San Diego, California

# Financial Statements and Independent Auditors' Report

For the Years Ended December 31, 2017 and 2016



## San Diego Coastkeeper For the Years Ended December 31, 2017 and 2016

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#### **Independent Auditors' Report**

To the Board of Directors of the San Diego Coastkeeper San Diego, California

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

We have audited the accompanying financial statements of the San Diego Coastkeeper (Organization), which comprises the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

#### Management's Responsibility for 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 controls 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 of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 Organization as of December 31, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Directors of the San Diego Coastkeeper San Diego, California

#### **Other Matters**

#### Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying Schedules of Functional Expenses on pages 17 and 18 are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

San Diego, California November 12, 2018 FINANCIAL STATEMENTS

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## San Diego Coastkeeper Statements of Financial Position December 31, 2017 and 2016

ASSETS	2017	2016	
Current assets:			
Cash and cash equivalents	\$ 467,807	\$	108,753
Grants and contracts receivable	65,649		119,236
Prepaid expenses and deposits	8,380		8,712
Total current assets	541,836		236,701
Non-current assets:			
Property and equipment, net	<u>-</u>		1,836
Total non-current assets			1,836
Total assets	\$ 541,836	\$	238,537
LIABILITIES AND NET ASSETS			
Liabilities:			
Current liabilities:			
Accounts and other payables	867		335
Accrued vacation payable	11,185		3,991
Deferred rent credit	1,582		1,437
Loans payable	<del>_</del>		25,000
Total current liabilities	13,634		30,763
Total liabilities	13,634		30,763
Net assets:			
Unrestricted	398,005		207,774
Temporarily restricted	130,197		
Total net assets	528,202		207,774
Total liabilities and net assets	\$ 541,836	\$	238,537

## San Diego Coastkeeper Statement of Activities For the Year Ended December 31, 2017

			Ter	nporarily		
	Unresti	Unrestricted		Restricted		Total
REVENUES						
Support and other revenue:						
Contributions, gifts and grants:						
Direct public support	\$	455,720	\$	121,828	\$	577,548
Governmental grants		102,676		8,369		111,045
Fundraising – events, net		42,963		-		42,963
Case and legal recovery		172,049		-		172,049
Investment earnings		3,207		-		3,207
Total support and other revenue		776,615		130,197		906,812
Total revenue		776,615		130,197		906,812
EXPENSES						
Program expenses:						
Monitoring		103,041		-		103,041
Education		165,799		-		165,799
Advocacy		164,963				164,963
Total program expenses		433,803		_		433,803
Supporting services:						
Management and general		92,681		-		92,681
Fundraising		59,900		-		59,900
Total supporting services		152,581		-		152,581
Total expenses		586,384				586,384
Change in net assets		190,231		130,197		320,428
Net Assets:						
Beginning of year		207,774				207,774
End of year	\$	398,005	\$	130,197	\$	528,202

# San Diego Coastkeeper Statement of Activities (Continued) For the Year Ended December 31, 2016

	Unrestricted	Temporarily Restricted	Total
REVENUES			
Support and other revenue:			
Contributions, gifts and grants:			
Direct public support	\$ 530,772	\$ -	\$ 530,772
Governmental grants	117,289	-	117,289
Fundraising – events, net	30,157	-	30,157
Other revenue	619	-	619
Investment earnings	1,507	. <u> </u>	1,507
Total support and other revenue	680,344	-	680,344
Net assets released from restrictions	60,951	(60,951)	
Total revenue	741,295	(60,951)	680,344
EXPENSES			
Program expenses:			
Monitoring	124,438	-	124,438
Education	185,285	-	185,285
Advocacy	125,103	-	125,103
Total program expenses	434,826	<u> </u>	434,826
Supporting services:			
Management and general	173,384	-	173,384
Fundraising	60,524	<u> </u>	60,524
Total supporting services	233,908		233,908
Total expenses	668,734	<u> </u>	668,734
Change in net assets	72,561	(60,951)	11,610
Net Assets:			
Beginning of year	135,213	60,951	196,164
End of year	\$ 207,774	\$ -	\$ 207,774

# San Diego Coastkeeper Statements of Cash Flows For the Years Ended December 31, 2017 and 2016

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	320,428	\$ 11,610
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	1,836	5,220
Changes in assets and liabilities:		
Grants and contracts receivable	53,587	31,071
Prepaid items and deposits	332	3,062
Accounts and other payables	532	(1,795)
Accrued vacation payable	7,194	244
Deferred rent credit	 145	 1,437
Net cash provided by operating activities	 384,054	 50,849
CASH FLOW FROM FINANCING ACTIVITIES:		
Proceeds from loan payable	-	25,000
Principal payments on loans payable	 (25,000)	 _
Net cash provided by (used in) financing activities	 (25,000)	 25,000
Net increase in cash and cash equivalents	359,054	75,849
CASH AND CASH EQUIVALENTS:		
Beginning of year	108,753	32,904
End of year	\$ 467,807	\$ 108,753

### San Diego Coastkeeper Notes to the Financial Statements For the Years Ended December 31, 2017 and 2016

#### Note 1 – Reporting Entity and Summary of Significant Accounting Policies

San Diego Coastkeeper (Organization) is a California nonprofit public benefit organization dedicated to protecting and restoring fishable, swimmable and drinkable water in San Diego County. The Organization's principal purposes are to conduct community outreach, education and advocacy programs. Affiliated with the California and the International Waterkeeper Alliances, consisting of over 200 organizations worldwide, the Organization maintains a full-time staff of skilled, dedicated professionals, including ecologists, marine biologists, educators, and attorneys who preside over the following programs:

**Monitoring** – The Organization monitors water quality throughout the region. This includes rivers and streams, as well as polluted runoff from construction sites, scrap yards, and any other industrial site. When polluted discharges are out of compliance with state and federal water laws, the Organization initiates litigation against violators.

**Education** – The Organization's educational lessons, Water Education For All, are available for all educators (informal and formal) to help K-12 grade students in San Diego gain a better understanding of the local ecology and water issues. Students develop a sense of stewardship and knowledge of specific actions they can take to protect San Diego habitats and water. Additionally, Project SWELL classroom presentations, teacher training, and supplies are provided to all San Diego Unified elementary schools. The Organization reaches thousands of students and citizens at schools and public outreach events, and trains hundreds of teachers to help implement these environmental education lessons, each year.

**Advocacy** – Urging regulatory agencies and commissions as well as state, county, and local governments, the Organization advocates for stricter storm water and urban runoff regulations, compliance with the Clean Water Act and other environmental and land use laws, and enhanced coastal protection and restoration. The Organization also advocates for solutions to the drinking water supply for San Diego County. Advocacy includes policy development and promotion, as well as litigation.

#### **Basis of Accounting**

The accompanying financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Under the accrual basis of accounting, revenue is recognized when earned and expenses are recorded as the liability when incurred.

#### **Basis of Presentation**

The Organization follows the requirements of Financial Accounting Standards Board (FASB) Accounting Standards Codification. This standard requires the Organization to report information regarding its financial position and change in net assets into the following three classes of net assets:

- <u>Unrestricted net assets</u> represent expendable funds available for operations, which are not restricted by donors or the donor-imposed restrictions have expired.
- <u>Temporarily restricted net assets</u> consist of contributed funds, subject to donor-imposed restrictions, contingent upon specific performance of a future event or a specific passage of time before the Organization may spend the funds. At December 2017 there were \$130,197 in temporarily restricted asset and at December 2016 there were no temporarily and permanent restrict net assets
- <u>Permanently restricted net assets</u> contain donor-imposed restrictions and stipulate that the resources be maintained permanently but permit the Organization to use or expend part or all of the income derived from the donated assets for either specified or unspecified purposes. There were no permanently restricted net assets at December 31, 2017 and 2016.

### San Diego Coastkeeper Notes to the Financial Statements (Continued) For the Years Ended December 31, 2017 and 2016

#### Note 1 – Reporting Entity and Summary of Significant Accounting Policies (Continued)

#### **Contributions**

Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the calendar year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

#### Use of Estimates

The preparation of 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 disclosures of contingent assets and liabilities at the date of the financial statements and the reported changes in Organization net assets during the reporting period. Actual results could differ from those estimates.

#### Cash and Cash Equivalents

For the purpose of reporting cash flows, the Organization considers all highly liquid debt instruments, including money market funds, purchased with original maturities of three months or less to be cash equivalents. The carrying amount of cash and cash equivalents approximates fair value due to the short-term nature of these financial instruments.

#### **Prepaid Expenses and Deposits**

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid expenses or deposits.

#### **Property and Equipment**

Property and equipment are recorded at cost if purchased or at fair market value at date of donation. Depreciation is provided using the straight-line method of depreciation over the estimated useful lives of the assets, ranging from three to seven years. Property and equipment are capitalized if the cost or donated fair market value of an asset is greater than, or equal to \$5,000.

#### **Long-Lived Assets**

The Organization accounts for impairment and disposition of long-lived assts. Impairment losses are recognized for long-lived assets used in operations when indicators of impairment are present and the undiscounted future cash flows are not sufficient to recover the assets' carrying amount. There was no impairment of the value of such assets for the years ended December 31, 2017 and 2016.

#### **Deferred Rent Credit and Rent Expense**

For lease agreements that provide for escalating rent payments or free-rent occupancy periods, the Organization recognizes rent expense on a straight-line basis over the non-cancelable lease term and option renewal periods where failure to exercise such options would result in an economic penalty in such amount that renewal appears, at the inception of the lease, to be reasonably assured. The lease term commences on the date that the Organization takes possession of or controls the physical use of the property. Deferred rent credit is included as a liability on the statement of financial position in the amount of \$1,582 and \$1,437 as of December 31, 2017 and 2016, respectively.

Notes to the Financial Statements (Continued) For the Years Ended December 31, 2017 and 2016

#### Note 1 – Reporting Entity and Summary of Significant Accounting Policies (Continued)

#### **Grant and Contracts Receivable Recognition**

Grants and contracts are paid on a reimbursement basis, up to the maximum amounts allowed under the terms of the grant or contract. Periodic audits may be performed by the grantors, and certain costs may be questioned as not being reimbursable expenditures under the terms of the contracts. Such audits could lead to reimbursement to the grantors. The Organization's management believes disallowances, if any, will be immaterial.

#### **Contributed In-Kind Goods and Services**

Contributions of donated noncash assets are recorded at fair value in the period received. Contributions of donated services are recognized if the services received (a) create or enhance long-lived assets, or (b) require specialized skills provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

#### **Income Taxes**

As a publicly supported not-for-profit organization, the Organization is exempt from federal income taxes under Internal Revenue Code Section 501(c)(3) and the corresponding provisions of Section 23701d of the California Revenue and Taxation Code. The Organization is not subject to income tax except for taxes on the receipt of income, if any, which is unrelated to the Organization's tax-exempt purpose. The Organization is not a private-foundation and qualifies for the charitable deduction under 170(b)(1)(A)(vi) of the Internal Revenue Code.

The Organization has applied the provisions of ASC Subtopic 740-10, *Income Taxes–Overall*, which prescribes a recognition threshold and measurement attribute for the financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return, and provides guidance on recognition, classification, interest, and penalties, disclosure, and transition. Management of the Organization believes that no such uncertain tax positions exist as of December 31, 2017 and 2016.

#### **Functional Allocation of Expenses**

The costs of providing the Organization's programs and other activities have been presented in the schedule of functional expenses. During the year, such costs are accumulated into separate groupings as either direct or indirect. Indirect or shared costs are allocated among program and support services by a method that best measures the relative degree of benefit. The Organization uses proportional salary dollars to allocate indirect costs.

#### Note 2 – Grants and Contracts Receivable

Grants and contracts receivable at December 31, 2017 and 2016, were comprised of the following:

Description	2017		 2016
Proposition 84	\$	3,765	\$ 35,702
Proposition 84 retension		24,250	23,850
Project SWELL		3,372	11,688
Outreach		1,347	85
Annual support		17,000	25,000
Other		15,915	22,911
Total	\$	65,649	\$ 119,236

### Notes to the Financial Statements (Continued) For the Years Ended December 31, 2017 and 2016

#### Note 3 – Property and Equipment

Property and equipment at December 31, 2017 and 2016, were comprised of the following:

	2017	 2016
Depreciable assets:		
Leasehold improvements	\$ 77,685	\$ 77,685
Boat and boat lift	49,166	49,166
Total depreciable assets	126,851	 126,851
Accumulated depreciation	(126,851)	(125,015)
Total property and equipment, no	\$ 	\$ 1,836

At December 31, 2017 and 2016, depreciation expense were \$1,836 and \$5,220, respectively.

#### Note 4 – Loans Payable

#### Related Party - Loan Payable

In 2016, the Organization received a working capital loan payable in the amount of \$25,000 from a related party. The loan was repaid in 2017.

#### Note 5 – Net Assets – Temporarily Restricted

At December 31, 2017 and 2016, temporarily restricted net assets consisted of the following:

	_	alance ary 1, 2017	A	dditions	D	eletions	_	Balance ber 31, 2017
Education Monitoring Advocacy	\$	- - -	\$	40,869 26,467 62,861	\$	- - -	\$	40,869 26,467 62,861
Total	\$	-	\$	130,197	\$	_	\$	130,197
	_	salance ary 1, 2016	A	dditions	D	eletions		Balance ber 31, 2016
Education Advocacy	\$	46,181 14,770	\$	-	\$	(46,181) (14,770)	\$	-
Total	\$	60,951	\$		\$	(60,951)	\$	

For the year ended December 31, 2007, \$130,197 net assets were restricted. For the year ended December 31, 2016, net assets were released from donor restrictions in the amount of \$60,951 by incurring expenditures satisfying the restricted purpose or from satisfying time restrictions.

#### Notes to the Financial Statements (Continued) For the Years Ended December 31, 2017 and 2016

#### Note 6 – Fundraising – Events

The Organization holds an annual fundraising event to support the operations of the Organization. Fundraising events for the years ended December 31, 2017 and 2016 were comprised of the following:

	Seaside rée 2017	Seaside Soirée 2016		
Fundraising events proceeds Costs of direct benefits to attendees	\$ 68,500 (25,537)	\$	64,285 (34,128)	
Total fundraising – events, net	\$ 42,963	\$	30,157	

#### **Note 7 – Operating Lease Agreement**

The Organization leases its administrative offices in San Diego, California, under an operating lease. In February 2016, the Organization renewed its lease for three-years ending February 14, 2019. In addition to the basic monthly rental expense, the Organization pays monthly charges for utilities, property tax and other common area services on a pro rata basis, which is calculated based on the rentable square footage. Minimum future rental payments under a noncancelable operating lease as follows:

Year	A	Amount		
2018	\$	53,313		
2019		4,443		
Total	\$	57,756		

Total rent expense for the years ended December 31, 2017 and 2016 were \$54,220 and \$53,182, respectively.

#### Note 8 – Public Support

Volunteers from the community have donated significant amounts of their time in support of the Organization's programs. No amounts have been reflected in the financial statements for the contributed services since no objective basis is available to measure the value of such services.

#### **Note 9 – Concentration of Credit Risk**

Financial instruments potentially subjecting the Organization to concentration of credit risk consist of bank demand deposits in excess of Federal Deposit Insurance Corporation (FDIC) insurance threshold of \$250,000. Cash and cash equivalent balances above \$250,000 are uninsured. The Organization maintains cash balances at one financial institution. At December 31, 2017 there were deposits of \$248,061 that are uninsured and at December 31, 2016 there were no deposits uninsured.

### San Diego Coastkeeper Notes to the Financial Statements (Continued) For the Years Ended December 31, 2017 and 2016

#### Note 10 – Commitment and Contingencies

#### **Grants and Contracts**

The Organization has grants and contracts with government agencies that may be subject to an audit. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined. Management believes that any liability which may result from these audits would not be material.

#### Litigation

In the ordinary course of operations, the Organization is subject to claims and litigation from outside parties. After consultation with legal counsel, the Organization believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

#### Note 11 – Subsequent Events

In January 2018, the Organization entered into a new administrative office lease with NTCF Liberty Station with lease terms of three (3) years starting January 2018, with an approximate total value of \$82,613. The new lease would also cancel the existing office lease that commenced February 2016 and that was ending on February 14, 2019.

**SUPPLEMENTARY INFORMATION** 

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# San Diego Coastkeeper Schedule of Functional Expenses For the Year Ended December 31, 2017

Program Services						
Total Program Services						
\$ 241,321						
20,516						
22,908						
940						
285,685						
42,000						
24,835						
3,948						
1,131						
2,122						
38,854						
19,812						
10,532						
4,884						
148,118						
\$ 433,803						

		Supporting Services						
Expense category		Management and General		Fund - Raising		Total Supporting Services		Total
Salaries and wages Payroll taxes Employee benefits Workers compensation	\$	31,196 2,114 3,917 116	\$	34,039 2,993 4,111 94	\$	65,235 5,107 8,028 210	\$	306,556 25,623 30,936 1,150
Total salaries and benefits		37,343		41,237		78,580		364,265
Consultants Communications		17,520 1,126		983		17,520 2,109		59,520 26,944
Computer services Depreciation		3,593 1,836		4,037		7,630 1,836		7,630 1,836
Dues and subscriptions Insurance		1,853 7,043		1,826		3,679 7,043		7,627 8,174
Other Rent		1,518 7,828		320 7,683		1,838 15,511		3,960 54,365
Supplies and equipment		3,708		1,000		4,708		24,520
Utilities Travel		7,784 1,529		2,618 196		10,402 1,725		20,934 6,609
Total other expenses		55,338		18,663		74,001		222,119
Total supporting services	\$	92,681	\$	59,900	\$	152,581	\$	586,384

# San Diego Coastkeeper Schedule of Functional Expenses (Continued) For the Year Ended December 31, 2016

Expense category		Program Services								
	Mo	Monitoring		Education		Advocacy		Total Program Services		
Salaries and wages	\$	65,079	\$	103,387	\$	85,905	\$	254,371		
Payroll taxes		5,681		9,128		7,011		21,820		
Employee benefits		12,344		8,951		5,441		26,736		
Workers compensation		12,997		3,926		5,114		22,037		
Total salaries and benefits		96,101		125,392		103,471		324,964		
Consultants		250		1,000		2,395		3,645		
Communications		1,989		30,380		5,363		37,732		
Dues and subscriptions		260		634		2,465		3,359		
Insurance		-		-		1,126		1,126		
Other		128		770		1,295		2,193		
Rent		12,721		15,006		7,546		35,273		
Supplies and equipment		12,933		9,139		271		22,343		
Utilities								-		
Travel		56		2,964		1,171		4,191		
Total other expenses		28,337		59,893		21,632		109,862		
Total program services	\$	124,438	\$	185,285	\$	125,103	\$	434,826		

Expense category	Management and General		Fund - Raising		Total Supporting Services		Total	
Salaries and wages	\$	76,145	\$	40,718	\$	116,863	\$	371,234
Payroll taxes		6,401		3,587		9,988		31,808
Employee benefits		4,583		1,241		5,824		32,560
Workers compensation		5,727		434		6,161		28,198
Total salaries and benefits		92,856		45,980	138,836		463,800	
Consultants		23,647		30		23,677		27,322
Communications		305		3,447		3,752		41,484
Computer services		7,929		734		8,663		8,663
Depreciation		5,220		-		5,220		5,220
Dues and subscriptions		1,994		140		2,134		5,493
Insurance		6,834		-		6,834		7,960
Other		1,871		-		1,871		4,064
Rent		9,199		8,710		17,909		53,182
Supplies and equipment		3,009		1,232		4,241		26,584
Utilities		20,192		-		20,192		20,192
Travel		328		251		579		4,770
Total other expenses		80,528		14,544		95,072		204,934
Total supporting services	\$	173,384	\$	60,524	\$	233,908	\$	668,734