



**Tehachapi Valley**  
Recreation & Park District

**TEHACHAPI VALLEY  
RECREATION AND PARK DISTRICT  
490 WEST D STREET, TEHACHAPI, CA 93561**

**REGULAR BOARD MEETING  
WEDNESDAY, JANUARY 25, 2023, 5:30 P.M.**

**BOARD OF DIRECTORS**

KALEB JUDY, CHAIRPERSON  
IAN STEELE, VICE-CHAIRPERSON  
DWIGHT DREYER, DIRECTOR  
SANDY CHAVEZ, DIRECTOR  
MARYANN PACIULLO, DIRECTOR

**A G E N D A**

**1. FLAG SALUTE**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

*The Tehachapi Valley Recreation and Park District Board of Directors welcome public comments on any items within the subject matter jurisdiction of the District. We respectfully request that this public forum be utilized in a positive and constructive manner. Items addressed during Public Comment section are generally matters not included on the posted agenda and therefore the Board will take no action at this meeting. Such items, however, may be added to a future meeting's agenda. Speakers are limited to two (2) minutes. Please state your name or organization represented, if any, before making presentation. Thank you.*

**4. CONSENT CALENDAR**

*All items listed on the Consent Calendar shall be considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the Board request specific items to be removed from the Consent Calendar for separate action.*

- A. Clerk Declaration of Posting of Agenda 72 Hours in Advance of Meeting, (Page 3).
- B. Approval of Minutes from the Regular Board Meeting held August 16, 2022, (Pages 4-5).
- C. Approval of the Preliminary Financial Reports for September and October 2022, (Pages 6-25).

**5. RECREATION MANAGER REPORT**

**6. PARK & FACILITIES MAINTENANCE SUPERVISOR REPORT**

**7. DISTRICT MANAGER REPORT**

**8. AGENDA ITEMS**

- A. Annual Audit Presentation from Paul Kaymark, Nigro & Nigro, (Pages 26-70).
- B. Award of Bid for the Purchase of a Fleet Vehicle, Resolution #1-23 - Discussion/Approval, (Pages 71-75).
- C. Amend Tehachapi Valley Recreation and Park District's Conflict of Interest Code – Discussion/Approval, (Pages 76-78).

**9. BOARD OF DIRECTORS' TIME**

*Opportunity for the Board to comment on items not listed on the agenda.*

**10. ADJOURNMENT**

*Adjourn to the next Regular Meeting of the Board of Directors of the Tehachapi Valley Recreation and Park District scheduled on February 21, 2023.*



# Tehachapi Valley

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## Recreation & Park District

### CERTIFICATE OF POSTING AGENDA

I, the Clerk of the Tehachapi Valley Recreation and Park District Board of Directors hereby certify that a copy of the January 25, 2023, Regular Board Meeting Agenda was posted at the following public places within the District on Friday, January 20, 2023, at 5:30 P.M. approximately:

- TVRPD District Office, 490 West D Street, Tehachapi, California 93561
- The TVRPD Web site at [www.tvrpd.org](http://www.tvrpd.org)

The agenda and related documents were also provided to the Tehachapi Valley Recreation and Park District Board of Directors on the 20<sup>th</sup> day of January 2023.

Dated this 20<sup>th</sup> day of January 2023.

*Carrie Champlin*

Carrie Champlin

Clerk of the Board of Directors

**REGULAR BOARD MEETING  
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT  
TUESDAY, AUGUST 16, 2022, 5:30 P.M.**

**CALL TO ORDER:** Board Meeting Convened By Vice-Chairperson Judy at 5:30 P.M.

**BOARD MEMBERS**

Ian Steele, Chairperson  
Kaleb Judy, Vice-Chairperson  
Sandy Chavez, Director  
Dwight Dreyer, Director  
Maryann Paciullo, Director

1. **FLAG SALUTE:** Corey Torres led the flag salute.
2. **ROLL CALL:** Chairperson Steele, and Director Dreyer were absent.
3. **PUBLIC COMMENTS:** Three members of the public spoke.
4. **CONSENT CALENDAR**

- A. **Secretary Declaration of Posting of Agenda 72 hours in Advance of Meeting.**  
Declaration by the Clerk of the Board of Directors that the agenda was posted at least 72 hours in advance of meeting.  
BOARD APPROVED SECRETARY DECLARATION.  
**Chavez - Paciullo: Ayes: Judy; Chavez; Paciullo**  
**Noes: None. Motion carried.**  
**Absent: Steele; Dreyer**
- B. **Approval of the Minutes from the Regular Board Meeting held May 17, 2022.**  
BOARD APPROVES THE MINUTES FROM THE REGULAR BOARD MEETING HELD MAY 17, 2022.  
**Chavez - Paciullo: Ayes: Judy; Chavez; Paciullo**  
**Noes: None. Motion carried.**  
**Absent: Steele; Dreyer**
- C. **Approval of the Preliminary Financial Reports for June, 2022.**  
BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR JUNE 2022.  
**Chavez - Paciullo: Ayes: Judy; Chavez; Paciullo**  
**Noes: None. Motion carried.**  
**Absent: Steele; Dreyer**

**5. INTERIM RECREATION MANGER REPORT**

Interim Recreation Manager Brenda Cavazos gave the report.

*Report on file*

**6. PARK & FACILITIES MAINTENANCE SUPERVISOR REPORT**

Park & Facilities Supervisor Kent Beal gave the report.

*Report on file*

**7. DISTRICT MANAGER REPORT**

District Manager Torres gave the report.

*Report on file*

**8. AGENDA ITEMS**

**A. Discussion/Approval of Tehachapi Valley Recreation and Park District's Budget for Fiscal Year 2022/2023.**

**1. Public Hearing – Opened at 6:01 P.M.**

No comments.

**Public Hearing - Closed at 6:06 P.M.**

**2. Approval of Tehachapi Valley Recreation and Park District's Budget for Fiscal Year 2022/2023 - Discussion/Approval, Resolution #10-22**

**BOARD APPROVES TEHACHAPI VALLEY RECREATION AND PARK DISTRICT BUDGET FOR FISCAL YEAR 2022/2023, RESOLUTION #10-22.**

**Chavez - Paciullo: Ayes: Judy; Chavez; Paciullo**

**Noes: None. Motion carried.**

**Absent: Steele; Dreyer**

**9. BOARD OF DIRECTORS TIME:** The board thanked the advocates for the pool facility for speaking, and thanked TVRPD staff and District Manager Torres for all their hard work.

**10. ADJOURNMENT**

Having no further business, the meeting was adjourned at 6:15 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on September 20, 2022.

**Chavez - Paciullo: Ayes: Judy; Chavez; Paciullo**

**Noes: None. Motion carried.**

**Absent: Steele; Dreyer**

Respectfully Submitted,

*Carrie Champlin*

Clerk of the Board



# Tehachapi Valley Recreation and Park District

## Balance Sheet

As of September 30, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Cash in County Treasury General Fund	1,358,877.60
1004 Check BOTS 4470	110,192.44
1005 County Treasury Capital Projects Fund	346,196.76
1006 County FMV	-29,325.00
1051 Change Fund	1,100.00
1100 Petty Cash Fund	400.00
<b>Total Bank Accounts</b>	<b>\$1,787,441.80</b>
Accounts Receivable	
1200 Accounts Receivable	9,500.00
<b>Total Accounts Receivable</b>	<b>\$9,500.00</b>
Other Current Assets	
1091 Merchant Services Receivable	12,902.35
1210 Inventory Asset	11,948.30
<b>Total Other Current Assets</b>	<b>\$24,850.65</b>
<b>Total Current Assets</b>	<b>\$1,821,792.45</b>
Fixed Assets	
1150 Land	166,734.76
1161 Building	540,391.52
1162 Improvements	3,566,610.15
1163 Equipment	1,362,352.56
1166 Furniture & Fixtures	35,709.40
1167 Machinery	47,089.24
1170 Accumulated Depreciation	-3,504,736.00
1180 Fleet Vehicles and Equipment	174,721.63
<b>Total Fixed Assets</b>	<b>\$2,388,873.26</b>
Other Assets	
1901 DOR-Pension Contributions	57,581.00
1903 DOR-Pension Related	65,678.00
<b>Total Other Assets</b>	<b>\$123,259.00</b>
<b>TOTAL ASSETS</b>	<b>\$4,333,924.71</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable-General Fund	166,687.75
<b>Total Accounts Payable</b>	<b>\$166,687.75</b>
Credit Cards	



# Tehachapi Valley Recreation and Park District

## Balance Sheet

As of September 30, 2022

	TOTAL
2010 Cardmember Services Payable	20,044.97
<b>Total Credit Cards</b>	<b>\$20,044.97</b>
Other Current Liabilities	
2024 Accrued Vacation, Sick, & Comp Time	74,377.73
2207 Sales tax payable-In House	-46.47
2207-2 Sales Tax Payable-Square	80.86
2208 Kern County Loan Payable	900,000.00
2210 Payroll Liabilities	24,178.00
<b>Total Other Current Liabilities</b>	<b>\$998,590.12</b>
<b>Total Current Liabilities</b>	<b>\$1,185,322.84</b>
Long-Term Liabilities	
2310 Loan Payable 2016	386,002.00
2900 Net Pension Liability	290,330.00
2902 DIR-Pension Related	39,105.00
<b>Total Long-Term Liabilities</b>	<b>\$715,437.00</b>
<b>Total Liabilities</b>	<b>\$1,900,759.84</b>
Equity	
3010 Net Investment In Capital Assets	1,224,129.74
3020 Restricted Funds	567,626.04
3110 Retained Earnings	934,347.48
Net Income	-292,938.39
<b>Total Equity</b>	<b>\$2,433,164.87</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$4,333,924.71</b>



# Tehachapi Valley Recreation and Park District

## Profit and Loss

September 2022

	TOTAL		% OF INCOME
	SEP 2022	JUL - SEP, 2022 (YTD)	
<b>Income</b>			
4010 Property Taxes		4,890.69	
4020 Interest Income	149.65	2,259.25	0.16 %
4020.1 Interest Income Cap Proj Fund	0.00	813.52	0.00 %
4030 Adult Program Revenues	1,830.35	17,625.90	1.90 %
4050 Facility Revenue	17,911.00	61,282.25	18.61 %
4210 Events Revenues	11,325.00	20,673.00	11.77 %
4213 Operational Grants	56,249.00	61,220.00	58.44 %
4216 Scholarship Donations		5.00	
4300 Youth Program Revenues	8,474.53	54,875.72	8.81 %
4610 Billable Expense Income		4,875.64	
4650 Discounts given	-1,214.67	-9,967.43	-1.26 %
4704 Sales	1,517.95	2,012.73	1.58 %
<b>Total Income</b>	<b>\$96,242.81</b>	<b>\$220,566.27</b>	<b>100.00 %</b>
<b>Cost of Goods Sold</b>			
5001 Adult Program Costs	1,309.20	1,862.61	1.36 %
5004 Contracted Classes Costs	318.75	468.75	0.33 %
5005 Events Costs	5,293.95	25,939.49	5.50 %
5008 Youth Program Costs	2,527.18	8,789.53	2.63 %
5704 Purchases for Resale	1,535.15	1,535.15	1.60 %
<b>Total Cost of Goods Sold</b>	<b>\$10,984.23</b>	<b>\$38,595.53</b>	<b>11.41 %</b>
<b>GROSS PROFIT</b>	<b>\$85,258.58</b>	<b>\$181,970.74</b>	<b>88.59 %</b>
<b>Expenses</b>			
6000 Employee Costs	106,417.65	366,482.29	110.57 %
7010 Advertising & Marketing	1,195.86	7,072.42	1.24 %
7020 Bank Service Charges	2,440.84	7,596.82	2.54 %
7025 Cash Short/Over		-35.00	
7030 Dues & Subscriptions	-214.02	4,949.50	-0.22 %
7035 Equipment Rents & Leases	370.03	1,268.50	0.38 %
7050 Insurance		32,206.00	
7056 Interest Expense		1,078.35	
7060 Licenses & Fees	163.00	2,736.31	0.17 %
7070 Maintenance	8,212.07	21,901.59	8.53 %
7084 Meals & Entertainment	375.54	1,050.31	0.39 %
7090 Office Supplies	665.30	3,123.69	0.69 %
7120 Professional Development	450.00	3,475.37	0.47 %
7150 Professional Fees	6,075.00	24,425.25	6.31 %
7180 Security	219.45	808.35	0.23 %
7210 Telephone and Internet	721.09	3,337.04	0.75 %
7230 Uniforms & Apparel	474.55	1,191.68	0.49 %





# Tehachapi Valley Recreation and Park District

Profit and Loss

September 2022

		TOTAL	
	SEP 2022	JUL - SEP, 2022 (YTD)	% OF INCOME
7250 Utilities	11,736.76	34,244.86	12.19 %
<b>Total Expenses</b>	<b>\$139,303.12</b>	<b>\$516,913.33</b>	<b>144.74 %</b>
NET OPERATING INCOME	<b>\$ -54,044.54</b>	<b>\$ -334,942.59</b>	<b>-56.15 %</b>
Other Income			
8040 TVRPD Development Fee Revenues	6,393.00	42,004.20	6.64 %
<b>Total Other Income</b>	<b>\$6,393.00</b>	<b>\$42,004.20</b>	<b>6.64 %</b>
NET OTHER INCOME	<b>\$6,393.00</b>	<b>\$42,004.20</b>	<b>6.64 %</b>
NET INCOME	<b>\$ -47,651.54</b>	<b>\$ -292,938.39</b>	<b>-49.51 %</b>



# Tehachapi Valley Recreation and Park District

## Profit & Loss Prior Year Comparison

September 2022

	TOTAL			
	SEP 2022	SEP 2021 (PY)	CHANGE	% CHANGE
<b>Income</b>				
4010 Property Taxes		74,475.62	-74,475.62	-100.00 %
4020 Interest Income	149.65	128.14	21.51	16.79 %
4030 Adult Program Revenues	1,830.35	400.50	1,429.85	357.02 %
4050 Facility Revenue	17,911.00	24,700.50	-6,789.50	-27.49 %
4210 Events Revenues	11,325.00	7,160.00	4,165.00	58.17 %
4213 Operational Grants	56,249.00	500.00	55,749.00	11,149.80 %
4215 Capital Grants		545.00	-545.00	-100.00 %
4216 Scholarship Donations		30.00	-30.00	-100.00 %
4300 Youth Program Revenues	8,474.53	7,894.50	580.03	7.35 %
4610 Billable Expense Income		4,225.36	-4,225.36	-100.00 %
4650 Discounts given	-1,214.67	-1,466.20	251.53	17.16 %
4704 Sales	1,517.95	454.00	1,063.95	234.35 %
<b>Total Income</b>	<b>\$96,242.81</b>	<b>\$119,047.42</b>	<b>\$ -22,804.61</b>	<b>-19.16 %</b>
<b>Cost of Goods Sold</b>				
5001 Adult Program Costs	1,309.20	41.75	1,267.45	3,035.81 %
5004 Contracted Classes Costs	318.75	200.00	118.75	59.38 %
5005 Events Costs	5,293.95	13,919.33	-8,625.38	-61.97 %
5008 Youth Program Costs	2,527.18	1,930.16	597.02	30.93 %
5704 Purchases for Resale	1,535.15		1,535.15	
<b>Total Cost of Goods Sold</b>	<b>\$10,984.23</b>	<b>\$16,091.24</b>	<b>\$ -5,107.01</b>	<b>-31.74 %</b>
<b>GROSS PROFIT</b>	<b>\$85,258.58</b>	<b>\$102,956.18</b>	<b>\$ -17,697.60</b>	<b>-17.19 %</b>
<b>Expenses</b>				
6000 Employee Costs	106,417.65	67,730.58	38,687.07	57.12 %
7010 Advertising & Marketing	1,195.86	2,438.24	-1,242.38	-50.95 %
7020 Bank Service Charges	2,440.84	1,558.44	882.40	56.62 %
7025 Cash Short/Over		14.72	-14.72	-100.00 %
7030 Dues & Subscriptions	-214.02		-214.02	
7035 Equipment Rents & Leases	370.03	1,213.00	-842.97	-69.49 %
7060 Licenses & Fees	163.00	556.03	-393.03	-70.69 %
7070 Maintenance	8,212.07	12,102.28	-3,890.21	-32.14 %
7084 Meals & Entertainment	375.54	475.37	-99.83	-21.00 %
7090 Office Supplies	665.30	249.08	416.22	167.10 %
7120 Professional Development	450.00	1,026.34	-576.34	-56.15 %
7150 Professional Fees	6,075.00	6,629.50	-554.50	-8.36 %
7180 Security	219.45	214.95	4.50	2.09 %
7210 Telephone and Internet	721.09	1,069.99	-348.90	-32.61 %
7230 Uniforms & Apparel	474.55	520.04	-45.49	-8.75 %
7250 Utilities	11,736.76	11,629.57	107.19	0.92 %
<b>Total Expenses</b>	<b>\$139,303.12</b>	<b>\$107,428.13</b>	<b>\$31,874.99</b>	<b>29.67 %</b>



# Tehachapi Valley Recreation and Park District

## Profit & Loss Prior Year Comparison

September 2022

	TOTAL			
	SEP 2022	SEP 2021 (PY)	CHANGE	% CHANGE
NET OPERATING INCOME	<b>\$ -54,044.54</b>	<b>\$ -4,471.95</b>	<b>\$ -49,572.59</b>	<b>-1,108.52 %</b>
Other Income				
8040 TVRPD Development Fee Revenues	6,393.00	4,274.00	2,119.00	49.58 %
<b>Total Other Income</b>	<b>\$6,393.00</b>	<b>\$4,274.00</b>	<b>\$2,119.00</b>	<b>49.58 %</b>
NET OTHER INCOME	<b>\$6,393.00</b>	<b>\$4,274.00</b>	<b>\$2,119.00</b>	<b>49.58 %</b>
NET INCOME	<b>\$ -47,651.54</b>	<b>\$ -197.95</b>	<b>\$ -47,453.59</b>	<b>-23,972.51 %</b>



# Tehachapi Valley Recreation and Park District

## Statement of Cash Flows

September 2022

	TOTAL
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OPERATING ACTIVITIES	
Net Income	-47,651.54
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	2,588.39
1092 Merchant Services Receivable:Worldpay Merchant Services (BL Pay Arm)	170.00
1093 Merchant Services Receivable:Heartland Merchant Services (Rec Trac)	-1,644.84
1094 Merchant Services Receivable:Reserve America Credit Cards (BL Recon Rpt)	3,489.95
2000 Accounts Payable-General Fund	140,808.19
2010 Cardmember Services Payable	3,516.98
2207 Sales tax payable-In House	-82.12
2207-2 Sales Tax Payable-Square	80.86
2208 Kern County Loan Payable	900,000.00
2211 Payroll Liabilities:CalPERS Payable	3,111.37
2231 Payroll Liabilities:Health Plan Payable	3,565.19
2241 Payroll Liabilities:AFLAC Payable	30.45
2250 Payroll Liabilities:Payroll Tax Liabilities	6,943.40
2252 Payroll Liabilities:GVAP2 Payable	71.94
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>1,062,649.76</b>
<b>Net cash provided by operating activities</b>	<b>\$1,014,998.22</b>
INVESTING ACTIVITIES	
1162 Improvements	-3,877.00
1163 Equipment	-146,358.76
<b>Net cash provided by investing activities</b>	<b>\$ -150,235.76</b>
FINANCING ACTIVITIES	
3010 Net Investment In Capital Assets	-6,393.00
3022 Restricted Funds:Capital Projects	6,393.00
<b>Net cash provided by financing activities</b>	<b>\$0.00</b>
NET CASH INCREASE FOR PERIOD	<b>\$864,762.46</b>
Cash at beginning of period	922,679.34
CASH AT END OF PERIOD	<b>\$1,787,441.80</b>
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# Tehachapi Valley Park and Recreation District

TVRPD Budget vs Actual 2022-2023

July - September, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING
<b>Income</b>				
4010 Property Taxes	4,890.69	1,268,011.00	-1,263,120.31	1,263,120.31
4020 Interest Income	2,259.25	10,000.00	-7,740.75	7,740.75
4020.1 Interest Income Cap Proj Fund	813.52		813.52	-813.52
4030 Adult Program Revenues	17,625.90	37,055.00	-19,429.10	19,429.10
4050 Facility Revenue	61,282.25	230,100.00	-168,817.75	168,817.75
4210 Events Revenues	20,673.00	50,375.00	-29,702.00	29,702.00
4213 Operational Grants	61,220.00	52,357.00	8,863.00	-8,863.00
4216 Scholarship Donations	5.00		5.00	-5.00
4300 Youth Program Revenues	54,875.72	486,076.00	-431,200.28	431,200.28
4610 Billable Expense Income	4,875.64	11,000.00	-6,124.36	6,124.36
4650 Discounts given	-9,967.43	-68,000.00	58,032.57	-58,032.57
4704 Sales				
4707 Merchandise Sales-Taxable	2,012.73	3,500.00	-1,487.27	1,487.27
<b>Total 4704 Sales</b>	<b>2,012.73</b>	<b>3,500.00</b>	<b>-1,487.27</b>	<b>1,487.27</b>
<b>Total Income</b>	<b>\$220,566.27</b>	<b>\$2,080,474.00</b>	<b>\$ -1,859,907.73</b>	<b>\$1,859,907.73</b>
<b>Cost of Goods Sold</b>				
5001 Adult Program Costs	1,862.61	8,345.00	-6,482.39	6,482.39
5002 Fish Stocking		25,000.00	-25,000.00	25,000.00
5004 Contracted Classes Costs	468.75		468.75	-468.75
5005 Events Costs	25,939.49	67,812.00	-41,872.51	41,872.51
5008 Youth Program Costs	8,789.53	45,715.00	-36,925.47	36,925.47
5704 Purchases for Resale				
5707 Merchandise Purchases	1,535.15	4,500.00	-2,964.85	2,964.85
<b>Total 5704 Purchases for Resale</b>	<b>1,535.15</b>	<b>4,500.00</b>	<b>-2,964.85</b>	<b>2,964.85</b>
<b>Total Cost of Goods Sold</b>	<b>\$38,595.53</b>	<b>\$151,372.00</b>	<b>\$ -112,776.47</b>	<b>\$112,776.47</b>
<b>GROSS PROFIT</b>	<b>\$181,970.74</b>	<b>\$1,929,102.00</b>	<b>\$ -1,747,131.26</b>	<b>\$1,747,131.26</b>
<b>Expenses</b>				
6000 Employee Costs				
6010 Wages & Salaries	265,716.99	845,000.00	-579,283.01	579,283.01
6020 Employee Taxable Allowances	87.14		87.14	-87.14
6050 Benefits				
6051 Employee MedDentalVisLife	27,088.58	76,500.00	-49,411.42	49,411.42
6055 Employee Retirement CalPERS	12,493.79	61,000.00	-48,506.21	48,506.21
6056 CalPERS Unfunded Liability Valuation	30,815.00	30,000.00	815.00	-815.00
6058 Employer Taxes	22,718.29	74,000.00	-51,281.71	51,281.71
6070 Vacation, Sick, & Admin Leave		18,000.00	-18,000.00	18,000.00
6090 Worker's Compensation Insurance	6,862.50	38,000.00	-31,137.50	31,137.50
6099 Pension GASB 68	700.00	100,000.00	-99,300.00	99,300.00



# Tehachapi Valley Park and Recreation District

TVRPD Budget vs Actual 2022-2023

July - September, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING
<b>Total 6050 Benefits</b>	<b>100,678.16</b>	<b>397,500.00</b>	<b>-296,821.84</b>	<b>296,821.84</b>
<b>Total 6000 Employee Costs</b>	<b>366,482.29</b>	<b>1,242,500.00</b>	<b>-876,017.71</b>	<b>876,017.71</b>
7010 Advertising & Marketing	7,072.42	32,400.00	-25,327.58	25,327.58
7020 Bank Service Charges	7,596.82	19,500.00	-11,903.18	11,903.18
7025 Cash Short/Over	-35.00	20.00	-55.00	55.00
7030 Dues & Subscriptions	4,949.50	10,000.00	-5,050.50	5,050.50
7035 Equipment Rents & Leases	190.18	5,000.00	-4,809.82	4,809.82
7036 Maintenance Equipment Rental		800.00	-800.00	800.00
7037 Office Equipment Rental	1,078.32		1,078.32	-1,078.32
<b>Total 7035 Equipment Rents &amp; Leases</b>	<b>1,268.50</b>	<b>5,800.00</b>	<b>-4,531.50</b>	<b>4,531.50</b>
7050 Insurance				
7052 HUB Insurance		500.00	-500.00	500.00
7055 Liability Insurance (Gen, Auto, Property)	32,206.00	56,000.00	-23,794.00	23,794.00
<b>Total 7050 Insurance</b>	<b>32,206.00</b>	<b>56,500.00</b>	<b>-24,294.00</b>	<b>24,294.00</b>
7056 Interest Expense	1,078.35	32,000.00	-30,921.65	30,921.65
7060 Licenses & Fees	2,736.31	21,000.00	-18,263.69	18,263.69
7070 Maintenance				
7071 Pool Chemicals	772.44	12,500.00	-11,727.56	11,727.56
7072 Building & Park Maintenance	10,094.69	99,500.00	-89,405.31	89,405.31
7074 Equipment Maintenance	1,021.50	7,200.00	-6,178.50	6,178.50
7075 Fuel	5,904.24	20,000.00	-14,095.76	14,095.76
7076 Janitorial Supplies	2,640.96	16,000.00	-13,359.04	13,359.04
7077 Small Tools & Equipment	113.36	6,000.00	-5,886.64	5,886.64
7079 Fleet Maintenance	1,354.40	7,500.00	-6,145.60	6,145.60
<b>Total 7070 Maintenance</b>	<b>21,901.59</b>	<b>168,700.00</b>	<b>-146,798.41</b>	<b>146,798.41</b>
7084 Meals & Entertainment	1,050.31	7,000.00	-5,949.69	5,949.69
7090 Office Supplies	3,123.69	22,500.00	-19,376.31	19,376.31
7120 Professional Development	3,475.37	10,000.00	-6,524.63	6,524.63
7150 Professional Fees				
7151 Annual Audit	6,000.00	13,000.00	-7,000.00	7,000.00
7152 Bookkeeping & Payroll	15,625.00	50,000.00	-34,375.00	34,375.00
7153 Information Technology	2,328.75	12,000.00	-9,671.25	9,671.25
7155 Legal	471.50	15,000.00	-14,528.50	14,528.50
<b>Total 7150 Professional Fees</b>	<b>24,425.25</b>	<b>90,000.00</b>	<b>-65,574.75</b>	<b>65,574.75</b>
7160 Property Tax Collection Fee		12,000.00	-12,000.00	12,000.00
7165 Safety Equipment		3,500.00	-3,500.00	3,500.00
7180 Security	808.35	3,900.00	-3,091.65	3,091.65
7210 Telephone and Internet	3,337.04	15,600.00	-12,262.96	12,262.96
7230 Uniforms & Apparel	1,191.68	8,000.00	-6,808.32	6,808.32



# Tehachapi Valley Park and Recreation District

TVRPD Budget vs Actual 2022-2023

July - September, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING
7250 Utilities				
7252 Electric Service	23,505.50	54,000.00	-30,494.50	30,494.50
7254 Gas Service	4,451.47	19,450.00	-14,998.53	14,998.53
7256 Sanitation Services	3,265.69	13,000.00	-9,734.31	9,734.31
7258 Water Service	3,022.20	8,955.00	-5,932.80	5,932.80
7259 Propane		1,200.00	-1,200.00	1,200.00
<b>Total 7250 Utilities</b>	<b>34,244.86</b>	<b>96,605.00</b>	<b>-62,360.14</b>	<b>62,360.14</b>
<b>Total Expenses</b>	<b>\$516,913.33</b>	<b>\$1,857,525.00</b>	<b>\$ -1,340,611.67</b>	<b>\$1,340,611.67</b>
NET OPERATING INCOME	<b>\$ -334,942.59</b>	<b>\$71,577.00</b>	<b>\$ -406,519.59</b>	<b>\$406,519.59</b>
Other Income				
8040 TVRPD Development Fee Revenues	42,004.20	100,000.00	-57,995.80	57,995.80
<b>Total Other Income</b>	<b>\$42,004.20</b>	<b>\$100,000.00</b>	<b>\$ -57,995.80</b>	<b>\$57,995.80</b>
Other Expenses				
8501 Fixed Asset Purchases		40,000.00	-40,000.00	40,000.00
8502 Capital Improvements		97,000.00	-97,000.00	97,000.00
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$137,000.00</b>	<b>\$ -137,000.00</b>	<b>\$137,000.00</b>
NET OTHER INCOME	<b>\$42,004.20</b>	<b>\$ -37,000.00</b>	<b>\$79,004.20</b>	<b>\$ -79,004.20</b>
NET INCOME	<b>\$ -292,938.39</b>	<b>\$34,577.00</b>	<b>\$ -327,515.39</b>	<b>\$327,515.39</b>



# Tehachapi Valley Recreation and Park District

## Balance Sheet

As of October 31, 2022

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Cash in County Treasury General Fund	865,025.74
1004 Check BOTS 4470	42,781.70
1005 County Treasury Capital Projects Fund	315,343.14
1006 County FMV	-29,325.00
1051 Change Fund	1,100.00
1100 Petty Cash Fund	400.00
<b>Total Bank Accounts</b>	<b>\$1,195,325.58</b>
Accounts Receivable	
1200 Accounts Receivable	12,500.00
<b>Total Accounts Receivable</b>	<b>\$12,500.00</b>
Other Current Assets	
1091 Merchant Services Receivable	20,186.44
1210 Inventory Asset	11,948.30
<b>Total Other Current Assets</b>	<b>\$32,134.74</b>
<b>Total Current Assets</b>	<b>\$1,239,960.32</b>
Fixed Assets	
1150 Land	166,734.76
1161 Building	540,391.52
1162 Improvements	3,608,075.66
1163 Equipment	1,365,034.98
1166 Furniture & Fixtures	35,709.40
1167 Machinery	47,089.24
1170 Accumulated Depreciation	-3,504,736.00
1180 Fleet Vehicles and Equipment	174,721.63
<b>Total Fixed Assets</b>	<b>\$2,433,021.19</b>
Other Assets	
1901 DOR-Pension Contributions	71,317.00
1903 DOR-Pension Related	51,784.00
<b>Total Other Assets</b>	<b>\$123,101.00</b>
<b>TOTAL ASSETS</b>	<b>\$3,796,082.51</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable-General Fund	31,969.46
<b>Total Accounts Payable</b>	<b>\$31,969.46</b>
Credit Cards	





# Tehachapi Valley Recreation and Park District

## Balance Sheet

As of October 31, 2022

	TOTAL
2010 Cardmember Services Payable	23,811.07
<b>Total Credit Cards</b>	<b>\$23,811.07</b>
Other Current Liabilities	
2024 Accrued Vacation, Sick, & Comp Time	74,377.73
2207 Sales tax payable-In House	65.09
2207-2 Sales Tax Payable-Square	-0.14
2208 Kern County Loan Payable	450,000.00
2210 Payroll Liabilities	17,363.75
<b>Total Other Current Liabilities</b>	<b>\$541,806.43</b>
<b>Total Current Liabilities</b>	<b>\$597,586.96</b>
Long-Term Liabilities	
2310 Loan Payable 2016	386,002.00
2900 Net Pension Liability	62,091.00
2902 DIR-Pension Related	85,154.00
<b>Total Long-Term Liabilities</b>	<b>\$533,247.00</b>
<b>Total Liabilities</b>	<b>\$1,130,833.96</b>
Equity	
3010 Net Investment In Capital Assets	1,212,326.14
3020 Restricted Funds	579,429.64
3110 Retained Earnings	1,119,303.43
Net Income	-245,810.66
<b>Total Equity</b>	<b>\$2,665,248.55</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,796,082.51</b>



# Tehachapi Valley Recreation and Park District

## Profit and Loss

October 2022

	TOTAL		
	OCT 2022	JUL - OCT, 2022 (YTD)	% OF INCOME
<b>Income</b>			
4010 Property Taxes	113,505.02	118,395.71	73.66 %
4020 Interest Income	-14.10	134.72	-0.01 %
4030 Adult Program Revenues	63.00	17,688.90	0.04 %
4050 Facility Revenue	13,040.00	74,322.25	8.46 %
4210 Events Revenues	330.00	21,003.00	0.21 %
4213 Operational Grants	3,010.00	64,230.00	1.95 %
4216 Scholarship Donations		5.00	
4300 Youth Program Revenues	28,772.55	83,648.27	18.67 %
4610 Billable Expense Income		4,875.64	
4650 Discounts given	-5,452.60	-15,420.03	-3.54 %
4704 Sales	844.77	2,857.50	0.55 %
<b>Total Income</b>	<b>\$154,098.64</b>	<b>\$371,740.96</b>	<b>100.00 %</b>
<b>Cost of Goods Sold</b>			
5001 Adult Program Costs	3,697.37	5,559.98	2.40 %
5004 Contracted Classes Costs	343.75	812.50	0.22 %
5005 Events Costs	2,098.29	28,037.78	1.36 %
5008 Youth Program Costs	2,068.23	10,857.76	1.34 %
5110 Scholarship Fund Expense	125.24	125.24	0.08 %
5704 Purchases for Resale	-60.28	1,474.87	-0.04 %
<b>Total Cost of Goods Sold</b>	<b>\$8,272.60</b>	<b>\$46,868.13</b>	<b>5.37 %</b>
<b>GROSS PROFIT</b>	<b>\$145,826.04</b>	<b>\$324,872.83</b>	<b>94.63 %</b>
<b>Expenses</b>			
6000 Employee Costs	75,364.73	441,306.60	48.91 %
7010 Advertising & Marketing	1,127.15	8,853.18	0.73 %
7020 Bank Service Charges	1,673.01	9,269.83	1.09 %
7025 Cash Short/Over	-0.48	-35.48	-0.00 %
7030 Dues & Subscriptions	5.98	4,955.48	0.00 %
7035 Equipment Rents & Leases	341.73	1,610.23	0.22 %
7050 Insurance		32,206.00	
7056 Interest Expense		1,078.35	
7060 Licenses & Fees	1,968.94	4,705.25	1.28 %
7070 Maintenance	7,826.54	29,728.13	5.08 %
7084 Meals & Entertainment	344.77	1,395.08	0.22 %
7090 Office Supplies	829.08	3,952.77	0.54 %
7120 Professional Development	875.00	4,350.37	0.57 %
7150 Professional Fees	5,587.50	30,012.75	3.63 %
7165 Safety Equipment	2,800.00	2,800.00	1.82 %
7180 Security	369.45	1,177.80	0.24 %
7210 Telephone and Internet	1,657.43	4,994.47	1.08 %



# Tehachapi Valley Recreation and Park District

## Profit and Loss

October 2022

		TOTAL	
	OCT 2022	JUL - OCT, 2022 (YTD)	% OF INCOME
7230 Uniforms & Apparel	689.36	1,881.04	0.45 %
7250 Utilities	6,004.58	40,249.44	3.90 %
<b>Total Expenses</b>	<b>\$107,464.77</b>	<b>\$624,491.29</b>	<b>69.74 %</b>
NET OPERATING INCOME	<b>\$38,361.27</b>	<b>\$ -299,618.46</b>	<b>24.89 %</b>
Other Income			
8040 TVRPD Development Fee Revenues	11,803.60	53,807.80	7.66 %
<b>Total Other Income</b>	<b>\$11,803.60</b>	<b>\$53,807.80</b>	<b>7.66 %</b>
NET OTHER INCOME	<b>\$11,803.60</b>	<b>\$53,807.80</b>	<b>7.66 %</b>
NET INCOME	<b>\$50,164.87</b>	<b>\$ -245,810.66</b>	<b>32.55 %</b>



# Tehachapi Valley Recreation and Park District

## Profit & Loss Prior Year Comparison

October 2022

	TOTAL			
	OCT 2022	OCT 2021 (PY)	CHANGE	% CHANGE
<b>Income</b>				
4010 Property Taxes	113,505.02	16,594.28	96,910.74	584.00 %
4020 Interest Income	-14.10	1,888.92	-1,903.02	-100.75 %
4020.1 Interest Income Cap Proj Fund	0.00	1,051.30	-1,051.30	-100.00 %
4030 Adult Program Revenues	63.00		63.00	
4050 Facility Revenue	13,040.00	14,800.36	-1,760.36	-11.89 %
4210 Events Revenues	330.00	11,265.00	-10,935.00	-97.07 %
4213 Operational Grants	3,010.00	3,000.00	10.00	0.33 %
4216 Scholarship Donations		15.00	-15.00	-100.00 %
4300 Youth Program Revenues	28,772.55	21,495.00	7,277.55	33.86 %
4610 Billable Expense Income		1.96	-1.96	-100.00 %
4650 Discounts given	-5,452.60	-4,449.75	-1,002.85	-22.54 %
4704 Sales	844.77	753.33	91.44	12.14 %
<b>Total Income</b>	<b>\$154,098.64</b>	<b>\$66,415.40</b>	<b>\$87,683.24</b>	<b>132.02 %</b>
<b>Cost of Goods Sold</b>				
5001 Adult Program Costs	3,697.37	330.33	3,367.04	1,019.30 %
5004 Contracted Classes Costs	343.75	300.00	43.75	14.58 %
5005 Events Costs	2,098.29	5,267.33	-3,169.04	-60.16 %
5008 Youth Program Costs	2,068.23	644.17	1,424.06	221.07 %
5110 Scholarship Fund Expense	125.24	95.26	29.98	31.47 %
5704 Purchases for Resale	-60.28	3,400.00	-3,460.28	-101.77 %
<b>Total Cost of Goods Sold</b>	<b>\$8,272.60</b>	<b>\$10,037.09</b>	<b>\$ -1,764.49</b>	<b>-17.58 %</b>
<b>GROSS PROFIT</b>	<b>\$145,826.04</b>	<b>\$56,378.31</b>	<b>\$89,447.73</b>	<b>158.66 %</b>
<b>Expenses</b>				
6000 Employee Costs	75,364.73	110,077.14	-34,712.41	-31.53 %
7010 Advertising & Marketing	1,127.15	2,734.42	-1,607.27	-58.78 %
7020 Bank Service Charges	1,673.01	1,152.06	520.95	45.22 %
7025 Cash Short/Over	-0.48		-0.48	
7030 Dues & Subscriptions	5.98	3,355.33	-3,349.35	-99.82 %
7035 Equipment Rents & Leases	341.73	257.80	83.93	32.56 %
7050 Insurance		470.32	-470.32	-100.00 %
7060 Licenses & Fees	1,968.94	153.00	1,815.94	1,186.89 %
7070 Maintenance	7,826.54	8,987.72	-1,161.18	-12.92 %
7084 Meals & Entertainment	344.77	482.83	-138.06	-28.59 %
7090 Office Supplies	829.08	677.17	151.91	22.43 %
7120 Professional Development	875.00	300.00	575.00	191.67 %
7150 Professional Fees	5,587.50	7,489.41	-1,901.91	-25.39 %
7165 Safety Equipment	2,800.00		2,800.00	
7180 Security	369.45	364.95	4.50	1.23 %
7210 Telephone and Internet	1,657.43	542.44	1,114.99	205.55 %



# Tehachapi Valley Recreation and Park District

## Profit & Loss Prior Year Comparison

October 2022

	TOTAL			
	OCT 2022	OCT 2021 (PY)	CHANGE	% CHANGE
7230 Uniforms & Apparel	689.36	862.00	-172.64	-20.03 %
7250 Utilities	6,004.58	6,885.77	-881.19	-12.80 %
<b>Total Expenses</b>	<b>\$107,464.77</b>	<b>\$144,792.36</b>	<b>\$ -37,327.59</b>	<b>-25.78 %</b>
NET OPERATING INCOME	<b>\$38,361.27</b>	<b>\$ -88,414.05</b>	<b>\$126,775.32</b>	<b>143.39 %</b>
Other Income				
8040 TVRPD Development Fee Revenues	11,803.60	4,274.00	7,529.60	176.17 %
<b>Total Other Income</b>	<b>\$11,803.60</b>	<b>\$4,274.00</b>	<b>\$7,529.60</b>	<b>176.17 %</b>
NET OTHER INCOME	<b>\$11,803.60</b>	<b>\$4,274.00</b>	<b>\$7,529.60</b>	<b>176.17 %</b>
NET INCOME	<b>\$50,164.87</b>	<b>\$ -84,140.05</b>	<b>\$134,304.92</b>	<b>159.62 %</b>



# Tehachapi Valley Recreation and Park District

## Statement of Cash Flows

October 2022

	TOTAL
<b>OPERATING ACTIVITIES</b>	
Net Income	50,164.87
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	-3,000.00
1092 Merchant Services Receivable:Worldpay Merchant Services (BL Pay Arm)	590.00
1093 Merchant Services Receivable:Heartland Merchant Services (Rec Trac)	-7,874.09
1094 Merchant Services Receivable:Reserve America Credit Cards (BL Recon Rpt)	0.00
2000 Accounts Payable-General Fund	-135,371.90
2010 Cardmember Services Payable	3,766.10
2207 Sales tax payable-In House	111.56
2207-2 Sales Tax Payable-Square	-81.00
2208 Kern County Loan Payable	-450,000.00
2211 Payroll Liabilities:CalPERS Payable	-2,763.29
2231 Payroll Liabilities:Health Plan Payable	102.97
2241 Payroll Liabilities:AFLAC Payable	-45.70
2250 Payroll Liabilities:Payroll Tax Liabilities	-3,567.81
2252 Payroll Liabilities:GVAP2 Payable	0.00
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>-598,133.16</b>
<b>Net cash provided by operating activities</b>	<b>\$ -547,968.29</b>
<b>INVESTING ACTIVITIES</b>	
1162 Improvements	-41,465.51
1163 Equipment	-2,682.42
<b>Net cash provided by investing activities</b>	<b>\$ -44,147.93</b>
<b>FINANCING ACTIVITIES</b>	
3010 Net Investment In Capital Assets	-11,803.60
3022 Restricted Funds:Capital Projects	11,803.60
<b>Net cash provided by financing activities</b>	<b>\$0.00</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>\$ -592,116.22</b>
Cash at beginning of period	1,787,441.80
<b>CASH AT END OF PERIOD</b>	<b>\$1,195,325.58</b>



# Tehachapi Valley Park and Recreation District

TVRPD Budget vs Actual 2022-2023

July - October, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING
<b>Income</b>				
4010 Property Taxes	118,395.71	1,268,011.00	-1,149,615.29	1,149,615.29
4020 Interest Income	134.72	10,000.00	-9,865.28	9,865.28
4020.1 Interest Income Cap Proj Fund	0.00		0.00	0.00
4030 Adult Program Revenues	17,688.90	37,055.00	-19,366.10	19,366.10
4050 Facility Revenue	74,322.25	230,100.00	-155,777.75	155,777.75
4210 Events Revenues	21,003.00	50,375.00	-29,372.00	29,372.00
4213 Operational Grants	64,230.00	52,357.00	11,873.00	-11,873.00
4216 Scholarship Donations	5.00		5.00	-5.00
4300 Youth Program Revenues	83,648.27	486,076.00	-402,427.73	402,427.73
4610 Billable Expense Income	4,875.64	11,000.00	-6,124.36	6,124.36
4650 Discounts given	-15,420.03	-68,000.00	52,579.97	-52,579.97
4704 Sales				
4707 Merchandise Sales-Taxable	2,857.50	3,500.00	-642.50	642.50
<b>Total 4704 Sales</b>	<b>2,857.50</b>	<b>3,500.00</b>	<b>-642.50</b>	<b>642.50</b>
<b>Total Income</b>	<b>\$371,740.96</b>	<b>\$2,080,474.00</b>	<b>\$ -1,708,733.04</b>	<b>\$1,708,733.04</b>
<b>Cost of Goods Sold</b>				
5001 Adult Program Costs	5,559.98	8,345.00	-2,785.02	2,785.02
5002 Fish Stocking		25,000.00	-25,000.00	25,000.00
5004 Contracted Classes Costs	812.50		812.50	-812.50
5005 Events Costs	28,037.78	67,812.00	-39,774.22	39,774.22
5008 Youth Program Costs	10,857.76	45,715.00	-34,857.24	34,857.24
5110 Scholarship Fund Expense	125.24		125.24	-125.24
5704 Purchases for Resale				
5707 Merchandise Purchases	1,474.87	4,500.00	-3,025.13	3,025.13
<b>Total 5704 Purchases for Resale</b>	<b>1,474.87</b>	<b>4,500.00</b>	<b>-3,025.13</b>	<b>3,025.13</b>
<b>Total Cost of Goods Sold</b>	<b>\$46,868.13</b>	<b>\$151,372.00</b>	<b>\$ -104,503.87</b>	<b>\$104,503.87</b>
<b>GROSS PROFIT</b>	<b>\$324,872.83</b>	<b>\$1,929,102.00</b>	<b>\$ -1,604,229.17</b>	<b>\$1,604,229.17</b>
<b>Expenses</b>				
6000 Employee Costs				
6010 Wages & Salaries	319,927.85	845,000.00	-525,072.15	525,072.15
6020 Employee Taxable Allowances	251.19		251.19	-251.19
6050 Benefits				
6051 Employee MedDentalVisLife	33,407.88	76,500.00	-43,092.12	43,092.12
6055 Employee Retirement CalPERS	15,570.45	61,000.00	-45,429.55	45,429.55
6056 CalPERS Unfunded Liability Valuation	30,815.00	30,000.00	815.00	-815.00
6058 Employer Taxes	26,909.23	74,000.00	-47,090.77	47,090.77
6070 Vacation, Sick, & Admin Leave		18,000.00	-18,000.00	18,000.00
6090 Worker's Compensation Insurance	13,725.00	38,000.00	-24,275.00	24,275.00



# Tehachapi Valley Park and Recreation District

TVRPD Budget vs Actual 2022-2023

July - October, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING
6099 Pension GASB 68	700.00	100,000.00	-99,300.00	99,300.00
<b>Total 6050 Benefits</b>	<b>121,127.56</b>	<b>397,500.00</b>	<b>-276,372.44</b>	<b>276,372.44</b>
<b>Total 6000 Employee Costs</b>	<b>441,306.60</b>	<b>1,242,500.00</b>	<b>-801,193.40</b>	<b>801,193.40</b>
7010 Advertising & Marketing	8,853.18	32,400.00	-23,546.82	23,546.82
7020 Bank Service Charges	9,269.83	19,500.00	-10,230.17	10,230.17
7025 Cash Short/Over	-35.48	20.00	-55.48	55.48
7030 Dues & Subscriptions	4,955.48	10,000.00	-5,044.52	5,044.52
7035 Equipment Rents & Leases	190.18	5,000.00	-4,809.82	4,809.82
7036 Maintenance Equipment Rental		800.00	-800.00	800.00
7037 Office Equipment Rental	1,420.05		1,420.05	-1,420.05
<b>Total 7035 Equipment Rents &amp; Leases</b>	<b>1,610.23</b>	<b>5,800.00</b>	<b>-4,189.77</b>	<b>4,189.77</b>
7050 Insurance				
7052 HUB Insurance		500.00	-500.00	500.00
7055 Liability Insurance (Gen, Auto, Property)	32,206.00	56,000.00	-23,794.00	23,794.00
<b>Total 7050 Insurance</b>	<b>32,206.00</b>	<b>56,500.00</b>	<b>-24,294.00</b>	<b>24,294.00</b>
7056 Interest Expense	1,078.35	32,000.00	-30,921.65	30,921.65
7060 Licenses & Fees	4,705.25	21,000.00	-16,294.75	16,294.75
7070 Maintenance				
7071 Pool Chemicals	772.44	12,500.00	-11,727.56	11,727.56
7072 Building & Park Maintenance	12,529.77	99,500.00	-86,970.23	86,970.23
7074 Equipment Maintenance	2,936.45	7,200.00	-4,263.55	4,263.55
7075 Fuel	7,475.89	20,000.00	-12,524.11	12,524.11
7076 Janitorial Supplies	4,448.23	16,000.00	-11,551.77	11,551.77
7077 Small Tools & Equipment	163.74	6,000.00	-5,836.26	5,836.26
7079 Fleet Maintenance	1,401.61	7,500.00	-6,098.39	6,098.39
<b>Total 7070 Maintenance</b>	<b>29,728.13</b>	<b>168,700.00</b>	<b>-138,971.87</b>	<b>138,971.87</b>
7084 Meals & Entertainment	1,395.08	7,000.00	-5,604.92	5,604.92
7090 Office Supplies	3,952.77	22,500.00	-18,547.23	18,547.23
7120 Professional Development	4,350.37	10,000.00	-5,649.63	5,649.63
7150 Professional Fees				
7151 Annual Audit	6,000.00	13,000.00	-7,000.00	7,000.00
7152 Bookkeeping & Payroll	20,125.00	50,000.00	-29,875.00	29,875.00
7153 Information Technology	3,416.25	12,000.00	-8,583.75	8,583.75
7155 Legal	471.50	15,000.00	-14,528.50	14,528.50
<b>Total 7150 Professional Fees</b>	<b>30,012.75</b>	<b>90,000.00</b>	<b>-59,987.25</b>	<b>59,987.25</b>
7160 Property Tax Collection Fee		12,000.00	-12,000.00	12,000.00
7165 Safety Equipment	2,800.00	3,500.00	-700.00	700.00
7180 Security	1,177.80	3,900.00	-2,722.20	2,722.20
7210 Telephone and Internet	4,994.47	15,600.00	-10,605.53	10,605.53






# Tehachapi Valley Park and Recreation District

## TVRPD Budget vs Actual 2022-2023

July - October, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	REMAINING
7230 Uniforms & Apparel	1,881.04	8,000.00	-6,118.96	6,118.96
7250 Utilities				
7252 Electric Service	26,856.22	54,000.00	-27,143.78	27,143.78
7254 Gas Service	4,473.79	19,450.00	-14,976.21	14,976.21
7256 Sanitation Services	3,481.39	13,000.00	-9,518.61	9,518.61
7258 Water Service	5,438.04	8,955.00	-3,516.96	3,516.96
7259 Propane		1,200.00	-1,200.00	1,200.00
<b>Total 7250 Utilities</b>	<b>40,249.44</b>	<b>96,605.00</b>	<b>-56,355.56</b>	<b>56,355.56</b>
<b>Total Expenses</b>	<b>\$624,491.29</b>	<b>\$1,857,525.00</b>	<b>\$ -1,233,033.71</b>	<b>\$1,233,033.71</b>
NET OPERATING INCOME	<b>\$ -299,618.46</b>	<b>\$71,577.00</b>	<b>\$ -371,195.46</b>	<b>\$371,195.46</b>
Other Income				
8040 TVRPD Development Fee Revenues	53,807.80	100,000.00	-46,192.20	46,192.20
<b>Total Other Income</b>	<b>\$53,807.80</b>	<b>\$100,000.00</b>	<b>\$ -46,192.20</b>	<b>\$46,192.20</b>
Other Expenses				
8501 Fixed Asset Purchases		40,000.00	-40,000.00	40,000.00
8502 Capital Improvements		97,000.00	-97,000.00	97,000.00
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$137,000.00</b>	<b>\$ -137,000.00</b>	<b>\$137,000.00</b>
NET OTHER INCOME	<b>\$53,807.80</b>	<b>\$ -37,000.00</b>	<b>\$90,807.80</b>	<b>\$ -90,807.80</b>
NET INCOME	<b>\$ -245,810.66</b>	<b>\$34,577.00</b>	<b>\$ -280,387.66</b>	<b>\$280,387.66</b>



**TEHACHAPI VALLEY RECREATION AND  
PARK DISTRICT  
FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT  
For the Fiscal Year Ended  
June 30, 2022  
(With Comparative Amounts as of June 30, 2021)**



**NIGRO & NIGRO<sup>PC</sup>**

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*For the Fiscal Year Ended June 30, 2022*

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***Financial Section***

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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Tehachapi Valley Recreation and Park District  
Tehachapi, California

### Opinion

We have audited the accompanying financial statements of the governmental activities and each major fund of the Tehachapi Valley Recreation and Park District as of and for the fiscal year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and each major fund of the District as of June 30, 2022, and the respective changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinion

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Required Supplementary Information**

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

**Prior-Year Comparative Information**

The financial statements include partial prior-year comparative information. Such information does not include sufficient detail to constitute a presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended June 30, 2022, from which such partial information was derived.

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

In accordance with *Government Auditing Standards*, we have also issued a separate report dated January 17, 2023, on our consideration of the District'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 the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Murrieta, California  
January 17, 2023

# TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

## Management's Discussion and Analysis (Unaudited)

For the Fiscal Year Ended June 30, 2022

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Management's Discussion and Analysis (MD&A) offers readers of Tehachapi Valley Recreation and Park District's financial statements a narrative overview of the District's financial activities for the fiscal year ended June 30, 2022. This MD&A presents financial highlights, an overview of the accompanying financial statements, an analysis of net position and results of operations, a current-to prior year analysis, a discussion on restrictions, commitments and limitations, and a discussion of significant activity involving capital assets and long-term debt. Please read in conjunction with the financial statements, which follow this section.

### FINANCIAL HIGHLIGHTS

- The District's net position increased 30.05%, or \$672,700 from the prior year's net position of \$2,238,359 to \$2,911,059 as a result of this year's operations.
- Total revenues from all sources increased by 61.28%, or \$977,570 from \$1,595,137 to \$2,572,707, from the prior year, primarily due to an increase in charges for services and grant revenue of \$246,870 and \$541,978, respectively.
- Total expenses for the District's operations increased by 30.44% or \$443,375 from \$1,456,632 to \$1,900,007, from the prior year, primarily due to an increase in salaries and wages and materials and services of \$286,621 and \$275,111, respectively.

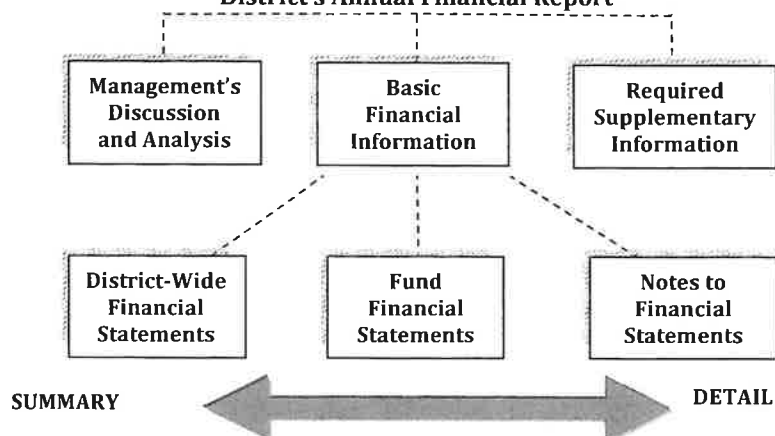
### OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the District:

- *District-wide financial statements* provide both short-term and long-term information about the District's overall financial status.
- *Fund financial statements* focus on individual parts of the District, reporting the District's operations in more detail than the district-wide statements.
  - The *governmental funds* statements tell how basic services were financed in the short term as well as what remains for future spending.

The financial statements also include *notes* that explain some of the information in the statements and provide more detailed data. Figure A-1 shows how the various parts of this annual report are arranged and related to one another.

Figure A-1. Organization of Tehachapi Valley Recreation and Park District's Annual Financial Report





**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Fiscal Year Ended June 30, 2022*

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**OVERVIEW OF THE FINANCIAL STATEMENTS (continued)**

Figure A-2 summarizes the major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain.

**Figure A-2. Major Features of the District-Wide and Fund Financial Statements**

<b>Type of Statements</b>	<b>District-Wide</b>	<b>Governmental Fund</b>
<i>Scope</i>	Entire District	The activities of the District that are not proprietary or fiduciary, such as fire and ambulance services
<i>Required financial statements</i>	<ul style="list-style-type: none"> <li>• Statement of Net Position</li> <li>• Statement of Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Balance Sheet</li> <li>• Statement of Revenues, Expenditures &amp; Changes in Fund Balances</li> </ul>
<i>Accounting basis and measurement focus</i>	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
<i>Type of asset/liability information</i>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
<i>Type of inflow/outflow information</i>	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Fiscal Year Ended June 30, 2022*

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**OVERVIEW OF THE FINANCIAL STATEMENTS (continued)**

The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

**District-Wide Statements**

The district-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two district-wide statements report the District's net position and how it has changed. Net position – the difference between the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources – is one way to measure the District's financial health, or *position*.

- Over time, increases and decreases in the District's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District, you need to consider additional nonfinancial factors such as changes in the District's demographics and the condition of buildings and other facilities.
- In the district-wide financial statements, the District's activities are categorized as *Governmental Activities*. Most of the District's basic services are included here, such as weed abatement, landscape maintenance, and administration. State and local programs finance most of these activities.

**Fund Financial Statements**

The fund financial statements provide more detailed information about the District's most significant funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs. Some funds are required by State law and by grantor requirements.

The District has two funds, the General Fund and Capital Projects Fund.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Fiscal Year Ended June 30, 2022*

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**FINANCIAL ANALYSIS AND CONDENSED FINANCIAL INFORMATION**

**Analysis of Net Position**

**Table A-1: Condensed Statement of Net Position**

	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Change</u>
<b>Assets:</b>			
Current assets	\$ 1,208,036	\$ 1,155,398	\$ 52,638
Non-current assets	94,191	94,191	-
Capital assets, net	<u>2,195,990</u>	<u>1,810,450</u>	<u>385,540</u>
<b>Total assets</b>	<u>3,498,217</u>	<u>3,060,039</u>	<u>438,178</u>
<b>Deferred outflows of resources</b>	<u>123,101</u>	<u>123,259</u>	<u>(158)</u>
<b>Liabilities:</b>			
Current liabilities	158,498	172,953	(14,455)
Non-current liabilities	<u>466,607</u>	<u>732,881</u>	<u>(266,274)</u>
<b>Total liabilities</b>	<u>625,105</u>	<u>905,834</u>	<u>(280,729)</u>
<b>Deferred inflows of resources</b>	<u>85,154</u>	<u>39,105</u>	<u>46,049</u>
<b>Net position:</b>			
Net investment in capital assets	1,885,799	1,464,362	421,437
Unrestricted	<u>1,025,260</u>	<u>773,997</u>	<u>251,263</u>
<b>Total net position</b>	<u>\$ 2,911,059</u>	<u>\$ 2,238,359</u>	<u>\$ 672,700</u>

At the end of fiscal year 2022, the District shows a positive balance in its unrestricted net position of \$1,025,260 that may be utilized in future years.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Fiscal Year Ended June 30, 2022*

**FINANCIAL ANALYSIS AND CONDENSED FINANCIAL INFORMATION (continued)**

**Analysis of Revenues and Expenses**

**Table A-2: Condensed Statement of Activities**

	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Change</u>
<b>Program revenues</b>	\$ 1,193,809	\$ 404,961	\$ 788,848
<b>Expenses</b>	<u>(1,900,007)</u>	<u>(1,456,632)</u>	<u>(443,375)</u>
<b>Net program expense</b>	(706,198)	(1,051,671)	345,473
<b>General revenues</b>	<u>1,378,898</u>	<u>1,190,176</u>	<u>188,722</u>
<b>Change in net position</b>	672,700	138,505	534,195
<b>Net position – beginning of period</b>	<u>2,238,359</u>	<u>2,099,854</u>	<u>138,505</u>
<b>Net position – end of period</b>	<u>\$ 2,911,059</u>	<u>\$ 2,238,359</u>	<u>\$ 672,700</u>

The statement of activities shows how the government's net position changed during the fiscal year. In the case of the District, the operations of the District increased by \$672,700 during the fiscal year ended June 30, 2022.

**Table A-3: Total Revenues**

	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Increase (Decrease)</u>
<b>Program revenues:</b>			
Charges for services	\$ 638,530	\$ 391,660	\$ 246,870
Grant revenue	<u>555,279</u>	<u>13,301</u>	<u>541,978</u>
<b>Total program revenues</b>	<u>1,193,809</u>	<u>404,961</u>	<u>788,848</u>
<b>General revenues:</b>			
Property taxes	1,171,831	1,034,528	137,303
Capital development fees	111,124	145,413	(34,289)
Insurance proceeds	121,802	1,507	120,295
Investment earnings	(25,965)	8,557	(34,522)
Other revenue	<u>106</u>	<u>171</u>	<u>(65)</u>
<b>Total general revenues</b>	<u>1,378,898</u>	<u>1,190,176</u>	<u>188,722</u>
<b>Total revenues</b>	<u>\$ 2,572,707</u>	<u>\$ 1,595,137</u>	<u>\$ 977,570</u>

Total revenues from all sources increased by 61.28%, or \$977,570 from \$1,595,137 to \$2,572,707, from the prior year, primarily due to an increase in charges for services and grant revenue of \$246,870 and \$541,978, respectively.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Fiscal Year Ended June 30, 2022*

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**FINANCIAL ANALYSIS AND CONDENSED FINANCIAL INFORMATION (continued)**

**Analysis of Revenues and Expenses (continued)**

**Table A-4: Total Expenses**

	<u>June 30, 2022</u>	<u>June 30, 2021</u>	<u>Increase (Decrease)</u>
<b>Expenses:</b>			
Salaries and wages	\$ 905,036	\$ 618,415	\$ 286,621
Employee benefits	(7,320)	183,571	(190,891)
Program costs	121,083	44,552	76,531
Materials and services	669,546	394,435	275,111
Depreciation expense	194,130	201,197	(7,067)
Interest expense	17,532	14,462	3,070
<b>Total expenses</b>	<u>\$ 1,900,007</u>	<u>\$ 1,456,632</u>	<u>\$ 443,375</u>

Total expenses for the District's operations increased by 30.44%, or \$443,375 from \$1,456,632 to \$1,900,007, from the prior year, primarily due to an increase in salaries and wages and materials and services of \$286,621 and \$275,111, respectively.

**GOVERNMENTAL FUNDS FINANCIAL ANALYSIS**

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

As of June 30, 2022, the District reported a total fund balance of \$1,223,365. An amount of \$738,654 constitutes the District's *unassigned fund balance*, which is available for future expenditures.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The final budgeted expenditures for the District at year-end were \$665,528 less than actual. The variance is principally due to under-budgeting for capital outlay. Salaries and wages, as well as materials and services expenditures were also under-budgeted. The final budgeted revenues for the District at year-end were \$674,730 less than actual. The variance is principally due to under-budgeting for operating grants and insurance proceeds.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Management's Discussion and Analysis (Unaudited)*  
*For the Fiscal Year Ended June 30, 2022*

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**CAPITAL ASSET ADMINISTRATION**

**Table A-5: Capital Assets at Year End, Net of Depreciation**

	<b>Balance</b>	<b>Balance</b>
	<b><u>June 30, 2022</u></b>	<b><u>June 30, 2021</u></b>
<b>Capital assets:</b>		
Non-depreciable assets	\$ 166,735	\$ 199,373
Depreciable assets	5,533,991	4,921,683
Accumulated depreciation	<u>(3,504,736)</u>	<u>(3,310,606)</u>
<b>Total capital assets, net</b>	<b><u>\$ 2,195,990</u></b>	<b><u>\$ 1,810,450</u></b>

At the end of fiscal year 2022, the District's investment in capital assets amounted to \$2,195,990 (net of accumulated depreciation). This investment in capital assets includes structures, improvements and equipment. Major capital asset additions during the year include the new skate park and various furniture and equipment purchases totaling \$579,670.

See Note 4 for further information on the District's capital assets.

**DEBT ADMINISTRATION**

**Table A-6: Long-term Debt**

	<b>Balance</b>	<b>Balance</b>
	<b><u>June 30, 2022</u></b>	<b><u>June 30, 2021</u></b>
<b>Long-term debt:</b>		
Loan payable	<u>\$ 404,382</u>	<u>\$ 440,279</u>

At the end of fiscal year 2022, the District's long-term debt amounted to \$404,382.

See Note 6 for further information on the District's long-term debt.

**FACTORS AFFECTING CURRENT FINANCIAL POSITION**

Management is unaware of any item that would affect the current financial position.

**CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

The District's basic financial statements are designed to present users with a general overview of the District's finances and to demonstrate the District's accountability. If you have any questions about the report or need additional information, please contact the District Manager at P.O. Box 373, Tehachapi, California 93581.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Statement of Net Position*  
*June 30, 2022*  
*(With Comparative Information as of June 30, 2021)*

<u>ASSETS</u>	<u>2022</u>	<u>2021</u>
<b>Current assets:</b>		
Cash and investments (Note 2)	\$ 1,117,439	\$ 1,095,648
Accrued interest receivable	2,923	879
Accounts receivable – other	75,725	52,175
Prepaid items	11,949	6,696
<b>Total current assets</b>	<u>1,208,036</u>	<u>1,155,398</u>
<b>Non-current assets:</b>		
Restricted – cash and investments (Notes 2 and 3)	94,191	94,191
Capital assets – not being depreciated (Note 4)	166,735	199,373
Capital assets, net – being depreciated (Note 4)	2,029,255	1,611,077
<b>Total non-current assets</b>	<u>2,290,181</u>	<u>1,904,641</u>
<b>Total assets</b>	<u>3,498,217</u>	<u>3,060,039</u>
<b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b>		
Deferred amounts related to net pension liability (Note 7)	123,101	123,259
<b>Total deferred outflows of resources</b>	<u>123,101</u>	<u>123,259</u>
<b><u>LIABILITIES</u></b>		
<b>Current liabilities:</b>		
Accounts payable and accrued expenses	33,263	56,510
Accrued payroll and related liabilities	45,599	36,507
Accrued interest payable	5,392	5,870
Long-term liabilities – due within one year:		
Compensated absences (Note 5)	37,189	38,169
Loan payable (Note 6)	37,055	35,897
<b>Total current liabilities</b>	<u>158,498</u>	<u>172,953</u>
<b>Noncurrent liabilities:</b>		
Long-term liabilities – due in more than one year:		
Compensated absences (Note 5)	37,189	38,169
Loan payable (Note 6)	367,327	404,382
Net pension liability (Note 7)	62,091	290,330
<b>Total noncurrent liabilities</b>	<u>466,607</u>	<u>732,881</u>
<b>Total liabilities</b>	<u>625,105</u>	<u>905,834</u>
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>		
Deferred amounts related to net pension liability (Note 7)	85,154	39,105
<b>Total deferred inflows of resources</b>	<u>85,154</u>	<u>39,105</u>
<b><u>NET POSITION</u></b>		
Net investment in capital assets (Note 8)	1,885,799	1,464,362
Unrestricted	1,025,260	773,997
<b>Total net position</b>	<u>\$ 2,911,059</u>	<u>\$ 2,238,359</u>

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

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT***Statement of Activities**For the Fiscal Year Ended June 30, 2022**(With Comparative Information for the Fiscal Year Ended June 30, 2021)*

	<b>Governmental Activities</b>	
	<b>2022</b>	<b>2021</b>
<b>Expenses:</b>		
Recreation and park services:		
Salaries and wages	\$ 905,036	\$ 618,415
Employee benefits	(7,320)	183,571
Program costs	121,083	44,552
Materials and services	669,546	394,435
Depreciation expense	194,130	201,197
Interest expense	17,532	14,462
<b>Total expenses</b>	<b>1,900,007</b>	<b>1,456,632</b>
<b>Program revenues:</b>		
Charges for services	638,530	391,660
Operating and capital grant funding	555,279	13,301
<b>Total program revenues</b>	<b>1,193,809</b>	<b>404,961</b>
<b>Net program expense</b>	<b>(706,198)</b>	<b>(1,051,671)</b>
<b>General revenues:</b>		
Property taxes	1,171,831	1,034,528
Capital development fees	111,124	145,413
Insurance proceeds	121,802	1,507
Investment earnings	(25,965)	8,557
Other revenue	106	171
<b>Total general revenues</b>	<b>1,378,898</b>	<b>1,190,176</b>
<b>Change in net position</b>	<b>672,700</b>	<b>138,505</b>
<b>Net position:</b>		
Beginning of year	2,238,359	2,099,854
End of year	<b>\$ 2,911,059</b>	<b>\$ 2,238,359</b>

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

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**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Balance Sheet – Governmental Funds*  
*June 30, 2022*

<u>ASSETS</u>	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>			
Cash and investments	\$ 814,060	\$ 303,379	\$ 1,117,439
Restricted – cash and investments	94,191	-	94,191
Accrued interest receivable	2,109	814	2,923
Accounts receivable – other	75,725	-	75,725
Prepaid items	11,949	-	11,949
<b>Total assets</b>	<b>\$ 998,034</b>	<b>\$ 304,193</b>	<b>\$ 1,302,227</b>
 <b><u>LIABILITIES AND FUND BALANCE</u></b>			
<b>Liabilities:</b>			
Accounts payable and accrued expenses	\$ 33,263	\$ -	\$ 33,263
Accrued payroll and related liabilities	45,599	-	45,599
<b>Total liabilities</b>	<b>78,862</b>	<b>-</b>	<b>78,862</b>
<b>Fund balance: (Note 9)</b>			
Nonspendable	11,949	-	11,949
Restricted	94,191	-	94,191
Committed	-	304,193	304,193
Assigned	74,378	-	74,378
Unassigned	738,654	-	738,654
<b>Total fund balance</b>	<b>919,172</b>	<b>304,193</b>	<b>1,223,365</b>
<b>Total liabilities and fund balance</b>	<b>\$ 998,034</b>	<b>\$ 304,193</b>	<b>\$ 1,302,227</b>

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position  
June 30, 2022*

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<b>Fund Balance of Governmental Funds</b>	<u>\$ 1,223,365</u>
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet. However, the statement of net position includes those assets as capital assets.	2,195,990
Deferred outflows of resources used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet. However, the statement of net position includes those deferred outflows of resources.	123,101
Long-term liabilities applicable to the District are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net position as follows:	
Accrued interest payable	(5,392)
Compensated absences	(74,378)
Loan payable	(404,382)
Net pension liability	(62,091)
Deferred inflows of resources used in governmental activities are not current financial resources and, therefore, are not reported in the governmental funds balance sheet. However, the statement of net position includes those deferred inflows of resources.	<u>(85,154)</u>
<b>Total adjustments</b>	<u>1,687,694</u>
<b>Net Position of Governmental Activities</b>	<u><u>\$ 2,911,059</u></u>

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds  
For the Fiscal Year Ended June 30, 2022*

	<b>General Fund</b>	<b>Capital Projects Fund</b>	<b>Total Governmental Funds</b>
<b>Revenues:</b>			
Property taxes	\$ 1,171,831	\$ -	\$ 1,171,831
Charges for services	638,530	-	638,530
Operating grants and contributions	555,279	-	555,279
Capital development fees	-	111,124	111,124
Insurance proceeds	121,802	-	121,802
Investment earnings	(29,561)	3,596	(25,965)
Other revenue	106	-	106
<b>Total revenues</b>	<b>2,457,987</b>	<b>114,720</b>	<b>2,572,707</b>
<b>Expenditures:</b>			
Current operations:			
Salaries and wages	906,996	-	906,996
Employee benefits	174,712	-	174,712
Program costs	121,083	-	121,083
Materials and services	669,546	-	669,546
Capital outlay	579,670	-	579,670
Debt service:			
Principal payments	435,897	-	435,897
Interest payments	18,010	-	18,010
<b>Total expenditures</b>	<b>2,905,914</b>	<b>-</b>	<b>2,905,914</b>
<b>Excess of revenues over expenditures</b>	<b>(447,927)</b>	<b>114,720</b>	<b>(333,207)</b>
<b>Other financing sources(uses):</b>			
Transfers in(out) (Note 10)	128,141	(128,141)	-
Proceeds from loan issuance (Note 6)	400,000	-	400,000
<b>Total other financing sources(uses)</b>	<b>528,141</b>	<b>(128,141)</b>	<b>400,000</b>
<b>Change in fund balance</b>	<b>80,214</b>	<b>(13,421)</b>	<b>66,793</b>
<b>Fund Balance:</b>			
Beginning of year	838,958	317,614	1,156,572
End of year	<b>\$ 919,172</b>	<b>\$ 304,193</b>	<b>\$ 1,223,365</b>

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes  
in Fund Balances to the Statement of Activities  
For the Fiscal Year Ended June 30, 2022*

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<b>Net Change in Fund Balance – Governmental Funds</b>	<b>\$ (333,207)</b>
Amount reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:	
Capital outlay	579,670
Depreciation expense	(194,130)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenses in governmental funds as follows:	
Net change in accrued interest	478
Net change in compensated absences	1,960
Net change in net pension liability and related deferred resources	182,032
Principal repayment of long-term debt is reported as an expenditure in governmental funds. However, principal repayments reduce liabilities in the statement of net position and do not result in expenses in the statement of activities.	<u>435,897</u>
<b>Total adjustments</b>	<u>1,005,907</u>
<b>Change in Net Position of Governmental Activities</b>	<u><u>\$ 672,700</u></u>

# TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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## NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

### A. Description of Organization

The Tehachapi Valley Recreation and Park District (District) was formed as an independent special district to provide quality leisure services, park, programs, and facilities; address the recreational needs of all ages; promote positive customer service, fiscal responsibility, and accountability; and enhance and promote personal well-being and a sense of community.

The District is the primary governmental unit based on the foundation of a separately appointed five-member board. The Board is appointed by the Kern County Board of Supervisors and the Tehachapi City Council. The Board has decision-making authority, the power to designate management, the responsibility to significantly influence operations and primary accountability for fiscal matters.

### B. Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the District consists of all funds, departments, and agencies that are not legally separate from the District.

Component units are legally separate organizations for which the District is financially accountable. Component units may also include organizations that are fiscally dependent on the District, in that the District approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the District is not financially accountable but the nature and significance of the organization's relationship with the District is such that exclusion would cause the District's financial statements to be misleading or incomplete.

The District has identified no organizations that are required to be reported as component units.

### C. Basis of Presentation, Basis of Accounting

#### 1. Basis of Presentation

##### Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the primary government (the District) and its component units. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the District'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 and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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### NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

#### C. Basis of Presentation, Basis of Accounting (continued)

##### 1. Basis of Presentation (continued)

###### Major Governmental Funds

The District maintains the following major governmental funds:

**General Fund:** This fund is used to account for all financial resources of the District, except those required to be accounted for in another fund when necessary.

**Capital Projects Fund:** This fund is used to account for resources received from Quimby Fee for capital improvements to new or rehabilitations of existing neighborhood, community park, or recreation facilities.

##### 2. Measurement Focus, Basis of Accounting

###### Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the 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. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year in which all eligibility requirements have been satisfied.

###### Governmental Fund Financial Statements

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. 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. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and financing from capital leases are reported as other financing sources.

##### 3. Revenues - Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year. Generally, available is defined as collectible within 60 days.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose requirements. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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### NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

#### D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position

##### 1. Cash and Cash Equivalents

For purposes of the statement of cash flows, the District considers all highly liquid investments with a maturity of three months or less, when purchased, to be cash equivalents. Cash deposits are reported at carrying amount, which reasonably estimates fair value.

##### 2. Prepaid Items

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements.

##### 3. Investments

Investments are reported at fair value except for short-term investments, which are reported at cost, which approximates fair value. Cash deposits are reported at carrying amount, which reasonably estimates fair value. Investments in governmental investment pools are reported at fair value based on the fair value per share of the pool's underlying portfolio.

In accordance with fair value measurements, the District categorizes its assets and liabilities measured at fair value into a three-level hierarchy based on the priority of the inputs to the valuation technique used to determine fair value. The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). If the inputs used in the determination of the fair value measurement fall within different levels of the hierarchy, the categorization is based on the lowest level input that is significant to the fair value measurement.

Financial assets and liabilities recorded on the balance sheet are categorized based on the inputs to the valuation techniques as follows:

*Level 1* – Inputs that reflect unadjusted quoted prices in active markets for identical investments, such as stocks, corporate and government bonds. The District has the ability to access the holding and quoted prices as of the measurement date.

*Level 2* – Inputs, other than quoted prices, that are observable for the asset or liability either directly or indirectly, including inputs from markets that are not considered to be active.

*Level 3* – Inputs that are unobservable. Unobservable inputs reflect the District's own assumptions about the factors market participants would use in pricing an investment and is based on the best information available in the circumstances.

# TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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## NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

### D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

#### 4. Capital Assets

Capital assets are stated at cost or at their estimated fair value at date of donation. It is the District's policy to capitalize assets costing over \$3,000. The provision for depreciation is computed using the straight-line method over the estimated service lives of the capital assets.

Estimated service lives for the District's classes of assets are as follows:

Description	Estimated Lives
Buildings and improvements	5-30 years
Furniture and equipment	3-7 years
Vehicles	5 years

#### 5. Deferred Outflows/Inflows of Resources

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

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

#### 6. Compensated Absences

The liability for compensated absences reported in the government-wide statements consists of unpaid, accumulated annual and vacation leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

#### 7. Pensions

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

The following timeframes are used for pension reporting:

Valuation Date June 30, 2020  
Measurement Date June 30, 2021  
Measurement Period July 1, 2020 to June 30, 2021



## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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### NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

#### D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

##### 8. Net Position

Net position is classified into two components: net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** - This component of net position consists of capital assets net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.
- **Unrestricted net position** - This component of net position consists of net position that does not meet the definition of net investment in capital assets.

##### 9. Fund Balances

The fund balance for governmental funds is reported in classifications based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

**Nonspendable:** Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories and prepaid assets.

**Restricted:** Fund balance is reported as restricted when the constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provision or by enabling legislation.

**Committed:** The District's highest decision-making level of authority rests with the District's Board. Fund balance is reported as committed when the Board passes a resolution that places specified constraints on how resources may be used. The Board can modify or rescind a commitment of resources through passage of a new resolution.

**Assigned:** Resources that are constrained by the District's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent may be expressed by either the Board, committees (such as budget or finance), or officials to which the Board has delegated authority.

**Unassigned:** Unassigned fund balance represents fund balance that has not been restricted, committed, or assigned and may be utilized by the District for any purpose. When expenditures are incurred, and both restricted and unrestricted resources are available, it is the District's policy to use restricted resources first, then unrestricted resources in the order of committed, assigned, and then unassigned, as they are needed.

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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### NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

#### E. Use of Estimates

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

#### F. Property Taxes

Property taxes attach as an enforceable lien on property as of January 1, each year. Secured property taxes are levied on July 1 and are payable in two installments, on December 10 and April 10. The County of Kern County Assessor's Office assesses all real and personal property within the County each year.

Property tax in California is levied in accordance with Article 13A of the State Constitution at one (1%) of countywide assessed valuations. The Kern County Treasurer's Office remits an undisclosed portion of the one (1%) current and delinquent property tax collections to the District throughout the year.

### NOTE 2 – CASH AND INVESTMENTS

Cash and investments as of June 30 were classified on the statement of net position as follows:

Description	Balance
Cash and investments	\$ 1,117,439
Restricted cash and investments	94,191
<b>Total cash and investments</b>	<b>\$ 1,211,630</b>

Cash and investments as of June 30 consisted of the following:

Description	Balance
Cash on hand	\$ 1,500
Demand deposits with financial institutions	84,348
Deposits with Kern County Treasury Investment Pool (KCTIP)	1,125,782
<b>Total cash and investments</b>	<b>\$ 1,211,630</b>

#### Demand Deposits with Financial Institutions

At June 30, 2022, the carrying amount of the District's demand deposits were \$84,348, and the financial institution's balance was \$96,276. The net difference represents outstanding checks, deposits-in-transit and/or other reconciling items between the financial institution's balance and the District's balance for each year.

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

June 30, 2022

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### NOTE 2 – CASH AND INVESTMENTS (continued)

#### Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. Cash balances held in banks are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC) and are collateralized by the respective financial institutions. In addition, the California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

#### Kern County Treasury Investment Pool (KCTIP)

The District is a voluntary participant in the Kern County Treasury Investment Pool (KCTIP) pursuant to Government Code Section 53694. The cash flow needs of participants are monitored daily to ensure that sufficient liquidity is maintained to meet the needs of those participants. At the time deposits are made, the Kern County Treasurer may require the depositing entity to provide annual cash flow projections or an anticipated withdrawal schedule for deposits in excess of \$1 million. Projections are performed no less than semi-annually. In accordance with Government Code Section 27136, all request for withdrawal of funds for the purpose of investing or deposits the funds elsewhere shall be evaluated to ensure the proposed withdrawal will not adversely affect the principal deposits of the other participants. Pool detail may be obtained from the County of Kern Treasurer's Office – 1115 Truxtun Ave, Ste 2<sup>ND</sup>, Bakersfield, CA 93301 or the Treasurer's office website at [www.kcttc.co.kern.ca.us](http://www.kcttc.co.kern.ca.us).

#### 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. As of June 30, 2022, the District's cash balance in the KCTIP was rated by Standard & Poor's as AAf/S1.

#### Concentration of Credit Risk

The District's investment policy contains no limitations on the amount that can be invested in any one governmental agency or non-governmental issuer beyond that stipulated by the California Government Code. There were no investments in any one governmental or non-governmental issuer that represented 5% or more of the District's total investments except for those in the KCTIP.

### NOTE 3 – RESTRICTED ASSETS

Restricted – cash and cash equivalents as of June 30<sup>th</sup> consisted of the following:

Description	June 30, 2022
Unspent proceeds from loan issuance	\$ 94,191
Less: Unspent proceeds from loan issuance	<u>(94,191)</u>
<b>Total restricted – net position</b>	<b><u>\$ -</u></b>

The District's restricted assets are the remaining unspent loan proceeds of \$94,191 for capital improvements to the District's recreation and park facilities.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Notes to Financial Statements*

*June 30, 2022*

**NOTE 4 – CAPITAL ASSETS**

Changes in capital assets for the year were as follows:

	<u>Balance July 1, 2021</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance June 30, 2022</u>
Non-depreciable capital assets:				
Land	\$ 166,735	\$ -	\$ -	\$ 166,735
Construction-in-process	32,638	465,483	(498,121)	-
Total non-depreciable capital assets	<u>199,373</u>	<u>465,483</u>	<u>(498,121)</u>	<u>166,735</u>
Depreciable capital assets:				
Buildings and improvements	3,605,004	498,121	-	4,103,125
Furniture and equipment	1,154,570	101,575	-	1,256,145
Vehicles	162,109	12,612	-	174,721
Total depreciable capital assets	<u>4,921,683</u>	<u>612,308</u>	<u>-</u>	<u>5,533,991</u>
Accumulated depreciation:				
Buildings and improvements	(2,358,029)	(71,266)	-	(2,429,295)
Furniture and equipment	(799,298)	(115,878)	-	(915,176)
Vehicles	(153,279)	(6,986)	-	(160,265)
Total accumulated depreciation	<u>(3,310,606)</u>	<u>(194,130)</u>	<u>-</u>	<u>(3,504,736)</u>
Total depreciable capital assets, net	<u>1,611,077</u>	<u>418,178</u>	<u>-</u>	<u>2,029,255</u>
<b>Total capital assets, net</b>	<u>\$ 1,810,450</u>	<u>\$ 883,661</u>	<u>\$ (498,121)</u>	<u>\$ 2,195,990</u>

**NOTE 5 – COMPENSATED ABSENCES**

The changes to the compensated absences balance for the year were as follows:

<u>Balance July 1, 2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2021</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
\$ 76,338	\$ 51,197	\$ (53,157)	\$ 74,378	\$ 37,189	\$ 37,189

**NOTE 6 – LONG-TERM DEBT**

Changes in long-term debt amounts for the year were as follows:

<u>Long-term Debt</u>	<u>Balance July 1, 2021</u>	<u>Additions</u>	<u>Payments</u>	<u>Balance June 30, 2022</u>	<u>Current Portion</u>	<u>Long-term Portion</u>
Loan payable	\$ 440,279	\$ 400,000	\$ (435,897)	\$ 404,382	\$ 37,055	\$ 367,327

**Loan Payable - 2016**

On August 15, 2016, the District issued \$587,250 in a loan payable at 3.20% interest rate for capital improvements to the District's recreation facilities. Debt service payments for principal and interest are made on August 1st and February 1st of each year from the general fund. The debt matures in fiscal year 2032. On September 1, 2021, the District signed an amendment to the original agreement to provide additional short-term financing in the amount of \$400,000 for capital improvements until the District received reimbursable grant funds. The District repaid the entire \$400,000 in February 2022.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Notes to Financial Statements*  
 June 30, 2022

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**NOTE 6 - LONG-TERM DEBT (continued)**

Annual debt service requirements are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	37,055	12,646	49,701
2024	38,250	11,451	49,701
2025	39,484	10,217	49,701
2026	40,758	8,943	49,701
2027	42,072	7,629	49,701
2028-2032	<u>206,763</u>	<u>16,891</u>	<u>223,654</u>
<b>Total</b>	404,382	<u>\$ 67,777</u>	<u>\$ 472,159</u>
<b>Current</b>	<u>(37,055)</u>		
<b>Long-term</b>	<u>\$ 367,327</u>		

**NOTE 7 - PENSION PLAN**

**Summary**

The following balances on the balance sheet will be addressed in this footnote as follows:

<u>Description</u>	<u>2022</u>
Pension related deferred outflows	\$ 123,101
Net pension liability	62,091
Pension related deferred inflows	85,154

The net pension liability balances have a Measurement Date of June 30, 2021 which is rolled-forward for the District's fiscal year ended June 30, 2022.

Qualified employees are covered under a multiple-employer defined benefit pension plan maintained by agencies of the State of California known as the California Public Employees' Retirement System (CalPERS), or "The Plan".

**The Plan**

The District has engaged with CalPERS to administer the following pension plans for its employees (members):

	<u>Miscellaneous Plans</u>	
	<u>Classic Tier 1</u>	<u>PEPRA Tier 2</u>
Hire date	Prior to <u>January 1, 2013</u>	On or after <u>January 1, 2013</u>
Benefit formula	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5-years of service	5-years of service
Benefits payments	monthly for life	monthly for life
Retirement age	50 - 67 & up	52 - 67 & up
Monthly benefits, as a % of eligible compensation	1.8% to 2.0%	1.0% to 2.5%
Required member contribution rates	7.000%	6.750%
Required employer contribution rates - FY 2021	8.794%	7.732%

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

### Notes to Financial Statements

Years Ended June 30, 2022

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#### NOTE 7 – PENSION PLAN (continued)

##### A. General Information about the Pension Plan

###### Plan Description, Benefits Provided and Employees Covered

The Plan is a cost-sharing multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). The District contributes to the miscellaneous risk pool within the Plan. A full description of the pension plan benefit provisions, assumptions for funding purposes but not accounting purposes, and membership information is listed in the June 30, 2017 Annual Actuarial Valuation Report. This report is a publicly available valuation report that can be obtained at CalPERS website under Forms and Publications.

The California Public Employees' Pension Reform Act (PEPRA), which took effect in January 2013, changes the way CalPERS retirement benefits are applied, and places compensation limits on members. As a result of these changes since PEPRA's adoption in January 2013, the District now has two unique CalPERS plans to which it makes contributions within the miscellaneous risk pool: the "classic" plan, which includes covered employees who have established membership in a CalPERS plan prior to January 2013, as well as the "PEPRA/new" plan, which includes covered employees who have established membership in a CalPERS plan after January 2013. Each plan or membership contains unique benefits levels, which are enumerated in the June 30, 2021 Annual Actuarial Valuation Reports.

At June 30, 2022, the following members were covered by the benefit terms:

Plan Members	Miscellaneous Plans		Total
	Classic Tier 1	PEPRA Tier 2	
Active members	4	10	14
Transferred and terminated members	7	9	16
Retired members and beneficiaries	7	-	7
<b>Total plan members</b>	<b>18</b>	<b>19</b>	<b>37</b>

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

###### Benefits Provided

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

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Notes to Financial Statements*

*Years Ended June 30, 2022*

**NOTE 7 – PENSION PLAN (continued)**

**A. General Information about the Pension Plan (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 both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Contributions for the year ended June 30, 2022, (Measurement Date June 30, 2021) were as follows:

Contribution Type	Miscellaneous Plans		Total
	Classic Tier 1	PEPRA Tier 2	
Contributions – employer	\$ 36,464	\$ 34,853	\$ 71,317
<b>Total contributions</b>	<b>\$ 36,464</b>	<b>\$ 34,853</b>	<b>\$ 71,317</b>

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

**Proportionate Share of Net Pension Liability and Pension Expense**

The District’s net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2020, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2020, rolled forward to June 30, 2021, using standard update procedures. The District’s proportionate share of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The following table shows the District’s proportionate share of the risk pool collective net pension liability over the measurement period for the Miscellaneous Plan for the fiscal year ended June 30, 2022:

Plan Type and Balance Descriptions	Plan Total Pension Liability	Plan Fiduciary Net Position	Change in Plan Net Pension Liability
<b>CalPERS – Miscellaneous Plan:</b>			
Balance as of June 30, 2020 (Measurement Date)	\$ 1,895,828	\$ 1,605,498	\$ 290,330
Balance as of June 30, 2021 (Measurement Date)	\$ 1,982,484	\$ 1,920,393	\$ 62,091
<b>Change in Plan Net Pension Liability</b>	<b>\$ 86,656</b>	<b>\$ 314,895</b>	<b>\$ (228,239)</b>

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Notes to Financial Statements*

*Years Ended June 30, 2022*

**NOTE 7 – PENSION PLAN (continued)**

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

The District's proportionate share of the net pension liability for the June 30, 2021, measurement date was as follows:

	<b>Percentage Share of Risk Pool</b>		<b>Change Increase/ (Decrease)</b>
	<b>Fiscal Year Ending</b>	<b>Fiscal Year Ending</b>	
	<b>June 30, 2021</b>	<b>June 30, 2021</b>	
Measurement Date	June 30, 2020	June 30, 2020	
Percentage of Risk Pool Net Pension Liability	0.003270%	0.006883%	-0.003613%
Percentage of Plan (PERF C) Net Pension Liability	0.001148%	0.002668%	-0.001520%

For the fiscal year ended June 30, 2022, the District recognized pension credit of \$110,715. At June 30, 2022, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<b>Account Description</b>	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Pension contributions made after the measurement date	\$ 71,317	\$ -
Difference between actual and proportionate share of employer contributions	-	(30,953)
Adjustment due to differences in proportions	44,821	-
Differences between expected and actual experience	6,963	-
Differences between projected and actual earnings on pension plan investments	-	(54,201)
<b>Total Deferred Outflows/(Inflows) of Resources</b>	<b>\$ 123,101</b>	<b>\$ (85,154)</b>

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to the difference between projected and actual earnings on pension plan investments will be amortized over a closed five-year period. The deferred outflows/(inflows) of resources related to the net change in proportionate share of net pension liability, changes of assumptions, and differences between expected and actual experience in the measurement of the total pension liability will be amortized over the Expected Average Remaining Service Life (EARSL) of all members that are provided benefits (active, inactive, and retirees) as of the beginning of the measurement period. The EARSL for the measurement period is 3.8 years.



**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Notes to Financial Statements*

*Years Ended June 30, 2022*

**NOTE 7 – PENSION PLAN (continued)**

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

An amount of \$71,317 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 ending June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as a reduction to pension expense as follows:

<b>Amortization Period Fiscal Year Ended June 30</b>	<b>Deferred Outflows/(Inflows) of Resources</b>
2023	\$ (5,157)
2024	(4,853)
2025	(8,382)
2026	(14,978)
<b>Total</b>	<b>\$ (33,370)</b>

**Actuarial Methods and Assumptions Used to Determine Total Pension Liability**

For the measurement period ending June 30, 2021 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2020, total pension liability. The June 30, 2021, total pension liability was based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirement of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds.
Post Retirement Benefit Increase	Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

**Long-term Expected Rate of Return**

The long-term expected rate of return on pension plan investments was determined using a building-block method in which 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 (geometric) 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.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Notes to Financial Statements*

*Years Ended June 30, 2022*

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**NOTE 7 – PENSION PLAN (continued)**

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

**Long-term Expected Rate of Return (continued)**

The table below reflects long-term expected real rate of return by asset class.

<u>Investment Type<sup>1</sup></u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1 - 10<sup>2</sup></u>	<u>Real Return Years 11+<sup>3</sup></u>
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
	<u>100.0%</u>		

<sup>1</sup> In the CalPERS's ACFR, 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.

<sup>2</sup> An expected inflation rate-of-return of 2.5% is used for years 1-10.

<sup>3</sup> An expected inflation rate-of-return of 2.9% is used for years 11+.

**Discount Rate**

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members 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.

**Subsequent Events**

There were no subsequent events that would materially affect the results in this disclosure.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

*Notes to Financial Statements*

*Years Ended June 30, 2022*

**NOTE 7 – PENSION PLAN (continued)**

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

**Sensitivity of the Net Pension Liability to Changes in the Discount Rate**

The following presents the net pension liability/(asset) of the Plan as of the measurement date, calculated using the discount rate of 7.15%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15%) or 1 percentage-point higher (8.15%) than the current rate:

Changes in the discount rate for the year ended June 30, 2022, was as follows:

Plan Type	Plan's Net Pension Liability/(Asset)		
	Discount Rate - 1% 6.15%	Current Discount Rate 7.15%	Discount Rate + 1% 8.15%
CalPERS – Miscellaneous Plan	323,840	\$ 62,091	\$ (154,294)

**Pension Plan Fiduciary Net Position**

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial report and can be obtained from CalPERS' website under Forms and Publications.

**C. Payable to the Pension Plans**

At June 30, 2022, the District reported no payables for outstanding contributions to the CalPERS pension plan required for the year ended June 30, 2022.

**NOTE 8 – NET POSITION – NET INVESTMENT IN CAPITAL ASSETS**

At June 30, the net position – net investment in capital assets balance was calculated as follows:

Description	Balance
<b>Net investment in capital assets:</b>	
Capital assets – not being depreciated	\$ 166,735
Capital assets – being depreciated, net	2,029,255
Loan payable – current portion	(37,055)
Loan payable – non-current portion	(367,327)
Unspent proceeds from loan issuance (Note 3)	94,191
<b>Total net investment in capital assets</b>	<b>\$ 1,885,799</b>

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Notes to Financial Statements*  
*Years Ended June 30, 2022*

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**NOTE 9 – FUND BALANCES**

At June 30, 2022, fund balances of the District’s governmental funds were classified as follows:

<u>Description</u>	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
<b>Nonspendable:</b>			
Prepaid items	\$ 11,949	\$ -	\$ 11,949
<b>Restricted:</b>			
Loan proceeds for capital improvements	94,191	-	94,191
<b>Committed:</b>			
Capital projects	-	304,193	304,193
<b>Assigned:</b>			
Compensated absences	74,378	-	74,378
<b>Unassigned</b>	738,654	-	738,654
<b>Total fund balances</b>	<u>\$ 919,172</u>	<u>\$ 304,193</u>	<u>\$ 1,223,365</u>

**NOTE 10 – INTERFUND TRANSFERS**

Fund transfers were as follows:

<u>Amount</u>	<u>Transfer</u>		<u>Purpose</u>
	<u>From Fund</u>	<u>To Fund</u>	
\$ 128,141	Capital Projects	General	Capital Outlay

**NOTE 11 – DEFERRED COMPENSATION SAVINGS PLAN**

For the benefit of its employees, the District participates in a 457 Deferred Compensation Program. The purpose of this Program is to provide deferred compensation for public employees that elect to participate in the Program. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes.

Federal law requires deferred compensation assets to be held in trust for the exclusive benefit of the participants. Accordingly, the District is in compliance with this legislation. Therefore, these assets are not the legal property of the District, and are not subject to claims of the District’s general creditors.

The District has implemented GASB Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. Since the District has little administrative involvement and does not perform the investing function for this plan, the assets and related liabilities are not shown on the statement of net position.

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

Years Ended June 30, 2022

### NOTE 12 – JOINT VENTURE

The District is a member of The California Association for Park and Recreation Indemnity (CAPRI) is a Joint Powers Authority which provides insurance coverages, risk management, safety and loss prevention services through a financially sound risk-sharing pool. The original pool was created in 1986 while the current organization is the result of the merger on July 1, 2008 between California Association for Park and Recreation Insurance and Park and Recreation District Employee Compensation (PARDEC).

CAPRI's membership consists of various recreation and park districts in California. Through its various programs, members are able to pool member contributions and to realize the advantages of self-insurance. It provides coverage for property, general liability, workers' compensation, public officials and employee liability, automobile liability, and other minor coverages. CAPRI is under the control and direction of the Board of Directors consisting of representatives of the member districts.

Each member agency pays a contribution commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in the joint-powers authority. Full financial statements are available separately from the California Association for Park and Recreation Indemnity at 6341 Auburn Blvd., Suite A, Citrus Heights, California 95621. Condensed information for CAPRI is as follows:

<b>A. Entity</b>	CAPRI	
<b>B. Purpose</b>	To pool member contributions and realize the advantages of self-insurance	
<b>C. Participants</b>	As of June 30, 2021 – 65 member districts	
<b>D. Governing board</b>	Seven representatives employed by members	
<b>E. District payments for FY 2022:</b>		
Property/Liability policy	\$53,259	
Workers' compensation policy	\$25,487	
<b>F. Condensed financial information</b>	June 30, 2021	
Audit signed	March 28, 2022	
<b>Statement of financial position:</b>		<b>June 30, 2021</b>
Total assets		\$ 28,520,558
Deferred outflows		171,125
Total liabilities		21,240,099
Deferred inflows		5,350
Net position		\$ 7,446,234
<b>Statement of revenues, expenses and changes in net position:</b>		
Total revenues		\$ 12,091,251
Total expenses		(10,735,670)
Change in net position		1,355,581
Beginning – net position		6,090,653
Ending – net position		\$ 7,446,234
<b>G. Member agencies share of year-end financial position</b>		Not Calculated

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

Years Ended June 30, 2022

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### NOTE 13 – RISK MANAGEMENT

#### California Association for Park and Recreation Indemnity (CAPRI)

##### Property/Liability Program

The Property/Liability Program was established for the purpose of operating and maintaining a self-insurance or group insurance program. Under this program, CAPRI provides its member districts the following coverage:

**A. Property (Building and Content) / Boiler and Machinery**

The program provides an all-risk replacement cost coverage, subject to a \$2,000 deductible for each loss at member level, a \$150,000 deductible at the pool level, and an aggregate limit of \$650,000. The earthquake and flood coverage has a \$5,000,000 and \$10,000,000 aggregate limit, respectively, subject to a deductible of 5% per occurrence of the building, contents, and/or structure damaged subject to a minimum of \$50,000 for earthquake and \$20,000 for flood. The program also provides coverage for sudden and accidental breakdown of boiler and machinery replacement cost coverage, subject to a \$2,000 deductible for member level, and \$150,000 at the pool level.

In excess of the above coverages, CAPRI provides a group purchased commercial insurance policy through the Public Entity Property Insurance Program (PEPIP) for all-risk replacement cost coverage, subject to a self-insured retention (SIR) of \$150,000 beginning April 1, 2005 to present.

**B. General Liability and Public Officials and Employment Practices Liability**

CAPRI provides comprehensive coverage with a limit of \$25,000,000 per occurrence for personal injury or property damage and a limit of \$25,000,000 annual aggregate per member district for errors and omissions of public officials. CAPRI self-funds coverage up to \$1,000,000. CSAC Excess Insurance Authority (CSAC-EIA) provides \$24,000,000 of coverage over self-insured retention of \$1,000,000.

This Program also includes Employment Practices Liability which is subjected to a \$20,000 deductible. If the Member District consults with its general counsel and if such counsel has experience with labor and employment law, or with its labor and employment counsel, or CAPRI-recommended labor and employment counsel prior to termination, layoffs, downsizing or other employment related matter, the deductible will be reduced to \$5,000 for any employment liability lawsuit brought by that employee.

##### Workers' Compensation Program

This program provides coverage to its members of up to statutory limits per occurrence, including volunteer operations as long as each member has issued a resolution covering volunteers. CAPRI self-funds up to \$350,000; losses in excess of this amount are covered by CSAC-EIA up to the Statutory limit per occurrence. CAPRI also provides its members with proactive claim oversight by working closely their third-party claims administrator and the members.

The District maintains workers' compensation coverage and employer's liability coverage in accordance with the statutory requirements of the State of California.

## TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Notes to Financial Statements

Years Ended June 30, 2022

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### NOTE 13 – RISK MANAGEMENT

#### Workers' Compensation Program (continued)

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years. There were no reductions in insurance coverage in fiscal year 2022, 2021, and 2020. Liabilities are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. Liabilities include an amount for claims that have been incurred but not reported (IBNR). There were no IBNR claims payable as of June 30, 2022, 2021, and 2020.

### NOTE 14 – COMMITMENTS AND CONTINGENCIES

#### Excluded Leases – Short-Term Leases and De Minimis Leases

The District does not recognize a lease receivable and a deferred inflow of resources for short-term leases. Short-term leases are certain leases that have a maximum possible term under the lease contract of 12-months (or less), including any options to extend, regardless of their probability of being exercised.

Also, *de minimis* lessor or lessee leases are certain leases (i.e., room rental, copiers, printers, postage machines) that regardless of their lease contract period are *de minimis* with regards to their aggregate total dollar amount to the financial statements as a whole.

#### Grant Awards

Grant funds received by the District are subject to audit by the grantor agencies. Such audit could lead to requests for reimbursements to the grantor agencies for expenditures disallowed under terms of the grant. Management of the District believes that such disallowances, if any, would not be significant.

#### Litigation

The District is involved in routine litigation incidental to its business and may be subject to claims and litigation from outside parties. After consultation with legal counsel and/or management, management believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

### NOTE 15 – CURRENT AND SUBSEQUENT EVENTS

The District has evaluated subsequent events through January 17, 2023, the date which the financial statements were available to be issued.

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***Required Supplementary Information***

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**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Budgetary Comparison Schedule – General Fund*  
*For the Fiscal Year Ended June 30, 2022*

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Revenues:</b>			
Property taxes	\$ 1,052,127	\$ 1,171,831	\$ 119,704
Charges for services	630,880	638,530	7,650
Operating grants and contributions	90,250	555,279	465,029
Insurance proceeds	-	121,802	121,802
Investment earnings	10,000	(29,561)	(39,561)
Other revenues	-	106	106
<b>Total revenues</b>	<u>1,783,257</u>	<u>2,457,987</u>	<u>674,730</u>
<b>Expenditures:</b>			
Current:			
Salaries and wages	771,830	906,996	(135,166)
Employee benefits	229,700	174,712	54,988
Program costs	162,150	121,083	41,067
Materials and services	531,005	669,546	(138,541)
Capital outlay	96,000	579,670	(483,670)
Debt service:			
Principal	35,897	435,897	(400,000)
Interest	13,804	18,010	(4,206)
<b>Total expenditures</b>	<u>1,840,386</u>	<u>2,905,914</u>	<u>(1,065,528)</u>
<b>Excess of revenues over expenditures</b>	(57,129)	(447,927)	(390,798)
<b>Other financing sources(uses):</b>			
Transfers in(out)	-	128,141	(128,141)
<b>Change in fund balance</b>	<u>\$ (57,129)</u>	<u>(319,786)</u>	<u>\$ (518,939)</u>
<b>Fund balance:</b>			
Beginning of year		<u>838,958</u>	
End of year		<u>\$ 519,172</u>	

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Schedule of Proportionate Share of the Net Pension Liability*  
*For the Fiscal Year Ended June 30, 2022*

**Last Ten Fiscal Years\***

**California Public Employees' Retirement System (CalPERS) Miscellaneous Plan**

<b>Measurement Date</b>	<b>District's Proportion of the Net Pension Liability</b>	<b>District's Proportionate Share of the Net Pension Liability</b>	<b>District's Covered Payroll</b>	<b>District's Proportionate Share of the Net Pension Liability as a Percentage of Covered</b>	<b>Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability</b>
June 30, 2014	0.00191%	\$ 118,719	\$ 168,308	70.54%	91.47%
June 30, 2015	0.00110%	75,553	379,091	19.93%	94.97%
June 30, 2016	0.00205%	177,761	357,818	49.68%	88.61%
June 30, 2017	0.00223%	221,512	343,104	64.56%	86.85%
June 30, 2018	0.00215%	207,297	478,910	43.29%	88.21%
June 30, 2019	0.00238%	244,292	360,956	67.68%	86.62%
June 30, 2020	0.00267%	290,330	442,036	65.68%	84.69%
June 30, 2021	0.00115%	62,091	475,000	13.07%	96.87%

**Notes to Schedule:**

**Benefit Changes:**

There were no changes in benefits.

**Changes in Assumptions:**

**From fiscal year June 30, 2015 and June 30, 2016:**

GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense but without reduction for pension plan administrative expense. The discount rate of 7.50% used for the June 30, 2014, measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015, measurement date is without reduction of pension plan administrative expense.

**From fiscal year June 30, 2016 to June 30, 2017:**

There were no changes in assumptions.

**From fiscal year June 30, 2017 to June 30, 2018:**

The discount rate was reduced from 7.65% to 7.15%.

**From fiscal year June 30, 2018 to June 30, 2019:**

There were no significant changes in assumptions.

**From fiscal year June 30, 2019 to June 30, 2020:**

There were no significant changes in assumptions.

**From fiscal year June 30, 2020 to June 30, 2021:**

There were no significant changes in assumptions.

**From fiscal year June 30, 2021 to June 30, 2022:**

There were no significant changes in assumptions.

\*Fiscal year 2014 was the first measurement date year of implementation; therefore, only eight years are shown.

**TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**  
*Schedule of Pension Contributions*  
*For the Fiscal Year Ended June 30, 2022*

**Last Ten Fiscal Years\***

**California Public Employees' Retirement System (CalPERS) Miscellaneous Plan**

<b>Fiscal Year</b>	<b>Actuarially Determined Contribution</b>	<b>Contributions in Relation to the Actuarially Determined Contribution</b>	<b>Contribution Deficiency (Excess)</b>	<b>Covered Payroll</b>	<b>Contributions as a Percentage of Covered Payroll</b>
June 30, 2015	\$ 22,517	\$ (22,517)	\$ -	379,091	5.94%
June 30, 2016	32,998	(32,998)	-	357,818	9.22%
June 30, 2017	30,756	(30,756)	-	343,104	8.96%
June 30, 2018	33,183	(33,183)	-	478,910	6.93%
June 30, 2019	39,457	(39,457)	-	360,956	10.93%
June 30, 2020	45,624	(45,624)	-	442,036	10.32%
June 30, 2021	57,581	(57,581)	-	475,000	12.12%
June 30, 2022	71,317	(71,317)	-	574,246	12.42%

**Notes to Schedule:**

<b>Fiscal Year</b>	<b>Valuation Date</b>	<b>Actuarial Cost Method</b>	<b>Asset Valuation Method</b>	<b>Inflation</b>	<b>Investment Rate of Return</b>
June 30, 2015	June 30, 2013	Entry Age	Market Value	2.75%	7.65%
June 30, 2016	June 30, 2014	Entry Age	Market Value	2.75%	7.65%
June 30, 2017	June 30, 2015	Entry Age	Market Value	2.75%	7.65%
June 30, 2018	June 30, 2016	Entry Age	Market Value	2.75%	7.15%
June 30, 2019	June 30, 2017	Entry Age	Market Value	2.50%	7.15%
June 30, 2020	June 30, 2018	Entry Age	Market Value	2.50%	7.15%
June 30, 2021	June 30, 2019	Entry Age	Market Value	2.50%	7.15%
June 30, 2022	June 30, 2020	Entry Age	Market Value	2.50%	7.15%

**Amortization Method** Level percentage of payroll, closed  
**Salary Increases** Depending on age, service, and type of employment  
**Investment Rate of Return** Net of pension plan investment expense, including inflation  
**Retirement Age** 50 years (2.0%@60), 52 years (2.0%@62)  
**Mortality** Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

\*Fiscal year 2015 was the first implementation year; therefore, only eight years are shown.

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*Other Independent Auditors' Report*

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**INDEPENDENT AUDITORS' 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**

Board of Directors  
Tehachapi Valley Recreation and Park District  
Tehachapi, 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 financial statements of the governmental activities and each major fund of the Tehachapi Valley Recreation and Park District (District) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated January 17, 2023.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures 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 District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

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

Murrieta, California  
January 17, 2023



**Tehachapi Valley**  
Recreation & Park District

**TO:** Board of Directors

**SUBJECT:** Approve Purchase of a Fleet Vehicle

**FROM:** District Manager

**DATE:** 01/17/23

STAFF REPORT

REGULAR BOARD MEETING

---

**TITLE:** Approve Purchase of a Fleet Vehicle

**BACKGROUND:** In February 2022, the Board of Directors approved the purchase of a 2022 GMC 4WD fleet vehicle in the amount of \$37,672.78. It's been 11 months, and we still do not have the truck. With that, staff was instructed to look elsewhere.

The District budgeted \$40,000 for the purchase of a new fleet vehicle approved in the Fiscal Year 2022-2023 Operational Budget.

Operations Manager Kent solicited bids with the following results:

1. Three Way Chevrolet – 2023 Chevrolet Silverado 1500 4WD - \$47,255.03
2. Borjon Auto Center – 2023 GMC Sierra 2500HD - \$48,494.55

**STAFF RECOMMENDATION:** Award bid to Three Way Chevrolet and Authorize District Manager to approve change order increase up to \$50,000.00. With this approval, the purchase price will be adjusted and reflected in the Mid-Year Adjustment Budget at the next Board Meeting.

**FISCAL IMPACT:** Not to exceed \$50,000.00

Paso Robles

**BORJON AUTO CENTER  
SALES WORKSHEET**

01/11/2023  
DATE

Jesus Lara  
SALESPERSON

**CUSTOMER INFORMATION**

**TRADE INFORMATION**

NAME: Kent Del  
ADDRESS: 490 West D St  
CITY: TEHACHAPI STATE: CA ZIP: 93561  
HOME PHONE: (661) 599-3034  
CELL PHONE: WORK PHONE: EMAIL ADDRESS:

YEAR: MAKE: MODEL:  
COLOR: MILEAGE:  
ACCOUNT NUMBER: CURRENT PAYMENT:  
LIENHOLDER: PHONE NUMBER:  
PAYOFF: GOOD THRU:  
GIVEN BY: VERIFIED:

**VEHICLE OF INTEREST**

Stock # 23G102 Year 2023 Make GMC Model Sierra 2500HD  
Miles 8 VIN 1GT08LE74PF160521 X  
Customer Approval

~~Trade-In  
\$~~

Selling Price  
\$ 44,395.00  
Upfit \$  
Accessories \$

DMV \$ 874.75  
TAX \$ 3,224.80

Cash Down  
\$

Monthly Payment  
\$

OTD  
\$ 48,494.55

SALES MANAGER \_\_\_\_\_ CUSTOMER \_\_\_\_\_



# Three-way chevrolet

<b>BUYER</b>	<b>CO-BUYER</b>	<b>Deal #:</b> 10797
TEHACHAPI VALLEY REC & PARK DIS 490 W D ST TEHACHAPI, CA 93561		<b>Deal Type:</b> Retail
<b>Home #:</b> (661) 822-3228		<b>Deal Date:</b> 01/26/2022
<b>Email:</b> OPERATIONS@TVRPD.ORG		<b>Print Time:</b> 01:59pm
<b>Salesperson:</b> RAMI A BASHOUR		

VEHICLE					
<b>New</b>	<input checked="" type="checkbox"/>	<b>Stock #:</b>	<b>Description:</b>	<b>VIN:</b>	<b>Mileage:</b>
<b>Used</b>	<input type="checkbox"/>	904129A	2023 CHEVROLET TRUCK SILVERADO 1...	3GCNDAED7PG115762	2
<b>Demo</b>	<input type="checkbox"/>				

TRADE

AFTERMARKETS																																									
<p>1/2 <del>ton</del> ton</p> <p>4x4</p> <p>V8</p>	<table style="width: 100%;"> <tr> <td><b>MSRP:</b></td> <td style="text-align: right;">\$ 45,105.00</td> </tr> <tr> <td><b>Sale Price:</b></td> <td style="text-align: right;">\$ 45,105.00</td> </tr> <tr> <td>Total Financed Aftermarkets:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Total Trade Allowance:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td><b>Trade Difference:</b></td> <td style="text-align: right;"><b>\$ 45,105.00</b></td> </tr> <tr> <td>Doc Fee:</td> <td style="text-align: right;">\$ 85.00</td> </tr> <tr> <td>State &amp; Local Taxes:</td> <td style="text-align: right;">\$ 3,276.28</td> </tr> <tr> <td>Total License and Fees:</td> <td style="text-align: right;">\$ 38.75</td> </tr> <tr> <td><b>Total Cash Price:</b></td> <td style="text-align: right;"><b>\$ 48,505.03</b></td> </tr> <tr> <td>Total Trade Payoff:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td><b>Delivered Price:</b></td> <td style="text-align: right;"><b>\$ 48,505.03</b></td> </tr> <tr> <td>Cash Down Payment + Deposit:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Total Rebates:</td> <td style="text-align: right;">\$ 1,250.00</td> </tr> <tr> <td><b>Sub Total:</b></td> <td style="text-align: right;"><b>\$ 47,255.03</b></td> </tr> <tr> <td>Service Agreement:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Maintenance Agreement:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>GAP Insurance:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Credit Life, Accident &amp; Health:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Other:</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td><b>Amount Financed:</b></td> <td style="text-align: right;"><b>\$ 47,255.03</b></td> </tr> </table>	<b>MSRP:</b>	\$ 45,105.00	<b>Sale Price:</b>	\$ 45,105.00	Total Financed Aftermarkets:	\$ 0.00	Total Trade Allowance:	\$ 0.00	<b>Trade Difference:</b>	<b>\$ 45,105.00</b>	Doc Fee:	\$ 85.00	State & Local Taxes:	\$ 3,276.28	Total License and Fees:	\$ 38.75	<b>Total Cash Price:</b>	<b>\$ 48,505.03</b>	Total Trade Payoff:	\$ 0.00	<b>Delivered Price:</b>	<b>\$ 48,505.03</b>	Cash Down Payment + Deposit:	\$ 0.00	Total Rebates:	\$ 1,250.00	<b>Sub Total:</b>	<b>\$ 47,255.03</b>	Service Agreement:	\$ 0.00	Maintenance Agreement:	\$ 0.00	GAP Insurance:	\$ 0.00	Credit Life, Accident & Health:	\$ 0.00	Other:	\$ 0.00	<b>Amount Financed:</b>	<b>\$ 47,255.03</b>
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O.A.C.

**THE BOARD OF DIRECTORS OF THE  
TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

IN THE MATTER OF

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TEHACHAPI VALLEY  
RECREATION AND PARK DISTRICT APPROVING DISTRICT MANAGER TO  
SPEND AN AMOUNT NOT TO EXCEED \$50,000.00 FOR THE PURCHASE OF A  
FLEET VEHICLE FOR USE IN THE MAINTENANCE DEPARTMENT**

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I, Carrie Champlin, Clerk of the Board of Directors of the Tehachapi Valley Recreation and Park District, of the County of Kern, State of California, so hereby certify that the following resolution proposed by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ was duly passed and adopted by said Board of Directors at an official meeting thereof this 17<sup>th</sup> day of January 2023 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Clerk of the Board of Directors  
of the Tehachapi Valley Recreation  
and Park District

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**RESOLUTION NO. 01-23**

**WHEREAS**, the Tehachapi Valley Recreation and Park District (TVRPD) has established in its organizational structure that the position of District Manager is necessary for the functioning of the department; and

**WHEREAS**, the Tehachapi Valley Recreation and Park District (TVRPD) has established in its organizational structure that the Maintenance Department is necessary for the functioning of the District; and

**WHEREAS**, it has been established that maintenance vehicles are necessary for the maintenance and operation of its recreational facilities; and

**WHEREAS**, the board desires to authorize the District Manager to spend an amount not to exceed \$50,000.00 for the purchase of a fleet vehicle for use in the Maintenance Department.

**NOW, THEREFORE, BE IT FINALLY RESOLVED THAT** the Board of Directors approve the District Manager to spend an amount not to exceed \$50,000.00 for the purchase of a fleet vehicle for use in the Maintenance Department.

**CONFLICT OF INTEREST CODE  
OF THE  
TEHACHAPI VALLEY RECREATION AND PARK DISTRICT  
OF THE  
COUNTY OF KERN**

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted regulations, 2 Cal. Code of Regs. Section 18730, which contain the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the Tehachapi Valley Recreation and Park District.

Designated employees shall file their statements with the Tehachapi Valley Recreation and Park District. Upon receipt of the statements of economic interest of the head of the agency and Board of Directors, the agency shall make a copy of each and forward the originals of these statements to the Clerk of the Board of Supervisors, the filing officer with respect to these statements, who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Statements for all designated employees will be retained by the Clerk of the Board of Supervisors and a copy retained by the Tehachapi Valley Recreation and Park District.

PROPOSED CHANGE = Designated employees shall file their statement of economic interests with the Tehachapi Valley Recreation and Park District. The district's filing officer shall maintain all statements and make them available for public inspection and reproduction upon request ( Government Code Section 81008)

**APPENDIX A**  
**DESIGNATED DISTRICT POSITIONS**

<b>DESIGNATED POSITION</b>	<b>DISCLOSURE CATEGORY</b>
Members of the Board of Directors	Category 1
District General Manager	Category 1
District Legal Counsel	Category 1
Consultants	Category 1**

\*\*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager of the District may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirement in this section, Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

PROPOSED CHANGE = District Manager

**APPENDIX B**  
**DISCLOSURE CATEGORIES**

**Category 1**

A designated employee in this category must report all interests in real property located within the jurisdiction, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

**Category 2**

A designated employee in this category must report all investments and business positions in, or income from business entities, including gifts, loans and travel payments, which manufacture or sell supplies, books, machinery or equipment of the type utilized by the department for which the designated employee is Manager or Director.

**Category 3**

A designated employee in this category must report all investments and business positions in, or income from business entities, including gifts, loans and travel payments, which are contractors or subcontractors engaged in the performance of work or services of the type utilized by the department for which the designated employee is Manager or Director.