

**TAMALPAIS COMMUNITY SERVICES  
DISTRICT**

FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT

**JUNE 30, 2019**



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**CROCE, SANGUINETTI, & VANDER VEEN**

INC.

**CERTIFIED PUBLIC ACCOUNTANTS**

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CROCE, SANGUINETTI, & VANDER VEEN<sup>INC.</sup>

CERTIFIED PUBLIC ACCOUNTANTS

## Independent Auditors' Report

To the Board of Directors  
**Tamalpais Community Services District**  
Mill Valley, California

### Report on the Financial Statements

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, 2019, 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 opinions 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 and the Standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the 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 opinions.

### Opinions

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, 2019, and the respective changes in financial position and, where applicable, cash flows, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information as listed in the table of contents 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.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated April 30, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

CROCE, SANGUINETTI, & VANDER VEEN, INC.  
Certified Public Accountants  
Stockton, California  
April 30, 2020

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Management's Discussion and Analysis

June 30, 2019

This narrative overview and analysis of the Tamalpais Community Services District's (District) financial activities for the fiscal year ended June 30, 2019 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 increased by \$1,207,494 over the prior year, including a \$87,108 increase in net position of governmental activities and a \$1,120,386 increase in net position of business-type activities. The District's net position is now \$2,198,937.
- Total assets of the District were \$11,197,981 with capital assets at \$6,377,348 net of accumulated depreciation. Current and other assets were \$4,820,633.
- Total liabilities were \$8,181,699 consisting of long-term liabilities of \$7,673,124 and other current liabilities at \$508,575.
- Assets of the District exceeded liabilities at the close of the most recent fiscal year by \$2,198,937 (net position). Of this amount, \$671,896 (unrestricted net position) is a deficit and is not available to meet the District's ongoing obligations, and \$2,870,833 is net investment in capital assets.
- On the current financial resources basis, the District's governmental fund revenues exceeded expenditures by \$48,282. The proprietary fund revenues exceeded expenditures by \$1,120,386.
- At year-end, there was \$335,592 in cash and investments to fund future governmental activities, and \$2,950,765 in cash and investments to fund future business-type activities.

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Management's Discussion and Analysis

June 30, 2019

### 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.

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 Measure A 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

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**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Management’s Discussion and Analysis**

June 30, 2019

**Overview of the Financial Statements (Continued)**

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.

- **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, deferred outflows, liabilities, and deferred inflows. As of June 30, 2019, the District’s net position was \$2,198,937, an increase of \$1,207,494 from the 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 (Deficit)  
(rounded to nearest dollar)  
As of June 30, 2019 and 2018

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>		<u>Variance</u>
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	
<b><u>Assets</u></b>							
Current and other assets	\$ 400,195	\$ 329,353	\$3,023,868	\$ 2,263,332	\$3,424,063	\$2,592,685	\$ 831,378
Capital assets, net	<u>1,816,106</u>	<u>1,790,030</u>	<u>4,561,242</u>	<u>4,631,342</u>	<u>6,377,348</u>	<u>6,421,372</u>	<u>(44,024)</u>
Total assets	<u>2,216,301</u>	<u>2,119,383</u>	<u>7,585,110</u>	<u>6,894,674</u>	<u>9,801,411</u>	<u>9,014,057</u>	<u>787,354</u>
Deferred outflows of resources	<u>437,670</u>	<u>408,252</u>	<u>958,900</u>	<u>864,685</u>	<u>1,396,570</u>	<u>1,272,937</u>	<u>123,633</u>
<b><u>Liabilities</u></b>							
Current liabilities	56,414	37,203	452,161	390,348	508,575	427,551	81,024
Non-current liabilities	<u>1,423,930</u>	<u>1,457,890</u>	<u>6,249,194</u>	<u>6,766,885</u>	<u>7,673,124</u>	<u>8,224,775</u>	<u>(551,651)</u>
Total liabilities	<u>1,480,344</u>	<u>1,495,093</u>	<u>6,701,355</u>	<u>7,157,233</u>	<u>8,181,699</u>	<u>8,652,326</u>	<u>(470,627)</u>
Deferred Inflows of resources	<u>251,205</u>	<u>197,228</u>	<u>566,140</u>	<u>445,997</u>	<u>817,345</u>	<u>643,225</u>	<u>174,120</u>
<b><u>Net Position (Deficit)</u></b>							
Net investment in capital assets	1,816,106	1,790,030	1,054,727	825,131	2,870,833	2,615,161	255,672
Unrestricted	<u>(893,684)</u>	<u>(954,716)</u>	<u>221,788</u>	<u>(669,002)</u>	<u>(671,896)</u>	<u>(1,623,718)</u>	<u>951,822</u>
Total net position (deficit)	<u>\$ 922,422</u>	<u>\$ 835,314</u>	<u>\$1,276,515</u>	<u>\$ 156,129</u>	<u>\$2,198,937</u>	<u>\$ 991,443</u>	<u>\$ 1,207,494</u>

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Management's Discussion and Analysis**

June 30, 2019

**Financial Analysis of the Government-Wide Financial Statements (Continued)**

By far, the largest portion of the District's net position, less any related outstanding debt used to acquire those assets, reflects its investment in 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 may be used to meet the District's ongoing obligations.

The following table displays the change in the District's net position for the year ended June 30, 2019.

Tamalpais Community Services District Change in Net Position (Deficit)

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
<b>Revenues</b>						
Program revenues						
Charges for services	\$ 217,635	\$ 222,199	\$ 6,882,113	\$ 5,630,203	\$ 7,099,748	\$ 5,852,402
Operating grants and contributions	64,403	30,291	5,000	5,000	69,403	35,291
Capital grants and contributions	-	876,984	-	-	-	876,984
General revenues						
Property taxes	970,319	915,534	-	-	970,319	915,534
Investment earnings	7,465	1,412	38,228	7,567	45,693	8,979
Miscellaneous	7,872	12,257	33	-	7,905	12,257
Total revenues	<u>1,267,694</u>	<u>2,058,677</u>	<u>6,925,374</u>	<u>5,642,770</u>	<u>8,193,068</u>	<u>7,701,447</u>
<b>Expenses</b>						
Parks and recreation	1,102,747	1,049,513	-	-	1,102,747	1,049,513
Measure A	77,839	26,321	-	-	77,839	26,321
Sanitation	-	-	4,061,134	3,896,471	4,061,134	3,896,471
Refuse	-	-	1,743,854	1,719,462	1,743,854	1,719,462
Total expenses	<u>1,180,586</u>	<u>1,075,834</u>	<u>5,804,988</u>	<u>5,615,933</u>	<u>6,985,574</u>	<u>6,691,767</u>
<b>Transfers</b>	-	-	-	-	-	-
<b>Change in net position</b>	87,108	982,843	1,120,386	26,837	1,207,494	1,009,680
<b>Net position, beginning of year</b>	835,314	297,087	156,129	1,192,834	991,443	1,489,921
<b>Prior period adjustment</b>	-	(444,616)	-	(1,063,542)	-	(1,508,158)
<b>Net position (deficit), end of year</b>	<u>\$ 922,422</u>	<u>\$ 835,314</u>	<u>\$ 1,276,515</u>	<u>\$ 156,129</u>	<u>\$ 2,198,937</u>	<u>\$ 991,443</u>

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**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Management’s Discussion and Analysis**

June 30, 2019

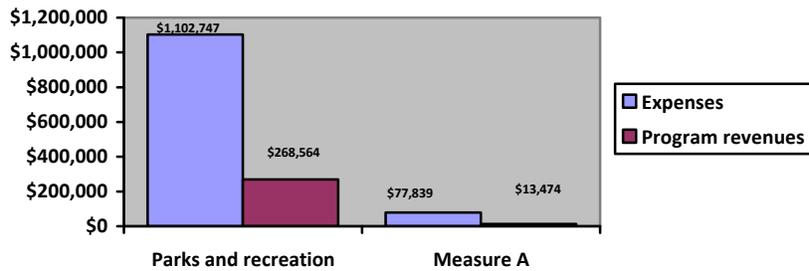
**Financial Analysis of the Government-Wide Financial Statements (Continued)**

The \$1,207,494 increase in total net position is attributed to each function for both governmental and business-type activities as follows:

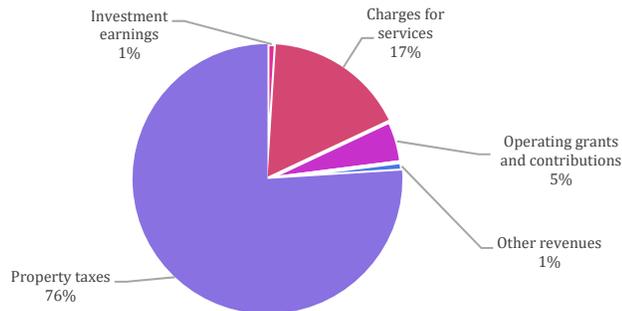
**Governmental Activities**

- Charges for services decreased by \$4,564 due to a decrease in event revenue.
- Operating grants and contributions increased by \$34,112 due to an increase in grant funds received for fire mitigation.
- Capital grants and contributions decreased by \$876,984 as a result of the purchase of the community center in the prior year.
- Parks and recreation expenses increased by \$53,234 as a result of an increase in trees and fire mitigation and an increase in salaries and wages.
- Measure A expenses increased by \$51,518 as a result of an increase in expenses incurred relative to Measure A tree and landscaping services.

Expenses and Program Revenues - Governmental Activities



Revenues by Source - Governmental Activities



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TAMALPAIS COMMUNITY SERVICES DISTRICT

Management's Discussion and Analysis

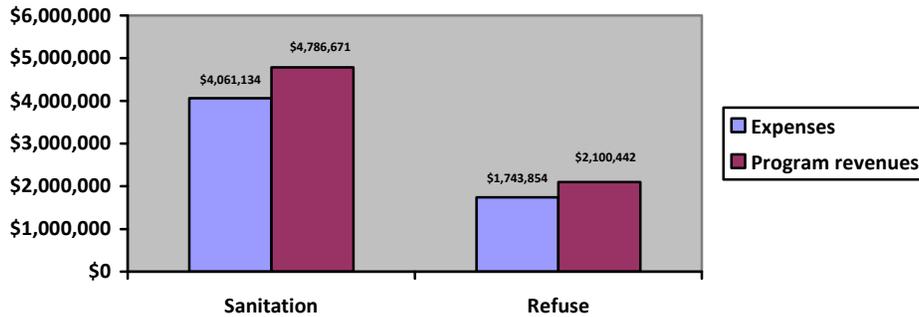
June 30, 2019

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

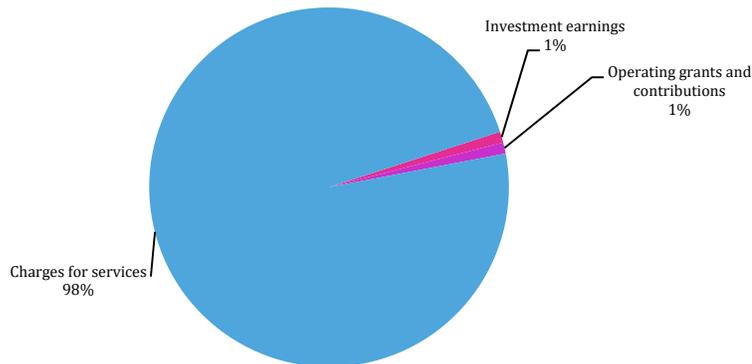
Business-type Activities

- Charges for services increased \$1,251,910 due to an increase in sewer and refuse service charge rates.
- Expenses increased \$189,055, the largest components of this increase are: contract services, employee benefits, and salaries and wages.

Expenses and Program Revenues - Business-type Activities



Revenues by Source - Business-type Activities



# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Management's Discussion and Analysis

June 30, 2019

### 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 revenues exceeded expenditures by \$48,282 primarily due to increased property tax revenues and fire mitigation grants. This resulted in a \$48,282 increase in the combined ending fund balance of the District's governmental funds. The fund balance of the parks and recreation fund increased by \$126,087 and the fund balance of the Measure A fund decreased by \$77,775. At year-end, the combined fund balance of governmental funds was \$320,254, consisting of \$230,000 assigned for capital outlay, \$1,125 nonspendable, and \$89,129 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 \$1,120,386 from \$156,129 to \$1,276,515. The net position included \$221,788 in unrestricted net position which has increased by \$890,790 or 133% from the previous year. The increase in unrestricted net position is due primarily to increases in charges for services. Changes in total net position from last year are as follows: Sanitation increase of \$756,300 and refuse increase of \$364,086.

### 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, 2019

**Budgetary Highlights (Continued)**

***Parks and Recreation Fund***

The parks and recreation fund reflects a net favorable budget variance of \$57,494 when comparing actual amounts to the final budget for the fiscal year. The actual revenues were more than the budgeted amount by \$51,041 and actual expenditures came under the budget by \$6,453.

**Capital Asset and Debt Administration**

***Capital Assets***

At the end of fiscal year 2019, the District’s investment in capital assets amounted to \$6,377,348 (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 \$359,469 from \$13,918,902 to \$14,278,371. Significant additions of capital assets included:

- Sewer improvements (\$239,881)
- Kay Park playground equipment (\$104,099)
- Tam Valley Historical archive building (\$52,229)

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

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

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
Land	\$ 416,500	\$ 416,500	\$ 29,853	\$ 29,853	\$ 446,353	\$ 446,353
Buildings and improvements	1,952,987	1,855,324	701,367	701,367	2,654,354	2,556,691
Collection system	-	-	5,507,040	5,267,160	5,507,040	5,267,160
Pumping stations	-	-	2,777,791	2,777,791	2,777,791	2,777,791
Equipment	84,666	81,513	608,378	566,543	693,044	648,056
Leasehold improvements	840,170	840,170	-	-	840,170	840,170
Vehicles	33,536	33,536	1,326,083	1,326,083	1,359,619	1,359,619
Construction in progress	-	<u>23,062</u>	-	-	-	<u>23,062</u>
Total	<u>3,327,859</u>	<u>3,250,105</u>	<u>10,950,512</u>	<u>10,668,797</u>	<u>14,278,371</u>	<u>13,918,902</u>
Less accumulated depreciation	<u>(1,511,753)</u>	<u>(1,460,075)</u>	<u>(6,389,270)</u>	<u>(6,037,455)</u>	<u>(7,901,023)</u>	<u>(7,497,530)</u>
Net capital assets	<u>\$ 1,816,106</u>	<u>\$ 1,790,030</u>	<u>\$ 4,561,242</u>	<u>\$ 4,631,342</u>	<u>\$ 6,377,348</u>	<u>\$ 6,421,372</u>

Additional information on the District’s capital assets can be found in Note C of the “Notes to Financial Statements” section.

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Management's Discussion and Analysis

June 30, 2019

### Long-term Debt

During fiscal year 2019, all debt service was paid when and as required. Additional information about long-term debt can be found in Note D of this report.

### Long-term liabilities

As a result of implementing GASB Statement No. 75, the District has accrued a liability of \$2,494,224 for post-employment benefits other than pensions at the end of the fiscal year.

As a result of implementing GASB Statement No. 68 and 71, the District has accrued a net pension liability of \$1,884,019 for retirement benefits to current and former employees at the end of the fiscal year.

### Economic Factors and Next Year's Budgets and Rates

For the 2019 fiscal year, parks and recreation fund revenue projections have been conservative and comparable to prior years.

On March 14, 2018, the District's Board adopted a Sewer Capital Improvement Program for FY 2018/19 through FY 2034/35. Also, on March 14, 2018, the District's Board approved resolution 2018-03 Reserve Policy for sanitation and refuse, based on recently adopted financial plans for the sanitation and refuse funds, and OPEB annual estimated expense.

### 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.

## **BASIC FINANCIAL STATEMENTS**

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Statement of Net Position**

June 30, 2019

	<u>Governmental</u> <u>activities</u>	<u>Business-Type</u> <u>activities</u>	<u>Total</u>
<b>Assets</b>			
Cash and investments	\$ 335,592	\$ 2,950,765	\$ 3,286,357
Accounts receivable	63,478	70,944	134,422
Prepaid expenses	1,125	2,159	3,284
Capital assets, net of accumulated depreciation	<u>1,816,106</u>	<u>4,561,242</u>	<u>6,377,348</u>
Total assets	<u>2,216,301</u>	<u>7,585,110</u>	<u>9,801,411</u>
<b>Deferred outflows of resources</b>			
Pension related	425,646	862,481	1,288,127
OPEB related	<u>12,024</u>	<u>96,419</u>	<u>108,443</u>
Total deferred outflows of resources	<u>437,670</u>	<u>958,900</u>	<u>1,396,570</u>
<b>Liabilities</b>			
Accounts payable	50,049	100,646	150,695
Accrued liabilities	6,365	18	6,383
Long-term liabilities			
Debt due within one year	-	351,497	351,497
Debt due in more than one year	-	3,195,018	3,195,018
Compensated absences	19,945	79,918	99,863
Net OPEB liability	736,856	1,757,368	2,494,224
Net pension liability	<u>667,129</u>	<u>1,216,890</u>	<u>1,884,019</u>
Total liabilities	<u>1,480,344</u>	<u>6,701,355</u>	<u>8,181,699</u>
<b>Deferred inflows of resources</b>			
Pension related	135,979	299,397	435,376
OPEB related	<u>115,226</u>	<u>266,743</u>	<u>381,969</u>
Total deferred inflows of resources	<u>251,205</u>	<u>566,140</u>	<u>817,345</u>
<b>Net Position</b>			
Net investment in capital assets	1,816,106	1,054,727	2,870,833
Unrestricted	<u>(893,684)</u>	<u>221,788</u>	<u>(671,896)</u>
Total net position	<u>\$ 922,422</u>	<u>\$ 1,276,515</u>	<u>\$ 2,198,937</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, 2019

		Program revenues		
<u>Expenses</u>	<u>Charges for services</u>	<u>Operating grants and contributions</u>	<u>Capital grants and contributions</u>	
<b>Governmental activities</b>				
Parks and recreation	\$ 1,102,747	\$ 217,635	\$ 50,929	\$ -
Measure A	<u>77,839</u>	<u>-</u>	<u>13,474</u>	<u>-</u>
Total governmental activities	<u>1,180,586</u>	<u>217,635</u>	<u>64,403</u>	<u>-</u>
<b>Business-type activities</b>				
Sanitation	4,061,134	4,786,671	-	-
Refuse	<u>1,743,854</u>	<u>2,095,442</u>	<u>5,000</u>	<u>-</u>
Total business-type activities	<u>5,804,988</u>	<u>6,882,113</u>	<u>5,000</u>	<u>-</u>
<b>Total government</b>	<u>\$ 6,985,574</u>	<u>\$ 7,099,748</u>	<u>\$ 69,403</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

Net (expenses) revenues and changes in net position

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Governmental activities	Business-type activities	Totals
\$ (834,183)	\$ -	\$ (834,183)
<u>(64,365)</u>	<u>-</u>	<u>(64,365)</u>
 (898,548)	 -	 (898,548)
 -	 725,537	 725,537
<u>-</u>	<u>356,588</u>	<u>356,588</u>
 -	 1,082,125	 1,082,125
<u>(898,548)</u>	<u>1,082,125</u>	<u>183,577</u>
 968,050	 -	 968,050
2,269	-	2,269
7,465	38,228	45,693
<u>7,872</u>	<u>33</u>	<u>7,905</u>
<u>985,656</u>	<u>38,261</u>	<u>1,023,917</u>
 87,108	 1,120,386	 1,207,494
<u>835,314</u>	<u>156,129</u>	<u>991,443</u>
<u>\$ 922,422</u>	<u>\$ 1,276,515</u>	<u>\$ 2,198,937</u>

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

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Balance Sheet  
Governmental Funds**

June 30, 2019

	<u>Parks and Recreation Fund</u>	<u>Nonmajor Measure A Fund</u>	<u>Total Governmental Funds</u>
<b>Assets</b>			
Cash and investments	\$ 235,311	\$ 100,281	\$ 335,592
Accounts receivable	39,951	-	39,951
Prepaid expenses	<u>1,125</u>	<u>-</u>	<u>1,125</u>
Total assets	<u>\$ 276,387</u>	<u>\$ 100,281</u>	<u>\$ 376,668</u>
<b>Liabilities and Fund Balances</b>			
Liabilities			
Accounts payable	\$ 50,049	\$ -	\$ 50,049
Accrued liabilities	<u>6,365</u>	<u>-</u>	<u>6,365</u>
Total liabilities	<u>56,414</u>	<u>-</u>	<u>56,414</u>
Fund balances			
Nonspendable			
Prepaid expenses	1,125	-	1,125
Assigned to:			
Capital outlay	230,000	-	230,000
Unassigned	<u>(11,152)</u>	<u>100,281</u>	<u>89,129</u>
Total fund balances	<u>219,973</u>	<u>100,281</u>	<u>320,254</u>
Total liabilities and fund balances	<u>\$ 276,387</u>	<u>\$ 100,281</u>	<u>\$ 376,668</u>

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

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Reconciliation of the Governmental Funds  
Balance Sheet to the Statement  
of Net Position**

June 30, 2019

<b>Total fund balances - governmental funds</b>	\$	320,254
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Amounts reported for governmental activities in the statement of net position are different because:

Accounts receivable are not available to pay for current period expenditures and, therefore, are not reported in the governmental funds balance sheet.		23,527
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Capital assets used in governmental activities are not financial resources and, therefore, not reported in the funds.		1,816,106
---	--	-----------

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds balance sheet.

Compensated absences		(19,945)
Net OPEB liability		(736,856)
Net pension liability		(667,129)

Deferred inflows and outflows of resources related to pensions and other post-employment benefits (OPEB) have not been included in the governmental funds balance sheet.

Deferred outflows related to pension		425,646
Deferred inflows related to pension		(135,979)
Deferred outflows related to OPEB		12,024
Deferred inflows related to OPEB		<u>(115,226)</u>

<b>Net position of governmental activities</b>	<b>\$</b>	<b><u>922,422</u></b>
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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, 2019

	Parks and Recreation <u>Fund</u>	<u>Nonmajor Measure A Fund</u>	Total Governmental <u>Funds</u>
<b>Revenues</b>			
Tax revenues	\$ 840,802	\$ 113,597	\$ 954,399
Charges for services	163,093	-	163,093
Rental income	56,133	-	56,133
Grant income	30,000	-	30,000
Contributions	20,929	13,474	34,403
Other	18,851	-	18,851
Investment income	<u>7,465</u>	<u>-</u>	<u>7,465</u>
Total revenues	<u>1,137,273</u>	<u>127,071</u>	<u>1,264,344</u>
<b>Expenditures</b>			
Parks and recreation	1,008,063	-	1,008,063
Measure A	-	71,580	71,580
Capital outlay	<u>3,153</u>	<u>133,266</u>	<u>136,419</u>
Total expenditures	<u>1,011,216</u>	<u>204,846</u>	<u>1,216,062</u>
<b>Net change in fund balances</b>	126,057	(77,775)	48,282
<b>Fund balances, beginning of year</b>	<u>93,916</u>	<u>178,056</u>	<u>271,972</u>
<b>Fund balances, end of year</b>	<u>\$ 219,973</u>	<u>\$ 100,281</u>	<u>\$ 320,254</u>

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

**TAMALPAIS COMMUNITY SERVICES DISTRICT**  
**Reconciliation of the Statement of Revenues, Expenditures,  
and Changes in Fund Balances - Governmental Funds  
to the Statement of Activities**

For the year ended June 30, 2019

<b>Net change in fund balances - governmental funds</b>	\$	48,282
Amounts reported for governmental activities in the statement of activities are different because:		
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		3,358
Governmental funds report capital outlays as expenditures while governmental activities record depreciation expense to allocate those expenditures over the life of the assets.		136,419
Depreciation expense related to capital assets is recognized in the statement of activities, but is not reported in the funds.		(110,343)
Changes in compensated absences are recorded as an expense in the statement of activities, but are not reported in the funds.		1,394
Changes in net OPEB liability and deferred inflows and outflows associated with net OPEB liability are recorded as an expense in the statement of activities, but are not reported in the funds.		(13,663)
Changes in net pension liability and deferred inflows and outflows associated with pensions are recognized in the statement of activities, but are not reported in the funds.		<u>21,661</u>
<b>Change in net position of governmental activities</b>	<b>\$</b>	<b><u>87,108</u></b>

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

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Statement of Net Position (Deficit)  
Proprietary Funds**

June 30, 2019

**Assets and Deferred Outflows of Resources**

	<u>Sanitation Enterprise Fund</u>	<u>Refuse Enterprise Fund</u>	<u>Total</u>
<b>Current assets</b>			
Cash and investments	\$ 2,787,873	\$ 162,892	\$ 2,950,765
Accounts receivable	57,668	13,276	70,944
Prepaid expenses	<u>-</u>	<u>2,159</u>	<u>2,159</u>
Total current assets	<u>2,845,541</u>	<u>178,327</u>	<u>3,023,868</u>
<b>Capital assets, net of accumulated depreciation</b>	<u>4,498,557</u>	<u>62,685</u>	<u>4,561,242</u>
<b>Deferred outflows of resources</b>			
Pension related	279,449	583,032	862,481
OPEB related	<u>49,704</u>	<u>46,715</u>	<u>96,419</u>
Total deferred outflows of resources	<u>329,153</u>	<u>629,747</u>	<u>958,900</u>
Total assets and deferred outflows of resources	<u>\$ 7,673,251</u>	<u>\$ 870,759</u>	<u>\$ 8,544,010</u>

**Liabilities, Deferred Inflows of Resources and Net Position (Deficit)**

	<u>Sanitation</u> <u>Enterprise Fund</u>	<u>Refuse</u> <u>Enterprise Fund</u>	<u>Total</u>
<b>Current liabilities</b>			
Accounts payable	\$ 44,163	\$ 56,483	\$ 100,646
Accrued liabilities	18	-	18
Current portion of long-term liabilities	<u>311,497</u>	<u>40,000</u>	<u>351,497</u>
Total current liabilities	<u>355,678</u>	<u>96,483</u>	<u>452,161</u>
<b>Noncurrent liabilities</b>			
Compensated absences	15,593	64,325	79,918
Noncurrent portion of long-term liabilities	3,195,018	-	3,195,018
Net OPEB liability	503,868	1,253,500	1,757,368
Net pension liability	<u>419,057</u>	<u>797,833</u>	<u>1,216,890</u>
Total noncurrent liabilities	<u>4,133,536</u>	<u>2,115,658</u>	<u>6,249,194</u>
<b>Deferred inflows of resources</b>			
Pension related	99,071	200,326	299,397
OPEB related	<u>87,853</u>	<u>178,890</u>	<u>266,743</u>
Total deferred inflows of resources	<u>186,924</u>	<u>379,216</u>	<u>566,140</u>
<b>Net position (deficit)</b>			
Net investment in capital assets	992,042	62,685	1,054,727
Unrestricted	<u>2,005,071</u>	<u>(1,783,283)</u>	<u>221,788</u>
Total net position (deficit)	<u>2,997,113</u>	<u>(1,720,598)</u>	<u>1,276,515</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 7,673,251</u>	<u>\$ 870,759</u>	<u>\$ 8,544,010</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 (Deficit)  
Proprietary Funds**

For the year ended June 30, 2019

	Sanitation Enterprise <u>Fund</u>	Refuse Enterprise <u>Fund</u>	<u>Total</u>
<b>Operating revenues</b>			
Charges for services	\$ 4,770,419	\$ 2,065,423	\$ 6,835,842
Other	16,252	30,052	46,304
Contributions	<u>-</u>	<u>5,000</u>	<u>5,000</u>
Total operating revenues	<u>4,786,671</u>	<u>2,100,475</u>	<u>6,887,146</u>
<b>Operating expenses</b>			
Contract services	2,716,893	302,660	3,019,553
Salaries and wages	275,550	613,579	889,129
Employee benefits	155,051	325,623	480,674
Repairs and maintenance	169,388	227,236	396,624
Depreciation	309,645	42,171	351,816
Consulting	136,954	-	136,954
Insurance	32,220	57,406	89,626
Other post-employment benefits	19,058	38,116	57,174
Fees and permits	22,927	29,463	52,390
Fuel	1,374	47,614	48,988
Supplies	23,843	24,933	48,776
Professional fees	24,785	22,721	47,506
Utilities	20,141	7,883	28,024
Directors' expenses	4,311	2,258	6,569
Travel, schools, seminars	3,229	1,999	5,228
Other	<u>218</u>	<u>191</u>	<u>409</u>
Total operating expenses	<u>3,915,587</u>	<u>1,743,853</u>	<u>5,659,440</u>
<b>Operating income</b>	<u>871,084</u>	<u>356,622</u>	<u>1,227,706</u>
<b>Nonoperating revenues (expenses)</b>			
Interest revenue	30,764	7,464	38,228
Debt service - interest	<u>(145,548)</u>	<u>-</u>	<u>(145,548)</u>
Total nonoperating revenues(expenses)	<u>(114,784)</u>	<u>7,464</u>	<u>(107,320)</u>
<b>Changes in net position</b>	756,300	364,086	1,120,386
<b>Net position (deficit), beginning of year</b>	<u>2,240,813</u>	<u>(2,084,684)</u>	<u>156,129</u>
<b>Net position (deficit), end of year</b>	<u>\$ 2,997,113</u>	<u>\$ (1,720,598)</u>	<u>\$ 1,276,515</u>

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Statement of Cash Flows  
Proprietary Funds**

For the year ended June 30, 2019

	Sanitation <u>Enterprise Fund</u>	Refuse <u>Enterprise Fund</u>	<u>Total</u>
<b>Cash flows from operating activities</b>			
Cash received from customers	\$ 4,792,707	\$ 2,110,260	\$ 6,902,967
Cash payments to suppliers for goods and services	(3,173,269)	(801,630)	(3,974,899)
Cash payments to employees	(440,025)	(901,987)	(1,342,012)
Internal activity - receipts from other funds	220,562	-	220,562
Internal activity - payments to other funds	<u>-</u>	<u>(220,562)</u>	<u>(220,562)</u>
Net cash provided by operating activities	<u>1,399,975</u>	<u>186,081</u>	<u>1,586,056</u>
<b>Cash flows from capital and related financing activities</b>			
Purchase of equipment	(276,989)	(4,727)	(281,716)
Principal payments on long-term debt	(299,696)	(40,000)	(339,696)
Interest paid on long-term debt	<u>(145,548)</u>	<u>-</u>	<u>(145,548)</u>
Net cash used in capital and related financing activities	<u>(722,233)</u>	<u>(44,727)</u>	<u>(766,960)</u>
<b>Cash flows from investing activities</b>			
Interest income	<u>30,764</u>	<u>7,464</u>	<u>38,228</u>
Net cash provided by investing activities	<u>30,764</u>	<u>7,464</u>	<u>38,228</u>
<b>Net increase in cash and investments</b>	708,506	148,818	857,324
<b>Cash and investments, beginning of year</b>	<u>2,079,367</u>	<u>14,074</u>	<u>2,093,441</u>
<b>Cash and investments, end of year</b>	<u>\$ 2,787,873</u>	<u>\$ 162,892</u>	<u>\$ 2,950,765</u>
<b>Reconciliation of operating income to net cash provided by operating activities</b>			
Operating income	\$ 871,084	\$ 356,622	\$ 1,227,706
Adjustments to reconcile operating income to net cash provided by operating activities			
Depreciation	309,645	42,171	351,816
Pension related adjustments	85,148	170,295	255,443
OPEB related adjustments	19,058	38,117	57,175
Change in assets and liabilities			
Accounts receivable	6,036	9,785	15,821
Due to (from) other funds	220,562	(220,562)	-
Prepaid expenses	30,003	50,964	80,967
Deferred outflows related to pension	(102,066)	(231,493)	(333,559)
Deferred outflows related to OPEB	(49,704)	(46,715)	(96,419)
Accounts payable	22,914	27,097	50,011
Compensated absences	<u>(12,705)</u>	<u>(10,200)</u>	<u>(22,905)</u>
Net cash provided by operating activities	<u>\$ 1,399,975</u>	<u>\$ 186,081</u>	<u>\$ 1,586,056</u>

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### 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 Basic Financial Statements**

June 30, 2019

**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 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 *Measure A fund* is a nonmajor fund. It accounts for activities that assist the District in managing its parks, open space preserves, recreation programs, and vegetation to promote biodiversity and reduce wildfire risk.

*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 Basic Financial Statements

June 30, 2019

### 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.

In accordance with Governmental Accounting Standards Board (GASB) Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, the District's proprietary funds follow all GASB pronouncements currently in effect as well as Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins of the AICPA Committee on Accounting Procedures issued on or before November 30, 1989, unless those pronouncements conflict with or contradict with GASB pronouncements.

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 Basic Financial Statements

June 30, 2019

### 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.

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

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note A - Summary of Significant Accounting Policies (Continued)**

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 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 for 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 if actual cost is not available. Contributed assets are recorded at estimated fair value on the date of contribution. Donated capital assets are reported at acquisition value rather than fair value. 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 depreciation taken over the years is reported on the statement of net position as a reduction in the book value of capital assets.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note A - Summary of Significant Accounting Policies (Continued)**

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.

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.

(Continued)

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note A - Summary of Significant Accounting Policies (Continued)

#### 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.

#### Deferred outflow/inflows of resources

In addition to assets, liabilities and net position, the statement of net position reports separate sections for deferred outflows of resources and deferred inflows of resources. Deferred outflows of resources represent a consumption of resources that applies to a future period(s) and will not be recognized as an outflow of resources (expense) until then. Conversely, deferred inflows of resources represent an acquisition of resources that applies to a future period(s) and will not be recognized as an inflow of resource (revenue) until that time.

Contributions made to the District's pension and other post-employment benefit (OPEB) plan(s) after the measurement date but before the fiscal year end are recorded as a deferred outflow of resources and will reduce the net pension liability and net OPEB liability in the next fiscal year.

Additional factors involved in the calculation of the District's pension and OPEB expense and net pension and net OPEB liability include the differences between expected and actual experience, changes in assumptions, differences between projected and actual investment earnings, changes in proportion, and differences between the District's contributions and proportionate share of contributions. These factors are recorded as deferred outflows and inflows of resources and amortized over various periods.

#### Other post-employment benefits other than pensions (OPEB)

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain deferred timeframes. For this report, the following timeframes are used:

Valuation Date	July 1, 2017
Measurement Date	June 30, 2018
Measurement Period	June 30, 2017 and June 30, 2018

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note A - Summary of Significant Accounting Policies (Continued)**

Pensions

For purposes of measuring the net pension liability, deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's portion of the Marin County Employees' Retirement Association (MCERA) Miscellaneous plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by MCERA. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

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.

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.

(Continued)

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note A - Summary of Significant Accounting Policies (Continued)

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.
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.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note A - Summary of Significant Accounting Policies (Continued)**

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.

Fair value measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs other than quoted prices included within level 1 - that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

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

(Continued)

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note A - Summary of Significant Accounting Policies (Continued)

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.

#### 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

##### Standards adopted

In April 2018, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. The primary objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. The District implemented the provisions of this Statement for the year ended June 30, 2019. There was no effect in net position as a result of this Statement.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note A - Summary of Significant Accounting Policies (Continued)**

Standards not yet adopted

In June 2017, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. The District will be required to implement the provisions of this Statement for the year ended June 30, 2021. The District has not determined the effect on the financial statements.

**Note B - Cash and Investments**

Cash and investments as of June 30, 2019 are classified in the accompanying financial statements as follows:

Statement of net position:

Cash and investments	\$ <u>3,286,357</u>
Total cash and investments	\$ <u>3,286,357</u>

Cash and investments as of June 30, 2019 consist of the following:

Deposits with financial institutions	\$ 192,652
Marin County Treasurer	41,870
Investments	<u>3,051,835</u>
	\$ <u>3,286,357</u>

<u>Investment Type</u>	<u>Carrying value</u>	<u>Fair value</u>
California Local Agency Investment Fund (LAIF)	\$ 3,051,835	\$ 3,051,835
Marin County Treasurer	<u>41,870</u>	<u>41,870</u>
	<u>\$ 3,093,705</u>	<u>\$ 3,093,705</u>

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note B - Cash and Investments (Continued)**

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

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>Total</u>	<u>Remaining maturity (in months)</u>					<u>More than 60 months</u>
		<u>12 months or less</u>	<u>13 - 24 months</u>	<u>25 - 36 months</u>	<u>37-48 months</u>	<u>49-60 months</u>	
Local Agency Investment Fund	\$ 3,051,835	\$ 3,051,835	\$ -	\$ -	\$ -	\$ -	\$ -
Marin County Treasurer	41,870	41,870	-	-	-	-	-
	<u>\$ 3,093,705</u>	<u>\$ 3,093,705</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note B - Cash and Investments (Continued)**

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>	<u>Minimum Legal Rating</u>	<u>Exempt From 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>		
Local Agency Investment Fund	\$ 3,051,835	N/A	\$ -	\$ -	\$ -	\$ -	\$ 3,051,835	99%	
Marin County Treasurer	<u>41,870</u>	<u>N/A</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>41,870</u>	<u>1</u>	
Total	<u>\$ 3,093,705</u>	<u>N/A</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,093,705</u>	<u>100%</u>	

Concentration of Credit Risk

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

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.

(Continued)

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note B - Cash and Investments (Continued)

As of June 30, 2019, the District's bank balance was \$478,691 and \$250,000 of that amount was insured by the Federal Deposit Insurance Corporation and collateralized as required by state law and the remaining amount of \$228,691 was collateralized as required by state law (Government Code Section 53630), by the pledging financial institution with assets held in a common pool for the District and other governmental agencies, but not in the name of the District.

#### 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.

#### California Local Agency Investment Fund

The District is a participant in the California Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is stated at amortized cost, which approximates fair value. The LAIF is a special fund of the California State Treasury through which local governments may pool investments. The total fair value amount invested by all public agencies in LAIF is \$105,739,564,676 of which 1.77% is invested in structured notes and asset-backed securities. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. No amounts were invested in derivative financial products. Participants equity in LAIF is determined by the dollar amount of the participant's deposits, adjusted for withdrawals and distributed investment income. Investment income is prorated to individual funds based on their average daily investment balances. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by state statute. The District reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are maintained on an amortized cost basis. There are no restrictions or limitations on withdrawals from LAIF.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note B - Cash and Investments (Continued)**

*Fair value hierarchy*

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The District's investment in the County of Marin Treasury Pool is classified as Level 2 and its value is based on the fair value factor provided by the Treasurer of the County of Marin, which is calculated as the fair value divided by the amortized cost of the investment pool. The District's investment in the California Local Agency Investment Fund is classified as Level 2. LAIF includes investments categorized as Level 1 such as United States Treasury securities, Federal Agency securities, and supranational debentures that are valued based on prices quoted in active markets and investments categorized as Level 2 such as negotiable certificates of deposit and bank notes that are based on market corroborated pricing utilizing inputs such as yield curves and indices that are derived principally from or corroborated by observable market data by correlation to other means. The District categorized its investments in LAIF based on the lowest significant input used to determine the fair market value of the total pool.

**Note C - Capital Assets**

Capital asset activity for the year ended June 30, 2019, is as follows:

	Balance				Balance
	<u>June 30, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Transfers</u>	<u>June 30, 2019</u>
<b>Governmental activities</b>					
Non-depreciable capital assets					
Land	\$ 416,500	\$ -	\$ -	\$ -	\$ 416,500
Construction in progress	<u>23,062</u>	-	-	<u>(23,062)</u>	-
Total non-depreciable capital assets	<u>439,562</u>	-	-	<u>(23,062)</u>	<u>416,500</u>
Depreciable capital assets					
Leasehold improvements	840,170	-	-	-	840,170
Buildings and improvements	1,855,324	133,266	(58,665)	23,062	1,952,987
Equipment	81,513	3,153	-	-	84,666
Vehicles	<u>33,536</u>	-	-	-	<u>33,536</u>
Total depreciable capital assets	2,810,543	136,419	(58,665)	23,062	2,911,359
Less accumulated depreciation	<u>(1,460,075)</u>	<u>(110,343)</u>	<u>58,665</u>	-	<u>(1,511,753)</u>
Net depreciable capital assets	<u>1,350,468</u>	<u>26,076</u>	-	<u>23,062</u>	<u>1,399,606</u>
Net capital assets	<u>\$ 1,790,030</u>	<u>\$ 26,076</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,816,106</u>

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note C - Capital Assets (Continued)**

	<u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Transfers</u>	<u>Balance</u>
	<u>June 30, 2018</u>				<u>June 30, 2019</u>
<b>Business-type activities</b>					
Non-depreciable capital assets					
Land	\$ 29,853	\$ -	\$ -	\$ -	\$ 29,853
Net non-depreciable capital assets	<u>29,853</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>29,853</u>
Depreciable capital assets					
Buildings and improvements	701,367	-	-	-	701,367
Collection lines and improvements	5,267,160	239,880	-	-	5,507,040
Pumping stations	2,777,791	-	-	-	2,777,791
Equipment	566,543	41,835	-	-	608,378
Vehicles	<u>1,326,083</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,326,083</u>
Total depreciable capital assets	10,638,944	281,715	-	-	10,920,659
Less accumulated depreciation	<u>(6,037,455)</u>	<u>(351,815)</u>	<u>-</u>	<u>-</u>	<u>(6,389,270)</u>
Net depreciable capital assets	<u>4,601,489</u>	<u>(70,100)</u>	<u>-</u>	<u>-</u>	<u>4,531,389</u>
Net capital assets	<u>\$ 4,631,342</u>	<u>\$ (70,100)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,561,242</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	\$ 104,083
Measure A	<u>6,260</u>
Total depreciation expense - Governmental activities	<u>\$ 110,343</u>

Business-type activities:

Sanitation	\$ 309,645
Refuse	<u>42,171</u>
Total depreciation expense - Business-type activities	<u>\$ 351,816</u>

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note D - Long-Term Liabilities**

Long-term liabilities outstanding as of June 30, 2019 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	3.90%	December 30, 2028	\$ 4,620,387	\$ 3,227,133	\$ 286,679
City National Bank	3.90%	December 30, 2028	400,000	279,382	24,818
The Gervais Family	0.00%	January 1, 2020	<u>120,000</u>	<u>40,000</u>	<u>40,000</u>
			<u>\$ 5,140,387</u>	<u>\$ 3,546,515</u>	<u>\$ 351,497</u>

The following is a summary of long-term liability issuances and transactions during the year ended June 30, 2019:

<u>Notes payable</u>	<u>Balance June 30, 2018</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance June 30, 2019</u>
City National Bank	\$ 3,502,950	\$ -	\$ (275,817)	\$ 3,227,133
City National Bank	303,261	-	(23,879)	279,382
The Gervais Family	<u>80,000</u>	<u>-</u>	<u>(40,000)</u>	<u>40,000</u>
	<u>\$ 3,886,211</u>	<u>\$ -</u>	<u>\$ (339,696)</u>	<u>\$ 3,546,515</u>

During December 2013, the District entered into a loan agreement with Municipal Finance Corporation for the purpose of refinancing the costs obtained to upgrade and replace 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 \$204,884 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 270 days of year-end. As of June 30, 2019, the District was in compliance with the covenants referenced above.

During December 2013, the District entered into a loan agreement with Municipal Finance Corporation for the purpose of obtaining financing for the acquisition and construction of additional enterprise facilities consisting generally of sewer line replacements and improvements to the inflow and infiltration system. Municipal Finance Corporation assigned the loan to City National Bank. The note is payable in semi-annual principal and interest payments of \$17,737 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

(Continued)

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note D - Long-Term Liabilities (Continued)

the enterprise's encumbered 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 270 days of year-end. As of June 30, 2019, the District was in compliance with the covenants referenced above.

During June 2017, the District entered into an agreement with the Gervais Family. The agreement is payable in three installments of \$40,000 with the final installment due in 2020.

#### 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>
2020	\$ 351,497	\$ 133,746	\$ 485,243
2021	323,764	121,479	445,243
2022	336,514	108,729	445,243
2023	349,766	95,477	445,243
2024	363,539	81,704	445,243
2025-2029	<u>1,821,435</u>	<u>182,160</u>	<u>2,003,595</u>
Total requirements	<u>\$ 3,546,515</u>	<u>\$ 723,295</u>	<u>\$ 4,269,810</u>

### Note E - 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, 2019, the District's accrued liability for accumulated unused vacation leave and overtime is \$66,785. 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 \$33,078.

### Note F - Deficit Fund Balance

A deficit fund balance of \$1,720,598 exists in the refuse fund. This 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.

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note G - 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. The District is a member of the Special Districts Risk Management Authority (SDRMA), an intergovernmental risk sharing joint powers authority created to provide self-insurance programs for California special districts. The purpose of the SDRMA is to arrange and administer programs for the pooling of self-insured losses to purchase excess insurance or reinsurance and to arrange for group-purchased insurance and administrative expenses. At June 30, 2019, the District participated in the property, general and auto liability, and workers' compensation programs of the SDRMA as follows:

- General and auto liability, public officials, and employees' errors and omissions and employment practices liability; total risk financing self-insurance limits of \$5,000,000, combined single limit at \$5,000,000 per occurrence, subject to the following deductibles; \$25,000 per occurrence for third party general liability property damage, \$10,000 per occurrence for third party auto liability property damage; 50% co-insurance of cost expended by SDRMA in excess of \$10,000 up to \$50,000, per occurrence, for employment related claims.

In addition to the above, the District also has the following insurance coverage:

- Employee dishonesty coverage up to \$1,000,000 per loss includes public employee dishonesty; forgery or alteration; and theft, disappearance, and destruction coverages.
- Property loss is paid at the replacement cost for property on file, if replaced, and if not replaced within two years after the loss, paid on actual cash value basis, to a combined total of \$1.0 billion per occurrence, subject to a \$1,000 deductible per occurrence.
- Boiler and machinery coverage for the replacement cost up to \$100 million per occurrence, subject to a \$1,000 deductible per occurrence.
- Public officials' personal liability up to \$500,000 each occurrence, with an annual aggregate of \$500,000 per each elected/appointed official to which this coverage applies, subject to the terms, with a deductible of \$1,000 per claim.
- Workers' compensation insurance up to statutory limits per occurrence and Employers' Liability Coverage up to \$5 million.
- Comprehensive and collision insurance on selected vehicles with deductibles of \$250/\$500 or \$500/\$1,000, as elected.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note G - Risk Management (Continued)**

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years. There were no reductions in insurance coverage in fiscal years 2019, 2018, and 2017. Liabilities of the District are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. The District considers claims insured and reported, as well as claims incurred but not reported, to be immaterial and has not accrued an estimate of such claims payable.

**Note H - Pension Plans**

*General Information about the Pension Plans*

**Plan Descriptions** - The District contributes to the Marin County Employees' Retirement Association (MCERA). MCERA is a cost-sharing multiple-employer retirement system governed by the 1937 Act of the California Code. MCERA acts as a common administrative and investment agent for defined benefit retirement plans for various local governmental agencies within the County of Marin. Copies of MCERA's annual financial reports, which include required supplementary information for each participant in the plan, may be obtained from the Marin County Employees' Retirement Association, One McInnis Parkway, Suite 100, San Rafael, California 94903.

**Benefits Provided** - MCERA provides retirement, disability, death, and survivor benefits to plan members and beneficiaries based on the employees' years of service, age, and final compensation. The plan covers all eligible District employees. Employees hired before January 1, 2013 are eligible to receive retirement benefits after 10 years of membership and having attained the age of 50, or 30 years of membership regardless of age. Employees hired on or after January 1, 2013 vest after 10 years of membership and may receive retirement benefits at age 62.

The Plans' provisions and benefits in effect at June 30, 2019, are summarized as follows:

	<b>Miscellaneous</b>	
	<u>Tier 1 - Classic</u>	<u>Tier 2 - PEPRA</u>
	Prior to	On or after
	<u>January 1, 2013</u>	<u>January 1, 2013</u>
Hire date		
Benefit formula	2% @ 58.5	2% @ 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	Monthly for life	Monthly for life
Retirement age	50	52
Monthly benefits, as a % of eligible compensation	100%	100%
Required employer contribution rates	35.21%	30.14%
Required employee contribution rates	8.56% - 12.88%	10.92%

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note H - Pension Plans (Continued)**

*Contributions* - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by MCERA. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2019, the contributions recognized as part of pension expense for the Plans were as follows:

	<u>Miscellaneous</u>
Contributions - employer	\$ 469,984

*Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions*

As of June 30, 2019, the District reported net pension liabilities for its proportionate share of the net pension liability of each Plan as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	<u>\$ 1,884,019</u>

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2018, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 rolled forward to June 30, 2018 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for each Plan as of June 30, 2017 and 2018 was as follows:

	<u>Miscellaneous</u>
Proportion - June 30, 2017	0.5546%
Proportion - June 30, 2018	<u>0.5704</u>
Change - increase (decrease)	0.0158%

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note H - Pension Plans (Continued)**

For the year ended June 30, 2019, the District recognized pension expense of \$370,206. At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred outflows of resources</u>	<u>Deferred inflows of resources</u>
Pension contributions subsequent to measurement date	\$ 469,984	\$ -
Differences between actual and expected experience	-	(17,483)
Changes in assumptions	174,550	-
Changes in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	643,593	(107,647)
Net differences between projected and actual earnings on plan investments	<u>-</u>	<u>(310,246)</u>
Total	<u>\$ 1,288,127</u>	<u>\$ (435,376)</u>

\$469,984 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year ended June 30,</u>	<u>Annual Amortization</u>
2020	\$ 221,251
2021	116,011
2022	(5,593)
2023	<u>51,098</u>
Total	<u>\$ 382,767</u>

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note H - Pension Plans (Continued)**

**Actuarial Assumptions** -The total pension liability as of June 30, 2018 was determined by an actuarial valuation as of June 30, 2017, using the following actuarial assumptions applied to all periods included in the measurement date. The key assumptions in the valuations were:

	<u>Miscellaneous</u>
Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Actuarial Cost Method	Entry Age Normal Cost Method
Actuarial Assumptions:	
Inflation	2.75%
Projected Salary Increase	3.00% plus merit component (1)
Cost of Living Adjustments (COLA)	2.7% for those with a 4% COLA cap 2.6% for those with a 3% COLA cap 1.9% for those with a 2% COLA cap
Investment Rate of Return	7.00% (2)
Post-Retirement Mortality	CalPERS 2017 Pre-Retirement Non-Industrial Death rates (plus Duty-Related Death rates for safety members) with the 20-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017.

- (1) Depending on age, service and type of employment
- (2) Net of investment expenses

**Discount Rate** - The discount rate used to measure the total pension liability was 7.00%. Related to the discount rate is the funding assumption that employees will continue to contribute to the Plan at the required rates and employers will continue the historical and legally required practice of contributing to the Plan based on an actuarially determined contribution, reflecting a payment equal to annual normal cost, a portion of the expected administrative expenses, an amortization payment for the extraordinary losses from 2009 amortized over a closed period (21 years remaining as of June 30, 2017 actuarial valuation) and an amount necessary to amortize the remaining Unfunded Actuarial Liability as a level percentage of payroll over a closed period (13 years remaining as of June 30, 2017 actuarial valuation).

The MCERA Board of Retirement has adopted an Investment Policy Statement (IPS), which provides the framework for the management of MCERA's investments. The IPS establishes MCERA's investment objectives and defines the principal duties of the Retirement Board, the custodian bank, and the investment managers. The asset allocation plan is an integral part of

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note H - Pension Plans (Continued)**

the IPS and is designed to provide an optimum and diversified mix of asset classes with return expectations to satisfy expected liabilities while minimizing risk exposure. MCERA currently employs external investment managers to manage its assets subject to the provisions of the policy. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the Plan. The following was the Retirement Board's adopted asset allocation policy as of June 30, 2019:

<u>Asset Class</u>	<u>Target allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	32%	4.60%
International equity	22%	4.75%
Fixed income	23%	0.75%
Public real assets	7%	3.25%
Real estate	8%	3.50%
Private equity	<u>8%</u>	5.10%
Total	<u>100%</u>	

***Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*** - A change in the discount rate would affect the measurement of the total pension liability. A lower discount rate results in a higher total pension liability and higher discount rates results in a lower total pension liability. Because the discount rate does not affect the measurement of assets, the percentage change in the net pension liability can be very significant for a relatively small change in the discount rate. A one percent decrease in the discount rate increases the total pension liability by approximately 13% and increases the net pension liability by approximately 96%. A one percent increase in the discount rate decreases the total pension liability by approximately 11% and decreases the net pension liability by approximately 79%.

The following presents the District's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

Description	<u>1% Decrease 6.00%</u>	<u>Discount Rate 7.00%</u>	<u>1% Increase 8.00%</u>
Total pension liability	\$ 18,275,651	\$ 16,152,131	\$ 14,403,891
Fiduciary net pension	<u>14,268,112</u>	<u>14,268,112</u>	<u>14,268,112</u>
Net pension liability	<u>\$ 4,007,539</u>	<u>\$ 1,884,019</u>	<u>\$ 135,779</u>

***Pension Plan Fiduciary Net Position*** - Detailed information about each pension plan's fiduciary net position is available in the separately issued MCERA financial reports.

# TAMALPAIS COMMUNITY SERVICES DISTRICT

## Notes to Basic Financial Statements

June 30, 2019

### Note I - Deferred Compensation and Defined Contribution Retirement Plans

The District participates in 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 plan and a 401(a) defined contribution supplemental retirement savings plan for the District.

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. Total employee contributions to the plan during the year ended June 30, 2019 were \$17,331.

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 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. Total employee contributions to the plan during the year ended June 30, 2019 were \$17,331.

### Note J - 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 K - Other Post-Employment Benefits other than Pensions

#### Plan description, benefits provided and funding policy

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. The OPEB plan does not issue a publicly available report. The District began making contributions to a California Employer's Retiree Benefit Trust (CERBT) during the year ended June 30, 2019.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note K - 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 (MCERA). The District pays the full medical, dental, and Medicare B premiums for retirees and dependents. Retirees must enroll in a health plan sponsored by MCERA. The maximum amount payable each month is the single-employee premium that the District pays for medical care, plus dental premiums. The District also reimburses retired employees for their Medicare Part B premiums.

Employees covered

As of the July 1, 2018 actuarial valuation, the following current and former employees were covered by the benefit terms under the Plan:

Active employees	12
Inactive employees or beneficiaries currently receiving benefits	3
Inactive employees entitled to, but not yet receiving benefits	0
Total	15

Total OPEB liability

The District’s total OPEB liability was measured as of June 30, 2018 and was determined by an actuarial valuation dated July 1, 2017 that was rolled forward using standard up to date procedures to determine the June 30, 2018 total OPEB liability, based on the following actuarial methods and assumptions:

**Actuarial Assumptions:**

Discount Rate	3.87%
Inflation	2.75% per year
Salary Increases	3.00% per year including inflation
Mortality Rate <sup>(1)</sup>	Derived using 2010 CalPERS OPEB Assumptions Model
Healthcare Cost Trend Rates:	Medical and Part B premiums are assumed to increase 5% per year. Dental and vision premiums are assumed to increase 4% per year.

Notes:

(1) Mortality rates were based on the 2010 CalPERS OPEB Assumptions Model, projected to future years on a generational basis using Scale BB, to approximate the effect of future improvements in life expectancy.

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

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

Discount rate

The discount rate used to measure the total OPEB liability was 3.87 percent based on the Bond Buyer 20-Bond General Obligation Index.

Changes in the Total OPEB liability

The changes in the total OPEB liability for the Plan are as follows:

	<u>Total OPEB Liability</u>
Balance at June 30, 2018 (Valuation Date July 1, 2017)	<u>\$ 2,508,975</u>
<b>Changes recognized for the measurement period:</b>	
Service cost	61,097
Interest	89,212
Changes of assumptions	(131,025)
Benefit payments	<u>(34,035)</u>
<b>Net changes</b>	<u>(14,751)</u>
Balance at June 30, 2019 (Measurement Date June 30, 2018)	<u>\$ 2,494,224</u>

Changes of assumptions reflect a change in the discount rate from 3.58% at June 30, 2017 to 3.87% at June 30, 2018.

Sensitivity of the Total OPEB liability to changes in the discount rate

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (2.87 percent) or one percentage point higher (4.87 percent) than the current discount rate:

	1% Decrease	Current Discount Rate	1% Increase
	<u>(2.87%)</u>	<u>(3.87%)</u>	<u>(4.87%)</u>
Total OPEB liability	\$ 2,991,011	\$ 2,494,224	\$ 2,109,324

(Continued)

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

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

*Sensitivity of the Total OPEB liability to changes in the health care cost trend rates*

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using health care cost trend rates that are one percentage point lower (4.0 percent) or one percentage point higher (6.0 percent) than the current healthcare cost trend rates:

	1% Decrease <u>(4.00%)</u>	Current Healthcare Cost Trend Rates <u>(5.00%)</u>	1% Increase <u>(6.00%)</u>
Total OPEB liability	\$ 2,091,885	\$ 2,494,224	\$ 3,010,594

*OPEB expense and deferred outflows/inflows of resources related to OPEB*

For the year ended June 30, 2019, the District recognized OPEB expense of \$82,862. At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
OPEB contributions subsequent to measurement date	\$ 108,443	\$ -
Changes of assumptions	<u>-</u>	<u>(381,969)</u>
Total	<u>\$ 108,443</u>	<u>\$ (381,969)</u>

The \$108,443 reported as deferred outflows of resources related to employer contributions made subsequent to the June 30, 2019 measurement date will be recognized as a reduction of the net OPEB liability during the fiscal year ending June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Fiscal year ended June 30,</u>	<u>Deferred Outflows/(Inflows) of Resources</u>
2020	\$ (67,456)
2021	(67,456)
2022	(67,456)
2023	(67,456)
2024	(67,456)
Thereafter	<u>(44,689)</u>
	<u>\$ (381,969)</u>

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Basic Financial Statements**

June 30, 2019

**Note L - 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 M - Lease Commitments**

The District leases office equipment under a lease agreement that expires in 2023. The following summarizes future minimum rental payments required under the operating lease.

<u>Year ending June 30,</u>	
2020	\$ 5,340
2021	5,340
2022	5,340
2023	5,340
2024	<u>2,225</u>
	<u>\$ 23,585</u>

Total equipment rent expenses for the year ended June 30, 2019 was \$5,510.

**Note N - 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, 2019, the members of the District's Board of Directors were as follows:

<u>Trustee</u>	<u>Term expires</u>
Jeff Brown	December 2022
Steve Levine	December 2020
James Jacobs	December 2022
Steffen Bartschat	December 2020
Matthew McMahon	December 2020

## **REQUIRED SUPPLEMENTARY INFORMATION**

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Required Supplementary Information**

**For the year ended June 30, 2019**

**Schedule of the District's Proportionate Share  
of the Net Pension Liability**

Last 10 years\*

	Measurement Date				
	June 30,				
	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Proportion of the net pension liability	0.5704%	0.5546%	0.5304%	0.4535%	0.4161%
Proportionate share of the net pension liability	\$ 1,884,019	\$ 2,045,122	\$ 2,534,943	\$ 1,756,793	\$ 1,028,347
Covered - employee payroll	1,111,036	946,274	880,657	852,837	760,797
Proportionate share of the net pension liability as a percentage of covered - employee payroll	169.6%	216.10%	287.80%	206.00%	135.17%
Plan fiduciary net position as a percentage of the total pension liability	88.30%	86.30%	81.50%	84.30%	89.04%

Benefit changes - There have been no changes in benefits since the prior valuation.

\* The fiscal year ended June 30, 2015 was the first year of implementation, therefore, only five years are shown.

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Required Supplementary Information**

**For the year ended June 30, 2019**

**Schedule of Contributions - Pension Plan**

Last 10 years\*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution (actuarially determined)	\$ 394,512	\$ 341,283	\$ 382,899	\$ 372,529	\$ 306,954
Contributions in relation to the actuarially determined contributions	<u>(394,512)</u>	<u>(341,283)</u>	<u>(382,899)</u>	<u>(372,529)</u>	<u>(306,954)</u>
Contribution deficiency (excess)	<u>\$ -</u>				
Covered-employee payroll	\$ 1,111,036	\$ 946,274	\$ 880,657	\$ 852,837	\$ 760,797
Contributions as a percentage of covered- employee payroll	35.51	36.10	43.50	43.70	40.35

**Notes to schedule:**

Methods and assumptions used to determine contribution rates:

Valuation date	June 30, 2018
Actuarial cost method	Entry age normal cost method
Amortization method	Level percentage of payroll
Remaining amortization period	13 years
Asset Valuation method	5-year smoothed market
Actuarial assumptions:	
Inflation	2.75%
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment rate of return	7.00%
Mortality	CalPERS 2017 Pre-Retirement Non-Industrial Death rates

\*Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to that date.

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Required Supplementary Information**

**For the year ended June 30, 2019**

**Schedule of Changes in the Total OPEB Liability and Related Ratios**

Last 10 years\*

<b>For the Measurement Period Ended June 30,</b>	<u>2018</u>	<u>2017</u>
<b>Total OPEB Liability</b>		
Service cost	\$ 61,097	\$ 75,472
Interest	89,212	78,029
Changes of benefit terms	-	-
Differences between expected and actual experience	-	-
Changes of assumptions	(131,025)	(368,150)
Benefit payments	<u>(34,035)</u>	<u>(28,445)</u>
<b>Net change in total OPEB liability</b>	(14,751)	(243,094)
<b>Total OPEB liability - beginning</b>	<u>2,508,975</u>	<u>2,752,069</u>
<b>Total OPEB liability - ending</b>	<u>\$ 2,494,224</u>	<u>\$ 2,058,975</u>
<b>Covered - employee payroll</b>	\$ 1,146,165	\$ 1,160,050
<b>Total OPEB liability as a percentage of covered -     employee payroll</b>	217.61%	216.28%

**Notes to Schedule:**

\* Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

*Changes of assumptions:* Changes of assumptions reflect a change in the discount rate from 3.58% to 3.87% for the measurement period ended June 30, 2018.

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Required Supplementary Information**

**Budgetary Comparison Schedule  
Major Special Revenue Fund**

Year ended June 30, 2019

	Parks and Recreation Fund		
	Budgeted amounts <u>original/final</u>	Actual amounts	Variance with final budget positive/ (negative)
<b>Fund Balance, July 1</b>	\$ 348,997	\$ 348,997	\$ -
Resources (inflows):			
Property taxes	838,232	840,802	2,570
After school programs	38,000	42,584	4,584
Rental income	58,500	56,133	(2,367)
Special events and class fees	120,500	120,509	9
Investment income	1,000	7,465	6,465
Operating grants and contributions	30,000	50,929	20,929
Other revenues	-	18,851	18,851
Amounts available for appropriations	<u>1,435,229</u>	<u>1,486,270</u>	<u>51,041</u>
Charges to appropriations (outflows):			
Parks and recreation			
Salaries and benefits	632,969	619,364	13,605
All other	<u>384,700</u>	<u>391,852</u>	<u>(7,152)</u>
Total charges to appropriations	<u>1,017,669</u>	<u>1,011,216</u>	<u>6,453</u>
<b>Fund Balance, June 30</b>	<u>\$ 417,560</u>	<u>\$ 475,054</u>	<u>\$ 57,494</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

\$ 1,486,270

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.

(348,997)

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

\$ 1,137,273

**TAMALPAIS COMMUNITY SERVICES DISTRICT**

**Notes to Required Supplemental Information**

June 30, 2019

The manager of the District prepares an expenditure budget annually which is approved by the Board of Directors setting forth the contemplated fiscal requirements. The District's budgets are maintained on the modified accrual basis of accounting. The results of operations are presented in the budget to actual schedule in accordance with the budgetary basis.

Reported budget amounts reflect the annual budget as originally adopted. There were no amendments to the budget during the year ended June 30, 2019. The budget amounts are based on estimates of the District's expenditures and the proposed means of financing them. Actual expenditures for capital outlay, debt service and contingencies may vary significantly from budget due to timing of such expenditures.

**OTHER INDEPENDENT AUDITORS' REPORT**



CROCE, SANGUINETTI, & VANDER VEEN<sup>INC.</sup>

CERTIFIED PUBLIC ACCOUNTANTS

**Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards***

To the Board of Directors  
**Tamalpais Community Services District**  
Mill Valley, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the 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, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated April 30, 2020.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CROCE, SANGUINETTI, & VANDER VEEN, INC.  
Certified Public Accountants  
Stockton, California  
April 30, 2020