CAPITOL LAND TRUST A Washington Not For Profit Organization

Financial Statements

For the Years Ended December 31, 2019 and 2018

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Independent Auditor's Report

To the Board of Directors Capitol Land Trust Lacey, WA

Report on the Financial Statements

We have audited the accompanying financial statements of Capitol Land Trust (the Trust), which comprise the statement of financial position as of December 31, 2019 and 2018, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Trust, as of December 31, 2019 and 2018, and changes in net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Aiken & Sanders, Inc., PS

Certified Public Accountants

aiken & Sanders

& Consultants

May 11, 2020

Montesano, WA

Statement of Financial Position

December 31,	2019	2018
Assets		
Current Assets:		
Cash	\$ 1,076,612	\$ 454,498
Grants Receivable	41,461	87,452
Pledges Receivable	30	163
Prepaid Expenses	2,200	3,125
Total Current Assets	1,120,303	545,238
Property & Equipment:		
Land Under Conservancy	15,566,106	15,379,877
Trade Land	304,100	660,000
Equipment	26,351	23,753
Accumulated Depreciation	(22,256)	(19,664)
Total Property & Equipment	15,874,301	16,043,966
Other Assets:		
Investments	1,673,112	1,075,353
Maytown Conservation Fund	155,907	163,159
Total Other Assets	1,829,019	1,238,512
Total Assets	\$ 18,823,623	\$ 17,827,716
Liabilities and Net Assets		
Current Liabilities:		
Accounts Payable	\$ 23,235	\$ 17,308
Accrued Vacation	22,887	18,396
Payroll Expenses & Benefits Payable	25,766	23,267
Total Current Liabilities	71,888	58,971
Long Term Liabilities:		
Custodial Funds-Maytown Conservation Fund	155,907	163,159
Total Long Term Liabilities	155,907	163,159
Net Assets:		
Without Donor Restrictions	1,674,846	1,291,906
With Donor Restrictions	16,920,982	16,313,680
Total Net Assets	18,595,828	17,605,586
Total Liabilities and Net Assets	\$ 18,823,623	\$ 17,827,716

Statement of Activities and Changes in Net Assets

Year Ended December 31,			2019
	Without Dono	r With Donor Restrictions	Total
Support and Revenue:			
Grants	\$ 326,679	\$ 158,295	\$ 484,974
Contributions	228,031		936,292
Fundraising	226,244		226,244
Less Costs of Direct Benefits to Donors	(35,502		(35,502)
Interest & Dividend Income	14,167	*	33,888
Inkind Donations	304,600		304,600
Miscellaneous Income	1,273		1,273
Gain (Loss) on Sale of Assets	(100,636		(100,636)
Released from Restrictions	364,691		
Total Support and Revenue	1,329,547	521,586	1,851,133
Expenses:			
Program Services	724,407	-	724,407
Management and General	167,596	-	167,596
Fundraising	108,562	-	108,562
Total Expenses	1,000,565	.	1,000,565
Other Revenue & Expenses:			
Investment Income (Loss)	53,958	85,716	139,674
Total Other Revenue & Expenses	53,958	85,716	139,674
Increase (Decrease) in Net Assets	382,940	607,302	990,242
Net Assets, Beginning of Year	1,291,906	16,313,680	17,605,586
Net Assets, End of Year	\$ 1,674,846	\$ 16,920,982	\$ 18,595,828

Capitol Land Trust

A Washington Not For Profit Organization

Statement of Activities and Changes in Net Assets

Year Ended December 31,			2018
	thout Donor	Tith Donor	 Total
Support and Revenue:			
Grants	\$ 544,384	\$ 700,325	\$ 1,244,709
Contributions	187,033	360,094	547,127
Fundraising	182,420	-	182,420
Less: Costs of Direct Benefits to Donors	(30,578)	-	(30,578)
Interest & Dividend Income	7,722	16,650	24,372
Inkind Donations	662,977	124,000	786,977
Miscellaneous Income	7,034	-	7,034
Gain on Sale of Assets	13,450	-	13,450
Released from Restrictions	 267,358	 (267,358)	 -
Total Support and Revenue	 1,841,800	 933,711	 2,775,511
Expenses:			
Program Services	904,202	-	904,202
Management and General	127,376	-	127,376
Fundraising	 76,372	 	 76,372
Total Expenses	 1,107,950	 	 1,107,950
Other Revenue & Expenses:			
Investment Income (Loss)	 (21,729)	 (48,876)	 (70,605)
Total Other Revenue & Expenses	 (21,729)	 (48,876)	 (70,605)
Increase (Decrease) in Net Assets	712,121	884,835	1,596,956
Net Assets, Beginning of Year	 579,785	15,428,845	16,008,630
Net Assets, End of Year	\$ 1,291,906	\$ 16,313,680	\$ 17,605,586

Statement of Cash Flows

Years Ended December 31,		2019	2018
CASH FLOWS FROM OPERATING ACTIVITIES:			
Cash Received From Donors	\$	1,163,942 \$	751,685
Cash Received From Grantors		530,965	1,311,249
Cash Paid For Interest		-	-
Cash Paid to Vendors		(461,678)	(690,189)
Cash Paid To/For Employees		(557,455)	(454,279)
Net Cash Provided (Used) by Operating Activities	_	675,774	918,466
CASH FLOWS FROM INVESTING ACTIVITIES:			
Cash Paid For Land and Equipment		(188,827)	(743,587)
Cash Received From Land Sales		557,802	51,451
Cash Received From Investments		107,009	142,146
Cash Paid For Investments		(529,644)	(199,551)
Net Cash Provided (Used) by Investing Activities	_	(53,660)	(749,541)
CASH FLOWS FROM FINANCING ACTIVITIES:			
Net Cash Provided (Used) by Financing Activities	_		
Net Cash Frontied (Osed) by Financing Activities	_		<u> </u>
NET INCREASE (DECREASE) IN CASH AND			
CASH EQUIVALENTS		622,114	168,925
BEGINNING CASH AND CASH EQUIVALENTS	_	454,498	285,573
ENDING CASH AND CASH EQUIVALENTS	\$ _	1,076,612 \$	454,498
RECONCILIATION OF NET ASSETS TO NET OF PROVIDED BY OPERATING ACTIVITIES			
Cash Flows from Operating Activities:			
Increase (Decrease) in Net Assets	\$	990,242 \$	1,596,956
Adjustments to Reconcile Increase in Net		, .	
Assets to Net Cash Provided (Used) in Operating Activities:			
Depreciation		2,592	5,284
Donated Land		(304,100)	(784,000)
(Gain) Loss on Sale		100,636	(13,450)
Net Change in Investment Values		(173,562)	46,233
(Increase) Decrease in Grants Receivable		45,991	66,540
(Increase) Decrease in Pledges Receivable		133	15,104
(Increase) Decrease in Pregaid Expense		925	-
Increase (Decrease) in Accounts Payable		5,927	(19,782)
Increase (Decrease) in Accrued Vacation		4,491	2,067
Increase (Decrease) in Payroll Expenses & Benefits Payable	_	2,499	3,514
Net Cash Provided (Used) by Operating Activities	\$_	675,774 \$	918,466

Statement of Functional Expenses

2019

2,592

13,332

14,278

35,901

500

5,323

5,006

1,000,565

Year Ended December 31,

Depreciation Expense

Bank/Commission Fees

Equipment R&M

Equipment Rental

Property R&M

Inkind Expense

Miscellaneous

Total

	I	Program	M	lanagement			
	\$	Services		& General	Fu	ndraising	Total
Salaries & Wages	\$	284,957	\$	120,601	\$	62,576	\$ 468,134
Employee Benefits		38,061		11,710		6,809	56,580
Payroll Taxes		24,407		10,109		5,215	39,731
Contracted Labor		10,000		-		-	10,000
Rent Expense		19,284		5,809		5,030	30,123
Telephone		4,927		1,451		697	7,075
Insurance		10,884		1,343		932	13,159
Supplies		2,926		740		1,077	4,743
Printing & Postage		6,184		691		3,635	10,510
Property Taxes		11,840		-		-	11,840
Dues		8,543		174		780	9,497
Licenses & Permits		673		34		60	767
Professional Services		31,644		3,223		6,118	40,985
Land Stewardship & Restoration		197,548		-		-	197,548
Advertising		55		289		-	344
Travel		14,239		6,874		1,484	22,597

2,592

1,729

2,903

167,596

(84)

795

10,964

2,390

108,562

10,808

3,314

500

30

5,090

724,407

35,901

The accompanying notes are an integral part of these financial statements.

Statement of Functional Expenses

Year Ended December 31,	2018

	I	Program	N	Ianagement			
		Services		& General	Fur	ndraising	Total
Salaries & Wages	\$	262,137	\$	84,498	\$	38,979	\$ 385,614
Employee Benefits		32,913		5,972		3,339	42,224
Payroll Taxes		21,955		6,837		3,230	32,022
Contracted Labor		10,743		1,959		1,313	14,015
Rent Expense		19,413		4,444		5,630	29,487
Telephone		4,855		1,042		789	6,686
Insurance		9,242		1,285		964	11,491
Supplies		3,077		729		1,049	4,855
Printing & Postage		8,900		649		3,182	12,731
Property Taxes		12,095		-		-	12,095
Dues		7,085		1,245		388	8,718
Licenses & Permits		10,976		163		194	11,333
Professional Services		15,393		9,021		2,719	27,133
Land Stewardship & Restoration		433,074		-		-	433,074
Travel		14,344		3,442		588	18,374
Advertising		633		219		-	852
Equipment R&M		8,304		1,590		1,041	10,935
Equipment Rental		2,045		-		8,494	10,539
Property R&M		15,847		-		-	15,847
Inkind Expense		500		-		2,477	2,977
Bank/Commission Fees		58		2,919		1,996	4,973
Depreciation		3,951		1,333		-	5,284
Miscellaneous		6,662		29			6,691
Total	\$	904,202	\$	127,376	\$	76,372	\$ 1,107,950

Notes to Financial Statements

December 31, 2019 and 2018

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Organization, purpose and principal program--

The mission of Capitol Land Trust (The Trust) is furthering collaborative and strategic conservation of Southwest Washington's essential natural areas and working lands.

The Trust receives a substantial amount of its annual support in the form of government grants. In the event one or more of the government programs from which the grants are received were to end or experience significant budget cuts, The Trust could experience a significant loss of support.

Basis of accounting--

The Trust's policy is to prepare its financial statements on the accrual basis of accounting. Revenue is recognized when earned, and expenditures are recognized when incurred. If an expenditure results in an asset having an estimated useful life which extends substantially beyond the year of acquisition, the expenditure is capitalized and depreciated or amortized over the estimated useful life of the asset

Financial Statement Presentation--

The Trust follows accounting prescribed by the Financial Accounting Standards Board in its Accounting Standards Codification (ASC) 958 Not-for Profit Entities. Under ASC 958, The Trust is required to report information regarding its financial position and activities according to two classes of net assets: with donor restrictions, and without donor restrictions.

With Donor Restrictions: Net assets that result from contributions whose use by The Trust is restricted by donor imposed stipulations that may expire with the passage of time or can be fulfilled or otherwise removed by actions of The Trust.

Without Donor Restrictions: Net assets that are not restricted by donor stipulation.

Gifts of goods and equipment are reported as without donor restrictions unless explicit donor stipulations specify how the donated assets must be used. Gifts of land are reported as donor restricted if The Trust intends to protect the land in perpetuity. Gifts of land, which the donor stipulates may be sold, are reported as without donor restriction.

Estimates--

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

Notes to Financial Statements

December 31, 2019 and 2018

Land, buildings and equipment--

Land, buildings and equipment are recorded at cost. Property and equipment donated to The Trust are capitalized at their estimated fair market value. It is The Trust's policy to expense the acquisition cost of equipment in the year of purchase for items with a unit cost of less than \$1,000. Depreciation is provided using the straight-line method. A five-year life is used for both purchased and donated equipment. Maintenance and repairs are charged to expense as incurred; major renewals and improvements are capitalized. When items of equipment are sold or are otherwise disposed of, the appropriate cost and related accumulated depreciation amounts are removed from the accounts and any gain or loss is included in income.

Functional Allocation of Expenses-

The Trust records its expenses by function. Program expenses represent expenses incurred to fulfill The Trust's exempt purposes. Management and general expenses support that exempt purpose while fundraising expenses are incurred to raise resources to carry out program activities. Expenses are recorded, when appropriate, to the function receiving direct benefit. When expenses benefit more than one function, an allocation is made based on relative benefits provided to each function.

Cash and Cash Equivalents--

For purposes of the Statement of Cash Flows, The Trust considers cash, checking, and money market accounts to be cash and cash equivalents.

Advertising--

The Trust's policy is to expense advertising costs as they are incurred.

B. RECOGNITION OF CONTRIBUTION REVENUE:

Contributions are recognized when received or when a donor makes an unconditional promise to give to the organization. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the year in which the contributions are recognized. All other donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

Unconditional promises to give (pledges receivable) are recognized as revenues in the period the pledge is received. Long term pledges (collection expected in greater than one year) are discounted to the net present value of future cash flows. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promise becomes unconditional.

Notes to Financial Statements

December 31, 2019 and 2018

C. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS:

The Trust, although it expects to receive current support to fund operations for 2020 and later years, has \$492,342 and \$422,855 of financial assets available within one year of the statement of financial position dates on December 31, 2019 and 2018, respectively, to meet cash needs for general operating expenditures of The Trust. The Trust also has \$943,997 and \$260,808, of board designated assets as of December 31, 2019 and 2018, respectively, that can be reallocated for general expenditures if needed. Financial assets available within one year consist of the following:

	2019	2018
Financial assets at year end	\$ 2,791,215 \$	1,617,466
Donor restricted to purpose	(1,354,876)	(933,803)
Board designations	(943,997)	(260,808)
Financial assets available to meet cash needs within one year	\$ 492,342 \$	422,855

D. NET ASSETS COMPOSITION:

		2019		2018
Without Donor Restrictions:	_		-	
Board designated stewardship fund	\$	879,589	\$	249,580
Board designated quasi-endowment fund		14,408		11,228
Board designated quasi-rapid fund		50,000		-
Undesignated	_	730,849	_	1,031,098
			_	
Total:	\$	1,674,846	\$	1,291,906
	_		-	
With Donor Restrictions:				
Donor restricted stewardship fund	\$	567,074	\$	635,811
Endowment		22,539		18,779
Rapid fund		4,377		4,366
Conservation breakfast sponsors		4,000		4,000
Other restricted purpose donations		756,886		270,847
Conserved land	_	15,566,106	_	15,379,877
			-	
Total:	\$	16,920,982	\$	16,313,680

Notes to Financial Statements

December 31, 2019 and 2018

E. ECONOMIC DEPENDENCY:

For 2019 and 2018, the funding used to acquire land was primarily provided by the State of Washington Recreation and Conservation Office and the Thurston County Resource Stewardship office.

F. LEASES:

The Trust signed a five year lease for a new office space in Lacey, Washington, in February of 2017 which commenced in March of 2017. Office lease expense under this arrangement was \$25,113 and \$24,500 for the years ended December 31, 2019 and December 31, 2018, respectively.

Future rental payments under this arrangement are as follows:

Year E	nding	Decem	ber 31:
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2020	\$ 27,843
2021	28,542
2022	6,624
Total:	\$ 63,009

G. INVESTMENTS & FAIR VALUE MEASUREMENTS:

The investments in mutual funds and money market funds are accounted for at fair value. As of December 31, 2019, the investments had a cost basis of \$1,448,292 and a fair value of \$1,673,112. As of December 31, 2018, the investments had a cost basis of \$992,763 and a fair value of \$1,075,353. Investment income on the statement of activities and changes in net assets is the following:

_	2019	2018	
\$	140,016 \$	(69,163)	
	(342)	(1,442)	
•			
\$	139,674 \$	(70,605)	
		\$ 140,016 \$ (342)	

Notes to Financial Statements

December 31, 2019 and 2018

The Trust adopted Accounting Standards Codification 958 as of January 1, 2009. ASC 958, Fair Value Measurements, establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 Measurements) and the lowest priority to unobservable inputs (Level 3 Measurements). The three levels of the fair value hierarchy under ASC 958 are described as follows:

Level 1: Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that The Trust has the ability to access.

Level 2: Inputs to valuation methodology include: Quoted prices for similar assets or liabilities in active markets. Quoted prices for identical or similar assets or liabilities in inactive markets. Inputs other than quoted prices that are observable for the asset or liability. Inputs that are principally from or corroborated by observable market data by correlation or other means.

Level 3: Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at December 31, 2019.

Mutual Funds: Valued at the net asset value (NAV) of shares held by The Trust at year end.

Certificates of Deposit: Valued at original investment plus received and accrued interest.

Money Market Funds: The investments are reported at face value plus accrued interest.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although The Trust believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Notes to Financial Statements

December 31, 2019 and 2018

The following table sets forth by level, within the fair value hierarchy, The Trust's assets at fair value as of December 31, 2019:

Assets at Fair Value as of December 31, 2019

	_	Level 1	Level 2	Level 3	Total
Mutual funds	\$	- \$	944,531 \$	- \$	944,531
Certificates of deposit		-	154,006	-	154,006
Money market funds	_	<u> </u>	574,575	<u> </u>	574,575
Total Assets at Fair Value:	\$	- \$	1,673,112 \$	- \$	1,673,112

The following table sets forth by level, within the fair value hierarchy, The Trust's assets at fair value as of December 31, 2018:

Assets at Fair Value as of December 31, 2018

		Level 1	Level 2	Level 3	Total
Mutual funds	\$	- \$	743,009	\$ - \$	743,009
Certificates of deposit		-	108,942	-	108,942
Money market funds	_		223,402		223,402
Total Assets at Fair Value:	\$_	- \$	1,075,353	\$\$	1,075,353

H. GRANTS RECEIVABLE:

Grants receivable are recorded to the extent of qualifying grant expenditures made during the current year that are to be reimbursed after year end.

Historically, bad debts have been immaterial. The Trust uses the direct write-off method, which is not in accordance with generally accepted accounting principles. When an amount becomes uncollectible, it is charged to expense in the year it is deemed to be uncollectible. During 2019 and 2018, there were bad debts of \$0. As of December 31, 2019 and 2018, management estimated that all accounts receivable were collectible. The Trust considers all receivables over 90 days as past due. No interest is charged on past due receivables. As of December 31, 2019, no receivable amounts were past due.

Notes to Financial Statements

December 31, 2019 and 2018

I. CONTINGENCIES:

Amounts received or receivable from federal and state government agencies are subject to audit and potential adjustment by the contracting agencies. Any disallowed claims, including amounts already collected, would become a liability of The Trust if so determined in the future. It is management's belief that no material amounts received or receivable will be required to be returned in the future.

J. INKIND REVENUE:

During 2019 and 2018, respectively, The Trust received property donations with a fair market value of \$304,100 and \$784,000. These donations were recorded as inkind revenue and capitalized as land on the statement of financial position. The Trust received inkind donations of professional services, supplies, and miscellaneous items during 2019 and 2018 valued at \$500 and \$2,977, respectively. The donations are recorded as inkind revenue and expense in the financial statements.

K. INCOME TAX & UNCERTAIN TAX POSITIONS:

The Trust is a tax exempt non-profit organization under the Internal Revenue Code Section 501(c)(3) and is not classified as a private foundation. Accordingly, the financial statements do not include any provision for income taxes.

The Trust files income tax returns in the U.S. federal jurisdiction. The Trust is no longer subject to U.S. federal income tax examinations by tax authorities for years before 2016.

Currently, there are no examinations or pending examinations with the Internal Revenue Service (IRS).

The Trust adopted the provisions of FASB ASC 740-10, Accounting for Uncertainty in Income Taxes, on January 1, 2009. As of December 31, 2019, there are no tax positions for which the deductibility is certain but for which there is uncertainty regarding the timing of such deductibility.

L. PLEDGES RECEIVABLE:

The Trust received, in 2019 and 2018, several unconditional promises to give. The promises have been recorded as pledge receivable and contribution revenue for 2019 and 2018. The pledge balance at December 31, 2019 and 2018 totaled \$30 and \$163 respectively. All outstanding pledges are expected to be collected during the 2020 year.

Notes to Financial Statements

December 31, 2019 and 2018

M. SUBSEQUENT EVENTS:

No events have occurred through May 11, 2020, which is the date the financial statements were available to be issued based on client facts and circumstances, for events requiring recording or disclosure in the financial statements for the year ended December 31, 2019.

N. MAYTOWN CONSERVATION FUND:

The Trust, during 2011, entered into an agreement with the Black Hills Audubon Society (BHAS) to act as fund administrator for a mitigation fund called the Maytown Conservation Fund (Fund). The Fund was created as a result of a settlement agreement with a private company.

The Trust agreed to act as custodian of the Fund and to process invoices submitted by BHAS as qualifying expenditures are made. The Trust, per the agreement, has sole discretion to determine that expenditures submitted for payment are for activities that are consistent with the settlement agreement and an annual work plan submitted by BHAS.

The Fund is presented as an other asset and liability in the statement of financial position.