



"Changing our World One Drop at a Time"

Waterford Waterway Management District
Board of Commissioners Meeting Minutes
August, 23, 2012

1. Call to Order, Pledge of Allegiance, Roll Call

Chairman Kelly Cornelius called the meeting to order at 7:00 PM at the Waterford Town Hall, Waterford, WI. Commissioners present: Brian Marx, Barbara Baron, Don Baron, Andres Peekna, John Bostrom and Paul Kling.

2. Approval of Minutes

Motion to approve the minutes of the July 26, 2012 and August 7, 2012 Board of Commissioners meetings were made by Cmr B. Baron and seconded by Cmr D. Baron. Vote: 7 Yes 0 No
Minutes on file.

3. Correspondence/Chairman's Report

Chairman Cornelius has received the permit for the trial harvesting of aquatic plants. Chairman Cornelius asked if anyone is not receiving monthly notifications via email and are suppose to, please let her know if their email has been update or changed.
Chairman Cornelius addressed the question about the WWMD using purchase orders and has reached out to a number of other districts to see how they handle it and has received very little response. Her suggestion was to get together with Cmr Kling and discuss further.

4. Treasurer's Report

Cmr Marx submitted a detailed report for July-Aug 2012
Motion was made to approve the Treasurers Report by Cmr B. Baron seconded by Cmr Kling.
Reports on file Vote: 7 Yes 0 No

5. Bill Payment Approval

\$50.00	Malchine Farms – Annual Land Lease
\$1350.00	Stantec – Aquatic Plant Treatment
\$81.88	Andres Peekna Reimbursement – Printing Boating Brochures
\$28.90	Reimbursement for ink cartridge to Brian Marx
\$21.64	Reimbursement for ink cartridge to John Bjork
\$4,247.00	Stantec invoice
\$9,364.50	Paid for Stantec invoice
\$300.00	Paid for DNR permit for cutting
\$500.00	Paid for SEWRPC invoice error
\$70.00	Paid for P.O. Box
\$130.00	Paid to Minute Man Press

Motion to approve payment and claims of the above bills was made by Cmr B. Baron and seconded by Cmr D. Baron
Vote: 7 Yes 0 No

6. Project Updates

Cmr Kling has nothing to report at this time.

7. Committee Reports

A. Aquatic Plant, Navigation

An update will need to be done to the Lake Management Plan to bring it up to date in general. The Aquatic Plant portion will also need to be updated.

A motion was made by Cmr B. Baron to update the Lake Management Plan for \$4000 and the Aquatic Plant portion for \$500. It was seconded by Cmr Peekna Vote: 7 Yes 0 No

Per the approval of the budget, the money is in the budget for next year.

The Aquatic plant trial harvesting is complete and the success is still being reviewed.

A motion was made by Cmr B. Baron to give a \$100 gift card to Tom Greil who accepted the cut plant waste from the harvesting trial. It was seconded by Cmr Peekna Vote: 7 Yes 0 No
Dick Kosut will take care of this.

Stephanie Boutsikakisis working on the grant resolution process for applying for grants and has asked the board to review the resolution.

A motion was made by Cmr B. Baron to proceed with the resolution submitted to the DNR for application of applying for the Aquatic Plant Grant with the exception that the signature for sign-off be the acting chairman and that the board receive a copy of the grant before it would be submitted. It was seconded by Cmr Peekna Vote: 7 Yes 0 No

B. Navigation and Hydrology Management

See attached report.

C. Information and Education

Cmr D. Baron read a letter that was sent to him by the police dept about the lighted bouys had how much damage they have. It was recommended that the word needs to get out more that the WWMD offers a \$1000 reward for information leading to arrest of these individuals.

D. Marketing

Nothing to report.

E. Legislative Committee Report

See attached report.

F. Planning

See attached report

G. Special Projects

Nothing to report.

H. Finance

a. Grants

Chairman Cornelius is looking into grant opportunities

8. Old business

A. C.A.U.S.E Report. – Paul Beyerl reported that the canoe cleanup will be September 8 at 9 am. Meeting at Fox River landing.

B. Fox River Commission Report – Nothing to report

C. Committee Structures and Scope – Cmr. B. Baron request details from all commissioners on their committees and she is still waiting for a few yet. She asked that those missing please get them to her as soon as they can.

D. Purchase Orders – See correspondence

9. New Business

A. Proposed 2012-2013 Budget – After a number of lengthy discussions it was decided to raise the special charge from \$125.00 a year to \$175.00 per year. Once the budget was balanced Cmr Kling made a motion to accept the proposed budget. It was seconded by Cmr B. Baron

Vote: 7 Yes 0 No

B. District Manager – Chairman Cornelius proposed a draft of a job description and discussed these duties and would like to look into this further. See attached description.

C. Vacancies – Chairman Cornelius asked if everyone if they know anyone that may be interested in being on the ballot for the annual meeting to let her know.

10. Opportunity for public to address WWMD Commissioners

There were general comments made at the end of the meeting.

11. Close Meeting

A motion was made by Chairman Cornelius to end the meeting. It was seconded by Cmr Bostrom.

Vote: 7 Yes 0 No

Respectfully Submitted,

Brian Marx

Meeting Guests Aug 23, 2012

Delphine Wrycza	28621 Barma La	895-3659
Dennis Hasenfang	5680 Island View Ct	847-323-8910
Dick Kosut	5739 Island View Ct	895-6160
Sarah Tyler	8324 FoxRiver Rd.	909-1554
John Bjork	5201 Riverside Rd.	534-5570
Gary Bluemel	7154 Joy Marie	414-322-5106
Pat Kosut	5739 Island View Ct	
Paul Beyerl	5517 Scenery Rd	514-3488
Robert Wrycza	28621 Barma La	895-3659
Roy Burlingame	6507 Willow Ct.	662-3553
Valerie Bostrom	6609 Riverside Rd	534-6903

August 23, 2012

The planning committee has been continued work on some of the projects that we reported on last month.

West Peninsula Road: This project was presented and turned over to the Town of Waterford at their August 13, 2012 Town Board meeting. Presentation Attached. Last report.

Grand Drive Culvert – Nothing new to report.

Indian Lane Culvert – Nothing new to report.

Dam Operation – Information received from FRC on dam operations. Nothing else to report.

Tichigan Lake Pipe – Dick Kosut got a call from Bob Langmaster who said the town got a call from Bill Bartels (262-422-4934) reporting a 6" x 40' pipe lying in 4' of water, on the sandbar (by Dooley's) in Tichigan Lake.

Don Baron discussed with the Town of Waterford police Chief. They would look into the situation and remedy as needed. No further action contemplated. Last report.

Respectfully submitted
Paul Kling

West Peninsula Road Shoreline Restoration

Presented by WWMD to the Town of Waterford - Town Board

August 13, 2012

WWMD would like to bring to the Boards attention an eroding shoreline on one of the out-lots on West Peninsula Road, (presumably) owned by the Town of Waterford.

Mr. Michael Waghorn, the landowner to the north of the property, came to WWMD to look at the loss of shoreline that has receded several feet over the last 5 years. His opinion is based upon what he has been observing since his shoreline was stabilized in 2007.

However, because it does not constitute a major source of runoff into the watershed and that it is on a single private property, we feel that it does not fit into our scope of responsibility.

With that, we are sharing what we know with the Board so that it can decide what it wants to do with this situation.

Background

I briefly discussed this with Bob Langmaster (Town of Waterford Board Chairman) and Dale Gauerke (Town of Waterford Board Member). Dale and I looked at maps of the area that showed the out-lot, located across the street from 5509 W. Peninsula Rd. He stated that there was a legal action concerning out-lots on the west side of Buena Lake and that a judge ruled that the people of the Buena Park Subdivision First Addition were the rightful owners, not the Town. Dale then questioned the ownership of these out-lots on East and West Peninsula Roads. He recommended we should discuss this at a town board meeting and get the town's lawyers opinion to resolve ownership before anything happens.

Costs & Funding

Mr. Waghorn received several quotes, and I have a verbal estimate from another contractor. The proposals were based upon the contractor's opinion as to what needed to be done, and included obtaining the applicable permits. The costs varied widely, with the top end to be about \$10,000. This would change depending on what is finally needed to be done.

The South East Wisconsin Fox River Commission (SEWFRC) has told us that this project would possibly qualify for a grant of up to 90% of the cost. They would like the Town to make the request for funding as owner of the project. The Town would pay any costs above the FRC grant.

WWMD might support the installation of a rain garden near the water's edge if deemed appropriate and it meets criteria.

Respectfully Submitted:

Paul Kling
WWMD Commissioner

Eco-System Restoration Project Team:

Don Baron, Paul Kling, Jim Pindel, Andres Peeknes, John Bostrom, Dick Kosut

- Graef Engineering completed test method discussion with the WDNR, in agreement with test lab to establish test sample parameters and obtain the most conclusive results of carbon content. Sample reports on Phase I of project are expected by the end of August.
- ESR project team member Paul Kling presented the ESR Project budget request for \$75,000 for fiscal 2013 approved by the WWMD Commission at budget meeting on August 7, 2012.
- ESR team members Don Baron, Dick Kosut and I attended the WSEFRC commission meeting on August 15, to provide our ESR progress report on Phase II project advising all sample collections were completed and the 41 sediment samples are at lab for test analysis. The test reports are anticipated to be available by then end of September.

- 2012 ESR Dredging project finance update;
Graef Phase I project payments through 8/1/2012
2/2/2012 1547 Graef ESR - Professional Services Inv#0072588 ESR/Dredging
3,692.49 3,692.49
2/2/2012 1547 Graef ESR - Professional Services Inv#0072281 ESR/Dredging
821.00 4,513.49
3/22/2012 1563 Graef - Professional Services - Invoice#0073210 ESR/Dredging
10,962.60 15,476.09
8/1/2012 1579 Graef Sampling Inv#0074400 ESR/Dredging
8,526.50 24,002.59
8/1/2012 1579 Graef WebPage setup hosting Inv#0074402 ESR/Dredging (I & E item
870.00)
8/1/2012 1579 Graef Professional Expense #0073793 ESR/Dredging
1,505.14 25,507.73

Total Paid Graef
25,507.73

Pending project completion

14,443.27 39,951.00
Additional 2012 expenditures
11/2/2011 1546 pontoon boat, ESR/Dredging
200.00
6/10/2012 1570 SWRPC Management Plan invoice# 030070 ESR/Dredging
7,000.00

7/23/2012 1575 Minuteman Press Printing ESR Presentation #15049 ESR/Dredging
130.20

7/23/2012 1577 SWRPC Feasibility Study for Dredging ESR/Dredging
500.00

7,830.20

7,830.20

2012 ESR Phase I Project expenditures **paid or**
committed 47,781.20 2012

Budget ESR Project uncommitted funds 22,218.80

ESR 2012 Project budget

total 70,000.00

- ESR Project requests the WWMD Commission transfer all pending and uncommitted fund balances from the 2012 budget as approved at the September, 2011 annual meeting, in the amount of \$36,662.07 into the Dredging Reserve Account making funds available for remaining Phase II work in 2013 and on future dredging project phases.
- Subcommittee's on Grants and Gifts; No Reports

Respectfully,
John Bostrom
Commissioner
ESR Project Team Leader

Legislative / Waterway Ordinance Committee report

2012-8-22, Andres Peekna

Brochures

Keeping the brochure boxes from running out at their locations near the Iron Bridge (DNR boat launch), near the dam & library, and at the River City Marina continues. The additional order of 500 copies of “Town & Village of Waterford Boating Ordinance Summary” was picked up and paid for, and some were used to keep the boxes full.

It is in our interest to help all boaters be aware of the local laws.

Silt fence monitoring

No further activity this month. No copies of new Racine County Shoreline Contract silt fence layouts have been received so far in 2012.

DRAFT District Manager Job Description

General Responsibility

The employee shall be a representative of the Waterford Waterway Management District (WWMD), in conjunction with the Board of Commissioners. The employee will coordinate all District activities with all entities involved. The employee shall be in charge of the day-to-day operations of the District and shall conduct business therein. The employee will carry out policies and operate within the guidelines set forth by the Board of Commissioners. The employee is encouraged to make recommendations to the Board to insure that District policy is carried out and that the wise use of our natural resources is promoted as effectively and efficiently as possible.

Principal Duties

1. Oversees all district programs and directs the work of district personnel to ensure annual and long-range goals are being met.
2. Reviews and updates the WWMD documents for Board of Commissioners as needed.
3. Assesses the district needs (i.e. conservation work) and collaborates with various federal, state and local agencies. Recommends resources, actions and programs to the board to meet district needs. Maintains a cooperative working relationship with all natural resource agencies operating within the district.
4. Identifies resources and recommends actions to the board to secure funds for the district. Administers district grants, donations and agreements and coordinates with Commissioners to keep them informed of status of grants.
5. Performs administrative duties and bookkeeping duties to prepare for monthly meetings, develop and administer district's annual budget. Prepares and presents all accounts payable to WWMD Board of Commissioners for approval of payment.
6. Responsible for management of required postings, press releases, newsletter, inserts, educational brochures, advertisements and flyers, as needed.
7. Ensures the proper maintenance and use of all district equipment and facilities.
8. Coordinates request for district assistance with district conservationist and other appropriate resource agencies.
9. Monitors and informs the Board of Commissioners of emerging issues that affect districts. Contacts legislators on the Board of Commissioners position of these issues.
10. Keeps District Board of Commissioners informed of issues which the District may have an interest in. Compiles background information to facilitate the decision-making and policy-setting function of the District Board of Commissioners.
11. Prepares and compiles materials for the monthly Board of Commissioners meetings, including agendas, correspondence, required postings and other information.
12. Develops the district's Annual Plan of Work, Long Range Plan and Annual Report to present to the Board of Commissioners for approval.
13. Attends monthly District Board meetings. Attends annual state convention and Area Meetings as delegated by Board of Commissioners.

Required Knowledge, Skills and Abilities

1. Works well with people, both the general public and employees of federal, state, county and city agencies
2. Good communication skills, both verbal and written
3. Strong computer skills and/or typing and other clerical work
4. Waterway, wetland or conservation district background and/or agriculture-related exposure through schooling or work experience to understand resource terminology.
5. Administrative and organizational skills
6. Willingness to work outdoors in all weather conditions
7. Willingness to learn and advance education through attending training workshops and meetings
8. For travel involved in job, ability to attend specified meetings and work longer than normal workday; valid driver's license required
9. Bachelors' degree in a related field
10. Develop an understanding of the relationship between the WWMD, Wisconsin Department of Natural Resources, various Conservation groups and other cooperating agencies
11. Become able to accurately explain the goals, objectives, policies and programs of the WWMD, as well as its function and responsibilities (as dictated by state law)
12. Ability to work independently

Supervision

The Waterford Waterway Management District will establish priorities. Supervision will be under the direction of the Board of Commissioners.

Evaluations

Your performance of each duty in this position will be evaluated against the requirements for your position. Evaluation of performance will be conducted annually by the Board of Commissioners.

At-will position, Salary, Insurance considerations

This position is an at-will position that exists only under the direction of the WWMD Board of Commissioners. No contract is implied or intended. The WWMD may terminate this position at any time.

This is a xxxx-time, exempt, salaried position. Starting salary will (depend upon qualifications, experience and budget allocation). The District Manager shall possess a current driver's license and be insurable under the District's insurance policy.

Waterford Waterway Management District is an Equal Opportunity Employer

Signed: Date:

Waterford Waterway Management District Proposed 2012 - 2013 Budget				
	Actual Spent for Oct 10 - Sept 11	Actual Spend for Oct 11 - Aug 12	Estimated Spend for Oct 11 - Sept 12	Proposed for Oct 12 - Sept 13
REVENUES				
Special Charge Income	\$ 123,634.15	\$ 129,200.85	\$ 129,200.85	\$ 178,500.00
Intergovernmental Transfer from FRC	\$ 22,666.82	\$ -	\$ -	\$ 59,040.00
Other Income	\$ 1,133.58	\$ 1,308.82	\$ 1,390.00	\$ 1,100.00
Carryover/Cash Balance	\$ 65,110.18	\$ 140,348.57	\$ 140,348.57	\$ 188,758.76
Total Revenue	\$ 212,544.73	\$ 270,858.24	\$ 270,939.42	\$ 427,398.76
EXPENDITURES/APPROPRIATIONS				
Operating Expenses				
Administrative Costs	\$ 4,796.39	\$ 4,288.56	\$ 4,588.56	\$ 17,300.00
Public Safety	\$ -	\$ -	\$ -	\$ 1,500.00
Aquatic Plants	\$ 46,180.09	\$ 37,232.75	\$ 38,682.75	\$ 145,000.00
Information & Education	\$ 3,790.67	\$ 2,866.88	\$ 3,616.88	\$ 6,725.00
Conservation & Development	\$ 2,113.04	\$ 178.32	\$ 310.00	\$ 8,550.00
Dredging/ESR	\$ 266.68	\$ 33,337.93	\$ 33,337.93	\$ 152,000.00
Dredging Reserve	\$ -	\$ -	\$ -	\$ 47,579.50
Community Donation	\$ -	\$ -	\$ -	\$ 500.00
Project Reserve/Special Projects	\$ 15,049.29	\$ 1,144.54	\$ 1,144.54	\$ 38,244.26
Contingency	\$ -	\$ 500.00	\$ 500.00	\$ 10,000.00
Operating Funds Total	\$ 72,196.16	\$ 79,548.98	\$ 82,180.66	\$ 427,398.76
BALANCE	\$ 140,348.57		\$ 188,758.76	\$ -

NOTES:

*Special charge for 2012 - 2013 budget includes an increase of \$50.00 per riparian owner (\$175.00 x 1020)

*Dredging spent for 2011 - 2012 includes using a previous donation from Runzhiemer of \$18,000.00

*Dredging Reserve was voted on by the riparian owners to be saved for the dredging project

*Increase in budgeted amount for Aquatic Plants partially due to unpaid trial harvesting cost yet to be paid

*Increase in budgeted amount for Dredging/ESR includes Phase I (\$6000 unbilled from 2012) Phase II (\$69000) contracts and 2013 Phase III (\$75000)

Administrative Costs include:

- Annual meeting
- Insurance
- Office Supplies
- District Phone
- Operation Exp
- Postage
- Printing & Copy
- Professional Expense (L&A)
- Storage
- Executive Committee

Information & Education include:

- Dues & Subscriptions
- Conventions & Seminars
- Newsletter
- Web Site Development/Hosting
- Pontoon Classroom

Public Safety include:

- Reward for Buoy Vandalism
- Future Ordinances

Conservation & Development include:

- Legislative Com.
- Waterway Com.
- Land Lease
- Planning Com
- LMP(Aquatic Plant) Update
- Revise/Update Lake Management Plan
- Rain Garden Program

7:32 PM

10/08/12

Accrual Basis

Waterford Waterway Management District
Balance Sheet
As of September 30, 2012

	<u>Sep 30, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Equitable Bank - Checking	12,542.73
Equitable Bank - MM	177,359.22
Total Checking/Savings	<u>189,901.95</u>
Total Current Assets	<u>189,901.95</u>
TOTAL ASSETS	<u>189,901.95</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	3,477.82
Unrestrict (retained earnings)	137,000.67
Net Income	49,423.46
Total Equity	<u>189,901.95</u>
TOTAL LIABILITIES & EQUITY	<u>189,901.95</u>

Waterford Waterway Management District
Income Detail
As of September 30, 2012

Type	Date	Name	Memo	Class	Split	Amount	Balance
Ordinary Income/Expense							
Income							
Other							
Interest Income							
Deposit	9/30/2011		Interest	General	Equitable Bank...	48.74	48.74
Deposit	10/31/2011		Interest	General	Equitable Bank...	49.80	98.54
Deposit	11/30/2011		Interest	General	Equitable Bank...	45.42	143.96
Deposit	12/31/2011		Interest	General	Equitable Bank...	46.97	190.93
Deposit	1/31/2012		Interest	General	Equitable Bank...	51.33	242.26
Deposit	2/29/2012		Interest	General	Equitable Bank...	64.95	307.21
Deposit	3/31/2012		Interest	General	Equitable Bank...	69.06	376.27
Deposit	4/30/2012		Interest	General	Equitable Bank...	71.94	448.21
Deposit	5/31/2012		Interest	General	Equitable Bank...	58.38	506.59
Deposit	6/30/2012		Interest	General	Equitable Bank...	57.91	564.50
Deposit	7/31/2012		Interest	General	Equitable Bank...	54.32	618.82
Deposit	8/31/2012		Interest	General	Equitable Bank...	46.87	665.69
Deposit	9/30/2012		Interest	General	Equitable Bank...	46.52	712.21
Total Interest Income						712.21	712.21
Sales of WWMD Merchandise							
Deposit	10/10/2011	River City Marina	Map sales		Equitable Bank...	40.00	40.00
Deposit	4/30/2012	River City Marina	Map Sales		Equitable Bank...	50.00	90.00
Deposit	7/23/2012	River City Marina	Map Sales		Equitable Bank...	50.00	140.00
Total Sales of WWMD Merchandise						140.00	140.00
Unassigned Donations							
Deposit	10/10/2011	Tom Hincz	Donation		Equitable Bank...	250.00	250.00
Deposit	3/22/2012	Golden Bay Subdivis...	Donation from Gold...		Equitable Bank...	300.00	550.00
Total Unassigned Donations						550.00	550.00
Total Other						1,402.21	1,402.21
Special Charge Revenue							
Deposit	10/10/2011	Village of Waterford	August payment fro...		Equitable Bank...	250.00	250.00
Deposit	10/10/2011	Town of Waterford	August payment fro...		Equitable Bank...	6,325.85	6,575.85
Deposit	1/18/2012	Village of Waterford	First yearly payment		Equitable Bank...	12,750.00	19,325.85
Deposit	2/2/2012	Town of Waterford	January Settlement ...		Equitable Bank...	61,125.00	80,450.85
Deposit	3/22/2012	Village of Waterford	Feb 2012 Payment		Equitable Bank...	7,125.00	87,575.85
Deposit	3/22/2012	Town of Waterford	Feb 2012 Payment		Equitable Bank...	41,625.00	129,200.85
Total Special Charge Revenue						129,200.85	129,200.85
Total Income						130,603.06	130,603.06
Net Ordinary Income						130,603.06	130,603.06
Net Income						130,603.06	130,603.06

7:16 PM

10/08/12

Accrual Basis

Waterford Waterway Management District
Expenses by Vendor Detail
September 30, 2011 through September 30, 2012

Type	Date	Num	Memo	Account	Class	Amount	Balance
Agency Promo Group							
Check	11/2/2011	1545	Annual Meeting Waterdrop award	Annual Meeting Expen...	General	200.05	200.05
Total Agency Promo Group						200.05	200.05
Andres Peekna							
Check	10/11/2011	1540	Reembersment - Brochure Boxes for boat launch ramps	Legislative Committee	General	86.11	86.11
Check	3/22/2012	1564	Reimbursement for printing of brochures	Legislative Committee	General	92.21	178.32
Check	9/9/2012	1588	Reimbursement for printing of boating ordinance	Legislative Committee	General	81.88	260.20
Total Andres Peekna						260.20	260.20
Armando Garcia							
Check	2/2/2012	1552	Annual Hosting fee Inv# 2004	Web Site Development	General	95.76	95.76
Total Armando Garcia						95.76	95.76
Bonestroo							
Check	10/11/2011	1541	Post treatment survey	Project Expense	Aquatic Pl...	2,900.00	2,900.00
Total Bonestroo						2,900.00	2,900.00
Brian Marx							
Check	8/1/2012	1578	Toner for printer	Office Supplies	General	28.90	28.90
Total Brian Marx						28.90	28.90
Crispell-Snyder, Inc							
Check	5/22/2012	1567	Aquatic Plant Bid Process Management	Project Expense	Aquatic Pl...	1,500.00	1,500.00
Total Crispell-Snyder, Inc						1,500.00	1,500.00
Graef							
Check	2/2/2012	1547	ESR - Professional Services Inv#0072588	Project Expense	ESR/Dred...	3,692.49	3,692.49
Check	2/2/2012	1547	ESR - Professional Services Inv#0072281	Project Expense	ESR/Dred...	821.00	4,513.49
Check	3/22/2012	1563	Dredging Plan - Professional Services - Invoice#0073210	Project Expense	ESR/Dred...	10,962.60	15,476.09
Check	8/1/2012	1579	Sampling Inv#0074400	Project Expense	ESR/Dred...	8,526.50	24,002.59
Check	8/1/2012	1579	WebPage setup hosting Inv#0074402	Education Expense	General	870.00	24,872.59
Check	8/1/2012	1579	Professional Expence #0073793	Project Expense	ESR/Dred...	1,505.14	26,377.73
Total Graef						26,377.73	26,377.73
Jamie Lunsmann							
Check	10/11/2011	1426	Chair Rental	Annual Meeting Expen...	General	100.00	100.00
Total Jamie Lunsmann						100.00	100.00
Jeff Smikowski							
Check	11/2/2011	1546	District Pontoon boat	Project Expense	ESR/Dred...	200.00	200.00
Total Jeff Smikowski						200.00	200.00
John Bjork							
Check	8/2/2012	1581	Printer Ink	Office Supplies	General	33.25	33.25
Check	8/2/2012	1581	Printer Ink	Office Supplies	General	41.64	74.89
Total John Bjork						74.89	74.89

7:16 PM

10/08/12

Accrual Basis

Waterford Waterway Management District
Expenses by Vendor Detail
September 30, 2011 through September 30, 2012

Type	Date	Num	Memo	Account	Class	Amount	Balance
Kelly Cornelius							
Check	1/18/2012	1548	Newsletter Reimbursement	Newsletter Expense	General	212.62	212.62
Check	5/22/2012	1568	Reimbursement for postage for aquatic plant spray permit	Project Expense	Aquatic Pl...	3.40	216.02
Check	6/18/2012	1573	Printing for Aquatic Plant Posting- Reimbursement for Kelly	Project Expense	Aquatic Pl...	42.38	258.40
Check	6/18/2012	1573	Postage for Aquatic Plant- Reimbursement for Kelly	Project Expense	Aquatic Pl...	5.95	264.35
Check	6/18/2012	1573	Gooseberrys - Lunch for educational opportunity - Reimbursement for ...	Education Expense	General	200.00	464.35
Check	6/18/2012	1573	Pick and Save - Ice for educational opportunity - Reimbursement for ...	Education Expense	General	3.99	468.34
Check	6/18/2012	1573	Postage - Mailings for educational opportunity - Reimbursement for K...	Education Expense	General	224.00	692.34
Check	6/18/2012	1573	Printing - Material for educational opportunity - Reimbursement for Kelly	Education Expense	General	448.66	1,141.00
Total Kelly Cornelius						1,141.00	1,141.00
KJ Tax & Accounting							
Check	10/5/2011		Quickbooks Monthly fee	Professional Expense...	General	50.00	50.00
Check	11/5/2011		Quickbooks Monthly fee	Professional Expense...	General	50.00	100.00
Check	12/5/2011		Quickbooks Monthly fee	Professional Expense...	General	50.00	150.00
Check	1/21/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	200.00
Check	2/20/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	250.00
Check	3/22/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	300.00
Check	4/10/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	350.00
Check	5/26/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	400.00
Check	6/23/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	450.00
Check	7/9/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	500.00
Check	8/11/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	550.00
Check	9/5/2012		Quickbooks Monthly fee	Professional Expense...	General	50.00	600.00
Total KJ Tax & Accounting						600.00	600.00
Malchine Farms							
Check	9/9/2012	1587	Land lease	Land Lease	General	50.00	50.00
Total Malchine Farms						50.00	50.00
Marilyn Arvan							
Check	2/20/2012	1560	Reimbursement for special charge over-payment	Contingency Expense	General	125.00	125.00
Total Marilyn Arvan						125.00	125.00
MARK E & JENNIFER SENFT							
Check	2/20/2012	1562	Reimbursement for special charge over-payment	Contingency Expense	General	125.00	125.00
Check	3/31/2012	1543	Reimbursement for special charge over-payment	Contingency Expense	General	125.00	250.00
Total MARK E & JENNIFER SENFT						250.00	250.00
Minuteman Press							
Check	10/11/2011	1539	Printing of minutes, ballots agendas	Annual Meeting Expen...	General	94.06	94.06
Check	2/2/2012	1553	January Newsletter Inv#14066	Newsletter Expense	General	526.85	620.91
Check	7/23/2012	1575	Printing ESR Presentation #15049	Project Expense	ESR/Dred...	130.20	751.11
Total Minuteman Press						751.11	751.11
Postmaster							
Check	10/12/2011	1532	Deposit in post office account for newsletter postage	Newsletter Expense	General	200.00	200.00
Check	10/12/2011	1532	Stamps	Postage	General	44.00	244.00

7:16 PM

10/08/12

Accrual Basis

Waterford Waterway Management District
Expenses by Vendor Detail
September 30, 2011 through September 30, 2012

Type	Date	Num	Memo	Account	Class	Amount	Balance
Check	5/22/2012	1566	Annual Mail Permit	Postage	General	190.00	434.00
Check	7/23/2012	1576	Annual PO Box Fee	Postage	General	70.00	504.00
Check	8/1/2012	1571	Stamps	Postage	General	45.00	549.00
Total Postmaster						549.00	549.00
Richard Kosut							
Check	2/20/2012	1558	Reimbursement for postage Bend in the river cleanup	Project Expense	Special Pr...	16.77	16.77
Total Richard Kosut						16.77	16.77
River City Marina							
Deposit	10/10/2011		Map sales	Sales of WWMD Merc...		-40.00	-40.00
Deposit	4/30/2012		Map Sales	Sales of WWMD Merc...		-50.00	-90.00
Deposit	7/23/2012		Map Sales	Sales of WWMD Merc...		-50.00	-140.00
Total River City Marina						-140.00	-140.00
Ronald Kaskavitch							
Check	2/20/2012	1561	Reimbursement for special charge over-payment	Contingency Expense	General	125.00	125.00
Total Ronald Kaskavitch						125.00	125.00
Southern Lakes Newspapers,LLC							
Check	10/11/2011	1542	Ad for annual meeting agenda posting	Annual Meeting Expen...	General	67.66	67.66
Check	10/11/2011	1542	Ad for annual meeting budget posting	Annual Meeting Expen...	General	409.00	476.66
Check	2/20/2012	1557	Ad For Bend in river cleanup	Project Expense	Special Pr...	125.77	602.43
Total Southern Lakes Newspapers,LLC						602.43	602.43
Stantec							
Check	6/10/2012	1569	Aquatic Plant Treatment Invoice# 586254	Project Expense	Aquatic Pl...	17,598.62	17,598.62
Check	7/23/2012	1574	Aquatic Plants 2012 #593961	Project Expense	Aquatic Pl...	9,364.50	26,963.12
Check	8/1/2012	1580	Aquatic Plant Mgmt Inv# 599364	Project Expense	Aquatic Pl...	4,247.90	31,211.02
Check	9/9/2012	1589	Aquatic plant spray	Project Expense	Aquatic Pl...	1,350.00	32,561.02
Total Stantec						32,561.02	32,561.02
SWRPC							
Check	6/10/2012	1570	Management Plan invoice# 030070	Project Expense	ESR/Dred...	7,000.00	7,000.00
Check	7/23/2012	1577	Feasability Study for Dredging (shorted amount)	Project Expense	ESR/Dred...	500.00	7,500.00
Total SWRPC						7,500.00	7,500.00
The Horton Group							
Check	6/18/2012	1572	WWMD Yearly insurance	Insurance	General	2,080.00	2,080.00
Total The Horton Group						2,080.00	2,080.00
Waterford Chamber of Commerce							
Check	1/18/2012	1549	Annual Membership Dues	Dues & Subscriptions	General	85.00	85.00
Total Waterford Chamber of Commerce						85.00	85.00
Waterford Police Services							
Check	2/2/2012	1550	Donation Toward Buoy Replacement Lights	Project Expense	Special Pr...	1,002.00	1,002.00

7:16 PM

10/08/12

Accrual Basis

Waterford Waterway Management District Expenses by Vendor Detail September 30, 2011 through September 30, 2012

Type	Date	Num	Memo	Account	Class	Amount	Balance
Total Waterford Police Services						1,002.00	1,002.00
WDNR							
Check	3/27/2012	1565	Aquatic Plant spraying permit	Project Expense	Aquatic Pl...	1,270.00	1,270.00
Check	7/21/2012	1544	Permit For Plant cutting	Project Expense	Aquatic Pl...	300.00	1,570.00
Total WDNR						1,570.00	1,570.00
Your Store All							
Check	2/20/2012	1559	Yearly Storage for WWMD - Invoice# 1201	Storage	General	385.00	385.00
Total Your Store All						385.00	385.00
No name							
Deposit	9/30/2011		Interest	Interest Income	General	-48.74	-48.74
Deposit	10/31/2011		Interest	Interest Income	General	-49.80	-98.54
Deposit	11/30/2011		Interest	Interest Income	General	-45.42	-143.96
Deposit	12/31/2011		Interest	Interest Income	General	-46.97	-190.93
Deposit	1/31/2012		Interest	Interest Income	General	-51.33	-242.26
Deposit	2/29/2012		Interest	Interest Income	General	-64.95	-307.21
Deposit	3/31/2012		Interest	Interest Income	General	-69.06	-376.27
Deposit	4/30/2012		Interest	Interest Income	General	-71.94	-448.21
Deposit	5/31/2012		Interest	Interest Income	General	-58.38	-506.59
Deposit	6/30/2012		Interest	Interest Income	General	-57.91	-564.50
Deposit	7/31/2012		Interest	Interest Income	General	-54.32	-618.82
Deposit	8/31/2012		Interest	Interest Income	General	-46.87	-665.69
Deposit	9/30/2012		Interest	Interest Income	General	-46.52	-712.21
Total no name						-712.21	-712.21
TOTAL						80,278.65	80,278.65

7:18 PM

10/08/12

Accrual Basis

Waterford Waterway Management District
Spend - Year to Date
September 30, 2011 through September 30, 2012

	<u>Sep 30, '11 - Sep 30, 12</u>
Ordinary Income/Expense	
Income	
Other	
Interest Income	712.21
Sales of WWMD Merchandise	140.00
Unassigned Donations	550.00
Total Other	<u>1,402.21</u>
Special Charge Revenue	<u>129,200.85</u>
Total Income	<u>130,603.06</u>
Expense	
Annual Meeting Expense	870.77
Contingency Expense	500.00
Dues & Subscriptions	85.00
Education Expense	1,746.65
Insurance	2,080.00
Land Lease	50.00
Legislative Committee	260.20
Newsletter Expense	939.47
Office Supplies	103.79
Postage	349.00
Professional Expenses(A&L)	600.00
Project Expense	73,065.22
Storage	385.00
Web Site Development	95.76
Total Expense	<u>81,130.86</u>
Net Ordinary Income	<u>49,472.20</u>
Net Income	<u><u>49,472.20</u></u>

7:27 PM

10/08/12

Accrual Basis

Waterford Waterway Management District
General Spend Breakdown
September 30, 2011 through September 30, 2012

Type	Date	Num	Name	Memo	Account	Debit	Balance
Annual Meeting Expense							
Check	10/11/2011	1539	Minuteman Press	Printing of minutes, ballots agendas	Annual Meeting Expense	94.06	94.06
Check	10/11/2011	1426	Jamie Lunsman	Chair Rental	Annual Meeting Expense	100.00	194.06
Check	10/11/2011	1542	Southern Lakes Newspapers,LLC	Ad for annual meeting agenda posting	Annual Meeting Expense	67.66	261.72
Check	10/11/2011	1542	Southern Lakes Newspapers,LLC	Ad for annual meeting budget posting	Annual Meeting Expense	409.00	670.72
Check	11/2/2011	1545	Agency Promo Group	Annual Meeting Waterdrop award	Annual Meeting Expense	200.05	870.77
Total Annual Meeting Expense						870.77	870.77
Contingency Expense							
Check	2/20/2012	1560	Marilyn Arvan	Reimbursement for special charge over-payment	Contingency Expense	125.00	125.00
Check	2/20/2012	1561	Ronald Kaskavitch	Reimbursement for special charge over-payment	Contingency Expense	125.00	250.00
Check	2/20/2012	1562	MARK E & JENNIFER SENFT	Reimbursement for special charge over-payment	Contingency Expense	125.00	375.00
Check	3/31/2012	1543	MARK E & JENNIFER SENFT	Reimbursement for special charge over-payment	Contingency Expense	125.00	500.00
Total Contingency Expense						500.00	500.00
Dues & Subscriptions							
Check	1/18/2012	1549	Waterford Chamber of Commerce	Annual Membership Dues	Dues & Subscriptions	85.00	85.00
Total Dues & Subscriptions						85.00	85.00
Education Expense							
Check	6/18/2012	1573	Kelly Cornelius	Gooseberrys - Lunch for educational opportunity - Reimbursement for...	Education Expense	200.00	200.00
Check	6/18/2012	1573	Kelly Cornelius	Pick and Save - Ice for educational opportunity - Reimbursement for ...	Education Expense	3.99	203.99
Check	6/18/2012	1573	Kelly Cornelius	Postage - Mailings for educational opportunity - Reimbursement for K...	Education Expense	224.00	427.99
Check	6/18/2012	1573	Kelly Cornelius	Printing - Material for educational opportunity - Reimbursement for Kelly	Education Expense	448.66	876.65
Check	8/1/2012	1579	Graef	WebPage setup hosting Inv#0074402	Education Expense	870.00	1,746.65
Total Education Expense						1,746.65	1,746.65
Insurance							
Check	6/18/2012	1572	The Horton Group	WWMD Yearly insurance	Insurance	2,080.00	2,080.00
Total Insurance						2,080.00	2,080.00
Land Lease							
Check	9/9/2012	1587	Malchine Farms	Land lease	Land Lease	50.00	50.00
Total Land Lease						50.00	50.00
Legislative Committee							
Check	10/11/2011	1540	Andres Peekna	Reembersment - Brochure Boxes for boat launch ramps	Legislative Committee	86.11	86.11
Check	3/22/2012	1564	Andres Peekna	Reimbursement for printing of brochures	Legislative Committee	92.21	178.32
Check	9/9/2012	1588	Andres Peekna	Reimbursement for printing of boating ordinance	Legislative Committee	81.88	260.20
Total Legislative Committee						260.20	260.20
Newsletter Expense							
Check	10/12/2011	1532	Postmaster	Deposit in post office account for newsletter postage	Newsletter Expense	200.00	200.00
Check	1/18/2012	1548	Kelly Cornelius	Newsletter Reimbursement	Newsletter Expense	212.62	412.62
Check	2/2/2012	1553	Minuteman Press	January Newsletter Inv#14066	Newsletter Expense	526.85	939.47
Total Newsletter Expense						939.47	939.47
Office Supplies							

7:27 PM

10/08/12

Accrual Basis

Waterford Waterway Management District General Spend Breakdown September 30, 2011 through September 30, 2012

Type	Date	Num	Name	Memo	Account	Debit	Balance
Check	8/1/2012	1578	Brian Marx	Toner for printer	Office Supplies	28.90	28.90
Check	8/2/2012	1581	John Bjork	Printer Ink	Office Supplies	33.25	62.15
Check	8/2/2012	1581	John Bjork	Printer Ink	Office Supplies	41.64	103.79
Total Office Supplies						103.79	103.79
Postage							
Check	10/12/2011	1532	Postmaster	Stamps	Postage	44.00	44.00
Check	5/22/2012	1566	Postmaster	Annual Mail Permit	Postage	190.00	234.00
Check	7/23/2012	1576	Postmaster	Annual PO Box Fee	Postage	70.00	304.00
Check	8/1/2012	1571	Postmaster	Stamps	Postage	45.00	349.00
Total Postage						349.00	349.00
Professional Expenses(A&L)							
Check	10/5/2011		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	50.00
Check	11/5/2011		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	100.00
Check	12/5/2011		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	150.00
Check	1/21/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	200.00
Check	2/20/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	250.00
Check	3/22/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	300.00
Check	4/10/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	350.00
Check	5/26/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	400.00
Check	8/11/2012		KJ Tax & Accounting	Quickbooks Monthly fee	Professional Expenses(...	50.00	450.00
Total Professional Expenses(A&L)						450.00	450.00
Storage							
Check	2/20/2012	1559	Your Store All	Yearly Storage for WWMD - Invoice# 1201	Storage	385.00	385.00
Total Storage						385.00	385.00
Web Site Development							
Check	2/2/2012	1552	Armando Garcia	Annual Hosting fee Inv# 2004	Web Site Development	95.76	95.76
Total Web Site Development						95.76	95.76
TOTAL						7,915.64	7,915.64

7:20 PM

10/08/12

Accrual Basis

Waterford Waterway Management District Project Spend Breakdown September 30, 2011 through September 30, 2012

Type	Date	Num	Name	Memo	Class	Debit	Balance
Aquatic Plant Eradication							
Check	10/11/2011	1541	Bonestroo	Post treatment survey	Aquatic Plant Era...	2,900.00	2,900.00
Check	3/27/2012	1565	WDNR	Aquatic Plant spraying permit	Aquatic Plant Era...	1,270.00	4,170.00
Check	5/22/2012	1567	Crispell-Snyder, Inc	Aquatic Plant Bid Process Management	Aquatic Plant Era...	1,500.00	5,670.00
Check	5/22/2012	1568	Kelly Cornelius	Reimbursment for postage for aquatic plant spray permit	Aquatic Plant Era...	3.40	5,673.40
Check	6/10/2012	1569	Stantec	Aquatic Plant Treatment Invoice# 586254	Aquatic Plant Era...	17,598.62	23,272.02
Check	6/18/2012	1573	Kelly Cornelius	Printing forAquatic Plant Posting- Reimbursment for Kelly	Aquatic Plant Era...	42.38	23,314.40
Check	6/18/2012	1573	Kelly Cornelius	Postage forAquatic Plant- Reimbursment for Kelly	Aquatic Plant Era...	5.95	23,320.35
Check	7/21/2012	1544	WDNR	Permit For Plant cutting	Aquatic Plant Era...	300.00	23,620.35
Check	7/23/2012	1574	Stantec	Aquatic Plants 2012 #593961	Aquatic Plant Era...	9,364.50	32,984.85
Check	8/1/2012	1580	Stantec	Aquatic Plant Mgmt Inv# 599364	Aquatic Plant Era...	4,247.90	37,232.75
Check	9/9/2012	1589	Stantec	Aquatic plant spray	Aquatic Plant Era...	1,350.00	38,582.75
Total Aquatic Plant Eradication						38,582.75	38,582.75
ESR/Dredging							
Check	11/2/2011	1546	Jeff Smikowski	District Pontoon boat	ESR/Dredging	200.00	200.00
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#0072588	ESR/Dredging	3,692.49	3,892.49
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#0072281	ESR/Dredging	821.00	4,713.49
Check	3/22/2012	1563	Graef	Dredging Plan - Professional Services - Invoice#0073210	ESR/Dredging	10,962.60	15,676.09
Check	6/10/2012	1570	SWRPC	Management Plan invoice# 030070	ESR/Dredging	7,000.00	22,676.09
Check	7/23/2012	1575	Minuteman Press	Printing ESR Presentation #15049	ESR/Dredging	130.20	22,806.29
Check	7/23/2012	1577	SWRPC	Feasability Study for Dredging (shorted amount)	ESR/Dredging	500.00	23,306.29
Check	8/1/2012	1579	Graef	Sampling Inv#0074400	ESR/Dredging	8,526.50	31,832.79
Check	8/1/2012	1579	Graef	Professional Expencc #0073793	ESR/Dredging	1,505.14	33,337.93
Total ESR/Dredging						33,337.93	33,337.93
Special Projects							
Check	2/2/2012	1550	Waterford Police Services	Donation Toward Buoy Replacement Lights	Special Projects	1,002.00	1,002.00
Check	2/20/2012	1557	Southern Lakes Newspaper...	Ad For Bend in river cleanup	Special Projects	125.77	1,127.77
Check	2/20/2012	1558	Richard Kosut	Reimbursment for postage Bend in the river cleanup	Special Projects	16.77	1,144.54
Total Special Projects						1,144.54	1,144.54
TOTAL						73,065.22	73,065.22

7:15 PM

10/08/12

Accrual Basis

**Waterford Waterway Management District
 Aquatic Plant Eradication Spend
 September 30, 2011 through September 30, 2012**

Type	Date	Num	Name	Memo	Class	Amount	Balance
Project Expense							
Check	10/11/2011	1541	Bonestroo	Post treatment survey	Aquatic Plant Eradication	2,900.00	2,900.00
Check	3/27/2012	1565	WDNR	Aquatic Plant spraying permit	Aquatic Plant Eradication	1,270.00	4,170.00
Check	5/22/2012	1567	Crispell-Snyder, Inc	Aquatic Plant Bid Process Management	Aquatic Plant Eradication	1,500.00	5,670.00
Check	5/22/2012	1568	Kelly Cornelius	Reimbursment for postage for aquatic plant spray permit	Aquatic Plant Eradication	3.40	5,673.40
Check	6/10/2012	1569	Stantec	Aquatic Plant Treatment Invoice# 586254	Aquatic Plant Eradication	17,598.62	23,272.02
Check	6/18/2012	1573	Kelly Cornelius	Printing forAquatic Plant Posting- Reimbursment for Kelly	Aquatic Plant Eradication	42.38	23,314.40
Check	6/18/2012	1573	Kelly Cornelius	Postage forAquatic Plant- Reimbursment for Kelly	Aquatic Plant Eradication	5.95	23,320.35
Check	7/21/2012	1544	WDNR	Permit For Plant cutting	Aquatic Plant Eradication	300.00	23,620.35
Check	7/23/2012	1574	Stantec	Aquatic Plants 2012 #593961	Aquatic Plant Eradication	9,364.50	32,984.85
Check	8/1/2012	1580	Stantec	Aquatic Plant Mgmt Inv# 599364	Aquatic Plant Eradication	4,247.90	37,232.75
Check	9/9/2012	1589	Stantec	Aquatic plant spray	Aquatic Plant Eradication	1,350.00	38,582.75
Total Project Expense						38,582.75	38,582.75
TOTAL						38,582.75	38,582.75

7:11 PM

10/08/12

Accrual Basis

Waterford Waterway Management District ESR/Dredging Transaction Detail Report September 30, 2011 through September 30, 2012

Type	Date	Num	Name	Memo	Class	Amount	Balance
Graef							
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#0072588	ESR/Dredging	3,692.49	3,692.49
Check	2/2/2012	1547	Graef	ESR - Professional Services Inv#0072281	ESR/Dredging	821.00	4,513.49
Check	3/22/2012	1563	Graef	Dredging Plan - Professional Services - Invoice#0073210	ESR/Dredging	10,962.60	15,476.09
Check	8/1/2012	1579	Graef	Sampling Inv#0074400	ESR/Dredging	8,526.50	24,002.59
Check	8/1/2012	1579	Graef	Professional Expence #0073793	ESR/Dredging	1,505.14	25,507.73
Total Graef						25,507.73	25,507.73
Jeff Smikowski							
Check	11/2/2011	1546	Jeff Smikowski	District Pontoon boat	ESR/Dredging	200.00	200.00
Total Jeff Smikowski						200.00	200.00
Minuteman Press							
Check	7/23/2012	1575	Minuteman Press	Printing ESR Presentation #15049	ESR/Dredging	130.20	130.20
Total Minuteman Press						130.20	130.20
SWRPC							
Check	6/10/2012	1570	SWRPC	Management Plan invoice# 030070	ESR/Dredging	7,000.00	7,000.00
Check	7/23/2012	1577	SWRPC	Feasability Study for Dredging (shorted amount)	ESR/Dredging	500.00	7,500.00
Total SWRPC						7,500.00	7,500.00
TOTAL						33,337.93	33,337.93