FFICE OF THE STATE AUDITOR State of New Mexico

STATE OF NEW MEXICO

SOIL AND WATER CONSERVATION DISTRICT **MORA WAGON-MOUND**

FINANCIAL STATEMENTS Fiscal Year Ended June 30, 2005

(With Independent Auditor's Report Thereon)



Domingo P. Martinez, CGFM
State Auditor



STATE AUDITOR STATE OF NEW MEXICO OFFICE COPY

STATE OF NEW MEXICO MORA-WAGON MOUND SOIL AND WATER CONSERVATION DISTRICT

TABLE OF CONTENTS JUNE 30, 2005

| INTRODUCTORY SECTION | Exhibit | Page |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------|
| Table of Contents | | ₩. |
| Official Roster | | =: |
| FINANCIAL SECTION | | |
| Independent Auditor's Report | | 1 |
| Basic Financial Statements: | | |
| Government-wide Financial Statements: | | |
| Statement of Net Assets Statement of Activities | 1 2 | ω 4 |
| Fund Financial Statements: | | |
| Balance Sheet – Governmental Funds Reconciliation of the Balance Sheet to the Statement of Net Assets Statement of Revenues Expenditures and Changes | ω | 6 |
| In Fund Balances – Governmental Funds Reconciliation of the Statement of Activities to the Statement of | 4 | 7 |
| Revenues, Expenditures and Changes in Fund Balances Statement of Revenues and Expenditures – Budget and Actual (Non-GAAP Budgetary Basis) – General Fund 5 9 | | ∞ |
| Notes to the Financial Statements | | 10 |
| OTHER REPORTS | | |
| 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 | | 17 |

Exit Conference

STATE AUDITOR

00T 10 02006

Schedule of Findings and Recommendations

STATE OF NEW MEXICO MORA-WAGON MOUND SOIL AND WATER CONSERVATION DISTRICT

OFFICIAL ROSTER JUNE 30, 2005

Board of Supervisors

Position

Walter Wiggins

Chairperson

Danny Chavez

Vice-Chairperson

Monica Ashe

Secretary/Treasurer

Arthur Sandoval

Member

Eldie Cruz

Member

District Personnel

Title

Dora Pino

District Clerk



OFFICE State of New Mexico OF THE STATE AUDITOR

Domingo P. Martinez, CGFM State Auditor

Carl M. Baldwin, CPA, CFE
Deputy State Auditor

INDEPENDENT AUDITOR'S REPORT

Mr. Walter Wiggins, Chair and Members of the Board of Supervisors Mora-Wagon Mound Soil and Water Conservation District P. O. Box 666
Mora, New Mexico 87701

the 2005, which collectively comprise the District's Soil and Water Conservation District (District) as of and for the year ended June 30, based on our audit. management. We have audited the accompanying financial statements of the governmental activities. general fund and the respective budgetary comparison of the Mora Wagon-Mound of contents. These financial statements are the responsibility of the District's Our responsibility is to express opinions on these financial statements basic financial statements as listed in the

overall financial statement presentation. principles used and significant estimates made by management, as well as evaluating the assurance about whether the financial statements are free of material misstatement. An basis for our opinions. disclosures in the financial statements. audit includes Those standards require 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 examining, on a test basis, evidence that we plan and perform the audit to obtain reasonable An audit also includes assessing the accounting We believe that our audit provides a reasonable supporting the amounts and

fund of the District as of June 30, 2005, and the respective changes in financial position, conformity thereof and the budgetary comparison for the general fund for the year then ended in respects, the respective financial position of the governmental activities and the general In our opinion, the financial statements referred to above present fairly, in all material America. with accounting principles generally accepted in the United States of

financial statements. determined is necessary to supplement, although not required to be part of, the basic GASB Statement No. 34 that the Governmental Accounting Standards Board has The District has not presented the Management's Discussion and Analysis required by

assessing the results of our audit. in accordance with Government Auditing Standards and should be considered in financial reporting or on compliance. That report is an integral part of an audit performed 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, February 28, 2006 on our consideration of the District's internal control over financial In accordance with Government Auditing Standards, we have also issued a report dated

Office of the State Auditor OFFICE OF THE STATE AUDITOR February 28, 2006

Exhibit 1

STATE OF NEW MEXICO MORA WAGON-MOUND SOIL AND WATER CONSERVATION DISTRICT STATEMENT OF NET ASSETS JUNE 30, 2005

| Unrestricted Total net assets | Total liabilities Net Assets | Liabilities Accounts payable | Total assets | Cash Taxes receivable Capital assets, net | Assets |
|--------------------------------|-------------------------------|------------------------------|--------------|-------------------------------------------------|----------------------------|
| \$ 18,707 | | a j | 18,707 | \$ 16,713 137 1,857 | Governmental Activities |

Exhibit 2

STATE OF NEW MEXICO MORA WAGON-MOUND SOIL AND WATER CONSERVATION DISTRICT STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED JUNE 30, 2005

| Net assets at end of year | Net assets at beginning of year | Change in net assets | Total general revenues | NMDA allotment Property taxes Interest | General Revenues: | Net program (expense) revenue | Total program revenues | Equipment Rental | 110gram merenues. | Program Revenues: | Total program expenses | Depreciation | Dues | Information & Education | Supervisor's Fees | Registration | Office Expenses | Per Diem & Travel | Conservation: | Program Expenses: | ı |
|---------------------------|---------------------------------|----------------------|------------------------|----------------------------------------------|-------------------|-------------------------------|------------------------|------------------|-------------------|-------------------|------------------------|--------------|------|-------------------------|-------------------|--------------|-----------------|-------------------|---------------|-------------------|----------------------------|
| \$ 18,707 | 16,564 | 2,143 | 16,269 | 6,843 9,417 9 | | (14,126) | 250 | 250 | | | 14,376 | 1,784 | 987 | 1,313 | 2,295 | 450 | 534 | | ۶ × ۸ ۵1۸ | | Governmental Activities |

STATE OF NEW MEXICO MORA WAGON MOUND SOIL AND WATER CONSERVATION DISTRICT BALANCE SHEET - GOVERNMENTAL FUNDS JUNE 30, 2005

| Assets Cash Taxes receivable Total assets Liabilities and fund balance Liabilities: | <i>€</i> 9 <i>€</i> 9 | General Fund 16,713 137 16,850 |
|--------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------|
| Liabilities and fund balance | | T: |
| Liabilities: | | |
| Total liabilities | \$ | 1 |
| Fund balance: Unreserved, designated for subsequent year's expenditures Unreserved, undesignated | | 16,757 93 |
| Total fund balance | | 16,850 |
| Total liabilities and fund balance | €5 | 16,850 |

MORA WAGON-MOUND SOIL AND WATER CONSERVATION DISTRICT FOR THE FISCAL YEAR ENDED JUNE 30, 2005 FINANCIAL STATEMENT RECONCILIATION STATE OF NEW MEXICO

RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET ASSETS:

from the way they are reported in the Balance Sheet - Governmental Funds as follows: Amounts reported for governmental activities in the Statement of Net Assets are different

| Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. | Fund Balance - Balance Sheet (Exhibit 3) |
|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| 1,8 | \$ 16,850 |
| | Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. |

Exhibit 4

STATE OF NEW MEXICO MORA WAGON MOUND SOIL AND WATER CONSERVATION DISTRICT STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2005

| General Fund | |
|--------------|--|
| Fund | |

| | General Fund |
|-----------------------------------------|--------------|
| Revenues | |
| State allocation | \$ 6,843 |
| Property taxes | 9,417 |
| Equipment rental | 250 |
| Interest | 9 |
| Total revenues | 16,519 |
| Expenditures | |
| Conservation: | |
| Current: | י נ |
| Contractual services Per diem & travel | 1,998 |
| Office expenses | 534 |
| Registration | 450 |
| Supervisor's fees | 2,295 |
| Information & education Dues | 1,313 987 |
| Total expenditures | 12,592 |
| Net change in fund balance | 3,927 |
| Fund balance beginning of year | 12,923 |
| Fund balance end of year | \$ 16,850 |

MORA WAGON-MOUND SOIL AND WATER CONSERVATION DISTRICT FOR THE FISCAL YEAR ENDED JUNE 30, 2005 FINANCIAL STATEMENT RECONCILIATIONS STATE OF NEW MEXICO

REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES: RECONCILIATION OF THE STATEMENT OF ACTIVITIES TO THE STATEMENT OF

Net change in fund balance - Governmental Funds (Exhibit 4)

\$ 3,927

Amounts reported in the Statement of Activities are different because:

expense as follows: over the estimated useful life of the asset and reported as depreciation in the Statement of Activities, the cost of those assets is allocated Governmental funds report capital outlays as expenditures. However,

Depreciation expense

Change in net assets - Statement of Activities (Exhibit 2)

\$ 2,143

Exhibit 5

STATE OF NEW MEXICO MORA WAGON MOUND 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, 2005

| _ |
|-----------|
| Ð. |
| Ĕ |
| eral |
| <u>22</u> |
| Ţ, |
| Ę, |
| d |
| |

| Information & education Equipment expense Supervisor fees Registration fees/admin. Advertising Total expenditures | Expenditures Contractual services Travel & per diem Office expenses Dues Bond | Revenues State allocation Mill levy Equipment rental Interest income Total revenues Cash balance budgeted Total revenues and cash |
|-------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| ₩ | ↔ | 84 84 85 H.O. |
| 1,700 8,675 2,700 450 100 24,175 | 5,375 3,000 1,000 975 200 | Original Budget 6,000 4,500 1,200 |
| 69 | € | |
| 1,700 8,675 2,700 450 100 \$ 24,175 | 5,375 3,000 1,000 975 200 | Gene Final Budget 6,000 4,500 1,200 11,700 12,475 24,175 |
| 60 | ↔ | General Fund Ac |
| 2,160 450 - 12,431 | 5,016 1,972 534 987 | Actual 6,842 9,620 250 9 16,721 |
| € | ↔ | # \$ [G] |
| 388 8,675 540 - 100 11,744 | 359 1,028 466 (12) 200 | Variance Favorable Unfavorable) 842 5,120 (950) 9 5,021 |

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

Summary of Significant Accounting Policies

A. Reporting Entity

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

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

A primary government is any state government or general-purpose local government and the organizations comprising its legal entity. Although the dependent affiliates, nor is it legally liable for actions of other agencies corporate and legal identity. The District has no component units, financially 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 Mexico State University, Department of Agriculture, the statutory

significant policies of the District are summarized below. implement GASB Statement No. 40, Deposit and Investment Risk Disclosures in generally accepted in the United States of America (GAAP) as prescribed by the fiscal year 2005. Governmental Accounting Standards Board (GASB). The District is required to The financial reporting policies of the District conform to accounting principles To enhance the usefulness of the financial statements, the

Government-wide and Fund Financial Statements

which rely to a significant extent on fees and charges for support. However, the intergovernmental revenues, are reported separately from business-type activities, information on all of the nonfiduciary activities of the primary government District does not have any fiduciary or business-type activities. The government-wide financial statements (i.e., the statement of net assets) report Governmental activities, which normally are supported by taxes

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

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

Separate financial statements are provided for governmental funds

Ω Measurement Focus, Basis of Accounting and Financial Statement Presentation

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

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, and judgments, if any, are recorded only when payment is due. expenditures, as well as expenditures related to compensated absences and claims when a liability is incurred, as under accrual accounting. However, debt service 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 basis of accounting Governmental fund financial statements are reported using the current financial

of the current fiscal period. considered to be susceptible to accrual and so have been recognized as revenues measurable and available only when cash is received by the government. Property taxes and interest associated with the current fiscal period are all All other revenue items are considered to be

The District reports the following major governmental funds:

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

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

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 prior to December 1, 1989, generally are followed in the government-wide financial

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

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

D. Assets, Liabilities, Net Assets and Fund Balance

1. Cash

The District's cash is considered to be a demand deposit.

Capital Assets

infrastructure required to be capitalized and depreciated under GASB Statement the value or extend the life of the asset are not capitalized. date of acquisition. government values these capital assets at the estimated fair value of the item at the reported in the one year. as assets with an initial cost of \$1,000 and an estimated useful life of more than the government-wide financial statements. Capital assets are defined by state law other items as applicable) are reported in the governmental activities column in Capital assets, which include property, equipment (including software), and (list The total amounts spent for construction, if any, are capitalized and government-wide financial statements. The cost of normal maintenance and repairs that do not add to For donations, There was no

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

Farm Equipment

5-7 years

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

3. Liabilities

The District has no liabilities at fiscal year end.

4. Net Assets and Fund Balance

restricted by outside parties for use for a specific purpose. The District currently has designated \$16,757 of fund balance to meet next fiscal year's budgeted expenditures. fund balance for amounts that are not available for appropriation or are legally assets. In the fund financial statements, governmental funds report reservations of is the cost of capital assets, net of accumulated depreciation and unrestricted net District's net assets consist of two components – invested in capital assets, which The difference between the District's assets and liabilities is its net assets. The

II. Stewardship, Compliance and Accountability

A. Budgetary Information

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 in the budgetary comparisons are generally recorded on the cash basis. expenditures include accrued amounts. The revenues and expenditures reported

- 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
- $\dot{\omega}$ Prior to June 1, the Board approves the budget by passing a resolution.
- 4. Prior to June 20, the approved budget is submitted to the State of New Division (DFA-LGD) for approval by the first Monday of September. The Mexico, Board receives notice of the approved budget. Department of Finance and Administration, Local Government

on exhibit 4. Encumbrance accounting is not utilized by the District. approval of DFA-LGD. The budget was revised for several line items as shown expenditures is at the total fund level. The Board can revise its budget with the legal level at which actual expenditures may not exceed budgeted

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

₩. Reconciliation of Non-GAAP Budget Ö GAAP Basis **Financial**

| | _ | General |
|-----------------------------------|----|---------|
| | | Fund |
| Non-GAAP revenues (Exhibit 5) | ↔ | 16,721 |
| Current year receivables | | 137 |
| Prior year receivables | | (339) |
| GAAP revenues (Exhibit 4) | ₩ | 16,519 |
| | | |
| Non-GAAP expenditures (Exhibit 5) | ↔ | 12,431 |
| Prior Year Prepaid Expenses | | 161 |
| GAAP expenditures (Exhibit 4) | \$ | 12,592 |

III. Detailed Notes on all Funds

A. Cash

consisted of the following: \$1,655 and irreconcilable difference of \$45. The total bank balance of \$16,713 carrying amount and the bank balance of deposits is due to outstanding checks of The bank balances for deposits were \$18,413. As of June 30, 2005, the District had a carrying amount of deposits of \$16,713 The difference between the

| ng Account \$ | Wells Haron Bank |
|---------------|---------------------------------------------------------------------|
| | Choice IV Checking Account \$ 16,713 ess: FDIC coverage (16,713) |

it is fully insured by the FDIC. of bank failure, the government's deposits may not be returned to it. 30, 2005 the District's bank balance was not exposed to custodial credit risk since government does not have a deposit policy for custodial credit risk. As of June Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

B. Capital Assets

Capital asset activity for the year ended June 30, 2005 was as follows:

| Total Capital Assets, Net | Total accumulated depreciation | Equipment | Less accumulated depreciation for: | Totals at historical cost | Equipment | Assets being depreciated: | Governmental Activities | |
|---------------------------|--------------------------------|-----------|------------------------------------|---------------------------|---------------|---------------------------|-------------------------|---------|
| \$ 3,641 | (7, 134) | (7, 134) | | 10,775 | \$10,775 | | 6/30/04 | Balance |
| \$ 1,784 | (1,784) | (1,784) | | | \$ | | Additions | |
| · | | | | | \$ | | Deletions | |
| \$ 1,857 | (8,918) | (8,918) | | 10,775 | \$10,775 | | 6/30/05 | Balance |

C. Contingent Liabilities

government expects such amounts, if any, to be immaterial. disallowed by the Any disallowed claims, including amounts already collected, may constitute a adjustment by grantor agencies, principally the state and federal government. liability of the applicable funds. The amount, if any, of expenditures that may be Amounts received or receivable from grant agencies are subject to audit and grantor cannot be determined at this time, although the

IV. Other Information

A. Employee Benefits

employment retirement benefits to its employee. The District does not offer a pension, plan, deferred compensation plan, or post-

B. Risk Management

each wrongful act and \$1,050,000 for the policy aggregated. District is administratively attached. the New Mexico State University, Department of Agriculture, employees are covered by an errors and omissions liability policy purchased by assets, errors and omissions and natural disasters. The Districts supervisors and The district is exposed to various risks of loss due to torts, theft or damage of The limits for this policy are \$1,050,000 for The District is to which the

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2005

a defendant in any lawsuit. employee. The District has faced no losses during the last several years and is not required to obtain a corporate fidelity bond on behalf of persons responsible for District assets. The District currently maintains a \$10,000 fidelity bond on its



OFFICE State of New Mexico OF THE STATE AUDITOR

Domingo P. Martinez, CGFM State Auditor

Carl M. Baldwin, CPA, CFE Deputy State Auditor

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. Walter Wiggins, Chair
and Members of the Board of Supervisors
Mora-Wagon Mound Soil and Water Conservation District
P. O. Box 666
P. O. Box 666

Mora, New Mexico 87732

and have issued our report dated February 28, 2006. We conducted our audit in Standards, issued by the Comptroller General of the United States and the standards applicable to financial audits contained in Government Auditing accordance with auditing standards generally accepted in the United States of America Soil and Water Conservation District (District) as of and for the year ended June 30, 2005 We have audited the accompanying financial statements of the governmental activities, general fund and the respective budgetary comparison of the Mora-Wagon Mound

Internal Control Over Financial Reporting

relating to significant deficiencies in the design or operation of the internal control over reportable conditions. the internal control over financial reporting and its operation that we consider to be internal control over financial reporting. However, we noted certain matters involving expressing our opinion on the financial statements and not to provide an opinion on the financial reporting in order to determine our auditing procedures for the purpose of accompanying schedule of findings and recommendations as item 04-1. management in the financial statements. record, process, summarize, and report financial data consistent with the assertions of financial reporting that, in our judgment, could adversely affect the District's ability to In planning and performing our audit, we considered the District's internal control over Reportable conditions involve matters coming to our attention A reportable condition is described in the

more of the internal control components does not reduce to a relatively low level the risk to the financial statements being audited may occur and not be detected within a timely that misstatements caused by error or fraud in amounts that would be material in relation A material weakness is a reportable condition in which the design or operation of one or

condition described above, to be a material weakness. considered to be material weaknesses. accordingly, would not necessarily disclose all reportable conditions that are also disclose all matters in the internal control that might be reportable conditions and consideration of the internal control over financial reporting would not necessarily period by employees in the normal course of performing their assigned functions. Our However, we do not consider the reportable

Compliance and Other Matters

the accompanying schedule of findings and recommendations as items 05-1 and 05-2. required to be reported under Government Auditing Standards and which are described in The results of our tests disclosed instances of noncompliance or other matters that are 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 certain provisions of laws, regulations, contracts and grant agreements, noncompliance statements are free of material misstatement, we performed tests of its compliance with with which could have a direct and material effect on the determination of financial As part of obtaining reasonable assurance about whether the District's financial

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

Office of the State Auditor OFFICE OF THE STATE AUDITOR February 28, 2006

SCHEDULE OF FINDINGS AND RECOMMENDATIONS JUNE 30, 2005

STATUS OF PRIOR YEAR AUDIT FINDINGS

- 04-1. Discrepancies between bank records and accounting & reporting - Repeated and
- 04-2. Per Diem Non Compliance Resolved
- 04-3. Understated Reporting of Assets Resolved
- 04-4 Expenditures Made in Excess of District's Approved Budget - Resolved

CURRENT YEAR AUDIT FINDINGS

04-1. Discrepancies Between Bank Records and Accounting & Reporting - Repeated

Condition

difference of \$45 could not be reconciled to the general ledger. \$16,713.16. The operating account bank balance at of June 30, The reconciled balance per the bank statement was \$16,758.16. 2005 per the general ledger was The

Criteria

records and file accurate and timely reports to DFA. As the oversight agency, DFA requires that the District maintain accurate accounting

Effect

incorrect by \$45 The expenditure, revenue and bank balance amounts on the reports submitted to DFA are

Cause

bank balance as per General Ledger copy given to the auditors and the report presented to The reconciliation between the bank balance and book balance is not done correctly. The the board do not match and could not be reconciled.

Recommendation

the entry made erroneously. One of the purposes of reconciliations between books and possible. bank statements is to detect any errors made and make correcting entries as soon as found rather than going back to the date when error was made and deleting or correcting Corrections, if necessary, should be made with a new correcting entry when the error is This practice is especially important when the reports have already been

MORA WAGON-MOUND SOIL AND WATER CONSERVATIC STATE OF NEW MEXICO

SCHEDULE OF FINDINGS AND RECOMMENDATIC JUNE 30, 2005

should be resubmitted to DFA with explanation. the financial statements with the minutes. It is also recommended thaof a particular date in the minutes to keep an official record of it in ad_ submitted to the Board and to DFA. The Board may mention the bank

Management's Response

the District for incorrect reports. If any errors are detected, they will \(\subseteq \) submitted to DFA are up to date with the correct financial numbers. DE will be sent to DFA with an explanation of the errors. time of the finding rather than correcting it on the date of the error. Al The District Clerk will now include the bank balance in the minutes.

05-1. Per Diem Non Compliance

Condition

Per Diem was underpaid by \$62.50 per day to a board member for overr

Criteria

day for overnight travel regardless of the number of hours traveled. In accordance 2.42.2.8 NMAC Per Diem rates shall be paid for in-stat-

Effect

District is not complying with state per diem guidelines. Per Diem expense is understated due to not paying the required per

Cause

Failure to follow the 'State Per Diem Act'.

Recommendations

the District's board minutes. However, if the District chooses to pay a different per diem rate this s The District should pay the required per diem rate of \$85 per day f

SCHEDULE OF FINDINGS AND RECOMMENDATIONS JUNE 30, 2005

District's Response

The finding will be corrected.

05-2. Bond Insurance

Condition

for the Districts assets. The District did not obtain a corporate surety bond on behalf of the persons responsible

Criteria

for various risks of loss the District is exposed to. In accordance with District policies, the District is required to maintain a corporate bond

Effect

or omissions and natural disasters. The District is not covered for risks of loss due to torts, theft or damage of assets, errors

Cause

responsible for the District's assets. The District was not aware they were required to maintain a surety bond for persons

Recommendation

District's assets. The District should obtain a corporate surety bond for all persons responsible for the

District's Response

The District will correct this finding.

EXIT CONFERENCE JUNE 30, 2005

Financial Statement Preparation

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

Exit Conference

Soil and Water Conservation District. Representing the Office of the State Auditor was Blanca Trujillo, Senior Auditor. Sandoval, Board Member and Ms. Dora Pino, District Clerk of the Mora-Wagon Mound On February 28, 2006 an exit conference was held at the District Office with Arthur