

**TAMALPAIS COMMUNITY SERVICES
DISTRICT**

FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT

JUNE 30, 2013



CROCE, SANGUINETTI, & VANDER VEEN
INC.

CERTIFIED PUBLIC ACCOUNTANTS

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CROCE, SANGUINETTI, & VANDER VEEN^{INC.}

CERTIFIED PUBLIC ACCOUNTANTS

Independent Auditors' Report

To the Board of Directors
Tamalpais Community Services District

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the **Tamalpais Community Services District** (the District) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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.

Auditors' Responsibility

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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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 respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the **Tamalpais Community Services District** as of June 30, 2013, and the respective changes in financial position and cash flows, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3 through 11 and 45 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Croce, Sanguinetti, & Vander Veen, Inc.

CROCE, SANGUINETTI, & VANDER VEEN, INC.
Certified Public Accountants
Stockton, California
January 13, 2014

MANAGEMENT'S DISCUSSION AND ANALYSIS

TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

This narrative overview and analysis of the Tamalpais Community Services District's (District) financial activities for the fiscal year ended June 30, 2013 has been provided by the management of the District. The management's discussion and analysis is intended to serve as an introduction to the District's financial statements which follow this section and is recommended to be reviewed in conjunction with them.

Financial Highlights

- The District's net position decreased by \$143,880 over the prior year, including a \$200,607 decrease in net position of governmental activities, and a \$56,727 increase in net position of business-type activities. The District's net position is now \$3,159,266.
- Total assets of the District were \$8,624,534 with capital assets at \$7,676,111 net of accumulated depreciation. Current and other assets were \$948,423.
- Total liabilities were \$5,465,268 consisting of long-term liabilities of \$5,291,318 and other current liabilities at \$173,950.
- Assets of the District exceeded liabilities at the close of the most recent fiscal year by \$3,159,266 (net position). Of this amount, \$103,542 (unrestricted net position) may be used to meet the District's ongoing obligations, and \$3,055,724 is net investment in capital assets.
- On the current financial resources basis, the District's governmental fund expenditures exceeded revenues (including \$43,242 in capital outlay expenditures) by \$94,162. The proprietary fund revenues exceeded expenses by \$56,727.
- At year-end, there was \$219,089 in cash and investments to fund future governmental activities, and \$662,309 in cash and investments to fund future business-type activities.

Overview of the Financial Statements

The District's financial statements are comprised of three components: government-wide financial statements, fund financial statements and notes to financial statements including required supplemental information.

Government-wide and fund financial statements present the results of operations for different functions of the District as follows:

1. **Government-wide financial statements** provide both long-term and short-term information about the District's overall financial position in a manner similar to private-sector business.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

Overview of the Financial Statements (Continued)

The **Statement of Net Position** displays all of the District's assets and liabilities, with the difference between the two reported as net position. The **Statement of Activities** provides all current year revenues and expenses on an accrual basis of accounting regardless of when cash is received or paid. These two government-wide statements report the District's net position and how they have changed during the fiscal year. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or weakening.

The government-wide financial statements separately present the District's functions as follows:

- **Governmental activities** include services financed mainly through property taxes. The District's parks and recreation and community center services comprise its governmental activities.
- **Business-type activities** include services financed, in whole or in part, by fees paid by those who directly benefit from the service. The District's business-type activities include wastewater collection and treatment and garbage collection and disposal.

2. **Fund financial statements** focus on the individual functions of the District, and report the District's operations in more detail than the government-wide statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used by state and local governments to control their resources that are legally restricted or otherwise earmarked for special purposes. The District reports its fund financial statements in the following two categories:

- **Governmental funds** are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on 1) short-term inflows and outflows of expendable resources, and 2) the resources remaining at the end of the fiscal year that are available for future use. Because the focus of governmental funds is narrower than the government-wide financial statements, a reconciliation that explains the relationship (or differences) between them is presented following each of the governmental fund statements.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

Overview of the Financial Statements (Continued)

- **Proprietary funds** are used to report the same functions presented as business-type activities in the government-wide financial statements in more detail.

Notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements.

Financial Analysis of the Government-wide Financial Statements

A review of net position over time may serve as a useful indicator of the District's financial position. Net position represents the difference between the District's assets and liabilities. As of June 30, 2013, the District's net position was \$3,159,266, a decrease of \$143,880 from prior year. The following table outlines the District's net position by function for the current and prior fiscal years.

Tamalpais Community Services District Net Position
(rounded to nearest dollar)
As of June 30, 2013 and 2012

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>		<u>Variance</u>
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	
<u>Assets</u>							
Current and other assets	\$ 230,500	\$ 351,503	\$ 717,923	\$ 502,666	\$ 948,423	\$ 854,169	\$ 94,254
Capital assets, net	<u>1,326,061</u>	<u>1,379,106</u>	<u>6,350,050</u>	<u>6,608,912</u>	<u>7,676,111</u>	<u>7,988,018</u>	<u>(311,907)</u>
Total assets	<u>1,556,561</u>	<u>1,730,609</u>	<u>7,067,973</u>	<u>7,111,578</u>	<u>8,624,534</u>	<u>8,842,187</u>	<u>(217,653)</u>
<u>Liabilities</u>							
Current liabilities	42,602	52,466	131,348	89,434	173,950	141,900	32,050
Non-current liabilities	<u>175,993</u>	<u>139,570</u>	<u>5,115,325</u>	<u>5,257,571</u>	<u>5,291,318</u>	<u>5,397,141</u>	<u>(105,823)</u>
Total liabilities	<u>218,595</u>	<u>192,036</u>	<u>5,246,673</u>	<u>5,347,005</u>	<u>5,465,268</u>	<u>5,539,041</u>	<u>(73,773)</u>
<u>Net Position</u>							
Net investment in capital assets	1,326,061	1,379,106	1,729,663	1,743,622	3,055,724	3,122,728	(67,004)
Unrestricted	<u>11,905</u>	<u>159,467</u>	<u>91,637</u>	<u>20,951</u>	<u>103,542</u>	<u>180,418</u>	<u>(76,876)</u>
Total net position	<u>\$ 1,337,966</u>	<u>\$ 1,538,573</u>	<u>\$ 1,821,300</u>	<u>\$ 1,764,573</u>	<u>\$ 3,159,266</u>	<u>\$ 3,303,146</u>	<u>\$ (143,880)</u>

By far, the largest portion of the District's net position, approximately 97%, reflects its net capital assets (e.g., land, buildings and improvements, equipment, etc.). The District uses its capital assets to provide the services it is responsible for and those assets don't represent future expendable resources. The remaining balance of unrestricted net position (\$103,542) may be used to meet the government's ongoing obligations.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

Financial Analysis of the Government-wide Financial Statements (Continued)

The following table displays the change in the District's net position for the year ended June 30, 2013.

Tamalpais Community Services District Change in Net Position

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Revenues						
Program revenues						
Charges for services	\$ 180,967	\$ 170,820	\$ 3,916,763	\$ 3,963,921	\$ 4,097,730	\$ 4,134,741
Operating grants and contributions	44,932	182,574	-	-	44,932	182,574
Capital grants and contributions	-	-	-	-	-	-
General revenues						
Property taxes	603,990	610,408	-	-	603,990	610,408
Investment earnings	3,470	1,136	2,922	4,156	6,392	5,292
Miscellaneous	<u>5,458</u>	<u>4,953</u>	<u>23,547</u>	<u>208</u>	<u>29,005</u>	<u>5,161</u>
Total revenues	<u>838,817</u>	<u>969,891</u>	<u>3,943,232</u>	<u>3,968,285</u>	<u>4,782,049</u>	<u>4,938,176</u>
Expenses						
Community center	45,637	35,745	-	-	45,637	35,745
Parks and recreation	993,786	1,074,624	-	-	993,786	1,074,624
Sanitation	-	-	2,382,971	2,434,778	2,382,971	2,434,778
Refuse	-	-	<u>1,503,534</u>	<u>1,390,301</u>	<u>1,503,534</u>	<u>1,390,301</u>
Total expenses	<u>1,039,423</u>	<u>1,110,369</u>	<u>3,886,505</u>	<u>3,825,079</u>	<u>4,925,928</u>	<u>4,935,448</u>
Transfers	-	-	-	-	-	-
Change in net position	(200,606)	(140,478)	56,727	143,206	(143,879)	2,728
Net position, beginning of year	<u>1,538,573</u>	<u>1,679,051</u>	<u>1,764,573</u>	<u>1,621,367</u>	<u>3,303,146</u>	<u>3,300,418</u>
Net position, end of year	<u>\$ 1,337,967</u>	<u>\$ 1,538,573</u>	<u>\$ 1,821,300</u>	<u>\$ 1,764,573</u>	<u>\$ 3,159,267</u>	<u>\$ 3,303,146</u>

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TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

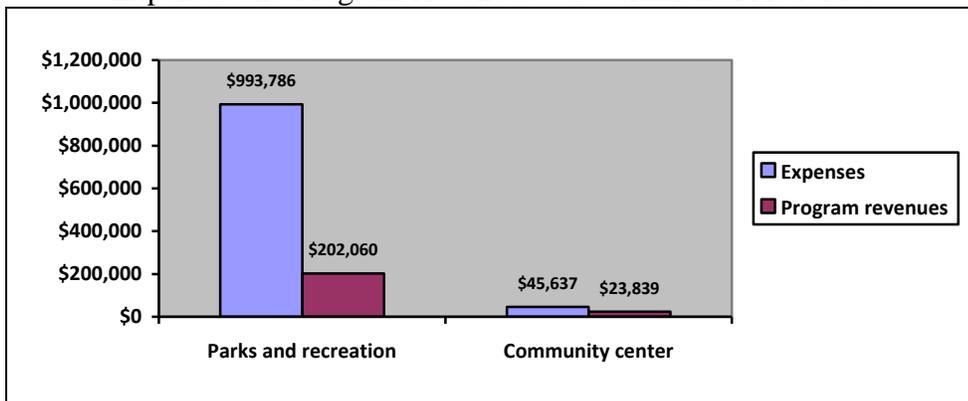
Financial Analysis of the Government-wide Financial Statements (Continued)

The \$143,879 decrease in total net position is attributed to each function as follows:

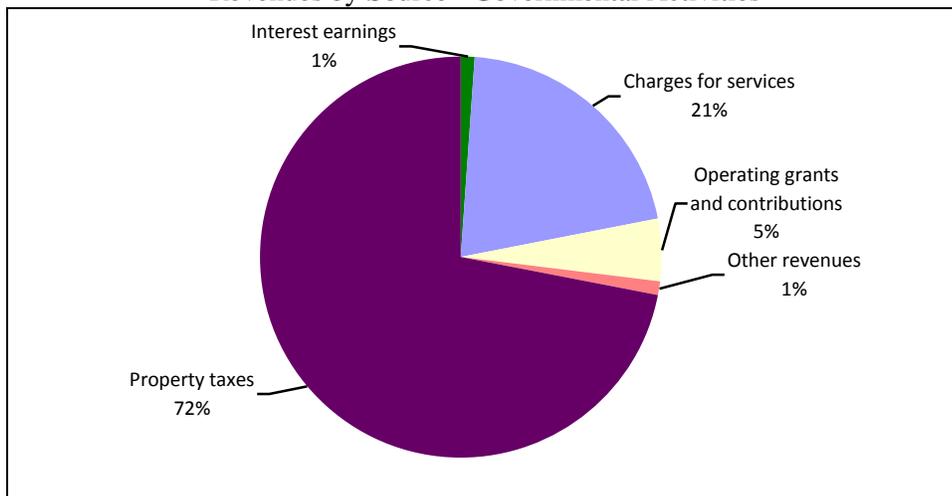
Governmental Activities

- Charges for services increased \$10,147 due to an increase in event revenue.
- Operating grants and contributions decreased by \$137,642 due to the District receiving grant revenue from the California Fire Safe Council during the prior year.
- Costs for salaries and wages expense increased \$22,545 (7%). Costs for event expenses increased \$17,817 (27%).

Expenses and Program Revenues - Governmental Activities



Revenues by Source - Governmental Activities



(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

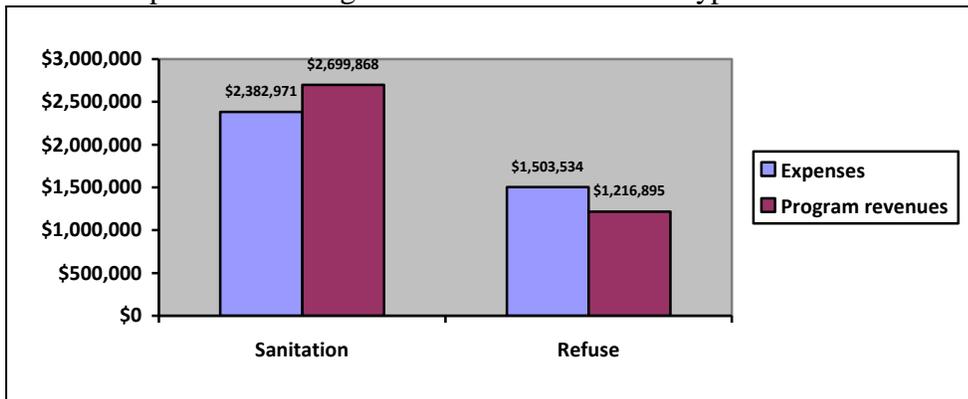
June 30, 2013

Financial Analysis of the Government-wide Financial Statements (Continued)

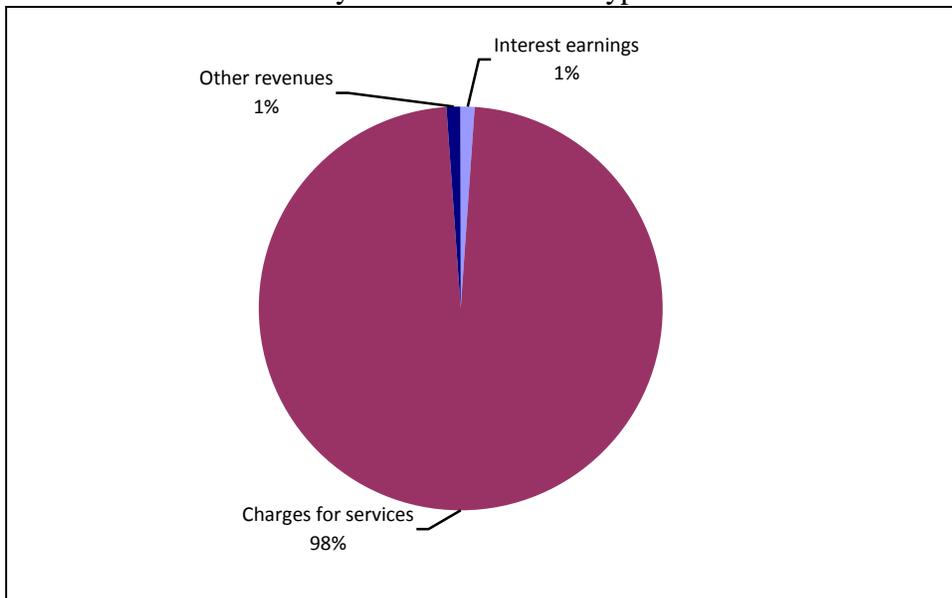
Business-type Activities

- Revenues from refuse service charges decreased \$53,114 (4%) due to a reduction in trash can size by customers.
- Expenses increased \$61,426 (2%) primarily due to an increase in employee benefits and professional fees.

Expenses and Program Revenues - Business-type Activities



Revenues by Source - Business-type Activities



TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

Financial Analysis of the District's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the District's governmental funds is to provide short-term inflows and outflows and balances of current expendable resources. In particular, the *unassigned fund balance* presented in the balance sheet may serve as a useful measure of the District's resources available for spending at the end of its fiscal year.

As of the end of the current fiscal year, the District's combined governmental fund expenditures exceeded revenues by \$94,162 primarily due to increased capital projects and increased repairs and maintenance expenses. This resulted in a \$94,162 decrease in the combined ending fund balance of the District's governmental funds. The fund balance of the parks and recreation fund decreased by \$72,564 and the fund balance of the community center fund decreased by \$21,598. At year-end, the combined fund balance of governmental funds was \$182,898, consisting of \$230,000 assigned for capital outlay and (\$47,102) was unassigned.

Proprietary Funds

The District's proprietary fund statements provide the same type of information, in more detail, on the business-type activities presented in the government-wide financial statements.

The net position of the proprietary funds increased by \$56,727 from \$1,764,573 to \$1,821,300. The net position included \$91,637 in unrestricted net position which has increased by \$70,686 or 337% from the previous year. The increase in unrestricted net position is primarily due to a decrease in contract services and consultant fees from the previous year. Changes in total net position from last year are as follows: Sanitation increase of \$322,324 and refuse decrease of \$265,597.

Budgetary Highlights

The District adopts annual operating budgets for both the governmental and the proprietary funds, and this report includes the results of governmental fund operations on a budgetary comparison basis. The District Board also adopts budget amendments during the course of the fiscal year to adjust for unforeseen circumstances and changes in priorities.

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TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

Parks and Recreation Fund

The parks and recreation fund reflects a net favorable budget variance of \$14,535 when comparing actual amounts to the final budget for the fiscal year. The actual revenues were greater than the budgeted amount by \$59,984 and actual expenditures exceeded the budget by \$45,449. The expenditure variances are mainly due to the District not including capital outlay as part of their budget.

Capital Asset and Debt Administration

Capital Assets

At the end of fiscal year 2013, the District's investment in capital assets amounted to \$7,676,111 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, equipment, construction in progress, vehicles, park facilities and sanitation and refuse systems.

The District's total investment in capital assets before depreciation increased by \$140,737 from \$12,906,810 to \$13,047,547. Significant additions to capital assets included:

- Bell Lane pump station bypass project (\$65,605)
- 2013 Isuzu garbage truck (\$115,548)
- John Deere utility tractor/mower (\$17,422)
- Rhubarb trail bridges (\$25,820)

The following table displays the changes in District's capital assets, net of accumulated depreciation.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

June 30, 2013

Tamalpais Community Services District's Capital Assets (net of depreciation, in rounded dollars)

	Governmental Activities		Business-type Activities		Total	
	2013	2012	2013	2012	2013	2012
Land	\$ 66,500	\$ 66,500	\$ 29,853	\$ 29,853	\$ 96,353	\$ 96,353
Buildings and improvements	1,321,917	1,321,917	752,092	752,092	2,074,009	2,074,009
Collection system	-	-	5,267,160	5,267,160	5,267,160	5,267,160
Pumping stations	-	-	2,722,316	2,656,710	2,722,316	2,656,710
Equipment	81,513	73,107	549,567	549,567	631,080	622,674
Leasehold improvements	840,170	814,350	-	-	840,170	814,350
Vehicles	28,794	28,794	1,387,665	1,346,760	1,416,459	1,375,554
Total	2,338,894	2,304,668	10,708,653	10,602,142	13,047,547	12,906,810
Less accumulated depreciation	(1,012,833)	(925,562)	(4,358,603)	(3,993,230)	(5,371,436)	(4,918,792)
Net capital assets	<u>\$ 1,326,061</u>	<u>\$ 1,379,106</u>	<u>\$ 6,350,050</u>	<u>\$ 6,608,912</u>	<u>\$ 7,676,111</u>	<u>\$ 7,988,018</u>

Additional information on the District's capital assets can be found in Note E of the "Notes to Financial Statements" section.

Long-term Debt

During fiscal year 2013, all debt service was paid when and as required. Additional information about long-term debt can be found in Note F of this report.

Economic Factors and Next Year's Budgets and Rates

For the 2013 fiscal year, parks and recreation fund revenue projections have been conservative and comparable to prior years.

Contacting the District's Financial Management

This financial report is designed to provide a general overview of the District's finances and to demonstrate the District's financial accountability and compliance with applicable laws for all those with an interest in the District's finances. Questions concerning any of the information provided in this report, or requests for additional financial information can be addressed to Tamalpais Community Services District, Attention: General Manager, 305 Bell Lane, Mill Valley, California 94941.

TAMALPAIS COMMUNITY SERVICES DISTRICT

Statement of Net Position

June 30, 2013

	<u>Governmental activities</u>	<u>Business-Type activities</u>	<u>Total</u>
Assets			
Cash and investments	\$ 219,089	\$ 662,309	\$ 881,398
Accounts receivable	10,739	50,596	61,335
Interest receivable	672	-	672
Notes receivable	-	5,018	5,018
Capital assets, net of accumulated depreciation	<u>1,326,061</u>	<u>6,350,050</u>	<u>7,676,111</u>
Total assets	<u>1,556,561</u>	<u>7,067,973</u>	<u>8,624,534</u>
Deferred outflows of resources	<u>-</u>	<u>-</u>	<u>-</u>
Liabilities			
Accounts payable	39,826	131,348	171,174
Accrued liabilities	1,898	-	1,898
Deposits payable	878	-	878
Long-term liabilities			
Debt due within one year	-	255,308	255,308
Debt due in more than one year	-	4,365,079	4,365,079
Compensated absences	28,347	103,789	132,136
Accrued other post-employment benefits	<u>147,646</u>	<u>391,149</u>	<u>538,795</u>
Total liabilities	<u>218,595</u>	<u>5,246,673</u>	<u>5,465,268</u>
Deferred inflows of resources	<u>-</u>	<u>-</u>	<u>-</u>
Net Position			
Net investment in capital assets	1,326,061	1,729,663	3,055,724
Unrestricted	<u>11,905</u>	<u>91,637</u>	<u>103,542</u>
Total net position	<u>\$ 1,337,966</u>	<u>\$ 1,821,300</u>	<u>\$ 3,159,266</u>

The accompanying notes are an integral part of this financial statement.

STATEMENT OF ACTIVITIES

TAMALPAIS COMMUNITY SERVICES DISTRICT

Statement of Activities

For the year ended June 30, 2013

		Program revenues		
<u>Expenses</u>	<u>Charges for services</u>	<u>Operating grants and contributions</u>	<u>Capital grants and contributions</u>	
Governmental activities				
Parks and recreation	\$ 993,786	\$ 157,128	\$ 44,932	\$ -
Community center	<u>45,637</u>	<u>23,839</u>	<u>-</u>	<u>-</u>
Total governmental activities	<u>1,039,423</u>	<u>180,967</u>	<u>44,932</u>	<u>-</u>
Business-type activities				
Sanitation	2,382,971	2,699,868	-	-
Refuse	<u>1,503,534</u>	<u>1,216,895</u>	<u>-</u>	<u>-</u>
Total business-type activities	<u>3,886,505</u>	<u>3,916,763</u>	<u>-</u>	<u>-</u>
Total government	<u>\$ 4,925,928</u>	<u>\$ 4,097,730</u>	<u>\$ 44,932</u>	<u>\$ -</u>

General revenues

Taxes

Property taxes

Homeowners property tax relief

Investment income

Miscellaneous

Total general revenues

Changes in net position

Net position, beginning of year

Net position, end of year

<u>Net (expenses) revenues and changes in net position</u>		
<u>Governmental</u>	<u>Business-type</u>	
<u>activities</u>	<u>activities</u>	<u>Totals</u>
\$ (791,726)	\$ -	\$ (791,726)
<u>(21,798)</u>	<u>-</u>	<u>(21,798)</u>
<u>(813,524)</u>	<u>-</u>	<u>(813,524)</u>
-	316,897	316,897
<u>-</u>	<u>(286,639)</u>	<u>(286,639)</u>
<u>-</u>	<u>30,258</u>	<u>30,258</u>
<u>(813,524)</u>	<u>30,258</u>	<u>(783,266)</u>
601,118	-	601,118
2,872	-	2,872
3,470	2,922	6,392
<u>5,458</u>	<u>23,547</u>	<u>29,005</u>
<u>612,918</u>	<u>26,469</u>	<u>639,387</u>
(200,606)	56,727	(143,879)
<u>1,538,573</u>	<u>1,764,573</u>	<u>3,303,146</u>
<u>\$ 1,337,967</u>	<u>\$ 1,821,300</u>	<u>\$ 3,159,267</u>

The accompanying notes are an integral part of this financial statement.

TAMALPAIS COMMUNITY SERVICES DISTRICT

**Balance Sheet
Governmental Funds**

June 30, 2013

	<u>Parks and Recreation Fund</u>	<u>Nonmajor Community Center Fund</u>	<u>Total Governmental Funds</u>
Assets			
Cash and investments	\$ 219,089	\$ -	\$ 219,089
Due from other funds	133,622	-	133,622
Accounts receivable	5,059	680	5,739
Interest receivable	<u>672</u>	<u>-</u>	<u>672</u>
Total assets	<u>\$ 358,442</u>	<u>\$ 680</u>	<u>\$ 359,122</u>
Liabilities and Fund Balances			
Liabilities			
Due to other funds	\$ -	\$ 133,622	\$ 133,622
Accounts payable	39,800	26	39,826
Accrued liabilities	200	1,698	1,898
Deposits payable	<u>878</u>	<u>-</u>	<u>878</u>
Total liabilities	<u>40,878</u>	<u>135,346</u>	<u>176,224</u>
Fund balances			
Assigned to:			
Capital outlay	230,000	-	230,000
Unassigned	<u>87,564</u>	<u>(134,666)</u>	<u>(47,102)</u>
Total fund balances (deficit)	<u>317,564</u>	<u>(134,666)</u>	<u>182,898</u>
Total liabilities and fund balances	<u>\$ 358,442</u>	<u>\$ 680</u>	<u>\$ 359,122</u>

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Balance Sheet
Governmental Funds (Continued)

June 30, 2013

Reconciliation to statement of net position

Total governmental fund balances	\$	182,898
Amounts reported for governmental activities in the statement of net position are different because:		
Accounts receivable are not available to pay current period expenditures and, therefore, not reported in the governmental funds balance sheet.		5,000
Capital assets used in governmental activities are not financial resources and, therefore, not reported in the funds		1,326,061
Long-term liabilities are not due and payable in the current period and, therefore, not reported in the balance sheet of governmental funds		<u>(175,992)</u>
Net position of governmental activities	\$	<u>1,337,967</u>

The accompanying notes are an integral part of this financial statement.

TAMALPAIS COMMUNITY SERVICES DISTRICT

**Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds**

For the year ended June 30, 2013

	<u>Parks and Recreation Fund</u>	<u>Nonmajor Community Center Fund</u>	<u>Total Governmental Funds</u>
Revenues			
Property taxes	\$ 637,650	\$ -	\$ 637,650
Charges for services	132,087	-	132,087
Grant income	20,043	-	20,043
Rental income	25,040	22,297	47,337
Contributions	36,438	-	36,438
Investment income	3,470	-	3,470
Other	5,256	1,742	6,998
Total revenues	859,984	24,039	884,023
Expenditures			
Parks and recreation	889,306	-	889,306
Community center	-	45,637	45,637
Capital outlay	43,242	-	43,242
Total expenditures	932,548	45,637	978,185
Net change in fund balances	(72,564)	(21,598)	(94,162)
Fund balances, beginning of year	390,128	(113,068)	277,060
Fund balances, end of year	\$ 317,564	\$ (134,666)	\$ 182,898
Reconciliation to statement of activities			
Net change in fund balances - governmental funds			\$ (94,162)
Amounts reported for governmental activities in the statement of net position are different because of the following:			
Depreciation expense related to capital assets is recognized in the statement of activities, but is not reported in the funds			(96,287)
Governmental funds report capital outlays as expenditures while governmental activities record depreciation expense to allocate those expenditures over the life of the assets			43,242
Change in compensated absences is recorded as an expense in the statement of activities			1,889
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds			(45,836)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds			28,859
Other post-employment benefits are recorded as an expense in the statement of activities			(38,311)
Change in net position of governmental activities			\$ (200,050)

The accompanying notes are an integral part of this financial statement.

TAMALPAIS COMMUNITY SERVICES DISTRICT

**Statement of Net Position
Proprietary Funds**

June 30, 2013

	Sanitation Enterprise <u>Fund</u>	Refuse Enterprise <u>Fund</u>	<u>Total</u>
Assets and Deferred Outflows of Resources			
Current assets			
Cash and investments	\$ 415,463	\$ 246,846	\$ 662,309
Accounts receivable	48,175	2,421	50,596
Note receivable	<u>5,018</u>	<u>-</u>	<u>5,018</u>
Total current assets	<u>468,656</u>	<u>249,267</u>	<u>717,923</u>
Capital assets, net of accumulated depreciation	<u>6,039,379</u>	<u>310,671</u>	<u>6,350,050</u>
Deferred outflows of resources	<u>-</u>	<u>-</u>	<u>-</u>
Total assets and deferred outflows of resources	<u>\$ 6,508,035</u>	<u>\$ 559,938</u>	<u>\$ 7,067,973</u>
Liabilities, Deferred Inflows of Resources and Net Position			
Current liabilities (payable from current assets)			
Accounts payable	\$ 63,556	\$ 67,792	\$ 131,348
Current portion of notes payable	<u>255,308</u>	<u>-</u>	<u>255,308</u>
Total current liabilities	<u>318,864</u>	<u>67,792</u>	<u>386,656</u>
Noncurrent liabilities			
Compensated absences	42,034	61,755	103,789
Noncurrent portion of notes payable	4,365,079	-	4,365,079
Accrued other post-employment benefits	<u>114,762</u>	<u>276,387</u>	<u>391,149</u>
Total noncurrent liabilities	<u>4,521,875</u>	<u>338,142</u>	<u>4,860,017</u>
Deferred inflows of resources	<u>-</u>	<u>-</u>	<u>-</u>
Net position			
Net investment in capital assets	1,418,992	310,671	1,729,663
Unrestricted	<u>248,304</u>	<u>(156,667)</u>	<u>91,637</u>
Total net position	<u>1,667,296</u>	<u>154,004</u>	<u>1,821,300</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 6,508,035</u>	<u>\$ 559,938</u>	<u>\$ 7,067,973</u>

The accompanying notes are an integral part of this financial statement.

TAMALPAIS COMMUNITY SERVICES DISTRICT

**Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds**

For the year ended June 30, 2013

	Sanitation Enterprise <u>Fund</u>	Refuse Enterprise <u>Fund</u>	<u>Total</u>
Operating revenues			
Charges for services	\$ 2,666,318	\$ 1,181,167	\$ 3,847,485
Other	27,615	40,410	68,025
Connection fees	<u>9,000</u>	<u>-</u>	<u>9,000</u>
Total operating revenues	<u>2,702,933</u>	<u>1,221,577</u>	<u>3,924,510</u>
Operating expenses			
Contract services	1,171,853	197,819	1,369,672
Salaries and wages	232,604	466,726	699,330
Employee benefits	135,966	309,936	445,902
Depreciation	352,175	87,841	440,016
Repairs and maintenance	112,843	167,986	280,829
Insurance	32,405	76,933	109,338
Other post-employment benefits	29,891	72,132	102,023
Professional fees	39,693	23,299	62,992
Fuel	5,565	42,468	48,033
Supplies	20,475	20,139	40,614
Fees and permits	9,869	28,689	38,558
Consulting	16,024	-	16,024
Utilities	9,740	4,082	13,822
Directors' expenses	7,003	3,227	10,230
Travel, schools, seminars	1,106	1,151	2,257
Miscellaneous	<u>-</u>	<u>1,106</u>	<u>1,106</u>
Total operating expenses	<u>2,177,212</u>	<u>1,503,534</u>	<u>3,680,746</u>
Operating income (loss)	<u>525,721</u>	<u>(281,957)</u>	<u>243,764</u>
Nonoperating revenues (expenses)			
Gain on disposal of asset	-	15,800	15,800
Interest revenue	2,362	560	2,922
Debt service - interest	<u>(205,759)</u>	<u>-</u>	<u>(205,759)</u>
Total nonoperating revenues (expenses)	<u>(203,397)</u>	<u>16,360</u>	<u>(187,037)</u>
Changes in net position	322,324	(265,597)	56,727
Net position, beginning of year	<u>1,344,972</u>	<u>419,601</u>	<u>1,764,573</u>
Net position, end of year	<u>\$ 1,667,296</u>	<u>\$ 154,004</u>	<u>\$ 1,821,300</u>

The accompanying notes are an integral part of this financial statement.

TAMALPAIS COMMUNITY SERVICES DISTRICT

**Statement of Cash Flows
Proprietary Funds**

For the year ended June 30, 2013

	<u>Sanitation Enterprise Fund</u>	<u>Refuse Enterprise Fund</u>	<u>Total</u>
Cash flows from operating activities			
Receipts from customers	\$ 2,707,646	\$ 1,221,594	\$ 3,929,240
Payments to suppliers for goods and services	(1,587,377)	(912,109)	(2,499,486)
Payments to employees	(204,273)	(392,400)	(596,673)
Internal activity - receipts from other funds	-	30,295	30,295
Internal activity - payments to other funds	<u>(30,295)</u>	<u>-</u>	<u>(30,295)</u>
Net cash provided by (used in) operating activities	<u>885,701</u>	<u>(52,620)</u>	<u>833,081</u>
Cash flows from capital and related financing activities			
Acquisition of capital assets	(65,606)	(115,548)	(181,154)
Principal payments on long-term debt	(244,903)	-	(244,903)
Interest paid on long-term debt	(205,759)	-	(205,759)
Equipment deposit	-	62,247	62,247
Proceeds from sale of assets	<u>-</u>	<u>15,800</u>	<u>15,800</u>
Net cash used in capital and related financing activities	<u>(516,268)</u>	<u>(37,501)</u>	<u>(553,769)</u>
Cash flows from investing activities			
Collection on note receivable	1,776	-	1,776
Interest income	<u>2,589</u>	<u>971</u>	<u>3,560</u>
Net cash provided by investing activities	<u>4,365</u>	<u>971</u>	<u>5,336</u>
Net increase (decrease) in cash and cash equivalents	373,798	(89,150)	284,648
Cash and cash equivalents, beginning of year	<u>41,665</u>	<u>335,996</u>	<u>377,661</u>
Cash and cash equivalents, end of year	<u>\$ 415,463</u>	<u>\$ 246,846</u>	<u>\$ 662,309</u>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities			
Operating income (loss)	\$ 525,721	\$ (281,957)	\$ 243,764
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities			
Depreciation	352,175	87,841	440,016
Change in assets and liabilities			
Accounts receivable	4,713	17	4,730
Due from other funds	-	30,295	30,295
Due to other funds	(30,295)	-	(30,295)
Accounts payable	5,056	36,858	41,914
Compensated absences	(1,560)	2,194	634
Other post-employment benefits	<u>29,891</u>	<u>72,132</u>	<u>102,023</u>
Net cash provided by (used in) operating activities	<u>\$ 885,701</u>	<u>\$ (52,620)</u>	<u>\$ 833,081</u>

The accompanying notes are an integral part of this financial statement.

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies

This summary of significant accounting policies of the Tamalpais Community Services District (the District) is presented to assist in understanding the District's financial statements.

Description of the reporting entity

The Tamalpais Community Services District was formed in 1967 at which time it assumed the assets, liabilities and operations of its predecessor, the Tamalpais Valley Sanitary District. The District provides sanitation service, refuse and debris removal, park maintenance and public recreation services to its constituents. The District is governed by an elected five-member Board of Directors.

District management considered all potential component units for inclusion in the reporting entity by applying the criteria set forth in accounting principles generally accepted in the United States of America. The District concluded that there are no potential component units which should be included in the reporting entity.

Government-wide financial statements

The government-wide financial statements (i.e., the Statement of Net Position and Statement of Activities) display information about the reporting government as a whole. These statements include the financial activities of the overall District government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for each segment of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs, (b) grants and contributions that are restricted to meeting the operational needs of a particular program, and (c) fees, grants, and contributions that are restricted to financing the acquisition or construction of capital assets. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

Fund financial statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitutes its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. The District presently has no fiduciary funds. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major funds of the financial reporting entity are described below:

Governmental Funds

The *parks and recreation fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *community center fund* is a nonmajor fund. It accounts for all activities to maintain and operate the community center.

Proprietary Funds

Enterprise Funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges, and the measurement of financial activity focuses on net income measurement similar to the private sector.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

The reporting entity includes the following enterprise funds, all of which are reported as major funds:

<u>Fund</u>	<u>Brief description</u>
Sanitation Fund	Accounts for activities associated with operating and maintaining the Districts collection and treatment of wastewater. All activities necessary to provide such services are accounted for in this fund, including administration, operations, capital improvements, maintenance, financing and related debt service, and billing and collection.
Refuse Fund	Accounts for the provision of refuse collection services to residents of the District. All activities necessary to provide such services are accounted for in this fund, including administration, operations, capital improvements, maintenance, financing and related debt service, and billing and collection.

As allowed by Governmental Accounting Standards Board (GASB) Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, the District's proprietary funds follow all GASB pronouncements and Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins issued on or before November 30, 1989, except those that conflict with a GASB pronouncement.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The District's operating revenues include all revenues derived from sanitation and refuse services. The enterprise funds also recognize as operating revenue, the portion of tap fees, connection fees and impact fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

Measurement focus

In the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-like activities are presented using the economic resources measurement focus as defined in item b below.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate:

- a. All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of accounting

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

All proprietary funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

Cash, cash equivalents and investments

For the purpose of financial reporting “cash and cash equivalents” includes all demand and savings accounts and short-term investments with an original maturity of three months or less. This also includes deposits with the State of California Local Agency Investment Fund (LAIF).

Investments for the District are reported at fair value.

Accounts receivable

District management considers all accounts receivable to be fully collectible. Accordingly, an allowance of doubtful accounts has not been recorded in these financial statements.

Capital assets

Capital assets are reported in the applicable governmental or business-type activities columns of the government-wide financial statements. All capital assets are valued at historical cost or estimated historical cost. The District’s policy is to capitalize all assets with costs exceeding certain minimum thresholds and with useful lives exceeding two years. The District has elected not to retroactively capitalize infrastructure capital assets acquired prior to June 30, 2003, as allowed by Government Accounting Standards Board (GASB) Statement No. 34.

GASB Statement No. 34 requires that all capital assets with limited useful lives be depreciated over their estimated useful lives. Depreciation has been provided on capital assets and is charged as an expense against operations each year. The total amount of

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

depreciation taken over the years is reported on the statement of net position as a reduction in the book value of capital assets.

Depreciation is provided using the straight-line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The District has assigned the useful lives listed below to capital assets.

Leasehold improvements	7-40 years
Buildings and improvements	5-50 years
Equipment	5-20 years
Vehicles	5-7 years
Collection lines and improvements	10-40 years
Pumping stations	7-15 years

Major outlays for capital assets and improvements are capitalized as projects are constructed. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Long-lived assets

Long-lived assets to be held and used are reviewed for impairment whenever events or changes in circumstances indicate that the related carrying amount may not be recoverable. When required, impairment losses on assets to be held and used are recognized based on the fair value of the asset. Long-lived assets to be disposed of are reported at the lower of carrying amount or fair value less costs to sell.

Long-term debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources is reported as liabilities in the government-wide statements. The long-term debt consists primarily of notes payable.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as it is in the government-wide statements.

Compensated absences

Compensated absences are accrued as earned by employees, and consist of accruals for vacation and sick time. The District's liability for compensated absences is reported in the Statement of Net Position for governmental activities in the government-wide financial statements.

Net position

Equity in the financial statements is classified as net position and displayed in three components as follows:

- a. Net investment in capital assets - Consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributable to the acquisition, construction or improvement of those assets.
- b. Restricted - Consists of restricted assets reduced by liabilities and deferred inflows of resources related to these assets.
- c. Unrestricted - Amounts not required to be reported in other components of net position.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund balance

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the District is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components: nonspendable, restricted, committed, assigned and unassigned.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

Nonspendable - Amounts that cannot be spent because they are either not spendable in form or are legally or contractually required to be maintained intact.

Restricted - Amounts constrained regarding use from restrictions externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or by restrictions imposed by law through constitutional provisions or enabling legislation.

Committed - Amounts constrained regarding use for specific purposes pursuant to requirements imposed by formal action of the District's highest level of decision making authority.

Assigned - Amounts constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed. The authority for assigning fund balance is expressed by the Board of Directors, District manager or their designee.

Unassigned - Amounts that have not been restricted, committed or assigned to specific purposes within the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount. Other governmental funds besides the general fund can only report a negative unassigned fund balance amount.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources (committed, assigned and unassigned) as they are needed. When unrestricted resources (committed, assigned and unassigned) are available for use it is the District's policy to use committed resources first, then assigned, and then unassigned as they are needed.

Internal and Interfund Balances and Activities

In the process of aggregating the financial information for the government-wide Statement of Net Position and Statement of Activities, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

Interfund activity, if any, within and among the governmental and proprietary fund categories is reported as follows in the fund financial statements:

1. Interfund loans - Amounts provided with a requirement for repayment are reported as interfund receivables and payables.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

2. Interfund services - Sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.
3. Interfund reimbursements - Repayments from funds responsible for certain expenditures/ expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.
4. Interfund transfers - Flow of assets from one fund to another where repayment is not expected are reported as transfers in and out.

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide financial statements as follows:

1. Internal balances - Amounts reported in the fund financial statements as interfund receivables and payables are eliminated in the governmental and business-type activities columns of the Statement of Net Position, except for the net residual amounts due between governmental and business-type activities, which are reported as Internal Balances.
2. Internal activities - Amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide Statement of Activities except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers - Internal Activities. The effects of interfund services between funds, if any, are not eliminated in the Statement of Activities.

Property taxes

Property taxes are levied as of January 1 on property values assessed as of the same date. State statutes provide that the property tax rate be limited generally to one percent of market value, be levied by only the County, and be shared by applicable jurisdictions. The County of Marin collects the taxes and distributes them to taxing jurisdictions on the basis of assessed valuations subject to voter-approved debt. Property taxes are due on November 1 and February 1, and become delinquent on December 10 and April 10. The District receives property taxes pursuant to an arrangement with the County known as the "Teeter Plan". Under the plan, the County assumes responsibility for the collection of delinquent taxes and pays the full allocation to the District. The District recognizes property tax revenues in the fiscal year in which they are due to the District.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note A - Summary of Significant Accounting Policies (Continued)

Estimates

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

Budgetary accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end. On or before the end of each fiscal year, department heads of the District submit requests for appropriations to the General Manager so that a budget may be prepared. The proposed budget is presented to the District's Board for review. The Board of Directors holds public hearings and a final budget is approved by the Board.

The appropriated budget is prepared by fund, function and department. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level. Encumbrance accounting is not employed in governmental funds.

New accounting pronouncements

The District implemented Government Accounting Standards Board Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, for the year ended June 30, 2013. This Statement provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources which are distinct from assets and liabilities and amends the net asset reporting requirements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

In March 2012, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*. This Statement amends or supersedes the accounting and financial reporting guidance for certain items previously required to be reported as assets or liabilities. In addition, it amends or supersedes requirements for the determination of major funds and addresses other statement of net position and governmental funds balance sheet presentation issues. The District will be required to implement the provisions of this Statement for the year ended June 30, 2014. This Statement will not have a material impact on the financial statements.

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note B - Cash and Investments

Cash and investments as of June 30, 2013 are classified in the accompanying financial statements as follows:

Statement of net position:

Cash and investments	\$	<u>881,398</u>
Total cash and investments	\$	<u><u>881,398</u></u>

Cash and investments as of June 30, 2013 consist of the following:

Deposits with financial institutions	\$	135,144
Marin County Treasurer		43,994
Investments		<u>702,260</u>
	\$	<u><u>881,398</u></u>

<u>Investment Type</u>	<u>Carrying value</u>	<u>Fair value</u>
California Local Agency Investment Fund (State Investment Pool)	\$ <u>702,260</u>	\$ <u>702,260</u>

The District maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the statement of net position and balance sheet as "cash and investments". Cash balances from all participating funds are combined and invested to the extent possible, pursuant to the Board of Directors approved Investment Policy and guidelines, and the California Government Code Section 53600. The District's cash and investments are in instruments allowed by the District's Investment Policy.

The Government Code and the District's Investment Policy allow investments in the following instruments:

- Investment Type
- Local Agency Investment Fund
 - Certificates of Deposit
 - Public Funds Savings Account
 - Money Market Account
 - Checking Account

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note B - Cash and Investments (Continued)

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by purchasing all shorter-term investments.

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity:

<u>Investment Type</u>	<u>Totals</u>	12 months or less	13 - 24 months	25-36 months	37 - 48 months	49 - 60 months	More than 60 months
State Investment Pool	\$ 702,260	\$ 702,260	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the District's investment policy, or debt agreements, and the actual rating as of fiscal year end for each investment type.

<u>Investment Type</u>	<u>Amount</u>	Minimum Legal <u>Rating</u>	Exempt From <u>Disclosure</u>	<u>Rating as of Fiscal Year End</u>				<u>As of Investment</u>
				<u>AAA</u>	<u>AA</u>	<u>A</u>	<u>Not Rated</u>	
State Investment Pool	\$ 702,260	N/A	\$ _____	\$ _____	\$ _____	\$ _____	\$ 702,260	100%

Concentration of Credit Risk

The investment policy of the District contains limitations on the amount that can be invested in certain types of investments.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note B - Cash and Investments (Continued)

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposit or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the government unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

Marin County Treasurer

Cash held by the Marin County Treasury is pooled with other County deposits for investment purposes by the County Treasurer in accordance with the investment policy of the County Treasurer (see County Treasurer's investment policy at <http://www.co.marin.ca.us/>). The Pool has established a treasury oversight committee to monitor and review the management of public funds maintained in the Pool. Participants' equity in the investment pool is determined by the dollar amount of the participant deposits, adjusted for withdrawals and distributed investment income. Investment income is prorated to individual funds based on their average daily cash balances. The value of the District shares in the Pool, which may be withdrawn, is determined on an amortized cost basis, which is different than the fair value of the District's position in the Pool. The District's investment in the Pool is unrated, stated at cost which approximates fair value, available upon demand and considered cash equivalents.

Investment in State Investment Pool

Although the District did not participate in any securities lending transactions or enter into any reverse repurchase agreements during the year, the District does have an investment in The California Local Agency Investment Fund (LAIF) in the amount of \$702,260.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note B - Cash and Investments (Continued)

Investments in LAIF are invested in accordance with the policy of the State Treasurer for LAIF accounts (see State Treasurer’s investment policy for LAIF accounts and separately issued financial reports for LAIF at <http://www.treasurer.ca.gov/pmia-laif/>). The total amount invested by all public agencies in LAIF is \$58,803,312,428 of which 1.96% is invested in medium-term and short-term structured notes and asset-backed securities. Included in LAIF’s investment portfolio are United States Treasury and federal agency securities, International Bank for Reconstruction and Development federal agency floating rate debentures, bank notes, certificates of deposit, commercial paper, corporate floaters and bonds, time deposits, and California Assembly Bill 55 and State of California General Fund Loans. Participants equity in LAIF is determined by the dollar amount of the participant’s deposits, adjusted for withdrawals and distributed investment income.

Note C - Notes Receivable

In January 2011, the District entered into a note agreement with a resident in the total amount of \$9,162. The note is receivable in monthly principal and interest payments of \$173, commencing February 10, 2011. The balance remaining as of June 30, 2013 was \$5,018. The note is uncollateralized, bears interest at 5.178% per annum and is due January 2016.

Note D - Interfund Transactions

Interfund transactions consist of the following:

Current interfund balances

Current interfund balances arise in the normal course of business and are expected to be repaid shortly after the end of the fiscal year. The following is a summary of interfund balances as of June 30, 2013.

<u>Receivable fund</u>	<u>Payable fund</u>	<u>Amount</u>
Parks and Recreation Fund	Community Center Fund	\$ 133,622

Internal balances

Internal balances represent the net interfund receivables and payables remaining after the elimination of all such balances within governmental and business-type activities.

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note E - Capital Assets

Capital asset activity for the year ended June 30, 2013, is as follows:

	<u>Balance</u> <u>June 30, 2012</u>	<u>Additions</u>	<u>Deletions</u>	<u>Transfers</u>	<u>Balance</u> <u>June 30, 2013</u>
Governmental activities					
Nondepreciable capital assets					
Land	\$ 66,500	\$ -	\$ -	\$ -	\$ 66,500
Total nondepreciable capital assets	<u>66,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>66,500</u>
Depreciable capital assets					
Leasehold improvements	814,350	25,820	-	-	840,170
Buildings and improvements	1,321,917	-	-	-	1,321,917
Equipment	73,107	17,422	(9,016)	-	81,513
Vehicles	28,794	-	-	-	28,794
Total depreciable capital assets	2,238,168	43,242	(9,016)	-	2,272,394
Less accumulated depreciation	<u>(925,562)</u>	<u>(96,287)</u>	<u>9,016</u>	<u>-</u>	<u>(1,012,833)</u>
Net depreciable capital assets	<u>1,312,606</u>	<u>(53,045)</u>	<u>-</u>	<u>-</u>	<u>1,259,561</u>
Net capital assets	<u>\$ 1,379,106</u>	<u>\$ (53,045)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,326,061</u>
Business-type activities					
Nondepreciable capital assets					
Land	\$ 29,853	\$ -	\$ -	\$ -	\$ 29,853
Net nondepreciable capital assets	<u>29,853</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>29,853</u>

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note E - Capital Assets (Continued)

	<u>Balance</u> <u>June 30, 2012</u>	<u>Additions</u>	<u>Deletions</u>	<u>Transfers</u>	<u>Balance</u> <u>June 30, 2013</u>
Business-type activities					
(Continued)					
Depreciable capital assets					
Buildings and improvements	752,092	-	-	-	752,092
Collection lines and improvements	5,267,160	-	-	-	5,267,160
Pumping stations	2,656,710	65,606	-	-	2,722,316
Equipment	549,567	-	-	-	549,567
Vehicles	<u>1,346,760</u>	<u>115,548</u>	<u>(74,643)</u>	<u>-</u>	<u>1,387,665</u>
Total depreciable capital assets	10,572,289	181,154	(74,643)	-	10,678,800
Less accumulated depreciation	<u>(3,993,230)</u>	<u>(440,016)</u>	<u>74,643</u>	<u>-</u>	<u>(4,358,603)</u>
Net depreciable capital assets	<u>6,579,059</u>	<u>(258,862)</u>	<u>-</u>	<u>-</u>	<u>6,320,197</u>
Net capital assets	<u>\$ 6,608,912</u>	<u>\$ (258,862)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,350,050</u>

Depreciation expense was charged to function and programs based on their usage of the related assets. The amounts allocated to each function or program were as follows:

Governmental activities:

Parks and recreation	\$ 63,031
Community center	<u>33,256</u>
Total depreciation expense - Governmental activities	<u>\$ 96,287</u>

Business-type activities:

Sanitation	\$ 352,175
Refuse	<u>87,841</u>
Total depreciation expense - Business-type activities	<u>\$ 440,016</u>

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note F - Long-Term Liabilities

Long-term liabilities outstanding as of June 30, 2013 consist of the following:

<u>Notes payable</u>	<u>Interest rate</u>	<u>Maturity date</u>	<u>Amounts authorized and issued</u>	<u>Outstanding</u>	<u>Due within one year</u>
City National Bank	4.30%	December 30, 2025	\$ 3,000,000	\$ 2,159,591	\$ 133,705
City National Bank	4.10%	June 30, 2028	<u>3,000,000</u>	<u>2,460,796</u>	<u>121,603</u>
			<u>\$ 6,000,000</u>	<u>\$ 4,620,387</u>	<u>\$ 255,308</u>

The following is a summary of long-term liability issuances and transactions during the year ended June 30, 2013:

<u>Notes payable</u>	<u>Balance June 30, 2012</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance June 30, 2013</u>
City National Bank	\$ 2,287,727	\$ -	\$ 128,136	\$ 2,159,591
City National Bank	<u>2,577,563</u>	<u>-</u>	<u>116,767</u>	<u>2,460,796</u>
	<u>\$ 4,865,290</u>	<u>-</u>	<u>\$ 244,903</u>	<u>\$ 4,620,387</u>

Notes payable - City National Bank

During November 2005, the District entered into a loan agreement with Municipal Finance Corporation for the purpose of obtaining financing for the costs of upgrading and replacing certain wastewater collection improvements to the District's sanitation enterprise system. Municipal Finance Corporation assigned the loan to City National Bank. The note is payable in semi-annual principal and interest payments of \$112,573 and is secured by a pledge of the net revenues of the District's sanitation and refuse enterprise funds. In addition, the District is obligated to set rates at a level such that the enterprise's unencumbered cash net revenues will at least be equal to 115 percent of that year's debt service on the loan. As of June 30, 2013, the District was in compliance with the covenant referenced above.

During March 2008, the District entered into a loan agreement with Municipal Finance Corporation for the purpose of obtaining financing for the costs of upgrading and replacing certain wastewater collection improvements to the District's sanitation enterprise system.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note F - Long-Term Liabilities (Continued)

Municipal Finance Corporation assigned the loan to City National Bank. The note is payable in semi-annual principal and interest payments of \$110,631 and is secured by a pledge of the net revenues of the District's sanitation and refuse enterprise funds. In addition, the District is obligated to set rates at a level such that the enterprise's unencumbered cash net revenues will at least be equal to 115 percent of that year's debt service on the loan. The District is required to submit audited financial statements within 180 days of year-end. As of June 30, 2013, the District was in compliance with the covenants referenced above.

Summary of long-term liabilities service requirements

Long-term liabilities service requirements to maturity are as follows:

<u>Year ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 255,309	\$ 191,100	\$ 446,409
2015	266,156	180,252	446,408
2016	277,465	168,943	446,408
2017	289,256	157,152	446,408
2018	301,547	144,861	446,408
2019-2023	1,711,191	520,847	2,232,038
2024-2028	<u>1,519,463</u>	<u>149,712</u>	<u>1,669,175</u>
Total requirements	<u>\$ 4,620,387</u>	<u>\$ 1,512,867</u>	<u>\$ 6,133,254</u>

Note G - Compensated Absences

Employees accrue vacation leave based on length of service. Accumulated vacation leave is subject to maximum accruals for all employees. As of June 30, 2013, the District's accrued liability for accumulated unused vacation leave and overtime is \$83,299. Employees are paid for their accumulated unused vacation leave upon separation from service. The liability is expected to be liquidated with future resources and not with expendable available financial resources.

In addition, for all District employees hired before March 1, 2001, the District will pay one-half of accumulated sick leave upon separation from the District, not to exceed a total of six months. The District has estimated and recorded a liability for accumulated unused sick leave of \$48,837.

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note H - Deficit Fund Balance

A deficit fund balance of \$134,666 exists in the nonmajor community center fund. The deficit is due to the District incurring costs in excess of revenues. The fund deficit is expected to be offset in the future from the receipt of revenues.

Note I - Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; risk of loss to employees; and natural disasters. In order to insure for risks of loss, the District participates in a joint venture under a joint powers agreement with the Special Districts Risk Management Authority (SDRMA). The relationship between the District and the SDRMA is such that the SDRMA is not a component unit of the District for financial reporting purposes.

The SDRMA arranges for and provides property, liability and worker's compensation coverage for its member districts. The Tamalpais Community Services District participates in all of the programs.

Each member district pays a premium commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in the SDRMA. The District's share of surpluses and deficits cannot be determined, although District management does not expect such amounts, if any, to be material in relation to the financial statements.

The District is covered by the following types of insurance through the SDRMA as of June 30, 2013:

<u>Coverage</u>	<u>Limits of liability</u>
General liability	\$ 5,000,000
Public officials and employees errors	5,000,000
Personal liability coverage for board members	500,000
Employment practices liability	5,000,000
Employee benefits liability	5,000,000
Employee dishonesty coverage	400,000
Auto liability	5,000,000
Uninsured/underinsured motorists	1,000,000
Property coverage	1,000,000,000
Boiler and machinery	100,000,000
Workers' compensation	
Statutory workers' compensation	Statutory limit
Employers' liability coverage	5,000,000

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note J - Defined Benefit Pension Plan

Plan description

The District contributes to the Marin County Employees' Retirement Association (Association), a cost-sharing multiple-employer defined benefit pension plan administered by the Board of Retirement serving many local government agencies. This plan covers all eligible District employees except the District general manager (see Note K). The Association provides retirement, disability, death, and survivor benefits to plan members and beneficiaries. The County Employee's Retirement Act of 1937 is the statutory basis for the Association. The Board of Retirement has the authority to establish and amend benefit provisions. The Association issues a publicly available financial report that includes financial statements and required supplementary information for the Association. A copy of the financial report may be obtained by writing to the Board of Retirement, Marin County Employees' Retirement Association, One McInnis Parkway, Suite 100, San Rafael, California, 94903.

Funding policy and annual pension cost

Contribution rates are based on plan members' annual covered salary and are actuarially determined. As of June 30, 2013, contribution rates are as follows:

	<u>General members</u>
Employer rates	26.98%
Employee rates (average)	10.98%

All eligible District employees are classified as general plan members. The contribution requirements of plan members and the District are established and may be amended by the Board of Retirement. The District's contribution to the Association for the years ended June 30, 2013, 2012, and 2011 were \$278,274, \$249,495, and \$267,169, respectively, equal to the required contributions for each year. The District's contribution includes the employee share.

Note K - Deferred Compensation and Defined Contribution Retirement Plans

The District contributes, on behalf of its general manager, to retirement plans administered by the International City Manager's Association Retirement Corporation (ICMA-RC), a not-for-profit retirement plan provider serving local and state government employees. ICMA-RC administers a 457 deferred compensation plans and a 401(a) defined contribution supplemental retirement savings plan for the District.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note K - Deferred Compensation and Defined Contribution Retirement Plans (Continued)

401(a) Plan - On September 14, 2005, the District established a qualified retirement program in accordance with Internal Revenue Code Section 401(a). This defined contribution 401(a) Money Purchase Retirement Plan was established with ICMA-RC. Contribution rates are based on plan members' annual covered salary and are actuarially determined. The District's contribution rate for the year ended June 30, 2013 was 26.98%. During the year ended June 30, 2013, the District's contribution to this plan was \$42,101. The District's contribution includes both the employee and employers share.

457 Plan - The District offers its general manager a deferred compensation plan in accordance with Internal Revenue Code Section 457. Under the plan, the general manager may elect to defer a portion of his salary and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by the general manager until termination, death, or unforeseeable emergency. The District contributes 11.65% of the general manager's salary as deferred compensation. Total District contributions to the Plan were \$18,179, which represents the total contribution to the Plan for the fiscal year ended June 30, 2013.

Note L - Jointly Operating Agreements

The District does not own and operate a separate wastewater treatment plant facility. Pursuant to an agreement with the Sausalito-Marin City Sanitary District, the District's waste is transported through District-owned and District maintained lines for processing at the Sausalito-Marin City Sanitary District's plant. The District is obligated to pay a proportionate share of the operating costs including sewage treatment costs, disposal costs, administrative costs and capital improvements. The District records such operating costs as expenses in its sanitation enterprise. The District also has a similar agreement with the Sewerage Agency of Southern Marin.

Note M - Other Post-Employment Benefits other than Pensions

Plan description

The District administers an Other Post-Employment Benefit (OPEB) Plan, a single-employer defined benefit plan. The District's OPEB Plan provides medical and dental insurance and supplemental Medicare insurance for eligible retirees and spouses through the District's group health insurance which covers both active and retired members.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note M - Other Post-Employment Benefits other than Pensions (Continued)

Effective December 2011, the District's OPEB Plan has been extended to cover spouses and family members. In order to be eligible to retire with District-paid health benefits, an employee must have completed 20 years of service with the District and have retired under Marin County Employees' Retirement Association. The activity and liability from the OPEB plan are included in these financial statements.

Funding policy

The District pays 100% of the cost of the OPEB plan. The District funds the plan on a pay-as-you-go basis and maintains reserves and records a liability for the difference between the pay-as-you-go and the actuarially determined annual OPEB cost.

Annual OPEB cost

The following table presents the components of the District's annual OPEB cost, amounts actually contributed, and changes in net OPEB obligation for the year ended June 30, 2013:

Annual required contribution	\$	181,880
Interest on net OPEB obligation		15,786
Adjustment to annual required contribution		<u>(24,167)</u>
Annual OPEB expense		173,499
Contributions made:		
Retired employees post-employment medical benefit payments		<u>(32,608)</u>
Increase in net OPEB obligation		140,891
Net OPEB obligation, beginning of year		<u>397,904</u>
Net OPEB obligation, end of year	\$	<u><u>538,795</u></u>

No trust or agency fund has been established for the plan and there were no adjustments to the annual required contribution or interest earnings.

Funded status of the plan

The most recent valuation dated July 1, 2010 includes an Actuarial Accrued Liability and Unfunded Actuarial Accrued Liability of \$2,444,450.

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note M - Other Post-Employment Benefits other than Pensions (Continued)

The District funds the plan on a pay-as-you-go basis and maintains reserves and records a liability for the difference between the pay-as-you-go and the actuarially determined annual cost.

Schedule of funding progress

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress for the year ended June 30, 2013 follows:

<u>Fiscal year end</u>	<u>Actuarial valuation date</u>	<u>Actuarial accrued liability (a)</u>	<u>Actuarial value of assets (b)</u>	<u>Unfunded actuarial liability accrued (UAAL) (a) - (b)</u>	<u>Funded status (b) / (a)</u>	<u>Annual covered payroll (c)</u>	<u>UAAL as a percentage of covered payroll [(a) - (b)] / (c)</u>
6/30/11	7/1/10	\$ 2,444,450	\$ -	\$ 2,444,450	0.0%	\$ 1,004,090	243.4%
6/30/12	7/1/10	2,444,450	-	2,444,450	0.0	1,076,040	226.8
6/30/13	7/1/10	2,444,450	-	2,444,450	0.0	1,065,094	229.5

Three-year trend information

The District's annual OPEB cost, percentage of annual OPEB costs contributed, and the net OPEB obligation are as follows:

<u>Fiscal year ended</u>	<u>Annual OPEB cost</u>	<u>Percentage of annual OPEB costs contributed</u>	<u>Net OPEB obligation</u>
6/30/11	\$ 163,015	19.8%	\$ 262,675
6/30/12	168,246	19.6	397,904
6/30/13	173,499	18.8	538,795

(Continued)

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note M - Other Post-Employment Benefits other than Pensions (Continued)

Actuarial methods and assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2010 actuarial valuation, the entry age normal actuarial cost method was used. The actuarial assumptions included a 4% investment rate of return and an annual healthcare cost trend rate of 7.9% initially, reduced by decrements to an ultimate rate of 5.5% after ten years. A level dollar amortization of the Unfunded Actuarial Accrued Liability is used over an open 30-year period.

Note N - Contingencies

The District is involved in litigation arising in the ordinary course of operations that, in the opinion of management, will not have a material effect on the financial condition of the District.

Note O - Lease Commitments

The District leases office equipment under a lease agreement that expires in 2014. The following summarizes future minimum rental payments required under the operating lease.

Year ending June 30,

2014	\$ <u>4,640</u>
------	-----------------

Total equipment rent expenses for the year ended June 30, 2013 was \$8,758.

The District also entered into a lease agreement on December 1, 2006 with the Tamalpais Valley Improvement Club. The term of the lease is 38 years (main term) for \$1 per year. The lease has two renewal options to extend the lease for 2 consecutive 25-year periods immediately following the main term. The District paid the entire lease obligation.

TAMALPAIS COMMUNITY SERVICES DISTRICT

Notes to Financial Statements

June 30, 2013

Note P - Governing Board

The powers of the District are exercised by a Board of Directors consisting of five directors each elected for a term of four years by the qualified electors within the District.

As of June 30, 2013, the members of the District's Board of Directors were as follows:

<u>Trustee</u>	<u>Term expires</u>
Jeff Brown	December 2013
Linda Johnson	December 2015
James Jacobs	December 2013
Steffan Bartschat	December 2015
Gretchen Stagg	December 2015

REQUIRED SUPPLEMENTAL INFORMATION

TAMALPAIS COMMUNITY SERVICES DISTRICT

**Budgetary Comparison Schedule - Parks and Recreation
Major Special Revenue Fund**

Year ended June 30, 2013

	Budgeted Amounts			Variance With Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual amounts</u>	
Fund Balance, July 1	\$ 390,128	\$ 390,128	\$ 390,128	\$ -
Resources (inflows):				
Property taxes	626,000	626,000	637,650	11,650
After school programs	47,000	47,000	40,655	(6,345)
Grant income	-	-	20,043	20,043
Rental income	25,000	25,000	25,040	40
Special events and class fees	91,000	91,000	91,432	432
Investment income	1,000	1,000	3,470	2,470
Operating grants and contributions	15,000	15,000	41,438	26,438
Other revenues	-	-	<u>5,256</u>	<u>5,256</u>
Amounts available for appropriations	<u>1,195,128</u>	<u>1,195,128</u>	<u>1,255,112</u>	<u>59,984</u>
Charges to appropriations (outflows):				
Parks and recreation				
Salaries and benefits	488,449	488,449	508,217	(19,768)
All other	398,650	398,650	381,089	17,561
Capital outlay	-	-	<u>43,242</u>	<u>(43,242)</u>
Total charges to appropriations	<u>887,099</u>	<u>887,099</u>	<u>932,548</u>	<u>(45,449)</u>
Fund Balance, June 30	<u>\$ 308,029</u>	<u>\$ 308,029</u>	<u>\$ 322,564</u>	<u>\$ 14,535</u>

Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues and Expenditures:

Sources/inflows of resources:

Actual amounts available for appropriation from budgetary data above

\$ 1,255,112

Differences-budget to GAAP:

The fund balance at the beginning of the year is a budgetary resource but is not a current year revenue for financial reporting purposes

(390,128)

Total revenues as reported in the statement of revenues, expenditures and changes in fund balances-governmental funds

\$ 864,984