DIABLO WATER DISTRICT AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2013

JUNE 30, 2013

BOARD OF DIRECTORS

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JUNE 30, 2013

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INDEPENDENT AUDITOR'S REPORT

Board of Directors Diablo Water District 2107 Main Street Oakley, CA 94561

Gentlemen:

We have audited the accompanying financial statements of the Diablo Water District, as of and for the year ended June 30, 2013. These financial statements are the responsibility of Diablo Water District's management. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

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

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

GRIFFIN & POKA, INC.
Certified Public Accountants

oreph Joha CPA

January 31, 2014

YEAR ENDED JUNE 30, 2013 ACRONYMS AND ABBREVIATIONS USED IN THE AUDIT REPORT

In order to facilitate the understanding of the audit report, the following list of acronyms and abbreviations are listed below:

CERBT - California Employer's Retiree Benefit Trust

CCWD - Contra Costa Water District

OAD - Oakley Assessment District

CCWA - Contra Costa Water Authority

CCERA - Contra Costa County Employee's Retirement Association

LAIF - Local Agency Investment Fund

REIMB - Reimbursement

EXT - Extension

MERA - Main Extension Reimbursement Account

GASB - Governmental Accounting Standards Board

CALPERS - California Public Employee's Retirement System

SFAS - Statement of Financial Account Standards

OPEB - Other Post Employment Benefits

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section presents management's analysis of Diablo Water District's (DWD) financial condition and activities for the fiscal year ending June 30, 2013.

Financial Highlights

Management believes the District's financial condition is strong. The District is well within the financial policies and guidelines set by the Board of Directors and management. The following are key financial highlights:

- Operating revenues from water sales were \$7.84 million, an increase from 2012 in the amount of \$552,859 or 7.58%. Total operating income was \$8.033 million versus a budget of \$7.996 million.
- Operating expenses, without Depreciation, increased by \$401,980 or 5.4% compared to 2012.
- July 2003 Contra Costa County transferred ownership of well systems, Knightsen M25, Beacon West M26 and Willow Park Marina M27. Upon this transfer the District also received fund balances totaling \$59,000. In the past years the District had been contracted to maintain these same well systems. The county billed the users for water service and paid DWD for its services. DWD now bills the users of the Knightsen well system and receives payment for users of Beacon West and Willow Park Marina well system's from the county property tax roll. Fund balance for year ending June 2013 for Knightsen well system was (\$41,747), Beacon West well system \$25,594 and Willow Park Marina \$138,724.

DWD ended its Service Maintenance Contract with the County to maintain the Willows Mobile Home Park M28 on September 24, 2011. There was no income during the fiscal year, however due to a late invoice from a vendor, expenses for the fiscal year totaled \$1,107.

- DWD entered into a Service Maintenance agreement with Delta Mutual Water Company in 1999. DWD maintains the well system. In addition DWD bills and collects the well system's water charges. Monthly DWD transfers to Delta Mutual all monies collected from the well system's users and bills Delta Mutual for the actual cost of material, and personnel in accordance with the agreement. Net income through June 2013 totaled \$12,092.
- Rock Island Marina This subdivision was under construction and revenue was collected from the property tax rolls as well as billing based on water meter usage to cover variable costs such as power & chemicals. This property was foreclosed on by the Bank, and DWD has put a hold on collections from the property tax rolls. As of June 30, 2013 the fund balance was \$120,914
- Brentwood Overlap Some of the land south of Neroly Road and Delta Road was in both DWD and City of Brentwood's corporate territories creating an overlap of potential service areas. In 2000 this area was detached from DWD's territory and was annexed to Brentwood to eliminate the overlap of service areas. For connections in the overlap area the City of Brentwood agreed to pay connection fees to DWD at the time of connection. There were no connection fees collected for this overlap area through fiscal year ending June 30, 2013.
- Brentwood Intertie DWD entered into an agreement with the City of Brentwood in 1996 for the construction of the water main connecting the City's distribution system to DWD's. This enabled DWD to transport treated water (purchased from Contra Costa Water District (CCWD) by City of Brentwood) from Randall Bold Water Treatment Plant (RBWTP) to the City of Brentwood. Brentwood agreed to pay DWD for costs associated with the operation and maintenance of the intertie, pumping charges, energy demand charges and any additional charges. In 2005 Brentwood entered into an agreement with Contra Costa Water to receive treated water from RBWTP directly and began construction of a water pipeline from RBWTP to the City of Brentwood. In October 2005 Brentwood started receiving water through their pipeline and began disassembling the intertie between DWD and Brentwood.

Terms of the agreement requires DWD to reimburse the City of Brentwood \$58,500, in six annual payments commencing on January 1, 2008 and ending January 1, 2013.

RBWTP – In June 1989 DWD and CCWD entered into a Joint Exercise of Powers Agreement to construct a water treatment plant to be co-owned. CCWD owns 62.5% and DWD 37.5%. CCWD employees run the plant. Annually CCWD presents the budget for the next fiscal year. DWD pays monthly its share of the operation and maintenance expenses. After the actual expenses are audited, a reconciliation payment is made either to or from DWD. Reconciliation for year ending 2012 resulted in payment to DWD by CCWD of \$40,473. Total paid to CCWD for DWD's share of RBWTP expenses for year ending June 2013 was \$1,183,780. In September 2010 DWD's share of the fixed costs at the RBWTP shifted down from 37.5% to 30% as a result of CCWD re-rating the Plant from 40 million gallons per day to 50 million gallons per day.

- RBWTP Bond -- DWD makes semi-annual payments to CCWD for its share of construction cost of RBWTP per the Joint Exercise of Power agreement. Total paid for year 2012/2013 was \$1,023,470.
- Main Extension Reimbursement Fund Included in the per meter connection fee is an amount assessed for Main Extension Reimbursement. This fund is used to reimburse developers who are required to install oversized water lines for future use. Reimbursement for year ending June 30, 2013 totaled \$214,169. This total reimbursement includes the final payment to City of Brentwood in the amount of \$58,500. Fund balance for year ending June 30, 2013 is \$406,922.
- Developer Connection Fees collected for the year ending June 30, 2013 totaled \$619,396.
- Sandhill Project The State of California Department of Health declared water wells in the Sandhill area (approximately 56) contaminated and hazardous to health for human consumption. As a Safe Drinking Water emergency project DWD annexed the area. A 12" water main from Laurel Road south to Bolton Road including Ray Avenue, Malicoat Avenue, Douglas Road and Hill Avenue was constructed to provide domestic water supply and eliminate the use of the existing nitrate impacted private wells.

DWD entered into a contract between the State of California Department of Water Resources for a loan of \$275,500 payable over 35 years to finance the construction of the pipeline. An assessment on each parcel for construction costs and connection fees was assessed through the Contra Costa County property tax roll.

June 1, 2005 DWD paid the loan balance of \$199,772. This enabled DWD to get a better Bond Rating which gave the District a lower interest rate for the financing of the Glen Park Well System.

Total collected from Contra Costa County property tax roll for Fiscal year 2013 was \$16,421.

- The Glen Park Well System was completed in July 2006 and the Stonecreek Well System was completed in June 2011. For the year ending June 30, 2013 these two systems supplemented 214 million gallons of water, which equals a savings of \$382,228 in raw water purchases. Total operating expenses for Glen Park Well were \$36,344 and the total operating expenses for Stonecreek Well were \$42,340 which is comparable to the savings in operating costs at RBWTP for treating less water at the plant.
- The Series 2005 revenue bonds renamed for reference purposes as Series 2013, were refinanced on April 1, 2013. The sale of the bonds resulted in a \$525,750.18 gain to the District. The gain enabled the District to reimburse itself for expenses associated with the BNSF 24" waterline relocation project. The District Board approved Resolution 2013-6 pursuant to which the gain from the bond sale could be used by the District to help repay a side fund liability due to CalPERS. As with the refinance of the CCWA bonds, principle payments for the next two years were significantly reduced. The refinance agreement lowers the range of interest from 3.75% 4.4% to 2.0% 3.7%. The duration of the bond payments remains unchanged with the final payment due January 1, 2030.
- On March 1, 2013, DWD prepaid the remaining balance of \$1,052,161 representing a side fund obligation to CalPERS. The prepayment decreases the annual required employer's contribution from 31.021% for 2011/2012 to 15.807% for 2012/2013. Future employer contributions will also be approximately 15.8% of salaries. Funding for paying off the CalPERS side fund came from the District's reserves.
- In July 2008 DWD began searching for a location for a second well. The Stonecreek location was selected. The Stonecreek Well project began in April 2010 and in May 2010 the District executed an Installment Sale Agreement relating to the \$4,200,000, 2010 Water Revenue Certificates of Participation to finance the Stonecreek project. Total for year ending June 30, 2013 for investigation, design and construction was \$166,360. The Stonecreek well was placed into service in June 2011. The total payments towards the 2010 Water Revenue Certificates of Participation for year ending June 30, 2013 were \$278,844.
- In December 2007 construction of the South Park Well was completed by Shea Homes as part of the summer Lakes subdivision and DWD took over ownership of the well at that time. The well serves three purposes; backup drinking water supply for the Summer Lakes subdivision, water to keep the lake level topped-off and irrigation for a large park turf area. DWD bills the Summer Lakes Homeowners association for the Lake Fill and Irrigation water on a monthly basis at the well water rate identified in the District's Regulations. Monies collected from the South Park well billing are kept in a separate fund and are used to pay District costs to operate the well system. The net income for the well system for the year ending June 30, 2013 was \$24,509.

 Deferred Compensation - DWD offers its employees a deferred compensation plan in accordance with Section 457 of the Internal Revenue Code.

All amounts of compensation represent a general obligation of the District. The deferred account is administered by Lincoln Financial Group. Balance at year end June 2013 was \$388,024.

As required by General Accounting Standards Board Statement Number 45 (GASB 45), DWD entered into contract with Bickmore Risk Services to perform an actuarial valuation of other post employment benefits liabilities. On completion of the actuarial valuation on May 27, 2009, the Board of Directors authorized the General Manager to enter discussions with CalPers to determine the details of becoming part of the California Employers' Retiree Benefit Trust beginning by June 30, 2010, with the intent of being fully funded over a period of ten years. To comply with GASB 45 In June, 2010 the District deposited \$652,335 into a trust with CalPers (CERBT). The District's fund balance in CERBT as of June 30, 2013, was \$839,334.

Infrastructure

Management discussed booking infrastructure as required by Governmental Accounting Standards Board Statement Number 34 (GASB 34). The District elected to use the basic method and to report infrastructure acquisitions prospectively.

STATEMENT OF NET POSITION JUNE 30, 2013

ASSETS

Current Assets:		
Cash in bank - general checking	\$ 1,222,414	
Cash in bank - money market	108,522	
Cash in bank - Maint. Bond deposit	417,500	
Cash in bank- payroll tax deposit	100	
Cash in bank- Investments	953,429	
Deferred compensation investment	388,024	
Cash in bank- UBS	31,118	
Cash on hand	1,850	
Cash in CERBT	839,334	
Investments - State of California Local Agency Investment Fund	6,353,495	
Series 2013 revenue certificates	514,316	
Series 2010 revenue certificates	294,020	
Cash in bank - Laurel Woods (Note 10)	23,611	
Total cash and cash equivalents (Note 4)	\$ 11,147,733	
Accounts receivable (Note 6)	545,114	
Accounts receivable - CERBT (Note 14)	68,361	
Accounts receivable - Delta Mutual (Note 17)	5,383	
Accounts receivable- Sandhill (OAD)	79,806	
Accounts receivable wells #24 and #25	2,415	
Prepaid CalPERS side fund	911,434	
Deposits and prepayments	1,000	
Total current assets		\$ 12,761,246
Fixed Assets: (Note 8)		
Land	\$ 2,733,489	
Water treatment plant	23,310,256	
Transmission and distribution	4,712,522	
General plant	2,051,468	
Infrastructure	18,802,887	
Office Equipment	402,990	
Work in progress	0	
Total fixed assets	\$ 52,013,612	
Less: Accumulated depreciation	20,015,823	
Net fixed assets		31,997,789
Other Assets: (Note 11)		
Bond financing costs CCWD	\$ 2,016,882	
Bond financing costs series 2010	86,531	
Bond financing costs series 2005/2013	310,826	\$ 2,414,239
TOTAL ASSETS		\$ 47,173,274

STATEMENT OF NET POSITION JUNE 30, 2013

LIABILITIES

Current Liabilities:		
Accounts payable	\$ 3,673	
Developer's Admin/Engineering/Inspection deposits	46,105	
Deposits - customers	198,975	
Deposits- hydrant	4,250	
Deposits-Knightsen customers	200	
Substandard street deposit (Note 10)	23,754	
Main extension reimbursement payable (Note 9)	406,922	
Notes payable- current portion (Note 11)	195,000	
Maintenance Bonds	417,500	
Deferred compensation payable (Note 5)	388,024	
Accrued benefits payable	20,503	
Total current liabilities		\$ 1,704,906
Long-Term Liabilities: (Note 11)		
CCWA bonds	\$ 8,143,700	
2005/2013 Series bonds	6,590,000	
2010 Series bonds	3,745,000	
Total long-term liabilities		18,478,700
TOTAL LIABILITIES		\$ 20,183,606
Net Position: (Note 12)		
Retained earnings (Operations)	\$ 22,925,336	
Appropriated equity (Facilities Reserve)	4,064,332	
TOTAL NET POSITION		\$ 26,989,668

STATEMENT OF REVENUES AND EXPENSES FOR THE YEAR ENDED JUNE 30, 2013

OPERATING INCOME

Wa	ter	Sa	وما

 Residential and business
 \$ 7,783,200

 Industrial
 57,361

 Other
 0

Total water sales \$ 7,840,561

OPERATING EXPENSES

Source of Supply:

Purchase of water \$ 3,146,558

Water Treatment:

Randall-Bold expenses (Note 16) 1,183,780

Maintenance:

Salaries	\$ 85,665	
Employee benefits	55,394	
Payroll taxes	3,521	
Engineering	71,951	
Major maintenance projects	8,078	
Maintenance	10,197	
General operating supplies	19,250	
Utilities	1,907_	

Total maintenance 255,963

Transmission and Distribution:

Salaries	\$ 327,894
Employee benefits	190,339
Payroll taxes	12,373
Operating blending	17,122
Major maintenance projects	20,601
Maintenance	345,066
Radio read upgrade	4,392
Public right of way relocate	4,811
Water samples	23,225
Chemicals	20,027
General operating supplies	54,949
Telephone	1,871
Utilities	139,484
Reimbursed overhead	(5,675)

Total transmission and distribution 1,156,479

Customer Accounts:

Salaries	\$ 445,231
Employee benefits	306,046
Payroll taxes	20,987
Credit card processing fee	31,491
Collection expense	2,127

Total customer accounts 805,882

STATEMENT OF REVENUES AND EXPENSES FOR THE YEAR ENDED JUNE 30, 2013

OPERATING EXPENSES (continued)

Administration and General:			
Salaries	\$ 98,023		
Salaries - Facilities Reserve	159,557		
Employee benefits	62,624		
Employee benefits - Facilities Reserve	107,730		
Payroll taxes	11,412		
Retirement benefit CCCERA	143,316		
Office expense	159,129		
Consulting fees	29,599		
Insurance	93,178		
Rent	79,707		
Health benefits, retirees	72,161		
Auditing and accounting	42,359		
Director's fees and expenses	8,478		
Dues and subscriptions	16,278		
Legal	50,500		
State unemployment	7,160		
Utilities	7,548		
Telephone	5,091		
Auto	49,745		
Taxes and Licenses	100		
Travel and training	9,238		
Administrative expenses- Facility reserve	45,875		
Miscellaneous	9,990		
Total administration and general		1,268,798	
Other Operating Expenses:			
Depreciation	\$ 1,324,283		
Total other operating		1,324,283	
Total operating expenses:			\$ 9,141,743
Net Operating Income (Loss) including Depreciation			\$ (1,301,182)

STATEMENT OF REVENUES AND EXPENSES FOR THE YEAR ENDED JUNE 30, 2013

NON-OPERATING INCOME AND EXPENSES

Income:			
Interest	\$ 9,829		
LAIF interest income	25,338		
CERBT interest income	95,769		
Delta Mutual labor, overhead and			
vehicle reimbursement (Note 17)	12,092		
Grant income prop. 50	70,000	•	
Other income and charges	141,565		
Developer fees	619,396		
Sand Hill fees	16,421		
Well revenue	110,065		
Rental income	63,937		
Late fees	50,966		
Total non-operating income		1,215,378	
Expenses:			
Well expenses	\$ 86,632		
Interest on CCWD bonds	370,330		
Interest on 2005 series bonds	234,550		
Interest on 2013 series bonds	19,427		
Interest on 2010 series bonds	166,350		
Total non-operating expenses		877,289	
Net non-operating income (loss)			338,089
Net Income (Loss) after Depreciation			(963,093)
Add back Depreciation Expense			1,324,283
Net Income (Loss) before Depreciation			\$ 361,190

STATEMENT OF CHANGES TO NET POSITION FOR THE YEAR ENDED JUNE 30, 2013

	DISTRICT TOTAL (1)	OPERATIONS (2)	FACILITIES RESERVE (3)
Beginning balances - June 30, 2012			
Cash	\$ 13,263,251	\$ 8,980,839	\$ 4,282,412
Non- cash assets	14,689,510	14,689,510	
Total Net Position	\$ 27,952,761	\$ 23,670,349	\$ 4,282,412
Net Loss after Depreciation (Page 5)	(963,093)	(963,093)	
Expense and Revenue Allocations:			
Payments for CCWD bond		511,735	(511,735)
Payments for 2005 well bond		350,736	(350,736)
Payment for 2010 well bond		278,844	(278,844)
Cash received from 2005/2013 refinancing		(525,750)	525,750
Facilities reserve expenses:			
Engineering		23,844	(23,844)
Legal		21,250	(21,250)
County collection fees		780	(780)
Publications		75	(75)
Salaries		159,557	(159,557)
Employee benefits		107,730	(107,730)
Reservoir 3 construction		2,610	(2,610)
Stonecreek construction			
Ground water exploration		2,289	(2,289)
Glen park well		1,875	(1,875)
Facilities reserve revenue:			
Developer fees		(619,396)	619,396
Grant funds		(70,000)	70,000
Interest income		(11,678)	11,678
SH tax assessment fees		(16,421)	16,421
Net Loss after Allocations	\$ (963,093)	\$ (745,013)	\$ (218,080)
Ending balances - June 30, 2013			
Cash	11,147,733	7,083,401	4,064,332
Non-cash assets	15,841,935	15,841,935	
Total Net Position	\$ 26,989,668	\$ 22,925,336	\$ 4,064,332

⁽¹⁾ Total District Net Assets

⁽²⁾ Allocations to Operations

⁽³⁾ Allocations to Facilities Reserve

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2013

OPERATING CASH FLOWS:			
Cash receipts from customers			\$ 7,840,561
Cash payments: To suppliers For operating expenses Total cash payments	-	,330,338 ,487,122	7,817,460
Total cash provided (used) from Operations			\$ 23,101
NON-OPERATING CASH FLOWS: Other revenue Other expenses Total non-operating activities		,215,378 877,289)	338,089
CAPITAL PROJECT CASH FLOWS:			
Capital expenditures Total capital activities	\$ <u>(1,</u>	004,935)	(1,004,935)
FINANCING CASH FLOWS: Principal payments on bonds Cash received on 2005/2013 bond refinancing	(1, \$	250,250) 525,750	
Total financing activities			(724,500)
BALANCE SHEET CASH FLOWS: Balance sheet increase(decrease)	\$ <u>(</u>	747,273)	(, 2, 1,000)
			(747,273)
Net decrease in cash and cash equivalents			\$ (2,115,518)
Cash and cash equivalents at beginning of year			13,263,251
Cash and cash equivalents at end of year			\$ 11,147,733
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES			
Operating income (loss) Adjustments to Operating income (Loss) Net cash provided (used) from operations			(1,301,182) 1,324,283 23,101

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 1 GENERAL ORGANIZATION AND DESCRIPTION OF THE REPORTING ENTITY

The Diablo Water District was organized and exists under, and by virtue of, the County Water District Law of the State of California, Division 12 of the Water Code. (Sections 30000-33901)

The District is governed by a Board of Directors consisting of five members, one of whom is annually elected President. The General Manager - Secretary is appointed by the Board pursuant to Section 30540 of the Water Code.

Diablo Water District changed its name from Oakley Water District on May 1, 1993.

The District's revenue is generated by direct collection of water usage charges from approximately 10,000 households located within the District's service area and is accordingly classified as an enterprise fund.

NOTE 2 ACCOUNTING POLICIES

Diablo Water District uses the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

Depreciation has been computed on the straight-line method over the estimated useful lives of the assets. Depreciation expense has been reflected as an operating expense.

The District's governing board must adopt a final budget no later than July 1. A public meeting must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements.

The preliminary and final budgets are revised by the District's governing board and the district manager during the year to give consideration to unanticipated income and expenditures,

Formal budgetary integration was employed as a management control device during the year for all budgeted funds.

Designation of ending fund balances indicate tentative plans for financials resource utilization in a future period. Reservations of fund balances of governmental funds are established to either 1) satisfy legal covenants that require a portion of the fund balance to be segregated, or 2) identify the portion of the fund that is not appropriate for future expenditures.

The District has designated a Facilities Reserve as a separate line item, this is not a separate fund as funds are defined under GASB 34. The amounts shown in the Facilities Reserve represent management designations to be used in the budget making process. Accordingly, the amounts separated are used by management as a budgetary planning tool to monitor amounts that remain available for expected operational expenses. The amounts classified under Facilities Reserve represent items that management will not include for anticipated expenses.

The preparation of financial statements in conformity with accounting principles accepted in the United States of America requires management to make estimates and assumption 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 during the reporting period. Actual results could differ from those estimates.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 2 ACCOUNTING POLICIES (continued)

Capital assets, recorded at historical cost or estimated historical cost if actual historical cost is not available, are detailed in the note titled "Fixed Assets", shown in later notes below. Capital assets include land, buildings, equipment, pipelines, machinery and site improvements. Capital assets are defined as assets with an initial individual cost of more than \$5,000.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Depreciation is recorded on the straight-line basis over the useful life of the assets.

NOTE 3 BASIS OF PRESENTATION

The accompanying financial statements of the District have been prepared in conformity with United States General Accepted Accounting Principles, as prescribed by the Government Accounting Standards Board (GASB). In June 1999 GASB issued Statement 34 title "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments". For Diablo Water District, implementation of the Statement requirements became effective with the fiscal year ended June 30, 2004. The changes in presentation are discussed below.

Management's Discussion and Analysis: GASB Statement 34 requires that financial statements be accompanied by a narrative introduction and analytical overview of the District's financial activities. This analysis is similar to the analysis provided in the annual reports of private-sector organizations.

Financial Statements: GASB Statement 34 defines major funds and requires that major governmental and business-type funds be identified and presented separately in the fund financial statements. All other funds, called non-major funds are combined and reported in a single column, regardless of their fund type.

Diablo Water District maintains only one fund and it is reported as a proprietary fund. The amounts listed under the heading Facilities Reserve do not represent a separate fund as defined by GASB 34. The amounts shown under Facilities Reserve assist management in the budgetary process and are not available for operational expenses.

Infrastructure: GASB Statement 34 requires disclosure of infrastructure items under several reporting options. Infrastructure is defined as capital assets of a relatively permanent nature that have longer estimated lives (50 or more years) than ordinary capital assets. Infrastructure items are to be reported at historical costs (purchase price). Management may elect to use either a basic approach, depreciating the asset over its expected life, or a modified approach, which requires establishing an asset management system and making a condition assessment every three years.

The District elected to use the basic approach. Under the basic approach all new infrastructure, including improvements that increase capacity or efficiency or lengthen the life of the asset, is booked, its useful life is estimated and the asset is depreciated over its useful life.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 4 CASH AND INVESTMENTS

District policy requires that all cash deposits be insured by the Federal Deposit Insurance Corporation or by the federal Savings and Loan Insurance Corporation, or be collateralized by government securities. District policy also allows investments in securities authorized by Section 53601 or 53635 of the Government Code.

Under the California Government Code, banks and savings and loan associations are required to secure deposits made by state or local government units by pledging government securities as collateral. The market value of the pledged securities must equal at least 110% of the total amount deposited by the public agencies.

All cash investments held by the financial institutions are fully insured or collateralized.

Investments are carried at fair market value.

NOTE 5 DEFERRED COMPENSATION

The District offers its employees a deferred compensation plan created in accordance with Section 457 of the Internal Revenue Code and Section 53213 of the Government Code of the State of California.

All amounts of compensation deferred under the plan, all property and rights purchased with such amounts, and all income attributable to such amounts, property, or rights represent a general obligation of the District. Accordingly, they are reflected as part of the District's assets on its financial statements. The corresponding obligation is reflected in the District's liabilities.

The deferred compensation is invested in various interest-bearing accounts. Under the terms of the deferred compensation plan, the entire amount of \$388,024 is unencumbered and available for payments to which participants may be entitled as a result of termination of services, age 65, death, or unforeseeable emergency.

NOTE 6 ACCOUNTS RECEIVABLE - UTILITY SERVICE

Accounts receivable at June 30, 2013 totaled \$545,114. Accounts over sixty days were immaterial. The Board approved turning accounts over to a collection agency at the discretion of the Secretary-Manager. Accounts are written off when approved by the Board of Directors.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 8 FIXED ASSETS

All fixed assets are recorded at their original cost. The District capitalizes all assets with an original cost of at least \$5,000 and a useful life of at least three years. The cost of additions to the property and major replacements of property are capitalized. Capitalized costs include material, direct labor, transportation and such direct items as engineering, supervision, employee fringe benefits and interest on net borrowed funds related to plant under construction. Contributed property is recorded at estimated fair market value at the date of donation. Repairs, maintenance and minor replacements of property are expensed.

The purpose of depreciation is to spread the cost of capital assets equitably among all customers over the life of these assets, so that each customer's bill includes a pro rata share of the cost of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of depreciable capital assets. Accumulated depreciation at June 30, 2013 represents the estimated depreciation on all fixed assets since the District began operations, to the date of this report. Fixed assets are classified to conform to the State Controller's uniform accounting for all water districts. Effective July 1, 2003, the District records additions to infrastructure in compliance with GASB-34.

Depreciation of all capital assets in service, excluding land, is charged as an expense against operations each year and the total amount of depreciation taken over the years, accumulated depreciation, is reported on the Statement of Net Assets as a reduction in the book value of the capital assets. Capital assets are depreciated using the straight line method of depreciation, where the cost of the asset is divided by its useful life in years and the result is charged to expense each year until the asset is fully depreciated. The District has assigned the useful lives listed below to capital assets:

	<u>Years</u>
Water Treatment Plant	5 - 50
General Plant	5 – 50
Transmission and Distribution	5 – 50
Infrastructure	25 – 75

Fixed asset costs and accumulated depreciation by asset class:

		Accumulated
Asset Class	Cost	<u>Depreciation</u>
Land	2,733,489	0
Randall-Bold plant	23,310,256	12,744,124
Office equipment	402,990	360,259
Transmission and distribution	4,712,522	2,602,762
General plant	2,051,468	1,246,433
Infrastructure	18,802,887	3,062,245
Totals	\$ 52,013,612	\$ 20,015,823

NOTE 9 MAIN EXTENSION REIMBURSEMENT PAYABLE

Regulation #3 sets forth the connection charges and reimbursements for certain main extensions. In general terms, this regulation requires the main extender to pay to the District a facilities reserve charge and a main extension reimbursement assessment and to advance to the District its costs of materials, labor, engineering and administration. The District reimburses eligible applicants over a ten year period without interest. The reimbursement is paid in July of each year following acceptance of the facilities by the District. The maximum amount of reimbursement cannot exceed ten percent of the originally established potential reimbursement amount. If the ten percent liability is under \$5,000, then \$5,000 will be paid annually until the liability is paid off. This policy is subject to the availability of sufficient funds.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 10 SUBSTANDARD STREET DEPOSIT LIABILITY

Developers are required to deposit with the District the estimated cost of relocating pipelines in substandard streets. The District has deposited \$10,957 received in 1989 from the developers of Laurel Woods in an interest-bearing account. If the costs exceed the amount on deposit the developer is required to reimburse the District. If the costs are less than the amount on deposit the District shall refund the excess to the Developer. The amount on deposit, together with accrued interest, was \$23,682 as of June 30, 2013.

NOTE 11 NOTES PAYABLE

Contra Costa Water District - On May 24, 1989, the District signed a Joint Exercise of Power Agreement with the Contra Costa Water District for a joint water treatment plant. The Diablo Water District's share of the capital costs of the plant, which was completed on July 7, 1992, was \$16,454,516, plus construction period interest of \$2,106,570. The District's 35.5% share of the construction cost will be paid in semiannual payments over a period of 30 years to the Contra Costa Water District, which will pay principal and interest on revenue bonds issued by the Contra Costa Water Authority to finance the project. The original bond issue was called and reissued in 1993, resulting in Diablo Water District's share of amortizable refinancing costs of \$2,824,259. The remaining unamortized balance at June 30, 2013 was \$2,016,881. The revenues bonds financing the cost of the treatment plant were sold at competitive bid on July 18, 2012 and refinanced. As a result of the refinance, the District's payments due in the fiscal years ending June 30, 2014 and June 30, 2015 were significantly reduced. The increase in the total liability is partially offset by the application of a reserve amount applied to the last payment due in the year 2020. These costs will be expensed as bonds mature and are included in interest expense. A portion of the payments will come from Facilities Reserve revenues and the balance will come from operating funds.

During the period ending June 30, 2013 the District made payments on its obligation for the Contra Costa Water District bonds as shown below:

	General Fund	Facilities Reserve Fund		Total
Principal	\$ 452,625	\$	452,625	\$ 905,250
Interest	60,645	_	57,574	118,220
Total Payments	\$ 513,270	\$	510,199	\$ 1,023,470

2005/2013 Series Certificate Water Revenue Bonds – During fiscal year 2004/2005, the District obtained \$7,500,000 of Series 2005 Revenue bonds. These bonds will be used to finance improvements to the District's water system. The Series 2005 revenue bonds, renamed for reference purposes as Series 2013, were refinanced on April 1, 2013. The District Board approved Resolution 2013-6 pursuant to which procedes from the bond sale could be used by the District to repay a sidefund liability due to PERS (see Note 18 for narrative). As with the refinance of the CCWA bonds, principal payments for the next two years were significantly reduced. The refinance agreement lowers the range of interest from 3.75% - 4.4% to 2.0% - 3.7%. The duration of the bond payments remains unchanged with the final payment due January 1, 2030.

During this period ending June 30, 2013 the District made payments, all charged to the Facilities Reserve Fund, for the 2005/2013 Series Certificate Water Reserve Bonds as shown below:

FACILITIES RESERVE FUND TOTAL						
Principal	\$	230,000	\$	230,000		
Interest	_	234,550		234,550		
Total Payments	\$	464,550	\$	464,550		

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

2010 Series Certificate Water Revenue Bonds – During fiscal year 2010/2011, the District obtained \$4,200,000 of Series 2010 Revenue Bonds. These bonds will be used to finance a new well system (Stonecreek). The debt service Schedule in the agreement calls for semi-annual payments beginning in January 2011 and ending January 2035. The range of interest rates covers an initial rate of 2% for the first three years with increases during the term of the loan to 5% for the last four years.

During the period June 30, 2013 the District made payments, all charged to the Facilities Reserve Fund, for the 2010 Series Water Revenue Certificates of Participation as shown below:

FACILITIES RESERVE FUND TOTAL						
		- FUND		IOIAL		
Principal	\$	115,000	\$	115,000		
Interest		163,844		163,844		
Total Payments	\$	278,844	\$	278,844		

Current & long term liabilities on notes payable	Current	Long-term	<u>Total</u>
Water Revenue Certificates Series 2005/2013	\$ 80,000	\$ 6,590,000	\$ 6,670,000
Water Revenue Certificates Series 2010	115,000	3,745,000	3,860,000
Contra Costa Water District		8,143,700	8,143,700
Total	\$ 195,000	\$ 18,478,700	\$ 18,673,700

Maturities of long-term debt for the next five fiscal years:

6/30/2014	\$ 195,000
6/30/2015	874,500
6/30/2016	1,572,800
6/30/2017	1,780,225
6/30/2018	1,804,425
Total	\$ 6,226,950

NOTE 12 FACILITIES RESERVE

The Board of Directors has restricted all facilities reserve charges from new connections to the District's water system as well as the interest earned on the facilities reserve fund to those uses of water connection fees and capacity charges that are authorized by law. Per Regulation 3, these uses may include, but are not limited to, "payment of the costs of planning, designing, and constructing facilities that increase the District's water supply or the capacity of its water treatment, storage and distribution system; for payment of principal and interest on indebtedness incurred for said facilities; and for payment expenses of enlarging or relocating facilities to accommodate growth of the District." The total amount of cash restricted for facilities reserve fund expenditures is shown as Appropriated Equity (Facilities Reserve) on the Statement of Net Position.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 13 OPERATING LEASES

Total future minimum lease payments:

Total	\$ 114,504
6/30/15 (10 months)	53,052
6/30/14	61,452

NOTE 14 POST RETIREMENT HEALTH CARE BENEFITS

Full-time employees who retire from the District after at least ten years of service are eligible to receive health care benefits covering themselves and any qualified family members. Once the retiree reaches age 65 family members are no longer covered under the Health Maintenance Organization (HMO) and the Preferred Provider Organization (PPO) and a percentage of the health care benefits for said retirees is covered based on years of service. The District pays 100% of the premiums for both retiree and spouse for all retirees under age 65. After age 65 the District pays a percentage of the premiums based on the years of service of the retiree. However, the District only covers the retiree, not the spouse. If the retiree elects to choose an alternative insurance, the District will pay for the lesser of the insurance costs. Expenditures for post-retirement health care benefits for the fiscal year ended June 30, 2013 totaled \$70,875.

The District elected to prefund its GASB 45 actuarial liability of \$652,335 by depositing said amount with CERBT, a Trust established by the California Public Employees' Retirement System. The quarterly statement issued by PERS for the period ending June 30, 2013 showed a balance of \$839,334. The balance reflects interest earned during the year, maintenance fees charged by CERBT and a disbursement from CERBT to DWD during the year of \$68,361 which was used by the District to offset its post-retirement health care costs for the 2013/2014 period.

NOTE 15 BRENTWOOD PUMP STATION (BWPS)

The District entered into an agreement with the City of Brentwood on September 18, 1996 for construction of a water main in Empire Avenue connecting the City's distribution system to the District's. The purpose of the agreement was to enable the District to wheel water treated for portability at the Randall-Bold Water Treatment Plant to the City of Brentwood.

Under the terms of the original agreement the District is not obligated to transport water after December 31, 2003. Commencing the same date, the District is obligated to pay 90% of Brentwood's construction costs up to a maximum of \$585,000 in ten equal annual installments without interest. These provisions are subject to future amendments as agreed by the District and City of Brentwood. At this point it appears that water delivery will be needed beyond the year 2003 and the time to commence repayments will likewise be extended. Accordingly, the \$585,000 obligation, while possible, appears sufficiently remote to preclude booking it at this time as a liability, in accordance with the contingent liability disclosure guidelines under SFAS No. 5.

The agreement was amended on October 25, 2000. The service areas located south of Neroly Road and Delta Road ("overlap areas") will be serviced by Brentwood. The ten annual installments are reduced to six payments starting in 2008 through 2013. At January 1, 2013 the District paid the City of Brentwood \$58,500. For connections in the overlap areas, the City shall pay a connection fee subject to annual increases per the Construction Cost Index.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 16 RANDALL-BOLD EXPENSES AND RECONCILIATION

The District's Statement of Revenues, Expenses, and Changes in Net Assets shows actual expenditures of \$1,183,780 for the Randall-Bold Water Treatment Plant (RBWTP). Each year the Contra Costa Water District issues a reconciliation statement for the District's actual share.

NOTE 17 DELTA MUTUAL AGREEMENT

Effective October 15, 1999, the District entered into a service agreement with Delta Mutual Water Company. The agreement provides for the performance of services by the District required to continue the operation and maintenance of Delta Mutual's water treatment and distribution system. The District bills approximately 120 customers of Delta Mutual semiannually. Upon receipt of payment the District transmits the proceeds to Delta Mutual. In addition to handling collection, the District bills Delta Mutual monthly for repairs, maintenance, testing, inspection and actual costs, including materials, contractors, personnel and vehicle costs and overhead in accordance with the Hour Rates Schedule contained in the agreement.

For the year ended June 30, 2013, the District billed \$36,625 to Delta Mutual customers. There is a receivable balance of \$12,790.

The District billed Delta Mutual \$23,179 for the District's expenses and overhead for the year ended June 30, 2013. There remains a receivable of \$5,383 for unreimbursed District expenses. Net income to the District for the year ended June 30, 2013 was \$12,092.

NOTE 18 PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)

During the fiscal year ending June 30, 2006 the District changed its retirement plan from Contra Costa County Employees Retirement Association (CCCERA) to California Public Employees Retirement System (CALPERS). All District Employees are eligible to participate in pension plans offered by CALPERS, an agent multiple employer defined benefit pension plan which acts as a common investment and administrative agent for its participating member employees. CALPERS provides retirement and disability benefits annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. The District's employees participate in the Miscellaneous Employee Plan. Benefit provisions under the Plan are established by State statue and District resolution. Benefits are based on years of credited service, equal to one year of full time employment. Funding contributions for the Plan is determined annually on an actuarial basis as of June 30 by CALPERS; the District must contribute these amounts. The Plan's provisions and benefits in effect through December 31, 2012 are summarized as follows:

	<u>Miscellaneous</u>
Benefits vesting schedule	5 years service
Benefit payments	Monthly for life
Retirement age (Diablo Water District)	55
Retirement age (CalPers)	50 - 55
Monthly benefits, as a % of annual salary	2% - 2.7%
Required employee contribution rates	8%
Required employer contribution rates	31.021%

Effective January 1, 2013 new hires are provided retirement benefits with modifications set forth below. The retirement age is delayed from age 55 to age 62. The monthly benefit as a percentage of annual salary is changed from a range of 2%-2.7% to a flat rate of 2%.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 18 PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS) (continued)

Contributions necessary to fund PERS on an actuarial basis are determined by CALPERS and its Board of Administration. CALPERS determines contribution requirements using a modification of the Entry Age Normal Method. Under this method, the District's total normal benefit cost for each employee from date of hire to date of retirement is expressed as a level percentage of the related total payroll cost. Normal benefit cost under this method is the level amount the District must pay annually to fund employee's projected retirement benefit. This level percentage of payroll method is used to amortize any unfunded actuarial liabilities. The actuarial assumptions used to compute contribution requirements are also used to compute the actuarially accrued liability. The District uses the actuarially determined percentages of payroll to calculate and pay contributions to CALPERS. This results in no net pension obligations or unpaid contributions. Annual Pension Costs, representing the payment of all contributions required by CALPERS, for the year ended June 30, 2013 were \$347,035 respectively. CALPERS uses the market related value method of valuing the Plan's assets. An investment rate of return of 7.75% is assumed, including inflation at 3%. Annual salary increases are assumed to vary by duration of service. Changes in liability due to plan amendments, changes in actuarial assumptions, or changes on actuarial methods are amortized as a level percentage of payroll on a closed basis over twenty years. Investment gains and losses are amortized over a rolling thirty year period. Qualified employees are covered under multipleemployer defined benefit pension plans maintained by agencies of the State of California. Employees are members of the Public Employees Retirement System (PERS).

<u>Plan Description</u> - Diablo Water District contributes to the California Public Employees Retirement System (PERS), an agent multi-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustment, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. The District's employees participate in the Miscellaneous Employee Plan. Benefit provisions and all other requirements are established by the California Code of Regulations. Audited annual financial statements are available from California PERS at P.O. Box 942709, Sacramento, CA 94229-2709. Employees are eligible for retirement at the age of 50 with at least five years of credited service and are entitled to a monthly benefit of 2.0 to 2.7 percent of final compensation for each year of service credit. Retirement may begin at age 50 with a reduced benefit rate, or at age 55 the maximum benefit rate is reached. The plan also provides death and disability benefits. Retirement benefits fully vest after five years of credited service. Upon separation from the district, members' accumulated contributions are refundable with interest credited through the date of separation.

Funding Policy:

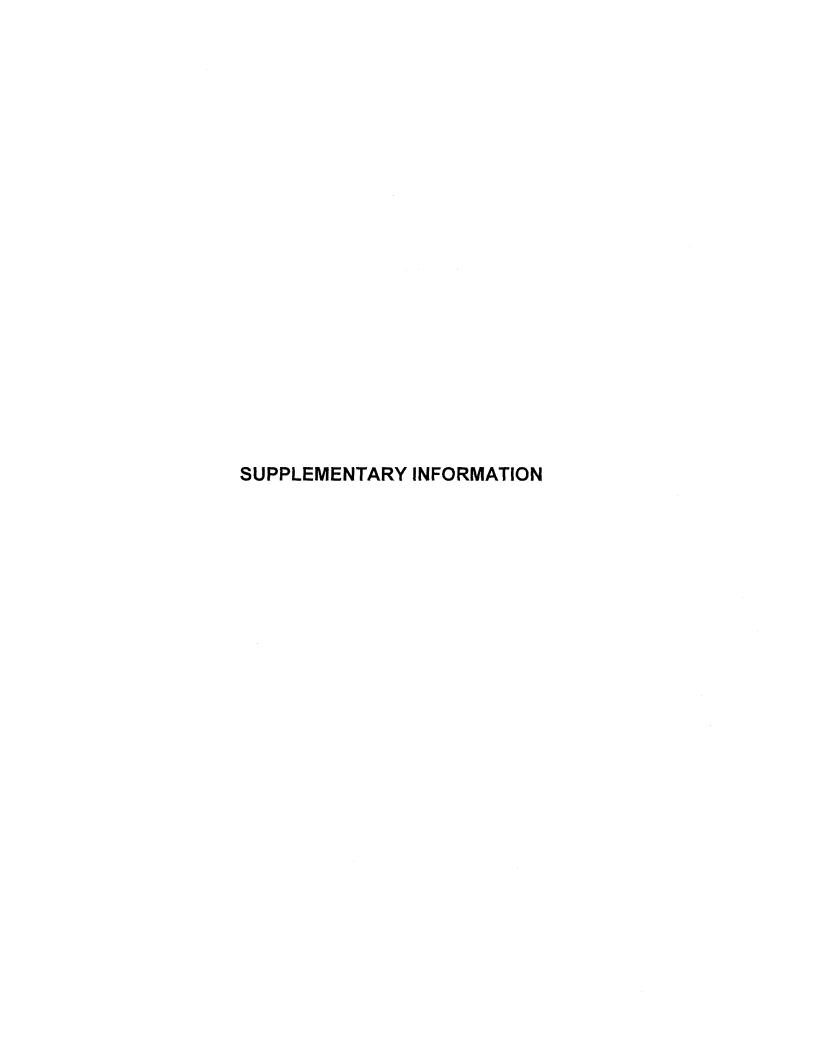
All full-time classified employees participate in PERS and are required to contribute 8% of their annual covered salary. The District is required to contribute 15.807%, an actuarially determined rate. On March 1, 2013 DWD prepaid the remaining balance of \$1,052,161 representing a side fund obligation to PERS. The prepayment decreases the annual required employer's contribution from 31.021% for 2011/2012 to 15.807% for 2012/2013. Subject to minor annual actuarial adjustments made by PERS, future District contributions will be approximately one-half of the amount required in prior years. The payoff of the side fund was made possible by the favorable results of the sale and refinancing of the Glen Park (2005/2013) certificates of participation and reimbursement to the District for expenses associated with the BNSF 24" waterline relocation project which freed up cash to repay the side fund. Benefit provisions for PERS are established by the Public Employees Retirement Law (Part 3 of the California Government Code, Section 20000 et seq.).

INSURANCE COVERAGES FOR THE YEAR ENDED JUNE 30, 2013

RISK MANAGEMENT - The District has purchased commercial insurance for property and liability in the insurance marketplace through East County Insurance Agency, the District's selected insurance broker/ consultant. During the fiscal year which ended June 30, 2013 the District paid \$92,340 for current year coverage.

The District is self-insured for workers' compensation through the ACWA/Joint Powers Insurance Authority. During the fiscal year which is ended June 30, 2013 the District paid \$24,460 for current year coverage.

Note 14 provides more detail on the District compliance with GASB 45 OPEB directives under which the District pays health insurance premiums for qualifying retirees. A reimbursement of \$68,361 from CERBT was used to pay post-retirement benefit premiums.



CASH AND INVESTMENTS AVAILABLE FOR OPERATIONS FOR THE YEAR ENDED JUNE 30, 2013

CASH AND INVESTMENTS- JUNE 30, 2013

Cash in bank - general checking Cash in bank - money market Cash in bank - Maint. Bond deposit Cash in bank - payroll tax deposit Cash in bank - investments Deferred compensation investments Cash in bank - UBS Cash on hand Investments - State of California LAIF Cash in CERBT Series 2013 revenue certificates Series 2010 revenue certificates Cash in bank - Laurel Wood (Note 10) Total cash RESTRICTED FUNDS:	\$ 1,222,414 108,522 417,500 100 953,429 388,024 31,118 1,850 6,353,495 839,334 514,316 294,020 23,611	\$	11,147,733
Deferred compensation Series 2013 revenue certificates Series 2010 revenue certificates Cash in CERBT Rate stabilization fund Facilities reserve Main extension reimbursement Customer deposits Developer's admin/eng/insp deposits Maintenance bonds Payroll tax deposit	\$ 388,024 514,316 294,020 839,334 1,000,000 4,064,332 406,922 203,425 46,105 417,500		
South park well system Knightsen well system Beacon west well system Willow park marina well system Rock island well system Laurel woods account Total restricted funds	159,342 (41,747) 25,594 138,724 120,914 	- \$	8,600,516

Cash and Investments available for operations

\$ 2,547,217

COMPARATIVE SCHEDULE JUNE 30, 2013

Comparative schedule of net income

		2012-2013		2011-2012		Difference
Water sales	\$	7,840,561	\$	7,287,702	\$	552,859
Operating expenses		(7,817,460)		(7,415,480)		(401,980)
Depreciation		(1,324,283)		(1,231,280)		(93,003)
Net operating income (loss)	\$	(1,301,182)	\$	(1,359,058)	\$	57,876
Interest and other income		1,215,378		1,266,282		(50,904)
Interest on bonds and other expenses		(877,289)		(1,000,134)		122,845
Net income (loss)	\$	(963,093)	\$	(1,092,910)	\$	129,817
Add back depreciation		1,324,283		1,231,280		93,003
Net income before depreciation		361,190		138,370		222,820
Comparative schedule of water revenue						
		2012-2013		2011-2012		Difference
<u>Water Revenue:</u> Residential & business	\$	7 702 200	\$	7 200 006	\$	502 104
Industrial	Ψ	7,783,200 57,361	Ф	7,200,006 87,696	Ф	583,194 (30,335)
Total revenue	\$	7,840,561	\$	7,287,702	\$	552,859