

LOST LAKE PROTECTION AND REHABILITATION DISTRICT

AUDIT COMMITTEE REPORT

AS OF 5/31/2020

1). The Lost Lake Protection and Rehabilitation District (District) checking account was reconciled through 5/31/2020. The figures for the months of January and July agreed with the District Minutes and Treasurer's report. Based on our review of canceled checks, we noted checks over \$500 were signed by two authorized Commissioners as required.

2). All minutes of the LLPRD meetings for the past year have been reviewed. Comments on those minutes are as follows:

- *All quarterly meeting minutes were approved.*
- *All motions were approved and passed.*
- *The meeting originally scheduled for May 1, 2020 was cancelled due to COVID-19.*

3). The total expense budget for 2020 was \$38,170.00. The revenue budget for 2020 was \$42,825.00 plus a carryover balance from 2019 shown as \$36,170.00 for a total of \$78,995.00. The annual budgets appear to be consistent with appropriate adjustments for necessary revenue and expense increases or decreases. The Audit Committee recommends at the end of each fiscal year that the Commissioners prepare a side-by-side comparison of actual revenue and expenses to budgeted revenue and expenses and analyze the difference. The Audit Committee also recommends that, when a Treasurer's Report covers a period including May 31, the cash balance at May 31 (the end of the LLPRD fiscal year) should be shown.

4). The Audit Committee again requests that copies of the District meeting minutes, and Treasurer reports be sent to each Audit Committee member on a quarterly basis with copies of bank statements (including copies of deposits and checks).

5). The Audit Committee suggests that the Board of Commissioner's review the LLPRD current insurance coverage to determine whether it includes Errors and Omissions coverage for volunteer workers, the District's Board of Commissioners and the Audit Committee members.

6). The Audit Committee continues to recommend that future tax levies be sufficient to cover ongoing expenses and to provide funds to combat AIS in Lost Lake without borrowing funds.

Respectfully submitted by the Lost Lake Protection and Rehabilitation District Audit Committee on September 6, 2020.

Signed on \_\_\_\_\_ by:

Andrea Thomas \_\_\_\_\_

Josh Hessing \_\_\_\_\_

Jim Jandrain \_\_\_\_\_