Financial Statements
For the Three Months Ended December 31, 2002
With Independent Auditors' Report

# ENERGY TRUST OF OREGON, INC. FOR THE THREE MONTHS ENDED DECEMBER 31, 2002 CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	1
FINANCIAL STATEMENTS:	
Statement of Financial Position	2
Statement of Activities	3
Statement of Functional Expenses	4
Statement of Cash Flows	5
Notes to Financial Statements	6-8



1211 SW Fifth Avenue, Suite 1000 Portland, Oregon 97204-3710 Phone: (503) 221-0336 Fax: (503) 294-4378 www.perkins-group.com

Certified Public Accountants and Business Advisors A member of Perkins Group

#### INDEPENDENT AUDITORS' REPORT

Reckins + Company PC

The Board of Directors Energy Trust of Oregon, Inc.

We have audited the accompanying statement of financial position of the Energy Trust of Oregon, Inc. as of December 31, 2002, and the related statements of activities, functional expenses and cash flows for the three months ended December 31, 2002. These financial statements are the responsibility of the Trust's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Energy Trust of Oregon, Inc. as of December 31, 2002 and the changes in its net assets and its cash flows for the three months ended December 31, 2002 in conformity with accounting principles generally accepted in the United States of America.

March 11, 2004

# ENERGY TRUST OF OREGON, INC. STATEMENT OF FINANCIAL POSITION

# **DECEMBER 31, 2002**

# **ASSETS**

Cash and cash equivalents Accrued interest receivable Advances paid to contractor Prepaid expenses Office furnishings and equipment Deposits	\$ 15,363,052 14,397 81,041 14,388 183,273 10,412
	\$ 15,666,563
LIABILITIES AND NET ASSETS	
LIABILITIES:	
Accounts payable and accrued expenses	\$ 4,508,009
Accrued payroll and related expenses	4,572,622
COMMITMENTS AND CONTINGENCIES	1,572,022
NET ASSETS:	
Unrestricted - Available for programs and general operations	10,867,255
Temporarily restricted	226,686
Total net assets	11,093,941
	\$ 15,666,563

# STATEMENT OF ACTIVITIES THREE MONTHS ENDED DECEMBER 31, 2002

# UNRESTRICTED NET ASSETS

FUNDING:	
Public purpose funding	\$ 11,229,484
Interest income	41,064
Total funding	11,270,548
EXPENSES:	
Program expenses:	
Energy efficiency	6,980,245
Renewables	165,473
Communication and outreach - program	122,708
Total program expenses	7,268,426
Administrative expenses:	
Management and general	208,797
Total administrative expenses	208,797
Total expenses	7,477,223
INCREASE IN UNRESTRICTED NET ASSETS	3,793,325
TEMPORARILY RESTRICTED NET ASSETS	
Special purpose funding	226,686
INCREASE IN TEMPORARILY RESTRICTED NET ASSETS	226,686
INCREASE IN NET ASSETS	4,020,011
NET ASSETS AT BEGINNING OF PERIOD	7,073,930
NET ASSETS AT END OF PERIOD	\$ 11,093,941

# ENERGY TRUST OF OREGON, INC. STATEMENT OF FUNCTIONAL EXPENSES THREE MONTHS ENDED DECEMBER 31, 2002

Management and General Total	- \$ 5,814,188	- 163,860	- 753,339	108,081 317,651	36,244 166,395	- 73,803	- 7,068	64,472 180,919	6 1000
Mana and (	8								6
Total Program Expenses	5,814,188	163,860	753,339	209,570	130,151	73,803	7,068	116,447	20,000
	€							8	6
Communication and Outreach - Program	•	·	•	43,305	53,816	•	,	25,587	007 661
Com	€9								6
Renewables	82,385	ţ	•	29,475	37,174	•	•	16,439	165 473
Rer	↔								6
Energy Efficiency	5,731,803	163,860	753,339	136,790	39,161	73,803	7,068	74,421	3100000
I Ef	S								6
	EXPENSES: Program management and implementation	Incentives to participants	Incentives to utilities	Payroll and related expenses	Outsourced services	Evaluation and planning services	Technical assistance to subcontractors	Other program expenses	Total communication

See notes to financial statements.

# STATEMENT OF CASH FLOWS THREE MONTHS ENDED DECEMBER 31, 2002

CASH FLOWS FROM OPERATING ACTIVITIES:	
Cash received in public purpose funding	\$ 11,229,484
Cash received in special purpose funding	226,686
Interest received	35,502
Cash paid to contractors, suppliers, and employees	(5,103,907)
Interest expense	(29)
Net cash provided by operating activities	6,387,736
CASH FLOWS FROM INVESTING ACTIVITIES:	
Acquisition of office furnishings and equipment	(29,358)
Net cash used in investing activities	(29,358)
NET INCREASE IN CASH	
AND CASH EQUIVALENTS	6,358,378
CASH AND CASH EQUIVALENTS AT	
BEGINNING OF PERIOD	9,004,674
CASH AND CASH EQUIVALENTS AT	
END OF PERIOD	\$ 15,363,052
December 1 (September 1) (Sep	\$ 15,363,052
END OF PERIOD	
END OF PERIOD  RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets	\$ 15,363,052 \$ 4,020,011
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net	
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities:	\$ 4,020,011
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation	
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in:	\$ 4,020,011 9,426
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in: Accrued interest receivable	\$ 4,020,011 9,426 (5,562)
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in: Accrued interest receivable Advances paid to contractor	\$ 4,020,011 9,426 (5,562) 144,443
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in: Accrued interest receivable Advances paid to contractor Prepaid expenses	\$ 4,020,011 9,426 (5,562) 144,443 13,535
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in: Accrued interest receivable Advances paid to contractor Prepaid expenses Accounts payable and accrued expenses	\$ 4,020,011 9,426 (5,562) 144,443 13,535 2,223,541
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in: Accrued interest receivable Advances paid to contractor Prepaid expenses	\$ 4,020,011 9,426 (5,562) 144,443 13,535 2,223,541 (17,658)
RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES Increase in net assets Adjustments to reconcile increase in net assets to net cash provided by operating activities: Depreciation Net changes in: Accrued interest receivable Advances paid to contractor Prepaid expenses Accounts payable and accrued expenses	\$ 4,020,011 9,426 (5,562) 144,443 13,535 2,223,541

## NOTES TO FINANCIAL STATEMENTS THREE MONTHS ENDED DECEMBER 31, 2002

#### **NOTE 1 - ORGANIZATION**

The Energy Trust of Oregon, Inc. (the Energy Trust) is a nonprofit organization mandated to invest "public purpose funding" for energy efficiency and renewable energy resources in Oregon. The mandate emerged from 1999 energy restructuring legislation (Oregon Senate Bill 1149) that included a 3.0% public purposes investment to the rates collected in Oregon by the two largest investor-owned utility companies. Subsequent action by the Oregon Public Utility Commission encouraged the start-up of a new nonprofit organization to administer the energy efficiency and renewable resource portions of these funds.

The Energy Trust is a party to a grant agreement with the Public Utility Commission of Oregon that controls the manner in which the Energy Trust receives and expends funds for the statutory purposes and in conformity with the requirement and intent of Oregon Senate Bill 1149. The agreement was effective March 1, 2002, for a term of three years from the effective date, with provisions for an automatic extension for one additional year on each anniversary of the effective date, through 2012.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

<u>Change in Fiscal Year</u> - Effective December 31, 2002, the Organization changed its fiscal year end from September 30<sup>th</sup> to December 31<sup>st</sup>. As a result of this change, the statements of activities, functional expenses and cash flows are presented for the three month period ended December 31, 2002.

<u>Basis of Accounting</u> - The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

<u>Basis of Presentation</u> - The Energy Trust is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets. The Energy Trust had no permanently restricted net assets as of December 31, 2002.

Concentrations of Credit Risk - The Energy Trust's cash and cash equivalents consist of money market funds and cash accounts. These financial instruments may subject the organization to concentrations of credit risk as, from time to time, balances may exceed amounts insured by the Federal Deposit Insurance Corporation, the market value of securities are dependent on the ability of the issuer to honor its contractual commitments, and the investments may be subject to changes in market values. However, the Energy Trust strictly limits the banking institutions holding its funds to large money center banks and considers the attendant risks to be minimal.

<u>Cash and Cash Equivalents</u> - Cash and cash equivalents consist of highly liquid investments with an initial maturity of three months or less. Cash and cash equivalents at December 31, 2002 is as follows:

 Cash
 \$ 228,000

 Money market instruments
 15,135,052

 \$ 15,363,052

Office Furnishings and Equipment - It is the Energy Trust's policy to capitalize office furnishings and equipment over \$2,500. Lesser amounts are expensed. Purchased office furnishings and equipment are capitalized at cost. Donations of office furnishings and equipment are recorded as contributions at their estimated fair value. Office furnishings and equipment are depreciated using the straight-line method over their estimated useful lives, which is generally 3 to 5 years.

<u>Use of Estimates</u> - The preparation of financial statements in conformity with generally accepted accounting principles requires that management make estimates and assumptions that affect the reported amounts of assets and liabilities, the 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. Actual results could differ from those estimates.

Revenue Recognition - All contributions are considered available for unrestricted use unless specifically restricted by the donor. Public purpose funding is recognized when funds are received from the funding source. Other service revenues are recognized at the time services are provided and the revenues are earned.

<u>Income Taxes</u> - The Energy Trust is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code and comparable state law.

## NOTE 3 - OFFICE FURNISHINGS AND EQUIPMENT

Office furnishings and equipment consist of the following at December 31, 2002:

Computer equipment and software	\$ 43,461
Leasehold improvements	88,460
Office equipment and furniture	66,842
	198,763
Less accumulated depreciation	(15,490)
	\$ 183,273

#### **NOTE 4 - LINE OF CREDIT**

At December 31, 2002, the Energy Trust has available an unsecured line of credit in the amount of \$4,000,000. Interest is at prime rate less 0.25%. Prime rate was 4.25% at December 31, 2002. The line matures on April 1, 2003. As of December 31, 2002, no borrowings were outstanding under the line of credit.

#### NOTE 5 - PUBLIC PURPOSE FUNDING

Public purpose funding received during the three months ended December 31, 2002 is summarized as follows:

Portland General Electric:	
Energy efficiency	\$ 5,011,149
Renewables	1,535,882
	6,547,031

PacifiCorp:	
Energy efficiency	3,291,540
Renewables	1,011,418
	4,302,958
Northwest Natural:	
Energy efficiency	379,495
	379,495
	\$ 11,229,484

#### NOTE 6 - OPERATING LEASE COMMITMENTS

The Energy Trust leases its administrative offices under an operating lease agreement which expires in August, 2007. At December 31, 2002, the aggregate annual commitments under the terms of this lease are payable as follows:

Years ending December 31,

	\$ 541,407
2007	83,293
2006	124,940
2005	114,528
2004	109,323
2003	\$ 109,323

Rent expense for the three months ended December 31, 2002 was \$27,458.

### **NOTE 7 - RETIREMENT PLAN**

The Energy Trust provides all employees with a qualified profit sharing retirement plan as described under Section 401(k) of the Internal Revenue Code. Generally, employees who have completed at least three consecutive months of work may elect to make voluntary contributions to the plan on a pre-tax basis, up to the limits allowed by law. Employees select from various investment options. On a discretionary basis as determined annually by the Board of Directors, the Energy Trust may make matching contributions to the plan. For the three months ended December 31, 2002, the organization contributed to the plan an amount equal to 6.0% of the compensation earned by each eligible employee during the period. Employees are immediately vested in all contributions to the plan. Retirement plan expense recorded by the Energy Trust was \$15,104 for the three months ended December 31, 2002.

### NOTE 8 - CONTRACTUAL COMMITMENTS

The Energy Trust enters into contract commitments for various energy efficiency and renewable resource programs. As of December 31, 2002, \$62,738,846 is expected to be paid in future periods.