2,643	57,563	2,450	75,019
Accounts receivable	(546)	339	(1,847)	(898)	(2,952)
Prepaid insurance	58	43	86	41	228
Accounts payable	<u>1,029</u>	<u>(361)</u>	<u>532</u>	<u>246</u>	<u>1,446</u>
Net Cash Provided by Operating Activities	<u><u>\$ (18,719)</u></u>	<u><u>\$ 1,796</u></u>	<u><u>\$ 873</u></u>	<u><u>\$ 4,203</u></u>	<u><u>\$ (11,847)</u></u>

The Notes to the Financial Statements are an Integral Part of this Statement.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting entity

The Clearwater River Watershed District (the District) was organized under provisions of Minnesota Statutes Chapter 103D. The District is governed by a Board of Managers composed of five members appointed by the counties within the area of the Watershed District boundaries. The board exercises legislative authority and determines all matters of policy. The board appoints personnel responsible for the proper administration of all affairs relating to the District.

The District has considered all potential units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that exclusion would cause the District's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the primary government to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the primary government. As required by accounting principles generally accepted in the United States of America, these financial statements present the District and its component units, entities for which the District is considered to be financially accountable.

Component units for which the District has been determined to be financially accountable can be blended with the primary government or be included as a discrete presentation. Blended component units, although legally separate entities are in substance, part of the District's operations and so data from these units are combined with data of the District. Each discretely presented component unit, on the other hand, is reported in a separate column in the financial statements to emphasize it is legally from the District. Based on the foregoing criteria as of December 31, the District had no blended or discretely presented component units.

B. Government-wide and fund financial statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the District and its component units. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Interest on general long-term debt is considered an indirect expense and is reported separately in the Statement of Activities. *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 or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues. Internally dedicated revenues are reported as general revenues rather than as program revenues.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Aggregate information for the remaining nonmajor governmental funds is reported in a single column in the fund financial statements.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-(Continued)

C. 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*, as are the proprietary fund financial statements and the fiduciary fund financial statements. 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.

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 pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses 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. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the District.

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlement and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the tax is levied. Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the District must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are also recorded as unearned revenue. On the modified accrual basis, receivables that will not be collected within the available period have also been reported as deferred inflows of resources in the fund financial statements.

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-(Continued)

The District reports the following major governmental funds:

The *General fund* is the District's primary operating fund. It accounts for all financial resources of the District, except those required to be accounted for in another fund.

The *Operations and Maintenance fund* accounts for revenues and accumulated resources necessary for the maintenance of the original Clearwater Chain of Lakes Restoration Project.

The *Watkins Storm Water Treatment fund* accounts for resources and accumulated costs related to construction of infrastructure for the Watkins area storm water capital project.

The *School Section Lake Outlet Project fund* accounts for resources and accumulated costs related to renovations of infrastructure for the School Section Lake Outlet.

The District reports the following major proprietary funds:

The *Hidden River Sanitary Sewer Maintenance fund* accounts for the costs associated with the District's sanitary sewer system of Hidden River and insures that user charges are sufficient to meet those costs.

The *Rest a While Sanitary Sewer Maintenance fund* accounts for the costs associated with the District's sanitary sewer system of Rest a While and insures that user charges are sufficient to meet those costs.

The *Clearwater Harbor Sanitary Sewer Maintenance fund* accounts for the costs associated with the District's sanitary sewer system of Clearwater Harbor and insures that user charges are sufficient to meet those costs.

The *Wandering Ponds Sanitary Sewer Maintenance fund* accounts for the costs associated with the District's sanitary sewer system of Wandering Ponds and insures that user charges are sufficient to meet those costs.

As a general rule, the effect of interfund activity has been eliminated from government-wide financial statements. Exceptions to this general rule are charges between the District's water and sewer functions and various other functions 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.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

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

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-(Continued)

D. Assets, liabilities, deferred inflows of resources, and net position/fund balance

Deposits and investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Cash balances from all funds are pooled and invested, to the extent available, in certificates of deposit and other authorized investments. Earnings from such investments are allocated on the basis of applicable participation by each of the funds.

The District may also invest idle funds as authorized by Minnesota statutes, as follows:

1. Direct obligations or obligations guaranteed by the United States or its agencies.
2. Shares of investment companies registered under the Federal Investment Company Act of 1940 and received the highest credit rating, rated in one of the two highest rating categories by a statistical rating agency, and have a final maturity of thirteen months or less.
3. General obligations of a state or local government with taxing powers rated "A" or better; revenue obligations rated "AA" or better.
4. General obligations of the Minnesota Housing Finance Agency rated "A" or better.
5. Bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System.
6. Commercial paper issued by United States banks corporations or their Canadian subsidiaries, of highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less.
7. Repurchase or reverse repurchase agreements and securities lending agreements with financial institutions qualified as a "depository" by the government entity, 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, or certain Minnesota securities broker-dealers.
8. Guaranteed Investment Contracts (GIC's) issued or guaranteed by a United States commercial bank, a domestic branch of a foreign bank, a United States insurance company, or its Canadian subsidiary, whose similar debt obligations were rated in one of the top two rating categories by a nationally recognized rating agency.

The District's investments are reported at their respective fair market values. The District has not adopted a formal investment policy.

Property taxes

The District Board annually adopts a tax levy and certifies it to the County in December for collection in the following year. The County is responsible for collecting all property taxes for the District. These taxes attach an enforceable lien on taxable property within the District on January 1 and are payable by the property owners in two installments. The taxes are collected by the County Treasurer and tax settlements are made to the District during January, June and December each year.

Taxes payable on homestead property, as defined by Minnesota statutes, were partially reduced by a market value credit aid. The credit is paid to the District by the State in lieu of taxes levied against the homestead property. The State remits this credit in two equal installments in October and December each year.

Delinquent taxes receivable include the past six years' uncollected taxes. Delinquent taxes have been offset by a deferred inflow of resources for delinquent taxes not received within 60 days after year end in the fund financial statements.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-(Continued)

Accounts receivable

Accounts receivable include amounts billed for services provided before year end. Unbilled utility enterprise fund receivables are also included for services provided in 2017. The District annually certifies delinquent accounts to the County for collection in the following year. Therefore, there has been no allowance for doubtful accounts established.

Special assessments

Special assessments represent the financing for public improvements paid for by benefiting property owners. These assessments are recorded as receivables upon certification to the County. Special assessments are recognized as revenue when they are received in cash or within 60 days after year end. All governmental special assessments receivable are offset by a deferred inflow of resources in the fund financial statements.

Prepaid items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

Interfund receivables and payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a nonspendable fund balance account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

Unearned revenue

Unearned revenues are reported as a liability in the governmental funds Balance Sheet and Statement of Net Position. The District recognizes revenues when earned and amounts received in advance of the period in which services are rendered are recorded as a liability. Unearned revenue arises from two sources: prepayment of service-type special assessments by property owners and grant receipts in excess of grant expenditures.

Capital assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type 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 the thresholds below (amount not rounded) and an estimated useful life in excess of one year. For financial statement purposes only, a capitalization threshold is established for each capital asset category as follows:

<u>Assets</u>	<u>Capitalization Threshold</u>
Land improvements	\$ 10,000
Buildings and improvements	25,000
Infrastructure	100,000
Machinery and equipment	5,000

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-(Continued)

As the District constructs or acquires capital assets each period, including infrastructure assets, they are capitalized and reported at historical cost. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or extend its useful life beyond the original estimate. In the case of donations the District values these capital assets at the estimated fair value of the item at the date of its donation.

Property, plant, and equipment of the District are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Useful Lives in Years</u>
Buildings and improvements	15 to 75
Infrastructure	20 to 60
Machinery and equipment	3 to 15

Deferred outflows/inflows of resources

In addition to liabilities, the statement of financial position and fund financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting, which qualifies as needing to be reported in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: property taxes and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available

Net position

In the government-wide financial statements, net position represents the difference between assets and liabilities. Net position is displayed in three components:

- a. Net investment in capital assets - Consists of capital assets, net of accumulated depreciation reduced by any outstanding debt attributable to acquire capital assets.
- b. Restricted net position - Consist of net position balances restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws or regulations of other governments.
- c. Unrestricted net position - All other net position balances that do not meet the definition of “restricted” or “net investment in capital assets”.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-(Continued)

Fund balance

In the fund financial statements, fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of resources reported in the governmental funds. These classifications are defined as follows:

Nonspendable - Amounts that cannot be spent because they are not in spendable form, such as prepaid items.

Restricted - Amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - Amounts constrained for specific purposes that are internally imposed by formal action (resolution) of the District Council, which is the District's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the District Board modifies or rescinds the commitment by resolution.

Assigned - Amounts constrained for specific purposes that are internally imposed. In governmental funds other than the General fund, assigned fund balance represents all remaining amounts that are not classified as nonspendable and are neither restricted nor committed. In the General fund, assigned amounts represent intended uses established by the District Board itself or by an official to which the governing body delegates the authority. The District Board has adopted a fund balance policy which delegates the authority to assign amounts for specific purposes to the District Administrator.

Unassigned - The residual classification for the General fund and also negative residual amounts in other funds.

The District considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available. Additionally, the District would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The District has formally adopted a fund balance policy for the General fund. The District's policy is to maintain a minimum unassigned fund balance of 20-25 percent of budgeted operating expenditures for cash-flow timing needs.

Note 2 STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary information

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for the General fund. All annual appropriations lapse at fiscal year-end. The District does not use encumbrance accounting.

On or before July 1 of each year, District staff compiles the budget into an overall preliminary District budget. Before September 15, the proposed budget is presented to the District Board for review. The District Board holds public hearings and a final budget is prepared and adopted in December.

The appropriated budget is prepared by fund, function and department. The District's staff may make transfers of appropriations within a department. Transfers of appropriations between departments require the approval of the District Board. The legal level of budgetary control is the department level. Budgeted amounts are as originally adopted or as amended by the District Board. There were no budget amendments during the year.

B. Excess of Expenditures over Appropriations

For the year ended December 31, 2017, no fund had excess expenditures over appropriations.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 2 STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY-(Continued)

C. Deficit Fund Equity

The following had fund equity deficits at year-end:

<u>Fund</u>	<u>Amount</u>
Governmental	
Nonmajor	
Augusta Channel Clean Out	\$ 22,770
School Section Lake Outlet	35,534
Major	
Watkins Storm Water Treatment	22,858

The fund deficits are planned to be eliminated with future interfund transfers and committed revenues.

Note 3 DETAILED NOTES ON ALL FUNDS

A. Deposits and investments

Deposits

Custodial credit risk for deposits and investments is the risk that in the event of a bank failure, the District's deposits and investments may not be returned or the District will not be able to recover collateral securities in the possession of an outside party. In accordance with Minnesota statutes and as authorized by the District Board, the District maintains deposits at those depository banks, 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 percent of the deposits not covered by insurance or bonds.

Authorized collateral in lieu of a corporate surety bond includes:

- United States government Treasury bills, Treasury notes, Treasury bonds;
- Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- 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;
- General obligation securities of a local government with taxing powers may be pledged as collateral against funds deposited by that same local government entity;
- 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
- Time deposits that are fully insured by any federal agency

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 3 DETAILED NOTES ON ALL FUNDS – (Continued)

Minnesota statutes require that all collateral shall be placed in safekeeping in a restricted account at a Federal Reserve Bank, or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The selection should be approved by the government entity.

At December 31, 2017, the carrying amount of deposits was \$1,010,450 and the bank balance was \$1,025,778. The District's deposits were covered by \$750,000 of federal depository insurance. The remaining balance was covered by collateral held by the District's agent in the District's name.

Investments

As of December 31, 2017, the District had no investments.

A reconciliation of cash and cash equivalents as shown on the statement of net position for the District follows:

	Governmental Funds	Proprietary Funds
Demand deposits	\$ 262,614	\$ 30,288
Time deposits	643,350	74,198
Total cash and cash equivalents	\$ 905,964	\$ 104,486

B. Receivables

Receivables as of the year end for the District are reported on the Statement of Net Position. There are no estimates for allowances for uncollectible receivables.

Governmental funds report *deferred inflows of resources* 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 inflows* and *unearned revenue* reported in the governmental funds were as follows:

	Unavailable	Unearned
Special assessment not yet due - cedar #06-1 maintenance	\$ 3,208	\$ -
Special assessment not yet due - school section lake outlet	73,611	-
Delinquent property taxes - general fund	5,599	-
Delinquent property taxes - data aquisition fund	205	-
BWSR grant - watkins area stormwater	35,191	-
Total unavailable/unearned revenue	\$ 117,814	\$ -

The only receivables not expected to be collectible within one year are the following: General Fund: \$2,000 of delinquent taxes, Cedar #06-1 special assessments of \$1,500 and School section lake outlet special assessments of \$50,000.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 3 DETAILED NOTES ON ALL FUNDS – (Continued)

C. Interfund receivables, payables, and transfers

Interfund transfers

Interfund transfers for the year ended December 31, 2017, consisted of the following:

Transferred To	Transfer From		Total
	General Fund	Chain of Lake O&M	
Watkins Area Stormwater	\$ -	\$ 54,000	54,000
Cedar Maintenance #06-1	-	-	-
Chain of Lake O&M	6,000	-	6,000
	\$ 6,000	\$ 54,000	\$ 60,000

Transfers from the general fund were budgeted for project costs and water quality monitoring and transfers from Chain of Lakes O&M were budgeted for projects costs.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 3 DETAILED NOTES ON ALL FUNDS – (Continued)

D. Capital assets

Capital asset activity for the District for the year ended December 31, 2017 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets not being depreciated				
Land	\$ 235,853	\$ -	\$ -	\$ 235,853
Construction in progress	-	97,453	-	97,453
Total capital assets not being depreciated	235,853	97,453	-	333,306
Capital assets being depreciated				
Distribution system	1,468,138	382,214	-	1,850,352
Machinery and equipment	51,037	-	-	51,037
Total capital assets being depreciated	1,519,175	382,214	-	1,901,389
Less accumulated depreciation for				
Distribution system	(66,658)	(73,407)	-	(140,065)
Machinery and equipment	(21,722)	(4,774)	-	(26,496)
Total accumulated depreciation	(88,380)	(78,181)	-	(166,561)
Total capital assets being depreciated, net	1,430,795	304,033	-	1,734,828
Governmental activities capital assets, net	<u>\$ 1,666,648</u>	<u>\$ 401,486</u>	<u>\$ -</u>	<u>\$ 2,068,134</u>

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 3 DETAILED NOTES ON ALL FUNDS – (Continued)

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities				
Capital assets not being depreciated				
Land	\$ 35,400	\$ -	\$ -	\$ 35,400
Capital assets being depreciated				
Sanitary system	2,147,845	-	-	2,147,845
Machinery and equipment	8,670	-	-	8,670
Total capital assets being depreciated	2,156,515	-	-	2,156,515
Less accumulated depreciation for				
Sanitary system	(1,011,784)	(74,442)	-	(1,086,226)
Machinery and equipment	(3,372)	(578)	-	(3,950)
Total accumulated depreciation	(1,015,156)	(75,020)	-	(1,090,176)
Total capital assets being depreciated, net	1,141,359	(75,020)	-	1,066,339
Business-type activities capital assets, net	\$ 1,176,759	\$ (75,020)	\$ -	\$ 1,101,739

Depreciation expense was charged to functions/programs of the District as follows:

Governmental activities	
General government	\$ 78,181
Total depreciation expense - governmental activities	\$ 78,181
 Business-type activities	
Hidden River	\$ 12,363
Rest a While	2,643
Clearwater Harbor	57,564
Wandering Ponds	2,450
Total depreciation expense - business-type activities	\$ 75,020

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 3 DETAILED NOTES ON ALL FUNDS – (Continued)

A. Net Position/Fund Balance

Governmental Fund Balances

Governmental fund balances reported on the fund financial statements at December 31, 2017 included the following:

Nonspendable

Major Funds:

General Fund - prepaid expenses	\$ 4,804
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Committed

Major Funds:

Chain of lakes O&M	\$ 217,413
School section lake outlet	47,673

Non-Major Funds:

Clearwater grass/bog removal	5,680
Augusta channel clean out	(22,770)
Data acquisition	31,234
Section lake outlet	(35,534)
Cedar lake AIS	30,711
Cedar #06-1 maintenance	40,041
Louisa & marie AIS	6,640
Clearwater lake milfoil	53,071
Lake augusta AIS	12,833

Total Committed	\$ 386,992
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Unassigned

Major Funds:

General Fund	\$ 557,003
Watkins storm water treatment	(22,858)

Total unassigned fund balance	\$ 534,145
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CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 3 DETAILED NOTES ON ALL FUNDS – (Continued)

Governmental Activities Net Position

Governmental activities net position reported on the government-wide statement of net position at December 31, 2017 includes the following:

Net Investment in Capital Assets:	
Land	\$ 235,853
Construction in process	97,453
Distribution system	1,850,352
Machinery and equipment	51,037
Less: accumulated depreciation	<u>(166,561)</u>
Total Net Investment in Capital Assets	2,068,133
Unrestricted	<u>1,043,754</u>
Total Governmental Activities Net Position	<u><u>\$ 3,111,887</u></u>

Business-Type Activities Net Position

Business-type activities net position reported on the government-wide statement of net position at December 31, 2017 includes the following:

Net Investment in Capital Assets:	
Land	\$ 35,400
Sanitary system	2,147,845
Machinery and equipment	8,670
Less: accumulated depreciation	<u>(1,090,176)</u>
Total Net Investment in Capital Assets	1,101,740
Unrestricted	<u>138,628</u>
Total Business-Type Activities Net Position	<u><u>\$ 1,240,368</u></u>

Note 4 OTHER INFORMATION

A. Risk management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the District carries insurance. The District obtains insurance through participation in the League of Minnesota Cities Insurance Trust (LMCIT), which is a risk sharing pool with approximately 800 other governmental units. The District pays an annual premium to LMCIT for its workers compensation and property and casualty insurance. The LMCIT is self-sustaining through member premiums and will reinsure for claims above a prescribed dollar amount for each insurance event. Settled claims have not exceeded the District's coverage in any of the past three fiscal years.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities, if any, include an amount for claims that have been incurred but not reported (IBNRs). The District's management is not aware of any incurred but not reported claims.

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS
December 31, 2017

Note 4 OTHER INFORMATION – (Continued)

B. Contingencies

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the state government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the District expects such amounts, if any, to be immaterial.

REQUIRED SUPPLEMENTARY INFORMATION

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended December 31, 2017

	Original And Final Budget	Actual Amount	Variance with Final Budget - Over (Under)
Revenues			
Property taxes	\$ 249,000	\$ 250,143	\$ 1,143
Special Assessments	4,000	4,503	503
Intergovernmental	3,000	3,512	512
Miscellaneous income	5,810	490	(5,320)
Interest income	1,040	1,767	727
Total Revenue	262,850	260,415	(2,435)
Expenditures			
Governance	111,175	90,331	(20,844)
Administrative & General	83,300	93,112	9,812
Technical & Engineering	24,000	31,207	7,207
Operations & Maintenance	5,550	1,398	(4,152)
Water Quality Monitoring	8,350	10,408	2,058
Other Special Projects	38,075	2,283	(35,792)
Total Expenditures	270,450	228,739	(41,711)
Excess Revenues Over (Under) Expenditures	(7,600)	31,676	39,276
Other Financing Uses			
Transfers In (Out)	(6,000)	(6,000)	0
Change in Fund Balance	\$ (13,600)	25,676	\$ 39,276
Fund Balance - January 1		536,131	
Fund Balance - December 31		\$ 561,807	

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
CHAIN OF LAKES OPERATIONS & MAINTENANCE
For the Year Ended December 31, 2017

	Original And Final Budget	Actual Amount	Variance with Final Budget - Over (Under)
Revenues			
Special Assessments	145,200	155,305	10,105
Intergovernmental	100,620	9,419	(91,201)
Miscellaneous income	250	6,391	6,141
Interest income	500	678	178
Total Revenue	246,570	171,793	(74,777)
Expenditures			
Administrative & General	49,950	14,732	(35,218)
Technical & Engineering	28,800	12,904	(15,896)
Operations & Maintenance	91,700	180,179	88,479
Water Quality Monitoring	15,220	7,368	(7,852)
Study, Survey, and Plan Development	0	4,000	4,000
Other Special Projects	20,150	0	(20,150)
Capital Outlay	131,050	0	(131,050)
Total Expenditures	336,870	219,183	(117,687)
Excess Revenues Over (Under) Expenditures	(90,300)	(47,390)	42,910
Other Financing Uses			
Transfers In (Out)	(60,000)	(48,000)	12,000
Change in Fund Balance	\$ (150,300)	(95,390)	\$ 54,910
Fund Balance - January 1		312,803	
Fund Balance - December 31		\$ 217,413	

SUPPLEMENTARY INFORMATION

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
December 31, 2017

	Special Revenue Funds			
	Clearwater Grass/Bog Removal	Augusta Channel Clean Out	Data Acquisition	Section Lake Outlet
ASSETS				
Cash and cash equivalents	\$ 5,541	\$ (22,770)	\$ 31,481	\$ (35,249)
Property taxes receivable	0	0	258	0
Special assessments receivable	139	0	0	0
TOTAL ASSETS	<u>\$ 5,680</u>	<u>\$ (22,770)</u>	<u>\$ 31,739</u>	<u>\$ (35,249)</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE				
Liabilities				
Accounts payable	\$ 0	\$ 0	\$ 300	\$ 285
Deferred Inflows of Resources				
Unavailable Revenue	0	0	205	0
Fund Balances				
Committed				
Special Revenue	5,680	(22,770)	31,234	(35,534)
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE	<u>\$ 5,680</u>	<u>\$ (22,770)</u>	<u>\$ 31,739</u>	<u>\$ (35,249)</u>

Special Revenue Funds

Cedar #06-1 Maintenance	Cedar Lake AIS	Louisa & Marie AIS	Clearwater Lake Milfoil	Lake Augusta AIS	Total Nonmajor Governmental Funds
\$ 40,878	\$ 30,262	\$ 6,154	\$ 52,746	\$ 12,764	\$ 121,807
0	0	0	0	0	258
<u>4,285</u>	<u>449</u>	<u>486</u>	<u>823</u>	<u>69</u>	<u>6,251</u>
<u>\$ 45,163</u>	<u>\$ 30,711</u>	<u>\$ 6,640</u>	<u>\$ 53,569</u>	<u>\$ 12,833</u>	<u>\$ 128,316</u>
\$ 1,914	\$ 0	\$ 0	\$ 498	\$ 0	\$ 2,997
3,208	0	0	0	0	3,413
<u>40,041</u>	<u>30,711</u>	<u>6,640</u>	<u>53,071</u>	<u>12,833</u>	<u>121,906</u>
<u>\$ 45,163</u>	<u>\$ 30,711</u>	<u>\$ 6,640</u>	<u>\$ 53,569</u>	<u>\$ 12,833</u>	<u>\$ 128,316</u>

CLEARWATER RIVER WATERSHED DISTRICT
ANNANDALE, MINNESOTA

COMBINING STATEMENT OF REVENUE, EXPENDITURES AND,
CHANGES IN FUND BALANCE - NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2017

	Special Revenue Funds			
	Clearwater Grass/Bog Removal	Augusta Channel Clean Out	Data Acquisition	School Section Lake Outlet
Revenues				
General Property taxes	\$ 0	\$ 0	\$ 702	\$ 0
Special assessments	7,127	4,516	0	5,514
Miscellaneous Income	13	0	0	18
Interest income	11	0	105	0
Total Revenue	<u>7,151</u>	<u>4,516</u>	<u>807</u>	<u>5,532</u>
Expenditures				
Administration & General	674	100	250	8,323
Technical & Engineering	0	0	0	22,935
Operation & Maintenance	2,165	0	0	630
Water Quality Monitoring	0	0	5,051	0
Study, Survey, and Plan Development	0	0	0	0
Total Expenditures	<u>2,839</u>	<u>100</u>	<u>5,301</u>	<u>31,888</u>
Change in Fund Balance	4,312	4,416	(4,494)	(26,356)
Fund Balance - January 1	<u>1,368</u>	<u>(27,186)</u>	<u>35,728</u>	<u>(9,178)</u>
Fund Balance - December 31	<u>\$ 5,680</u>	<u>\$ (22,770)</u>	<u>\$ 31,234</u>	<u>\$ (35,534)</u>

Special Revenue Funds

Cedar #06-1 Maintenance	Cedar Lake AIS	Louisa & Marie AIS	Clearwater Lake Milfoil	Lake Augusta AIS	Total Nonmajor Governmental Funds
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 702
60,010	31,230	35,631	39,825	4,928	188,781
1,170	6	6	2,171	6	3,390
73	57	1	134	41	422
<u>61,253</u>	<u>31,293</u>	<u>35,638</u>	<u>42,130</u>	<u>4,975</u>	<u>193,295</u>
7,769	1,149	531	2,521	627	21,944
5,552	0	0	389	0	28,876
24,304	6,174	26,163	23,742	9,434	92,612
3,465	0	0	0	0	8,516
1,000	0	0	0	0	1,000
<u>42,090</u>	<u>7,323</u>	<u>26,694</u>	<u>26,652</u>	<u>10,061</u>	<u>152,948</u>
19,163	23,970	8,944	15,478	(5,086)	40,347
<u>20,878</u>	<u>6,741</u>	<u>(2,304)</u>	<u>37,593</u>	<u>17,919</u>	<u>81,559</u>
<u>\$ 40,041</u>	<u>\$ 30,711</u>	<u>\$ 6,640</u>	<u>\$ 53,071</u>	<u>\$ 12,833</u>	<u>\$ 121,906</u>

OTHER REPORTS



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MINNESOTA LEGAL COMPLIANCE

Independent Auditor's Report

June 11, 2018

Board of Managers
Clearwater River Watershed District
Annandale, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Clearwater River Watershed District the (District) as of and for the year ended December 31, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 11, 2018.

The *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories, except that we did not test for compliance with the provisions for public indebtedness because the District has no outstanding debt or tax increment financing since the District has no tax increment districts.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above referenced provisions.

This report is intended solely for the information and use of those charged with governance and management of the District and the State Auditor and is not intended to be and should not be used by anyone other than these specified parties.

Burkhardt & Burkhardt, Ltd.

Burkhardt & Burkhardt, Ltd
Certified Public Accountants
Mankato, Minnesota



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June 11, 2018

Board of Managers
Clearwater River Watershed District
Annandale, Minnesota

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Clearwater River Watershed District (the District) as of and for the year ended December 31, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the District’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’s internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in the District’s internal control to be significant deficiencies:

Financial Report Preparation

CONDITION: We were requested to assist in drafting the audited financial statement and related footnote disclosures as part of our regular audit services. Recent auditing standards require auditors to communicate this situation to the District Board as an internal control deficiency. Furthermore, based on recent auditing standards, it is our responsibility to inform you that this deficiency could result in a material misstatement to the financial statements that could have been prevented or detected by your management. Essentially, the auditors cannot be part of your internal control process.

CRITERIA: Internal controls should be in place to provide reasonable assurance over financial reporting.

Financial Report Preparation - Continued

- CAUSE:** The District has informed us that they do not have an internal control policy in place over annual financial reporting and that they do not have the necessary staff and expertise to prevent or detect a material misstatement in the annual financial statements including footnote disclosures.
- EFFECT:** The potential exists that a material misstatement of the annual financial statements could occur and that a material disclosure could be omitted from the financial statements and not be prevented by the District's internal control.
- RECOMMENDATION:** The District should continue to evaluate their internal staff, expertise, and assigned duties to determine if an internal control policy over financial reporting is beneficial.

Segregation of Duties

- CONDITION:** During our audit we reviewed internal control procedures over receipts, disbursements, and payroll and found the District to have limited segregation of duties in these areas.
- CRITERIA:** There are four general categories of duties: authorization, custody, record keeping, and reconciliation. In an ideal system, different employees perform each of these four major functions. No one person should have control over more than two of the four responsibilities.
- CAUSE:** As a result of the small staff, the District Administrator controls and maintains the check stock. The Administrator also opens the mail, sets up and maintains vendors, approves vouchers for payment, prepares checks, and maintains the accounting records. Additionally, the Administrator receives and endorses checks and currency, prepares and takes the deposit to the bank
- EFFECT:** The existence of this limited segregation of duties increases the risk of fraud.
- RECOMMENDATION:** While we recognize staff is not large enough to eliminate this deficiency, we recommend that an individual, separate from the Administrator, review cancelled checks received with the bank statement and investigate; voided checks, inconsistent check sequence, and unusual payees. This individual should also review bank reconciliations for accuracy and timeliness of preparation. It is important that the District Board is aware of this condition and monitor all financial information.

This communication is intended solely for the information and use of the governance and management, of the District and is not intended to be and should not be used by anyone other than these specified parties.

Burkhardt & Burkhardt, Ltd.

Burkhardt & Burkhardt, Ltd.
Certified Public Accountants
Mankato, Minnesota