

GRANADA SANITARY DISTRICT

**Basic Financial Statements
and Supplemental Information**

Years Ended June 30, 2014 and 2013

GRANADA SANITARY DISTRICT

Basic Financial Statements and Supplemental Information

Years Ended June 30, 2014 and 2013

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Craig R. Fechter, CPA, MST
Scott A. German, CPA

September 22, 2014

Ms. Delia Comito
Granada Sanitary District
P.O. Box 335
El Granada, CA 94018

Fechter and Company, CPAs (“Consultant”) is pleased to confirm our understanding of the services we are to provide to the Granada Sanitary District (“District”) for the year ended June 30, 2014. We will audit the financial statements of the business-type activities, as of and for the year ended June 30, 2014. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to accompany the Granada Sanitary District’s basic financial statements. As part of our engagement, we will apply certain limited procedures to the Granada Sanitary District’s RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statements and related notes and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Granada Sanitary District and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles.

INDEPENDENT AUDITORS' REPORT

Governing Board
Granada Sanitary District
El Granada, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of the Granada Sanitary District as of June 30, 2014 and 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State Controller's *Minimum Audit Requirements for California Special Districts*. 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 obtained is sufficient and appropriate to provide a basis for our audit opinion.

Governing Board
Granada Sanitary District
El Granada, CA

Unmodified Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Granada Sanitary District as of June 30, 2014 and 2013, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other information

The information identified in the accompanying table of contents as Management's Discussion and Analysis is not a required part of the basic financial statements, but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and do not express an opinion on it.

Fechter & Company, Certified Public Accountants


Sacramento, California
March 1, 2015

GRANADA SANITARY DISTRICT
Management's Discussion and Analysis
Year Ended June 30, 2014

This section of the Granada Sanitary District's (District) annual report presents management's discussion and analysis of the District's financial performance during the fiscal year ended June 30, 2013. Please read it in conjunction with the District's financial statements which follow this section.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report includes this management discussion and analysis report, the independent auditors' report, and the basic financial statements of the District. The basic financial statements also include notes that explain in more detail some of the information in the financial statements.

BASIC FINANCIAL STATEMENTS

The District's financial statements include the statements of net position, statements of revenues, expenses and changes in net position, statements of cash flows, and the statements of fiduciary net position. These statements are prepared in a manner similar to commercial enterprises. The purpose of the statement of net position is to report all assets and liabilities of the District as of the date of the statement. The difference between the assets and liabilities is net position, which represents the portion of total assets not encumbered by debt. Assets and liabilities are reported at historical purchase cost, except for investments, which are reported at fair market value in accordance with accounting pronouncements. Long-term infrastructure assets such as pump stations and sewer lines are reduced by depreciation based upon the expected remaining life of the underlying asset. The District records assets on its books when it takes ownership and liabilities when it incurs the obligation to pay, whether or not it has actually been billed.

Proprietary Funds

The District uses an Enterprise Fund to account for its sewer service. The proprietary fund financial statements include statements of net position, statements of revenues, expenses, and changes in net position, and statements of cash flows. These statements are accounted for on an economic resources measurement focus using the accrual basis of accounting similar to commercial enterprises.

Sewer service is provided through the service area of the District, except for the area designated as rural. The basic unit of charge used to calculate sewer service and connection fees is called an Equivalent Residential Unit (ERU), which equates to an estimated 221 gallons per day of wastewater flow. All single family homes are charged 1 ERU as their sewer service charge. Commercial properties are charged a sewer service fee based upon a formula which takes into account their water usage for the year, as well as a strength of wastewater component. The charge per ERU for FY 2013/14 was \$402, which is the same as the prior year. Sewer service charges are used to fund the ongoing operations of the District, including administration, operations, treatment, collections, and depreciation set aside costs.

Fiduciary Funds

The District uses an Agency Fund to account for resources held for the benefit of parties outside the government. Statements of fiduciary net position are included in the District's basic financial statements and are accounted for on an economic resources measurement focus using the accrual basis of accounting.

GRANADA SANITARY DISTRICT
Management's Discussion and Analysis
Year Ended June 30, 2014

The Assessment District was formed and funded in 1996 for the purpose of providing the District's share of funds for the expansion of the Sewer Authority Mid-Coastside (SAM) Wastewater Treatment Plant. It was created under the Municipal Improvement Act of 1913 and the Improvement Bond Act of 1915 in combination with the Integrated Financing District Act. A total of \$8.1 million in bonds were originally issued, backed by an assessment on 1,618 parcels. The bonds were refinanced in 2003 at a lower interest rate. Due to the pay-down of principal and pre-payments from some assessed parcels, \$6.1 million in bonds were issued backed by assessments on 1,355 parcels.

STATEMENT OF NET POSITION

The total assets of the District increased \$54,861 from June 30, 2013. Current assets increased from \$3,374,335 to \$3,657,672. The District uses its cash reserve as a set aside for short and long term replacement of capital assets. The item titled "Due from County of San Mateo" represents receivables due from the County. The District utilizes the County's property tax roll to collect its annual sewer service charges. The County collects these charges on the property tax bills sent to tax payers, and then sends monthly payments to the District based upon payments received.

OPERATING REVENUES AND EXPENSES

A summary of the District's statements of revenues, expenses and changes in net position is presented below, along with any changes management considers significant from the previous year.

<u>OPERATING REVENUES</u>	<u>2014</u>	<u>2013</u>	<u>Increase (Decrease)</u>
Sewer service charges	\$1,266,536	\$1,251,192	\$15,344

- The increase is relatively consistent with the prior year figures.

OPERATING EXPENSES

SAM Sewer collection and treatment	\$826,119	\$891,063	\$(64,944)
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- These are the costs paid to the Sewer Authority Midcoastside Joint Powers Authority to manage and operate the treatment plant, as well as provide sewer cleaning, inspection, and maintenance services on a contract basis for the GSD sewer system. SAM's treatment costs increased over the prior year, mainly due to equipment replacement, while collections costs remained relatively unchanged.

Administrative and general expenses	\$809,523	\$830,093	\$(20,570)
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NON OPERATING REVENUES

Property taxes	\$772,282	\$742,789	\$29,493
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- Slight increase from prior year due to increased assessments and a larger ERAF refund.

Interest income	\$7,376	\$8,801	\$(1,425)
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- Interest income decreased due to decreasing interest rates for the LAIF fund.

GRANADA SANITARY DISTRICT
Management's Discussion and Analysis
Year Ended June 30, 2014

BUDGETARY PROCESS

The District budget is presented to the Board of Directors for their comments each year at the regular May District Board Meeting, and is approved at the June meeting. The budget is basically comprised of two functions: administration, which comprises the general office work, permitting, management, legal, and financial aspects of the business; and sewer operations, which represents the District's share of the costs for the SAM wastewater treatment plant operations and maintenance, as well as the costs for maintaining the District's pipeline and pump station system. The SAM treatment, collection and administrative budget accounts for approximately \$1,113,798 of the District's \$1,688,898 annual operational expenditures, or 66% of the total budget. Capital projects are budgeted along with the operations budget.

CAPITAL ASSETS

The District's capital assets are comprised of its sewer lines, pump stations, force mains, and its share of the SAM Wastewater Treatment Plant (29.5%). The District currently operates and maintains 1 pump station and 34 miles of sewer pipeline. The annual depreciation calculation is based upon the estimated useful life of the assets. Actual repairs, upgrades, or replacements to capital assets are based upon review of the assets' physical conditions as well as the expected useful life of the asset.

LONG-TERM DEBT

The District's only long-term debt was issued as a Certificate of Participation (COP) for \$1,145,000 in 1996, and was refinanced as a bank loan in 2002 at a lower interest rate. The COP was used to pay for cost overruns associated with the SAM Wastewater Treatment Plant Expansion that year. More information on this item is included in Note 8 to the basic financial statements.

ECONOMIC FACTORS AFFECTING CURRENT FINANCIAL POSITION

The recent economic downturn could have some impact on the District's finances, due to decreased property tax revenues. There are no other known or expected economic factors which should affect the District's financial position in the near future.

CONTACTING THE DISTRICT'S FINANCIAL MANAGER

This financial report is designed to provide our customers and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have any questions about this report or need additional financial information, please contact the Granada Sanitary District at 650-726-7093.

**GRANADA SANITARY DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2014**

ASSETS	<u>2014</u>	<u>2013</u>
Current Assets:		
Cash and investments	\$ 3,515,961	\$ 3,323,195
Due from County of San Mateo	53,854	44,630
Interest receivable	-	3,260
Prepaid expenses and other assets	<u>87,857</u>	<u>3,250</u>
 Total current assets	 <u>3,657,672</u>	 <u>3,374,335</u>
 Capital assets, net of accumulated depreciation	 <u>6,025,819</u>	 <u>6,277,322</u>
Non-current assets:		
Investment in Sewer Authority Mid-Coastside	4,662,068	5,009,222
Advance to assessment district to fund bond reserve account	494,890	494,890
Advance to assessment district for supplemental funding	1,057,542	1,057,542
Advance to assessment district to fund noncontingent assessment acquisition	1,240,866	1,240,866
Advance to Montara Sanitary District, net of allowance	<u>-</u>	<u>-</u>
 Total non-current assets	 <u>7,455,366</u>	 <u>7,802,520</u>
 TOTAL ASSETS	 <u>\$ 17,138,857</u>	 <u>\$ 17,454,177</u>
 LIABILITIES AND NET POSITION		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 44,982	\$ 51,788
Interest payable	4,472	5,775
Current portion of long-term debt	86,000	79,000
Deposits held for others	<u>8,445</u>	<u>14,598</u>
 Total current liabilities	 <u>143,899</u>	 <u>151,161</u>
 Note payable, net of current portion	 <u>185,000</u>	 <u>271,000</u>
 Total liabilities	 328,899	 422,161
Net Position		
Invested in capital assets, net	6,025,819	6,277,322
Unrestricted	<u>10,784,139</u>	<u>10,754,694</u>
 Total net position	 <u>16,809,958</u>	 <u>17,032,016</u>
 TOTAL LIABILITIES AND NET POSITION	 <u>\$ 17,138,857</u>	 <u>\$ 17,454,177</u>

The accompanying notes are an integral part of these financial statements

GRANADA SANITARY DISTRICT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2014

	<u>2014</u>	<u>2013</u>
Operating revenues:		
Sewer service charges	\$ 1,266,536	\$ 1,251,192
Total operating revenues	<u>1,266,536</u>	<u>1,251,192</u>
Operating expenses:		
SAM Sewage collection and treatment	826,119	891,063
Depreciation	251,503	244,435
Administration and general	809,523	830,093
General collection and treatment operations	<u>159,831</u>	<u>137,933</u>
Total operating expenses	<u>2,046,976</u>	<u>2,103,524</u>
Operating income (loss)	<u>(780,440)</u>	<u>(852,332)</u>
Non-operating revenues and (expenses):		
Property tax revenue	772,282	742,789
Interest income	7,376	8,801
Equity income (loss)	(347,154)	(430,082)
Interest expense	(14,066)	(17,941)
Other revenues	62,731	105,745
Capital contributions (connection fees)	<u>35,250</u>	<u>23,500</u>
Total non-operating revenues and (expenses)	<u>516,419</u>	<u>432,812</u>
Change in net position	(264,021)	(419,520)
Beginning net position	<u>17,032,016</u>	<u>14,979,025</u>
Prior period adjustment	<u>41,963</u>	<u>2,472,511</u>
Ending net position	<u><u>\$ 16,809,958</u></u>	<u><u>\$ 17,032,016</u></u>

The accompanying notes are an integral part of these financial statements

**GRANADA SANITARY DISTRICT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2014**

	2014	2013
Cash flows from operating activities:		
Receipts from customers	\$ 1,264,171	\$ 1,253,557
Payments to suppliers and employees	(1,893,039)	(1,730,898)
Net cash provided by operating activities	(628,868)	(477,341)
Cash Flows from non-capital financing activities:		
Receipts from property taxes and other operating income	765,423	745,818
Net cash provided by non-capital financing activities	765,423	745,818
Cash flows from capital and related financing activities:		
Connection fees collected	35,250	23,500
Payments on long-term debt	(79,000)	(75,000)
Interest paid	(15,369)	(19,181)
Other revenues	62,731	105,745
Acquisition and construction of capital assets	-	(194,481)
Prior period adjustment	41,963	-
Net cash provided by (used in) capital and related financing activities	45,575	(159,417)
Cash flows from investing activities:		
Interest income	10,636	10,140
Net cash provided by investing activities	10,636	10,140
Net increase (decrease) in cash and cash equivalents	192,766	119,200
Cash and cash equivalents, beginning of year	3,323,195	3,203,995
Cash and cash equivalents, end of year	\$ 3,515,961	\$ 3,323,195
Reconciliation of operating income (loss) to net cash provided by (used) by operating activities:	\$ (780,440)	\$ (852,332)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:		
Depreciation	251,503	244,435
(Increase) decrease in accounts receivable	(9,224)	2,365
Increase (decrease) in accounts payable and accrued liabilities	(12,959)	24,555
Increase (decrease) in prepaid expenses	(84,607)	103,636
Decreases in other liabilities	6,859	-
Net cash provided (used) by operating activities	\$ (628,868)	\$ (477,341)

The accompanying notes are an integral part of these financial statements

GRANADA SANITARY DISTRICT
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2014

ASSETS	<u>2014</u>	<u>2013</u>
Cash and cash equivalents	\$ 139,355	\$ 100,798
Due from County of San Mateo	3,969	159,540
Investments	<u>3,303,781</u>	<u>3,052,624</u>
 Total Assets	 <u>\$ 3,447,105</u>	 <u>\$ 3,312,962</u>
 LIABILITIES		
Due to (from) other funds	\$ -	\$ -
Deposits held for others	653,807	519,664
Advance from District to fund bond reserve account	494,890	494,890
Advance from District to fund supplemental funding	1,057,542	1,057,542
Advance from District to fund noncontingent assessment acquisition	<u>1,240,866</u>	<u>1,240,866</u>
 Total Liabilities	 <u>\$ 3,447,105</u>	 <u>\$ 3,312,962</u>

The accompanying notes are an integral part of these financial statements

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 1 – Organization and Summary of Significant Accounting Policies

Organization

Granada Sanitary District (District) was created in 1958 under the provisions of Section 6400 of the State of California Health and Safety Code. An elected board of directors governs the District and has the power to construct, maintain, and operate facilities for the collection, treatment, and disposal of wastewater and solid waste for the benefit of the lands and inhabitants within the San Mateo County communities of El Granada, Princeton-by-the-Sea, Miramar, and northern Half Moon Bay.

Reporting Entity

The accounts of the District are organized on the basis of funds or account groups, 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 which are comprised of each fund's assets, liabilities, fund balance, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The District's funds consist of the following:

Proprietary Fund Type - Enterprise Fund

The Enterprise Fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. All assets and liabilities associated with the Enterprise Fund's activities are included in the statement of net position.

Fiduciary Fund Type - Agency Fund

The Agency Fund (Assessment District) is used to account for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, other funds and/or other governments. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. All assets and liabilities associated with the Assessment District's activities are included in the statement of fiduciary net position.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

Both the Enterprise Fund and the Agency Fund are accounted for on an economic resources measurement focus using the accrual basis of accounting in accordance with generally accepted accounting principles. Under this basis of accounting, revenues are recognized when earned except property taxes which are recognized in the year they are levied and expenses are recognized when the related liability is incurred.

The District applies all Governmental Accounting Standards Board (GASB) pronouncements as well as the Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements and the State Controller's

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 1 – Organization and Summary of Significant Accounting Policies, continued

Minimum Audit Requirements for California Special Districts. The District has elected not to apply FASB statements and interpretations issued subsequent to November 30, 1989.

Risk Management

The District is a member of the California Sanitation Risk Management Authority (CSRMA) which provides general liability coverage. Participation in the CSRMA risk sharing pool provides the District general liability coverage up to \$750,000 and excess coverage up to \$10 million.

Capital Assets

Capital assets for the Enterprise Fund are recorded at cost to the District for purchases or at an estimated cost when assets are contributed. Depreciation is charged to expense for all capital assets and is computed using the straight-line method over the estimated useful lives of five to 50 years.

Property Tax Revenues and Sewer Service Charges

Property taxes and sewer service charges are billed and collected by the County of San Mateo through the property tax billings. Real property taxes are levied against owners of record. The taxes are due in two installments on November 1 and February 1, and become delinquent after December 10 and April 10, respectively. Property taxes are based on assessed values of real property. A revaluation of all real property must be made upon sale or completion of construction. Amounts due from the County of San Mateo include both property taxes and sewer service charges.

Connection Fees

Connection fees consist of charges to homes and businesses for connecting to the District's sewer system.

Operating Revenues and Expenses

The District's operating revenues are those revenues generated from the primary operation of the District's sewer service. Operating expenses are those expenses that are essential to the primary operation of its sewer system. All other revenues and expenses are reported as non-operating revenues and expenses.

Use of Estimates

The preparation of financial statements in conformity 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.

Investments

Investments in mutual funds and debt instruments are carried at fair value as determined in an active market. Investments in the State of California Local Agency Investment Fund are carried at cost which approximates fair value and are included in cash and cash equivalents in the statements of net position.

Cash and Cash Equivalents

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

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 2 – Cash and Cash Equivalents

The District's cash and cash equivalents are held in federally insured deposit accounts with financial institutions and an external investment pool.

External Investment Pool

The District invests in the California State Treasurer's Local Agency Investment Fund (LAIF). LAIF was established in 1977, is regulated by California Government Code Section 16429, and under the day-to-day administration of the State Treasurer. As of June 30, 2014, LAIF had approximately \$71 billion in investments.

LAIF determines fair value on its investment portfolio based on market quotations for those securities where market quotations are readily available, and on amortized cost of best estimate for those securities where market value is not readily available. The District's investments with LAIF at June 30, 2014 included a portion of the pooled funds invested in structured notes and asset-backed securities. These investments are described as follows.

Structured Notes are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and / or that have embedded forwards or options.

Asset-Backed Securities, the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as Collateralized Mortgage Obligations) or credit card receivables.

Investments are subject to certain types of risks, including interest rate risk, custodial credit risk, credit quality risk, and concentration of credit risk. The following describes those risks.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. The District does not have a formal policy regarding interest rate risk.

Custodial Credit Risk

Custodial credit risk is the risk that the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The District does not have a formal policy regarding custodial credit risk. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. With respect to investments, custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or investment pools such as LAIF.

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 2 – Cash and Cash Equivalents, continued

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District does not have a formal policy regarding credit risk. LAIF does not receive a rating from a nationally recognized statistical rating organization.

Concentration of Credit Risk

The District has limitations on the amount that can be invested in any one issue beyond that stipulated by the California Government Code.

The FDIC insured the bank balances up to \$250,000 for each bank, except for non-interest bearing transaction accounts at institutions participating in the FDIC's Temporary Liquidity Guarantee Program, which are provided with unlimited deposit guarantee.

The District's cash and cash equivalents consist of the following at June 30, 2014:

	<u>Carrying Amount</u>	<u>Depository Balance</u>
Amounts insured by federal deposit insurance, or collateralized with securities held by the District in its name.	\$ 97,361	\$ 97,361
Amounts held on deposit with the State of California Local Agency Investment Fund, collateralized by investments registered in the State's name.	<u>3,418,600</u>	<u>3,418,600</u>
	<u>\$ 3,515,961</u>	<u>\$ 3,515,961</u>

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 2 – Cash and Cash Equivalents, continued

The District’s cash and cash equivalents are presented as \$3,515,961 in the statements of net position and \$3,443,136 in the statements of fiduciary net position. The difference between the carrying amount and the depositary balance represents outstanding checks and deposits in transit.

The District’s cash and cash equivalents consist of the following at June 30, 2013:

	Carrying Amount	Depositary Balance
Amounts insured by federal deposit insurance, or collateralized with securities held by the District in its name.	\$ 133,892	\$ 140,587
Amounts held on deposit with the State of California Local Agency Investment Fund, collateralized by investments registered in the State’s name.	3,189,303	3,189,303
	\$ 3,323,195	\$ 3,329,890

The District’s cash and cash equivalents are presented as \$3,323,195 in the statements of net position and \$3,153,422 in the statements of fiduciary net position. The difference between the carrying amount and the depositary balance represents outstanding checks and deposits in transit.

Note 3 – Agency Fund

In 1994, Granada Sanitary District established the Assessment District to finance the expansion of the sewage treatment facility owned and maintained by the Sewer Authority Mid-Coastside. Special Assessment Limited Obligation Improvement Bonds were issued through the Assessment District to generate the funds necessary to meet the District’s portion of the expansion costs. The Agency Fund is used to account for the debt service transactions of the Assessment District. The District acts as an agent with respect to the collection of special assessments from property owners and the payment of principal and interest to special assessment debt holders. The only investments reported by the District are held in the Agency Fund which consist of mutual funds and debt instruments held by a trustee.

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 4 – Capital Assets

Changes in capital assets consist of the following for the year ended June 30, 2014:

	<u>June 30, 2013</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2014</u>
Equipment	\$ 22,153	\$ -	\$ -	\$ 22,153
Collection and conveyance facilities	10,520,578	-	-	10,520,578
Less accumulated depreciation	<u>(5,141,943)</u>	<u>(251,503)</u>	-	<u>(5,393,446)</u>
	5,400,788	(251,503)	-	5,149,285
Land	<u>876,534</u>	-	-	<u>876,534</u>
	<u>\$ 6,277,322</u>	<u>\$ (251,503)</u>	<u>\$ -</u>	<u>\$ 6,025,819</u>

Depreciation expense for the year-end June 30, 2014 was \$251,503.

Changes in capital assets consist of the following for the year ended June 30, 2013:

	<u>June 30, 2012</u>	<u>Additions</u>	<u>Deletions</u>	<u>Reclass/Adj.</u>	<u>June 30, 2013</u>
Equipment	\$ 22,153	\$ -	\$ -	\$ -	\$ 22,153
Collection and conveyance facilities	9,525,284	-	-	995,294	10,520,578
Less accumulated Depreciation	<u>(4,897,508)</u>	<u>(244,435)</u>	-	-	<u>(5,141,943)</u>
	4,649,929	(244,435)	-	995,294	5,400,788
Construction in progress	800,813	194,481	-	(995,294)	-
Land	<u>876,534</u>	-	-	-	<u>876,534</u>
	<u>\$ 6,327,276</u>	<u>\$ (49,954)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,277,322</u>

Depreciation expense for the year-end June 30, 2013 was \$244,435.

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 5 – Investment in Sewer Authority Mid-Coastside

Sewer Authority Mid-Coastside (Authority) was created by a Joint Exercise of Powers Agreement between the City of Half Moon Bay, the Granada Sanitary District, and the Montara Sanitary District. The Authority was established to construct, maintain, and operate facilities for the collection, treatment, and disposal of wastewater for the benefit of the lands and inhabitants within the member agencies' respective boundaries. Audited financial statements of the Authority are available at its office in Half Moon Bay, California.

The following is a summary of financial information of the Authority from its June 30, 2014 and 2013 audited financial statements:

	2014	2013
Total assets	\$ 16,140,601	\$ 17,411,504
Total liabilities	701,190	795,299
Net position	\$ 15,439,411	\$ 16,616,205
Operating revenues	\$ 4,259,777	\$ 4,054,058
Operating expenses	5,476,408	5,600,438
Operating loss	(1,216,631)	(1,546,380)
Total non-operating revenues, net	39,837	88,475
Net loss	\$ (1,176,794)	\$ (1,457,905)

Each member's ownership at June 30, 2014 consists of the City of Half Moon Bay 50.5%, Granada Sanitary District 29.5%, and Montara Sanitary District 20%.

The decreases in the District's equity in the Authority for the year ended June 30, 2014 and 2013 of \$347,154 and \$430,882, respectively, and are included in the statements of revenues, expenses, and changes in net position.

Total payments made to the Authority for operations, maintenance, collections and capital for the years ended June 30, 2014 and 2013 were \$1,137,347 and \$1,228,884, respectively.

Note 6 – Advances to Assessment District

1 - As part of the bond issuance financed through the Assessment District, the District was required to make two separate advances to the Agency Fund. In August 1996 the District transferred \$600,000 into the Bond Reserve Fund of the Assessment District to be used as a reserve for the payment of future bond interest and principal. During the years ended June 30, 2014 and 2013, repayments of \$- and \$135,000 were received from the Assessment District. This advance is entitled to interest earnings on the fund balance.

2 - The District was also required to advance \$700,000 in August of 1996 into the Noncontingent Assessment Fund of the Assessment District. The advance was used to purchase noncontingent assessments for undevelopable parcels within the District. No repayments have been made to date.

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 6 – Advances to Assessment District, continued

3 – Supplemental Funding - The District advanced \$1,100,726 to the Assessment District which were the proceeds of an installment obligation of the District in the amount of \$1,145,000 payable with interest over a term of 20 years. The aggregate amount reimbursable totals \$1,987,542 including interest paid on the note. The amounts due to the District listed above are documented in District ordinance 153 and bond resolutions 2003-008 and 2003-012.

Note 7 – Advance to Montara Sanitary District

Due to financial difficulties experienced by the Montara Sanitary District (MSD) in 1996, they were unable to continue funding their portion of the plant expansion of the Authority. The District advanced \$1,085,094 of the plant expansion costs on behalf of MSD. According to the Authority funding agreement, there is no repayment schedule, and reimbursement of the advance will occur only if MSD requires additional capacity in the sewage treatment facility. The future capacity needs of MSD are unknown at this time and thus, due to the lack of a firm repayment schedule and unknown future payment requirements of MSD, the District has recorded an allowance of the full amount of initial debt (\$1,085,094) to reflect the uncertainty of future repayment.

The District calculates interest on the advance at a rate of 7.278%. Management has determined that the likelihood of any interest payment is remote, therefore an allowance has been placed on the full accrued interest balance of approximately \$1,154,892 and \$1,075,919 at June 30, 2014 and 2013, respectively.

Note 8 – Note Payable

On August 1, 1996 the District financed a portion of the sewage treatment plant expansion with the issuance of a Certificate of Participation in the amount of \$1,145,000. The terms of the agreement include annual principal payments beginning September 1, 1997 and continuing until September 1, 2016. Interest is payable semi-annually on March 1 and September 1 of each year and the rate had varied between 4.75% and 6.75%. The District refinanced the Certificate of Participation with a note payable in August of 2002 at a fixed interest rate of 4.95%. The payment terms remained the same as the original agreement.

Principal maturities of the note payable at June 30, 2014 consist of the following:

Year Ending June 30,	Principal	Interest	Total
2015	\$ 86,000	\$ 11,286	\$ 97,286
2016	90,000	6,930	96,930
2017	95,000	2,351	97,351
	<u>\$ 271,000</u>	<u>\$ 20,567</u>	<u>\$ 291,567</u>

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 9 – Special Assessment Debt

During 1996, the District issued Special Assessment Limited Obligation Improvement Bonds in the amount of \$8,188,583 to finance the expansion of the sewage treatment plant owned and operated by the Authority. The Agency Fund is used to account for the debt service transactions. The District refinanced the bonds in September 2004 with an interest rate ranging from 2.25% to 6.125% payable semi-annually. The bond principal is paid annually with a final maturity date of September 2022. At June 30, 2014 and 2013 \$3,700,000 and \$4,010,000 are outstanding. The District is not obligated to repay this debt, but only acts as an agent for the property owners by collecting assessments, forwarding collections to special assessment debt holders, and initiating foreclosure proceedings.

Note 10 – Operating Lease Commitment

The District leases office space with monthly rent of \$2,496 plus additional maintenance costs. The lease originally expired November 2007, but was extended until November 2014 with monthly rent increased to \$3,000 plus additional maintenance costs. The District also leases a copier on a multi-year lease.

Future minimum lease payments at June 30, 2014 consist of the following:

<u>Year Ending</u> <u>June 30,</u>	
2015	\$ <u>19,827</u>
	\$ <u>19,827</u>

Note 11 – Contingent Liabilities

Contingent liabilities of an indeterminable amount include normal recurring pending claims and litigation related to the District's operations. According to outside legal counsel, none of the litigation is expected to have a material effect on the financial statements. Therefore, no provision for losses has been included in these financial statements.

Note 12 – Employees' Retirement Plan

Plan Description

The District's defined benefit pension plan, (the "Plan"), provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. The Plan is part of the Public Agency portion of the California Public Employees Retirement System (PERS), a cost sharing multiple-employer plan administered by PERS, which acts as a common investment and administrative agent for participating public employers within the State of California. A menu of benefit provisions as well as other requirements is established by State statutes within the Public Employees' Retirement Law.

The District selects optional benefit provisions from the benefit menu by contract with PERS and adopts

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 12 – Employees’ Retirement Plan, continued

those benefits through Board Action. PERS issues a separate annual financial report. Copies of the PERS’ annual financial report may be obtained from the PERS Executive Office 400 P Street – Sacramento, California 95814.

Funding Policy

Active plan members in the Plan are required to contribute 7% of their annual covered salary. The District is required to contribute the actuarially determined remaining amounts necessary to fund the benefits for its members. The District pays the employee and employer's portion for retirement. The actuarial methods and assumptions used are those adopted by the PERS Board of Administration.

The required employer contribution rates for fiscal years ended June 30, 2014 and 2013 were 25.431% and 24.428%, respectively. The contribution requirements of the plan members are established by State statute and the employer contribution rate is established and may be amended by PERS.

Annual Pension Cost

For fiscal years ended June 30, 2014 and 2013, the District's annual pension cost was \$31,211 and 30,879, respectively, which was equal to the District's required and actual contribution. The required contribution was determined as part of the June 30, 2011 and 2010 actuarial valuations using the entry age normal actuarial cost method. The actuarial assumptions included: (a) 7.5% investment rate of return (net of administrative expenses); (b) projected annual salary increases that vary by age, duration of service, and type of employment; (c) 3.0% inflation; (d) 3.25% payroll growth; and (e) individual salary growth based on a merit scale varying by duration of employment coupled with an assumed annual inflation of 3.0% and an annual production growth of 0.25%. The actuarial value of PERS assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a 15-year period (smoothed market value) depending on the size of investment gains and/or losses.

Three Year Trend Information of PERS

<u>Year Ended June 30,</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Obligation</u>
2012	\$ 30,879	100%	-
2013	\$ 31,211	100%	-
2014	\$ 33,420	100%	-

Note 13 – Reclassifications

The financial statements may not be comparable with previous years as the District may have classified certain expense line items differently from the previous years.

GRANADA SANITARY DISTRICT
Notes to Basic Financial Statements
Years Ended June 30, 2014 and 2013

Note 14 – Prior Period Adjustment

During the 2013 fiscal year the District did a comprehensive review of the Assessment District documents to summarize the amounts advanced to the Assessment District and the interest earned on those amounts. This resulted in a significant re-statement of the amount owed to the District by the Assessment District. The amounts owed are summarized in Note 6 to these financial statements.

In addition the County of San Mateo did a correction on property taxes from the prior year. The County incorrectly coded an amount in property taxes to the District whereas in actuality it belonged to the assessment District. This was corrected during the 2014 fiscal year.

Note 15 – Subsequent Events

The District has evaluated subsequent events through March 6, 2015, which is the date the basic financial statements were available to be issued.

GRANADA SANITARY DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Consideration of Fiscal Year 2013/14 Audited Financial Statements
Date: March 19, 2015

Attached are the Fiscal Year 2013/14 Audited Financial Statements for your Board's review. The first part of the audit contains the Management's Discussion and Analysis of the District's financial statements, which highlights some of the significant changes in the District's year over year financial operations. The audit shows that the District is on sound financial footing, and I will discuss the details of the audit further at our meeting. Audit highlights include:

Operating Revenue	\$1,266,536
Non-operating Revenue	\$863,573
Operating Expense	\$2,046,976
Reserves	\$3,515,961

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Granada Sanitary District's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We understand that your agents will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit on September 26th and to issue our reports no later than November 30th, 2014. Craig R. Fechter, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be \$9,025 as stated in our proposal. The fees for the subsequent years, if elected by District, will increase by 2.5%. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Granada Sanitary District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Fechter & Company, CPAs

RESPONSE:

This letter correctly sets forth the understanding of the Granada Sanitary District.

By: 

Title: DISTRICT ADMINISTRATOR

Date:

