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**JEFFERSON LAND TRUST AND SUBSIDIARY**

**Consolidated Financial Statements**

For the Years Ended December 31, 2018 and 2017

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**Aiken & Sanders, Inc PS**

CERTIFIED PUBLIC ACCOUNTANTS  
& MANAGEMENT CONSULTANTS

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## **Independent Auditor's Report**

To the Board of Directors  
Jefferson Land Trust & Subsidiary  
Port Townsend, WA

### **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of Jefferson Land Trust and Subsidiary (collectively, JLT, a nonprofit organization), which comprise the consolidated statement of financial position as of December 31, 2018 and 2017, and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated 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**

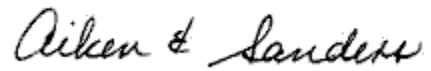
Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about 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 JLT as of December 31, 2018 and 2017, 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.

A handwritten signature in cursive script that reads "Aiken & Sanders".

Aiken & Sanders, Inc., PS  
Certified Public Accountants  
& Management Consultants

November 19, 2019

# Jefferson Land Trust and Subsidiary

A Washington Not For Profit Organization

Consolidated Statement of Financial Position  
As of December 31, 2018 and December 31, 2017

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| <b>Assets</b>                           | <b>2018</b>         | <b>2017</b>         |
|---|---------------------|---------------------|
| <b>Current Assets:</b>                  |                     |                     |
| Cash and cash equivalents               | \$ 347,504          | \$ 299,640          |
| Accounts receivable                     | 10,497              | 15,725              |
| Current pledges receivable              | 31,358              | 83,077              |
| Note receivable-current portion         | 4,827               | 4,604               |
| Prepaid expenses                        | 5,619               | 9,179               |
| Total Current Assets                    | <u>399,805</u>      | <u>412,225</u>      |
| <br>                                    |                     |                     |
| <b>Land and Conservation Easements:</b> |                     |                     |
| Habitat land                            | 5,194,681           | 2,707,547           |
| Working land                            | 97,728              | 97,728              |
| Open space land                         | 332,761             | 332,761             |
| Conservation easements                  | 60                  | 58                  |
| Total Land and Conservation Easements   | <u>5,625,230</u>    | <u>3,138,094</u>    |
| <br>                                    |                     |                     |
| <b>Fixed Assets:</b>                    |                     |                     |
| Furniture, equipment, and improvements  | 87,009              | 87,009              |
| Less: Accumulated depreciation          | <u>(52,562)</u>     | <u>(44,182)</u>     |
| Fixed assets, net                       | <u>34,447</u>       | <u>42,827</u>       |
| <br>                                    |                     |                     |
| <b>Other Assets:</b>                    |                     |                     |
| Long term pledges receivable            | 25,352              | 37,252              |
| Long term note receivable               | 49,308              | 53,893              |
| Land hold fee-net                       | 41,655              | 49,998              |
| Investments                             | 737,164             | 802,011             |
| Total Other Assets                      | <u>853,479</u>      | <u>943,154</u>      |
| <br>                                    |                     |                     |
| Total Assets                            | <u>\$ 6,912,961</u> | <u>\$ 4,536,300</u> |

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

# Jefferson Land Trust and Subsidiary

A Washington Not For Profit Organization

Consolidated Statement of Financial Position  
As of December 31, 2018 and December 31, 2017

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|  | <u>2018</u>         | <u>2017</u>         |
|--|---------------------|---------------------|
| <b>Liabilities &amp; Net Assets</b>      |                     |                     |
| <b>Current Liabilities:</b>              |                     |                     |
| Accounts payable                         | \$ 2,785            | \$ 12,675           |
| Accrued liabilities and deferred revenue | <u>51,362</u>       | <u>42,970</u>       |
| Total Current Liabilities                | <u>54,147</u>       | <u>55,645</u>       |
| <b>Long-Term Liabilities:</b>            |                     |                     |
| Note payable                             | <u>175,000</u>      | <u>-</u>            |
| Total Liabilities                        | <u>229,147</u>      | <u>55,645</u>       |
| <b>Net Assets:</b>                       |                     |                     |
| Without donor restrictions               |                     |                     |
| Undesignated                             | 256,123             | 227,973             |
| Board designated                         | <u>5,449,446</u>    | <u>3,307,829</u>    |
|  | 5,705,569           | 3,535,802           |
| With donor restrictions                  | <u>978,245</u>      | <u>944,853</u>      |
| Total Net Assets                         | <u>6,683,814</u>    | <u>4,480,655</u>    |
| Total Liabilities & Net Assets           | <u>\$ 6,912,961</u> | <u>\$ 4,536,300</u> |

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

# Jefferson Land Trust and Subsidiary

A Washington Not For Profit Organization

## Consolidated Statement of Activities and Changes in Net Assets For the Year Ended December 31, 2018

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|   | <u>Without Donor<br/>Restrictions</u> | <u>With Donor<br/>Restrictions</u> | <u>Total<br/>2018</u> |
|---|---------------------------------------|------------------------------------|-----------------------|
| <b>Support and Revenues:</b>                          |                                       |                                    |                       |
| Gifts and contributions                               | \$ 900,676                            | \$ 185,556                         | \$ 1,086,232          |
| Fair value of easement acquisitions                   | 339,000                               | -                                  | 339,000               |
| Grants and contracts                                  | 2,129,618                             | -                                  | 2,129,618             |
| Special events income, net of<br>expenses of \$22,021 | 101,525                               | -                                  | 101,525               |
| Net investment return                                 | 804                                   | 1,161                              | 1,965                 |
| Net assets released from restriction                  | <u>153,325</u>                        | <u>(153,325)</u>                   | <u>-</u>              |
| Total Support and Revenue                             | <u>3,624,948</u>                      | <u>33,392</u>                      | <u>3,658,340</u>      |
| <b>Expenses:</b>                                      |                                       |                                    |                       |
| Program services                                      | 1,103,736                             | -                                  | 1,103,736             |
| Management and general                                | 186,857                               | -                                  | 186,857               |
| Fundraising   | <u>164,588</u>                        | <u>-</u>                           | <u>164,588</u>        |
| Total Expenses  | <u>1,455,181</u>                      | <u>-</u>                           | <u>1,455,181</u>      |
| <b>Change in Net Assets</b>                           | 2,169,767                             | 33,392                             | 2,203,159             |
| <b>Net Assets, Beginning of Year</b>                  | <u>3,535,802</u>                      | <u>944,853</u>                     | <u>4,480,655</u>      |
| <b>Net Assets, End of Year</b>                        | <u>\$ 5,705,569</u>                   | <u>\$ 978,245</u>                  | <u>\$ 6,683,814</u>   |

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

# Jefferson Land Trust and Subsidiary

A Washington Not For Profit Organization

## Consolidated Statement of Activities and Changes in Net Assets For the Year Ended December 31, 2017

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|   | <u>Without Donor<br/>Restrictions</u> | <u>With Donor<br/>Restrictions</u> | <u>Total<br/>2017</u> |
|---|---------------------------------------|------------------------------------|-----------------------|
| <b>Support and Revenues:</b>                          |                                       |                                    |                       |
| Gifts and contributions                               | \$ 317,620                            | \$ 132,724                         | \$ 450,344            |
| Fair value of easement acquisitions                   | 91,898                                | -                                  | 91,898                |
| Grants and contracts                                  | 325,419                               | -                                  | 325,419               |
| Special events income, net of<br>expenses of \$21,049 | 144,350                               | -                                  | 144,350               |
| Net investment return                                 | 54,762                                | 521                                | 55,283                |
| Net assets released from restriction                  | <u>322,734</u>                        | <u>(322,734)</u>                   | <u>-</u>              |
| Total Support and Revenue                             | <u>1,256,783</u>                      | <u>(189,489)</u>                   | <u>1,067,294</u>      |
| <b>Expenses:</b>                                      |                                       |                                    |                       |
| Program services                                      | 832,630                               | -                                  | 832,630               |
| Management and general                                | 148,454                               | -                                  | 148,454               |
| Fundraising   | <u>150,904</u>                        | <u>-</u>                           | <u>150,904</u>        |
| Total Expenses  | <u>1,131,988</u>                      | <u>-</u>                           | <u>1,131,988</u>      |
| <b>Change in Net Assets</b>                           | 124,795                               | (189,489)                          | (64,694)              |
| <b>Net Assets, Beginning of Year</b>                  | <u>3,411,007</u>                      | <u>1,134,342</u>                   | <u>4,545,349</u>      |
| <b>Net Assets, End of Year</b>                        | <u>\$ 3,535,802</u>                   | <u>\$ 944,853</u>                  | <u>\$ 4,480,655</u>   |

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



## Jefferson Land Trust and Subsidiary

A Washington Not For Profit Organization

### Consolidated Statement of Functional Expenses

For the Year Ended December 31, 2018

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|  | <u>Program</u>      | <u>Management<br/>and General</u> | <u>Fund-<br/>Raising</u> | <u>Total<br/>2018</u> |
|--|---------------------|-----------------------------------|--------------------------|-----------------------|
| Salaries                                     | \$ 225,196          | \$ 92,040                         | \$ 100,590               | \$ 417,826            |
| Payroll taxes                                | 23,055              | 9,423                             | 10,298                   | 42,776                |
| Employee benefits                            | 74,696              | 30,529                            | 33,365                   | 138,590               |
| Value of conservation easements written down | 468,998             | -                                 | -                        | 468,998               |
| Professional fees                            | 116,113             | 16,000                            | 1,791                    | 133,904               |
| Land and stewardship expenses                | 128,243             | -                                 | -                        | 128,243               |
| Rent   | 24,102              | 3,012                             | 310                      | 27,424                |
| Public awareness                             | 5,018               | 1,830                             | 4,596                    | 11,444                |
| Dues and subscriptions                       | 2,109               | 3,094                             | 175                      | 5,378                 |
| Insurance                                    | 14,476              | 1,974                             | -                        | 16,450                |
| Postage and printing                         | 3,857               | 946                               | 6,759                    | 11,562                |
| Other  | 2,075               | (4,254)                           | 1,628                    | (551)                 |
| Travel and seminars                          | 4,773               | 11,685                            | 564                      | 17,022                |
| Office supplies                              | 1,527               | 11,603                            | 3,070                    | 16,200                |
| Telephone                                    | 4,706               | 770                               | 335                      | 5,811                 |
| Depreciation and amortization                | 1,800               | 6,580                             | -                        | 8,380                 |
| Utilities                                    | 1,834               | 131                               | -                        | 1,965                 |
| Web design and maintenance                   | 1,049               | -                                 | 1,049                    | 2,098                 |
| Bank fees                                    | 109                 | 1,494                             | 58                       | 1,661                 |
| Total Expenses                               | <u>\$ 1,103,736</u> | <u>\$ 186,857</u>                 | <u>\$ 164,588</u>        | <u>\$ 1,455,181</u>   |

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

## Jefferson Land Trust and Subsidiary

A Washington Not For Profit Organization

### Consolidated Statement of Functional Expenses

For the Year Ended December 31, 2017

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|  | <u>Program</u>    | <u>Management<br/>and General</u> | <u>Fund-<br/>Raising</u> | <u>Total<br/>2017</u> |
|--|-------------------|-----------------------------------|--------------------------|-----------------------|
| Salaries                                     | \$ 318,227        | \$ 54,159                         | \$ 107,875               | \$ 480,261            |
| Payroll taxes                                | 33,845            | 4,343                             | 1,497                    | 39,685                |
| Employee benefits                            | 59,378            | 7,619                             | 2,627                    | 69,624                |
| Value of conservation easements written down | 147,062           | -                                 | -                        | 147,062               |
| Professional fees                            | 132,206           | 64,331                            | 15,657                   | 212,194               |
| Land and stewardship expenses                | 62,612            | -                                 | -                        | 62,612                |
| Rent   | 16,269            | 4,130                             | 6,775                    | 27,174                |
| Public awareness                             | 6,137             | 30                                | -                        | 6,167                 |
| Dues and subscriptions                       | 4,485             | 1,245                             | 1,779                    | 7,509                 |
| Insurance                                    | 11,548            | 1,654                             | 2,364                    | 15,566                |
| Postage and printing                         | 12,813            | 55                                | 1,299                    | 14,167                |
| Other  | 3,356             | 139                               | 5,481                    | 8,976                 |
| Travel and seminars                          | 12,466            | 1,611                             | 1,315                    | 15,392                |
| Office supplies                              | 5,249             | 949                               | 1,570                    | 7,768                 |
| Telephone                                    | 3,302             | 917                               | 1,310                    | 5,529                 |
| Depreciation and amortization                | 1,800             | 6,580                             | -                        | 8,380                 |
| Utilities                                    | 862               | 239                               | 342                      | 1,443                 |
| Web design and maintenance                   | 1,013             | -                                 | 1,013                    | 2,026                 |
| Bank fees                                    | -                 | 453                               | -                        | 453                   |
| Total Expenses                               | <u>\$ 832,630</u> | <u>\$ 148,454</u>                 | <u>\$ 150,904</u>        | <u>\$ 1,131,988</u>   |

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

**Jefferson Land Trust and Subsidiary**  
A Washington Not For Profit Organization

Consolidated Statement of Cash Flows  
For the Years Ended December 31, 2018 and December 31, 2017

|   | <b>2018</b>        | <b>2017</b>       |
|---|--------------------|-------------------|
| <b>Cash flows from operating activities:</b>                  |                    |                   |
| Cash received from grantors, donors and customers             | \$ 3,105,763       | \$ 1,032,323      |
| Cash paid to suppliers and employees                          | (1,107,752)        | (1,071,358)       |
| Cash received from interest                                   | <u>6,253</u>       | <u>12,011</u>     |
| Net cash provided (used) by operating activities              | <u>2,004,264</u>   | <u>(27,024)</u>   |
| <b>Cash flows from investing activities:</b>                  |                    |                   |
| Cash paid for investments                                     | (58,245)           | (174,680)         |
| Cash received from investments                                | 117,619            | 155,000           |
| Proceeds from notes receivable                                | 4,362              | 4,380             |
| Cash paid for land  | <u>(2,195,136)</u> | <u>(119,639)</u>  |
| Net cash provided (used) by investing activities              | <u>(2,131,400)</u> | <u>(134,939)</u>  |
| <b>Cash flows from financing activities:</b>                  |                    |                   |
| Cash received from loans                                      | <u>175,000</u>     | <u>-</u>          |
| Net cash provided (used) by financing activities              | <u>175,000</u>     | <u>-</u>          |
| <b>Net increase (decrease) in cash &amp; cash equivalents</b> | 47,864             | (161,963)         |
| Cash & cash equivalents at beginning of year                  | <u>299,640</u>     | <u>461,603</u>    |
| <b>Cash &amp; cash equivalents at end of year</b>             | <u>\$ 347,504</u>  | <u>\$ 299,640</u> |

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

**Jefferson Land Trust and Subsidiary**  
A Washington Not For Profit Organization

Consolidated Statement of Cash Flows  
For the Years Ended December 31, 2018 and December 31, 2017

|   | <b>2018</b>  | <b>2017</b> |
|---|--------------|-------------|
| <b>Reconciliation of increase (decrease) in net assets to net cash provided (used) by operating activities:</b> |              |             |
| Increase (decrease) in net assets:  | \$ 2,203,159 | \$ (64,694) |
| <b>Adjustments:</b>   |              |             |
| Depreciation and amortization   | 8,380        | 8,380       |
| Land hold fee amortization (adjustment)   | 8,331        | 8,331       |
| Realized and unrealized losses (gains) on investments   | 5,485        | (31,994)    |
| Donated land  | (292,000)    | (54,300)    |
| <b>Changes in assets and liabilities:</b>   |              |             |
| (Increase) decrease in accounts receivable  | 5,228        | 17,598      |
| (Increase) decrease in pledges receivable   | 63,619       | 85,115      |
| (Increase) decrease in prepaid expense  | 3,560        | 3,431       |
| Increase (decrease) in accounts payable   | (9,890)      | 6,629       |
| Increase (decrease) in accrued expenses and deferred revenue  | 8,392        | (5,520)     |
| Net cash provided (used) by operating activities  | \$ 2,004,264 | \$ (27,024) |

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

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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### A. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

#### Organization--

Jefferson Land Trust (The Land Trust) is a Washington not-for-profit corporation formed on April 7, 1989. The Land Trust's purpose is to acquire, preserve and manage open space lands and easements for land conservation purposes benefitting the public. The Land Trust also provides information and materials to the public on land conservation issues. The Land Trust serves Jefferson County on the Olympic Peninsula in Washington State. The Land Trust has been accredited by the national Land Trust Alliance since August 5, 2009.

On September 5, 2007, JLT Resources, LLC was formed with the Land Trust as its only member. JLT Resources, LLC was formed for the purpose of purchasing and holding land for conservation purposes.

#### Principles of Consolidation--

These financial statements consolidate the statements of Jefferson Land Trust and JLT Resources, LLC (collectively, "JLT"). Inter-organization balances and transactions have been eliminated in consolidation.

#### Basis of accounting--

The consolidated financial statements of JLT have been prepared on the accrual basis of accounting.

#### Basis of presentation—

JLT follows accounting prescribed by the Financial Accounting Standards Board in its Accounting Standards Codification (ASC) 958 Not-for Profit Entities. Under ASC 958, JLT 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 JLT is restricted by donor imposed stipulations that may expire with the passage of time or can be fulfilled or otherwise removed by actions of JLT.

**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.

#### Property and Fixed Assets--

Improvements, furniture and equipment are capitalized at cost if purchased, or, if donated, at the approximate fair value at the date of donation. When retired or otherwise disposed of, the related carrying value and accumulated depreciation are removed from the respective accounts and the net difference, less any amount realized from disposition, is reflected in earnings. Maintenance and repairs are charged to expense as incurred. Costs of significant improvements are capitalized. JLT provides for depreciation using the straight-line method over the estimated useful lives of the assets of five to ten years.

JLT records acquisitions of land at cost if purchased. Land acquired through donation is recorded at fair value, with fair values generally based on independent professional appraisals. These assets fall into two primary categories:

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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**Conservation Lands-** Real property with significant ecological value for habitat, open space, or working lands. Stewardship programs of JLT manage these properties to protect the natural biological diversity of the property. JLT manages its working timberland as a Forest Stewardship Council-Certified, managed forest.

**Conservation Easements-** Voluntary legal agreements between a landowner and a land trust or government agency to permanently protect the identified natural features and conservation values of the property. These easements may be sold or transferred to others so long as the assignee agrees to carry out, in perpetuity, the conservation purposes intended by the original grantor. Conservation easements owned by JLT protect habitat, open space and working lands, such as family farms, through its stewardship programs. Easements acquired represent numerous restrictions over the use and development of land not owned by JLT. Since the benefits of such easements accrue to the public upon acquisition, the fair market value of easements acquired is shown in the year of acquisition as an addition to net assets to record the donation of the easement, and unless conveyed to a public agency for consideration, shown as a reduction in net assets to record the value of the public's benefit and to recognize that these easements have no marketable value once severed from the land and held by JLT. Easements held by JLT are carried on the consolidated statement of financial position at \$1 each for tracking and accounting purposes. One easement with a value of \$280,000 and a portion of an easement with a value of \$59,000 were donated to JLT during 2018 and portion of an easement with a value of \$44,416 was donated to JLT during 2017. Accordingly, \$339,000 and \$44,416 of contribution revenue and \$339,000 and \$44,416 of related write down expense have been reported on the consolidated statements of activities for the years ended December 31, 2018 and 2017, respectively.

### **Estimates--**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) 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 amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

### **Expense Allocation--**

The costs of providing various programs and other activities have been summarized on a functional basis in the consolidated statement of functional expense. Program expenses represent expenses incurred to fulfill JLT'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 reporting purposes, JLT considers all unrestricted highly liquid investments with a purchased maturity of three months or less to be cash and cash equivalents.

### **Concentrations--**

JLT maintains its cash in bank deposit accounts with three financial institutions. JLT's cash balances may, at times, exceed federally insured limits.

At December 31, 2018, three donor's pledge represented approximately 67% of pledges receivable.

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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At December 31, 2017, two donor's pledges represented approximately 53% of pledges receivable, and the total of all pledges from board members represented approximately 30% of pledges receivable.

### **Investments--**

Investments in marketable securities with readily determinable fair values are valued at their fair values in the consolidated statement of financial position. Certificates of deposit are carried at cost plus accrued interest in the consolidated statement of financial position. Unrealized gains and losses are included in the change in net assets.

### **Grants and Contracts--**

JLT receives grants and contracts from federal, state, and local agencies, as well as from private organizations, to be used for specific programs or land purchases. The excess of grants receivable over reimbursable expenditures to-date is recorded as deferred revenue.

### **Federal Income Taxes--**

The Internal Revenue Service has determined Jefferson Land Trust and JLT Resources, LLC (a disregarded entity) to be exempt from federal income taxes under Internal Revenue Code Section 501(c)(3). Contributions to JLT are deductible as allowed under IRC Section 170(b)(1)(A)(vi).

During the year ended December 31, 2012, the Land Trust elected the provisions of Section 501(h), relating to expenditures to influence legislation.

### **Contributions--**

Contributions are recognized when received or when a donor makes an unconditional promise to give to JLT. 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.

### **Subsequent Events--**

JLT has evaluated subsequent events through November 19, 2019, the date on which the consolidated financial statements were available to be issued.

## **B. NEW ACCOUNTING PRONOUNCEMENT:**

On August 18, 2016, the FASB issued ASU 2016-14, Not-for-Profit Entities (Topic 958)–Presentation of Financial Statements of Not-for-Profit Entities. JLT has adjusted the presentation of its financial statements accordingly, applying the changes retrospectively to 2017. The new standards change the following aspects of JLT's financial statements:

- The temporarily restricted and permanently restricted net asset classes have been combined into a single net asset class called net assets with donor restrictions.

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

**December 31, 2018 and 2017**

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- The unrestricted net asset class has been renamed net assets without donor restrictions.
- The financial statements include a new disclosure about liquidity and availability of resources.

The changes have the following effect on net assets at December 31, 2017:

| <b>Net Asset Classes:</b>         | <b>As Originally<br/>Presented</b> | <b>After Adoption of<br/>ASU 2016-14</b> |
|-----------------------------------|------------------------------------|--|
| Unrestricted net assets           | \$ 3,535,802                       | \$ -                                     |
| Temporarily restricted net assets | 879,669                            | -  |
| Permanently restricted net assets | 65,184                             | -  |
| Without donor restrictions        | -                                  | 3,535,802                                |
| With donor restrictions           | -                                  | 944,853                                  |
| <b>Total:</b>                     | <b>\$ 4,480,655</b>                | <b>\$ 4,480,655</b>                      |

### **C. NET ASSETS COMPOSITION:**

JLT's net assets with donor restrictions consisted of the following at December 31, 2018 and 2017:

|   | <b><u>2018</u></b>       | <b><u>2017</u></b>       |
|---|--------------------------|--------------------------|
| <b>Purpose Restriction:</b>                     |                          |                          |
| For stewardship of Bullis Forest Preserve       | \$ 76,126                | \$ 79,772                |
| Fite  | 54,999                   | -                        |
| Anonymous Agricultural Foundation Grant         | -                        | 9,850                    |
| Stewardship funding                             | 635,711                  | 591,660                  |
| Cross Foundation                                | -                        | 53,503                   |
| Gateway/Shorts Forest Campaign                  | 60,463                   | -                        |
| Education Outreach Fund                         | 5,290                    | 5,290                    |
| Other program restrictions                      | 22,601                   | 11,266                   |
|   | <u>855,190</u>           | <u>751,341</u>           |
| <b>Time Restriction:</b>                        |                          |                          |
| Outstanding pledges                             | 56,710                   | 128,328                  |
|   | <u>56,710</u>            | <u>128,328</u>           |
| <b>Permanent Restriction</b>                    |                          |                          |
| Endowment Fund                                  | 66,345                   | 65,184                   |
|   | <u>66,345</u>            | <u>65,184</u>            |
| <b>Total Net Assets With Donor Restrictions</b> | <b>\$ <u>978,245</u></b> | <b>\$ <u>944,853</u></b> |



# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

Net assets without donor restrictions consisted of the following at December 31, 2018 and 2017:

|  | <u>2018</u>         | <u>2017</u>         |
|--|---------------------|---------------------|
| Designated:                                  |                     |                     |
| Quimper Wildlife Corridor                    | \$ 432,420          | \$ 415,869          |
| Chimacum Creek                               | 388,347             | 388,347             |
| Duckabush Riparian Forest                    | 492,800             | 492,800             |
| Donovan Creek                                | 270,000             | 270,000             |
| Duckabush Wetlands & Oxbow                   | 530,000             | 530,000             |
| Bulis Forest Preserve                        | 125,240             | 125,240             |
| Upper Snow Creek Forest                      | 340,000             | 340,000             |
| Snow Creek Uncas Preserve                    | 260,000             | 150,000             |
| Chimacum Commons                             | 90,850              | 90,850              |
| Snow Creek Estuary                           | 86,000              | 86,000              |
| Silver Reach                                 | 125,000             | 125,000             |
| Gateway                                      | 85,000              | 85,000              |
| Kilham Corner                                | 38,930              | 38,930              |
| Fite & Fissler                               | 182,226             | -                   |
| Valley View                                  | 1,710,000           | -                   |
| Discovery Bay                                | 176,358             | -                   |
| Stewardship Fund                             | 59,245              | 66,236              |
| CP Operations Reserve                        | 9,622               | 17,785              |
| Operations Reserve                           | 47,348              | 85,714              |
| Conservation easements                       | 60                  | 58                  |
| Total Designated                             | <u>5,449,446</u>    | <u>3,307,829</u>    |
| Undesignated                                 | <u>256,123</u>      | <u>227,973</u>      |
| Total Net Assets Without Donor Restrictions: | <u>\$ 5,705,569</u> | <u>\$ 3,535,802</u> |

Net assets of \$75,268 and \$77,289, respectively, were released from donor restrictions by incurring expenses satisfying the purpose restriction specified by the donor, and net assets of \$78,057 and \$245,445, respectively, were released due to the expiration of time restrictions for the years ended December 31, 2018 and 2017.

#### **D. PROMISSORY NOTE:**

JLT is subject to a promissory note dated December 27, 2018, in connection with the acquisition of the Mraz Discovery Bay parcel. The note is secured by the acquired land. The original note balance of \$175,000 bears interest at a rate of 2% per year. The note requires a balloon payment of principal plus accrued interest on June 28, 2021.

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

### E. ENDOWMENTS:

The JLT endowment consists of one fund established to support general operations. As required by U.S. GAAP, net asset associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

**Nature of Endowments and Interpretation of Relevant Laws-** JLT's Board of Directors has reviewed the Washington State Prudent Management of Institutional Funds Act (PMIFA) and, having considered its rights and obligations thereunder, has determined that it is desirable to preserve, on a long-term basis, the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this determination, JLT classifies as nets assets with donor restrictions (a) the original value of gifts donated to the permanent endowment, and (b) the original value of subsequent gifts to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund.

The remaining portion of the donor-restricted endowment fund that is not classified in net assets with permanent donor restrictions is classified as net assets with donor restrictions until those amounts are appropriated for expenditure by JLT in a manner consistent with the standard of prudence prescribed by PMIFA. However, JLT has informed donors of its spending policy which states that no distributions will be made during the first five years of the fund's existence or until it reaches a threshold balance of \$400,000. Since these milestones have not yet been reached, JLT adds all amounts earned to the permanently restricted balance.

In accordance with PMIFA, JLT considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds, (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of JLT, and (7) JLT's investment policies.

Endowment net assets, all permanently restricted, totaled \$66,345 and \$65,184, respectively, at December 31, 2018 and 2017.

Changes in endowment net assets for the year ended December 31, 2018 are as follows:

|                                 | <b>Temporary</b>          | <b>Permanent</b>          |                  |
|---------------------------------|---------------------------|---------------------------|------------------|
|                                 | <b>Donor Restrictions</b> | <b>Donor Restrictions</b> | <b>Total</b>     |
| Endowment Net Assets 1/1/2018   | \$ -                      | \$ 65,184                 | \$ 65,184        |
| Contributions                   | -                         | -                         | -                |
| Investment Income               | -                         | 1,161                     | 1,161            |
| Net Appreciation (Depreciation) | -                         | -                         | -                |
| Endowment Net Assets 12/31/18   | <u>\$ -</u>               | <u>\$ 66,345</u>          | <u>\$ 66,345</u> |

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

Changes in endowment net assets for the year ended December 31, 2017 are as follows:

|                                 | <b>Temporary<br/>Donor Restrictions</b> | <b>Permanent<br/>Donor Restrictions</b> | <b>Total</b>     |
|---------------------------------|---|---|------------------|
| Endowment Net Assets 1/1/2017   | \$ -                                    | \$ 61,901                               | 61,901           |
| Contributions                   | -                                       | 2,762                                   | 2,762            |
| Investment Income               | -                                       | 521                                     | 521              |
| Net Appreciation (Depreciation) | -                                       | -                                       | -                |
|                                 | <hr/>                                   | <hr/>                                   | <hr/>            |
| Endowment Net Assets 12/31/17   | \$ <u>-</u>                             | \$ <u>65,184</u>                        | \$ <u>65,184</u> |

**Funds with Deficiencies-** From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or PMIFA requires JLT to retain as a fund of perpetual duration. In accordance with U.S. GAAP, deficiencies of this nature are reported in net assets with donor restrictions. There were no such deficiencies as of December 31, 2018 or 2017.

**Return Objectives and Risk Parameters-** JLT has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that JLT must hold in perpetuity or for donor-specified periods as well as board-designated funds. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield results of a custom Policy Index made up of various indices. The composition of the custom Policy Index is based upon the strategic asset allocation of the investment portfolio and assumes a moderate level of investment risk. The investment objectives of the Operations Endowment Fund include maintenance of principal, timely liquidity, and preservation of purchasing power over time.

**Strategies Employed for Achieving Objectives-** To satisfy its long-term rate-of-return objective, JLT notes that for funds earmarked for capital appreciation, appropriate investments include intermediate term bond funds/ETF's, equity mutual funds, equity ETF's, and unconstrained bond funds.

**Spending Policy and How the Investment Objectives Relate to the Spending Policy-** JLT's spending policy intends that no distributions shall be made from the Operations Endowment Fund for the first five years of its existence or until it reaches a threshold balance of \$400,000, whichever shall first occur. After a five-year period which ended in December of 2014, or after achieving the \$400,000 threshold, distributions shall be made on an annual basis as determined by the Board. Regular disbursements should be limited to a maximum of 5% of the value of the portfolio at the beginning of each fiscal year, or one-half of the income generated by the fund for the most recent fiscal year, whichever is less. At no time will the distribution of the spendable amount result in the invasion of the original amounts donated.

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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### F. ACCOUNTS RECEIVABLE:

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to earnings and a credit to a valuation allowance based on its assessment of the current status of individual accounts. Balances still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to trade accounts receivable.

Historically, bad debts have been immaterial. During 2018 and 2017, there were bad debts of \$0 and \$8,020, respectively. As of December 31, 2018, management estimated that all accounts receivable were collectible.

JLT had no material amounts past due at December 31, 2018.

### G. PLEDGES RECEIVABLE:

JLT received promises to give from a number of donors in years prior to 2018. JLT has provided an allowance for uncollectible amounts based on its assessment of the current status of individual pledges and has discounted pledges to current value using a rate of .15%. Pledges receivable at December 31, 2018 are to be received as follows:

|                                  |    |                      |
|----------------------------------|----|----------------------|
| Less than one year               | \$ | 35,058               |
| Two to five years                |    | 25,681               |
| Thereafter                       |    | -                    |
|                                  |    | <u>60,739</u>        |
| Less discount to present value   |    | (329)                |
| Less allowance for uncollectible |    | <u>(3,700)</u>       |
|                                  | \$ | <u><u>56,710</u></u> |

JLT has implemented a new development strategy that will result in a significant reduction of pledge receivables over the next 5 years. This planned reduction is in response to several changes in JLT's constituency – an increase in foundation grants, an increase in an operating reserve that will provide emergency working cash equivalent to 6 months of operational expenses, and a desire by our donors to not request commitments that are relatively inflexible.

### H. NOTE RECEIVABLE:

On February 15, 2008, JLT granted a loan to an individual in relation to one of the pieces of conservation land owned by JLT. A promissory note was received in exchange. The promissory note is for the amount of \$93,750 and is to be paid in monthly installments of approximately \$600. The note matures on January 15, 2028 with an annual interest rate of 5%.

Future expected amounts to be received at December 31, 2018 are as follows:

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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|            |                  |
|------------|------------------|
| 2019       | 4,827            |
| 2020       | 5,074            |
| 2021       | 5,334            |
| 2022       | 5,607            |
| 2023       | 5,894            |
| Thereafter | <u>27,399</u>    |
|            | <u>\$ 54,135</u> |

### **I. FURNITURE, EQUIPMENT, AND IMPROVEMENTS:**

Furniture, Equipment, and Improvements consist of the following at December 31, 2018 and 2017:

|   | <u>2018</u>      | <u>2017</u>      |
|---|------------------|------------------|
| Furniture & Equipment, and Software       | \$ 57,157        | \$ 57,157        |
| Accumulated Depreciation and Amortization | <u>(40,621)</u>  | <u>(35,226)</u>  |
|   | <u>16,536</u>    | <u>21,931</u>    |
| Leasehold Improvements                    | 29,852           | 29,852           |
| Accumulated Depreciation                  | <u>(11,941)</u>  | <u>(8,956)</u>   |
|   | <u>17,911</u>    | <u>20,896</u>    |
| Fixed Assets-Net                          | \$ <u>34,447</u> | \$ <u>42,827</u> |

Accumulated Depreciation and Amortization was \$44,182 and \$35,801 at December 31, 2018 and 2017, respectively.

### **J. ECONOMIC DEPENDENCY:**

For 2018 and 2017, grant funding was primarily provided by the State of Washington Recreation and Conservation Office and Jefferson County. A reduction in this level of support, if it were to occur, could have a significant impact on JLT's operations.

### **K. RETIREMENT PLAN:**

JLT maintains a Simplified Employee Pension – Individual Retirement Accounts Contribution Benefit Plan (“the Plan”). Eligible employees may join the Plan after one year of service. There were employer contributions of \$13,166 and \$12,217, respectively, for 2018 or 2017.

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

### L. LAND AND CONSERVATION EASEMENTS:

Land and conservation easements at December 31 are summarized as follows:

|                               | <u>2018</u>         | <u>2017</u>         |
|-------------------------------|---------------------|---------------------|
| Quimper Wildlife Corridor     | \$ 435,418          | \$ 418,867          |
| Chimacum Creek                | 385,348             | 385,348             |
| Duckabush Riparian Forest     | 492,800             | 492,800             |
| Donovan Creek                 | 205,000             | 205,000             |
| Duckabush Wetlands & Oxbow    | 530,000             | 530,000             |
| Bulis Forest Preserve         | 125,240             | 125,240             |
| Upper Snow Creek Forest       | 340,000             | 340,000             |
| Snow Creek Uncas Preserve     | 325,000             | 215,000             |
| Chimacum Commons              | 90,850              | 90,850              |
| Snow Creek Estuary            | 86,000              | 86,000              |
| Silver Reach                  | 125,000             | 125,000             |
| Gateway                       | 85,000              | 85,000              |
| Kilham Corner                 | 38,930              | 38,930              |
| Valley View                   | 2,002,000           | -                   |
| Discovery Bay                 | 283,583             | -                   |
| Fissler                       | 75,000              | -                   |
| Conservation easements        | <u>60</u>           | <u>58</u>           |
| Total Unrestricted Net Assets | <u>\$ 5,625,230</u> | <u>\$ 3,138,094</u> |

### M. LEASE AGREEMENTS:

On June 21, 2012, JLT entered into an operating lease as lessee for its administrative office in Port Townsend, Washington. The lease expired in June of 2014 and is now on a month to month basis. The agreement calls for monthly payments of \$1,563 plus utilities. JLT also rents a storage unit on a month to month basis. Rent expense totaled \$25,099 and \$24,919 for the years ended December 31, 2018 and 2017, respectively.

### N. INCOME TAX & UNCERTAIN TAX POSITIONS:

Jefferson Land Trust and JLT Resources, LLC (a disregarded entity) are tax exempt non-profit organizations under the Internal Revenue Code Section 501(c)(3) and are not classified as a private foundation. Accordingly, the financial statements do not include any provision for income taxes.

JLT 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 2015. Currently, there is no examination or pending examination with the Internal Revenue Service (IRS) or any other state or federal taxing authorities.

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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JLT adopted the provisions of FASB ASC 740-10, Accounting for Uncertainty in Income Taxes, on January 1, 2009. As of December 31, 2018, there are no tax positions for which the deductibility is certain but for which there is uncertainty regarding the timing of such deductibility.

### **O. INVESTMENTS AND FAIR VALUE MEASUREMENTS:**

JLT follows U.S. GAAP which 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, 2018.

Stocks: Valued at quoted market prices in active markets for identical assets.

Mutual Funds: Valued at quoted market prices in active markets, which represent the net asset value (NAV) of shares held by the JLT at year end.

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

# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

### December 31, 2018 and 2017

The following table sets forth by level, within the fair value hierarchy, JLT'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   | \$ 546,529 | \$ -    | \$ -    | \$ 546,529        |
| Total Assets at Fair Value:                                    | \$ 546,529 | \$ -    | \$ -    | \$ 546,529        |
| Certificates of deposit, held<br>at cost plus accrued interest |            |         |         | 190,635           |
| <b>Total Investments</b>                                       |            |         |         | <b>\$ 737,164</b> |

The following table sets forth by level, within the fair value hierarchy, JLT's assets at fair value as of December 31, 2017:

| Assets at Fair Value as of December 31, 2017                   |            |         |         |                   |
|--|------------|---------|---------|-------------------|
|  | Level 1    | Level 2 | Level 3 | Total             |
| Mutual funds   | \$ 552,237 | \$ -    | \$ -    | \$ 552,237        |
| Total Assets at Fair Value:                                    | \$ 552,237 | \$ -    | \$ -    | \$ 552,237        |
| Certificates of deposit, held<br>at cost plus accrued interest |            |         |         | 249,774           |
| <b>Total Investments</b>                                       |            |         |         | <b>\$ 802,011</b> |

Investment return for the years ended December 31 consisted of the following:

|                                 | <b>2018</b> | <b>2017</b> |
|---------------------------------|-------------|-------------|
| Interest income                 | \$ 6,253    | \$ 12,011   |
| Realized/unrealized (loss) gain | (4,288)     | 43,272      |
| Total                           | \$ 1,965    | \$ 55,283   |



# Jefferson Land Trust and Subsidiary

## Notes to Consolidated Financial Statements

December 31, 2018 and 2017

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### **P. LAND PURCHASE AND HOLD FEE:**

JLT signed a purchase and sale agreement with a third party during 2015 for the purchase of approximately 850 acres of forest land in Jefferson County. The terms of the agreement, dated March 17, 2015, required JLT to purchase the property for an amount not to exceed the appraised fair market value of the property.

The terms of the agreement required the payment of a \$100,000 non-refundable hold fee to the third party to allow time for the purchase process to be completed and for JLT to raise the necessary funding to complete the purchase. The hold fee agreement was to expire on March 17, 2019. During 2016, JLT signed an amended agreement that resulted in the refund of \$25,000 of the \$100,000 hold fee and extended the agreement to nine year from the original five years, now expiring in 2023.

JLT adjusted amortization of the hold fee to the new life of the agreement which resulted in an increase to the hold fee asset of \$8,331 in 2016. Amortization expense of \$8,331 was recognized during 2018 and 2017.

### **Q. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS:**

JLT, although it expects to receive current support to fund operations for 2019 and later years, has \$62,242 and \$137,720 of financial assets available within one year of the statement of financial position dates on December 31, 2018 and 2017, respectively, to meet cash needs for general operating expenditures. JLT also has \$116,216 and \$167,735, of board designated assets as of December 31, 2018 and 2017, respectively, that can be reallocated for general expenditures if needed. Financial assets available within one year consist of the following:

|   | <u>2018</u>      | <u>2017</u>       |
|---|------------------|-------------------|
| Financial assets at year end                                  | \$ 1,206,010     | \$ 1,296,202      |
| Donor restricted to purpose                                   | (952,892)        | (899,602)         |
| Long term   | (74,660)         | (91,145)          |
| Board designations  | <u>(116,216)</u> | <u>(167,735)</u>  |
| Financial assets available to meet cash needs within one year | <u>\$ 62,242</u> | <u>\$ 137,720</u> |