

OFFICE OF THE STATE AUDITOR Hector H. Balderas

STATE OF NEW MEXICO

SOIL AND WATER CONSERVATION DISTRICT **HIDALGO**

FINANCIAL STATEMENTS Fiscal Year Ended June 30, 2006

(With Independent Auditor's Report Thereon)



STATE OF NEW MEXICO HIDALGO SOIL AND WATER CONSERVATION DISTRICT

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STATE AUDITOR

STATE OF NEW MEXICO HIDALGO SOIL AND WATER CONSERVATION DISTRICT

OFFICIAL ROSTER JUNE 30, 2006

Board of Supervisors

Position

Stanfird Jones

Chairperson

Charles Siepel

Vice-Chairperson

Sylvia Dominguez

,

Secretary/Treasurer

David Ramos

Supervisor

(7-1+-- A --- d ----

Kris Massey

Supervisor

Walter Anderson

Supervisor

Jay Peterson

Supervisor

interior Domone

:

District Personnel

Title

Hollie Jones

Administrative Assistant



OFFICE OF THE STATE

Hector H. Balderas

INDEPENDENT AUDITOR'S REPORT

Mr. Kris Massey, Chairman and Members of the Board of Supervisors Hidalgo Soil and Water Conservation District 405 Duncan Highway
Lordsburg, NM 88045

Our responsibility is to express opinions on these financial statements based on our audit. contents. These financial statements are the responsibility of the District's management. collectively comprise the District's basic financial statements as listed in the table of the general fund and the respective budgetary comparison of the Hidalgo Soil and Water Conservation District (District) as of and for the year ended June 30, 2006, which We have audited the accompanying financial statements of the governmental activities,

overall financial statement presentation. We believe that our audit provides a reasonable principles used and significant estimates made by management, as well as evaluating the disclosures in the financial statements. audit includes examining, on a test basis, evidence supporting the assurance about whether the financial statements are free of material misstatement. basis for our opinions. Those standards require that we plan and perform the audit to obtain reasonable Government Auditing Standards, issued by the Comptroller General of the United States. United States of America and the standards applicable to financial audits contained in We conducted our audit in accordance with auditing standards generally accepted in the An audit also includes assessing the accounting amounts and

respects, the respective financial position of the governmental activities and the general conformity with accounting principles thereof and the budgetary comparison for the general fund for the year then ended in fund of the District as of June 30, 2006, and the respective changes in financial position, In our opinion, the financial statements referred to above present fairly, in all material generally accepted in the United States

The District has not presented the Management's Discussion and Analysis required by GASB Statement No. 34 that the Governmental Accounting Standards Board has

determined is necessary to supplement, although not required to be part of, the basic financial statements.

in accordance with Government Auditing Standards and should be considered in financial reporting or on compliance. the results of that testing, and not to provide an opinion on the internal control over the scope of our testing of internal control over financial reporting and compliance and contracts, grant agreements and other matters. The purpose of that report is to describe reporting and our tests of its compliance with certain provisions of laws, regulations, January 31, 2007 on our consideration of the District's internal control over financial assessing the results of our audit. In accordance with Government Auditing Standards, we have also issued a report dated That report is an integral part of an audit performed

Office of the State Auditor OFFICE OF THE STATE AUDITOR January 31, 2007

STATE OF NEW MEXICO HIDALGO SOIL AND WATER CONSERVATION DISTRICT STATEMENT OF NET ASSETS JUNE 30, 2006

Total net assets	Invested in capital assets Unrestricted	Net Assets	Total liabilities	Accounts payable	Liabilities	Total assets	Cash Interest receivable Capital assets, net	Assets
\$ 64,466	64,466					64,466	\$ 64,269 197	Governmental Activities

STATE OF NEW MEXICO HIDALGO AND WATER CONSERVATION DISTRICT STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED JUNE 30, 2006

ш	Gove Ac	Governmental Activities
Program Expenses:		
Conservation:		
Salaries	↔	3,494
Travel		705
Office supplies		12
Postage		131
Legal notices		219
Awards		43
Dues		875
Bond		134
Education		710
Election		302
Events		536
Depreciation		ı
Total program expenses		7,161
Program Revenues:		

Net assets at end of year	Net assets at beginning of year	Change in net assets	Total general revenues	NMDA allotment Interest	General Revenues:	Net program (expense) revenue	Total program revenues	Operating grants
↔								
64,466	61,050	3,416	10,577	9,447 1,130		(7,161)	t	

STATE OF NEW MEXICO HIDALGO SOIL AND WATER CONSERVATION DISTRICT BALANCE SHEET - GOVERNMENTAL FUNDS JUNE 30, 2006

Total liabilities and fund balance	Total fund balance	Unreserved, undesignated	Fund balance:	Total liabilities	Liabilities: Accounts payable	Liabilities and fund balance	Total assets	Cash Interest receivable	Assets
\$					€		€9	↔	
64,466	64,466	64,466		ı	1		64,466	64,269	General Fund

STATE OF NEW MEXICO HIDALGO SOIL AND WATER CONSERVATION DISTRICT STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2006

	Gener	General Fund
Revenues		
State allocation Interest	\$	9,447 1.130
Total revenues		10,577
Expenditures		
Conservation:		
Current:		
Salaries		3,494
Travel		3 6
Postage		131
Legal notices		219
Awards		43
Dues		875
Bond		134
Education		710
Election		302
Events		536
Total expenditures		7,161
Net change in fund balance		3,416
Fund balance beginning of year		61,050
Fund balance end of year	€5	64,466

Exhibit 5

STATE OF NEW MEXICO HIDALGO SOIL AND WATER CONSERVATION DISTRICT STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) GENERAL FUND FOR THE FISCAL YEAR ENDED JUNE 30, 2006

Total expenditures	Expenditures Conservation: Postage Office Supplies Legal notices Surety bond Mileage & per diem Dues Conservation education County fair Local sponsor events Salaries Capital Outlay - equipment Election Miscellaneous	Total revenues and cash balance	Revenues State allocation Interest Reimbursement - booklets Total revenues Cash balance budgeted	
€	₩	€		
21,875	300 1,000 400 200 1,200 875 3,500 200 1,000 4,000 1,000	21,875	Original Budget 9,285 552 9,837 12,038	
↔	₩	€ €	 	
21,875	300 1,000 400 200 1,200 875 3,500 200 1,000 4,000 1,000 1,000	21,875	Gene Final Budget 9,285 552 9,837 12,038	
↔			General Fund Act	
7,161	131 12 219 134 705 875 710 35 501 3,494 - 302		Actual 9,447 933 - 10,380	
↔	↔		\$ (Un	
14,714	169 988 181 66 495 - 2,790 165 499 506 8,000 698 157		Variance Favorable Unfavorable) 162 381 -	

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

Summary of Significant Accounting Policies

A. Reporting Entity

elected or appointed. Supervisors serve a term of three years and continue in office until a successor is District. Two additional supervisors may be appointed to the District board consists of five elected supervisors, four of whom must be landowners in the and beneficial use of water and soil resources. The governing body of the District sediment, and soil erosion damage, and to further the conservation, development public body corporate and politic, organized for control and prevention of flood, 73-20-49 NMSA 1978). The District is a governmental subdivision of the state, a the provisions of the Soil and Water Conservation District Act (73-20-25 through The Hidalgo Soil and Water Conservation District (District) is organized under

entity would cause the financial statements to be misleading. accountable, and other organizations whose exclusion from the financial reporting government, organizations for which the primary The financial reporting entity as defined by GASB 14 consists of the primary government is financially

dependent affiliates, nor is it legally liable for actions of other agencies. powers of the District establish it as a primary government with a separate District is organized as a subdivision of the State and administratively attached to government and the organizations comprising its legal entity. corporate and legal identity. The District has no component units, financially primary Mexico State government is any state government or University, Department of Agriculture, the general-purpose Although the

of the financial statements, the significant policies of the District are summarized Governmental Accounting Standards Board (GASB). generally accepted in the United States of America (GAAP) as prescribed by the The financial reporting policies of the District conform to accounting principles To enhance the usefulness

3. Government-wide and Fund Financial Statements

information on all of the nonfiduciary activities The government-wide financial statements (i.e., the statement of net assets) report of the primary government.

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

intergovernmental revenues, are reported separately from business-type activites, Governmental activities, which normally are supported bу taxes

District does not have any fiduciary or business-type activities which rely to a significant extent on fees and charges for support. However, the

of a given function, or segment, are offset by program revenues. Direct expenses the operational or capital requirements of a particular function or segment. Other use, or directly benefit from goods, services, or privileges provided by a given general revenues. items not properly included among program revenues are reported instead as function or segment and 2) grants and contributions that are restricted to meeting Program revenues include 1) charges to customers or applicants who purchase, The statement of activities demonstrates the degree to which the direct expenses those that are clearly identifiable with a specific function or segment.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

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

related to claims and judgments, if any, are recorded only when payment is due. when a liability is incurred, as under accrual accounting. However, expenditures days of the end of the current fiscal period. Expenditures are generally recorded the government considers revenues to be available if they are collected within 60 or soon enough thereafter to pay liabilities of the current period. For this purpose, are considered to be available when they are collectible within the current period Revenues are recognized as soon as they are measurable and available. Revenues resources measurement focus and the modified accrual Governmental fund financial statements are reported using the current financial basis of accounting.

susceptible to accrual and so have been recognized as revenues of the current Interest associated with the current fiscal period are all considered to be

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

available only when cash is received by the government. fiscal period. All other revenue items are considered to be measurable

The District reports the following major governmental funds:

financial resources of the general government, except those accounted for in another fund. The general fund is the District's primary operating fund. It accounts for all required ರ

guidance of the Governmental Accounting Standards Board. statements to the extent that those standards do not conflict with or contradict Private-sector standards of accounting and financial reporting issued December 1, 1989, generally are followed in the government-wide financial prior to

eliminated from the government-wide financial statements. ಶಾ general rule, the effect of interfund activity, if applicable, has been

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

D. Assets, Liabilities, Net Assets and Fund Balance

1. Cash and Cash Equivalents

months or less from the date of acquisition. term investments (certificates of deposit) with original maturities of six The District's cash and cash equivalents consist of demand deposits and short

the government, if applicable, are reported at fair value. State statutes authorize the District to invest in obligations of the U.S. Treasury, repurchase agreements, and certificates of deposit. Investments for

Capital Assets

spent for construction, if any, are capitalized and reported in the government-wide \$5,000 and an estimated useful life of more than one year. The total amounts reported in the governmental activities column in the government-wide financial Capital assets, which include property, equipment (including software), are Capital assets are defined by state law as assets with an initial cost of

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

financial statements. For donations, the government values these capital assets at the estimated fair value of the item at the date of acquisition. The cost of normal depreciated under GASB Statement No. 34. are not capitalized. maintenance and repairs that do not add to the value or extend the life of the asset There was no infrastructure required to be capitalized and

method over the following estimated useful lives: Property and equipment of the District is depreciated using the straight line

Computer equipment 5 years

3. Compensated Absences

The District's employee does not receive any vacation or sick leave.

4. Net Assets and Fund Balance

constitutional provisions or enabling legislation. use either by creditors (such as through debt covenants), grantors, contributors, which is the cost of capital assets, net of accumulated depreciation, unrestricted District's net assets consist of three components - invested in capital assets, restricted net assets or fund balance reservations at fiscal year end. nets assets, and restricted net assets- wherein the constrains are placed on net asset The difference between the District's assets and liabilities is its net assets. The or regulations of other governments or imposed by The District currently had no through

II. Stewardship, Compliance and Accountability

A. Budgetary Information

in the budgetary comparisons are generally recorded on the cash basis. expenditures include accrued amounts. The revenues and expenditures reported The budget is prepared on a basis that differs from accounting principles generally accepted in the United States of America (GAAP). GAAP basis revenues and in the budgetary comparisons: District uses the following procedures to establish the budgeted amounts reflected

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

- -Prior to April 1, the Budget Committee submits to the District Board of beginning July 1. Supervisors a proposed revenue and expenditure budget for the fiscal year
- 2. The Board reviews the budget proposal and makes any necessary adjustments.
- ယ Prior to June 1, the Board approves the budget by passing a resolution.
- 4. Mexico, Department of Finance and Administration, Local Government Division (DFA-LGD) for approval by the first Monday of September. The Prior to June 20, the approved budget is submitted to the State of New Board receives notice of the approved budget.

approval of DFA-LGD. Encumbrance accounting is not utilized by the District. expenditures is at the total fund level. The Board can revise its budget with the The legal level at which actual expenditures may not exceed budgeted

₿. Reconciliation of Non-GAAP Budgetary Basis to GAAP Basis Financial Statements.

	_	General
		Fund
Non-GAAP revenues (Exhibit 5)	\$	10,380
Prior year receivables		ı
Current year receivables		197
GAAP revenues (Exhibit 4)	\$	10,577
N - CAAD - TILLES	9	7101
Prior vear payable	•	. , , , ,
Current year navable		ı
GAAP expenditures (Fyhihit 4)	0	7 161
Cini i cultandini co (minior i)	ŀ	19201

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

III. Detailed Notes on all Funds

A. Cash

outstanding checks of \$797. The total bank balances of \$65,066 consisted of As of June 30, 2006, the District had a carrying amount of deposits of \$64,269. The bank balances for deposits were \$65,066. The difference between the carrying amount and the bank balance of deposits is due to the following:

Western Bank

Amount uninsured	Less: FDIC coverage	Demand and money market
\$ -0-	(36,080)	\$ 36,080

Western Bank

Amount uninsured	Less: FDIC coverage	Certificate of Deposit
\$ -0-	(28,986)	\$ 28,986

none of the District's bank balances were exposed to custodial credit risk. District does not have a policy for custodial credit risk. As of June 30, 2006, event of a bank failure, the District's deposits may not be returned to it. The Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the

B. Capital Assets

Capital asset activity for the year ended June 30, 2006 was as follows:

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2006

	6/30/05 Balance	Additions	Deletions	6/30/06 <u>Balance</u>
Equipment	\$2,049 \$	<	\$	\$2,049
Less: Accumulated Depreciation	(2,049)	1	ı	(<u>2,049)</u>
Capital assets, net	\$ - -	\$	\$	\$

Depreciation expense was charged to the conservation function.

Other Information

A. Risk Management

the New Mexico State University, Department of Agriculture, the last several years and is not a defendant in any lawsuit. commercial property coverage. District assets. The District currently maintains a \$20,000 surety bond as well as required to obtain a corporate surety bond on behalf of persons responsible for each wrongful act and \$1,050,000 for the policy aggregated. District is administratively attached. employees are covered by an errors and omissions liability policy purchased by assets, errors and omissions and natural disasters. The District's supervisors and The District is exposed to various risks of loss due to torts, theft or damage of The District has not sustained any losses during The limits for this policy are \$1,050,000 for The District is to which the

B. Related Party Transactions

until June 30, 2006. The District paid the Administrative Assistant \$836 in wages current Supervisor Stanfird Jones who was Chairman of the Board of Supervisors 2006. Marlene Siepel retired in May 2006. The District paid her \$2,392 in wages Siepel is wife of Vice-Chairman Charles Siepel who has retired as of June 30, for the year ended June 30, 2006. The former Administrative Assistant Marlene The current Administrative Assistant Hollie Jones is the daughter in law of a for the year ended June 30, 2006



OFFICE OF THE **AUDITOR**

Hector H. Balderas

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

Mr. Kris Massey, Chairman and Members of the Board of Supervisors Hidalgo Soil and Water Conservation District 405 Duncan Highway
Lordsburg, NM 88045

applicable to financial audits contained in Government Auditing Standards, issued by the auditing standards generally accepted in the United States of America and the standards issued our report dated January 31, 2007. We conducted our audit in accordance with the general fund and the respective budgetary comparison of the Hidalgo Soil and Water Comptroller General of the United States. Conservation District (District) as of and for the year ended June 30, 2006 and have We have audited the accompanying financial statements of the governmental activities,

Internal Control Over Financial Reporting

relating to significant deficiencies in the design or operation of the internal control over internal control over financial reporting. However, we noted certain matters involving schedule of findings and responses as items 06-01 and 06-02. record, process, and report financial data consistent with the assertions of management in the internal control over financial reporting and its operation that we consider to be expressing our opinion on the financial statements and not to provide an opinion on the In planning and performing our audit, we considered the District's internal control over the financial statements. financial reporting that, in our judgment, could adversely affect the District's ability to reportable conditions. financial reporting in order to determine our auditing procedures for the purpose of Reportable conditions involve matters coming to our attention Reportable conditions are described in the accompanying

that misstatements caused by error or fraud in amounts that would be material in relation more of the internal control components does not reduce to a relatively low level the risk A material weakness is a reportable condition in which the design or operation of one or

to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our accordingly, would not necessarily disclose all reportable conditions disclose all matters in the internal control that might be reportable conditions and, consideration of the internal control over financial reporting would not necessarily conditions described above is a material weakness. considered to be material weaknesses. However, we believe that none of the reportable that are

Compliance and Other Matters

certain provisions of laws, regulations, contracts and grant agreements, noncompliance accompanying schedule of findings and responses as item 06-02. required to be reported under Government Auditing Standards which are described in the was not an objective of our audit, and accordingly, we do not express such an opinion. statement amounts. However, providing an opinion on compliance with those provisions with which could have a direct and material effect on the determination of financial statements are free of material misstatement, we performed tests of its compliance with The results of our tests disclosed instances of noncompliance or other matters that are As part of obtaining reasonable assurance about whether the District's financial

and grantors and is not intended to be and should not be used by anyone other than these Mexico Office of the State Auditor, the New Mexico State University - Department of specified parties. This report is intended solely for the information and use of management, the New Agriculture, New Mexico Department of Finance and Administration, the state legislature

Office of the State Auditor OFFICE OF THE STATE AUDITOR January 31, 2007

SCHEDULE OF FINDINGS AND RESPONSES JUNE 30, 2006

STATUS OF PRIOR YEAR AUDIT FINDINGS

None.

CURRENT YEAR AUDIT FINDINGS

06-01. Overpayment of Wages

Condition

During our audit of payroll expenditures, we calculated hours from all (13) timesheets for the FY06 and noted that in one instance there was an error which resulted in overpayment of \$72 to an Administrative Assistant.

Criteria

internal control requires the person approving the timesheet to check the accuracy of it. Good accounting practice requires payroll expenditures to be calculated accurately. Good

Effect

The District overpaid the District Clerk due to error in timesheet.

Cause

therefore the payroll expenditure. The board failed to provide adequate oversight of approval process of timesheet and

Recommendation

Check timesheets for accuracy when a board member approves it.

District's Response

The District agrees with finding and will be more careful in future

SCHEDULE OF FINDINGS AND RESPONSES JUNE 30, 2006

06-02. Incorrect Reporting to the Department of Finance and Administration

Condition

per monthly financial report presented to the Board every month and submitted to the amount was understated by \$902.15 in the report for the year ending June 30, 2006 Department of Finance and Administration every quarter, did not agree. The expenditure The amount of total net withdrawals as per bank statements, and the total expenditures as

Criteria

submit accurate quarterly reports to the DFA. Section, Chapter 2, item 3 pertaining to Quarterly Reports implies that the District should Water Conservation Districts, State of New Mexico, Financial Records Management agrees with the total of expenditures. In addition, the Operations Handbook for Soil and Good accounting practice requires that the total of withdrawals from bank accounts

Effect

financial statements were out of balance expenditures were within or over the budget. Due to understated expenditures, the The District is not in compliance by submitting inaccurate quarterly reports to DFA of the understated expenditures, it is difficult to determine if line item

Cause

posted to the financial report and/or to the correct line item. there is no reconciliation procedure in place which would ensure each item is accurately The reports are prepared from the information recorded in the bank ledger; however,

Recommendation

accounting software such as Quick-Books. ledger and the monthly financial report in to a spreadsheet or maintain the record using The District needs to maintain its accounting records by combining the manual bank

SCHEDULE OF FINDINGS AND RESPONSES JUNE 30, 2006

Management's Response

DFA. The District agrees with finding. These errors were due to misunderstanding in the way reports were made due to new Administrative Assistant. A revised report will be sent to

EXIT CONFERENCE JUNE 30, 2006

Financial Statement Preparation

However, the contents remain the responsibility of the District. The accompanying financial statements were prepared by the Office of the State Auditor.

Exit Conference

Auditor was Sanjay Bhakta, Audit Supervisor. Hidalgo Soil and Water Conservation District. Jones, Supervisor for the District and Ms. Hollie Jones, Administrative Assistant of the On January 31, 2007 an exit conference was held at the District Office with Mr. Stanfird Representing the Office of the State