

**NAPA COUNTY RESOURCE
CONSERVATION DISTRICT**

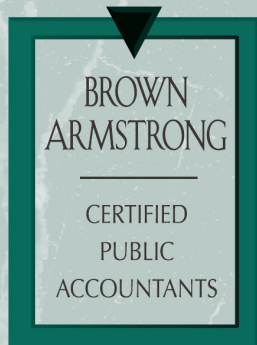
FINANCIAL STATEMENTS

JUNE 30, 2020

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
JUNE 30, 2020**

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BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the
Napa County Resource Conservation District
Napa, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and fund information which comprise the basic financial statements of the Napa County Resource Conservation District (the District) as of and for the year ended June 30, 2020, and the related notes to the 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 these 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 the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether these 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 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.

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and fund information of the District, as of June 30, 2020, and the changes in its financial position for the year then ended, in conformity 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 on pages 3-7, the budgetary comparison for the General Fund on page 25, and the Napa County Resource Conservation District Employees' Retirement System Schedule of the District's Proportionate Share of the Net Pension Liability and the Retirement System Schedule of the District's Contributions on pages 26 and 27 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 January 4, 2021, on our consideration of the County's internal control over financial reporting relating to the District and on our tests of the County's compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance relating to the District.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
January 4, 2021

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020**

The Napa County Resource Conservation District (the District) was formed as an independent special district by a resolution of the Napa County Board of Supervisors on June 18, 1945. This resolution followed the Soil Conservation Special Election held on June 5, 1945, in which 97% of votes were cast in favor of the organization of the proposed District. The District's original purpose was to help farmers and ranchers in Napa County tackle erosion and other problems on their land. As natural resource issues change, the District's programs continue to evolve. Today, the District helps the community achieve conservation goals by providing technical assistance, educational programs, monitoring programs, and funding sources on issues ranging from fisheries to forest health, soil management, water conservation and quality, and more.

As management of the District, we offer readers of our financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2020. Please read it in conjunction with the District's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The District ended the year with a fund balance of \$988,541, an increase of \$86,757 from the prior year. Of that amount, \$375,000 is committed for budget stabilization, \$100,000 is committed for capital improvements at Huichica Creek Sustainable Agriculture Demonstration Vineyard (Vineyard), and \$89,179 is assigned for next year's budget, leaving \$422,062 available for general District operations.
- The District received \$392,623 from county-collected property taxes, an increase of \$27,347 from the prior year. The District matched property tax revenue with other funding sources (grants, intergovernmental contracts, direct donations) at a ratio of 4 to 1.
- The USDA Natural Resources Conservation Service (NRCS) cooperates with and furnishes assistance to the District through several agreements. This fiscal year the District entered into a new Memorandum of Agreement with NRCS and the California Association of Resource Conservation Districts. The District is provided the use of NRCS vehicles for project activities, and NRCS pays for some of the District's office rent, materials, and equipment. Additionally, District staff increase the NRCS capacity to meet growing client demand for post-fire recovery assistance, conservation planning, and conservation practice implementation.
- The District received \$622,877 in revenue from contracts with the County of Napa, Napa County Flood Control and Water Conservation District, City of Napa, City of St. Helena, and other local agencies to provide a range of biological, environmental, and educational services in Napa County.
- The District managed its 20-acre Vineyard located in the Carneros region of southern Napa County, including 9.82 acres of Chardonnay and 1.55 acres of Pinot Noir grapes. Several research and education projects were undertaken at the Vineyard, including two grant-funded soil health studies. Grape sales to a local winery generated \$97,421 in revenue. Grape sales revenue is down significantly from a 2013 high of \$158,541 because one vineyard block was replanted and remains unproductive, one vineyard block was pulled, the productivity of the Vineyard is generally declining due to the age of the vines and pest issues, and frost damaged some of the Chardonnay crop. The District is preparing to undertake an iterative planning process with the Board of Directors, staff, and community partners to develop a strategic direction for the future of the Vineyard.

- A few personnel changes were made in this fiscal year. The District launched a forestry and wildfire resiliency program and hired its first Forestry Program Manager. The District also hired two extra-help positions for Mt. Veeder and Mayacamas Community Outreach and Education project conducted in partnership with the Mt. Veeder Fire Safe Council. The District expanded its K-12 environmental education program by hiring an extra-help Education Program Assistant. Lastly, the District hired another Conservation Project Manager to expand its services related to erosion control and conservation planning.
- Volunteers donate their time to help the District deliver several of its conservation and education projects. This fiscal year 918 volunteers contributed 2,033 hours valued at \$55,284. The District also received \$153,538 in cash donations.
- COVID-19 impacted the operations and budget of the District. By Resolution No. 2020-02, the Board of Directors adopted an Emergency COVID-19 Plan to have the tools necessary to protect the health and safety of its employees and clients. The District authorized all employees to work from home for all or part of their workweek, and this necessitated an additional investment in computer equipment, software, and IT services. The District also authorized a home office allowance for teleworkers. The District reduced vehicle occupancy to only one adult and approved an increased use of personal vehicles for District business, which increased local travel costs related to projects. Due to public health concerns, several projects were delayed or had to be modified, including K-12 environmental education projects, group volunteer projects, and technical assistance to landowners.
- The District is working to annex portions of the City of Napa that were incorporated in 1945 which are currently excluded from its District boundary, and this may impact future property tax revenues.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The Statement of Net Position; Statement of Activities; Governmental Fund Balance Sheet; and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide information about the activities of the District. The basic financial statements also include various footnote disclosures, which further describe the District's activities.

Government-Wide Statements

The *Government-Wide Financial Statements* are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business.

The *Statement of Net Position* presents information on all of the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference between them reported as *net position*.

The *Statement of Activities* presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in the Statement of Activities for some items that will only result in cash flows in future fiscal periods.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Fund financial statements report essentially the same functions as those reported in the government-wide financial statements. However, unlike the government-wide financial statements, fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented. Both the Governmental Fund Balance Sheet and the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate the comparison between governmental funds and government-wide statements.

Notes to the Financial Statements

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

Required Supplementary Information (RSI)

RSI is presented concerning the District's General Fund budgetary schedule. The District adopts an annual appropriated budget for its General Fund. A budgetary comparison schedule has been provided for the General Fund to demonstrate compliance with this budget.

FINANCIAL ANALYSIS OF THE DISTRICT

Statement of Net Position

A summary of the District's Statement of Net Position is as follows:

Condensed Statement of Net Position				
As of June 30				
	2020	2019	Increase (Decrease) \$	Increase (Decrease) %
Assets				
Current assets	\$ 1,356,481	\$ 1,252,911	\$ 103,570	8.3%
Noncurrent assets	490,806	513,893	(23,087)	-4.5%
Total Assets	1,847,287	1,766,804	80,483	4.6%
Deferred Outflows of Resources	162,148	201,382	(39,234)	-19.5%
Liabilities				
Current liabilities	240,075	180,822	59,253	32.8%
Noncurrent liabilities	684,203	565,758	118,445	20.9%
Total Liabilities	924,278	746,580	177,698	23.8%
Deferred Inflows of Resources	49,699	68,489	(18,790)	-27.4%
Net Pension				
Net investment in capital assets	490,806	513,893	(23,087)	-4.5%
Unrestricted assets	544,652	639,224	(94,572)	-14.8%
Total Net Position	\$ 1,035,458	\$ 1,153,117	\$ (117,659)	-10.2%

Net position may serve over time as a useful indicator of a government's financial position. In the case of the District, total assets exceeded total liabilities by \$1,035,458 as of June 30, 2020, due primarily to purchased land and cash.

Cash and investments are maintained in the County's cash and investment pool where interest earned on the District's balance is apportioned to the District.

Statement of Activities

A summary of the District's Statement of Activities, recapping the District's revenues earned during the year ended June 30, 2020, and the expenses incurred, is as follows:

Condensed Statement of Activities				
For the Years Ended June 30				
	<u>2020</u>	<u>2019</u>	<u>Increase (Decrease) \$</u>	<u>Increase (Decrease) %</u>
Revenues				
Program Revenues				
Charges for services	\$ 97,421	\$ 71,401	\$ 26,020	36.44%
Operating grants and contributions	1,410,722	1,096,833	313,889	28.62%
General Revenues				
Property tax	392,623	365,276	27,347	7.49%
Investment income	38,434	22,277	16,157	72.53%
Miscellaneous grants and other	216,809	34,134	182,675	535.17%
Total Revenues	<u>2,156,009</u>	<u>1,589,921</u>	<u>566,088</u>	<u>35.60%</u>
Expenses				
Natural resource conservation	<u>2,273,668</u>	<u>1,534,180</u>	<u>739,488</u>	<u>48.20%</u>
Total Expenses	<u>2,273,668</u>	<u>1,534,180</u>	<u>739,488</u>	<u>48.20%</u>
Change in Net Position	(117,659)	55,741	(173,400)	-311.08%
Net Position, Beginning of the Year	<u>1,153,117</u>	<u>1,097,376</u>	<u>55,741</u>	<u>5.08%</u>
Net Position, End of the Year	<u>\$ 1,035,458</u>	<u>\$ 1,153,117</u>	<u>\$ (117,659)</u>	<u>-10.20%</u>

Financial Analysis of the District's Governmental Fund

As noted earlier, fund accounting is used by the District to ensure and demonstrate compliance with finance-related legal requirements.

The District ended the year with a fund balance of \$988,541, an increase of \$86,757 from the prior year. Of that amount, \$422,062 is unassigned and available for general District operations.

BUDGETARY HIGHLIGHTS

Total revenues were under final budget by \$88,122, or 4%, and total expenditures were under final budget by \$73,517, or 3%.

Revenues were under budget for a few reasons. Two grants had later than anticipated start dates, including a State Coastal Conservancy grant awarded for the Napa River Restoration Project and a California Department of Fish and Wildlife grant awarded for the Sulphur Creek Fish Passage Improvement Project. The District realized less than anticipated revenue from grape sales. Additionally, less work was performed under a contract with the City of St. Helena than was anticipated. Expenditures were under budget primarily because a planned office remodel did not take place.

The District completed several large grant-funded projects including: the Re-Oak North Bay Strategy project funded by the North Bay Watershed Association; the Reducing Road-Related Sediment Delivery via LandSmart On-the-Ground project funded by the State Water Resources Control Board; and the LandSmart Youth Stewards: Salmon to Sanctuary project funded by the National Oceanic and Atmospheric Administration.

The District was awarded several new grants including: a second Technical Assistance grant by the National Association of Conservation Districts to support its forestry and wildfire resiliency program; a second B-WET grant from the National Oceanic and Atmospheric Administration to support its LandSmart Youth Stewards: Salmon to Sanctuary project funded; and a Fisheries Restoration grant from the California Department of Fish and Wildlife grant to support its Sulphur Creek Fish Passage Improvement Project. The District also entered in a new contractual partnership with the Mt. Veeder Fire Safe Council (through the Dry Creek-Lokoya Volunteer Fire Department) to deliver the Mt. Veeder and Mayacamas Community Outreach and Education project. Additionally, the District launched a new LandSmart farm planning fee-for-service program to assist vineyard properties in complying with the Water Board's water quality control permit.

CAPITAL ASSETS

For the year ended June 30, 2020, the District owned the 20-acre Huichica Creek Sustainable Agriculture Demonstration Vineyard in the Carneros region of south Napa County, as well as associated land improvements and equipment (vineyard posts, trellis system, fencing, pump). Additionally, the District owned two vehicles, computer equipment (large-scale plotter, network server), and hydrologic equipment (transducer stations, water quality sampler, data logger, rotary screw trap).

DEBT ADMINISTRATION

For the year ended June 30, 2020, the District did not have any long-term debt obligations outstanding.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

For the year 2019-2020, the District received 35% of its revenues from competitive federal grants and an agreement with the USDA Natural Resources Conservation Service, 22% from contracts with local public agencies, 18% from property taxes, 7% from cash donations, 6% from other grants and grape sales, 5% from competitive state grants, 5% from charges for services, and 2% from investment income. In fiscal year 2020-2021, the District anticipates an increase in revenues from competitive state grants, contracts with local public agencies, and charges for services, and a decrease in revenues from federal grants, cash donations, and grape sales.

The District manages towards financial sustainability for the organization by building a reserve balance and by keeping programs and projects focused to accomplish necessary natural resource conservation in Napa County and those suited to staff expertise. The District has identified that grants, especially public agency grants, carry burdened costs that are often not captured in overhead ratios allowed by state and federal funders. Indirect cost analysis completed annually by the District demonstrates that actual indirect costs continue to increase and require adjustments in funding strategies dependent on federal and state grants. Also, a heavy reliance on public agency grants poses challenges because the sources change frequently, and cash flow can be severely affected during times of recession.

The annual revenues for the fiscal year 2020-2021 are projected to be \$2,161,662, a modest 0.3% increase over the fiscal year 2019-2020. The annual expenditures for the fiscal year 2020-2021 are projected to be \$2,182,811, a 4% decrease over the fiscal year 2019-2020. Annual expenditures are projected to remain primarily unchanged because no major staffing or operational changes are anticipated. As a result of the pandemic, the District has developed IT infrastructure and policies to accommodate increased levels of telework, which eliminates its need to undertake a major office remodel originally intended to accommodate a larger staff. On the revenue side, several new grants have either been awarded or are anticipated, and the District has new and expanded agreements with Cal Fire and the City of St. Helena. COVID-19 has highlighted the need to diversify revenue sources, so the District will continue to grow its fee-for-service offerings, and will also undertake a major donor campaign in partnership with the California Association of Resource Conservation Districts. The District will continue to move forward with annexing portions of the City of Napa that were incorporated in 1945 which are currently excluded from its District boundary, and this may impact property tax revenues.

The District contracts with the County for many of its professional services, although it maintains its own office space, vehicles, equipment, and materials. The District contracts with other vendors for Information Technology support and some other professional services.

CONTACTING THE DISTRICT

These financial statements are designed to provide a general overview of the Napa County Resource Conservation District finances for all those interested. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Napa County Resource Conservation District, 1303 Jefferson Street, #500B, Napa, California, 94559.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2020**

	Governmental Activities
ASSETS	
Current Assets:	
Cash and investments	\$ 947,367
Imprest cash	300
Prepaid expense	2,000
Grants and other receivables	406,814
Total Current Assets	1,356,481
Noncurrent Assets:	
Capital assets, net	490,806
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows-pensions	162,148
Total Assets and Deferred Outflows of Resources	\$ 2,009,435
LIABILITIES	
Current Liabilities:	
Accounts payables	\$ 75,039
Accrued payroll	56,092
Unearned revenue	96,944
Customer deposits	12,000
Total Current Liabilities	240,075
Noncurrent Liabilities:	
Due within one year	11,164
Due in more than one year	673,039
Total Noncurrent Liabilities	684,203
Total Liabilities	924,278
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows-pensions	49,699
Total Deferred Inflows of Resources	49,699
NET POSITION	
Net investment in capital assets	490,806
Unrestricted	544,652
Total Net Position	1,035,458
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 2,009,435

The accompanying notes are an integral part of these basic financial statements.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020**

		Program Revenues		
	Expenses	Charges for Services	Operating Grants and Contributions	Total
Governmental Activities:				
Natural resource conservation	\$ 2,273,668	\$ 97,421	\$ 1,410,722	\$ (765,525)
Total Governmental Activities	<u>\$ 2,273,668</u>	<u>\$ 97,421</u>	<u>\$ 1,410,722</u>	<u>(765,525)</u>

General Revenues:

Property tax, levied for general purposes	392,623
Investment income	38,434
Miscellaneous grants and other	<u>216,809</u>

Total general revenues	<u>647,866</u>
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Change in net position	(117,659)
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Net position - beginning	<u>1,153,117</u>
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Net position - ending	<u>\$ 1,035,458</u>
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The accompanying notes are an integral part of these basic financial statements.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
GOVERNMENTAL FUND
BALANCE SHEET
JUNE 30, 2020**

	<u>General Fund</u>
Assets	
Cash and investments	\$ 947,367
Imprest cash	300
Prepaid expenses	2,000
Grants and other receivables	<u>406,814</u>
Total Assets	<u><u>\$ 1,356,481</u></u>
Liabilities	
Accounts payable and accrued expenses	\$ 75,039
Accrued payroll	56,092
Unearned revenue	96,944
Customer deposits	<u>12,000</u>
Total Liabilities	<u>240,075</u>
Deferred Inflows of Resources	
Unavailable revenue	<u>127,865</u>
Total Deferred Inflows of Resources	<u>127,865</u>
Fund Balance	
Restricted for imprest cash	300
Nonspendable-prepaid expenses	2,000
Committed	475,000
Assigned for next year budget	89,179
Unassigned	<u>422,062</u>
Total Fund Balance	<u>988,541</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	<u><u>\$ 1,356,481</u></u>

The accompanying notes are an integral part of these basic financial statements.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET POSITION
JUNE 30, 2020**

Total fund balance of governmental fund	\$ 988,541
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental fund.	490,806
Deferred outflows of resources related to pensions are recorded as deferred outflows of resources in the government-wide financial statements and are not recorded in the governmental fund.	162,148
Long-term obligations are not due and payable in the current period and therefore are not reported in the governmental fund:	
Net pension liability	(642,500)
Compensated absences	(41,703)
Deferred inflows of resources related to pensions are recorded as deferred inflows of resources in the government-wide financial statements and are not recorded in the governmental fund.	(49,699)
Certain revenues received after ninety days from the end of the year are recorded as deferred revenue in the governmental fund and as revenues in the government-wide statement.	<u>127,865</u>
Net position of governmental activities	<u><u>\$ 1,035,458</u></u>

The accompanying notes are an integral part of these basic financial statements.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>General Fund</u>
Revenues:	
Taxes	\$ 392,623
Intergovernmental - State	830,286
Intergovernmental - Local Agencies	622,877
Use of money and property	38,434
Charges for services	97,421
Miscellaneous grants and other	<u>216,809</u>
Total Revenues	<u>2,198,450</u>
Expenditures:	
Salaries and benefits	1,220,413
Services and supplies	<u>891,280</u>
Total Expenditures	<u>2,111,693</u>
Net Change in Fund Balance	86,757
Fund Balance, July 1, 2019	<u>901,784</u>
Fund Balance, June 30, 2020	<u><u>\$ 988,541</u></u>

The accompanying notes are an integral part of these basic financial statements.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020**

Net change in fund balance - total governmental fund	\$	86,757
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Amounts reported for governmental activities in the Statement of Activities differ from the amounts reported in the Statement of Revenues, Expenditures, and Changes in Fund Balance because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation expense or are allocated to the appropriate functional expense when the cost is below the capitalization threshold. This activity is reconciled as follows:

Current year depreciation expense		(23,087)
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Changes in compensated absences do not affect expenditures in the governmental funds but the change is adjusted through salary expense in the Statement of Net Position.		(14,242)
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Changes in proportions from the pension do not affect expenditures in the governmental fund, but the change is adjusted through expense in the government-wide statement.		(124,646)
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Certain revenues received after ninety days from the end of the year are recorded as deferred revenue in the governmental fund and as revenues in the government-wide statement.		(42,441)
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Change in net position of governmental activities	\$	(117,659)
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The accompanying notes are an integral part of these basic financial statements.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2020**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Napa County Soil Conservation District was organized on June 5, 1945, under Article 1.5, Division IX (currently Chapter 3, Division 9) of the Public Resources Code of the State of California. On December 14, 1971, the Board of Directors (Board) changed the District's name to the Napa County Resource Conservation District (District). The District is organized for the purposes in open areas, agricultural areas, urban development, wildlife areas, recreational developments, watershed management, the protection of water quality and water reclamation, the development of storage and distribution of water, and the treatment of each acre of land according to its needs. The District is governed by a Board of Directors that is selected pursuant to Government Code Section 1780. The basic operations of the District are financed by federal and state grants and local grants administered through Napa County.

The accounting policies of the District conform to accounting principles generally accepted in the United States of America, as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The District has defined its reporting entity in accordance with accounting principles generally accepted in the United States of America, which provides guidance for determining which governmental activities, organizations, and functions should be included in the reporting entity. In evaluating how to define the District for financial reporting purposes, management has considered all potential component units. The primary criterion for including a potential component unit within the reporting entity is the governing body's financial accountability. A primary governmental entity is financially accountable if it appoints a voting majority of a component unit's governing body and it is able to impose its will on the component unit, or if there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable if a component unit is fiscally dependent on the primary governmental entity regardless of whether the component unit has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board.

No operations of other entities met the aforementioned oversight criteria for inclusion or exclusion from the accompanying financial statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 61.

B. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the primary government (the District). These statements include the financial activities of the overall government. Governmental activities are normally supported by taxes and intergovernmental revenues.

The statement of activities demonstrates the degree to which the program expenses of a given function are offset by program revenues. Program expenses include direct expenses, which are clearly identifiable with a specific function. Program revenues include 1) charges paid by the recipient of goods or services offered by the programs and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented instead as general revenues.

When both restricted and unrestricted net position is available, unrestricted resources are used only after the restricted resources are depleted.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Basis of Presentation (Continued)

Fund Financial Statements

The fund financial statements provide information about the District's funds. The emphasis of fund financial statements is on major governmental funds, each displayed in separate columns. All remaining governmental funds are separately aggregated and reported as nonmajor funds.

The District reports the following governmental fund:

General Fund - This fund accounts for all the financial resources not required to be accounted for in another fund. This fund consists primarily of general government type activities.

C. Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned or, for property tax revenues, in the period for which levied. Expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Revenues from grants, entitlements, and donations are recognized in the year in which all eligible requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Resources not available to finance expenditures and commitments of the current period are recognized as deferred revenue or as a reservation of fund balance. The District considers property taxes available if they are collected within sixty-days after year-end.

Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt, as well as compensated absences and claims and judgments are recorded only when payment is due. General capital acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and capital leases are reported as other financial sources.

When applicable, the District reports deferred revenue on its balance sheet. Deferred revenue arises when a potential revenue source does not meet both the measurable and available criteria for recognition in the current period. Other than property taxes, the District considers revenue available if received within ninety-days after year-end. Deferred revenues also arise when resources are received by the District before it has legal claim to them, as when grant monies are received prior to the occurrences of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the District has legal claim to the resources, deferred revenue is removed from the combined balance sheet and revenue is recognized.

D. Grant Revenue

Grant revenue is recognized when program expenditures are incurred in accordance with program guidelines. Such revenue is subject to review by the funding agency and may result in disallowance in subsequent periods.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Capital Assets

Capital assets have been acquired for general District purposes. Assets purchased are recorded as expenditures in the governmental funds and capitalized at cost or estimated cost where no historical records are available. The District defines capital assets as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets are depreciated using the straight-line method over their estimated useful lives. The useful lives are as follows:

Land Improvements	20 years
Computer Equipment	3 years
Hydrologic Equipment	5 years
Field Equipment	7-20 years

F. Property Taxes

The District receives property taxes from the County of Napa (County), which has been assigned the responsibility for assessment, collection, and apportionment of property taxes for all taxing jurisdictions within the County. Secured property taxes are levied on July 1 for the following fiscal year and on which date it becomes a lien on real property. Secured property taxes are due in two installments on November 1 and February 1 and are delinquent after December 10 and April 10. Property taxes on unsecured roll are due on the July 1 lien date and become delinquent if unpaid by August 31.

The District participates in the County's "Teeter Plan" method of property tax distribution and this receives 100% of the District's apportionment each fiscal year, eliminating the need for an allowance for uncollectible. The County, in return, receives all penalties and interest on the related delinquent taxes. Under the Teeter Plan, the County remits property taxes to the District based on assessments, not on collections, according to the following minimum schedule: 55 percent in December, 40 percent in April, and 5 percent at the end of the fiscal year. Property tax is recognized when it is available and measurable. The District considers property tax as available if it is received within 60 days after fiscal year-end.

G. Fund Equity

The unassigned fund balance for the governmental fund represents the amount available for budgeting future operations. Unrestricted net position represents the net position available for future operations.

Restrictions of fund balance of the governmental fund are established to either (1) satisfy legal covenants that require a portion of fund balance to be segregated or (2) identify the portion of the fund balance that is not appropriate for future expenditures.

Restricted net position represents the net position legally identified for specific purposes.

H. Compensated Absences

Employee's eligible for paid leave, which includes leave for vacation, sick days, and personal necessities, include full time and part time employees that work a minimum of 20 hours per week.

During the first five years of employment, a full time employee earns seventy-eight (78) hours of vacation and sick leave each per year and cannot carry more than eighty (80) hours into the next calendar year. Those employed five to ten years and are full time with the District earn one hundred seventeen (117) hours and may not carry more than one hundred and twenty (120) into the next calendar year. For those employed over ten years and are full time with the District earn one hundred and fifty-six (156) hours and may not carry more than one hundred and sixty (160) hours into the next calendar year. Upon termination of employment from the District, an employee will be paid for vacation time accrued through the employee's last day on the payroll. No portion of accrued sick leave is paid out at termination. No current portion of this the accrued vacation liability is recorded at year-end.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

I. Employee Benefits and Indirect Costs

The District's Employee Benefits and Indirect Costs are allocated based upon actual expenditures to all grants in accordance with the Office of Management and Budget Uniform Guidance. The District's employee benefits are allocated to grant projects as a percentage of the District's direct labor cost. Indirect costs necessary to sustain overall operations are allocated as a percentage of total allowable direct costs charged to grant projects. Contribution to indirect costs represent revenues that offset certain costs included in the Indirect Cost Pool.

J. Budgetary Reporting

The District prepares an annual operating and capital budget, which is approved and adopted by the Board of Directors. The budget serves as an approved plan to facilitate financial control and operational evaluation.

K. Use of Estimates

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

L. Recently Implemented GASB Pronouncements

GASB Statement No. 95 – *Postponement of the Effective Dates of Certain Authoritative Guidance.* This statement provides temporary relief to governments and stakeholders in light of the COVID-19 pandemic. The requirements of this statement are effective immediately. The effective dates for GASB Statements Nos. 84, 88, 89, 90, 91, 92, and 93 were postponed by one year for the District. The effective date for GASB Statement No. 87 was postponed by 18 months for the District.

M. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 2 – CASH AND INVESTMENTS

Cash and investments at June 30, 2020, consisted of the following:

Napa County investment pool	\$ 947,367
Imprest cash	300
Total cash and investments	<u>\$ 947,667</u>

A. Investment in Government Pool

Investments are accounted for in accordance with the provisions of GASB Statement No. 31, which requires governmental entities to report certain investments at fair value in the balance sheet and recognize the corresponding change in fair value of investments in the year in which the change occurred. The District reports its investment in the County investment pool at fair value based on quoted market information obtained from fiscal agents or other sources if the change is material to the financial statements.

NOTE 2 – CASH AND INVESTMENTS (Continued)

A. Investment in Government Pool (Continued)

The County has established a treasury oversight committee to monitor and review the management of public funds maintained in the investment pool in accordance with Article 6 Section 27131 of the California Government Code. The oversight committee and the Board of Supervisors review and approve the investment policy annually. The County Treasurer prepares and submits a comprehensive investment report to the members of the oversight committee and the investment pool participants every month. The report covers the type of investments in the pool, maturity dates, par value, actual cost and fair value.

NOTE 3 – CAPITAL ASSETS

A summary of changes in capital assets for the year ended June 30, 2020, is as follows:

	Balance July 1, 2019	Additions	Retirement/ Adjustments	Balance June 30, 2020
Capital assets not depreciated				
Land and right of way	\$ 350,100	\$ -	\$ -	\$ 350,100
Capital assets, being depreciated:				
Vineyard land improvements	118,572	-	-	118,572
Computer equipment	17,195	-	-	17,195
Hydrologic equipment	31,868	-	-	31,868
Vineyard equipment and improvements	66,876	-	-	66,876
Vehicles	63,386	-	-	63,386
Infrastructure	25,999	-	-	25,999
Total capital assets, being depreciated	323,896	-	-	323,896
Less accumulated depreciation	(160,103)	(23,087)	-	(183,190)
Governmental activities, capital assets, net	\$ 513,893	\$ (23,087)	\$ -	\$ 490,806

Current year depreciation expense of \$23,087 was charged.

NOTE 4 – LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities reported in the government-wide financial statements for the year ended June 30, 2020:

	Balance July 1, 2019	Additions	Retirement/ Adjustments	Balance June 30, 2020	Due Within One Year
Governmental activities					
Net pension liability	\$ 538,297	\$ 104,203	\$ -	\$ 642,500	\$ -
Compensated absences	27,461	51,656	(37,414)	41,703	11,164
Total	\$ 565,758	\$ 155,859	\$ (37,414)	\$ 684,203	\$ 11,164

NOTE 5 – NET POSITION/FUND BALANCE

Net Position – Government-Wide Financial Statements

The government-wide financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted, and unrestricted.

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

When both restricted and unrestricted net position are available, unrestricted resources are used only after the restricted resources are depleted.

Fund Balance – Governmental Fund

The District has adopted a policy for GASB Statement No. 54, *Fund Balance Reporting*. GASB Statement No. 54 establishes fund balance classifications that comprise a hierarchy based on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. While the classifications of fund balance in the District's governmental fund were revised, the implementation of this standard had no effect on total fund balance.

- *Nonspendable* – The fund balance includes those amounts that are not in a spendable form or are required to be maintained intact. The District has recorded prepaid expense as nonspendable fund balance.
- *Restricted* fund balance has external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose. Encumbrances and nonspendable amounts subject to restrictions are included along with spendable resources. The District has imprest cash as restricted fund balance.
- *Committed* – The fund balance includes amounts that can be used only for the specific purpose determined by a formal action of the government's highest level of decision-making authority. Per resolution 2017-03, the District committed \$100,000 fund balance for capital improvements at Huichica Creek Sustainable Creek Vineyard and \$375,000 for budget stabilization.
- *Assigned* – The fund balance includes amounts *intended* to be used by the District for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. The District has assigned fund balance for next year's budget
- *Unassigned* – The fund balance is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose.

NOTE 6 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN

A. General Information about the Pension Plans

Plan Descriptions – All qualified permanent and probationary employees of the District are eligible to participate in the District's Miscellaneous (all other) Employee Pension Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at June 30, 2020, are summarized as follows:

Hire Date	Miscellaneous	
	Prior to January 1, 2013	On or after January 1, 2013
Benefit formula	2% @ 60	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	55-60	52-67
Monthly benefits as a % of eligible compensation	1.50% to 2.00%	1.00% to 2.00%
Required employee contribution rates	7.00%	6.25%
Required employer contribution rates	7.63%	6.84%

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2020, the contributions recognized as part of pension expense for each Plan were as follows:

Contributions-employer	\$	69,594
Contributions-employee (paid by employer)	\$	-

NOTE 6 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN**B. Pension Liability, Pension Expense, and Deferred Outflows/Inflows of Resources Related to Pensions**

As of June 30, 2020, the District reported a net pension liability for its proportionate share of the net pension liability of the Plans as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous Plan	\$ 642,500

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2019, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018, rolled forward to June 30, 2019, using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The District's proportionate share of the net pension liability as of June 30, 2020 and 2019, was as follows:

Proportion - June 30, 2019	0.01491%
Proportion - June 30, 2020	<u>0.01604%</u>
Change - Increase (Decrease)	0.00113%

For the year ended June 30, 2020, the District recognized pension expense of \$190,978. At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ 41,167	\$ -
Changes of Assumptions	19,777	-
Net Differences between Projected and Actual Earnings on Pension Plan Investments	-	(11,233)
Changes in Proportion	31,610	-
Difference in Actual and Proportionate Share of Contributions	-	(38,466)
District Contributions Subsequent to Measurement Date	<u>69,594</u>	<u>-</u>
Total	<u>\$ 162,148</u>	<u>\$ (49,699)</u>

NOTE 6 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (Continued)**B. Pension Liability, Pension Expense, and Deferred Outflows/Inflows of Resources Related to Pensions** (Continued)

\$69,594 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	
2021	\$ 53,182
2022	(17,461)
2023	4,863
2024	2,271
2025	-
Thereafter	-
Total	<u>\$ 42,855</u>

Pension Liability is anticipated to be fully funded by 2024.

Actuarial Assumptions – The total pension liability in the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions:

	Miscellaneous
Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	3.00%
Projected Salary Increase	3.3% - 14.2%
Investment Rate of Return	7.15%

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2018 valuation were based on the results of a January 2014 actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can found on the CalPERS website.

Discount Rate – The discount rate used to measure the total pension liability was 7.15% for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

NOTE 6 – DEFINED BENEFIT PENSION COST-SHARING EMPLOYER PLAN (Continued)**B. Pension Liability, Pension Expense, and Deferred Outflows/Inflows of Resources Related to Pensions** (Continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 ^(a)	Real Return Years 11+ ^(b)
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Estate	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
Total	100.00%		

^(a) An expected inflation of 2.00% used for this period.

^(b) An expected inflation of 2.92% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Discount Rate -1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate +1% (8.15%)
Miscellaneous Plan	\$ 1,119,271	\$ 642,500	\$ 248,960

NOTE 7 – DEFERRED INFLOWS OF RESOURCES

Deferred inflows of resources (other than those accruing from pensions) in governmental funds arise when potential revenue does not meet the “available” criteria for recognition in the current period. Deferred inflows of resources (deferred revenue in accrual based statements) also arises when resources are received by the District before it has a legal claim to them (i.e., when grant monies are received prior to the incurrence of qualifying expenditures).

NOTE 8 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District is exposed to various risks of loss related to general liability and workers’ compensation. Insurance for the District is secured through commercial insurance for both general liability and workers’ compensation. Settlements have not exceeded insurance coverage in any of the last three years.

NOTE 9 – COMMITMENTS AND CONTINGENCIES

Grant Contingencies

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time.

Commitments

At June 30, 2020, the District has open contracts related to professional service agreements.

NOTE 10 – RELATED PARTY TRANSACTIONS

During the year ended June 30, 2020, the District paid the County, a related party, \$41,728 for administrative and accounting services. The County provided funding during the year in the amount of \$312,989 to offset administration costs.

NOTE 11 – SUBSEQUENT EVENTS

Subsequent events have been evaluated through January 4, 2021, which is the date the basic financial statements were available to be issued.

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) pandemic. In response, the County, followed by the Governor of California, issued a Shelter at Home order effective March 19, 2020, requiring certain non-essential businesses to temporarily close to the public. At the current time, management is unable to quantify the potential effects of this pandemic on its future financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
JUNE 30, 2020**

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
Revenues:				
Taxes	\$ 325,000	\$ 325,000	\$ 392,623	\$ 67,623
Intergovernmental - State	988,668	988,668	830,286	(158,382)
Intergovernmental - Local Agencies	550,086	550,086	622,877	72,791
Use of money and property	8,500	8,500	38,434	29,934
Charges for services	199,980	199,980	97,421	(102,559)
Miscellaneous grants and other	214,338	214,338	216,809	2,471
Total Revenues	<u>2,286,572</u>	<u>2,286,572</u>	<u>2,198,450</u>	<u>(88,122)</u>
Expenditures:				
Salaries and benefits	1,194,050	1,228,425	1,220,413	8,012
Services and supplies	991,160	956,785	891,280	65,505
Total Expenditures	<u>2,185,210</u>	<u>2,185,210</u>	<u>2,111,693</u>	<u>73,517</u>
Net Change in Fund Balance	<u>\$ 101,362</u>	<u>\$ 101,362</u>	86,757	<u>\$ (14,605)</u>
Fund Balance, Beginning of the Year			<u>901,784</u>	
Fund Balance, End of the Year			<u>\$ 988,541</u>	

The accompanying note to the required supplementary information is an integral part of this schedule.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
JUNE 30, 2020**

Measurement date	District's proportionate share of the net pension liability	District's proportionate share of the net pension liability	District's covered payroll	District's proportionate share of the net pension liability as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
6/30/2014	0.01895%	\$ 630,553	\$ 695,347	90.68%	72.95%
6/30/2015	0.01740%	519,872	674,440	77.08%	79.25%
6/30/2016	0.01679%	604,445	716,354	84.38%	80.92%
6/30/2017	0.01428%	661,717	716,082	92.41%	77.88%
6/30/2018	0.01491%	538,298	680,706	79.08%	82.37%
6/30/2019	0.01604%	642,500	732,056	87.77%	77.73%

The schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, only information for those years for which information is available is presented.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF THE DISTRICT'S PENSION CONTRIBUTIONS
JUNE 30, 2020**

Date	Contractually required contribution	Contributions in relation to the contractually required contribution	Contribution deficiency (excess)	District's covered payroll	Contribution as a percentage of covered payroll
6/30/2015	\$ 134,948	\$ 134,948	\$ -	\$ 674,440	20.01%
6/30/2016	117,030	117,030	-	716,354	16.34%
6/30/2017	140,763	140,763	-	716,082	19.66%
6/30/2018	67,013	67,013	-	680,706	9.84%
6/30/2019	79,791	79,791	-	732,056	10.90%
6/30/2020	69,594	69,594	-	994,353	7.00%

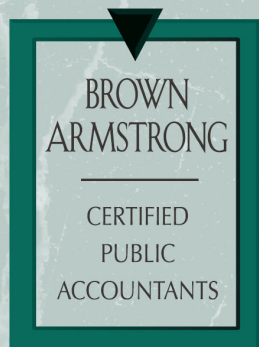
The schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, only information for those years for which information is available is presented.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2020**

NOTE 1 – BUDGETS AND BUDGETARY ACCOUNTING

The Napa County Resource Conservation District (the District) is required to prepare a budget each year based on estimates of revenues and expected expenditures. The budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is exercised at the budget unit (departmental) level. All changes to the budget during the year are reflected in these financial statements and require the approval of the governing board. All unencumbered appropriations lapse at the end of each year.

The budgetary data presented in the accompanying financial statements includes all revisions approved by the Board of Directors.



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors of the
Napa County Resource Conservation District
Napa, California

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We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and fund information of the Napa County Resource Conservation District (the District), a component unit of the County of Napa (the County), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated January 4, 2021.

Internal Control Over Financial Reporting

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of the County's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 County's internal control or on compliance relating to the District. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance relating to the District. Accordingly, this report is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

A handwritten signature in blue ink that reads "Brown Armstrong Accountancy Corporation". The signature is written in a cursive, flowing style.

Bakersfield, California
January 4, 2021

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
SCHEDULE OF FINDINGS
JUNE 30, 2020**

Findings Relating to Financial Statements Reported in Accordance with *Government Auditing Standards*

None noted.

**NAPA COUNTY RESOURCE CONSERVATION DISTRICT
STATUS OF PRIOR YEAR FINDINGS
JUNE 30, 2020**

Findings Relating to Financial Statements Reported in Accordance with Government Auditing Standards

**Finding 2019-FS01
Direct Cost Allocation**

Condition:

During the 2017/18 fiscal year audit we noted the Napa County Resource Conservation District (the District) was applying the CalPERS contribution percentage to calculate the full hourly billable rate charged to grants based on the Classic Miscellaneous estimated total employer contribution percentage of project payroll. The District was also applying this rate to the PEPRA employees whose CalPERS appointment effective begin date was after January 1, 2013. The PEPRA rate is lower than the Classic rate resulting in a higher hourly rate charged to grants for the PEPRA employees.

Effect of Condition:

The condition creates a potential to overbill the grant for the difference between the Classic Miscellaneous percentage that is applied to the hourly rate and the PEPRA percentage that should be applied to the hourly rate for PEPRA employees.

Recommendation:

It is recommended that the District examine the percentages that are used for CalPERS when calculating the full hourly billable rate and apply the classic miscellaneous percentage to CalPERS Classic employees and apply the PEPRA percentage to PEPRA employees.

Views of Responsible Officials and Planned Corrective Actions:

Beginning in the 2019/20 fiscal year, the District has revised its full hourly billable rates so that they correctly apply the classic miscellaneous percentage to CalPERS classic employees and apply the PEPRA percentages to PEPRA employees. The correct CalPERS percentages will also be used by the District in negotiating the indirect cost rate with the federal government.

Current Year Status:

Implemented.