



HINKLE + LANDERS

Certified Public Accountants + Business Consultants

**STATE OF NEW MEXICO
OFFICE OF THE TENTH JUDICIAL
DISTRICT ATTORNEY**

**INDEPENDENT AUDITOR'S REPORT
AND FINANCIAL STATEMENTS**

For The Year Ended June 30, 2019

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
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**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
Official Roster
June 30, 2019**

Elected Officials

Name	Title
Tim Rose	District Attorney

Administration

Name	Title
Jennifer Emillio	Chief Financial Officer



INDEPENDENT AUDITOR’S REPORT

Tim Rose, District Attorney
Tenth Judicial District
and
Mr. Brian Colón, New Mexico State Auditor
Office of the State Auditor

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the major fund, the aggregate remaining fund information, and the budgetary comparison for the general fund of the Office of the District Attorney, Tenth Judicial District, State of New Mexico (the “Office”), as of and for the year ended June 30, 2019, and the related notes to the financial statements which collectively comprise the Office’s basic financial statements as listed in the table of contents.

Management’s Responsibility 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; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements 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 entity’s internal control. Accordingly, we express no such opinion.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Office, as of June 30, 2019, and the respective changes in financial position and the budgetary comparison of the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements of the Office are intended to present the financial position and the changes in financial position and budgetary comparison of only that portion of the financial reporting entity of the State of New Mexico that is attributable to the transactions of the Office. They do not purport to, and do not, present fairly the financial position of the State of New Mexico, as of June 30, 2019, and the changes in its financial position and budgetary comparisons for the years then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters**Required Supplementary Information**

The Office has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Office's basic financial statements. The other schedule, required by Section 2.2.2 NMAC listed as other supplementary information in the table of contents, is presented for purposes of additional analysis and are not a required part of the financial statements.

This other schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements of to the basic financial statements themselves, and other additional procedures in accordance with the auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 29, 2019 on our consideration of the Office'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 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 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 Office's internal control over financial reporting and compliance.



Hinkle + Landers, PC
Albuquerque, NM
October 29, 2019

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
STATEMENT OF NET POSITION
As of June 30, 2019**

	<u>Governmental Activities</u>
ASSETS	
Current Assets	
Investment in state general fund investment pool	\$ 73,002
Total current assets	<u>73,002</u>
Noncurrent Assets	
Capital assets, net	113,717
Total assets	<u>\$ 186,719</u>
LIABILITIES	
Current Liabilities	
Accounts payable	\$ 5,601
Accrued expenses	46,357
Accrued compensated absences - expected to be paid within one year	48,556
Total current liabilities	<u>100,514</u>
Noncurrent Liabilities	
Compensated absences payable - expected to be paid after one year	<u>15,284</u>
Total liabilities	<u>115,798</u>
NET POSITION	
Unrestricted	(63,796)
Restricted for special appropriation (capital outlay)	21,000
Net investment in capital assets	<u>113,717</u>
Total net position	<u>70,921</u>
Total liabilities and net position	<u>\$ 186,719</u>

The independent auditor's report and accompanying notes are an integral part of these financial statements.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
STATEMENT OF ACTIVITIES
For The Year Ended June 30, 2019**

	Governmental Activities
Program Expenses	
General government	
Personnel services and employee benefits	\$ 1,203,813
Contractual services	15,168
Operating expenses	135,003
Depreciation	28,318
Total program expenses	1,382,302
General Revenues (Expenses)	
Transfers	
State general fund appropriations FY19	1,295,300
State capital outlay appropriation FY19	21,000
Other financing sources - compensation allocation appropriation	66,700
Less: reversion to state general fund FY19	(2,333)
Total net transfers	1,380,667
Change in net position	(1,635)
Net position, beginning	72,556
Net position ending	\$ 70,921

The independent auditor's report and accompanying notes are an integral part of these financial statements.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
BALANCE SHEET – GOVERNMENTAL FUNDS
As of June 30, 2019**

	(16400)
	(93100)
	General
	Fund
ASSETS	
Investment in state general fund investment pool	\$ 73,002
Total assets	<u>73,002</u>
LIABILITIES	
Accounts payable	5,601
Accrued payroll and related benefits payable	<u>46,357</u>
Total liabilities	<u>51,958</u>
FUND BALANCE	
Restricted for special appropriation (capital outlay)	21,000
Unassigned	<u>44</u>
Total fund balances	<u>21,044</u>
Total liabilities and fund balance	<u>\$ 73,002</u>

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF NET POSITION

Total fund balance governmental funds	\$ 21,044
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and therefore not reported in the funds.	113,717
Accrued compensated absences are not due and payable in the current period and therefore not reported in the funds.	(63,840)
Rounding	<u>-</u>
Total net position (Statement of net position)	<u>\$ 70,921</u>

The independent auditor's report and accompanying notes are an integral part of these financial statements.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE – GOVERNMENTAL FUNDS
For The Year Ended June 30, 2019**

	(16400) (93100) General Fund
EXPENDITURES	
Current:	
General government:	
Personal services and benefits	\$ 1,186,465
Contractual services	15,168
Operating expenses	135,003
Capital outlay	<u>23,031</u>
Total expenditures	<u>1,359,667</u>
 OTHER FINANCING SOURCES (USES)	
State general fund appropriations FY19	1,295,300
State capital outlay appropriation FY19	21,000
Other financing sources - compensation allocation appropriation	66,700
Less: reversion to state general fund FY19	<u>(2,333)</u>
Net other financing sources	<u>1,380,667</u>
 Net change in fund balance	21,000
Fund balance, beginning	<u>44</u>
Fund balance, ending	<u>\$ 21,044</u>

RECONCILIATION OF THE STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES:

Net change in fund balance in governmental funds	\$ 21,000
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Amounts reported for governmental activities in the statements of activities are different because:

Capital outlays are reported as expenditures in governmental funds. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. In the current period these amounts are:

Depreciation expense	(28,318)
Capital outlay	23,031
Governmental funds do not report the net change in accrued compensated absences.	(17,348)
Rounding	-
Increase (decrease) in net position (Statement of Activities)	<u>\$ (1,635)</u>

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
STATEMENT OF REVENUES AND EXPENDITURES
BUDGET AND ACTUAL (BUDGETARY BASIS)
GENERAL FUND (16400, 93100)
For The Year Ended June 30, 2019**

	<u>Budgeted Amounts</u>		<u>Actual Amounts (Budgetary Basis)</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
EXPENDITURES				
Current				
General government:				
Personal services and benefits	\$ 1,234,100	1,187,100	1,186,465	635
Contractual services	15,900	15,900	15,168	732
Operating expenses	88,969	135,969	135,003	966
Capital outlay	<u>23,031</u>	<u>23,031</u>	<u>23,031</u>	<u>-</u>
Total expenditures	<u>1,362,000</u>	<u>1,362,000</u>	<u>1,359,667</u>	<u>2,333</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,362,000)</u>	<u>(1,362,000)</u>	<u>(1,359,667)</u>	<u>2,333</u>
OTHER FINANCING SOURCES (USES):				
Transfers				
State general fund appropriations FY19	1,295,300	1,295,300	1,295,300	-
State capital outlay appropriation FY19	-	21,000	21,000	-
Other financing sources - compensation allocation appropriation	66,700	66,700	66,700	-
Less: reversion to state general fund FY19	-	-	<u>(2,333)</u>	<u>(2,333)</u>
Net other financing sources	<u>1,362,000</u>	<u>1,383,000</u>	<u>1,380,667</u>	<u>(2,333)</u>
Net change in fund balance	<u>-</u>	<u>21,000</u>	<u>21,000</u>	<u>-</u>

The independent auditor's report and accompanying notes are an integral part of these financial statements.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES – AGENCY FUND
As of June 30, 2019**

	<u>Agency Fund</u>
ASSETS	
Cash	\$ <u> -</u>
Total assets	\$ <u> -</u>
 LIABILITIES	
Due to Administrative Office of the District Attorney	\$ <u> -</u>
Total liabilities	\$ <u> -</u>

The independent auditor's report and accompanying notes are an integral part of these financial statements.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The Office of the District Attorney, Tenth Judicial District (Office) operates under Article 6, Section 24, NMSA 1978 Compilation. The Tenth Judicial District covers Quay, Harding and De Baca Counties. The Office provides law enforcement as its primary service. Funding of the Office is by state appropriation.

The Office is a component unit of the judicial branch and these financial statements include all funds and activities over which the Office has oversight responsibility. The Office has decision-making authority, the power to designate management, the responsibility to significantly influence operations, and primary accountability for fiscal matters. The Office is part of the primary government of the State of New Mexico and its financial data is included in the State of New Mexico's CAFR. The Office has no component units that are required to be reported in its financial statements.

The accounting policies of the Office conform to generally accepted accounting principles (GAAP) as applicable to governments. A summary of the Office's significant accounting policies follows:

A. Basis of Accounting- GASB Statement No. 34

The basic financial statements include both government-wide and fund financial statements. The reporting model focus is on either the Office as a whole or on major individual funds. Both the government-wide and fund financial statements categorize primary activities as governmental activities.

B. Basis of Presentation - Fund Accounting

Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the Office, the primary government, as a whole, without displaying individual funds or fund types. Generally, these statements distinguish between activities that are governmental and those that are considered business-type activities. The Office has no business-type activities; therefore, these statements only reflect governmental activities. Government-wide financial statements exclude information about fiduciary funds and component units that are fiduciary in nature.

The government-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange-like transactions are recognized when the exchange takes place.

Fund Financial Statements

The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days in order to pay current liabilities. Expenditures (including capital outlay) are recorded when the related fund liability is incurred.

This presentation is deemed appropriate to (a) demonstrate legal compliance, (b) demonstrate the source and use of liquid resources, and (c) demonstrate how the Office's actual experience conforms to the budget or fiscal plan. Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statements, reconciliations that briefly explain the adjustments necessary to transform the fund based financial statements into the government-wide statements are presented at the bottom of the governmental fund statements.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

The Office's fiduciary fund (agency fund) is presented in the fund financial statements. The agency fund is presented on the accrual basis of accounting. Since by definition these assets are being held for the benefit of a third party and cannot be used to address activities or obligations of the government, these funds are not incorporated in the government-wide financial statements.

When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the Office first uses restricted resources then unrestricted resources. The accounts of the Office are organized on a fund basis, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which spending activities are controlled. The following fund types are used by the Office:

Governmental Fund

General Fund - The General Fund is the general operating fund of the Office. It is used to account for all revenues and expenditures of the Office not encompassed within other funds. Any unexpended balance remaining in the General Fund at the end of the fiscal year reverts to the General Fund of the State of New Mexico. The SHARE fund number and description of the General Fund of the Office is #16400 – Tenth Judicial District Attorney. Additionally, the General Fund includes capital outlay appropriation activity with a SHARE fund number of 93100.

Fiduciary Funds

Agency Funds - Agency Funds are used to account for assets held by the Office in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Office collects money from qualifying offenders in lieu of prosecution. It also collects money for worthless checks that were accepted by local businesses. The money collected is paid to the injured parties to reimburse them for their loss. In addition, a fee is collected and sent to the Administrative Office of the District Attorney for administration of the program.

Fund Balance Classification

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Office is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable

This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact.

Restricted

This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed

This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Office. These amounts cannot be used for any other purpose unless the Office removes or changes the specified use by taking the same type of action (resolution) that was employed when the funds were initially committed.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned

This classification includes amounts that are constrained by the Office’s intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Office or through the Office delegating this responsibility to the Chief Financial Officer through the budgetary process. This classification also includes the remaining positive fund balance for all governmental funds except for the General Fund.

Unassigned

This classification includes the residual fund balance for the General Fund, or, in other words, all amounts not included in other spendable classifications.

The Office would typically use restricted fund balances first, followed by committed resources, and then Assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

C. Assets, Liabilities, Deferred Outflows / Inflows of Resources and Net Position /Fund Balance

Cash and Investments

The agency fund’s cash and cash equivalents are demand deposits. Deposits are noninterest-bearing. The total carrying value of the deposits is shown in Note 3. All governmental funds allotted to the Office are held on deposit with the State Treasurer General Fund Investment Pool. Note 3 describes the carrying value of the investment. The State Treasurer issues separate financial statements which disclose the collateral pledged to secure these deposits.

Capital Assets

Capital assets, which include property, plant, and equipment, are defined by the Office as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Information technology equipment including software is being capitalized and included in data processing equipment in accordance with NMAC 2.20.1.9C(5). Donated capital assets are recorded at estimated fair market value at the date of donation. 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.

The range of estimated useful lives by type of asset is as follows:

<u>Type</u>	<u>Life</u>
Building improvements	10-20 years
Furniture and fixtures	7-10 years
Equipment and machinery	6-10 years
Vehicles	5 years
Data processing	6-7 years

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Long-Term Liabilities

Compensated Absences - The Office’s policies regarding annual leave permits employees to accumulate earned, but unused annual leave. The liability for these compensated absences is recorded as long-term

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

debt in the government-wide statements. In the fund financial statements, governmental funds report only the compensated absences liability payable from expendable available financial resources.

Deferred Outflows / Inflows of Resources

GASB 63 amended previous guidance on deferred revenue in the government-wide financial statements to include deferred outflows, which is the consumption of net assets by the government which is applicable to a future reporting period. It also includes deferred inflow of resources, which is acquisition of net assets by the government which is applicable to a future reporting period. The Office has no deferred outflow or inflow of resources at June 30, 2019.

Government-Wide Statements

Equity is classified as net position and displayed in three components:

1. *Net investment in capital assets* consists of capital assets net of accumulated depreciation and reduced by any outstanding debt. The Office has no outstanding debt relating to capital assets.
2. *Restricted net position* consists of net position with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. *Unrestricted net position* is all other net position that do not meet the definition of restricted or net investment in capital assets.

Fund Financial Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as non-spendable, restricted, committed, assigned and unassigned as per GASB Statement 54, effective for financial statements for periods beginning after June 15, 2010.

D. Budgets and Budgetary Accounting

The Office follows these procedures in establishing the budgetary data reflected in the financial statements:

1. No later than September 1, the Office submits to the Legislative Finance Committee (LFC) and the Department of Finance and Administration (DFA) an appropriation request for the fiscal year commencing the following July. The appropriation includes proposed expenditures and the means of financing them.
2. Budget hearings are scheduled before the New Mexico House Appropriations and Senate Finance Committees. The final outcome of these hearings is incorporated into the General Appropriations Act. The Act is signed into law by the Governor of the State of New Mexico within the legally prescribed time limit.
3. The Office submits, no later than May 1, to DFA, an annual operating budget by category and line item based upon the appropriations made by the Legislature. DFA- Budget Division reviews and approves the operating budget which becomes effective in July. All subsequent budget adjustments must be approved by the Director of DFA – Budget Division. The current year budget was revised in a legal manner.
4. Legal budget control for expenditures is at the appropriation program level and formal budgetary integration is employed as a management control device during the fiscal year for the Governmental Funds.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

5. The budget for this state agency is adopted on the modified accrual basis of accounting except for the accounts payable accrued at the end of the fiscal year that do not get paid by the statutory deadline (Section 6-10-4 NMSA 1978), that must be paid out of the next year's budget.
6. Appropriations lapse at the end of the fiscal year unless specifically reappropriated by the Legislature. Unexpended amounts within the General Fund revert to the State General Fund.

E. Compensated Absences Payable

Vacation and sick leave earned and not taken is cumulative; however, upon termination of employment, sick pay for such leave hours accumulated up to 600 hours is forfeited, and vacation pay is limited to payment of 240 hours. Vacation leave up to the maximum of 240 hours is payable upon separation from service at the employee's current hourly rate. Sick leave is payable semiannually to qualified employees for hours accumulated above 600 hours at a rate equal to 50 percent of their hourly rate, not to exceed 120 hours each semiannual period. Upon retirement, payment for sick leave is limited to 400 hours accumulated in excess of 600 hours at the 50 percent hourly rate. Accrued vacation and sick leave pay are recorded as a liability and as an increase or decrease in expenses in the Government-wide financial statements.

Qualified employees accumulate annual leave as follows:

<u>Employment</u>	<u>Per month</u>
Less than 3 years	10 hours
3 but less than 7 years	12 hours
7 but less than 14 years	14 hours
14 years or more	16 hours

The maximum accrued annual leave of 240 hours may be carried forward into the beginning of the next calendar year and any excess is lost.

In addition, the Office allows FLSA non-exempt employees to accumulate compensatory leave in certain approved circumstances. Compensatory leave may be carried forward into the next calendar year and any unused portion is paid at termination to non-exempt employees under the Federal Labor Standards Act.

F. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

G. Interfund Activity

Interfund transactions are treated as transfers and interfund payables and receivables at year end. Transfers between governmental funds are netted as part of the reconciliation to the government-wide financial statements. The Office only had governmental activity in the General Fund for the year ended June 30, 2019

H. Program Revenues

Program revenues consist of various state grants, when applicable. There were not program revenues for the year ended June 30, 2019.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

NOTE 2-CASH AND CASH EQUIVALENTS

Cash and cash equivalents at year end are classified as follows:

<u>Fund Type</u>	<u>Location</u>	<u>Fund No.</u>	<u>Balance Per Depository</u>	<u>Outstanding Deposits</u>	<u>(Checks)</u>	<u>Balance Per Financial Statements</u>
Governmental	STO	16400, 93100	\$ 73,002	-	-	73,002
Agency	Wells Fargo	96810	-	-	-	-

Custodial Credit Risk-Deposit

Custodial Credit Risk is the risk that in the event of a bank failure, the Office's deposits may not be returned. The Office does not have a policy for custodial credit risk. As of June 30, 2019, none of the Office's total bank balance of \$73,002 was exposed to custodial credit risk. Since all of the bank accounts are considered to be under the State Treasurer's control, the bank accounts are over collateralized.

Interest Rate Risk

The New Mexico State Treasurer's Office has an investment policy that limits investment maturities to five years or less on allowable investments. This policy is a means of managing exposure to fair value losses arising from increasing interest rates. This policy is reviewed and approved annually by the New Mexico State Board of Finance

Collateral Pledged by Financial Institutions

Section 6-10-17, NMSA 1978 compilation requires that banks or savings and loans provide additional collateral on funds held that exceed the FDIC insurance limit. These excess funds are required to be fifty percent collateralized. The collateralization of the Office's bank accounts is monitored by the State Treasurer's Office. The State Treasurer issues separate financial statements which disclose the collateral pledged to secure these deposits.

State General Fund Investment Pool Reconciliation

For cash management and investment purposes, funds of various state and agencies, including the Office are deposited in the State General Fund Investment Pool (the Pool), which is managed by the Office of the New Mexico State Treasurer. Claims on the Pool are reported as assets by the various agencies investing in the Pool. Compliant with statute 6-10-3 (NMSA 1978), and to optimize state cash management and investment practices, funds of various state agencies are deposited in the State General Fund Investment Pool (SGFIP).

The Office has established daily and monthly procedures that mitigate the risk of misstatement of the Office's balances within the Pool. In addition, as required by Section 6- 5-2.1 (J) NMSA 1978, DFA/FCD is to complete, on a monthly basis, reconciliation with the balances and accounts kept by the state treasurer and adopt and promulgate rules regarding reconciliation for state agencies. State law (Section 8-6-3 NMSA 1978) requires the Office's cash be managed by the New Mexico State Treasurer's Office. Accordingly, the investments of the Office consist of an interest in the State General Fund Investment Pool managed by the New Mexico State Treasurer's Office.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

NOTE 3-CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2019 was as follows:

Governmental Activities	2018	Additions	Deletions	2019
Capital assets depreciated				
Data processing	\$ 29,084	9,300	-	38,384
Vehicles	258,107	-	-	258,107
Furniture and equipment	24,639	13,731	-	38,370
Total capital assets	311,830	23,031	-	334,861
Less accumulated depreciation				
Data processing	(21,132)	(3,499)	-	(24,631)
Vehicles	(151,198)	(24,279)	-	(175,477)
Furniture and equipment	(20,496)	(540)	-	(21,036)
Total accumulated depreciation	(192,826)	(28,318)	-	(221,144)
Total capital assets, net	\$ 119,004	(5,287)	-	113,717

Current year depreciation expense is \$28,318 and has not been allocated to any function in the Statement of Activities.

NOTE 4-COMPENSATED ABSENCES

The following is a summary of changes in compensated absences:

	2018	Additions	Deletions	2019	Due Within One Year
Compensated absences payable	\$ 46,492	48,556	(31,208)	63,840	48,556

Office General Fund resources have been used to liquidate accrued compensated absences in the past. The Office had no other debt activity during the year.

NOTE 5-REVERSION TO STATE GENERAL FUND

The Reversion to the State General Fund in the Statement of Revenues, Expenditures and Changes in Fund Balances consists of a \$2,333 reversion from the FY 2019 state appropriation that was remitted to the state general fund for fiscal year ending June 30, 2019.

NOTE 6-OPERATING LEASES

The Office leases office equipment under operating leases with third-party vendors. The contracts for leases include annual non-appropriation clauses which can terminate the respective leases. Lease expense under these leases amounted to \$6,330 for the year ended June 30, 2019. The Office renewed several leases around June 30, 2019. Annual future minimum lease payments are as follows:

Fiscal Year	Lease Payments
2020	\$ 16,289
2021	16,019
2022	9,933
2023	9,516
2024	9,516
	\$ 61,273

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

NOTE 7-DEFERRED COMPENSATION

The State of New Mexico offers state, local government and school district employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan is available to all State employees and those local government and school district employees whose employers have elected to participate in the plan and permits participants to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

There are employees that are making contributions to a Deferred Compensation Plan. Neither the Office nor the State of New Mexico contributes to the Deferred Compensation Plan. All contributions withheld from participants by the Office have been paid to the New Mexico Public Employee's Retirement Association, which administers the plan.

NOTE 8-PENSION PLAN – PUBLIC EMPLOYEES RETIREMENT ASSOCIATION

Plan Description: Compliant with the requirements of Government Accounting Standards Board Statement No. 68, Accounting and Financial Reporting for Pensions, the State of New Mexico has implemented the standard for the fiscal year ending June 30, 2016.

The Office, as part of the primary government of the State of New Mexico, is a contributing employer to a cost-sharing multiple employer defined benefit pension plan administered by the Public Employees Retirement Association (PERA). Disclosure requirements for governmental funds apply to the primary government as a whole, and as such, this information will be presented in the Component Appropriation Funds Annual Financial Report (General Fund) and the Comprehensive Annual Financial Report (CAFR) of the State of New Mexico.

Information concerning the next pension liability, pension expense, and pension-related deferred inflows and outflows of resources of the primary government will be contained in the General Fund and the CAFR and will be available, when issued, from the Office of State Controller, Room 166, Bataan Memorial Building, 407 Galisteo Street, Santa Fe, New Mexico, 87501.

Funding Policy: Plan members are required to contribute 8.92% of their gross salary. The Office is required to contribute 16.99% of the gross covered salary. The contribution requirements of plan members and the Office are established in State statute under Chapter 10, Article 11, NMSA 1978. The requirements may be amended by acts of the legislature. The Office's contributions to PERA for the fiscal years ending June 30, 2019, 2018, and 2017 were \$141,696, \$133,943, and \$127,561 respectively, which equal the amount of the required contributions for each fiscal year.

NOTE 9-POST-EMPLOYMENT BENEFITS—STATE RETIREE HEALTH CARE PLAN

Compliant with the requirements of Government Accounting Standards Board Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, the State of New Mexico has implemented this standard for the fiscal year ended June 30, 2018.

Plan Description: The Office contributes to the New Mexico Retiree Health Care Fund, a cost-sharing multiple-employer defined benefit post-employment healthcare plan administered by the New Mexico Retiree Health Care Authority (RHCA). Disclosure requirements for governmental funds apply to the primary government as a whole, and as such, this information will be presented in the Component Appropriation Funds Annual Financial Report (General Fund) and the Comprehensive Annual Financial Report (CAFR) of the State of New Mexico.

The RHCA provides health care insurance and prescription drug benefits to retired employees of participating New Mexico government agencies, their spouses, dependents, and surviving spouses and dependents. The RHCA Board was established by the Retiree Health Care Act (Chapter 10, Article 7C, NMSA 1978). The Board is responsible for establishing and amending benefit provisions of the healthcare

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

plan and is also authorized to designate optional and/or voluntary benefits like dental, vision, supplemental life insurance, and long-term care policies.

Eligible retirees are: 1) retirees who make contributions to the fund for at least five years prior to retirement and whose eligible employer during that period of time made contributions as a participant in the RHCA plan on the person's behalf unless that person retires before the employer's RHCA effective date, in which the event the time period required for employee and employer contributions shall become the period of time between the employer's effective date and the date of retirement; 2) retirees defined by the Act who retired prior to July 1, 1990; 3) former legislators who served at least two years; and 4) former governing authority members who served at least four years.

The RHCA issues a publicly available stand-alone financial report that includes financial statements and required supplementary information for the post-employment healthcare plan. That report and further information can be obtained by writing to the Retiree Health Care Authority at 4308 Carlisle NE, Suite 104, Albuquerque, NM 87107.

Funding Policy: The Retiree Health Care Act (Section 10-7C-13 NMSA 1978) authorizes the RHCA Board to establish the monthly premium contributions that retirees are required to pay for healthcare benefits. Each participating retiree pays a monthly premium according to a service-based subsidy rate schedule for the medical plus basic life plan plus an additional participation fee of five dollars if the eligible participant retired prior to the employer's RHCA effective date or is a former legislator or former governing authority member. Former legislators and governing authority members are required to pay 100% of the insurance premium to cover their claims and the administrative expenses of the plan. The monthly premium rate schedule can be obtained from the RHCA or viewed on their website at www.nmrhca.state.nm.us.

The employer, employee and retiree contributions are required to be remitted to the RHCA on a monthly basis. The statutory requirements for the employer and employee contributions can be changed by the New Mexico State Legislature. Employers that choose to become participating employers after January 1, 1998 are required to make contributions to the RHCA fund in the amount determined to be appropriate by the board.

The Retiree Health Care Act (Section 10-7C-15 NMSA 1978) is the statutory authority that establishes the required contributions of participating employers and their employees. For employees that were members of an enhanced retirement plan (state police and adult correctional officer member coverage plan 1; municipal police member coverage plans 3, 4, or 5; municipal fire member coverage plan 3, 4 or 5; municipal detention officer member coverage plan 1; and members pursuant to the Judicial Retirement Act) during the fiscal year ended June 30, 2019, the statute required each participating employer to contribute 2.5% of each participating employee's annual salary; each participating employee was required to contribute 1.25% of their salary. For employees that were not members of an enhanced retirement plan during the fiscal year ended June 30, 2019, the statute required each participating employer to contribute 2.0% of each participating employee's annual salary; each participating employee was required to contribute 1.0% of their salary. In addition, pursuant to Section 10-7C-15(G) NMSA 1978, at the first session of the Legislature following July 1, 2013, the Legislature shall review and adjust the distributions pursuant to Section 7-1-6.1 NSA 1978 and the employer and employee contributions to the authority in order to ensure the actuarial soundness of the benefits provided under the Retiree Health Care Act.

The Office's contributions to the RHCA for the years ended June 30, 2019, 2018, and 2017 were \$16,680, \$15,767 and \$15,061, respectively, which equal the required contributions for each year.

NOTE 10-RISKS OF LOSS

The Office obtains coverage through Risk Management Division of the State of New Mexico General Services Department. This coverage includes liability and civil rights, property, vehicle, employer bond, workers' compensation, group insurance and state unemployment. This coverage is designed to satisfy the

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
NOTES TO FINANCIAL STATEMENTS
For The Year Ended June 30, 2019**

requirements of the State Tort Claims Act. All employees of the Office are covered by a blanket fidelity bond of a \$5,000,000 coverage limit with a \$1,000 deductible per occurrence by the State of New Mexico for the period July 1, 2018 through June 30, 2019.

NOTE 11-RECONCILIATION OF BUDGETARY BASIS TO GAAP BASIS FINANCIAL STATEMENTS

There are no accruals or adjustments affecting GAAP basis financial statement balances. There are no differences between budget and actual accounts.

NOTE 12-INTER-AGENCY TRANSFERS

Transfers to and from other state agencies, for the year ended June 30, 2019, are as follows:

	<u>From</u>	<u>To</u>			
	<u>Agency</u>	<u>SHARE Fund</u>	<u>SHARE Fund</u>	<u>Transfer Out</u>	<u>Transfer In</u>
*	DFA	34101-85300	26000-16400	\$ -	1,295,300
**	DFA	34101-85300	26000-93100	-	21,000
***	DFA	34100-62000	26000-16400	-	66,700
****	DFA	34101-85300	26000-16400	(2,333)	-
				<u>\$ (2,333)</u>	<u>1,383,000</u>

- * SGF Appropriation as per Laws 2018
- ** SGF Capital Outlay Appropriation- Laws 2019, SB 280, Ch. 277
- *** SGF Compensation Allocation Appropriation
- **** SGF Reversion FY 2019

NOTE 13-CAPITAL APPROPRIATIONS

The Office received capital appropriations for a capital project to plan, design, construct, equip, and furnish child safe house interview rooms in its office in Tucumcari, New Mexico. The funds were received entirely in the year of the appropriation, but the capital project may take several years to complete. Capital appropriations revenue is recognized in the year appropriated as it is measurable, available and has no eligibility requirements. Severance tax and general obligation bond proceed appropriations are generally recognized as revenue when the funds are expended as this is when the applicable eligibility requirements are met, however the Office considers the receipt of capital appropriations as meeting the eligibility requirements and therefore recognizes the revenue upon receipt. If not spent during the year received, the appropriations are then restricted and included as part of non-reverting fund balance.

Other information for the capital appropriation is as follows:

<u>Description</u>	<u>Original Appropriation</u>	<u>Appropriation Period</u>	<u>Expenditures to Date</u>	<u>Unencumbered Balances</u>	<u>Unexpended Balance</u>
SGF Capital Outlay Appropriation Laws 2019, SB 280, Ch. 277	\$ 21,000	5/22/19-6/30/23	-	\$ 21,000	\$ 21,000

NOTE 14-OTHER REQUIRED INDIVIDUAL FUND DISCLOSURES

Generally accepted accounting principles require certain information concerning individual funds including:

1. Deficit fund balance of individual funds. The Office had no deficit fund balance as of June 30, 2019
2. Excess of expenditures over budgeted amounts. The Office had no funds exceeding budgetary authority as of June 30, 2019.

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES-AGENCY FUND
As of June 30, 2019**

	<u>Balance 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 2019</u>
ASSETS				
Cash	\$ 110	12,452	(12,562)	-
Total assets	<u>\$ 110</u>	<u>12,452</u>	<u>(12,562)</u>	<u>-</u>
LIABILITIES				
Due to AODA	\$ 110	12,452	(12,562)	-
Total liabilities	<u>\$ 110</u>	<u>12,452</u>	<u>(12,562)</u>	<u>-</u>

The independent auditor's report and accompanying notes are an integral part of these financial statements.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Tim Rose, District Attorney
Tenth Judicial District
and
Mr. Brian Colón, New Mexico State Auditor
Office of the State Auditor

We have audited, in accordance with the 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 major fund, and the budgetary comparison of the general fund, and aggregate remaining fund information of the Office of the District Attorney, Tenth Judicial District (the "Office") as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Office's basic financial statements and have issued our report thereon dated October 29, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Office's internal control over financial reporting (internal control) to determine the 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 Office's internal control. Accordingly, we do not express an opinion on the effectiveness of the Office's internal control.

A *deficiency in internal control* 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 such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency, or combination of deficiencies, in internal control that is less than a material weakness yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Office's financial statements are free of 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 determination of financial statement amounts. 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 an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and responses as item 2019-001.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS,
continued**

October 29, 2019

The Office's Response to Findings

The Office's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The Office's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

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

Hinkle & Landers, P.C.

Hinkle + Landers, PC
Albuquerque, NM
October 29, 2019

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
SCHEDULE OF FINDINGS AND RESPONSES
For The Year Ended June 30, 2019**

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of report independent auditor issued on financial statements	Unmodified	
Internal control over financial reporting:		
a. Material weakness(es) identified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
b. Significant deficiency(ies) identified that not considered to be a material weakness(es)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
c. Noncompliance material to the financial statements noted?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
SCHEDULE OF FINDINGS AND RESPONSES
For The Year Ended June 30, 2019**

SECTION II - SUMMARY OF FINDINGS

<u>Reference</u>	<u>Findings</u>	<u>Status of Prior Year Findings</u>	<u>Type of Finding*</u>
<u>Prior year</u>			
None	N/A	N/A	N/A
<u>Current year</u>			
2019-001	PURCHASE ORDERS	Current	C, D

* Legend for Type of Findings

- A. Material Weakness in Internal Control Over Financial Reporting
- B. Significant Deficiency in Internal Control Over Financial Reporting
- C. Finding That Does Not Rise to the Level of Significant Deficiency (Other Matters)
Involving Internal Control Over Financial Reporting
- D. Non-compliance with State Audit Rule, NM State Statutes, NMAC, or Other
Entity Compliance
- E. Instance of Material Non-Compliance

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
SCHEDULE OF FINDINGS AND RESPONSES
For The Year Ended June 30, 2019**

CURRENT YEAR FINDINGS

2019-001 – PURCHASE ORDERS

Type of Finding: C and D

Statement of Condition

We noted several instances (6 out of 30) in which purchase orders were created after the invoice date. The amounts in question are as follows:

<u>Vendor</u>	<u>Amount</u>
Clark and Associates	\$ 217.57
D & A Auto Care	61.82
D & A Auto Care	171.91
SPC Inc.	66.00
True Value	26.67
GSD - "Do-IT"	<u>5,390.00</u>
Total	\$ <u>5,933.97</u>

Criteria

State of New Mexico, Manual of Model Accounting Practices, Fin 4.1 – Purchase Orders states:

“All commitments to purchase goods or services must be documented by a properly completed Purchase Order in advance for goods or services by an external supplier. Agency to Agency transactions should be established by a requisition.”

Effect

Inconsistent implementation of procurement policies results in an increased risk for personnel to bypass controls designed to ensure the proper expenditures of state funds.

Cause

The Office’s personnel is not consistently following the policies and procedures established by the State of New Mexico’s Manual of Model Accounting Practices.

Recommendation

We recommend that purchase orders be requisitioned and approved prior to procurement of items from vendors. We also recommend that the Office establish a receiving report to ensure that all items procured and paid for by the Office are received.

View of Responsible Officials and Corrective Action Plan

The agency wishes to include a response statement to the “findings” included in this audit report. The report includes a finding that the agency accepted goods or services by an external supplier prior to completing a “purchase order” in advance. It should be noted that the Manual of Model Accounting Practices that requires a purchase order completed prior to accepting services or goods is not always possible much less practical. In addition, the agency questions that application of this Model rule to some of the instances listed. For example, the audit reports six instances for a total of \$5,934. This included an invoice received by New Mexico General Services Division (“DoIT”) for \$5,390. This invoice is not for goods or services requested by the agency, it is a required fee (that changes from year to year) to all state agencies and this agency receives a yearly invoice that is mandatory and not requested by this agency. In addition, two of the other invoices were for oil changes for company vehicles. Without knowing the cost of an oil change/vehicle service prior to the service rendered, it is not practical to create a purchase order prior to the service being rendered. The other invoices were for minor office supplies and court reporting service connected to a deposition pursuant to a contract on an hourly rate. It has been suggested, that our agency have a “blanket purchase order” for these services. However, this agency has received conflicting feedback

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
SCHEDULE OF FINDINGS AND RESPONSES
For The Year Ended June 30, 2019**

as to whether a so called “blanket purchase order” is appropriate or acceptable. This agency has not changed its practices in the previous six years and has never had an audit finding for this reason.

This agency will adopt the recommendations provided in the Audit report. The agency will engage in further discussion with DFA regarding “blanket purchase orders” as well as the appropriate process for preparing a yearly purchase order for New Mexico General Services Division (DoIT). The agency will strive to complete documented purchase orders prior to procurement of items from vendors. The agency will establish a receiving report that all items procured and paid for the be agency are received.

Corrective Action Plan Timeline

December 31st, 2019 or before

Designation of Employee Position Responsible for Meeting Deadline

CFO

**STATE OF NEW MEXICO
TENTH JUDICIAL DISTRICT ATTORNEY
EXIT CONFERENCE
For The Year Ended June 30, 2019**

EXIT CONFERENCE

An exit conference was held in a closed session on October 29, 2019, at the District Attorney's Offices in Tucumcari, New Mexico. In attendance were the following:

Representing the Tenth Judicial District Attorney:

Tim Rose
Jennifer Emillio

District Attorney
Chief Financial Officer

Representing Hinkle + Landers, PC:

Farley Vener, CPA, CFE, CGMA
Maclen Enriquez, CPA

Managing Shareholder
Senior Audit Manager

FINANCIAL STATEMENTS

The financial statements of the Office as of June 30, 2019, were substantially prepared by Hinkle + Landers, PC, however, the financial statements are the responsibility of management.