

# State of Minnesota



## Office of the State Auditor

Julie Blaha  
State Auditor

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**Lake County Housing and  
Redevelopment Authority  
(A Component Unit of Lake County)  
Two Harbors, Minnesota**

Year Ended December 31, 2021

## **Description of the Office of the State Auditor**

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 100 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

**Audit Practice** – conducts financial and legal compliance audits of local governments;

**Government Information** – collects and analyzes financial information for cities, towns, counties, and special districts;

**Legal/Special Investigations** – provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

**Pension** – monitors investment, financial, and actuarial reporting for Minnesota’s local public pension funds; and

**Tax Increment Financing** – promotes compliance and accountability in local governments’ use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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**Lake County Housing and  
Redevelopment Authority  
(A Component Unit of Lake County)  
Two Harbors, Minnesota**

Year Ended December 31, 2021



**Office of the State Auditor**

**Audit Practice Division  
Office of the State Auditor  
State of Minnesota**

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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## **INTRODUCTORY SECTION**

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

ORGANIZATION  
DECEMBER 31, 2021

<u>Commissioners</u>	<u>Term Expires</u>
Richard DeRosier	May 30, 2025
Bob Entzion	May 30, 2025
Paul Iversen	May 30, 2026
Susan Rosette	May 30, 2023
Tom Lovdahl	May 30, 2026

**FINANCIAL SECTION**



## INDEPENDENT AUDITOR'S REPORT

Board of Commissioners  
Lake County Housing and Redevelopment Authority  
Two Harbors, Minnesota

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of the Lake County Housing and Redevelopment Authority, a component unit of Lake County, Minnesota, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Lake County Housing and Redevelopment Authority as of December 31, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 the Authority, 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 opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these 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 the Authority'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 opinions. 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 auditing standards generally accepted in the United States of America and *Government Auditing Standards* 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 auditing standards generally accepted in the United States of America and *Government Auditing Standards*, 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 the Authority'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; and
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority'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.

***Other Matters***

***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 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.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated September 20, 2022, on our consideration of the Authority’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 the Authority’s 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 the Authority’s internal control over financial reporting and compliance.

*/s/Julie Blaha*

JULIE BLAHA  
STATE AUDITOR

September 20, 2022

*/s/Dianne Syverson*

DIANNE SYVERSON, CPA  
DEPUTY STATE AUDITOR

## **BASIC FINANCIAL STATEMENTS**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 1*

**STATEMENT OF NET POSITION  
DECEMBER 31, 2021**

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
<b><u>Assets</u></b>			
Cash and cash equivalents	\$ 737,160	\$ 179,964	\$ 917,124
Taxes receivable	2,730	-	2,730
Accounts receivable	-	25,006	25,006
Internal balances	5,615	(5,615)	-
Restricted assets			
Security deposits	-	18,605	18,605
Capital assets			
Depreciable – net of accumulated depreciation	-	787,792	787,792
<b>Total Assets</b>	<b><u>\$ 745,505</u></b>	<b><u>\$ 1,005,752</u></b>	<b><u>\$ 1,751,257</u></b>
<b><u>Liabilities</u></b>			
Accounts payable	\$ -	\$ 2,839	\$ 2,839
Unearned revenue	-	319	319
Liabilities payable from restricted assets			
Security deposits payable	-	18,605	18,605
Long-term liabilities			
Due in more than one year	-	340,991	340,991
<b>Total Liabilities</b>	<b><u>\$ -</u></b>	<b><u>\$ 362,754</u></b>	<b><u>\$ 362,754</u></b>
<b><u>Net Position</u></b>			
Net investment in capital assets	\$ -	\$ 446,801	\$ 446,801
Unrestricted	745,505	196,197	941,702
<b>Total Net Position</b>	<b><u>\$ 745,505</u></b>	<b><u>\$ 642,998</u></b>	<b><u>\$ 1,388,503</u></b>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 2*

**STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2021**

	<u>Expenses</u>	<u>Program Revenues Charges for Services</u>	<u>Net (Expense) Revenue and Changes in Net Position</u>		
			<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
<b><u>Functions/Programs</u></b>					
<b>Governmental activities</b>					
Urban and economic development	\$ 113,264	\$ -	\$ (113,264)	\$ -	\$ (113,264)
<b>Business-type activities</b>					
Housing	270,989	321,730	-	50,741	50,741
<b>Total</b>	<b>\$ 384,253</b>	<b>\$ 321,730</b>	<b>\$ (113,264)</b>	<b>\$ 50,741</b>	<b>\$ (62,523)</b>
<b>General Revenues</b>					
Property taxes			\$ 117,220	\$ -	\$ 117,220
Grants and contributions not restricted to specific programs			6,690	-	6,690
Investment earnings			2,963	161	3,124
Miscellaneous			330	2,487	2,817
<b>Transfers</b>			4,000	(4,000)	-
<b>Total general revenues and transfers</b>			<b>\$ 131,203</b>	<b>\$ (1,352)</b>	<b>\$ 129,851</b>
<b>Change in net position</b>			<b>\$ 17,939</b>	<b>\$ 49,389</b>	<b>\$ 67,328</b>
<b>Net Position – Beginning</b>			<b>727,566</b>	<b>593,609</b>	<b>1,321,175</b>
<b>Net Position – Ending</b>			<b>\$ 745,505</b>	<b>\$ 642,998</b>	<b>\$ 1,388,503</b>

**FUND FINANCIAL STATEMENTS**

**GOVERNMENTAL FUND**

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 3*

**BALANCE SHEET  
GENERAL FUND  
DECEMBER 31, 2021**

<u>Assets</u>	
Cash	\$ 680,624
Cash held with Lake County	56,536
Taxes receivable	2,730
Due from other funds	13,172
	<hr/>
<b>Total Assets</b>	<b>\$ 753,062</b>
	<hr/> <hr/>
<u>Liabilities</u>	
Due to other funds	\$ 7,557
<u>Deferred Inflows of Resources</u>	
Unavailable revenue – taxes	2,020
<u>Fund Balance</u>	
Unassigned	743,485
	<hr/>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balance</b>	<b>\$ 753,062</b>
	<hr/> <hr/>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 4*

**RECONCILIATION OF GOVERNMENTAL FUND BALANCE SHEET TO  
THE GOVERNMENT-WIDE STATEMENT OF NET POSITION—GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2021**

<b>Fund balance – governmental fund (Exhibit 3)</b>	<b>\$ 743,485</b>
Amounts reported for governmental activities in the statement of net position are different because:	
Long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the governmental funds.	<u>2,020</u>
<b>Net Position of Governmental Activities (Exhibit 1)</b>	<b><u><u>\$ 745,505</u></u></b>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 5*

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2021**

<b>Revenues</b>	
Property taxes	\$ 117,413
Intergovernmental	6,690
Investment earnings	2,963
Miscellaneous	<u>330</u>
<b>Total Revenues</b>	<b>\$ 127,396</b>
<b>Expenditures</b>	
<b>Current</b>	
<b>Urban and economic development</b>	
Meetings	\$ 8,391
Administrative services	10,800
Accounting and auditing	17,188
Housing rehabilitation	73,283
Other	<u>3,602</u>
<b>Total Expenditures</b>	<b>\$ 113,264</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ 14,132</b>
<b>Other Financing Sources (Uses)</b>	
Transfers in	<u>4,000</u>
<b>Net Change in Fund Balance</b>	<b>\$ 18,132</b>
<b>Fund Balance – January 1</b>	<u>725,353</u>
<b>Fund Balance – December 31</b>	<b>\$ <u>743,485</u></b>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 6*

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUND TO THE  
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES—GOVERNMENTAL ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2021**

<b>Net change in fund balance – governmental fund (Exhibit 5)</b>	<b>\$</b>	<b>18,132</b>
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Amounts reported for governmental activities in the statement of activities are different because:

In the funds, under the modified accrual basis, receivables not available for expenditure are deferred. In the statement of activities, those revenues are recognized when earned. The adjustment to revenues between the fund statement and the statement of activities is the increase or decrease in revenue deferred as unavailable.

Deferred inflows of resources – December 31	\$	2,020	
Deferred inflows of resources – January 1		<u>(2,213)</u>	<u>(193)</u>

<b>Change in Net Position of Governmental Activities (Exhibit 2)</b>	<b>\$</b>	<b><u>17,939</u></b>
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**PROPRIETARY FUNDS**

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

**EXHIBIT 7**

**STATEMENT OF FUND NET POSITION  
ENTERPRISE FUNDS  
DECEMBER 31, 2021**

	Silverpointe Apartments	Lakeview Apartments	Total Enterprise Funds
<b><u>Assets</u></b>			
<b>Current assets</b>			
Cash	\$ 87,853	\$ 92,111	\$ 179,964
Due from other funds	7,557	-	7,557
Accounts receivable	196	24,810	25,006
<b>Total current assets</b>	<b>\$ 95,606</b>	<b>\$ 116,921</b>	<b>\$ 212,527</b>
<b>Restricted assets</b>			
Cash			
Cash with management company for security deposits	18,605	-	18,605
<b>Noncurrent assets</b>			
<b>Capital assets</b>			
Depreciable – net of accumulated depreciation	787,792	-	787,792
<b>Total Assets</b>	<b>\$ 902,003</b>	<b>\$ 116,921</b>	<b>\$ 1,018,924</b>
<b><u>Liabilities</u></b>			
<b>Current liabilities</b>			
Accounts payable	\$ 2,839	\$ -	\$ 2,839
Due to other funds	11,195	1,977	13,172
Unearned revenue	319	-	319
<b>Total current liabilities</b>	<b>\$ 14,353</b>	<b>\$ 1,977</b>	<b>\$ 16,330</b>
<b>Current liabilities payable from restricted assets</b>			
Security deposits payable	\$ 18,605	\$ -	\$ 18,605
<b>Noncurrent liabilities</b>			
General obligation bonds payable – long-term	\$ 345,000	\$ -	\$ 345,000
Less: unamortized bond premium (discount)	(4,009)	-	(4,009)
<b>Total noncurrent liabilities</b>	<b>\$ 340,991</b>	<b>\$ -</b>	<b>\$ 340,991</b>
<b>Total Liabilities</b>	<b>\$ 373,949</b>	<b>\$ 1,977</b>	<b>\$ 375,926</b>
<b><u>Net Position</u></b>			
Net investment in capital assets	\$ 446,801	\$ -	\$ 446,801
Unrestricted	81,253	114,944	196,197
<b>Total Net Position</b>	<b>\$ 528,054</b>	<b>\$ 114,944</b>	<b>\$ 642,998</b>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

**EXHIBIT 8**

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION  
ENTERPRISE FUNDS  
YEAR ENDED DECEMBER 31, 2021**

	<b>Silverpointe Apartments</b>	<b>Lakeview Apartments</b>	<b>Total Enterprise Funds</b>
<b>Operating Revenues</b>			
Rental	\$ 229,092	\$ 84,910	\$ 314,002
Parking	7,728	-	7,728
Miscellaneous	2,487	-	2,487
	<b>\$ 239,307</b>	<b>\$ 84,910</b>	<b>\$ 324,217</b>
<b>Operating Expenses</b>			
Other services and charges			
Contracted services	\$ 21,439	\$ -	\$ 21,439
Management fees	14,080	6,600	20,680
Professional fees	475	1,460	1,935
Real estate taxes	10,240	-	10,240
Telephone	1,566	-	1,566
Utilities	38,367	11,679	50,046
Advertising	205	-	205
Insurance	6,427	-	6,427
Repairs and maintenance	47,102	18,255	65,357
Sanitation	12,438	-	12,438
Miscellaneous	980	3,163	4,143
Supplies	2,190	-	2,190
Depreciation expense	61,157	-	61,157
	<b>\$ 216,666</b>	<b>\$ 41,157</b>	<b>\$ 257,823</b>
<b>Operating Income (Loss)</b>	<b>\$ 22,641</b>	<b>\$ 43,753</b>	<b>\$ 66,394</b>
<b>Nonoperating Revenues (Expenses)</b>			
Investment earnings	\$ 161	\$ -	\$ 161
Discount on issuance of bonds	(803)	-	(803)
Interest expense	(12,363)	-	(12,363)
	<b>\$ (13,005)</b>	<b>\$ -</b>	<b>\$ (13,005)</b>
<b>Income (Loss) Before Contributions and Transfers</b>	<b>\$ 9,636</b>	<b>\$ 43,753</b>	<b>\$ 53,389</b>
Transfers out	(2,000)	(2,000)	(4,000)
<b>Change in Net Position</b>	<b>\$ 7,636</b>	<b>\$ 41,753</b>	<b>\$ 49,389</b>
<b>Net Position – January 1</b>	<b>520,418</b>	<b>73,191</b>	<b>593,609</b>
<b>Net Position – December 31</b>	<b>\$ 528,054</b>	<b>\$ 114,944</b>	<b>\$ 642,998</b>

The notes to the financial statements are an integral part of this statement.

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**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

*EXHIBIT 9*

**STATEMENT OF CASH FLOWS  
ENTERPRISE FUNDS  
YEAR ENDED DECEMBER 31, 2021**

	Silverpointe Apartments	Lakeview Apartments	Total Enterprise Funds
<b>Cash Flows from Operating Activities</b>			
Cash received from customers	\$ 239,111	\$ 79,400	\$ 318,511
Cash paid to suppliers	(158,907)	(41,157)	(200,064)
<b>Net cash provided by (used in) operating activities</b>	<b>\$ 80,204</b>	<b>\$ 38,243</b>	<b>\$ 118,447</b>
<b>Cash Flows from Noncapital Financing Activities</b>			
Transfers to General Fund	\$ (2,000)	\$ (2,000)	\$ (4,000)
<b>Cash Flows from Capital and Related Financing Activities</b>			
Principal paid on long-term debt	\$ (60,000)	\$ -	\$ (60,000)
Interest paid on long-term debt	(12,363)	-	(12,363)
<b>Net cash provided by (used in) capital and related financing activities</b>	<b>\$ (72,363)</b>	<b>\$ -</b>	<b>\$ (72,363)</b>
<b>Cash Flows from Investing Activities</b>			
Investment earnings	\$ 161	\$ -	\$ 161
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>\$ 6,002</b>	<b>\$ 36,243</b>	<b>\$ 42,245</b>
<b>Cash and Cash Equivalents – January 1</b>	<b>100,456</b>	<b>55,868</b>	<b>156,324</b>
<b>Cash and Cash Equivalents – December 31</b>	<b>\$ 106,458</b>	<b>\$ 92,111</b>	<b>\$ 198,569</b>
<b>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities</b>			
Net operating income (loss)	\$ 22,641	\$ 43,753	\$ 66,394
<b>Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities</b>			
Depreciation expense	\$ 61,157	\$ -	\$ 61,157
(Increase) decrease in receivables	(196)	(5,510)	(5,706)
Increase (decrease) in accounts payable	(1,152)	-	(1,152)
Increase (decrease) in unearned revenue	(2,246)	-	(2,246)
<b>Total adjustments</b>	<b>\$ 57,563</b>	<b>\$ (5,510)</b>	<b>\$ 52,053</b>
<b>Net Cash Provided by (Used in) Operating Activities</b>	<b>\$ 80,204</b>	<b>\$ 38,243</b>	<b>\$ 118,447</b>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

**NOTES TO THE FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2021**

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1. Summary of Significant Accounting Policies

The Lake County Housing and Redevelopment Authority's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) as of and for the year ended December 31, 2021. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). The Authority has not presented in the financial statements a Management's Discussion and Analysis that the GASB has determined is necessary to supplement, although not required to be part of, the basic financial statements. The accounting policies of the Authority conform with generally accepted accounting principles. The more significant accounting policies established by GAAP and used by the Authority are discussed below.

A. Financial Reporting Entity

The Lake County Housing and Redevelopment Authority was established June 13, 1984, and became active in 1986, having all the powers and duties of a county housing and redevelopment authority under the provisions of Minn. Stat. §§ 469.001-.047. The Authority is governed by a five-member Board appointed by the Lake County Board of Commissioners. The Board is organized with a chair, vice chair, secretary, and treasurer, elected annually.

The Lake County Housing and Redevelopment Authority is considered to be a component unit of Lake County and is included in Lake County's financial statements as a discretely presented component unit.

B. Basic Financial Statements

1. Government-Wide Statements

The government-wide financial statements (the statement of net position and the statement of activities) display information about the Lake County Housing and Redevelopment Authority. These statements include the financial activities of the overall Authority government.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

B. Basic Financial Statements

1. Government-Wide Statements (Continued)

Eliminations have been made to minimize the double counting of internal activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external parties for support.

In the government-wide statement of net position, both the governmental and business-type activities columns: (a) are presented on a consolidated basis by column; and (b) are reported on a full accrual accounting basis with an economic resource focus, which recognizes all long-term assets and receivables as well as long-term debt and obligations.

The Authority's net position is reported in three parts: (1) net investment in capital assets, (2) restricted net position, and (3) unrestricted net position.

The statement of activities demonstrates the degree to which the direct expenses of each function of the Authority's governmental activities and business-type activities are offset by program revenues. Direct expenses are those clearly identifiable with a specific function or activity. Program revenues include: (1) fees, fines, and charges paid by the recipients of goods, services, or privileges provided by a given function or activity; and (2) grants and contributions restricted to meeting the operational or capital requirements of a particular function or activity. Revenues not classified as program revenues, including all taxes, are presented as general revenues.

2. Fund Financial Statements

The fund financial statements provide information about the Authority's funds. Separate statements for each fund category—governmental and proprietary—are presented. The emphasis of governmental and proprietary fund financial statements is on major individual governmental and enterprise funds, with each displayed as separate columns in the fund financial statements.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

B. Basic Financial Statements

2. Fund Financial Statements (Continued)

The Authority reports the following major governmental fund:

The General Fund is the Authority's primary operating fund. It accounts for all financial resources of the general government not accounted for in other funds.

The Authority reports the following major enterprise funds:

The Silverpointe Apartments Enterprise Fund is used to account for the operations of a 25-unit housing facility in Silver Bay, Minnesota. The facility is owned by the Authority and was built to provide quality and affordable housing for senior citizens in Lake County. Silverpointe is operated similarly to a business enterprise. The intent of the Authority is that the cost of providing housing services to the general public, on a continuing basis, is financed or recovered primarily through user charges.

The Lakeview Apartments Enterprise Fund is used to account for the operations of a 14-unit housing facility in Two Harbors, Minnesota. The facility was tax forfeited, and the County established an agreement with the Authority to manage the property beginning in July 2017. Lakeview is operated in a similar fashion to Silverpointe.

C. Measurement Focus and Basis of Accounting

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

C. Measurement Focus and Basis of Accounting (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. The Lake County Housing and Redevelopment Authority considers all revenues as available if collected within 90 days after the end of the current period, except for taxes, which have a 60-day accrual period. Property and other taxes, licenses, and interest are all considered susceptible to accrual.

Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt 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.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or incidental activities.

When both restricted and unrestricted resources are available for use, it is the Authority's policy to use restricted resources first and then unrestricted resources as needed.

D. Budget

The Authority does not prepare budgets for the General Fund operations. An estimated operating budget is prepared by the management company for the Silverpointe Apartments Enterprise Fund. The budget is prepared on an accrual basis. The budget is approved and can be adjusted by the Board. An estimated operating budget is prepared for the Lakeview Apartments Enterprise Fund. The budget is approved and can be adjusted by the Board.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies (Continued)

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

1. Cash and Cash Equivalents

The Authority's cash and cash equivalents consist of savings and checking accounts, cash on hand, and certificates of deposit. Restricted cash is shown separately from cash and cash equivalents.

2. Receivables and Payables

All outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Property taxes, including property taxes captured as tax increment, are levied as of January 1 on property values assessed as of the same date. The tax levy notice is mailed in March with the first half payment due May 15 and the second half payment due October 15. The Authority approved an annual levy for operating purposes. Property taxes, including tax increment, are collected by Lake County. Unpaid taxes at December 31 become liens on the respective property and are classified in the financial statements as taxes receivable.

No allowance for uncollectible receivables has been provided because such amounts are not expected to be material.

3. Restricted Assets

Certain funds of the Authority are classified as restricted assets on the statement of net position because the restriction is either imposed by law through constitutional provisions or enabling legislation, or imposed externally by creditors, grantors, contributors, or laws or regulations of other governments. Therefore, their use is limited by applicable laws and regulations.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity  
(Continued)

4. Capital Assets

Capital assets, which include land, buildings and structures, and equipment, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Authority as assets with an initial, individual cost of more than \$1,000 and have an expected life of at least five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Buildings and structures and equipment of the Authority are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and structures	25 - 40
Equipment	7

5. Unearned Revenue

Proprietary funds, governmental funds, and the government-wide statements report unearned revenue in connection with resources that have been received but not yet earned.

6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents consumption of net assets that applies to a future period(s) and will not be recognized as an outflow of resources (expenditure/expense) until then. Currently, the Authority has no items that qualify for reporting in this category.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

6. Deferred Outflows/Inflows of Resources (Continued)

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Authority has only one type of item that qualifies for reporting in this category, unavailable revenue, which is reported only in the governmental funds balance sheet. These amounts are recognized as an inflow of resources in the period that the amounts become available.

7. Long-Term Obligations

In the government-wide financial statements and the proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of applicable bond premiums or discounts. In the government-wide financial statements, \$12,363 of interest expense is reported as a direct housing expense.

8. Classification of Net Position

Net position in the government-wide and proprietary fund financial statements is classified in the following categories:

Net investment in capital assets – the amount of net position representing capital assets, net of accumulated depreciation, and reduced by outstanding debt attributed to the acquisition, construction, or improvement of the assets.

Restricted net position – the amount of net position for which external restrictions have been imposed by creditors, grantors, contributors, or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

8. Classification of Net Position (Continued)

Unrestricted net position – the amount of net position that does not meet the definition of restricted or net investment in capital assets.

9. Classification of Fund Balances

Fund balance is divided into five classifications based primarily on the extent to which the Authority is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

Nonspendable – amounts that cannot be spent because they are not in spendable form, or are legally or contractually required to be maintained intact, such as fund balance associated with inventories, prepaids, or permanent funds.

Restricted – amounts of fund balance subject to external constraints imposed by creditors (such as through debt covenants), grantors, contributors, laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation.

Committed – amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Authority’s highest level of decision-making authority, which is the Authority’s Board of Commissioners. Fund balance commitments are established, modified, or rescinded by Board action through a Board resolution.

Assigned – amounts intended to be used by the Authority for specific purposes that do not meet the criteria to be classified as restricted or committed.

Unassigned – the residual classification for the General Fund; it includes all spendable amounts not contained in the other fund balance classifications.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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1. Summary of Significant Accounting Policies

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

9. Classification of Fund Balances (Continued)

The Authority applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

10. 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, deferred outflows of resources, liabilities, and deferred inflows of resources; 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.

2. Budgetary Information

The Authority did not approve a General Fund budget for fiscal year 2021 and, therefore, a budgetary comparison schedule is not presented.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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3. Detailed Notes

A. Assets

1. Deposits

The Authority's total deposits are reported as follows:

Government-wide statement of net position	
Governmental activities	
Cash	\$ 737,160
Business-type activities	
Cash	179,964
Restricted assets	
Security deposits	<u>18,605</u>
Total Cash	<u>\$ 935,729</u>

The Authority is authorized by Minn. Stat. §§ 118A.02 and 118A.04 to designate a depository for public funds and to invest in certificates of deposit. The Authority is required by Minn. Stat. § 118A.03 to protect Authority deposits with insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount on deposit at the close of the financial institution's banking day, not covered by insurance or bonds.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better and revenue obligations rated "AA" or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a financial institution failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit policy for custodial credit risk. As of December 31, 2021, the Authority's deposits were not exposed to custodial credit risk.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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3. Detailed Notes

A. Assets (Continued)

2. Capital Assets

Capital asset activity for the year ended December 31, 2021, was as follows:

Governmental Activities

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets depreciated Equipment	\$ 1,866	\$ -	\$ -	\$ 1,866
Less: accumulated depreciation for Equipment	1,866	-	-	1,866
Governmental Activities Capital Assets, Net	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Business-Type Activities

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets depreciated Buildings and structures	\$ 1,951,232	\$ -	\$ -	\$ 1,951,232
Equipment	51,505	-	-	51,505
Total capital assets depreciated	<u>\$ 2,002,737</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,002,737</u>
Less: accumulated depreciation for Buildings and structures	\$ 1,115,559	\$ 55,419	\$ -	\$ 1,170,978
Equipment	38,229	5,738	-	43,967
Total accumulated depreciation	<u>\$ 1,153,788</u>	<u>\$ 61,157</u>	<u>\$ -</u>	<u>\$ 1,214,945</u>
Business-Type Activities Capital Assets, Net	<u>\$ 848,949</u>	<u>\$ (61,157)</u>	<u>\$ -</u>	<u>\$ 787,792</u>

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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3. Detailed Notes

A. Assets

2. Capital Assets (Continued)

Depreciation expense was charged to functions/programs of the primary government as follows:

Business-Type Activities	
Housing	\$ 61,157

B. Interfund Receivables, Payables, and Transfers

1. Due To/From Other Funds

The composition of interfund balances as of December 31, 2021, is as follows:

Receivable Fund	Payable Fund	Amount	Purpose
General	Silverpointe Apartments Lakeview Apartments	\$ 11,195 <u>1,977</u>	Reimbursement for services Reimbursement for services
Total due to General Fund		\$ 13,172	
Silverpointe Apartments	General	<u>7,557</u>	2012 bond proceeds
Total Due To/From Other Funds		\$ 20,729	

2. Interfund Transfers

Interfund transfers for the year ended December 31, 2021, consisted of the following:

Transfer to General Fund from Lakeview Apartments Enterprise Fund	\$ 2,000	To reimburse the General Fund for audit costs
Transfer to General Fund from Silverpointe Apartments Enterprise Fund	2,000	To reimburse the General Fund for audit costs
Total	\$ 4,000	

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

3. Detailed Notes (Continued)

C. Liabilities

1. Long-Term Debt

Business-Type Activities

<u>Type of Indebtedness</u>	<u>Final Maturity</u>	<u>Installment Amounts</u>	<u>Interest Rate (%)</u>	<u>Original Issue Amount</u>	<u>Outstanding Balance December 31, 2021</u>
2012 General Obligation Senior Housing Bonds	2028	Varies	1.0 - 3.5	\$ 860,000	\$ 345,000

2. Debt Service Requirements

Debt service requirements at December 31, 2021, were as follows:

Business-Type Activities

<u>Year Ending December 31</u>	<u>Revenue Bonds</u>	
	<u>Principal</u>	<u>Interest</u>
2022	\$ -	\$ -
2023	60,000	10,038
2024	60,000	8,388
2025	60,000	6,588
2026	65,000	4,556
2027 - 2028	100,000	2,975
Total	\$ 345,000	\$ 32,545

3. Changes in Long-Term Liabilities

Business-Type Activities

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Bonds Payable					
2012 General Obligation Senior Housing Bonds	\$ 405,000	\$ -	\$ 60,000	\$ 345,000	\$ -
Bond discount	(4,812)	-	(803)	(4,009)	-
Total	\$ 400,188	\$ -	\$ 59,197	\$ 340,991	\$ -

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

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4. Summary of Significant Contingencies and Other Items

A. Risk Management

The Authority is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; or natural disasters. To manage these risks, the Authority has joined the Minnesota Counties Intergovernmental Trust. The Authority retains risk for the deductible portions of the insurance policies. The amounts of these deductibles are considered immaterial to the financial statements. There were no significant reductions in insurance from the prior year. The amount of settlements did not exceed insurance coverage for the past three fiscal years.

B. Conduit Debt

Lakeshore, Inc., and Ecumen Sunrise, LLC, Project

In 2012, the Authority issued Revenue Refunding Bonds, Series 2012, in the amount of \$9,140,000 to refinance and renovate the Scenic Shores Facility in the City of Two Harbors, which is owned by Ecumen Sunrise, LLC. In exchange for the issuance of the bonds, Ecumen Sunrise, LLC, agreed to pay the Authority an administrative fee of \$91,400, one percent of the stated principal amount of the Series 2012 Bonds.

The Authority is not obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the financial statements. The outstanding balance at December 31, 2021, is \$3,557,855.

**MANAGEMENT AND COMPLIANCE SECTION**



**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***

Independent Auditor's Report

Board of Commissioners  
Lake County Housing and Redevelopment Authority  
Two Harbors, 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, the business-type activities, and each major fund of the Lake County Housing and Redevelopment Authority, a component unit of Lake County, Minnesota, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated September 20, 2022.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Lake County Housing and Redevelopment Authority'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 Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph 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. However, as described in the accompanying Schedule of Findings and Recommendations, we identified certain deficiencies in internal control that we consider to be a material weakness and a significant deficiency.

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 a 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. We consider the deficiency described in the accompanying Schedule of Findings and Recommendations as item 2021-002 to be a material weakness.

A significant deficiency is a deficiency, or a 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. We consider the deficiency described in the accompanying Schedule of Findings and Recommendations as item 2021-001 to be a significant deficiency.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Lake County Housing and Redevelopment Authority'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*.

## **Minnesota Legal Compliance**

In connection with our audit, nothing came to our attention that caused us to believe that the Lake County Housing and Redevelopment Authority 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 Minn. Stat. § 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 Authority's noncompliance with the above referenced provisions, insofar as they relate to accounting matters. Additionally, we tested for compliance with the authority to issue public debt.

## **Lake County Housing and Redevelopment Authority's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the Lake County Housing and Redevelopment Authority's responses to the internal control findings identified in our audit and described in the accompanying Corrective Action Plan. The Authority's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

## **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting, compliance, and the provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions* and the results of that testing, and not to provide an opinion on the effectiveness of the Authority'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 Authority's internal control over financial reporting and compliance. Accordingly, this communication is not suitable for any other purpose.

*/s/Julie Blaha*

JULIE BLAHA  
STATE AUDITOR

*/s/Dianne Syverson*

DIANNE SYVERSON, CPA  
DEPUTY STATE AUDITOR

September 20, 2022

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
FOR THE YEAR ENDED DECEMBER 31, 2021**

**FINDINGS RELATED TO FINANCIAL STATEMENTS IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

**2021-001      Segregation of Duties**

**Prior Year Finding Number:** 2020-001

**Repeat Finding Since:** 1998

**Type of Finding:** Internal Control Over Financial Reporting

**Severity of Deficiency:** Significant Deficiency

**Criteria:** Management is responsible for establishing and maintaining internal control. This responsibility includes the internal control over the various accounting cycles, the fair presentation of the financial statements and related notes, and the accuracy and completeness of all financial records and related information. Also, management is responsible for controls over the period-end financial reporting process, including controls over procedures used to enter transaction totals in the general ledger; initiate authorize, record, and process journal entries into the general ledger; and record recurring and nonrecurring adjustments to the financial statements. Adequate segregation of duties is a key internal control in an organization's accounting system.

**Condition:** Due to the limited number of personnel, segregation of accounting duties necessary to ensure adequate internal accounting control is not possible.

**Context:** The size of the Lake County Housing and Redevelopment Authority and its structure limits the internal control that management can design and implement into the organization. Without proper segregation of duties, errors or irregularities may not be detected timely.

**Effect:** Inadequate segregation of duties could adversely affect the Authority's ability to detect misstatements in a timely manner by personnel in the normal course of performing their assigned functions.

**Cause:** The size of the Authority and its staffing limits the internal control that management can design and implement into the organization.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2021**

**Recommendation:** Management should be aware that segregation of duties is not adequate from an internal control point of view. We recommend the Board of Commissioners and management be mindful that limited staffing causes inherent risks in safeguarding the Authority's assets and the proper reporting of its financial activity. We recommend the Board of Commissioners and management continue to implement oversight procedures and monitor those procedures to determine if they are still effective internal controls.

**View of Responsible Official:** Concur

**2021-002      Audit Adjustments**

**Prior Year Finding Number:** 2020-002

**Repeat Finding Since:** 2011

**Type of Finding:** Internal Control Over Financial Reporting

**Severity of Deficiency:** Material Weakness

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

**Condition:** Material audit adjustments were identified that resulted in significant changes to the Authority's financial statements. The adjustments were reviewed and approved by the Authority and are properly reflected in the financial statements.

**Context:** The inability to make accrual adjustments or to detect significant misstatements in the financial statements increases the likelihood that the financial statements would not be fairly presented. These adjustments were found in the audit; however, independent external auditors cannot be considered part of the Authority's internal control.

**LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY  
TWO HARBORS, MINNESOTA**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2021**

**Effect:** The following material audit adjustments were necessary to be recorded in the financial statements for the year ended December 31, 2021:

General Fund

- Cash and interest revenue decreased by \$101,641 to properly record the issuance and retirement of certificates of deposit.

Silverpointe Apartments Enterprise Fund

- Accumulated depreciation and depreciation expense increased by \$61,157 to record annual depreciation.

**Cause:** Due to its limited staff, the Authority does not have the time to ensure that all material adjustments have been made.

**Recommendation:** We recommend that Authority personnel prepare bank reconciliations in a timely matter and review the trial balances and journal entries in detail to ensure all transactions have been properly recorded to be presented in the financial statements.

**View of Responsible Official:** Concur



## LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY

PO Box 103  
Silver Bay, MN 55614  
Email: [lechra@live.com](mailto:lechra@live.com)

### Board Members:

Richard DeRosier  
Robert Entzion  
Tom Lovdahl  
Susan Rosette  
Paul Iversen, Chair

Lisa DeRosier, Executive Director

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### REPRESENTATION OF LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY TWO HARBORS, MINNESOTA

#### CORRECTIVE ACTION PLAN FOR THE YEAR ENDED DECEMBER 31, 2021

**Finding Number: 2021-001**

**Finding Title: Segregation of Duties**

Name of Contact Person Responsible for Corrective Action:

Robert Entzion, Treasurer

Corrective Action Planned:

Due to the size of the Authority and limited personnel, segregation of accounting duties necessary is not possible. A Board Member will review the trial balance and journal entries as provided by the Executive Assistant on a quarterly basis.

Anticipated Completion Date:

12/31/22



**Finding Number: 2021-002**

**Finding Title: Audit Adjustments**

Name of Contact Person Responsible for Corrective Action:

Robert Entzion, Treasurer

Corrective Action Planned:

Detailed monthly reconciliations will take place. A Board Member will review the trial balance and journal entries as provided by the Executive Assistant on a quarterly basis.

Anticipated Completion Date:

12/31/22



# LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY

PO Box 103  
Silver Bay, MN 55614  
Email: [lechra@live.com](mailto:lechra@live.com)

## Board Members:

Richard DeRosier  
Robert Entzion  
Tom Lovdahl  
Susan Rosette  
Paul Iversen, Chair

Lisa DeRosier, Executive Director

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## REPRESENTATION OF LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY TWO HARBORS, MINNESOTA

### SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS FOR THE YEAR ENDED DECEMBER 31, 2021

**Finding Number:** 2020-001

**Year of Finding Origination:** 1998

**Finding Title:** Internal Controls/Segregation of Duties

**Summary of Condition:** Due to the limited number of personnel, segregation of accounting duties necessary to ensure adequate internal accounting control is not possible.

**Summary of Corrective Action Previously Reported:** Due to the size of the Authority and limited personnel, segregation of accounting duties necessary is not possible. A Board Member will review the trial balance and journal entries as provided by the Executive Director on a quarterly basis.

**Status:** Not Corrected. The Lake County Housing and Redevelopment Authority understands the risk and is willing to assume the responsibility.

Was corrective action taken significantly different than the action previously reported?

Yes \_\_\_\_\_ No  X



**Finding Number: 2020-002**  
**Year of Finding Origination: 2011**  
**Finding Title: Audit Adjustments**

**Summary of Condition:** Material audit adjustments were identified that resulted in significant changes to the Authority's financial statements. The adjustments were reviewed and approved by the Authority and are properly reflected in the financial statements.

**Summary of Corrective Action Previously Reported:** Detailed monthly reconciliations will take place. A Board Member will review the trial balance and journal entries as provided by the Executive Director on a quarterly basis.

**Status:** Partially Corrected. Member Entzion, Treasurer, reviewed trial balance and journal entries as provided by Executive Director on a Quarterly basis.

Was corrective action taken significantly different than the action previously reported?  
Yes \_\_\_\_\_ No  X

**Finding Number: 2020-003**  
**Year of Finding Origination: 2017**  
**Finding Title: Commissioner Compensation**

**Summary of Condition:** Ten instances were identified in which Authority Board members requested and were paid the \$75 meeting compensation for business other than regular or special meetings.

**Summary of Corrective Action Previously Reported:** Members will begin adding board meeting dates on claims for reimbursement. The claims for Lakeview will be discussed and reviewed by the County Commissioner on the board.

**Status:** Fully Corrected. Corrective action was taken.

Was corrective action taken significantly different than the action previously reported?  
Yes \_\_\_\_\_ No  X