

**TILLAMOOK COUNTY 4-H AND
EXTENSION SERVICE DISTRICT
Tillamook, Oregon**

**ANNUAL FINANCIAL REPORT
For the Year Ended June 30, 2018**

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**TILLAMOOK COUNTY 4-H AND EXTENSION SERVICE DISTRICT
OFFICERS AND MEMBERS OF THE GOVERNING BODY**

For the Year Ended June 30, 2018

Members of the Governing Body

William Baertlein
4980 Sollie Smith Road
Tillamook, Oregon 97141

Tim Josi
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Tillamook, Oregon 97141

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Tillamook County Courthouse
201 Laurel Avenue
Tillamook, Oregon 97141

Registered Agent

Troy Downing

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TILLAMOOK COUNTY 4-H AND EXTENSION SERVICE DISTRICT

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
TILLAMOOK COUNTY 4-H EXTENSION SERVICE DISTRICT
Tillamook, Oregon

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of TILLAMOOK COUNTY 4-H EXTENSION SERVICE DISTRICT, a component unit of Tillamook County, Oregon, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the district's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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 each major fund of TILLAMOOK COUNTY 4-H EXTENSION SERVICE DISTRICT, as of June 30, 2018, the respective changes in financial position, and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

INDEPENDENT AUDITOR'S REPORT (Continued)

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages *i-iii* be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The individual fund schedule is presented for purposes of additional analysis and are not a required part of the basic financial statements.

The individual fund schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Oregon State Regulations

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have also issued our report dated November 20, 2018 on our consideration of the District's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance.

Boldt Carlisle + Smith
Certified Public Accountants
Salem, Oregon
November 20, 2018

By:



Bradley G. Bingenheimer, Member

MANAGEMENT'S DISCUSSION AND ANALYSIS

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TILLAMOOK COUNTY 4-H AND EXTENSION SERVICE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Year Ended June 30, 2018

The 4-H Extension Service District is a component unit of Tillamook County, Oregon. The District is included in the Tillamook County comprehensive annual financial report. This discussion and analysis presents the highlights of financial activities and financial position for the District.

FINANCIAL HIGHLIGHTS

The District's assets exceeded its liabilities at June 30, 2018, by \$1,800,028 (net position) of which \$1,113,750 is invested in capital assets and \$686,278 is unrestricted.

The District's net position increased by \$1,024,319. There was a combined decrease of \$(87,962) in fund balances.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's annual financial report consists of various sections. Taken together they provide the annual financial report of the District. The components of the report include the following:

Management's Discussion and Analysis. This section of the report provides financial highlights, overview and economic factors affecting the District.

Basic Financial Statements. Includes a Statement of Net Position, Statement of Activities, Balance Sheet, Statement of Revenues, Expenditures and Changes in Fund Balances and a budgetary comparison for the General Fund. Also, notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the District's financial condition.

Individual Fund Schedule. Readers desiring additional information on the District's two funds can find it in this section of this report. Included within this section is the schedule of revenues, expenditures and changes in fund balance – budget and actual for the Capital Projects Fund.

Independent Auditor's Report required by Oregon state regulations. Supplemental communication on District compliance and internal controls as required by Oregon state regulations.

FINANCIAL SUMMARY AND ANALYSIS

As mentioned earlier, net position as of June 30, 2018, was \$1,800,028. Net position is comprised of cash, receivables and capital assets (e.g., property and equipment) less liabilities. Table 1 shows net position as of June 30, 2018 and 2017.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)**FINANCIAL SUMMARY AND ANALYSIS (continued)****Table 1
Net Position**

	<u>2018</u>	<u>2017</u>
Assets		
Current assets	\$ 686,673	\$ 823,756
Capital assets, net	<u>1,113,750</u>	<u>-</u>
Total assets	<u>1,800,423</u>	<u>823,756</u>
Liabilities		
Other liabilities	<u>395</u>	<u>48,047</u>
Net position		
Investment in capital assets	1,113,750	-
Unrestricted	<u>686,278</u>	<u>775,709</u>
Total net position	<u>\$ 1,800,028</u>	<u>\$ 775,709</u>

There has been an increase in net position of \$1,024,319 for 2018 compared to a decrease of \$(75,809) for 2017 as shown in Table 2.

**Table 2
Change in Net Position**

	<u>2018</u>	<u>2017</u>
REVENUES		
Program revenues:		
Capital grants and contributions	<u>\$ 970,000</u>	<u>\$ -</u>
General revenues:		
Property taxes	323,479	311,567
Timber sales	84,910	75,803
Other	<u>10,711</u>	<u>167,145</u>
Total general revenues	<u>419,100</u>	<u>554,515</u>
Total revenues	1,389,100	554,515
Program expenses:		
Educational activities	<u>364,781</u>	<u>630,324</u>
Change in net position	1,024,319	(75,809)
Net position - beginning	<u>775,709</u>	<u>851,518</u>
Net position - ending	<u>\$ 1,800,028</u>	<u>\$ 775,709</u>

MANAGEMENT’S DISCUSSION AND ANALYSIS (Continued)

FINANCIAL ANALYSIS OF FUNDS

As of June 30, 2018, the General Fund had a fund balance of \$595,506, which is an increase of \$65,193 from June 30, 2017.

The Capital Projects Fund had a balance of \$74,504, which is a decrease of \$(153,155), from June 30, 2017. This decrease was primarily due to the purchase of a new building.

BUDGETARY HIGHLIGHTS

There were no changes to the budget of the District’s General Fund. Revenues exceeded budgeted amounts by \$57,571 and all expenditures were within budgeted amounts.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Table 3 shows the amount of capital assets at June 30, 2018. During the year ended June 30, 2018 the District acquired a tenant in common interest in a building located on the Tillamook County Community College campus. The District has no bonded indebtedness. See Note 4 for additional information on the District’s capital assets.

Table 3
Capital Assets

	<u>2018</u>	<u>2017</u>
Buildings	<u>\$ 1,113,750</u>	<u>\$ -</u>

ECONOMIC FACTORS

The primary purpose of the 4-H Extension District is to provide Oregon State University Extension education programs, training, and information to residents of Tillamook County. The District’s primary funding sources are property taxes and state timber revenue.

FINANCIAL CONTACT

The financial statements are designed to present users (citizens, taxpayers, customers, investors, and creditors) with a general overview of the District’s finances and to demonstrate the District’s accountability.

If you have questions about the report or need additional financial information, please contact the County Treasurer’s Office at 201 Laurel Avenue, Tillamook, Oregon.

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BASIC FINANCIAL STATEMENTS

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TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT

STATEMENT OF NET POSITION

June 30, 2018

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash and investments	\$ 629,021
Receivables	57,652
Capital assets:	
Other capital assets, net	<u>1,113,750</u>
TOTAL ASSETS	<u>1,800,423</u>
<u>LIABILITIES</u>	
Accounts payable and accrued liabilities	<u>395</u>
<u>NET POSITION</u>	
Investment in capital assets	1,113,750
Unrestricted	<u>686,278</u>
TOTAL NET POSITION	<u>\$ 1,800,028</u>

See accompanying notes

TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT

**STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2018**

	Governmental Activities
	<u> </u>
PROGRAM EXPENSES	
Education	
Personal services	\$ 226,400
Materials and services	127,131
Depreciation	<u>11,250</u>
Total program expenses	364,781
Program revenues - capital grants and contributions	<u>970,000</u>
Net program revenues (expenses)	<u>605,219</u>
GENERAL REVENUES	
Property taxes levied for general purposes	323,479
Timber and land sales	84,910
Unrestricted investment earnings	<u>10,711</u>
Total general revenues	<u>419,100</u>
Change in net position	1,024,319
Net position - beginning	<u>775,709</u>
Net position - ending	<u><u>\$ 1,800,028</u></u>

See accompanying notes

TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT

**BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2018**

	<u>General</u>	<u>Building Reserve</u>	<u>Totals</u>
ASSETS			
Cash and cash equivalents	\$ 554,517	\$ 74,504	\$ 629,021
Receivables	<u>57,652</u>	<u>-</u>	<u>57,652</u>
TOTAL ASSETS	<u><u>\$ 612,169</u></u>	<u><u>\$ 74,504</u></u>	<u><u>\$ 686,673</u></u>
LIABILITIES			
Accounts payable	\$ <u>395</u>	\$ <u>-</u>	\$ <u>395</u>
TOTAL LIABILITIES	<u>395</u>	<u>-</u>	<u>395</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue	<u>16,268</u>	<u>-</u>	<u>16,268</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>16,268</u>	<u>-</u>	<u>16,268</u>
FUND BALANCES			
Assigned for capital projects	-	74,504	74,504
Unrestricted	<u>595,506</u>	<u>-</u>	<u>595,506</u>
TOTAL FUND BALANCES	<u>595,506</u>	<u>74,504</u>	670,010
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	<u><u>\$ 612,169</u></u>	<u><u>\$ 74,504</u></u>	

Reconciliation of the balance sheet to the statement of net position:

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds	1,113,750
Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds	<u>16,268</u>

NET POSITION OF GOVERNMENTAL ACTIVITIES \$ 1,800,028

See accompanying notes

TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended June 30, 2018**

	General	Building Reserve	Totals
REVENUES			
Property taxes	\$ 324,948	\$ -	\$ 324,948
Timber and land sales	84,910	-	84,910
Interest	8,866	1,845	10,711
TOTAL REVENUES	<u>418,724</u>	<u>1,845</u>	<u>420,569</u>
EXPENDITURES			
Current			
Education	333,531	-	333,531
Capital outlay	20,000	155,000	175,000
TOTAL EXPENDITURES	<u>353,531</u>	<u>155,000</u>	<u>508,531</u>
Net change in fund balances	65,193	(153,155)	(87,962)
Fund balances at beginning of year	530,313	227,659	
Fund balances at end of year	<u>\$ 595,506</u>	<u>\$ 74,504</u>	

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances to Change in Net Position of Governmental Activities:

Governmental funds report outlays for capital assets as expenditures while governmental activities report depreciation expenses to allocate those expenditures over the estimated useful life of the assets. The difference between these two amounts is:

Capitalized expenditures	\$ 155,000	
Depreciation	<u>(11,250)</u>	143,750

The net effect of transactions involving capital assets (i.e., sales, trade-ins, and donations) is to increase net position	970,000
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In the statement of activities, property taxes are reported as revenues when assessed. However in the governmental funds, property taxes are reported when they are measurable and available. This revenue recognition results in differences in amounts reported for property tax revenues.

	<u>(1,469)</u>
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CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 1,024,319</u></u>
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See accompanying notes

TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT

**GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE (BUDGETARY BASIS) - BUDGET AND ACTUAL
For the Year Ended June 30, 2018**

	<u>Budget</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Property taxes	\$ 300,000	\$ 300,000	\$ 324,913	\$ 24,913
Timber and land sales	52,000	52,000	77,592	25,592
Investment earnings	<u>1,800</u>	<u>1,800</u>	<u>8,866</u>	<u>7,066</u>
TOTAL REVENUES	<u>353,800</u>	<u>353,800</u>	<u>411,371</u>	<u>57,571</u>
EXPENDITURES				
Personal services	226,400	263,400	263,400	-
Materials and services	163,900	163,900	117,783	46,117
Capital outlay	40,000	40,000	20,000	20,000
Contingency	<u>82,500</u>	<u>45,500</u>	<u>-</u>	<u>45,500</u>
TOTAL EXPENDITURES	<u>512,800</u>	<u>512,800</u>	<u>401,183</u>	<u>111,617</u>
Net change in fund balance	(159,000)	(159,000)	10,188	169,188
Fund balance at beginning of year	<u>466,900</u>	<u>466,900</u>	<u>544,329</u>	<u>77,429</u>
Fund balance at end of year	<u>\$ 307,900</u>	<u>\$ 307,900</u>	554,517	<u>\$ 246,617</u>
Reconciliation to balance sheet - governmental funds				
Receivables recognized as revenue in the current period net of amounts deferred			41,384	
Accounts payable			<u>(395)</u>	
Fund balance per governmental funds balance sheet			<u>\$ 595,506</u>	

See accompanying notes

TILLAMOOK COUNTY 4-H AND EXTENSION SERVICE DISTRICT

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2018

1. Summary of significant accounting policies

A. *The District*

The **TILLAMOOK COUNTY 4-H AND EXTENSION SERVICE DISTRICT** was formed February 12, 1986, under the provisions of ORS Chapter 451 to provide Oregon State University extension education programs, training, and information to residents of Tillamook County.

The District is a component unit of Tillamook County. The following criteria from Governmental Accounting Standards Board Statement No. 61, "The Financial Reporting Entity" regarding manifestation of oversight were considered by the County in its evaluation of the District's organization and activities:

- Financial interdependency – Tillamook County receives financial support or provides financial benefit to the organization.
- Authoritative appointment of governing authority – The Commissioners of Tillamook County are the organization's governing authority.

Tillamook County is financially accountable for the operations of the District. The criteria used in making this determination includes appointment of a voting majority, imposition of will, financial benefit or burden on the primary government, and fiscal dependency on the primary government. The management of Tillamook County has determined that the District should be included as a blended component unit, in the comprehensive annual financial report of Tillamook County for the year ended June 30, 2018.

B. *Financial statement presentation*

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the District.

Governmental activities are supported by taxes and intergovernmental revenues.

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 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds. Major governmental funds are reported in separate columns in the respective fund financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

1. Summary of significant accounting policies (continued)

C. *Measurement focus and basis of accounting*

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. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the functions of the District, the elimination of which would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

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 both 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. Significant revenues, which are susceptible to accrual under the modified accrual basis of accounting, include property taxes and federal and state grants. Other revenue items are considered to be measurable and available when received by the District. Expenditures generally are 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, are recorded only when payment is due.

The basis of accounting described above is in accordance with accounting principles generally accepted in the United States of America.

The District reports the following major governmental funds:

General - accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Building Reserve - accounts for expenditures on major construction projects or equipment acquisition. The principal sources of revenues are transfers from the General Fund and interest on investments.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

1. Summary of significant accounting policies (continued)

D. Budgets

Generally, Oregon Local Budget Law requires annual budgets be adopted for all funds of the District. The District uses the cash basis of accounting for all budgets. All annual appropriations lapse at fiscal year end.

The District begins its budgeting process by appointing budget committee members in the fall of each year. Budget recommendations are developed by management through early spring, with the budget committee meeting and approving the budget document in late spring. Public notices of the budget hearing are generally published in May or June and the hearing is held in June. The governing body adopts the budget, makes appropriations, and declares the tax levy no later than June 30. Expenditure appropriations may not be legally over-expended, except in the case of grant receipts and bond sale proceeds which could not be reasonably estimated at the time the budget was adopted.

The resolution authorizing appropriations for each fund sets the level at which expenditures cannot legally exceed appropriations. The District established the levels of budgetary control at the personal services, materials and services, capital outlay, operating contingencies, debt service, and all other requirement levels for all funds.

Budgeted amounts may be revised during the year. The governing body must authorize all appropriation transfers and supplementary budgetary appropriations.

E. Property taxes receivable

Uncollected property taxes are reported on the balance sheet as receivables; the portion which is available to finance expenditures of the current period is recorded as revenue and the remaining balance is recorded as deferred revenue. All property taxes receivable are due from property owners within Tillamook County.

Under state law, county governments are responsible for extending authorized property tax levies, computing tax rates, billing and collecting all property taxes, and making periodic remittances of collections to entities levying taxes. Real and personal property taxes are assessed and become a lien against the property as of July 1 of each year and are payable in three installments which are due on November 15, February 15, and May 15 following the lien date.

F. Capital assets

Capital assets are stated at cost. Maintenance and repairs are expensed as incurred. Replacements which improve or extend the lives of property are capitalized. Depreciation is computed on the straight-line method over the estimated useful lives of the related assets. Upon disposal of such assets, the accounts are relieved of the related costs and accumulated depreciation, and resulting gains or losses are reflected in general revenues.

The estimated useful lives of capital assets are as follows:

Buildings and land improvements	5 to 50 years
Machinery and equipment	5 years

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

1. Summary of significant accounting policies (continued)

G. *Deferred outflows / inflows of resources*

In addition to assets, the statements of net position and / or balance sheet – governmental funds will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then.

In addition to liabilities, the statement of net position and / or balance sheet – governmental funds will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

The District has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. These amounts are unavailable and recognized as an inflow of resources in the period when the amounts become available.

H. *Equity classifications*

i. *Government-wide statements*

On the statement of net position, equity is classified as net position and displayed in three components:

Net investment capital assets – 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 improvements of those assets.

Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net position – All other net position that does not meet the definition of “restricted” or “net investment in capital assets.”

In the government-wide financial statements, when the District has restricted and unrestricted resources available, it is the District’s policy to expend restricted resources first and then unrestricted resources as needed in determining the amounts to report as restricted – net position and unrestricted – net position.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

1. Summary of significant accounting policies (continued)

ii. *Governmental fund type fund balance reporting*

The Governmental Accounting Standards Board (GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*) requires governmental type fund balance amounts to be reported within one of the fund balance categories listed below:

Non-spendable — Amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted — Amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed — Amounts that can be used only for specific purposes determined by a formal action of the Board of Commissioners. The Board of Commissioners is the highest level of decision making authority for the County. Commitments may be established, modified, or rescinded only through ordinances or resolutions approved by the Board of Commissioners.

Assigned — Amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. The County Treasurer has the authority to assign fund balance amounts.

Unassigned — The residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Additionally, other funds may report negative unassigned fund balance in certain circumstances.

In the governmental fund financial statements, when the District has restricted and unrestricted (Committed, Assigned or Unassigned) resources available, it is the District's policy to expend restricted resources first. Unrestricted resources are then expended in the order of committed, assigned, and unassigned as needed, unless otherwise provided for in actions to commit or assign resources, in determining the amounts to be reported in each of the fund balance categories.

I. *Risk management*

The District is exposed to various risks of loss related to errors and omissions; automobile; damage to and destruction of assets; bodily injury; and worker's compensation for which the District carries commercial insurance. There has been no significant reduction in insurance coverage from the prior year and settled claims have not reached the level of commercial coverage in any of the past three fiscal years.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

2. Cash, cash equivalents and investments

As a component unit of Tillamook County the District’s cash, cash equivalents and investments are comingled with the County’s pool of cash, cash equivalents and investments that are available for use by all funds. Interest earned on pooled cash and investments is allocated to participating funds based upon their combined cash and investment balances.

The County’s cash, cash equivalents and investments and the amount allocable to the District at June 30, 2018 are as follows:

	<u>Tillamook County</u>	<u>Allocable to 4-H and Extension Service District</u>
Cash and cash equivalents		
State of Oregon Local Government Investment Pool	\$ 19,522,689	\$ 499,231
Cash on hand	10,724	100
Cash with investment company	475,934	--
Deposits with financial institutions	2,733,369	129,690
Investments	<u>78,746,515</u>	<u>--</u>
 Total deposits and investments	 <u>\$ 101,489,231</u>	 <u>\$ 629,021</u>

A. Deposits with financial institutions

Custodial Credit Risk – Deposits: This is the risk that in the event of a bank failure, the District’s deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides insurance for the District’s deposits with financial institutions up to \$250,000 each for the aggregate of all non-interest bearing accounts and the aggregate of all interest bearing accounts at each institution. Deposits in excess of FDIC coverage with institutions participating in the Oregon Public Funds Collateralization Program are collateralized with securities held by the Federal Home Loan Bank of Seattle in the name of the institution. As of June 30, 2018, \$154,431 of the District’s bank balances were exposed to custodial credit risk.

B. State of Oregon Local Government Investment Pool

Balances in the State of Oregon Local Government Investment Pool (LGIP) are stated at fair value. Fair value is determined at the quoted market price, if available; otherwise the fair value is estimated based on the amount at which the balances could be exchanged in a current transaction between willing parties, other than a forced liquidation sale. The Oregon State Treasury administers the LGIP. The LGIP is an unrated, open-ended, no-load, diversified portfolio offered to any agency, political subdivision or public corporation of the state who by law is made the custodian of, or has control of, any public funds. The LGIP is comingled with the State’s short-term funds. To provide regulatory oversight, the Oregon Legislature established the Oregon Short-Term Fund Board and LGIP investments are approved by the Oregon Investment Council. The fair value of the District’s position in the LGIP is the same as the value of the pool shares.

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

3. Receivables

The District's receivables at June 30, 2018 are as follows:

	<u>General</u>
Property taxes	\$ 19,227
Unsegregated taxes	2,437
State timber allotment	<u>35,988</u>
	<u>\$ 57,652</u>

4. Capital assets

	<u>Balances</u> <u>July 1, 2017</u>	<u>Additions</u>	<u>Reclassifications</u> <u>and Deletions</u>	<u>Balances</u> <u>June 30, 2018</u>
Capital assets being depreciated				
Buildings	\$ -	\$ 1,125,000	\$ -	\$ 1,125,000
Less accumulated depreciation for:				
Buildings	-	11,250	-	11,250
Total capital assets being depreciated	<u>\$ -</u>	<u>\$ 1,113,750</u>	<u>\$ -</u>	<u>\$ 1,113,750</u>

5. Unavailable revenue

Resources owned by the District, which are measurable but unavailable in the governmental funds, consist of the following:

	<u>General</u>
Property taxes	<u>\$ 16,268</u>

INDIVIDUAL FUND SCHEDULE

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TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT

BUILDING RESERVE - CAPITAL PROJECTS FUND (MAJOR FUND)

SCHEDULE OF REVENUES, EXPENDITURES AND

CHANGES IN FUND BALANCE (BUDGETARY BASIS) - BUDGET AND ACTUAL

For the Year Ended June 30, 2018

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
REVENUES			
Investment earnings	\$ 100	\$ 1,845	\$ 1,745
TOTAL REVENUES	<u>100</u>	<u>1,845</u>	<u>1,745</u>
EXPENDITURES			
Materials and services	67,600	-	67,600
Capital outlay	<u>160,000</u>	<u>155,000</u>	<u>5,000</u>
TOTAL EXPENDITURES	<u>227,600</u>	<u>155,000</u>	<u>72,600</u>
Excess (deficiencies) of revenues over expenditures	<u>(227,500)</u>	<u>(153,155)</u>	<u>74,345</u>
OTHER FINANCING SOURCES (USES)			
Proceeds from sale of capital assets	<u>200,000</u>	<u>200,000</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>200,000</u>	<u>200,000</u>	<u>-</u>
Net change in fund balance	(27,500)	46,845	74,345
Fund balance at beginning of year	<u>27,500</u>	<u>27,659</u>	<u>159</u>
Fund balance at end of year	<u><u>\$ -</u></u>	<u><u>\$ 74,504</u></u>	<u><u>\$ 74,504</u></u>

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COMPLIANCE SECTION

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INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

Board of Directors
TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT
Tillamook, OR

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the **TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT** as of and for the year ended June 30, 2018, and have issued our report thereon dated November 20, 2018.

Compliance

As part of obtaining reasonable assurance about whether the **TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT** financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. As such, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to, the following:

- Deposit of public funds with financial institutions (ORS Chapter 295).
- Indebtedness limitations, restrictions and repayment.
- Budgets legally required (ORS Chapter 294).
- Insurance and fidelity bonds in force or required by law.
- Programs funded from outside sources.
- Authorized investment of surplus funds (ORS Chapter 294).
- Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).

In connection with our testing, nothing came to our attention that caused us to believe the **TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT** was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

**INDEPENDENT AUDITOR'S REPORT REQUIRED BY
OREGON STATE REGULATIONS**

Internal Control OAR 162-10-0230

In planning and performing our audit, we considered the District's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

Restriction on Use

This report is intended solely for the information and use of the board of commissioners and management of **TILLAMOOK COUNTY 4H AND EXTENSION SERVICE DISTRICT** and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

Boldt Carlisle + Smith
Certified Public Accountants
Salem, Oregon
November 20, 2018

By:



Bradley G. Bingenheimer, Member