

**KENSINGTON FIRE PROTECTION DISTRICT
NOTICE OF A MEETING OF A STANDING COMMITTEE**

FINANCE COMMITTEE

Date of Meeting: January 29, 2019
Time of Meeting: 2:30 p.m.
Place of Meeting: **Kensington Community Center**
59 Arlington Avenue, Kensington, CA 94707

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office Administrator, 510/527-8395. Notification 48 hours prior to the meeting will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

Finance Committee Members: Julie Stein and Don Dommer
Staff: Brenda Navellier; Deborah Russell CPA

AGENDA

1. Call To Order
2. Public Comment
3. Approval of May 31, 2018 Committee Minutes
4. Review Draft FY17-18 Financial Statements
5. Review Revised 2017 Actuarial Valuation
6. Mid-Year Budget vs. Actual Review
7. Review District Investments
8. Adjourn

For time and date of the next meeting of the Kensington Fire Protection District Finance Committee, contact the District office, 217 Arlington Avenue, Kensington, CA 94707, 510/527-8395.

**MINUTES OF THE MAY 31, 2018 FINANCE COMMITTEE MEETING
OF THE KENSINGTON FIRE PROTECTION DISTRICT**

PRESENT: **Directors:** Janice Kosel and Nina Harmon
 Staff: Manager Brenda Navellier, Deborah Russell CPA, Chief Lance Maples
 Guest: El Cerrito City Manager, Scott Hanin

CALL TO ORDER:

Director Kosel called the meeting to order at 1:30 p.m. and noted the Committee members, staff and members of the public that were present.

ORAL COMMUNICATIONS:

None.

APPROVAL OF JANUARY 23, 2018 COMMITTEE MINUTES:

The committee last met in January for mid-year budget review. The two main purposes of the May meeting are to receive the El Cerrito contract fee proposal and to review the draft budget that goes to the Board in June. The Committee agreed by consensus to accept the minutes as submitted.

EL CERRITO CONTRACT FEE PROPOSAL FOR FY 2018-2019:

El Cerrito City Manager Scott Hanin said he was happy to attend. He values the relationship with Kensington and thinks it goes well for both agencies. Hanin said ECFD's service level is above any other fire department around and is also accomplished more cheaply. The cost comparison in the packet is two years old but all other agencies have the same rising cost issues. Hanin will be bringing a balanced budget to the City Council next week. El Cerrito has seen solid revenue growth and most of that will go to offset personnel costs. Police and fire have all received CPI increases through short term contract extensions. El Cerrito's policy is to pay its employees median; however, the economy is strong and most cities are paying higher than that particularly for police personnel. All cities are hiring police. Kaiser rates are now going up and the portion that El Cerrito is paying to PERS continues to grow. All public agencies are dealing with that increase. El Cerrito has about 2,000 units of housing proposed along San Pablo Avenue in different stages of development. Construction costs in the bay area are huge. El Cerrito receives 22% of any property tax increase but PERS is taking up most of the revenue increase. El Cerrito has a Parks & Recreation master plan that calls for \$6.5 million in improvements. The Council is contemplating putting an initiative on the ballot in November to make El Cerrito a charter city. Most cities along the I-80 corridor are charter cities. El Cerrito will have one marijuana dispensary in the city limits. During the recession the City used a significant portion of its reserves to not cut any services or staff. It now needs to build those reserves back up. El Cerrito has raised its revenue budget by 6% for FY18-19. The City is required to fund its PERS liability and the bargaining units are aware of this. The funding is a giant bell curve and the key will be to get through the next several years. El Cerrito fire employees currently pay 12% of the pension costs which is up from a few years ago. Employees know that it will probably rise again when their contracts renew in two years. Karl Kruger asked what "fully funded" means. Hanin explained that if every employee retired today and no further revenues came in, the City could pay their pensions. The PEPRA employees that have been hired since pension reform do cost the City much less.

Chief Maples noted there was an overview of the department in the packet. He gave an overview of the organization chart and recent changes within it. Staffing levels has remained the same for the past 10 years. David Spath asked about staffing and the 37 positions in the budget. Chief Maples explained that the department runs three vacant firefighter positions and one vacant clerical position. The clerical position has been left empty since the contract share for Manager Navellier in 2009. The three firefighter positions are 'coverage' positions and are not needed for minimum staffing. Open shifts created by vacation, sick leave, education, etc. are covered with overtime. There are 10 positions being left open city-wide including the police department. Accomplishments achieved between 2016-2018 were listed in the packet which Chief Maples read. The department responded to 19 different locations throughout the State for mutual aid in 2017. All El Cerrito-Kensington stations were fully staffed during that time. The department did all this with no injuries, no damage to vehicles, etc.

Director Kosel congratulated Chief Maples on the response to a recent fire on Purdue. Five engines responded within minutes. Maples explained the automatic aid system with Berkeley, Albany, Richmond, etc. The response to this fire was seamless due to auto aid and joint training. Hanin explained that it is seamless for El Cerrito to send all of its engines to Kensington because Richmond will automatically backfill any El Cerrito calls. All the goals in the fire department budget section tie back to the City's Strategic Plan. Maples noted that the department is on a progressive climb for call volume. He believes that is because the agency sells a "call if you don't know" approach. As an agency, ECFD works with Contra Costa Social Services for anyone in constant need. Maples reviewed the training numbers and the extraordinary amount of time spent on training and education. The certifications listed in the packet are all State-level certifications that require attendance outside of work. Almost all personnel are trained to work one rank up. Public outreach contacts were next reviewed. Maples then reviewed the proposed budget highlighting the salary increase of 3.1%, PERS contributions up 20%, and workers comp up 40%. Karl Kruger asked for and received a copy of the proposed contract fee. Professional Services was raised from \$10,000 to \$25,000 for promotional exams, vehicle equipment maintenance was raised from \$80,000 to \$90,000. Maples reviewed other adjustments throughout the fire budget including a reduction in fuel. The reconciliation for FY16-17 is \$215,158. The amount is mostly made up of overtime, part-time costs, one-time payouts and a \$53,000 PERS adjustment. These unanticipated expenses hit El Cerrito even harder. The proposed contract fee is \$3,016,868.16.

Director Kosel said KFPD's proposed budget shows projected revenues of \$4.4 million and expenses of \$3.8 million. A significant amount of the surplus will go into the building fund. Cash is currently at \$8.6 million which is made up of the vehicle fund, the PERS trust, the contract set-aside and the building fund. The building fund is currently at \$2.6 million to renovate the public safety building or to build elsewhere. When KFPD updated the 2009 geotechnical report for the current site, the new report stated there was a fissure along the back of the site along with the known one that runs along the front of the site. The site may be unbuildable for the District's purposes. KFPD is waiting on KPPCSD's attorney to render an opinion on whether a site located in Kensington Park is an option for building. The community is built up. KFPD is in good financial shape but has no idea where it is going to build. The contract fee proposal is bad news for KFPD; however, Kosel said we can't complain about a 3.1% cost of living raise, and we can't complain about an increase that is dictated by reconciliation from prior years. KFPD is very happy with the service and has not received any complaints about the firefighters or their service. It is a win-win relationship because it is cost effective for KFPD to contract with El Cerrito. El Cerrito is trying to keep its costs down which KFPD benefits from.

Director Harmon said she appreciated the breakout during the presentation since the increase is extraordinary. It helped her understand where the numbers are coming from. Hanin agreed that the increase is high but if you look at the contract fee adjustments over the last 10 years it is tracking close to the CPI.

Karl Kruger noted that ECFD is receiving \$50,000 for a technical rescue grant. He asked how that affects El Cerrito and if they are going to use that money to purchase the drone. Kruger said all three stations are going to use the drone that KFPD is purchasing. Chief Maples said the department wrote a grant for a specific type of tool. Kruger said the Finance Committee views the proposal as "we can afford it" but he wants to know if it is justified. Kruger said overtime is over budget \$365,000 which is \$1,000 a day. He questions whether that is justified. Kruger also said there is no incentive to control costs. El Cerrito just presents it and says this is KFPD's share. There are two pots of money in the community and three big issues that need to be resolved—the public safety building, the community center and retirement plans. Overtime costs are too high and it is management's job to control costs. Kosel said overtime is cheaper than hiring additional employees. Kruger said he understands that but it also shows we do not have control over things. Hanin said El Cerrito is providing a service that is more than double digits cheaper than any other agency could provide. Maples said that if the budget is escalating in Kensington it is escalating even twice that in El Cerrito where he has to answer to the City Manager, Assistant City Manager and Finance Director. Maples explained the El Cerrito budget process. Hanin said about 86% of the Fire Department's budget is personnel. Since El Cerrito pays median, 50% of the Fire Departments in northern CA pay more than El Cerrito-Kensington does. Hanin said the service and response by the El Cerrito-Kensington department is far superior to any other provider in the area. Kruger said \$1,000 a day on overtime is unacceptable. Hanin suggested KFPD look at other agencies. David Spath asked about the PERS contribution increase of 20% and what Hanin's projections are for the top of the "bell curve" he mentioned earlier. Hanin said he didn't know but it could be pushing 50%. El Cerrito's PERS liability is 75% funded. Kruger said there are fewer than 400 calls out of Station 65 per year or 1 call per day. Maples said it is up to the community to determine if they want a staffed fire station in their community and that it costs "x". It is not a pay-as-you-go system so it doesn't matter if it's one call or 1,000. Other agencies around El Cerrito including Alameda County, Contra Costa County and Berkeley Fire all pay more in salaries which again, is about 86% of the budget. Every one of the agencies on the comparison list in the packet provides retiree healthcare and El Cerrito does not.

Director Kosel thanked Hanin and Maples for their attendance. Harmon added that the contract fee as proposed was justified. Kosel and Harmon will recommend the contract fee to the entire Board. *Maples, Hanin and Kruger left the meeting.*

FY 2017-2018 AUDITOR PROPOSAL/RECOMMENDATION:

The packet included an audit proposal from Mann, Urrutia, Nelson CPAs for a flat fee of \$16,000. This would be KFPD's second year using MUN CPAS. Kosel said she likes their audit presentation and also the verbal presentation they made at the Board meeting. Staff was happy with their experience also. Russell noted that not only were they new auditors to the District but there was new GASB legislation that went into effect and will be going into effect in future years also. Actuarial reports are also changing. Overall MUN seems to be very knowledgeable and the process went smoothly. Kosel is prepared to recommend them to the Board again this year at the June meeting.

REVIEW AND RECOMMEND DRAFT FY 2018-2019 BUDGET:

Kosel commended staff on the draft budget in the packet. Kosel said total revenues are \$4.4 million which is an increase of 3 to 4% in the property tax revenues. Russell noted that KFPD's revenue increase is from actual to budget, not budget to budget. Kosel noted that the lease with KPPCSD is up at the end of the calendar year. The cost of living increase is currently 3.2%. Navellier has already sent a proposed lease to KPPCSD Director Len Welsh for 18 mos. at a one-time increase of 3.2%. Under expenses, Kosel noted that the actuarial valuation is budgeted at 0 for this fiscal year. The contract fee is correct as presented but Russell explained for everyone's benefit how it is split between revenue and expense. Kosel summarized the rest of the budget. Retiree medical benefits are completely funded and are now being paid out of the trust. Kosel gave an update on the Demonstration Garden—the District has hired a landscape architect and a surveyor. The needs assessment for the public safety building is budgeted at \$10,000. That is a guess since no one knows at this time what is going to happen with that project. Navellier is slated for a 10% raise. Kosel surveyed the Board members and all were delighted with Navellier's performance. The District also compared Navellier's salary to the CSDA salary survey and found Navellier to be underpaid. Operating expense is \$3.6 million and \$3.8 million with capital outlay. Navellier noted that KFPD will be putting a deposit only on the Type III engine during FY18-19 and it will probably be delivered in the following fiscal year. There is a total surplus of approximately \$600,000. The committee directed staff to increase the building fund to \$450,000 from \$150,000 assuming the timing on the Type III is correct. As was discussed at the last Finance Committee meeting, KFPD is being asked by CalPERS to pay \$140,000 of back health premiums for a former employee. Kosel said there is a statute of limitations but she is working with the District attorney on the issue. More discussion followed. Russell said that whenever the issue is settled, the District would then accrue the liability and pay it over whatever timeframe is negotiated. The Committee will leave it off the budget for now until more information is provided by the attorney.

David Spath asked if the lease is predicated on maintenance costs and where is that reflected in the budget? It is based on historical maintenance costs over the last 20 years. Spath asked why KFPD is asking KPPCSD to pay an historical amount as opposed to a pay-as-you-go amount? He also asked why the needs assessment is under Public Safety building maintenance costs instead of capital? Russell explained that needs assessment is a cost associated with the building and is not capitalized. The title of that subcategory in the budget is items associated with the building, not maintenance costs. Spath asked what the maintenance costs are in this year's budget since the lease is predicated on maintenance costs. Russell said historical amounts do matter since one year could be a million and the next year could be nothing and the amount is averaged. Before the \$1 a year lease for 3 years, the lease was the same rate as the current amount minus the CPI. Spath asked if KPPCSD had been paying that amount for the past 20 years to which the Committee answered no. Navellier explained that in 1999 KPPCSD signed an agreement to pay \$12,000 a year back to KFPD for their cost of that 1998/99 remodel, interest free over 10 years. Market rate is incorrect. The committee explained where the salary reimbursement for Navellier is reflected in the budget and the reconciliation of that item. Linda Spath pointed out that the Kensington community center is supposed to be under construction come fall so planting the demonstration garden in the fall may not be timely. More discussion on the community center renovation followed. Navellier will check on the status.

REVIEW DISTRICT INVESTMENTS

Navellier distributed a schedule of investments and current cash flow. LAIF is currently up to 1.5% interest rate and the District currently has nearly \$4 million in LAIF. The District has another \$2.5 million in CDs and other investments. \$750,000 will be maturing on 7/25/18. Navellier will check rates with the County before

renewing. The committee tries to ladder the CDs so they don't all mature at the same time and also not tie them up too long because of the potential building project. Russell reviewed the total investments minus the required set-asides of the capital replacement funds and the El Cerrito contract. The committee then reviewed the cash flow and noted that the property tax revenue conversion largely takes place in April and December. There is also a little "clean-up" tax revenue in June.

ADJOURNMENT: The meeting was adjourned at 3:15 p.m.

MINUTES PREPARED BY: Brenda J. Navellier

These minutes were approved at the Committee meeting of January 29, 2019.

Attest:

Finance Committee Member

**KENSINGTON FIRE
PROTECTION DISTRICT**

**ANNUAL FINANCIAL REPORT
WITH
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED
JUNE 30, 2018**

**MANN, URRUTIA, NELSON, CPAs and ASSOCIATES, LLP
1760 CREEKSIDE OAKS DRIVE, SUITE 160
SACRAMENTO, CALIFORNIA 95833**

**KENSINGTON FIRE PROTECTION DISTRICT
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 2018**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Kensington Fire Protection District
Kensington, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Kensington Fire Protection District (the District) as of and for the year ended June 30, 2018, 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Kensington Fire Protection District, as of June 30, 2018, and the respective changes in financial position, thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

Change in Accounting Principle

As described in Note 1 to the financial statements, during the year ended June 30, 2018, the District adopted new accounting guidance, GASB Statement No. 75, *Accounting and Financial Reporting for Post-employment Benefits other than Pensions*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and the schedules related to the District's net OPEB asset, 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 December 3, 2018, on our consideration of the Kensington Fire Protection 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 Kensington Fire Protection District's internal control over financial reporting and compliance.

Sacramento, California
December 3, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

DRAFT

**KENSINGTON FIRE PROTECTION DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018**

The following discussion and analysis of the section of the Kensington Fire Protection District's (District) financial performance provides an overview of the District's financial activities for the fiscal year ending June 30, 2018. This information is presented in conjunction with the audited financial statements.

FINANCIAL HIGHLIGHTS

- At the close of the fiscal year, June 30, 2018, assets of the District exceeded its liabilities by \$9,425,161 (net position). Of this amount, \$7,152,775 (unrestricted net position) may be used to meet the District's ongoing obligations to the citizens that the District serves.
- The District's total net position increased by \$54,301.
- At the close of the fiscal year, June 30, 2018, the District's general fund reported an ending fund balance of \$3,901,389, an increase of \$360,239 when compared with prior year.
- At the close of the fiscal year, June 30, 2018, the District's special revenue fund reported an ending fund balance of \$109,075, an increase of \$8,206 when compared with the prior year.
- At the close of the fiscal year, June 30, 2018, the District's capital project fund reported an ending fund balance of \$3,201,805, an increase of \$772,294 when compared with the prior year.
- At the end of the fiscal year, June 30, 2018, unassigned fund balance for the governmental funds was \$1,067,282.

OVERVIEW OF THE ANNUAL FINANCIAL REPORT

The financial section of this report consists of four parts: Government-wide financial statements, fund financial statements, the notes to the financial statements, and required supplementary information.

The government-wide financial statements are the statement of net position and the statement of activities, which are prepared using the economic resource measurement focus and the accrual basis of accounting. These statements provide both long-term and short-term information about the District's overall financial status. All of the current year's revenues and expenses are accounted for in the statement of activities, regardless of whether cash is received or paid. The two government-wide statements report the District's net position and how they have changed. Net position, the difference between the District's assets and liabilities, is one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position is an indicator of whether its financial health is improving or deteriorating, respectively. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

The fund financial statements are the balance sheet and statement of revenues, expenditures and changes in fund balance, and are prepared using the current financial resources measurement focus and the modified accrual basis of accounting. Fund financial statements keep track of specific sources of funding and spending for particular purposes. The District has three funds: general fund, special revenue fund, and capital project fund, which are all components of the governmental funds. The fund financial statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Changes in fund balance are reported if they will have an effect on the near-term cash flow of the District.

The notes provide additional information that is essential to the reader for a full understanding of the data provided in the government-wide and fund financial statements.

The required supplementary information presents the District's progress in funding its obligations to provide other post employee benefits as well as the District's budgetary comparison schedules.

**KENSINGTON FIRE PROTECTION DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018**

NET POSITION

The Statement of Net Position presents the financial position of the District on a full accrual basis and provides information about the nature and amount of resources and obligations at year-end. It also provides the basis for computing rate of return, evaluating the capital structure of the District, and assessing the liquidity and financial flexibility of the District.

The following table summarizes the Statement of Net Position for the fiscal years ending June 30, 2018 and June 30, 2017:

STATEMENT OF NET POSITION

| | <u>2018</u> | <u>2017</u> |
|-------------------------------------|---------------------|---------------------|
| ASSETS | | |
| Current and other assets | \$ 7,427,575 | \$ 7,176,338 |
| Capital assets | <u>2,097,519</u> | <u>2,239,854</u> |
| Total Assets | <u>9,525,094</u> | <u>9,416,192</u> |
| LIABILITIES | | |
| Accounts payable and other accruals | 40,439 | 45,332 |
| Long-term liability | <u>45,700</u> | <u>-</u> |
| Total Liabilities | <u>86,139</u> | <u>45,332</u> |
| DEFERRED INFLOW OF RESOURCES | | |
| Net OPEB asset | <u>13,794</u> | <u>-</u> |
| NET POSITION | | |
| Net investment in capital assets | 2,097,519 | 2,239,854 |
| Restricted | 174,867 | 1,059,475 |
| Unrestricted | <u>7,152,775</u> | <u>6,071,531</u> |
| Total Net Position | <u>\$ 9,425,161</u> | <u>\$ 9,370,860</u> |

This table summarizes the net position of the District and reflects the net position increase of \$54,301 to \$9,425,161 in fiscal year 2018 from \$9,370,860 in fiscal year 2017. Net investment in capital assets decreased \$142,335 reflecting the net of assets additions/disposals and depreciation on capital assets. Approximately 22% of the District's net position reflects its investment in capital assets (e.g., land, building, machinery, equipment and rolling stock). The District uses these capital assets to provide services to the citizens; consequently, these assets are not available for future spending. The largest portion of the District's net position, 76%, reflects its investment in unrestricted net position. The unrestricted net position is a resource that can be used for transactions relating to the general operations of the District and increased by \$1,081,244 primarily due to conservative spending in anticipation of new building construction.

**KENSINGTON FIRE PROTECTION DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018**

CHANGES IN NET POSITION

The Statement of Net Position is a snapshot that shows assets, liabilities, and net position at a specific point in time. The Statements of Activities provides information on the nature and source of these assets and liabilities represented on the Statement of Net Position. This statement shows that revenues exceeded expenses by \$1,178,112 for fiscal year 2018. With the prior period adjustment of (\$1,123,811), detailed below, the net change in net position is \$54,301. Ending net position totaled \$9,425,161 as of June 30, 2018. This is a 0.6% increase over June 30, 2017.

The following table summarizes the Statement of Activities for the fiscal years ending June 30, 2018 and June 30, 2017:

STATEMENT OF ACTIVITIES

| | <u>2018</u> | <u>2017</u> |
|---|---------------------|---------------------|
| REVENUES | | |
| General Revenues | | |
| Property taxes | \$ 3,889,704 | \$ 3,715,003 |
| Other revenues | <u>405,882</u> | <u>357,491</u> |
| Total Revenue | <u>4,295,586</u> | <u>4,072,494</u> |
| EXPENSES | | |
| Public safety-fire protection operation | <u>3,117,474</u> | <u>3,185,636</u> |
| Total Expenses | <u>3,117,474</u> | <u>3,185,636</u> |
| Change in net position | <u>1,178,112</u> | <u>886,858</u> |
| Net position - beginning | 9,370,860 | 8,484,002 |
| Prior period adjustment | <u>(1,123,811)</u> | <u>-</u> |
| Net position - ending | <u>\$ 9,425,161</u> | <u>\$ 9,370,860</u> |

For the year ending June 30, 2018, the District implemented GASB 75 for their valuation of their Net Other Post Employment Benefits. As mentioned in Note 6, the District used a "rollback" technique for their net OPEB Liability/(Asset) at the beginning of the year. In the fiscal year end June 30, 2017, the District reported a net OPEB asset of \$1,059,475. As a result of the roll-back, the District determined that an OPEB liability of \$64,336 should have been recorded as of June 30, 2017. The overall change of \$1,123,811 was recorded as a decrease in beginning net position.

Total revenues increased by \$223,092 or 5% during the fiscal year 2018 compared to 2017, totaling \$4,295,586. Property tax revenue increased in fiscal year 2018 compared to 2017 by \$174,701 or 5%. Total expenditures decreased by \$68,162 or 2% to \$3,117,474 in 2018.

**KENSINGTON FIRE PROTECTION DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018**

CAPITAL ASSETS

The District's investment in capital assets, net of accumulated depreciation, as of June 30, 2018 and 2017 was \$2,097,519 and \$2,239,854 respectively. The decrease in capital assets is simply due to additional depreciation.

CAPITAL ASSETS

| | 2018 | 2017 |
|-------------------------------|--------------|--------------|
| Land | \$ 5,800 | \$ 5,800 |
| Building and improvements | 2,391,582 | 2,391,582 |
| Equipment and furniture | 527,034 | 504,218 |
| Rolling stock | 919,884 | 919,884 |
| Subtotal | 3,844,300 | 3,821,484 |
| Less accumulated depreciation | (1,746,781) | (1,581,630) |
| Total net capital assets | \$ 2,097,519 | \$ 2,239,854 |

Additional information about the District's capital assets can be found in Note 3 in the Notes to the Basic Financial Statements.

GENERAL FUND BUDGETARY HIGHLIGHTS

Total Revenues exceeded the budget by \$54,000. Property tax revenues were \$26,000 of that. In addition, the investment strategy returns were better than anticipated. General fund alone exceeded budgeted interest income by \$25,000.

Total Expenses were under budget by nearly \$201,000. One of the largest differences was due to the reporting of the retiree health insurance. Although the budget line was set to zero, as KFPD was fully funded, there was a large reimbursement received (\$49,339) from the previous fiscal year's OPEB costs that created a negative expense for the current year. Another large difference totaling just over \$48,000 was in Community Services Activities, namely the Demonstration Garden had a late start (\$24,940), CERT sheds were not requested by the community (\$13,667), community sandbags were not needed (\$4,246) and other small variances.

General fund: The general fund's revenue is derived from County of Contra Costa property taxes, which are used to run daily operations of the District.

Special revenue fund: The special revenue fund receives the special assessment tax voted in by the Kensington taxpayers in 1980 to be used for fire protection and prevention operations as determined by the District. The revenue received remains consistent with prior years.

Capital project fund: The capital project fund receives no tax revenue of its own, and is funded by the general fund on an as-needed basis. The District's Board of Directors votes annually on an amount to transfer and invest from the general fund to the capital project fund for long-term expected replacements.

The final budget was adopted by the Board of Directors at the September 2017 meeting. A revised version was adopted by the Board of Directors at the February 2018 meeting.

**KENSINGTON FIRE PROTECTION DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2018**

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The primary factor affecting expenditures in the District's fiscal year 2017-18 budget is the City of El Cerrito service contract fee.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the finances for the Kensington Fire Protection District. Questions concerning any information provided in this report or requests for additional financial information should be addressed to the Kensington Fire Protection District, 217 Arlington Avenue, Kensington, CA 94707.

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FINANCIAL STATEMENTS

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**KENSINGTON FIRE PROTECTION DISTRICT
STATEMENT OF NET POSITION
AS OF JUNE 30, 2018**

| | <u>Governmental Activities</u> |
|---|------------------------------------|
| <u>ASSETS</u> | |
| Cash and investments (Note 2) | \$ 7,101,971 |
| Accounts receivable | 109,796 |
| Interest receivable | 32,386 |
| Prepaid expenses | 7,191 |
| Other asset | 1,364 |
| Net OPEB asset (Note 6) | 174,867 |
| Capital assets (Note 3) | |
| Nondepreciable capital assets | 5,800 |
| Depreciable capital assets, net | <u>2,091,719</u> |
| TOTAL ASSETS | \$ <u>9,525,094</u> |
| <u>LIABILITIES</u> | |
| Accounts payable and other accruals | \$ 40,439 |
| Long-term liability (Note 9) | <u>45,700</u> |
| TOTAL LIABILITIES | <u>86,139</u> |
| <u>DEFERRED INFLOW OF RESOURCES</u> | |
| Deferred inflow of resources- net OPEB asset (Note 6) | <u>13,794</u> |
| <u>NET POSITION</u> | |
| Net investment in capital assets | 2,097,519 |
| Restricted | 174,867 |
| Unrestricted | <u>7,152,775</u> |
| TOTAL NET POSITION | <u>9,425,161</u> |
| TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSITION | \$ <u>9,525,094</u> |

See accompanying notes to the basic financial statements.

KENSINGTON FIRE PROTECTION DISTRICT
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018

| | Program Revenues | | | Net (Expense) Revenue and Changes in Net Position |
|--------------------------------|------------------|-------------------------|-------------------------------------|--|
| <u>Governmental Activities</u> | Expenses | Charges for Services | Capital Grants and Contributions | Governmental Activities |
| General Government | \$ 3,117,474 | \$ - | \$ - | \$ (3,117,474) |
| Total Governmental Activities | \$ 3,117,474 | \$ - | \$ - | \$ (3,117,474) |
| General Revenues: | | | | |
| | | | | \$ 4,116,181 |
| | | | | 35,468 |
| | | | | 83,152 |
| | | | | 60,785 |
| | | | | 4,295,586 |
| | | | | 1,178,112 |
| | | | | 9,370,860 |
| | | | | (1,123,811) |
| | | | | 8,247,049 |
| | | | | \$ 9,425,161 |

See accompanying notes to the basic financial statements.

**KENSINGTON FIRE PROTECTION DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018**

| | <u>General Fund</u> | <u>Special Revenue Fund</u> | <u>Capital Project Fund</u> | <u>Total Governmental Funds</u> |
|--|----------------------------|-------------------------------------|-------------------------------------|---|
| <u>ASSETS</u> | | | | |
| Cash and investments | \$ 3,799,727 | \$ 109,075 | \$ 3,193,169 | \$ 7,101,971 |
| Advance on supplemental taxes | 39,029 | - | - | 39,029 |
| Accounts receivable | 52,175 | - | - | 52,175 |
| Interest receivable | 23,721 | - | 8,665 | 32,386 |
| Prepaid expenses | 7,191 | - | - | 7,191 |
| Reimbursements and other | 18,592 | - | - | 18,592 |
| Other assets | 1,364 | - | - | 1,364 |
| Total Assets | <u>\$ 3,941,799</u> | <u>\$ 109,075</u> | <u>\$ 3,201,834</u> | <u>\$ 7,252,708</u> |
| <u>LIABILITIES</u> | | | | |
| Accounts payable and other accruals | \$ 33,613 | \$ - | \$ 29 | \$ 33,642 |
| Wages payable | 6,797 | - | - | 6,797 |
| Total Liabilities | <u>40,410</u> | <u>-</u> | <u>29</u> | <u>40,439</u> |
| <u>FUND BALANCE</u> | | | | |
| Non-spendable | 7,191 | - | - | 7,191 |
| Committed | - | - | 3,186,299 | 3,186,299 |
| Assigned | 2,826,916 | 109,075 | 15,506 | 2,951,497 |
| Unassigned | 1,067,282 | - | - | 1,067,282 |
| Total Fund Balance | <u>3,901,389</u> | <u>109,075</u> | <u>3,201,805</u> | <u>7,212,269</u> |
| Total Liabilities and Fund Balances | <u>\$ 3,941,799</u> | <u>\$ 109,075</u> | <u>\$ 3,201,834</u> | <u>\$ 7,252,708</u> |

See accompanying notes to the basic financial statements.

KENSINGTON FIRE PROTECTION DISTRICT
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2018

| | |
|---|----------------------|
| Total fund balances of governmental funds | \$ 7,212,269 |
| Amounts reported for governmental activities in the Statement of Net Position are different from those reported in the Governmental Funds above because of the following: | |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds, net of accumulated depreciation of \$1,746,781 | 2,097,519 |
| Other long-term assets used in governmental activities are not financial resources and therefore are not reported in the funds Net other post employment benefit (OPEB) asset | 174,867 |
| Long term liabilities are not due and payable in the current period and therefore are not reported in the funds New long-term liability Deferred inflows related to changes in the net OPEB asset | (45,700) (13,794) |
| Net position of governmental activities | \$ 9,425,161 |

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See accompanying notes to the basic financial statements.

KENSINGTON FIRE PROTECTION DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

| | <u>General Fund</u> | <u>Special Revenue Fund</u> | <u>Capital Project Fund</u> | <u>Total Governmental Fund</u> |
|--|-------------------------|-------------------------------------|-------------------------------------|--|
| <u>REVENUES</u> | | | | |
| Property taxes | \$ 3,889,704 | \$ - | \$ - | \$ 3,889,704 |
| Special taxes | - | 200,395 | - | 200,395 |
| Other taxes | 26,082 | - | - | 26,082 |
| Other revenues | 1,182 | - | - | 1,182 |
| Lease income | 35,468 | - | - | 35,468 |
| Salary reimbursement income | 59,603 | - | - | 59,603 |
| Investment income | 55,074 | - | 28,078 | 83,152 |
| | <u>4,067,113</u> | <u>200,395</u> | <u>28,078</u> | <u>4,295,586</u> |
| Total Revenues | | | | |
| <u>EXPENDITURES</u> | | | | |
| Current expenditures/expenses: | | | | |
| City of El Cerrito service contract | 2,826,907 | - | - | 2,826,907 |
| Retiree health insurance | (49,339) | - | - | (49,339) |
| Firefighter's apparel/ expenses | 4,131 | - | - | 4,131 |
| Insurance | 13,268 | - | - | 13,268 |
| Contingency | 1,439 | - | - | 1,439 |
| Office wages and related expenses | 115,713 | - | - | 115,713 |
| Contra Costa county expenses | 32,039 | 2,189 | 88 | 34,316 |
| Wildland vegetation management | 9,150 | - | - | 9,150 |
| LAFCO | 2,123 | - | - | 2,123 |
| Professional development | 2,919 | - | - | 2,919 |
| Outside professional service fees | 52,214 | - | - | 52,214 |
| Public education | 10,928 | - | - | 10,928 |
| Office equipment and supplies | 4,187 | - | - | 4,187 |
| Building utilities/ services | 61,740 | - | - | 61,740 |
| Memberships | 7,009 | - | - | 7,009 |
| Community service activities | 34,307 | - | - | 34,307 |
| Staff appreciation | 1,019 | - | - | 1,019 |
| Capital outlay | 22,816 | - | - | 22,816 |
| | <u>3,152,570</u> | <u>2,189</u> | <u>88</u> | <u>3,154,847</u> |
| Total Expenditures | | | | |
| <u>OTHER FINANCING SOURCES (USES)</u> | | | | |
| Transfers in | 213,570 | - | 767,874 | 981,444 |
| Transfers out | (767,874) | (190,000) | (23,570) | (981,444) |
| | <u>(554,304)</u> | <u>(190,000)</u> | <u>744,304</u> | <u>-</u> |
| Total other financing sources (uses) | | | | |
| Change in Fund Balance | <u>360,239</u> | <u>8,206</u> | <u>772,294</u> | <u>1,140,739</u> |
| Fund Balance - July 1, 2017 | <u>3,541,150</u> | <u>100,869</u> | <u>2,429,511</u> | <u>6,071,530</u> |
| Fund Balance - June 30, 2018 | <u>\$ 3,901,389</u> | <u>\$ 109,075</u> | <u>\$ 3,201,805</u> | <u>\$ 7,212,269</u> |

See accompanying notes to the basic financial statements.

KENSINGTON FIRE PROTECTION DISTRICT
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

Reconciliation of the change in fund balances - total governmental funds to the change in net position of governmental activities:

| | |
|--|---------------------|
| Change in fund balances - governmental funds | \$ 1,140,739 |
| The governmental funds report capital outlays as expenditures while governmental activities report depreciation as expense to allocate those expenditures over the life of the assets: | |
| Capital asset purchases capitalized | 22,816 |
| Depreciation expense | (165,151) |
| Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental fund: | |
| New long-term liability | (45,700) |
| Change in other post employment benefits (OPEB) | <u>225,408</u> |
| Change in net position of governmental activities | <u>\$ 1,178,112</u> |

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See accompanying notes to the basic financial statements.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Reporting Entity

The Kensington Fire Protection District (District) is a special district empowered to take all the necessary steps to provide for fire protection and prevention services including enforcement of California State (State) laws applicable to fire codes. The financial statements of the District include all funds of the District. An elected Board of Directors governs the District, and exercises powers granted by State statutes.

In August 1995, the District entered into a contract with the City of El Cerrito (City) under which the City provides fire suppression and emergency medical services for the District. The contract provides that the District will pay the City an annual fee as defined in the contract (paid on a monthly basis) that expires June 30, 2020. The annual fee that the District paid under this contract for the fiscal years ended June 30, 2018 and 2017 totaled \$2,826,907 and \$2,552,869 respectively.

B. Basis of Presentation

The basic financial statements of the Kensington Fire District (District) have been prepared in conformity with accounting principals generally accepted in the United States of America. The Government Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting standards followed by governmental entities in the United States of America.

These standards require that the financial statements described below be presented.

Government-wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include the activities of the District's overall government. The District's net position is reported in three parts: net investment in capital assets; restricted net position; and unrestricted net position. The District first utilizes restricted resources to finance qualifying activities. Governmental activities generally are financed through taxes and other nonexchange revenues.

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, and (b) grants and contributions that are restricted to meeting the operational needs of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

The accounts of the District are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures. A fund is established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions, or limitations. Governmental resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The District's funds, all of which are considered to be major governmental funds, are reported as separate columns in the fund financial statements. The District uses the following funds:

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Governmental Fund Types

The *General Fund* is the operating fund of the District and is used to account for all financial resources except those required to be accounted for in another fund.

The *Special Revenue Fund* accounts for the special tax authorized by Section 53978 of the Government Code and approved by the District's electorate on April 8, 1980.

The *Capital Project Fund* is used to account for financial resources to be used for the acquisition or construction of major capital facilities and rolling stock.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the 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 all liabilities (whether current or noncurrent) associated with the operation of these funds are reported.

All governmental funds are accounted for using a "current financial resources" measurement focus. With this measurement focus, only current assets and current liabilities generally are 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.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using 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 is used. Property taxes are recognized as revenue 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.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means knowing or being able to reasonably estimate the amount and "available" means that revenues are collectible within the current period or soon enough thereafter to pay current liabilities. For this purpose, the District considers special and other taxes to be available if they are collected within 90 days of year-end. The District considers property taxes to be available if they are collected within 60 days of year-end. Revenues not considered available are recorded as deferred revenues. Expenditures are recorded when the related fund liability is incurred, except for compensated absences, such as vacation and sick leave, which are recognized when due.

D. Cash and Investments

Cash and investments include amounts in demand deposits as well as short-term and long-term investments with the county investment pool. Substantially all of the District's cash and investments are held by the County of Contra Costa (County) as its fiscal agent. The District's investments are reported at fair value. The fair value represents the amount the District could reasonably expect to receive for an investment in a current sale between a willing buyer and a willing seller. The fair value of investments is obtained by using quotations obtained from independent published sources. The District also maintains a general checking account to facilitate the processing of small transactions.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

As permitted by the California Government Code, contracts and agreements, the District is permitted to invest in the County's cash and investment pool, obligations of the U.S. Treasury or its agencies; certificates of deposits; mutual funds invested in U.S. Government securities; and other permitted investments.

E. Capital Assets

In the government-wide financial statements, capital assets are defined as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Capital assets, which include land, buildings, rolling stock (vehicles), and equipment/ furniture, are valued at historical cost, or an estimate of historical cost if actual cost is unavailable. Donated capital assets are valued at their estimated fair market value on the date received. Depreciation is computed for financial statement purposes using the straight-line method. The estimated useful lives for these depreciated assets are as follows:

| | |
|--|----------------|
| Building and improvements | 15 to 40 years |
| Rolling stock, equipment and furniture | 5 to 15 years |

F. Property Taxes

Revenue is recognized in the fiscal year for which the tax and assessment are levied. The County levies, bills and collects property taxes and special assessments for the District. Under the County's "Teeter Plan", the County remits the entire amount levied and handles all delinquencies while retaining related interest and penalties.

Taxes are levied for each fiscal year on taxable real and personal property situated in the County. The levy is based on the assessed values as of the preceding January 1st, which is also the lien date. Property taxes on the secured roll are due in two installments: November 1st and February 1st and become delinquent after December 10th and April 10th, respectively. Supplemental property taxes are levied based on changes in assessed values between the date of real property sales or construction completion and the preceding assessment date. The additional supplemental property taxes are prorated from the first day of the month following the date of such occurrence.

G. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund and Capital Project Fund. There are no appropriations or encumbrances in the Special Revenue Fund. All appropriations lapse at fiscal year-end.

H. Interfund Transactions

All interfund transactions are treated as transfers. The general fund is the main operating fund for the District. Annually, tax revenues recorded in the special revenue fund are transferred to the general fund to fund the District's operations. Transfers between governmental funds are eliminated as part of the adjustments to the government-wide presentation.

I. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position, or balance sheet, will sometimes report a section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and so will be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position, or balance sheet, will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB asset, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

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

| | |
|--------------------|----------------------------|
| Valuation Date | June 30, 2017 |
| Measurement Date | June 30, 2017 |
| Measurement Period | July 1, 2016 June 30, 2017 |

K. Equity Classifications

Government-Wide Statements

Net position is the excess of all the District's assets and deferred outflows of resources over all of its liabilities and deferred inflows of resources, regardless of fund. Net position is divided into three categories. These categories apply only to net position, which is determined at the government-wide level, and are described below:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets.
- b. Restricted net position - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net position that do not meet the definition of "net investment in capital assets," or "restricted."

Fund Statements

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- a. Nonspendable - Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The 'not in spendable form' criterion includes items that are not expected to be converted to cash, for example: inventories, prepaid amounts, and long-term notes receivable.
- b. Restricted - Amounts that are restricted for specific purposes when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, laws, or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.
- c. Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the district's highest level of decision-making authority. Commitments may be changed or lifted only by the District taking the same formal action that imposed the constraint originally (for example: resolution and ordinance).

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Assigned - Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed. *Intent* is expressed by (a) the District's Board or (b) a body (for example: a budget or finance committee) or (c) official to which the District's Board has delegated the authority to assign amounts to be used for specific purpose.

e. Unassigned - Amounts representing the residual classification for the general fund, and includes all amounts not contained in the other classifications.

Further detail about the District's fund balance classification is described in Note 4.

L. Budgets and Budgetary Accounting

The District follows the procedures below in establishing the budgetary data reflected in the basic financial statements:

- a. At the June Board of Directors (Board) meeting, the Finance Committee submits to the Board proposed operating and capital improvement draft budgets for the fiscal year commencing the following July 1. The operating and capital improvement budgets include proposed expenditures and the means of financing them.
- b. The Draft budget is legally enacted through the adoption of a resolution by the Board.
- c. A final operating and capital improvement budget is submitted to the Board at the September Board meeting. The budget is legally enacted through the adoption of a resolution by the Board.
- d. Formal budgetary integration is employed as a management control device during the fiscal year for the General Fund. The Capital Project Fund is budgeted over the life of the project.
- e. Budgets for the General Fund, Special Revenue Fund and the Capital Project Fund are adopted on a basis consistent with accounting principles generally accepted in the United States of America.
- f. The Special Revenue Fund is only used to accumulate special tax revenues, which are then transferred to the other funds as needed.

M. Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

N. Implementation of Government Accounting Standards Board Statement

Effective July 1, 2017, the District implemented the following accounting and financial reporting standards:

Government Accounting Standards Board Statement No. 75

In June 2015, GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB, and replaces Statements No. 45 and 57. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures related to OPEB. See notes 6 and 8 for the prior period restatement recorded as a result of implementing this standard.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Government Accounting Standards Board Statement No. 85

In March 2017, GASB issued Statement No. 85, *Omnibus 2017*. The objective of this statement is to address practice issues that have been identified during implementation and application of certain GASB statements. This statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits).

O. Future Government Accounting Standards Board Statements

These statements are not effective until July 1, 2018 or later and may be applicable to the District. However, the District has not determined the effects, if any, on the financial statements.

Government Accounting Standards Board Statement No. 86

In May 2017, GASB issued Statement No. 86, *Certain Debt Extinguishments Issues*. The primary objective of this statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources—resources other than the proceeds of refunding debt—are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The District has not determined what impact, if any, this pronouncement will have on the financial statements. Application of this statement is effective for the District's fiscal year ending June 30, 2019.

Government Accounting Standards Board Statement No. 87

In June 2017, GASB issued 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 requires 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. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. Application of this statement is effective for the District's fiscal year ending June 30, 2021. The District has not determined what impact, if any, this pronouncement will have on the financial statements.

Government Accounting Standards Board Statement No. 88

In March 2018, GASB issued Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. The objective of this statement is to clarify which liabilities governments should include in their note disclosures related to debt. GASB is requiring debt borrowings and direct placements to be presented separately because they may expose a government to risks that are different from, or in addition to, risks related to other types of debt. The new standard also requires the disclosure of additional essential debt related information for all types of debt, including amounts of unused lines of credit and assets pledged as collateral for debt. Also required to be disclosed are terms specified in debt agreements related to: (1) significant events of default with finance related consequences, (2) significant termination events with finance related consequences, (3) significant subjective acceleration clauses. The District has not determined what impact, if any, this pronouncement will have on the financial statements. Application of this statement is effective for the District's fiscal year ending June 30, 2020.

Government Accounting Standards Board Statement No. 89

In June 2018, GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. This statement requires interest costs incurred before the end of a construction period to be recorded as an expenditure in the applicable period. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. The District has not determined what impact, if any, this pronouncement will have on the financial statements. Application of this statement is effective for the District's fiscal year ending June 30, 2021.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Government Accounting Standards Board Statement No. 90

In August 2018, GASB issued Statement No. 90, *Majority Equity Interests*. The purpose of this statement is to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. The new standard clarifies the differences between a majority equity interests reported as an investment and majority equity interest reported as a component unit of the governmental entity. The District has not determined what impact, if any, this pronouncement will have on the financial statements. Application of this statement is effective for the District's fiscal year ending June 30, 2020.

NOTE 2: CASH AND INVESTMENTS

Cash and investments at June 30, 2018 consisted of the following:

| | | |
|-----------------------------------|-----------|-------------------------|
| Deposits | \$ | 20,840 |
| Cash held by the county | | 510,434 |
| Petty cash | | <u>200</u> |
| Total cash | | <u>531,474</u> |
| Local Agency Investment Fund | | 3,820,497 |
| Certificates of Deposit | | 1,250,000 |
| Fixed Income Securities | | <u>1,500,000</u> |
| Total investments | | <u>6,570,497</u> |
| Total Cash and Investments | \$ | <u>7,101,971</u> |

Deposits

At year-end, the carrying amount of the District's demand deposits was \$20,840 with a commercial bank which is covered by federal depository insurance.

Cash held by the County

The District's cash is included in the Contra Costa County (County) Treasurer cash and investments pool. Investments made by the Treasurer are regulated by California Government Code and by a County investment policy approved annually by the County Treasury Oversight Committee. Adherence to the statutes and policies is monitored by the County Board of Supervisors and by the Treasury Oversight Committee via monthly reports and an annual audit. Investment income earned on the District's cash is allocated quarterly to the District. Changes in fair value are included in investment income. Redeemed or sold shares are priced at book value, which includes realized investment earnings such as interest income, realized gains or losses upon sale of investments, and amortized premiums and discounts. This number may differ from the shares' fair value, which would include unrealized gains or losses based on market conditions. Additional information regarding insurance, collateralization, and custodial risk categorization of the County's cash and investments is presented in the notes of the County's basic financial statements.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 2: CASH AND INVESTMENTS (Continued)

Separately Held Investments

The County also has investments in the State Treasurer's Local Agency Investment Fund (LAIF) separately held for the District. As of June 30, 2018, the District's investment in LAIF is \$3,820,497 which is approximately 1.70% of total Contra Costa County LAIF. The total amount invested by all public agencies under the County Pool in LAIF at June 30, 2018 is \$224,778,258. Of that amount, approximately 11.92% is invested in structured notes and asset-backed securities. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designed by State Statute. The value of the pool shares in LAIF, which may be withdrawn, is determined on an amortized cost basis, which is different from the fair value of the District's position in the pool.

Authorized Investments of the District

The table below identifies the investment types that are authorized for the District by the California Government Code (or the District's investment policy, where more restrictive) that addresses interest rate risk, credit risk and concentration of credit risk.

| Authorized Investment Type | Maximum Maturity | Maximum Percentage of Portfolio | Maximum Investment in One Issuer |
|---|------------------|---------------------------------|----------------------------------|
| U.S. Treasury Obligation | 5 years | None | None |
| Banker's Acceptances | 180 days | 10% | 5% |
| Commercial Paper | 270 days | 25% | 5% |
| Certificates of Deposit | 5 years | 30% | None |
| Collateralized Bank Deposits | 5 years | None | None |
| Medium-Term Corporate Notes | 5 years | 30% | None |
| Money Market Mutual Funds | N/A | 20% | 10% |
| CD Placement Services | 5 years | 30% | None |
| Local Agency Investment Fund (LAIF) | N/A | None | None |
| County Pooled Investment Funds | N/A | None | None |
| Joint Powers Authority Funds (CalTRUST) | N/A | None | None |
| U.S. Agency Obligations | 5 years | None | None |

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk in the market rate changes that could adversely affect the fair values 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. One of the ways that the District manages its exposure to interest rate risk is by purchasing a combination of shorter and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for District operations.

Information about the sensitivity of the fair values of the District's investments (including investments held by bond trustee) to market rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity as of June 30, 2018:

| | Remaining Maturity | | |
|------------------------------|---------------------|---------------------|---------------------|
| | 12 months or less | 1-5 years | Fair Value |
| Fixed Income Securities | \$ 500,000 | \$ 1,000,000 | \$ 1,500,000 |
| Certificates of Deposit | 1,250,000 | - | 1,250,000 |
| Local Agency Investment Fund | <u>3,820,497</u> | <u>-</u> | <u>3,820,497</u> |
| | <u>\$ 5,570,497</u> | <u>\$ 1,000,000</u> | <u>\$ 6,570,497</u> |

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
 JUNE 30, 2018

NOTE 2: 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 an 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 investment policy, or debt agreements, and the actual rating as of the fiscal year for each investment type.

| | Total | Rating as of Fiscal Year End | | |
|------------------------------|---------------------|------------------------------|---------|-----------|
| | | S&P | Moody's | N/A |
| Fixed Income Securities | \$ 1,500,000 | AAAm | | |
| Certificates of Deposit | 1,250,000 | | | Not rated |
| Local Agency Investment Fund | <u>3,820,497</u> | | | Not rated |
| | <u>\$ 6,570,497</u> | | | |

Concentration of Credit Risk

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. As of June 30, 2018 there were no investments in any one issuer (other than U.S. Treasury securities, mutual funds and external investment pools) that represented 5% or more of the total District investments.

Investment Valuation

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The District does not have any investments that are measured using Level 3 inputs.

The following tables set forth by level, within the fair value hierarchy, the District's assets at fair value as of June 30, 2018:

| | Level 1 | Level 2 | Level 3 | Total |
|----------------------------|---------------------|---------------------|-------------|---------------------|
| Fixed Income Securities | \$ - | \$ 1,500,000 | \$ - | \$ 1,500,000 |
| Certificates of Deposit | <u>1,250,000</u> | <u>-</u> | <u>-</u> | <u>1,250,000</u> |
| Total assets at fair value | <u>\$ 1,250,000</u> | <u>\$ 1,500,000</u> | <u>\$ -</u> | <u>\$ 2,750,000</u> |

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 3: CAPITAL ASSETS

The District's capital asset activity during the year was as follows:

Governmental activities:

| | <u>July 1, 2017</u> | <u>Additions</u> | <u>June 30, 2018</u> |
|--|---------------------|---------------------|----------------------|
| Capital assets not being depreciated | | | |
| Land | \$ 5,800 | \$ - | \$ 5,800 |
| Total capital assets not being depreciated | <u>5,800</u> | <u>-</u> | <u>5,800</u> |
| Capital assets being depreciated | | | |
| Building and improvements | 2,391,582 | - | 2,391,582 |
| Equipment and furniture | 504,218 | 22,816 | 527,034 |
| Rolling stock equipment | 919,884 | - | 919,884 |
| Total capital assets being depreciated | <u>3,815,684</u> | <u>22,816</u> | <u>3,838,500</u> |
| Less accumulated depreciation | | | |
| Building and improvements | (929,467) | (70,713) | (1,000,180) |
| Equipment and furniture | (284,762) | (36,445) | (321,207) |
| Rolling stock equipment | (367,401) | (57,993) | (425,394) |
| Total accumulated depreciation | <u>(1,581,630)</u> | <u>(165,151)</u> | <u>(1,746,781)</u> |
| Total capital asset being depreciated, net | <u>2,234,054</u> | <u>(142,335)</u> | <u>2,091,719</u> |
| Total capital assets, net | <u>\$ 2,239,854</u> | <u>\$ (142,335)</u> | <u>\$ 2,097,519</u> |

Depreciation expense totaled \$165,151 for the year ended June 30, 2018.

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
 JUNE 30, 2018

NOTE 4: FUND BALANCE

GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent.

The Board of Directors, as the District's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal action. Committing fund balance is accomplished by approval of an action item by the Board of Directors. These committed amounts cannot be used for any other purpose unless the Board of Directors removes or changes the specified use through the same type of formal action taken to establish the commitment.

Assigned fund balance are amounts that are constrained by the District's intent to be used for specific purposes, but are neither restricted or committed.

The accounting policies of the District consider restricted fund balance to have been spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the District considers committed amounts to be reduced first, followed by assigned amounts, and unassigned amounts.

As of June 30, 2018, fund balances were comprised of the following:

| | <u>General Fund</u> | <u>Special Revenue Fund</u> | <u>Capital Project Fund</u> | <u>Total Governmental Funds</u> |
|--------------------|-------------------------|---------------------------------|---------------------------------|---|
| Nonspendable | | | | |
| Prepaid | \$ 7,191 | \$ - | \$ - | \$ 7,191 |
| Subtotal | <u>7,191</u> | <u>-</u> | <u>-</u> | <u>7,191</u> |
| Committed | | | | |
| Public protection | - | - | 701,867 | 701,867 |
| Capital projects | - | - | 2,484,432 | 2,484,432 |
| Subtotal | <u>-</u> | <u>-</u> | <u>3,186,299</u> | <u>3,186,299</u> |
| Assigned | | | | |
| Public protection | 2,826,916 | 109,075 | - | 2,935,991 |
| Capital projects | - | - | 15,506 | 15,506 |
| Subtotal | <u>2,826,916</u> | <u>109,075</u> | <u>15,506</u> | <u>2,951,497</u> |
| Unassigned | <u>1,067,282</u> | <u>-</u> | <u>-</u> | <u>1,067,282</u> |
| Total Fund Balance | <u>\$ 3,901,389</u> | <u>\$ 109,075</u> | <u>\$ 3,201,805</u> | <u>\$ 7,212,269</u> |

The Board's financial planning aims to help reduce the negative impact on the District in times of economic uncertainty and potential losses of funding from federal or state governmental agencies. District funds are restricted, committed and assigned as part of a multi-year financial plan to balance the budget and avoid operating deficits.

**KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018**

NOTE 5: INTERFUND TRANSFERS TO/FROM OTHER FUNDS

Transfers between funds during the fiscal year ended June 30, 2018 were as follows:

| <u>Transfer from</u> | <u>Transfer To</u> | <u>Description of Transfers</u> | <u>Amount</u> |
|----------------------------------|----------------------|---|--------------------------|
| General Fund | Capital Project Fund | To fund budgeted contribution to Capital Replacement. | \$ 767,874 |
| Special Revenue Fund | General Fund | To clear fund to a minimum balance. | 190,000 |
| Capital Project Fund | General Fund | To keep capital reserves in line with budget. | <u>23,570</u> |
| Total Interfund Transfers | | | \$ <u>981,444</u> |

NOTE 6: POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS

Description of the Plan

The District provides post-retirement health benefits (medical, dental and vision) to a closed group of former employees who have retired from the District and to their surviving spouses and dependent children. The District pays 100% of the annuitants' health plan premiums. Currently, a total of 10 family units (15 individuals) are receiving post-retirement health benefits. There are no separate financial statements issued for the OPEB plan.

The District participates in the California Employer's Retiree Benefit Trust (CERBT). CERBT is an irrevocable trust fund that allows public employers to prefund the future cost of their retiree health insurance benefits and other post employment benefits (OPEB) for their covered retirees. The District elected to participate in CERBT and contributed a total of \$1,165,000 in October 2008 to CalPERS, the CERBT's administrator. The prefunding was intended to reduce and stabilize the District's annual required contribution to its OPEB plan in future years at an expected level for budgeting purposes. CalPERS issued a publicly available financial report that includes financial statements and required supplementary information for CERBT in aggregate. The report may be obtained by writing to CalPERS, Lincoln Plaza North, 400 Q Street, Sacramento, CA 95811.

Employees Covered

As of the June 30, 2017 actuarial valuation, the following former employees were covered by the benefit terms under the Plan:

| | |
|---|-----------------|
| Active employees | - |
| Inactive employees currently receiving benefits | <u>5</u> |
| Total | <u>5</u> |

Contributions

The contribution requirements of plan members and the District are established and may be amended by the Board. The District's policy is to fully fund the actuarially determined contribution, when required. The District makes the contributions on behalf of the participants. For the fiscal year ended June 30, 2018, there were no contributions, since the plan is fully funded and benefit payments are made from the Trust.

**KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018**

NOTE 6: OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

Net OPEB Asset

The District's net OPEB asset was measured as of June 30, 2017 and the total OPEB asset used to calculate the net OPEB asset was determined by an actuarial valuation dated June 30, 2017 based on the following actuarial methods and assumptions:

| | |
|---------------------------|--|
| Valuation Date | June 30, 2017 |
| Funding Method | Entry Age Normal Cost, level percent pay |
| Discount Rate | 6.73% |
| General Inflation Rate | 2.25% per annum |
| Net Investment Return | 6.73% |
| Mortality Rates | The mortality rates used are those used in the most recent CalPERS valuations: <i>Pre-Retirement: CalPERS 2014 Mortality pre-retirement</i> <i>Post-Retirement: CalPERS 2014 Mortality post-retirement</i> |
| Healthcare Trend Rate | <i>Pre-65: 8.00%</i> <i>Post-65: 5.50%</i> |
| Health Plan Participation | Assumed that 100% of eligible participants will participate. |
| Medicare Coverage | Assumed that all retirees under 65 will be eligible for Medicare when they reach age 65. |

Discount Rate

The discount rate used to measure the total OPEB liability as of June 30, 2017 was 6.73%. This discount rate was based on the Bond Buyer-20 Bond GO index for benefits not expected to be covered by trust assets and the expected long-term on assets of 6.73% as reported by CalPERS for investment Strategy 2.

Long-term Expected Rate of Return

The expected long-term return on assets takes into account the time horizon of the plan, the asset allocation, and the expected long-term real rates of return by asset class. Above are long-term expected real rates of return as reported by JP Morgan. We combined these real rates of return with a 2.25% inflation rate to confirm the reasonableness of the expected return provided by CalPERS, which as of June 30, 2016 was 6.73% and as of June 30, 2017 was 6.73%. The Bond Buyer 20-Bond GO index as of June 30, 2016 was 2.85% and as of June 30, 2017 was 3.58%. The expected long-term real rates of return for each major investment class in the Plan's portfolio are as follows:

| Asset Class | Target Allocation | Long-Term Expected Real Rate of Return |
|--|-------------------|--|
| Global Equity | 40.00 % | 6.46% |
| Fixed Income | 39.00 % | 3.15% |
| Treasury Inflation-Protected Securities (TIPS) | 10.00 % | 3.00% |
| Commodities | 3.00 % | 5.70% |
| Real Estate Investment Trusts | 8.00 % | 8.63% |
| Total | 100.00 % | |

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 6: OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

Changes in the OPEB Asset

The District invoked Paragraph 244 of GASB 75 for the transition. Consequently, in order to determine the beginning Net OPEB liability/(asset), the District used a "rollback" technique. The following table shows the results of the rollback. The June 30, 2017 Net OPEB liability/(asset) was restated accordingly.

| | Total OPEB Liability (a) | Plan Fiduciary Net Position (b) | Net OPEB Liability/(Asset) (c) = (a) (b) |
|--|--------------------------------|---------------------------------------|--|
| Roll back balance at June 30, 2017 | \$ 1,537,671 | \$ 1,473,335 | \$ 64,336 |
| Interest cost | 99,977 | - | 99,977 |
| Differences between expected and actual experience | 146,389 | - | 146,389 |
| Net investment income | - | 112,865 | (112,865) |
| Administrative expenses | - | (739) | 739 |
| Benefit payments, including refunds of employee contribution | (105,986) | (105,986) | - |
| Assumption changes | (373,443) | - | (373,443) |
| Net change during 2017-18 | (233,063) | 6,140 | (239,203) |
| Balance at June 30, 2018 | \$ 1,304,608 | \$ 1,479,475 | \$ (174,867) |

Sensitivity of the Net OPEB Asset to Changes in the Discount Rate

The following represents the net OPEB Asset of the District if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate, for measurement period ended June 30, 2017:

| | 1% Decrease 5.73% | Current Discount Rate 6.73% | 1% Increase 7.73% |
|----------------|----------------------|-----------------------------------|----------------------|
| Net OPEB Asset | \$ (53,812) | \$ (174,867) | \$ (277,078) |

Sensitivity of the Net OPEB Asset to Changes in the Health Care Cost Trend Rates

The following represents the net OPEB asset of the District if it were calculated using health care cost trend rates that are one percentage-point lower or one percentage-point higher than the current rate, for measurement period ended June 30, 2017:

| | 1% Decrease | Current Healthcare Cost Trend Rate | 1% Increase |
|----------------|--------------|---|-------------|
| Net OPEB Asset | \$ (279,868) | \$ (174,867) | \$ (52,475) |

**KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018**

NOTE 6: OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB asset and fiduciary net position are recognized in OPEB expense systematically over time.

Amounts first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense.

The recognition period differs depending on the source of the gain or loss:

| | |
|---|--|
| Net difference between projected and actual earnings on OPEB plan investments | 5 year straight-line recognition |
| All other amounts | Straight-line recognition over the expected average remaining service lifetime (EARSL) of all members that are provided with benefits, determined as of the beginning of the Measurement Period. |

OPEB Expenses and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2018, the District recognized OPEB benefit of \$274,747. As of fiscal year ended June 30, 2018, the District reported deferred inflows of resources related to OPEB from the following sources:

| | Deferred Inflows of Resources |
|---|-------------------------------|
| Net difference between projected and actual earnings on OPEB plan investments | \$ 13,794 |
| Total | \$ 13,794 |

Amounts reported as deferred inflows of resources related to OPEB will be recognized as follows:

| For the Fiscal Year Ending June 30, | Recognized Deferred Inflows of Resources |
|---|--|
| 2019 | \$ (3,449) |
| 2020 | \$ (3,448) |
| 2021 | \$ (3,448) |
| 2022 | \$ (3,449) |

KENSINGTON FIRE PROTECTION DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 7: RISK MANAGEMENT

The Kensington Fire Protection District is a member of Contra Costa County Fire District's Joint Power of Authority Insurance Pool (CSAC). The District is exposed to various risks of loss related to torts, theft damages, destruction of assets, public officials' errors and omissions, injuries to employees, and natural disasters. The District carries commercial insurance for risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any recent fiscal year, and there has been no significant reduction in insurance coverage over the past three fiscal years.

The District's deductibles and maximum coverage are as follows:

| <u>Coverage Description</u> | <u>Deductibles</u> | <u>Insurance Coverage</u> |
|-----------------------------|---|--|
| General and Auto Liability | None | \$50,000,000 |
| All Risk Property | \$500 (all other property) \$100,000 (flood) \$500 (mobile equipment) \$50,000 (terrorism) | \$600,000,000 (all other property) \$600,000 (flood) None \$750,000,000 |
| Earthquake | 2% per unit \$100,000 minimum | \$540,000,000 None |
| Pollution Liability | \$250,000 | \$10,000,000 |
| Boiler and Machinery | \$5,000 | \$100,000,000 |

NOTE 8: PRIOR PERIOD ADJUSTMENT

For the year ending June 30, 2018, the District implemented GASB 75 for their valuation of their Net Other Post Employment Benefits. As mentioned in Note 6, the District used a "rollback" technique for their net OPEB asset at the beginning of the year. In the fiscal year end June 30, 2017, the District reported a net OPEB asset of \$1,059,475. As a result of the roll-back, the District determined that net OPEB liability of \$64,336 should have been recorded as of June 30, 2017. The overall change of \$1,123,811 was recorded as a decrease in beginning net position.

NOTE 9: SUBSEQUENT EVENTS

In June 2017, CalPERS issued a determination that the District owed \$139,711 in premium payments related to an internal accounting error involving a former District employee. The District filed an appeal, and on December 19, 2018, the parties reached a tentative settlement. Following the settlement, it is anticipated that the District will pay \$45,700 in 48 equal monthly installments. This amount has been recorded as a long-term liability on the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

DRAFT

KENSINGTON FIRE PROTECTION DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL FOR THE GENERAL FUND AND SPECIAL REVENUE FUND
FOR THE YEAR ENDED JUNE 30, 2018

| | General Fund | | | Special Revenue Fund | | |
|---|------------------|------------------|---|----------------------|------------------|---|
| | Final Budget | Actual | Variance with Final Budget Under (Over) | Final Budget | Actual | Variance with Final Budget Under (Over) |
| REVENUES | | | | | | |
| Property taxes | \$ 3,863,605 | \$ 3,889,704 | \$ (26,099) | \$ - | \$ - | \$ - |
| Special taxes | - | - | - | 200,287 | 200,395 | (108) |
| Other taxes | 26,000 | 26,082 | (82) | - | - | - |
| Other revenues | - | 1,182 | (1,182) | - | - | - |
| Lease income | 35,470 | 35,468 | 2 | - | - | - |
| Salary reimbursement income | 57,873 | 59,603 | (1,730) | - | - | - |
| Investment income | 30,000 | 55,074 | (25,074) | - | - | - |
| Total Revenues | 4,012,948 | 4,067,113 | (54,165) | 200,287 | 200,395 | (108) |
| EXPENDITURES | | | | | | |
| Current expenditures/expenses: | | | | | | |
| City of El Cerrito service contract | 2,826,907 | 2,826,907 | - | - | - | - |
| Retiree health insurance | - | (49,339) | 49,339 | - | - | - |
| Firefighter's apparel/ expenses | 11,500 | 4,131 | 7,369 | - | - | - |
| Insurance | 14,000 | 13,268 | 732 | - | - | - |
| Office wages and related expenses | 117,290 | 115,713 | 1,577 | - | - | - |
| Contra Costa county expenses | 30,215 | 32,039 | (1,824) | 2,250 | 2,189 | 61 |
| Wildland vegetation management | 10,000 | 9,150 | 850 | - | - | - |
| Water system improvement | 20,000 | - | 20,000 | - | - | - |
| Fire abatement contract | 8,000 | - | 8,000 | - | - | - |
| LAFCO | 2,200 | 2,123 | 77 | - | - | - |
| Professional development | 5,000 | 2,919 | 2,081 | - | - | - |
| Outside professional service fees | 74,450 | 52,214 | 22,236 | - | - | - |
| Public education | 10,000 | 10,928 | (928) | - | - | - |
| Office expense and supplies | 5,500 | 4,187 | 1,313 | - | - | - |
| Building utilities/ services | 70,040 | 61,740 | 8,300 | - | - | - |
| Memberships | 7,535 | 7,009 | 526 | - | - | - |
| Community service activities | 83,650 | 34,307 | 49,343 | - | - | - |
| Staff appreciation | 2,000 | 1,019 | 981 | - | - | - |
| Contingency | 25,000 | 1,439 | 23,561 | - | - | - |
| Capital outlay | 30,000 | 22,816 | 7,184 | - | - | - |
| Total Expenditures | 3,353,287 | 3,152,570 | 200,717 | 2,250 | 2,189 | 61 |
| Subtotal - Revenues Less Expenditures | 659,661 | 914,543 | (254,882) | 198,037 | 198,206 | (169) |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfers in | - | 213,570 | 213,570 | - | - | - |
| Transfers out | - | (767,874) | (767,874) | - | (190,000) | (190,000) |
| Total other financing sources (uses) | - | (554,304) | (554,304) | - | (190,000) | (190,000) |
| Change in Fund Balance | 659,661 | 360,239 | (299,422) | 198,037 | 8,206 | (189,831) |
| Fund Balance - July 1, 2017 | | 3,541,150 | | | 100,869 | |
| Fund Balance - June 30, 2018 | | \$ 3,901,389 | | | \$ 109,075 | |

**KENSINGTON FIRE PROTECTION DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION**

**SCHEDULE OF CHANGES IN THE DISTRICT'S NET OPEB ASSET AND RELATED RATIOS
For the Measurement Period Ended June 30**

Last 10 Years*

| | 2017 |
|---|----------------------------|
| Total OPEB Liability | |
| Interest | \$ 99,977 |
| Difference between expected and actual experience | 146,389 |
| Changes of assumptions | (373,443) |
| Benefit payments, including refunds of employee contribution | <u>(105,986)</u> |
| Net change in total OPEB Liability | (233,063) |
| Total OPEB Liability, beginning | <u>1,537,671</u> |
| Total OPEB Liability, ending (a) | <u><u>\$ 1,304,608</u></u> |
| Plan Fiduciary Net Position | |
| Net investment income | \$ 112,865 |
| Benefit payments, including refunds of employee contributions | (105,986) |
| Administrative expenses | <u>(739)</u> |
| Net change in Plan Fiduciary Net Position | 6,140 |
| Plan Fiduciary Net Position, beginning | <u>1,473,335</u> |
| Plan Fiduciary Net Position, ending (b) | <u><u>\$ 1,479,475</u></u> |
| District's Net OPEB Asset, ending (a) - (b) | <u><u>\$ (174,867)</u></u> |
| Plan Fiduciary Net Position as a percentage of the Total OPEB Liability | 113 % |
| Covered-employee payroll** | - |
| District's Net OPEB Asset as a percentage of covered-employee payroll** | - |

Notes to Schedule:

* Schedule is intended to show information for ten years. Fiscal year 2018 was the first year of implementation, therefore only one year is shown. Additional years' information will be displayed as it becomes available.

**Covered employee payroll is annual compensation paid (or expected to be paid) to active employees covered by an OPEB plan, in aggregate. The District provides post-retirement health benefits (medical, dental and vision) to a closed group of former employees who have retired from the District and to their surviving spouses and dependent children, thus there is no covered-employee payroll.

**KENSINGTON FIRE PROTECTION DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION**

SCHEDULE OF CONTRIBUTIONS TO THE OPEB PLAN
For the Fiscal Year Ended June 30**

Last 10 Years*

| | 2018 |
|---|------|
| Actuarially Determined Contribution (ADC) | \$ - |
| Contributions in relation to the ADC | - |
| Contribution deficiency (excess)* | \$ - |
| Covered-employee payroll | - |
| Contributions as a percentage of covered-employee payroll | - |

Notes to Schedule:

* Schedule is intended to show information for ten years. Fiscal year 2018 was the first year of implementation, therefore only one year is shown. Additional years' information will be displayed as it becomes available.

** The District's policy is to fully fund the actuarially determined contribution, when required. The District makes the contributions on behalf of the participants. For the fiscal year ended June 30, 2018, there were no contributions, since the plan is fully funded and benefit payments are made from the Trust.

OTHER REPORTS

DRAFT

**INDEPENDENT AUDITOR'S 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
Kensington Fire Protection District
Kensington, 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 and each major fund, of the Kensington Fire Protection District, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Kensington Fire Protection District's basic financial statements, and have issued our report thereon dated December 3, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Kensington Fire Protection 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 Kensington Fire Protection District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Kensington Fire Protection 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 Kensington Fire Protection 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.

Sacramento, California
December 3, 2018

DRAFT

**Kensington Fire Protection District
OPEB Plan**

**Governmental Accounting Standards Board
(GASB) Statement 75
Actuarial Valuation as of June 30, 2017**

**Measurement Date: June 30, 2017
Fiscal Year End: June 30, 2018
Revised**

November 21, 2018

Nicolay Consulting Group

November 21, 2018



OPEB CONSULTANTS AND ACTUARIES
530 BUSH STREET, SUITE 500
SAN FRANCISCO, CALIFORNIA 94108-3633
TEL: 415-512-5300
FAX: 415-512-5314

Ms. Brenda Navellier
Administrator
Kensington Fire Protection District
217 Arlington Avenue
Kensington, CA 94707

Re: Kensington Fire Protection District GASB 75 Report for FYE June 30, 2018

Dear Ms. Navellier,

Kensington Fire Protection District ("The District") has retained Nicolay Consulting Group to complete this valuation of The District's postemployment medical program (the "Plan") as of June 30, 2017 measurement date compliant under Governmental Accounting Standards Board (GASB) Statement 75. ***This report has been revised to reflect the sensitivity to the NOL on page 7.***

The purpose of this valuation is to determine the value of the expected postretirement benefits for current and future retirees and the Total OPEB Liability and Actuarially Determined Contribution for the fiscal year ending June 30, 2018. The amounts reported herein are not necessarily appropriate for use for a different fiscal year without adjustment.

Based on the foregoing, the cost results and actuarial exhibits presented in this report were determined on a consistent and objective basis in accordance with applicable Actuarial Standards of Practice and generally accepted actuarial procedures. We believe they fully and fairly disclose the actuarial position of the Plan based on the plan provisions, employee and plan cost data submitted.

The actuarial calculations were completed under the supervision of Gary Cline, ASA, MAAA, FCA, Enrolled Actuary. A member of the American Academy of Actuaries whom meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. To the best of our knowledge, the information supplied in the actuarial valuation is complete and accurate. In our opinion, assumptions as approved by the plan sponsor are reasonably related to the experience of and expectations for the Plan.

We would be pleased to answer any questions on the material contained in this report or to provide an explanation or further detail as may be appropriate.

Respectfully submitted,

NICOLAY CONSULTING GROUP

A handwritten signature in cursive script that reads "Gary E. Cline".

Gary E. Cline, ASA, MAAA, FCA, EA
Vice President & Chief Operating Officer

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Section I Management Summary

A) Highlights

Summary of Key Valuation Results

| | 2017 |
|---|--------------------|
| Disclosure elements as of measurement date ending June 30: | |
| <u>Present Value of Future Benefits:</u> | |
| Active | \$0 |
| Retiree | <u>\$1,304,608</u> |
| Total | <u>\$1,304,608</u> |
| <u>Actuarial Accrued Liability or Total OPEB Liability (TOL)</u> | |
| Active | \$0 |
| Retiree | <u>1,304,608</u> |
| Total | <u>\$1,304,608</u> |
| Plan Fiduciary Net Position | <u>1,479,475</u> |
| Net OPEB Liability | (\$174,867) |
| Plan Fiduciary Net Position as a percentage of the TOL | 113% |
| Aggregate OPEB Expense (Exhibit 3) | (\$225,409) |
| Covered Payroll | N/A |
| Schedule of contributions for fiscal year ending 30: | |
| Actuarially determined contributions | \$0 |
| Actual contributions ⁽¹⁾ | <u>0</u> |
| Contribution deficiency (excess) | \$0 |
| Pay-As-You-Go Premiums | <u>\$105,986</u> |
| Demographic data for fiscal year ending June 30⁽²⁾: | |
| Number of active members | 0 |
| Number of retired members and beneficiaries | <u>10</u> |
| Total | <u>10</u> |
| Key assumptions as of June 30: | |
| Discount rate | 6.73% |
| <u>Initial Trend Rate</u> | |
| Pre-65 | 8.00% |
| Post-65 | 5.50% |
| Ultimate Rate | 5.00% |
| Year Ultimate Rate is Reached | 2031 |

⁽¹⁾ Includes payments to trust and amounts paid directly by the plan sponsor

⁽²⁾ Census data as of June 30, 2017 is used in the measurement of the TOL as of June 30, 2017. See Section III for additional details regarding the census information.

Section I Management Summary

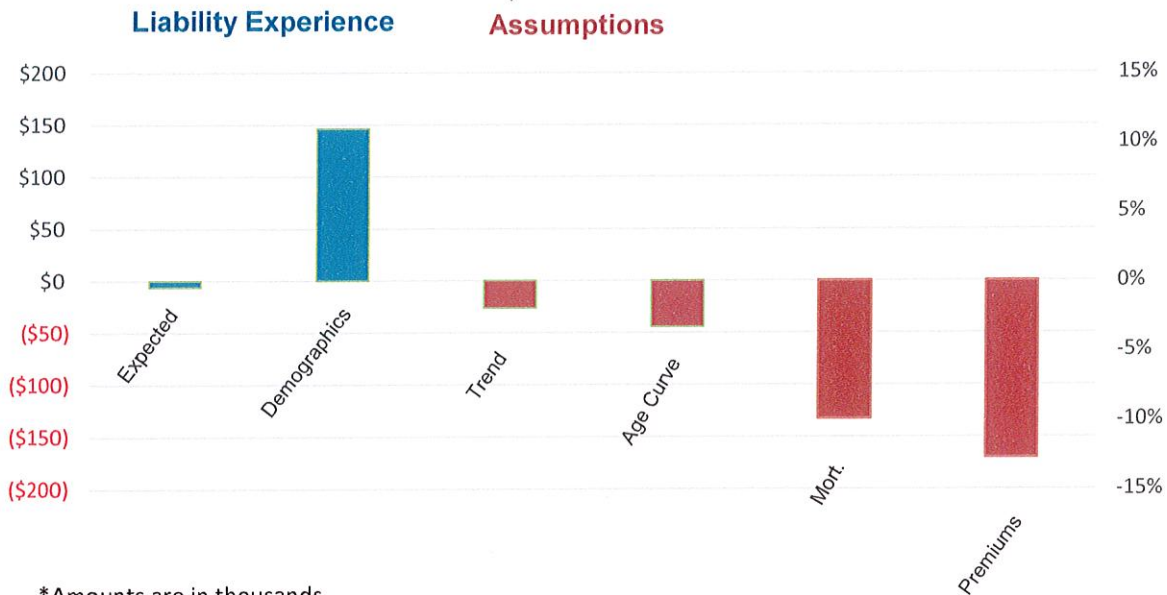
B) Gap Analysis

The Actuarial Accrued Liability (AAL) has decreased \$233,443 from \$1,537,671 as of June 30, 2016 to \$1,304,608 as of June 30, 2017. A breakdown of the sources of this change in liability is shown below:

| Liability Experience | Amount | Percentage |
|---|--------------|------------|
| Expected Benefits Earned, Benefit Payments and Interest | (\$6) | (0%) |
| Actual Demographic and Other Experience | <u>\$146</u> | <u>10%</u> |
| Total Liability Experience | \$140 | 10% |

| Changes in Assumptions | Amount | Percentage |
|--|----------------|--------------|
| Revised Assumed Health Care Cost Trend | (\$26) | (2%) |
| New Implicit Subsidy Age Curve | (\$44) | (3%) |
| Revised CalPERS Mortality Rates | (\$133) | (9%) |
| Actual 2017 Monthly Premiums | <u>(\$170)</u> | <u>(11%)</u> |
| | (\$373) | (24%) |

*Amounts are in thousands.

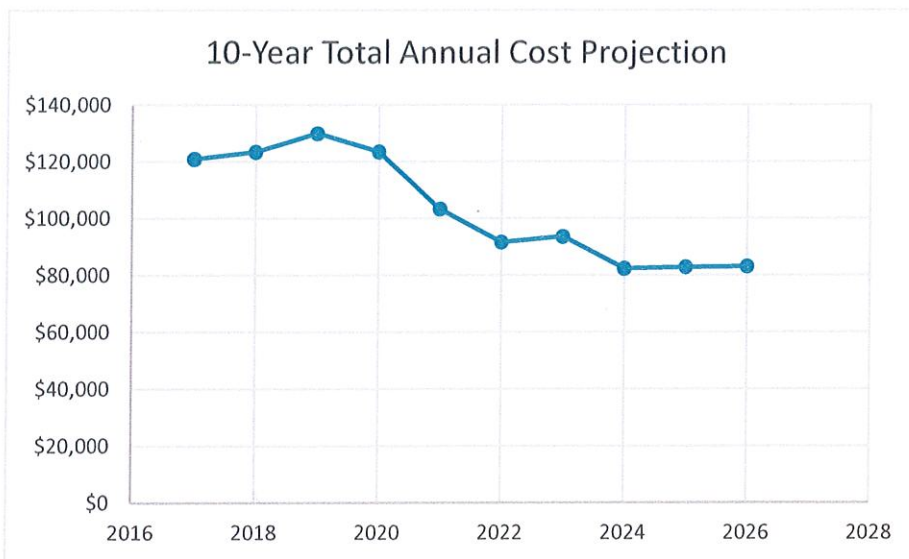


*Amounts are in thousands.

Section I Management Summary

C) 10-Year Projection of Employer Benefit Payments

| Fiscal Year Beginning 7/1 | Premiums | Implicit Subsidy | Total |
|---------------------------|-----------|------------------|-----------|
| 2017 | \$102,866 | \$17,920 | \$120,786 |
| 2018 | \$103,503 | \$19,788 | \$123,291 |
| 2019 | \$107,486 | \$22,465 | \$129,951 |
| 2020 | \$103,899 | \$19,572 | \$123,471 |
| 2021 | \$92,989 | \$10,279 | \$103,268 |
| 2022 | \$86,035 | \$5,566 | \$91,601 |
| 2023 | \$86,820 | \$6,678 | \$93,498 |
| 2024 | \$81,476 | \$837 | \$82,313 |
| 2025 | \$81,369 | \$1,472 | \$82,841 |
| 2026 | \$81,023 | \$2,056 | \$83,079 |

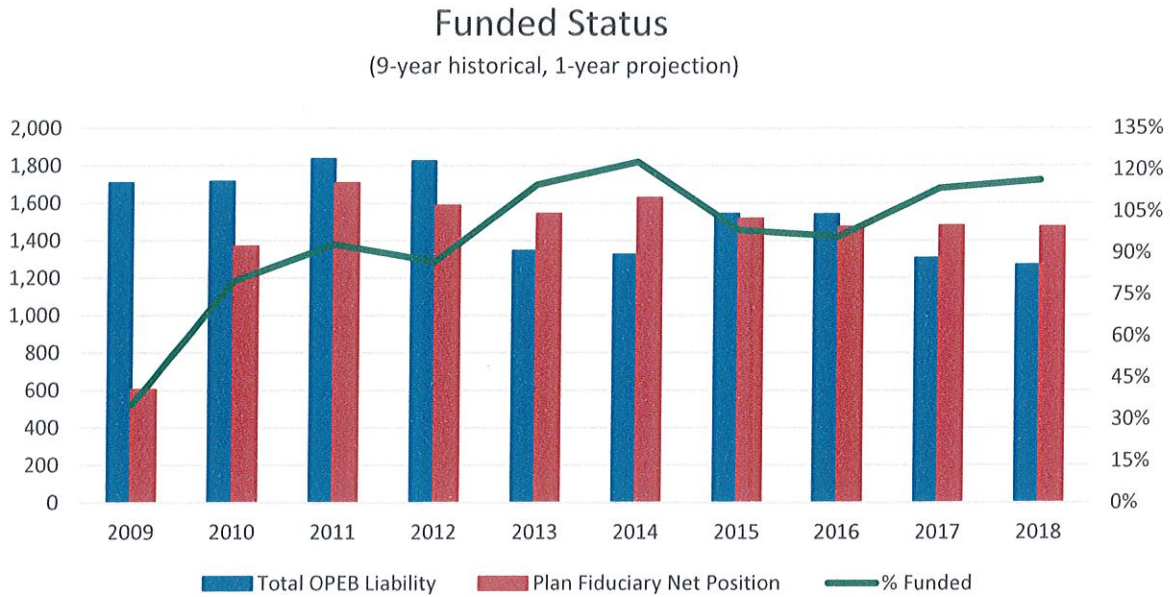


The annual costs shown in the graph above are paid via trust assets (premiums) and active employee premium subsidies (implicit subsidies).

Section I Management Summary

D) Funding Progress

Below is an illustration of the funded status of the Plan for the past 9 years, and a projection of the next year looking forward:



Section II GASB 75 Exhibits

A) Schedule of Changes in Net OPEB Liability (Exhibit 1)

| | 2017 |
|--|--------------------|
| <u>Total OPEB Liability</u> | |
| Service cost | \$0 |
| Interest | 99,977 |
| Change of benefit terms | 0 |
| Differences between expected and actual experience | 146,389 |
| Changes of assumptions | (373,443) |
| Benefit payments, including refunds of employee contributions | (105,986) |
| Net change in Total OPEB Liability | (233,063) |
| Total OPEB Liability – beginning (a) | 1,537,671 |
| Total OPEB Liability – ending (b) | \$1,304,608 |
| <u>Plan Fiduciary Net Position</u> | |
| Contributions – employer | \$0 |
| Contributions – employee | 0 |
| Net investment income | 112,865 |
| Benefit payments, including refunds of employee contributions | (105,986) |
| Administrative expense | (739) |
| Other | 0 |
| Net change in Plan Fiduciary Net Position | \$6,140 |
| Plan Fiduciary Net Position – beginning (c) | 1,473,335 |
| Plan Fiduciary Net Position – ending (d) | \$1,479,475 |
| Net OPEB Liability – beginning (a) – (c) | \$64,336 |
| Net OPEB Liability – ending (b) – (d) | (\$174,867) |
| Plan Fiduciary Net Position as a percentage of the Total OPEB Liability | 113% |
| Covered employee payroll⁽¹⁾ | N/A |
| Plan Net OPEB Liability as percentage of covered employee payroll⁽¹⁾ | N/A |

¹ Covered payroll not available

Section II GASB 75 Exhibits

B) Derivation of Significant Actuarial Assumptions

Long-term Expected Rate of Return – As of June 30, 2017, the expected long-term expected real rates of return for each major investment class in the Plan’s portfolio are as follows:

| Investment Class | Target Allocation | Long-Term Expected Real Rate of Return ¹ |
|--|-------------------|---|
| Global Equity | 40.00% | 6.46% |
| Fixed Income | 39.00% | 3.15% |
| Treasury Inflation-Protected Securities (TIPS) | 10.00% | 3.00% |
| Commodities | 3.00% | 5.70% |
| Real Estate Investment Trusts | 8.00% | 8.63% |
| Liquidity | 0.00% | 0.00% |
| Total | 100.00% | |

¹Expected Return on Assets Analysis provided by JP Morgan Inputs for GIC Asset Allocation.

Discount rate – The discount rate used to measure the total OPEB liability as of June 30, 2017 was 6.73%. This discount rate was based on the Bond Buyer-20 Bond GO index for benefits not expected to be covered by trust assets and the expected long-term return on assets of 6.73% as reported by CalPERS for investment Strategy 2.

This expected long-term return on assets takes into account the time horizon of the plan, the asset allocation, and the expected long-term real rates of return by asset class. Above are long-term expected real rates of return as reported by JP Morgan. We combined these real rates of return with a 2.25% inflation rate to confirm the reasonableness of the expected return provided by CalPERS, which as of June 30, 2016 was 6.73% and as of June 30, 2017 was 6.73%. The Bond Buyer 20-Bond GO index as of June 30, 2016 was 2.85% and as of June 30, 2017 was 3.58%.

Section II GASB 75 Exhibits

C) Sensitivity Analysis (Exhibit 2)

Sensitivity of the Total OPEB Liability to changes in the discount rate – The following presents the District's Net OPEB Liability if it were calculated using a discount rate that is 1% point lower (5.73%) or 1% point higher (7.73%) than the current rate:

Sensitivity of the Total OPEB Liability to changes in the Trend rate – The following presents the District's Net OPEB Liability if it were calculated using a trend table that is 1% point lower or 1% point higher than the current rates.

Net OPEB Liability as of June 30, 2017 measurement date: (\$174,867)

Sensitivity Analysis:

| | Discount Rate | | | Trend * | | |
|------|---------------|-------------|---------|-------------|-------------|----------|
| | NOL | \$ Change | %Change | NOL | \$ Change | % Change |
| +1% | (\$277,078) | (\$102,211) | (58%) | (\$52,475) | \$122,392 | 70% |
| Base | (\$174,867) | 0 | 0 | (\$174,867) | 0 | 0 |
| -1% | (\$53,812) | \$121,055 | 69% | (\$279,868) | (\$105,001) | (60%) |

Section II GASB 75 Exhibits

D) Schedule of OPEB Expense for Fiscal Year Ended June 30, 2018 (Exhibit 3)

Components of OPEB Expense

| | |
|--|--------------------|
| Service Cost | \$0 |
| Interest on the Total OPEB Liability (Exhibit 4) | 99,977 |
| Changes on Benefit Terms | 0 |
| Recognized Differences between Expected and Actual Experience | 146,389 |
| Recognized Changes of Assumptions | (373,443) |
| Employee Contributions | 0 |
| Projected Earnings on OPEB Plan Investments (Exhibit 5) | (95,623) |
| Recognized Differences Between Projected and Actual Earnings on Plan Investments | (3,448) |
| Administrative Expense | 739 |
| Other Changes in Fiduciary Net Position | 0 |
| Aggregate OPEB Expense | <u>(\$225,409)</u> |

Section II GASB 75 Exhibits

E) Interest on the Total OPEB Liability (Exhibit 4)

| | Amount for Period a | Portion of Period b | Interest Rate c | Interest on the Total OPEB Liability a*b*c |
|---|------------------------------|------------------------------|-----------------------|---|
| Beginning Total OPEB Liability | 1,537,671 | 100% | 6.73% | \$103,485 |
| Service Cost | | 100% | 6.73% | 0 |
| Benefit payments, including refunds of employee contribution | (105,986) | 50% | 6.73% | <u>(3,508)</u> |
| Total Interest on the total OPEB liability | | | | \$99,977 |

Section II GASB 75 Exhibits

F) Earnings on Plan Fiduciary Net Position (Exhibit 5)

| | Amount for Period a | Portion of Period b | Projected Rate of Return c | Projected Earnings a*b*c |
|--|------------------------------|------------------------------|--|--------------------------------|
| Beginning Plan Fiduciary Net Position | \$1,473,335 | 100% | 6.73% | \$99,155 |
| Employer Contributions | 0 | 50% | 6.73% | 0 |
| Employee Contributions | 0 | 50% | 6.73% | 0 |
| Benefits payments, (including refunds of employee contributions) | (105,986) | 50% | 6.73% | (3,508) |
| Administrative Expense and Other | (739) | 50% | 6.73% | (24) |
| Total Projected Earnings | | | | <u>\$95,623</u> |

Section II GASB 75 Exhibits

G) Schedule of Contributions¹ (Exhibit 6)

| | Plan Year 2016 - 2017 |
|---|-----------------------|
| Actuarially Determined Contribution ² | \$0 |
| Contributions in relation to the Actuarially Determined Contribution ² | <u>0</u> |
| Contribution Deficiency (excess) | \$0 |
| | |
| Covered-employee payroll ³ | N/A |
| Contributions as a percentage of covered-employee payroll ³ | N/A |
| | |
| Contributions to the Trust | \$0 |
| Pay-go Payments by Employer Unreimbursed by the Trust | 0 |
| Active Implicit Rate Subsidy Transferred to OPEB | <u>0</u> |
| Total OPEB Contributions ¹ | \$0 |

¹ ADC and Contributions are for the measurement period July 1, 2016 to June 30, 2017.

² Employers setting a discount rate based on the assumption that assets will be sufficient to cover all future benefit payments under the plan are assumed to annually make contributions equal to the actuarially determined contribution. Annual contributions made that are substantially less than the ADC would require additional support for use of a discount rate equal to the long-term expected return on trust assets.

³ Covered-Employee Payroll represented above is based on cover-employee payroll provided by the employer. GASB 75 defines covered-employee payroll as the total payroll of employees that are provided OPEBs through the OPEB plan. Accordingly, if OPEB covered-employee payroll shown above is different than total earnings for covered-employees, the employer should display in the disclosure footnotes the payroll based on total earnings for the covered group and recalculate the required payroll-related ratios.

Section II GASB 75 Exhibits

H) Deferred Inflows/Outflows of Resources (Exhibit 7)

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|--|-----------------------------------|----------------------------------|
| Differences between expected and actual experience in the measurement of the TOL | \$0 | \$0 |
| Changes in assumptions | 0 | 0 |
| Net difference between projected and actual earnings of OPEB plan investments | 0 | 13,794 |
| Contribution to OPEB plan after measurement date | <u>0</u> | <u>0</u> |
| Total | \$0 | \$13,794 |

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| Fiscal Year Ended June 30 | Deferred Outflows/(Inflows) of Resources |
|------------------------------|---|
| 2019 | (\$3,449) |
| 2020 | (3,448) |
| 2021 | (3,448) |
| 2022 | (3,449) |
| 2023 | 0 |
| Thereafter | <u>0</u> (\$13,794) |

Section II GASB 75 Exhibits

I) Schedule of Deferred Inflows/Outflows of Resources (Exhibit 8)

| Fiscal Year Established | Initial Amount | Deferred Outflows of Resources as of 06/30/17 | Deferred Inflows of Resources as of 06/30/17 | Initial Years | Years Left | Deferred Outflows/(Inflows) Recognized in Fiscal 2018 |
|---|--------------------|---|--|---------------|------------|---|
| Changes in Assumption | | | | | | |
| 2017 | <u>(\$373,443)</u> | <u>0</u> | <u>\$0</u> | 0.0 | 0.0 | <u>(\$373,443)</u> |
| Total | <u>(\$373,443)</u> | <u>0</u> | <u>\$0</u> | | | <u>(\$373,443)</u> |
| Difference Between Expected and Actual Plan Experience | | | | | | |
| 2017 | <u>\$146,389</u> | <u>0</u> | <u>0</u> | 0.0 | 0.0 | <u>\$146,389</u> |
| Total | <u>\$146,389</u> | <u>0</u> | <u>0</u> | | | <u>\$146,389</u> |
| Net Difference Between Projected and Actual Earnings On Investments | | | | | | |
| 2017 | <u>(\$17,242)</u> | <u>0</u> | <u>(\$13,794)</u> | 5.0 | 4.0 | <u>(\$3,448)</u> |
| Total | <u>(\$17,242)</u> | <u>0</u> | <u>(\$13,794)</u> | | | <u>(\$3,448)</u> |
| Total Balance | | \$0 | (\$13,794) | | | (\$230,502) |

Section II GASB 75 Exhibits

J) Journal Entry to Record the NOL for fiscal year ended June 30, 2018 (Exhibit 9)

| | DR | CR |
|------------------|-----------|-----------|
| Net Position | \$0 | \$161,073 |
| DO-Experience | 0 | 0 |
| DO-Investment | 0 | 0 |
| DO-Contributions | 0 | 0 |
| DO-Assumptions | 0 | 0 |
| DI-Experience | 0 | 0 |
| DI-Investment | 0 | 13,794 |
| DI-Assumptions | 0 | 0 |
| NOL | 174,867 | 0 |
| | <hr/> | <hr/> |
| | \$174,867 | \$174,867 |

Section III Data

A) Summary of Demographic Information

The participant data used in the valuation was provided by The District as of 06/30/2017. It is assumed that this data is representative of the population as of 06/30/2017. While the participant data was checked for reasonableness, the data was not audited, and the valuation results presented in this report are dependent upon the accuracy of the participant data provided. The table below presents a summary of the basic participant information for the active and retired participants covered under the terms of the Plan.

| | Total |
|---------------------------------------|----------|
| <u>Actives</u> | |
| Total Counts | 0 |
| Average Age | n/a |
| Average Service | n/a |
| <u>Retirees</u> | |
| Counts | |
| Under age 65 | 2 |
| Age 65 and over | <u>8</u> |
| Total Counts | 10 |
| Average Age | 74 |
| Total Participants | 10 |
| <u>Covered Dependents of Retirees</u> | |
| Counts | |
| Spouses / Domestic Partners | 5 |
| Children | <u>0</u> |
| Total | 0 |
| Grand Total | 15 |

Section III Data

B) Distribution of Participants by Age and Service

Distribution of Service Groups by Age Groups

| Age Group | Retired* Participants | Active Participant – Years of Service | | | | | | Total |
|--------------|-----------------------|---------------------------------------|-------|---------|---------|---------|-----|-------|
| | | 0 - 4 | 5 - 9 | 10 - 14 | 15 - 19 | 20 - 24 | 25+ | |
| < 25 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 - 29 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 30 - 34 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 35 - 39 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 40 - 44 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 45 - 49 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 50 - 54 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 55 - 59 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 60 - 64 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 65 - 69 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| > 70 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

* Retired participants include retirees, disabled participants, and surviving family members. Does not include covered dependents.

Section IV Plan Provision Summary

A) Plan Description

The District has assumed responsibility for providing the entire cost of postretirement medical, dental and vision benefits to a closed group of retirees and their dependents. Retirees may enroll in any of the plans offered by the District. Retirees are currently enrolled in Blue Shield, PERS Care, and Kaiser plans. The District also provides postretirement dental coverage through Delta Dental and postretirement vision coverage through VSP.

2017 and 2018 calendar year monthly medical premium rates for the District's plans are shown below:

Pre-Medicare Premiums

| 2017 Plan | EE | EE+SP | EE+Fam |
|---------------------|------------|------------|------------|
| Blue Shield Access+ | \$1,024.85 | \$2,049.70 | \$2,664.61 |
| Kaiser | \$573.89 | \$1,147.78 | \$1,492.11 |
| PERSCare | \$932.39 | \$1,864.78 | \$2,424.21 |
| 2018 Plan | | | |
| Blue Shield Access+ | \$889.02 | \$1,778.04 | \$2,311.45 |
| Kaiser | \$642.70 | \$1,285.40 | \$1,671.02 |
| PERSCare | \$882.45 | \$1,764.90 | \$2,294.37 |

Medicare Premiums

| 2017 Plan | EE | EE+SP |
|---------------------|----------|----------|
| Blue Shield Access+ | N/A | N/A |
| Kaiser | \$300.48 | \$600.96 |
| PERSCare | \$389.76 | \$779.52 |
| United Healthcare | \$324.21 | \$648.42 |
| 2018 Plan | | |
| Blue Shield Access+ | N/A | N/A |
| Kaiser | \$316.34 | \$632.68 |
| PERSCare | \$382.30 | \$764.60 |
| United Healthcare | \$330.76 | \$661.52 |

Dental Premiums \$64.41 for retiree, \$60.07 for spouse

Vision Premiums \$31.52 composite

Duration of Benefits

Benefits continue for the life of the retiree and/or dependent(s).

Surviving Spouse Coverage

Surviving spouses of deceased retirees receive lifetime coverage.

Section V Actuarial Assumption, Methods, & Considerations

A) Actuarial Assumptions

| | | | |
|---------------------------|---|----------------------------------|----------------|
| Discount Rate | 6.73% | | |
| Health Care Trend | Year Beginning | Increase in Premium Rates | |
| | | Pre-65 | Post-65 |
| | 2019 | 8.00% | 5.50% |
| | 2020 | 7.75% | 5.25% |
| | 2021 | 7.50% | 5.00% |
| | 2022 | 7.25% | 5.00% |
| | 2023 | 7.00% | 5.00% |
| | 2024 | 6.75% | 5.00% |
| | 2025 | 6.50% | 5.00% |
| | 2026 | 6.25% | 5.00% |
| | 2027 | 6.00% | 5.00% |
| | 2028 | 5.75% | 5.00% |
| | 2029 | 5.50% | 5.00% |
| | 2030 | 5.25% | 5.00% |
| | 2031 and later | 5.00% | 5.00% |
| Amortization Methodology | We used 5-year straight-line amortization for asset gains and losses. For assumption changes and experience gains/losses, we assumed immediate recognition. | | |
| Baseline Cost | Pre-Medicare: \$9,572 per year Post-Medicare: \$4,332 per year | | |
| Inflation | We assumed 2.25% inflation per annum | | |
| Payroll increases | N/A | | |
| Administrative Expenses | \$739 | | |
| Turnover | None. | | |
| Disability | N/A | | |
| Percent Married | N/A | | |
| Net Investment Return | 6.73%, based on CERBT investment allocation Strategy 2 | | |
| Health Plan Participation | We assumed that 100% of eligible participants will participate. | | |
| Medicare Coverage | We assumed that all retirees under 65 will be eligible for Medicare when they reach age 65. | | |

Section V Actuarial Assumption, Methods, & Considerations

A) Actuarial Assumptions (continued)

Mortality

The mortality rates used in this valuation are those used in the most recent CalPERS valuations.

Pre-Retirement: CalPERS 2014 Mortality pre-retirement

Post-Retirement: CalPERS 2014 Mortality post-retirement

| Age | Sample Mortality Rates | | | |
|-----|------------------------|--------|-------------------|--------|
| | Active Employees | | Retired Employees | |
| | Male | Female | Male | Female |
| 55 | 0.23% | 0.14% | 0.60% | 0.42% |
| 60 | 0.31% | 0.18% | 0.71% | 0.44% |
| 65 | 0.40% | 0.26% | 0.83% | 0.59% |
| 70 | 0.52% | 0.37% | 1.31% | 0.99% |
| 75 | 0.71% | 0.53% | 2.21% | 1.72% |
| 80 | 0.99% | 0.81% | 3.90% | 2.90% |
| 85 | 0.00% | 0.00% | 6.97% | 5.24% |
| 90 | 0.00% | 0.00% | 12.97% | 9.89% |

* Source: NCG has not performed an experience study to select these assumptions. NCG has not observed materially consistent gains or consistent losses associated with these assumptions

Section IV Actuarial Assumptions and Methods used in Actuarially Determined Contribution

C) Actuarial Considerations

Health Care Reform

Health care delivery is going through an evolution due to enactment of Health Care Reform. The Patient Protection and Affordable Care Act (PPACA), was signed March 23, 2010, with further changes enacted by the Health Care and Education Affordability Reconciliation Act (HCEARA), signed March 30, 2010. This valuation uses various assumptions that may have been modified based on considerations under PPACA. This section discusses particular legislative changes that were reflected in our assumptions. We have not identified any other specific provision of PPACA that would be expected to have a significant impact on the measured obligation. As additional guidance on the Act continues to be issued, we'll continue to monitor impacts.

Individual Mandate

Under PPACA, individuals (whether actively employed or otherwise) must be covered by health insurance or else pay a penalty tax to the government. While it is not anticipated that the Act will result in universal coverage, it is expected to increase the overall portion of the population with coverage. We believe this will result in an increased demand on health care providers, resulting in higher trend for medical services for non-Medicare eligible retirees. (Medicare costs are constrained by Medicare payment mechanisms already in place, plus additional reforms added by PPACA and HCEARA.) While we believe that the mandate may result in somewhat higher participation overall, this issue would have a marginal impact since we assume 100% participation upon retirement.

Employer Mandate

Health Care Reform includes various provisions mandating employer coverage for active employees, with penalties for non-compliance. Those provisions do not directly apply to the postemployment coverage included in this valuation.

Section IV Actuarial Assumptions and Methods used in Actuarially Determined Contribution

C) Actuarial Considerations (continued)

| | |
|---|--|
| Medicare Advantage Plans | Effective January 1, 2011, the Law provides for reductions to the amounts that would be provided to Medicare Advantage plans starting in 2011. We considered the effect of these reductions in federal payments to Medicare Advantage plans when setting our trend assumption. |
| Expansion of Child Coverage to Age 26 | Health Care Reform mandates that coverage be offered to any child, dependent or not, through age 26, consistent with coverage for any other dependent. We assume that this change has been reflected in current premium rates. While this plan covers dependents, we do not currently assume non-spouse dependent coverage other than for firefighters. We believe the impact this assumption has on the valuation is immaterial due to the lack of retirees that have had or are expected to have non-spouse dependents for any significant amount of time during retirement. |
| Elimination of Annual or Lifetime Maximums | Health Care Reform provides that annual or lifetime maximums have to be eliminated for all "essential services." We assume that current premium rates already reflect the elimination of any historic maximums. |
| Cadillac Tax (High Cost Plan Excise Tax) | <p>The PPACA legislation added a new High-Cost Plan Excise Tax (also known as the "Cadillac Tax") starting in calendar year 2020. For valuation purposes, we assumed that the value of the tax will be passed back to the plan in higher premium rates.</p> <ul style="list-style-type: none">• The tax is 40% of the excess of (a) the cost of coverage over (b) the limit. We modeled the cost of the tax by calculating (a) using the working rates projected with trend. We calculated (b) starting with the statutory limits (\$10,200 single and \$27,500 family), adjusted for the following:<ul style="list-style-type: none">○ Limits will increase from 2018 to 2019 by 4.25% (CPI plus 1%);○ Limits will increase after 2019 by 3.25% (CPI); and○ For retirees over age 55 and not on Medicare, the limit is increased by an additional dollar amount of \$1,650 for single coverage and \$3,450 for family coverage.• Based on the above assumptions, we estimate that the tax will not apply for the District's pre-Medicare or post-Medicare plans. |

Section VI Glossary

A) Key Terms

| | |
|--|---|
| Annual OPEB Expense | The amount recognized by an employer in each accounting period for contributions to a defined benefit OPEB plan on the modified accrual basis of accounting. |
| Deferred outflows and inflows of resources related to OPEB | Deferred outflows of resources and deferred inflows of resources related to OPEB arising from certain changes in the collective net OPEB liability or collective total OPEB liability |
| Covered Payroll | Annual compensation paid (or expected to be paid) to active employees covered by an OPEB plan, in aggregate. |
| Net OPEB Liability (NOL) | The liability of employers and non-employer contributing entities to plan members for benefits provided through a defined benefit OPEB plan that is administered through a trust that meets the criteria of the GASB Statements. |
| Normal Cost or Service Cost | The portion of the Total Present Value of Future Benefits attributed to employee service during the current fiscal year by the actuarial cost method. These terms are used interchangeably. |
| Other Postemployment Benefits (OPEB) | Retiree health care benefits and post-employment benefits provided separately from a pension plan (excluding termination offers and benefits). |
| Plan Fiduciary Net Position (FNP) | Set equal to the market value of assets as of the measurement date. |
| Present Value of Future Benefits (PVFB) | The value, as of the valuation date, of the projected benefits payable to all members for their accrued service and their expected future service, discounted to reflect the time value (present value) of money and adjusted for the probabilities of retirement, withdrawal, death and disability. |
| Total OPEB Liability (TOL) | The portion of the actuarial present value of projected benefit payments that is attributed to past period of member service in conformity with the GASB Statements. The total OPEB liability is the liability of employers and non-employer contributing entities to plan members for benefits provided through a defined benefit OPEB plan that is not administered through a trust that meets the criteria of the GASB Statements. |

**Kensington Fire Protection District
Revenue & Expense Budget vs. Actual**

July through December 2018

| | Jul - Dec 18 | Budget | \$ Over Budget | % of Budget |
|--|---------------------|---------------------|--------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Property Taxes | 4,045,677.52 | 3,985,570.00 | 60,107.52 | 101.5% |
| Special Taxes | 200,453.30 | 200,453.00 | 0.30 | 100.0% |
| Other Tax Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Lease Agreement | 17,734.02 | 17,734.02 | 0.00 | 100.0% |
| Interest Income | 33,868.59 | 19,750.00 | 14,118.59 | 171.5% |
| Salary Reimbursement Agreement | 26,466.94 | 31,424.02 | -4,957.08 | 84.2% |
| Miscellaneous Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Income | 4,324,200.37 | 4,254,931.04 | 69,269.33 | 101.6% |
| Expense | | | | |
| OUTSIDE PROFESSIONAL SERVICES | | | | |
| LAFCO Fees | 2,278.47 | 2,200.00 | 78.47 | 103.6% |
| Contra Costa County Expenses | 2,522.98 | 2,818.00 | -295.02 | 89.5% |
| El Cerrito Contract Fee | 1,282,887.35 | 1,539,465.00 | -256,577.65 | 83.3% |
| Fire Abatement Contract | 665.00 | 8,000.00 | -7,335.00 | 8.3% |
| Fire Engineer Plan Review | 0.00 | 999.98 | -999.98 | 0.0% |
| Risk Management Insurance | 12,507.00 | 14,500.00 | -1,993.00 | 86.3% |
| Professional Fees | | | | |
| Accounting | 600.00 | 3,500.00 | -2,900.00 | 17.1% |
| Actuarial Valuation | 0.00 | 0.00 | 0.00 | 0.0% |
| Audit | 12,500.00 | 16,000.00 | -3,500.00 | 78.1% |
| Legal Fees | 50,168.32 | 17,500.02 | 32,668.30 | 286.7% |
| Total Professional Fees | 63,268.32 | 37,000.02 | 26,268.30 | 171.0% |
| Water System Improvements | 0.00 | 10,000.00 | -10,000.00 | 0.0% |
| Website Development/Maintenance | 1,000.00 | 1,250.02 | -250.02 | 80.0% |
| Wildland Vegetation Mgmt | 2,500.00 | 4,000.00 | -1,500.00 | 62.5% |
| Total OUTSIDE PROFESSIONAL SER... | 1,367,629.12 | 1,620,233.02 | -252,603.90 | 84.4% |
| RETIREE MEDICAL BENEFITS | | | | |
| PERS Medical | 51,212.18 | 0.00 | 51,212.18 | 100.0% |
| Delta Dental | 4,035.44 | 0.00 | 4,035.44 | 100.0% |
| Vision Care | 1,938.60 | 0.00 | 1,938.60 | 100.0% |
| Total RETIREE MEDICAL BENEFITS | 57,186.22 | 0.00 | 57,186.22 | 100.0% |
| COMMUNITY SERVICE ACTIVITIES | | | | |
| Public Education | 6,075.78 | 5,750.00 | 325.78 | 105.7% |
| Comm. Pharmaceutical Drop-Off | 371.40 | 2,000.00 | -1,628.60 | 18.6% |
| Vial of Life Program | 0.00 | 200.00 | -200.00 | 0.0% |
| CERT Emerg Kits/Sheds/Prepared | 0.00 | 4,363.65 | -4,363.65 | 0.0% |
| Open Houses | 261.28 | 750.00 | -488.72 | 34.8% |
| Community Shredder | 1,155.00 | 1,375.00 | -220.00 | 84.0% |
| DFSC Matching Grants | 0.00 | 0.00 | 0.00 | 0.0% |
| Firesafe Planting Grants | 0.00 | 1,000.02 | -1,000.02 | 0.0% |
| Demonstration Garden | 2,097.11 | 5,000.00 | -2,902.89 | 41.9% |
| Community Sandbags | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Total COMMUNITY SERVICE ACTIVITI... | 9,960.57 | 21,438.67 | -11,478.10 | 46.5% |
| DISTRICT ACTIVITIES | | | | |
| Firefighter's Apparel & PPE | 0.00 | 0.00 | 0.00 | 0.0% |
| Firefighters' Expenses | 1,562.43 | 3,000.00 | -1,437.57 | 52.1% |
| Staff Appreciation | 184.77 | 0.00 | 184.77 | 100.0% |
| Professional Development | 1,600.90 | 2,499.98 | -899.08 | 64.0% |
| Building Maintenance | | | | |
| Needs Assess/Feasibility Study | 0.00 | 0.00 | 0.00 | 0.0% |
| Janitorial Service | 630.00 | 750.00 | -120.00 | 84.0% |
| Medical Waste Disposal | 2,046.12 | 2,500.00 | -453.88 | 81.8% |
| Building alarm | 0.00 | 150.00 | -150.00 | 0.0% |
| Gardening service | 360.00 | 750.00 | -390.00 | 48.0% |
| Miscellaneous Maint. | 1,265.40 | 6,500.02 | -5,234.62 | 19.5% |
| Total Building Maintenance | 4,301.52 | 10,650.02 | -6,348.50 | 40.4% |
| Building Utilities/Service | | | | |
| Gas and Electric | 5,154.27 | 3,999.98 | 1,154.29 | 128.9% |
| Water/Sewer | 1,770.21 | 1,232.51 | 537.70 | 143.6% |
| Building Utilities/Service - Other | 116.84 | | | |
| Total Building Utilities/Service | 7,041.32 | 5,232.49 | 1,808.83 | 134.6% |
| Election | 0.00 | 750.00 | -750.00 | 0.0% |
| Memberships | 7,390.00 | 7,600.00 | -210.00 | 97.2% |
| Office | | | | |
| Office Expense | 1,744.31 | 1,500.00 | 244.31 | 116.3% |
| Office Supplies | 738.68 | 1,125.00 | -386.32 | 65.7% |
| Telephone | 4,157.08 | 3,999.98 | 157.10 | 103.9% |
| Total Office | 6,640.07 | 6,624.98 | 15.09 | 100.2% |
| Total DISTRICT ACTIVITIES | 28,721.01 | 36,357.47 | -7,636.46 | 79.0% |
| Staff | | | | |
| Wages | 47,540.04 | 47,540.48 | -0.44 | 100.0% |
| Longevity Pay | 1,000.00 | 1,000.00 | 0.00 | 100.0% |

**Kensington Fire Protection District
Revenue & Expense Budget vs. Actual**

July through December 2018

| | Jul - Dec 18 | Budget | \$ Over Budget | % of Budget |
|---------------------------------|---------------------|---------------------|--------------------|---------------|
| Overtime Wages | 548.52 | 787.50 | -238.98 | 69.7% |
| Vacation Wages | 0.00 | 0.00 | 0.00 | 0.0% |
| Medical/dental ins compensation | 5,028.00 | 5,028.00 | 0.00 | 100.0% |
| Retirement Contribution | 3,612.96 | 3,612.98 | -0.02 | 100.0% |
| Payroll Taxes | 4,236.29 | 3,900.00 | 336.29 | 108.6% |
| Workers Compensation/Life Ins | 1,842.06 | 1,500.00 | 342.06 | 122.8% |
| Payroll Processing | 779.25 | 822.52 | -43.27 | 94.7% |
| Total Staff | 64,587.12 | 64,191.48 | 395.64 | 100.6% |
| Contingency General | 0.00 | 12,500.02 | -12,500.02 | 0.0% |
| Total Contingency | 0.00 | 12,500.02 | -12,500.02 | 0.0% |
| Total Expense | 1,528,084.04 | 1,754,720.66 | -226,636.62 | 87.1% |
| Net Ordinary Income | 2,796,116.33 | 2,500,210.38 | 295,905.95 | 111.8% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Transfers In - Capital | 9,969.12 | 0.00 | 9,969.12 | 100.0% |
| Transfers In - General | 108,665.14 | 0.00 | 108,665.14 | 100.0% |
| Total Other Income | 118,634.26 | 0.00 | 118,634.26 | 100.0% |
| Other Expense | | | | |
| Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Transfers Out - Capital | 18,634.26 | 0.00 | 18,634.26 | 100.0% |
| Transfers Out - Special | 100,000.00 | 0.00 | 100,000.00 | 100.0% |
| Transfers Out - General | 0.00 | 0.00 | 0.00 | 0.0% |
| <Gain>/Loss on Asset Disposal | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Other Expense | 118,634.26 | 0.00 | 118,634.26 | 100.0% |
| Net Other Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Net Income | 2,796,116.33 | 2,500,210.38 | 295,905.95 | 111.8% |

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET
 Fiscal Year 2018-2019

| <u>REVENUE BUDGET</u> | FY 2017-2018 <u>Budget</u> | FY 2017-2018 <u>Actual</u> | FY 2018-2019 <u>Budget</u> | FY 2019-2020 <u>Planning</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|---------------------------------|
| Property Taxes | 3,863,605 | 3,889,704 | 4,035,570 | 4,156,635 |
| Special Taxes | 200,287 | 200,395 | 200,453 | 200,450 |
| Other tax income | 26,000 | 26,082 | 25,500 | 25,500 |
| Interest income | 60,000 | 80,056 | 70,000 | 60,000 |
| Lease agreement | 35,470 | 35,468 | 36,002 | 37,630 |
| Salary reimb agreement | 57,873 | 59,603 | 62,848 | 66,523 |
| Miscellaneous income | 0 | 1,182 | 0 | 0 |
| Total Revenue | 4,243,235 | 4,292,490 | 4,430,373 | 4,546,738 |

| <u>OPERATING EXPENSE BUDGET</u> | FY 2017-2018 <u>Budget</u> | FY 2017-2018 <u>Actual</u> | FY 2018-2019 <u>Budget</u> | FY 2019-2020 <u>Planning</u> |
|---------------------------------|-------------------------------|-------------------------------|-------------------------------|---------------------------------|
|---------------------------------|-------------------------------|-------------------------------|-------------------------------|---------------------------------|

OUTSIDE PROFESSIONAL SERVICES

| | | | | |
|----------------------------|-----------|-----------|-----------|-----------|
| Accounting | 5,250 | 7,099 | 7,250 | 7,250 |
| Actuarial Valuation | 7,500 | 5,500 | 0 | 7,500 |
| Audit | 16,000 | 16,000 | 16,000 | 16,500 |
| CC County Expenses | 32,500 | 34,316 | 36,030 | 37,830 |
| El Cerrito Contract | 2,826,907 | 2,826,907 | 3,078,930 | 3,171,300 |
| Fire Abatement Contract | 8,000 | 0 | 8,000 | 8,000 |
| Fire Engineer Plan Review | 2,000 | 1,093 | 2,000 | 2,000 |
| Insurance - Risk Mgmt | 14,000 | 13,268 | 14,500 | 15,000 |
| LAFCO Fees | 2,200 | 2,123 | 2,200 | 2,300 |
| Legal Fees | 40,000 | 19,423 | 35,000 | 35,000 |
| Water System Improvements | 20,000 | 0 | 20,000 | 20,000 |
| Website Development/Maint. | 3,700 | 3,100 | 2,500 | 2,750 |
| Wildland Vegetation Mgmt | 10,000 | 9,150 | 10,000 | 10,000 |

RETIREE MEDICAL BENEFITS*

| | | | | |
|--------------------------|---|---|---|---|
| PERS Medical (OPEB cost) | 0 | 0 | 0 | 0 |
| Delta Dental | 0 | 0 | 0 | 0 |
| Vision Care | 0 | 0 | 0 | 0 |

COMMUNITY SERVICE ACTIVITES

| | | | | |
|-----------------------------------|--------|--------|--------|--------|
| Public Education | 10,000 | 10,928 | 14,000 | 14,000 |
| Community Pharmaceutical Drop-Off | 4,000 | 2,449 | 4,000 | 4,000 |
| Vial of Life Program | 200 | 99 | 200 | 200 |
| CERT Kits/Sheds/Preparedness | 17,500 | 3,833 | 12,000 | 12,000 |
| Open Houses | 1,200 | 307 | 750 | 750 |
| Community Shredder | 2,750 | 2,469 | 2,750 | 3,000 |
| DFSC Matching Grants | 20,000 | 19,116 | 20,000 | 20,000 |
| Firesafe Planting Grants | 3,000 | 219 | 3,000 | 3,000 |
| Demonstration Garden | 30,000 | 5,060 | 50,000 | 3,000 |
| Community Sandbags | 5,000 | 754 | 4,000 | 4,000 |
| Volunteer Appreciation | | | 0 | 1,500 |

DISTRICT ACTIVITIES

| | | | | |
|------------------------------------|--------|--------|--------|--------|
| Professional Development | 5,000 | 2,919 | 5,000 | 5,000 |
| District Office | | | | |
| Office expense | 3,000 | 2,862 | 3,000 | 3,150 |
| Office supplies | 2,500 | 1,326 | 2,250 | 2,500 |
| Telephone | 8,000 | 7,935 | 8,000 | 8,400 |
| Election | 0 | 0 | 1,500 | 0 |
| Firefighter's Apparel & PPE | 1,500 | 542 | 1,500 | 1,575 |
| Firefighters' Expenses | 10,000 | 6,149 | 10,000 | 10,000 |
| Staff Appreciation | 2,000 | 1,019 | 1,750 | 2,000 |
| Memberships | 7,535 | 7,008 | 7,600 | 7,600 |
| P/S Building | | | | |
| Needs Assessment/Feasibility Study | 30,000 | 23,127 | 10,000 | 0 |
| Gardening service | 2,000 | 1,170 | 2,500 | 3,200 |
| Building alarm | 2,000 | 1,379 | 1,500 | 1,550 |

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET

Fiscal Year 2018-2019

| | | | | |
|---------------------------------------|------------------|------------------|------------------|------------------|
| Medical waste disposal | 5,000 | 5,194 | 5,500 | 5,500 |
| Janitorial | 1,500 | 1,260 | 1,500 | 1,575 |
| Misc. Maint/Improvements | 12,000 | 12,204 | 13,000 | 13,000 |
| PG&E | 7,500 | 7,124 | 8,000 | 9,000 |
| Water/Sewer | 2,040 | 2,346 | 2,465 | 2,590 |
| Staff | | | | |
| Wages | 86,420 | 86,438 | 95,081 | 97,931 |
| Longevity Pay | 1,000 | 1,000 | 1,000 | 1,000 |
| Overtime Wages | 1,540 | 1,060 | 1,575 | 1,655 |
| Vacation Wages Accrual Adjustment | 2,433 | 1,354 | 332 | 3,766 |
| Medical/dental insurance compensation | 8,190 | 8,190 | 10,056 | 10,560 |
| Retirement Contribution | 6,568 | 6,569 | 7,226 | 7,443 |
| Payroll Taxes | 7,789 | 7,705 | 8,360 | 8,620 |
| Insurance - Workers Comp/Life | 1,800 | 1,830 | 2,000 | 2,000 |
| Processing | 1,550 | 1,567 | 1,645 | 1,730 |
| Operating Contingency Fund | <u>25,000</u> | <u>1,439</u> | <u>25,000</u> | <u>25,000</u> |
| Total Operating Expense | 3,325,570 | 3,183,927 | 3,580,448 | 3,637,222 |
| Capital Outlay | | | | |
| Firefighter qtrs/equip | 25,000 | 20,580 | 15,000 | 15,000 |
| Office Furniture/Computers | 5,000 | 0 | 5,000 | 5,000 |
| Type III Engine | <u>0</u> | <u>0</u> | <u>220,000</u> | <u>372,000</u> |
| Total Capital Outlay | 30,000 | 20,580 | 240,000 | 392,000 |
| TOTAL EXPENDITURES | 3,355,570 | 3,204,507 | 3,820,448 | 4,029,222 |

Notes: The standard expenditure increase is 5% unless otherwise indicated or unless policy decisions mandated.

* Due to new reporting rules under GASB 75 and the fact that our OPEB assets equal or surpass liabilities, the actuary stated that we will have no OPEB expense beginning in FY 17/18.

Designated Funds (see attached schedules)

| | | | | |
|-----------------------------|----------------|----------------|----------------|----------------|
| Engine Replacement Fund | 117,874 | 117,874 | 117,874 | 75,880 |
| Public Safety Building Fund | <u>650,000</u> | <u>650,000</u> | <u>450,000</u> | <u>131,590</u> |
| | 767,874 | 767,874 | 567,874 | 207,470 |

| | FY 2017-2018 <u>Budget</u> | FY 2017-2018 <u>Actual</u> | FY 2018-2019 <u>Budget</u> | FY2019-2020 <u>Planning</u> |
|--|-------------------------------|-------------------------------|-------------------------------|--------------------------------|
| Beginning Cash | 6,957,198 | 7,093,176 | 8,126,495 | 8,736,419 |
| Revenue | 4,243,235 | 4,292,490 | 4,430,373 | 4,546,738 |
| Operating Expenditures | -3,325,570 | -3,183,927 | -3,580,448 | -3,637,222 |
| Capital Expenditures | -30,000 | -20,580 | -240,000 | -392,000 |
| Accrual to Cash Adjustment | | -54,664 | | |
| <u>ENDING CASH</u> | 7,844,864 | 8,126,495 | 8,736,419 | 9,253,935 |
| Cumulative Designated Funds | | | | |
| Capital Replacement Funds | -3,186,299 | -3,954,173 | -3,754,173 | -4,161,643 |
| Prepaid CERBT - Retiree Trust | -953,491 | -1,010,137 | -1,010,137 | -1,010,137 |
| El Cerrito Contract 12 month set aside | -2,826,907 | -2,826,907 | -3,078,930 | -3,171,300 |
| <u>AVAILABLE CASH</u> | 878,167 | 335,278 | 893,179 | 910,854 |

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET
 Fiscal Year 2018-2019

SCHEDULE FOR REPLACEMENT OF EQUIPMENT

| Type I Vehicle Cost | Estimated Cost 15 yrs/4% | Fiscal Year | Yearly Contribution To Cap. Fund | Accumulated Funds | Type III Vehicle Cost | Estimated Cost 15 yrs/4% | Fiscal Year | Yearly Contribution To Cap. Fund | Accumulated Funds |
|---------------------------|--------------------------------|----------------|--|----------------------|-----------------------------|--------------------------------|----------------|--|----------------------|
| | | | | | | \$540,094 | | | |
| | | | | | \$94,000 | | 02-03 | | |
| | | | | | \$205,895 | | 03-04 | | |
| | | | | | | | 04-05 | 32,860 | 32,860 |
| | | | | | | | 05-06 | 32,860 | 65,720 |
| | | | | | | | 06-07 | 32,855 | 98,575 |
| | | | | | | | 07-08 | 36,793 | 135,368 |
| | | | | | | | 08-09 | 36,793 | 172,161 |
| | | | | | adjust to | \$592,100 | 09-10 | 41,994 | 214,155 |
| | | | | | | | 10-11 | 41,994 | 256,149 |
| | | | | | | | 11-12 | 41,994 | 298,143 |
| | | | | | | | 12-13 | 41,994 | 340,137 |
| | | | | | | | 13-14 | 41,994 | 382,131 |
| | | | | | | | 14-15 | 41,994 | 424,125 |
| | | | | | | | 15-16 | 41,994 | 466,119 |
| \$632,000 | \$1,138,200 | 15-16 | | | | | 16-17 | 41,994 | 508,113 |
| | | 16-17 | 75,880 | 75,880 | | | 17-18 | 41,994 | 550,107 |
| | | 17-18 | 75,880 | 151,760 | | | 18-19 | <u>41,994</u> | 592,101 |
| | | 18-19 | 75,880 | 227,640 | | | | | |
| | | 19-20 | 75,880 | 303,520 | | | | 592,101 | |
| | | 20-21 | 75,880 | 379,400 | | | | | |
| | | 21-22 | 75,880 | 455,280 | | | | | |
| | | 22-23 | 75,880 | 531,160 | | | | | |
| | | 23-24 | 75,880 | 607,040 | | | | | |
| | | 24-25 | 75,880 | 682,920 | | | | | |
| | | 25-26 | 75,880 | 758,800 | | | | | |
| | | 26-27 | 75,880 | 834,680 | | | | | |
| | | 27-28 | 75,880 | 910,560 | | | | | |
| | | 28-29 | 75,880 | 986,440 | | | | | |
| | | 29-30 | 75,880 | 1,062,320 | | | | | |
| | | 30-31 | <u>75,880</u> | 1,138,200 | | | | | |
| | | | 1,138,200 | | | | | | |

KFPD COMBINED REVENUE, EXPENSE AND CAPITAL BUDGET
Fiscal Year 2018-2019

SAVINGS SCHEDULE FOR BUILDING IMPROVEMENTS/RENOVATION/REPLACEMENT

| Adjusted for 4% <u>Inflation</u> | <u>Fiscal</u> <u>Year</u> | <u>Yearly</u> <u>Contribution</u> | <u>Accumulated</u> <u>Reserves</u> |
|--|------------------------------|--------------------------------------|---------------------------------------|
| | 12-13 | 100,000 | 100,000 |
| | 13-14 | 104,000 | 204,000 |
| | 14-15 | 108,160 | 312,160 |
| | 15-16 | 432,486 | 744,646 |
| | 16-17 | 1,089,786 | 1,834,432 |
| | 17-18 | 650,000 | 2,484,432 |
| | 18-19 | 450,000 | 2,934,432 |
| | 19-20 | 131,590 | 3,066,022 |

* Based on historical building expenditures, KFPD was setting aside \$100,000 plus inflation per fiscal year to accumulate funds to be available for future building improvements/major repairs.

In preparation for a major building remodel/replacement, any surplus funding from each year will also be contributed to the building replacement fund.

Kensington Fire Protection District
Investment Recap Outside of LAIF
As of 1/15/2019

| Name | Abbreviation | Purchase Date | Net Cost | Par Value | Maturity Date | Coupon % | Yield % | When Int Pays Out |
|-------------------------------|--------------|-----------------------|--------------|--------------------------|---------------|----------|---------------------|-------------------|
| Federal Farm Credit Bank | FFCB NT | 1/27/2016 | 250,950.90 | 250,000.00 | 1/22/2019 | 1.250 | 1.250 | 1.250 Jan/Jul x |
| U.S. Treasury Bills | USTB | 7/26/2018 | 245,810.21 | 250,000.00 | 4/25/2019 | 2.210 | 2.270 | @ Maturity |
| Freddie Mac | FHLMC NT | 1/25/2016 | 250,260.90 | 250,000.00 | 10/2/2019 | 1.250 | 1.330 | Oct/Apr |
| Federal Home Loan Bank | FHLB NT | 1/27/2016 | 249,664.44 | 250,000.00 | 12/13/2019 | 1.250 | 1.326 | Dec/Jan |
| Federal Farm Credit Bank | FFCB | 7/25/2018 | 499,288.50 | 500,000.00 | 7/16/2020 | 2.600 | 2.600 | @ Maturity |
| Fannie Mae | FNMA | 1/16/2019 | 499,195.20 | 504,000.00 | 7/30/2020 | 1.500 | 2.600 | @ Maturity |
| Federal Home Loan Bank | FHLB NT #1 | 1/25/2106 | 254,137.92 | 250,000.00 | 12/11/2020 | 1.875 | 1.875 | Dec/Jan |
| Federal Home Loan Bank | FHLB NT #2 | 1/27/2016 | 248,816.74 | 250,000.00 | 12/11/2020 | 1.375 | 1.514 | Dec/Jan |
| | | | 2,498,124.81 | 2,504,000.00 | | | | |
| TOTAL INVESTMENTS PER CCC RUN | | 6,459,647.91 | | Capital Replacement Fund | | | 3,754,173.00 | |
| LESS ABOVE TOTAL | | <u>(2,504,000.00)</u> | | El Cerrito Contract | | | 3,078,929.57 | |
| CURRENT LAIF BAL | | 3,955,647.91 | | Available Investments | | | <u>(373,454.66)</u> | |
| | | | | | | | 6,459,647.91 | |