

Windemere Township

Clerk & Treasurer's Report

BOARD OF AUDIT REVIEWED YEAR-END RESULTS

AS OF DECEMBER 31, 2023



2023 Highlights

- Total revenue exceeded estimate (\$183k)
 - Sale of equipment
 - Sturgeon Lake high water study reimbursement
 - STVR fees were \$0 given a \$75k budget
- Total expenses significantly above estimate (\$445k)
 - Weather-related disaster cleanup (flood and snowstorm): \$389k
 - Capital road projects (Warbler Ln and culverts): \$218k
 - Largest snowfall on record with premium snowplow pricing: \$133k
- Disaster reimbursement received in 2024: \$324k
- Allocated all 2023 levy revenue to Roads & Bridges Fund

2023 Revenue Summary

| | | |
|-----------------------------|------------------|-------------------------------------|
| General Property Taxes: | \$398,715 | Current and delinquent |
| Sale of items: | 238,395 | Gross sales |
| Refund of Gas Tax: | 40,524 | |
| Interest Earnings: | 30,620 | Investing excess funds @ ~5% |
| Intergovernmental Revenue: | 24,808 | S.L. high water study reimbursement |
| Tax Forfeiture Sales: | 10,731 | |
| State Local Government Aid: | 8,956 | PILT / regular state aid |
| Zoning permits: | 8,423 | Below average zoning permits |
| Miscellaneous Revenues: | <u>1,000</u> | Building rent |
| Total Revenue: | \$762,172 | |

2023 Expense Summary

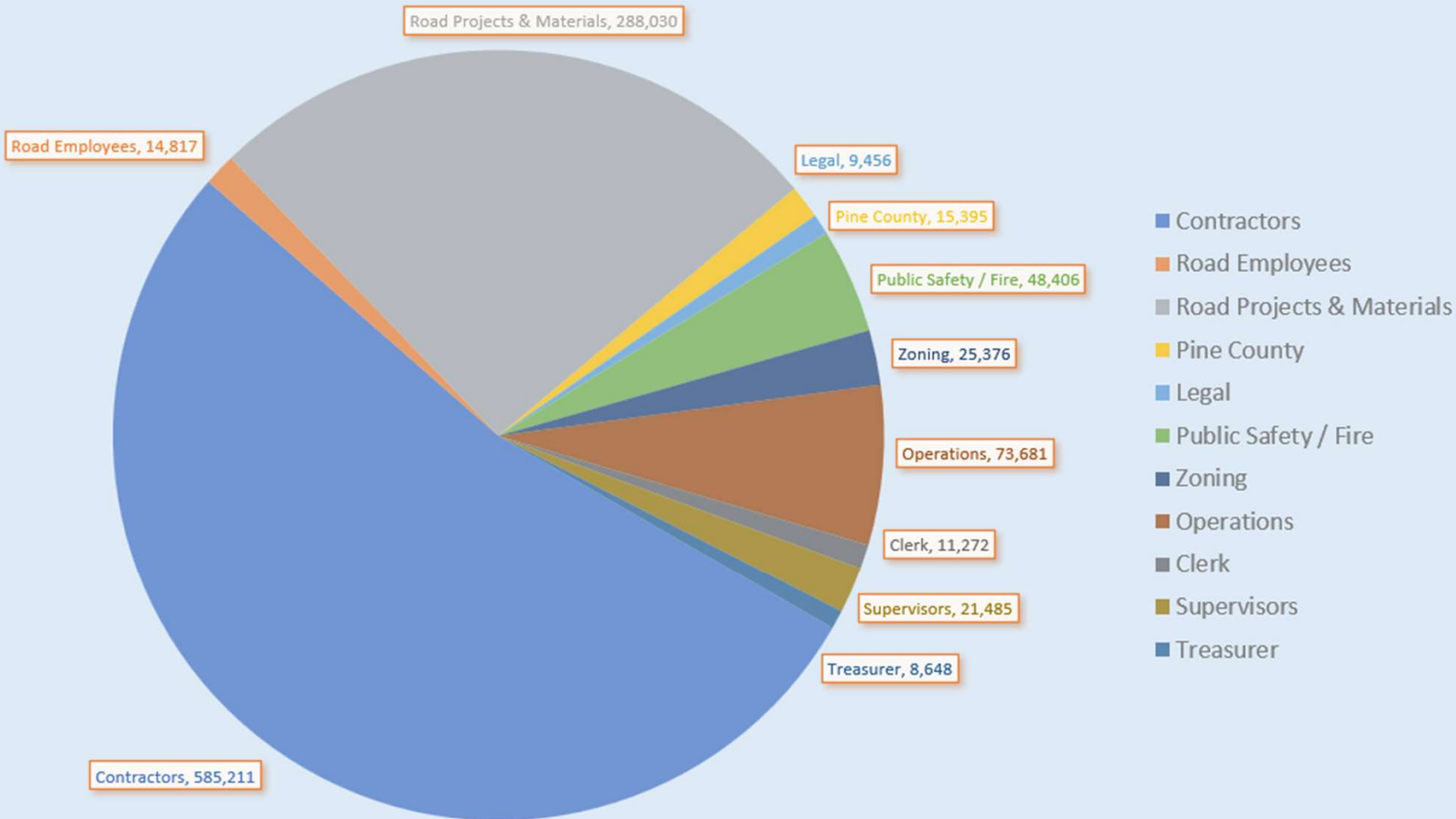
- Expenses totaled over \$1.1 million
- Produced 217 checks to 61 different “vendors” (any non-payroll payments)
- Paid 10 employees
- Road projects:
 - Snowstorm ROW clearing
 - Warbler Ln asphalt
 - Flood repairs
 - Numerous culvert replacements
 - Increased use of calcium chloride

Revenue & Expense Comparison: FY 2023 vs 2022

| | | 2023 | 2022 |
|---|-----------------------|-----------------------|-------------------|
| Total Revenue | Budgeted \$579,300 | \$762,172.19 | \$608,823.88 |
| Expenses | | | |
| 41100 · Supervisory | | 21,484.78 | 19,957.98 |
| 41400 · Clerk and Operations | | 84,952.77 | 58,925.28 |
| 41500 · Treasurer and Financial Management | | 24,043.48 | 26,156.61 |
| 41600 · Legal Services | | 9,456.00 | 32,067.83 |
| 41900 · Planning & Zoning / Other | | 25,375.71 | 27,920.88 |
| 42000 · Public Safety and Fire | | 48,406.18 | 88,241.30 |
| 43000 · Highways, Streets, Roadways, Sanitation | | <u>888,057.79</u> | <u>223,791.68</u> |
| Total Expenses | Budgeted \$656,756 | \$1,101,776.71 | \$477,061.56 |
| Revenue minus Expenses | | \$-339,604.52 | \$131,762.32 |
| | | Budgeted \$515,130 | |

Excludes interfund transfers

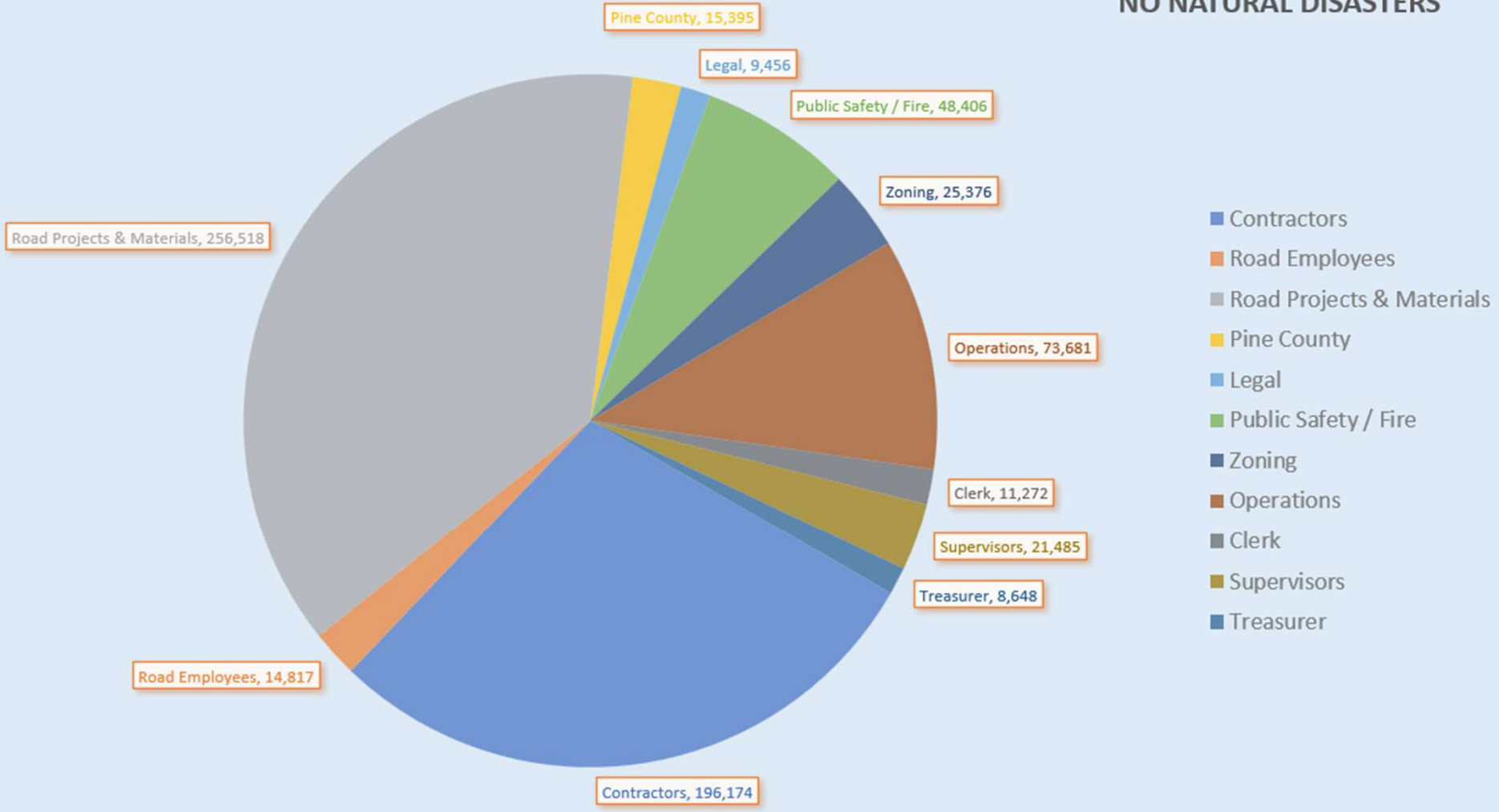
2023 EXPENSES BY CATEGORY



HYPOTHETICAL

HYPOTHETICAL

2023 EXPENSES BY CATEGORY NO NATURAL DISASTERS



Account Balance Totals as of December 31, 2023

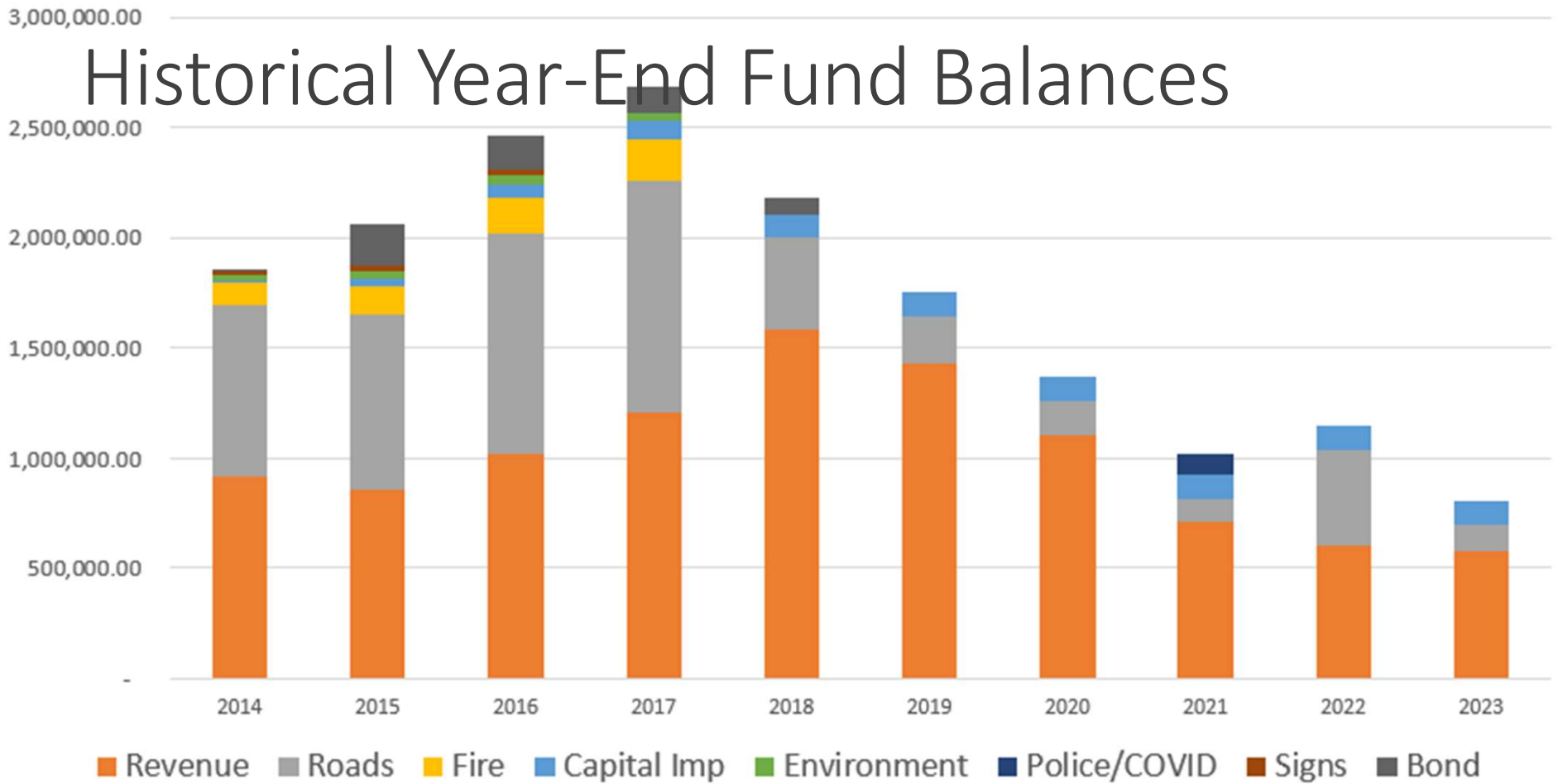
| Checking/Savings | Balance |
|------------------------------|-------------------|
| First National Bank Checking | 359,901.23 |
| First National Bank EFT | 50.00 |
| U.S. Bank Commercial | 35.57 |
| U.S. Bank Money Center | <u>451,287.59</u> |
| Total Checking/Savings | 811,274.39 |

Account Balances by Fund as of December 31, 2023

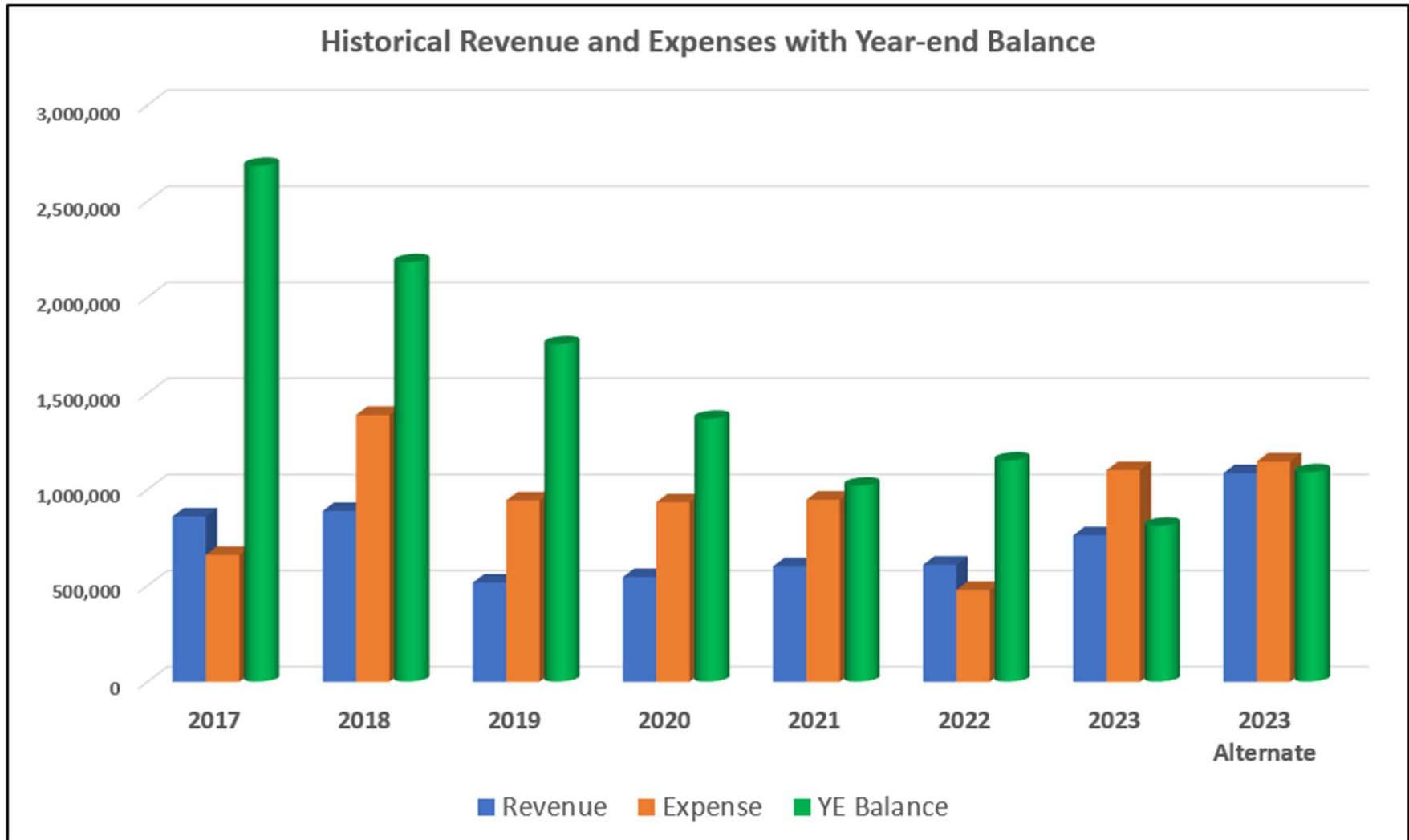
| | Revenue | Roads & Bridges | Capital Improvement | TOTAL |
|------------------------------------|-------------------|--------------------------------|--------------------------------|-------------------|
| Checking/Savings | | | | |
| 1 st Natl Bank Checking | 230,665.65 | 119,876.12 | 9,359.46 | 359,901.23 |
| 1 st Natl Bank EFT | 50.00 | | | 50.00 |
| US Bank Commercial | 20.84 | | 14.73 | 35.57 |
| US Bank Money Center | 346,297.79 | | 104,989.80 | 451,287.59 |
| Totals | 577,034.28 | 119,876.12 | 114,363.99 | 811,274.39 |

Historical Fund Balances

Historical Year-End Fund Balances



Highest balance: \$3,018,243.21 on 7/10/2018



*2023 Alternate models full disaster reimbursement and full Fire District payment occurring in 2023

2023 Financial Report Questions?

Financial Report Addenda

Top 2023 Vendors

| VENDOR | TOTAL |
|---------------------------------------|------------|
| Omar's Sand & Gravel | 297,076.25 |
| Kiminski Paving | 181,465.00 |
| Sandberg Construction, Inc | 147,500.00 |
| Gobel Excavating | 121,857.50 |
| QuickBooks Payroll Service* | 61,319.82 |
| Moose Lake Area Fire Protection Dis | 44,478.00 |
| Valhalla Tree Care Co, Inc | 38,725.00 |
| Pine County Public Works | 37,944.63 |
| Pine County Auditor-Treasurer | 15,395.01 |
| Hinckley Trailer Sales | 15,264.22 |
| MN Assoc of Townships Insurance Trust | 12,385.00 |
| Advanced Concrete Works | 12,000.00 |

| VENDOR | TOTAL |
|---------------------------------|-----------|
| United States Treasury* | 11,228.12 |
| Gregory Waldhalm Utility & Exc | 11,190.00 |
| PERA* | 4,990.87 |
| Daryl Tomczak | 4,260.89 |
| Northstar Media, Inc | 3,978.53 |
| Couri & Ruppe, P.L.L.P. | 3,750.00 |
| ID Sign Solutions | 3,479.10 |
| First National Bank Omaha | 3,317.04 |
| Ledin, Hofstad, Troth & Fleming | 3,290.00 |
| Thaw It | 2,550.00 |
| Jerry's Roadside Mowing LLC | 2,316.25 |
| Federated CO-OPS | 2,298.65 |

| VENDOR | TOTAL |
|------------------------------------|----------|
| Squires, Waldspurger & Mace, P.A. | 2,191.00 |
| D. Mattson Service | 2,110.00 |
| Compass Minerals America, Inc | 2,000.75 |
| Peura Contracting, Inc | 1,920.00 |
| Minnesota Revenue* | 1,864.00 |
| Minnesota Power | 1,447.23 |
| Lake Country Power | 1,435.90 |
| Rasmusson Cleaning Service LLC | 1,320.00 |
| Minnesota Association of Townships | 1,315.00 |
| Cindy Carlson | 1,275.00 |
| Valley Printing | 1,237.24 |
| Frontier Communications | 1,161.26 |

* - Includes employee payroll deductions (not just taxpayer dollars)

Excludes Transfers

2023 Payroll: Wages + Employer Paid Benefits

| <u>EMPLOYEE</u> | <u>TOTAL</u> |
|-----------------|--------------|
| Dennis Genereau | 20,165.99 |
| Cindy Woltjer | 10,169.49 |
| Tony Bakhtiari | 7,691.59 |
| Ron Mossberg | 7,367.31 |
| Heidi Kroening | 6,776.57 |

| <u>EMPLOYEE</u> | <u>TOTAL</u> |
|------------------|--------------|
| Scott Danelski | 6,023.97 |
| Alan Overland | 5,522.45 |
| David Ketchum | 5,382.50 |
| Vern Anderson II | 4,318.16 |
| Lisa Coil | 565.16 |

Includes: Salaries, wages, meetings, phone allowance, Employer paid taxes (FICA, Medicare), Employer paid benefits (PERA)

Windemere Township
Simplified Balance Sheet as of 12/31/2023


| | <u>100 - Revenue</u> | <u>210 - Roads & Bridges</u> | <u>241 - Capital Improvement</u> | <u>TOTAL</u> |
|--|--------------------------|----------------------------------|----------------------------------|--------------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| First National Bank Checking | 230,665.65 | 119,876.12 | 9,359.46 | 359,901.23 |
| First National Bank EFT | 50.00 | 0.00 | 0.00 | 50.00 |
| U.S. Bank Commercial | 20.84 | 0.00 | 14.73 | 35.57 |
| U.S. Bank Money Center | 346,297.79 | 0.00 | 104,989.80 | 451,287.59 |
| Total Checking/Savings | <u>577,034.28</u> | <u>119,876.12</u> | <u>114,363.99</u> | <u>811,274.39</u> |
| Total Current Assets | <u>577,034.28</u> | <u>119,876.12</u> | <u>114,363.99</u> | <u>811,274.39</u> |
| TOTAL ASSETS | <u><u>577,034.28</u></u> | <u><u>119,876.12</u></u> | <u><u>114,363.99</u></u> | <u><u>811,274.39</u></u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Other Current Liabilities | | | | |
| 24000 - Payroll Liabilities | 324.00 | 0.00 | 0.00 | 324.00 |
| Total Other Current Liabilities | <u>324.00</u> | <u>0.00</u> | <u>0.00</u> | <u>324.00</u> |
| Total Current Liabilities | <u>324.00</u> | <u>0.00</u> | <u>0.00</u> | <u>324.00</u> |
| Total Liabilities | <u>324.00</u> | <u>0.00</u> | <u>0.00</u> | <u>324.00</u> |
| Total Equity | <u>576,710.28</u> | <u>119,876.12</u> | <u>114,363.99</u> | <u>810,950.39</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>577,034.28</u></u> | <u><u>119,876.12</u></u> | <u><u>114,363.99</u></u> | <u><u>811,274.39</u></u> |

BOARD OF AUDIT - AUDITORS' ATTESTATION



CHAIRMAN

2-8-24
DATE



CLERK

2-8-2024
DATE



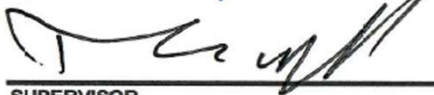
SUPERVISOR

2-8-24
DATE



TREASURER

2/8/24
DATE



SUPERVISOR

2-8-24
DATE

Windemere Township
Simplified Income Statement for the Fiscal Year Ending 12/31/2023

2023

Revenue

| | |
|------------------------------------|------------|
| 31000 · General Property Taxes | 398,714.59 |
| 31900 · Delinquent Taxes | 10,731.58 |
| 32000 · Licenses & Permits | 0.00 |
| 33000 · Intergovernmental Revenues | 74,288.69 |
| 34000 · Charges for Services | 8,422.60 |
| 36200 · Miscellaneous Revenues | 270,014.73 |

Total Revenue \$762,172.19



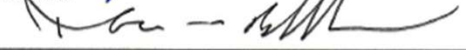
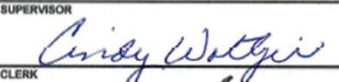
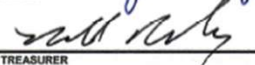
Expenses

| | |
|---|------------|
| 41100 · Supervisory | 21,484.78 |
| 41400 · Clerk and Operations | 84,952.77 |
| 41500 · Treasurer and Financial Management | 24,043.48 |
| 41600 · Legal Services | 9,456.00 |
| 41900 · Planning & Zoning / Other | 25,375.71 |
| 42000 · Public Safety and Fire | 48,406.18 |
| 43000 · Highways, Streets, Roadways, Sanitation | 888,057.79 |
| 47000 · Debt Service | 0.00 |

Total Expenses 1,101,776.71

Difference -339,604.52

BOARD OF AUDIT - AUDITORS' ATTESTATION

| | |
|--|----------|
|  | 2-8-24 |
| CHAIRMAN | DATE |
|  | 2-8-24 |
| SUPERVISOR | DATE |
|  | 2-8-24 |
| SUPERVISOR | DATE |
|  | 2-8-2024 |
| CLERK | DATE |
|  | 2/8/2024 |
| TREASURER | DATE |