

TOWN OF ATHERTON, CALIFORNIA
BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2020

Prepared by
FINANCE DEPARTMENT

This Page Left Intentionally Blank

TOWN OF ATHERTON
Basic Financial Statements
For the Year Ended June 30, 2020

Table of Contents

FINANCIAL SECTION:

<i>Independent Auditor's Report</i>	1
<i>Management's Discussion and Analysis</i>	3
<i>Basic Financial Statements</i>	
Government-wide Financial Statements:	
Statement of Net Position.....	16
Statement of Activities	17
Fund Financial Statements:	
Governmental Funds:	
Balance Sheet.....	20
Reconciliation of the Governmental Funds – Balance Sheet with the Statement of Net Position	22
Statement of Revenues, Expenditures, and Changes in Fund Balances	24
Reconciliation of the Net Change in Fund Balances – Total Governmental Funds with the Statement of Activities	26
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual:	
General Fund	27
Special Tax Special Revenue Fund	28
Library Special Revenue Fund	29
Proprietary Funds:	
Statement of Net Position	32
Statement of Revenues, Expenses, and Changes in Fund Net Position	33
Statement of Cash Flows	34

TOWN OF ATHERTON
Basic Financial Statements
For the Year Ended June 30, 2020

FINANCIAL SECTION (Continued):

Fiduciary Fund:

Statement of Net Position	36
Statement of Changes in Fiduciary Net Position.....	37
Notes to Basic Financial Statements	39

Required Supplemental Information:

Schedule of Plan's Proportionate Share of the Net Pension Liability	74
Schedule of Contributions – Pension Plan	75
Schedule of Changes in Net OPEB Liability and Related Ratios.....	76
Schedule of Contributions – Retiree Healthcare OPEB Plan	77
Notes to Schedule of Employer Contributions – Retiree Healthcare OPEB Plan	77
Schedule of Investment Returns – Other Post-Employment Retirement Benefits Trust Fund	78

Supplemental Information:

Non-Major Governmental Funds:

Combining Balance Sheet	80
Combining Statement of Revenues, Expenditures and Changes in Fund Balances.....	82
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances-Budget and Actual	84

Internal Service Funds:

Combining Statement of Net Position.....	88
Combining Statement of Revenues, Expenses, and Changes in Fund Net Position	89
Combining Statement of Cash Flows.....	90

Fiduciary Funds:

Statements of Changes in Assets and Liabilities – Agency Funds	92
--	----

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	93
---	-----------

INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the City Council
Town of Atherton, California

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Atherton, California (Town), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town as of June 30, 2020 and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparisons listed in the Table of Contents as part of the basic financial statements for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The Introductory Section and Supplemental Information listed in the Table of Contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2020, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Maze & Associates

Pleasant Hill, California
December 18, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Atherton, we offer readers of the Town of Atherton's financial statements this narrative overview and analysis of the financial activities of the Town of Atherton for the fiscal year ended June 30, 2020. We encourage readers to consider the information presented here.

FINANCIAL HIGHLIGHTS

- The assets of the Town of Atherton exceeded its liabilities at the close of the most recent fiscal year by \$74,358,164 (*net position*). Of this amount, \$3,089,639 (unrestricted position) may be used to meet the government's ongoing obligations to citizens and creditors.
- The government's total net position increased by \$9,012,003. This includes total revenues of \$25,972,105 over total expenditures of \$16,960,102. The increase is due to higher total revenues of \$2,544,904. The town received higher property tax revenues of \$1,088,345. There were higher other taxes revenues of about \$150,265. Operating grants and contributions had an increase of \$2,526,643. There was a decrease in charges for services of \$1,037,904 and a decrease in investment earnings of \$166,077. The year had an increase in total expenses of \$1,513,157, of which a majority was attributed to an additional recognized pension expense of \$1,601,721, reduction in Net OPEB expense of \$764,935, Capital Lease expense cost of issuance of \$163,370, additional capital expenditure outlays and disposals, and contributions towards Workers' Compensation negative equity.
- The Town recorded a net pension liability of \$17,644,864, which is an increase of \$1,447,753 to last year. The Miscellaneous employee plan is \$4,957,053 and Safety is \$12,687,811.
- The Town recorded a net OPEB liability of \$3,105,300. This is a decrease of \$539,363 from last fiscal year.
- As of the close of the current fiscal year, the Town of Atherton's governmental funds reported combined ending fund balances of \$43,329,198, a decrease of \$1,524,630 in comparison with the prior year.
- The General Fund is the chief operating account of the Town. At the end of the current fiscal year, the unassigned fund balance for the general fund was \$24,493,202, or 179 percent of total general fund expenditures of \$13,680,869. The Town has a fund balance policy of not dropping the unassigned fund balance below 20% of the actual annual operating expenditures and the Town balance well exceeds this amount.
- The unassigned General Fund balance increased by \$4,345,392 compared to fiscal year 2018-2019. Key contributing factors included an increase of transfers out compared to the prior year and COP lease financing. Transfers out were \$7,853,947 to last fiscal year transfer out of \$237,929 from the General Fund. This fiscal year transfers out included \$110,000 allocation towards Workers' compensation negative equity reserve. There was a transfer out of \$7,743,947 during the year from the General Fund to the Facility Construction Capital Fund for the construction payment application towards the new Town Center. Construction on the project began June 2019. The \$7.743 million transfer out was prior to the COP Lease financing. There was a decrease in General Fund revenues of \$369,235 and an increase in total expenditures of \$656,645 year over year. The General Fund maintained excess revenues over expenditures of \$4,638,931. During June 2020, prior to fiscal year end, the Town entered into Lease Financing in the amount of \$7,680,000 in proceeds. With the inclusion of the transfers out of \$7,853,947, this culminated in a positive change in fund balance of \$4,464,984 for the fiscal year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to the Town of Atherton's basic financial statements. The Town of Atherton's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the Town of Atherton's finances, in a manner similar to private-sector business.

The *Statement of Net Position* presents information on all of the Town of Atherton's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town of Atherton is improving or deteriorating.

The *Statement of Activities* presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets 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 this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Town of Atherton that are principally supported by taxes and intergovernmental revenues (*governmental activities*). The governmental activities of the Town of Atherton include general government, planning, building, public safety (Police), and public works.

The government-wide financial statements can be found on pages 16-17 of this report.

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 Town of Atherton, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town of Atherton can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental 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 fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Atherton maintains fourteen individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Special Tax Special Revenue Fund, and Library Special Revenue Fund, all of which are considered to be major funds. The Town of Atherton also elected to include Facilities Construction Capital Projects Fund as a major fund. Data from the other ten governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of *combining statements* elsewhere in this report.

The Town of Atherton adopts an annual appropriated budget for its General Fund, Special Tax Special Revenue Fund, and Library Special Revenue Fund. A budgetary comparison statement has been provided for the General Fund, Special Tax Special Revenue Fund, and Library Special Revenue Fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 20-26 of this report.

Proprietary funds. The Town of Atherton maintains one type of proprietary funds. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the Town of Atherton various functions. The Town of Atherton uses internal service funds to account for its fleet of vehicles and equipment, workers' compensation liability, general and employment liabilities, and employee benefits including compensated absences and other post-employment benefits other than pension. Because all of these services predominantly benefit governmental rather than business-type functions, they have been included within *governmental activities* in the government-wide financial statements.

The basic proprietary fund financial statements can be found on pages 32-34 of this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town of Atherton's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

The basic fiduciary fund financial statements can be found on pages 36-37 of this report.

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. The notes to the financial statements can be found on pages 39-70 of this report.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* providing a budgetary comparison statement for General Fund, Special Tax Special Revenue Fund, and Library Special Revenue Fund. Required supplementary information can be found on pages 39-70 of this report.

The combining statements referred to earlier in connection with nonmajor governmental funds and internal service funds are presented immediately following the required supplementary information. Combining and individual fund statements and schedules can be found on 78-90 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town of Atherton, assets exceeded liabilities by \$74,358,164 at the close of the most recent fiscal year.

By far the largest portion of the Town of Atherton's net position (74 percent) reflects its investment in capital assets of \$55,177,906 (e.g., land, buildings, vehicles, machinery, and equipment) less any related debt used to acquire those assets that are still outstanding. Capital Assets increased \$18,854,228 in the year as a majority of the increase was due to the beginning of construction of the Town Center and Library project. The Town of Atherton uses capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Town of Atherton's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Town of Atherton Net Position

	2020	2019
Current and other assets	\$ 55,007,321	\$ 55,320,157
Capital assets	55,177,906	36,323,678
Total assets	110,185,227	91,643,835
Deferred Outflow of Resources	4,586,824	4,007,139
Current liabilities	8,453,816	6,968,325
Noncurrent liabilities	28,220,515	20,105,013
Total liabilities	36,674,331	27,073,338
Deferred Inflow of Resources	3,739,556	3,231,475
Net Assets:		
Invested in capital assets, net of related debt	55,177,906	36,323,678
Restricted	16,090,619	22,080,233
Unrestricted	3,089,639	6,942,250
Total net position	\$ 74,358,164	\$ 65,346,161

An additional portion of the Town of Atherton net position \$16,090,619 (21.6 percent) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$3,089,639 may be used to meet the government's ongoing obligations. The implementation of GASB 75 during the fiscal year 2017-18 required the recognition of the entire net OPEB liability. This included a prior period adjustment to the net position in governmental activities and employee benefits fund for a total of \$9,738,515. This adjustment was in the unrestricted net position balance in the government-wide statement. There was an increase in net pension expense of \$1,601,721 for the fiscal year 2019-20. In June 2020, the Town procured Capital Lease financing in the amount of \$7,680,000 for the Town Center project. These were additional adjustments in the unrestricted net position balance along with net pension and OPEB liabilities.

At the end of the current fiscal year, the Town of Atherton is able to report positive balances for all three categories of net assets related to governmental activities. This same situation held true for the prior fiscal year.

Governmental activities Governmental activities increased the Town of Atherton's net assets by \$9,012,003. Fiscal year 2019-20 included an increase in recognized pension expense of \$1,601,721. Implementation of GASB statements 68 and 71 in fiscal year 14/15 required the recognition of pension liabilities, deferred outflows, and deferred inflows of resources for pensions, which totaled \$13,315,477. Together the recognized pension expense of \$1,601,721 in the fiscal year, this reflects a total adjustment of \$14,917,198 to the Total Net Position. For the Fiscal Year end the Town recognized a reduction in OPEB expense of \$764,935. With the addition of the OPEB pension liability, deferred outflows, and deferred inflows of resources for OPEB, this resulted in a total adjustment amount of \$4,985,698 in the current fiscal year. The total Town Net Position is \$74,358,164. Without the recognition of pension and OPEB liabilities, the Town would have a total net position of \$94,261,060 for FY 2019-20. Total governmental activities had higher property taxes, sales taxes, and other taxes for a combined total of \$1,238,610 in the fiscal year. The Town had a decrease in charges for services of \$1,037,904, which was attributed to a reduction of C&D deposit forfeiture and the COVID-19 shutdown in March. An increase in operating grants of \$2,526,643 represented Atherton Now contributions toward the Town Center project. There was a decrease in investment earnings of \$166,077 over last year, mainly due to fair market value adjustment was lower than the previous year by \$188,745. The Town had an increase in expenditures of \$1,513,157 across major funds and other governmental funds due to additional pension expense, allocation toward Workers' Compensation negative equity, and increased asset cost additions. The Town made \$205,901 contribution toward its Net OPEB Obligation. The Town has contributed a combined \$2,196,854 during the previous five fiscal years toward the OPEB trust for continued reduction of its unfunded liability.

Town of Atherton's Changes in Net Position

	2020	2019
Revenues:		
Program revenues:		
Charges for services	\$ 2,777,300	\$ 3,815,204
Operating grants and contributions	4,785,893	2,259,250
General revenues:		
Taxes	17,125,693	15,887,083
Investment earnings	1,041,229	1,207,306
Other revenues	241,990	258,358
Total revenues	25,972,105	23,427,201
Expenses:		
General government	2,885,991	1,825,272
Public works	4,423,379	4,946,656
Police	8,246,002	7,212,959
Building	1,108,699	1,195,831
Planning	296,031	266,227
Total expenses	16,960,102	15,446,945
Change in Net Position	9,012,003	7,980,256
Net assets - Beginning	65,346,161	57,365,905
Net assets - Ending	74,358,164	65,346,161

- Charges for services decreased by \$1,037,904 during the year. The decrease was primarily due to Public Works, Building, and Police department charges for services. The Town saw a decrease in Public Works charge for services of \$839,732. This was due to C&D deposit forfeiture of only \$27,600 from building construction deposits that were forfeited for construction time limit. There was \$601,547 in C&D forfeiture last fiscal year. Town encroachment permit fees decreased \$198,133 from the previous year of \$424,393. Park fees had an overall decrease of \$30,296 from the \$212,854 received in previous year. The Town had an increase of \$34,646 in refuse rate stabilization fund revenues over last fiscal year amount of \$177,245. Charges for Police Services had a decrease of \$37,962. Other fines and forfeiture had a decrease of \$17,821 over last year. Muni/vehicle code fines had a decrease of \$6,954 and special service fee for police had a decrease of \$4,316. There was a decrease of administrative citations of \$7,500 from the previous year for an amount of \$76,700. Building department charges for services had a reduction of \$270,201 from the prior year. It is important to note that in March, due to the COVID-19 pandemic, building and construction activity was on hold for over a month. Building Department revenue saw a decrease of \$271,137 in building permits, building plan check fees, and tree removal plan check fees from the previous year for a total of \$1,324,934. Zoning and planning fees saw an increase of \$28,170.

- Operating grants and contribution increased overall by \$2,526,643 during the year. A majority of the increase was due to an increase of \$3,473,970 in Civic Center donations. The Town received \$3,860,482 in donations from Atherton Now for the construction phase of the Town Center project. In the previous year we received \$386,512 in donations. The Town received \$22,607 more in Gas Tax and \$15,647 less in Measure A transportation tax funding for street projects. The Town also received capital grant funds of \$70,448 from CalTrans for a Town water capture facility project. This is a decrease of \$970,946 from the prior year. During the fiscal year, the study and engineering design for siting of the project was terminated. The Town received all its grants fund expense reimbursements for the study and engineering design on the project.
- Town-wide Taxes increased by \$1,238,610 (7.8 percent) during the year. The increase was mainly due to secured properties taxes increase of \$1,009,067. ERAF revenue increased \$92,319 over previous year for a total of \$1,784,091. There was an increase in sales tax by \$10,080 over the previous year. There was a total \$140,185 increase in other taxes, which included \$102,969 increase in franchise fees for a total of \$922,512. Majority of the increase is due to receiving the 2nd quarter cable franchise fee from prior year end. PG&E franchise fee had an increase of \$18,055 and Garbage fee increased by \$22,932. There was a \$3,545 increase in Document transfer tax to \$444,416 for the year. Business license fees increased by \$33,671.
- Investment earnings are lower than last year by \$166,077. This was due to decrease in interest rates and a major fair market value adjustment to investments in the fiscal year of \$91,729, compared to the prior year adjustment of \$280,474. The Town continues to diversify its investments.
- Total Government Activities expenses increased by \$1,513,157 (9.8 percent) during the year. The Town had an increase in expenditures of \$1,513,157 across major funds and other governmental funds mainly due to additional pension expense, allocation toward Workers' Compensation negative equity, increase in capital projects outlay and disposals expense, and increased asset cost additions.

Financial Analysis of the Government's Funds

As noted earlier, the Town of Atherton uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

From FY 2011, The Town adopted the provision of Governmental Accounting Standards Board Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*. Additional information can be found in Note 7 on pages 56 through 62 in the financial statements.

Governmental funds:

The focus of the Town of Atherton's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of Atherton's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

General Fund is the chief operating fund of the Town of Atherton. At the end of the current fiscal year, unassigned fund balance of the general fund was \$24,493,202, while total fund balance reached \$27,238,579. As a measure of the general fund's liquidity, it is useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 179 percent of the total general fund expenditures of \$13,680,869, while total fund balance represents 199.1 percent of that same amount of total expenditures.

Town of Atherton's general fund balance increased by \$4,638,931 during the current fiscal year. Key factors in the increase are as follows:

- The Council authorized an allocation from the General Fund that included \$110,000 allocation towards Workers' Compensation negative equity reserve. There was a transfer out of \$7,743,947 to the Facility Construction Fund as construction on the Town Center project began in the summer of 2019. With Council direction, the unallocated reserve balance can be appropriated towards operational use, for capital projects or to pay down liabilities. It is expected that the General Fund unallocated reserve fund

balance will be used toward the construction of the Town Center project. The previous year total allocations from the General Fund were \$237,929 toward Workers Compensation.

- The General Fund Revenue decreased \$369,235 from the prior year and there was a \$656,645 increase in General Fund operating expenditures. The increase in expenditures was due to increase in unfunded CalPERS liability, equipment purchases, workers compensation, liability, and health insurance, increase in operational expenses within General government departments, Police, and Public Works departments. Additional short-term expense of \$93,341 was due to COVID-19 pandemic. There was an MOU salary increase of 3% for unrepresented miscellaneous employees. On July 1, 2019, the Atherton Police Officers Association began a four (4) year MOU. Salary increases ranged from 1.45% for Police Officers, 3% for Sergeants, 2.4% for dispatchers, 6.2% for code enforcement, and 7.1% for Support Services Coordinator. MOU increase in future years is based off CPI index in February each year.
- The CalPERS employer contribution rate had a slight increase, as total expense was \$52,871 more than the previous year. All Town employees have picked up the maximum additional employer contribution share of normal cost. CalPERS continues to collect the unfunded liability as a dollar amount. The Town payment of the unfunded liability portion for the fiscal year increased \$201,054 to \$1,039,269. The total CalPERS expense for the Town increased \$253,925.
- Property tax revenues increased by \$685,010. In the previous year property taxes increased \$1,113,897. Secured property taxes increased \$606,828. Property Tax in Lieu of VLF had an increase of \$22,202 and ERAF revenue had an increase of \$92,319.
- Other taxes (Franchise tax) increased by \$102,969. A majority of the increase was in Cable Franchise fee of \$61,939 over the previous year for a total amount of \$165,641. This was due to receiving the second quarter fee amount from previous year. PG&E franchise and Garbage had an increase of \$18,055 and \$22,932, respectively.
- Sales taxes increased by \$10,080 compared to previous year for a total of \$353,390.
- Business License fee increased by \$33,671 for a total of \$261,350.
- Fines and Forfeitures decreased by \$551,772. A majority of the decrease is due to C&D time limit forfeiture of \$27,600 realized in the year. The amount in previous year was \$601,547.
- Service Charges decreased by \$450,697. A majority of the decrease is attributed to building permit and planning fees, which were \$242,967 less than the previous year. This was attributed to the COVID-19 shelter in place shutdown for over a month in March 2020. Encroachment permits saw a decrease of \$198,133 for a total of \$424,393. Administrative code enforcement citations revenue decreased \$7,500 for a total of \$76,700.

Special Tax Special Revenue Fund has a total fund balance of \$1,501,799, all of which is reserved for street and drainage facility maintenance. The special Parcel tax was not renewed past fiscal year 2017-18. The Town no longer receives Parcel Tax revenue and only maintains residual funds from prior years. The Parcel Tax appropriated \$300,000 in funding to street maintenance projects. The total 2020 street maintenance projects budgets were \$725,000. Expenditures decreased by \$170,831 as the fund only contributed \$218,064 towards slurry seal street maintenance project for the year, repairs to culverts and drainage facility. The Town approach is to spend residual monies in the special tax fund within our Town Capital Improvement Program projects until it is depleted. With the beginning of the Civic Center construction project in Fiscal Year 2019-20, the Town CIP program has been reduced to street and drainage improvement. The Town estimates to allocate \$575,000 of Parcel Tax to Road Maintenance and Drainage Improvements in Fiscal Year 2020-21.

Library Special Revenue Fund has a total fund balance of \$8,811,075, all of which is reserved for the library construction and operation. Revenue was higher than prior year by \$394,267 as return of excess donor city funds received was \$2,003,683. As of 2012-2013 fiscal year, all donor funds are held in a separate trust for each city in the JPA. In March 2020, the San Mateo County Libraries (SMCL) disbursed \$8,045,604 of Town funds it held as of June 30, 2018. The town currently has \$3,915,948 remaining in the SMCL Donor trust fund. The \$3.9 Million Funds are to be remitted in early fiscal year 2020-21. Current existing funds held by the Town are \$4,896,912. The Library fund is funding the new Library construction portion of the Town Civic Center, and the Town will be using all of these funds toward the project. The fund had \$6,478,637 in expenditures for the in-construction costs as the project began in June 2019. To facilitate completion of the project the San Mateo County Libraries JPA will be advancing \$5,391,725 of future donor funds to cover the remaining anticipated construction and contingency total costs of \$18,823,644 for the new library.

General Fund Budgetary Highlights

During the year, the revenue budget decreased by a total of \$398,649 at mid-year. The following are the main components of the net decrease:

- \$115,000 lower secured property tax
- \$484,091 higher ERAF revenue.
- \$230,856 decrease in Property Tax in Lieu VLF
- \$16,000 higher total sales tax
- \$33,000 higher Franchise Fees
- \$12,000 increase in zoning and planning fees
- \$24,488 higher total police revenue
- \$171,426 increase of revenue in miscellaneous, and intergovernmental revenue categories

During the year there was also \$204,310 increase in appropriations between the original and final amended budget. The following are the main components of the increase:

- \$160,600 increase needed for the City Attorney department for legal assistance from outside litigation support during the year. There was also a need for an increase adjustment for new City Attorney contract expense.
- \$26,040 increase in the rental expense within the Inter-department. The FY 2019/20 budget includes rental expense for the temporary trailers for Administration and Community development departments offices relocation to the Holbrook Palmer Park during the Town Center construction project. There was an increase in the contract for holding tank services of \$10,936. Also, an adjustment was needed in the amount of \$15,102 for the installation and rental expense for the modular Police Department restrooms during the fiscal year.
- \$17,670 increase in the public works department expenditure for contract park event services for Park Program department. This was for projected increase of rental fee revenues from \$176,700 to \$196,700. The increase in revenue necessitates an adjustment of \$17,670 to this expense for Catering by Dana, as the park event service contractor receives 50% of the rental fees.
- COVID IMPACT- After Mid-Year review, the COVID-19 pandemic became apparent and there was some potential reduction in revenues in the short-term outlook for the General Fund. The revenue reduced by \$814,945 from an estimated budget revenue of \$18,233,372 to \$17,418,427. The reductions were to Sales tax, Charges for Services (particularly building permits and encroachment permits) and miscellaneous revenue. Total General Fund Revenue for fiscal year 2019-20 materialized to \$18,319,800, an increase of \$86,428 of the mid-year estimate. There was a slow-down in construction during the Spring due to closures, but in the long term, assuming property values remain relatively stable, the Town will be able to maintain a healthy gap between revenues and expenditures. The impact saw a reduction of mid-year expenditures estimate from \$14,858,354 to COVID-19 Impact of \$14,593,915. This was due to some operational expenditures being driven by the issuance of building permits and park event services. The actual General Fund expenditures realized was \$13,680,869 for the fiscal year. This amount was \$913,046 less than the projected \$14,593,915 expenditures due to COVID-19 impact.

Capital Assets and Debt Administration

Capital assets. The Town of Atherton's investment in capital assets for its governmental activities as of June 30, 2020 amounts to \$55,177,906 (net of accumulated depreciation). This investment in capital assets includes land and land improvements, buildings, furniture and fixtures, machinery and equipment, vehicles, streets, drainage systems, and construction in progress. Construction in progress increased by \$19,763,811. This is mainly due to continued projects in progress for the Town Center and Library construction phase, Water Capture Facility, Green Infrastructure plan implementation, and Drainage master plans project repairs to drainage facilities and valley gutters along Stockbridge and Polhemus Avenues, Camino Al Lago, and design review of Euclid Parker Ditch. The Town Center and Library construction phase comprises \$19.90 million of Town construction in progress.

Town of Atherton's Capital Assets
(net of depreciation)

	Governmental activities	
	2020	2019
Land	690,884	690,884
Construction in progress	32,482,790	12,718,979
Building	204,047	228,478
Other Improvements	222,096	249,582
Vehicles	367,141	381,964
Computer Equipment/Software	39,607	70,779
Furniture & Fixture	-	(1)
Machinery & Equipment	56,642	78,498
Infrastructure	21,114,699	21,904,515
Total Fixed Assets	55,177,906	36,323,678

Additional information about the Town's capital assets can be found in Note 5 on pages 51 through 53 in the financial statements.

Long-term debt. At the end of the current fiscal year, the Town of Atherton Issued Certificates of Participation Lease financing. The Town had an assessment of \$110,000 due to The Cities Group to cover negative workers' compensation reserve for fiscal year 2019. In the FY 2019-2020 budget, the Council approved an appropriation of \$110,000 for the Workers' Compensation Equity Reserve replenishment. This was to mitigate the depletion of the reserves and also possibly offset any future additional assessments from Cities Group workers' compensation JPA.

In Fiscal Year 2014-15, GASB 68 and 71 were implemented for Accounting and Financial Reporting for Pensions. This established standards for measuring and recognizing liabilities, deferred outflows of resources, and deferred inflows of resources, and expense/expenditures. The net pension liability increased \$1,447,753 over last fiscal year. As of FY 2019-20, the Town of Atherton reports a net pension liability of \$17,644,864 and is as follows:

Miscellaneous Employee Plan: \$4,957,053
Safety Employees Plan: \$12,687,811

The Town reported a deferred outflow of resources of \$4,046,503 and deferred inflow of resources \$1,318,837.

In Fiscal Year 2017-18, GASB 74 and 75 were implemented for the Accounting and Financial Reporting for Postemployment Benefits Other than pensions. This establishes accounting and financial reporting requirements for governments whose employees are provided with OPEB benefits. It also includes requirements similar to pension reporting to address financial reporting for assets accumulated for purposes of providing OPEB benefits. As of FY 2019-20, the Town of Atherton reports a net OPEB liability of \$3,105,300. This is a decrease of \$539,363 over last fiscal year.

The Town reported a deferred outflow of resources of \$540,321 and inflow of resources \$1,318,837 for OPEB.

On June 1, 2020, the Town entered into Lease Agreements with the Public Property Financing Corporation of California, with assignment of the agreement to Capital One Public Financing for lease financing of \$7,680,000. This was cash flow lease financing for construction of the Town Center project. It is a ten (10) year financing with a five (5) year call option.

Additional information on the Town of Atherton's outstanding debt can be found in note 7 and note 8 on page 69-70 of this report.

Economic Factors and Next Year's Budgets. Property taxes are still the major revenue source for the Town and comprise 71% of the General Fund revenues. Property Taxes increased 5.6% from the previous year of \$12,305,870, an indication that increased property sales within the town continue. Due to COVID-19, there is anticipation the CPI increase will not reach the maximum two (2%) percent for property taxes, but rather in the area of one (1%). If there is a decrease in the assessed valuation of property in Town due to COVID-19, HdL, Coren and Cone companies' projects that this decrease will be gradual and not impact the Town until FY 2021/22. As of FY 2020-21, the Town experienced a Net Taxable Assessed Value increase of 6.1% for a total value of \$12.37 Billion. Expectations for FY 2020-21 property tax revenues should show a slight growth as the housing market prices in the Town continue to show some increase. The Town in future years will be on the conservative assumption on property tax increases. The Town is weathering the short-term impact of COVID-19 with anticipation that a quick recovery period will resume with ramp up of Town residential construction and the continued construction of the Town Center project. For the current budget, financial assumptions include an increase in property tax revenue projections at approximately 5 percent. Building Department and Planning Department revenues are projected to decrease by approximately 18 percent due to the short-term prohibition of construction activity. Staff believes the actual impact may be less and short term. Prior to the shutdown there was a projected increase in residential improvements and the razing of existing homes and construction of new homes. Public Works revenue reflects a 14% decrease due to a COVID-19 impact in the short-term revenue. All other revenue sources are budgeted between 1 to 2 percent. Franchise fees are budgeted at 1.5% percent based on FY 2019-20 levels. Certain revenues such as park revenue, may have a longer-term impact due to COVID-19 protocols and social distancing mandates. We continue to monitor other Town revenues as they are based on FY 2019-20 levels.

Sales tax had a slight increase to \$353,390. It has remained static around \$315,000 over the past couple of years. Sales & Use tax projects a 10% decrease in FY 2020-21 from a partial slow down due to COVID-19. The FY 2017-18 was the last year for collection of the Parcel Tax. The Town Parcel Tax contributed \$1.4 Million towards capital projects and \$372,000 towards police services. It was a vital source of revenue for capital project funding in the community. Beginning FY 2018-19, the Town no longer receives Parcel Tax for Capital Projects and Police Services. The Town however maintains residual funds from the Parcel Tax that will continue to be used toward capital projects. The Town is now in "save and spend" mode for priority capital projects. The Town received \$1,784,091 in ERAF for the Fiscal Year. This was an increase of \$92,319. ERAF was earmarked in the FY 2019-20 budget as a contribution toward the Town center construction project. In June 2020, the Legislative Analyst's Office and the State Legislature issued an opinion asserting that the five ERAF counties have miscalculated the ERAF allocations and the State will pursue correction. The State Controller's Office (SCO) is working on guidelines that will be used to determine a school district's ERAF entitlement around December 2020. ERAF revenue is projected through 2022 for the purposes of contribution toward the Town Center project lease payments. This was done as we do not know the impact of the potential State takeaway of these funds.

The Town's General Fund operating budget presents a plan for accomplishing the goals and objectives of the City Council within existing resources and core strategy of financial stability in mind. We continue to be fiscally prudent with our resources but are mindful of operational and infrastructure needs. The Town continues the commitment of the General Fund unallocated reserves to the Civic Center project and the use of Certificates of Participation lease financing for the project. This financing is of a cash flow necessity for the project. The Town has the commitment of the use of future Atherton library donor funds from the San Mateo County JPA for the completion of the Library project. The Town is heavily reliant on property taxes. There is no certainty that the growth will continue at the same pace in recent years, especially as we deal with the short- and long-term potential impact of the COVID-19 pandemic. As such the Town continues to explore revenue alternatives to the General Fund. We continue to keep our expenditures in line with our revenues and carefully review our choices for programs and priorities closely monitoring and controlling any discretionary spending. Staff seeks to ensure that the Town's fiscal position remains positive while continuing current programs, policies, and services. The Town's General Fund Operating Budget relies on continued fiscal prudence, while also considering the need to adjust resources to meet any rising demands for Town services, capital improvements and priorities. The Town Center construction project serves as a huge measurement of this fiscal prudence. The Town entered into a tax-exempt lease for cash flow construction financing of the new Town Center. This is a financing lease through the issuance of COP's. A key characteristic of a tax-exempt lease that distinguishes it from bond indebtedness is a non-appropriation clause. This is a fiscal funding requirement where payments of the lease are dependent upon an annual appropriation by the governing

body. This requires that future revenues to the Town be appropriated via installment payments on the debt on an annual basis. The Council settled on a COP of \$7.68 Million, resulting in an estimated annual debt service for FY 2020/21 of \$837,930.

Capital Improvement Program projects continue to be identified from the Town various master plans, and residual funding remaining from the Town Parcel Tax is being used. With the Town Center and Library construction taking place, it is a beneficial time to be in save mode for capital projects. The Town will maintain its annual street maintenance and identified drainage maintenance projects. The CIP includes a number of basic maintenance improvement projects that are routine in nature and occur year over year. Also, with the elimination of Parcel Tax revenue and while the Civic Center Project is underway, there have been some CIP projects that have been delayed as staff seeks additional funding options and grants.

During the current fiscal year there has been CIP focus on –

- Bike and Pedestrian larger project grant applications;
- Annual Road Maintenance and Rehabilitation program;
- Park Master plan turnaround at end of the Pavilion and site lighting replacement;
- Review of the Euclid/Parker Ditch drainage;
- Green Infrastructure review/plan development and Bayfront Canal Study; and
- Review of Cooperative MOU with the County of Santa Clara, the park circulation project.

With the Town in a “save and spend” mode the Town will continue to use every source revenue to carry out its Capital Improvement Program (CIP). Projects have been developed based on needs identified by City Council, residents, staff, and master plans. The most important priority of the CIP is the Town Center and Library project. Construction began summer of 2019 and is expected to be completed in the fall 2021. Funding for this project is through Atherton Now donations, Capital Improvement Fund, Library Fund, the General Fund reserves, Certificates of Participation Lease agreement funding, and future revenue over expenditures.

We continue to be fiscally prudent with our resources but are mindful of operational and infrastructure needs. With the commitment of the General Fund unallocated reserves to the Town Center project, certain CIP master plan projects will be on hold until additional funding is identified and/or when the Town Center project is completed. As we weather the COVID-19 impacts, the Town is still heavily reliant on property taxes and continues to explore revenue alternatives to the General Fund. There is no immediate impact to property tax revenues to the Town and residential building construction has been ramping back up. Town staff will continue to work efficiently and creatively to maximize available revenues by seeking outside grants, forging community, and regional partnerships. We continue to work on fostering partnerships with other agencies in fulfilling infrastructure needs. The Town evaluation and siting of the Water Capture Facility was unsuccessful and the cooperative implementation agreement with Caltrans is no longer in effect. However, the Town anticipates partnering with San Mateo County and other agencies on the Bayfront Canal Project. This is set to begin in the beginning of 2022. The project helps mitigate drainage issues and reduce pollutants in the Bayfront. The Town is also working on completing its Green Infrastructure plan mandate and anticipates implementing some minor projects as a result of the plan. The CIP program serves as a guide in prioritizing community needs through the identification of funding and projects that will be a major focus in the next 5 years.

Paying down long-term liabilities is important to the Town’s fiscal stability. During fiscal year 2019-20 the Town made an additional \$205,901 contribution into the OPEB trust to satisfy the minimum annual required contribution for future OPEB liabilities. Total Town contribution to the Trust as of June 30, 2020 is \$5,496,170. The balance in the PARS Trust as of June 30, 2020 is \$7,331,639.

In FY 2015/16, CalPERS started requiring agencies to pay for their Unfunded Accrued Liabilities (UAL) as dollar amounts rather than a percentage of payroll. This was implemented to recover gains and losses of funded status of plans. Every fiscal year CalPERS invoices municipalities for the unfunded portion of their liabilities. The Town paid \$288,470 for Miscellaneous Employees and \$750,799 for Public Safety, for a total of \$1,039,269 for the PERS unfunded accrued liability portion for FY 2019-20. The anticipated Town UAL portion for FY 2020-21 is \$889,718 for public safety and \$345,245 for miscellaneous employees. The Town

now records its net pension liability, which is based on contributions and investment earnings on the plan. The Town pension liability increased by \$1,447,753. The CalPERS board implemented changes to the discount rates, with the discount rate being reduced to 7.375% beginning in FY 2018-19. There will be a gradual decrease to 7.0% by FY 2020-21. Agency plans will likely see increases in both the normal costs and the accrued liabilities, resulting in higher required employer contributions. Analysis on future costs will continue to be a focus as we intend to meet long-term obligations and Town operating expenditures. This became more evident during the COVID-19 as the immediate impacts of the pandemic during March 2020 saw the CalPERS investment returns reach negative 4 percent. Markets recovered somewhat, resulting in the CalPERS investment returns for FY 19/20 of 4.7%. This was an 8 percent swing from March 31,2020 to June 30,2020. It is important to note that the investment returns for FY 2019-20 will be reflected in the June 30, 2020 actuarial valuation reports. Any gains and losses will be reflected in FY 2022-23 valuation reports as the first payment for Public Agencies. The Town does not currently have any constraints on making its payments and is far better positioned than most agencies that are reliant on sales tax and transient occupancy tax revenues. OPEB liabilities were included in the financials for the first time in FY 2017-18 and the Town has a net liability of \$3.1 million.

Requests for Information

This financial report is designed to provide a general overview of the Town of Atherton's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Director, 91 Ashfield Road, Atherton, CA 94027 or www.ci.atherton.ca.us.

TOWN OF ATHERTON

STATEMENT OF NET POSITION AND STATEMENT OF ACTIVITIES

The Statement of Net Position and the Statement of Activities summarize all of the Town's financial activities and financial position. They are prepared on the same basis as is used by most businesses, which means they include all of the Town's assets and liabilities, as well as all its revenues and expenses. This is known as the full accrual basis—the effect of all the Town's transactions is taken into account, regardless of whether or when cash changes hands, but all material internal transactions between Town funds have been eliminated.

The Statement of Net Position reports the difference between the Town's total assets and the Town's total liabilities, including all the Town's capital assets. The Statement of Net Position presents similar information to the old balance sheet format, but presents it in a way that focuses the reader on the composition of the Town's net position, by subtracting total liabilities and deferred inflow of resources from total assets and deferred outflow of resources.

The Statement of Net Position summarizes the financial position of all of the Town's Governmental Activities in a single column, and the financial position of all of the Town's Business-Type Activities in a single column. These columns are followed by a Total column that presents the financial position of the entire Town.

The Town's Governmental Activities include the activities of its General Fund, along with all its Special Revenue, and Capital Projects Funds.

The Statement of Activities reports increases and decreases in the Town's net position. It is also prepared on the full accrual basis, which means it includes all the Town's revenues and all its expenses, regardless of when cash changes hands. This differs from the "modified accrual" basis used in the fund financial statements, which reflect only current assets, current liabilities, available revenues and measurable expenditures.

The Statement of Activities presents the Town's expenses, listed by program. Program revenues—that is, revenues which are generated directly by these programs—are then deducted from program expenses to arrive at the net expense of governmental program. The Town's general revenues are then listed in the Governmental Activities column, as appropriate, and the Change in Net Position is computed and reconciled with the Statement of Net Position.

These financial statements, along with the fund financial statements and footnotes, are called *Basic Financial Statements*.

TOWN OF ATHERTON
STATEMENT OF NET POSITION
JUNE 30, 2020

	Governmental Activities
ASSETS	
Cash and investments (Note 3)	\$48,650,491
Restricted Cash and investments (Note 3)	5,965,466
Receivables:	
Taxes	202,904
Interest	100,024
Other	34,543
Prepaid expenses	53,893
Capital assets (Note 5):	
Non-depreciable	33,173,674
Depreciable, net	22,004,232
Total Capital Assets	55,177,906
Total Assets	110,185,227
DEFERRED OUTFLOWS OF RESOURCES	
Related to pensions (Note 7)	4,046,503
Related to OPEB (Note 7)	540,321
Total Deferred Outflows of Resources	4,586,824
LIABILITIES	
Accounts payable	2,514,871
Accrued liabilities	512,287
Deposits payable	4,255,713
Unearned revenue	2,764
Claims payable (Note 9)	
Due in less than one year	60,930
Compensated absences (Note 1G)	
Due in less than one year	427,251
Due in more than one year	345,340
Other Long term liabilities (Note 10)	
Due in less than one year	680,000
Due in more than one year	7,125,011
Net pension liability, due in more than one year (Note 7)	17,644,864
Net OPEB liability, due in more than one year (Note 8)	3,105,300
Total Liabilities	36,674,331
DEFERRED INFLOWS OF RESOURCES	
Related to OPEB (Note 8)	2,420,719
Related to pensions (Note 7)	1,318,837
Total Deferred Inflows of Resources	3,739,556
NET POSITION (Note 6):	
Net investment in capital assets	55,177,906
Restricted for:	
Streets and drainage maintenance and police services	1,650,861
Library operations	8,811,075
Public facilities constructions	853,692
Special revenue projects	2,918,527
Capital projects	1,856,464
Unrestricted	3,089,639
Total Net Position	\$74,358,164

See accompanying notes to financial statements

TOWN OF ATHERTON
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

Functions/Programs	Expenses	Program Revenues			Net (Expenses) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary Government:					
General government	\$2,885,991	\$385,141	\$5,000		(\$2,495,850)
Public works	4,423,379	717,209	817,392	\$3,930,930	1,042,152
Police	8,246,002	125,507	32,571		(8,087,924)
Building	1,108,699	1,329,906			221,207
Planning	296,031	219,537			(76,494)
Total Governmental Activities	<u>\$16,960,102</u>	<u>\$2,777,300</u>	<u>\$854,963</u>	<u>\$3,930,930</u>	<u>(9,396,909)</u>
General revenues:					
Taxes:					
Property taxes					15,144,025
Sales taxes					353,390
Other taxes					<u>1,628,278</u>
Total Taxes					17,125,693
Investment earnings					1,041,229
Miscellaneous					<u>241,990</u>
Total General Revenues					<u>18,408,912</u>
Change in Net Position					9,012,003
Net Position-Beginning					<u>65,346,161</u>
Net Position-Ending					<u><u>\$74,358,164</u></u>

See accompanying notes to financial statements

This Page Left Intentionally Blank

MAJOR GOVERNMENTAL FUNDS

The funds described below were determined to be Major Funds by the Town in fiscal 2019. Individual non-major funds may be found in the Supplemental Section.

GENERAL FUND

The General Fund accounts for all the general revenues and financial resources of the Town not specifically levied or collected for the other Town funds, as well as the related expenditures.

SPECIAL TAX SPECIAL REVENUE FUND

Accounts for parcel tax assessments received from property owners to be used for maintenance of streets drainage and police services. The tax assessment is no longer collected. Fiscal year 2017-18 was the last year of collection. Residual funds remain.

LIBRARY SPECIAL REVENUE FUND

Accounts for the property tax funds dedicated to the Town's library operations.

FACILITIES CONSTRUCTION CAPITAL PROJECTS FUND

Accounts for the funds dedicated to facilities construction.

CAPITAL IMPROVEMENT CAPITAL PROJECTS FUND

Accounts for capital improvement construction costs and financing sources.

TOWN OF ATHERTON
GOVERNMENTAL FUNDS
BALANCE SHEET
JUNE 30, 2020

	Major Funds				
	General Fund	Special Tax Special Revenue Fund	Library Special Revenue Fund	Facilities Construction Capital Projects Fund	Capital Improvement Capital Projects Fund
ASSETS					
Cash and investments (Note 3)	\$26,047,634	\$1,719,864	\$8,812,860	\$2,717,561	\$1,329,768
Restricted Cash and investments (Note 3)	5,965,466				
Receivables:					
Taxes	177,031				
Interest	100,024				
Other	34,543				
Prepays	53,893				
Total Assets	<u>\$32,378,591</u>	<u>\$1,719,864</u>	<u>\$8,812,860</u>	<u>\$2,717,561</u>	<u>\$1,329,768</u>
LIABILITIES					
Accounts payable	\$451,399	\$10,903	\$1,785	\$1,863,869	\$2,360
Accrued liabilities	305,125	\$207,162			
Unearned revenue	2,764				
Deposits payable	4,255,713				
Note payable	125,011				
Total Liabilities	<u>5,140,012</u>	<u>218,065</u>	<u>1,785</u>	<u>1,863,869</u>	<u>2,360</u>
FUND BALANCES					
Fund balance (Note 6):					
Nonspendable	53,893				
Restricted		1,501,799	8,811,075		
Committed	2,052,130				
Assigned	639,354			853,692	1,327,408
Unassigned	24,493,202				
Total Fund Balances	<u>27,238,579</u>	<u>1,501,799</u>	<u>8,811,075</u>	<u>853,692</u>	<u>1,327,408</u>
Total Liabilities and Fund Balances	<u>\$32,378,591</u>	<u>\$1,719,864</u>	<u>\$8,812,860</u>	<u>\$2,717,561</u>	<u>\$1,329,768</u>

See accompanying notes to financial statements

Other Governmental Funds	Total Governmental Funds
\$3,754,130	\$44,381,817 5,965,466
25,873	202,904 100,024 34,543 53,893
<u>\$3,780,003</u>	<u>\$50,738,647</u>
\$183,358	\$2,513,674 512,287 2,764 4,255,713 125,011
<u>183,358</u>	<u>7,409,449</u>
3,564,721	53,893 13,877,595 2,052,130 2,852,378 24,493,202
<u>31,924</u>	<u>43,329,198</u>
<u>3,596,645</u>	<u>\$50,738,647</u>
<u>\$3,780,003</u>	<u>\$50,738,647</u>

TOWN OF ATHERTON
Reconciliation of the
GOVERNMENTAL FUNDS -- BALANCE SHEET
with the
STATEMENT OF NET POSITION
JUNE 30, 2020

Total fund balances reported on the governmental funds balance sheet	\$43,329,198
--	--------------

Amounts reported for Governmental Activities in the Statement of Net Position
are different from those reported in the Governmental Funds above because of the following:

CAPITAL ASSETS

Capital assets used in Governmental Activities are not current assets or financial resources and therefore are not reported in the Governmental Funds.	54,757,110
--	------------

ALLOCATION OF INTERNAL SERVICE FUND NET POSITION

Internal service funds are not governmental funds. However they are used by management to change the costs of certain activities, such as insurance and central services and maintenance to individual governmental funds. The net current assets of the Internal Service Funds are therefore included in the Governmental Activities in the following line items in the Statement of Net Position.

Cash and investments	4,268,674
Accounts receivable	
Capital assets, net	420,796
Accounts payable	(1,197)
Compensated absences	(772,591)
Claims payable	(60,930)

DEFERRED INFLOWS AND OUTFLOWS OF RESOURCES

The balances below are not due and payable in the current period and therefore not reported in the funds:

Deferred outflows related to pensions	4,046,503
Deferred inflows related to pensions	(1,318,837)
Deferred inflows related to OPEB	(2,420,719)

LONG-TERM LIABILITIES

The liability below is not due and payable in the current period and therefore is not reported in the Funds:

Other long term liabilities	(7,680,000)
Net OPEB liability	(3,105,300)
Net pension liability	(17,644,864)

NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$74,358,164</u></u>
---	----------------------------

See accompanying notes to financial statements

This Page Left Intentionally Blank

TOWN OF ATHERTON
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2020

	Major Funds				
	General Fund	Special Tax Special Revenue Fund	Library Special Revenue Fund	Facilities Construction Capital Projects Fund	Capital Improvement Capital Projects Fund
REVENUES					
Property taxes	\$12,990,880		\$2,003,683		
Special assessments					
Sales taxes	353,390				
Other taxes	1,366,928				
Measure A grants					
From other governmental agencies	45,430				\$94,510
Permit and licenses	261,350				4,972
Fines and forfeitures	158,214				
Service charges	2,350,148				
Use of money and property	706,115	\$31,120	217,408	\$49,174	
Miscellaneous	87,345			3,860,482	
Total Revenues	18,319,800	31,120	2,221,091	3,909,656	99,482
EXPENDITURES					
Current:					
General government	2,706,337				
Planning	296,031				
Building	1,093,851				
Police	7,582,960				
Public works	1,708,274	206,959		987,033	
Non-departmental			72,361		
Capital outlay	130,046	11,105		18,920,587	198,095
Interest expenses	163,370				
Total Expenditures	13,680,869	218,064	72,361	19,907,620	198,095
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	4,638,931	(186,944)	2,148,730	(15,997,964)	(98,613)
Other Financing Sources (uses):					
Proceeds from leases	7,680,000				
Transfers in (Note 4)				16,815,722	
Transfers (out) (Note 4)	(7,853,947)		(6,478,637)		(2,593,138)
Total Other Financing Sources (uses)	(173,947)		(6,478,637)	16,815,722	(2,593,138)
Net change in fund balances	4,464,984	(186,944)	(4,329,907)	817,758	(2,691,751)
BEGINNING FUND BALANCES	22,773,595	1,688,743	13,140,982	35,934	4,019,159
ENDING FUND BALANCES	\$27,238,579	\$1,501,799	\$8,811,075	\$853,692	\$1,327,408

See accompanying notes to financial statements

Other Governmental Funds	Total Governmental Funds
\$149,462	\$15,144,025
	353,390
	1,366,928
369,378	369,378
726,946	866,886
	266,322
	158,214
	2,350,148
67,930	1,071,747
	3,947,827
1,313,716	25,894,865
	2,706,337
	296,031
	1,093,851
	7,582,960
117,307	3,019,573
	72,361
795,179	20,055,012
	163,370
912,486	34,989,495
401,230	(9,094,630)
	7,680,000
	16,815,722
	(16,925,722)
	7,570,000
401,230	(1,524,630)
3,195,415	44,853,828
\$3,596,645	\$43,329,198

TOWN OF ATHERTON
Reconciliation of the
NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS
with the
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020

The schedule below reconciles the Net Changes in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance, which measures only changes in current assets, current liabilities and current deferred outflows/inflows of resources on the modified accrual basis, with the Change in Net Position of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	(\$1,524,630)
--	---------------

Amounts reported for governmental activities in the Statement of Activities are different because of the following:

CAPITAL ASSETS TRANSACTIONS

Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation expense.

The capitalized expenditures are therefore added back to fund balance	20,350,536
Depreciation expense is deducted from the fund balance	(1,453,109)
Loss on Disposal	

ACCRUAL OF NON-CURRENT ITEMS

The amounts below included in the Statement of Activities do not provide or (require) the use of current financial resources and therefore are not reported as revenue or expenditures in governmental funds (net change):

Proceeds from leases	(7,680,000)
Net OPEB liabilities and OPEB-related deferred outflows/inflows of resources	764,935
Net pension liabilities and pension-related deferred outflows/inflows of resources	(1,601,721)

ALLOCATION OF INTERNAL SERVICE FUND ACTIVITY

Internal Service Funds are used by management to charge the costs of certain activities such as equipment acquisition, maintenance, and insurance to individual funds.

The portion of the net revenue (expense) of these Internal Service Funds arising out of their transactions with governmental funds is reported with governmental activities, because they service those activities.

Change in Net Position - All Internal Service Funds	155,992
---	---------

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$9,012,003
---	-------------

See accompanying notes to financial statements

TOWN OF ATHERTON
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES:				
Property taxes	\$12,669,336	\$12,811,071	\$12,990,880	\$179,809
Sales taxes	300,439	316,439	353,390	36,951
Other taxes	1,359,000	1,392,000	1,366,928	(25,072)
Permits and licenses	252,033	262,033	261,350	(683)
Fines and forfeitures	129,041	158,961	158,214	(747)
From other governmental agencies	20,950	38,950	45,430	6,480
Service charges	2,689,401	2,841,389	2,350,148	(491,241)
Use of money and property	235,773	332,873	706,115	373,242
Other	131,650	126,756	87,345	(39,411)
Total Revenues	17,787,623	18,280,472	18,319,800	39,328
EXPENDITURES:				
Current:				
General government				
City council	49,834	49,834	24,294	25,540
Administration	808,160	824,360	871,644	(47,284)
City attorney	204,000	364,600	388,663	(24,063)
Finance	776,314	776,814	767,469	9,345
Non-departmental	641,856	667,896	654,267	13,629
General government total	2,480,164	2,683,504	2,706,337	(22,833)
Planning	299,193	338,793	296,031	42,762
Building	1,320,207	1,319,207	1,093,851	225,356
Public works	2,336,130	2,368,298	1,708,274	660,024
Police	7,920,682	7,920,682	7,582,960	337,722
Capital outlay	360,167	363,767	130,046	233,721
Interest expenses			163,370	
Total Expenditures	14,716,543	14,994,251	13,680,869	1,476,752
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	3,071,080	3,286,221	4,638,931	1,352,710
OTHER FINANCING SOURCES USES				
Proceeds from leases			7,680,000	7,680,000
Transfers (out) (Note 4)	(110,000)	(110,000)	(7,853,947)	(7,743,947)
NET CHANGE IN FUND BALANCE	\$2,961,080	\$3,176,221	4,464,984	\$1,288,763
Fund balance, beginning of year			22,773,595	
Fund balance, end of year			\$27,238,579	

See accompanying notes to financial statements

TOWN OF ATHERTON
SPECIAL TAX SPECIAL REVENUE FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES:				
Special assessments				
Use of money and property			\$31,120	\$31,120
Total Revenues			31,120	31,120
EXPENDITURES:				
Current:				
General government				
Public works	\$300,000	\$300,000	218,064	81,936
Capital outlay	275,000	299,948		299,948
Total Expenditures	575,000	599,948	218,064	381,884
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(575,000)	(599,948)	(186,944)	413,004
Net change in fund balance	<u>(\$575,000)</u>	<u>(\$599,948)</u>	(186,944)	<u>\$413,004</u>
Fund Balance, beginning of year			1,688,743	
Fund Balance, end of year			<u>\$1,501,799</u>	

See accompanying notes to financial statements

TOWN OF ATHERTON
LIBRARY SPECIAL REVENUE FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES:				
Property taxes	\$1,450,000	\$1,450,000	\$2,003,683	\$553,683
Use of money and property	75,000	75,000	217,408	142,408
Total Revenues	1,525,000	1,525,000	2,221,091	696,091
EXPENDITURES:				
Current:				
Library Maintenance	48,050	48,050	72,361	(24,311)
Total Expenditures	48,050	48,050	72,361	(24,311)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	1,476,950	1,476,950	2,148,730	671,780
OTHER FINANCING SOURCES (USES)				
Transfers (out) (Note 4)	(5,507,517)	(5,507,517)	(6,478,637)	(971,120)
Total Other Financing Sources (Uses)	(5,507,517)	(5,507,517)	(6,478,637)	(971,120)
NET CHANGES IN FUND BALANCE	<u>(\$4,030,567)</u>	<u>(\$4,030,567)</u>	(4,329,907)	<u>(\$299,340)</u>
BEGINNING FUND BALANCE			13,140,982	
ENDING FUND BALANCE			<u>\$8,811,075</u>	

See accompanying notes to financial statements

This Page Left Intentionally Blank

PROPRIETARY FUNDS

INTERNAL SERVICE FUNDS

Internal Service Funds account for special activities and services performed by a designated Town department on a cost reimbursement basis.

The concept of major funds does not extend to internal service funds because they do not do business with outside parties. For the Statement of Activities, the net revenue or expenses of the internal service fund is eliminated by netting them against the operations of the other Town departments which generated them. The remaining balance sheet items are consolidated with these same funds in the Statement of Net Position.

TOWN OF ATHERTON
 PROPRIETARY FUND
 STATEMENT OF NET POSITION
 JUNE 30, 2020

	Governmental Activities - Internal Service Funds
ASSETS	
Current assets	
Cash and investments (Note 3)	\$4,268,674
Accounts receivable	
Total current assets	4,268,674
Noncurrent Assets:	
Capital assets (Note 5):	
Depreciable	1,580,037
Less accumulated depreciation	(1,159,241)
Total capital assets	420,796
Total noncurrent assets	420,796
Total Assets	4,689,470
LIABILITIES	
Current liabilities:	
Accounts payable	1,197
Compensated absences (Note 1G)	427,251
Claims payable (Note 9)	60,930
Total current liabilities	489,378
Non-current liabilities:	
Compensated absences (Note 1G)	345,340
Total noncurrent liabilities	345,340
Total Liabilities	834,718
NET POSITION (Note 6):	
Net investment in capital assets	420,796
Unrestricted	3,433,956
Total Net Position	\$3,854,752

See accompanying notes to financial statements

TOWN OF ATHERTON
 PROPRIETARY FUND
 STATEMENT OF REVENUES, EXPENSES
 AND CHANGES IN FUND NET POSITION
 FOR THE YEAR ENDED JUNE 30, 2020

	Governmental Activities- Internal Service Funds
OPERATING REVENUES	
Charges for services	\$1,744,397
Total Operating Revenues	<u>1,744,397</u>
OPERATING EXPENSES	
Insurance	557,394
OPEB expense	672,324
Employee benefits earned	312,390
Depreciation	152,309
Supplies and maintenance	<u>81,228</u>
Total Operating Expenses	<u>1,775,645</u>
Operating Income (Loss)	<u>(31,248)</u>
NONOPERATING REVENUES (EXPENSES)	
Interest income	<u>77,240</u>
Total Nonoperating Revenues	<u>77,240</u>
OTHER FINANCING SOURCES (USES)	
Transfers in (Note 4)	<u>110,000</u>
Total Other Financing Sources	<u>110,000</u>
Change in net position	155,992
BEGINNING NET POSITION	<u>3,698,760</u>
ENDING NET POSITION	<u><u>\$3,854,752</u></u>

See accompanying notes to financial statements

TOWN OF ATHERTON
 PROPRIETARY FUND
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED JUNE 30, 2020

	Governmental Activities- Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES	
Interdepartmental charges	\$1,747,501
Payments to employees for benefits	(818,089)
Payments to suppliers	(599,922)
	<u>329,490</u>
Cash Flows from Operating Activities	<u>329,490</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Transfers in	<u>110,000</u>
Cash Flow from Noncapital Financing Activities	<u>110,000</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Acquisition of capital assets, net	<u>(109,110)</u>
Cash Flow from Capital and Related Financing Activities	<u>(109,110)</u>
CASH FLOWS FORM INVESTING ACTIVITIES	
Interest received	<u>77,240</u>
Cash Flow from Investing Activities	<u>77,240</u>
Net Cash Flows	407,620
Cash and investments at beginning of period	<u>3,861,054</u>
Cash and investment at end of period	<u><u>\$4,268,674</u></u>
Reconciliation of Operating Income to Cash Flows from Operating Activities	
Operating income	(\$31,248)
Adjustments to reconcile operating income to cash flows from operating activities:	
Depreciation	152,309
Changes in assets and liabilities:	
Accounts receivable	3,104
Accounts payable	(17,746)
Compensated absences	<u>166,651</u>
Cash Flows from Operating Activities	<u><u>\$329,490</u></u>

See accompanying notes to financial statements

FIDUCIARY FUNDS

FIDUCIARY FUNDS

OPEB Trust Fund is used to account for assets held in an irrevocable trust and related activities. This trust is administered by Public Agency Retirement Services (PARS) for the purpose of funding postemployment health care benefits provided by the Town.

Agency funds are used to account for assets held by the Town as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the Entity-wide financial statements, but are presented in separate Fiduciary Fund financial statements.

TOWN OF ATHERTON
FIDUCIARY FUNDS
STATEMENT OF NET POSITION
JUNE 30, 2020

	<u>OPEB Trust Fund</u>	<u>Agency Funds</u>
ASSETS		
Cash and investments (Note 3)	<u>\$7,331,640</u>	<u>\$33,238</u>
Total Assets	<u><u>\$7,331,640</u></u>	<u><u>\$33,238</u></u>
LIABILITIES		
Deposits payable	<u> </u>	<u>\$33,238</u>
Total Liabilities	<u> </u>	<u><u>\$33,238</u></u>
NET POSITION		
Restricted for OPEB benefits	<u>\$7,331,640</u>	
Total Net Position	<u><u>\$7,331,640</u></u>	

See accompanying notes to financial statements

TOWN OF ATHERTON
FIDUCIARY FUND
STATEMENT OF CHANGES IN FIDUCIARY
NET POSITION
FOR THE YEAR ENDED JUNE 30, 2020

	<u>OPEB Trust Fund</u>
ADDITIONS	
Investment income:	
Interest	\$322,036
Less: investment expenses	(38,683)
Employer contributions	<u>608,171</u>
Total additions	<u>891,524</u>
DEDUCTIONS	
OPEB Benefits	<u>402,270</u>
Total deductions	<u>402,270</u>
Change in net position	489,254
BEGINNING NET POSITION	<u>6,842,386</u>
ENDING NET POSITION	<u><u>\$7,331,640</u></u>

See accompanying notes to financial statements

This Page Left Intentionally Blank

TOWN OF ATHERTON NOTES TO BASIC FINANCIAL STATEMENTS For the Year Ended June 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Town of Atherton (the Town) was incorporated as a general law City in 1923 and is situated between the cities of Menlo Park and Redwood City on the Peninsula of the San Francisco Bay Area. The Town operates under the Mayor-Council-Manager form of government. There are five Council Members who serve overlapping terms of four years, and the Council, in turn, elects one of the Council Members to serve as Mayor for one year. The Town provides the following services: public safety (police), public works and streets, park, building and planning, and general administration services.

The financial statements and accounting policies of the Town conform with generally accepted accounting principles applicable to governments. The Government Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Significant accounting policies are summarized below:

A. *Reporting Entity*

The accompanying basic financial statements present the financial activity of the Town of Atherton, which is the primary government presented, along with the financial activities of its blended component unit Atherton Channel District, which is financially accountable, controlled by and dependent on the Town. Although it is separate legal entity, the blended component unit is in substance part of the Town's operations and is therefore reported as an integral part of the Town's financial statements.

The Atherton Channel District was established to assist in the maintenance and rehabilitation of the areas within the Town determined to be in the flood plain of the local stream. The District has all accounting and administrative functions performed by Town staff and the District receives property taxes to finance operations. The financial activities of the District have been included in the Atherton Channel District Capital Projects Fund in the accompanying basic financial statements.

B. *Basis of Presentation*

The Town's Basic Financial Statements are prepared in conformity with accounting principles generally accepted in the United States of America. The Government Accounting Standards Board is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

These Standards require that the financial statements described below be presented.

Government-wide Statements: The Statement of Net Position and the Statement of Activities display information about the primary government (the Town). These statements include the financial activities of the overall Town government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities, except where interfund services have been received or provided. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Basis of Presentation (Continued)

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Town's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs, (b) grants and contributions that are restricted to meeting the operational needs of a particular program and (c) fees, grants and contributions that are restricted to financing the acquisition or construction of capital assets. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Town's funds, including fiduciary funds and blended component units. Separate statements for each fund category—*governmental*, *proprietary*, and *fiduciary*—are presented. The emphasis of fund financial statements is on major individual governmental and enterprise funds, each of which is displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

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

C. Major Funds

Major funds are defined as funds that have either assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues or expenditures/expenses equal to ten percent of their fund-type total and five percent of the grand total. The General Fund is always a major fund. The Town may also select other funds it believes should be presented as major funds.

The Town reported the following major governmental funds in the accompanying financial statements:

General Fund – Accounts for all the general revenues and financial resources of the Town not specifically levied or collected for the other Town funds, as well as the related expenditures.

Special Tax Special Revenue Fund – Accounts for parcel tax assessments received from property owners to be used for the maintenance of streets and drainage, and police services. The tax assessment is no longer collected. Fiscal year 2017-18 was the last year of collection. Residual funds remain.

Library Special Revenue Fund – Accounts for property tax funds dedicated to the Town's library operations.

Facilities Construction Capital Projects Fund – Accounts for the funds dedicated to facilities construction.

Capital Improvement Capital Projects Fund – Accounts for capital improvement construction costs and financing sources.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Major Funds (Continued)

The Town also reports the following fund types:

Internal Service Funds - Accounts for special activities and services performed by a designated Town department for other departments on a cost reimbursement basis.

Fiduciary Funds – OPEB Trust Fund is used to account for assets held in an irrevocable trust and related activities. This trust is administered by Public Agency Retirement Services (PARS) for the purpose of funding postemployment health care benefits provided by the Town. Agency Funds are used to account for assets held by the Town as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the Entity-wide financial statements, but are presented in separate Fiduciary Fund financial statements.

D. Basis of Accounting

The government-wide, proprietary, and fiduciary fund financial statements are reported using the *economic resources measurement focus* and the full *accrual basis* of accounting. Revenues are recorded when *earned* and expenses are recorded at the time liabilities are *incurred*, regardless of when the related cash flows take place.

Governmental funds are reported using the *current financial resources* measurement focus and the *modified accrual* basis of accounting. Under this method, revenues are recognized when *measurable* and *available*. The Town considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. Governmental capital asset acquisitions are reported as *expenditures* in governmental funds. Proceeds of governmental long-term debt and acquisitions under capital leases are reported as *other financing sources*.

Those revenues susceptible to accrual are sales taxes, gas taxes, charges for services, and interest revenue. Fines, licenses and permits are not susceptible to accrual because they are not measurable until received in cash.

Non-exchange transactions, in which the Town gives or receives value without directly receiving or giving equal value in exchange, include taxes, grants, entitlements, and donations. On the accrual basis, revenue from taxes is recognized in the fiscal year for which the taxes are levied or assessed. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

The Town may fund programs with a combination of cost-reimbursement grants, categorical block grants, and general revenues. Thus, both restricted and unrestricted net position may be available to finance program expenditures. The Town's policy is to first apply restricted grant resources to such programs, followed by general revenues if necessary.

Certain indirect costs are included in program expenses reported for individual functions and activities.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position or balance sheet reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position or balance sheet reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

F. Property Tax

Revenue is recognized in the period for which the tax and assessment is levied. The County of San Mateo levies, bills and collects property taxes and sewer charges for the Town; the County remits the entire amount levied and handles all delinquencies, retaining interest and penalties. Secured and unsecured property taxes are levied on January 1.

Secured property tax is due in two installments, on November 1 and February 1, and becomes a lien on those dates. It becomes delinquent on December 10 and April 10, respectively. Unsecured property tax is due on January 1 and becomes delinquent on August 31.

The term “unsecured” refers to taxes not secured by real property. These taxes are liens on the person or company named on the tax bill. Property tax revenues are recognized by the Town in the fiscal year they are assessed provided they become available as defined above.

San Mateo County distributes property taxes to jurisdictions according to the “alternate method of property tax distribution” known as the Teeter Plan. Under this plan, the County remits 100% of the levied taxes to the appropriate jurisdictions by June 30 each year, pursuing delinquencies and keeping related late penalties to cover their costs.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. *Compensated Absences*

Compensated absences comprise accrued compensated time-off, vacation and holiday pay for all regular employees; vacation and holiday pay for management employees. The Town's liability for compensated absences is recorded in Governmental Activities. The liability for compensated absences is determined annually. For all governmental funds, amounts expected to be permanently liquidated (matured due to termination) are recorded as fund liabilities; the long-term portion is recorded in the Statement of Net Position.

The changes of the compensated absences during fiscal year 2020 were as follows:

Beginning Balance	\$605,940
Additions	766,902
Payments	<u>(600,251)</u>
Ending Balance	<u>\$772,591</u>
Current Portion	<u>\$427,251</u>

The long-term portion of governmental activities compensated absences is liquidated primarily by the General Fund.

H. *Estimates and Assumptions*

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

I. *Fair Value Measurements*

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. *OPEB Liabilities, OPEB Expenses and Deferred Outflows/Inflows of Resources Related to OPEB*

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Town's OPEB Plan and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis as they are reported by PARS Trust. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value

K. *Implementation of Governmental Accounting Standards Board (GASB) Pronouncements*

The following Governmental Accounting Standards Board (GASB) pronouncements that were effective in fiscal year 2018-19:

GASB Statement No. 83 – In November 2016, GASB issued Statement No. 83, *Certain Asset Retirement Obligations*. This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. The requirements of this statement are effective for reporting periods beginning after June 15, 2018. This statement had no impact on the Town's financial statements.

GASB Statement No. 88 – In April 2018, GASB issued Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. This statement defines debt for purposes of disclosure in notes to financial statements as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established. This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. This statement had no impact on the Town's financial statements.

TOWN OF ATHERTON NOTES TO BASIC FINANCIAL STATEMENTS For the Year Ended June 30, 2020

NOTE 2 – BUDGETS AND BUDGETARY ACCOUNTING

A. *Budgets and Budgetary Accounting*

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

- By June 30, the Town Manager submits to the Town Council a proposed operating and capital budget for the year commencing July 1. The operating and capital budget includes proposed expenditures and the means of financing them. Continuing appropriations are rebudgeted by the Town Council as part of the adoption of subsequent year's budget.
- Public hearings are conducted to obtain taxpayer comments.
- The budget is legally enacted through passage of resolution during a Town Council meeting in the month of June.
- The Town Manager is authorized to transfer budget appropriations within the same department in conformance with the adopted policies set by the Town Council. All other transfers must be approved by the Town Council. Any revisions that alter the total expenditures of any department must be approved by the Town Council. Expenditures are budgeted at, and may not legally exceed, the department level. Budgeted amounts shown are as originally adopted, or as amended by the Town Council during the year.
- Formal budgeting is employed as a management control device during the year for the general and certain special revenue funds.
- Budgets for the general and certain special revenue are adopted on a basis consistent with generally accepted accounting principles (GAAP).
- Budgets for capital projects are adopted on a project life basis.
- The Town does not budget for the Storm Drainage Capital Project Fund.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 2 – BUDGETS AND BUDGETARY ACCOUNTING (Continued)

B. Expenditures in Excess of Budget

The funds below incurred expenditures in excess of their budgets on departmental level in the amounts below for the year ended June 30, 2020:

Fund Name	Amount
General Fund	
City Attorney	\$24,063
Administration	47,284
Library Special Revenue Fund	
Library Maintenance	24,311
Nonmajor Special Revenue Funds:	
County Measure A	
Public Works	16,770
Gas Tax	
Public Works	5,881
Capital Outlay	11,528
Evans Creative Design	
Capital Outlay	3,229

NOTE 3 – CASH AND INVESTMENTS

The Town's dependence on property tax receipts requires it to maintain significant cash reserves to finance operations during the remainder of the year. The Town receives property tax in November (5%), December (45%), March (5%), April (35%), May (5%) and June (5%). The Town pools cash from all sources and all funds except Cash with Fiscal Agents so that it can be invested at the maximum yield, consistent with safety and liquidity, while individual funds can make expenditures at any time.

A. Policies

California Law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the Town's cash on deposit or first trust deed mortgage notes with a value of 150% of the Town's cash on deposit as collateral for these deposits. Under California Law, this collateral is held in an investment pool by an independent financial institution in the Town's name and places the Town ahead of general creditors of the institution pledging the collateral.

The Town's investments are carried at fair value, as required by generally accepted accounting principles. The Town adjusts the carrying value of its investments to reflect their fair value at each fiscal year end, and it includes the effects of these adjustments in income for that fiscal year. In the Town's case, fair value equals fair market value, since all of the Town's investments are readily marketable.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 3 - CASH AND INVESTMENTS (Continued)

B. Classification

Cash and investments are classified in the financial statements as shown below.

Statement of Net Position

Cash and investments available for operations	\$48,650,491
Restricted Cash and investments	5,965,466

Fiduciary Funds

Cash and investments held by OPEB trust	7,331,640
Cash and Investment available for operations	<u>33,238</u>

Total Cash and Investments	<u><u>\$61,980,835</u></u>
----------------------------	----------------------------

Cash and investments as of June 30, 2020 consist of the following:

Cash on hand	\$875
Cash in bank	1,200,456
Cash held by Escrow Agent	5,965,466
Investments	<u>54,814,038</u>
Total Cash and Investment	<u><u>\$61,980,835</u></u>

Cash and investments are used in preparing the Proprietary Fund statement of cash flows since those funds participate in the Town-wide cash and investment pool. The fund equity in the pool is in substance a demand deposit which may be drawn down at any time.

C. Investments Authorized by the California Government Code and the Town's Investment Policy

The Town's Investment Policy and the California Government Code allow the Town to invest in the following provided the credit ratings of the issuers are acceptable to the Town; and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the California Government Code or the Town's Investment Policy where it is more restrictive:

Authorized Investment Type	Maximum Maturity	Minimum Credit Quality	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
U.S. Treasury Obligations	5 years	N/A	No Limit	No Limit
U.S. Agency Securities	5 years	N/A	25%	No Limit
Repurchase Agreements	30 days	A / A-1	No Limit	No Limit
Medium-Term Corporate Notes	5 years	A	30%	5%
Commercial Paper	270 days	A / A-1	25%	5%
Medium-term Notes	5 years	A	5%	No Limit
Local Agency Investment Fund	N/A	N/A	50%	\$65M per account
Money Market Mutual Funds	N/A	AAA _{Am}	20%	No Limit
Negotiable and Non-Negotiable Certificate of Deposits	5 years	A-1+	10%	\$250,000

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 3 - CASH AND INVESTMENTS (Continued)

D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Normally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town generally manages its interest rate risk by holding investments to maturity.

Information about the sensitivity of the fair values of the Town's investments (including investments held by bond trustees) to market interest rate fluctuations is provided by the following table that shows the distribution of the Town's investments by maturity or earliest call date:

Investment Type	12 Months or less	Total
U.S. Agency Securities	\$4,905,998	\$4,905,998
Corporate Notes	5,320,209	5,320,209
San Mateo County Investment Pool (SMCL Donor Trust Fund)	3,915,948	3,915,948
California Local Agency Investment Fund	27,826,385	27,826,385
Money Market Mutual Fund	12,845,498	12,845,498
Total Investments	<u>\$54,814,038</u>	54,814,038
Cash in Banks		1,200,456
Cash held by Escrow Agent		5,965,466
Petty Cash		<u>875</u>
Total Cash		<u>7,166,797</u>
Total Cash and Investments		<u>\$61,980,835</u>

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 3 - CASH AND INVESTMENTS (Continued)

E. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization (NRSRO). The Standard and Poor's investment ratings as of June 30, 2020 are as follows:

Investment Type	AAAm	AAA	AA1/AA2	A2/A3	Not Rated	Total
U.S. Agency Securities		\$3,606,700			\$1,299,298	\$4,905,998
Corporate Notes			\$1,244,192	\$4,076,017		5,320,209
San Mateo County Investment Pool (SMCL Donor Trust Fund)					3,915,948	3,915,948
California Local Agency Investment Fund					27,826,385	27,826,385
Money Market Mutual Fund	\$5,513,858				7,331,640	12,845,498
Total Investments	\$5,513,858	\$3,606,700	\$1,244,192	\$4,076,017	\$40,373,271	\$54,814,038

*Rated AA1 and AA2 by Moody's NRSRO

F. Concentration of Credit Risk

Investments in the securities of any individual issuer, other than U. S. Treasury securities, mutual funds, and external investment funds that represent 5% or more of total Entity-wide investments and General Fund investments are as follows at June 30, 2020:

Issuer	Investment Type	Reported Amount
Federal Home Loan Bank	U.S. Agency Securities	\$2,484,947

G. Local Agency Investment Fund

The Town is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The Town reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporation. At June 30, 2020, these investments matured in an average of 191 days.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 3 - CASH AND INVESTMENTS (Continued)

H. San Mateo County Investment Pool

The Town's investment held under San Mateo Library Donor Trust Fund was invested by the San Mateo Library (Library) in the San Mateo County Investment Fund (SMCIF) that is regulated by California Government Code Section 53600 under the oversight of the treasurer of the County of San Mateo. The Town reports its investment in SMCIF at the fair value amount provided by the Library. The balance available for withdrawal is based on the accounting records maintained by SMCIF, which are recorded on an amortized cost basis. Included in SMCIF's investment portfolio are U.S. Treasury Notes, obligations issued by agencies of the U.S. Government, LAIF, corporate notes, commercial paper, collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, and floating rate securities issued by federal agencies, government-sponsored enterprises, and corporations. The Town reports its investments in SMCIF at the fair value amounts provided by SMCIF, which is the same as the value of the pool share.

I. Fair Value Hierarchy

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The following is a summary of the fair value hierarchy of the fair value of investments of the Town as of June 30, 2020:

Investment Type	Level 2	Total
Investments by Fair Value Level:		
U.S. Agency Securities	\$4,905,998	4,905,998
Corporate Notes	5,320,209	5,320,209
Subtotal	<u>\$10,226,207</u>	10,226,207
Investments Measured at Amortized Cost:		
Money Market Mutual Funds		12,845,498
Investments Exempt from Fair Value Hierarchy		
San Mateo County Investment Pool		3,915,948
California Local Agency Investment Fund		<u>27,826,385</u>
Total Investments		<u>\$54,814,038</u>

U.S. Treasury Notes, classified in Level 1 of the fair value hierarchy, are valued using quoted prices in active markets. U.S. Agency Securities and Corporate Notes, classified in Level 2 of the fair value hierarchy, are valued using quoted prices for a non-active market portfolio at fiscal year-end. These prices are obtained from various pricing sources by our custodian bank. Fair value is defined as the quoted market value on the last trading day of the period. Money market funds were reported at amortized cost.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 4 – INTERFUND TRANSACTIONS

A. Transfers Between Funds

With Town Council approval, resources may be transferred from one Town fund to another. The purpose of the majority of transfers is to reimburse a fund, which has made an expenditure on behalf of another fund. Less often, a transfer may be made to open or close a fund.

Transfers between funds during the fiscal year ended June 30, 2020 were as follows:

Fund Receiving Transfer	Fund Making Transfer	Amount Transferred
Facilities Construction Capital Projects Fund	General Fund	\$7,743,947 (A)
Facilities Construction Capital Projects Fund	Library Special Revenue Fund	6,478,637 (A)
Facilities Construction Capital Projects Fund	Capital Improvement Capital Projects Fund	2,593,138 (A)
Internal Service Funds	General Fund	110,000 (B)
		\$16,925,722

(A) Transfer used to fund capital projects

(B) Transfers used to fund workers' compensation insurances and employees benefits

NOTE 5 – CAPITAL ASSETS

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Contributed capital assets are valued at their estimated acquisition value on the date contributed.

The Town has recorded all its public domain (infrastructure) capital assets, which include streets and roads, curbs and gutters, traffic control devices, drainage systems and street lighting systems.

All capital assets with limited useful lives are depreciated over their estimated useful lives. The purpose of depreciation is to spread the cost of capital assets equitably over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of capital assets.

The Town has set the capitalization threshold at \$5,000 for capital assets, except for infrastructure at \$100,000, and a half year of depreciation is recorded in the year of acquisition. Depreciation is provided using the straight line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The Town has assigned the useful lives listed below to capital assets:

Buildings	40 years
Other improvements	20 years
Computer Equipment and Software	3 years
Furniture and fixtures	10 years
Vehicles	5 to 10 years
Machinery and Equipment	5 to 20 years
Infrastructure	20 to 50 years

Major outlays for capital assets and improvements are capitalized as projects are constructed.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 5 – CAPITAL ASSETS (Continued)

A. Current Year Capital Asset Activities

<i>Governmental Funds</i>	Balance July 1, 2019	Additions	Retirement	Transfers	Balance June 30, 2020
Capital assets not being depreciated:					
Land	\$690,884				\$690,884
Construction in progress	12,718,979	\$20,350,536		(\$586,725)	32,482,790
Total non-depreciable capital assets	13,409,863	20,350,536		(586,725)	33,173,674
Capital assets being depreciated:					
Buildings	1,123,912				1,123,912
Other improvements	1,125,668				1,125,668
Computer equipment and software	338,597				338,597
Furniture and fixtures	34,798				34,798
Vehicles	28,089		(\$4,655)		23,434
Machinery and equipment	421,518				421,518
Infrastructure	61,853,501			586,725	62,440,226
Total depreciable capital assets	64,926,083		(4,655)	586,725	65,508,153
Less accumulated depreciation for:					
Buildings	895,436	24,429			919,865
Other improvements	876,086	27,486			903,572
Computer equipment and software	315,274	13,949			329,223
Furniture and fixture	34,798				34,798
Vehicles	28,089		(4,655)		23,434
Machinery and equipment	377,594	10,704			388,298
Infrastructure	39,948,986	1,376,541			41,325,527
Total accumulated depreciation	42,476,263	1,453,109	(4,655)		43,924,717
Depreciable capital assets, net	22,449,820	(1,453,109)		586,725	21,583,436
General capital assets, net	35,859,683	18,897,427			54,757,110
<i>Internal Service Funds</i>					
Depreciable capital assets:					
Vehicles	1,081,710	112,783	(66,254)		1,128,239
Computer equipment	327,621				327,621
Other equipment	124,177				124,177
Total depreciable capital assets	1,533,508	112,783	(66,254)		1,580,037
Less: accumulated depreciation for					
Vehicles	699,745	123,934	(62,581)		761,098
Computer equipment	280,165	17,223			297,388
Other equipment	89,603	11,152			100,755
Total accumulated depreciation	1,069,513	152,309	(62,581)		1,159,241
Internal Service Funds capital assets, net	463,995	(39,526)	(3,673)		420,796
Total governmental activities capital assets, net	\$36,323,678	\$18,857,901	(\$3,673)		\$55,177,906

TOWN OF ATHERTON NOTES TO BASIC FINANCIAL STATEMENTS For the Year Ended June 30, 2020
--

NOTE 5 – CAPITAL ASSETS (Continued)
--

B. Capital Asset Contributions

Some capital assets may be acquired using federal and State grant funds, or they may be contributed by developers or other governments. These contributions are accounted for as revenues at the time the capital assets are contributed.

C. Depreciation Allocation

Depreciation expense is charged to functions and programs based on their usage of the related assets. The amounts allocated to each function or programs are as follows:

Public works	\$1,430,821
Building	5,768
Police	<u>16,520</u>
Governmental activities subtotal	1,453,109
Internal Service Fund	<u>152,309</u>
Total	<u><u>\$1,605,418</u></u>

NOTE 6 – FUND BALANCES AND NET POSITION
--

A. Net Position

Net Position is the excess of all the Town's assets and deferred outflows over all its liabilities and deferred inflows, regardless of fund. Net Position is divided into three captions. These captions apply only to Net Position, which is determined only at the Government-wide level, and are described below:

Net Investment in Capital Assets describes the portion of Net Position which is represented by the current net book value of the Town's capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted describes the portion of Net Position which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the Town cannot unilaterally alter. These principally include developer fees received for use on capital projects, debt service requirements, and Federal and State grant funds.

Unrestricted describes the portion of Net Position which is not restricted to use.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 6 – FUND BALANCES AND NET POSITIONS (Continued)

B. Fund Balances

Governmental fund balances represent the net current assets of each fund. Net current assets generally represent a fund's cash and receivables, less its liabilities.

The Town's fund balances are classified based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the Town prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint:

Nonspendables represents balances set aside to indicate items do not represent available, spendable resources even though they are a component of assets. Fund balances required to be maintained intact, such as permanent funds, and assets not expected to be converted to cash, such as prepaids, notes receivable, and land held for redevelopment are included. However, if proceeds realized from the sale or collection of nonspendable assets are restricted, committed or assigned, then nonspendable amounts are required to be presented as a component of the applicable category.

Restricted fund balances have external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose. Nonspendable amounts subject to restrictions are included along with spendable resources.

Committed fund balances have constraints imposed by formal action of the Town Council which may be altered only by formal action of the Town Council. Nonspendable amounts subject to Council commitments are included along with spendable resources.

Assigned fund balances are amounts constrained by the Town's intent to be used for a specific purpose, but are neither restricted nor committed. Intent is expressed by the Town Council or its designee and may be changed at the discretion of the Town Council or its designee. This category includes nonspendables, when it is the Town's intent to use proceeds or collections for a specific purpose, and residual fund balances, if any, of Special Revenue, Capital Projects and Debt Service Funds which have not been restricted or committed.

Unassigned fund balance represents residual amounts that have not been restricted, committed, or assigned. This includes the residual general fund balance and residual fund deficits, if any, of other governmental funds.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 6 – FUND BALANCES AND NET POSITIONS (Continued)

B. Fund Balances (Continued)

Detailed classifications of the Town's Fund Balances, as of June 30, 2020, are below:

	General Fund	Major Special Revenue Funds		Major Capital Projects Funds		Other Governmental Funds	Total
		Special Tax	Library	Facilities Construction	Capital Improvement		
Nonspendable:							
Prepays	\$53,893						\$53,893
Total Nonspendable	53,893						53,893
Restricted for:							
Street drainage and police services		\$1,501,799					1,501,799
Library operations			\$8,811,075				8,811,075
Measure A						\$697,852	697,852
Gas tax						103,774	103,774
Measure W						149,062	149,062
Evans Creative Design						4,324	4,324
Measure M						207,758	207,758
Refuse Services						1,904,819	1,904,819
Channel Drainage District						497,132	497,132
Total Restricted		1,501,799	8,811,075			3,564,721	13,877,595
Committed to:							
Emergency disaster	2,052,130						2,052,130
Total Committed	2,052,130						2,052,130
Assigned to:							
Tennis program	200,204						200,204
Building department operations	434,296						434,296
Tree committee	4,854						4,854
Capital projects				\$853,692	\$1,327,408	31,924	2,213,024
Total Assigned	639,354			853,692	1,327,408	31,924	2,852,378
Unassigned	24,493,202						24,493,202
Total Unassigned	24,493,202						24,493,202
Total Fund Balances	\$27,238,579	\$1,501,799	\$8,811,075	\$853,692	\$1,327,408	\$3,596,645	\$43,329,198

B. General Fund Committed Fund Balance for Emergency Disaster

The Town Council has committed to set aside 15 percent of the actual annual General Fund operating expenditures specifically for emergency contingencies defined as a state of Federal and/or State emergency or declaration of a local emergency as defined in Atherton's Municipal Code Section 2.44.010.

C. General Fund Unassigned Fund Balance Policy

The Town Council established the General Fund unassigned fund balance policy such that in no circumstances shall the total General Fund unassigned fund balance be less than 20% of the actual annual operating expenditures.

TOWN OF ATHERTON NOTES TO BASIC FINANCIAL STATEMENTS For the Year Ended June 30, 2020

NOTE 7 – PENSION PLAN

A. General Information about the Pension Plan

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 Plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

Plan Description – All qualified permanent and probationary employees are eligible to participate in the Town's separate Safety and Miscellaneous (all other) Employee Pension Rate Plans. The Town's Safety and Miscellaneous Plans are part of the public agency cost-sharing multiple-employer defined benefit pension plan (PERF C), which is administered by CalPERS. PERF C consists of a miscellaneous pool and a safety pool (also referred to as "risk pools"), which are comprised of individual employer miscellaneous and safety rate plans, respectively. Individual employers may sponsor more than one miscellaneous and safety rate plan. The employer participates in one cost-sharing multiple-employer defined benefit pension plan regardless of the number of rate plans the employer sponsors. Benefit provisions under the Plan are established by State statute and Town resolution. CalPERS issues publicly available reports that include a full description of the pension plan 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

Town's labor contracts (MOU) require the Town to pay the employees' contributions as well as employer's portion, except for the sworn officers, who are responsible for 2% of 9% after the Town makes a 7% contribution for them. However, as of July 1, 2013, Miscellaneous Plan employees started to pay their own portion of the required employee contribution rate of 7%. The Town and the Atherton Police Officers Association (APOA) adopted a new MOU on October 1, 2013. Effective on January 1, 2014, the Town's payment of the employee share of the mandatory member contribution for the CalPERS retirement benefit shall be 5%. Effective January 1, 2015, the Town's payment of the employee share of the mandatory member contribution shall be reduced to 2.5%. Effective January 1, 2016, the Town shall cease paying any portion of the employees' share and the employees shall pay 100% of the employee share of the mandatory member contribution, presently 9% for sworn and 7% for civilian.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 7 – PENSION PLAN (Continued)

A. General Information about the Pension Plans (Continued)

During the fiscal year 2018-2019, the Town adopted amendments with CalPERS that allows sharing of additional employer costs passed to the employees. The Town implemented a cost sharing within the pension plans among Public Safety and Local Miscellaneous employees. This included Public Safety sworn staff picking up the employers CalPERS share of 3% and 1% for Miscellaneous employees. These are the maximum under CalPERS law for the passing on of costs of the employer's share. These were amendment changes to the contract between the Board of Administration California Public Employees' Retirement System and The Town as proposed changes in Section 20516 (Employees Sharing Additional Costs). Increase in employee contribution rates results in a respective decrease in employer contribution rates. The Plan's provisions and benefits in effect at June 30, 2020, are summarized as follows:

	Miscellaneous	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50-63 or older	52-67 or older
Monthly benefits, as a % of eligible compensation	1.426% to 2.418%	1% to 2.5%
Required employee contribution rates	8%	7.25%
Required employer contribution rates	9.327%	7.072%

	Safety	
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	3% @ 50	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50-55 or older	50-57 or older
Monthly benefits, as a % of eligible compensation	3%	2% to 2.7%
Required employee contribution rates	12%	15.75%
Required employer contribution rates	20.654%	10.786%

Beginning in fiscal year 2016, CalPERS collects employer contributions for the cost-sharing plan as a percentage of payroll for the normal cost portion as noted in the rates above and as a dollar amount for contributions toward the unfunded liability and side fund. The dollar amounts are billed on a monthly basis. The Town's required contribution for the unfunded liability was \$1,039,269 in fiscal year 2020.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 7 – PENSION PLAN (Continued)

A. General Information about the Pension Plans (Continued)

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 the Plan 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 Town 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 to the Plan were as follows:

	Miscellaneous	Miscellaneous PEPRA	Safety	Safety PEPRA
Contributions - employer	\$428,901	\$51,280	\$1,097,339	\$105,585
Contributions - employee	123,173	64,133	204,530	146,162

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

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

	Proportionate Share of Net Pension Liability
Miscellaneous - Classic & PEPRA	\$4,957,053
Safety - Classis & PEPRA	12,687,811
Total Net Pension Liability	<u>\$17,644,864</u>

The Town’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2019, and the total pension liability for the 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 Town’s proportion of the net pension liability was based on a projection of the Town’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Town’s proportionate shares of the net pension liability for the Plan as of June 30, 2018 and 2019 were as follows:

	Miscellaneous	Safety
Proportion - June 30, 2018	0.11852%	0.19992%
Proportion - June 30, 2019	0.12379%	0.20325%
Change - Increase (Decrease)	<u>0.00527%</u>	<u>0.00333%</u>

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 7 – PENSION PLAN (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

For the year ended June 30, 2020, the Town recognized pension expense of \$3,284,826. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Miscellaneous - Classic & PEPR

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$480,181	
Differences between actual and expected experience	344,288	(\$26,675)
Changes in assumptions	236,375	(83,793)
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions		(283,591)
Change in employer proportion	156,943	(9,170)
Net differences between projected and actual earnings on plan investments		(86,665)
Total	<u>\$1,217,787</u>	<u>(\$489,894)</u>

Safety - Classic & PEPR

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$1,202,924	
Differences between actual and expected experience	828,400	
Changes in assumptions	520,051	(\$101,488)
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions		(515,356)
Change in employer proportion	277,341	(37,557)
Net differences between projected and actual earnings on plan investments		(174,542)
Total	<u>\$2,828,716</u>	<u>(\$828,943)</u>
Grand total	<u>\$4,046,503</u>	<u>(\$1,318,837)</u>

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 7 - PENSION PLAN (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

\$1,683,105 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:

	Miscellaneous	Safety	TOTAL
Fiscal Year Ended	Amortization	Amortization	Amortization
June 30	Amount	Amount	Amount
2021	\$270,416	\$771,803	\$1,042,219
2022	(74,826)	(107,816)	(182,642)
2023	34,610	98,901	133,511
2024	17,512	33,961	51,473
	<u>\$247,712</u>	<u>\$796,849</u>	<u>\$993,088</u>

Actuarial Assumptions – The total pension liabilities in the June 30, 2018 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	3.00%
Projected Salary Increase	Varies by Entry Age, Service, and type of employment
Investment Rate of Return	7.15% (1)
Mortality	Derived using CalPERS Membership Data for all Funds (2)

(1) Net of pension plan investment expenses, including inflation

(2) The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of Scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2018 valuation were based on the results of a December 2017 actuarial experience study for the period 1997 to 2015. Further details of the Experience Study can be found on the CalPERS website.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 7 – PENSION PLAN (Continued)

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate – The discount rate used to measure the total pension liability for the Plan was 7.15%. The projection of cash flows used to determine the discount rate for the Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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+ 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 rounded 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 equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects the expected real rate of return by asset class.

For Miscellaneous and Safety Plan			
Asset Class (a)	New Strategic Allocation	Real Return Years 1 - 10(b)	Real Return Years 11+(c)
Global Equity	50.0%	4.80%	5.98%
Global Fixed Income	28.0%	1.00%	2.62%
Inflation Sensitive		0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1.0%		-0.92%
Total	100%		

(a) In the CalPERS CAFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

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

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

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 7 – PENSION PLAN (Continued)

- B. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate** – The following presents the Town’s proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the Town’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:

	<u>Miscellaneous</u>	<u>Safety</u>
1% Decrease	6.15%	6.15%
Net Pension Liability	\$7,642,306	\$18,919,948
Current Discount Rate	7.15%	7.15%
Net Pension Liability	\$4,957,053	\$12,687,811
1% Increase	8.15%	8.15%
Net Pension Liability	\$2,740,567	\$7,578,435

Pension Plan Fiduciary Net Position – Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

Subsequent Event - CalPERS Pension Contribution Rates – The CalPERS Board of Administration has adopted a new amortization policy effective with the June 30, 2019 actuarial valuation. The new policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed using a level dollar amount. In addition, the new policy removes the 5-year ramp-up and ramp-down on UAL bases attributable to assumption changes and non-investment gains/losses. The new policy removes the 5-year ramp-down on investment gains/losses. These changes will apply only to new UAL bases established on or after June 30, 2019. As a result of these changes, the Town’s contribution rates for the fiscal year ended June 30, 2021 are expected to increase over the fiscal year 2020 contribution rates.

TOWN OF ATHERTON NOTES TO BASIC FINANCIAL STATEMENTS For the Year Ended June 30, 2020

NOTE 8 – POST EMPLOYMENT HEALTH CARE BENEFITS

A. General Information about the Town's Other Post Employment Benefit (OPEB) Plan and the OPEB Trust Fund

OPEB Trust Fund Plan Administrator – The City Manager is the Town's appointed plan administrator to act on behalf of the Town. The Public Agency Retirement Services (PARS) administers the trust for the Town's retiree healthcare benefit plan.

Plan Description – The Town's Post Employment Benefit Plan is a single-employer defined benefit OPEB plan. By Town Council resolution, the Town provides certain medical benefits for employees and dependents who retire directly from the Town at fifty years or older and who are vested in the California Public Employees Retirement System (CalPERS).

Benefits Provided – The Town of Atherton participates in the CalPERS medical program. Retirees who qualify for a CalPERS pension are entitled to employer paid CalPERS medical benefits as described below. The Town does not pay for dental, vision or other health and welfare benefits for retirees.

Employees who retire from the Town, receive a PERS pension and continue their CalPERS medical coverage are eligible to receive the benefit described below. This benefit continues throughout the life of the retiree and surviving spouse.

Management Employees (non-represented), hired before adoption of Management Resolution on November 17, 2010 - The Town pays 100% of premiums for any medical coverage and any family status.

Management Employees (non-represented), hired after adoption of November 17, 2010 and before June 30, 2013 - The Town pays up to a maximum of the single employee Kaiser premium regardless of family status. A spouse or dependent is only covered if the employee's premium is less than this maximum. After age 65, the Town pays up to a maximum of the reduced post age 65 single employee Kaiser premium.

Employees retiring from the Town and CalPERS concurrently with at least 5 years of service will receive the basic Public Employees Medical and Hospital Care Act (PEMHCA) minimum contribution by law.

Management Employees (non-represented), hired on or after July 1, 2013 - The Town pays the CalPERS minimum benefit.

APOA Police Officers, retired before October 1, 2013 - The Town pays a maximum monthly benefit of \$1,247.06 which is assumed to not increase in the future. APOA employees retiring on disability from employment of the Town while in a job classification covered by this MOU and said disability arising from employment with the Town, shall be exempt from this cap.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 8 – POSTEMPLOYMENT HEALTH CARE BENEFITS (Continued)

A. General Information about the Town’s Other Post Employment Benefit (OPEB) Plan and the OPEB Trust Fund (Continued)

Members of the APOA Police Officers, hired before October 1, 2013 but retired or will retire after October 1, 2013 – The Town pays up to a maximum of 90% of the Kaiser premium for any family status. This cap is assumed to increase at half the excess of the assumed rate of increase over 3% each year, with a minimum of 0%. This assumption is based on the language in Resolution 13-37, page 8, Paragraph C. a., and assumes that the same language will continue in years after 2016. Employees retiring from the Town and CalPERS concurrently with at least 5 years of service will receive the basic Public Employees Medical and Hospital Care Act (PEMHCA) minimum contribution by law. If they have 10 or more years of service, they are subject to a vesting schedule.

APOA employees retiring on disability from employment of the Town while in a job classification covered by this MOU and said disability arising from employment with the Town, shall receive 90% of the Town contribution of Kaiser.

APOA Police Officers, hired on or after October 1, 2013 – The Town pays up to a maximum of the PEMHCA Minimum (\$125 in 2016, \$128 in 2017).

APOA Miscellaneous Employees – The Town pays the same benefit as for APOA Officers. It has been assumed that this benefit will continue after 2016.

Teamsters and Confidential employees – (non-management, miscellaneous) hired before January 19, 2011 - The Town pays up to a maximum benefit of 95% of Blue Shield Access Plus basic/supplemental Bay Area/Sacramento HMO premiums. This applies to any medical coverage and any family status. After age 65, the Town pays only 95% of the reduced post age 65 premiums.

Employees Covered by Benefit Terms – Membership in the plan consisted of the following at the measurement date of June 30, 2020:

Active employees	36
Retirees receiving benefit payments	41
Covered dependents of retirees	25
Total	<u>102</u>

To comply with Actuarial Standard of Practice No. 6 (ASOP 6), the actuarial valuation includes an implicit subsidy liability. When premiums for retirees are determined using a blend of active employee and retiree experience, it creates an implicit subsidy to the retirees, since retiree healthcare costs are generally higher than active employees. ASOP 6 effectively requires most public agencies to calculate an implicit subsidy liability whenever their retirees participate in the group medical plans, but only pay the same premiums as active employees. As a result of the required ASOP 6, the Town’s Actuarial Accrued Liability at June 30, 2020 included an implicit subsidy liability of \$1,992,279.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 8 – POSTEMPLOYMENT HEALTH CARE BENEFITS (Continued)

B. Net OPEB Liability

Actuarial Methods and Assumptions – The Town’s net OPEB liability and total OPEB liability were determined by an actuarial valuation based on the following dates, actuarial methods and assumptions:

Actuarial Assumptions	June 30, 2020 Measurement Date
Valuation Date	• June 30, 2020
Actuarial Cost Method	• Entry Age Normal
Contribution Policy	• The Town intends to contribute the full ADC to the PARS trust each year
Discount Rate and Long Term Expected Rate of Return on Investment	• 6.00%, based on PARS investment allocation Moderate
Inflation	• 2.26% per annum
Payroll Increases	• 3.25% annual increases
Medical Trend	• Pre-65: 6.90% for 2022 decreasing to 5.00% in 2030 and later years • Post-65: 5.00% in 2022 and later years
Mortality	• CalPERS 2014 Scale MP-2014

OPEB Trust Fund Investment Policy - PARS offers different investment portfolios as part of the investment vehicle. The Town has elected to invest pre-funded contributions using a Moderate Index Plus portfolio. The investment objective of this strategy is to provide current income and moderate capital appreciation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Equity	48.25%	5.65%
Fixed income	45.00%	1.39%
REITS	1.75%	5.06%
Cash	5.00%	0.00%
Total	100.00%	

The long-term expected real rate of return used JPMorgan arithmetic Long Term Capital Market assumptions and expected inflation of 2.26%.

The above table shows the target asset allocation in the PARS Trust Moderate investment policy.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 8 – POSTEMPLOYMENT HEALTH CARE BENEFITS (Continued)

B. Net OPEB Liability (Continued)

Discount Rate – The discount rate is based on a blend of (a) the long-term expected rate of return on assets for benefits covered by plan assets and a yield or index for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or better for benefits not covered by plan assets. The projection of cash flows used to determine the discount rate assumed that Town contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

OPEB Trust Fund Annual Money-Weighted Rate of Return – For the year ended June 30, 2018, the annual money-weighted rate of return on investments, net of investment expense, was 6.00%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

C. Changes in Net OPEB Liability

The changes in the net OPEB liability follows:

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability/(Asset) (a) - (b)
Balance at June 30, 2019 Measurement Date	\$10,487,049	\$6,842,386	\$3,644,663
Changes Recognized for the Measurement Period:			
Service Cost	175,867		175,867
Interest on the total OPEB liability	623,286		623,286
Changes in benefit terms			
Differences between expected and actual experience	558,111		558,111
Changes of assumptions	(849,626)		(849,626)
Contributions from the employer		763,648	(763,648)
Net investment income		322,036	(322,036)
Benefit payments	(557,747)	(557,747)	
Administrative expenses		(38,683)	38,683
Net changes	(50,109)	489,254	(539,363)
Balance at June 30, 2020 Measurement Date	\$10,436,940	\$7,331,640	\$3,105,300
Plan fiduciary net position as a percentage of the total OPEB liability		70.2%	

The OPEB plan does not issue separate financial statements.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 8 – POSTEMPLOYMENT HEALTH CARE BENEFITS (Continued)

D. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate and Healthcare Cost Trend Rates

The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB 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 discount rate:

Net OPEB Liability		
Discount Rate -1%	Current Discount Rate	Discount Rate +1%
(5.00%)	(6.00%)	(7.00%)
\$4,420,704	\$3,105,300	\$2,024,906

The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates as discussed above:

Net OPEB Liability		
Current Healthcare Cost		
1% Decrease	Trend Rates	1% Increase
\$2,029,939	\$3,105,300	\$4,394,910

E. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2020, the Town recognized negative OPEB expense of \$764,935. At June 30, 2020, the Town reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between actual and expected experience	\$477,190	(\$342,786)
Changes of assumptions		(2,077,933)
Net differences between projected and actual earnings on plan investments	63,131	
Total	\$540,321	(\$2,420,719)

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 8 – POSTEMPLOYMENT HEALTH CARE BENEFITS (Continued)

E. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB (Continued)

The deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in future fiscal years as part of OPEB expense as follows:

Year Ended June 30	Annual Amortization
2021	(\$423,637)
2022	(422,878)
2023	(426,079)
2024	(418,600)
2025	(151,291)
Thereafter	(37,913)
Total	(\$1,880,398)

NOTE 9 – RISK MANAGEMENT

A. Coverage

The Town is a member of Pooled Liability Assurance Network (PLAN), which provides general liability coverage of \$5,000,000 above the Town's deductible of \$25,000 per occurrence, risk property insurance of \$100,000 above the Town's deductible of \$5,000 for property damage and \$5,000 for auto / vehicle damage. PLAN is governed by a board consisting of representatives from member municipalities. The board controls the operations of PLAN, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on the Board.

Audited financial statements may be obtained from PLAN Services, 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833.

Alliant Insurance Services covers employment theft up to \$1,000,000 for each claim and in the aggregate and the Town's deductible is \$5,000 per claim.

The Cities Group covers workers' compensation claims up to \$1,000,000 each for miscellaneous employees, up to \$1,500,000 each for safety officers, and has coverage above that limit to a maximum of \$10,000,000. The Town has no deductible for the claims.

Audited financial statements may be obtained from Cities Group, address, P.O. Box 111, Burlingame, CA 94011-0111.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 9 – RISK MANAGEMENT

B. Uninsured Claims

The Town's liability for uninsured claims, including estimated claims incurred but not reported, was estimated by management based on prior years claims experience and was computed as follows as of June 30:

	2020	2019
Beginning balance	\$4,510	\$4,510
Net change in claims liabilities	117,123	10,704
Claims paid	(60,703)	(10,704)
Ending balance	\$60,930	\$4,510
Claims liabilities due within a year	\$60,930	\$4,510

For the years ended June 30, 2020, 2019, and 2018 the amount of settlements did not exceed insurance coverage.

NOTE 10 – LONG TERM LIABILITIES

The Town generally incurs long-term debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. This debt will be repaid only out of governmental funds but is not accounted for in these funds because this debt does not require an appropriation or expenditure in this accounting period.

The City's debt issues and transactions are summarized below and discussed in detail thereafter.

A. Current Year Transactions and Balances

	Balance at June 30, 2019	Additions	Retirements	Balance at June 30, 2020	Due Within One Year	Due in More Than One Year
San Mateo County Bayfront Canal Loan	\$140,846		(\$15,835)	\$125,011	\$16,031	\$108,980
Town Center Project Capital Lease		\$7,680,000		7,680,000	680,000	7,000,000
Total	\$140,846	\$7,680,000	(\$15,835)	\$7,805,011	\$696,031	\$7,108,980

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 10 – LONG TERM LIABILITIES

B. Town Center Project Capital Lease Agreement

On June 1, 2020, the Town entered into Lease Agreements with the Public Property Financing Corporation of California, which subsequently assign the Agreement to Capital One Public Funding LLC (Assignee), under which the Town leased certain land and improvements initially consisting generally of the Holbrook-Palmer Park and the land on which the Town Center Project will be located, for which the Assignee made a one-time up-front lease payment to the Town in the amount of \$7,680,000.

Simultaneously, the Town will lease back from the Assignee with annual lease payments over a lease term of 10 years, at a fixed interest rate of 2.20% per year. The Sublease is secured by the leased property. The Sublease is repayable in semi-annual payments beginning December 1, 2020 through June 1, 2030. While the pledge of repayment is from the General Fund.

C. Debt Services Requirements

Annual debt service requirements are shown below for all long-term debt with specified repayment terms:

Year ending June 30	San Mateo County Bayfront Canal Loan		Town Center Project Capital Lease		Total
	Principal	Interest	Principal	Interest	
2021	\$16,031	\$1,467	\$680,000	\$160,527	\$858,025
2022	16,221	1,276	710,000	150,095	877,592
2023	16,416	1,081	725,000	134,420	876,917
2024	16,612	885	745,000	118,305	880,802
2025	16,815	683	760,000	101,860	879,358
2026 - 2028	42,916	828	4,060,000	249,700	4,353,444
Total	<u>\$125,011</u>	<u>\$6,220</u>	<u>\$7,680,000</u>	<u>\$914,907</u>	<u>\$8,726,138</u>

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 11 – JOINT POWERS AUTHORITIES

The Town participates in joint ventures discussed below through separate entities established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, these entities exercise full powers and authorities within the scope of the related Joint Powers Agreements including the preparation of annual budgets, accountability for all funds, the power to make and execute contracts and the right to sue and be sued. Each joint venture is governed by a board consisting of representatives from member municipalities. Each board controls the operations of the respective joint venture, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on that board. Obligations and liabilities of these joint ventures are not the Town's responsibility and the Town does not have an equity interest in the assets of each joint venture except upon dissolution of the joint venture. The Joint Powers Agreement is effective for the year ended June 30, 2018 and continues on a year to year basis until the parties agree to terminate the agreement or if a majority of the parties have withdrawn from the Joint Powers pursuant to Section 6 of the agreement.

D. *Town/County Association of Governments of San Mateo County (C/CAG)*

Town/County Association of Governments of San Mateo County was formed in 1990 between the various cities in San Mateo County to prepare, adopt, monitor and enforce state mandated plans for the management of traffic congestion, integrated solid waste, airport land use and hazardous waste. The Town's contribution to C/CAG was \$23,196 for the year ended June 30, 2019. Financial statements may be obtained by mailing a request to the City of San Carlos, 600 Elm Street, San Carlos, CA 94070.

E. *South Bayside Waste Management Authority (Authority)*

The Authority is a joint powers agreement formed on October 13, 1999 for the purpose of joint ownership, financing and administration of the San Carlos Transfer Station and the San Mateo Recyclery; and the planning, administration, review, monitoring, enforcement and reporting of solid waste and recyclable material within the Authority service area. Members of Authority include 11 municipalities located on the mid and lower Peninsula as well as certain unincorporated areas within the County. The Authority is controlled by a 12-member board consisting of one representative from each community. Through the operation of franchise agreements, Recology San Mateo County provides refuse and recyclable materials collection and disposal services for the benefit of residents and business of each member agency.

Effective December 31, 2020, the Town has withdrawn from the Authority and paid approximately \$2.2 million in costs associated with the withdrawal from its rate stabilization fund.

F. *Alcohol Violation Temporary Housing Authority (AVTHA)*

AVTHA was established between the County and most of the cities and towns in the County to provide temporary housing and counseling to persons accused of alcohol related law violations. AVTHA contracts with an operator to provide such services. The costs of operating the temporary housing are allocated to each member based on alcohol related arrests occurring within each member's jurisdiction. Financial statements for AVTHA may be obtained by mailing a request to Redwood City, 801 Marshall Street, Suite 600, Redwood City, California 94063.

TOWN OF ATHERTON
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2020

NOTE 10 – JOINT POWERS AUTHORITIES (Continued)

G. *Library Joint Powers Agreement*

In 1999, the Town joined with the County and ten other municipalities in the County to coordinate and expand library services throughout the County, including those in the Town.

Property tax revenues in excess of the JPA's costs of maintaining the library are remitted to the Town and are deposited into the Library Special Revenue Fund. Expenditures of this fund are subject to the approval of the Library JPA.

NOTE 12 – CONTINGENT LIABILITIES

The Town is subject to litigation arising in the normal course of business. In the opinion of the Town Attorney there is no pending litigation which is likely to have a material adverse effect on the financial position of the Town.

The Town participates in Federal and State grant programs. When required, these programs are audited in accordance with the provisions of the Federal Single Audit Act as amended and applicable State requirements. These programs are also subjected to further examination by the grantors, and the amount, if any, of expenditures which may be disallowed by the granting agencies, cannot be determined at this time. The Town expects such amounts, if any, to be immaterial.

REQUIRED SUPPLEMENTARY INFORMATION

REQUIRED SUPPLEMENTARY INFORMATION

COST-SHARING MULTIPLE-EMPLOYER DEFINED PENSION PLAN – LAST 10 YEARS*

SCHEDULE OF PLAN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

	Miscellaneous					
Measurement Date	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019
Plan's proportion of the Net Pension Liability (Asset)	0.04366%	0.10574%	0.11181%	0.11522%	0.11852%	0.12379%
Plan's proportion share of the Net Pension Liability (Asset)	<u>\$2,716,530</u>	<u>\$2,901,033</u>	<u>\$3,884,053</u>	<u>\$4,542,046</u>	<u>\$4,466,539</u>	<u>\$4,957,053</u>
Plan's Covered Payroll	<u>\$1,473,083</u>	<u>\$1,595,884</u>	<u>\$1,772,771</u>	<u>\$1,912,587</u>	<u>\$2,040,240</u>	<u>\$2,127,834</u>
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	184.41%	181.78%	219.10%	237.48%	218.92%	232.96%
Plan's Fiduciary Net Position as a Percentage of the Total Pension Liability	83.03%	78.28%	73.20%	75.39%	75.39%	75.17%

	Safety					
Measurement Date	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019
Plan's proportion of the Net Pension Liability (Asset)	0.10505%	0.18865%	0.19496%	0.19379%	0.19992%	0.20325%
Plan's proportion share of the Net Pension Liability (Asset)	<u>\$6,536,499</u>	<u>\$7,773,056</u>	<u>\$10,097,455</u>	<u>\$11,579,520</u>	<u>\$11,730,572</u>	<u>\$12,687,811</u>
Plan's Covered Payroll	<u>\$2,030,918</u>	<u>\$2,391,765</u>	<u>\$2,488,471</u>	<u>\$2,414,626</u>	<u>\$2,608,708</u>	<u>\$2,672,010</u>
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	321.85%	324.99%	405.77%	479.56%	449.67%	474.84%
Plan's Fiduciary Net Position as a Percentage of the Total Pension Liability	81.46%	78.52%	73.96%	71.74%	71.74%	72.10%

* - Fiscal year 2015 was the 1st year of implementation.

REQUIRED SUPPLEMENTARY INFORMATION

COST-SHARING MULTIPLE-EMPLOYER DEFINED PENSION PLAN – LAST 10 YEARS*

SCHEDULE OF CONTRIBUTIONS

	Miscellaneous					
Fiscal Year Ended June 30	2015	2016	2017	2018	2019	2020
Actuarially determined contribution	\$179,934	\$150,616	\$305,597	\$349,365	\$416,994	\$480,181
Contributions in relation to the actuarially determined contributions	(179,934)	(150,616)	(305,597)	(349,365)	(416,994)	(480,181)
Contribution deficiency (excess)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Covered payroll	<u>\$1,595,884</u>	<u>\$1,772,771</u>	<u>\$1,912,587</u>	<u>\$2,040,240</u>	<u>\$2,127,834</u>	<u>\$2,314,721</u>
Contributions as a percentage of covered payroll	11.27%	8.50%	15.98%	17.12%	19.60%	20.74%
	Safety					
Fiscal Year Ended June 30	2015	2016	2017	2018	2019	2020
Actuarially determined contribution	\$646,174	\$466,548	\$849,073	\$939,476	\$1,042,632	\$1,202,924
Contributions in relation to the actuarially determined contributions	(646,174)	(466,548)	(849,073)	(939,476)	(1,042,632)	(1,202,924)
Contribution deficiency (excess)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Covered payroll	<u>\$2,391,765</u>	<u>\$2,488,471</u>	<u>\$2,414,626</u>	<u>\$2,608,708</u>	<u>\$2,672,010</u>	<u>\$2,668,668</u>
Contributions as a percentage of covered payroll	27.02%	18.75%	35.16%	36.01%	39.02%	45.08%

* Fiscal year 2015 was the 1st year of implementation.

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS

Retiree Healthcare OPEB Plan - Single Employer
Last 10 fiscal years*

Measurement Date	6/30/2017	6/30/2018	6/30/2019	6/30/2020
Total OPEB Liability				
Service Cost	\$245,008	\$257,258	\$167,493	\$175,867
Interest	730,760	755,515	610,002	623,286
Changes in benefit terms				
Differences between expected and actual experience	(150,117)	(574,495)	(11,091)	558,111
Changes of assumptions		(2,299,690)		(849,626)
Benefit payments	(448,746)	(401,170)	(549,101)	(557,747)
Net change in total OPEB liability	376,905	(2,262,582)	217,303	(50,109)
Total OPEB liability - beginning	12,155,423	12,532,328	10,269,746	10,487,049
Total OPEB liability - ending (a)	\$12,532,328	\$10,269,746	\$10,487,049	\$10,436,940
Plan fiduciary net position				
Contributions - employer	\$448,736	\$493,288	\$747,885	\$763,648
Contributions - employee				
Net investment income	464,151	326,600	417,827	322,036
Administrative expense	(13,996)	(15,183)	(33,395)	(38,683)
Benefit payments	(448,746)	(401,170)	(549,101)	(557,747)
Net change in plan fiduciary net position	450,145	403,535	583,216	489,254
Plan fiduciary net position - beginning	5,405,490	5,855,635	6,259,170	6,842,386
Plan fiduciary net position - ending (b)	\$5,855,635	\$6,259,170	\$6,842,386	\$7,331,640
Net OPEB liability - ending (a)-(b)	\$6,676,693	\$4,010,576	\$3,644,663	\$3,105,300
Plan fiduciary net position as a percentage of the total OPEB liability	46.7%	60.9%	65.2%	70.2%
Covered-employee payroll	\$4,327,213	\$4,497,946	\$4,799,843	\$4,983,389
Net OPEB liability as a percentage of covered-employee payroll	154.30%	89.16%	75.93%	62.31%

* Fiscal year 2017 was the first year of implementation for GASB 74

* Fiscal year 2018 was the first year of implementation for GASB 75

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF CONTRIBUTIONS Retiree Healthcare OPEB Plan - Single Employer Last 10 fiscal years*

Fiscal Year Ended June 30,	2017	2018	2019	2020
Actuarially determined contribution	\$668,846	\$693,890	\$419,511	\$435,103
Contributions in relation to the actuarially determined contribution	448,945	493,288	747,885	763,648
Contribution deficiency (excess)	\$219,901	\$200,602	(\$328,374)	(\$328,545)
Covered-employee payroll	\$4,327,213	\$4,497,946	\$4,799,843	\$4,983,389
Contributions as a percentage of covered-employee payroll	10.4%	10.97%	15.58%	15.32%

* Fiscal year 2017 was the first year of implementation for GASB 74

* Fiscal year 2018 was the first year of implementation for GASB 75

NOTES TO SCHEDULE OF EMPLOYER CONTRIBUTION Retiree Healthcare OPEB Plan - Agent Multiple Employer Methods and Assumptions for Actuarially Determined Contribution

Valuation Date	• June 30, 2020
Actuarial Cost Method	• Entry Age Normal
Contribution Policy	• The Town intends to contribute the full ADC to the PARS trust each year
Discount Rate and Long Term Expected Rate of Return on Investment	• 6.00%, based on PARS investment allocation Moderate
Inflation	• 2.26% per annum
Payroll Increases	• 3.25% annual increases
Medical Trend	• Pre-65: 6.90% for 2022 decreasing to 5.00% in 2030 and later years • Post-65: 5.00% in 2022 and later years
Mortality	• CalPERS 2014 Scale MP-2014

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF INVESTMENT RETURNS
Other Post-Employment Retirement Benefits Trust Fund
Last 10 Fiscal Years

<u>Fiscal year ended June 30,</u>	<u>Annual money-weighted rate of return, net of investment expense</u>
2017	6.00%
2018	6.00%
2019	6.00%
2020	6.00%

*Fiscal year 2017 was the first year of implementation for GASB 74

NON-MAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

COUNTY MEASURE A FUND accounts for funds received from the County of San Mateo Measure A funds for local transportation purposes.

GAS TAX FUND accounts for funds received from the State of California for road improvement.

EVANS CREATIVE DESIGN FUND accounts for funds received from the Evans estate.

MEASURE M FUND accounts for funds received from the Congestion Management Agency for San Mateo County.

REFUSE RATE STABILIZATION FUND accounts for the surplus of refuse fees.

CAPITAL PROJECTS FUNDS

STORM DRAINAGE FUND accounts for the operation and maintenance costs of drainage systems in the Town.

CHANNEL DRAINAGE DISTRICT accounts for tax revenues collected and channel maintenance costs.

TOWN OF ATHERTON
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET
JUNE 30, 2020

	SPECIAL REVENUE FUNDS				
	County Measure A	Gas Tax	Evans Creative Design	Measure M	Refuse Rate Stabilization
ASSETS					
Cash and investment	\$872,556	\$94,957	\$4,324	\$207,758	\$1,913,473
Receivables:					
Taxes		8,817			
Total Assets	<u>\$872,556</u>	<u>\$103,774</u>	<u>\$4,324</u>	<u>\$207,758</u>	<u>\$1,913,473</u>
LIABILITIES					
Accounts payable	\$174,704				\$8,654
Accrued liability					
Total Liabilities	<u>174,704</u>				<u>8,654</u>
FUND EQUITY					
Fund balances					
Restricted	697,852	\$103,774	\$4,324	\$207,758	1,904,819
Assigned					
Total Fund Balances	<u>697,852</u>	<u>103,774</u>	<u>4,324</u>	<u>207,758</u>	<u>1,904,819</u>
Total Liabilities and Fund Balances	<u>\$872,556</u>	<u>\$103,774</u>	<u>\$4,324</u>	<u>\$207,758</u>	<u>\$1,913,473</u>

SPECIAL REVENUE FUND	CAPITAL PROJECT FUNDS		
County Measure W	Storm Drainage	Channel Drainage District	Total Nonmajor Governmental Funds
\$132,576	\$31,924	\$496,562	\$3,754,130
16,486		570	25,873
<u>\$149,062</u>	<u>\$31,924</u>	<u>\$497,132</u>	<u>\$3,780,003</u>
			\$183,358
			183,358
\$149,062	\$31,924	\$497,132	3,564,721 31,924
149,062	31,924	497,132	3,596,645
<u>\$149,062</u>	<u>\$31,924</u>	<u>\$497,132</u>	<u>\$3,780,003</u>

TOWN OF ATHERTON
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2020

	SPECIAL REVENUE FUNDS				
	County Measure A	Gas Tax	Evans Creative Design	Measure M	Refuse Rate Stabilization
REVENUES					
Property taxes					
Measure Grants	\$369,378				
From other agencies		\$293,392		\$75,000	\$211,891
Use of money and property	15,789	1,718	\$78	3,760	34,624
Miscellaneous					
Total Revenues	385,167	295,110	78	78,760	246,515
EXPENDITURES					
Current:					
Police					
Public Works	16,770	5,881			88,643
Capital Outlay	390,308	262,318	3,229	103,824	
Total Expenditures	407,078	268,199	3,229	103,824	88,643
OTHER FINANCING SOURCES (USES)					
Transfers in					
Total Other Financing Sources					
NET CHANGE IN FUND BALANCES	(21,911)	26,911	(3,151)	(25,064)	157,872
BEGINNING FUND BALANCES	719,763	76,863	7,475	232,822	1,746,947
ENDING FUND BALANCES	\$697,852	\$103,774	\$4,324	\$207,758	\$1,904,819

SPECIAL REVENUE FUND	CAPITAL PROJECTS FUNDS		
County Measure W	Storm Drainage	Channel Drainage District	Total Nonmajor Governmental Funds
		\$149,462	\$149,462
\$146,663			369,378
2,399	\$577	8,985	726,946
			67,930
149,062	577	158,447	1,313,716
		6,013	117,307
		35,500	795,179
		41,513	912,486
149,062	577	116,934	401,230
	31,347	380,198	3,195,415
\$149,062	\$31,924	\$497,132	\$3,596,645

TOWN OF ATHERTON
BUDGETED NON-MAJOR GOVERNMENTAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	SPECIAL REVENUE FUNDS					
	County Measure A			Gas Tax		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
REVENUES						
Property taxes						
Measure A grants	\$370,000	\$369,378	(\$622)			
From other agencies		15,789	15,789	\$313,738	\$293,392	(\$20,346)
Use of money and property					1,718	1,718
Miscellaneous						
Total Revenues	370,000	385,167	15,167	313,738	295,110	(18,628)
EXPENDITURES						
Current:						
Police						
Public Works		16,770	(16,770)		5,881	(5,881)
Non-departmental						
Capital Outlay	707,379	390,308	317,071	250,790	262,318	(11,528)
Total Expenditures	707,379	407,078	300,301	250,790	268,199	(17,409)
OTHER FINANCING SOURCES (USES)						
Transfers in						
Total Other Financing Sources						
NET CHANGE IN FUND BALANCES	<u>(\$337,379)</u>	<u>(21,911)</u>	<u>\$315,468</u>	<u>\$62,948</u>	<u>26,911</u>	<u>(\$36,037)</u>
BEGINNING FUND BALANCES		<u>719,763</u>			<u>76,863</u>	
ENDING FUND BALANCES		<u>\$697,852</u>			<u>\$103,774</u>	

SPECIAL REVENUE FUNDS

Evans Creative Design Fund			Measure M			Refuse Rate Stabilization		
Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
			\$75,000	\$75,000			\$211,891	\$211,891
\$90	\$78	(\$12)	3,760	3,760			34,624	34,624
90	78	(12)	78,760	78,760			246,515	246,515
						\$88,643	88,643	
	3,229	(3,229)	154,324	103,824	\$50,500			
	3,229	(3,229)	154,324	103,824	50,500	88,643	88,643	
\$90	(3,151)	(\$3,241)	(\$75,564)	(25,064)	\$50,500	(\$88,643)	157,872	\$246,515
	7,475			232,822			1,746,947	
	\$4,324			\$207,758			\$1,904,819	

(Continued)

TOWN OF ATHERTON
BUDGETED NON-MAJOR GOVERNMENTAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE FISCAL YEAR ENDED JUNE 30, 2020

	SPECIAL REVENUE FUNDS		
	County Measure W		
	Budget	Actual	Variance Positive (Negative)
REVENUES			
Property taxes			
Measure grants		\$146,663	\$146,663
From other agencies			
Use of money and property		2,399	2,399
Miscellaneous			
Total Revenues		149,062	149,062
EXPENDITURES			
Current:			
Police			
Public Works			
Non-departmental			
Capital Outlay			
Total Expenditures			
OTHER FINANCING SOURCES (USES)			
Transfers in			
Total Other Financing Sources			
NET CHANGE IN FUND BALANCES		149,062	\$149,062
BEGINNING FUND BALANCES			
ENDING FUND BALANCES		\$149,062	

INTERNAL SERVICE FUNDS

Internal Service Funds are used to finance and account for special activities and services performed by a designated department for other departments in the Town on a cost reimbursement basis.

The concept of major funds does not extend to internal service funds because they do not do business with outside parties. For the Statement of Activities, the net revenues or expenses of each internal service fund is eliminated by netting them against operations of the other Town departments, which generated them. The remaining balance sheet items are consolidated with these same funds in the Statement of Net Position.

However, internal service funds are still presented separately in the Fund financial statements, including the funds below.

EQUIPMENT REPLACEMENT FUND accounts for the financing of replacement equipment within the Town such as vehicles and computer software.

WORKERS' COMPENSATION INSURANCE FUND accounts for the financing of the Town's outstanding worker's compensation liability.

GENERAL LIABILITY FUND accounts for other liabilities including employment liabilities and hosts the insurance costs for liability claims and property losses. The activities for this fund provides for costs to general liability insurance, employment practice insurance, and self-insured retention claim expense.

EMPLOYEE BENEFITS FUND accounts for financing the liabilities for compensated absences and other post-employment benefits other than pension for Town General Fund departments.

TOWN OF ATHERTON
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF NET POSITION
JUNE 30, 2020

	Equipment Replacement	Workers' Compensation Insurance	General Liability	Employee Benefits	Total
ASSETS					
Current Assets:					
Cash and investments	\$695,961	\$1,331,375	\$746,541	\$1,494,797	\$4,268,674
Receivables:					
Other					
Total Current Assets	695,961	1,331,375	746,541	1,494,797	4,268,674
Non-Current Assets:					
Capital assets:					
Depreciable	1,580,037				1,580,037
Less: accumulated depreciation	(1,159,241)				(1,159,241)
Net Capital Asset	420,796				420,796
Total noncurrent assets	420,796				420,796
Total Assets	1,116,757	1,331,375	746,541	1,494,797	4,689,470
LIABILITIES					
Current liabilities					
Accounts payable			1,197		1,197
Claims payable			60,930		60,930
Compensated absences				427,251	427,251
Total current liabilities			62,127	427,251	489,378
Noncurrent liabilities					
Compensated absences				345,340	345,340
Total noncurrent liabilities				345,340	345,340
Total Liabilities			62,127	772,591	834,718
Net investment in capital assets	420,796				420,796
Unrestricted	695,961	1,331,375	684,414	722,206	3,433,956
Total Net Position	\$1,116,757	\$1,331,375	\$684,414	\$722,206	\$3,854,752

TOWN OF ATHERTON
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
FOR THE YEAR ENDED JUNE 30, 2020

	Equipment Replacement	Workers' Compensation Insurance	General Liability	Employee Benefits	Total
OPERATING REVENUES					
Charges for services	\$163,611	\$439,110	\$296,416	\$845,260	\$1,744,397
Total Operating Revenues	163,611	439,110	296,416	845,260	1,744,397
OPERATING EXPENSES					
Insurance		285,168	272,226		557,394
OPEB expense				672,324	672,324
Employee benefits earned				312,390	312,390
Depreciation	152,309				152,309
Supplies and maintenance	81,228				81,228
Total Operating Expenses	233,537	285,168	272,226	984,714	1,775,645
Operating Income (Loss)	(69,926)	153,942	24,190	(139,454)	(31,248)
NONOPERATING REVENUES (EXPENSES)					
Interest income	12,593	24,091	13,508	27,048	77,240
Total Nonoperating Revenues (Expenses)	12,593	24,091	13,508	27,048	77,240
OTHER FINANCING SOURCES (USES)					
Transfers in		110,000			110,000
Total Other Financing Sources (Uses)		110,000			110,000
Change in Net Position	(57,333)	288,033	37,698	(112,406)	155,992
BEGINNING NET POSITION	1,174,090	1,043,342	646,716	834,612	3,698,760
ENDING NET POSITION	\$1,116,757	\$1,331,375	\$684,414	\$722,206	\$3,854,752

TOWN OF ATHERTON
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2020

	Equipment Replacement	Workers' Compensation Insurance	General Liability	Employee Benefits	Total
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from other funds	\$166,715	\$439,110	\$296,416	\$845,260	\$1,747,501
Payments to employees for benefits				(818,089)	(818,089)
Payments to vendors	(100,145)	(285,168)	(214,609)		(599,922)
Cash Flows from Operating Activities	66,570	153,942	81,807	27,171	329,490
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Transfers in		110,000			110,000
Cash Flows from Noncapital Financing Activities		110,000			110,000
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Acquisition of capital assets, net	(109,110)				(109,110)
Cash Flows (used for) Capital and Related Financing Activities	(109,110)				(109,110)
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received	12,593	24,091	13,508	27,048	77,240
Cash Flows from Investing Activities	12,593	24,091	13,508	27,048	77,240
Net Cash Flows	(29,947)	288,033	95,315	54,219	407,620
Cash and investments at beginning of period	725,908	1,043,342	651,226	1,440,578	3,861,054
Cash and investments at end of period	\$695,961	\$1,331,375	\$746,541	\$1,494,797	\$4,268,674
Reconciliation of operating income (loss) to net cash flows from operating activities:					
Operating income	(\$69,926)	\$153,942	\$24,190	(\$139,454)	(\$31,248)
Adjustments to reconcile operating income to net cash flows from operating activities:					
Depreciation	152,309				152,309
Compensated absences				166,651	166,651
Change in assets and liabilities:					
Accounts receivable	3,104				3,104
Accounts payable	(18,917)		1,197	(26)	(17,746)
Claims payable			56,420		56,420
Cash Flows from Operating Activities	\$66,570	\$153,942	\$81,807	\$27,171	\$329,490

AGENCY FUNDS

Agency Funds account for assets held by a governmental unit in the capacity of agent for individuals, governmental entities, and non-public organizations.

The Agency Funds used to account for monies held by the Town in a fiduciary capacity are as follows:

H-P PARK IMPROVEMENT FUND Fund donated for Holbrook-Palmer Park improvement.

TREE COMMITTEE Fund maintained for the Tree Committee.

TOWN OF ATHERTON
AGENCY FUNDS
STATEMENTS OF CHANGES IN ASSETS AND LIABILITIES
FOR THE YEAR ENDED JUNE 30, 2020

	Balance June 30, 2019	Additions	Deductions	Balance June 30, 2020
<u>H-P Park Improvement Fund</u>				
ASSETS				
Cash and investments	\$6,358	\$117		\$6,475
Total assets	<u>\$6,358</u>	<u>\$117</u>		<u>\$6,475</u>
LIABILITIES				
Deposits payable	\$6,358	\$117		\$6,475
Total liabilities	<u>\$6,358</u>	<u>\$117</u>		<u>\$6,475</u>
<u>Tree Committee</u>				
ASSETS				
Cash and investments	\$26,278	\$485		\$26,763
Total assets	<u>\$26,278</u>	<u>\$485</u>		<u>\$26,763</u>
LIABILITIES				
Deposits payable	\$26,278	\$485		\$26,763
Total liabilities	<u>\$26,278</u>	<u>\$485</u>		<u>\$26,763</u>
<u>All Agency Funds</u>				
ASSET				
Cash and investments	\$32,636	\$602		\$33,238
Total assets	<u>\$32,636</u>	<u>\$602</u>		<u>\$33,238</u>
LIABILITIES				
Deposits payable	\$32,636	\$602		\$33,238
Total liabilities	<u>\$32,636</u>	<u>\$602</u>		<u>\$33,238</u>

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

To the Honorable Member of the City Council
Town of Atherton, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Town of Atherton, California, as of and for the year ended June 30, 2020, and have issued our report thereon dated December 18, 2020.

Internal Control over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Town'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 Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated December 18, 2020, which is an integral part of our audit and should be read in conjunction with this report.

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 result of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maze & Associates

Pleasant Hill, California
December 18, 2020