#### State of New Mexico

# Southwest New Mexico Council of Governments FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT THEREON

For The Fiscal Year Ended June 30, 2011

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June 30, 2011

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## Southwest New Mexico Council of Governments Directory of Officials June 30, 2011

#### **Board of Directors**

Jovita Gonzales Chairman Alex Brown Vice-Chairman Connie Wehrheim Member Edward M. Encinas Member Jim Barentine Member Roberto Gutierrez Member George Peru Member Harvilee Moore Member Margaret Hopper Member Archie Payne Member Richard Bauch Member Jon Paul Saari Member Andres Z. Silva Member Frank M. Rodriguez Member Fred Vega Member Bill Webb Member Ed Wehrheim Member Javier Diaz Member John Salazar Member

#### Administrative Staff

Priscilla Lucero Executive Director

Pam Eley Office Manager

### Stone, McGee & Co.

Centified Public Accountants



MIKE STONE, C.P.A. LINDA STONE McGEE, C.P.A. KAY STONE, C.P.A. JARROD MASON, C.P.A. KELLEY WYATT, C.P.A

RYAN MONTOYA, C.P.A.

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#### INDEPENDENT AUDITOR'S REPORT

Hector H. Balderas, State Auditor and Board of Directors Southwest New Mexico Council of Governments Silver City, New Mexico

We have audited the accompanying financial statements of the governmental activities, each major fund, and the budgetary comparisons for the general fund and the major special revenue funds of the Southwest New Mexico Council of Governments (COG) as of and for the year ended June 30, 2011, which collectively comprise the COG's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the COG'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 *Governmental 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 governmental activities and each major fund of Southwest New Mexico Council of Governments as of June 30, 2011, and the respective changes in financial position, where applicable, thereof and the respective budgetary comparisons for the General, State Appropriation, Economic Development, NM Department of Transportation, and Outreach Program funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2011, on our consideration of Southwest New Mexico Council of Governments' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Southwest New Mexico Council of Governments has not presented management's discussion and analysis that is required by accounting principles generally accepted in the United States of America to supplement, although not required to be a part of, the basic financial statements

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the COG's basic financial statements. The accompanying financial information listed as other supplemental data in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. The other supplemental data has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Stone, McGee & Co CPA3

December 10, 2011

#### Southwest New Mexico Council of Governments **STATEMENT OF NET ASSETS** June 30, 2011

ASSETS		ernmental ctivities
Current assets: Cash and cash equivalents Due from other governments Prepaid expenses		\$ 112,403 67,803 6,315
Total current assets		\$ 186,521
Noncurrent assets: Capital assets, net		\$ 40,030
Total noncurrent assets		\$ 40,030
Total assets		\$ 226,551
	LIABILITIES	
Current liabilities: Accounts payable Accrued payroll		\$ 1,338 1,779
Total current liabilities		\$ 3,117
Noncurrent liabilities: Compensated absences		 6,708
Total liabilities		\$ 9,825
	NET ASSETS	
Invested in capital assets Restricted for:		\$ 40,030
Other purposes Unrestricted		 (11,909) 188,605
Total net assets		\$ 216,726

### Southwest New Mexico Council of Governments STATEMENT OF ACTIVITIES

For the Fiscal Year Ended June 30, 2011

			Program Revenues			
	_		Charges		Operating Grants and	
		for Expenses Services				
	E			Services		Contributions
Functions/Programs					<u> </u>	_
Governmental activites:						
General government	\$	$223,\!171$	\$	68,769	\$	164,214
Health and welfare		26,884				$25,\!502$
Highways and streets		77,381				65,160
Total governmental activities	\$	327,436	\$	68,769	\$	254,876

General revenues:

Earnings on investments

Total general revenues

Change in net assets

Net assets--beginning

Net assets--ending

Capital Grants and Contributions	Net (Expenses) Revenue and Changes in Net Assets Governmental Activities				
	\$	9,812 (1,382) (12,221)			
\$ -	\$	(3,791)			
	\$	263			
	\$	263			
	\$	(3,528)			
		220,254			
	\$	216,726			

#### Southwest New Mexico Council of Governments

#### BALANCE SHEETS GOVERNMENTAL FUNDS

June 30, 2011

	 General Fund		State Appropriation		Economic Development Administration	
Assets						
Cash and cash equivalents Prepaid expenses Due from other governments Interfund receivable	\$ 112,100 14,802 68,472	\$	1,855 1,779	\$	1,855 30,000	
Total assets	\$ 195,374	\$	3,634	\$	31,855	
Liabilities and Fund Balances  Accounts payable Accrued payroll Interfund payable	\$ 61	\$	567 1,779 2,699	\$	308 49,693	
Total liabilities	\$ 61	\$	5,045	\$	50,001	
Fund balance: Restricted: Highways and streets Unassigned	195,313		(1,411)		(18,146)	
Total fund balances	\$ 195,313	\$		\$	(18,146)	
	 		(1,411)			
Total liabilities and fund balances	\$ 195,374	\$	3,634	\$	31,855	

Depa	w Mexico artment of asportation	utreach rogram		
\$	1,856 18,222	\$ 303 749 3,000	\$	112,403 6,315 67,803 68,472
\$	20,078	\$ 4,052	\$	254,993
\$	331	\$ 71	\$	1,338 1,779
	10,521	 5,559		68,472
\$	10,852	\$ 5,630	\$	71,589
\$	9,226	 (1,578)	\$	9,226 $174,178$
\$	9,226	\$ (1,578)	\$	183,404
\$	20,078	\$ 4,052	\$	254,993

### RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET ASSETS OF GOVERNMENTAL ACTIVITIES

June 30, 2011

Total governmental fund balances	\$ 183,404
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	40,030
Long-term liabilities, including bonds payable, compensated absences, lease-purchases payable and accrued interest payable are not due and payable in the current period and therefore are not reported in the funds:	(6.700)
Compensated absences payable	 (6,708)
Net Assets of Governmental Activities	\$ 216,726

# Southwest New Mexico Council of Governments STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Fiscal Year Ended June 30, 2011

	Gen	eral Fund	App	State propriation	Dev	conomic relopment inistration
Revenues:	<b>d</b>	00.005	ф	00.444	Ф	<b>5</b> 000
Charges for services	\$	32,637	\$	30,444	\$	5,688
Intergovernmental Miscellaneous		13,502		99,214		65,000
Miscenaneous		263				
Total revenues	\$	46,402	\$	129,658	\$	70,688
Expenditures:						
Current:						
General government	\$	2,976	\$	124,211	\$	80,887
Health and welfare	Ψ	13,502	Ψ	121,211	Ψ	00,001
Highways and streets		10,002				
Capital outlay						
	-					
Total expenditures	\$	16,478	\$	124,211	\$	80,887
Revenues over (under) expenditures	\$	29,924	\$	5,447	\$	(10,199)
nevenues over (under) expenditures	Ф	29,924	Φ	5,447	Ф	(10,199)
Other financing sources (uses):						
Transfer out		(17,623)		(26,154)		
Transfer in		(11,020)		17,623		15,050
Transier in				11,020		10,000
Net change in fund balance	\$	12,301	\$	(3,084)	\$	4,851
Fund balance, July 1, 2010		183,012		1,673		(22,997)
Fund balance, June 30, 2011	\$	195,313	\$	(1,411)	\$	(18,146)
,		,		(=; == =)		(=-;)

Dep	w Mexico artment of asportation	Outreach Program		Gov	Total ernmental Funds
\$	- 65,160	\$	12,000	\$	68,769 254,876 263
\$	65,160	\$	12,000	\$	323,908
\$	- 77,381	\$	- 13,382	\$	208,074 26,884 77,381
\$	77,381	\$	13,382	\$	312,339
\$	(12,221)	\$	(1,382)	\$	11,569
	11,104				(43,777) 43,777
\$	(1,117)	\$	(1,382)	\$	11,569
	10,343		(196)		171,835
\$	9,226	\$	(1,578)	\$	183,404

# Southwest New Mexico Council of Governments RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES June 30, 2011

Net change in fund balances- total governmental funds	\$ 11,569
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the	
Statement of Activities, the cost of those assets is allocated over their	
estimated useful lives as depreciation expense:	
Capital outlay	
Depreciation expense	(13,092)
Some expense reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. This is the	
net change in compensated absences for the year.	 (2,005)
Change in Net Assets of Governmental Activities	\$ (3,528)

#### GENERAL FUND

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES-BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)

For the Fiscal Year Ended June 30,2011

		riginal Budget	<u>I</u>	Final Budget	Actual	Fa	ariance avorable favorable)
Revenues: Charges for services Intergovernmental Miscellaneous	\$	32,637	\$	32,637 13,502	\$ 34,187 - 263	\$	1,550 (13,502) 263
Total revenues	\$	32,637	\$	46,139	\$ 34,450	\$	(11,689)
Expenditures: Current: General government Health and welfare Capital outlay	\$	27,637 2,000	\$	3,154 13,502	\$ 3,154 13,502	\$	- - -
Total expenditures	\$	29,637	\$	16,656	\$ 16,656	\$	
Revenues over (under) expenditures	\$	3,000	\$	29,483	\$ 17,794	\$	(11,689)
Other financing sources (uses): Transfers out		(3,000)		(17,623)	(17,623)		
Net change in fund balance	\$	-	\$	11,860	\$ 171	\$	(11,689)
Net assets, July 1, 2010		81,000		81,000	 133,900		52,900
Net assets, June 30, 2011	\$	81,000	\$	92,860	\$ 134,071	\$	41,211
Budgetary reconciliation: Net change in fund balance, GA Revenue accruals (net) Expenditure accruals (net)	AAP ba	sis			\$ 12,301 (11,952) (178)		
Net change in fund balance, NO	N-GAA	AP budgetary	basis		\$ 171		

#### STATE APPROPRIATION

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES-BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)

For the Fiscal Year Ended June 30,2011

		Original Budget	 Final Budget	 Actual	Fa	ariance vorable favorable)
Revenues: Charges for services Intergovernmental	\$	30,444 103,100	\$ 30,444 99,214	\$ 30,444 99,214	\$	-
Total revenues	\$	133,544	\$ 129,658	\$ 129,658	\$	
Expenditures: Current: General government Capital outlay	\$	$109,645 \\ 295$	\$ 121,127	\$ 122,762	\$	(1,635)
Total expenditures	\$	109,940	\$ 121,127	\$ 122,762	\$	(1,635)
Revenues over (under) expenditures	\$	23,604	\$ 8,531	\$ 6,896	\$	(1,635)
Other financing sources (uses): Transfers in Transfers (out)		(23,604)	 17,623 (26,154)	17,623 (26,154)		<u>-</u>
Net change in fund balance	\$	-	\$ -	\$ (1,635)	\$	(1,635)
Fund balance, July 1, 2010						
Fund balance, June 30, 2011	\$	-	\$ 	\$ (1,635)	\$	(1,635)
Budgetary reconciliation: Net change in fund balance, GA Revenue accruals (net) Expenditure accruals (net)	AAP ba	asis		\$ (3,084) - 1,449		
Net change in fund balance, NO budgetary basis	N-GA	AP		\$ (1,635)		

#### ECONOMIC DEVELOPMENT

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES-BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)

For the Fiscal Year Ended June 30,2011

		Original Budget		Final Budget	Actual	F	ariance avorable favorable)
Revenues: Charges for services Intergovernmental	\$	5,688 72,500	\$	5,688 60,000	\$ 5,688 47,500	\$	(12,500)
Total revenues	\$	78,188	\$	65,688	\$ 53,188	\$	(12,500)
Expenditures: Current: General government Capital outlay	\$	78,188	\$	80,738	\$ 81,414	\$	(676)
Total expenditures	\$	78,188	\$	80,738	\$ 81,414	\$	(676)
Revenues over (under) expenditures	\$	-	\$	(15,050)	\$ (28,226)	\$	(13,176)
Other financing sources (uses): Transfers in				15,050	 15,050		
Net change in fund balance	\$	-	\$	-	\$ (13,176)	\$	(13,176)
Fund balance, July 1, 2010					 		
Fund balance, June 30, 2011	\$		\$	-	\$ (13,176)	\$	(13,176)
Budgetary reconciliation: Net change in fund balance, GA Revenue accruals (net) Expenditure accruals (net)	AAP ba	sis			\$ 4,851 (17,500) (527)		
Net change in fund balance, NO	N-GAA	AP budgetary	basis		\$ (13,176)		

#### NEW MEXICO DEPARTMENT OF TRANSPORTATION PROGRAM STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES--BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)

For the Fiscal Year Ended June 30,2011

		Original Budget		Final Budget	 Actual	Fa	ariance vorable avorable)
Revenues: Intergovernmental Miscellaneous	\$	65,160	\$	65,160	\$ 59,706	\$	(5,454)
Total revenues	\$	65,160	\$	65,160	\$ 59,706	\$	(5,454)
Expenditures: Current: Highways and streets Capital outaly	\$	76,264	\$	76,264	\$ 77,970	\$	(1,706)
Total expenditures	\$	76,264	\$	76,264	\$ 77,970	\$	(1,706)
Revenues over (under) expenditures	\$	(11,104)	\$	(11,104)	\$ (18,264)	\$	(7,160)
Other financing sources (uses): Transfers in		11,104		11,104	 11,104		
Net change in fund balance	\$	-	\$	-	\$ (7,160)	\$	(7,160)
Fund balance, July 1, 2010					 		<u>-</u>
Fund balance, June 30, 2011	\$		\$		\$ (7,160)	\$	(7,160)
Budgetary reconciliation: Net change in fund balance, GA Revenue accruals (net) Expenditure accruals (net)	AAP ba	asis			\$ (1,117) (5,454) (589)		
Net change in fund balance, NO	N-GAA	AP budgetary	basis		\$ (7,160)		

#### **OUTREACH PROGRAM**

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES--BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS) For the Fiscal Year Ended June 30,2011

		riginal Budget	1	Final Budget	 Actual	Fa	ariance vorable avorable)
Revenues: Intergovernmental Miscellaneous	\$	12,000	\$	12,000	\$ 13,000	\$	1,000
Total revenues	\$	12,000	\$	12,000	\$ 13,000	\$	1,000
Expenditures: Current: Health and welfare Capital outlay	\$	12,000	\$	12,000	\$ 12,697	\$	(697)
Total expenditures	\$	12,000	\$	12,000	\$ 12,697	\$	(697)
Revenues over (under) expenditures	\$	<del>-</del>	\$	-	\$ 303	\$	303
Other financing sources (uses): Transfers in (out)					 _		
Net change in fund balance	\$	-	\$	-	\$ 303	\$	303
Fund balance, July 1, 2010					 		
Fund balance, June 30, 2011	\$		\$	_	\$ 303	\$	303
Budgetary reconciliation: Net change in fund balance, GA Revenue accruals (net) Expenditure accruals (net)	AAP ba	sis			\$ (1,382) 1,000 685		
Net change in fund balance, NO	N-GAA	AP budgetary	basis		\$ 303		

### Southwest New Mexico Council of Governments NOTES TO FINANCIAL STATEMENTS

June 30, 2011

#### Note 1 Summary of Significant Accounting Policies

The Southwest New Mexico Council of Governments (COG) is recognized as a regional council of planning and development district as designated by the Governor. In accordance with the Planning District Act [4-45-4 NMSA 1978], the Council members include municipalities, school systems, counties, individuals and other government-related organizations. The COG's operations are solely within the discretion and control of the governing board.

The Council of Governments was organized to provide assistance in long-range planning and local administration of State and Federal funds, and operates under the Board of Directors executive director form of government. It provides the following services to its members: 1) help and assistance in formulation of long-range goals, 2) help in obtaining grants for specific purposes, 3) compilation of regional statistical reports and 4) administration of various state programs at the local level.

The Council of Government's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. The more significant accounting policies established in GAAP and used by the Council of Governments are discussed below.

#### A. REPORTING ENTITY

These financial statements present the Council of Governments (the primary government). As defined by GASBS No. 14, component units are legally separate entities that are included in the Council of Government's reporting entity because of the significance of their operating or financial relationships with the Council of Governments. Based on the criterion in GASBS No. 14, the Council of Government's had no component units.

#### **B. BASIS OF PRESENTATION**

Government-wide Financial Statements:

The Statement of Net Assets and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. The Council of Government's has no business-type activities, nor any fiduciary funds.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-

balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. Funds are organized into one major category: governmental. An emphasis is placed on major funds within the governmental categories. A fund is considered major if it is the primary operating fund of the Council of Governments or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type.
- b. Other funds management feels are significant.

The funds of the financial reporting entity are described below:

#### **Governmental Funds**

General Fund

The General Fund is the primary operating fund of the Council of Governments and always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Major-Fund Description

Special Revenue Funds:

State Appropriation Fund – The State Appropriation Fund is used to account for the proceeds and distributions of the State Appropriation Funds received. The fund was authorized by the Council members of Southwest New Mexico Council of Governments to keep a separate accounting of State Appropriation Funds now that any unused funds require reversion.

*Economic Development Administration Fund* – This Federal grant is used to develop a comprehensive economic development strategy for the purposes of job creation, retention, and expansion for the member regions. This fund was required by the Federal grant contract and authorized by the Council members of Southwest New Mexico Council of Governments.

*New Mexico Department of Transportation Fund* - This grant is used to fund the preparation of an annual transportation plan. Committees prioritize specific projects and formulate recommendation to the New Mexico Department of Transportation where the final decision is made. This fund was required by the grant contract and authorized by the Council members of Southwest New Mexico Council of Governments.

Mortgage Finance Authority (MFA) – Professional Services Outreach Program – To account for the specific pass-through federal contract to maintain personal contracts with the local media, local elected officials and other designated groups and to keep them aware of local relevant developments in relationship to the MFA. This is authorized by the service contract approved by the Council members' resolution.

#### C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

#### **Measurement Focus**

On the government-wide Statement of Net Assets and the Statement of Activities, governmental activities are presented using the economic resources measurement focus as defined in item "b" below.

In the fund financial statements, the "current financial resources" measurement focus is used.

- a. All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statements utilize an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported.

#### **Basis of Accounting**

#### 1. Accrual:

The government-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

#### 2. Modified Accrual:

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

Substantially all governmental fund revenues are accrued. In applying GASBS No. 33 to grant revenues, the provider recognizes liabilities and expenses and the recipient recognizes receivables and revenue when the applicable eligibility requirements, including time requirements, are met. Resources transmitted before the eligibility requirements are met are reported as advances by the provider and deferred revenue by the recipient. Grant revenues not collected within 60 days of year end are recorded as receivables and deferred revenue. Such amounts are recorded net of estimated uncollectible amounts.

In the government-wide Statement of Net Assets, the governmental activities columns (a) are presented on a consolidated basis by column, (b) and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council of Government's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The Council of Governments first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Council of Government's functions. The functions are also supported by general government revenues (certain intergovernmental revenues, and charges, etc.) The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function, and are typically charges for services. Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The net costs (by function) are normally covered by general revenue (intergovernmental revenues, interest income, etc.).

The Council of Governments does not allocate indirect costs.

This government-wide focus is more on the sustainability of the Council of Governments as an entity and the change in the Council of Government's net assets resulting from the current year's activities.

#### D. Budgets

Budgets for the General and Special Revenue Funds are prepared by management and are approved by the members of the Board.

These budgets are prepared on the NON-GAAP modified accrual basis, excluding encumbrances, and secure appropriation of funds for only one year. Carryover funds must be re-appropriated in the budget of the subsequent fiscal year.

The budgets are used solely as guidelines, and are not legally enforceable. "In-kind" expenditures are budgeted only to a minimum matching amount, and are not required to be budgeted further.

#### E. Cash and Investments

Cash includes amounts in demand deposits as well as short-term investments with a maturity of six months from the date acquired by the government. State statutes authorize the government to invest in obligations of the U.S. Treasury, interest-bearing accounts with local financial institutions and the State Treasurer Pool.

New Mexico Statutes require that financial institutions with public monies on deposit pledge collateral, to the owners of such monies, in an amount not less than 50% of the public monies held on deposit. Collateral pledged is held in safekeeping by other financial institutions, with safekeeping receipts held by the Council of Governments. The pledged securities remain in the name of the financial institution.

#### F. Capital Assets

Capital assets purchased or acquired with an original cost of \$5,000.00 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Furniture and equipment 5-10 years Lease-hold improvements 5 years The accounting treatment over property, plant and equipment depends on whether they are reported in the government-wide financial statements or fund financial statements. In the government-wide financial statements, fixed assets are accounted for as capital assets. In the fund financial statements, fixed assets are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

#### **G.** Compensated Absences

The Council of Government's policies regarding vacation time permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as long-term debt in the government-wide statements. The current portion of this debt is estimated based on historical trends. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources.

#### H. Equity Classifications

Government-wide Statements

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

- a. Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

#### Fund Statements

During the year ended June 30, 2011, the Council of Governments implemented GASB Statement 54 "Fund Balance Reporting and Governmental Fund Type Definitions". This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Non-spendable fund balance amounts that are not in a spendable form (such as inventory) or are required to remain intact.
- Restricted fund balance amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance amounts constrained to specific purposes by the government itself, using its highest level of decision-making authority, to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change its constraints.

- Assigned fund balance amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the government body delegates the authority.
- Unassigned fund balance amounts that are available for any purpose; positive amounts are reported only in the general fund.

The Board of Directors establishes (and modifies or rescinds) fund balance commitments by adoption of a resolution or a vote of the Board. This is typically done through the adoption and amendment of the budget. Assigned fund balance is established by the Board of Directors through adoption or amendment of the budget as intended for a specific purpose (such as purchase of fixed assets, construction, debt service or for other purposes).

#### I. **Interfund Activity**

Interfund activity is reported as either loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental funds are netted as part of the reconciliation to the government-wide financial statements.

#### J. **Use of Estimates**

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

#### Note 2 Custodial Credit Risk

Custodial credit risk is the risk in the event of a bank failure the government's deposits may not be returned to it. The government does not have a deposit policy for credit risk beyond that disclosed in Note 1. As of June 30, 2011, \$-0- of the governments bank balance of \$126,342 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized Uninsured and collateral held by pledging banks		\$	-0-
trust department not in Council's name			-0-
Total		\$	-0-
	Bank <u>Balance</u>	Carrying Amount	
Deposits by custodial risk category: Insured	<u>\$ 126,342</u>	\$	112,403

#### Note 3 Capital Assets

The following is summary of capital asset activity during the fiscal year:

Balaı	nce	Balance
July 1, 2010	<b>Additions Deletions</b>	June 30, 2011

Capital Assets Being Depreciated: Leasehold improvements Equipment		20,624 68,145	\$ -0-	\$ -0-	\$ 20,624 68,145
Total capital assets being depreciated	\$ 8	88,769	\$	\$	\$ 88,769
Less accumulated depreciation For: Leasehold improvements Equipment	\$ 2	9,970 25,677	\$ 4,125 <u>8,967</u>	\$	\$ 14,095 34,644
	\$ 3	35,647	\$ 13,092	\$	\$ 48,739
Capital assets, net	\$ 5	53,122	<u>\$ (13,092</u> )	\$	\$ 40,030

Depreciation expense was charged to the governmental activities as follows:

General government

3 13,092

#### Note 4 Compensated Absences

Compensated absence activity was as follows for the year ended June 30, 2011:

Balance
July 1, 2010 Additions Retirements June 30, 2011

Compensated absences <u>\$ 4,703 \\$ 9,422 \\$ (7,417) \\$ 6,708</u>

The amount of compensated absences due within the next year are not estimable. The liabilities will be paid from the fund which is charged with the employee as a direct cost, and will be paid from available funds. Typically, the general fund bears the majority of compensated absences cost.

#### Note 5 Risk Management

The Council of Governments is exposed to various risks of loss related to torts; thefts of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Council of Governments has purchased private insurance to mitigate these risks.

Limits of coverage are as follows:

\$1,000,000 Liability \$ 27,000 Property \$1,000,000 Auto

#### Note 6 Pension Plan – Public Employees Retirement Association

#### Plan Description

Substantially all of the Council of Government's full-time employees participate in a public employee retirement system authorized under the Public Employees Retirement Act (Chapter 10, Article 11, NMSA 1978). The Public Employees Retirement Association (PERA) is the administrator of the plan, which is a cost-sharing multiple-employer defined benefit retirement plan. The plan provides for retirement benefits, disability benefits, survivor benefits and cost-of-living adjustments to plan members and beneficiaries. PERA issues a separate, publicly available financial report that includes financial statements and required supplementary information for the plan. That report may be obtained by writing to PERA, P.O. Box 2123, Santa Fe, New Mexico 87504-2123. The report is also available on PERA's website at <a href="https://www.pera.state.nm.us">www.pera.state.nm.us</a>.

#### **Funding Policy**

Plan members are required to contribute 9.15% of their gross salary. Council of Governments is required to contribute 9.15% of the gross covered salary. The contribution requirements of plan members and the Council of Governments are established in State statute under Chapter 10, Article 11, NMSA 1978. The requirements may be amended by acts of the legislature. The Council of Government's contributions to PERA for the fiscal years ending June 30, 2011, 2010, and 2009 were \$28,781, \$28,029, and \$30,651 respectively, which equal the amount of the required contribution for each fiscal year.

#### Note 7 Post-Employment Benefits – State Retiree Health Care Plan

#### Plan Description

The Council of Governments contributes to the New Mexico Retiree Health Care Fund, a cost-sharing multiple-employer defined benefit postemployment healthcare plan administered by the New Mexico Retiree Health Care Authority (RHCA). The RHCA provides health care insurance and prescription drug benefits to retired employees of participating New Mexico government agencies, their spouses, dependents, and surviving spouses and dependents. The RHCA Board was established by the Retiree Health Care Act (Chapter 10, Article 7C, NMSA 1978). The Board is responsible for establishing and amending benefit provisions of the healthcare plan and is also authorized to designate optional and/or voluntary benefits like dental, vision, supplemental life insurance, and long-term care policies.

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

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

#### **Funding Policy**

The Retiree Health Care Act (Section 10-7C-13 NMSA 1978) authorizes the RHCA Board to establish the monthly premium contributions that retirees are required to pay for healthcare benefits. Each participating

retiree pays a monthly premium according to a service based subsidy rate schedule for the medical plus basic life plan plus an additional participation fee of five dollars if the eligible participant retired prior to the employer's RHCA effective date or is a former legislator or former governing authority member. Former legislators and governing authority members are required to pay 100% of the insurance premium to cover their claims and the administrative expenses of the plan. The monthly premium rate schedule can be obtained from the RHCA or viewed on their website at <a href="https://www.nmrhca.state.nm.us">www.nmrhca.state.nm.us</a>.

The Retiree Health Care Act (Section 10-7C-15 NMSA 1978) is the statutory authority that establishes the required contributions of participating employers and their employees. During the fiscal year ended June 30, 2011, the statute required each participating employer to contribute 1.666% of each participating employee's annual salary; each participating employee was required to contribute .8333% of their salary. In the fiscal years ending June 30, 2012 and June 30, 2013 the contribution rates for employees and employers will rise as follows:

For employees who are not members of an enhanced retirement plan the contribution rates will be:

Employee <u>Contribution Rate</u>	Employee <u>Contribution Rate</u>
1.834%	.917% 1.000%
	Contribution Rate

Also, employers joining the program after January 1, 1998 are required to make a surplus-amount contribution to the RHCA based on one of two formulas at agreed-upon intervals.

The RHCA plan is financed on a pay-as-you-go basis. The employer, employee and retiree contributions are required to be remitted to the RHCA on a monthly basis. The statutory requirements for the contributions can be changed by the New Mexico State Legislature.

The Council of Government's contributions to the RHCA for the years ended June 30, 2011, 2010 and 2009 were \$3,932, \$2,987 and \$3,266, respectively, which equal the required contributions for each year.

#### Note 8 Contingent Liabilities

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

#### Note 9 Interfund Transactions

	Interfund Receivable
V. C. ID. II	General Fund
Interfund Payables	
State Appropriation	\$ 2,699
Economic Development	49,693
New Mexico Department of Transportation	10,521
Outreach Program	5,559
	\$ 68 472

The loans were made to fund operating expenses, and are expected to be paid within one year.

Transfers From	

	General	State Appropriation	<u>Total</u>
Transfers To			
State Appropriation Economic Development NM Dept. of Transportation	\$ 17,623	\$ 15,050 11,104	\$ 17,623 15,050 11,104
	<u>\$ 17,623</u>	<u>\$ 26,154</u>	<u>\$ 43,777</u>

The transfers were made to provide matching funds, and provide operating funds.

#### Note 10 Deficit Fund Balances

The Council of Governments had the following fund balance deficits at June 30, 2011:

State Appropriation	\$ 1,411
Economic Development	18,146
Outreach Program	1,578

These deficits were caused by either the application of the 60 day revenue recognition period required by the modified accrual basis of accounting or the timing of transfers to be made from the General Fund. As revenue is collected and/or the transfers are made, the deficits will be eliminated.

#### Note 11 Restricted Net Assets

Net assets restricted for other purposes consist of Special Revenue Fund balances which are restricted by enabling legislation, as listed in the fund descriptions elsewhere in this report. Restrictions are as follows:

State Appropriation	\$ (1,411)
Economic Development	(18,146)
N.M. Department of Transportation	9,226

Outreach Program (1,578)
\$ (11,909)

# Southwest New Mexico Council of Governments SCHEDULE OF DEPOSITORY COLLATERAL June 30, 2011

	 Ambank
Checking CD	\$ 126,342
Total on deposit	\$ 126,342
Less: FDIC insurance	 (126,342)
Total uninsured public funds	\$ 
50% collateralization requirement (Section 6-10-17 NMSA)	\$ <u>-</u>
Pledged securities over (under) requirement	\$ 

#### State of New Mexico Southwest New Mexico Council of Governments

#### SCHEDULE OF INDIVIDUAL DEPOSIT ACCOUNTS AND INVESTMENTS

June 30, 2011

	Type of Account	1	Bank Balance	 econciled Balance
Ambank				
Operational Operational	Checking Savings	\$	73,303 53,039	\$ 59,314 53,039
Total Ambank		\$	126,342	\$ 112,353
Cash on hand				\$ 50
Total cash and investments				\$ 112,403

### Southwest New Mexico Council of Governments SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

For the Fiscal Year Ended June 30, 2011

Findings	Current Status	
2010-01	Access to financial programs not restricted	Resolved
2010-0	Supporting invoices not coded	Resolved

### Stone, McGee & Co.

Centified Public Accountants -



MIKE STONE, C.P.A. LINDA STONE McGEE, C.P.A. KAY STONE, C.P.A. JARROD MASON, C.P.A. KELLEY WYATT, C.P.A

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENTAL AUDITING STANDARDS

Hector H. Balderas, State Auditor and Board of Directors Southwest New Mexico Council of Governments Silver City, New Mexico

We have audited the financial statements of the governmental activities, each major fund, and the budgetary comparisons of the general fund and major special revenue funds of Southwest New Mexico Council of Governments as of and for the year ended June 30, 2011, which collectively comprise Southwest New Mexico Council of Governments' basic financial statements and have issued our report thereon dated December 10, 2011. 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 Southwest New Mexico Council of Governments' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Southwest New Mexico Council of Governments' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Southwest New Mexico Council of Governments' internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Southwest New Mexico Council of Governments' 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 Board of Directors, others within the organization, the New Mexico Department of Finance and Administration, the New Mexico State Auditor, the New Mexico Legislature, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Ston, McQu & 60 CPAS

December 10, 2011

#### Southwest New Mexico Council of Governments SCHEDULE OF FINDINGS AND RESPONSES

For the Fiscal Year Ended June 30, 2011

#### SUMMARY OF AUDIT RESULTS

- 1. The auditor's report expresses an unqualified opinion on the financial statements of Southwest New Mexico Council of Governments.
- 2. No significant deficiencies relating to the audit of the financial statements are reported in the "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".
- 3. No instances of noncompliance material to the financial statements of Southwest New Mexico Council of Governments, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
- 4. Southwest New Mexico Council of Governments expended less than \$500,000 in federal funds.

#### FINDINGS - FINANCIAL STATEMENT AUDIT

None

#### OTHER - FINANCIAL STATEMENT PREPARATION

The financial statements were prepared by Stone, McGee & Co., C.P.A.'s.

#### **EXIT CONFERENCE**

The contents of this report were discussed November 30, 2011. Present at this exit conference were:

<u>Name</u>	<u>Title</u>	$\underline{\text{Affiliation}}$
Aaron Sera	Board Member	SWNM Council of Governments
Priscilla Lucero	Executive Director	SWNM Council of Governments
Pam Eley	Office Manager	SWNM Council of Governments
Mike Stone	Shareholder	Stone, McGee & Co., CPA's