



OFFICE OF THE STATE AUDITOR

Hector H. Balderas

STATE OF NEW MEXICO

**SANTA FE-POJOAQUE
SOIL AND WATER CONSERVATION DISTRICT**

**FINANCIAL STATEMENTS
Fiscal Year Ended June 30, 2006**

(With Independent Auditor's Report Thereon)

8037

STATE OF NEW MEXICO
 SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT
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 JUNE 30, 2006

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STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

OFFICIAL ROSTER
JUNE 30, 2006

<u>Board of Supervisors</u>	<u>Position</u>
Arsenio Trujillo	Chairperson
Joe T. Maestas	Vice-Chairperson
Jose Carlos Ortiz	Treasurer
Jose R. Roybal	Supervisor
Rey Romero	Supervisor
Jose J. Varela Lopez	Supervisor
Alfredo J. Roybal	Supervisor
<u>District Personnel</u>	<u>Title</u>
Laurel Sherr	Administrative Assistant
Clara DuBois	Administrative Assistant



OFFICE OF THE STATE AUDITOR

Hector H. Balderas

INDEPENDENT AUDITOR'S REPORT

Arsenio Trujillo, Chairperson
and Members of the Board of Supervisors
Santa Fe-Pojoaque Soil and Water Conservation District
1911 5th Street, Suite 201
Santa Fe, New Mexico 87505

We have audited the accompanying financial statements of the governmental activities, general fund and the respective budgetary comparison of the Santa Fe-Pojoaque Soil and Water Conservation District (District) as of and for the year ended June 30, 2006, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

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

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*, we have also issued a report dated February 2, 2007 on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, 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* and should be considered in assessing the results of our audit.

Office of the State Auditor
OFFICE OF THE STATE AUDITOR
February 2, 2007

STATE OF NEW MEXICO
 SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT
 STATEMENT OF NET ASSETS
 JUNE 30, 2006

Exhibit 1

	Governmental Activities
Assets	
Cash	\$ 51,680
Accounts receivable	154
Total assets	51,834
Liabilities	
Accounts payable	1,908
Total liabilities	1,908
Net Assets	
Unrestricted	49,926
Total net assets	\$ 49,926

The notes to the financial statements are an integral part of this statement.

STATE OF NEW MEXICO
 SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT
 STATEMENT OF ACTIVITIES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2006

Exhibit 2

	Governmental Activities
Program Expenses:	
Conservation:	\$
Per Diem Travel	4,896
Insurance	175
Advertising	1,790
Annual Meeting	459
Dues	750
Membership	51
Check expense	108
Office Expense	573
Grant-Acequia DeLa Cienega	15,400
Special projects O/M Flood	8,084
Personnel	6,690
Contractor expense	43
Election	44
	39,063
Total program expenses	39,063
Program Revenues:	
Operating grants	38,540
	38,540
Total program revenues	38,540
Net program (expense) revenue	(523)
General Revenues:	
State Allotment	9,944
Interest	667
Reimbursement	23
	10,634
Total general revenues	10,634
Change in net assets	10,111
Net assets at beginning of year	39,815
Net assets at end of year	\$ 49,926

The notes to the financial statements are an integral part of this statement.

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

Exhibit 3

	General Fund
Assets	
Cash	\$ 51,680
Accounts Receivable	154
Total assets	\$ 51,834
Liabilities and fund balance	
Liabilities:	
Accounts payable	\$ 1,908
Total liabilities	1,908
Fund balance:	
Unreserved, designated for subsequent year's expenditures	28,008
Unreserved, undesignated	21,918
Total fund balance	49,926
Total liabilities and fund balance	\$ 51,834

The notes to the financial statements are an integral part of this statement.

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

	General Fund
Revenues	
State Allotment	\$ 9,944
Interest	667
Reimbursement	23
Operating grant - Santa Fe County	5,000
Operating grant - Acequia La Cienega	15,540
Operating grant - SF River Restoration	18,000
Total revenues	49,174
Expenditures	
Conservation:	
Current:	
Per Diem Travel	4,896
Insurance	175
Advertising	1,790
Annual Meeting	459
Dues	750
Membership	51
Check expense	108
Office Expense	573
Grant-Acequia DeLa Cienega	15,400
Special projects-O/M Flood Control	8,084
Personnel	6,690
Contractor expense	43
Election	44
Total expenditures	39,063
Net change in fund balance	10,111
Fund balance beginning of year	39,815
Fund balance end of year	\$ 49,926

The notes to the financial statements are an integral part of this statement.

STATE OF NEW MEXICO
 SANTA FE-POJOAQUE 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

	General Fund			Variance Favorable (Unfavorable)
	Original Budget	Final Budget	Actual	
Revenues				
State allocation	\$ 7,500	\$ 9,944	\$ 9,944	\$ -
County grant	7,500	7,500	5,000	(2,500)
Interest	195	195	513	318
Reimbursement	-	-	23	23
Grant-Santa Fe River Restoration Project	-	18,000	18,000	-
Grant-Acequia La Cienega Water Conservation	-	15,540	15,540	-
Total revenues	<u>15,195</u>	<u>51,179</u>	<u>\$ 49,020</u>	<u>\$ (2,159)</u>
Cash balance budgeted	12,355	9,911		
Total revenues and cash	<u>\$ 27,550</u>	<u>\$ 61,090</u>		
Expenditures				
Current:				
Per Diem Travel	\$ 4,000	\$ 4,000	\$ 4,724	\$ (724)
Insurance	300	300	175	125
Training	500	500	-	500
Dues/Membership	1,000	1,000	801	199
Office Expense	500	500	581	(81)
Personnel	6,000	6,000	7,477	(1,477)
Special Projects-OM Flood Control	7,500	7,500	8,084	(584)
Special Projects-Conservation Projects	4,000	4,000	-	4,000
Annual meeting	300	300	459	(159)
Long Range planning	250	250	-	250
Legal notices/Advertising	500	500	1,595	(1,095)
Postage	200	200	-	200
Information/Education	1,500	1,500	-	1,500
Miscellaneous	-	-	-	-
Reimbursements	-	-	43	(43)
Grant-Santa Fe River Restoration Project	-	18,000	-	18,000
Grant-Acequia La Cienega Water Conservation	-	15,540	15,400	140
Check Expense	-	-	108	(108)
Election	1,000	1,000	44	956
Total expenditures	<u>\$ 27,550</u>	<u>\$ 61,090</u>	<u>\$ 39,491</u>	<u>\$ 21,599</u>

The notes to the financial statements are an integral part of this statement.

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2006

I. Summary of Significant Accounting Policies

A. Reporting Entity

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

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

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

The financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB). To enhance the usefulness of the financial statements, the significant policies of the District are summarized below.

B. Government-wide and Fund Financial Statements

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

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2006

The statement of activities demonstrates the degree to which the direct expenses of a given function, or segment, are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include operating grants for Santa Fe County, Acequia La Cienega and Santa Fe River Restoration. Other items not properly included among program revenues are reported instead as general revenues.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

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

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

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

The District reports the following major governmental funds:

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

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2006

statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

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

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

D. Assets, Liabilities, Net Assets and Fund Balance

1. Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be demand deposits and short term investments (a certificate of deposit) with an original maturity of twelve months from the date of acquisition.

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

2. Capital Assets

Capital assets, which include computer equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by state law as assets with an initial cost of \$5,000 and an estimated useful life of more than one year. The total amount spent for construction, if any, are capitalized and reported in the government-wide financial statements. For donations, the District values these capital assets at the estimated fair value of the item at the date of acquisition. The cost of normal maintenance and repairs that do not add to the value or extend the life of the asset are not capitalized. There was no infrastructure required to be capitalized and depreciated.

The District has no capital assets on hand as of June 30, 2006.

3. Compensated Absences

As of June 30, 2006, the District did not have any employees.

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2006

4. Net Assets and Fund Balance

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

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 expenditures include accrued amounts. The revenues and expenditures reported in the budgetary comparisons are generally recorded on the cash basis. The District uses the following procedures to establish the budgeted amounts reflected in the budgetary comparisons:

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

The legal level at which actual expenditures may not exceed budgeted expenditures is at the total fund level. The Board can revise its budget with the approval of DFA-LGD. Per Exhibit 5, there were no significant budget adjustments made during the fiscal year. Encumbrance accounting is not utilized by the District.

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2006

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

	General Fund
Non-GAAP revenues (Exhibit 5)	\$ 49,020
Current year accounts receivable	154
GAAP revenues (Exhibit 4)	<u>\$ 49,174</u>
Non-GAAP expenditures (Exhibit 5)	\$ 39,491
Prior year accounts payable	(2,336)
Current year accounts payable	1,908
GAAP expenditures (Exhibit 4)	<u>\$ 39,063</u>

III. Detailed Notes on all Funds

A. Cash

As of June 30, 2006, the District had a carrying amount of deposits of \$33,006. The bank balances of demand deposit (checking account) were \$33,081. The difference is an outstanding check of \$75. The balance of the certificate of deposit at June 30, 2006 was \$18,673. The total bank balance of \$51,679 consisted of the following:

<u>Bank of America</u>	
Demand deposits	\$ 33,081
Less: FDIC coverage	(33,081)
Amount uninsured	<u>\$ -0-</u>
Certificate of Deposit	\$ 18,673
Less: FDIC coverage	(18,673)
Amount uninsured	<u>\$ -0-</u>

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the District’s deposits may not be returned to it. The government does not have a deposit policy for custodial credit risk. As of June 30, 2006, \$-0- of the District’s bank balance was exposed to custodial credit risk. All of the District’s deposits were covered by FDIC insurance.

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2006

B. Receivables

Receivables consist of the following:

Accounts receivables-Interest	\$154
Total receivables	<u>\$154</u>

IV. Other Information

A. Employee Retirement Benefits

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

B. Risk Management

The District is exposed to various risks of loss due to torts, theft or damage of assets, errors and omissions and natural disasters. The District's supervisors and employees are covered by an errors and omissions liability policy purchased by the New Mexico State University, Department of Agriculture, to which the District is administratively attached. The limits for this policy are \$1,000,000 for each wrongful act and \$1,000,000 for the policy aggregated. The District is required to obtain a corporate surety bond on behalf of persons responsible for District assets. The District currently maintains a \$35,000 surety bond. The District has not sustained any losses during the last several years and is not a defendant in any lawsuit.

C. Contingent Liabilities

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



OFFICE OF THE STATE 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*

Arsenio Trujillo, Chairperson
and Members of the Board of Supervisors
Santa Fe-Pojoaque Soil and Water Conservation District
1911 5th Street, Suite 201
Santa Fe, New Mexico 87505

We have audited the accompanying financial statements of the governmental activities, the general fund and the respective budgetary comparison of the Santa Fe-Pojoaque Soil and Water Conservation District (District) as of and for the year ended June 30, 2006 and have issued our report dated February 2, 2007. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation 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. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District'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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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

Office of the State Auditor
OFFICE OF THE STATE AUDITOR
February 2, 2007

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

SCHEDULE OF FINDINGS AND RESPONSES
JUNE 30, 2006

STATUS OF PRIOR YEAR FINDINGS

- | | | |
|------|--|----------|
| 01-1 | LACK OF SUPPORTING DOCUMENTATION
FOR EXPENDITURES | RESOLVED |
| 04-2 | MISSING BOARD MINUTES | RESOLVED |

CURRENT YEAR FINDINGS

NONE.

STATE OF NEW MEXICO
SANTA FE-POJOAQUE SOIL AND WATER CONSERVATION DISTRICT

EXIT CONFERENCE
JUNE 30, 2006

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

On February 2, 2007, an exit conference was held at the District Office with Clara DuBois, Administrative Assistant and Jose Carlos Ortiz, Treasurer of the Santa Fe-Pojoaque Soil and Water Conservation District. Representing the Office of the State Auditor was Blanca Trujillo, Senior Auditor.