

# Annual Financial Report

## Comfort Lake - Forest Lake Watershed District

Forest Lake, Minnesota

For the Year Ended  
December 31, 2019

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**Comfort Lake - Forest Lake Watershed District**  
 Forest Lake, Minnesota  
 Annual Financial Report  
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INTRODUCTORY SECTION  
COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT  
FOREST LAKE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

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Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Board of Managers and Appointed Officials  
For the Year Ended December 31, 2019

**BOARD OF MANAGERS**

<u>Name</u>	<u>Title</u>
Jon W. Spence	President
Jackie A. Anderson	Vice President
Stephen Schmaltz	Treasurer
Jim Dibble	Manager
Jen Oknich	Secretary

**APPOINTED OFFICIALS**

Mike Kinney	District Administrator
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FINANCIAL SECTION  
COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT  
FOREST LAKE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

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## INDEPENDENT AUDITOR'S REPORT

Board of Managers  
Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of the Comfort Lake - Forest Lake Watershed District, Minnesota (the District), as of and for the year ended December 31, 2019, 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 of 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 District'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 District'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 and each major fund of the District as of December 31, 2019 and the respective changes in financial position and the budgetary comparison for the General fund and the Program and Project Implementation fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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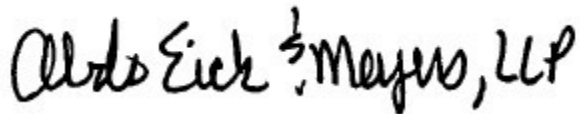
## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis Page 15 and the Schedule of Employer's Share of the Net Pension Liability and the Schedule of Employer's Contributions starting on page 50 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 inquiries 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 sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory section is presented for purposes of additional analysis and is not a required part of the basic financial statements. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.



ABDO, EICK & MEYERS, LLP  
Minneapolis, Minnesota  
April 10, 2020

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## **Management's Discussion and Analysis**

As management of the Comfort Lake - Forest Lake Watershed District (the District), Forest Lake, Minnesota, we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended December 31, 2019. We encourage readers to consider the information presented here in conjunction with the financial statements, which follow this section.

### **Financial Highlights**

- The assets and deferred outflows of resources of the District exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$532,852 (net position). Of this amount, \$499,415 represents a deficit in unrestricted net position.
- The District's total net position decreased by \$244,451, which was mainly due to expenses exceeding property taxes and other grant revenues during the year.
- As of the close of the current fiscal year, the District's governmental funds reported combined ending fund balances of \$960,022, an increase of \$51,855 in comparison with the prior year. This decrease in fund balance is mainly due to negative budget variances in program and project costs.
- The ending General fund balance is \$60,432, which is comprised of nonspendable \$5,777 and unassigned \$54,655. The total fund balance is 17.2 percent of the 2020 General fund budgeted expenditures.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the District’s basic financial statements. The District’s basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplemental information in addition to the basic financial statements themselves.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of combining and individual fund financial statements and schedules that further explains and supports the information in the financial statements. Figure 1 shows how the required parts of this annual report are arranged and relate to one another.

**Figure 1  
Required Components of the  
District’s Annual Financial Report**

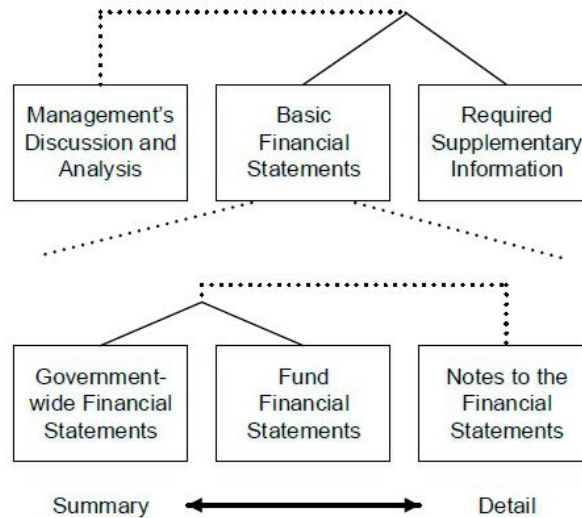


Figure 2 summarizes the major features of the District’s financial statements, including the portion of the District they cover and the types of information they contain. The remainder of this overview section of management’s discussion and analysis explains the structure and contents of each of the statements.

**Figure 2  
Major Features of the Government-wide and Fund Financial Statements**

	Fund Financial Statements	
	Government-wide Statements	Governmental Funds
Scope	Entire District	The activities of the District
Required financial statements	<ul style="list-style-type: none"> <li>Statement of Net Position</li> <li>Statement of Activities</li> </ul>	<ul style="list-style-type: none"> <li>Balance Sheet</li> <li>Statement of Revenues, Expenditures, and Changes in Fund Balances</li> </ul>
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
Type of deferred outflows/inflows of resources information	All deferred outflows/inflows of resources, regardless of when cash is received or paid	Only deferred outflows of resources expected to be used up and deferred inflows of resources that come due during the year or soon thereafter; no capital assets included
Type of in flow/out flow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter



**Government-wide Financial Statements.** The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the District's assets, deferred outflows or resources, liabilities and deferred inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., grants and earned but unused vacation and sick leave).

The governmental activities of the District include general government, program costs, and project costs.

The government-wide financial statements start on page 24 of this report.

**Fund Financial Statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District currently maintains two governmental funds.

**Governmental Funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact by the government's near-term financing decisions. Both the governmental fund balance sheets and the governmental fund statements of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District adopts an annual appropriated budget for its General fund and Program and Project Implementation fund. A budgetary comparison statement has been provided for the General fund and Program and Project Implementation fund to demonstrate compliance with this budget.

The basic governmental fund financial statements start on page 28 of this report.

**Notes to the Financial Statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements start on page 35 of this report.

This report also presents certain required supplementary information concerning the progress in funding its obligation to provide pension to its employees. Required supplementary information can be found starting on page 50 of this report.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$532,852 at the close of the most recent fiscal year.

### Comfort Lake - Forest Lake Watershed District's Summary of Net Position

	December 31,		Increase (Decrease)
	2019	2018	
Assets			
Current	\$ 1,400,585	\$ 1,561,690	\$ (161,105)
Capital	33,437	33,437	-
Total Assets	<u>1,434,022</u>	<u>1,595,127</u>	<u>(161,105)</u>
Deferred Outflows of Resources			
Deferred pension resources	<u>62,255</u>	<u>82,227</u>	<u>(19,972)</u>
Liabilities			
Current	436,019	647,193	(211,174)
Noncurrent	<u>393,877</u>	<u>202,136</u>	<u>191,741</u>
Total Liabilities	<u>829,896</u>	<u>849,329</u>	<u>(19,433)</u>
Deferred Inflows of Resources			
Deferred pension resources	<u>133,529</u>	<u>50,722</u>	<u>82,807</u>
Net Position			
Investment in capital assets	33,437	33,437	-
Restricted for water resource management plan	-	59,444	(59,444)
Unrestricted	<u>499,415</u>	<u>684,422</u>	<u>(185,007)</u>
Total Net Position	<u>\$ 532,852</u>	<u>\$ 777,303</u>	<u>\$ (244,451)</u>

Some analysis on the changes from prior year included below:

- The increase in current assets is mainly attributed to an increased cash balance at year end as well as an increase in capital assets due to a capital contribution.
- The largest portion of the District's net position (\$0) represents resources that are restricted for water resources management plan. The District also reports net position (\$33,437) reflecting its investment in capital assets and resources that are unrestricted and may be used to meet the District's ongoing obligations to its citizens and creditors. At the end of 2019, the District reported positive balances in all categories of net position with the exception of resources that are unrestricted.

**Governmental Activities.** Governmental activities decreased the District's net position by \$244,451, which was mainly due to expenses exceeding capital contributions and other grant revenues during the year.

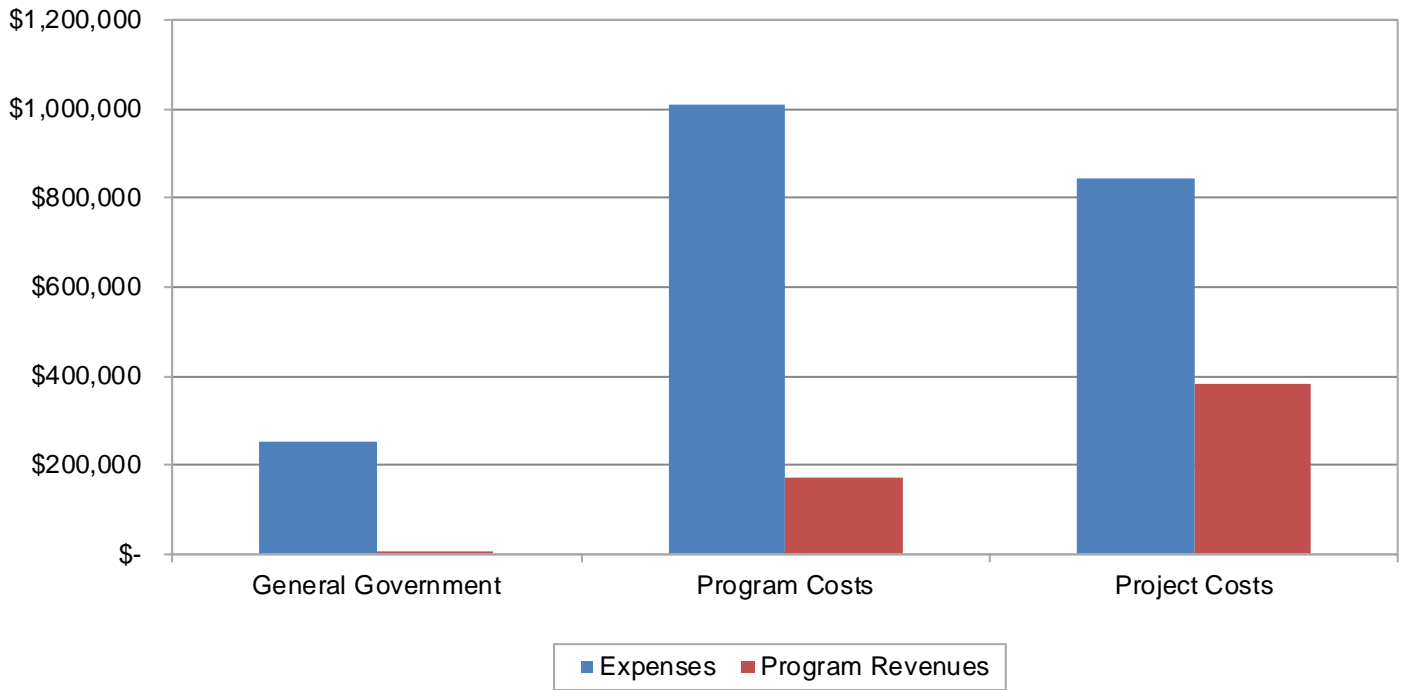
### Comfort Lake - Forest Lake Watershed District's Changes in Net Position

	December 31,		Increase (Decrease)
	2019	2018	
Revenues			
Program			
Charges for services	\$ 64,236	\$ 66,266	\$ (2,030)
Operating grants and contributions	492,953	584,710	(91,757)
Capital grants and contribution	-	24,000	(24,000)
General			
Property taxes	1,294,889	1,187,724	107,165
Grants and contributions not restricted to specific programs	2,037	3,190	(1,153)
Unrestricted investment earnings	5,942	4,851	1,091
Total Revenues	<u>1,860,057</u>	<u>1,870,741</u>	<u>(10,684)</u>
Expenses			
General government	254,147	265,298	(11,151)
Program costs	1,007,118	659,066	348,052
Project costs	843,243	1,029,537	(186,294)
Total Expenses	<u>2,104,508</u>	<u>1,953,901</u>	<u>150,607</u>
Change in Net Position	(244,451)	(83,160)	(161,291)
Net Position, January 1	<u>777,303</u>	<u>860,463</u>	<u>(83,160)</u>
Net Position, December 31	<u>\$ 532,852</u>	<u>\$ 777,303</u>	<u>\$ (244,451)</u>

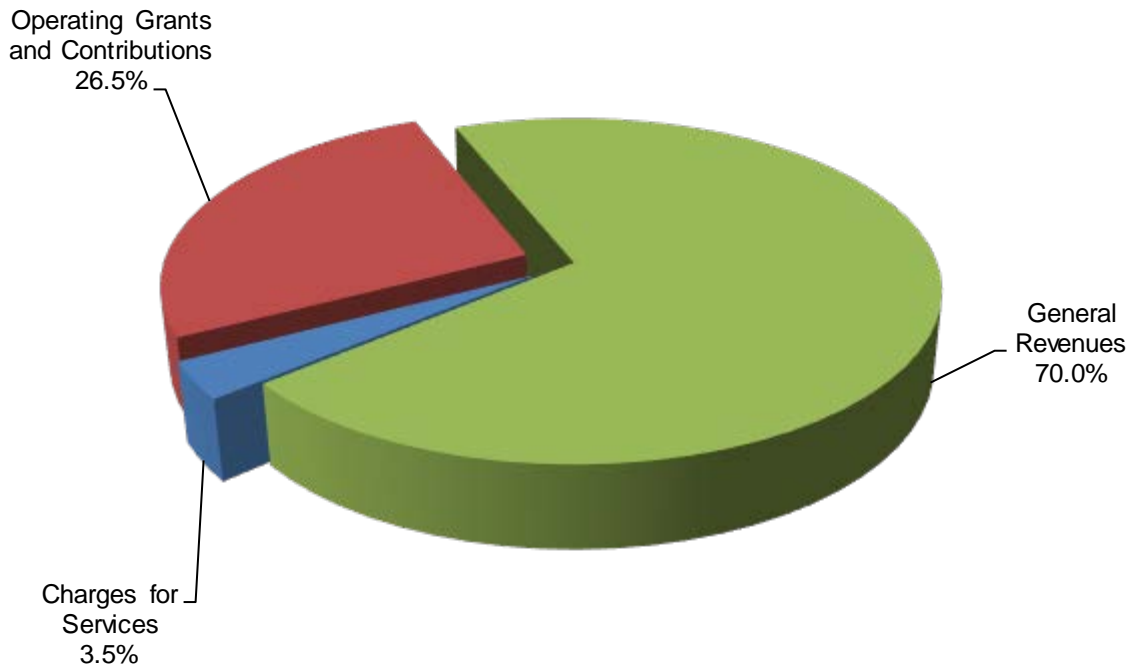
Operating grants and contributions decreased \$91,757 mainly due to decreased grant revenue recognition and related revenues. Property taxes increased \$107,165 due to the planning for future staffing and program costs.

General government expenses decreased \$11,151 mainly due to a decrease in legal and accounting expenses. Program costs increased \$348,052, mainly due to tech resource sharing and invasive species related costs. Project costs decreased \$186,294 from the prior year mostly due to a decrease in wetlands related costs.

The following graph depicts various governmental activities and shows the revenue and expenses directly related to those activities.



### Revenues by Source - Governmental Activities



## Financial Analysis of the Government's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds.** The focus of the District's *governmental funds* is to provide information on near-term inflows, outflows and balances of *spendable* resources. Such information is useful in assessing the District's financing requirements. In particular, *unreserved fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the District's governmental funds reported combined ending fund balances of \$960,022, an increase of \$51,855 in comparison with the prior year. Approximately 5.7 percent of this total amount, \$54,655 constitutes *unassigned fund balance*, which is available for spending at the District's discretion. The remainder of fund balance, \$804,494, is either 1) nonspendable (\$5,777) 2) restricted \$0 or 3) assigned \$798,717 for the purpose described in the fund balance section.

The General fund is the chief operating fund of the District. At the end of the current year, the fund balance of the General fund was \$60,432. As a measure of the General fund's liquidity, it may be useful to compare total fund balance to total fund expenditures. Total fund balance represents 24.1 percent of 2019 actual expenditures and 17.2 percent of 2020 budgeted fund expenditures. The General fund balance decreased \$59,322 during the current fiscal year.

The fund balance of the Programs and Projects Implementation fund at year end was \$899,590 which is an increase of \$111,177 from the prior year. This was mainly due to positive budget variations in many of the expenditure budgets as it related to program and project costs. Note the budget called for expenses to exceed revenues by \$191,915.

### General Fund Budgetary Highlights

The District's General fund budget was not amended during the year. Revenues were under budget by \$78, the largest variance relating to property taxes which was \$333 over budget. Expenditures were over budget by \$36,834. The largest variance was mainly due to legal fees which had a negative budget variance of \$33,191.

### Program and Project Implementation Fund Budgetary Highlights

The District's Program and Project Implementation fund budget was not amended during the year. Revenues were under budget by \$136,654, which can be attributed to negative budget variations in grant revenues and permit revenues of \$90,456 and \$51,028, respectively. Expenditures were under budget by \$157,670, which is mainly due to program cost being under budget by \$102,479 mainly in the monitoring and assessment category.

## **Economic Factors and Next Year's Budgets**

The District goes through a multi-stage process to develop its annual budget. This first step includes an annual review of the Watershed Management Plan (WMP) and associated Implementation Schedule and Cost Table along with input from various partners and quotes from anticipated contracted professionals. After this part of the budget is complete, the Watershed District Board meets several times to consider current and projected projects, programs, staff adjustments, etc. to develop the rest of the budget.

For the 2019 fiscal year, the District completed implementation of several projects including: a whole-lake alum treatment on Shields Lake, a carp removal project on Shields Lake, fish barrier retrofit between Shields and Forest lakes, Wetland C restoration as part of the Moody Lake Wetland Restoration project, agricultural best management practices in the Forest Lake subwatershed, and further diagnostic monitoring to identify additional cost-effective water quality improvement projects. Additionally, 2019 saw the first full year of implementation and sample testing of all street sweeping debris collected by the City of Forest Lake as part of a study with the State of MN and University of MN researchers. After targeted diagnostic monitoring confirmed a 50-acre field of tilled cropland was a significant source of nutrients and sediment into two different lakes, the District entered into a multi-year rental agreement in order to stabilize the soil and thus reduce offsite impacts. The staff and two board members were also very involved in a regional St. Croix River basin planning effort known as the Lower St. Croix One Watershed One Plan. Of additional interest for 2019 was the hiring of a full-time Project Coordinator and two full-time temporary Seasonal Technicians. This increase in staffing helped facilitate an expanded capacity to manage the additional coordination and field work related to the increased project load as well as managing the operations and maintenance of existing facilities, equipment and completed projects accordingly. Staff overall continues to search for and expand the role of grants and outside contributions from BWSR, MPCA, EPA, DNR, Washington County, City of Forest Lake, the Forest Lake Association, the Comfort Lake Association, and others for both programs and projects.

For 2020, the District is scheduled to complete a second whole-lake alum treatment on Shields Lake, additional carp removal project on Shields Lake, an additional multi-owner Wetland Restoration project in the Bone Lake drainage area, agricultural best management practices implemented in the Bone Lake subwatershed, agricultural best management practices in the Forest Lake subwatershed, and further diagnostic monitoring to identify additional cost-effective water quality improvement projects. In addition to some smaller grants, the District was awarded two new Clean Water Fund grants for 2020: Washington Judicial Ditch 6 (WJD-6) Iron Enhanced Sand Filter and Sunrise River Drained Wetland Restoration. The WJD-6 project will treat existing ditched flows utilizing a multi-cell iron-enhanced sand filter treatment system. The Sunrise River project will modify an existing ditched wetland to increase water quality treatment potential and storage capacity of the wetland.

## **Requests for Information**

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Mike Kinney, Administrator, Comfort Lake - Forest Lake Watershed District, 44 Lake Street South Suite A, Forest Lake, MN 55025.

GOVERNMENT-WIDE FINANCIAL STATEMENTS  
COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT  
FOREST LAKE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

Comfort Lake - Forest Lake Watershed District

Forest Lake, Minnesota  
 Statement of Net Position  
 December 31, 2019

	<u>Governmental Activities</u>
Assets	
Cash and temporary investments	\$ 830,129
Taxes receivable	26,864
Due from other governments	537,815
Prepaid items	5,777
Capital assets	
Land	33,437
Total Assets	<u>1,434,022</u>
Deferred Outflows of Resources	
Deferred pension resources	<u>62,255</u>
Liabilities	
Accounts payable	174,246
Deposits payable	107,008
Unearned revenue	138,149
Noncurrent liabilities	
Compensated absences payable - due within one year	16,616
Compensated absences payable - due in more than one year	17,812
Pension liability - due in more than one year	93,989
Loan payable	282,076
Total Liabilities	<u>829,896</u>
Deferred Inflows of Resources	
Deferred pension resources	<u>133,529</u>
Net Position	
Investment in capital assets	33,437
Unrestricted	499,415
Total Net Position	<u>\$ 532,852</u>

The notes to the financial statements are an integral part of this statement.



Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Statement of Activities  
For the Year Ended December 31, 2019

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities					
General government	\$ 254,147	\$ 1,017	\$ -	\$ -	\$ (253,130)
Program costs	1,007,118	63,219	109,187	-	(834,712)
Project costs	843,243	-	383,766	-	(459,477)
<b>Total</b>	<b>\$ 2,104,508</b>	<b>\$ 64,236</b>	<b>\$ 492,953</b>	<b>\$ -</b>	<b>(1,547,319)</b>
General Revenues					
Property taxes					1,294,889
Grants and contributions not restricted to specific programs					2,037
Unrestricted investment earnings					5,942
Total General Revenues					<u>1,302,868</u>
Change in Net Position					(244,451)
Net Position, January 1					<u>777,303</u>
Net Position, December 31					<u>\$ 532,852</u>

The notes to the financial statements are an integral part of this statement.

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FUND FINANCIAL STATEMENTS  
COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT  
FOREST LAKE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Balance Sheet  
 Governmental Funds  
 December 31, 2019

	General	Program and Project Implementation	Total Governmental Funds
<b>Assets</b>			
Cash and temporary investments	\$ 82,789	\$ 747,340	\$ 830,129
Taxes receivable	4,350	22,514	26,864
Due from other governments	-	537,815	537,815
Prepaid items	5,777	-	5,777
	<u>5,777</u>	<u>-</u>	<u>5,777</u>
<b>Total Assets</b>	<u>\$ 92,916</u>	<u>\$ 1,307,669</u>	<u>\$ 1,400,585</u>
<b>Liabilities</b>			
Accounts payable	\$ 29,099	\$ 145,147	\$ 174,246
Deposits payable	-	107,008	107,008
Unearned revenue	-	138,149	138,149
<b>Total Liabilities</b>	<u>29,099</u>	<u>390,304</u>	<u>419,403</u>
<b>Deferred Inflows of Resources</b>			
Unavailable revenue - taxes	3,385	17,775	21,160
	<u>3,385</u>	<u>17,775</u>	<u>21,160</u>
<b>Fund Balances</b>			
Nonspendable for			
Prepaid items	5,777	-	5,777
Committed for			
Water resource management plan	-	100,873	100,873
Assigned to			
Water resource management plan	-	798,717	798,717
Unassigned	54,655	-	54,655
<b>Total Fund Balances</b>	<u>60,432</u>	<u>899,590</u>	<u>960,022</u>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<u>\$ 92,916</u>	<u>\$ 1,307,669</u>	<u>\$ 1,400,585</u>

The notes to the financial statements are an integral part of this statement.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Reconciliation of the Balance Sheet  
 to the Statement of Net Position  
 Governmental Funds  
 December 31, 2019

Amounts reported for the governmental activities in the statement of net position are different because

Total Fund Balances - Governmental	\$	960,022
<p>Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds.</p>		
Cost of capital assets		33,437
<p>Noncurrent liabilities, are not due and payable in the current period and therefore are not reported as liabilities in the funds.</p>		
<p>Long-term liabilities at year-end consist of:</p>		
Compensated absences payable		(34,428)
Pension liability		(93,989)
Bonds payable		(282,076)
<p>Some receivables are not available soon enough to pay for the current period's expenditures, and therefore are unavailable in the funds.</p>		
Delinquent taxes receivable		21,160
<p>Governmental funds do not report long-term amounts related to pensions.</p>		
Deferred outflows of pension resources		62,255
Deferred inflows of pension resources		(133,529)
		(133,529)
Total Net Position - Governmental Activities	\$	532,852

The notes to the financial statements are an integral part of this statement.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended December 31, 2019

	General	Program and Project Implementation	Total Governmental Funds
Revenues			
Property taxes	\$ 189,667	\$ 1,108,054	\$ 1,297,721
Intergovernmental			
Market value agricultural credit	289	1,536	1,825
Reimbursements/grants	-	492,953	492,953
Interest on investments	949	4,993	5,942
Permit fees	-	62,972	62,972
Miscellaneous	1,017	247	1,264
Total Revenues	<u>191,922</u>	<u>1,670,755</u>	<u>1,862,677</u>
Expenditures			
Current			
General government	251,244	-	251,244
Program costs	-	999,412	999,412
Project costs	-	842,242	842,242
Total Expenditures	<u>251,244</u>	<u>1,841,654</u>	<u>2,092,898</u>
Deficiency of Revenues Under Expenditures	(59,322)	(170,899)	(230,221)
Other Financing Sources			
Loan proceeds	-	282,076	282,076
Net Change in Fund Balances	(59,322)	111,177	51,855
Fund Balances, January 1	<u>119,754</u>	<u>788,413</u>	<u>908,167</u>
Fund Balances, December 31	<u>\$ 60,432</u>	<u>\$ 899,590</u>	<u>\$ 960,022</u>

The notes to the financial statements are an integral part of this statement.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, 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, 2019

Amounts reported for governmental activities in the statement of activities are different because

Total Net Change in Fund Balances - Governmental Funds	\$ 51,855
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.</p>	
Loan issued	(282,076)
<p>Certain revenues are recognized as soon as they are earned. Under the modified accrual basis of accounting, certain revenues cannot be recognized until they are available to liquidate liabilities of the current period.</p>	
Property taxes	(2,832)
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.</p>	
Compensated absences payable	(8,796)
<p>Long-term pension activity is not reported in governmental funds.</p>	
Pension revenue	212
Pension expense	(2,814)
	(2,602)
Change in Net Position - Governmental Activities	\$ (244,451)

The notes to the financial statements are an integral part of this statement.

**Comfort Lake - Forest Lake Watershed District**  
 Forest Lake, Minnesota  
 Statement of Revenues, Expenditures and Changes in Fund Balances -  
 Budget and Actual  
 General Fund  
 For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Property taxes	\$ 190,000	\$ 190,000	\$ 189,667	\$ (333)
Intergovernmental				
Market value agricultural credit	-	-	289	289
Interest on investments	2,000	2,000	949	(1,051)
Miscellaneous	-	-	1,017	1,017
Total Revenues	<u>192,000</u>	<u>192,000</u>	<u>191,922</u>	<u>(78)</u>
Expenditures				
Current				
General government				
Manager per diems and administrative	31,446	31,446	36,933	(5,487)
Engineering	6,000	6,000	13,764	(7,764)
Legal fees	10,000	10,000	43,191	(33,191)
Legal notices	700	700	138	562
Accounting	32,828	32,828	25,675	7,153
Dues and subscriptions	6,769	6,769	4,676	2,093
Insurance	6,718	6,718	12,816	(6,098)
Postage	500	500	991	(491)
Rent	27,912	27,912	32,175	(4,263)
Telephone	6,000	6,000	5,871	129
Printing	100	100	247	(147)
Training and seminars	11,500	11,500	12,780	(1,280)
Equipment	7,500	7,500	14,701	(7,201)
Other office expenses	65,937	65,937	46,460	19,477
Miscellaneous	500	500	826	(326)
Total Expenditures	<u>214,410</u>	<u>214,410</u>	<u>251,244</u>	<u>(36,834)</u>
Net Change in Fund Balances	(22,410)	(22,410)	(59,322)	(36,912)
Fund Balances, January 1	<u>119,754</u>	<u>119,754</u>	<u>119,754</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 97,344</u>	<u>\$ 97,344</u>	<u>\$ 60,432</u>	<u>\$ (36,912)</u>

The notes to the financial statements are an integral part of this statement.



Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Statement of Revenues, Expenditures and Changes in Fund Balances -  
Budget and Actual  
Program and Project Implementation Fund  
For the Year Ended December 31, 2019

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
Revenues				
Property taxes	\$ 1,110,000	\$ 1,110,000	\$ 1,108,054	\$ (1,946)
Intergovernmental				
Market value agricultural credit	-	-	1,536	1,536
Reimbursements/grants	583,409	583,409	492,953	(90,456)
Interest on investments	-	-	4,993	4,993
Permit fees	114,000	114,000	62,972	(51,028)
Miscellaneous	-	-	247	247
Total Revenues	<u>1,807,409</u>	<u>1,807,409</u>	<u>1,670,755</u>	<u>(136,654)</u>
Expenditures				
Current				
Program costs				
District technical support	30,614	30,614	25,001	5,613
District rules and rule making	581	581	5,322	(4,741)
Permitting	166,028	166,028	147,598	18,430
Monitoring and assessment	247,794	247,794	147,967	99,827
Non-point source pollution abatement	84,180	84,180	49,947	34,233
Education and outreach	93,638	93,638	99,411	(5,773)
Tech resource sharing and communication	123,134	123,134	128,833	(5,699)
Research	9,166	9,166	47,906	(38,740)
Watershed management plan	7,045	7,045	5,110	1,935
Grant research	20,731	20,731	23,238	(2,507)
Operations and maintenance	64,786	64,786	65,548	(762)
Invasive species	254,194	254,194	253,531	663
Project costs				
District technical support	47,097	47,097	56,192	(9,095)
Lakes - district wide	68,555	68,555	23,537	45,018
Individual lake projects	690,200	690,200	671,163	19,037
Streams	5,291	5,291	617	4,674
Wetlands	77,732	77,732	55,330	22,402
Groundwater	291	291	435	(144)
Interagency communication	7,686	7,686	18,979	(11,293)
Land acquisition and management	581	581	15,989	(15,408)
Total Expenditures	<u>1,999,324</u>	<u>1,999,324</u>	<u>1,841,654</u>	<u>157,670</u>
Deficiency of Revenues				
Under Expenditures	(191,915)	(191,915)	(170,899)	21,016
Other Financing Sources				
Loan proceeds	<u>900,000</u>	<u>900,000</u>	<u>282,076</u>	<u>(617,924)</u>
Net Change in Fund Balances	708,085	708,085	111,177	(596,908)
Fund Balances, January 1	<u>788,413</u>	<u>788,413</u>	<u>788,413</u>	<u>-</u>
Fund Balances, December 31	<u>\$ 1,496,498</u>	<u>\$ 1,496,498</u>	<u>\$ 899,590</u>	<u>\$ (596,908)</u>

The notes to the financial statements are an integral part of this statement.

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Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Notes to the Financial Statements  
December 31, 2019

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

**A. Reporting Entity**

The Comfort Lake - Forest Lake Watershed District (the District), Forest Lake, Minnesota was originally created in 1999 by the Minnesota Board of Water and Soil Resources (the Board) as provided in Minnesota statutes Chapter 103D and began operations in 2000. The District was established to promote the public welfare and public interest and will advance the purpose of Minnesota statutes, chapters 103B and 103D. The District is operated by a five-member Board of Managers appointed by the Washington and Chisago Boards of Commissioners for three-year terms.

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. The District has no component units that meet the GASB criteria.

**B. Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement activities) report information on all of the non-fiduciary activities of the District. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Amounts reported as *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. Other items not properly included among program revenues are reported instead as *general revenues*.

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

Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 1: Summary of Significant Accounting Policies (Continued)**

**C. Measurement Focus, Basis of Accounting and Basis of 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. 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, expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, intergovernmental revenues, and interest associated with the current fiscal period are all considered 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.

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 grants, entitlement and donations. 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.

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.

The District reports the following major governmental funds:

The *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.

The *Program and Project Implementation fund* is established to account for programs and projects to manage the District's resources. Property taxes are committed for the Program and Project Implementation Fund.

As a general rule the effect of interfund activity has been eliminated from government-wide financial statements.

Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 1: Summary of Significant Accounting Policies (Continued)**

**D. Assets, Deferred Outflows of Resources, 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. Obligation of a school district with an original maturity not exceeding 13 months and (i) rated in the highest category by a national bond rating service or (ii) enrolled in the credit enhancement program pursuant to statute section 126C.55.
6. Bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System.
7. 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.
8. 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.
9. 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 has no formal investment policy.

Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 1: Summary of Significant Accounting Policies (Continued)**

***Property Tax Revenue Recognition***

The Board of Managers 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, the local School 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. Personal property taxes are payable by taxpayers on February 28 and June 30 of each 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. Collections for November and December are received the following January. The District has no ability to enforce payments of property taxes by property owners. The County possesses this authority.

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

***Prepaid Items***

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items. Prepaid items are reported using the consumption method and recorded as expenditures/expenses at the time of consumption.

***Capital Assets***

Capital assets, which include land, land improvements and easements, 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 \$5,000 (amount not rounded) 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 acquisition value at the date of donation.

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.

***Deferred Outflows of Resources***

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The District has only one item that qualifies for reporting in this category. Accordingly, the item, deferred pension resources, is reported only in the statements of net position. This item results from actuarial calculations and current year pension contributions made subsequent to the measurement date.

***Pensions***

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The General fund is typically used to liquidate the governmental net pension liability.

The total pension expense (revenue) for GERP is (\$3,310) for year ended December 31, 2019.

Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Notes to the Financial Statements  
December 31, 2019

## Note 1: Summary of Significant Accounting Policies (Continued)

### ***Compensated Absences***

It is the District's policy to permit employees to accumulate earned but unused vacation and sick benefits, which will be paid to the employee upon separation without the considerations of number of years of service. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements. The General fund is typically used to liquidate governmental compensated absences.

### ***Deferred 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 that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from one source: property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available.

The District has an additional item which qualifies for reporting in this category. The item, deferred pension resources, is reported only in the statements of net position and results from actuarial calculations.

### ***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 Board, which is the District's highest level of decision-making authority. Committed amounts cannot be used for any other purpose unless the 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. Pursuant to board resolution, the District's Administrator is authorized to establish assignments of fund balance.

*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.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 1: Summary of Significant Accounting Policies (Continued)**

**Net Position**

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net position is displayed in three components:

- a. Investment in capital assets - Consists of capital assets, net of accumulated depreciation
- b. Restricted net position - Consists 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 "investment in capital assets".

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.

**Note 2: Stewardship, Compliance and Accountability**

**A. Budgetary Information**

The Board of Managers adopts an annual budget for the General and Program and Project Implementation fund of the District on an annual basis. During the budget year, supplemental appropriations and deletions are or may be authorized by the Board. The district did amend its budget during 2019.

The modified accrual basis of accounting is used by the District for budgeting data. All unused project related appropriations carry over to the following fiscal year until the related project is completed. The District monitors budget performance on the fund basis. All amounts over budget have been approved by the Board through the disbursement process. The District does not use encumbrance accounting.

**B. Excess of Expenditures Over Appropriations**

For the year ended December 31, 2019, expenditures exceeded appropriations in the following fund:

Fund	Budget	Actual	Excess of Expenditures Over Appropriations
General Fund	\$ 214,410	\$ 251,244	\$ 36,834

These excess expenditures were funded by excess fund balance.



Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 3: Detailed Notes on Accounts**

**A. Deposits and Investments**

***Deposits***

In accordance with Minnesota statutes and as authorized by the 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, with the exception of irrevocable standby letters of credit issued by Federal Home Loan Banks as this type of collateral only requires collateral pledged equal to 100 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.

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 District.

At year end, the District's carrying amount of deposits was \$830,129 and the bank balance was \$941,704. Of the bank balance, \$645,858 was covered by federal depository insurance and the remaining balance was covered by collateral held by the District's agent in the District's name.

**B. Capital Assets**

Capital asset activity for the year ended December 31, 2019 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities</b>				
Capital Assets				
Land	\$ 33,437	\$ -	\$ -	\$ 33,437

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 3: Detailed Notes on Accounts (Continued)**

**C. Long-term Liabilities**

The District agreed to terms with Minnesota Pollution Control Agency on a clean water partnership loan in the amount of \$1,500,000 on June 11, 2018. The funds loaned would be used to assist in financing costs for the project workplan outlined in the loan agreement. There were two draws totaling \$282,076 on this loan as of December 31, 2019.

Description	Authorized Date	Maturity Date	Interest Rate	Authorized	Balance at Year End
Minnesota CWP Loan	6/11/2018	6/15/2031	- %	\$ 1,500,000	\$ 282,076

Annual debt service requirements to maturity for loan are as follows:

Year Ending December 31,	Governmental Activities		
	Principal	Interest	Total
2020	\$ -	\$ -	\$ -
2021	75,000	-	75,000
2022	150,000	-	150,000
2023	57,076	-	57,076
Total	<u>\$ 282,076</u>	<u>\$ -</u>	<u>\$ 282,076</u>

During the year ended December 31, 2019, the following changes occurred in long-term liabilities:

	Beginning Balance	Increases	Decreases	Ending Balance	Current Portion
<b>Governmental Activities</b>					
Compensated Absences Payable	\$ 25,632	\$ 22,937	\$ (14,141)	\$ 34,428	\$ 16,616
Minnesota CWP Loan	-	282,076	-	282,076	-
Total Governmental Activities	<u>\$ 25,632</u>	<u>\$ 22,937</u>	<u>\$ (14,141)</u>	<u>\$ 316,504</u>	<u>\$ 16,616</u>

Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Notes to the Financial Statements  
December 31, 2019

**Note 3: Detailed Notes on Accounts (Continued)**

**D. Operating Leases**

The District entered into a lease agreement with 494 Properties, LLC for office space. The lease agreement has an effective period of December 1, 2019 and will terminate on November 30, 2022. The lessee has the option to renew the lease for an additional five-year term by providing notice at least 90 days before the lease ends. The rent payments for each month consist of base rent plus a CAM charge. CAM charges include real estate taxes, property insurance premiums, snowplowing, and parking lot upkeep. In addition, the District is responsible for interior and exterior repair and maintenance costs as well as all utility costs. The District paid \$32,175 for rent in 2019.

The following is a summary of future minimum lease payments:

<u>Year Ending December 31,</u>	<u>Amount</u>
2020	\$ 34,761
2021	35,193
2022	<u>33,471</u>
Total	<u>\$ 103,425</u>

**Note 4: Defined Benefit Pension Plans - Statewide**

**A. Plan Description**

The District participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA's defined benefit pension plans are established and administered in accordance with Minnesota statutes, chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

General Employees Retirement Plan (GERP)

All full-time and certain part-time employees of the District are covered by the General Employees Retirement Plan (GERP). GERP members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

**B. Benefits Provided**

PERA provides retirement, disability and death benefits. Benefit provisions are established by state statute and can only be modified by the state Legislature. 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.

GERP Benefits

GERP 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. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989 receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2 percent of average salary for each of the first 10 years of service and 1.7 percent of average salary for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7 percent for average salary for all years of service. For members hired prior to July 1, 1989 a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

Annuities, disability benefits and survivor benefits are increased effective every January 1. Beginning January 1, 2019, the postretirement increase will be equal to 50 percent of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1 percent and a maximum of 1.5 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

**C. Contributions**

*Minnesota statutes* chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state Legislature.

General Employees Fund Contributions

Coordinated Plan members were required to contribute 6.50 percent of their annual covered salary in fiscal year 2019 and the District was required to contribute 7.50 percent for Coordinated Plan members in 2019. The District's contributions to the General Employees Fund for the years ending December 31, 2019, 2018 and 2017 were \$21,931, \$18,177 and \$16,460, respectively. The District's contributions were equal to the required contributions for each year as set by state statute.

**D. Pension Costs**

General Employees Fund Pension Costs

At December 31, 2019, the District reported a liability of \$93,989 for its proportionate share of the General Employees Fund's net pension liability. The District's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million to the fund in 2019. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the District totaled \$2,833. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportionate share of the net pension liability was based on the District's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2018 through June 30, 2019 relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2019, the District's proportionate share was 0.0017 percent which was a decrease of 0.0018 percent from its proportion measured as of June 30, 2018.

District's Proportionate Share of the Net Pension Liability	\$ 93,989
State of Minnesota's Proportionate Share of the Net Pension Liability Associated with the Watershed District	2,833
	2,833
Total	\$ 96,822

For the year ended December 31, 2019, the District recognized pension revenue of \$3,522 for its proportionate share of the General Employees Plan's pension expense. In addition, the District recognized an additional \$212 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

At December 31, 2019, the District reported its proportionate share of the General Employees Plan's deferred outflows of resources and deferred inflows of resources, and its contributions subsequent to the measurement date, from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Economic Experience	\$ 19,259	\$ 3,163
Changes in Actuarial Assumptions	8,540	19,947
Net Difference Between Projected and Actual Earnings on Plan Investments	-	26,411
Changes in Proportion	21,856	84,008
Contributions to PERA Subsequent to the Measurement Date	12,600	-
Total	\$ 62,255	\$ 133,529

The \$12,600 reported as deferred outflows of resources related to pensions resulting from the District's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020. Other amounts reported as deferred outflows and inflows of resources related to GERP pensions will be recognized in pension expense as follows:

2020	\$ (16,975)
2021	(32,619)
2022	(34,432)
2023	152

**E. Actuarial Assumptions**

The total pension liability in the June 30, 2019 actuarial valuation was determined using an individual entry-age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.50% per year
Active Member Payroll Growth	3.25% per year
Investment Rate of Return	7.50%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors and disability rates were based on RP-2014 tables for all plans for males or females, as appropriate, with slight adjustments to fit PERA's experience. Cost of living benefit increases after retirement for retirees are assumed to be 1.25 percent per year for General Employees Plan.

Actuarial assumptions used in the June 30, 2019 valuation were based on the results of actuarial experience studies. The most recent four-year experience study in the General Employees Plan was completed in 2019. Economic assumptions were updated in 2018 based on a review of inflation and investment return assumptions.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

The following changes in actuarial assumptions and plan provisions occurred in 2019:

General Employees Fund

Changes in Actuarial Assumptions

- The mortality projection scale was changed from MP-2017 to MP-2018.

Changes in Plan Provisions

- The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The State's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Domestic Stocks	35.5 %	5.10 %
International Stocks	25.0	5.90
Bonds (Fixed Income)	20.0	0.75
Alternative Assets (Private Markets)	17.5	5.90
Cash	2.0	-
Total	100.0 %	

**F. Discount Rate**

The discount rate used to measure the total pension liability in 2019 was 7.50 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund and the Police and Fire Fund were projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Notes to the Financial Statements  
 December 31, 2019

**Note 4: Defined Benefit Pension Plans - Statewide (Continued)**

**G. Pension Liability Sensitivity**

The following presents the District's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1 Percent Decrease (6.50%)	Current (7.50%)	1 Percent Increase (8.50%)
General Employees Fund	\$ 154,513	\$ 93,989	\$ 44,015

**H. Pension Plan Fiduciary Net Position**

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the internet at [www.mnpera.org](http://www.mnpera.org).

**Note 5: Other Information**

**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 pays annual premiums for its workers compensation and property and casualty insurance. 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.

**Note 6: Subsequent Event**

In December 2019, a novel strain of coronavirus (COVID-19) surfaced. The spread of COVID-19 around the world in the first quarter of 2020 has caused significant volatility in U.S. and international markets. There is significant uncertainty around the its impact on the U.S. and international economies and, as such, there have been significant losses in the stock market in first quarter 2020. Plan assets may have seen unrealized market losses as of . However, District's management is unable to determine the long term material impact to its asset values.

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REQUIRED SUPPLEMENTARY INFORMATION  
COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT  
FOREST LAKE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

Comfort Lake - Forest Lake Watershed District  
 Forest Lake, Minnesota  
 Required Supplementary Information  
 For the Year Ended December 31, 2019

**Schedule of Employer's Share of PERA Net Pension Liability - General Employees Fund**

Fiscal Year Ending	District's Proportion of the Net Pension Liability	District's Proportionate Share of the Net Pension Liability (a)	State's Proportionate Share of the Net Pension Liability Associated with the District (b)	Total (a+b)	District's Covered Payroll (c)	District's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
06/30/19	0.0017 %	\$ 93,989	\$ 2,833	\$ 96,822	\$ 243,763	39.7 %	80.2 %
06/30/18	0.0035	194,166	6,343	200,509	235,692	85.1	79.5
06/30/17	0.0032	202,286	2,600	206,886	208,701	99.1	75.9
06/30/16	0.0024	194,868	2,512	194,868	151,214	128.9	68.9
06/30/15	0.0017	88,104	-	88,103	95,493	92.3	78.2

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*

**Schedule of Employer's PERA Contributions - General Employees Fund**

Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	District's Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
12/31/2019	\$ 21,931	\$ 21,931	\$ -	\$ 292,420	7.50 %
12/31/2018	18,177	18,177	-	242,361	7.50
12/31/2017	16,460	16,460	-	219,472	7.50
12/31/2016	13,992	13,992	-	186,559	7.50
12/31/2015	9,003	9,003	-	120,046	7.50

*Note: Schedule is intended to show 10-year trend. Additional years will be reported as they become available.*

Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota  
Required Supplementary Information (Continued)  
For the Year Ended December 31, 2019

**Notes to the Required Supplementary Information - General Employee Retirement Fund**

Changes in Actuarial Assumptions

2019 - The mortality projection scale was changed from MP-2017 to MP-2018.

2018 - The mortality projection scale was changed from MP-2015 to MP-2017. The assumed benefit increase was changed from 1.00 percent per year through 2044 and 2.50 percent per year thereafter to 1.25 percent per year.

2017 - The Combined Service Annuity (CSA) loads were changed from 0.8 percent for active members and 60 percent for vested and non-vested deferred members. The revised CSA loads are now 0.0 percent for active member liability, 15.0 percent for vested deferred member liability and 3.0 percent for non-vested deferred member liability. The assumed post-retirement benefit increase rate was changed from 1.0 percent per year for all years to 1.0 percent per year through 2044 and 2.5 percent per year thereafter.

2016 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2035 and 2.5 percent per year thereafter to 1.0 percent per year for all future years. The assumed investment return was changed from 7.9 percent to 7.5 percent. The single discount rate was changed from 7.9 percent to 7.5 percent. Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

2015 - The assumed post-retirement benefit increase rate was changed from 1.0 percent per year through 2030 and 2.5 percent per year thereafter to 1.0 percent per year through 2035 and 2.5 percent per year thereafter.

Changes in Plan Provisions

2019 - The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The state's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 - The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024. Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018. Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply. Contribution stabilizer provisions were repealed. Postretirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019. For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors. Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 - The State's contribution for the Minneapolis Employees Retirement Fund equals \$16,000,000 in 2017 and 2018, and \$6,000,000 thereafter. The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21,000,000 to \$31,000,000 in calendar years 2019 to 2031. The state's contribution changed from \$16,000,000 to \$6,000,000 in calendar years 2019 to 2031.

2015 - On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by \$1.1 billion and increased the fiduciary plan net position by \$892 million. Upon consolidation, state and employer contributions were revised.

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OTHER REQUIRED REPORT  
COMFORT LAKE - FOREST LAKE WATERSHED DISTRICT  
FOREST LAKE, MINNESOTA

FOR THE YEAR ENDED  
DECEMBER 31, 2019

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INDEPENDENT AUDITOR'S REPORT  
ON MINNESOTA LEGAL COMPLIANCE

Board of Managers  
Comfort Lake - Forest Lake Watershed District  
Forest Lake, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities and each major fund of the Comfort Lake - Forest Lake Watershed District (the District), Forest Lake, Minnesota, as of and for the year ended December 31, 2019, and the related notes to the financial statements which collectively comprise the District's basic financial statements, and have issued our report thereon dated April 10, 2020.

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 contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, and miscellaneous provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. 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, insofar as they relate to accounting matters.

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.

*Abdo Eick & Meyers, LLP*

ABDO, EICK & MEYERS, LLP  
Minneapolis, Minnesota  
April 10, 2020