

**DAKOTA COUNTY SOIL AND WATER  
CONSERVATION DISTRICT**

**FINANCIAL STATEMENTS**

**December 31, 2010**

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**JAMES MAISER**  
**CERTIFIED PUBLIC ACCOUNTANT & CONSULTANT**

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44 West First Street, Waconia, MN 55387 Office: 952-442-4807 Fax: 952-442-6888

**INDEPENDENT AUDITOR'S REPORT**

Board of Supervisors  
Dakota County Soil and Water Conservation District  
Farmington, Minnesota

I have audited the accompanying financial statements of the governmental activities and the General fund of the Dakota County Soil and Water Conservation District, Farmington, Minnesota as of and for the year ended December 31, 2010 which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of District management. My responsibility is to express opinions on these financial statements based on the audit.

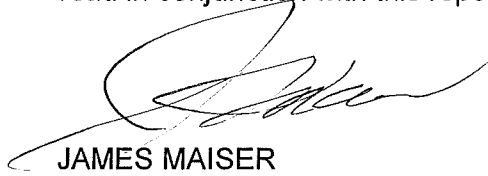
I conducted the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and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

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General fund of the Dakota County Soil and Water Conservation District, Farmington, Minnesota as of December 31, 2010, and the results of operations and the respective budgetary comparison for the General fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis information is not a required part of the basic financial statements but it is supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, I did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, I have also issued a report dated June 20, 2011 on my consideration of the District's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations,

contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* and should be read in conjunction with this report in considering the results of my audit.



JAMES MAISER  
Certified Public Accountant and Consultant

June 20, 2011  
Waconia, Minnesota

# DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT MANAGEMENT'S DISCUSSION AND ANALYSIS

December 31, 2010

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

The Dakota County Soil and Water Conservation District's discussion and analysis provides an overview of the District's financial activities for the fiscal year ended December 31, 2010. Since this information is designed to focus on the current year's activities, resulting changes, and currently known facts, it should be read in conjunction with the transmittal letter, the District's financial statements, and the additional information that is furnished in the notes to the financial statements.

## USING THIS ANNUAL REPORT

This annual report consists of two parts: management's discussion and analysis (this section) and the basic financial statements. The basic financial statements include a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the District as a whole and present a longer-term view of the District's finances. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant funds. Since District's are single-purpose special purpose governments they are generally able to combine the government-wide and fund financial statements into single presentations. Dakota County SWCD has elected to present in this format.

## The Statement of Net Assets and the Statement of Activities

One of the most important questions asked about the District's finances is, "Is the SWCD as a whole better or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using accrual basis of accounting, which is similar to the accounting used by the most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's net assets and changes in them. You can think of the District's net assets - the difference between assets and liabilities - as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net assets are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the state and local governmental funding, to assess the overall health of the District.

In the Statement of Net Assets and the Statement of Activities, the District presents Governmental activities. All of the District's basic services are reported here. Appropriations and agreements with the county financed most activities.

## Reporting the District's General Fund - Fund Financial Statements

Our analysis of the District's general fund is part of this report. The fund financial statements provide detailed information about the general fund - not the District as a whole. The District presents only a general fund, which is a governmental fund. All of the District's basic services are reported in the general fund, which focuses on how money flows into and out of those funds and the balances left at year-end that are available for spending. The fund is reported using an accounting method called modified accrual accounting. This method measures cash and all other financial

assets that can be readily converted to cash. The general fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in a reconciliation included with the financial statements.

### **THE DISTRICT AS A WHOLE**

Our analysis focuses on the net assets and changes in net assets of the District's governmental activities.

Table 1 - Net Assets

	<b>Governmental Activities</b>	
	<b>2010</b>	<b>2009</b>
Current and other assets	\$515,657	\$502,319
Capital assets	\$31,514	\$52,961
<b>Total Assets</b>	<b>\$547,171</b>	<b>\$555,280</b>
Current liabilities	\$162,628	\$121,226
Long term liabilities	\$89,144	\$87,062
<b>Total Liabilities</b>	<b>\$251,772</b>	<b>\$208,288</b>
<b>Net Assets:</b>		
Capital Assets	\$31,514	\$52,961
Unrestricted	\$263,885	\$294,031
<b>Total Net Assets:</b>	<b>\$295,399</b>	<b>\$346,992</b>

Net assets of the District governmental activities decreased by \$51,593. Unrestricted net assets, the part of net assets that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements changed from \$294,031 at December 31, 2009 to \$263,885 at the end of this year.

Table 2 - Changes in Net Assets

	<b>Governmental Activities</b>	
	<b>2010</b>	<b>2009</b>
<b>Revenues</b>		
Intergovernmental	\$1,035,046	\$1,020,359
Charges for services	\$38,281	\$39,895
Investment earnings	\$8,400	\$13,604
Miscellaneous	\$2,063	\$2,650
<b>Total Revenues</b>	<b>\$1,083,790</b>	<b>\$1,076,508</b>
<b>Expenses</b>		
Conservation, Current	\$1,135,383	\$1,115,038
<b>Total Expenses</b>	<b>\$1,135,383</b>	<b>\$1,115,038</b>
<b>Decrease in net assets</b>	<b>(\$51,593)</b>	<b>(\$38,530)</b>
<b>Net Assets January 1</b>	<b>\$346,992</b>	<b>\$385,522</b>
<b>Net Assets December 31</b>	<b>\$295,399</b>	<b>\$346,992</b>

The District's total revenues increased by \$7,282. The total cost of programs and services increased by \$20,345

## **THE DISTRICT'S FUNDS**

As the District completed the year, its general fund reported a combined fund balance of \$353,029 that is a decrease of \$28,064 from last year's total of \$381,093.

### **General Fund Budgetary Highlights**

Over the course of the year, the Board of Supervisors revised the District's budget. The most significant variance in the budget occurred because of the timing of intergovernmental revenues and corresponding expenses. Intergovernmental grant revenue is recorded as income in the year the corresponding expenses are incurred and the work is completed. Since a grant program may take more than a year to complete the reporting of the income and expense may also vary from what was projected.

## **CAPITAL ASSETS AND LONG-TERM LIABILITIES**

### **Capital Assets**

At the end of 2010 the District had \$31,514 invested in capital assets, including vehicles and office and field equipment.

### **Long-Term Liabilities**

At the end of 2010, the District had \$89,144 in accrued compensated absences. This compares to \$87,062 in 2009.

## **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, customers, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the Dakota County Soil and Water Conservation District, 4100 220<sup>th</sup> Street West, Suite 102, Farmington, MN 55024. Phone # is 651-480-7777.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT  
FARMINGTON, MINNESOTA

STATEMENT OF NET ASSETS AND  
GOVERNMENTAL FUND BALANCE SHEET  
DECEMBER 31, 2010

	General Fund	Adjustments	Statement of Net Assets
<b><u>Assets</u></b>			
Cash and investments	\$ 280,306	\$ -	\$ 280,306
Due From Other Governments	234,951	-	234,951
Prepaid Items	400	-	400
Capital Assets:			
Equipment (net of accumulated depreciation)	-	31,514	31,514
Total Assets	\$ 515,657	\$ 31,514	\$ 547,171
<b><u>Liabilities</u></b>			
Current liabilities:			
Accounts Payable	\$ 11,371	\$ -	\$ 11,371
Accrued Payroll Payable	11,744	-	11,744
Deferred Revenue	136,835	-	136,835
Deposit on Sales	2,678	-	2,678
Long-term liabilities:			
Due within one year	-	-	-
Due after one year	-	89,144	89,144
Total Liabilities	\$ 162,628	\$ 89,144	\$ 251,772
<b><u>Fund Balance/Net Assets</u></b>			
Fund Balance/Net Assets			
Unreserved			
Undesignated	\$ 353,029	\$ (353,029)	\$ -
Total Fund Balance	\$ 353,029	\$ (353,029)	\$ -
Net Assets			
Invested in capital assets		\$ 31,514	\$ 31,514
Unrestricted		263,885	263,885
Total Net Assets		\$ 295,399	\$ 295,399

Notes are an integral part of the basic financial statements.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT  
FARMINGTON, MINNESOTA

STATEMENT OF ACTIVITIES AND  
GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED DECEMBER 31, 2010

	General Fund	Adjustments	Statement of Activities
<b>Revenues</b>			
Intergovernmental	\$ 1,035,046	\$ -	\$ 1,035,046
Charges for services	38,281	-	38,281
Investment earnings	8,400	-	8,400
Miscellaneous	2,063	-	2,063
Total Revenues	<u>\$ 1,083,790</u>	<u>\$ -</u>	<u>\$ 1,083,790</u>
<b>Expenditures/Expenses</b>			
Conservation			
Current	\$ 1,111,854	\$ 23,529	\$ 1,135,383
Capital outlay	-	-	-
Total Expenditures/Expenses	<u>\$ 1,111,854</u>	<u>\$ 23,529</u>	<u>\$ 1,135,383</u>
Excess of Revenues Over (Under) Expenditures/Expenses	<u>\$ (28,064)</u>	<u>\$ (23,529)</u>	<u>\$ (51,593)</u>
Fund Balance/Net Assets January 1	<u>\$ 381,093</u>	<u>\$ (34,101)</u>	<u>\$ 346,992</u>
Fund Balance/Net Assets December 31	<u><u>\$ 353,029</u></u>	<u><u>\$ (57,630)</u></u>	<u><u>\$ 295,399</u></u>

Notes are an integral part of the basic financial statements.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT  
FARMINGTON, MINNESOTA

BUDGETARY COMPARISON STATEMENT  
BUDGET AND ACTUAL  
GENERAL FUND  
YEAR ENDED DECEMBER 31, 2010

	Original <u>Budget</u>	Final <u>Budget</u>	<u>Actual</u>	Variance with Final Budget Positive (Neg)
<b>Revenues</b>				
Intergovernmental				
Local	\$ 202,000	\$ 276,980	\$ 406,395	\$ 129,415
County	323,361	455,340	461,362	6,022
State Grant	149,097	70,018	161,254	91,236
Federal	-	5,000	6,035	1,035
Total intergovernmental	<u>\$ 674,458</u>	<u>\$ 807,338</u>	<u>\$ 1,035,046</u>	<u>\$ 227,708</u>
Charges for services	<u>\$ 38,390</u>	<u>\$ 30,390</u>	<u>\$ 38,281</u>	<u>\$ 7,891</u>
Miscellaneous				
Interest earnings	\$ 10,000	\$ 10,000	\$ 8,400	\$ (1,600)
Other	500	500	2,063	1,563
Total miscellaneous	<u>\$ 10,500</u>	<u>\$ 10,500</u>	<u>\$ 10,463</u>	<u>\$ (37)</u>
Total Revenues	<u>\$ 723,348</u>	<u>\$ 848,228</u>	<u>\$ 1,083,790</u>	<u>\$ 235,562</u>
<b>Expenditures</b>				
District operations				
Personnel services	\$ 810,200	\$ 810,200	\$ 810,852	\$ (652)
Other services and charges	41,300	41,300	39,121	2,179
Supplies	7,200	7,200	7,248	(48)
Capital outlay	6,000	6,000	-	6,000
Total district operations	<u>\$ 864,700</u>	<u>\$ 864,700</u>	<u>\$ 857,221</u>	<u>\$ 7,479</u>
Project expenditures				
District	\$ 17,000	\$ 14,750	\$ 13,846	\$ 904
Local	-	-	144,805	(144,805)
County	-	-	13,403	(13,403)
State Grant	-	4,533	82,579	(78,046)
Total project expenditures	<u>\$ 17,000</u>	<u>\$ 19,283</u>	<u>\$ 254,633</u>	<u>\$ (235,350)</u>
Total Expenditures	<u>\$ 881,700</u>	<u>\$ 883,983</u>	<u>\$ 1,111,854</u>	<u>\$ (227,871)</u>
Excess of Revenues Over (Under)				
Expenditures	<u>\$ (158,352)</u>	<u>\$ (35,755)</u>	<u>\$ (28,064)</u>	<u>\$ 7,691</u>
Fund Balance - January 1	<u>\$ 381,093</u>	<u>\$ 381,093</u>	<u>\$ 381,093</u>	<u>\$ -</u>
Fund Balance - December 31	<u><u>\$ 222,741</u></u>	<u><u>\$ 345,338</u></u>	<u><u>\$ 353,029</u></u>	<u><u>\$ 7,691</u></u>

Notes are an integral part of the basic financial statements.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**December 31, 2010**

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

Financial Reporting Entity

The Dakota County Soil and Water Conservation District is organized under the provisions of Minnesota Statutes Chapter 103C. The District is governed by a Board of Supervisors composed of five members nominated by voters of the District and elected to four-year terms by the voters of the County.

The purpose of the District is to assist land occupiers in applying practices for the conservation of soil and water resources. These practices are intended to control wind and water erosion, pollution of lakes and streams, and damage to wetlands and wildlife habitats.

The Dakota County Soil and Water Conservation District, in cooperation with the U.S. Department of Agriculture Natural Resources Conservation Service and other agencies, provides technical and financial assistance to individuals, groups, organizations, and governments in reducing costly waste of soil and water resulting from soil erosion, sedimentation, pollution and improper land use.

Each fiscal year the District develops a work plan which is used as a guide in using resources effectively to provide maximum conservation of all lands within its boundaries. The work plan includes guidelines for employees and technicians to follow in order to achieve the District's objectives.

The District is not considered a part of Dakota County because, even though the County provides a significant amount of the District's revenues in the form of an appropriation, it does not retain any control over the operations of the district.

Generally accepted accounting principles require that the financial reporting entity include the primary government and component units for which the primary government is financially accountable. Under these principles the District does not have any component units.

Government-Wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Assets and The Statement of Activities) report information on all of the nonfiduciary activities of the District.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function.

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 cash flows. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Fund Financial Statements

The government reports the general fund as its only major governmental fund. The general fund accounts for all financial resources of the government.

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 all revenues, except reimbursement grants, to be available if they are collected within 60 days of the end of the current fiscal period.

Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures are recorded when a liability is incurred under accrual accounting.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**December 31, 2010**

Intergovernmental revenues are reported in conformity with the legal and contractual requirements of the individual programs. Generally, grant revenues are recognized when the corresponding expenditures are incurred. The District also receives an annual appropriation from the County, which is recognized as revenue when received, unless it is received prior to the period to which it applies. In that case, revenue recognition is then deferred until the appropriate period.

Investment earnings and revenue from sale of trees are recognized when earned. Agricultural conservation fees and other revenue are recognized when they are received in cash because they usually are not measurable until then.

Project expenditures represent costs that are funded from federal, state, or district revenues. State project expenditures consist of grants to participants of the Cost-Share Program and other state programs. District project expenditures are costs of materials and supplies in District projects.

In accordance with Governmental Accounting Standards Board Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, revenues for nonexchange transactions are recognized based on the principal characteristics of the revenue. Exchange transactions are recognized as revenue when the exchange occurs.

Budget Information

The District adopts an estimated revenue and expenditure budget for the General Fund. Comparisons of estimated revenues and budgeted expenditures to actual are presented in the financial statements in accordance with generally accepted accounting principles. Amendments to the original budget require board approval. Appropriations lapse at year-end. The District does not use encumbrance accounting.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

Assets, Liabilities and Fund Equity Accounts

Assets

Investments are stated at fair value, except for non-negotiable certificates of deposits, which are on a cost basis, and short-term money market investments, which are stated at amortized cost.

Capital assets are reported on a net (depreciated) basis. General capital assets are still valued at historical or estimated historical cost.

Liabilities

Long-term liabilities, such as compensated absences, are accounted for as an adjustment to Net Assets.

Equity

Reserved fund balance indicates the portion of fund equity, which has been legally segregated for specific purposes or is not appropriable for spending.

Unreserved, designated account indicates the portion of fund equity that the District has set aside for planned future expenditures.

Unreserved, undesignated fund balance account indicates the portion of fund balance that is available for budgeting and spending in future periods.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
December 31, 2010**

Flex Leave

Under the District's personnel policies, employees are granted flex leave in varying amounts based on their length of service. Flex leave accrual varies from 20 to 38 days per year.

At the time of the conversion to Flex Leave all Sick leave balances were retained in an extended sick bank account and can be used according to that policy.

Upon termination of employment from the district, employees are entitled to payment of all accumulated flex leave and 50% of all unused Extended Sick Bank Leave up to a maximum of 240 hours.

Risk Management

The District is exposed to various risks of loss related to tort; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; worker's compensation claims; and natural disasters. Property and casualty liabilities and workers' compensation are insured through Dakota County. The District retains risk for the deductible portion of the insurance. The amounts of these deductibles are considered immaterial to the financial statements.

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

**Note 2 – Detailed Notes**

Capital Assets

Changes in Capital Assets, Asset Capitalization and Depreciation.

	Beginning	Addition	Deletion	Ending
Equipment	\$332,199	\$ 0	\$ 0	\$332,199
Less: Accumulated Depreciation	<u>279,238</u>	21,447		<u>300,685</u>
Net Capital Assets	<u>\$ 52,961</u>			<u>\$ 31,514</u>

The cost of property, plant and equipment is depreciated over the estimated useful lives of the related assets. Leasehold improvements are depreciated over the lesser of the term of the related lease or the estimated useful lives of the assets. Depreciation is computed on the straight-line method. The useful lives of property, plant and equipment for the purpose of computing depreciation are Machinery and equipment 5 to 10 years. Current year depreciation is \$21,447

The district uses the threshold of \$500 for capitalizing assets purchased.

Deferred Revenue

Deferred revenue represents unearned advances from the Minnesota Board of Water and Soil Resources (BWSR) for administrative service grants and for the cost-share program. Revenues will be recognized when the related program expenditures are recorded. Deferred revenue for the year ended December 31, 2010, consists of the following: BWSR Service Grant, \$10,446; BWSR Cost Share Programs \$46,925; Metro WCA Grant (2008), \$5,575; Metro WCA Grant (2010), \$5,000; Clean Water Storm Water Retrofit \$48,159; Technical Assistance Grant, \$20,730; Total \$136,835

Long-Term Liabilities - Compensated Absences Payable

Changes in long-term liabilities for the period ended December 31, 2010 are:

Balance January 1, 2010	\$87,062
Net Change in Compensated Absences	<u>2,082</u>
Balance December 31, 2010	<u>\$89,144</u>

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**December 31, 2010**

Deposits

Minn. Statutes 118A.02 and 118A.04 authorize the District to designate a depository for public funds and to invest in certificates of deposit. Minnesota Statute 118A.03 requires that all district deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount on deposit plus accrued interest at the close of the financial institution's banking day, not covered by insurance or bonds.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better, revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the 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.

Custodial Credit Risk Deposits

At December 31, 2010, the District's deposits totaled \$280,306, of which \$180,306 were cash deposits and 100,000 was invested in bank certificate of deposits. Custodial credit risk is the risk that in the event of a financial institution failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of December 31, 2010, the District's deposits were not exposed to custodial credit risk.

**Note 3 - Defined Benefit Pension Plans – Statewide**

Plan Description - Public Employees Retirement Association

The district contributes to a cost-sharing multiple-employer defined pension plan administered by the Public Employee Retirement Association of Minnesota (PERA). The PERA provides retirement benefits as well as disability to members, and benefits to survivors upon death of eligible members. The plan and its benefits are established and administered in accordance with Minn. Statute Chapters 353 and 356. PERA issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Public Employees Retirement Association, 60 Empire Drive, Suite 200, St. Paul, Minnesota, 55103-1855.

Funding Policy

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The District makes annual contributions to the pension plans equal to the amount required by state statutes. Coordinated Plan members were required to contribute 6.0% of their annual covered salary. The District is required to contribute 7.0% of annual covered payroll. The District's contributions to the Public Employees Retirement Fund for the years ending December 31, 2010, 2009 and 2008 were \$42,846, \$41,102, and \$41,668 respectively. The District's contributions were equal to the contractually required contributions for each year as set by Minnesota statute.

**Note 4 - Stewardship, Compliance, and Accountability**

Excess of expenditures over budget - The general fund had expenditures in excess of budget for the year as follows: Expenditures \$1,111,854; Budget \$883,983; Excess \$227,871.

**Note 5 – Due From Other Governments**

Represents reimbursement due from various governmental units for services provided and grant funds expended.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
December 31, 2010**

**Note 6 – Operating Leases**

District office space is provided by Dakota County.

**Note 7– Reconciliation of Fund Balance to Net Assets**

Governmental Fund Balance, January 1	\$381,093
Plus: Excess of Revenue Over Expenditures	<u>(28,064)</u>
Governmental Fund Balance, December 31	<u>\$353,029</u>
Adjustments from Fund Balance to Net Assets:	
Plus: Capital Assets	\$ 31,514
Less: Long Term Liabilities	<u>(89,144)</u>
Net Assets	<u>\$295,399</u>

**Note 8 – Reconciliation of Change in Fund Balance to Change in Net Assets**

Change in fund balance	(\$28,064)
The cost of capital assets are allocated over the capital asset's useful lives at the government-wide level.	(21,447)
In the statement of activities certain operating expenses including compensated absences are measured by the amounts earned.	<u>(2,082)</u>
Net change in net assets	<u>(\$51,593)</u>

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**JAMES MAISER**  
**CERTIFIED PUBLIC ACCOUNTANT & CONSULTANT**

44 West First Street, Waconia, MN 55387 Office: 952-442-4807 Fax: 952-442-6888

**REPORT ON LEGAL COMPLIANCE**

Board of Supervisors  
Dakota County Soil and Water Conservation District  
Farmington, Minnesota

I have audited the accompanying financial statements of the governmental activities, and the General fund of the Dakota County Soil and Water Conservation District, Farmington, Minnesota, as of and for the year ended December 31, 2010 which collectively comprise the District's basic financial statements and have issued my report thereon dated June 20, 2011.

My audit was made in accordance with auditing standards generally accepted in the United States of America and provisions of the Minnesota Legal Compliance Audit Guide for Local Government, promulgated by the State Auditor pursuant to Minnesota Statutes Sec. 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures, as I considered necessary in the circumstances.

The Legal Compliance Audit Guide for Local Government covers five main categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, and claims and disbursements. My study included all of the listed categories except public indebtedness. The public indebtedness category was not tested because the District is not allowed to issue debt.

The results of my test indicate that for the items tested, the District complied with the material terms and conditions of applicable legal provisions.

This report is intended solely for the information and use of the District, Board of Soil and Water Resources, State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.



JAMES MAISER  
Certified Public Accountant and Consultant

June 20, 2011  
Waconia, Minnesota

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**JAMES MAISER  
CERTIFIED PUBLIC ACCOUNTANT & CONSULTANT**

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING  
STANDARDS**

Board of Supervisors  
Dakota County Soil and Water Conservation District  
Farmington, Minnesota

I have audited the financial statements of the governmental activities, and the General fund of the Dakota County Soil and Water Conservation District as of and for the year ended December 31, 2010 and have issued my report thereon dated June 20, 2011. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control**

In planning and performing my audit of the financial statements of the governmental activities, and the General fund of the Dakota County Soil and Water Conservation District, Farmington, Minnesota as of and for the year ended December 31, 2010 in accordance with auditing standards generally accepted in the United States of America, I considered the District's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the District's internal control over financial reporting.

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

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Dakota County Soil and Water Conservation District's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management and others within the organization and the Board of Supervisors, Board of Soil and Water Resources, State Auditor and is not intended to be and should not be used by anyone other than these specified parties.



**JAMES MAISER**  
Certified Public Accountant and Consultant

June 20, 2011  
Waconia, Minnesota