



**CONEJO OPEN SPACE
CONSERVATION AGENCY**

**ANNUAL FINANCIAL REPORT
For The Fiscal Year Ended
June 30, 2013**

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INDEPENDENT AUDITORS' REPORT

To the Honorable Chair and Members of the Governing Board
Conejo Open Space Conservation Agency
Thousand Oaks, California

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Conejo Open Space Conservation Agency as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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



To the Honorable Chair and Members of the Governing Board
Conejo Open Space Conservation Agency
Thousand Oaks, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund, of the Conejo Open Space Conservation Agency, as of June 30, 2013, and, the respective changes in financial position and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 5, 2013 on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Agency's internal control over financial reporting and compliance.

Lance, Solt & Lingham, LLP

Brea, California
December 5, 2013

**CONEJO OPEN SPACE CONSERVATION AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS**

Year ended June 30, 2013

In 1977, the City of Thousand Oaks (City) entered into a Joint Powers Agreement with the Conejo Recreation and Park District (District) to form the Conejo Open Space Conservation Agency (COSCA). COSCA was formed to assist the City and the District in the conservation of open space in and around the City by acquiring and maintaining open space acreage.

COSCA is governed by a five-member board consisting of two City Council members, two District board members, and one private citizen of the City. Expenditures of COSCA are shared equally between the City and the District. The City is responsible for the fiscal management of COSCA activities. The City and District have an equity interest in COSCA of fifty percent each, which is reported in their respective annual financial reports.

FINANCIAL HIGHLIGHTS

COSCA assets exceeded liabilities at the close of fiscal year 2012-13 by \$75.2 million. Of this amount, \$74.1 million is invested in capital assets, while the remaining unrestricted net position may be used to meet COSCA's ongoing obligation to acquire and maintain open space acreage (Page 5).

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to COSCA's basic financial statements. COSCA's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements.

Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of COSCA's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of COSCA's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of COSCA is improving or deteriorating.

The statement of activities presents information showing how COSCA's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, all of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

The government-wide financial statements can be found on pages 8-9 of this report.

**CONEJO OPEN SPACE CONSERVATION AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS**

(Continued)

Year ended June 30, 2013

Fund financial statements

The fund financial statements consist of COSCA's governmental funds. These governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The basic governmental fund financial statements can be found on pages 10-12 of this report.

Notes to the basic financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 13-18 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Statement of Net Position

As noted earlier, net position may serve over time as a useful indicator of an Agency's financial position. COSCA's assets exceeded liabilities by \$75.2 million.

COSCA's capital assets are comprised primarily of \$73.7 million in open space land. Current assets of \$1.1 million are cash and investments held for future open space acquisitions.

**CONEJO OPEN SPACE CONSERVATION AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS**

(Continued)

Year ended June 30, 2013

**SUMMARY OF NET POSITION
June 30, 2013 and 2012**

	2013	2012
Current assets	\$ 1,092,134	\$ 1,039,388
Capital assets	74,124,697	67,423,461
Total assets	75,216,831	68,462,849
Current liabilities	36,223	43,417
Total liabilities	36,223	43,417
Net position:		
Invested in capital assets	74,124,697	67,423,461
Restricted	1,055,911	995,971
Total net position	\$75,180,608	\$ 68,419,432

Liquidity

Due to the nature of COSCA business operations, there have been minimal cash transactions. The City and the District incur and fund most of COSCA's annual operating expenses. Therefore, COSCA's liquidity position usually remains constant. The increase in net cash was primarily from lease revenue and interest income.

Statement of Activities

The statement of activities shows how COSCA's net position changed during fiscal year 2012-13. COSCA's net position increased \$6.8 million compared to prior fiscal year.

Program revenues including contributions, increased \$6.5 million mainly due to land donations of \$6.7 million in fiscal year in 2012-13 from Open Space parcels owned by the City. The parcels were from Woodridge, Conejo Ridge, Hillcrest and McCrea.

Program expenses are primarily for maintenance of existing open space, completely offset by donations of services of equal value by the City and the District. Expenses increased \$59,000 from previous fiscal year primarily due to an increase in maintenance costs.

**CONEJO OPEN SPACE CONSERVATION AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS**

(Continued)

Year ended June 30, 2013

SUMMARY OF ACTIVITIES

Year ended June 30, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Program revenues	\$ 7,895,848	\$ 1,391,447
General revenues	11,221	11,547
Total revenues	<u>7,907,069</u>	<u>1,402,994</u>
Program expenses	<u>1,145,893</u>	<u>1,087,051</u>
Change in net position	6,761,176	315,943
Net position - beginning	68,419,432	68,103,489
Net position - ending	<u>\$ 75,180,608</u>	<u>\$ 68,419,432</u>

GOVERNMENTAL FUND FINANCIAL ANALYSIS

As noted earlier, COSCA uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Fund

At the close of fiscal year 2012-13, COSCA reported a fund balance of \$1,056,000, an increase of \$60,000 in comparison with prior fiscal year balance of \$996,000. The increase is primarily due to operating grants. COSCA's annual operating expenses are reimbursed by the City and the District.

FUND BALANCE

June 30, 2013

	<u>2013</u>	<u>2012</u>
Revenues	\$ 7,907,069	\$ 1,402,994
Expenditures	<u>7,847,129</u>	<u>1,321,623</u>
Operating Surplus/(Deficit)	59,940	81,371
Beginning Fund Balance	995,971	914,600
Ending Fund Balance	<u>\$ 1,055,911</u>	<u>\$ 995,971</u>

**CONEJO OPEN SPACE CONSERVATION AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS**

(Continued)

Year ended June 30, 2013

Budgetary Highlights

The budget to actual report can be found on page 12. Historically, COSCA's Board of Directors has chosen not to budget revenues. Total expenditures were \$7.8 million compared to budget of \$1.6 million. The variance included \$6.7 million for donated land. Other capital outlay was \$430,000 less than budget primarily for the Rancho Potrero Specific Plan, not completed in fiscal year 2012-13 and a decrease in trail improvements.

Capital Assets

COSCA's capital assets at June 30, 2013 and 2012 were comprised of the following:

(Net of accumulated depreciation)

	2013	2012
Land	\$ 73,681,892	\$ 66,984,511
Improvements, net	337,231	347,429
Work In Progress	105,574	91,331
Equipment, net	-	190
Total, net	\$ 74,124,697	\$ 67,423,461

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of COSCA finances. Questions concerning information provided in this report, or requests for additional financial information may be addressed to the Finance Director, City of Thousand Oaks, 2100 Thousand Oaks Boulevard, Thousand Oaks, California 91362, or call (805) 449-2200.

CONEJO OPEN SPACE CONSERVATION AGENCY
Statement of Net Position
June 30, 2013

	Governmental Activities
<u>Assets:</u>	
Current assets:	
Cash and investments (Note 4)	\$ 1,090,123
Interest receivable	2,011
Total current assets	1,092,134
Non-current assets:	
Capital assets (Note 3):	
Land	73,681,892
Improvements, net of depreciation	337,231
Construction in progress	105,574
Total non-current assets	74,124,697
 Total assets	 75,216,831
 <u>Current liabilities:</u>	
Deposits in trust	1,050
Unearned revenue	35,173
Total current liabilities	36,223
 <u>Net position:</u>	
Invested in capital assets	74,124,697
Restricted	1,055,911
Total net position	\$ 75,180,608

See accompanying notes to basic financial statements.

CONEJO OPEN SPACE CONSERVATION AGENCY
Statement of Activities
Year ended June 30, 2013

<u>Function/Programs</u>	<u>Expenses</u>	<u>Charges for Services</u>	<u>Program Revenues Operating Grants & Contributions</u>	<u>Capital Grants & Contributions</u>	<u>Net (Expense) Revenue & Changes in Net Assets</u>
Governmental Activities:					
Open space acquisition, maintenance, and administration	<u>\$1,145,893</u>	<u>\$66,966</u>	<u>\$1,117,258</u>	<u>\$6,711,624</u>	<u>\$6,749,954</u>

General revenues:

Interest on investments	11,221
Total general revenues	<u><u>11,221</u></u>
Changes in net position	6,761,176
Net position - beginning	68,419,432
Net position - ending	<u><u>\$75,180,608</u></u>

See accompanying notes to basic financial statements.

CONEJO OPEN SPACE CONSERVATION AGENCY
Balance Sheet
June 30, 2013

	<u>General Fund</u>
<u>Assets</u>	
Cash and investments (Note 4)	\$ 1,090,123
Interest receivable	2,011
Total assets	1,092,134
 <u>Liabilities and Fund Balances</u>	
Liabilities:	
Deposits in trust	1,050
Unearned revenue	35,173
Total liabilities	36,223
Fund balances:	
Restricted for Trail/Capital Improvement (Note 5)	1,055,911
Total fund balances	1,055,911
 Total liabilities and fund balances	 \$ 1,092,134

**Reconciliation of the Governmental Funds Balance Sheet
To the Statement of Net Position**

Amounts reported for governmental activities in the statement of net position (page 8) are different because:

Total fund balances - total governmental funds, as above	\$ 1,055,911
Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported in the funds.	74,124,697
Net position of governmental activities (page 8)	\$ 75,180,608

See accompanying notes to basic financial statements.

CONEJO OPEN SPACE CONSERVATION AGENCY
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
Year ended June 30, 2013

<u>Revenues</u>	<u>General Fund</u>
Contributions and donations	\$ 7,827,082
Rental Income	66,966
Other Income	1,800
Investment earnings	11,221
Total revenues	<u>7,907,069</u>
<u>Expenditures</u>	
Current:	
Culture and recreation	1,115,458
Administrative Expenses	20,047
Capital Outlay:	
Improvements	14,243
Land	6,697,381
Total expenditures	<u>7,847,129</u>
Net change in fund balances	59,940
Fund balances - beginning	<u>995,971</u>
Fund balances - ending	<u>\$ 1,055,911</u>

**Reconciliation of the Statement of Revenues,
Expenditures, and Changes in Fund Balances of Governmental Funds
To the Statement of Activities**

Amounts reported for governmental activities in the statement of activities (page 9) are different because:

Net change in fund balances, as above	\$ 59,940
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay of \$6,711,624 exceeded depreciation of (\$10,388).

6,701,236

Change in net position of governmental activities (page 9)

\$ 6,761,176

See accompanying notes to basic financial statements.

CONEJO OPEN SPACE CONSERVATION AGENCY
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual
Year ended June 30, 2013

	<u>Budgeted Amounts</u>		Actual	Variance with Final Budget - Positive (Negative)
	Original Budget	Final Budget		
Revenues:				
Contributions, donations and other revenue	-	-	7,828,881	7,828,881
Rental Income	-	-	66,966	66,966
Investment earnings	-	-	11,221	11,221
Total Revenues	-	-	7,907,069	7,907,069
Expenditures:				
Current:				
Culture and recreation	1,188,539	1,188,539	1,135,505	53,034
Capital Outlay:				
Land	-	-	6,697,381	(6,697,381)
Improvements	444,659	444,659	14,243	430,416
Total expenditures	1,633,198	1,633,198	7,847,129	(6,213,931)
Excess (deficiency) of revenues over (under) expenditures	(1,633,198)	(1,633,198)	59,940	1,693,138
Net change in fund balance	(1,633,198)	(1,633,198)	59,940	1,693,138
Fund balance-beginning	995,971	995,971	995,971	-
Fund balance-ending	\$ (637,227)	\$ (637,227)	1,055,911	1,693,138

See accompanying notes to basic financial statements.

CONEJO OPEN SPACE CONSERVATION AGENCY

Notes to Basic Financial Statements

June 30, 2013

(1) Summary of Significant Accounting Policies

(a) Description of Reporting Entity

In 1977, the City of Thousand Oaks, California (City) entered into a Joint Powers Agreement with the Conejo Recreation and Park District (District) to form the Conejo Open Space Conservation Agency (COSCA). COSCA is governed by a five-member board consisting of two City Council members, two District members, and one private citizen of the City. Expenditures of COSCA are shared equally between the City and the District. The City is responsible for the fiscal management of COSCA activities, but does not have primary oversight responsibility for COSCA, which is included as an Agency fund in the City's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2013.

(b) Implementation of New Accounting Principles

Effective July 1, 2012, the City adopted the provisions of GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*.

The objective of GASB Statement No. 63 is to improve financial reporting by standardizing the presentation of deferred outflows of resources and deferred inflows of resources and their effects on a government's net position. It will alleviate uncertainty about reporting those financial statement elements by providing guidance where none previously existed.

GASB Statement No. 63 amends the net asset reporting requirements in Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

Effective July 1, 2012, the City adopted the provisions of GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*. The objective of GASB Statement No. 65 is to improve financial reporting by clarifying the appropriate use of the financial statement elements deferred outflows of resources and deferred inflows of resources to ensure consistency in financial reporting.

This Statement establishes accounting and financial reporting standards that reclassify and recognizes, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities.

This Statement also provides other financial reporting guidance related to the impact of the financial statement elements deferred outflows of resources and deferred inflows of resources, such as changes in the determination of the major fund calculations and limiting the use of the term *deferred* in financial statement presentations.

CONEJO OPEN SPACE CONSERVATION AGENCY

Notes to Basic Financial Statements (Continued)

June 30, 2013

(c) Government-wide Financial Statements

COSCA's government-wide financial statements include a statement of net position and a statement of activities. These statements present a summary of COSCA's governmental activities.

The government-wide financial statements are reported using the "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all of COSCA's assets and liabilities, including capital assets and long-term liabilities, are included in the accompanying statement of net position. The statement of activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned, while expenses are recognized in the period in which the liability is incurred. The types of transactions reported as program revenues for COSCA include charges for services, operating grants, and capital grants and contributions.

In accordance with Governmental Standards Accounting Board Statement No. 34 (GASB 34), a reconciliation of the difference between the fund financial statements and the government-wide financial statements is provided. The General Fund has been identified as COSCA's major fund.

(d) Governmental Fund Financial Statements

In accordance with GASB 34, COSCA's governmental fund financial statements include a balance sheet and statement of revenues, expenditures and changes in fund balances.

The accompanying governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. COSCA's only governmental fund is the General Fund. Revenues are recognized when received, or within 60 days after year-end, unless susceptible to accrual, i.e., measurable and available to finance COSCA's operations. Monies received to fund specific future expenditures, such as trail or capital improvements, are classified as deferred revenue and are recognized when the related expenditure is made. Expenditures generally are recorded when the related liability is incurred.

Effective July 1, 2010, COSCA adopted the provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The objective of GASB Statement No. 54 is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions.

GASB Statement No. 54 establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The initial distinction that is made in reporting fund balance information is identifying amounts that are considered *nonspendable*, such as fund balance associated with inventories. This Statement also

CONEJO OPEN SPACE CONSERVATION AGENCY

Notes to Basic Financial Statements (Continued)

June 30, 2013

(d) Governmental Fund Financial Statements (Continued)

provides for additional classification as restricted, committed, assigned, and unassigned based on the relative strength of the constraints that control how specific amounts can be spent.

GASB Statement No. 54 improves financial reporting by providing fund balance categories and classifications that will be more easily understood. Elimination of the *reserved* component of fund balance in favor of a *restricted* classification will enhance the consistency between information reported in the government-wide statements and information in the governmental fund financial statements and avoid confusion about the relationship between reserved fund balance and restricted net position.

(e) Use of Estimates

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

(f) Capital Assets

Capital assets are reported in the government-wide financial statements. Included in capital assets are land, buildings and improvements, equipment, intangibles, infrastructure, and construction in progress. COSCA policy has set the capitalization threshold for reporting capital assets at \$5,000. Donated assets are recorded at estimated fair market value at the date of donation. Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets as follows:

Buildings and Improvements – 20 to 50 years
Equipment – 3 to 15 years
Intangibles – 2 to 50 years
Infrastructure – 10 to 50 years

(g) Reconciliation of Government-wide and Fund Financial Statements

Explanations of certain differences between governmental fund balance sheet and the government-wide statement of net position

The governmental fund balance sheet includes a reconciliation between fund balance – *total governmental funds and net position - governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains that, “capital assets

CONEJO OPEN SPACE CONSERVATION AGENCY

**Notes to Basic Financial Statements
(Continued)**

June 30, 2013

(g) Reconciliation of Government-wide and Fund Financial Statements (Continued)

net of accumulated depreciation used in governmental activities are not financial resources and therefore are not reported in the funds. The details of this \$74,124,697 difference are as follows:

Land	\$73,681,892
Improvements	374,536
Construction in Progress	105,574
Equipment	21,392
Depreciation	<u>(58,697)</u>
Net adjustment to increase fund balance – total governmental funds to arrive at net position – governmental activities	<u>\$74,124,697</u>

Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances – total governmental funds and changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of the reconciliation explains that the governmental funds report capital outlays and contributions as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlay and contributions in the current period. The details of this \$6,701,236 difference are as follows:

Capital outlay	\$6,711,624
Depreciation expense	<u>(10,388)</u>
Net adjustment to decrease <i>net changes in fund balances – total governmental funds to arrive at changes in net position of governmental activities</i>	<u>\$6,701,236</u>

(2) Stewardship, Compliance and Accountability

General Budget Policies

The COSCA Board does not formally adopt an annual budget. The City and District formally adopt budgets for their share of COSCA costs; historically, revenues have not been budgeted. City and District approve their own appropriations and any amendments to appropriations throughout the year. Budget figures used in the financial statements are the final adjusted amounts, including any amendments to the budget during the year.

CONEJO OPEN SPACE CONSERVATION AGENCY

**Notes to Basic Financial Statements
(Continued)**

June 30, 2013

General Budget Policies (Continued)

Formal budgetary integration is employed as a management control device. Commitments for materials and services such as purchase orders and contracts are recorded during the year as encumbrances to assist in controlling expenditures.

(3) Changes in Capital Assets

The following is a summary of COSCA's changes in capital assets for the year ended June 30, 2013:

	Balance at June 30, 2012	Additions	Disposals	Balance at June 30, 2013
Capital assets, not being depreciated:				
Land	\$ 66,984,511	\$ 6,697,381	\$ -	\$ 73,681,892
Construction in Progress	91,331	14,243	-	105,574
Total	67,075,842	6,711,624	-	73,787,466
Capital assets, being depreciated:				
Improvements	374,536	-	-	374,536
Equipment	21,392	-	-	21,392
Total	395,928	-	-	395,928
Less accumulated depreciation for:				
Improvements	27,107	10,198	-	37,305
Equipment	21,202	190	-	21,392
Total	48,309	10,388	-	58,697
Total, net of accumulated depreciation	347,619	(10,388)	-	337,231
Capital Assets, net	\$ 67,423,461	\$ 6,701,236	\$ -	\$ 74,124,697

(4) Cash and Investments

COSCA's cash and investments are pooled with those of the City. The City's pooled cash and investments are stated at fair value. COSCA's share of the City's pooled cash and investments at June 30, 2013, was \$1,090,123. COSCA's underlying cash and investment pool instruments consist of demand deposits, money market funds, certificates of deposits, securities of U.S. government sponsored agencies, U.S. Treasury securities and the California Local Agency Investment Fund (LAIF).

For further information regarding the City's pooled cash and investments including, custodial risk, concentration of credit risk, and interest rate risk, please refer to the City's Comprehensive Annual Financial Report for the year ended June 30, 2013.

CONEJO OPEN SPACE CONSERVATION AGENCY

***Notes to Basic Financial Statements
(Continued)***

June 30, 2013

(5) Fund Balance

The fund balance of the General Fund has been restricted at June 30, 2013, as indicated below. The "Restricted" fund balance reflects restrictions imposed on COSCA by the City and the District.

Restricted:

Trail/Capital Improvement	<u>\$1,055,911</u>
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(6) Liability, Workers' Compensation, and Purchased Insurance

The Authority is covered under the City's insurance policies. Therefore, the limitation and self-insured retentions applicable to the City also apply to the Authority. Additional information as to the coverage and self-insured retentions can be obtained by contacting the City.