

**Occidental County Sanitation District  
(A Component Unit of the County of Sonoma)**

Independent Auditor's Reports, Management's  
Discussion and Analysis and Basic  
Financial Statements

For the Fiscal Year Ended June 30, 2017

**Occidental County Sanitation District  
For the Fiscal Year Ended June 30, 2017**

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## Independent Auditor's Report

Board of Directors  
Occidental County Sanitation District  
Santa Rosa, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the Occidental County Sanitation District (the "District"), a component unit of the County of Sonoma, California, as of and for the year ended June 30, 2017, 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 responsibility includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Independent Auditor's Report (continued)**

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of June 30, 2017, and the changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters – Required Supplementary Information***

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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 29, 2017, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely 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 the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

*Risenti & Brinkley LLP*

Santa Rosa, California  
September 29, 2017

## **Management's Discussion and Analysis**

**Occidental County Sanitation District  
Management's Discussion and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2017**

As management of the Occidental County Sanitation District (the District), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2017. We encourage readers to consider the information presented here in conjunction with the District's financial statements and the accompanying notes to the financial statements.

**Reporting Entity**

The District is managed by the Sonoma County Water Agency (Water Agency), which provides administration, engineering, operational and maintenance services. The District is governed by a Board of Directors, which is the County of Sonoma Board of Supervisors. The District is considered an integral part of the County's reporting entity, resulting in the District's financial statements being included in the County's Comprehensive Annual Financial Report.

Please refer to the definition of the reporting entity within the notes to the financial statements for additional detail.

**Financial Highlights**

*Net Position*

The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$5,417,739 (*net position*). Of this amount, \$2,742,359 (*unrestricted net position*) may be used to meet the District's ongoing obligations to citizens and creditors.

*Revenues and Contributions*

The District recognized total revenues and capital contributions of \$2,161,595 during the fiscal year ended June 30, 2017. This amount includes \$562,806 in operating revenues, \$1,218,789 of nonoperating revenues consisting primarily of investment earnings totaling \$154,589 and contributions from the Water Agency towards the District's operations of \$1,060,000. The District also received a capital contribution from the Water Agency in the amount of \$380,000 for capital improvement projects related to the collection and processing of effluent.

*Expenses*

The District incurred expenses totaling \$853,662 for the fiscal year ended June 30, 2017. Of this amount, \$802,431 represents operating expenses related to the collection, treatment, disposal, and reclamation of effluent. An additional \$51,231 was recorded as a loss on impairment of capital assets due to the abandonment of the Russian River County Sanitation District Septage Receiving Station project.

*Change in Net Position*

The District recorded an operating loss of \$239,625 for the fiscal year ended June 30, 2017. This loss was offset by net nonoperating revenues totaling \$1,167,558 as well as \$380,000 in capital contributions resulting in an increase in net position of \$1,307,933.

**Occidental County Sanitation District  
Management's Discussion and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2017**

## **Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the District's financial statements. The District's financial statements are comprised of three components: (1) management's discussion and analysis, (2) financial statements, and (3) notes to the basic financial statements.

### *Management's Discussion and Analysis*

This section is intended to provide a narrative overview that users need to interpret the financial statements. Management's discussion and analysis also provides analysis of key data presented in the financial statements.

### *Financial Statements*

The District is engaged only in business-type activities. The District accounts for its financial activity utilizing fund accounting, specifically enterprise fund accounting, to ensure and demonstrate compliance with finance-related legal requirements. An enterprise fund is a proprietary fund type used to report activities for which a fee is charged to external customers for goods or services provided. The focus of an enterprise fund is the determination of operating income, changes in net position (or cost recovery), financial position, and cash flow. The financial statements presented are the *statement of net position; the statement of revenues, expenses and changes in net position; and the statement of cash flows*.

### *Notes to the Financial Statements*

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

## **Financial Analysis**

Net position may serve over time as a useful indicator of the District's financial position. In the case of the District, assets exceeded liabilities by \$5,417,739 at the close of the most recent fiscal year compared to net position of \$4,109,806 as of June 30, 2016. The \$1,307,933 increase in net position can be primarily attributed to contributions from the Sonoma County Water Agency for operations (\$1,060,000) and capital (\$380,000) net of the District's operating loss of \$239,625.

A significant portion of the District's net position (49.4% as of June 30, 2017 compared to 58.8% for June 30, 2016) reflects its net investment in capital assets (e.g., construction in progress and infrastructure). The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

**Occidental County Sanitation District  
Management's Discussion and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2017**

*Condensed Statements of Net Position*

	June 30, 2016	June 30, 2017	Percentage Change
Current and other assets	\$ 1,694,895	\$ 2,747,139	62.1%
Capital assets, net	2,416,654	2,675,380	10.7%
<b>Total assets</b>	<b>4,111,549</b>	<b>5,422,519</b>	<b>31.9%</b>
Current liabilities	1,743	4,780	174.2%
<b>Net position:</b>			
Invested in capital assets	2,416,654	2,675,380	10.7%
Unrestricted	1,693,152	2,742,359	62.0%
<b>Total net position</b>	<b>\$ 4,109,806</b>	<b>\$ 5,417,739</b>	<b>31.8%</b>

The District did not report any restricted net position as of June 30, 2017 that would represent resources subject to externally enforceable restrictions on how they're used. The balance of unrestricted net position of \$2,742,359 may be used to meet the District's ongoing obligations to citizens and creditors. As of June 30, 2017, the District reports positive balances in all of its categories of net position.

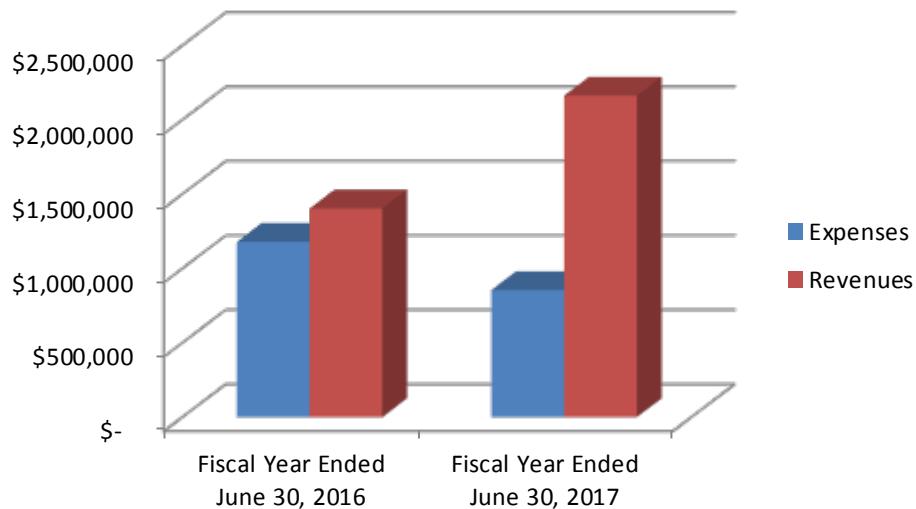
*Condensed Statements of Changes in Net Position*

	June 30, 2016	June 30, 2017	Percentage Change
Revenues			
Operating revenues	\$ 543,756	\$ 562,806	3.5%
Nonoperating revenues	624,071	1,218,789	95.3%
<b>Total revenues</b>	<b>1,167,827</b>	<b>1,781,595</b>	<b>52.6%</b>
Expenses			
Services and supplies	1,006,689	668,123	-33.6%
Fiscal agent fees and legal services	5,043	19,339	283.5%
Depreciation	114,970	114,969	0.0%
Loss on impairment of capital assets	51,697	51,231	-0.9%
<b>Total expenses</b>	<b>1,178,399</b>	<b>853,662</b>	<b>-27.6%</b>
Income / (Loss) before capital contributions	(10,572)	927,933	-8877.3%
Capital contributions	235,000	380,000	61.7%
Increase in net position	224,428	1,307,933	482.8%
<b>Net position, beginning of year</b>	<b>3,885,378</b>	<b>4,109,806</b>	<b>5.8%</b>
<b>Net position, end of year</b>	<b>\$ 4,109,806</b>	<b>\$ 5,417,739</b>	<b>31.8%</b>

**Occidental County Sanitation District  
Management's Discussion and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2017**

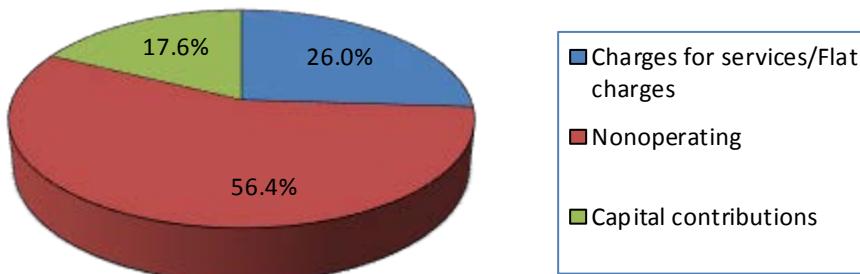
The District's net position increased by \$1,307,933 during the fiscal year ended June 30, 2017 compared to an increase of \$224,428 during the fiscal year ended June 30, 2016. Intergovernmental revenues include funding received from the Water Agency totaling \$1,060,000 in order to allow the District to meet its ongoing operating expenses, along with an additional \$380,000 from the Water Agency for capital replacement projects.

*Expenses and Revenues*



Total expenses for the District decreased by \$324,737 to \$853,662 for the fiscal year ended June 30, 2017 due primarily to decreases in services and supplies. The services and supplies expense, including fiscal agent and legal services decreased by \$324,270 due to decreases in both contracted services and charges from the Water Agency for District operations and management.

*Revenues by Source*

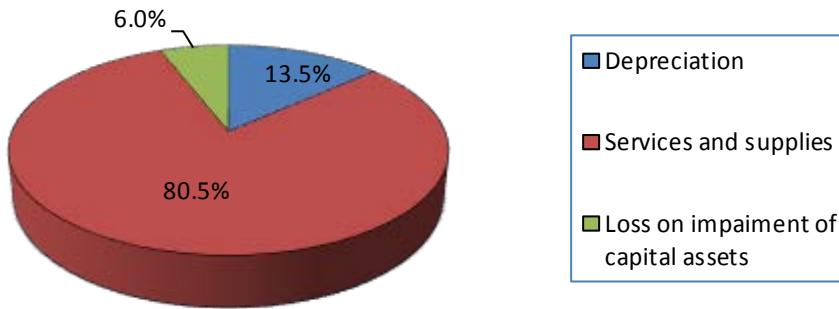


**Occidental County Sanitation District  
Management's Discussion and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2017**

*Revenues by Source (continued)*

Revenues and capital contributions for the fiscal year ended June 30, 2017 totaled \$2,161,595, an increase of \$758,768 from the preceding fiscal year revenues of \$1,402,827. The increase in revenues is due in part to higher contributions received as capital contributions from the Water Agency (an increase of \$145,000) and nonoperating revenue (an increase of \$594,718) primarily comprised of operating contributions from the Water Agency. The rate based charges for services, which represent sewer service charges collected through the tax rolls, represented 26.0% of the District's total revenue and increased by \$19,050 due primarily to a 3.5% increase in the sewer service fee rate. A large portion of prior year delinquent taxes were paid during the fiscal year. As a result, investment earnings increased from the preceding year by \$145,518. Intergovernmental revenues of \$1,060,000, representing 49.0% of District revenues, were received from the Water Agency towards operating costs.

*Expenses by Function*



Total expenses for the District for the fiscal year ended June 30, 2017 totaled \$853,662. Costs associated with the collection, treatment, and disposal of effluent represent 80.5% of the District's costs. Annual depreciation expense on capital assets (\$114,969) represents 13.5% of total expenses. The previously discussed loss on impairment of capital assets constituted the remaining 6.0% of the District's expenses.

**Capital Assets**

The District's investment in capital assets as of June 30, 2017, amounts to \$2,675,380 (net of accumulated depreciation)

	June 30, 2016	June 30, 2017	Percentage % Change
Intangible assets	\$ 279	\$ 279	0.0%
Construction in progress	41,040	414,735	910.6%
Infrastructure	3,931,872	3,931,872	0.0%
Machinery and equipment	139,224	139,224	0.0%
Accumulated depreciation	(1,695,761)	(1,810,730)	6.8%
<b>Total</b>	<b>\$ 2,416,654</b>	<b>\$ 2,675,380</b>	<b>10.7%</b>

Additional information on the District's capital assets can be found in Note D of the financial statement footnotes.

**Occidental County Sanitation District  
Management's Discussion and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2017**

**Next Year's Budget and Rates**

Budgeted gross expenses, including capital projects expenditures, for the District for the fiscal year ending June 30, 2018 have decreased by \$3,555,935 (75.3%) for a total of \$1,166,000. A major component of the decrease in budgeted expenses is the result of District capital projects which are no longer being pursued. The remaining decrease is due to lower planned operations costs for maintenance, contract services, and intrafund transfers.

The following table presents a comparison of the final budget for the fiscal year ended June 30, 2017 and the proposed budgeted expenses for the District for the fiscal year ending June 30, 2018.

	<b>Fiscal Year Ended June 30, 2017</b>	<b>Fiscal Year Ending June 30, 2018</b>	<b>Increase / (Decrease)</b>	<b>Percentage Change</b>
Operations	\$ 2,649,959	\$ 1,041,000	\$ (1,608,959)	-60.7%
Construction	2,071,976	125,000	(1,946,976)	-94.0%
<b>Total</b>	<b>\$ 4,721,935</b>	<b>\$ 1,166,000</b>	<b>\$ (3,555,935)</b>	<b>-75.3%</b>

The sewer service fees were adjusted for the 2017/18 budget year by virtue of a Board approved increase of 4.9%.

The following table illustrates the sanitation service rates and estimated equivalent single dwellings for the District.

	<b>Fiscal Year Ended June 30, 2017</b>	<b>Fiscal Year Ending June 30, 2018</b>	<b>Percentage Change</b>
Rate per Equivalent Single-Family Dwelling	\$ 2,068	\$ 2,169	4.9%
Number of Equivalent Single-Family Dwellings	274	272	-0.7%

**Request for Additional Information:**

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Sonoma County Auditor-Controller-Treasurer-Tax Collector's Office, ATTN: Client Accounting Division, 585 Fiscal Drive, Room 100, Santa Rosa, CA 95403.

**Occidental County Sanitation District**  
**Statement of Net Position**  
**June 30, 2017**

**Assets**

Current assets:

Cash and investments	\$ 2,737,568
Accounts receivable	2,151
<b>Total current assets</b>	<b>2,739,719</b>

Noncurrent assets:

Accounts receivable, noncurrent portion	7,420
Capital assets not being depreciated:	
Intangible assets	279
Construction in progress	414,735
Capital assets, net of accumulated depreciation:	
Infrastructure	2,212,265
Machinery and equipment	48,101
Total capital assets (net of accumulated depreciation)	2,675,380
<b>Total noncurrent assets</b>	<b>2,682,800</b>
<b>Total assets</b>	<b>5,422,519</b>

**Liabilities**

Current liabilities:

Accounts payable and accrued expenses	4,780
<b>Total liabilities</b>	<b>4,780</b>

**Net Position**

Net investment in capital assets	2,675,380
Unrestricted	2,742,359
<b>Total net position</b>	<b>\$ 5,417,739</b>

The notes to the basic financial statements are an integral part of this statement.

**Occidental County Sanitation District**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**For the Fiscal Year Ended June 30, 2017**

**Operating revenues**

Flat charges	\$ 544,690
Charges for services	18,116
<b>Total operating revenues</b>	<b>562,806</b>

**Operating expenses**

Services and supplies	668,123
Fiscal agent fees and legal services	19,339
Depreciation	114,969
<b>Total operating expenses</b>	<b>802,431</b>
<b>Operating loss</b>	<b>(239,625)</b>

**Nonoperating revenues (expenses)**

Investment earnings	154,589
Intergovernmental - State	4,200
Intergovernmental - Sonoma County Water Agency	1,060,000
Loss on impairment of capital assets	(51,231)
<b>Total nonoperating revenues, net</b>	<b>1,167,558</b>

Capital contribution:

Capital contributed from other governments - Sonoma County Water Agency	380,000
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<b>Increase in net position</b>	<b>1,307,933</b>
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<b>Net position - beginning of year</b>	<b>4,109,806</b>
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<b>Net position - end of year</b>	<b>\$ 5,417,739</b>
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The notes to the basic financial statements are an integral part of this statement.

**Occidental County Sanitation District**  
**Statement of Cash Flows**  
**For the Fiscal Year Ended June 30, 2017**

**Cash flows from operating activities**

Receipts from customers	\$ 722,705
Payments to Sonoma County Water Agency - services and supplies	(469,799)
Payments to suppliers	(213,512)
Net cash provided by operating activities	<u>39,394</u>

**Cash flows from noncapital financing activities**

Intergovernmental revenue - State of California	3,990
Intergovernmental revenue - Sonoma County Water Agency	<u>1,060,000</u>
Net cash provided by noncapital financing activities	<u>1,063,990</u>

**Cash flows from capital and related financing activities**

Purchase of capital assets	(424,926)
Capital contributed from other governments - Sonoma County Water Agency	380,000
Net cash used in capital and related financing activities	<u>(44,926)</u>

**Cash flows from investing activities**

Interest received	<u>154,589</u>
Net increase in cash and cash equivalents	<u>1,213,047</u>

<b>Cash and cash equivalents - beginning of year</b>	<u>1,524,521</u>
<b>Cash and cash equivalents - end of year</b>	<u>\$ 2,737,568</u>

**Reconciliation of operating loss to net cash provided by operating activities**

Operating loss	\$ (239,625)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation	114,969
Change in assets and liabilities:	
Decrease in accounts receivable	159,899
Decrease in prepaid expenses	1,114
Increase in accounts payable and accrued expenses	3,037
Net cash provided by operating activities	<u>\$ 39,394</u>
Non-cash investing, capital and financing activities:	
Reduction in capital assets due to impairments recognized	\$ 51,231

The notes to the basic financial statements are an integral part of this statement.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note A. Defining the Financial Reporting Entity**

The Occidental County Sanitation District (the District) is managed by the Sonoma County Water Agency (the Water Agency), which provides engineering, administration, operational, and maintenance services. The District is a distinct legal entity from the Water Agency and was formed by action of the Sonoma County Board of Supervisors. The District is responsible for maintaining and operating the local sanitation collection systems, pump stations, and treatment plants.

*Component Unit Reporting*

The District is governed by a Board of Directors (the Board) which is the County of Sonoma (the County) Board of Supervisors. The exercise of this oversight responsibility causes the District to be an integral part of the County's reporting entity. Therefore, the District's financial statements are also included in the County's Comprehensive Annual Financial Report as a discretely presented component unit.

**Note B. Summary of Significant Accounting Policies**

The District conforms to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. A summary of significant accounting policies is included below.

*Measurement Focus, Basis of Accounting, and Financial Statement Presentation*

The District uses a proprietary (enterprise) fund to account for its activities. An enterprise fund may be used to report any activity for which a fee is charged to external users for goods or services. Enterprise funds are required for any activity whose principal external revenue sources meet any of the following criteria: (1) issued debt is backed solely by fees and charges, (2) the cost of providing services for any activity (including capital costs such as depreciation or debt service) must be legally recovered through fees or charges, or (3) if the government's policy is to establish activity fees or charges designed to recover the cost of providing services.

The District's financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. All assets and liabilities associated with the operation of the District are included on the statement of net position. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note B. Summary of Significant Accounting Policies (continued)**

*Measurement Focus, Basis of Accounting, and Financial Statement Presentation (continued)*

Proprietary funds distinguish operating from nonoperating revenues and expenses. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District are flat charges and charges for services. Operating expenses for the District include expenses relating to the collection, treatment, disposal, and reclamation of effluent as well as administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

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

*Cash and Investments*

The District's cash and investments are pooled with the Treasurer of Sonoma County. The Treasurer also acts as a disbursing agent for the District. The fair value of the investments in the pool is determined quarterly. Realized and unrealized gains or losses and interest earned on pooled investments are allocated quarterly to the District based on its respective average daily balance for that quarter in the County Treasury Investment Pool (the Treasury Pool), an external investment pool.

In accordance with GASB Statement No. 31, "*Accounting and Financial Reporting for Certain Investments and External Investment Pools*" and GASB Statement No. 72, "*Fair Value Measurement and Application*", investments are stated at fair value in the statement of net position and the corresponding changes in the fair value of investments are recognized in the year in which the change occurred. The District follows the practice of pooling cash and investments of all funds with the County Treasurer. The fair value of investments is determined annually. Interest earned on pooled investments is allocated quarterly to the appropriate funds based on their respective average daily balance for that quarter.

The District applies the provisions of GASB Statement No. 40, *Deposit and Investment Risk Disclosures* – an amendment to GASB Statement No. 3, which requires governmental entities to provide proper footnote disclosures on common deposit and investment risks related to credit risk, interest rate risk and custodial credit risk.

For purposes of the statement of cash flows, the District considers all pooled cash and investments as cash and cash equivalents because the Treasury Pool is used as a demand deposit account. Restricted cash and investments with a maturity of three months or less when purchased are also treated as cash and cash equivalents.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note B. Summary of Significant Accounting Policies (continued)**

*Accounts Receivable*

Accounts receivable consists of uncollected fees for sanitation services and flat charges. Flat charges are established annually by the Board and are billed through the County's property tax system. The District does not record an allowance for uncollectible receivables as it deems all receivables as fully collectible.

*Capital Assets*

Capital assets include land, land improvements, buildings and improvements, machinery and equipment, infrastructure, and intangible assets. Assets that are purchased or constructed are reported at historical cost or at estimated historical cost if actual historical cost is not available. Capital projects spanning multiple years are recorded as construction in progress. Interest costs incurred during the construction phase of capital projects are included in the capitalized value of the assets constructed. Donated capital assets are valued at their estimated fair value on the date of donation.

Maintenance and repair costs are charged to operations when incurred. Improvements to existing assets that significantly increase performance, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital 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.

Assets acquired under capital lease are amortized over the lesser of the useful life of the asset or the lease term. Depreciation and amortization are recognized using the straight-line method over the estimated useful life of the asset.

The capitalization thresholds and estimated useful lives for capital assets are as follows:

	Capitalization Threshold	Estimated Useful Life
Land	\$ -	N/A
Land improvements	25,000	15 to 50 years
Buildings and improvements:		
Buildings	25,000	50 years
Building improvements	25,000	15 to 20 years
Machinery and equipment	5,000	5 to 20 years
Infrastructure	100,000	25 to 75 years
Intangible Assets		
Computer software	25,000	3 to 10 years
Temporary easements	-	Life of easement
Permanent easements	-	N/A
Construction in progress	Projects expected to exceed the capitalization threshold for the applicable asset class	

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note B. Summary of Significant Accounting Policies (continued)**

*Intangible Assets*

Intangible assets are stated at cost or estimated historical cost. Intangible assets for the District consist of temporary and permanent easements. Temporary easements are defined by the District as any temporary easement acquired during the course of a project that, by agreement, will expire upon the completion of a project, and has an estimated useful life in excess of 1 year. Temporary easements are amortized using the straight line method over the duration of the easement. Permanent easements, including dedicated easements, are stated at cost, estimated historical cost, or fair value and are not amortized.

*Deferred outflows/inflows of resources*

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The District did not have any items that qualified for reporting in this category as of June 30, 2017.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District did not have any items that qualified for reporting in this category as of June 30, 2017.

*Net Position*

Net position represents the difference between (a) assets and deferred outflows of resources, and (b) liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation. Net position is reported as restricted when there are limitations imposed on its use, either through enabling legislation adopted or through external restrictions imposed by creditors, grantors, laws or regulation of other governments. At June 30, 2017, the District did not have any portion of net position reported as restricted.

*Budget and Budgetary Accounting*

The Board adopts a budget annually to be effective July 1<sup>st</sup> for the ensuing fiscal year for the District. The general manager of the Water Agency is authorized to transfer budgeted amounts of the District except for transfers between funds or major expense classes (e.g. transfers between capital assets and operating expenses). Such transfers require approval by the County Administrator and/or the Board.

*Intergovernmental Revenues*

Intergovernmental revenues represent contributions from the Water Agency, State, or Federal government for operations.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note B. Summary of Significant Accounting Policies (continued)**

*Use of Estimates*

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Note C. Cash and Investments**

The District follows the practice of pooling cash and investments with the County Treasurer. The Investment Oversight Committee has regulatory oversight for all monies deposited into the Treasury Pool.

Interest income earned on pooled cash and investments is allocated quarterly based on the average daily balance of the District during the quarter.

*Investment Guidelines*

The District's pooled cash and investments are invested pursuant to investment policy guidelines established by the Treasurer and approved by the Board. The objectives of the policy are, in order of priority: safety of capital, liquidity and maximum rate of return. The policy addresses the soundness of financial institutions in which the Treasurer will deposit funds, types of investment instruments as permitted by the California Government Code, and the percentage of the portfolio that may be invested in certain instruments with longer terms to maturity.

Permitted investments include the following:

- U.S. Treasury and Federal Agency securities
- Bonds and notes issued by local agencies
- Registered state warrants and municipal notes and bonds
- Negotiable certificates of deposit
- Bankers' acceptances
- Commercial paper
- Medium-term corporate notes
- Local Agency Investment Fund (State Pool) deposits
- Repurchase agreements
- Reverse repurchase agreements
- Securities lending agreements
- Mutual funds and Money market mutual funds
- Collateralized mortgage obligations
- Collateralized time deposits
- Joint powers agreement
- Investment Trust of California (CalTRUST)
- Obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation or Inter-American Development Bank

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note C. Cash and Investments (continued)**

*Investment Guidelines (continued)*

A copy of the County Investment Policy is available upon request from the Treasurer at 585 Fiscal Drive, Room 100, Santa Rosa, California, 95403.

As of June 30, 2017 the fair value of the District's cash and investments was \$2,737,568 which includes an unrealized loss fair value adjustment of \$11,283. Funds are held in the Treasury Pool managed by the Treasurer, which is not rated by credit rating agencies, and had a weighted average maturity of 569 days as of June 30, 2017. The credit rating and other information regarding specific investments maintained in the Treasury Pool as of June 30, 2017 are disclosed in the County's Comprehensive Annual Financial Report.

*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 its fair value is to changes in market interest rates. One of the ways that the County Treasurer manages the District's exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments, and by timing cash flows from maturities so that a portion of the portfolio is maturing, or coming close to maturity, evenly over time, as necessary, to provide the cash flow and liquidity needed for operations.

*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 custodial credit 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 County'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 and securities lending transactions:

- 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 depository regulated under state law. 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 deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.
- The California Government Code limits the total of all securities lending transactions to 20% of the fair value of the investment portfolio.

Investments in external investment pools and in open-end mutual funds are not exposed to custodial credit risk. As of June 30, 2017, all of the District's investments were in the Treasury Pool and, are therefore, not exposed to custodial credit risk.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note C. Cash and Investments (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 Treasury Pool does not have a credit rating. The District follows the County's policy to purchase investments with the minimum ratings required by the California Government Code. The credit ratings of investments held and other information regarding the Treasury Pool for the fiscal year ended June 30, 2017 are disclosed in the County's Comprehensive Annual Financial Report.

*Fair Value Measurements*

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The District has a recurring fair value measurement for its investment in the Sonoma County Treasury Pool which is valued using significant other observable inputs (Level 2).

**Note D. Capital Assets**

Capital asset activity for the fiscal year ended June 30, 2017 was as follows:

	July 1, 2016	Increases	Decreases	June 30, 2017
<b>Capital Assets, not being depreciated:</b>				
Intangibles	\$ 279	\$ -	\$ -	\$ 279
Construction in progress	41,040	424,926	(51,231)	414,735
<b>Total capital assets, not being depreciated</b>	<b>41,319</b>	<b>424,926</b>	<b>(51,231)</b>	<b>415,014</b>
 <b>Capital assets being depreciated:</b>				
Infrastructure	3,931,872	-	-	3,931,872
Machinery and equipment	139,224	-	-	139,224
 <b>Less accumulated depreciation for:</b>				
Infrastructure	(1,630,711)	(88,896)	-	(1,719,607)
Machinery and equipment	(65,050)	(26,073)	-	(91,123)
 <b>Total capital assets, being depreciated, net</b>	<b>2,375,335</b>	<b>(114,969)</b>	<b>-</b>	<b>2,260,366</b>
 <b>Total capital assets, net</b>	<b>\$ 2,416,654</b>	<b>\$ 309,957</b>	<b>\$ (51,231)</b>	<b>\$ 2,675,380</b>

Depreciation expense amounted to \$114,969 for the fiscal year ended June 30, 2017.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note E. Related Party Transactions**

The District is a special district under the Board of Supervisors, and as such, has the same board members as the County. Both the District and the Water Agency are component units of the County, and therefore, are considered related parties.

The District is managed by the Water Agency, which provides administration, engineering, operational, and maintenance services. The District does not incur any payroll expenses. The Water Agency charges the District for services based on direct labor plus overhead for Water Agency labor applied to District activities. The overhead rate is reviewed periodically by management to determine its effectiveness.

During the fiscal year ended June 30, 2017, the District paid \$469,799 to the Water Agency for operational services and \$376,642 for capital related services.

During the year ended June 30, 2017, the District received funding from the Water Agency to allow the District to meet its operating and construction expenses. The total funding received by the District amounted to \$1,440,000 for the fiscal year ended June 30, 2017.

**Note F. Commitments and Contingencies**

*Commitments*

The District has an active construction project as of June 30, 2017. The project is the expansion of a fill station for the transport of wastewater. As of June 30, 2017, the District's commitments to construction projects included \$414,735 spent to date with \$334,300 remaining commitments. The balances spent to date include both internal expenses and expenses paid to outside contractors.

Contractual commitments related to District operations were \$283,728 as of June 30, 2017.

A Cease and Desist enforcement order (CDO) adopted by the North Coast Regional Quality Control Board (NC Regional Board) against the District and the Water Agency remains outstanding pending completion of capital improvements for the District's facility. The enforcement order requires the District to construct a compliance project to address historical discharge permit violations by January 31, 2018. The compliance project has changed several times since the enforcement order was issued due to financial and political reasons. The District has designed a compliance project to deliver wastewater to a different sanitation district for treatment and disposal, at a projected cost of approximately \$1,240,000. The project is undergoing environmental review and the District has requested a six-month extension of the compliance deadline.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note F. Commitments and Contingencies (continued)**

*Other Regulatory Matters*

The District is subject to Section VII of the Endangered Species Act. Section VII requires that all affected agencies, including the District, consult with fish and wildlife officials before performing any work which might disrupt or harm any endangered or threatened species or their habitat. This Act increases the possibility of threatened litigation from various environmental groups and individuals. The District is also subject to Section X of the Endangered Species Act which deals with habitat conservation planning.

**Note G. Risk Management**

The District is exposed to various risks of loss related torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District is covered by the County's self-insurance program, which is accounted for in the County's Risk Management Internal Service Fund. The District is covered under this program for general liability, auto liability, public employees' performance/dishonesty and property insurance.

The County maintains a self-insured retention of \$1,000,000 per occurrence for general and automobile liability. Excess liability coverage is maintained through participation in the California State Association of Counties, Excess Insurance Authority (CSAC-EIA). Limits of this coverage are \$25,000,000.

The County maintains "All Risk" property insurance including flood and earthquake through participation in the CSAC-EIA Property Insurance Program. Limits of coverage are \$600,000,000 per occurrence for All Risk, \$550,000,000 for flood (limits vary in FEMA flood zones) and earthquake coverage with shared limits of \$715,000,000. Deductibles for these perils are \$50,000 - \$100,000 per occurrence.

The County of Sonoma is permissibly self-insured for workers' compensation for its employees and volunteers. Excess workers' compensation coverage is obtained through participation in the CSAC-EIA.

The District pays an annual premium to the County for this insurance coverage. Settled claims have not exceeded this coverage for any of the past three fiscal years.

**Note H. Future Governmental Accounting Standards**

The Governmental Accounting Standards Board (GASB) has released the following standards which will be implemented in future financial statements:

*GASB Statement No. 83 – Certain Asset Retirement Obligations*

The requirements of this Statement are effective for periods beginning after June 15, 2018 (FY 2018-19). This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement.

**Occidental County Sanitation District  
Notes to the Basic Financial Statements  
For the Fiscal Year Ended June 30, 2017**

**Note H. Future Governmental Accounting Standards (continued)**

*GASB Statement No. 85 – Omnibus 2017*

The requirements of this Statement are effective for periods beginning after June 15, 2017 (FY 2017-18). This Statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits [OPEB]).

*GASB Statement No. 86 – Certain Debt Extinguishment Issues*

The requirements of this Statement are effective for periods beginning after June 15, 2017 (FY 2017-18). The primary objective of this Statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources—resources other than the proceeds of refunding debt—are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeated in substance.

*GASB Statement No. 87 – Leases*

The requirements of this Statement are effective for periods beginning after December 15, 2019 (FY 2020-21). The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

The impact on the basic financial statements of the District of these pronouncements which have not yet been adopted is unknown at this time.



**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**

**Independent Auditor's Report**

Board of Directors  
Occidental County Sanitation District  
Santa Rosa, California

We have audited, 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, the financial statements of Occidental County Sanitation District (the "District"), a component unit of the County of Sonoma, California which comprise the statement of net position as of June 30, 2017, the related statements of revenues, expenses and changes in net position and cash flows for the year then ended, and the notes to the financial statements, and have issued our report thereon dated September 29, 2017.

**Internal Control over Financial Reporting**

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District'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.

**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* (continued)**

**Independent Auditor's Report (continued)**

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of 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 District'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 District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Rosenblatt & Brinkley LLP*

Santa Rosa, California  
September 29, 2017