

CITY OF SAN JUAN BAUTISTA

INDEPENDENT AUDITOR'S REPORT

AND

FINANCIAL STATEMENTS

JUNE 30, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and City Council
City of San Juan Bautista, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of San Juan Bautista, California, (the City) as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City'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 opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of San Juan Bautista, California, as of June 30, 2018, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on pages 28 – 29 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.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 7, 2018, on our consideration of the City of San Juan Bautista'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 City of San Juan Bautista's internal control over financial reporting and compliance.



December 7, 2018

CITY OF SAN JUAN BAUTISTA

STATEMENT OF NET POSITION

JUNE 30, 2018

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and investments	\$ 5,324,473	\$ 2,784,351	\$ 8,108,824
Restricted cash and investments	-	1,485,267	1,485,267
Accounts receivable, net	66,407	207,761	274,168
Due from other governmental agencies	171,392	-	171,392
Internal balances	1,789,727	(1,789,727)	-
Prepaid expense and other assets	6,666	-	6,666
Capital assets (net of allowance for depreciation)	843,490	12,339,633	13,183,123
Total assets	<u>8,202,155</u>	<u>15,027,285</u>	<u>23,229,440</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on debt refunding	-	1,651,298	1,651,298
Total deferred outflows of resources	<u>-</u>	<u>1,651,298</u>	<u>1,651,298</u>
LIABILITIES			
Accounts payable and accrued expense	589,771	369,402	959,173
Accrued interest	-	103,134	103,134
Deposits	2,100	103,272	105,372
Long-term liabilities			
Due within one year	-	331,820	331,820
Due in more than one year	-	11,095,266	11,095,266
Total liabilities	<u>591,871</u>	<u>12,002,894</u>	<u>12,594,765</u>
NET POSITION			
Net investment in capital assets	843,490	912,547	1,756,037
Restricted for capital improvements	1,728,932	1,885,265	3,614,197
Restricted for specific projects and programs	177,663	-	177,663
Unrestricted/(deficit)	4,860,199	1,877,877	6,738,076
Total net position	<u>\$ 7,610,284</u>	<u>\$ 4,675,689</u>	<u>\$ 12,285,973</u>

CITY OF SAN JUAN BAUTISTA

STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2018

Functions/Programs	Program Revenue				Primary Government		Net Revenue/(Expense) and Changes in Net Position
	Expense	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	
Primary Government							
Governmental activities							
General government	\$ 459,794	\$ 14,093	\$ -	\$ -	\$ (445,701)	\$ -	\$ (445,701)
Public works	412,415	-	51,534	-	(360,881)	-	(360,881)
Parks and recreation	68,679	6,382	-	-	(62,297)	-	(62,297)
Public safety	482,578	1,430	167,270	-	(313,878)	-	(313,878)
Community development	619,946	843,772	-	1,456,703	1,680,529	-	1,680,529
Total governmental activities	2,043,412	865,677	218,804	1,456,703	497,772	-	497,772
Business-type activities							
Water	920,025	1,045,222	-	1,097,517	-	1,222,714	1,222,714
Sewer	925,039	1,119,485	-	7,408	-	201,854	201,854
Total business-type activities	1,845,064	2,164,707	-	1,104,925	-	1,424,568	1,424,568
Total primary government	\$ 3,888,476	\$ 3,030,384	\$ 218,804	\$ 2,561,628	497,772	1,424,568	1,922,340
General Revenues							
Property taxes and assessments					401,740	-	401,740
Sales taxes					533,149	-	533,149
Lodging taxes					161,775	-	161,775
Franchise taxes					61,855	-	61,855
Business licenses					40,688	-	40,688
Motor vehicle in-lieu					152,400	-	152,400
Interest and rent					116,843	39,123	155,966
Other					29,252	-	29,252
Transfers					53,454	(53,454)	-
Total general revenue					1,551,156	(14,331)	1,536,825
Change in Net Position					2,048,928	1,410,237	3,459,165
Net Position							
Beginning of year					5,561,356	3,265,452	8,826,808
End of year					\$ 7,610,284	\$ 4,675,689	\$ 12,285,973

CITY OF SAN JUAN BAUTISTA

BALANCE SHEET – GOVERNMENTAL FUNDS

JUNE 30, 2018

	General	Impact Fees	Non Major Governmental Funds	Total Governmental Funds
ASSETS				
Cash and investments	\$ 3,207,006	\$ 1,842,099	\$ 275,368	\$ 5,324,473
Accounts receivable	54,407	12,000	-	66,407
Due from other governmental agencies	133,662	-	37,730	171,392
Due from other funds	1,801,745	-	-	1,801,745
Prepaid expense and other assets	6,666	-	-	6,666
Total assets	<u>\$ 5,203,486</u>	<u>\$ 1,854,099</u>	<u>\$ 313,098</u>	<u>\$ 7,370,683</u>
LIABILITIES AND FUND BALANCE				
Liabilities				
Accounts payable and accrued expense	\$ 341,187	\$ 204,621	\$ 43,963	\$ 589,771
Due to other funds	-	-	12,018	12,018
Deposits	2,100	-	-	2,100
Total liabilities	<u>343,287</u>	<u>204,621</u>	<u>55,981</u>	<u>603,889</u>
Fund Balance				
Nonspendable				
Advances to other funds	1,801,745	-	-	1,801,745
Prepaid	6,666	-	-	6,666
Restricted				
Public safety	-	102,142	38,693	140,835
Capital improvement projects	-	1,405,949	171,532	1,577,481
Circulation improvements	-	141,387	10,064	151,451
Lighting and landscape maintenance	-	-	36,828	36,828
Unassigned	3,051,788	-	-	3,051,788
Total fund balance	<u>4,860,199</u>	<u>1,649,478</u>	<u>257,117</u>	<u>6,766,794</u>
Total liabilities and fund balance	<u>\$ 5,203,486</u>	<u>\$ 1,854,099</u>	<u>\$ 313,098</u>	<u>\$ 7,370,683</u>

CITY OF SAN JUAN BAUTISTA

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET POSITION OF GOVERNMENTAL ACTIVITIES JUNE 30, 2018

Total governmental fund balances	\$ 6,766,794
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Amounts reported for governmental activities in the statement
of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds	<u>843,490</u>
Net position of governmental activities	<u>\$ 7,610,284</u>

CITY OF SAN JUAN BAUTISTA

STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE – GOVERNMENTAL FUNDS YEAR ENDED JUNE 30, 2018

	General	Impact Fees	Non Major Governmental Funds	Total Governmental Funds
Revenue				
Taxes	\$ 1,304,575	\$ -	\$ 47,032	\$ 1,351,607
Intergovernmental	-	-	218,804	218,804
Charges for services	287,956	-	-	287,956
Licenses, permits and impact fees	576,182	1,456,703	-	2,032,885
Fines and forfeitures	1,539	-	-	1,539
Interest and rent	116,086	-	757	116,843
Other	29,252	-	-	29,252
Total revenue	<u>2,315,590</u>	<u>1,456,703</u>	<u>266,593</u>	<u>4,038,886</u>
Expenditures				
Current				
General government	459,665	-	-	459,665
Public works	236,952	-	133,421	370,373
Parks and recreation	51,778	-	-	51,778
Public safety	293,898	-	167,270	461,168
Community development	619,946	-	-	619,946
Capital outlay	58,694	-	-	58,694
Total expenditures	<u>1,720,933</u>	<u>-</u>	<u>300,691</u>	<u>2,021,624</u>
Revenue over/(under) expenditures	594,657	1,456,703	(34,098)	2,017,262
Other Financing Sources/(Uses)				
Operating transfers in	53,454	-	-	53,454
Total other financing sources (uses)	<u>53,454</u>	<u>-</u>	<u>-</u>	<u>53,454</u>
Change in Fund Balance	648,111	1,456,703	(34,098)	2,070,716
Fund Balance				
Beginning of year	4,212,088	192,775	291,215	4,696,078
End of year	<u>\$ 4,860,199</u>	<u>\$ 1,649,478</u>	<u>\$ 257,117</u>	<u>\$ 6,766,794</u>

CITY OF SAN JUAN BAUTISTA

RECONCILIATION OF STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2018

Net change in fund balance - total governmental funds	\$ 2,070,716
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Amounts reported for governmental activities in the statement of activities are different because:

Depreciation expense on capital assets is reported in the Statement of Activities, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditures in Governmental Funds	(80,482)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of capital outlay in the current period.	<u>58,694</u>
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Change in net position of governmental activities	<u>\$ 2,048,928</u>
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CITY OF SAN JUAN BAUTISTA

STATEMENT OF NET POSITION – PROPRIETARY FUNDS JUNE 30, 2018

	<u>Business-Type Activities - Enterprise Funds</u>		
	<u>Water</u>	<u>Sewer</u>	<u>Total Proprietary Funds</u>
ASSETS			
Current assets			
Cash and investments	\$ 1,227,891	\$ 1,556,460	\$ 2,784,351
Restricted cash and investments	1,283,508	201,759	1,485,267
Accounts receivable, net	115,349	92,412	207,761
Total current assets	<u>2,626,748</u>	<u>1,850,631</u>	<u>4,477,379</u>
Non-current assets			
Property, plant and equipment (net of allowance for depreciation)	<u>6,548,552</u>	<u>5,791,081</u>	<u>12,339,633</u>
Total noncurrent assets	<u>6,548,552</u>	<u>5,791,081</u>	<u>12,339,633</u>
Total assets	<u>9,175,300</u>	<u>7,641,712</u>	<u>16,817,012</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on debt refunding	<u>908,214</u>	<u>743,084</u>	<u>1,651,298</u>
Total deferred outflows of resources	<u>908,214</u>	<u>743,084</u>	<u>1,651,298</u>
LIABILITIES			
Current liabilities			
Accounts payable and accrued expense	162,547	206,855	369,402
Accrued interest	56,724	46,410	103,134
Due to other funds	984,349	805,378	1,789,727
Deposits	103,272	-	103,272
Current portion of long-term debt	212,954	118,867	331,820
Total current liabilities	<u>1,519,846</u>	<u>1,177,510</u>	<u>2,697,355</u>
Noncurrent Liabilities			
Long-term debt	<u>6,112,245</u>	<u>4,983,022</u>	<u>11,095,266</u>
Total liabilities	<u>7,632,090</u>	<u>6,160,531</u>	<u>13,792,621</u>
NET POSITION			
Net investment in capital assets	223,354	689,193	912,547
Restricted for capital improvements	1,566,058	319,207	1,885,265
Unrestricted	662,012	1,215,865	1,877,877
Total net position	<u>\$ 2,451,424</u>	<u>\$ 2,224,265</u>	<u>\$ 4,675,689</u>

CITY OF SAN JUAN BAUTISTA

STATEMENT OF REVENUE, EXPENSE, AND CHANGES IN FUND NET POSITION – PROPRIETARY FUNDS YEAR ENDED JUNE 30, 2018

	Business-Type Activities - Enterprise Funds		
	Water	Sewer	Total Proprietary Funds
Operating Revenue			
Charges for services	\$ 829,990	\$ 879,597	\$ 1,709,587
Other fees	215,232	239,888	455,120
Total operating revenue	<u>1,045,222</u>	<u>1,119,485</u>	<u>2,164,707</u>
Operating Expense			
Contractual services and utilities	118,513	271,061	389,574
Personnel	126,250	89,613	215,863
Supplies, materials and repairs	73,076	34,694	107,770
Depreciation expense	324,560	304,732	629,292
Total operating expense	<u>642,399</u>	<u>700,100</u>	<u>1,342,499</u>
Operating income/(loss)	<u>402,823</u>	<u>419,385</u>	<u>822,208</u>
Nonoperating Revenue/(Expense)			
Development impact fees	1,097,517	7,408	1,104,925
Interest income	20,119	19,004	39,123
Interest expense	(277,626)	(224,939)	(502,565)
Total nonoperating revenue/(expense)	<u>840,010</u>	<u>(198,527)</u>	<u>641,483</u>
Net income/(loss) before transfers	1,242,833	220,858	1,463,691
Operating Transfers In/(Out)	<u>114,600</u>	<u>(168,054)</u>	<u>(53,454)</u>
Change in Net Position	<u>1,357,433</u>	<u>52,804</u>	<u>1,410,237</u>
Net Position			
Beginning of year	1,093,991	2,171,461	3,265,452
End of year	<u>\$ 2,451,424</u>	<u>\$ 2,224,265</u>	<u>\$ 4,675,689</u>

CITY OF SAN JUAN BAUTISTA

STATEMENT OF CASH FLOW - PROPRIETARY FUNDS YEAR ENDED JUNE 30, 2018

	Business-Type Activities - Enterprise Funds		
	Water	Sewer	Total Proprietary Funds
Operating Activities			
Receipts from customers and users	\$ 1,015,943	\$ 1,103,866	\$ 2,119,809
Payments for contractual services and utilities	(143,103)	(104,213)	(247,316)
Payments to employees	(126,250)	(89,613)	(215,863)
Payments to suppliers	(73,076)	(34,694)	(107,770)
Net cash provided by operating activities	<u>673,514</u>	<u>875,346</u>	<u>1,548,860</u>
Non-capital Financing Activities			
Payments and transfers (to)/from other funds	<u>114,600</u>	<u>(168,054)</u>	<u>(53,454)</u>
Net cash provided by (used in) noncapital financing activities	<u>114,600</u>	<u>(168,054)</u>	<u>(53,454)</u>
Capital and Related Financing Activities			
Payments from developers	1,097,517	7,409	1,104,926
Purchase of property, plant and equipment	(68,720)	(45,918)	(114,638)
Payments received from other funds	(29,400)	(24,053)	(53,453)
Bond premium	35,733	29,236	64,969
Principal paid on long-term debt	(210,429)	(117,605)	(328,034)
Interest paid on long-term debt	(278,657)	(225,783)	(504,440)
Net cash provided by (used in) capital and related financing activities	<u>546,044</u>	<u>(376,714)</u>	<u>169,330</u>
Investing Activities			
Interest received	<u>20,119</u>	<u>19,004</u>	<u>39,123</u>
Net cash provided by investing activities	<u>20,119</u>	<u>19,004</u>	<u>39,123</u>
Net Increase in Cash	<u>1,354,277</u>	<u>349,582</u>	<u>1,703,859</u>
Cash			
Beginning of year	<u>1,157,122</u>	<u>1,408,637</u>	<u>2,565,759</u>
End of year	<u>\$ 2,511,399</u>	<u>\$ 1,758,219</u>	<u>\$ 4,269,618</u>
Cash Flows from Operating Activities			
Operating income (loss)	\$ 402,823	\$ 419,385	\$ 822,208
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation expense	324,560	304,732	629,292
(Increase) Decrease in Accounts Receivable	(38,556)	(15,619)	(54,175)
Increase (Decrease) in Accounts Payable, Accrued Liabilities and Deposits	(15,313)	166,848	151,535
Net Cash Provided by Operating Activities	<u>\$ 673,514</u>	<u>\$ 875,346</u>	<u>\$ 1,548,860</u>

See accompanying notes.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 1 – Summary of Significant Accounting Policies

The financial statements of the City of San Juan Bautista (the City) have been prepared in conformity with Accounting Principles Generally Accepted in the United States of America (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

Reporting Entity

The City of San Juan Bautista, State of California (the "City"), was incorporated in 1869. The City operates under a Council-Manager form of government. The City's major operations include public safety; highways and streets; sewer and water; parks and recreation; building inspection; public improvements; planning and zoning; and general administrative services.

Basis of Presentation – Fund Accounting

Government-Wide Financial Statements – The Government-Wide Financial Statements (the Statement of Net Position and the Statement of Activities and Changes in Net Position) report information of all of the nonfiduciary activities of the primary government. For the most part, eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities, which normally are supported by taxes and inter-governmental revenues, are reported separately from business-type activities, which rely significantly on fees charged to external parties.

The Statement of Activities and Changes in Net Position presents a comparison between direct expenses and program revenues for each segment of the business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function and are clearly identifiable to a particular function. Program revenues include 1) charges paid by the recipients of goods or services offered by the programs and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Net Position is restricted when constraints placed on them are either externally imposed or are imposed by constitutional provisions or enabling legislation. Internally imposed designations of resources are not presented as restricted net position. When both restricted and unrestricted resources are available for use, generally, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Governmental Fund Financial Statements – The Governmental Fund Financial Statements provide information about the City's funds. Separate statements for each fund category – governmental and proprietary are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental funds are separately aggregated and reported as non-major funds.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 1 – Summary of Significant Accounting Policies (Continued)

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as subsidies and investment earnings, result from non-exchange transactions or ancillary activities.

The City reports the following major governmental fund:

General Fund – The General Fund is the general operating fund of the City. It is used for all financial resources except those required legally, or by sound financial management to be accounted for in another fund. Generally, the General Fund is used to account for those traditional governmental services of the City, such as police and fire protection, planning and general administrative services.

Impact Fees Fund – The Impact Fees Fund accounts for monies received related to impact fees.

The City reports the following major enterprise funds:

Water Fund – The Water Fund accounts for the operation and maintenance of the City's water treatment and water transmission and distribution systems.

Sewer Fund – The Sewer Fund accounts for the operation and maintenance of the City's sewer system.

Basis of Accounting

The Government-Wide and Proprietary Fund Financial Statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property and sales taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from sales tax are recognized when the underlying transactions take place. Revenues from grants, entitlements and donations are recognized in the fiscal year in which all eligible requirements have been satisfied.

Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Property and sales taxes, interest, certain state and federal grants and charges for services are accrued when their receipt occurs within sixty days after the end of the accounting period so as to be both measurable and available. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and capital leases are reported as other financing sources.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 1 – Summary of Significant Accounting Policies (Continued)

Proprietary Funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a Proprietary Fund's principal ongoing operations. Revenues and expenses not meeting this definition are reported as non-operating.

Financial Statement Amounts

Cash and Investments – Cash and investments represent the City's cash bank accounts including but not limited to certificates of deposit, money market funds and cash management pools for reporting purposes in the Statement of Cash Flows. Additionally, investments with maturities of three months or less when purchased are included as cash equivalents in the Statement of Cash Flows.

The City maintains a cash and investment pool that is available for use by all funds. Interest earnings as a result of this pooling are distributed to the appropriate funds based on month end cash balances in each fund.

Accounts Receivable – Billed but unpaid services provided to individuals or non-governmental entities are recorded as accounts receivable. An allowance for doubtful accounts is provided to account for potentially uncollectible amounts.

San Benito County is responsible for the assessment, collection and apportionment of property taxes for all taxing jurisdictions. Property taxes are levied in equal installments on November 1 and February 1. They become delinquent on December 10 and April 10, respectively. The lien date is March 1 of each year. Property taxes are accounted for in the General Fund. Property tax revenues are recognized when they become measurable and available to finance current liabilities. The City considers property taxes as available if they are collected within 60 days after year end. Property tax on the unsecured roll are due on the March 1 lien date and become delinquent if unpaid on August 31. However, unsecured property taxes are not susceptible to year end accrual. The County adopted the alternative method of secured property tax apportionment available under the Revenue and Taxation Code of the State (also known as the "Teeter Plan") whereby secured property taxes were distributed to participating taxing on the basis of the tax levy, including any uncollected amounts at fiscal year-end. The County, as administrator, benefits from future collections of penalties and interest on delinquent taxes. Taxes receivable are recorded as of the date levied. The County is still using the Teeter Plan as of June 30, 2018.

The City is permitted by Article XIII A of the State of California Constitution (known as Proposition 13) to levy a maximum tax of \$1.00 per \$100 of full cash value.

Interfund Receivables/Payables – Items classified as interfund receivable/payable represent short-term lending/borrowing transactions between funds. This classification also includes the current portion of an advance to or from another fund.

Capital Assets – Capital outlays are recorded as expenditures of the General and Special Revenue Funds and as assets in the Government-Wide Financial Statements to the extent the City's capitalization threshold is met.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 1 – Summary of Significant Accounting Policies (Continued)

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the Government-Wide Financial Statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of fixed assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities are included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight line method over the following estimated useful lives:

	Years
Buildings, structures and improvements	40
Infrastructure	40
Equipment	5 - 10

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

The deferred charges from debt retirement relate to the defeasance costs of the City’s 2008 Water and Sewer Certificates of Participation. The balance is being amortized over a twenty-eight year period.

Compensated Absences – It is the City's policy to permit all employees to accumulate earned but unused vacation and compensatory time benefits. All vacation pay is accrued when earned in the government-wide and proprietary fund financial statements.

Sick leave can be accumulated, but vesting is limited and will not be paid upon termination. For this reason, the City does not accrue any costs relating to sick leave.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 1 – Summary of Significant Accounting Policies (Continued)

Long-Term Obligations – In the Government-Wide Financial Statements, and Proprietary Fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or Proprietary Fund Type Statement of Net Position. Debt principal payments of both government and business-type activities are reported as decreases in the balance of the liability on the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, however, debt principal payments of Governmental Funds are recognized as expenditures when paid. Governmental Fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Non-Current Governmental Assets/Liabilities – GASB Statement No. 34 eliminates the presentation of account groups, but provides for these records to be maintained and incorporates the information into the Governmental Activities column in the Government-Wide Statement of Net Position.

Net Position – The government-wide and business-type activities fund financial statements utilize a net position presentation. Net position are categorized as invested capital assets (net of related debt), restricted and unrestricted.

- *Net Investment in Capital Assets* – This category groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.
- *Restricted Net Position* – This category presents external restrictions on net position imposed by creditors, grantors, contributors or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.
- *Unrestricted Net Position* – This category represents net position of the City, not restricted for any project or other purpose.

Fund Equity – In the fund financial statements, governmental fund balance is made up of the following components:

- *Nonspendable fund balance* typically includes inventories, prepaid items, long-term portion of loans receivable, nonfinancial assets held for resale and other items that must be maintained intact pursuant to legal or contractual requirements, such as endowments.
- *Restricted fund balance* category includes amounts that can be spent only for specific purposes imposed by creditors, grantors, contributors, or laws or regulations of other governments or through enabling legislations.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 1 – Summary of Significant Accounting Policies (Continued)

- Committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the City Council. The City Council has the authority to establish, modify, or rescind a fund balance commitment.
- Assigned fund balance are amounts designated by the City Council for specific purposes and do not meet the criteria to be classified as restricted or committed.
- Unassigned fund balance is the residual classification that includes all spendable amounts in the General Fund not contained in other classifications.

When expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) fund balances are available, the City's policy is to apply restricted first. When expenditures are incurred for purposes for which committed, assigned, or unassigned fund balances are available, the City's policy is to apply committed fund balance first, then assigned fund balance, and finally unassigned fund balance.

Use of Estimates – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 2 – Stewardship, Compliance and Accountability

California law authorizes the City to invest in obligations of the United States Treasury, agencies and instrumentalities, certificates of deposit or time deposits in banks and savings and loan associations which are insured by the Federal Deposit Insurance Corporation.

In accordance with applicable sections of the California Government Code and the San Juan Bautista Municipal Code, the City prepares and legally adopts an annual balanced budget on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted for the General Fund, specific Special Revenue Funds, and specific Capital Projects Funds. Budget plans are adopted for Proprietary Funds. A proposed budget is presented to the City Council during June of each year for review. The Council holds public hearings and may add to, subtract from, or change appropriations within the revenues and reserves estimated as available. Expenditures may not legally exceed budgeted appropriations at the fund level. Supplementary appropriations which alter the total expenditures of any fund, or expenditures in excess of total budgeted fund appropriations, must be approved by the City Council.

All annual appropriations lapse at fiscal year end to the extent they have not been expended or encumbered.

Note 3 – Cash and Investments

The City pools all of its cash and investments except those funds required to be held by outside fiscal agents under the provisions of bond indentures. Interest income earned on pooled cash is allocated to the various funds on average cash balances. Interest income from cash investments held with fiscal agents is credited directly to the related funds.

Cash and investments as of June 30, 2018 are classified in the accompanying financial statements as follows:

Statement of Net Position:

Cash and Investments	\$ 8,108,824
Restricted Cash and Investments	<u>1,485,267</u>
Total Cash and Investments	<u>\$ 9,594,091</u>

Cash and investments as of June 30, 2018 consist of the following:

Cash on hand	\$ 200
Deposits with Financial Institutions	6,819,676
Statewide Community Infrastructure Program	2,305,928
Local Agency Investment Fund	64,770
Held by Fiscal Agent:	
Money Market Mutual Funds	<u>403,517</u>
Total Cash and Investments	<u>\$ 9,594,091</u>

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 3 – Cash and Investments (Continued)

Fair Value Measurements

The framework for measuring fair value provides a fair value hierarchy that categorizes the inputs to valuation techniques used to measure fair value into three levels. The fair value hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy are described as follows:

- Level 1: Inputs to the valuation methodology are quoted prices (unadjusted) for identical assets or liabilities in active markets that a government can access at the measurement date.
- Level 2: Inputs to valuation methodology include inputs – other than quoted prices included within Level 1 – that are observable for an asset or liability, either directly or indirectly.
- Level 3: Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within a fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value.

LAIF is valued based on the City's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (Level 2 input).

The City had the following recurring fair value measurements as of June 30, 2018:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>June 30, 2018</u>
Investments by fair value level:				
Equity Securities:				
LAIF	\$ -	\$ 64,770	\$ -	\$ 64,770
Total Equity Securities	-	64,770	-	64,770
Investments carried at amortized cost:				
Bank Deposits and Cash on Hand				6,819,876
Statewide Community Infrastructure Program				2,305,928
Money Market Mutual Funds				403,517
Total Investments amortized at cost				9,529,321
Total Investments				<u>\$ 9,594,091</u>

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 3 – Cash and Investments (Continued)

Investments Authorized by the California Government Code and the City's Investment Policy

The table below identifies the investment types that are authorized for the City by the California Government Code (or the City's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the City's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. The City's investment policy does not contain any specific provisions intended to limit the City's exposure to interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government Code or the City's investment policy.

Authorized Investment Type	Maximum Maturity	Minimum Credit Quality	Maximum Percentage of Portfolio	Maximum Investment In One Issuer
U.S. Treasury Obligations	5 years	None	None	None
U.S. Agency Securities	5 years	None	None	None
Banker's Acceptances	180 days	None	20%	10% or \$5 million
Commercial Paper	180 days	A	15%	10%
Negotiable Certificates of Deposit	2 years	None	30%	None
Medium-Term Notes	5 years	AA	20%	10%
Money Market Mutual Funds	N/A	AAA	20%	10%
Repurchase Agreements	1 year	None	None	None
Time Deposits	2 years	None	10%	None
County Pooled Investment Funds	N/A	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	\$40 million	None

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 3 – Cash and Investments (Continued)

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. As of June 30, 2018 the City had the following investments:

Investment Type	Amount	Maturity Date
Local Agency Investment Fund	\$ 64,770	N/A
Held by Fiscal Agent:		
Money Market Mutual Funds	<u>403,517</u>	N/A
Total	<u>\$ 468,287</u>	

Disclosures Relating to Credit Risk

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

Investment Type	Amount	Minimum Legal Rating	Rating as of Year End Not Rated
Local Agency Investment Fund	\$ 64,770	N/A	\$ 64,770
Held by Fiscal Agent:			
Money Market Mutual Funds	<u>403,517</u>	N/A	<u>403,517</u>
Total	<u>\$ 468,287</u>		<u>\$ 468,287</u>

Concentration of Credit Risk

The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. At times, the City's bank accounts may exceed federally insured limits. The City has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 3 – Cash and Investments (Continued)

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, 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. As of June 30, 2018, the carrying amount of the City's bank deposits was \$6,819,676, and the respective bank balances totaled \$6,853,733, of the total bank balance. Of the bank balances, only \$250,000 is insured through the Federal Depository Insurance Company. The remaining balance is to be collateralized by the bank.

The custodial risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

Investment in State Investment Pool

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 4 – Capital Assets

Capital asset activity for the year ended June 30, 2018, was as follows:

	Balance July 1, 2017	Additions	Retirements	Balance June 30, 2018
<u>Governmental Activities</u>				
Capital assets, not being depreciated				
Land	\$ 22,610	\$ -	\$ -	\$ 22,610
Total capital assets, not being depreciated	<u>22,610</u>	<u>-</u>	<u>-</u>	<u>22,610</u>
Capital assets, being depreciated				
Buildings and improvements	1,123,418	21,200	-	1,144,618
Infrastructure	610,819	-	-	610,819
Machinery and equipment	900,716	37,494	-	938,210
Total capital assets, being depreciated	<u>2,634,953</u>	<u>58,694</u>	<u>-</u>	<u>2,693,647</u>
Less accumulated depreciation for:				
Buildings and improvements	(709,054)	(25,936)	-	(734,990)
Infrastructure	(252,767)	(25,585)	-	(278,352)
Machinery and equipment	(830,464)	(28,961)	-	(859,425)
Total accumulated depreciation	<u>(1,792,285)</u>	<u>(80,482)</u>	<u>-</u>	<u>(1,872,767)</u>
Total capital assets, being depreciated, net	<u>842,668</u>	<u>(21,788)</u>	<u>-</u>	<u>820,880</u>
Governmental activities capital assets, net	<u>\$ 865,278</u>	<u>\$ (21,788)</u>	<u>\$ -</u>	<u>\$ 843,490</u>
<u>Business-Type Activities</u>				
Capital assets, not being depreciated				
Land	\$ 234,783	\$ -	\$ -	\$ 234,783
Total capital assets, not being depreciated	<u>234,783</u>	<u>-</u>	<u>-</u>	<u>234,783</u>
Capital assets, being depreciated				
Building	323,861	-	-	323,861
Improvements other than buildings	17,901,932	57,343	-	17,959,275
Machinery and equipment	686,523	57,295	-	743,818
Total capital assets, being depreciated	<u>18,912,316</u>	<u>114,638</u>	<u>-</u>	<u>19,026,954</u>
Less: accumulated depreciation	<u>(6,292,812)</u>	<u>(629,292)</u>	<u>-</u>	<u>(6,922,104)</u>
Total capital assets, being depreciated, net	<u>12,619,504</u>	<u>(514,654)</u>	<u>-</u>	<u>12,104,850</u>
Business-type activities capital assets, net	<u>\$ 12,854,287</u>	<u>\$ (514,654)</u>	<u>\$ -</u>	<u>\$ 12,339,633</u>

NOTES TO THE BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2018

Note 4 – Capital Assets (Continued)

Depreciation expense was charged to the following functions in the Statement of Activities:

Governmental Functions:

General Government	\$	129
Public Works		42,042
Parks and Recreation		16,901
Public Safety		21,410
	<u>\$</u>	<u>80,482</u>

Business-Type Functions:

Water	\$	324,560
Sewer		304,732
	<u>\$</u>	<u>629,292</u>

Note 5 – Long-Term Debt

The City generally incurs long-term debt to finance projects or purchase assets which will have useful lives equal to or greater than the related debt.

In governmental fund types, debt discounts and issuance costs are recognized in the current period. Debt discounts and issuance costs incurred in proprietary funds are deferred and amortized over the term of the debt using the bonds-outstanding method, which approximates the effective interest method. The City's debt transactions are summarized below and discussed in detail thereafter:

	Balance July 1, 2017	Additions	Retirements	Balance June 30, 2018	Current Portion
<u>Business-Type Activities Long Term Debt</u>					
Truck Capital Lease	\$ 8,268	\$ -	\$ 3,576	\$ 4,692	\$ 3,733
Water Meter Note Payable	157,166	-	67,087	90,079	68,087
2015 Enterprise Revenue Bonds	11,395,000	-	250,000	11,145,000	260,000
Plus Unamortized Premium on Bond	194,685	-	7,370	187,315	7,370
Total Business-Type Activities Debt	<u>\$ 11,755,119</u>	<u>\$ -</u>	<u>\$ 328,033</u>	<u>\$ 11,427,086</u>	<u>\$ 339,190</u>

Long-term debt payable at June 30, 2018 was comprised of the following individual issues:

Truck Capital Lease – In December of 2016, the City entered into a capital lease agreement with GM Financial for the purchase of a truck. Interest and principal payments of \$969 are payable quarterly, with interest at 4.3 percent through September 2019.

Water Meter Note Payable – In June of 2016, the City entered into a loan agreement for \$203,966 with Trigen Leasing LLC for the purchase of water meters. Terms of the note call for monthly payments of \$5,818 including interest at 2.96 percent, which begins October 2016 and will mature in October 2019.

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 5 – Long-Term Debt (Continued)

2015 Enterprise Revenue Bonds – In December 2015, the City issued Series 2015 Enterprise Revenue Bonds for the principal amount of \$11,640,000. The issuance was to refund the outstanding principal balance of the 2008 Water and Sewer COP and the Pavex Note payable described above. In addition, the proceeds of the sale of the bond were used to provide funding to improve the City's water system as well as paying the costs of issuance. The reacquisition price exceeded the net carrying amount of the old debt by \$1,819,135. The City refunded the above debts to reduce its total debt service over 28 years by \$4,125,856 and to obtain an economic gain (difference between the present values of debt service payments on the old and new debt) of \$1,947,479. The bonds bear interest ranging from 3.0% to 5.0% and are payable semi-annually commencing April 2016 through October 2043. Debt service is secured by a pledge of net revenues of the City's Water and Sewer Systems. The City covenants that it shall prescribe, revise and collect such charges for the services and facilities of the water and sewer systems which shall produce revenues sufficient in each fiscal year to provide gross revenues which are sufficient to pay all water and sewer operation and maintenance costs and all bond installment payments and produce net water and sewer revenues equal to at least 1.25 times debt service coming due and payable during such fiscal year. The City is in compliance with those covenants as of June 30, 2018. Cash basis debt service paid during the fiscal year ended June 30, 2018 totaled \$666,288. Total water and sewer system net revenues calculated in accordance with the covenants were \$2,542,094 and net revenue available for debt service was 3.82 times debt service at June 30, 2018.

The annual requirement to amortize the principal and interest on long-term debt at June 30, 2018, were as follows:

Years ending June 30,	Principal	Interest
2019	\$ 331,820	\$ 410,514
2020	287,951	399,575
2021	275,000	388,638
2022	285,000	377,438
2023	300,000	365,738
2024-2028	1,720,000	1,595,940
2029-2033	2,065,000	1,252,398
2034-2038	2,420,000	891,439
2039-2043	2,915,000	400,594
2044	640,000	12,000
	<u>\$ 11,239,771</u>	<u>\$ 6,094,274</u>
Net of unamortized premiums	<u>187,315</u>	
Net long-term debt	<u>\$ 11,427,086</u>	

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 6 – Deferred Compensation Plan

On October 1, 1999, the City established a deferred compensation plan for its employees which provides them an opportunity to save for retirement. The plan meets the requirements of Internal Revenue Code Section 457. Under the plan, employees make tax deferred contributions up to the limits established by the Internal Revenue Service. The contributions made to the plan may be withdrawn only upon retirement separation from service, death or unforeseeable emergency. Employees are 100% vested in their contributions from the first date of participation. The plan provides for varying matching contributions.

The plan is administered by the City. The participants are offered a choice of investment options and make their own investment decisions. The City has fiduciary obligation for due care in the administration of the plan, but is not responsible for the investments or performance results of the investment products offered under the plan, therefore, the City is not required to report these funds on the City's financial statements.

Note 7 – Risk Management

The City of San Juan Bautista is insured under the Public Agency Risk Sharing Authority of California (PARSAC) liability program. Protection is afforded for "bodily injury, property damage, personal injury and public officials' errors and omissions, subject to certain limitations".

Limit of protection - \$995,000 ultimate net loss as the result of any occurrence because of bodily injury, property damage, personal injury or public officials' errors and omissions or any combination thereof in excess of the retained limit.

Retained limit - \$5,000 ultimate net loss as the result of any occurrence because of bodily injury, property damage, personal injury or public officials' errors and omissions or any combination thereof.

Complete audited financial statements for PARSAC can be obtained from PARSAC's office at 1525 Response Road, Suite One, Sacramento, CA 95815.

Note 8 – Advances

In August 2016 the City formalized an advance agreement between the City's General Fund and the Water and Sewer Funds for the amount of \$1,895,844. The amount is payable by the Water and Sewer Funds to the General Fund over a period of 29 years at an interest rate of 1.5 percent payable in annual payments of \$81,102.

Advances from and to balances as of June 30, 2018 are as follows:

	<u>Advance From</u>	<u>Advance To</u>
Major Governmental Funds:		
General Fund	\$ -	\$ 1,801,745
Proprietary Funds:		
Water Fund	984,349	-
Sewer Fund	805,378	-
Nonmajor Governmental Funds:		
Maintenance Districts Fund	12,018	-
	<u>\$ 1,801,745</u>	<u>\$ 1,801,745</u>

CITY OF SAN JUAN BAUTISTA

NOTES TO THE BASIC FINANCIAL STATEMENTS YEAR ENDED JUNE 30, 2018

Note 9 – Interfund Transfers

With the City Council approval, resources may be transferred from one City fund to another. The purpose of the majority of transfers is to reimburse a fund that has made expenditures on behalf of another fund. Transfers within fund types have been eliminated with the government-wide financial statements. Transfers in and out for the year ended June 30, 2018 consisted of the following:

	<u>Transfers In</u>	<u>Transfers Out</u>
Major Governmental Funds:		
General Fund	\$ 53,454	\$ -
Proprietary Funds:		
Water Fund	114,600	-
Sewer Fund	-	(168,054)
	<u>\$ 168,054</u>	<u>\$ (168,054)</u>

Note 10 – Subsequent Events

The City evaluated subsequent events for recognition and disclosure through December 7, 2018, the date which these financial statements were available to be issued. Management concluded that no material subsequent events have occurred since June 30, 2018 that required recognition or disclosure in such financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF SAN JUAN BAUTISTA

BUDGETARY COMPARISON SCHEDULE

GENERAL FUND

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive/ (Negative)
	Original	Final		
Revenue				
Taxes	\$ 1,208,000	\$ 1,227,500	\$ 1,304,575	\$ 77,075
Intergovernmental	15,000	15,000	-	(15,000)
Charges for services	41,500	41,500	287,956	246,456
Licenses, permits and impact fees	206,820	206,820	576,182	369,362
Fines and forfeitures	1,800	800	1,539	739
Interest and rent	75,000	75,000	116,086	41,086
Other	5,800	8,150	29,252	21,102
Total revenue	<u>1,553,920</u>	<u>1,574,770</u>	<u>2,315,590</u>	<u>740,820</u>
Expenditures				
Current				
General government	467,654	418,222	459,665	(41,443)
Public works	340,667	294,540	236,952	57,588
Parks and recreation	70,748	58,595	51,778	6,817
Public safety	523,570	521,712	293,898	227,814
Community development	227,593	242,220	619,946	(377,726)
Capital outlay	92,400	84,000	58,694	25,306
Total expenditures	<u>1,722,632</u>	<u>1,619,289</u>	<u>1,720,933</u>	<u>(101,644)</u>
Revenue over (under) expenditures	(168,712)	(44,519)	594,657	639,176
Other Financing Sources				
Transfers in (out) - net	<u>(5,000)</u>	<u>(5,000)</u>	<u>53,454</u>	<u>58,454</u>
Net Change in Fund Balance	<u>\$ (173,712)</u>	<u>\$ (49,519)</u>	648,111	<u>\$ 697,630</u>
Fund Balance				
Beginning of year			4,212,088	
End of year			<u>\$ 4,860,199</u>	

CITY OF SAN JUAN BAUTISTA

BUDGETARY COMPARISON SCHEDULE IMPACT FEES FUND YEAR ENDED JUNE 30, 2018

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive/ (Negative)
Revenue				
Licenses, permits and impact fees	\$ -	\$ -	\$ 1,456,703	\$ 1,456,703
Total revenue	-	-	1,456,703	1,456,703
Expenditures				
Current				
General government	12,000	12,000	-	12,000
Total expenditures	12,000	12,000	-	12,000
Net Change in Fund Balance	<u>\$ (12,000)</u>	<u>\$ (12,000)</u>	1,456,703	<u>\$ 1,468,703</u>
Fund Balance				
Beginning of year			192,775	
End of year			<u>\$ 1,649,478</u>	

SUPPLEMENTAL ONLY INFORMATION

CITY OF SAN JUAN BAUTISTA

COMBINING BALANCE SHEET NON-MAJOR GOVERNMENTAL FUNDS JUNE 30, 2018

Special Revenue Funds						
	COPS Grant	Public Parking Fund	Gas Tax Fund	Roads & Restrooms Fund	Maintenance Districts	Non-major Governmental Funds
ASSETS						
Cash and investments	\$ 16,922	\$ 17,447	\$ 11,697	\$ 154,085	\$ 75,217	\$ 275,368
Due from other governmental agencies	37,730	-	-	-	-	37,730
Total assets	<u>\$ 54,652</u>	<u>\$ 17,447</u>	<u>\$ 11,697</u>	<u>\$ 154,085</u>	<u>\$ 75,217</u>	<u>\$ 313,098</u>
LIABILITIES AND FUND BALANCE						
Liabilities						
Accounts payable and accrued expense	\$ 15,959	-	\$ 1,633	-	\$ 26,371	\$ 43,963
Due to other funds	-	-	-	-	12,018	12,018
Total liabilities	<u>15,959</u>	<u>-</u>	<u>1,633</u>	<u>-</u>	<u>38,389</u>	<u>55,981</u>
Fund Balance						
Restricted						
Public safety	38,693	-	-	-	-	38,693
Capital improvement projects	-	17,447	-	154,085	-	171,532
Circulation improvements	-	-	10,064	-	-	10,064
Lighting and landscape maintenance	-	-	-	-	36,828	36,828
Total fund balance	<u>38,693</u>	<u>17,447</u>	<u>10,064</u>	<u>154,085</u>	<u>36,828</u>	<u>257,117</u>
Total liabilities and fund balance	<u>\$ 54,652</u>	<u>\$ 17,447</u>	<u>\$ 11,697</u>	<u>\$ 154,085</u>	<u>\$ 75,217</u>	<u>\$ 313,098</u>

CITY OF SAN JUAN BAUTISTA

COMBINING STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE NON-MAJOR GOVERNMENTAL FUNDS YEAR ENDED JUNE 30, 2018

	Special Revenue Funds					
	COPS Grant	Public Parking Fund	Gas Tax Fund	Roads & Restrooms Fund	Maintenance Districts	Non-major Governmental Funds
Revenue						
Taxes	\$ -	\$ -	\$ -	\$ 26,968	\$ 20,064	\$ 47,032
Intergovernmental	167,270	-	51,534	-	-	218,804
Interest	-	-	757	-	-	757
Total revenue	167,270	-	52,291	26,968	20,064	266,593
Expenditures						
Current						
Public works	-	-	73,562	-	59,859	133,421
Public safety	167,270	-	-	-	-	167,270
Total expenditures	167,270	-	73,562	-	59,859	300,691
Change in Fund Balance	-	-	(21,271)	26,968	(39,795)	(34,098)
Fund Balance						
Beginning of year	38,693	17,447	31,335	127,117	76,623	291,215
End of year	\$ 38,693	\$ 17,447	\$ 10,064	\$ 154,085	\$ 36,828	\$ 257,117

**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 Honorable Mayor and City Council
City of San Juan Bautista, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of San Juan Bautista, California, (the "City") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise City's basic financial statements, and have issued our report thereon dated December 7, 2018.

Internal Control Over Financial Reporting

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

A handwritten signature in black ink, appearing to be "M. J. [unclear]", written in a cursive style.

December 7, 2018