

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA**

**FINANCIAL STATEMENTS AND
INDEPENDENT AUDITOR'S REPORT**

**FOR THE YEAR ENDED
JUNE 30, 2019**

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
JUNE 30, 2019**

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Directors
of Orosi Public Utility District
Orosi, California

Report on the Financial Statements

We have audited the accompanying financial statements of Orosi Public Utility District (the "District"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Orosi Public Utility District, as of June 30, 2019, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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Other Matters

Required Supplementary Information

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the Proportionate Share of Net Pension Liability (Asset) on page 27 and the Schedule of Contributions on page 28 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The related budgetary comparison schedules, Schedule of Funds Received and Disbursed and Monthly Deposit Requirements – 1981 Sewer Improvement Fund, and combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The related budgetary comparison schedules, Schedule of Funds Received and Disbursed and Monthly Deposit Requirements – 1981 Sewer Improvement Fund, and combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor fund financial statements are fairly stated in all material respects, in relation to the basic financial statements as a whole.

The related budgetary comparison schedules and the Schedule of Funds Received and Disbursed and Monthly Deposit Requirements – 1981 Sewer Improvement Fund have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provided any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 2, 2020, 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 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.

Price Pange & Company

Clovis, California
April 2, 2020

BASIC FINANCIAL STATEMENTS

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**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
STATEMENT OF NET POSITION
JUNE 30, 2019**

ASSETS

Current assets:	
Cash and cash equivalents	\$ 10,048,438
Restricted cash and cash equivalents	57,533
Receivables	<u>61,287</u>
Total current assets	<u>10,167,258</u>
Other assets:	
Assessments receivable, net of current portion	321,765
Investment in Joint Powers Authority	<u>743,523</u>
Total other assets	<u>1,065,288</u>
Capital assets:	
Nondepreciable	467,792
Depreciable, net of accumulated depreciation	<u>3,232,144</u>
Total capital assets, net	<u>3,699,936</u>
Total assets	<u>14,932,482</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred outflows from pensions	<u>86,102</u>
Total assets and deferred outflows of resources	<u>\$ 15,018,584</u>

LIABILITIES

Current liabilities:	
Accounts payable	171,045
Accrued expenses	13,630
Payable from restricted assets:	
Revenue bond, current portion	28,000
Special assessment bond, current portion	<u>1,500</u>
Total current liabilities	<u>214,175</u>
Long-term liabilities	
Special Assessment bond, net of current portion	8,400
Net pension liability	<u>300,979</u>
Total liabilities	<u>523,554</u>

DEFERRED INFLOWS OF RESOURCES

Deferred inflows from pensions	<u>25,167</u>
--------------------------------	---------------

NET POSITION

Net investment in capital assets	3,662,036
Restricted	29,533
Unrestricted	<u>10,778,294</u>
Total net position	<u>14,469,863</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 15,018,584</u>

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

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2019**

Operating revenues:	
Water service charges	\$ 734,876
Street light service charges	41,020
Sewer service charges	966,164
Connection fees	43,201
Penalties	<u>29,088</u>
Total operating revenues	<u>1,814,349</u>
Operating expenses:	
Direct costs	865,999
General and administrative	559,967
Depreciation	<u>345,898</u>
Total operating expense	<u>1,771,864</u>
Operating income	<u>42,485</u>
Nonoperating revenues (expenses):	
Property tax	145,930
Rent	13,300
Interest income	70,771
Other revenues	31,206
Interest expense	(3,478)
Investment income (loss) from Joint Powers Authority	935
Settlement revenue	<u>1,978,345</u>
Nonoperating revenues, net	<u>2,237,009</u>
Increase in net position	2,279,494
Net position, beginning of year, restated	<u>12,190,369</u>
Net position, end of year	<u>\$ 14,469,863</u>

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

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2019**

CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers and others	\$ 1,805,455
Payments to suppliers and vendors	(1,073,489)
Payments to employees	<u>(289,496)</u>
Net cash from operating activities	<u>442,470</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Property taxes	145,930
Other receipts	31,206
Settlement revenue	<u>1,978,345</u>
Net cash from noncapital financing activities	<u>2,155,481</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Acquisition and construction of capital assets	(156,104)
Principal payments on debt maturities	(27,400)
Interest payments	(3,478)
Collections on assessments	<u>10,817</u>
Net cash from capital and related financing activities	<u>(176,165)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest and dividends	71,511
Rent	<u>13,300</u>
Net cash from investing activities	<u>84,811</u>
Net increase in cash and cash equivalents	2,506,597
Cash and cash equivalents, beginning of year	<u>7,599,374</u>
Cash and cash equivalents, end of year	<u>\$ 10,105,971</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH FROM OPERATING ACTIVITIES	
Operating income	\$ 42,485
Adjustments to reconcile operating income to net cash from operating activities:	
Depreciation	345,898
(Increase) decrease in receivables	(8,894)
(Increase) decrease in deferred outflows of resources	21,792
Increase (decrease) in accounts payable and accrued expenses	88,452
Increase (decrease) in net pension liability	(18,029)
Increase (decrease) in deferred inflows of resources	<u>(29,234)</u>
Net cash from operating activities	<u>\$ 442,470</u>
NONCASH INVESTING AND FINANCING ACTIVITIES	
Increase in undivided interest in Joint Power Authority's assets and liabilities	\$ 935
RECONCILIATION OF CASH AND CASH EQUIVALENTS	
To statement of net position	
Cash and cash equivalents	\$ 10,048,438
Restricted cash, current	<u>57,533</u>
Total cash and cash equivalents	<u>\$ 10,105,971</u>

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

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business

Orosi Public Utility District (the “District”) is a public entity organized under the provisions of the Public Utility District Act, Division 7 of the Public Utilities Code of the State of California. The District supplies its consumers with water, sewer, and street light services in the unincorporated community of Orosi in the County of Tulare. The District is governed by an elected five-member Board of Directors.

Financial Reporting Entity

Government Accounting Standards Board (GASB) establishes criteria for determining which organizations should be included in a governmental reporting entity. Based on those criteria and definitions, the District is the primary government and there are no potential component units to be included with the accompanying financial statements of the District.

Basis of Measurement Focus, Accounting, and Financial Statement Presentation

The District’s financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America. GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies of the District are described below.

All activities of the District are accounted for within three proprietary (enterprise) funds. Proprietary funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where (a) the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) the governing body has decided that a periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The accounting and financial reporting treatment applied to the District is determined by its measurement focus. The transactions of the District are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations are included on the statement of net position. Net position (total assets net of total liabilities) is segregated into “net investment in capital assets,” “restricted,” and “unrestricted” components.

Budgetary Process

The District operates under a budget prepared and approved annually by the Board of Directors. The budget is prepared on a detailed line item basis. Revenues are budgeted by sourced, and expenses are budgeted by department or enterprise (water, street lights, and sewer) and use (salaries and employee benefits, services and supplies, other charges, fixed assets acquisitions, and contingencies). Once approved, the Board of Directors may amend the adopted budget when unexpected modifications are required. Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America, except that bond proceeds are treated as revenues, and bond principal payments and fixed asset acquisitions are treated as expenses. In addition, depreciation is generally not provided for in budgeted expenses.

Use of Estimates

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

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Cash Equivalents

Cash and cash equivalents, for purposes of reporting the statement of cash flows, includes unrestricted and restricted cash on hand or deposit, money market accounts, and pooled investments with average maturities of less than 12 months. The District considers all of these deposits to be cash equivalents, as they can be liquidated at any time without penalty or restrictions.

Restricted Assets

Restricted assets represent cash deposits maintained in accordance with resolutions and formal actions of the District, or by agreement for the purpose of funding certain debt service payments, improvements, and extensions to the wastewater treatment system.

Receivables

The District utilizes the allowance method of accounting for uncollectible or doubtful accounts. Accounts receivable are valued at outstanding principal balance, reduced for any allowance. At June 30, 2019, the District considered all accounts to be fully collectible and, accordingly, no allowance was recorded in the accompanying financial statements. Accounts receivable are written off when deemed uncollectible. Recoveries of accounts receivable previously written off are recorded as income when received. Receivables over 30 days past due are assessed penalties. Accounts receivable are derived from revenues earned from customers located in Orosi, California and are not collateralized, though the District has the right to file a lien through the County Assessor's Office.

Capital Assets

Capital assets are carried at cost, which includes direct labor, outside services, materials and transportation, employee fringe benefits, overhead, and interest on funds borrowed to finance construction. The District did not capitalize interest during the year ended June 30, 2019. Gains or losses resulting from the sale or disposition of property and equipment are recognized in the period of disposition. Repairs and maintenance, including planned major maintenance activities that are not considered betterments and do not extend the useful life of property, plant, and equipment, are charged to expense as incurred. Construction in process is not depreciated until it has been placed in service. The District recognizes depreciation using the straight-line method over the following estimated useful lives:

Water and sewer utility plant and improvements	10 to 50 years
Buildings and improvements	10 to 40 years
Office furniture and fixtures	5 to 10 years
Vehicles and other	5 to 10 years

Long-lived Assets

Long-lived assets to be held and used are reviewed for impairment whenever events or changes in circumstances indicate that the related carrying amount may not be recoverable. When required, impairment losses on assets to be held and used are recognized based on the fair value of the asset. Long-lived assets to be disposed of are reported at the lower of carrying amount or fair value less cost to sell.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Investment in Joint Powers Authority

The District's investment in the Cutler-Orosi Joint Powers Wastewater Authority (the "Authority") is accounted for as a joint venture in the accompanying financial statements. Accordingly, the District's undivided interest in the Authority's assets and liabilities is recorded in the statement of net position as an investment, and the District's pro rata share of the Authority's revenues and expenses are recorded in the statement of revenues, expenses, and changes in net position as investment income.

Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as a liability of the District. The balance in accrued vacation at June 30, 2019, amounted to approximately \$13,000, and is included in the accompanying statement of net position under "accrued expenses." Employees do not vest in accumulated sick leave; therefore, accumulated sick leave benefits are not recognized as a liability of the District, but are recorded as expense in the fiscal year in which it is taken.

Net Position

Net position is the difference between assets and liabilities; change in net position comprises the various net earnings from operating and nonoperating revenues, expenses, and contributions of capital. Net position is classified in the following three categories; net investment in capital assets, restricted, and unrestricted. Net investment in capital assets is the difference between the amount shown for capital assets and the outstanding debt incurred to finance those capital assets. Restricted net position arises from constraints placed thereon by external parties, such as lenders, laws, regulations, including self-imposed legal mandates, less any related liabilities. Unrestricted net position is the remaining net earnings not included in the above categories.

When an expense is incurred for a purposes of which there are both restricted and unrestricted net position available, the District first applies those expenses to restricted net position to the extent such are available, and the remainder to unrestricted net position.

Operating Revenues and Expenses

Operating revenues and expenses consist of those revenues that result from the ongoing principal operations. The District's operating revenues consist primarily of charges for services in the form of assessments or water sales. The District's nonoperating revenues and expenses consist of those revenues and expenses that are related to financing and vesting activities and result from nonexchange transactions or ancillary activities. There were no unbilled revenues at June 30, 2019.

Long-term Liabilities

Long-term obligations are reported at face value, net of any applicable premiums and discounts.

General and Administrative Expense Allocation

General and administrative expenses are charged to each of the enterprises based upon budgets approved by the Board of Directors.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property Taxes

Secured property taxes attach an enforceable lien on property as of January 1. These taxes are levied from July 1 through June 30. Secured property taxes are payable in two installments on November 1 and February 1, and are collected December 10 and April 10. Unsecured property taxes are payable in one installment on or before August 31. The County of Tulare bills for and collects the taxes on behalf of the District. Property tax revenues are recognized by the District when received, except at the end of the fiscal year, when an accrual is recorded for property taxes to be received soon thereafter to satisfy liabilities of the current fiscal year.

NOTE 2 – CASH, CASH EQUIVALENTS, AND INVESTMENTS

Cash, cash equivalents (including money market accounts and restricted cash), and investments at June 30, 2019, consisted of the following:

	Amount
Cash on hand	\$ 600
Cash in bank - checking	192,189
Cash in bank - money market accounts	1,715,577
Investment (see below)	8,197,605
 Total	 \$ 10,105,971

Cash, cash equivalents (including money market accounts and restricted cash), and investments at June 30, 2019, are classified in the accompanying statement of net position as follows:

	Water Enterprise	Street Light Enterprise	Sewer Enterprise	Total
Cash, cash equivalents, and investments	\$ 4,553,996	\$ 77,495	\$ 5,416,947	\$ 10,048,438
Restricted cash (bond fund)	-	-	57,533	57,533
 Total	 \$ 4,553,996	\$ 77,495	\$ 5,474,480	\$ 10,105,971

Investments Authorized by the District's Investment Policy

The District has adopted an investment policy, which conforms to investments authorized by the California Government Code. The District's only authorized investment is in the Local Agency Investment Fund (LAIF). The District's investment policy does not contain any specific provisions intended to limit exposure to interest rate risk, credit risk, or concentration of credit risk.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

Investment in State Investment Pool

The District is a voluntary participant in LAIF, which is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the District’s investment in this pool is reported in the accompanying financial statements at amounts based upon the District’s pro rata share of the fair value, provided by LAIF, for the entire LAIF portfolio in relation to the amortized cost of that portfolio. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on the amortized cost basis.

Disclosure Relating to Interest Rate Risk

Interest rate risk is the risk that changes in the market interest rates will adversely affect the fair value of an investment. Investments with longer maturities are generally more sensitive to fair value changes from market rate fluctuations. The fair value and maturity date of the District’s investment at June 30, 2019, are highlighted in the following table:

Description	Amount	Maturity
		Average Life
LAIF State investment pool	\$ 8,197,605	194 days

Disclosure Relating to Credit Risk

Generally, credit risk is the risk that an issuer will not fulfill its obligation to the holder of the investment. Credit risk is measured by the assignment of a rating by a nationally recognized statistically rating organization. The District’s investment in LAIF was not rated as of June 30, 2019.

Concentration of Credit Risk

The District’s investment policy contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. The District did not have any investments in any one issuer that represented 5% or more of its total investments, other than mutual funds, and external investment pools.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party.

The District’s investment in LAIF is not subject to custodial credit risk categorization and is carried at amortized cost, which approximates fair value. All pooled funds are regulated by the California Government Code.

The District maintains deposits in a financial institution which are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC). All monies deposited in excess of \$250,000 are collateralized with pledged securities by RaboBank in accordance with the California Government Code. Accordingly, there were no amounts uninsured at June 30, 2019.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 3 – RECEIVABLES

Receivables consisted of the following at June 30, 2019:

	Water <u>Enterprise</u>	Street Light <u>Enterprise</u>	Sewer <u>Enterprise</u>	<u>Total</u>
Trade receivables	\$ 22,076	\$ 1,190	\$ 27,677	\$ 50,943
Special assessment bond, current portion	<u>1,500</u>	<u>-</u>	<u>8,844</u>	<u>10,344</u>
Total	<u>\$ 23,576</u>	<u>\$ 1,190</u>	<u>\$ 36,521</u>	<u>\$ 61,287</u>

NOTE 4 – INVESTMENT IN JOINT POWERS AUTHORITY

In March 1980, the District entered into the Joint Wastewater Authority and Disposal Facilities Agreement with Cutler Public Utility District (Cutler), forming the Cutler-Orosi Joint Powers Wastewater Authority (the "Authority"). The Authority was formed for the purpose of operating a wastewater treatment and disposal facility to serve the consumers of Cutler and the District. The agreement expires July 2022. Under the agreement, the District has an undivided 60% ownership in all assets and liabilities of the Authority and is charged directly, each year, for its pro rata share of the Authority's fixed asset acquisitions. The District also pays the Authority for its pro rata share of gallons flowing into the facility.

The governing board of the Authority is made up of three appointed members from the District's Board of Directors and three appointed members from Cutler's Board of Directors. The Authority's Board of Directors controls its own operations, including selection of management and approval of operating budgets. Capital expenditures of the Authority must be approved by both the District's and Cutler's separate Board of Directors. As discussed in Note 1, the investment in the Authority is accounted for as a joint venture in which the District's undivided interest in the Authority's assets and liabilities is recorded in the statement of net position as an investment, and the District's pro rata share of the Authority's revenues and expenses are recorded in the statement of revenues, expenses, and changes in net position as investment income.

Separate audited financial statements of the Authority are available upon request. Such requests should be addressed to the Secretary, Cutler-Orosi Joint Powers Wastewater Authority, 40401 Road 120, Cutler, California 93615.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 4 – INVESTMENT IN JOINT POWERS AUTHORITY (Continued)

During the year ended June 30, 2019, the District incurred sewer plant operating expenses in the amount of \$470,344, of which \$96,894 was unpaid as of June 30, 2019. The District recognized its pro rata share (60%) of the Authority’s net position, which amounted to \$743,523, a gain of \$935 during the year ended June 30, 2019. The following is a condensed version of the Authority’s audited financial statements for the year ended June 30, 2019.

	2019
Current assets	\$ 605,571
Capital assets ¹	815,608
Deferred outflows of resources	77,137
Total current assets and deferred outflows of resources	\$ 1,498,316
Current liabilities	68,795
Long-term liabilities	175,588
Deferred inflows of resources	14,728
Net position ¹	1,239,205
Total liabilities, deferred inflows of resources, and net position	\$ 1,498,316

¹ The Authority has not recorded capital assets on its books, however, the District has factored in the Authority's capital assets as part of its investment in Joint Powers Authority.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 5 – CAPITAL ASSETS

Capital asset activities for the year ended June 30, 2019, consisted of the following:

	Balance June 30, 2018 (Restated)	Additions	Deletions	Balance June 30, 2019
Capital assets, not being depreciated:				
Land	\$ 443,290	\$ -	\$ -	\$ 443,290
Land easements	-	24,502	-	24,502
Total capital assets, not being depreciated	<u>443,290</u>	<u>24,502</u>	<u>-</u>	<u>467,792</u>
Capital assets, being depreciated				
Water utility plant	4,725,861	131,623	-	4,857,484
Sewer utility plant	7,111,860	-	-	7,111,860
Buildings and improvements	1,544,283	-	-	1,544,283
Office furniture and fixtures	69,043	-	-	69,043
Vehicles and other	236,749	-	-	236,749
Total capital assets being depreciated	<u>13,687,796</u>	<u>131,623</u>	<u>-</u>	<u>13,819,419</u>
Less accumulated depreciation	<u>(10,241,377)</u>	<u>(345,898)</u>	<u>-</u>	<u>(10,587,275)</u>
Total capital assets being depreciated, net	<u>3,446,419</u>	<u>(214,275)</u>	<u>-</u>	<u>3,232,144</u>
Total capital assets, net	<u>\$ 3,889,709</u>	<u>\$ (189,773)</u>	<u>\$ -</u>	<u>\$ 3,699,936</u>

NOTE 6 – LONG-TERM DEBT

Revenue Bond

The District has an outstanding revenue bond that matures May 1, 2020, consisting of the following at June 30, 2019:

	Balance June 30, 2018	Proceeds	Redemptions	Balance June 30, 2019
Sewer Revenue Bond of 1981 in the original issue amount of \$474,000, bearing interest at 5%.	\$ 54,000	\$ -	\$ (26,000)	\$ 28,000
Less: current portion				<u>(28,000)</u>
Total amount due in more than one year				<u>\$ -</u>

The revenue bond is issued under, and is subject to, the provisions of the Revenue Bond Law of 1941 and the Sewer Revenue Bond Act of 1933 of the State of California and is a special obligation of the District, secured by a lien upon the gross revenue of the District.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 6 – LONG-TERM DEBT (Continued)

Revenue Bond (Continued)

Under the terms of the bond indenture, the District is required to maintain certain bond and reserve fund balances, prepare annual audited financial statements, and maintain a minimum net position. The balance in the bond and reserve funds at June 30, 2019, is compliant with the minimum requirements and amounted to approximately \$58,000.

At June 30, 2019, unpaid assessments receivable related to the revenue bond amounted to \$327,911, of which \$8,844 is current, and \$319,067 is noncurrent.

Special Assessment Bond

The District has an outstanding special assessment bond that matures July 2, 2024, consisting of the following at June 30, 2019:

	<u>Balance</u> <u>June 30, 2018</u>	<u>Proceeds</u>	<u>Redemptions</u>	<u>Balance</u> <u>June 30, 2019</u>
Northeast Orosi Water Assessment District Bonds in the original issue amount of \$33,300, bearing interest at 5%.	\$ 11,300	\$ -	\$ (1,400)	\$ 9,900
Less: current portion				<u>(1,500)</u>
Total amount due in more than one year				<u>\$ 8,400</u>

The special assessment bond is issued under and subject to the provisions of the Improvement Bond Act of 1915, and is collateralized by liens against properties within the District and repaid from assessments levied against the subject properties. The District is liable for delinquent unpaid assessments in excess of the amounts recoverable upon sale or redemption of the subject properties.

At June 30, 2019, unpaid assessments receivable related to the special assessments bond amounted to \$3,861, of which \$1,500 is current, and \$2,361 is noncurrent. The assessments are billed to consumers through the property tax rolls by the County of Tulare. Interest is charged at the rate of 5% on the unpaid balance.

Maturities of long-term debt at June 30, are as follows:

<u>Years Ending</u>	<u>Amount</u>
2020	\$ 29,500
2021	1,500
2022	1,600
2023	1,700
2024	1,800
2025	<u>1,800</u>
Total	<u>\$ 37,900</u>

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 7 – PENSION PLAN

General Information about the Pension Plan

Plan Description – All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost Sharing Multiple-Employer Plan (Plan) administered by the California Public Employees’ Retirement System (CalPERS). The Plan consists of individual rate plans (benefit tiers) within a safety risk pool (police and fire) and a miscellaneous risk pool (all others.) Plan assets may be used to pay benefits for any employer rate plan of the safety and miscellaneous pools. Accordingly, rate plans within the safety or miscellaneous pools are not separate plans under GASB Statement No. 68. Individual employers may sponsor more than one rate plan in the miscellaneous or safety risk pools. Orosi Public Utility District (District) sponsors one miscellaneous rate plan. Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

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

The rate plan provisions and benefits in effect at June 30, 2019 are summarized as follows:

	Miscellaneous 1st Tier
Hire date	Prior to January 1, 2013
Benefit formula	2% @ 60
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50 - 63
Monthly benefits, as a % of annual salary	1.092% to 2.418%
Required employee contribution rates	7.00%
Required employer contribution rates	7.63%

Beginning in fiscal year 2016, CalPERS collects employer contributions for the Plan as a percentage of payroll for the normal cost portion as noted in the rates above and as a dollar amount for contributions toward the unfunded liability and side fund, if applicable. The dollar amounts are billed on a monthly basis. The District’s required contribution for the unfunded liability was \$26,310 for the fiscal year ended June 30, 2019.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 7 – PENSION PLAN (Continued)

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 the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The District’s contributions to the plan recognized as a part of pension expense for the year ended June 30, 2019 were \$33,111.

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

As of June 30, 2019, the District reported a net pension liability for its proportionate share of the net pension liability of the Plan of \$300,979.

The District’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2018, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017, rolled forward to June 30, 2018, using standard update procedures. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District’s proportionate share of the net pension liability for the Plan as of June 30, 2017 and 2018 was as follows:

Proportion - June 30, 2017	0.0081%
Proportion - June 30, 2018	0.0080%
Change - Increase (Decrease)	-0.0001%

For the year ended June 30, 2019, the District recognized pension expense of \$8,626. At June 30, 2019, the District 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 subsequent to the measurement date	\$ 34,096	\$ -
Changes of Assumptions	35,360	8,666
Differences between actual and expected experience	11,900	4,049
Net differences between projected and actual earnings on plan investments	1,534	-
Change in employer’s proportion	3,212	1,257
Differences between the employer’s actual contributions and the employer’s proportionate share of contributions	-	11,195
Total	\$ 86,102	\$ 25,167

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 7 – PENSION PLAN (Continued)

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

\$34,096 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, 2020. Other amounts reported as deferred outflow of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Years Ending June 30	
2020	\$ 26,386
2021	14,553
2022	(11,312)
2023	(2,789)
2024	-
Thereafter	-

Actuarial Assumptions

The total pension liabilities in the June 30, 2017 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Actuarial Cost Method	Entry- Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	2.75%
Projected Salary Increase	3.30% to 14.20% ⁽¹⁾
Investment Rate of Return	7.50% ⁽²⁾
Mortality	Derived using CalPERS' Membership Data for all Funds ⁽³⁾

⁽¹⁾ Depending on age, service and type of employment

⁽²⁾ Net of pension plan investment expenses, including inflation

⁽³⁾ The mortality table was developed based on CalPERS specific data.

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

Change of Assumptions – In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 7– PENSION PLAN (Continued)

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.

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, staff took into account both short-term and long-term market return expectations as well as the expected pension fund (PERF) cash flows. Taking into account historical returns of all the Public Employees Retirement Funds’ asset classes (which includes the agent plan and two cost-sharing plans or PERF A, B, and C funds), 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 PERF fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The expected real rates of return by asset class are as follows:

<u>Asset Class ^(a)</u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1- 10^(b)</u>	<u>Real Return Years 11+^(c)</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 Assets	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
Total	100.0%		

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

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

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

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 7 – PENSION PLAN (Continued)

Discount Rate (Continued)

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

Discount Rate -1%	Current Discount Rate	Discount Rate +1%
6.15%	7.15%	8.15%
\$ 489,025	\$ 300,979	\$ 145,750

Pension Plan Fiduciary Net Position

Detailed information about the Plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

Payable to the Pension Plan

The District did not have an outstanding amount of contributions to the pension plan required for the year ended June 30, 2019.

NOTE 8 – NET POSITION

Restricted

Restricted net position at June 30, 2019, consisted of the following:

Sewer Enterprise	Amount
1981 Sewer Revenue Bond Fund	\$ 28,133
1981 Sewer Revenue Bond Reserve Fund	29,400
Less: Payable from restricted assets	(28,000)
Total	\$ 29,533

The District has established connection fees, which are collected on a one-time basis from new users or areas annexed by the District. Connection fees are collected and used for development of water and sewer capacity and for expenses related to the inspection and administration of physical connections to the District’s water and sewer systems. The accumulation of connection fees, although not physically segregated from other District assets, are legally segregated for accounting purposes and restricted for their intended use by enabling state legislation and local ordinances.

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – NET POSITION (Continued)

Board Designated

Board designated funds are funds stipulated by the District’s Board of Directors on how they are to be used. These funds are unrestricted as the condition was not specified by an external party.

During 1980, the District received a grant from the Environmental Protection Agency (EPA) to rehabilitate and expand the wastewater treatment plant. Part of the grant provisions required the establishment of a wastewater capital reserve to fund future rehabilitation and expansion of the plant. Because the EPA is no longer enforcing the reserve requirement, the District’s Board of Directors has reclassified the accumulated budgeted amount as designated. The designation is increased annually in an amount equal to the estimated depreciation on the current plant and is approved upon adoption of the annual budget. The balance at June 30, 2019, amounted to \$2,178,978.

The Board of Directors’ budgetary designations for general and specific future capital outlays to replace and improve existing and future facilities and equipment are as follows:

	Water Enterprise	Street Light Enterprise	Sewer Enterprise	Total
Building and land	\$ 51,034	\$ -	\$ 51,034	\$ 102,068
Capacity rights fees	64,638	-	33,849	98,487
Computer	8,168	-	8,168	16,336
Equipment and tools	51,048	-	51,048	102,096
General reserve per board	43,018	16,172	1,122,234	1,181,424
Maintenance and operations	51,048	-	153,325	204,373
Meter improvements and handhelds	224,609	-	-	224,609
Office furniture and equipment	12,251	-	12,251	24,502
Safety equipment	2,042	-	2,042	4,084
Self insurance reserve	6,438	-	6,438	12,876
Sewer cleaning machine	-	-	591	591
Sewer lift station	-	-	81,676	81,676
Sewer line replacement	-	-	152,552	152,552
Sewer plant replacement	-	-	2,178,978	2,178,978
Storage tank	816,761	-	-	816,761
Truck replacement	20,419	-	20,419	40,838
Water line replacement	41,574	-	-	41,574
Water meters	10,210	-	-	10,210
Well and pump replacement	149,059	-	-	149,059
Total	\$ 1,552,317	\$ 16,172	\$ 3,874,605	\$ 5,443,094

**OROSI PUBLIC UTILITY DISTRICT
OROSI, CALIFORNIA
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 9 – RISK MANAGEMENT

The District is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. In response to these risks, the District joined the Association of California Water Agencies – Joint Powers Insurance Authority (the ACWA). Members of the ACWA have pooled funds to be self-insured for auto and general liability and property coverages. The ACWA is a public risk entity pool in which there is a transferring or sharing of risk among pool participants. The ACWA pool can make additional assessments to its members.

The ACWA is governed by its own Board of Directors that controls its operations, including selection of management and approval of operating budgets, independent of influence by member districts. Each member district pays a premium commensurate with the level of coverage requested and shares surplus and deficits proportionate to its participation in the ACWA.

Separate audited financial statements of the ACWA are available upon request. Such requests should be addressed to the ACWA-JPIA Finance Department, 5620 Birdcage Street, Suite #200, Citrus Heights, California 95610.

During the year ended June 30, 2019, the District paid current year insurance premiums of approximately \$93,000. There were no additional assessments paid by the District during the year ended June 30, 2019.

NOTE 10 – CONCENTRATION OF CREDIT RISK

The District serves the residents of Oroshi, California and extends credit to substantially all its customers. A security deposit is generally not required; however, the District may place a lien on a property or force a tax sale to recover unpaid assessments and fees.

NOTE 11 – PROPERTY LEASED TO OTHERS

The District leases a building and its surrounding property to a third party in the amount of \$1,125 per month, expiring in August 2021. Lease income received totaled \$13,300 for the year ended June 30, 2019. The building under lease was purchased at an original cost of \$48,948 and is fully depreciated.

NOTE 12 – PRIOR PERIOD ADJUSTMENT

Beginning net position has been restated to record prior period adjustment to correct prior year errors principally related to an overstatement of capital assets of \$297,097.

NOTE 13 – SUBSEQUENT EVENTS

On March 11, 2020 the World Health Organization declared the outbreak of coronavirus (COVID-19) a pandemic. In response, the State of California issued a shelter in-place order and the temporary closure of all businesses deemed to be nonessential. According to the US Department of Homeland Security CISA and Presidential Policy Directive 21, the District is considered part of the Essential Critical Infrastructure Workforce and therefore is continuing operations as usual. Accordingly, it may result in a reduction and/or delay of the receipt of operating revenues. While the District expects there to potentially be a negative financial impact, since the duration and impact is unknown, management is unable to reasonably quantify the effect on future financial statements.

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REQUIRED SUPPLEMENTARY
INFORMATION

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**OROSI PUBLIC UTILITY DISTRICT
PROPORTIONATE SHARE OF NET PENSION LIABILITY (ASSET)
REQUIRED SUPPLEMENTARY INFORMATION
LAST 10 YEARS***

	2016	2017	2018	2019
Proportion of the net pension liability	0.0079%	0.0079%	0.0081%	0.0080%
Proportionate share of the net pension liability	\$ 216,501	\$ 275,227	\$ 319,008	\$ 300,979
Covered payroll	\$ 171,024	\$ 178,402	\$ 146,361	\$ 150,625
Proportionate share of the net pension liability as percentage of covered payroll	126.59%	154.27%	217.96%	199.82%
Plan fiduciary net position as a percentage of the total pension liability	80.42%	76.34%	76.46%	78.35%

NOTES TO THE SCHEDULE

Changes in Benefit Terms - None

Changes of Assumptions - In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate.

*Schedule is intended to show information for ten years. Additional years will be displayed as they become available.

**OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF CONTRIBUTIONS
REQUIRED SUPPLEMENTARY INFORMATION
LAST 10 YEARS***

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Actuarially required contribution (actuarially determined)	\$ 23,535	\$ 26,584	\$ 29,539	\$ 29,994	\$ 33,111	\$ 34,096
Contributions in relation to the actuarially determined contributions	<u>23,535</u>	<u>26,584</u>	<u>29,539</u>	<u>29,994</u>	<u>33,111</u>	<u>34,096</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 166,372	\$ 171,024	\$ 178,402	\$ 146,361	\$ 150,625	\$ 134,274
Contributions as a percentage of covered payroll	14.15%	15.54%	16.56%	20.49%	21.98%	25.39%

*Schedule is intended to show information for ten years. Additional years will be displayed as they become available.

SUPPLEMENTARY INFORMATION

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**OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2019**

	WATER ENTERPRISE		
	Budget	Actual	Variance
OPERATING REVENUES			
Customer service fees	\$ 730,000	\$ 734,876	\$ 4,876
Connection fees	-	35,639	35,639
Penalties	-	12,771	12,771
	<u>730,000</u>	<u>783,286</u>	<u>53,286</u>
OPERATING EXPENSES			
Bank charges	1,200	2,003	(803)
Communications	3,840	4,848	(1,008)
Dues and publications	4,630	10,529	(5,899)
Election fee	3,000	183	2,817
Fuel	5,200	5,967	(767)
Insurance	6,000	5,317	683
Legal and professional	167,110	182,058	(14,948)
Miscellaneous	9,380	8,220	1,160
Office expenses	15,334	16,101	(767)
Rents and leases	700	42,170	(41,470)
Repairs and maintenance	75,003	57,469	17,534
Salaries and employee benefits	190,915	186,375	4,540
Schooling	600	-	600
Small tools	-	124	(124)
Surface water treatment plant	-	36,736	(36,736)
Uniforms and janitorial	3,368	2,304	1,064
Utilities	104,365	88,893	15,472
Water testing	20,000	20,056	(56)
	<u>610,645</u>	<u>669,353</u>	<u>(58,708)</u>
Total operating expenses			
Operating income	<u>119,355</u>	<u>113,933</u>	<u>(5,422)</u>
NONOPERATING REVENUES (EXPENSES)			
Property taxes	54,000	72,965	18,965
Rent	-	6,517	6,517
Interest income	-	14,899	14,899
Interest expense	(280)	(778)	(498)
Other revenue	-	18,504	18,504
Contingencies	(665)	-	665
Settlement revenue	-	1,978,345	1,978,345
	<u>53,055</u>	<u>2,090,452</u>	<u>2,037,397</u>
Nonoperating revenues, net			
Increase in net position - budgetary basis	<u>\$ 172,410</u>	2,204,385	<u>\$ 2,031,975</u>
Depreciation expense		<u>165,820</u>	
Increase in net position		<u>\$ 2,038,565</u>	

OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2019
(Continued)

	<u>STREET LIGHT ENTERPRISE</u>		
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
OPERATING REVENUES			
Customer service charges	\$ 40,800	\$ 41,020	\$ 220
Penalties	-	1,155	1,155
	<u>40,800</u>	<u>42,175</u>	<u>1,375</u>
OPERATING EXPENSES			
Legal and professional	2,700	9,580	(6,880)
Miscellaneous	-	(4)	4
Office expenses	633	2,038	(1,405)
Repairs and maintenance	180	1,598	(1,418)
Salaries and employee benefits	6,678	10,682	(4,004)
Uniforms and janitorial	165	364	(199)
Utilities - office	270	930	(660)
Utilities - street lighting	30,000	25,570	4,430
	<u>40,626</u>	<u>50,758</u>	<u>(10,132)</u>
Total operating expenses			
Operating income	<u>174</u>	<u>(8,583)</u>	<u>(8,757)</u>
NONOPERATING REVENUES (EXPENSES)			
Rent	-	266	266
Interest income	-	332	332
Contingencies	(24)	-	24
	<u>(24)</u>	<u>598</u>	<u>622</u>
Nonoperating revenues, net			
Decrease in net position - budgetary basis	<u>\$ 150</u>	<u>(7,985)</u>	<u>\$ (8,135)</u>
Depreciation expense		<u>141</u>	
Decrease in net position		<u>\$ (8,126)</u>	

OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2019
(Continued)

	SEWER ENTERPRISE		
	Budget	Actual	Variance
OPERATING REVENUES			
Customer service fees	\$ 947,160	\$ 966,164	\$ 19,004
Connection fees	-	7,562	7,562
Penalties	-	15,162	15,162
	<u>947,160</u>	<u>988,888</u>	<u>41,728</u>
OPERATING EXPENSES			
Bank charges	1,200	2,004	(804)
Communications	3,840	4,545	(705)
Dues and publications	4,630	686	3,944
Election fee	3,000	183	2,817
Fuel	1,000	652	348
Insurance	6,000	5,317	683
Legal and professional	93,750	116,015	(22,265)
Miscellaneous	950	345	605
Office expenses	15,434	16,101	(667)
Rents and leases	700	245	455
Repairs and maintenance	13,560	9,850	3,710
Salaries and employee benefits	85,616	65,606	20,010
Schooling	600	-	600
Small tools	-	124	(124)
Sewer plant expenses	413,900	473,115	(59,215)
Uniforms and janitorial	2,155	2,304	(149)
Utilities	17,725	8,763	8,962
	<u>664,060</u>	<u>705,855</u>	<u>(41,795)</u>
Total operating expenses			
Operating income	<u>283,100</u>	<u>283,033</u>	<u>(67)</u>
NONOPERATING REVENUES (EXPENSES)			
Property taxes	54,000	72,965	18,965
Rent	-	6,517	6,517
Interest income	16,800	55,540	38,740
Interest expense	(3,960)	(2,700)	1,260
Investment income (loss) from Joint Powers Authority	-	935	935
Other revenues	-	12,702	12,702
Contingencies	(108,231)	-	108,231
	<u>(41,391)</u>	<u>145,959</u>	<u>187,350</u>
Nonoperating revenues, net			
Increase in net position - budgetary basis	<u>\$ 241,709</u>	<u>428,992</u>	<u>\$ 187,283</u>
Depreciation expense		179,937	
Increase in net position		<u>\$ 249,055</u>	

**OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF FUNDS RECEIVED AND DISBURSED AND MONTHLY
DEPOSIT REQUIREMENTS – 1981 SEWER IMPROVEMENT FUND
FOR THE YEAR ENDED JUNE 30, 2019**

Fund	For the Year Ended June 30, 2019				
	Balance July 1, 2018	Deposits	Withdrawals	Balance June 30, 2019	Monthly Deposit Requirements Fiscal 2018-2019
1981 Sewer Revenue Bond Fund	\$ 28,133	\$ -	\$ -	\$ 28,133	\$ 1,917
1981 Sewer Revenue Bond Reserve Fund	<u>29,400</u>	<u>-</u>	<u>-</u>	<u>29,400</u>	<u>-</u>
Totals	<u>\$ 57,533</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 57,533</u>	<u>\$ 1,917</u>

**OROSI PUBLIC UTILITY DISTRICT
COMBINING STATEMENT OF NET POSITION –
ENTERPRISE FUNDS
FOR THE YEAR ENDED JUNE 30, 2019**

	Water Enterprise	Street Light Enterprise	Sewer Enterprise	Total
ASSETS				
Current assets:				
Cash and cash equivalents	\$ 4,553,996	\$ 77,495	\$ 5,416,947	\$ 10,048,438
Restricted cash and cash equivalents	-	-	57,533	57,533
Accounts receivable	<u>23,576</u>	<u>1,190</u>	<u>36,521</u>	<u>61,287</u>
Total current assets	<u>4,577,572</u>	<u>78,685</u>	<u>5,511,001</u>	<u>10,167,258</u>
Other assets:				
Assessments receivable, net of current portion	2,361	-	319,404	321,765
Investment in Joint Powers Authority	<u>-</u>	<u>-</u>	<u>743,523</u>	<u>743,523</u>
Total other assets	<u>2,361</u>	<u>-</u>	<u>1,062,927</u>	<u>1,065,288</u>
Capital assets, net:				
Land	176,444	-	266,846	443,290
Intangible assets	12,251	-	12,251	24,502
Depreciable assets, net	<u>1,846,994</u>	<u>111</u>	<u>1,385,039</u>	<u>3,232,144</u>
Total capital assets, net	<u>2,035,689</u>	<u>111</u>	<u>1,664,136</u>	<u>3,699,936</u>
Total assets	<u>6,615,622</u>	<u>78,796</u>	<u>8,238,064</u>	<u>14,932,482</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows from pensions	<u>48,284</u>	<u>1,707</u>	<u>36,111</u>	<u>86,102</u>
Total assets and deferred outflow of resources	<u>6,663,906</u>	<u>80,503</u>	<u>8,274,175</u>	<u>15,018,584</u>
LIABILITIES				
Current Liabilities:				
Accounts payable	49,001	5,232	116,812	171,045
Accrued expenses	4,654	326	8,650	13,630
Payable from restricted assets:				
Revenue bond, current portion	-	-	28,000	28,000
Special assessment bond, current portion	<u>1,500</u>	<u>-</u>	<u>-</u>	<u>1,500</u>
Total current liabilities	55,155	5,558	153,462	214,175
Long-term liabilities				
Special assessment bond, net of current portion	8,400	-	-	8,400
Net pension liability	<u>168,729</u>	<u>5,959</u>	<u>126,291</u>	<u>300,979</u>
Total liabilities	<u>232,284</u>	<u>11,517</u>	<u>279,753</u>	<u>523,554</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows from pensions	<u>14,102</u>	<u>495</u>	<u>10,570</u>	<u>25,167</u>
Total liabilities and deferred inflow of resources	<u>246,386</u>	<u>12,012</u>	<u>290,323</u>	<u>548,721</u>
NET POSITION				
Net investment in capital assets	2,025,789	111	1,636,136	3,662,036
Restricted	-	-	29,533	29,533
Unrestricted	<u>4,391,731</u>	<u>68,380</u>	<u>6,318,183</u>	<u>10,778,294</u>
Total net position	<u>6,417,520</u>	<u>68,491</u>	<u>7,983,852</u>	<u>14,469,863</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 6,663,906</u>	<u>\$ 80,503</u>	<u>\$ 8,274,175</u>	<u>\$ 15,018,584</u>

**OROSI PUBLIC UTILITY DISTRICT
COMBINING STATEMENT OF REVENUES, EXPENSES,
AND CHANGES IN NET POSITON – ENTERPRISE FUNDS
FOR THE YEAR ENDED JUNE 30, 2019**

	Water Enterprise	Street Light Enterprise	Sewer Enterprise	Total
OPERATING REVENUES				
Water service charges	\$ 734,876	\$ -	\$ -	\$ 734,876
Street light service charges	-	41,020	-	41,020
Sewer service charges	-	-	966,164	966,164
Connection fees	35,639	-	7,562	43,201
Penalties	12,771	1,155	15,162	29,088
	<u>783,286</u>	<u>42,175</u>	<u>988,888</u>	<u>1,814,349</u>
Total operating revenues				
OPERATING EXPENSES				
Direct costs	314,839	25,566	525,594	865,999
General and administrative	354,514	25,192	180,261	559,967
Depreciation	165,820	141	179,937	345,898
	<u>835,173</u>	<u>50,899</u>	<u>885,792</u>	<u>1,771,864</u>
Total operating expenses				
Operating income (loss)	<u>(51,887)</u>	<u>(8,724)</u>	<u>103,096</u>	<u>42,485</u>
NONOPERATING REVENUES (EXPENSES)				
Property tax	72,965	-	72,965	145,930
Rent	6,517	266	6,517	13,300
Interest income	14,899	332	55,540	70,771
Other revenues	18,504	-	12,702	31,206
Interest expense	(778)	-	(2,700)	(3,478)
Investment income (loss) from Joint Powers Authority	-	-	935	935
Settlement revenue	1,978,345	-	-	1,978,345
	<u>2,090,452</u>	<u>598</u>	<u>145,959</u>	<u>2,237,009</u>
Nonoperating revenues, net				
Increase (decrease) in net position	2,038,565	(8,126)	249,055	2,279,494
Net position, beginning of year, restated	<u>4,378,955</u>	<u>76,617</u>	<u>7,734,797</u>	<u>12,190,369</u>
Net position, end of year	<u>\$ 6,417,520</u>	<u>\$ 68,491</u>	<u>\$ 7,983,852</u>	<u>\$ 14,469,863</u>

**OROSI PUBLIC UTILITY DISTRICT
COMBINING STATEMENT OF CASH FLOWS –
ENTERPRISE FUNDS
FOR THE YEAR ENDED JUNE 30, 2019**

	Water Enterprise	Street Light Enterprise	Sewer Enterprise	Total
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers and others	\$ 779,143	\$ 41,976	\$ 984,336	\$ 1,805,455
Payments to suppliers and vendors	(468,994)	(38,006)	(566,489)	(1,073,489)
Payments to employees	(201,307)	(11,053)	(77,136)	(289,496)
Net cash from operating activities	<u>108,842</u>	<u>(7,083)</u>	<u>340,711</u>	<u>442,470</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Property taxes	72,965	-	72,965	145,930
Other receipts	18,504	-	12,702	31,206
Settlement revenue	1,978,345	-	-	1,978,345
Net cash from noncapital financing activities	<u>2,069,814</u>	<u>-</u>	<u>85,667</u>	<u>2,155,481</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Acquisition and construction of capital assets	(143,874)	-	(12,230)	(156,104)
Principal payments on debt maturities	(1,400)	-	(26,000)	(27,400)
Interest payments	(778)	-	(2,700)	(3,478)
Collections on assessments	2,420	-	8,397	10,817
Net cash from capital and related financing activities	<u>(143,632)</u>	<u>-</u>	<u>(32,533)</u>	<u>(176,165)</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest and dividends	15,269	332	55,910	71,511
Rent	6,517	266	6,517	13,300
Net cash from investing activities	<u>21,786</u>	<u>598</u>	<u>62,427</u>	<u>84,811</u>
Net increase (decrease) in cash and cash equivalents	2,056,810	(6,485)	456,272	2,506,597
CASH AND CASH EQUIVALENTS, beginning of year	<u>2,497,186</u>	<u>83,980</u>	<u>5,018,208</u>	<u>7,599,374</u>
CASH AND CASH EQUIVALENTS, end of year	<u>\$ 4,553,996</u>	<u>\$ 77,495</u>	<u>\$ 5,474,480</u>	<u>\$ 10,105,971</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES				
Operating income (loss)	\$ (51,887)	\$ (8,724)	\$ 103,096	\$ 42,485
Adjustments to reconcile operating income (loss) to net cash from operating activities:				
Depreciation	165,820	141	179,937	345,898
(Increase) decrease in receivables	(4,143)	(199)	(4,552)	(8,894)
(Increase) decrease in deferred outflows of resources	12,720	515	8,557	21,792
Increase (decrease) in accounts payable and accrued expenses	13,319	2,037	73,096	88,452
Increase (decrease) in net pension liability	(11,638)	(613)	(5,778)	(18,029)
Increase (decrease) in deferred inflows of resources	(15,349)	(240)	(13,645)	(29,234)
Net cash from operating activities	<u>\$ 108,842</u>	<u>\$ (7,083)</u>	<u>\$ 340,711</u>	<u>\$ 442,470</u>
NONCASH INVESTING AND FINANCING ACTIVITIES				
Increase in undivided interest in Joint Power Authority's assets and liabilities	\$ -	\$ -	\$ 935	\$ 935
RECONCILIATION OF CASH AND CASH EQUIVALENTS TO STATEMENT OF NET POSITION				
Cash and cash equivalents	\$ 4,553,996	\$ 77,495	\$ 5,416,947	\$ 10,048,438
Restricted cash, current	<u>-</u>	<u>-</u>	<u>57,533</u>	<u>57,533</u>
Total cash and cash equivalents	<u>\$ 4,553,996</u>	<u>\$ 77,495</u>	<u>\$ 5,474,480</u>	<u>\$ 10,105,971</u>

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OTHER AUDITOR'S REPORT

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

To the Members of the Board of Directors
of Oroshi Public Utility District
Oroshi, 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 Oroshi Public Utility District (the "District") which comprise the statement of net position as of June 30, 2019, and the related statements of revenues, expenses and changes in net position and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated April 2, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of 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 preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses as items 2019-001 and 2019-002 that we consider to be material weaknesses.

Compliance and Other Matters

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

570 N. Magnolia Avenue, Suite 100
Clovis, CA 93611

tel 559.299.9540
fax 559.299.2344

District's Response to Findings

The District's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The District's response was not subjected to the auditing procedures applied in the audit of financial reporting, and accordingly, we express no opinion on the response.

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.

Price Page & Company

Clovis, California
April 2, 2020

FINDINGS AND RESPONSES

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**OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2019**

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of auditor's report issued:	<u>Unmodified</u>
Internal control over financial reporting:	
Material weaknesses identified?	<u> X </u> Yes <u> </u> No
Significant deficiencies identified that are not considered to be material weaknesses?	<u> </u> Yes <u> X </u> None reported
Noncompliance material to financial statements noted?	<u> </u> Yes <u> X </u> No

SECTION II – FINANCIAL STATEMENT FINDINGS

Finding 2019-001 District Capital Assets (Material Weakness)

Condition: The District has not maintained a capital asset listing and depreciation schedule and, accordingly, has not reconciled the capital asset listing and corresponding depreciation schedule to the amounts reported in the financial statements. Additionally, the District has not established a formal capital asset policy.

Criteria: Management is responsible for maintaining its accounting records in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Cause: During our audit of capital assets, the District was unable to provide a listing of capital assets as of June 30, 2019.

Effect: Capital assets and the related depreciation may be misstated.

Recommendation: We recommend the District develop and maintain a capital asset listing and depreciation schedule that is complete, accurate, and reconciles to the District’s trial balance. Additionally, we recommend the District develop and implement controls to ensure that all capital asset additions, disposals and depreciation expense are captured and accurately accounted for on the depreciation schedule. Finally, we recommend the develop capital asset policy and formalize it through a Board of Director authorization.

**OROSI PUBLIC UTILITY DISTRICT
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED JUNE 30, 2019**

SECTION II – FINANCIAL STATEMENT FINDINGS (Continued)

**Finding 2019-002 District’s Investment in Cutler-Orosi Joint Powers Wastewater Authority
(Material Weakness)**

Condition: The District did not calculate and record their prorated share of its investment in the Cutler-Orosi Joint Powers Wastewater Authority (the Authority).

Criteria: In accordance with Governmental Auditing Standards, internal controls should be designed to provide reasonable assurance of achieving effective and efficient operations, reliable financial performance reporting, and compliance with applicable laws and regulations.

Cause: The District does not consider its prorated share of the Authority’s activity during the year-end closing process.

Effect: Future significant changes in the Authority’s operation could result in a significant change in the share of the District’s investment in the Authority, which would not get captured in the District’s trial balance.

Recommendation: We recommend the District develop and implement controls that ensures during its year-end closing process the District’s share of its investment in the Authority is accurately captured in its trial balance.

**OROSI PUBLIC UTILITY DISTRICT
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2019**

FINANCIAL STATEMENT FINDINGS

Finding 2018-001 Year-End Closing Process (Material Weakness)

Condition: During the audit of the District's financial statements, many processes lacked documentation of the appropriate level of review and approval.

- Employee timesheets do not have evidence of approval by Office Manager or Foreman.
- Deposit packets do not have evidence of approval by the Office Manager.
- Bank reconciliations and monthly financial statements are prepared by an outside CPA; however, we did not see any evidence of review or approval of these reports by the District.
- Utility billing adjustments are made by the Office Manager, and do not have evidence of approval by the Foreman or the outside consultant.
- In some cases, we were unable to review supporting documentation over manual journal entries due to supporting documentation not being retained.

Additionally, the District did not possess or maintain a listing of District owned capital assets.

Criteria: A strong system of internal controls and management review serves to detect errors and prevent them from accumulating over time. Additionally, management is responsible for maintaining its accounting records in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Cause: Due to the small size of the District's staff, a lack of separation of duties exists. Additionally, the District does not have a system to record and maintain their capital assets for financial statement reporting purposes.

Effect: The strength of proper documentation, review, and approval of financial records helps ensure the monthly and annual financial information reported to management and the Board of Directors, from which key decisions are made, is as meaningful and reliable as possible.

Recommendation: We recommend that the District perform the following steps in order to address the matters described above:


1. Management establish an efficient annual and month-end closing process that entails the timely preparation and review of monthly reconciliations from general ledgers to sub-ledgers for all significant accounts.
2. Management includes a detailed review and approval of any reconciliations, journal entries, and reports prepared by an outside CPA as part of their closing process.
3. Management implements a review of timecards with approval by the employee's direct supervisor (Foreman), confirming the actual time worked by the employee.
4. Management implement policies and procedures that allows the District to maintain a capital asset schedule, periodically perform a fixed asset inventory observation, review the reasonableness of useful lives and depreciation expense, and update any additions or deletions of capital assets as they occur.

Status: Partially Implemented

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OROSI PUBLIC UTILITY DISTRICT
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2019

Finding Number	Planned Corrective Action	Anticipated Completion Date	Responsible Contact Person
2019-001	Dist. Has purchased fixed asset program, once we obtain the initial input from Auditors we should have in place and running.	7/1/2020	Maria Elena Vidana, Office Manager
2019-002	As soon as we get the paperwork for Auditors for this year, we will implement the JPA controls to have something to follow.	7/1/2020	Maria Elena Vidana, Office Manager


 Maria Elena Vidana
 Office Manager