

**GLOUCESTER COUNTY SOIL  
CONSERVATION DISTRICT**

**Sewell, New Jersey**

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**REPORT OF AUDIT**

**FOR THE TWELVE MONTHS ENDED JUNE 30, 2022**

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**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**

**ROSTER OF OFFICIALS**

**JUNE 30, 2022**

**CONSERVATION DISTRICT BOARD OF SUPERVISORS**

**THE DISTRICT GOVERNING BODY**

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
John Furfari	Chairman	June 30, 2024
West J. Kandle, III	Vice-Chairman	June 30, 2023
Jess Everett, Ph.D., P.E.	Supervisor	June 30, 2023
Mike Visalli	Supervisor	June 30, 2023
John Grasso	Supervisor	June 30, 2023

**MANAGEMENT AND ADMINISTRATIVE STAFF**

Karol Blew	District Manager
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Note – A blanket bond in the amount of \$25,000 was in force during the period under review.

# NIGHTLINGER, COLAVITA & VOLPA

*A Professional Association*

*Certified Public Accountants*

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## INDEPENDENT AUDITOR'S REPORT

Board of Supervisors  
Gloucester County Soil Conservation District  
14 Parke Place Blvd, Suite B  
Sewell, New Jersey 08080

To the Board of Supervisors:

### **Report on Financial Statements**

We have audited the accompanying financial statements of the Gloucester County Soil Conservation District as of June 30, 2022, and the related statements of activities and changes in net assets and of cash flows for the year then ended, and the related notes to the financial statements, which collectively comprise the Gloucester County Soil Conservation 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 the financial provisions of the New Jersey Department of Agriculture's Financial Accounting Manual. Management is also responsible for 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 an opinion 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; the standards applicable to financial audits contained in **Government Auditing Standards** issued by the Comptroller General of the United States; and the audit requirements prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual, as required by the New Jersey State Soil Conservation Committee. Those standards require that we plan and perform our audit to obtain reasonable assurance about whether the financial statements are free of 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 District'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 opinion.

### **Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles**

As described in Note 1 of the financial statements, the financial statements are prepared by the District on the basis of the financial reporting provisions of the New Jersey Department of Agriculture's Financial Accounting Manual, which is a basis of accounting other than accounting principles generally accepted in the United States of America, as required by the New Jersey State Soil Conservation Committee.

The effects on the financial statements of the variances between the statutory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### **Adverse Opinion on U.S. Generally Accepted Accounting Principles**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Gloucester County Soil Conservation District, as of June 30, 2022, or the results of its operations and changes in net assets for the years then ended.

### **Opinion on Statutory Basis of Accounting**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Gloucester County Soil Conservation District, as of June 30, 2022, and the changes in net assets and its cash flows for the year then ended in accordance with the financial provisions of the New Jersey Department of Agriculture's Financial Accounting Manual.

### **Report on Summarized Comparative Information**

We have previously audited Gloucester County Soil Conservation District's 2021 financial statements, and our report dated December 23, 2021, expressed an unmodified opinion on those financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

## **Other Matters**

### *Required Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Gloucester County Soil Conservation District's financial statements as a whole. The accompanying supplementary information listed in the foregoing table of contents, is presented for the purposes of additional analysis as required by the New Jersey Department of Agriculture's Financial Accounting Manual in accordance with those standards regarding the statement of budget versus actual revenue and expenditures - all funds combined and is not a required part of the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 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 and the audit requirements as prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual. In our opinion, the statement of budget versus actual revenue and expenditures – all funds combined is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

### *Other Information*

The schedule of expenditures of federal awards and the comments and recommendations section are presented for purposes of additional analysis and are not required by the New Jersey Department of Agriculture's Financial Accounting Manual and are not a required part of the basic financial statements. Such information 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. The information has been subjected to the auditing procedures applied in the audit of the 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 and the audit requirements as prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual. In our opinion, the schedule of expenditures of federal awards and comments and recommendations section is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with **Government Auditing Standards**, we have also issued a report dated December 14, 2022, on our consideration of the Gloucester County Soil Conservation District's internal control over financial reporting and 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** in considering Gloucester County Soil Conservation District's internal control over financial reporting and compliance.

Respectfully submitted,

NIGHTLINGER, COLAVITA & VOLPA, P.A.



Raymond Colavita, C.P.A.  
Registered Municipal Accountant  
December 14, 2022

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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 GOVERNMENT AUDITING STANDARDS

Board of Supervisors  
Gloucester County Soil Conservation District  
14 Parke Place Blvd, Suite B  
Sewell, New Jersey 08080

To the Board of Supervisors:

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; audit requirements as prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual. We have audited the financial statements of the Gloucester County Soil Conservation District as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Gloucester County Soil Conservation District's basic financial statements and have issued our report thereon dated December 14, 2022.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the District's 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 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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.



Our consideration of 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 significant deficiencies or material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with such 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***.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with ***Government Auditing Standards*** in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

NIGHTLINGER, COLAVITA & VOLPA, P.A.



Raymond Colavita, C.P.A.  
Registered Municipal Accountant  
December 14, 2022

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE YEAR ENDED JUNE 30, 2022**  
**(With Summarized Information for the Year Ended June 30, 2021)**

		Temporarily Restricted		Totals	
	Unrestricted	Chapter 251	Equipment	June 30, 2022	June 30, 2021
<b><u>ASSETS</u></b>					
Current Assets					
Cash					
Operating Funds	\$ 136,211	\$ 31,464		\$ 167,675	\$ 391,609
Savings Investments	264,098	1,449,129		1,713,227	1,370,222
Accounts Receivable:					
NJ State Stormwater (RFA)(Note 19)	3,635			3,635	4,305
Interfund Receivable					12,260
Prepaid Expenses		9,381		9,381	3,754
Security Deposit		5,200		5,200	
Total Current Assets	403,944	1,495,174		1,899,118	1,782,150
Property, Plant and Equipment (Note 1E)					
Furniture and Equipment			105,867	105,867	105,867
Vehicles			94,637	94,637	66,414
Less: Accumulated Depreciation			(150,031)	(150,031)	(135,113)
Total Property, Plant and Equipment			50,473	50,473	37,168
Total Assets	\$ 403,944	\$ 1,495,174	\$ 50,473	\$ 1,949,591	\$ 1,819,318

The accompanying Notes to Financial Statements are an integral part of this statement.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE YEAR ENDED JUNE 30, 2022**

		Temporarily Restricted		Totals	
	Unrestricted	Chapter 251	Equipment	June 30, 2022	June 30, 2021
<b><u>LIABILITIES, NET ASSETS AND RESERVES</u></b>					
Current Liabilities					
Interfund Payable	\$	\$	\$	\$	\$ 12,260
Accrued Payroll and Taxes		2,885		2,885	4,980
Due to the State of New Jersey		2,700		2,700	2,820
Total Current Liabilities		5,585		5,585	20,060
Net Assets and Reserves					
Unrestricted Net Assets	104,575			104,575	120,025
Temporarily Restricted Net Assets And Reserves:					
Reserve for Future Legal Fees (Note 2)	75,000			75,000	75,000
Reserve for Equipment Purchases (Note 17)	75,000			75,000	75,000
Reserve for Long Range Plan	1,000			1,000	1,000
Reserve for Retirement Health Benefits (Note 16)	40,000			40,000	40,000
Reserve for Unemployment (Note 12)	1,008			1,008	1,008
Reserve for Compensated Absences (Note 15)	7,361			7,361	7,361
Reserve for Capital Improvements (Note 13)	100,000			100,000	100,000
Reserve for Future Soil Erosion and Sediment Control Act Expenditures (Note 3)		1,489,589		1,489,589	1,342,696
Investment in Fixed Assets			50,473	50,473	37,168
Total Net Assets and Reserves	403,944	1,489,589	50,473	1,944,006	1,799,258
Total Liabilities, Net Assets and Reserves	\$ 403,944	\$ 1,495,174	\$ 50,473	\$ 1,949,591	\$ 1,819,318

The accompanying Notes to Financial Statements are an integral part of this statement.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED JUNE 30, 2022 AND 2021**

	Unrestricted	Temporarily Restricted			Totals	
		Chapter 251	Equipment	NRCS Grant	June 30, 2022	June 30, 2021
Support and Revenue						
Soil Erosion and Sediment Control	\$	\$ 457,570	\$	\$	\$ 457,570	\$ 424,110
Miscellaneous	423				423	21
Interest		7,524			7,524	22,605
NRCS Grant (Note 20)				3,234	3,234	7,479
Stormwater Discharge Program	12,350				12,350	15,235
Total Support and Revenue	12,773	465,094		3,234	481,101	469,450
Expenditures						
Salaries and Wages	\$	\$ 148,743	\$	\$ 3,234	\$ 151,977	\$ 150,424
Fringe Benefits		55,814			55,814	71,572
Professional Services		8,860			8,860	5,099
Travel and Meetings		496			496	520
Automobile Expense		3,025			3,025	5,372
Payroll Service		2,523			2,523	1,506
Equipment		5,081			5,081	4,389
Rent (Note 14)		36,640			36,640	36,250
Office Supplies and Expenses		2,476			2,476	843
Telephone		2,549			2,549	1,458
Utilities		6,038			6,038	3,883
Dues		1,711			1,711	2,561
Professional Development					-	975
Postage		778			778	998
Insurance		14,560			14,560	14,284
Pension Contribution (Note 8)		23,091			23,091	21,845
Miscellaneous		5,816			5,816	10,523

The accompanying Notes to Financial Statements are an integral part of this statement.



**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**STATEMENT OF ACITIVITIES AND CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED JUNE 30, 2022 AND 2021**

	Unrestricted	Temporarily Restricted			Totals	
		Chapter 251	Equipment	NRCS Grant	June 30, 2022	June 30, 2021
Expenditures (Continued)						
Depreciation	\$	\$	\$ 14,918	\$	\$ 14,918	\$ 11,894
Total Expenditures		318,201	14,918	3,234	336,353	344,396
Excess (Deficiency) of Support and Revenue Over Expenditures	12,773	146,893	(14,918)		144,748	125,054
Transfers	(28,223)		28,223			
Net Assets, Beginning of year	419,394	1,342,696	37,168		1,799,258	1,674,204
Net Assets, End of year	\$ 403,944	\$ 1,489,589	\$ 50,473	\$	\$ 1,944,006	\$ 1,799,258

The accompanying Notes to Financial Statements are an integral part of this statement.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**STATEMENT OF CASH FLOWS - ALL FUNDS COMBINED**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

	<u>Totals for the Period ended</u>	
	<u>June</u> <u>30, 2022</u>	<u>June</u> <u>30, 2021</u>
Cash Flows provided (used) by Operating Activities		
Excess (Deficiency) of Support and Revenue over Expenditures	\$ 144,748	\$ 125,054
Adjustments to Reconcile Excess (Deficiency) of Support and Revenue over Expenditures to Net Cash provided by Operating Activities:		
Prior Year Adjustment to Deferred Revenue		
Non-Cash Items Included in Income:		
Depreciation	14,918	11,894
Changes in Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	670	
(Increase) Decrease in Prepaid Expenses	(5,627)	(305)
(Increase) Decrease in Security Deposit	(5,200)	
(Decrease) Increase in Due to State of New Jersey	(120)	719
(Decrease) Increase in Payroll Deductions Payable	(2,095)	(1,300)
(Gain) Loss on Sale of Vehicle		(1,044)
Net Cash Provided by Operations	147,294	135,018
<u>Cash Flows (used) by Investing Activities</u>		
Purchase of Fixed Assets	(28,223)	
Net Cash Provided by Investing Activities	(28,223)	
Net Increase in Cash for the Year	119,071	135,018
Cash and Cash Equivalents -		
June 30, 2021 - Beginning of Year	1,761,831	1,626,813
Cash and Cash Equivalents -		
June 30, 2022 - End of Year	\$ 1,880,902	\$ 1,761,831

The accompanying Notes to Financial Statements are an integral part of this statement.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A Description of Financial Reporting Entity**

The Gloucester County Soil Conservation District is one of fifteen Districts in the State of New Jersey under the auspices of the New Jersey Department of Agriculture. Each District is governed by a Board of Supervisors, which sets policies and performance guidelines. The Districts work closely with the U.S. Soil Conservation Service to promote the wise use of soil and water resources. In 1976, the Districts in New Jersey were mandated to administer Chapter 251, The Soil Erosion And Sediment Control Act of 1976, the objective of which was to prevent erosion and sedimentation from development sites, mitigate impacts to soil resources and enhance soil quality.

**B Organization**

The District is a governmental subdivision of the State of New Jersey, and a public body corporate and politic, located in the Township of Sewell, County of Gloucester. It was organized in 1952 in accordance with the provisions of the Soil Conservation Act, N.J.S.A. 4:24 et seq. with a five member Board of Supervisors appointed by the State Committee as the governing body.

The supervisors serve staggered three-year terms with the nominations made by an open public forum. Districts and their partners conduct and implement conservation programs. Districts may receive funding from a variety of public and private sources and employ staff to carry out programs as directed by the Board. All funds, regardless of the source are public funds and are subject to the State Committee's fiscal management standards, rules and statutes.

**C Financial Statement Presentation**

The District is required to report information regarding its financial position and activities according to three classes of assets, which are Unrestricted Net Assets, Temporarily Restricted Net Assets and Permanently Restricted Net Assets. Unrestricted Net Assets can be expended by the District for any aspect of its operations and at any time, as determined by management. Temporarily Restricted Net Assets are either restricted as to a specific program, a specific time period or both, but will eventually be expended by the District. Permanently Restricted Net Assets can never be expended, but benefit the District through investment earnings on such assets. As of June 30, 2022, the District had only Unrestricted and Temporarily Restricted Net Assets.

**D Basis of Accounting**

The accounting policies of the District conform to practices prescribed by the New Jersey Department of Agriculture's Financial Accounting Manual.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D Basis of Accounting - Continued**

All of the District's funds are accounted for using the accrual basis of accounting. Support and revenues are recognized when they become both measurable and available as net current assets. Expenditures are recognized when the related fund liability is incurred. Chapter 251 revenue is recognized when received and Chapter 251 expenses are recognized when incurred.

The accounts of the District shall be organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, Net Assets, support, revenues and expenditures. Fixed asset purchases are to be recorded in the fund of acquisition, with an appropriate transfer to the equipment fund. Accumulated depreciation is reported on the statement of financial position.

**E Property, Plant and Equipment Fund**

Capital Assets acquired or constructed during the year are recorded at cost and reflected as expenditures in the applicable governmental fund. Donated assets are valued at their estimated fair market value on the date received. Capital Assets acquired are transferred into the Property, Plant and Equipment fund. Depreciation is computed using the straight-line method based on the estimated useful lives of the related assets as listed below:

Equipment	5 Years
Vehicles	5 Years
Furniture	7 Years
Land Improvements	15 Years
Building and Improvements	40 Years

During 2021-22, the District had a net increase in fixed assets of \$13,305, resulting from purchases of \$28,223 offset by depreciation of \$14,918.

**F Amortization of Financing Costs**

Financing costs, if any, are amortized over the term of the loan using the straight-line method.

**G Use of Estimates**

The preparation of financial statements in conformity with the financial provisions of the New Jersey Department of Agriculture's Financial Accounting Manual requires management to make estimates and assumptions that affect certain reported amounts of assets, liabilities and disclosures at the date of the financial statements, as well as the reported amounts of revenue and expenditures during the reporting period. Accordingly, actual results may differ from those estimates.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**H Reclassifications**

Certain amounts previously reported in the prior year financial statements may be reclassified to conform to current year classifications. These reclassifications have no effect on the total Net Assets of the District.

**I Comparative Data**

The financial statements include certain prior-year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with the New Jersey Department of Agriculture's Financial Accounting Manual. Accordingly, such information should be read in conjunction with the financial statements for the year ended June 30, 2021, from which the summarized information was derived.

**J Support and Expenses**

Contributions and restricted grant revenues are measured at their fair market values and are reported as an increase in Net Assets. The District reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods. When a donor or grantor restriction expires, that is, when a stipulated time restriction ends, or purpose restriction is satisfied, temporarily restricted Net Assets are reclassified to unrestricted Net Assets and reported in the statement of activities as Net Assets released from restrictions.

**2. RESERVE FOR FUTURE LEGAL COSTS**

The Reserve for Future Legal Costs provides the District with funds necessary to pay for estimated future legal costs incurred as a result of current Chapter 251 operations, of which the balance on June 30, 2022, was \$75,000.

**3. RESERVE FOR FUTURE SOIL EROSION AND SEDIMENT CONTROL EXPENDITURES**

The Reserve for Future Soil Erosion and Sediment Control Act Expenditures is established to identify the funds available for the costs of future expenditures on projects currently received and in progress, for which fees under the act have been previously collected.

All fees collected from applicants are restricted to the Chapter 251 program and used only for implementing that program. The reserve balance includes the unexpended initial review/certification/inspection fees and supplemental fees received. At the option of the District Board and pursuant to formal action by the District Board, interest income from reserve balances may be utilized for the Chapter 251 program or for the District education program. Use of interest income is authorized by N.J.A.C. 2:90-1.12 and pursuant to policy approval by the State Soil Conservation Committee on September 13, 2007. The certification fees collected by the District are derived from an adopted fee schedule that was effective starting August 1, 2010. On April 15, 2010, a \$25 increase was approved for State Administration fees. The Reserve for Future Soil Erosion and Sediment Control Act Expenditures at June 31, 2022, was \$1,489,589 as compared with \$1,342,696 in the prior year.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**4. CASH AND TEMPORARY INVESTMENTS**

The District is responsible to designate and approve a list of authorized depository institutions based on their evaluation of each financial institution.

Cash may consist of demand deposits and temporary investments in the form of certificates of deposit held at financial institutions. For purposes of the statement of cash flows, the Gloucester County Soil Conservation District considers highly liquid investments with an initial maturity of three months or less to be cash equivalents.

**New Jersey Cash Management Fund**

All Fund investments are governed by Investment Council regulations, which prescribe specific standards designed to insure the quality of investments and minimize the related risks. The Division has never suffered a default of principal or interest on any security held by it due to the bankruptcy of a securities issuer; nevertheless, the possibility always exists, and for this reason a reserve is being accumulated as protection for "Other-than-State" participants. As of June 30, 2022, the District had no funds invested in the New Jersey Cash Management Fund.

**5. CONCENTRATION OF CUSTODIAL CREDIT RISK**

Custodial credit risk is the risk that, in the event of a bank failure, the District's deposits may not be recovered. Although the District does not have a formal policy regarding custodial credit risk, NJSA 17:9-41 t seq. requires that the governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA is a supplemental insurance program set forth by the New Jersey Legislature to protect the deposits of local government agencies. The program is administered by the Commissioner of the NJ Department of Banking and Insurance. Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by FDIC. Funds owned by the District in excess of FDIC insured amounts are protected by GUDPA. As of June 30, 2022, the District's bank balance of \$1,880,902, was insured or collateralized as follows:

Insured by FDIC	\$ 1,707,958
Uninsured and collateralized under GUDPA by pledging financial institutions	<u>172,944</u>
	<u><u>\$ 1,880,902</u></u>

**6. DEFERRED COMPENSATION SALARY ACCOUNT**

The District offers its employees a Deferred Compensation Plan in accordance with Internal Revenue Code Section 457, which has been approved by the Director of the Division of Local Government Services. The Plan, available to all full time employees at their option, permits employees to defer a portion of their salary to future years. The deferred compensation is not available to participants until termination, retirement, death, or unforeseeable emergency.



**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**7. CONTINGENT LIABILITIES**

Per confirmation by the Gloucester County Soil Conservation District's legal counsel, there are no pending litigations, claims, assessments, unasserted claims, or contingent liabilities against the District, which are considered material.

**8. PENSION PLANS**

**Public Employees' Retirement System**

**Description of Plan** - The State of New Jersey, Public Employees' Retirement System (PERS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the Division). For additional information about PERS, please refer to Division's Comprehensive Annual Financial Report (CAFR), which can be found This report may be obtained online at <https://www.nj.gov/treasury/pensions/financial-reports.shtml>.

The District does not and is not required to follow generally accepted accounting principles (GAAP) and, as such, does not follow GASB requirements with respect to the recording of pension liabilities and deferred outflows/inflows of resources on its balance sheets. Therefore, the following information is provided for disclosure purposes only and is not reflected in the financial statements of the District.

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 with 25 years or more of service credit before age 62, and tier 5 with 30 years or more of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service.

The following represents the membership tiers for PERS:

Tier	Definition
1	Members who are enrolled prior to July 1, 2007.
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008.
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 22, 2010.
4	Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011.
5	Members who were eligible to enroll on or after June 28, 2011.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

8. **PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

**Basis of Presentation** - The employer and nonemployer allocations and the schedule of pension amounts by employer and nonemployer (collectively, the Schedules) present amounts that are considered elements of the financial statements of PERS, its participating employers or the State as a nonemployer contributing entity. Accordingly, they do not purport to be a complete presentation of the financial position or changes in financial position of PERS or the participating employers. The following disclosures were prepared in accordance with U.S. generally accepted accounting principles. Such preparation requires management of PERS to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

**Contributions** - The contribution policy is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The PERS member total contribution rate as of July 1, 2021, was 7.5% of base salary. The District employee's contributions for the year ended June 30, 2022, were \$10,026. Employers in PERS are required to contribute at an actuarially determined rate which includes funding for cost-of-living adjustments, noncontributory death benefits, and post-retirement medical premiums. The PERS employer rate due in 2021 is 14.59% of covered payroll. The District is billed annually for its normal contribution plus any accrued liability. These contributions were paid by the District and equal to the required contributions for 2021. The District's contributions to PERS for the years ended June 30, 2022, and 2021 were \$23,091 and \$21,845, respectively.

**Components of Net Pension Liability** - At June 30, 2022, the District's proportionate share of the PERS net pension liability was \$233,578. The net pension liability was measured as of June 30, 2021. The District's proportion of the net pension liability was based on the District's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2021. The District's proportion measured as of June 30, 2021, was 0.001972% which was an decrease of 0.000025% from its proportion measured as of June 30, 2020.

**Pension Expense and Deferred Outflows/Inflows of Resources** - At June 30, 2022, the District's proportionate share of PERS pension expense, calculated by the plan as of the June 30, 2021, measurement date was (\$97,378). The District's deferred outflows of resources and deferred inflows of resources were from the following sources:



**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

8. **PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 3,684	\$ 1,672
Changes of assumptions	1,216	83,155
Net difference between projected and actual earnings on pension plan investments		61,531
Changes in proportion	121,264	198,130
Contributions subsequent to the measurement date	23,091	
<b>Total</b>	<b>\$ 149,255</b>	<b>\$ 344,488</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year</u>	<u>PERS</u>
2022	\$ (147,094)
2023	(6,845)
2024	(21,674)
2025	(33,848)
2026	(8,863)
Thereafter	-
<b>Total</b>	<b>\$ (218,324)</b>

**Actuarial Assumptions** - The total pension liability for the June 30, 2021, measurement date was determined by an actuarial valuation as of July 1, 2020. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

	<u>PERS</u>
Inflation rate:	
Price	2.75%
Wage	3.25%
Salary Scale (based on years of service):	
Through 2026	2.00% - 6.00%
Thereafter	3.00% - 7.00%
Investment rate of return	7.00%

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**8. PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

**Actuarial Assumptions (Continued)** - Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee mortality table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2021.

The actuarial assumptions used in the July 1, 2020, valuation were based on the results of an actuarial experience study for the period July 1, 2014, to June 30, 2018.

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2021) is determined by the State Treasurer, after consultation with the Directors of the Division of Investment and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2021, are summarized in the following table:

PERS

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
U.S. Equity	27.00%	8.09%
Non-U.S. Developed Markets Equity	13.50%	8.71%
Emerging Markets Equity	5.50%	10.96%
Private Equity	13.00%	11.30%
Real Estate	8.00%	9.15%
Real Assets	3.00%	7.40%
High Yield	2.00%	3.75%
Private Credit	8.00%	7.60%
Investment Grade Credit	8.00%	1.68%
Cash Equivalents	4.00%	0.50%
U.S. Treasuries	5.00%	0.95%
Risk Mitigation Strategies	3.00%	3.35%
Total	100.00%	

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

8. **PENSION PLANS (Continued)**

**Public Employees' Retirement System (Continued)**

**Discount Rate** - The discount rate used to measure the total pension liability was 7.00% as of June 30, 2021. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be based on 100% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for the local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all projected benefit payments in determining the total pension liability.

**Sensitivity of the Collective Net Pension Liability to Changes in the Discount Rate** - The following presents the collective net pension liability of the participating employers as of June 30, 2021, calculated using the discount rate as disclosed above, as well as what the collective net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	1% Decrease (6.00%)	Current Discount (7.00%)	1% Increase (8.00%)
District's Proportionate Share of the Net Pension Liability	\$ <u>321,477</u>	\$ <u>233,578</u>	\$ <u>163,587</u>

**Pension Plan Fiduciary Net Assets** - Detailed information about each pension plan's fiduciary net Assets is available in the separately issued New Jersey Division of Pension and Benefits financial report. Information on where to obtain the report is indicated at the beginning of this note.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

9. **POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)**

**General Information about the OPEB Plan** - The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. The plan meets the definition of an equivalent arrangement as defined in paragraph 4 of GASB Statement No. 75, Accounting and Financial Reporting for the Postemployment Benefits Other Than Pensions (GASB Statement No. 75); therefore, assets are accumulated to pay associated benefits. For additional information about the Plan, please refer to the State of New Jersey (the State), Division of Pensions and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

The Plan provides medical and prescription drug to retirees and their covered dependents of the employers. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

**Special Funding Situation** - The District is considered to be in a special funding situation as defined by GASB Statement No 75 and the State is treated as a nonemployer contributing entity. Since the District does not contribute under this legislation directly to the plan, there is no net OPEB liability, deferred outflows of resources or deferred inflows of resources to report in the financial statements of the District related to this legislation. However, the notes to the financial statements of the District must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net OPEB liability that is associated with the District.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

9. **POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

**Basis of Presentation** - The employer and nonemployer allocations and the schedule of OPEB amounts by employer and nonemployer (collectively, the Schedules) present amounts that are considered elements of the financial statements of its participating employers or the State as a nonemployer contributing entity. Accordingly, they do not purport to be a complete presentation of the financial position or changes in financial position of the participating employers or the State. The following disclosures were prepared in accordance with U.S. generally accepted accounting principles. Such preparation requires management of the Plan to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

**Allocation Methodology** - GASB Statement No. 75 requires participating employers in the Plan to recognize their proportionate share of the collective net OPEB liability, collective deferred outflows of resources, collective deferred inflows of resources, and collective OPEB expense. The special funding situation's and nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expense are based on separately calculated total OPEB liabilities. For the special funding situation and the nonspecial funding situation, the total OPEB liabilities for the year ended June 30, 2020, were \$5,512,481,278 and \$12,598,993,950, respectively. The nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expense are further allocated to employers based on the ratio of the plan members of an individual employer to the total members of the Plan's nonspecial funding situation during the measurement period July 1, 2019, through June 30, 2020. Employer and nonemployer allocation percentages have been rounded for presentation purposes; therefore, amounts presented in the schedule of OPEB amounts by employer and nonemployer may result in immaterial differences.

**Net OPEB Liability** - The State of New Jersey's net OPEB liability, as of June 30, 2020, was \$17,946,612,946. Of this amount, the net OPEB liability attributable to the District was \$516,683. The State of New Jersey's proportionate share of the net OPEB liability is 100%, including the proportion attributable to the District of 0.002879%. The total OPEB liability for the District measured as of June 30, 2020, is \$0 as a result of the Special Funding Situation with the State of New Jersey.

The total OPEB liability as of June 30, 2020, was determined by an actuarial valuation as of June 30, 2019, which was rolled forward to June 30, 2020. The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

	<b>Plan</b>
Inflation Rate	2.50%
Salary Increases:	Based on Age
Through 2026	2.00% - 6.00%
Thereafter	3.00% - 7.00%



**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

9. **POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

**Sensitivity of Total Nonemployer OPEB Liability to changes in the discount rate -**

The following presents the collective net OPEB liability of the participating employers as of June 30, 2020, respectively, calculated using the discount rate as disclosed above as well as what the total nonemployer OPEB liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

<b>June 30, 2020</b>		
At 1.00% Decrease 1.21%	At Discount Rate 2.21%	At 1.00% Increase 3.21%
\$ 21,216,688,254	17,946,612,946	15,358,051,000

**Sensitivity of Total Nonemployer OPEB Liability to changes in the healthcare trend rate -**

The following presents the collective net OPEB liability as of June 30, 2020, calculated using the healthcare trend rate as disclosed above as well as what the net OPEB liability would be if it was calculated using a healthcare trend rate that is 1- percentage point lower or 1-percentage point higher than the current rate:

<b>June 30, 2020</b>		
<u>1.00% Decrease</u>	Healthcare Cost <u>Trend Rate</u>	<u>1.00% Increase</u>
\$ 14,850,840,718	17,946,612,946	22,000,569,109

**OPEB Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB -** The District's proportionate OPEB benefit, as of June 30, 2020, was (\$31,593). The District had proportionate deferred outflows of resources and deferred inflows of resources from the following sources:

	<b><u>Deferred Outflows of Resources</u></b>	<b><u>Deferred Inflows of Resources</u></b>
Differences between expected and actual experience	\$ 13,609	\$ 96,216
Changes of assumptions	77,280	114,902
Net difference between projected and actual earnings on OPEB plan investments	328	
Changes in proportion	318,251	453,902
Total	\$ 409,468	\$ 665,020

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**9. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)**

**Additional Information** – The following is a summary of the collective balances of the local group at June 30, 2020:

	<u>6/30/2020</u>	<u>6/30/2019</u>
Collective Deferred Outflows of Resources	\$ 3,168,345,589	\$ 11,158,226
Collective Deferred Inflows of Resources	7,333,043,620	8,761,825,481
Collective Net OPEB Liability	17,946,612,946	13,546,071,100
 District's Portion	 0.002879%	 0.002683%

The collective amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year</u>	<u>OPEB</u>
2021	\$ (964,720,007)
2022	(965,594,678)
2023	(967,008,484)
2024	(968,300,349)
2025	(660,258,014)
Thereafter	361,183,501
Total	<u>\$ (4,164,698,031)</u>

**10. SURETY BONDS**

An honesty blanket bond in the amount of \$25,000 was maintained covering all district personnel handling cash. The amount of coverage is at the discretion of the Board.

**11. RISK MANAGEMENT**

The Soil Conservation District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets, errors and omissions; injuries to employees; and natural disasters.

**Property and Liability Insurance**

The District maintains commercial insurance coverage for property, liability, and employee dishonesty. Adequacy of insurance coverage is the responsibility of the District.

**12. NEW JERSEY UNEMPLOYMENT COMPENSATION INSURANCE**

The District covers its employees on a cost experience basis under the New Jersey Unemployment Trust Fund by the benefits paid method. Under this method, the District is billed in the amount of the District share of unemployment benefits paid. The balance in the reserve as of June 30, 2022, is \$1,008.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**13. RESERVE FOR CAPITAL IMPROVEMENTS**

The Board of Supervisors have decided that it is in the best interest of the District to fund a reserve providing for future capital improvements, including but not limited to building, vehicles and equipment. The balance in the reserve as of June 30, 2022, was \$100,000.

**14. OPERATING LEASES**

The district is currently leasing office space through March 2027. The following represents the future minimum lease payments associated with this rental agreement, as of June 30, 2022:

<u>Year</u>	<u>Amount</u>
2022-2023	\$ 31,200
2023-2024	31,824
2024-2025	32,460
2025-2026	33,110
2026-2027	33,772
Total	<u>\$ 162,366</u>

**15. RESERVE FOR COMPENSATED ABSENCES**

Compensated Absences are those absences for which employees will be paid, such as vacation or sick leave. While the benefit has already been earned, payment is conditioned upon use of the time earned or payment upon retirement, based on the policy in affect at the time of separation. Therefore, a liability has not been set up on the balance sheet but Net Assets have instead been reserved. The balance in the reserve as of June 30, 2022, is \$7,361.

**16. RESERVE FOR RETIREMENT HEALTH BENEFITS**

The Board of Supervisors have decided that the District designate a portion of Net Assets, in the amount of \$40,000, for future health care cost of retired district personnel.

**17. RESERVE FOR EQUIPMENT PURCHASES**

The Board of Supervisors have decided that the District designate a portion of Net Assets in the amount of \$75,000, for the future purchase of equipment.

**18. REQUEST FOR AUTHORIZATION**

All storm water discharge associated with construction activity within the State of New Jersey incurs a fee payable to "Treasurer – State of New Jersey". A portion of the fee is due to the New Jersey Department of Environmental Protection, the remaining is split 70% and 30% to the district and State Soil Conservation Committee, respectively.



**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

**19. PREPAID EXPENSE**

Prepaid expenses represent expenses paid in advance, which creates a benefit beyond the current period. As of June 30, 2022, the District had \$9,381 in prepaid expenses.

**20. NATURAL RESOURCES CONSERVATION SERVICE (NRCS)**

On July 1, 2018, the District entered into an agreement with the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) to assist with providing technical support for monitoring of Farm and Ranchland Protection Program easements. During the 2021-22 year, the District was reimbursed for all allowable costs incurred as a result of this project in the amount of \$3,234. On October 20, 2021, the USDA notified the District of its official close out of this agreement.

**21. RELATED PARTY TRANSACTIONS**

On occasion, certain activities related to the land development industry may be provided by Board Supervisors as a professional service to a developer. In such cases and in accordance with N.J.S.A. section 52:13D, the applicable Board Supervisor recuses him, or herself, from any decisions concerning these applications. The New Jersey State Soil Conservation Committee approves the appointments of all Board Supervisors.

**22. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS**

The District has \$1,884,537 of financial assets available within one year of the statement of financial position date to meet cash needs for general operating expenditures, consisting of cash of \$1,880,902 and accounts receivable of \$3,635.

**23. SUBSEQUENT EVENTS**

There were no material events between June 30, 2022, and December 14, 2022, affecting the financial status of the Gloucester County Soil Conservation District.

End of Notes to Financial Statements

## SCHEDULES

GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT

STATEMENT OF BUDGET VERSUS ACTUAL REVENUE

AND EXPENDITURES - ALL FUNDS COMBINED

FOR THE YEAR ENDED JUNE 30, 2022

	Budget After Transfers	Actual	(Over) Budget
<u>Support &amp; Revenue</u>			
Chapter 251 Fees	\$ 372,000	\$ 457,570	\$ 85,570
Stormwater RFA Fees	22,000	12,350	(9,650)
State Administrative Fees	3,300	3,575	275
Interest Income	17,740	7,524	(10,216)
Miscellaneous	250	423	173
Grants	7,500	3,234	(4,266)
Total Per Exhibit B(1)	<u>\$ 422,790</u>	<u>484,676</u>	<u>\$ 61,886</u>
<u>Expenditures</u>			
Professional Development	\$ 4,066	\$ 1,711	\$ 2,355
Equipment	4,946	5,081	(135)
Business Insurance	14,626	14,560	66
Miscellaneous	21,500	5,816	15,684
Office Supplies & Postage	3,420	5,777	(2,357)
Professional Services	7,160	8,860	(1,700)
Rent	36,120	36,640	(520)
Salaries and Wages	153,700	151,977	1,723
Fringe Benefits	105,489	78,905	26,584
Travel & Meetings	2,470	496	1,974
Automobile Expenses	40,000	31,248	8,752
Utilities & Telephone	6,750	8,587	(1,837)
Clothing Allowance	750		750
Educational	250		250
	<u>\$ 401,247</u>	<u>349,658</u>	<u>\$ 51,589</u>
Reconciliation to the Statement of Activities and Changes in Net Assets:			
Depreciation		14,918	
Purchase of Fixed Asset		(28,223)	
Total Expenditures - to Exhibit B(2)		<u>\$ 336,353</u>	

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED JUNE 30, 2022**

Federal Grantor Pass-Through Program Title	Federal CFDA Number	Grant Award Amount	Grant Period		Balance June 30, 2021	Cash/Revenue Received	Expenditures	Balance June 30, 2022		
			From	To				(Accounts Receivable)	Unearned Revenue	Due Grantor
US Department of Agriculture:										
Natural Resources Conservation Service										
NRCS Farm and Ranchland Protection Program	10.913	39,320	7/17/17	9/30/21	\$	\$ 3,234	\$ (3,234)	\$	\$	\$
					\$	\$ 3,234	\$ (3,234)	\$	\$	\$

The Gloucester County Soil Conservation District is not subject to federal or state single audit requirements.

The accompanying Notes to the Financial Statements are an integral part of this schedule

GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT

COMMENTS AND RECOMMENDATIONS

FOR THE YEAR ENDED JUNE 30, 2022

COMMENTS

Administrative Practices and Procedures

Purchases shall be in conformance with the State Public Contracts Law for securing formal bids on purchases in excess of \$17,500 and on Quotations for purchases over \$2,625, where it is possible to solicit more than one quotation. If there is a reason why quotations are not solicited, a brief explanation regarding this should be documented and included in the District minutes. For purchases, which are unusual or not routine in nature, a policy should be adopted addressing such purchases. Any suggested policy should be reviewed with the solicitor. In addition, when making purchases utilizing the state contract system, the award of such a contract shall be authorized by a resolution of the Board of Supervisors as required by **N.J.A.C. 5:34-1.2**. No exceptions were noted.

Chapter 251 fees collected appear to be in accordance with the adopted fee schedule.

Revenues and receipts were properly recorded within the District's accounting records.

The District made deposits within the required 5 business days.

According to the revised **Financial Accounting Manual for New Jersey Soil Conservation Districts**, various internal controls must be in place and followed, in order to demonstrate that an appropriate control environment exists over disbursements by check. For example, checks issued in excess of \$1,000 must have two signatures. No exceptions were noted.

The Internal Revenue Service regulations require that Form 1099-M be filed for each unincorporated person to whom at least \$600 for services was paid. No exceptions were noted.

Purchases were made with the proper authorizations.

Financial Planning, Accounting and Reporting

In August 2015, a revised **Financial Accounting Manual for New Jersey Soil Conservation Districts** was adopted by the NJ State Soil Committee, which contained a new uniform budget format. The 2020-21 District budget was presented in the format prescribed by the revised financial accounting manual.

In accordance with the **Financial Accounting Manual for New Jersey Soil Conservation Districts**, the accounting period used by all Soil Conservation Districts is to be the same as that of the State of New Jersey. Accordingly, the Gloucester County Soil Conservation District maintains its records on a June 30 fiscal year basis.

**GLOUCESTER COUNTY SOIL CONSERVATION DISTRICT**

**COMMENTS AND RECOMMENDATIONS**

**FOR THE YEAR JUNE 30, 2022**

The Chapter 251 Reserve Fund Balance shall be evaluated annually by the District Board to determine its adequacy based on the Chapter 251 workload obligations remaining to be completed. Districts have the ability to assess additional fees beyond the initial fees received following the exhaustion of the original fees received. Once the district is able to determine the amount of money on hand for each individual file a total will be calculated at the end of each fiscal year during the audit. This total amount of all funds for each 251 project will determine the reserve needed by each district. The district should have as a target at the end of each fiscal year of having close to 100% of the restricted reserves for 251 projects to complete those projects still active. Anything less than 110% for this purpose serves as a warning that reserves may not be sufficient to complete projects as additional fees for projects may not be collected or additional inspections are needed requiring additional funds. The District has met the 110% reserve requirement.

**RECOMMENDATIONS:**

None.

**STATUS OF PRIOR YEAR RECOMMENDATIONS**

There were no prior year recommendations.

**APPRECIATION**

We wish to express our appreciation for the assistance and courtesies rendered to us by the officials during the course of the audit.

Should any questions arise as to our comments, please do not hesitate to call us.