

# PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT



## ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED DECEMBER 31, 2020

### Board Members

### 3 year term expires August

Bert McDonough	Chair	2021
Bob Leonard	Vice Chair	2022
David Stene	Treasurer	2022
Dave Haarstad	Secretary	2021
Erika Gilsdorf		2021
Karen Hart		2023
John Kruse		2022
Nick Valentine		2023

# PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT

P.O. Box 336, Pelican Rapids, MN 56572 – 0336 [www.pgolid.org](http://www.pgolid.org)

January 5, 2021

To the Board of Directors  
**Pelican Group of Lakes Improvement District**

I hereby submit the Annual Financial Report for the year ended December 31, 2020. The following comments provide a brief summary of the organization and financial activities for the year.

## ORGANIZATION

The Pelican Group of Lakes Improvement District (PGOLID or the District) is a Minnesota political subdivision established in 1993, whose boundaries encompass all parcels of real property located within 500 feet of Bass, Big Pelican, Fish and Little Pelican lakes, located in Ottertail County, Minnesota. PGOLID was formed to identify, quantify, study, and manage water resources as to preserve quality. The District is also involved in removing and restoring several old dams on the Pelican River and replacing those with natural type rapids.

The 2020 operations of the District were not significantly affected by the pandemic, other than most of our Board meeting were held virtually.

## GENERAL FUND

Receipts for the General Fund consist primarily of the \$130,000 property tax levy which is collected by Ottertail County and remitted to the District twice a year. Actual receipts vary slightly due to current year delinquencies and collection of prior year delinquencies.

Disbursements for program activities include a contract with RMB Environmental Lab for lake resources coordinator and lake monitoring; a contract with Clarke Environmental for mosquito spraying; placement of navigational buoys; a tree program and other activities. PGOLID will continue these programs in 2021.

The Board adopts an annual budget at its annual meeting in August each year for the following year. The adopted budget for 2021 included total receipts of \$130,000 and total disbursements of \$136,750.

The Board has assigned fund or cash balances as follows:

\$65,000 for Working Capital. This is equal to 50% of our annual levy. The first tax receipts are generally not received until about June each year, and the District needs cash reserves for that period.

\$80,000 for Contingencies – This amount is designated for potential emergency management situations, such as a major infestation of invasive species.

#### CAPITAL PROJECT FUNDS

The District has been involved with the removal of several old dams on the Pelican River and replacing them with natural type rock rapids to promote natural flow of the river and fish movement. The projects are funded primarily through grants with the Minnesota Department of Natural Resources, the U.S. Fish and Wildlife Services and donations.

The Fish Lake Dam was substantially completed in 2018, with a few minor items wrapped up in 2019 and 2020.

During 2019, engineering work was started on the Lake Lizzie and Prairie Lake Dams. These projects were completed during 2020.

The DNR awarded a grant of \$25,000 for initial site and survey engineering on the Elizabeth Dam, which was completed in 2020. This project is awaiting future approval and funding.

The financial statements for the year ended December 31, 2020 were audited by independent CPA firm Nadine Julson LLC, as required by MN state law. Their report was issued under separate cover.

Respectfully submitted,

*David A. Stene*

David A. Stene, Treasurer

**PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES - CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

GOVERNMENTAL ACTIVITIES	General Fund	Capital Projects Funds			Totals
		Fish Lake Dam Fund	Lizzie & Prairie Dam Fund	Elizabeth Dam Fund	
<b>RECEIPTS</b>					
Ottertail County Tax Receipts	\$ 129,456	\$ -	\$ -	\$ -	\$ 129,456
Capital Grants - MN DNR	-	16,829	418,099	25,000	459,928
Interest	34	-	-	-	34
Admin Fee for Lizzie Prairie Project - DNR	1,600				1,600
DNR Reimbursement	753				753
Miscellaneous	37		1,000		1,037
Tree Program	30	-	-	-	30
<b>Total Receipts</b>	<u>131,910</u>	<u>16,829</u>	<u>419,099</u>	<u>25,000</u>	<u>592,838</u>
<b>DISBURSEMENTS</b>					
Program Activities	99,039	-	-	-	99,039
General and Administrative	6,767	-	-	-	6,767
Capital Projects	-	18,660	388,732	25,000	407,392
<b>Total Disbursements</b>	<u>105,806</u>	<u>18,660</u>	<u>388,732</u>	<u>25,000</u>	<u>513,198</u>
<b>RECEIPTS OVER (UNDER) DISBURSEMENTS</b>	26,104	(1,831)	30,367	-	79,640
Transfer from (to) Other Funds	455	(455)	-	-	
<b>FUND BALANCE (DEFICIT), BEGINNING</b>	<u>155,103</u>	<u>2,286</u>	<u>(30,367)</u>	<u>-</u>	<u>127,022</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 181,662</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 206,662</u>
<b>Board Assigned Fund Balances</b>					
Assigned for Working Capital	\$ 65,000				\$ 65,000
Assigned for Contingencies	80,000				80,000
Unassigned	36,662				36,662
<b>Total</b>	<u>\$ 181,662</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 181,662</u>

**PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT**

**GENERAL FUND**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES - CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Year Ended December 31, 2020			Year Ended
	Actual	Original and Final Budget	Budget Variance	December 31, 2019 Actual
<b>RECEIPTS</b>				
Ottertail County Tax Receipts (net of delinquencies and prior year receipts)	\$ 129,456	\$ 130,000	\$ (544)	\$ 129,480
Interest Income	34	-	34	1
Admin Fee for Lizzie Prairie Project - DNR	1,600	-	1,600	-
DNR Reimbursement	753	-	753	-
Miscellaneous	37	-	37	-
Tree Program	30	-	30	549
<b>Total Receipts</b>	<b>131,910</b>	<b>130,000</b>	<b>1,910</b>	<b>130,030</b>
<b>DISBURSEMENTS - CURRENT</b>				
Program Activities				
Lake Resource Coordinator	35,000	35,000	-	25,760
Invasive Species Management	-	12,000	12,000	-
Mosquito Control	39,400	40,000	600	39,565
Health and Safety	-	2,000	2,000	-
Water Quality	15,678	19,000	3,322	19,867
Tree Program	-	-	-	650
Buoys	5,500	8,000	2,500	1,660
Engineering Support	1,461	-	(1,461)	-
Wake Study Donation	2,000	-	(2,000)	-
25th Anniversary History Project	-	5,000	5,000	-
Contingency	-	20,000	20,000	-
<b>Total Program Activities</b>	<b>99,039</b>	<b>141,000</b>	<b>41,961</b>	<b>87,502</b>
General and Administrative				
Member Communications	-	500	500	-
Annual Meeting Compliance Costs	1,023	1,800	777	1,782
Office, Postage and Software	371	200	(171)	99
Web Site	800	800	-	800
Advertising and Promotion	1,106	500	(606)	262
Insurance	3,391	2,800	(591)	2,850
Monthly Meeting Costs	-	100	100	-
Miscellaneous	76	300	224	-
<b>Total General and Administrative</b>	<b>6,767</b>	<b>7,000</b>	<b>233</b>	<b>5,793</b>
<b>Total Disbursements</b>	<b>105,806</b>	<b>148,000</b>	<b>42,194</b>	<b>93,295</b>
<b>RECEIPTS OVER (UNDER) DISBURSEMENTS</b>	<b>26,104</b>	<b>(18,000)</b>	<b>44,104</b>	<b>36,735</b>
Transfer from Fish Lake Dam Fund	455	-	455	-
<b>FUND BALANCE, BEGINNING</b>	<b>155,103</b>	<b>155,103</b>	<b>-</b>	<b>118,368</b>
<b>FUND BALANCE, ENDING</b>	<b>\$ 181,662</b>	<b>\$ 137,103</b>	<b>\$ 44,559</b>	<b>\$ 155,103</b>
Consists of				
Due from Capital Projects Funds	\$ -			\$ 40,000
Vision Bank Savings Cash	-			588
Bell Bank - Operating Cash	181,662			114,515
<b>Total</b>	<b>\$ 181,662</b>			<b>\$ 155,103</b>

**PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT**

**CAPITAL PROJECTS FUNDS**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES - CASH BASIS**

For the Year Ended December 31, 2020

	<u>Fish Lake Dam</u>	<u>Lizzie &amp; Prairie Lake Dams</u>	<u>Elizabeth Dam</u>	<u>Total</u>
<b>RECEIPTS</b>				
Grants				
MN Department of Natural Resources	\$ 16,829	\$ 418,099	\$ 25,000	\$459,928
Refund of Permit Fee	-	1,000	-	1,000
	<u>16,829</u>	<u>419,099</u>	<u>25,000</u>	<u>460,928</u>
Total Receipts	<u>16,829</u>	<u>419,099</u>	<u>25,000</u>	<u>460,928</u>
<b>DISBURSEMENTS</b>				
Project Activities				
Contractor - Hough, Inc	15,981	341,022	-	357,003
Engineering - Houston Engineering	1,634	46,110	25,000	72,744
Administrative Fee to General Fund	-	1,600	-	1,600
Plaque and Rock	1,010	-	-	1,010
Miscellaneous	35	-	-	35
	<u>18,660</u>	<u>388,732</u>	<u>25,000</u>	<u>432,392</u>
Total Disbursements	<u>18,660</u>	<u>388,732</u>	<u>25,000</u>	<u>432,392</u>
RECEIPTS OVER (UNDER) DISBURSEMENTS	(1,831)	30,367	-	28,536
Transfer to General Fund	(455)			(455)
FUND BALANCE (DEFICIT), BEGINNING	2,286	(30,367)	-	(28,081)
	<u>2,286</u>	<u>(30,367)</u>	<u>-</u>	<u>(28,081)</u>
FUND BALANCE, ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT**

**CAPITAL PROJECTS FUNDS**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES - CASH BASIS**

From Project Inception to December 31, 2020

	<u>Fish Lake Dam</u>	<u>Lizzie &amp; Prairie Lake Dams</u>	<u>Elizabeth Dam</u>	<u>Total</u>
<b>RECEIPTS</b>				
Grants - Intergovernmental				
MN Department of Natural Resources	\$ 230,256	\$ 441,667	\$ 25,000	\$ 696,923
US Fish and Wildlife Service	98,540	-	-	98,540
Donations				
Red River Area Sportsman Club	1,000	-	-	1,000
Pelican Lake Property Owners Assn	1,000	-	-	1,000
Muskies, Inc.	1,500	-	-	1,500
Refund of Permit Fee	-	1,000	-	1,000
Transfer from General Fund (2015)	29,055	-	-	29,055
<b>Total Receipts</b>	<u>361,351</u>	<u>442,667</u>	<u>25,000</u>	<u>829,018</u>
<b>DISBURSEMENTS</b>				
Project Activities				
Contractor - Hough, Inc	273,844	341,022	-	614,866
Engineering - Houston Engineering	56,874	99,045	25,000	180,919
Administrative Fee to General Fund	-	1,600	-	1,600
Permit Fee	-	1,000	-	1,000
Plaque and Rock	1,010	-	-	1,010
Miscellaneous	113	-	-	113
Initial site survey and design (2015)	29,055	-	-	29,055
<b>Total Disbursements</b>	<u>360,896</u>	<u>442,667</u>	<u>25,000</u>	<u>828,563</u>
<b>RECEIPTS OVER (UNDER) DISBURSEMENTS</b>	455	-	-	455
Transfer to General Fund	(455)	-	-	(455)
<b>FUND BALANCE, BEGINNING</b>	-	-	-	-
<b>FUND BALANCE, ENDING</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**PELICAN GROUP OF LAKES IMPROVEMENT DISTRICT**

**SCHEDULE OF ACCOUNTS RECEIVABLE AND ACCOUNTS PAYABLE  
AS OF DECEMBER 31, 2020**

GENERAL FUND

Accounts Receivable	None	
Accounts Payable	\$3,541	Rolyan Buoys - Balance on Buoy order

CAPITAL PROJECTS FUNDS

Accounts Receivable	None
Accounts Payable	None

DEBT	None
------	------