



AGENDA

Dakota County Soil and Water Conservation District Board Meeting

Thursday, September 12, 2024 - 9:00 a.m.

Meeting Room 1 – Dakota County Extension and Conservation Center

4100 220th Street Farmington, MN 55024

1. Call to Order
2. Pledge of Allegiance
3. Audience
Anyone wishing to address the Board regarding an item that is not on the agenda may come forward at this time. Comments are limited to five minutes.
4. Recognition of 2024 Outstanding Conservationist – Chip and Micki Callister of Callister Farms
5. Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

To be adopted under one motion unless a request is made to move an item to Regular Agenda for discussion

6. Approval of August 8, 2024 Meeting Minutes
7. Approval of September 12, 2024 Accounts Payable
8. Acceptance of the August 2024 Finance Report
9. Approval of Draft 2023 Financial Audit and Authorization to Submit to Office of State Auditor

REGULAR AGENDA

10. Authorization to Execute Contract with Russell Mamer for Establishing Cover Crop (1-year) Action
 11. Authorization to Execute Contract with Randy Volkert for Implementing Soil Health Practices Action
 12. Authorization to Execute Grant Agreement with Board of Water and Soil Resources
for Soil Health Delivery Grant Action
 13. Adopt 2025 Fee Schedule Action
 14. Adopt Organizational Chart Action
 15. Announcements and Reports
- Natural Resources Conservation Service
Dakota County
Cannon River Watershed Joint Powers Board
Vermillion River Watershed Joint Powers Organization
Metropolitan Conservation Districts Joint Powers Board
Minnesota Association of Soil and Water Conservation Districts
District Managers Report
Board of Supervisor Announcements

16. Upcoming Events

- September 18, 2024 Black Dog Watershed Management Organization Meeting
Burnsville Maintenance Facility, 13713 Frontier Court, Burnsville – 5:00 p.m.
- September 18, 2024 Lower Minnesota River Watershed District Meeting
Carver County Government Center, 602 East 4th Street, Chaska - 7:00 p.m.
- September 26, 2024 Vermillion River Watershed Joint Powers Board Meeting
Extension and Conservation Center, 4100 220th Street West, Farmington – 1:00 p.m.
- October 9, 2024 Lower Mississippi River Watershed Management Organization Meeting
Veterans Memorial Comm. Center, 8055 Barbara Ave, Inver Grove Heights – 3:00 p.m
- October 10, 2024 Dakota County Soil and Water Conservation District Board Meeting
Extension and Conservation Center, 4100 220th Street West, Farmington – 9:00 a.m.

17. Adjourn

MEETING MINUTES
BOARD OF SUPERVISORS MEETING

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Thursday, August 8, 2024

9:00 a.m.

4100 220th Street W, Suite 102
Farmington, Minnesota

Board Members Present:

Kevin Chamberlain, Chair
Laura Zanmiller, Vice Chair
Jayne Dee Hager, Treasurer
Bruce Johnson, Secretary and Information Officer
Brian Raney

SWCD Staff Present:

Ashley Gallagher
Pam LaValle
Curt Coudron
Dru Larson
Alex Scurto

Others Present:

Brad Becker, Dakota County
Brian Wisdorf, DCAO
Matt Lundberg, NRCS

1. Call to Order and Roll Call

Chair Chamberlain called the meeting to order at 9:00 a.m. A quorum was present.

2. Pledge of Allegiance

Chair Chamberlain led the Board of Supervisors in the Pledge of Allegiance.

3. Audience

Chair Chamberlain asked if there was anyone in the audience that wished to address the Board on an item that is not on the agenda. Nobody came forward.

4. Approval of Agenda

24.073 Motion by Zanmiller second by Johnson to approve the agenda. All members voting in favor. Motion carried.

5. Introduction of New Staff

Gallagher introduced Dru Larson, Conservation Technician and Alex Scurto, Resource Conservationist. Larson and Scurto provided a brief introduction.

CONSENT AGENDA

6. Approval of July 11, 2024 Meeting Minutes

The July 11, 2024 meeting minutes were presented.

7. Approval of August 8, 2024 Accounts Payable

The August 2024 accounts payable were presented.

8. Acceptance of the July 2024 Finance Report.

The July Finance Report was presented.

24.074 Motion by Johnson, second by Zanmiller to approve the consent agenda items. Members voting in favor: Zanmiller, Chamberlain, Dee, Johnson, and Raney. Motion carried.

REGULAR AGENDA

- 9. Authorization to Provide Partial Payment to Strohfus Stock Farms LLC for Establishing Harvestable Cover.**
Strohfus Stock Farm LLC (John Strohfus) has completed the first year seeding under his three-year contract to maintain harvestable cover on 80 acres in the City of Hastings, Vermillion River Watershed and has been certified by staff. The project was approved for funding at the March 14, 2024 Board meeting with an incentive payment not to exceed \$8,400.
- 24.075** Motion by Raney, second by Johnson to provide partial payment of \$2,800 to Strohfus Stock Farm LLC (24-IPP-05) for establishing harvestable cover. Project funds are available through the Dakota County Capital Improvement Program (CIP) and our agreement with the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Chamberlain, Dee, Johnson, Raney, and Zanmiller. Motion carried.
- 10. Authorization to Provide Final Payment to Harold Peine for Installation of a Water and Sediment Control Basin.**
Harold (Nick) Peine has completed the construction of a water and sediment control basin in Hampton Township, Vermillion River Watershed. The project was completed in cooperation with the landowner, Ryan Finnegan and has been certified by staff. The project was approved for funding at the April 11, 2024 Board meeting at 85% cost share not to exceed \$7,480.
- 24.076** Motion by Dee, second by Johnson to provide final payment of \$6,764.72 to Harold Peine (24-IPP-03) for installation of a water and sediment control basin. Project funds are available through our FY23 Conservation Contracts Grant and our agreement with the Vermillion River Watershed Joint Powers Organization. Members voting in favor: Dee, Johnson, Raney, Zanmiller and Chamberlain. Motion carried.
- 11. Authorization to Provide Final Payment to Independent School District 191 for Installation of a Bioretention Basin.**
Independent School District 191 has completed the installation of a bioretention basin (raingarden) at Nicollet Middle School in Burnsville, within the Minnesota River Watershed and has been certified by staff. The project was approved for funding at the September 14, 2023 Board meeting at 85% cost share not to exceed \$50,000.
- 24.077** Motion by Johnson, second by Dee to provide final payment of \$50,000 to Independent School District 191 (23-CCP-01) for installation of a bioretention basin. Project funds are available through our FY23 State Cost Share grant and the Dakota County Capital Improvement Program (CIP). Members voting in favor: Johnson, Raney, Zanmiller, Chamberlain, and Dee. Motion carried.
- 12. Authorization to Provide Final Payment to Grace Lutheran Church for Installation of a Bioretention Basin.**
Grace Lutheran Church has completed the installation of a bioretention basin (raingarden) in Apple Valley, Minnesota River Watershed and has been certified by staff. The project was approved for funding at the April 11, 2024 Board meeting at 85% cost share not to exceed \$9,520.
- 24.078** Motion by Dee, second by Johnson to provide final payment of \$6,581.23 to Grace Lutheran Church (24-CIF-01) for installation of a bioretention basin. Project funds are available through our FY23 Black Dog Watershed Based Implementation Grant. Members voting in favor: Raney, Zanmiller, Chamberlain, Dee and Johnson. Motion carried.
- 13. Authorization to Execute Contract with Greg Fox for Establishing Harvestable Cover (3-year).**
Greg Fox is proposing to plant 20 acres of harvestable cover in Rosemount in the Vermillion River Watershed. Project funds are available through our FY23 Vermillion River Watershed Based Implementation Funding grant with the Minnesota Board of Water and Soil Resources (BWSR), the Dakota County Capital Improvement Program (CIP), and our agreement with the Vermillion River Watershed Joint Powers Organization.

24.079 Motion by Zanmiller, second by Johnson to execute contract with Greg Fox (24-IPP-58) not to exceed \$2,100 for establishing harvestable cover. Members voting in favor: Zanmiller, Chamberlain, Dee, Johnson, and Raney. Motion carried.

14. Authorization to Execute Contract with Steven Groves for Establishing Harvestable Cover (3-year).

Steven Groves is proposing to plant 25 acres of harvestable cover in Greenvale Township in the Cannon River Watershed. Project funds are available through the Dakota County Capital Improvement Program (CIP).

24.080 Motion by Johnson, second by Zanmiller to execute contract with Steven Groves (24-IPP-60) not to exceed \$2,625 for establishing harvestable cover. Members voting in favor: Chamberlain, Dee, Johnson, Raney, and Zanmiller. Motion carried.

15. Selection of 2024 Outstanding Conservationist.

Coudron stated that each year a selection is made to identify a landowner or entity that has made a significant contribution to protecting our land and water resources. The selected Outstanding Conservation Cooperator will be invited to a future SWCD Board meeting and will be invited to participate in the Minnesota Association of Soil and Water Conservation Districts annual program in December.

24.081 Motion by Dee to select Chip Callister as the 2024 Outstanding Conservation Cooperator, second by Johnson. All members voting in favor. Motion carried.

16. Adoption of Annual Guidelines on the use of SWCD Aid Payments.

Local Capacity grants that have been allocated to Soil and Water Conservation Districts from the Clean Water Fund were eliminated and replaced by SWCD Aid derived from the general fund. Allocations will be provided directly from the Minnesota Department of Revenue. The Dakota SWCD will receive \$186,062.87 in FY24 and in FY25. The intended use for these funds needs to be adopted and posted to our website. A draft template on how these funds will be used has been prepared for adoption.

24.082 Motion by Dee, second by Raney to adopt the guidelines for use of SWCD Aid. All members voting in favor. Motion carried.

17. Announcements and Reports

Natural Resources Conservation Service

The Natural Resources Conservation Service report was provided by Matt Lundberg. Lundberg provided a staff, disaster relief, and grant update.

Dakota County

The Dakota County report was provided by Brad Becker. Becker provided a County budget process update regarding CIP funding.

Vermillion River Watershed Joint Powers Organization

No report provided.

Cannon River Watershed Joint Powers Board

The Cannon River Watershed Joint Powers Board report was provided by Kevin Chamberlain. Chamberlain reported at the last meeting dues were slightly decreased.

Metropolitan Conservation Districts Joint Power Board

No report provided. The next meeting is scheduled for August 28th.

Minnesota Association of Soil and Water Conservation Districts

No report provided. The next meeting is scheduled for August 14th.

District Managers Report

Gallagher provided a staffing update and reported the draft audit will be presented at the September board meeting.

Board of Supervisors Announcements

Supervisor Zanmiller will be working the Master Gardeners table at the Dakota County Fair on Friday afternoon and invited all to stop by.

Minnesota Board of Water and Soil Resources

No report provided.

18. Upcoming Events

The upcoming events were reviewed.

19. Adjourn

24.083 Motion by Zanmiller, second by Johnson to adjourn. Motion carried.

The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Bruce Johnson
Secretary

DRAFT

**Dakota County SWCD
Balance Sheet
August 2024**

ASSETS:

Checking , Savings, CD	\$ 1,653,270.57	
Total Cash:		\$1,653,270.57

Accounts Receivable:

BWSR	FY21 Cannon River Grant (10%)	\$ 19,871.86
Dakota County	Q2 2024 Services	\$ 61,229.28
Eagan - Inver Grove Heights WMO	Q2 2024 Services	\$ 17,136.00
		\$ -
Total Accounts Receivable:		\$ 98,237.14

Prepaid Items		0 \$ -
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TOTAL ASSETS:		\$ 1,751,507.71
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LIABILITIES AND EQUITY:

Current Liabilities

Payroll Liabilities		\$ -
Sales Tax Payable		\$ 3.78
		\$ 3.78

Unearned Revenue:

State Cost Share		\$ -
Conservation Contracts 2024		\$ 24,843.00
Conservation Contracts 2025		\$ 24,843.00
Conservation Delivery 2023		\$ 2,090.38
Conservation Delivery 2024		\$ 21,240.00
Conservation Delivery 2025		\$ 21,240.00
IVC Streambank Stabilization		\$ 287,834.50
Soil Health Partnership		\$ 86,645.00
Soil Health Care FY23		\$ -
DC Drinking Water PP 2022		\$ 51,952.52
WBIF 2021 Cannon River		\$ (898.00)
WBIF 2022 Cannon River		\$ 76,038.93
WBIF 2021 Miss River East		\$ (282.00)
WBIF 2023 Vermillion River		\$ 20,175.74
WBF 2022 Black Dog		\$ 17,755.77
WBF 2022 Eagan-IGH		\$ 22,747.50
DC Natural Resources Block Grant		\$ 101,186.00
DC Operating Allocation		\$ 127,100.72
WOMP deferred		\$ (7,269.03)
Total Unearned Revenue		\$ 877,244.03

Total Liabilities:		\$ 877,247.81
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Fund Balance Beginning of Year		\$ 1,014,081.02
YTD Net Income/loss		\$ (139,821.12)
Fund Balance End of Current Period		\$ 874,259.90

TOTAL LIABILITIES AND EQUITY:		\$ 1,751,507.71
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Dakota County SWCD
Income and Expense Summary
August 2024

	Current Month	Year to Date
Income		
County Revenues	\$ 31,775.16	\$ 397,098.59
State Revenues	\$ (163.13)	\$ 311,008.14
Local Revenues	\$ -	\$ 235,543.21
Interest Earnings	\$ 9.65	\$ 22,680.74
Charges for Services	\$ 1,500.00	\$ 9,200.00
Tree Program Revenues	\$ -	\$ 38,344.99
Total Income	\$ 33,121.68	\$ 1,013,875.67
Expense		
County Expenses	\$ 52,267.70	\$ 60,889.91
State Expenses	\$ 13,296.07	\$ 72,915.38
Local Expenses	\$ 4,015.18	\$ 47,144.06
Operating Expenses	\$ 2,148.16	\$ 39,946.33
Payroll/Personnel Expenses	\$ 136,460.93	\$ 906,382.08
Other Expenses	\$ 709.75	\$ 1,693.44
Tree Program Expenses	\$ -	\$ 24,725.59
Total Expense	\$ 208,897.79	\$ 1,153,696.79
Net Income	<u>\$ (175,776.11)</u>	<u>\$ (139,821.12)</u>

Meeting Date: 9/12/2024

Prepared by: Ashley Gallagher

PURPOSE/ACTION REQUESTED:

Approval of draft 2023 financial audit and authorization to submit to Office of State Auditor.

SUMMARY:

At the February 2024 Board Meeting, the Board of Supervisors approved entering into an engagement letter with Peterson Company, Ltd. to perform the financial audit for calendar year ending December 31, 2023. The audit was full scope in nature, resulted in audited financial statements, provided auditor's opinion on the financial statements, and reported on internal control and compliance.

Upon approval of the draft financial audit report, Peterson Company will forward to the Office of the State Auditor for their review and approval.

EXPLANATION OF FISCAL/FTE IMPACT:

The cost to complete the financial audit for fiscal year ending December 31, 2023 has been included in our annual budget.

Supporting Documents:

2023 Financial Audit Report

Previous Board Action:

Motion 24.011 on 02/8/2024
Authorization to Perform Financial Audit

**DAKOTA COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2023

DRAFT

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARMINGTON, MINNESOTA
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DECEMBER 31, 2023**

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**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARMINGTON, MINNESOTA
ORGANIZATION
DECEMBER 31, 2023**

<u>TITLE</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
Chair	Laura Zanmiller	12/31/2024
Vice-Chair	Kevin Chamberlain	12/31/2024
Treasurer	Jayne Hager Dee	12/31/2026
Secretary	Chelsea Skog	12/31/2024
Board Member	Bruce Johnson	12/31/2026

DRAFT

INDEPENDENT AUDITOR'S REPORT

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

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and the General Fund of Dakota County Soil and Water Conservation District, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise Dakota County Soil and Water Conservation District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of Dakota County Soil and Water Conservation District, as of December 31, 2023, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards (GAS)*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Dakota County Soil and Water Conservation District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Dakota County Soil and Water Conservation District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and GAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Dakota County Soil and Water Conservation District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Dakota County Soil and Water Conservation District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by 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. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedule on page 18, the defined benefit pension plan schedules on page 19, and the notes to the required supplementary information on pages 20-22 be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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

Management is responsible for the other information. The other information comprises the district's organizational information under the introductory section but does not include the financial statements and our auditor's report thereon. Our opinion on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 5, 2024, on our consideration of Dakota County Soil and Water Conservation District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Dakota County Soil and Water Conservation District's internal control over financial reporting and compliance.

Peterson Company Ltd

Peterson Company Ltd
Waconia, Minnesota

August 5, 2024

DRAFT

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARMINGTON, MINNESOTA
GENERAL FUND BALANCE SHEET AND GOVERNMENTAL ACTIVITIES -
STATEMENT OF NET POSITION
DECEMBER 31, 2023**

	General Fund	Adjustments	Governmental Activities
ASSETS			
Cash and Cash Equivalents	\$ 1,319,565	\$ -	\$ 1,319,565
Accounts Receivables	88,658	-	88,658
Due from Other Governments	200,530	-	200,530
Prepaid Expenses	350	-	350
Capital Assets:			
Property and Equipment, net	-	7,574	7,574
Total Assets	1,609,103	7,574	1,616,677
DEFERRED OUTFLOWS OF RESOURCES			
Defined Benefit Pension Plan	-	196,330	196,330
COMBINED ASSETS AND DEFERRED OUTFLOWS OF RESOURCES			
	\$ 1,609,103	\$ 203,904	\$ 1,813,007
LIABILITIES			
Current Liabilities:			
Accrued Wages	\$ 82,418	\$ -	\$ 82,418
Due to Other Governments	14,366	-	14,366
Deposits on Sales	23,631	-	23,631
Unearned Revenue	474,607	-	474,607
Total Current Liabilities	595,022	-	595,022
Long-term Liabilities:			
Net Pension Liability	-	671,027	671,027
Compensated Absences	-	92,970	92,970
Total Long-Term Liabilities	-	763,997	763,997
DEFERRED INFLOWS OF RESOURCES			
Defined Benefit Pension Plan	-	273,065	273,065
COMBINED LIABILITIES AND DEFERRED INFLOWS OF RESOURCES			
	\$ 595,022	\$ 1,037,062	\$ 1,632,084
FUND BALANCE/NET POSITION			
Fund Balance:			
Non-spendable - Prepaid Expenses	\$ 350	\$ (350)	\$ -
Assigned - Compensated Absences	92,970	(92,970)	-
Unassigned	920,761	(920,761)	-
Total Fund Balance	\$ 1,014,081	\$ (1,014,081)	\$ -
Net Position:			
Investments in Capital Assets		\$ 7,574	\$ 7,574
Unrestricted		173,349	173,349
Total Net Position		\$ 180,923	\$ 180,923

See accompanying Notes to the Financial Statements.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARMINGTON, MINNESOTA
GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE AND GOVERNMENTAL ACTIVITIES - STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2023**

	General Fund	Adjustments	Governmental Activities
REVENUES			
Intergovernmental	\$ 1,991,546	\$ -	\$ 1,991,546
Charges for Services	48,711	-	48,711
Interest Earnings	23,146	-	23,146
Total Revenues	<u>2,063,403</u>	<u>-</u>	<u>2,063,403</u>
EXPENDITURES/EXPENSES			
Conservation:			
Current	1,756,062	23,475	1,779,537
Capital Outlay	5,836	(5,836)	-
Total Expenditures/Expenses	<u>1,761,898</u>	<u>17,639</u>	<u>1,779,537</u>
EXCESS OF REVENUES OVER/UNDER EXPENDITURES	301,505	(17,639)	283,866
Fund Balance/Net Position - Beginning of Year	<u>712,576</u>	<u>(815,519)</u>	<u>(102,943)</u>
FUND BALANCE/NET POSITION - END OF YEAR	<u>\$ 1,014,081</u>	<u>\$ (833,158)</u>	<u>\$ 180,923</u>

See accompanying Notes to the Financial Statements.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of Dakota County Soil and Water Conservation District (the District) have been prepared in accordance with generally accepted accounting principles (GAAP) for the year ended December 31, 2023. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). The significant accounting policies used by the District are discussed below.

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, nominated by, and elected to four-year terms by the voters of Dakota 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.

As required by generally accepted accounting principles, consideration has been given to other organizations that should be included in the District's financial statements 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. There are no organizations that should be presented with the District.

Basic Financial Statements

Basic financial statements include information on the District's activities as a whole and information on the individual fund of the District. These separate presentations are reported in different columns. Each of the statements starts with a column of information based on activities of the General Fund and reconciles it to a column that reports the "governmental activities" of the District as a whole.

Measurement Focus and Basis of Accounting

The governmental activities are reported using the economic resources measurement focus and the accrual basis of accounting, which recognizes all long-term assets and receivables as well as long-term debt and obligations. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The District's net position is reported as restricted and unrestricted. The statement of activities demonstrates the degree to which the expenses of the District are offset by revenues.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they become both measurable and available. The District considers all revenues to be available if they are collected within 60 days after the end of the current period. Charges for services and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, compensated absences, and claims and judgments, which are recognized as expenditures to the extent that they have matured. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources, when applicable.

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.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Fund Balance

Cash and Cash Equivalents

Cash is stated at fair value, except for non-negotiable Certificates of Deposit, which are on a cost basis, and short-term money market investments, which are stated at amortized cost.

Accounts Receivables and Due from Other Governments

Receivables are collectible within one year. The financial statements contain no allowance for uncollectible accounts. Uncollectible accounts due for receivables are recognized as bad debts at the time information becomes available that indicates the particular receivable is uncollectible. These amounts are not considered to be material in relation to the financial position or operations of the fund.

Due from other governments are recorded for state, county, and local grant amounts that were received after year-end and all eligibility requirements were met.

Prepaid Expenses

Prepaid expenses are for items that will provide future benefit over the next twelve months.

Capital Assets

The cost of property and equipment is depreciated over the estimated useful life 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. For the purpose of computing depreciation, the useful life for Machinery and Equipment is 5 to 10 years and Office Equipment and Furniture is 5 to 10 years. The District uses the threshold of \$5,000 for capitalizing assets purchased.

Unearned Revenue

Unearned revenue is recorded for amounts of state and county grants received prior to satisfying all eligibility requirements imposed by the providers.

Compensated Absences

Under the District's personnel policies, employees are granted flex leave in varying amounts based on their length of service. Only benefits considered to be vested are disclosed in these statements.

All vested flex leave pay is accrued when incurred in the government-wide financial statements. A liability for the amount is reported in governmental funds only if they have matured, for example, as a result of employee resignations or retirements, and are payable with expendable available resources.

Payments for flex leave pay will be made at rates in effect when the benefits are used. Accumulated flex leave liabilities at December 31, 2023 are determined on the basis of current salary rates and include salary related payments.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Fund Balance (Continued)

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. 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.

Deferred Outflows of Resources

The financial statements for the District contain deferred outflows of resources. A deferred outflow 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) until that time. The District has one type of deferred outflow which is pension related.

Deferred Inflows of Resources

The financial statements for the District contain deferred inflows of resources. A deferred inflow 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 District has one type of deferred inflow which is pension related.

Fund Balance

In the fund financial statements, governmental funds report components of fund balance to provide information about fund balance availability for appropriation. Non-spendable fund balance represents amounts that are inherently non-spendable or assets that are legally or contractually required to be maintained intact. Restricted fund balance represents amounts available for appropriation but intended for a specific use and is legally restricted by outside parties (statute, grantors, bond agreements, etc.). Committed fund balance represents constraints on spending that the government imposes upon itself by a high-level formal action prior to the close of the fiscal period. Assigned fund balance represents resources intended for spending for a purpose set by the government body itself or by some person or government body delegated to exercise such authority in accordance with the policy established by the Board. Unassigned fund balance is the residual classification for the District's General Fund and includes all spendable amounts not contained in the other classifications.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, it is the District's policy to use restricted first, then the unrestricted fund balance. When an expenditure is incurred for purposes for which committed, assigned, and unassigned fund balance amounts are available, it is the District's policy to use committed first, then assigned, and finally unassigned fund balance amounts.

Net Position

Net position represents the difference between assets, deferred outflows, liabilities, and deferred inflows in the government-wide statement of net position. Net investments in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any long-term debt used to build or acquire the capital assets. Net position is reported as restricted in the government-wide financial statements when there are limitations imposed on its use through external restrictions imposed by creditors, grantors, laws, or regulations of other governments. Unrestricted net position is the residual classification for the Governmental Activities Fund and includes all spendable amounts not contained in the other classifications.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Fund Balance (Continued)

Use of Estimates

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 the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Explanation of Adjustments Column in Statements

Capital Assets: In the Statement of Net Position and Governmental Fund Balance Sheet, an adjustment is made if the District has capital assets. This adjustment equals the net book balance of capitalized assets as of the report date and reconciles to the amount reported in Note 3 on Capital Assets.

Long-Term Liabilities: In the Statement of Net Position and Governmental Fund Balance Sheet, an adjustment is made to reflect the total Compensated Absences and Net Pension Liability the District has as of the report date. See Note 5 on Long-Term Liabilities.

Depreciation, Net Pension Expense and Change in Compensated Absences for the year: In the Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance, the adjustment equals the total depreciation for the year reported, plus or minus the net pension expense and the change in compensated absences between the reporting year and the previous year.

Change in Accounting Principle

Effective January 1, 2023, the District adopted GASB 96, *Subscription-Based Technology Arrangements*. The new standard establishes a right of use subscription asset and a corresponding liability that amortizes over the subscription term for all arrangements with terms longer than 12 months. The District only has short-term arrangements; therefore, this new standard will not affect them.

NOTE 2 – DEPOSITS

Minnesota Statutes §§118A.02 and 118A.04 authorize the District to designate a depository for public funds and to invest in Certificates of Deposit.

Custodial Credit Risk - Deposits

In the case 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 and follows Minnesota Statutes for deposits.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 2 – DEPOSITS (CONTINUED)

Minnesota Statute §118A.03 requires that all District deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledge must equal 110% of the deposits not covered by insurance or corporate surety bonds. Authorized collateral includes: U.S. government treasury bills, notes, or bonds; issues of U.S. government agency; general obligations of a state or local government rated “AA” or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and time deposits insured by a federal agency. Minnesota Statutes require 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.

As of December 31, 2023, the District’s deposits were not exposed to custodial credit risk.

NOTE 3 – CAPITAL ASSETS

Capital assets activity for the year ended December 31, 2023, was as follows:

	Beginning	Addition	Deletion	Ending
Equipment	\$ 399,997	\$ 5,836	\$ -	\$ 405,833
Less: Accumulated Depreciation	397,011	1,248	-	398,259
Net Capital Assets	<u>\$ 2,986</u>			<u>\$ 7,574</u>

Current year depreciation is \$1,248.

NOTE 4 – UNEARNED REVENUE

Unearned revenue represents unearned advances from the Minnesota Board of Water and Soil Resources (BWSR) and from the County for administrative service grants and for the cost-share program. Revenues will be recognized when the related program expenditures are recorded. Unearned revenue for the year ended December 31, 2023, consisted of the following: BWSR Cost Share Program \$29,816; County Wetland Conservation Act \$55,922; Soil Health Cost Share \$12,918; Water Based Funding Grants \$237,795; DC Drinking Water \$3,737; Buffer Law \$30,361; Conservation Delivery \$54,372; Conservation Contracts \$49,686; Total \$474,607.

NOTE 5 – LONG-TERM LIABILITIES

The following is a summary of changes in the District’s long-term liabilities for the year ended December 31, 2023:

	January 1, 2023	Increases	Decreases	December 31, 2023
Net Pension Liability	\$ 966,244	\$ -	\$ 295,217	\$ 671,027
Compensated Absences	91,453	1,517	-	92,970
Total	<u>\$ 1,057,697</u>	<u>\$ 1,517</u>	<u>\$ 295,217</u>	<u>\$ 763,997</u>

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 5 – LONG-TERM LIABILITIES (CONTINUED)

Flex Leave

Flex leave accrual varies from 160 to 304 hours per year. The limit on the accumulation of flex leave is 480 hours. Upon termination of employment from the District, employees are paid accrued flex leave hours.

Compensated Absences Payable

The amount of the estimated obligation at December 31, 2023 was \$92,970. The District's General Fund finances compensated absences when employees terminate their employment from the District.

NOTE 6 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors or omissions; injuries to employees; workers' compensation claims; or natural disasters. Property and casualty liabilities are insured through Dakota County. Workers' compensation is insured through State Farm Mutual (SFM) Insurance Company.

The District retains risk for the deductible portion of the insurance. The amounts of these deductions are considered immaterial to the financial statements. There were no significant reductions of insurance coverage from the previous year. There have been no settlements of the District's insurance coverage for any of the past three years.

NOTE 7 – DEFINED BENEFIT PENSION PLAN

Plan Description

The District participates in the following cost-sharing multiple-employer defined benefit pension plan 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.

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

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.

General Employees Plan 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 1.20 percent for each of the first 10 years of service and 1.70 percent for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.70 percent 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.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 7 – DEFINED BENEFIT PENSION PLAN (CONTINUED)

Benefits Provided (Continued)

Benefit increases are provided to benefit recipients each January. The postretirement increase is 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 1.50 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. 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. In 2023, legislation repealed the statute delaying increases for members retiring before retirement age.

Contributions

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the State Legislature.

Coordinated Plan members were required to contribute 6.50 percent of their annual covered salary in fiscal year 2023 and the District was required to contribute 7.50 percent for Coordinated Plan members. The District's contributions to the General Employees Fund for the year ended December 31, 2023, were \$73,747. The District's contributions were equal to the required contributions as set by state statute.

Pension Costs

At December 31, 2023, the District reported a liability of \$671,027 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. 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 \$18,602.

The net pension liability was measured as of June 30, 2023, 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, 2022 through June 30, 2023, relative to the total employer contributions received from all of PERA's participating employers. The District's proportionate share was .0120 percent at the end of the measurement period and .0122 percent for the beginning of the period.

District's proportionate share of the net pension liability	\$	671,027
State of Minnesota's proportionate share of the net pension liability associated with the District		18,602
Total	\$	689,629

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 7 – DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Costs (Continued)

For the year ended December 31, 2023, the District recognized pension expense of \$20,710 for its proportionate share of the General Employees Plan's pension expense. In addition, the District recognized an additional \$84 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.

At December 31, 2023, the District reported its proportionate share of the General Employees Plan's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 22,124	\$ 4,970
Changes in actuarial assumptions	116,524	192,909
Net difference between projected and actual investment earnings	-	44,677
Changes in proportion	20,348	30,509
Contributions paid to PERA subsequent to the measurement date	37,334	-
Total	\$ 196,330	\$ 273,065

The \$37,334 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2024. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	Pension Expense Amount	
2024	\$	14,810
2025		(129,346)
2026		14,179
2027		(13,712)

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 7 – DEFINED BENEFIT PENSION PLAN (CONTINUED)

Long-Term Expected Return on Investment

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 Equity	33.5	5.10
International Equity	16.5	5.30
Fixed Income	25.0	0.75
Private Markets	25.0	5.90
Total	100.00	

Actuarial Methods and Assumptions

The total pension liability in the June 30, 2023, actuarial valuation was determined using an individual entry-age normal actuarial cost method. The long-term rate of return on pension plan investments used in the determination of the total liability is 7.00 percent. This assumption is based on a review of inflation and investments return assumptions from a number of national investment consulting firms. The review provided a range of return investment return rates deemed to be reasonable by the actuary. An investment return of 7.00 percent was deemed to be within that range of reasonableness for financial reporting purposes.

Inflation is assumed to be 2.25 percent for the General Employees Plan. Benefit increases after retirement are assumed to be 1.25 percent for the General Employees Plan.

Salary growth assumptions in the General Employees Plan range in annual increments from 10.25 percent after one year of service to 3.00 percent after 27 years of service.

Mortality rates for the General Employees Plan are based on the Pub-2010 General Employee Mortality Table. The tables are adjusted slightly to fit PERA's experience.

Actuarial assumptions for the General Employees Plan are reviewed every four years. The most recent four-year experience study for the General Employees Plan was completed in 2022. The assumption changes were adopted by the Board and became effective with the July 1, 2023, actuarial valuation.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 7 – DEFINED BENEFIT PENSION PLAN (CONTINUED)

Actuarial Methods and Assumptions (Continued)

The following changes in actuarial assumptions and plan provisions occurred in 2023:

Changes in Actuarial Assumptions:

- The investment return assumption and single discount rate were changed from 6.50 percent to 7.00 percent.

Changes in Plan Provisions:

- An additional one-time direct state aid contribution of \$170.10 million will be contributed to the Plan on October 1, 2023.
- The vesting period of those hired after June 30, 2010, was changed from five years of allowable service to three years of allowable service.
- The benefit increase delay for early retirements on or after January 1, 2024, was eliminated.
- A one-time, non-compounding benefit increase of 2.50 percent minus the actual 2024 adjustment will be payable in a lump sum for calendar year 2024 by March 31, 2024.

Discount Rate

The discount rate used to measure the total pension liability in 2023 was 7.00 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 was 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.

Pension Liability Sensitivity

The following presents the District's proportionate share of the net pension liability, 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 one percentage point lower or one percentage point higher than the current discount rate:

	1% Decrease in Discount Rate (6.00%)	Current Discount Rate (7.00%)	1% Increase in Discount Rate (8.00%)
District's proportionate share of the GERF net pension liability:	\$ 1,187,100	\$ 671,027	\$ 246,537

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.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 8 – COMMITMENTS AND CONTINGENT LIABILITIES

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

NOTE 9 – RECONCILIATION OF FUND BALANCE TO NET POSITION

Governmental Fund Balance, January 1	\$	712,576
Plus: Excess of Revenues Over Expenditures		301,505
Governmental Fund Balance, December 31	\$	<u>1,014,081</u>
Adjustments from Fund Balance to Net Position:		
Plus: Capital Assets	\$	7,574
Plus: Deferred Outflows of Resources		196,330
Less: Long-Term Liabilities		(763,997)
Less: Deferred Inflows of Resources		(273,065)
Net Position	\$	<u>180,923</u>

NOTE 10 – RECONCILIATION OF CHANGE IN FUND BALANCE TO CHANGE IN NET POSITION

Change in Fund Balance	\$	301,505
Capital Outlay		5,836
Pension Expense, net		(20,710)
The cost of capital assets are allocated over the capital assets' useful life at the government-wide level.		(1,248)
In the statement of activities certain operating expenses including compensated absences are measured by the amounts earned.		(1,517)
Change in Net Position	\$	<u>283,866</u>

NOTE 11 – SUBSEQUENT EVENTS

The District has evaluated events and transactions for potential recognition or disclosure through August 5, 2024, the date the financial statements were available to be issued.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARMINGTON, MINNESOTA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
YEAR ENDED DECEMBER 31, 2023**

	Original/ Final Budget	Actual	Variance With Final Budget
REVENUES			
Intergovernmental:			
County	\$ 909,106	\$ 745,433	\$ (163,673)
Local	447,000	479,282	32,282
State Grants	497,373	766,831	269,458
Total Intergovernmental	<u>1,853,479</u>	<u>1,991,546</u>	<u>138,067</u>
Charges for Services	48,000	48,711	711
Interest Earnings	6,000	23,146	17,146
Total Revenues	<u>1,907,479</u>	<u>2,063,403</u>	<u>155,924</u>
EXPENDITURES			
District Operations:			
Personnel Services	1,425,435	1,360,070	65,365
Other Services and Charges	40,000	33,794	6,206
Supplies	8,500	12,896	(4,396)
Capital Outlay	10,000	5,836	4,164
Total District Operations	<u>1,483,935</u>	<u>1,412,596</u>	<u>71,339</u>
Project Expenditures:			
District	25,200	22,842	2,358
County	170,000	81,346	88,654
Local	104,700	111,239	(6,539)
State	123,644	133,875	(10,231)
Total Project Expenditures	<u>423,544</u>	<u>349,302</u>	<u>74,242</u>
Total Expenditures	<u>1,907,479</u>	<u>1,761,898</u>	<u>145,581</u>
EXCESS OF REVENUES OVER/UNDER EXPENDITURES	-	301,505	301,505
Fund Balance - Beginning of Year	712,576	712,576	-
FUND BALANCE - END OF YEAR	<u>\$ 712,576</u>	<u>\$ 1,014,081</u>	<u>\$ 301,505</u>

See accompanying Notes to the Required Supplementary Information.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
FARMINGTON, MINNESOTA**

**SCHEDULE OF CONTRIBUTIONS
GENERAL EMPLOYEES RETIREMENT FUND
DECEMBER 31, 2023**

Fiscal Year Ending	Statutorily Required Contributions (a)	Contributions in Relation to the Statutorily Required Contributions (b)	Contribution Deficiency (Excess) (a-b)	Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
2015	\$ 45,893	\$ 45,893	\$ -	\$ 611,907	7.50%
2016	\$ 49,325	\$ 49,325	\$ -	\$ 657,669	7.50%
2017	\$ 53,419	\$ 53,419	\$ -	\$ 712,251	7.50%
2018	\$ 58,241	\$ 58,241	\$ -	\$ 776,549	7.50%
2019	\$ 62,347	\$ 62,347	\$ -	\$ 831,299	7.50%
2020	\$ 69,025	\$ 69,025	\$ -	\$ 920,338	7.50%
2021	\$ 70,158	\$ 70,158	\$ -	\$ 935,445	7.50%
2022	\$ 66,676	\$ 66,676	\$ -	\$ 889,011	7.50%
2023	\$ 73,747	\$ 73,747	\$ -	\$ 983,302	7.50%

* This schedule is intended to show information for ten years. Additional years will be displayed as they become available. The amounts presented for each year-end were determined December 31.

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
GENERAL EMPLOYEES RETIREMENT FUND
DECEMBER 31, 2023**

Fiscal Year Ending	Employer's Proportion of Net Pension Liability (Asset)	Employer's Proportionate Share of the Net Pension Liability (Asset) (a)	State's Proportionate Share of the Net Pension Liability Associated with the District (b)	Total (a+b)	Covered Payroll (c)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll ((a+b)/c)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.0103%	\$ 553,799	\$ -	\$ 553,799	\$ 618,937	89.48%	78.19%
2016	0.0105%	\$ 852,548	\$ 11,096	\$ 863,644	\$ 651,843	132.49%	68.90%
2017	0.0105%	\$ 670,313	\$ 8,437	\$ 678,750	\$ 677,073	100.25%	75.90%
2018	0.0109%	\$ 604,687	\$ 19,910	\$ 624,597	\$ 735,404	84.93%	79.50%
2019	0.0115%	\$ 635,809	\$ 19,666	\$ 655,475	\$ 810,405	80.88%	80.20%
2020	0.0115%	\$ 689,478	\$ 21,163	\$ 710,641	\$ 819,588	86.71%	79.10%
2021	0.0129%	\$ 550,888	\$ 16,831	\$ 567,719	\$ 927,410	61.22%	87.00%
2022	0.0122%	\$ 966,244	\$ 28,197	\$ 994,441	\$ 910,278	109.25%	76.70%
2023	0.0120%	\$ 671,027	\$ 18,602	\$ 689,629	\$ 957,081	72.06%	83.10%

* This schedule is intended to show information for ten years. Additional years will be displayed as they become available. The amounts presented for each fiscal year were determined June 30.

See accompanying Notes to the Required Supplementary Information.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2023**

NOTE 1 – DEFINED BENEFIT PENSION PLAN – CHANGES IN ACTUARIAL METHODS AND ACTUARIAL ASSUMPTIONS

The following changes were reflected in the valuation of the General Employees Retirement Plan performed on behalf of the Public Employees Retirement Association for the fiscal year June 30:

2023 -

- The investment return assumption and single discount rate were changed from 6.50 percent to 7.00 percent.

2022 -

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

2021 -

- The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes.
- The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

2020 -

- The price inflation assumption was decreased from 2.50 percent to 2.25 percent.
- The payroll growth assumption was decreased from 3.25 percent to 3.00 percent.
- Assumed salary increase rates were changed as recommended in the June 30, 2019 experience study. The net effect is assumed rates that average 0.25 percent less than previous rates.
- Assumed rates of retirement were changed as recommended in the June 30, 2019 experience study. The changes result in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements.
- Assumed rates of termination were changed as recommended in the June 30, 2019 experience study. The new rates are based on service and are generally lower than the previous rates for year 2-5 and slightly higher thereafter.
- Assumed rates of disability were changed as recommended in the June 30, 2019 experience study. The change results in fewer predicted disability retirements for males and females.
- The base mortality table for healthy annuitants and employees was changed from the RP-2014 table to the Pub-2010 General Mortality table, with adjustments. The base mortality table for disabled annuitants was changed from the RP-2014 disabled annuitant mortality table to the PUB-2010 General/Teacher disabled annuitant mortality table, with adjustments.
- The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019.
- The assumed spouse age difference was changed from two years older for females to one year older.
- The assumed number of married male new retirees electing the 100.00 percent Joint & Survivor option changed from 35.00 percent to 45.00 percent. The assumed number of married female new retirees electing the 100.00 percent Joint & Survivor option changed from 15.00 percent to 30.00 percent. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

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.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)
DECEMBER 31, 2023**

NOTE 1 – DEFINED BENEFIT PENSION PLAN – CHANGES IN ACTUARIAL METHODS AND ACTUARIAL ASSUMPTIONS (CONTINUED)

2017 - The Combined Service Annuity (CSA) loads were changed from 0.80 percent for active members and 60.00 percent for vested and non-vested deferred members. The revised CSA loads are now 0.00 percent for active member liability, 15.00 percent for vested deferred member liability and 3.00 percent for non-vested deferred member liability. The assumed post-retirement benefit increase rate was changed from 1.00 percent per year for all years to 1.00 percent per year through 2044 and 2.50 percent per year thereafter.

2016 - The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2035 and 2.50 percent per year thereafter to 1.00 percent per year for all future years. The assumed investment return was changed from 7.90 percent to 7.50 percent. The single discount rate was changed from 7.90 percent to 7.50 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 1.00 percent per year through 2030 and 2.50 percent per year thereafter to 1.00 percent per year through 2035 and 2.50 percent per year thereafter.

NOTE 2 – DEFINED BENEFIT PENSION PLAN – CHANGES IN SIGNIFICANT PLAN PROVISIONS

The following changes were reflected in the valuation of the General Employees Retirement Plan performed on behalf of the Public Employees Retirement Association for the fiscal year June 30:

2023 –

- An additional one-time direct state aid contribution of \$170.10 million will be contributed to the Plan on October 1, 2023.
- The vesting period of those hired after June 30, 2010, was changed from five years of allowable service to three years of allowable service.
- The benefit increase delay for early retirements on or after January 1, 2024, was eliminated.
- A one-time, non-compounding benefit increase of 2.50 percent minus the actual 2024 adjustment will be payable in a lump sum for calendar year 2024 by March 31, 2024.

2022 - There were no changes in plan provisions since the previous valuation.

2021 - There were no changes in plan provisions since the previous valuation.

2020 - Augmentation for current privatized members was reduced to 2.00 percent for the period July 1, 2020 through December 31, 2023 and 0.00 percent after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

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.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)
DECEMBER 31, 2023**

NOTE 2 – DEFINED BENEFIT PENSION PLAN – CHANGES IN SIGNIFICANT PLAN PROVISIONS (CONTINUED)

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 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, 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 \$16.0 million in 2017 and 2018, and \$6.0 million thereafter. The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21.0 million to \$31.0 million in calendar years 2019 to 2031. The state's contribution changed from \$16.0 million to \$6.0 million 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.

NOTE 3 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Each fall, the Board of Supervisors adopts an annual budget for the following year for the General Fund. Any modifications in the adopted budget can be made upon request of and approval by the Board of Supervisors. All annual appropriations lapse at fiscal year-end. Legal budgetary control is at the fund level.

**INDEPENDENT AUDITOR'S REPORT ON
MINNESOTA LEGAL COMPLIANCE**

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

We have audited, 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, the financial statements of the governmental activities and the General Fund of Dakota County Soil and Water Conservation District as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Dakota County Soil and Water Conservation District's basic financial statements, and have issued our report thereon dated August 5, 2024.

In connection with our audit, nothing came to our attention that caused us to believe that the Dakota County Soil and Water Conservation District failed to comply with the provisions of the contracting – bid laws, depositories of public funds and public investments, conflicts of interest, claims and disbursements, and miscellaneous provisions sections of the Minnesota Legal Compliance Audit Guide for Other Political Subdivisions, promulgated by the State Auditor pursuant to Minnesota Statutes §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 Dakota County Soil and Water Conservation District's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

Peterson Company Ltd

Peterson Company Ltd
Waconia, Minnesota

August 5, 2024

**INDEPENDENT AUDITOR'S 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**

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

We have audited, 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, the financial statements of the governmental activities and the General Fund of Dakota County Soil and Water Conservation District as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Dakota County Soil and Water Conservation District's basic financial statements, and have issued our report thereon dated August 5, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Dakota County Soil and Water Conservation District's internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Dakota County Soil and Water Conservation District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Dakota County Soil and Water Conservation District's internal control over financial reporting.

A deficiency in internal control over financial reporting 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 over financial reporting 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. A significant deficiency is a deficiency, or combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our 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 material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. We identified certain deficiencies in internal control, described in the accompanying Schedule of Findings and Responses as items 2023-001 and 2023-002 that we consider to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Dakota County Soil and Water Conservation District's financial statements are free from material misstatement, we 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 financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Dakota County Soil and Water Conservation District's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the District's responses to the internal control findings identified in our audit and described in the accompanying Schedule of Findings and Responses. The Dakota County Soil and Water Conservation District's responses were not subjected to the other auditing procedures applied in the audit of the financial statements, and, accordingly, we express no opinion on the responses.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Peterson Company Ltd

Peterson Company Ltd
Waconia, Minnesota

August 5, 2024

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2023**

2023-001: Segregation of Duties

Criteria: Generally, a system of internal control contemplates separation of duties such that no individual has responsibility to execute a transaction, has physical access to the related assets, and has responsibility or authority to record the transaction.

Condition and Context: Substantially all accounting procedures are performed by one person.

Cause: The District's limited size and staffing resources have made it difficult for management to provide sufficient staffing to fully segregate incompatible duties in a cost-effective matter.

Effect: Without sufficient segregation of duties, the risk significantly increases that errors and fraud, including misappropriation of assets, could occur and not be detected within a timely basis.

Prior Year Finding: Yes, 2022-001.

Recommendation: Management and the board should consider a formal evaluation of their risks associated with this lack of duties segregation. In response to the identified risks, consideration should be given to identifying and implementing controls that could help mitigate the risks associated with lack of segregation of duties, such as providing increased management oversight and an independent reconciliation of accounts. Any modification of internal controls in this area must be viewed from a cost/benefit perspective.

Management Response: The District has adequate policies and procedures in place to compensate for the lack of segregation of duties, including having all disbursements approved by the Board of Supervisors.

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
SCHEDULE OF FINDINGS AND RESPONSES (CONTINUED)
DECEMBER 31, 2023**

2023-002: Financial Statement Presentation

Criteria: The District's management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation of the financial statements in accordance with generally accepted accounting principles.

Condition and Context: As part of the audit, management requested us to prepare a draft of the financial statements, including the related notes to the financial statements. Management has accepted responsibility for the financial statements and reviewed them.

Cause: The District has a limited number of personnel with financial reporting experience.

Effect: The design of the controls over the financial reporting process would affect the ability of the District to report its financial data consistently with the assertions of the management in the financial statements.

Prior Year Finding: Yes, 2022-002.

Recommendation: We recommend that the District be aware of the requirements for fair presentation of the financial statements in accordance with the generally accepted accounting principles. Should the District elect, based upon an analysis of costs and benefits, to establish the full oversight of the financial statement preparation of an appropriate level, we suggest management establish effective review policies and procedures including but not limited to the following: reconciling general ledger amounts to the draft financial statements; review of all supporting documentation and explanations for journal entries proposed by us; complete the disclosure checklist; review and approval of schedules and calculations supporting the amounts included in the notes to the financial statements; apply analytic procedures to the draft financial statements; and perform other procedures considered necessary by management.

Management Response: The District understands that this is required communications for the preparation of the financial statements.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Regular Agenda

Request for Board Action

Roll Call Vote

Meeting Date: 9/12/2024

Prepared by: Curt Coudron

PURPOSE/ACTION REQUESTED:

Authorize execution of a contract with Russell Mamer not to exceed \$2,660 for the establishment of a cover crop (1-year).

SUMMARY:

Russell Mamer is proposing to establish a cover crop on a 76-acre field. The field is located in Nininger Township, Vermillion River Watershed. A winter cereal rye cover crop will be planted after sweet corn harvest. Practice details are as follows:

Contract 24-IPP-64, \$2,660

<u>Practice</u>	<u># of acres</u>	<u># of years</u>	<u>\$ per acre</u>	<u>Total</u>
Cover Crop	76	1	\$35	\$2,660

Under District cost share policy, payment will be made upon certifying the establishment of the cover crop and District Board approval.

EXPLANATION OF FISCAL/FTE IMPACT:

Project funds are available through our FY24 Conservation Contracts Program with the Minnesota Board of Water and Soil Resources (formerly State Cost Share Program) and the Dakota County Capital Improvement Program (CIP).

Supporting Documents:

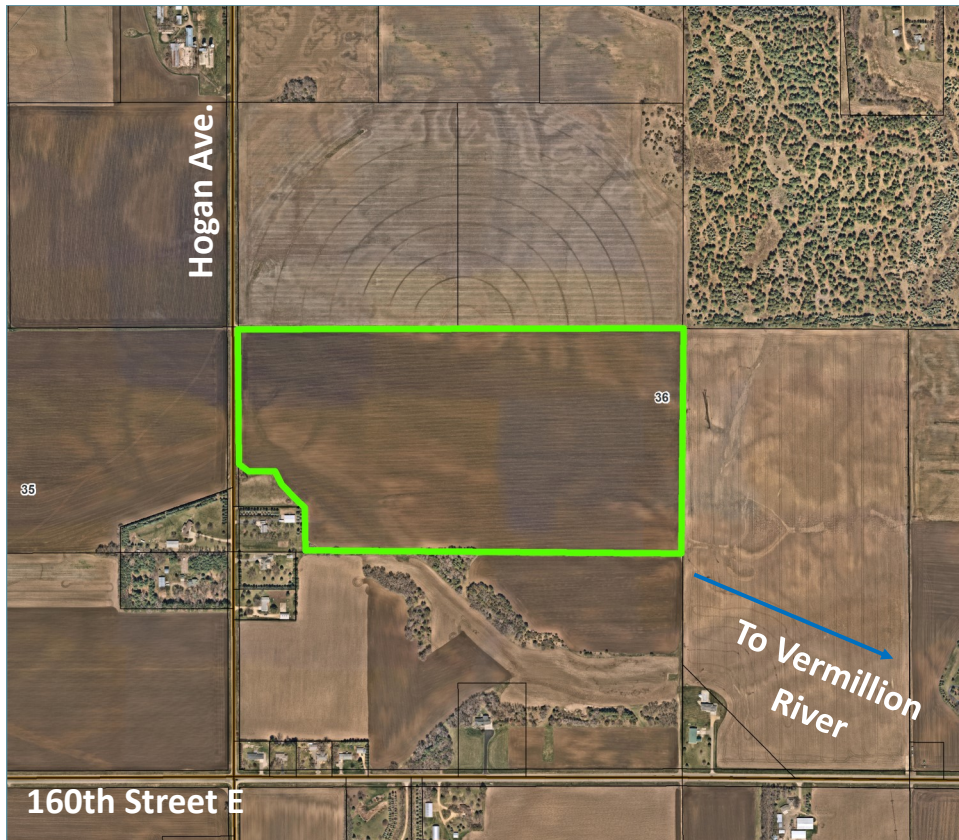
24-IPP-64 Mamer, Russell CC Factsheet

Previous Board Action:

None



RUSSELL MAMER COVER CROP



PRACTICE:

- Cover Crop

BENEFITS:

- 8 tons of sediment per year prevented from traveling downstream
- 15 lbs. of phosphorous per year prevented from traveling downstream
- Reduced leaching of nitrate into groundwater on highly vulnerable and sensitive soils
- Retained nutrients and improved soil health.

PARTNERS:

- Dakota County
- Minnesota Board of Water and Soil Resources

WATERSHED:

- Vermillion River

RECEIVING WATERS:

- Vermillion River

INSTALLATION:

- Fall 2024

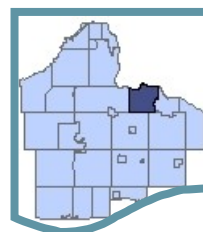
PROJECT: An oat cover crop will be planted on 76 acres after sweet corn harvest. The cover crop will provide erosion control, reduce weed pressure, and prevent nutrient leaching.

FUNDING: Cost Share Amount: \$2,660
(76 acres x \$35 per acre)



LOCATION:

Nininger
Township



DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Regular Agenda

Request for Board Action

Roll Call Vote

Meeting Date: 9/12/2024

Prepared by: Curt Coudron

PURPOSE/ACTION REQUESTED:

Authorize execution of a contract with Randall Volkert not to exceed \$1,050 for implementing soil health practices.

SUMMARY:

Randall (Randy) Volkert is proposing to establish a cover crop on a 21-acre field. The field is located in Sciota Township, Cannon River Watershed. An oat cover crop will be planted after soybean harvest. Practice details are as follows:

Contract 24-IPP-63, \$1,050

<u>Practice</u>	<u># of acres</u>	<u># of years</u>	<u>\$ per acre</u>	<u>Total</u>
Cover Crop	21	1	\$35	\$735
Nitrogen Inhibitors	21	1	\$5	\$105
Split Rate Nitrogen	21	1	\$5	\$105
Irrigation Water Management	21	1	\$5	\$105

Under District cost share policy, payment will be made upon certifying the establishment of the practices and District Board approval.

EXPLANATION OF FISCAL/FTE IMPACT:

Project funds are available through our FY24 Conservation Contracts Program with the Minnesota Board of Water and Soil Resources (formerly State Cost Share Program) and the Dakota County Capital Improvement Program (CIP). Local funds will be used for practices that do not meet BWSR requirements for practice type or start date.

Supporting Documents:

24-IPP-63 Volkert, Randy CC Factsheet

Previous Board Action:

None



RANDY VOLKERT SOIL HEALTH PRACTICES



PRACTICES:

- Cover Crop
- Irrigation Water Management
- Nitrogen Practices

BENEFITS:

- 1 ton of sediment per year prevented from traveling downstream
- 1 lbs. of phosphorous per year prevented from traveling downstream
- Reduced leaching of nitrate into groundwater on highly vulnerable and sensitive soils
- Retained nutrients and improved soil health.

PARTNERS:

- Dakota County
- Minnesota Board of Water and Soil Resources

WATERSHED:

- Cannon River

RECEIVING WATERS:

- Chub Creek

INSTALLATION:

- Fall 2024, Spring 2025

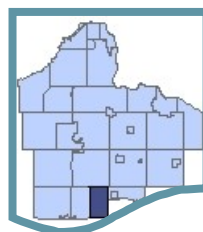
PROJECT: An oat cover crop will be planted following soybean harvest on 21 acres. Irrigation water management and nitrogen best management practices will also be implemented on this field. These practices will build soil health and reduce nutrient leaching.

FUNDING: Incentive Amount: \$1,050



LOCATION:

Sciota
Township



DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Regular Agenda

Request for Board Action

Voice Vote

Meeting Date: 9/12/2024

Prepared by: Ashley Gallagher

PURPOSE/ACTION REQUESTED:

Authorization to Execute Grant Agreement with Board of Water and Soil Resources (BWSR) for Soil Health Delivery Grant.

SUMMARY:

This grant is phase 2 of Soil Health funding from the Board of Water and Soil Resources. This non-competitive funding is allocated based upon the amount of agricultural land within each SWCD boundary. Dakota SWCD is allocated \$60,000. Allocations across the state range from \$15,000 to \$150,000. Phase 2 is primarily intended for projects and practices, while Phase 1 in the amount of \$350,000 for Dakota SWCD, is already dedicated to staffing. The proposed Soil Health Delivery Grant workplan reflects these intended uses.

Proposed workplan activities include:

- Administration - \$2,500
- Projects and Practices - \$57,500

There is no local match requirement for this grant. The grant term would be from time of execution to December 31, 2027. Funds would be disbursed to the SWCD on a 50%-40%-10% schedule.

EXPLANATION OF FISCAL/FTE IMPACT:

Grant tasks and funding would be included in the 2025, 2026, and 2027 staff work plans.

Supporting Documents:

None

Previous Board Action:

Motion 24.007 on 1/11/24
Authorization to Submit Soil
Health Staffing Grant

Meeting Date: 9/12/2024

Prepared by: Ashley Gallagher

PURPOSE/ACTION REQUESTED:

Adopt 2025 Fee Schedule

SUMMARY:

Annually a fee schedule is adopted to establish charges for services and equipment rental. The only change recommended for 2025 is to increase the hourly rate from \$95/hour to \$100/hour for general services provided through agreements with other local units of government.

Our hourly fee for general services has increased over the last three years. Prior to that it was at the same rate for over five years. Due to inflation and rising costs, it is recommended that our hourly fee increase.

Fees for equipment, Wetland Conservation Act (WCA) services, and printing will remain the same. Since WCA services have increased with development in recent years, staff looked at WCA fee history. In the last three years, efforts have been made to increase grant funding and fees were increased in 2022. These updates have held the WCA budget steady and staff to do not recommend an increase in WCA fees at this time.

The adopted fee schedule is part of the overall budget process and establishes the parameters for developing work plans and agreements with our partners.

EXPLANATION OF FISCAL/FTE IMPACT:

None – the adopted fee schedule will be used to develop the 2025 budget.



2025 Fee Schedule

Dakota County Soil and Water Conservation District

Adopted by Board Action on ~~September 14, 2023~~ September 12, 2024

Technical Assistance	Fee	Description/Notes
General Services	\$ 95 <u>100</u> /hour	Hourly rate will be used for scope of services described under annual service agreements.
Minnesota Board of Water and Soil Resources Grants (billable rates)	See current BWSR Policy.	For applicable BWSR grants otherwise hourly fee under General Services applies.
Conservation Plans required under State Statute	\$500	Examples include but not limited to: Minnesota Department of Agriculture Form AG-01313 Metropolitan Ag. Preserves Program Green Acres Program
Equipment Rental	Fee	Description/Notes
Whirlybird Seeder and Crimper	\$100 delivery and setup Fee may be waived if part of SWCD approved activity.	Whirlybird style 3-point hitch seeder. Crimper is 8-foot and used to disc straw into soil as mulch and stabilize soils.
Hand Seeder and Tree Spades	\$50 refundable deposit. Deposit may be waived if part of an SWCD approved activity.	Broadcast seeder used for native prairie establishment on small acreage. Tree Spades used for planting seedlings.

Wetland Conservation Act Services when Serving as Administrator via LGU Resolution	Fee	Description/Notes
Wetland Determination Request	\$0	Provide off-site wetland determination Provide base map showing potential wetlands Provide recommendation on need for further field analysis
Wetland Delineation and Boundary Application	\$500	Review application for completeness Provide WCA notice of application Provide WCA notice of decision
No Loss or Exemption Application	\$500	Review application for completeness Provide WCA Notice for comment Provide WCA Notice of Decision
Wetland Replacement Plan Application After-The-Fact Applications	\$750 \$1,500	Review application for completeness Provide WCA Notice for comment Provide WCA Notice of Decision
Wetland Bank Plan Application	\$750	Review application for completeness Provide WCA Notice for comment Provide WCA Notice of Decision
Wetland Monitoring Reports	\$300	Review annual reports for completeness Prepare correspondence for LGU signature Facilitate TEP signatures for Certificate of Compliance Provide recommendation to LGU for non-compliance
Printing Services	Fee	Description/Notes
Individual Prints (minimum charge)	\$25	The SWCD will provide printing services to partnering organizations for producing large scale maps upon request and at the discretion of staff.
Draft Quality Prints	\$2.50/sq. ft	
High Quality Prints	\$3.50/sq. ft	
Copying Charges	See Current County Policy	Fee Schedule will be the same as Copy Fee Schedule adopted annually by County Board.

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

Regular Agenda

Request for Board Action

Voice Vote

Meeting Date: 9/12/2024

Prepared by: Ashley Gallagher

PURPOSE/ACTION REQUESTED:

Adopt new organizational chart for Dakota SWCD.

SUMMARY:

Over the past year, the Personnel Committee has discussed updating the organizational chart. It was advised to wait until the new District Manager was hired. The Personnel Committee most recently met with the new District Manager in July. A new organizational chart was presented to and supported by the Personnel Committee. The new organizational chart is a better distribution of the number of staff reporting to managers and aligns with the SWCDs work on projects and programs.

Dakota County Employee Relations has reviewed the organizational chart as well as the reclassification for the Program Manager. They support the changes, and the changes are in line with existing structures for County Departments.

EXPLANATION OF FISCAL/FTE IMPACT:

With multiple staff transitions in 2024, Payroll Expenses are under budget for this year. The budget for 2025 will be updated to reflect new Payroll Expenses associated with the new organizational chart.

Supporting Documents:

Organizational Chart

Previous Board Action:

None

**DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS**

