

MARTIN SOIL AND WATER CONSERVATION DISTRICT

MANAGEMENT DISCUSSION AND ANALYSIS

The Martin Soil and Water Conservation District's discussion and analysis provides an overview of the SWCD's financial activities for the year ended December 31, 2015. Since this information is designed to focus on the current year's activities, resulting changes, and current known facts, it should be read in conjunction with the SWCD's financial statements.

Using this Annual Report

This annual report consists of three parts: management's discussion and analysis, the basic financial statements, and required supplementary information. The basic financial statements include a series of financial statements. The Statement of Net Assets and the Statement of Activities provides information about the activities of the SWCD as a whole and presents a longer-term view of the SWCD's finances. Fund financial statements start on the next page. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the SWCD's operations in more detail than the government-wide statements by providing information about the SWCD's most significant funds. Since SWCD's are single-purpose special purpose governments, Districts are generally able to combine the government-wide and fund financial statements into single presentations. Martin SWCD has elected to present in this format.

The Statement of Net Position and the Statement of Activities

The analysis of the SWCD as a whole begins with the Statement of Net Assets and Governmental Fund Balance Sheet. One of the most important questions asked about the SWCD's finances is, "Is the SWCD as a whole better or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities report information about the SWCD as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the SWCD's net assets and changes in them. You can think of the SWCD's net assets – the difference between assets and liabilities – as one way to measure the SWCD's financial health, or financial position. Over time, increases or decreases in the SWCD's net assets are one indicator of whether its financial health is improving or deteriorating.

In the Statement of Net Position and the Statement of Activities, the SWCD presents Governmental activities. All of the SWCD's basic services are reported here. Appropriations from the County and the State finance most activities.

Reporting the SWCD's General Fund

Fund Financial Statements

Our analysis of the SWCD's general fund begins with the Statement of Net Position and Governmental Fund Balance Sheet. The fund financial statements begin below and provide detailed information about the general fund – not the SWCD as a whole. The SWCD presents only a general fund, which is a governmental fund. All of the SWCD's basic services are reported in the general fund, which focuses on what money flows into and out of those funds and the balances left at year-end that are available for spending. The fund is reported using an accounting method called modified accrual accounting. This method measures cash and all other financial assets that can be readily converted to cash. The general fund statements provide a detailed short-term view of the SWCD's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the SWCD's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in a reconciliation included with the financial statements.

THE SWCD AS A WHOLE

The Governmental Activities for 2014 and 2015 are included below

TABLE 1
Net Assets

	Governmental Activities	
	2015	2014
Current Assets	\$ 360,843	\$ 308,856
Capital Assets	\$ 41,981	\$ 14,227
Deferred Outflows of Resources	\$ 20,865	
Total assets	\$ 423,689	\$ 323,083
Current Liabilities	\$ 233,145	\$ 160,154
Long-term Liabilities	\$ 167,410	\$ 13,265
Deferred Inflows of Resources	\$ 25,455	
Total Liabilities	\$ 426,010	\$ 173,419
Net Assets		
Invested in Capital Assets	\$ 41,981	\$ 14,227
Unrestricted	\$ (44,302)	\$ 135,437
Total Net Assets	\$ (2,321)	\$ 149,664

Net assets of the SWCD's governmental activities decreased by \$151,985. Unrestricted net assets – the part of net assets that can be used to finance day-to-day operations without

constraints by debt covenants, enabling legislation, or other legal requirements decreased to \$(44,302), a decrease of \$179,739. The primary reason for the decrease was due to the addition of long term PERA pension liabilities now required as part of GASB 68. This change in accounting principle is outlined in Note 1.

TABLE 2
Changes in Net Assets

	Governmental Activities	
	2015	2014
Revenues		
Program Revenues:		
Charges for Services	\$ 53,524	\$ 73,348
State	\$ 164,194	\$ 506,888
County	\$ 135,335	\$ 131,328
Miscellaneous	\$ 29,704	\$ 25,010
Total Revenues	\$ 382,757	\$ 736,574
Total Expenses	\$ 403,761	\$ 719,175
Excess Revenues (Expenses)	\$ (21,004)	\$ 17,399
Change in Accounting Principle	\$(157,514)	
Increase (Decrease) in Net Position	<u>\$(178,518)</u>	

Governmental Activities

Revenues for Martin SWCD's governmental revenues decreased by \$338,687. This decrease was due to several large projects getting completed in 2014 and no comparable sized projects happening in 2015. The change in accounting principle represents the Net Pension Liability taken on by the District

THE DISTRICT'S FUNDS

As the SWCD completed the year, its general fund reported a combined fund balance of \$127,698 which is less than last year's total of \$149,664. The primary reason for the General Fund's decrease was investment in capital assets.

General Fund Budgetary Highlights

In comparing the actual to the budget, State grant revenues and State grant project expenditures had the largest variance. Several projects that were funded through BWSR grants were not completed in 2015. Those projects will be completed in 2016. They will then be considered revenues and expenditures.

CAPITAL ASSET AND LONG TERM LIABILITIES

Capital Assets

At the end of 2015, the SWCD had \$41,981 invested in a broad range of capital assets, including vehicles, field equipment, and computers. This amount represents a net increase of \$27,753 over last year. In 2015, the District purchased a truck and an ATV.

Long-Term Liabilities

At the end of 2015, the District had \$11,934 in accrued compensated absences. This compares to \$13,265 in 2014.

Economic Factors and next year's budgets and rates

The SWCD's elected officials and staff considered many factors when setting the calendar year 2016 budget. The SWCD Board is attempting to keep expenditures as low as possible due to the uncertainty of the County and State budgets. There is uncertainty in the District budget due to grant funding.

CONTACTING THE SWCD'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, and customers with a general overview of the SWCD's finances and to show the SWCD's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Martin SWCD at 923 North State Street, Suite 110, Fairmont, Minnesota 56031. The telephone number is 507-235-6680.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
FAIRMONT, MINNESOTA
STATEMENT OF NET POSITION AND
GOVERNMENTAL FUND BALANCE SHEET
DECEMBER 31, 2015**

	General Fund	Adjustments	Statement of Net Position
Assets			
Cash and Investments	\$ 360,843	\$ -	\$ 360,843
Prepaid Items	-	-	-
Capital Assets:			
Equipment (net of accumulated depreciation)	41,981	41,981	41,981
Total Assets	<u>360,843</u>	<u>41,981</u>	<u>402,824</u>
Deferred Outflows of Resources			
Defined Benefit Pension Plan	-	20,865	20,865
Combined Assets and Deferred Outflows of Resources	<u>\$ 360,843</u>	<u>\$ 62,846</u>	<u>\$ 423,689</u>
Liabilities			
Current Liabilities:			
Unearned Revenue	\$ 229,240	\$ -	\$ 229,240
Accrued Wages	2,960	-	2,960
Due to Other Governments	945	-	945
Long-term Liabilities:			
Net Pension Liability	-	155,476	155,476
Due after one year	-	11,934	11,934
Total Liabilities	<u>233,145</u>	<u>167,410</u>	<u>400,555</u>
Deferred Inflows of Resources			
Defined Benefit Pension Plan	-	25,455	25,455
Combined Liabilities and Deferred Inflows of Resources	<u>\$ 233,145</u>	<u>\$ 192,865</u>	<u>\$ 426,010</u>
Fund Balance/Net Position			
Fund Balance			
Nonspendable - Prepays	\$ -	\$ -	\$ -
Assigned - Compensated Absences	11,934	(11,934)	-
Unassigned	115,764	(115,764)	-
Total Fund Balance	<u>\$ 127,698</u>	<u>\$ (127,698)</u>	<u>\$ -</u>
Net Position			
Investments in Capital Assets		\$ 41,981	\$ 41,981
Unrestricted		(44,302)	(44,302)
Total Net Position		<u>\$ (2,321)</u>	<u>\$ (2,321)</u>

Notes are an integral part of the basic financial statements.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
FAIRMONT, MINNESOTA
STATEMENT OF ACTIVITIES AND
GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2015**

	General Fund	Adjustments	Statement of Activities
Revenues			
Intergovernmental	\$ 299,529	\$ -	\$ 299,529
Charges for Services	53,524	-	53,524
Investment Earnings	1,285	-	1,285
Miscellaneous	28,418	-	28,418
Total Revenues	<u>\$ 382,757</u>	<u>\$ -</u>	<u>\$ 382,757</u>
Expenditures/Expenses			
Conservation			
Current	\$ 364,258	\$ 12,969	\$ 377,227
Capital Outlay	39,503	(39,503)	-
Total Expenditures/Expenses	<u>\$ 403,761</u>	<u>\$ (26,534)</u>	<u>\$ 377,227</u>
Excess of Revenues Over (Under) Expenditures/Expenses	<u>\$ (21,004)</u>	<u>\$ 26,534</u>	<u>\$ 5,530</u>
Fund Balance/Net Position January 1	\$ 148,702	\$ 962	\$ 149,664
Change in Accounting Principle	<u>-</u>	<u>(157,514)</u>	<u>(157,514)</u>
Fund Balance/Net Position December 31	<u>\$ 127,698</u>	<u>\$ (130,018)</u>	<u>\$ (2,320)</u>

Notes are an integral part of the basic financial statements.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
FAIRMONT, MINNESOTA
BUDGETARY COMPARISON STATEMENT
BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED DECEMBER 31, 2015**

	Original/ Final Budget	Actual	Variance With Final Budget Positive (Neg)
Revenues			
Intergovernmental			
County	\$ 138,774	\$ 135,335	\$ (3,439)
Local	-	-	-
Federal	-	-	-
State Grant	251,645	164,194	(87,451)
Total Intergovernmental	<u>\$ 390,419</u>	<u>\$ 299,529</u>	<u>\$ (90,890)</u>
Charges for Services	<u>\$ 37,500</u>	<u>\$ 53,524</u>	<u>\$ 16,024</u>
Miscellaneous			
Interest Earnings	\$ 1,200	\$ 1,285	\$ 85
Other	12,500	28,418	15,918
Total Miscellaneous	<u>\$ 13,700</u>	<u>\$ 29,704</u>	<u>\$ 16,004</u>
Total Revenues	<u>\$ 441,619</u>	<u>\$ 382,757</u>	<u>\$ (58,862)</u>
Expenditures			
District Operations			
Personnel Services	\$ 258,757	\$ 227,166	\$ 31,591
Other Services and Charges	38,328	57,177	(18,849)
Supplies	1,400	2,688	(1,288)
Capital Outlay	500	39,503	(39,003)
Total District Operations	<u>\$ 298,985</u>	<u>\$ 326,533</u>	<u>\$ (27,548)</u>
Project Expenditures			
District	\$ 15,500	\$ 31,144	\$ (15,644)
State	129,163	46,084	83,079
Total Project Expenditures	<u>\$ 144,663</u>	<u>\$ 77,228</u>	<u>\$ 67,435</u>
Total Expenditures	<u>\$ 443,648</u>	<u>\$ 403,761</u>	<u>\$ 39,887</u>
Excess of Revenues Over (Under)			
Expenditures	<u>\$ (2,029)</u>	<u>\$ (21,004)</u>	<u>\$ (18,975)</u>
Fund Balance - January 1	\$ 148,702	\$ 148,702	\$ -
Change in Accounting Principle			
Fund Balance - December 31	<u>\$ 146,673</u>	<u>\$ 127,698</u>	<u>\$ (18,975)</u>

Notes are an integral part of the basic financial statements.

**BREAKDOWN OF COUNTY REVENUE
2015**

COUNTY REVENUES (breakdown):

ANNUAL ALLOCATION	\$ 89,000.00
WATER PLAN MONEY	\$ 23,242.00
WETLAND MONEY	\$ 17,556.00
FEEDLOT MONEY	\$ 0.00
ABANDONED WELL	\$ 0.00
DNR SHORELAND	\$ 0.00
OTHER (AQUATIC INVASIVE SPECIES)	\$ 5,537.18
TOTAL	<u>\$135,335.18</u>

NOTE: The total should agree with amount reported as **County Revenue** in the "Budgetary Comparison Schedule."

List other "non-cash" county support (i.e. rent, health insurance, etc.) that does not show up anywhere on your annual report.

**UNEARNED REVENUE BREAKDOWN
2015**

Balance of BWSR Service Grants: \$ 8,930.00

Balance of unencumbered BWSR Cost-Share Grants: Current fiscal year \$ 6,728.85

Previous fiscal year (FY15) \$ 27.50
(FY14) \$ 31.25
(FY13) \$ 494.17

Balance of encumbered BWSR Cost-Share Grant (list each contract separately):

FY	Contract No.	Contract Amount	T & A Encumbered
2013	21-13	\$ 1,650.00	\$ 412.50
2014	9-14	\$ 550.00	\$ 137.50
2014	13-14	\$ 3,750.00	\$ 937.50
2014	17-14	\$ 400.00	\$ 100.00
2015	1-15	\$ 1,875.00	\$ 468.75
2015	4-15	\$ 950.00	\$ 237.50
2015	5-15	\$ 373.00	\$ 93.25
2015	7-15	\$ 1,125.00	\$ 281.25
2015	10-15	\$ 1,000.00	\$ 250.00
2015/2016	19-15x	\$ 400.00	\$ 100.00
2016	1-16	\$ 475.00	\$ 118.75
2016	2-16	\$ 400.00	\$ 100.00
2016	3-16	\$ 800.00	\$ 200.00
2016	6-16	\$ 585.00	\$ 146.25
2016	7-16	\$ 650.00	\$ 162.50
2016	10-16	\$ 538.00	\$ 134.50
2016	11-16	\$ 618.00	\$ 154.50
2016	12-16	\$ 375.00	\$ 93.75
2016	13-16	\$ 468.00	\$ 117.00

Total of all Cost-Share Encumbrances \$ 21,227.50

Balance of other funds being deferred (list if any):

BWSR – CWF 2014 Well Sealing \$ 245.36

BWSR – CWF 2013 Elm Creek I \$ 55,686.89

BWSR – CWF 2014 Elm Creek II \$ 92,565.52

BWSR – CWMA 2014 \$ 3,314.57

BWSR – Buffer Funds 2016 \$ 33,988.00

BWSR – Certainty Funds 2016 \$ 6,000.00

Subtotal of other funds: \$ _____

TOTAL OF ALL UNEARNED REVENUE: \$ 229,239.61

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

Note 1 - Summary of Significant Accounting Policies

The financial reporting policies of the Martin Soil and Water Conservation District conform to generally accepted accounting principles. The Governmental Accounting Standards District (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations).

Changes in Accounting Principles

During the year ended December 31, 2015, the District adopted GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date - an amendment of GASB Statement No. 68*.

Financial Reporting Entity

The Martin Soil and Water Conservation District is organized under the provisions of Minnesota Statutes Chapter 103C. The District is governed by a Board of Supervisors composed of five members nominated by voters of the District and elected to four-year terms by the voters of the County.

The purpose of the District is to assist land occupiers in applying practices for the conservation of soil and water resources. These practices are intended to control wind and water erosion, pollution of lakes and streams, and damage to wetlands and wildlife habitats.

The District provides technical and financial assistance to individuals, groups, Districts, and governments in reducing costly waste of soil and water resulting from soil erosion, sedimentation, pollution and improper land use.

Each fiscal year the District develops a work plan which is used as a guide in using resources effectively to provide maximum conservation of all lands within its boundaries. The work plan includes guidelines for employees and technicians to follow in order to achieve the District's objectives.

Generally accepted accounting principles require that the financial reporting entity include the primary government and component units for which the primary government is financially accountable. Under these principles the District does not have any component units.

Government-Wide Financial Statements

The government-wide financial statements (i.e. The Statement of Net Position and The Statement of Activities) report information on all of the nonfiduciary activities of the District.

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.

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 cash flows. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

Fund Financial Statements

The government reports the General Fund as its only major governmental fund. The general fund accounts for all financial resources of the government.

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 District considers all revenues, except reimbursement grants, to be available if they are collected within 60 days of the end of the current fiscal period.

Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures are recorded when a liability is incurred under accrual accounting.

Intergovernmental revenues are reported in conformity with the legal and contractual requirements of the individual programs. Generally, grant revenues are recognized when the corresponding expenditures are incurred.

Investment earnings are recognized when earned. Other revenues are recognized when they are received in cash because they usually are not measurable until then.

In accordance with Governmental Accounting Standards Board Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, revenues for nonexchange transactions are recognized based on the principal characteristics of the revenue. Exchange transactions are recognized as revenue when the exchange occurs.

Budget Information

The District adopts an estimated revenue and expenditure budget for the general fund. Comparisons of estimated revenues and budgeted expenditures to actual are presented in the financial statements in accordance with generally accepted accounting principles. Amendments to the original budget require District approval. Appropriations lapse at year-end. The District does not use encumbrance accounting.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions which affect: the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position

Assets

Investments are stated at fair value, except for non-negotiable certificates of deposit, which are on a cost basis, and short-term money market investments, which are stated at amortized cost.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

Capital assets are reported on a net (depreciated) basis. General capital assets are valued at historical or estimated historical cost.

Liabilities

Long-term liabilities, such as compensated absences, are accounted for as an adjustment to net position.

Unearned Revenue

Governmental funds and government-wide financial statements report unearned revenue in connection with resources that have been received, but not yet earned.

Classification of Net Position

Net position in the government-wide financial statements is classified in the following categories:

Investment in capital assets – the amount of net position representing capital assets net of accumulated depreciation.

Restricted net position – the amount of net position for which external restrictions have been imposed by creditors, grantors, contributors, or laws or regulations of other governments; and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position – the amount of net position that does not meet the definition of restricted or investment in capital assets.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position 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 future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. Currently, the District has only one item that qualifies for reporting in this category, deferred amounts related to their pension obligations. The length of the expense recognition period for deferred amounts is equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan, determined as of the beginning of the measurement period.

In addition to liabilities, the statement of financial position 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 future periods and will not be recognized as an inflow of resources (revenue) until that time. The District has only one type of item that qualifies for reporting in this category, amounts related to their pension obligations. These deferred amounts represent differences between projected and actual earnings on pension plan investments and are recognized over a five-year period.

MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015

Classifications of Fund Balances

Fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the General Fund. The classifications are as follows:

Nonspendable – the nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash.

Restricted – fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions or enabling legislation.

Committed – the committed fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action (resolution) of the District. Those committed amounts cannot be used for any other purposes unless the District removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit those amounts.

Assigned – amounts in the assigned fund balance classification the District intends to use for specific purposes that do not meet the criteria to be classified as restricted or committed. In the General Fund, assigned amounts represent intended uses established by the District or the District Administrator who has been delegated that authority by District resolution.

Unassigned – Unassigned fund balance is the residual classification for the general fund and includes all spendable amounts not contained in the other fund balance classifications.

The District applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Explanation of Adjustments Column in Statements

Capital Assets: In the Statement of Net Position and Governmental Fund Balance Sheet, an adjustment is made if the District has capital assets. This adjustment equals the net book balance of capitalized assets as of the report date, and reconciles to the amount reported in the Capital Assets Note.

Long-Term Liabilities: In the Statement of Net Position and Governmental Fund Balance Sheet, an adjustment is made to reflect the total Compensated Absence Liability the District has as of the report date. See note on Long-Term Liabilities.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

Depreciation and Change in Compensated Absences for the year: In the Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance, the adjustment equals the total depreciation for the year reported, plus or minus the change in Compensated Absences between the reporting year and the previous year. This number is supported by figures in the note on Long-Term Liabilities.

Vacation and Sick Leave

Under the District's personnel policies, employees are granted vacation leave in varying amounts based on their length of service. Vacation leave accrual varies from 8.67 to 15.34 hours per month. Sick leave accrual is 8.0 hours per month. The limit on the accumulation of vacation leave is 192 hours and the limit on the accumulation of sick leave is 960 hours. Upon termination from the District by retirement, employees are paid accrued vacation leave and up to 25% hours of accrued sick leave with 20 years of service. On termination of employment by illness or death, employees are paid accrued vacation and up to 25% hours of accrued sick leave.

Risk Management

The District is exposed to various risks of loss related to tort; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; workers' compensation claims; and natural disasters. Property and casualty liabilities and workers' compensation are insured through Minnesota Counties Intergovernmental Trust. The District retains risk for the deductible portion of the insurance. The amounts of these deductibles are considered immaterial to the financial statements.

The Minnesota Counties Intergovernmental Trust is a public entity risk pool currently operated as a common risk management and insurance program for its members. The District pays an annual premium based on its annual payroll. There were no significant increases or reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three fiscal years.

Note 2 - Detailed Notes

Capital Assets

Changes in Capital Assets, Asset Capitalization and Depreciation.

	<u>Beginning</u>	<u>Addition</u>	<u>Deletion</u>	<u>Ending</u>
Equipment	\$129,506.73	\$39,502.68	\$16,043.00	\$152,966.41
Accumulated Depreciation	\$115,280.22	0	0	\$110,985.71
Net Capital Assets	<u>\$14,226.51</u>			<u>\$41,980.70</u>

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

The cost of property, plant and equipment is depreciated over the estimated useful lives of the related assets. Leasehold improvements are depreciated over the lesser of the term of the related lease or the estimated useful lives of the assets. Depreciation is computed on the straight-line method. The useful lives of property, plant and equipment for the purpose of computing depreciation is 5 to 10 years for Machinery and Equipment. Current year depreciation is \$11,748.49.

The District uses the threshold of \$500.00 for capitalizing assets purchased.

Unearned Revenue

Unearned revenue represents unearned advances from the Minnesota Board of Water and Soil Resources (BWSR) for administrative service grants and for the cost-share program. Revenues will be recognized when the related program expenditures are recorded. Unearned revenue for the year ended December 31, 2015, consists of the following: BWSR Cost Share Programs, \$28,509; Clean Water Funds, \$151,813; BWSR Service Grants, \$48,918; Total, \$229,240.

Long-Term Liabilities - Compensated Absences Payable

Changes in long-term liabilities for the period ended December 31, 2015 are:

Balance January 1, 2015	\$13,265
Net Change in Compensated Absences	<u>\$ 1,331</u>
Balance December 31, 2015	<u>\$11,934</u>

Deposits

Minnesota Statutes 118A.02 and 118A.04 authorize the District to designate a depository for public funds and to invest in certificates of deposit. Minnesota Statutes 118A.03 requires that all District deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount on deposit plus accrued interest at the close of the financial institution's banking day, not covered by insurance or bonds.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral.

Custodial Credit Risk Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of December 31, 2015, the District's deposits were not exposed to custodial credit risk.

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

Note 3 - Defined Benefit Pension Plans

Plan Description - Public Employees Retirement Association

The District contributes to a cost-sharing multiple-employer defined pension plan administered by the Public Employee Retirement Association of Minnesota (PERA). The PERA provides retirement benefits as well as disability to members, and benefits to survivors upon death of eligible members. The plan and its benefits are established and administered in accordance with Minn. Statute Chapters 353 and 356. PERA issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Public Employees Retirement Association, 60 Empire Drive, Suite 200, St. Paul, Minnesota 55103-1855.

Funding Policy

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The District makes annual contributions to the pension plans equal to the amount required by state statutes. Coordinated Plan members were required to contribute 6.5% of their annual covered salary. The District is required to contribute 7.5% of annual covered payroll. The District's contributions to the Public Employees Retirement Fund for the years ending December 31, 2015, 2014 and 2013 were \$11,199, \$14,179, and \$13,151, respectively. The District's contributions were equal to the contractually required contributions for each year as set by Minnesota statute.

Note 4 - Operating Leases

The District leases office space on a yearly basis. Under the current agreement the total cost for 2015 was \$14,324

Note 5 - Stewardship, Compliance and Accountability

Excess of expenditures over budget – The General Fund had expenditures less than the budget for the year as follows: Expenditures \$403,761; Budget \$443,648; Less \$39,887.

Note 6 - Reconciliation of Fund Balance to Net Position

Governmental Fund Balance, January 1	\$148,702
Plus: Excess of Revenue Over Expenditures	<u>(\$21,004)</u>
Governmental Fund Balance, December 31	<u>\$127,698</u>
Adjustments from Fund Balance to Net Position:	
Plus: Capital Assets	\$41,981
Plus: Deferred Outflows of Resources	\$20,865
Less: Long-Term Liabilities	(\$167,410)
Less: Deferred Inflows of Resources	(\$25,455)
Net Position	<u>(\$2,321)</u>

**MARTIN SOIL AND WATER CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015**

Note 7 - Reconciliation of Change in Fund Balance to Change in Net Position

Change in Fund Balance	(\$21,004)
Capital Outlay	\$39,503
Pension Expense, net	(\$2,552)
The costs of capital assets are allocated over the capital assets' useful lives at the government-wide level	(\$11,748)
In the statement of activities certain operating expenses (including compensated absences) are measured by the amounts earned.	\$1,331
Change in Accounting Principle	(\$157,514)
Change in Net Position	<u>(\$151,984)</u>