

**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT**

**Independent Accountants' Report on  
Applying Agreed-Upon Procedures**

**For the Year Ended  
JUNE 30, 2014**

CALHOON ACCOUNTING &  
TAX SERVICES  
ESTANCIA, NM 87016

**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT**

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**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT  
Official Roster  
JUNE 30, 2014**

**Board of Supervisors**

<b>Name</b>	<b>Title</b>
Ryan Schwebach	Chairman
Bill Wrye	Vice-Chairman
Jim Berlier	Secretary/Treasurer
Johnny Lujan	Supervisor
Mike Valdez	Supervisor

**Staff**

Cheri Lujan	District Manager
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**CALHOON ACCOUNTING & TAX SERVICES  
PO BOX 945  
ESTANCIA, NEW MEXICO 87016**

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**INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING  
AGREED-UPON PROCEDURES**

Hector H. Balderas  
New Mexico State Auditor  
The Board of Supervisors  
East Torrance Soil and Water Conservation District

I have performed certain agreed-upon procedures, as enumerated below, with respect to East Torrance Soil and Water Conservation District (ETSWCD), for the year ended June 30, 2014. The ETSWCD was determined to be a Tier 5 entity under the Audit Act, Section 12-6-3 B (5) NMSA 1978 and Section 2.2.2.16 NMAC. The procedures were agreed to by ETSWCD through the Office of the New Mexico State Auditor. ETSWCD's management is responsible for the organization's accounting records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

My procedures and findings are as follows:

**1. CASH**

**Procedures**

- a. Determine whether bank reconciliations are being performed in a timely manner and whether all bank and investment statements for the fiscal year are complete and on-hand.

Hector H. Balderas  
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The Board of Supervisors  
East Torrance Soil and Water Conservation District

- b. Perform a random test of bank reconciliations for accuracy. Also, trace ending balances to the general ledger, supporting documentation and the financial reports submitted to DFA-Local Government Division (DFA-LGD).
- c. Determine whether the local public body's financial institutions have provided it with the 50% of pledged collateral on all uninsured deposits as required by Section 6-10-17 NMSA 1978, NM Public Money Act, if applicable.

**Findings for Procedures 1(a) – 1(c)**

- a. Bank reconciliations are being performed in a timely manner and all statements are complete and on hand and accounted for.
- b. Bank reconciliations are accurate and ending balances traced to the general ledger, as well as, the supporting documentation. Bank balances are reported in the quarterly reports submitted to the Department of Finance-Local Government Division as required by the department.
- c. As of June 30, 2014, Wells Fargo provided 50% pledged collateral on the excess of uninsured deposits as required by Section 6-10-17 NMSA 1978, NM Public Money Act.

**2. CAPITAL ASSETS**

**Procedures**

Verify that the local public body is performing a yearly inventory as required by Section 12-6-10 NMSA 1978.

**Findings for Procedure 2**

ETSWCD is performing a yearly inventory as required by Section 12-6-10 NMSA 1978 and maintains a capital asset listing.

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The Board of Supervisors  
East Torrance Soil and Water Conservation District

### **3. REVENUE**

#### **Procedures**

Identify the nature and amount of revenue from sources by reviewing the budget, agreements, rate schedules, and underlying documentation.

- a. Perform an analytical review; test actual revenue compared to budgeted revenue for the year for each type of revenue.

Selected a sample of revenues and tested for the following attributes:

- b. Amount recorded in the general ledger agrees to the supporting documentation and the bank statement.
- c. Proper recording of classification, amount, and period per review of supporting documentation and the general ledger. Perform this revenue work on the same accounting basis that the local public body keeps its accounting records on, cash basis, modified accrual basis, or accrual basis.

#### **Findings for Procedures 3(a) – 3(c)**

- a. Analytical review and test of actual revenue compared to budgeted revenue for the year for each type of revenue revealed no exceptions.
- b. Amounts recorded on General Ledger generated through QuickBooks agreed with supporting documentation and the bank statements.
- c. Amounts were properly recorded on a cash basis as to classification, amount and period per review of documentation.

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The Board of Supervisors  
East Torrance Soil and Water Conservation District

#### **4. EXPENDITURES**

##### **Procedures**

Select a sample of cash disbursements and test transactions and test using the following attributes:

- a. Determine that amount recorded as disbursed agrees to adequate supporting documentation. Verify that amount, payee, date and description agree to the vendor's invoice, purchase order, contract and cancelled check, as appropriate.
- b. Determine that disbursements were properly authorized and approved in compliance with the budget, legal requirements and established policies and procedures. For purposes of performing my procedures, disbursements were considered to be properly authorized if they contained evidence of review such as sign off on invoices or approval through correspondence.
- c. Determine that the bid process (or request for proposal process if applicable), purchase orders, contracts and agreements were processed in accordance with the New Mexico Procurement Code (Section 13-1-28 through 13-1-99 NMSA 1978) and State Purchasing Regulations (1.4.1 NMAC) and Regulations Governing the Per Diem and Mileage Act (2.42.2 NMAC).

##### **Findings for Procedures 4(a) – 4(c)**

- a. Amounts recorded as disbursed agree to adequate supporting documentation. Amount paid, payee, date and description agreed with the vendor's invoice, purchase order, contract and cancelled check, as appropriate.
- b. Disbursements were properly authorized, approved and in compliance with budget, legal requirements and established policies and procedures.
- c. The bid process (or request for proposal process, if applicable), purchase orders, contracts and agreements were processed in accordance with the New Mexico Procurement Code (Section 13-1-28 through 13-1-99 NMSA 1978) and State Purchasing Regulations (1.4.1 NMAC) and Regulations Governing the Per Diem and Mileage Act (2.42.2 NMAC).

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The Board of Supervisors  
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## **5. JOURNAL ENTRIES**

### **Procedures**

If non-routine journal entries, such as adjustments or reclassifications, are posted to the general ledger; test significant items for the following attributes:

- a. Journal entries appear reasonable and have supporting documentation.
- b. The local public body has procedures that require journal entries to be reviewed and there is evidence the reviews are being performed.

### **Findings for Procedures 5(a) – 5(b)**

- a. ETSWCD utilizes QuickBooks to record cash transactions only and does not prepare journal entries other than to record interest on investments. No exceptions were noted.
- b. ETSWCD does not have a policy regarding journal entries or their approval process.

## **6. BUDGET**

### **Procedures**

Obtain the original fiscal year budget and all budget amendments made throughout the fiscal year and perform the following:

- a. Verify, through a review of the minutes and correspondence, that the original budget and subsequent budget adjustment were approved by the local public body's governing body and DFA-LGD.
- b. Determine if the total actual expenditures exceeded the final budget at the legal level of budgetary control; if so, report a compliance finding.



- c. From the original and final approved budgets and general ledger, prepare a schedule of revenues and expenditures – budget and actual on the budgetary basis used by the local public body (cash, accrual, or modified accrual basis) for each individual fund.

**Findings for Procedures 6(a) – 6 (c)**

- a. A review of the minutes indicates that the original budget was approved by ETSWCD and the Department of Finance Administration-Local Government Division (DFA-LGD), as presented in the attached budget report. No subsequent budget adjustments were made.
- b. Total actual expenditures did not exceed the final budget at the total fund level, the legal level of budgetary control.
- c. A Schedule of Revenues and Expenditures – Budget and Actual was prepared from the ETSWCD records on the Non-GAAP Budgetary Basis.

**7. CAPITAL OUTLAY APPROPRIATIONS**

**Procedures**

Request and review all state-funded capital outlay awards, joint powers agreements, correspondence and other relevant documentation for any capital outlay award funds expended during the fiscal year, June 30, 2014.

Test all capital outlay expenditures during the fiscal year to:

- a. Determine that the amount recorded as disbursed agrees to adequate supporting documentation. Verify that amount, payee, date and description agree to the purchase order, contract, vendor's invoice and cancelled check, as appropriate.
- b. Determine that the cash disbursements were properly authorized and approved in accordance with the budget, legal requirements and established policies and procedures.

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The Board of Supervisors  
East Torrance Soil and Water Conservation District

- c. Determine that the bid process (or request for proposal process if applicable), purchase orders, contracts and agreements were processed in accordance with the New Mexico Procurement Code and State Purchasing Regulations (Section 13-1-28 through 13-1-199 NMSA 1978 and 1.4.1 NMAC).
- d. Determine the physical existence (by observation) of the capital asset based on expenditures to date.
- e. Verify that status reports were submitted to the state agency per terms of agreement and amounts in the status report agree with the general ledger and other supporting documentation.
- f. If the project was funded in advance, determine if there is an unexpended balance and whether it was reverted per statute and agreement with the grantor.
- g. If the project is complete, determine if there is an unexpended balance and whether it was reverted per statute and agreement with the grantor.
- h. Determine whether cash received for the award was accounted for in a separate fund or separate bank account that is non-interest bearing if so required by the capital outlay award agreement.
- i. Determine whether reimbursement requests were properly supported by costs incurred by the recipient. Determine whether the costs were paid by the local public body prior to the request for reimbursement.

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New Mexico State Auditor  
The Board of Supervisors  
East Torrance Soil and Water Conservation District

**Findings for Procedures 7(a) – 7(i)**

- a. Amount recorded as disbursed agrees to adequate supporting documentation, no exception noted.
- b. Cash disbursements were properly authorized and approved in accordance with the budget, legal requirements and established policies and procedures, no exception noted.
- c. The New Mexico Procurement Code and State Purchasing Regulations (Section 13-1-28 through 13-1-199 NMSA 1978 and 1.4.1 NMAC) were followed, no exception noted.
- d. Observed physical existence of the capital assets.
- e. Verified that status reports were submitted to the state agency per terms of the agreement and amounts in the status report agreed with the general ledger and other supporting documentation.
- f. The project was not funded in advance.
- g. The project is complete, and there is no unexpended balance.
- h. Cash received for the award was accounted for in a separate fund.
- i. Reimbursement requests were properly supported by costs incurred by the recipient and costs were paid prior to the request for reimbursement.

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New Mexico State Auditor  
The Board of Supervisors  
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## 8. OTHER

### Procedures

If information comes to the IPA's attention (regardless of materiality) indicating any fraud, illegal acts, noncompliance, or any internal control deficiencies, such instances must be disclosed in the report as required by Section 12-6-6-NMSA 1978. The findings must include the required content per Section 2.2.2.10(03) (C) NMAC.

### Findings for Procedure 8

When reviewing payroll expenditures and the trial balance, it was noted that the social security and medicare percentage rate was not being calculated correctly for payroll withholdings. This is a noncompliance issue and has been noted as finding 2014-001 of this report.

I was not engaged to, and did not conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the information and use of the East Torrance Soil and Water Conservation District, the New Mexico Legislature, the New Mexico Office of the State Auditor and the Department of Finance and Administration – Local Government Division and is not intended to be and should not be used by anyone other than those specified parties.

*Calhoon Accounting & Tax Services*

Calhoon Accounting & Tax Services  
Estancia, New Mexico  
October 29, 2014

**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT  
Schedule of Capital Outlay Projects  
JUNE 30, 2014**

Amount awarded for project:	\$40,000
Amount received:	40,000
Amount expended:	<u>40,000</u>
Remaining balance:	<u>\$ -0-</u>

Note: On July 1, 2013 East Torrance Soil and Water Conservation District (ETSWCD) entered into an agreement with the State of New Mexico Department of Agriculture, Fund 13-1912 capital appropriation project.

Project 13-1912, \$40,000, to purchase education information technology including related equipment for ETSWCD. The appropriation reversion date is set to be June 30, 2017.

**STATE OF NEW MEXICO**  
**EAST TORRANCE SOIL AND WATER CONSERVATION DISTRICT**  
**Statement of Revenues and Expenditures**  
**Budget and Actual (Cash Basis)**  
**General Fund**  
**For the Year Ended June 30, 2014**

	Budgeted Amounts		Actual	Variances
	Original	Final		Favorable (Unfavorable) Final to Actual
<i>Revenues:</i>				
Mill levy	\$ 118,000	\$ 118,000	\$ 120,574	\$ 2,574
New Mexico General Fund	12,900	12,900	12,907	7
State grants	30,000	30,000	29,981	(19)
Sales revenue - tree and seed sales	4,100	4,100	3,712	(388)
BLM Agreement	3,400	3,400	800	(2,600)
HB Junior Bill	24,800	24,800	24,819	19
Reimbursements	10,050	10,050	7,098	(2,952)
Interest income	-	-	79	79
Capital Outlay	40,000	40,000	40,000	-
<i>Total revenues</i>	<u>243,250</u>	<u>243,250</u>	<u>239,970</u>	<u>(3,280)</u>
<i>Expenditures:</i>				
Advertisements	2,300	2,300	2,765	(465)
Audits	3,950	3,950	-	3,950
BLM agreement	3,400	3,400	800	2,600
Building construction/equipment	1,000	1,000	3,110	(2,110)
Contract Labor	19,500	19,500	18,764	736
Cost share payments	171,800	171,800	14,000	157,800
Dues	3,800	3,800	2,955	845
Ed building expenses	3,300	3,300	-	3,300
Equipment	1,800	1,800	2,208	(408)
Health insurance	6,600	6,600	6,450	150
Insurance bond	175	175	324	(149)
Mileage and per diem	500	500	-	500
NM Envirothon	250	250	250	-
NMACD annual meeting	2,000	2,000	375	1,625
Office expense	5,500	5,500	2,952	2,548
Payroll	56,000	56,000	49,907	6,093
Payroll taxes	8,500	8,500	4,387	4,113
PERA	4,000	4,000	3,150	850
Postage	3,200	3,200	1,633	1,567
Professional development	5,000	5,000	2,479	2,521
Soil stewardship	1,000	1,000	465	535
Special project fees	171,800	171,800	34,834	136,966
SWCD annual meeting	2,500	2,500	2,421	79
Tree cost	4,600	4,600	3,022	1,578
Water fair	500	500	-	500
Capital outlay	40,000	40,000	40,000	-
<i>Total expenditures</i>	<u>522,975</u>	<u>522,975</u>	<u>197,251</u>	<u>325,724</u>
Excess (Deficiency) of revenues over expenditures	<u>(279,725)</u>	<u>(279,725)</u>	<u>\$ 42,719</u>	<u>\$ -</u>
Budgeted cash carryover	<u>279,725</u>	<u>279,725</u>		
Budgeted ending cash balance	<u>\$ -</u>	<u>\$ -</u>		

**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT  
Department of Finance and Administration  
Year-end Quarterly Report  
JUNE 30, 2014**

SOIL AND WATER CONSERVATION DISTRICT:  
East Torrance Soil & Water Conservation District

ROUNDED TO NEAREST DOLLAR

Fiscal Year 2013-2014

FUND TITLE	FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE 6/30/13 <small>Forecasted for interim</small>	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	(OPTIONAL)* LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
GENERAL FUND - Operating (GF)	101	279,725.41	0.00	243,250.00	0.00	522,975.41	0.00	0.00	0.00
INTERGOVERNMENTAL GRANTS	218	0.00	0.00	111,100.00	0.00	43,400.00	67,700.00	0.00	67,700.00
OTHER	299	0.00	0.00	0.00	0.00	0.00	71,117.07	71,117.07	0.00
DEBT SERVICE	400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Grand Total</b>		<b>279,725.41</b>	<b>0.00</b>	<b>354,350.00</b>	<b>0.00</b>	<b>566,375.41</b>	<b>138,817.07</b>	<b>71,117.07</b>	<b>67,700.00</b>

Check  if this form is a continuation      Continuation No.      Resubmission Date

\*USFR NOTES: (Please describe what any reserve reallocations are used for.)

Reserves are our Bank CD's and I&HP fund which are not impacted

Form revised: 02/15/13 (DFALGD)

**STATE OF NEW MEXICO**  
**EAST TORRANCE SOIL AND WATER**  
**CONSERVATION DISTRICT**  
**Department of Finance and Administration**  
**Year-end Quarterly Report**  
**JUNE 30, 2014**

SOIL AND WATER CONSERVATION DISTRICT  
 East Torrance Soil and Water Conservation District

Fiscal Year 2013-14

REVENUES	FY 2012 ACTUALS, YEAR TO DATE 6/30/12	FY 2013 ACTUALS, YEAR TO DATE 6/30/13	FY 2014 BUDGET REQUEST
<b>General Fund 101</b>			
Property Tax - Current Year	111,572	117,950	118,000
Property Tax - Delinquent	0	0	0
Property Tax - Penalty & Interest	0	0	0
Oil and Gas - Equipment	0	0	0
Oil and Gas - Production	0	0	0
Total Interest From Bank Accounts and CDs	189	119	0
Hazardous Fuels Income	0	0	0
Grass Seed and or Tree Sales	3,967	4,213	4,100
Book Sales	0	0	0
Rent Revenue	0	0	0
Brush Control Materials	0	0	0
Noxious Weed Program	0	0	0
Conservation Sale Items	0	0	0
State Allotments	0	0	0
Miscellaneous	5,960	5,811	10,050
	0	0	0
	0	0	0
<b>TOTAL GENERAL FUND REVENUES</b>	<b>121,687</b>	<b>128,092</b>	<b>132,150</b>
<b>Intergovernmental Grants 218</b>			
University Grants	0	0	0
Federal Grants	800	800	3,400
State Grants	9,648	7,635	40,000
Local Grants	0	0	0
Private Grants	0	0	0
Legislative Funding	33,625	67,790	67,700
Miscellaneous	0	0	0
<b>TOTAL GRANT REVENUES</b>	<b>44,073</b>	<b>76,225</b>	<b>111,100</b>
<b>Other 299</b>			
Contract Services	0	0	0
Educational Income	0	0	0
Charges for Services	0	0	0
Capital Outlay Funded	0	0	0
Project Income	0	0	0
Emergency Watershed Protection Program	0	0	0
Project Income	0	0	0
Project Expenses Income	0	0	0
Silent Auctions	0	0	0
Miscellaneous	0	0	0
	0	0	0
<b>TOTAL OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Debt Service 400</b>			
<b>General Obligation Bonds</b>	0	0	0
General Obligation - (Property tax)	0	0	0
Investment Income	0	0	0
Other - Misc	0	0	0
<b>Revenue Bonds</b>	0	0	0
Bond Proceeds	0	0	0
Revenue Bonds - GRT	0	0	0
Investment Income	0	0	0
Revenue Bonds - Other	0	0	0
Miscellaneous(NMFA, BOF, etc.)	0	0	0
Investment Income	0	0	0
Loan Revenue	0	0	0
<b>TOTAL DEBT SERVICE REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTALS REVENUES</b>	<b>165,761</b>	<b>204,317</b>	<b>243,250</b>



**STATE OF NEW MEXICO**  
**EAST TORRANCE SOIL AND WATER**  
**CONSERVATION DISTRICT**  
**Department of Finance and Administration**  
**Year-end Quarterly Report**  
**JUNE 30, 2014**

SOIL AND WATER CONSERVATION DISTRICT  
 East Torrance Soil & Water Conservation District

Fiscal Year 2013-14

EXPENDITURES	FY 2012 ACTUALS YEAR TO DATE 6/30/2012	FY 2013 ACTUALS YEAR TO DATE 6/30/2013	FISCAL YEAR 2014 BUDGET FORECAST REQUEST
<b>GENERAL FUND 101</b>			
Personnel Services, Salaries including Benefits	61,128	58,052	66,600
GRT Taxes	8,449	4,275	8,500
Mileage and Per Diem	91	0	500
Fees and Services	0	0	0
Office Expenses	3,740	3,105	5,500
Building Expenses (e.g. rent/maintenance)	0	0	0
Supplies	0	0	0
Election Expense	0	0	0
Education expense	0	0	0
Vehicle Expense (Insurance, gas, maintenance) (equipment)	1,668	4,757	1,800
Advertising and Public Relations (e.g. newsletter)	780	1,861	2,300
Annual Audit Expenses	0	0	0
Dues and Board Fees	3,584	3,784	3,800
Field Supplies	0	0	0
Postage Expense	1,622	1,914	3,200
Cost Sharing Expense	7,222	12,927	171,800
Brush Control Expenses	0	0	0
Training and Workshops	0	0	0
Contractual Services Expenses	18,392	16,258	23,450
Utilities (Electricity, Natural Gas, Propane, Water, Sewer)	2,930	2,999	3,300
Miscellaneous (e.g. Chipper Expense)	0	0	0
Bond	162	162	175
Special Project - tree seed costs	15,476	11,265	179,150
Professional Development / meeting expenses	4,705	4,326	9,500
<b>Total General Fund Expenditures</b>	<b>129,950</b>	<b>125,685</b>	<b>479,575</b>
<b>Intergovernmental Grants Expenditures 218</b>			
University Grants	0	0	0
Federal Grants	800	800	3,400
State Grants	9,548	7,635	40,000
Local Grants	0	0	0
Private Grants	0	0	0
Legislative Funding	0	0	0
Other	0	0	0
<b>Total Grant Expenditures</b>	<b>10,348</b>	<b>8,435</b>	<b>43,400</b>
<b>Other Expenditures 299</b>			
Loan Payments	0	0	0
Capital Outlay Expenses/Capital Projects	0	0	0
Conservation and Environmental Control Expenses	0	0	0
Bonding	0	0	0
All Other Insurance	0	0	0
Loan Program Expenses including Loan Repayments	0	0	0
Miscellaneous Expenses	0	0	0
<b>Total Other Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Debt Service 400</b>			
Bond Payments Principal	0	0	0
Bond Payments- Interest	0	0	0
Other Debt Service	0	0	0
<b>Total Debt Service Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>140,298</b>	<b>134,120</b>	<b>522,975</b>

**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT  
Schedule of Findings and Responses  
JUNE 30, 2014**

**Prior Year Findings**

2013-001 Pledged Collateral - Resolved

**Current Year Findings**

New Finding

**2014-001 Payroll Social Security and Medicare Employee Withholdings-Non-compliance**

**Condition** – The employee’s share of social security and medicare withholdings are being calculated and withheld from an employee incorrectly. Social security and medicare are being calculated excluding the employee’s share of the Public Employee Retirement Association (PERA) withholdings.

**Criteria** – IRS Publication 15-A indicates that the social security and medicare wages should include deferred compensation amounts for the retirement plan.

**Cause** – The calculations are based on a formula that has always been used by the District without any knowledge that it was calculated incorrectly.

**Effect** – An employee has underpaid their share of social security and medicare by .5%, therefore; the District has overpaid their share of social security and medicare by .5%. The correct percentage in total has been paid to the Internal Revenue Service.

**Recommendation** – Management should calculate social security and medicare before PERA is withheld from wages.

**Response** – The District Manager was withholding from the employee according to what was done in the past and instructed to do. The District Manager has corrected the social security and medicare withholding calculation and is withholding at the correct rate as of the date of this audit report.

**STATE OF NEW MEXICO  
EAST TORRANCE SOIL AND WATER  
CONSERVATION DISTRICT**

**Exit Conference  
JUNE 30, 2014**

**Exit Conference**

The report contents were discussed at an exit conference held on October 29, 2014, with the following in attendance:

**East Torrance Soil and Water Conservation District**

Ryan Schwebach, Chairman  
Jim Berlier, Secretary/Treasurer  
Cheri Lujan, District Manager

**Calhoon Accounting & Tax Services**

Renea L. Calhoon, CPA