**Report on Audit** 

June 30, 2018 and 2017

# Apple Valley Foothill County Water District (A Special District)

## June 30, 2018 and 2017

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Paul S. Messner, CPA Cindra J. Hadley, CPA James M. Quinn, CPA, CFE

#### **INDEPENDENT AUDITORS' REPORT**

The Board of Directors Apple Valley Foothill County Water District Apple Valley, California

We have audited the basic financial statements of Apple Valley Foothill County Water District (the "District"), as of and for the years ended June 30, 2018 and 2017, and the related notes to the basic financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

#### Management's Responsibility for the Financial Statements

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

#### Auditors' Responsibility

Our responsibility is to express 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, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors considers internal control relevant to the District'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 District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### Opinion

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Water District, as of June 30, 2018 and 2017, and the changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America, as well as the accounting systems prescribed by the State Controller's Office and State Regulations governing Special Districts.

17072 Silica Drive, Suite 101 \* Victorville \* California 92395 (760) 241-6376 \* Fax (760) 241-2011 messnerandhadley.com

#### **Other Matters**

#### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis 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 on them.

#### Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District's basic financial statements. The schedule of operating expenses, shown on page 15, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Messner & Hadley, LLP.

Messner & Hadley, LLP Certified Public Accountants

Victorville, California April 1, 2019

(A Special District)

Management's Discussion and Analysis June 30, 2018 and 2017

#### THE AGENCY

Apple Valley Foothill County Water District (the "District") was formed July 1, 1957, under the provision of the California Water Code. Its boundaries encompass approximately 717 acres. The District is governed by the board of directors (five members) elected by the voters within the District for two to four year terms. The District provides water to customers within its boundaries.

#### THE BASIC FINANCIAL STATEMENTS

Apple Valley Foothill County Water District is a special purpose government (special district) engaged only in activities that support themselves through user charges and tax levies. Accordingly, the accompanying financial statements are presented in the format prescribed for proprietary funds by the Governmental Accounting Standards Board. As a proprietary fund, the Agency uses the full accrual basis of accounting. Proprietary fund statements offer short-term and long-term financial information about the activities that operate like a business.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The notes are located immediately after the basic financial statements.

The basic financial statements are made up of the statement of net assets, statement of revenues, expenses, and changes in net assets, and the statement of cash flows. Each statement is described in detail below.

The *Statement of Net Assets* presents information on the District's assets and liabilities. Assets reflect what is owned and liabilities reflect what is owed. The difference between assets and liabilities is reported as net assets. The change in net assets is one way to measure the District's financial health. Increases and decreases are indicators of whether its financial health is improving or deteriorating, respectively.

The *Statement of Revenues*, expenses and changes in net assets describes the results of the District's financial activities during the years reported. It shows the change in net assets by comparing operating and non-operating revenues with operating and non-operating expenses. Operating revenues and expenses relate to the principal business activity of the District. All other revenues and expenses are classified as non-operating.

The *Statement of Cash Flows* describes to the financial statement users how the District managed its cash during the year. It tells the user from what sources the District received cash and for what purposes cash was used. The statement converts operating income (or loss) from the statement of revenues, expenses and changes in net assets into actual cash provided by and used in operations. Additionally, the statement of cash flows details how the District obtains and spends cash for investing financing activities.

#### SUMMARY FINANCIAL INFORMATION ANALYSIS

#### Net Assets

As illustrated in the following table, the June 30, 2018 fiscal year ended with an increase in net assets of approximately \$25,407.

	2018			2017		t Change
Total assets Total liabilities <b>Net assets</b>	\$	550,926 54,776 496,150	\$ \$	480,218 9,475 470,743	\$ \$	70,708 45,301 25,407
Revenues Expenses Change in net assets	\$	161,010 135,603 25,407	\$	159,601 140,915 18,686	\$	1,409 (5,312) 6,721
Net Assets - Beginning Net Assets - Ending	\$	470,743 496,150	\$	452,057 470,743	\$	18,686 25,407

#### **Capital Assets**

	2018		2017		Net Change	
Land	\$	37,449	\$	37,449	\$	-
Plant and equipment		625,267		556,790		68,477
Accumulated depreciation		(398,115)		(379,731)		(18,384)
<b>Total Capital Assets</b>	\$	264,601	\$	214,508	\$	50,093

### **Apple Valley Foothill County Water District** (A Special District)

Management's Discussion and Analysis June 30, 2018 and 2017

#### ECONOMIC FACTORS AND FUTURE BUDGET CONSIDERATIONS

The District has completed an annual budget for fiscal year 2017-2018 that has been approved by the Board of Directors.

#### CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

The financial report is designed to provide our citizens, taxpayers, and customers with a general overview of the District's financials and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at 22545 Del Oro Road, Apple Valley, CA 92308

FINANCIAL STATEMENTS

# Apple Valley Foothill County Water District (A Special District)

#### Statements of Net Assets June 30, 2018 and 2017

ASSETS		2018		2017
Current assets:				
Cash and cash equivalents	\$	263,445	\$	246,520
Accounts receivable and other current assets	Ψ	203,443	Ψ	19,190
Total current assets		286,326		265,710
Non-current assets:		200,020		200,710
Utility plant, net		264,600		214,508
		<u> </u>		<u> </u>
Total Assets	\$	550,926	\$	480,218
LIABILITIES Accrued expenses Customer deposits	\$	47,476 7,300	\$	1,650 7,825
TOTAL LIABILITIES		54,776		9,475
NET ASSETS				
Invested in capital assets, net of related debt		264,600		214,508
Unrestricted		231,550		256,235
TOTAL NET ASSETS		496,150		470,743
TOTAL LIABILITIES AND NET ASSETS	\$	550,926	\$	480,218

(A Special District)

Statements of Revenues, Expenses, and Changes in Net Assets For the Years Ended June 30, 2018 and 2017

		2018		2017
OPERATING REVENUES	¢	126.020	¢	120 (00
Water sales	\$	136,029	\$	120,699
Meter sales		-		14,843
Standby charges		21,054		20,821
Total Operating Revenues		157,083		156,363
OPERATING EXPENSE				
Source of supply		1,856		1,843
Pumping		17,363		19,729
Transmission and distribution		26,105		20,865
General and administrative		71,894		80,452
Depreciation		18,385		18,026
Total operating expenses		135,603		140,915
<b>OPERATING INCOME (LOSS)</b>		21,480		15,448
NON-OPERATING REVENUES				
Other income		-		195
Interest income	_	3,927		3,043
Total non-operating expenses		3,927		3,238
CHANGE IN NET ASSETS		25,407		18,686
Net Assets - Beginning		470,743		452,057
Net Assets - Ending	\$	496,150	\$	470,743

(A Special District)

#### Statements of Cash Flows For the Years Ended June 30, 2018 and 2017

	2018	2017
Cash flows from operating activities	 	
Cash received from customers	\$ 153,392	\$ 155,585
Cash payments to suppliers for goods and services	(17,730)	(57,533)
Cash payments to employees and directors for services	 (54,187)	 (65,767)
Net cash provided by operating activities	81,475	32,285
Cash flows used in capital and related financing activities		
Cash used for purchase of equipment	(68,477)	(51,295)
Cash flows from investing activities		
Interest and other income received	 3,927	 3,238
NET INCREASE (DECREASE) IN CASH	16,925	(15,772)
Cash - Beginning	 246,520	 262,292
Cash - Ending	\$ 263,445	\$ 246,520
Reconciliation of cash and cash equivalents to the statements of net assets		
Reconciliation of operating loss to cash used in operating activities		
Operating income	\$ 21,480	\$ 15,448
Depreciation	18,385	18,026
(Increase) decrease in assets		
Accounts receivable and other current assets	42,579	(777)
Accrued expenses	(444)	(637)
Customer deposits	 (525)	 225
NET CASH PROVIDED BY OPERATING ACTIVITIES	\$ 81,475	\$ 32,285

(A Special District)

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Reporting Entity**

Apple Valley Foothill County Water District (the "District") was formed July 1, 1957, under the provision of the California Water Code. Its boundaries encompass approximately 717 acres. The District is governed by the board of directors (five members) elected by the voters within the District for two to four year terms. The District provides water to customers within its boundaries.

#### Fund Accounting

The accounts of the District are organized on the basis of fund accounting. Resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled. The District's funds are accounted for as an enterprise fund type of the proprietary fund group.

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The District distinguishes 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 water sales to customers.

#### **Basis of Accounting**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The enterprise fund is accounted for on a flow of economic resources measurement focus. This measurement focus emphasizes the determination of net income. The accrual basis of accounting is used for the enterprise fund. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Pursuant to GASB Statement No. 20, "Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting", all Financial Accounting Standards Board (FASB) statements and authoritative pronouncements issued before November 30, 1989 are applied to proprietary operations unless they conflict with GASB pronouncements. The District has elected not to apply FASB statements issued subsequent to November 30, 1989.

The District adopted the provisions of Governmental Accounting Standards Board Statement No. 34, "*Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*". Statement No. 34 established standards for external financial reporting for all state and local governmental entities, which includes a statement of net assets, a statement of revenues, expenses, and changes in net assets, and a statement of cash flows. It requires the classification of net assets into three components: (1) invested in capital assets, net of related debt; (2) restricted; and (3) unrestricted.

Notes to Financial Statements June 30, 2018 and 2017

These classifications are defined as follows:

- (1) **Invested in capital assets, net of related debt** This component of net assets consists of capital assets, including restricted capital assets, net of accumulated depreciation reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of the debt is included in the same net assets component as the unspent proceeds.
- (2) **Restricted** This component of net assets consists of constraints placed on net asset use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- (3) **Unrestricted** This component of net assets consists of net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

#### **Budgets and Budgetary Accounting**

The Board of Directors does not operate under any legal budgeting constraints.

#### <u>Cash</u>

For purposes of the statement of cash flows, the District considers all highly liquid debt instruments purchased with an initial maturity of three months or less to be cash, including restricted assets. Cash in banks is considered to be cash.

#### Accounts Receivable

The District considers accounts receivable to be fully collectible; accordingly, no allowance for doubtful accounts is required.

#### Prepaid Expenses

Expenses for insurance or other operating costs extending to future accounting periods have been recorded as prepaid expenses.

#### Capital Assets

Capital assets are stated at cost. Depreciation is provided on a straight-line basis over the estimated useful lives which range from two to sixty years. Depreciation expense, for the years ended June 30, 2018 and 2017, was \$18,385 and \$18,026, respectively. It is the policy of the District to capitalize property, plant and equipment with a cost of \$1,000 or more.

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Notes to Financial Statements June 30, 2018 and 2017

#### **Compensated Absences**

The District has no requirement for retirement or compensated absences.

#### **Revenue Recognition**

Operating revenues are defined as revenues realized by the District in support of its water related activities.

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles 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 expenses during the reporting period. Actual results could differ from those estimates.

#### NOTE 2 – CASH AND INVESTMENTS

The District maintains a cash and investment pool that is available for all funds. Each fund type balance in the pool is reflected on the combined balance sheet as cash and investments. The District apportions interest earnings to all funds based on their monthly cash balances.

#### Cash Deposits

The carrying amounts of the District's cash deposits were \$263,445 at June 30, 2018. Bank balances before reconciling items were \$264,628 at that date, the total amount of which was collateralized or insured with securities held by pledging financial institutions in the District's name as discussed below.

The California Government Code requires California banks and savings and loan associations to secure the District's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the District's name.

The market value of the pledged securities must equal at least 110% of the District's deposits. California law also allows financial institutions to secure the District's deposits by pledging first trust deed mortgage notes having a value of 150% of the District's deposits. The District may waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC).

The District follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under provisions of bond indentures. Interest income earned on pooled cash and investments is allocated on an accounting period basis to the various funds based on the period-end cash and investments balances. Interest income from cash and investments with fiscal agents is credited directly to the related funds.

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#### NOTE 3 – RECEIVABLES AND OTHER ASSETS

The following summarizes the significant categories of receivables and other assets (current and non-current) at June 30, 2018 and 2017:

			2017		2016
Re	eceivables:				
	Water sales	\$	13,452	\$	13,420
	Other		2,194		1,549
			15,646		14,969
Pr	Prepaid expenses		3,544		3,443
	Total receivables and other assets	\$	19,190	\$	18,412

#### **NOTE 4 – CAPITAL ASSETS**

The detail of capital assets and the changes, for the year ended June 30, 2018, are as follows:

Capital Assets:	Balance June 30, 2017 Additions			ditions	Dele	tions	Balance June 30, 2018		
Land	<u> </u>	37,449	\$	-	\$	-	<u> </u>	37,449	
Buildings and improvements		16,774		-		-		16,774	
Pumping equipment		42,861		-		-		42,861	
Water system		158,810		-		-		158,810	
Reservoirs and storage tank		23,565		-		-		23,565	
Wells		235,494		68,477		-		303,971	
Furniture and equipment		48,197		-		-		48,197	
Autos and trucks		14,259		-		-		14,259	
Fire hydrants		16,830						16,830	
Total Capital Assets	۲	594,239		68,477		-		662,716	
Accumulated Depreciation									
Buildings and improvements		16,016		257		-		16,273	
Pumping equipment		32,376		883		-		33,259	
Water system		117,717		4,251		-		121,968	
Reservoirs and storage tank		12,710		1,301		-		14,011	
Wells		140,406		5,867		-		146,273	
Furniture and equipment		32,320		4,941		-		37,261	
Autos and trucks		14,259				-		14,259	
Fire hydrants		13,927		885				14,812	
Total Accumulated Depreciation		379,731		18,385				398,116	
Capital Assets, net	\$	214,508	\$	50,092	\$		\$	264,600	

(A Special District)

Notes to Financial Statements	
June 30, 2018 and 2017	

The detail of capital assets and the changes, for the year ended June 30, 2017, are as follows:
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	Balance			Balance	
Capital Assets:	June 30, 2016	Additions	Deletions	June 30, 2017	
Land	\$ 37,449	\$ -	\$ -	\$ 37,449	
Buildings and improvements	16,774		-	16,774	
Pumping equipment	42,861	-	-	42,861	
Water system	158,810	-	-	158,810	
Reservoirs and storage tank	23,565	-	-	23,565	
Wells	184,199	51,295	-	235,494	
Furniture and equipment	48,197	-	-	48,197	
Autos and trucks	14,259	-	-	14,259	
Fire hydrants	16,830	-	-	16,830	
Total Capital Assets	542,944	51,295	-	594,239	
Accumulated Depreciation					
Buildings and improvements	15,890	126	-	16,016	
Pumping equipment	31,625	751	-	32,376	
Water system	114,440	3,277	-	117,717	
Reservoirs and storage tank	11,081	1,629	-	12,710	
Wells	134,574	5,832	-	140,406	
Furniture and equipment	26,795	5,525	-	32,320	
Autos and trucks	14,259		-	14,259	
Fire hydrants	13,041	886	-	13,927	
Total Accumulated Depreciation	361,705	18,026	-	379,73	
Capital Assets, net	\$ 181,239	\$ 33,269	\$ -	\$ 214,508	

#### NOTE 5 – RISK MANAGEMENT

The District is exposed to various risks of loss related to theft of, damage to, and destruction of assets, and injuries to employees. The District mitigates these risks through internal control procedures, physical security of assets, and safety training of employees. Additionally, the District maintains liability and property insurance through participation in the Joint Powers Authority, Association of California Water Agencies Joint Power Insurance Authority (ACWA/JPIA). See the Joint Power Agreement (Note 6) for nature of participation. Settled claims have not exceeded this coverage in any of the past two fiscal years.

#### **NOTE 6 – JOINT VENTURE**

The District participates in a joint venture under a Joint Powers Agreement (JPA): The Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA). The relationship between the District and the JPA is such that the JPA is not a component unit of the District for financial reporting purposes.

(A Special District)

The Association of California Water Agencies Insurance Authority has budgeting and financial reporting requirements independent of member units and their financial statements are not presented in these financial statements.

A.	Entity	The Association of California Water Agencies Joint Powers Insurance Authority
B.	Purpose	To purchase property and liability insurance for member districts and provide a program of self-insurance for workers compensation.
C.	Participants	California Water Agencies
D.	Governing Board	The JPA is governed by a board consisting of a representative from each district.

#### NOTE 7 – SUBSEQUENT EVENTS

Events occurring after June 30, 2018 have been evaluated for possible adjustment to the financial statements or disclosure as of April 1, 2019, which is the date the financial statements were available to be issued.

SUPPLEMENTARY INFORMATION

(A Special District)

### Schedule of Operating Expenses For the Years Ended June 30, 2018 and 2017

	2018	2017
Source of supply		
Water fees	\$ 856	\$ 772
Well monitoring	1,000	1,071
Total	1,856	1,843
Pumping		
Plant power	17,363	19,729
Transmission and distribution		
Salaries and wages	12,000	12,000
Repairs and maintenance	4,391	3,029
Supplies	9,714	5,836
Total transmission and distribution	26,105	20,865
General and administrative		
Advertising	383	315
Auto expense	558	216
Bank charges	78	52
Dues and subscriptions	2,577	2,387
Insurance expense	10,079	7,502
Licenses and permits	820	1,266
Meeting fees	2,325	2,190
Office supplies	3,707	3,236
Payroll tax expense	3,997	4,779
Professional fees	6,400	6,400
Repairs and maintenance	108	-
Salaries and wages	35,867	46,800
Security	384	384
Telephone	2,492	2,449
Travel	746	652
Uniforms	108	21
Utilities	1,265	1,803
Total	71,894	80,452
Depreciation	18,385	18,026
TOTAL OPERATING EXPENSES	\$ 135,603	\$ 140,915

FINDINGS AND RECOMMENDATIONS

(A Special District)

Schedule of Findings and Questioned Costs For the Year Ended June 30, 2018

The results of our tests did not disclose any findings related to the financial statements that are required to be reported under *Government Auditing Standards*.

(A Special District)

Schedule of Prior Year Findings For the Year Ended June 30, 2018

#### FINDING 2017-1 FINANCIAL REPORTING

**Condition:** Similar to the vast majority of California special districts, the District does not have policies and procedures in place to ensure that complete and accurate financial statements, including footnote disclosures and management's discussion and analysis, which conform to GASB 34 and the applicable governmental generally accepted accounting principles, are prepared and reviewed prior to the arrival of the independent auditors.

**Recommendation:** Appropriate financial reporting policies and procedures need to be established so that a material misstatement of the financial statements will be prevented or detected by the District's system of internal control.

Current Status: Implemented