



CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION

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Lou Ann Teixeira
Executive Officer

MEMBERS

Candace Andersen
County Member

Donald A. Blubaugh
Public Member

Gabriel Quinto
City Member

Patricia Bristow
Special District Member

Federal Glover
County Member

Michael R. McGill
Special District Member

Scott Perkins
City Member

ALTERNATE MEMBERS

Diane Burgis
County Member

Scott Pastor
Special District Member

Charles R. Lewis, IV
Public Member

Edi Birsan
City Member

September 13, 2023 (Agenda)

September 13, 2023
Agenda Item 9

Contra Costa Local Agency Formation Commission
40 Muir Road, 1st Floor
Martinez, CA 94553

Financial Audit for Fiscal Year 2021-22

Dear Members of the Commission:

Each year, LAFCO conducts an audit of the LAFCO finances. Previously, LAFCO previously used the independent auditing firm of R.J. Ricciardi, Inc. to prepare the LAFCO financial audits. As of January 1, 2023, R.J. Ricciardi (RJR) retired and Michael O'Connor, who previously worked for RJR, is now working under his own accountancy. The firm name is *O'Connor & Company* effective January 2, 2023. LAFCO's prior year RJR audit files were transferred to *O'Connor & Company*.

The FY 2021-22 audit was conducted by *O'Connor & Company* in accordance with generally accepted auditing standards as specified in the report. The FY 2021-22 audit is attached and includes additional information in accordance with the Governmental Accounting Standards Board (GASB).

The auditors found *LAFCO's financial statements present fairly, in all material respects, the respective financial position of the governmental activities and major fund of Contra Costa LAFCO as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the USA*. The auditors found that the economic condition of Contra Costa LAFCO, as it appears on the Statement of Net Position, reflects financial stability. The audit indicates that the net position increase over \$400K and the net pension liability is now an asset.

We extend thanks to the County Auditor-Controller's Office staff, including Analiza Pinlac and Carrie Zhang; and to CCCERA staff Henry Gudino and Lori Epstein for help with the FY 2021-22 audit.

Recommendation - It is recommended that the Commission receive and file the audit report for fiscal year ending June 30, 2022.

Sincerely,

LOU ANN TEXEIRA
EXECUTIVE OFFICER

Attachments

- 1 - FY 2021-22 Financial Audit – Management Report
- 2 - FY 2021-22 Financial Audit – Audit Report

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
COMMISSIONERS & MANAGEMENT REPORT**

**FOR THE YEAR ENDED
JUNE 30, 2022**

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Commissioners
Contra Costa Local Agency Formation Commission
Martinez, California

In planning and performing our audit of the basic financial statements of Contra Costa Local Agency Formation Commission for the fiscal year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered its internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the basic financial statements but not for the purpose of expressing an opinion on the effectiveness of its internal control. Accordingly, we do not express an opinion on the effectiveness of Contra Costa Local Agency Formation Commission's internal control.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affect the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses, as defined above. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

During our audit, we noted certain matters involving internal controls and other operational matters that are presented for your consideration in this report. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are not intended to be all-inclusive, but rather represent those matters that we considered worthy of your consideration. Our comments and recommendations are submitted as constructive suggestions to assist you in strengthening controls and procedures; they are not intended to reflect on the honesty or integrity of any employee. We will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist Contra Costa Local Agency Formation Commission in implementing the recommendations.

This report is intended solely for the information and use of management and the Commissioners and should not be used by anyone other than these specified parties.

We thank Contra Costa Local Agency Formation Commission's staff for its cooperation during our audit.

O'Connor & Company

O'Connor & Company

Novato, California
August 2, 2023



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Commissioners
Contra Costa Local Agency Formation Commission
Martinez, California

We have audited the basic financial statements of Contra Costa Local Agency Formation Commission (the Commission) for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated February 23, 2023, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of the Commission. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Commission are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated the key factors and assumptions used to develop the accounting estimates in determining that they are reasonable in relation to the financial statements taken as a whole. There were no sensitive estimates affecting the basic financial statements that came to our attention.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such adjustments. The two audit adjustments that were detected as a result of audit procedures, either individually or in the aggregate, were material to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated August 2, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Commission’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management’s Discussion and Analysis and the Budgetary Comparison Schedule for the General Fund, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding 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 did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

This report is intended solely for the information and use of management and Commissioners of the Contra Costa Local Agency Formation Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Contra Costa Local Agency Formation Commission
COMMISSIONERS & MANAGEMENT REPORT
For the Year Ended June 30, 2022

Current Year Observations

Observation:

Contra Costa Local Agency Formation Commission was required to implement GASB 87, which became effective for the year ended June 30, 2022. This new standard requires leases to be capitalized as intangible assets. In compliance with the new accounting statement the Commission should consider formalizing a capitalization policy for leases like their capitalization policy for capital assets.

Recommendation:

We recommend Contra Costa Local Agency Formation Commission consider formalizing a capitalization policy for leases liabilities and the right to use assets over \$40,000. We also recommend keeping lease terms month to month or as annual leases whenever possible.

Prior Year Observations

There were no prior year observations.

**CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION
MARTINEZ, CALIFORNIA**

**ANNUAL FINANCIAL REPORT
JUNE 30, 2022**

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INDEPENDENT AUDITORS' REPORT

Commissioners
Contra Costa Local Agency Formation Commission
Martinez, California

Opinions

We have audited the accompanying financial statements of the governmental activities and the major fund of Contra Costa Local Agency Formation Commission (CCLAFCO) and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise Contra Costa Local Agency Formation Commission'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 respective financial position of the governmental activities and the major fund of Contra Costa Local Agency Formation Commission, as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 Contra Costa Local Agency Formation Commission, 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 opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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 Contra Costa Local Agency Formation Commission'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 are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. 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 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 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, 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 Contra Costa Local Agency Formation Commission'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 Contra Costa Local Agency Formation Commission'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 (pages 3-6), budgetary comparison information (page 26) and other Required Supplementary Information (pages 27-30) related tables be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

O'Connor & Company

O'Connor & Company

Novato, California
August 2, 2023

Contra Costa Local Agency Formation Commission
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2022

This section of Contra Costa Local Agency Formation Commission's (CCLAFCO's) basic financial statements presents management's overview and analysis of the financial activities of the agency for the fiscal year ended June 30, 2022. We encourage the reader to consider the information presented here in conjunction with the basic financial statements as a whole.

Introduction to the Basic Financial Statements

This discussion and analysis is intended to serve as an introduction to CCLAFCO's audited financial statements, which are composed of the basic financial statements. This annual report is prepared in accordance with the Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for States and Local Governments*. The Single Governmental Program for Special Purpose Governments reporting model is used, which best represents the activities of CCLAFCO.

The required financial statements include the Government-wide and Fund Financial Statements; Statement of Net Position and Governmental Funds Balance Sheet; Statement of Activities and Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances; and the Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - All Governmental Fund Types.

These statements are supported by notes to the basic financial statements. All sections must be considered together to obtain a complete understanding of the financial picture of CCLAFCO.

The Basic Financial Statements

The Basic Financial Statements comprise the Government-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of CCLAFCO's financial activities and financial position.

The Government-wide Financial Statements provide a longer-term view of CCLAFCO's activities as a whole and comprise the Statement of Net Position and the Statement of Activities. The Statement of Net Position provides information about the financial position of CCLAFCO as a whole, including all of its capital assets and long-term liabilities on the full accrual basis, similar to that used by corporations. The Statement of Activities provides information about all of CCLAFCO's revenues and all of its expenses, also on the full accrual basis, with the emphasis on measuring net revenues or expenses of CCLAFCO's programs. The Statement of Activities explains in detail the change in Net Position for the year.

All of CCLAFCO's activities are grouped into Government Activities, as explained below.

The Fund Financial Statements report CCLAFCO's operations in more detail than the Government-wide statements and focus primarily on the short-term activities of CCLAFCO's Major Funds. The Fund Financial Statements measure only current revenues and expenditures and fund balances; they exclude capital assets, long-term debt and other long-term amounts.

Major Funds account for the major financial activities of CCLAFCO and are presented individually. Major Funds are explained below.

The Government-wide Financial Statements

Government-wide Financial Statements are prepared on the accrual basis, which means they measure the flow of all economic resources of CCLAFCO as a whole.

The Statement of Net Position and the Statement of Activities present information about the following:

Governmental Activities – CCLAFCO's basic services are considered to be governmental activities. These services are supported by specific general revenues from local agencies.

Contra Costa Local Agency Formation Commission
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2022

Fund Financial Statements

The Fund Financial Statements provide detailed information about each of CCLAFCO's most significant funds, called Major Funds. The concept of Major Funds, and the determination of which are Major Funds, was established by GASB Statement No. 34 and replaces the concept of combining like funds and presenting them in total. Instead, each Major Fund is presented individually, with all Non-major Funds summarized and presented only in a single column. Major Funds present the major activities of CCLAFCO for the year, and may change from year-to-year as a result of changes in the pattern of CCLAFCO's activities.

In CCLAFCO's case, there is only one Major Governmental Fund.

Governmental Fund Financial Statements are prepared on the modified accrual basis, which means they measure only current financial resources and uses. Capital assets and other long-lived assets, along with long-term liabilities, are not presented in the Governmental Fund Financial Statements.

Comparisons of Budget and Actual financial information are presented for the General Fund.

Analyses of Major Funds

Governmental Funds

General Fund actual revenues decreased this fiscal year compared to the prior year by \$234,510 due to a decrease in the CCLAFCO budget and a corresponding decrease in agency contributions. Actual revenues were less than budgeted amounts by \$29,285.

General Fund actual expenditures were \$550,342, a decrease of \$81,536. Expenditures were \$188,789 less than budgeted.

Governmental Activities

Table 1
Governmental Net Position

	2022 Governmental Activities	2021 Governmental Activities
Current assets	\$ 1,766,942	\$ 1,518,529
Total assets	<u>1,766,942</u>	<u>1,518,929</u>
Deferred outflows of resources (Note 7B)	<u>575,126</u>	<u>138,193</u>
Current liabilities	70,104	88,949
Noncurrent liabilities	-	67,463
Total liabilities	<u>70,104</u>	<u>156,412</u>
Deferred inflows of resources (Note 7B)	<u>645,749</u>	<u>54,270</u>
Net position:		
Restricted	367,356	399,427
Unrestricted	<u>1,258,859</u>	<u>1,046,613</u>
Total net position	<u>\$ 1,626,215</u>	<u>\$ 1,446,040</u>

Contra Costa Local Agency Formation Commission
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2022

CCLAFCO's governmental net position amounted to \$1,626,215 as of June 30, 2022, an increase of \$180,175 from 2021. This increase is the Change in Net Position reflected in the Statement of Activities and Table 2. CCLAFCO's net position as of June 30, 2022 comprised the following:

- Cash and investments comprised \$1,228,070 of cash on deposit with the Contra Costa County Treasury, and \$367,356 on deposit with the Public Agency Retirement Services Trust.
- Accounts receivable of \$1,771.
- Accounts payable totaling \$50,454.
- Due to other government agencies totaling \$19,650.
- Net pension assets of \$158,097 (Note 7B) and retiree health assets of \$11,648 (Note 8).
- Unrestricted net position, the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants or other legal requirements or restrictions. CCLAFCO had \$1,258,859 of unrestricted net position as of June 30, 2022.
- Restricted net position of \$367,356 that is restricted for other post-employment benefits.

The Statement of Activities presents program revenues and expenses and general revenues in detail. All of these are elements in the Changes in Governmental Net Position summarized below.

Table 2
Changes in Governmental Net Position

	2022 Governmental Activities	2021 Governmental Activities
<u>Expenses</u>		
Salaries and benefits	\$ 329,272	\$ 241,816
Services and supplies	160,399	235,353
Total expenses	<u>489,671</u>	<u>477,169</u>
<u>Revenues</u>		
Program revenues:		
Charges for services	52,770	34,108
Total program revenues	<u>52,770</u>	<u>34,108</u>
General revenues:		
Intergovernmental and investment income	617,076	870,248
Total general revenues	<u>617,076</u>	<u>870,248</u>
Total revenues	<u>669,846</u>	<u>904,356</u>
<u>Change in net position</u>	<u>\$ 180,175</u>	<u>\$ 427,187</u>

As Table 2 above shows, \$52,770 or 8% of CCLAFCO's fiscal year 2022 governmental revenue, came from program revenues and \$617,076, or 92%, came from general revenues (i.e. contributions from local agencies). Furthermore, CCLAFCO had budgeted \$175,000 of its fund balance reserves to cover the budgeted excess expenditures over revenues.

Program revenues were composed of Boundary Proposal and related fees of \$52,770.

General revenues are not allocable to programs. General revenues are used to pay for the net cost of governmental programs. Application fees do not fully cover their costs.

Salaries and benefits costs include adjustments for other post-employment benefits as discussed in Note 8.

Contra Costa Local Agency Formation Commission
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2022

Capital Assets

CCLAFCO has no capital assets.

Debt Administration

CCLAFCO does not utilize long-term debt to fund operations or growth.

Economic Outlook and Major Initiatives

Financial planning is based on specific assumptions from recent trends, State of California economic forecasts and historical growth patterns in the various agencies served by CCLAFCO.

The economic condition of CCLAFCO as it appears on the Statement of Net Position reflects financial stability and the potential for organizational growth. CCLAFCO will continue to maintain a watchful eye over expenditures and remain committed to sound fiscal management practices to deliver the highest quality service to the community.

Contacting CCLAFCO's Financial Management

The basic financial statements are intended to provide citizens, taxpayers, and creditors with a general overview of CCLAFCO's finances. Questions about this report should be directed to Contra Costa Local Agency Formation Commission, 40 Muir Road, 1st Floor, Martinez, California 94553.

Contra Costa Local Agency Formation Commission
STATEMENT OF NET POSITION
June 30, 2022

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash and investments	\$ 1,228,070
Restricted cash and investments	367,356
Accounts receivable	1,771
Net pension asset	158,097
Other post-employment benefits asset (Note 8)	<u>11,648</u>
Total assets	<u>1,766,942</u>
 <u>DEFERRED OUTFLOWS OF RESOURCES</u>	
Deferred outflows of resources-pension (Notes 2F, 7 & 8)	515,936
Deferred outflows of resources-OPEB	<u>59,190</u>
Total deferred outflows	<u>575,126</u>
 <u>LIABILITIES</u>	
Accounts payable	50,454
Due to other governments	<u>19,650</u>
Total liabilities	<u>70,104</u>
 <u>DEFERRED INFLOWS OF RESOURCES</u>	
Deferred inflows of resources-pension (Notes 2F, 7 & 8)	572,719
Deferred inflows of resources-OPEB	<u>73,030</u>
Total deferred inflows	<u>645,749</u>
 Net position:	
Restricted	367,356
Unrestricted	<u>1,258,859</u>
Total net position	<u>\$ 1,626,215</u>

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

Contra Costa Local Agency Formation Commission
STATEMENT OF ACTIVITIES
For the Period Ended June 30, 2022

	<u>Governmental Activities</u>
Program expenses:	
Salaries and benefits	\$ 329,272
Services and supplies	<u>160,399</u>
Total expenditures/expenses	<u>489,671</u>
Program revenues:	
Charges for services	<u>52,770</u>
Total program revenues	<u>52,770</u>
Net program expenses	<u>(436,901)</u>
General revenues:	
Intergovernmental	674,131
Investment income	<u>(57,055)</u>
Total general revenues	<u>617,076</u>
Change in net position	180,175
Fund balance/Net position, beginning of period	<u>1,446,040</u>
Fund balance/Net position, end of period	<u>\$ 1,626,215</u>

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

Contra Costa Local Agency Formation Commission
GOVERNMENTAL FUND BALANCE SHEET
GENERAL FUND
June 30, 2022

ASSETS

Cash and investments	\$ 1,228,070
Restricted cash and investments	367,356
Accounts receivable	<u>1,771</u>
Total assets	<u>\$ 1,597,197</u>

LIABILITIES

Accounts payable	\$ 50,454
Due to other governments	<u>19,650</u>
Total liabilities	<u>70,104</u>

FUND BALANCE

Fund balance:	
Restricted	367,356
Unassigned fund balance	<u>1,159,737</u>
Total fund balances	<u>1,527,093</u>
Total liabilities and fund balances	<u>\$ 1,597,197</u>

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

Contra Costa Local Agency Formation Commission
RECONCILIATION OF THE
GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET POSITION
June 30, 2022

Fund balances-total government funds	\$ 1,527,093
Amount reported for governmental activities in the statement of net position is different because:	
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in governmental funds.	
Deferred inflows related to pension	(572,719)
Deferred outflows related to pension	515,936
Deferred inflows related to OPEB	(73,030)
Deferred outflows related to OPEB	59,190
OPEB asset	11,648
Net pension asset (liability)	<u>158,097</u>
Net position of governmental activities	<u>\$ 1,626,215</u>

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

Contra Costa Local Agency Formation Commission
 GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
 For the Period Ended June 30, 2022

Revenues

Intergovernmental revenue	\$ 674,131
Charges for services	52,770
Investment earnings (losses)	<u>(57,055)</u>
Total revenues	<u>669,846</u>

Expenditures

Current:

Salaries and benefits	389,943
Services and supplies	<u>160,399</u>
Total expenditures/expenses	<u>550,342</u>

Excess of revenues over (under) expenditures	119,504
Fund balance/Net position, beginning of period	<u>1,407,589</u>
Fund balance/Net position, end of period	<u>\$ 1,527,093</u>

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

Contra Costa Local Agency Formation Commission
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUND TO
THE STATEMENT OF ACTIVITIES
For the Period Ended June 30, 2022

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

NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUND	\$ 119,504
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Amounts reported for governmental activities in the Statement of Activities are different because of the following:

OPEB

In governmental funds, OPEB costs are recognized when benefits are paid. In the Statement of Activities, OPEB costs are recognized on the accrual basis.

The difference between OPEB costs and benefits paid.	27,331
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Net pension liability

Government funds record pension expense as it is paid. However, in the statement of activities those costs are reversed as deferred outflows / (inflows) and as increase / (decrease) in net pension liability.

33,340

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 180,175</u>
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The accompanying notes are an integral part of these financial statements.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 1 - REPORTING ENTITY

A. Organization of CCLAFCO

Contra Costa Local Agency Formation Commission (CCLAFCO) was formed in 1963. CCLAFCO is responsible for coordinating logical and timely changes in local government boundaries, conducting special studies that review ways to reorganize, simplify, and streamline governmental structure, and preparing a sphere of influence for each city and special district within its county. CCLAFCO's efforts are directed toward seeing that services are provided efficiently and economically while agricultural and open-space lands are protected. CCLAFCO also conducts service reviews to evaluate the provision of municipal services within its county.

B. Principles that Determine the Scope of Reporting Entity

CCLAFCO consists of seven voting members and exercises the powers allowed by state statutes. This follows section 56325 of the Government Code. The basic financial statements of CCLAFCO consist only of the funds of CCLAFCO. CCLAFCO has no oversight responsibility for any other governmental entity since no other entities are considered to be controlled by, or dependent on, CCLAFCO.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation

CCLAFCO's basic financial statements are prepared in conformity with U.S. generally accepted accounting principles. The Governmental Accounting Standards Board (GASB) is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

Government-wide Financial Statements

CCLAFCO's financial statements reflect only its own activities; it has no component units. The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through intergovernmental revenues and charges for services.

The statement of activities presents a comparison between direct expenses and program revenues for each segment of CCLAFCO'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 charges paid by the recipients of goods and services offered by the program. Revenues that are not classified as program revenues, including all intergovernmental revenues, are presented as general revenues.

Separate financial statements are provided for governmental funds.

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. General Fund operations are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures (or expenses) as appropriate. CCLAFCO's resources are accounted for based on the purposes for which they are to be spent and the means by which spending activities are controlled. An emphasis is placed on major funds within the governmental categories.

The Fund Financial Statements are presented after the government-wide financial statements. These statements display information about major funds individually in a separate column and non-major funds in the aggregate for governmental funds.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

A. Basis of Presentation (concluded)

A fund is considered major if it is the primary operating fund of CCLAFCO or meets the following criteria: Total assets, liabilities, revenues or expenditures (or expenses) of the individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type. The General Fund is always a major fund.

Governmental Funds

General Fund: This is the operating fund of CCLAFCO. The major revenue source for this fund is intergovernmental revenues. Expenditures are made for intergovernmental revenues projects and administration.

B. Basis of Accounting

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

Governmental funds are reported using the *current financial resources measurement focus* and the *modified accrual* basis of accounting. Under this method, revenues are recognized when "measurable and available." CCLAFCO considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end.

Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as *expenditures* in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as *other financing sources*.

Those revenues susceptible to accrual are intergovernmental, certain charges for services and interest revenue. Charges for services are not susceptible to accrual because they are not measurable until received in cash.

Non-exchange transactions, in which the CCLAFCO gives or receives value without directly receiving or giving equal value in exchange, include grants, entitlements, and donations. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

CCLAFCO may fund programs with a combination of charges for services and general revenues. Thus, both restricted and unrestricted net position may be available to finance program expenditures. CCLAFCO's policy is to first apply restricted resources to such programs, followed by general revenues if necessary.

C. CCLAFCO Budget

Pursuant to Section 56381, et seq of the Government Code, CCLAFCO adopts a preliminary budget by May 1 and a final budget by June 15 of each year. Budgets are adopted on a basis consistent with U.S. generally accepted accounting principles. Budget/actual comparisons in this report use this budgetary basis. These budgeted amounts are as originally adopted or as amended by CCLAFCO. Individual amendments were not material in relation to the original appropriations that were amended.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (concluded)

D. Property, Plant and Equipment

CCLAFCO currently has no fixed assets.

E. Compensated Absences

Compensated absences comprise unpaid vacation. Vacation and sick time are accrued as earned.

F. Deferred Outflows/Inflows of Resources

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

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

G. 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 CCLAFCO's Contra Costa County Employees' Retirement Association (CCCERA) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CCCERA. 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.

H. Risk Management

Contra Costa LAFCO purchases its Property/Liability and Workers Compensation insurance from the *Special District Risk Management Authority*. For insurance coverage limits, contact the *Special District Risk Management Authority*, their address is 1112 I Street, Suite 200, Sacramento, CA 95814-2865.

NOTE 3 - CASH AND INVESTMENTS

CCLAFCO's cash is maintained with the Contra Costa County Treasury in a non-interest-bearing account. CCLAFCO's cash on deposit with the Contra Costa County Treasury at June 30, 2022 was \$1,228,070. Restricted cash and investments were \$367,356 at June 30, 2022 in a Section 115 irrevocable trust with US Bank.

Credit Risk, Carrying Amount and Market Value of Investments

CCLAFCO maintains specific cash deposits with Contra Costa County. Contra Costa County is restricted by state code in the types of investments it can make. Furthermore, the Contra Costa County Treasurer has a written investment policy, approved by the Board of Supervisors, which is more restrictive than state code as to terms of maturity and type of investment. Further, Contra Costa County has an investment committee, which performs regulatory oversight for its pool as required by California Government Code Section 27130. In addition, CCLAFCO has its own investment policy as well.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 3 - CASH AND INVESTMENTS (concluded)

Contra Costa County's investment policy authorizes Contra Costa County to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, certificates of deposit, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, bankers' acceptances, repurchase agreements, and the State Treasurer's investment pool. At June 30, 2022, CCLAFCO's cash with the Contra Costa County Treasurer was maintained in a non-interest-bearing account.

Fair Value Measurements

GASB Statement No. 72, *Fair Value Measurements and Application*, establishes a fair value hierarchy consisting of three broad levels: Level 1 inputs consist of quoted prices (unadjusted) for identical assets and liabilities in active markets that a government can access at the measurement date, Level 2 inputs consist of inputs other than quoted prices that are observable for an asset or liability, either directly or indirectly, that can include quoted prices for similar assets or liabilities in active or inactive markets, or market-corroborated inputs, and Level 3 inputs have the lowest priority and consist of unobservable inputs for an asset or liability. The valuation method used for rental properties is the Leased Fee Market method, which is dependent on the income generated from the rental properties.

CCLAFCO did not have any investments subject to the recurring fair value measurements as of June 30, 2022.

NOTE 4 - USE OF ESTIMATES

The basic financial statements have been prepared in conformity with U.S. generally accepted accounting principles and, as such, include amounts based on informed estimates and judgments of management with consideration given to materiality. Actual results could differ from those amounts.

NOTE 5 - CONTINGENCIES

In May 2022, CCLAFCO received the *Notice of Entry of Judgment* in a case involving Los Medanos Community Healthcare District, in favor of Contra Costa LAFCO and Contra Costa County.

NOTE 6 - FUND EQUITY

The accompanying basic financial statements reflect certain changes that have been made with respect to the reporting of the components of Fund Balances for governmental funds. In previous years, fund balances for governmental funds were reported in accordance with previous standards that included components for reserved fund balance, unreserved fund balance, designated fund balance, and undesignated fund balance. Due to the implementation of GASB Statement No. 54, the components of the fund balances of governmental funds now reflect the component classifications described below.

In the fund financial statements, governmental fund balances are reported in the following classifications:

Nonspendable fund balance includes amounts that are not in a spendable form, such as prepaid items or supplies inventories, or that are legally or contractually required to remain intact, such as principal endowments.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 6 - FUND EQUITY (concluded)

Restricted fund balance includes amounts that are subject to externally enforceable legal restrictions imposed by outside parties (i.e., creditors, grantors, contributors) or that are imposed by law through constitutional provisions or enabling legislation.

Committed fund balance includes amounts whose use is constrained by specific limitations that the government imposes upon itself, as determined by a formal action of the highest level of decision-making authority. The Commissioners serve as CCLAFCO's highest level of decision-making authority and have the authority to establish, modify or rescind a fund balance commitment via minutes action.

Assigned fund balance includes amounts intended to be used by CCLAFCO for specific purposes, subject to change, as established either directly by the Commissioners or by management officials to whom assignment authority has been delegated by the Commissioners.

Unassigned fund balance is the residual classification that includes spendable amounts in the General Fund that are available for any purpose.

When expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned or unassigned) fund balances are available, CCLAFCO specifies that restricted revenues will be applied first. When expenditures are incurred for purposes for which committed, assigned or unassigned fund balances are available, CCLAFCO's policy is to apply committed fund balance first, then assigned fund balance, and finally unassigned fund balance.

Net Position

Net Position is the excess of all CCLAFCO's assets over all its liabilities, regardless of fund. Net Position is divided into three captions under GASB Statement No. 34. These captions apply only to Net Position, which is determined only at the government-wide level, and are described below:

Net investment in capital assets describes the portion of Net Position that is represented by the current net book value of CCLAFCO's capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted describes the portion of Net Position that is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions that CCLAFCO cannot unilaterally alter.

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

NOTE 7 - PENSION PLAN

A. General Information about the Pension Plan

Plan Description - CCLAFCO participates in the Contra Costa County Employees' Retirement Association (CCCERA), a cost-sharing multiple employer defined benefit pension plan. CCCERA is governed by the Board of Retirement (Board) under the County Employee's Retirement Law of 1937, as amended on July 1, 1945. It provides benefits upon retirement, death or disability of members, and covers substantially all of the employees of the County of Contra Costa and eighteen other member agencies.

Benefits Provided - Benefits are based on years of credited service, equal to one year of full-time employment. Members may elect service retirement at age of 50 with 10 years of service credit, age 70 regardless of service, or with thirty years of service, regardless of age.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 7 - PENSION PLAN (continued)

A. General Information about the Pension Plan (concluded)

Benefits are administered by the Board under the provision of the 1937 Act. Annual cost-of-living adjustments (COLA) to retirement benefits may be granted by the Board as provided by State statutes. Services retirements are based on age, length of service and final average salary. Employees may withdraw contributions, plus interest credited, or leave them on deposit for a deferred retirement when they terminate or transfer to a reciprocal retirement system.

The Plan provisions and benefits in effect at June 30, 2022, are summarized as follows:

	<u>Miscellaneous Plans</u>	
	<u>Prior to</u> <u>January 1, 2013</u>	<u>On or after</u> <u>January 1, 2013</u>
Hire date		
Benefit formula	2% @ 55	2.5% @ 67
Benefit vesting schedule	10 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50	52
Monthly benefits, as a % of eligible compensations	0% - 100%	0% - 100%
Required employee contribution rates	6.85% - 8.87%	7.75%
Required employer contribution rates	33.53%-34.39%	28.28%

Contributions - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CCCERA. 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. CCLAFCO is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2022, the contributions recognized as part of pension expense for the Plan were as follows:

	<u>Miscellaneous</u> <u>Plans</u>
Employer Contributions	\$ 92,110

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

As of June 30, 2022, CCLAFCO reported net pension liabilities for its proportionate share of the net pension liability of the Plan as follows:

	<u>Proportionate Share of</u> <u>Net Pension Liability</u>
Miscellaneous Plan	\$ (158,097)
Total Net Pension Liability (Asset)	<u>\$ (158,097)</u>

CCLAFCO's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of December 31, 2021, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2020 rolled forward to December 31, 2021 using standard update procedures.

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 7 - PENSION PLAN (continued)

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

CCLAFCO's proportion of the net pension liability was based on a projection of CCLAFCO's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. CCLAFCO's proportionate share of the net pension liability for the Plan as of June 30, 2021 was (0.005%) and 2022 (0.019%) which resulted in a decrease of (0.014%).

For the year ended June 30, 2022, CCLAFCO recognized pension expense of \$58,770. At June 30, 2022, CCLAFCO reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions after measurement date	\$ 92,110	\$ -
Differences between expected and actual experience	33,392	3,581
Changes in assumptions or other inputs	111,766	13,728
Net difference between projected and actual earnings on pension plan investments	-	506,286
Change in proportion and differences between employer contributions and proportionate share of contributions	<u>278,668</u>	<u>49,124</u>
Total	<u>\$ 515,936</u>	<u>\$ 572,719</u>

The \$92,110 reported as deferred outflows of resources related to contributions, after the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023.

The difference between projected and actual investment earnings on pension plan investments is amortized over 5 years on a straight-line basis. One-fifth was recognized in pension expense during the measurement period, and the remaining difference between projected and actual investment earnings on pension plan investments on December 31, 2021, is to be amortized over the remaining periods.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended June 30</u>	
2023	\$ 6,409
2024	(100,021)
2025	(19,121)
2026	(36,160)

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 7 - PENSION PLAN (continued)

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

Actuarial Assumptions - The total pension liabilities in the December 31, 2021 actuarial valuations were determined using the following actuarial assumptions:

	<u>Miscellaneous</u>
Valuation Date	December 31, 2021
Measurement Date	June 30, 2022
Actuarial Cost Method	Entry-Age Actuarial Cost Method
Amortization Method	Level percent of payroll for total unfunded liability
Actuarial Assumptions:	
Discount Rate	6.75%
Inflation Rate	2.50%
Payroll Growth	3.00%
Projected Salary Increase	3.50%-14.00%

A complete copy of the Actuarial Valuation Summary is available in separately issued financial statements of the plan which can be obtained from CCCERA located at 1355 Willow Way, Suite 221, Concord, CA 94520.

Discount Rate - The discount rate used to measure the total pension liability was 6.75% for the Plan. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the actuarially determined contribution rates. For this purpose, only employee and employer contributions that are intended to fund benefits for current plan members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs for future plan members and their beneficiaries, as well as projected contributions from future plan members, are not included. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments for current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability as of December 31, 2021.

The long-term expected rate of return on pension plan investments was determined in 2013 using a building-block method in which expected future real rates of return (expected returns, net of inflation) are developed for each major asset class. The target allocation and projected arithmetic real rates of return for each major asset class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumption are summarized in the following table:

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 7 - PENSION PLAN (concluded)

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

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Large Cap Equity	10.00%	5.40%
Small Cap Equity	3.00%	6.17%
Developed International Equity	10.00%	6.13%
Emerging Markets Equity	9.00%	8.17%
Core Fixed	4.00%	0.39%
Short-Term Credit	14.00%	-0.14%
Cash & Equivalents	3.00%	-0.73%
Private Equity	15.00%	10.83%
Private Credit	13.00%	5.93%
Infrastructure	3.00%	6.30%
Value Add Real Estate	5.00%	7.20%
Opportunistic Real Estate	5.00%	8.50%
Risk Parity	3.00%	3.80%
Hedge Funds	3.00%	2.40%
Total	<u>100.00%</u>	

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

	<u>Miscellaneous</u>
1% Decrease	5.75%
Net Pension Liability (Asset)	\$51,049
Current Discount Rate	6.75%
Net Pension Liability (Asset)	\$(158,097)
1% Increase	7.75%
Net Pension Liability (Asset)	\$(329,401)

Pension Plan Fiduciary Net Position - Detailed information about each pension plan's fiduciary net position is available in the separately issued CCCERA financial reports.

NOTE 8 - OTHER POST-EMPLOYMENT BENEFIT (OPEB)

A. Plan Description

CCLAFCO administers a single-employer defined benefit healthcare plan. CCLAFCO currently provides retiree health benefits to retirees and their dependents through Contra Costa County. All retired employees are eligible to receive health and dental benefits for life, with costs shared by CCLAFCO and the retirees.

At July 1, 2021, plan membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefit payments	4
Active plan members	2

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 8 - OTHER POST-EMPLOYMENT BENEFIT (OPEB) (continued)

B. Funding Policy

CCLAFCO currently pays a portion of retiree healthcare benefits on a pay-as-you-go basis.

C. Net OPEB Liability

CCLAFCO's Net OPEB Liability was measured as of June 30, 2021, and the Total OPEB Liability used to calculate the Net OPEB Liability was determined by an actuarial valuation as of July 1, 2021. Standard actuarial update procedures were used to project/discount from valuation to measurement dates.

CCLAFCO participates in the Public Agency Retirement System (PARS), an irrevocable trust established to fund OPEB. CCLAFCO reported the assets as restricted cash and investments in their General Fund.

D. Actuarial Assumptions

The total OPEB liability was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial cost method	Entry Age, Level Percent of Pay
Recognition of deferred inflows and outflows of resources	Closed period equal to the average of the expected remaining service lives of all employees provided with OPEB.
Salary increases	3.00%
Inflation rate	2.75%
Investment rate of return	5.75%, net of OPEB plan investment expense
Healthcare cost trend rate	6.00% for 2021; decreasing to 5.50% for 2023; 5.20% for 2024-2069; and 4.00% for 2070 and later years.

E. Discount Rate

The discount rate reflects:

- (a) The long-term expected rate of return on OPEB plan investments – to the extent that the OPEB plan's fiduciary net position (if any) is projected to be enough to make projected benefit payments and assets are expected to be invested using a strategy to achieve that return.
- (b) A yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher – to the extent that the conditions in (a) are not met.

The discount rate used to measure CCLAFCO's Total OPEB liability is based on these requirements and the following information:

Reporting date	Measurement date	Long-term expected return of plan investments (if any)	Municipal bond 20-year high grade rate index	Discount rate
June 30, 2021	June 30, 2020	4.00%	2.45%	4.00%
June 30, 2022	June 30, 2021	5.75%	1.92%	5.75%

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 8 - OTHER POST-EMPLOYMENT BENEFIT (OPEB) (continued)

E. Discount Rate (concluded)

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate - The following presents the net OPEB liability, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower (4.75%) or 1-percentage-point higher (6.75%) than the current discount rate:

	1.00% Decrease (4.75%)	Discount rate (5.75%)	1.00% Increase (6.75%)
Net OPEB liability (asset)	\$ 24,327	\$ (11,648)	\$ (42,542)

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates - The following presents the net OPEB liability, as well as what the net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (5.00% decreasing to 4.00%) or 1-percentage-point higher (7.00% decreasing to 6.00%) than the current healthcare cost trend rates:

	1.00% Decrease (5.00% decreasing to 4.50%)	Trend Rate (6.00% decreasing to 5.50%)	1.00% Increase (7.00% decreasing to 6.50%)
Net OPEB liability (asset)	\$ (11,648)	\$ (11,648)	\$ (11,648)

F. Components of the Net OPEB Liability (Asset)

Total OPEB liability	\$ 387,795
Plan fiduciary net position	399,443
Net OPEB liability (asset)	<u>\$ (11,648)</u>
Measurement date	June 30, 2021
Reporting date	June 30, 2022

G. Schedule of Changes in Net OPEB Liability (Asset)

Total OPEB Liability	
Service costs	\$ 13,418
Interest	13,972
Difference between expected and actual experience	100,655
Changes of assumptions	(60,364)
Benefit payment	(31,217)
Net change in total OPEB liability	36,464
Total OPEB liability - beginning (a)	351,331
Total OPEB liability - ending (b)	<u>\$ 387,795</u>
Plan Fiduciary Net Position	
Contributions - employer	\$ 71,217
Net investment income	75,754
Benefit payments	(31,217)
Trustee fees	(179)
Net change in plan fiduciary net position	115,575
Plan fiduciary net position - beginning (c)	283,868
Plan fiduciary net position - ending (d)	<u>399,443</u>
Net OPEB liability - beginning (c) - (a)	67,463
Net OPEB liability (asset) - ending (d) - (b)	<u>\$ (11,648)</u>

Contra Costa Local Agency Formation Commission
NOTES TO BASIC FINANCIAL STATEMENTS
June 30, 2022

NOTE 8 - OTHER POST-EMPLOYMENT BENEFIT (OPEB) (concluded)

H. Investments

Rate of Return - For the year ended on the measurement date, the annual money-weighted rate of return on investments, net of investment expense, was 24.27%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts invested.

I. Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2022, the Commission recognized an OPEB expense of \$28,886. For the reporting year ended June 30, 2022, CCLAFCO's deferred outflows of resources and deferred inflows of resources to OPEB from the following sources are:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 33,552	\$ -
Changes in assumptions or other inputs	-	20,121
Pension contributions subsequent to measurement date	25,000	-
Changes in assumptions or other inputs	-	-
Difference between projected and actual return investment	638	52,909
T Total	\$ 59,190	\$ 73,030

The \$25,000 reported as deferred outflows of resources related to contributions, subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023.

Amounts reported as deferred outflows and deferred inflows of resources will be recognized in OPEB expense as follows:

<u>Year ended June 30:</u>	Deferred Outflows of Resources	Deferred Inflows of Resources
2023	\$ 33,764	\$ (34,149)
2024	212	(13,644)
2025	214	(12,618)
2026	-	(12,619)

Additional information relating to the CCLAFCO's Retiree Health Plan and required OPEB disclosures can be obtained from the CCLAFCO's Executive Director at Contra Costa County LAFCO, 40 Muir Road, Martinez, California 94553.

REQUIRED SUPPLEMENTARY INFORMATION

Contra Costa Local Agency Formation Commission
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 Budget and Actual
 General Fund (Unaudited)
 For the Period Ended June 30, 2022

	Original Budget	Final Budget	Actual (Budgetary Basis)	Variance with Final Budget
Revenues:				
Intergovernmental	\$ 674,131	\$ 674,131	\$ 674,131	\$ -
Charges for services	25,000	25,000	52,770	27,770
Investment income	-	-	(57,055)	(57,055)
Total revenues	<u>699,131</u>	<u>699,131</u>	<u>669,846</u>	<u>(29,285)</u>
Expenditures:				
Salaries and benefits	380,045	380,045	389,943	(9,898)
Services and supplies	<u>359,086</u>	<u>359,086</u>	<u>160,399</u>	<u>198,687</u>
Total expenditures	<u>739,131</u>	<u>739,131</u>	<u>550,342</u>	<u>188,789</u>
Excess of revenues over (under) expenditures	<u>(40,000)</u>	<u>(40,000)</u>	119,504	<u>\$ 159,504</u>
Fund balance, beginning of period			<u>1,407,589</u>	
Fund balance, end of period			<u>\$1,527,093</u>	
Contingency reserve	(80,000)	(80,000)		
OPEB trust	(25,000)	(25,000)		
CCCERA pre-fund	(30,000)	(30,000)		
Fund balance reserves	<u>175,000</u>	<u>175,000</u>		
Total	<u>\$ -</u>	<u>\$ -</u>		

Contra Costa Local Agency Formation Commission
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY (ASSET)
Last 9 Years*

<u>Measurement Date</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Proportion of net pension liability	0.019%	-0.005%	0.015%	0.021%	0.022%	0.026%	0.027%	0.030%	0.030%
Proportionate share of the net pension liability (asset)	\$ (158,097)	\$ (21,991)	\$ 132,109	\$ 304,195	\$ 181,268	\$ 359,329	\$ 400,173	\$ 364,601	\$ 448,684
 Covered-employee payroll	 \$ 182,558	 \$ 184,791	 \$ 230,702	 \$ 228,637	 \$ 221,780	 \$ 215,396	 \$ 208,810	 \$ 202,859	 \$ 202,880
Proportionate Share of the net pension liability as a percentage of covered employee payroll	-86.60%	-11.90%	57.26%	133.05%	81.73%	166.82%	191.64%	179.73%	221.16%
 Plan fiduciary net position as a percentage of the total pension liability	 110.17%	 101.45%	 93.13%	 83.90%	 90.06%	 80.32%	 77.84%	 79.57%	 74.40%

Notes to Schedule:

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

* Fiscal year 2013 was the first year of implementation, therefore only the first nine years were available.

Contra Costa Local Agency Formation Commission
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CONTRIBUTIONS - PENSION
Last 7 Years*

<u>Fiscal Year End</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Actuarially determined contribution	\$ 92,110	\$ 96,271	\$ 96,972	\$ 127,068	\$ 124,683	\$ 93,060	\$ 103,349
Contributions in relation to the actuarially determined contributions	<u>(92,110)</u>	<u>(96,271)</u>	<u>(96,972)</u>	<u>(127,068)</u>	<u>(124,683)</u>	<u>(93,060)</u>	<u>(103,349)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered-employee payroll	\$ 182,558	\$ 184,791	\$ 230,702	\$ 228,637	\$ 221,780	\$ 215,396	\$ 208,810
Contributions as a percentage of covered-employee payroll	50.46%	52.10%	42.03%	55.58%	56.22%	43.20%	48.28%

Notes to Schedule:

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation earnable and pensionable compensation that would possibly go into the determination of retirement benefits are included.

* Fiscal year 2015 was the first year of implementation, therefore only the first seven years were available.

Contra Costa Local Agency Formation Commission
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CONTRIBUTIONS - OPEB
 For the Year Ended June 30, 2022

	2022	2021	2020	2019	2018
Actuarially determined contribution	\$ 11,214	\$ 26,694	\$ 25,916	\$ 45,385	\$ 43,396
Contributions in relation to the actuarially determined contribution	71,217	68,546	40,000	45,385	44,033
Contribution deficiency (excess)	<u>\$ (60,003)</u>	<u>\$ (41,852)</u>	<u>\$ (14,084)</u>	<u>\$ -</u>	<u>\$ (637)</u>
Covered payroll	\$ 182,558	\$ 184,791	\$ 230,702	\$ 228,637	\$ 221,780
Contributions as a percentage of covered payroll	39.01%	37.09%	17.34%	19.85%	19.85%

Notes to Schedule:

The schedules present information to illustrate changes in Contra Costa LAFCO's contributions over a ten year period when the information is available.

GASB 75 requires this information for plans funding with OPEB trusts to be reported in the employer's Required Supplemental Information for 10 years or as many years as are available upon implementation. The plan was not funded with an OPEB trust prior to June 30, 2018.

Contra Costa Local Agency Formation Commission
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGE IN THE NET OPEB LIABILITY AND RELATED RATIOS
For the Period Ended June 30, 2022

	2022	2021	2020	2019	2018
Total OPEB Liability					
Service cost	\$ 13,418	\$ 20,689	\$ 21,950	\$ 30,249	\$ 29,368
Interest	13,972	14,067	22,216	20,142	19,004
Benefit payments, included refunds of employee contributions	(31,217)	(28,546)	(21,075)	(19,910)	(19,910)
Difference between expected and actual experience	100,655	-	(194,009)	-	-
Changes of assumptions	(60,364)	-	(27,855)	-	-
Net change in total OPEB liability	36,464	6,210	(198,773)	30,481	28,462
Total OPEB liability - beginning of year	351,331	345,121	543,894	513,413	484,951
Total OPEB liability - end of year	\$ 387,795	\$ 351,331	\$ 345,121	\$ 543,894	\$ 513,413
Plan Fiduciary Net Position					
Net investment income	\$ 75,754	\$ 9,609	\$ 13,652	\$ 8,488	\$ 594
Contributions					
Employer - explicit subsidy	71,217	68,546	61,075	58,609	19,910
Employer - implicit subsidy	-	-	-	1,301	-
Benefit payments, included refunds of employee contributions	(31,217)	(28,546)	(21,075)	(19,910)	(19,910)
Trustee fees	(179)	(161)	(143)	(123)	(9)
Administrative expense	-	-	-	-	-
Net change in plan fiduciary net position	115,575	49,448	53,509	48,365	585
Plan fiduciary net position - beginning of year	283,868	234,420	180,911	132,546	131,961
Plan fiduciary net position - end of year	399,443	283,868	234,420	180,911	132,546
Commission's net OPEB liability - end of year	\$ (11,648)	\$ 67,463	\$ 110,701	\$ 362,983	\$ 380,867
Plan fiduciary net position as a percentage of the total OPEB liability	103.00%	80.80%	67.92%	33.26%	34.80%
Covered-employee payroll	\$ 280,000	\$ 208,785	\$ 234,670	\$ 218,320	\$ 211,319
Net OPEB liability as a percentage of covered-employee payroll	-4.16%	32.31%	47.17%	166.26%	180.23%

Notes to Schedule:

The schedules present information to illustrate changes in Contra Costa Local Agency Formation Commission's changes in the net OPEB liability over a ten year period when the information is available.