# Chattahoochee Riverkeeper, Inc.

# **Audits of Financial Statements**

**December 31, 2017 and 2016** 



#### Independent Auditor's Report

To the Board of Directors of Chattahoochee Riverkeeper, Inc.

I have audited the accompanying financial statements of Chattahoochee Riverkeeper, Inc. (the Riverkeeper), (a nonprofit organization), which comprise the statement of financial position as of December 31, 2017 and 2016, and the related statements of activities, and cash flows for the year ended December 31, 2017, and the related notes to the financial statements. The prior year summarized comparative information has been derived from the Organization's financial statements for the year ended December 31, 2016 and in my report dated July 26, 2017, I expressed an unqualified opinion thereon.

#### 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

My responsibility is to express an opinion on these financial statements based on my audits. I conducted my audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Chattahoochee Riverkeeper, Inc. 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.

J. Lunsford CPA

October 31, 2018

2001 Duncan Drive NW Unit 2963 Email: jlunsford@cpa.com

Kennesaw, Ga 30156

Web: www.jlunsfordcpa.com

Phone: 770.262.0745



# Statements of Financial Position - December 31, 2017 and 2016

The accompanying notes are an integral part of these financial statements

	2017	2016
Assets		
Current Assets		
Cash and Cash Equivalents	\$ 1,173,577	\$ 1,502,739
Gift Cards	550	9,366
Capacity Campaign Receivable	267,300	199,500
Grants and Contracts Receivable	-	20,000
Investments	3,194,518	2,735,017
Total Current Assets	4,635,945	4,466,622
Property and Equipment		
Office Equipment	244,800	223,096
Water Equipment/Boats	511,547	469,938
Vehicles	197,055	171,973
Leasehold Improvements - Lagrange	13,041	13,041
Accumulated Depreciation	(658,058)	(582,828)
Net Property and Equipment	308,385	295,220
Total Assets	\$ 4,944,330	\$ 4,761,842
	2017	2016
Liabilities and Net Assets		
Current Liabilities		
Accounts Payable and Accrued Expenses	\$ 136,679	\$ 22,588
Unearned Membership Dues		10,705
Total Current Liabilities	136,679	33,293
Net Assets		
Unrestricted	4,299,228	3,690,852
Temporarily Restricted	508,423	1,037,697
Total Net Assets	4,807,651	4,728,549
Total Liabilities and Net Assets	\$ 4,944,330	\$ 4,761,842



# Statement of Activities - For the Year Ended December 31 2017 With Comparative Information For December 31, 2016

The accompanying notes are an integral part of these financial statements

	Unrestric 12/31/20		Temporarily Restricted 12/31/2017	Total 12/31/2017	12/31/2	2016
Support Revenues and Reclassifications						
Membership/Contributions	\$ 400	,174	\$ -	\$ 400,174	\$ 41	9,010
Interest and Dividends	166	,338	-	166,338	15	5,451
Foundation Grants	180	756	449,879	630,635	37	1,345
Corporate and Government Support	279	,035	311,420	590,455	49	6,191
Capacity Campaign			390,020	390,020	43	34,750
Legal	22	,000	-	22,000		-
Non Cash Donated Services	35	,549	-	35,549	18	34,711
Realized/Unrealized Gain (Loss) on Investments	327	,918	-	327,918	4	9,523
Net Assets Released from Restrictions	1,680	,593	(1,680,593)	-		-
Total Support, Revenues and Reclassifications	3,092	,363	(529,274)	2,563,089	2,11	0,981
Expenditures						
Programs						
Programs, Including Grants	2,225		-	2,225,193		8,864
Non Cash Donated Services	35	,549		35,549	18	34,711
Total Programs Expenditures	2,260	742		2,260,742	1,89	3,575
Other						
Administrative	148	,815	-	148,815	17	9,648
Fund Raising		430	-	74,430		3,492
<b>o</b>	·			,		
Total Other Expenditures	223	,245		223,245	26	3,140
Total Expenditures	2,483	,987		2,483,987	2,15	66,715
Change in Net Assets	608	,376	(529,274)	79,102	(4	5,734)
Net Assets at the Beginning of the Year	3,690	,852	1,037,697	4,728,549	4,77	4,283
Net Assets at the End of the Year	\$ 4,299	,228	\$ 508,423	\$ 4,807,651	\$ 4,72	28,549



# Statements of Cash Flows - December 31, 2017 and 2016

The accompanying notes are an integral part of these financial statements

	2017	2016
Cash Flows From Operating Activities		
Change in Net Assets	\$ 79,102	\$ (45,734)
Adjustments to Reconcile Change in Net Assets		
to Net Cash Provided by Operating Activities:		
Depreciation	75,230	65,867
Realized/Unrealized (Gains) Losses on Investments	(327,918)	(49,523)
Change in Grants and Contracts Receivable	20,000	48,001
Change in Gift Cards	8,816	(3,897)
Change in Accounts Receivable	-	-
Change in Capacity Campaign Receivable	(67,800)	(17,000)
Change in Accounts Payable and Accrued Expenses	114,091	6,682
Change in Unearned Membership Dues	 (10,705)	 (10,705)
Net Cash (Used) Provided By Operating Activities	 (109,184)	 (6,309)
Cash Flows From Investing Activities		
Purchase of Investment Securities	(184,458)	(632,841)
Sale of Investment Securities	53,457	510,686
Purchases of Furniture and Equipment	 (88,977)	 (117,319)
Net Cash Used By Investing Activities	 (219,978)	(239,474)
Net Increase (Decrease) in Cash and Cash Equivalents	(329,162)	(245,783)
Cash and Cash Equivalents as of the Beginning of Year	 1,502,739	 1,748,522
Cash and Cash Equivalents as of the End of Year	\$ 1,173,577	\$ 1,502,739



#### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 1: Organization and Nature of Activities

Chattahoochee Riverkeeper, Inc. (the "Riverkeeper") is a nonprofit organization whose mission is to advocate and secure the protection and stewardship to the Chattahoochee River, its lakes, tributaries and watershed in order to restore and conserve their ecological health for the people, fish and wildlife that depend on the river system. The Riverkeeper uses advocacy, education, communication, monitoring, and legal actions to protect and restore the Chattahoochee River and its watershed.

#### Note 2: Summary of Significant Accounting Policies

#### Revenue Recognition

The Riverkeeper considers all gifts of cash and other assets to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases those net asset classes. When a temporary restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. The Riverkeeper had no permanently restricted net assets in 2017 or 2016.

#### **Public Support and Revenue**

Annual membership contributions and amounts raised from public events are available for unrestricted use in the year received. Grants from private foundations are a significant source of the Riverkeeper's funds. The following represents contributions made of \$30,000 or more and any related restrictions:

Contributor	Restrictions	 Grants		
2017				
Alice Richards Charitable Fund	Floating Classroom/Monitoring	\$ 35,000		
Charles Stewart Mott Foundation	Water Quantity	\$ 250,000		
Colonial Pipeline Company	Event Sponsorhip	\$ 30,000		
Georgia Pacific Corporation	Floating Classroom	\$ 37,500		
Ray C Anderson Foundation	Event Sponsorhip	\$ 30,000		
The Coca-Cola Foundation	Water Quantity/Outreach	\$ 140,000		
The Sapelo Foundation	State Water Policy	\$ 40,000		
Turner Foundation	Unrestricted	\$ 120,000		
2016				
Charles Stewart Mott Foundation	Capacity Campaign	\$ 315,000		
Turner Foundation	Unrestricted\Water Quality	\$ 220,000		
Coca-Cola Company	Water Quantity	\$ 50,000		
Kendeda	Outreach/Monitoring/Education	\$ 90,000		
The Sapelo Foundation	Water Quality	\$ 40,000		
Alice Richards Charitable Fund	Monitoring/Floating Classroom	\$ 30,000		
Hampshire Foundation	Water Quality	\$ 30,000		
Thomas G Woolford	Capacity Campaign	\$ 30,000		

5



#### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 2: Summary of Significant Accounting Policies - Continued

#### Public Support and Revenue - Continued

Contributions of donated noncash assets are recorded at their estimated fair values in the period received. Contributions of donated services that create or enhance nonfinancial assets or that require specialized skills are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. These services are recorded at their estimated fair values in the period received.

In 2015, Chattahoochee Riverkeeper launched its Capacity Building Campaign to raise funds to expand the organization's existing programs and where beneficial develop new programs. The Capacity Campaign fund raising efforts ran through December 31, 2017 with a goal of raising \$2 million in total. Through 2017 the Riverkeeper has raised \$2,012,750 (see Note 9 Subsequent Events). Through this same period the Riverkeeper has spent \$1,683,827 of the funds raised. The remaining unspent funds of \$328,923 are included in temporarily restricted net assets in these financial statements. These Capacity Campaign expenditures have been allocated among the programs and events benefited as noted in Note 13 - Functional Allocation of Expenses and for the purchase of \$88,396, \$117,319 and \$84,603 of property and equipment in 2017, 2016 & 2015, respectively

#### **Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of management's estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### Cash and Cash Equivalents

For purposes of the financial statements, the Riverkeeper considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents

#### Investments

Investments are composed of equity securities, mutual funds and bond funds with readily determinable market values and are carried at their fair market value in the statement of financial position. Unrealized gains and losses are included in the statement of activities.

#### **Property and Equipment**

Property and equipment are recorded at cost or fair value for contributed property and equipment and depreciated over the estimated useful lives of three to thirty-nine years using the straight-line method. Depreciation expense for the years ended December 31, 2017 and 2016 amounted to \$75,230 and \$65,867, respectively.

#### **Unearned Membership Dues**

Unearned membership dues are being amortized into revenue over a five year period beginning December 31, 2013 and are completely amortized as of Decmber 31, 2017.

#### Income Taxes

The Riverkeeper is a not-for-profit organization that is exempt from income taxes under section 501(c)(3) of the Internal Revenue Code.

6



#### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 2: Summary of Significant Accounting Policies - Continued

#### Financial Statement Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with the accounting principles generally accepted in the United States of America. The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Riverkeeper's financial statements for the year ended December 31, 2016, from which the summarized information was derived.

#### Note 3: Grants and Accounts Receivable

The Riverkeeper considers all grant and accounts receivable to be collectible and, accordingly, has not recorded a reserve for uncollectible accounts.

#### Note 4: Donated Services

The Riverkeeper receives a significant amount of donated services from unpaid volunteers who assist in special projects and has recorded donated services and donated services expenditures in the amounts of \$35,549 and \$184,711 for the years ended December 31, 2017 and 2016.

#### Note 5: Investments

Investments are summarized as follows:

	<b>December 31, 2017</b>					Decemb	er 31	31, 2016			
	Cost Fair Value			Cost Fair Value					Cost		Fair Value
Mutual/Closed Funds & Unit Invest. Trust Blended Funds & Individual Stocks	· //		\$	2,836,833 357,685	\$ 2,421,464 275,546		\$	2,759,471 275,546			
	\$	2,895,553	\$	3,194,518	\$	2,697,010	\$	3,035,017			

Realized/Unrealized gain on investments consists of the following:

	December 31 2017	December 31 2016				
Realized Gain (Loss)	\$ 294,885	\$ 41,347				
Unrealized Gain (Loss)	33,033	8,176				
	\$ 327,918	\$ 49,523				

#### Note 6: Concentration of Credit Risk

During 2017, the Riverkeeper held cash balances in a money market account with a brokerage house and also held cash in FDIC insured accounts which at times exceeded the FDIC insured amount.

The Riverkeeper has not experienced any losses in such accounts and believes that it is not exposed to any significant credit risk on cash.



#### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 7: Operating Leases

The Riverkeeper leases certain office space in Atlanta under a noncancellable operating lease. The minimum lease payments are \$3,987 per month at inception of the lease increasing 3% each year during the initial 50 month term of the lease. Pursuant to the lease, the Riverkeeper exercised it's option to renew the lease for an additional 48 months on January 22, 2007 and then again exercised it's option to renew the lease for an additional 48 months on August 12, 2010 which extended the lease term through February 28, 2015 and then again on February 12, 2015 extended the lease term for an additional five year period through February 29, 2020.

Future minimum lease payments under the lease are as follows:

Year Ended	Lease Payment
December 31, 2018	68,566
December 31, 2019	70,623
December 31, 2020	11,828
Total	\$ 151,017

The Riverkeeper also leases certain office space in Gainesville, Ga under a noncancellable operating lease. The minimum lease payments are \$900 per month. The lease term is April 11, 2016 through April 30, 2019. Future minimum lease payements under the lease is are as follows:

Year Ended	Lease Pa	ayment
December 31, 2018		10,800
December 31, 2019		3,600
Total	\$	14,400

The Riverkeeper also leases certain office space in Lagrange, Ga under a noncancellable operating lease. The minimum lease payments are \$800 per month. The lease term is August 1, 2017 through July 31, 2019. Future minimum lease payements under the lease is are as follows:

Year Ended	Lease Pa	ayment
December 31, 2018		9,600
December 31, 2019		5,600
Total	\$	15,200

#### Note 8: Related Parties

A member of the Board of Directors of the Riverkeeper is also an officer in a Foundation which is classified as a significant contributor to the Riverkeeper.

#### Note 9: Subsequent Events

The Riverkeeper has evaluated subsequent events through October 31, 2018 which is the date the financial statements were prepared. The Riverkeeper has determined that a Headwaters Restoration Project that was to be funded through a Grant from the State of Georgia in the amount of \$110,000 (included in Capacity Campaign Discussion - Note 2) will not be pursued therefore the grant has been cancelled. The Riverkeeper is currently accessing its options and working to address the restoration through other avenues.



#### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 10: Reserve Fund Policy

In 2001, the Board of Directors adopted an investment policy based on long-term and short-term objectives to provide for safekeeping and growth of the organization's accumulated funds. On September 14, 2007 the Board of Directors approved a Reserve Fund equal to \$600,000 of the Riverkeeper's operating expenses which can be invested pursuant to the 2001 Investment Policy. The Board believes that the Riverkeeper's Investment Policy and Reserve Fund Policy represent their commitment to the current and future sustainability of the Riverkeeper.

Reserve funds are accessible for use as operating funds or for capital expenditures only after a review of the need for their use by the Riverkeeper's Finance Committee and a vote of the majority of the members of the Riverkeeper's Board of Directors.

Reserve funds are accessible for use as operating funds or for capital expenditures only after a review of the need for their use by the Riverkeeper's Finance Committee and a vote of the majority of the members of the Riverkeeper's Board of Directors.

Reasons to access the Reserve Fund include, but are not limited to the following:

- 1. Support of day-to-day operations, if there is a crisis and an emergency cash flow issue,
- 2. support for a new initiative if an opportunity presents itself, yet there is not sufficient time to raise the funds to take advantage of the opportunity, and
- 3. support for an unexpected legal action either offensive or defensive

#### Note 11: FIN 48 Disclosure

The Riverkeeper has adopted the recognition requirements for uncertain income tax positions as required by generally accepted accounting principles, with no cumulative effect adjustment required. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax position will more-than-likely-than-not be sustained upon examination by taxing authorities. The Riverkeeper has analyzed tax positions taken for filing with the Internal Revenue Service and all state tax jurisdictions where it operates. The Riverkeeper believes that income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse affect on the Riverkeeper's financial condition, results of operations or cash flows. Accordingly, the Riverkeeper has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at December 31, 2017.

#### Note 12: Fair Value Measurements

The Riverkeeper reports its fair value measures using a three-level hierarchy that prioritizes the inputs used to measure fair value. This hierarchy, established by GAAP, requires that entities maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The three levels of inputs used are as follows:

- Level 1 Quoted prices for identical assets or liabilities in active markets at the measurement date.
- Level 2 Inputs other than quoted market prices that are observable either directly or indirectly Level 2 inputs include:
  - quoted prices for similar assets or liabilities in active markets
  - quoted prices for identical or similar assists in markets that are not active.
  - observable inputs other than quoted prices such as interest rates and yield curves; and
  - inputs derived or corroborated by observable market data by correlation or by other means.

Level 3 - Unobservable inputs. Used to the extent that observable inputs are unavailable



### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 12: Fair Value Measurements - Continued

When available, the Riverkeeper measures fair value using Level 1 inputs because they generally provide the most reliable evidence of fair value. However, Level 1 inputs are not available for all of the assets and liabilities that the Riverkeeper may be required to measure, for example, in-kind contributions. The Riverkeeper primarily uses fair value measures in the area of investments and noncash services.

# CHATTAHOOCHEE RIVERKEEPER®

# Keeping Watch Over Our Waters

#### Notes to Financial Statements - December 31, 2017 and 2016

#### **Note 13: Functional Allocation of Expenses**

	_	Water	Water		Total		Fund	Total	
2017	Outreach	Quantity	Quality	Communication	Program	Administrative	Raising	Other	
Salary & Benefits	\$ 262,028	\$ 144,487	\$ 282,499	\$ 100,475	\$ 789,489	\$ 57,311	\$ 43,544	\$ 100,855	
Capacity Campaign	191,415	108,713	291,923	26,194	618,245	25,514	5,633	31,147	
Grants	-	109,000	109,000	-	218,000	-	-	-	
Consulting	164,547	33,146	6,939	2,230	206,862	9,103	2,521	11,624	
Rent/Utilities	33,160	15,685	30,800	8,686	88,331	10,830	5,469	16,299	
Depreciation	35,942	15,737	14,643	8,908	75,230	-	-	-	
Insurance	25,678	6,649	9,935	3,378	45,640	4,394	3,393	7,787	
Supplies	8,102	2,109	33,300	165	43,676	5,931	513	6,444	
Merchandise	33,449	-	-	-	33,449	-	1,209	1,209	
Maintenance	9,171	1,863	4,752	905	16,691	1,430	623	2,053	
Printing/Copies	7,563	411	827	5,639	14,440	1,927	456	2,383	
Hospitality	10,124	1,081	581	908	12,694	1,636	83	1,719	
Legal	78	-	12,400	-	12,478	436	-	436	
Membership/Development	5,114	2,438	2,917	1,518	11,987	898	7,905	8,803	
Conference/Workshop	817	5,834	3,925	555	11,131	10	-	10	
Postage/Shipping	3,352	680	2,666	2,987	9,685	3,610	2,713	6,323	
Travel	2,781	4,190	1,425	256	8,652	1,685	18	1,703	
Subscriptions/Dues/Sponsor	1,182	1,549	99	835	3,665	1,931	350	2,281	
Gifts	300	2,500	500	-	3,300	-	-	-	
Other Expense	183	-	35	883	1,101	528	-	528	
Bank Charges and Merchant Fees	297	-	-	-	297	21,641	-	21,641	
Photo/Video	150				150				
	\$ 795,433	\$ 456,072	\$ 809,166	\$ 164,522	\$ 2,225,193	\$ 148,815	\$ 74,430	\$ 223,245	

The costs of providing the various programs and events are shown on the statement of activities under expenditures. Accordingly, certain costs, as shown above, have been allocated among the programs and events benefited. Management charges costs related directly to programs conducted by the Riverkeeper directly to those programs. Management reviews other indirect costs such as rent, utilities, postage and other expenses required to run the programs or events and allocates the appropriate share of these costs accordingly.

# CHATTAHOOCHEE RIVERKEEPER®

# Keeping Watch Over Our Waters

#### Notes to Financial Statements - December 31, 2017 and 2016

#### Note 13: Functional Allocation of Expenses - continued

2016	Outreach	Water Quantity	Water Quality	Communication		 Total Program	Adm	inistrative	Fund Raising	 Total Other
Salary & Benefits	\$ 235,340	\$ 160,550	\$ 291,788	\$	79,883	\$ 767,561	\$	74,741	\$ 49,893	\$ 124,634
Consulting	210,677	33,735	36,092		27,224	307,728		20,951	5,551	26,502
Capacity Campaign	125,246	10,553	99,960		10,467	246,226		34,376	954	35,330
Rent/Utilities	34,678	15,695	30,554		8,137	89,064		11,601	5,349	16,950
Supplies	12,911	17,070	37,668		386	68,035		7,294	64	7,358
Insurance	27,391	5,755	16,571		3,017	52,734		2,895	2,781	5,676
Depreciation	31,468	13,780	12,820		7,799	65,867		-	-	-
Printing/Copies	5,509	517	437		8,872	15,335		2,360	3,504	5,864
Merchandise	512	-	-		-	512		-	-	-
Maintenance	9,892	1,382	4,410		511	16,195		2,315	292	2,607
Postage/Shipping	7,368	643	3,891		4,423	16,325		4,216	1,514	5,730
Subscriptions/Dues/Sponsor	7,953	2,350	217		2,771	13,291		460	169	629
Legal	151	20	170		-	341		565	-	565
Travel	3,346	1,619	5,391		450	10,806		2,558	14	2,572
Hospitality	8,717	440	1,258		950	11,365		3,503	40	3,543
Membership/Development	3,393	3,528	3,528		107	10,556		262	10,867	11,129
Conference/Workshop	1,491	3,345	1,840		358	7,034		2,472	-	2,472
Photo/Video	697	-	3,769		200	4,666		-	-	-
Other Expense	84	-	2,560		-	2,644		280	-	280
Taxes	499	-	1,155		-	1,654		925	-	925
Bank Charges and Merchant Fees	143	81	159		42	425		7,718	2,500	10,218
Gifts	500				-	 500		156	 	 156
	\$ 727,966	\$ 271,063	\$ 554,238	\$	155,597	\$ 1,708,864	\$	179,648	\$ 83,492	\$ 263,140

The costs of providing the various programs and events are shown on the statement of activities under expenditures. Accordingly, certain costs, as shown above, have been allocated among the programs and events benefited. Management charges costs related directly to programs conducted by the Riverkeeper directly to those programs. Management reviews other indirect costs such as rent, utilities, postage and other expenses required to run the programs or events and allocates the appropriate share of these costs accordingly.