



**TOWN OF LOS GATOS
FINANCE COMMISSION AGENDA
DECEMBER 09, 2024
110 EAST MAIN STREET
TOWN COUNCIL CHAMBERS
5:00 PM**

*Phil Koen, Chair
Linda Reiners, Vice Chair
Andrew Howard, Commissioner
Ashby Monk, Commissioner
Joe Rodgers, Commissioner
Matthew Hudes, Vice Mayor
Rob Rennie, Council Member*

IMPORTANT NOTICE

This is a hybrid meeting and will be held in-person at the Town Council Chambers at 110 E. Main Street and virtually through Zoom Webinar (log-in information provided below). Members of the public may provide public comments for agenda items in-person or virtually through the Zoom Webinar by following the instructions listed below.

HOW TO PARTICIPATE

The public is welcome to provide oral comments in real-time during the meeting in three ways:

Zoom Webinar (Online): Join from a PC, Mac, iPad, iPhone or Android device. Please click this URL to join: https://losgatosca.gov.zoom.us/j/84900234481?pwd=yU0df-8jrAkCWM_LI83-iQY6qEV7gg.IQR-LAzX1jg9DnoC

Passcode: 347436 You can also type in 84900234481 in the “Join a Meeting” page on the Zoom website at and use passcode 347436.

- When the Chair announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press *9 on your telephone keypad to raise your hand.

Telephone: Please dial (877) 3361839 for US Toll-free or (636) 651-0008 for US Toll. (Conference code: 686100)

- If you are participating by calling in, press #2 on your telephone keypad to raise your hand.

In-Person: Please complete a “speaker’s card” located on the back of the chamber benches and return it to the Town Clerk before the meeting or when the Chair announces the item for which you wish to speak.

NOTES: (1) Comments will be limited to three (3) minutes or less at the Chair’s discretion.

(2) If you are unable to participate in real-time, you may email to Clerk@losgatosca.gov the subject line “Public Comment Item #__” (insert the item number relevant to your comment). All comments received will become part of the record.

(3) Deadlines to submit written comments are:

- 11:00 a.m. the Thursday before the Commission meeting for inclusion in the agenda packet.
- 11:00 a.m. the Friday before the Commission meeting for inclusion in an addendum.
- 11:00 a.m. on the day of the Commission meeting for inclusion in a desk item.

(4) Persons wishing to make an audio/visual presentation for agenda items only, must submit the presentation electronically to Clerk@losgatosca.gov no later than 3:00 p.m. on the day of the Commission meeting.

CALL MEETING TO ORDER

ROLL CALL

APPROVE REMOTE PARTICIPATION *(This item is listed on the agenda in the event there is an emergency circumstance requiring a Commissioner to participate remotely under AB 2449 (Government Code 54953)).*

CONSENT ITEMS *(Items appearing on the Consent are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items.)*

1. Approve the Minutes of the November 6, 2024, Finance Commission Special Meeting.
2. Approve the Minutes of the December 2, 2024, Finance Commission Special Meeting
3. Receive the Monthly Financial and Investment Report for October 2024
4. Receive the California Employer's Retiree Benefit Trust (CERBT) Strategy 1 Market Value Summary Report for the Period Ending September 30, 2024 and the Performance Report as of October 31, 2024.
5. Receive the California Employer's Pension Prefunding Trust (CEPPT) Strategy Market Value Summary Report for the Period Ending September 30, 2024 and Performance as of October 31, 2024

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Finance Commission. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment. Each speaker is limited to no more than three (3) minutes or such time as authorized by the Chair.)*

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

6. Consider and Discuss the Draft Annual Comprehensive Financial Report (ACFR) for the Fiscal Year (FY) 2023/24, and Make Recommendations to the Town Council
7. Review the General Fund Reserve Policy and Recommend Changes to the Town Council Policy Committee Regarding the Town's General Fund Reserve Policy

ADJOURNMENT

ADA NOTICE In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354- 6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR §35.102-35.104]



**TOWN OF LOS GATOS
FINANCE COMMISSION
MINUTES**

MEETING DATE: 12/09/2024

Item 1.

ITEM NO: 1

**Minutes of the Finance Commission Special Meeting
November 6, 2024**

The Finance Commission of the Town of Los Gatos conducted a special meeting in person and utilizing teleconferencing means on Wednesday, November 6, 2024, at 5:00 p.m.

THE MEETING WAS CALLED TO ORDER AT 5:02 P.M.

ROLL CALL

Present: Chair Phil Koen, Vice Chair Linda Reiners, Commissioner Andrew Howard, Commissioner Joe Rodgers, Council Member Rob Rennie, and Vice Mayor Matthew Hudes (Arrived at 5:18 p.m.).

Absent: Commissioner Ashby Monk.

Town Staff Present: Town Manager Chris Constantin, Finance Director Gitta Ungvari, Parks & Public Works Director Nicole Burnham (Virtual), Town Clerk Wendy Wood, and Finance and Accounting Manager Eric Lemon.

INTRODUCTION OF NEW TOWN MANAGER

- i. Town Manager Chris Constantin will provide brief introductory remarks

The Finance Director, Gitta Ungvari, introduced the new Town Manager, Chris Constantin.

The Town Manager gave brief introductory comments.

CONSENT ITEMS

- 1. Approve the Minutes of the October 14, 2024, Finance Commission Regular Meeting

There was no public comment.

MOTION: Motion by Vice Chair Reiners to approve the consent Item. Seconded by Commissioner Rodgers.

VOTE: Motion passed 4-0

VERBAL COMMUNICATIONS

No one spoke

SUBJECT: Draft Minutes of the Finance Commission Special Meeting of November 6, 2024

DATE: December 3, 2024

OTHER BUSINESS

2. Receive a Verbal Update on the Status of the Fiscal Year (FY) 2023/24 Audit and the Annual Financial Report (ACFR) Preparation

The Finance Director Gitta Ungvari opened the item and provided a progress report on the ACFR.

The Commission asked questions and discussed the item.

Staff addressed the Commissioners' questions.

The Chair opened public comment.

Lee Fagot

- Requested the Finance Commission meetings be visually recorded and commented on concerns with verbal reports for items two, three, four, and five.

The Chair closed public comment.

No action was taken.

3. Discuss the Unfunded Pension Liability/CalPERS Ad Hoc Subcommittee Work

The Chair opened the discussion on the subcommittee's work.

The Commission asked questions and discussed the item.

Staff addressed the Commissioners' questions.

There was no public comment.

No action was taken.

4. Receive a Verbal Update from the Council Priority Score Card Ad Hoc Subcommittee

The Vice Chair opened the item with a verbal update on the subcommittee's work.

The Commission discussed the item.

PAGE 3 OF 3

SUBJECT: Draft Minutes of the Finance Commission Special Meeting of November 6, 2024

DATE: December 3, 2024

There was no public comment.

No action was taken.

5. Receive a Verbal Update from the Five-Year Capital Plan Ad Hoc Subcommittee

The Chair opened the item and provided a verbal update on the subcommittee's work.

The Commission discussed the item and asked questions.

Staff provided additional comments and addressed the Commissioners' questions.

There was no public comment.

No action was taken.

6. Discuss Potential Items for the Two December 2024 Finance Commission Meeting Agendas

The Finance Director, Gitta Ungvari, presented the staff report.

There was no public comment.

No action was taken.

ADJOURNMENT:

The meeting adjourned at 7:05 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the November 6, 2024, special meeting as approved by the Finance Commission.

Eric Lemon, Finance and Accounting Manager



**TOWN OF LOS GATOS
FINANCE COMMISSION
MINUTES**

MEETING DATE: 12/09/2024

Item 2.

ITEM NO: 2

**Minutes of the Finance Commission Special Meeting
December 2, 2024**

The Finance Commission of the Town of Los Gatos conducted a special meeting in person and utilizing teleconferencing means on Monday, December 2, 2024, at 5:00 p.m.

THE MEETING WAS CALLED TO ORDER AT 5:00 P.M.

ROLL CALL

Present: Chair Phil Koen, Vice Chair Linda Reiners, Commissioner Andrew Howard, Commissioner Joe Rodgers, Council Member Rob Rennie, and Vice Mayor Matthew Hudes.

Absent: Commissioner Ashby Monk.

Town Staff Present: Town Manager Chris Constantin, Finance Director Gitta Ungvari, Town Clerk Wendy Wood, and Finance and Accounting Manager Eric Lemon.

CONSENT ITEMS

1. Receive the Monthly Financial and Investment Report for September 2024

There was no public comment.

MOTION: Motion by Vice Chair Reiners to approve the consent Item. **Seconded** by Commissioner Rodgers.

VOTE: Motion passed 4-0

VERBAL COMMUNICATIONS

Lee Fagot

- Requested the Finance Commission meetings be visually recorded.

OTHER BUSINESS

2. Review the Fiscal Year 2023/24 Draft Annual Comprehensive Financial Report (ACFER) and Provide Written Comments and Recommendations Prior to Presenting to the Town Council

PAGE 2 OF 2

SUBJECT: Draft Minutes of the Finance Commission Special Meeting of December 2, 2024

DATE: December 5, 2024

The Finance Director Gitta Ungvari opened the item and introduced the Town Independent Auditor Sheldon Chavan. The Town's independent auditor provided the presentation.

Staff addressed the written comments and recommendations submitted by the Commissioners (included in the packet materials as Desk Item B).

The Commission asked questions and discussed the item.

Staff and the auditor addressed the Commissioners' questions.

There was no public comment.

No action was taken.

ADJOURNMENT:

The meeting adjourned at 7:32 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the December 2, 2024, special meeting as approved by the Finance Commission.

Eric Lemon, Finance and Accounting Manager



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 12/09/2024

ITEM NO: 3

Item 3.

DATE: December 3, 2024
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Receive the Monthly Financial and Investment Report for October 2024

RECOMMENDATION:

Receive the Monthly Financial and Investment Report for October 2024.

BACKGROUND:

California Government Code Section 41004 requires that the Town Treasurer submit to the Town Clerk and the legislative body a written report and accounting of all receipts, disbursements, and fund balances. The Finance Director assumes the Town Treasurer role. Attachment 1 contains the October 2024 Monthly Financial and Investment Report which fulfills this requirement.

The October 2024 Monthly Financial and Investment Report will be received by the Town Council at its December 17, 2024, regular meeting.

DISCUSSION:

The October 2024 Monthly Financial and Investment Report includes a Fund Balance Schedule, representing estimated funding available for all funds at the beginning of the fiscal year and at end of the respective month.

As operations fluctuate month to month, there are differences between balances in one month to balances in another. Such differences may be significant due to the type of activity in those months and the timing of any estimates used in the presentation based on information available. This is demonstrated by the attached October 31, 2024 fund balance report. In the

PREPARED BY: Eric Lemon
Finance and Accounting Manager

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

case that the differences are extraordinary and unanticipated, we will ensure we present more information to explain the differences.

The October 31, 2024 estimated fund balances differ from the September 30, 2024 estimated fund balances due to the normal day to day activity where revenue and expenditure activity in one month have a larger shift in one month from the other.

Please note that the amount in the Fund Schedule differs from the Portfolio Allocation and Treasurer’s Cash Fund Balances Summary schedule because assets and liabilities are components of the Fund Balance.

As illustrated in the summary below, Total Cash is adjusted by adding Total Assets less the amount of Total Liabilities to arrive at the Ending Fund Balance – which represents the actual amount of funds available.

Reconciling Cash to Fund Balance - October 31, 2024		
Total Cash	\$	68,118,481
Plus: Assets	\$	18,109,368
Less: Liabilities	\$	(29,161,613)
Estimated Fund Balance	\$	57,066,236

As of October 31, 2024, the Town’s financial position (Assets \$86.23M, Liabilities \$29.16M, and Fund Equity \$57.07M) remains strong and the Town has sufficient funds to meet the cash demands for the next six months.

As of October 31, 2024, the Town’s weighted portfolio yield for investments under management was 4.45% which was 7 basis points below the Local Agency Investment Fund (LAIF) yield of 4.52% for the same reporting period. As of October 31, 2024, the LAIF portfolio’s weighted average maturity (WAM) is 257 days versus the Town’s longer WAM of 701 days. The longer WAM for Town assets under management reflects the Town’s strategy to take advantage of higher yields associated with longer maturities balanced with shorter-term yields available on investments held with the State’s LAIF. The Town’s weighted average rate of return on investments under management of 4.45% at the close of October remained flat when compared to the September 30, 2024 investment report.

Since October 2023, LAIF yields have climbed from 367 basis points (3.67%) to 452 basis points (4.52%) through the end of October 2024. The State LAIF pool typically lags the market when current market yields are either increasing or decreasing.

After a rate change back in July of 2023, the Federal Open Market Committee (FOMC) did not change rates again until their September 18, 2024, meeting when they approved a 1/2

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SUBJECT: Monthly Financial and Investment Report for October 2024

DATE: December 4, 2024

percentage basis point decrease from 5.5% to 5.0%. Furthermore, on November 7, 2024, the Federal Reserve voted to approve an additional 1/4 basis point decrease from 5.0% to 4.75%. These changes support the Federal Open Market Committee's goal to support maximum employment and bring year-to-year inflation to its targeted level of 2%.

The September jobs report was unexpectedly strong, with the economy adding 254,000 jobs, a lot higher than market expectations for 150,000. There were also 72,000 of collective upward revisions to prior months. The unemployment rate edged down from 4.2% to 4.1%, even with the participation rate remaining steady over the period. Average hourly earnings edged up slightly to 4.0%.

The Town's investments are in compliance with the Town's Investment Policy dated February 21, 2023, and are also in compliance with the requirements of Section 53600 at seq. of the California State Code. Based on the information available, the Town has sufficient funds to meet the cash demands for the next six months.

CONCLUSION:

Receive the Monthly Financial and Investment Report for October 2024.

Attachments:

1. Financial and Investment Report (October 2024)

**Town of Los Gatos
Summary Investment Information
October 31, 2024**

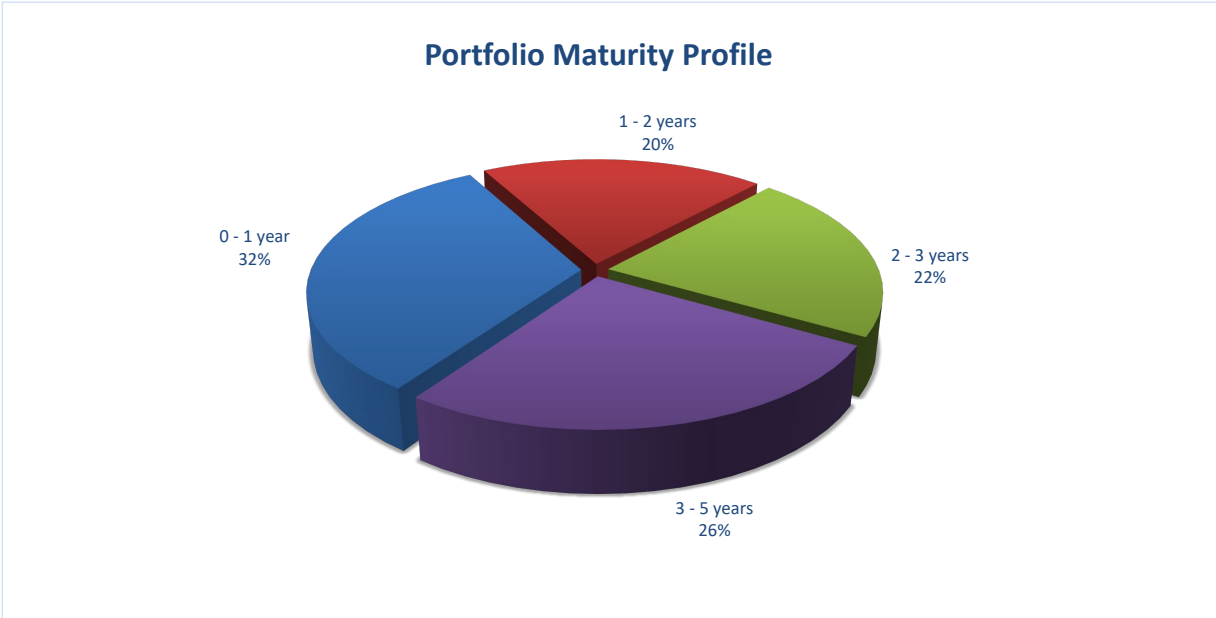
Weighted Average YTM Portfolio Yield on Investments under Management **4.45%**

Weighted Average Maturity (days) **701**

	This Month	Last Month	One year ago
Portfolio Allocation & Treasurer's Cash Balances	\$68,118,481	\$67,158,455	\$64,959,590
Managed Investments	\$50,251,714		
Local Agency Investment Fund	\$11,874,049		
Reconciled Demand Deposit Balances	\$5,992,718		
Portfolio Allocation & Treasurer's Cash Balances	\$68,118,481		

Benchmarks/ References:

Town's Average Yield	4.45%	4.45%	4.12%
LAIF Yield for month	4.52%	4.58%	3.67%
3 mo. Treasury	4.54%	4.62%	5.48%
6 mo. Treasury	4.46%	4.40%	5.57%
2 yr. Treasury	4.17%	3.64%	5.09%
5 yr. Treasury (most recent)	4.16%	3.56%	4.86%
10 Yr. Treasury	4.28%	3.78%	4.93%

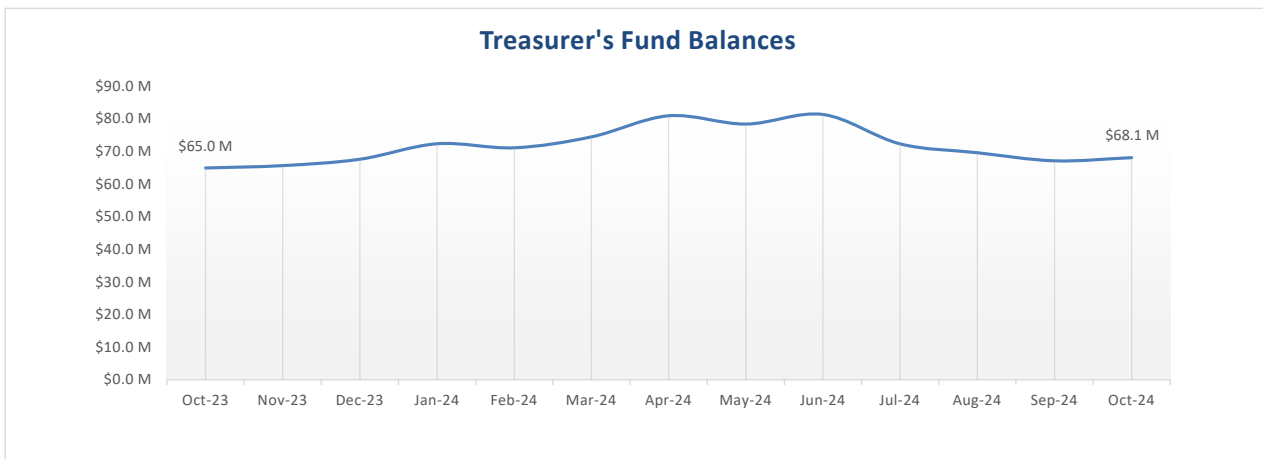
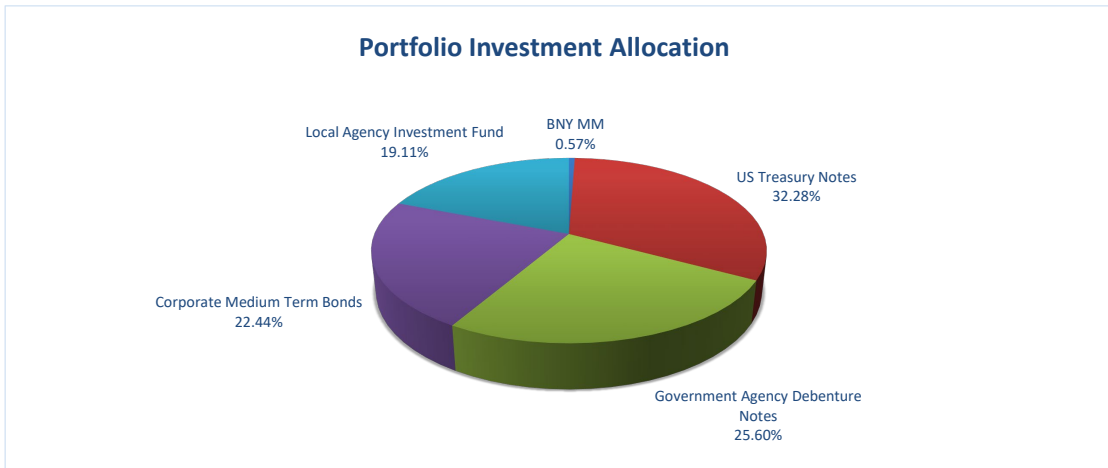


Compliance: The Town's investments are in compliance with the Town's investment policy dated February 21, 2023, and also in compliance with the requirements of Section 53600 at seq. of the California State Code. Based on the information available, the Town has sufficient funds to meet the cash demands for the next six months.

**Town of Los Gatos
Portfolio Allocation & Treasurer's Cash Balances
October 31, 2024**

	Month	YTD
Cash & Investment Balances - Beginning of Month/Period	\$ 67,158,455.08	\$ 81,368,409.88
Receipts	6,061,263.57	21,313,432.99
Disbursements	(5,101,237.37)	(34,563,361.59)
Cash & Investment Balances - End of Month/Period	<u>\$68,118,481.28</u>	<u>\$68,118,481.28</u>

Portfolio Allocation	Amount	% of Portfolio	Max. % or \$ Allowed per State Law or Policy
BNY MM	\$352,679.92	0.57%	20% of Town Portfolio
US Treasury Notes	\$20,054,713.77	32.28%	No Max. on US Treasuries
Government Agency Debenture Notes	\$15,904,019.60	25.60%	No Max. on Non-Mortgage Backed
Corporate Medium Term Bonds	\$13,940,300.50	22.44%	30% of Town Portfolio
Local Agency Investment Fund	\$11,874,049.16	19.11%	\$75 M per State Law
Subtotal - Investments	<u>62,125,762.95</u>	100.00%	
Reconciled Demand Deposit Balances	<u>5,992,718.33</u>		
Total Portfolio Allocation & Treasurer's Cash Balances	<u>\$68,118,481.28</u>		



**Town of Los Gatos
Non-Treasury Restricted Fund Balances
October 31, 2024**

	Beginning Balance	October 2024 Deposits Realized Gain/Adj.	October 2024 Interest/ Earnings	October 2024 Withdrawals	Ending Balance	
Non-Treasury Funds:						
Cert. of Participation 2002 Ser A Reserve Fund	\$ 691,959.67	\$ -	\$ 2,672.18	\$ -	\$ 694,631.85	Note 1
Cert. of Participation 2010 Ser Lease Payment Fund	968.97	-	3.98	-	972.95	Note 2
Cert. of Participation 2002 Ser A Lease Payment Fund	17,450.99	-	4.60	-	17,455.59	Note 1
Cert. of Participation 2010 Ser Reserve Fund	1,407,041.81	-	5,795.32	-	1,412,837.13	Note 2
Total Restricted Funds:	\$ 2,117,421.44	\$ -	\$ 8,476.08	\$ -	\$ 2,125,897.52	
CEPPT IRS Section 115 Trust	2,328,305.36	-	(60,736.52)	-	\$ 2,267,568.84	Note 3
Grand Total COP's and CEPPT Trust	\$ 4,445,726.80	\$ -	\$ (52,260.44)	\$ -	\$ 4,393,466.36	

These accounts are not part of the Treasurer's fund balances reported elsewhere in this report, as they are for separate and distinct entities.

Note 1: The three original funds for the Certificates of Participation 2002 Series A consist of construction funds which will be expended over the next few years, reserve funds which will guarantee the payment of lease payments, and a third fund for the disbursement of lease payments and initial delivery costs.

Note 2: The 2010 COP Funds are all for the Library construction, reserves to guarantee lease payments, and a lease payment fund for the life of the COP issue. The COI fund was closed in September 2010.

Note 3: The CEPPT IRS Section 115 Trust was established as an irrevocable trust dedicated to accumulate resources to fund the Town's unfunded liabilities related to pension and other post employment benefits.

**Town of Los Gatos
Statement of Interest Earned
October 31, 2024**

July 2024	\$	247,221.75
August 2024	\$	212,684.25
September 2024	\$	265,151.31
October 2024	\$	234,237.63
November 2024	\$	-
December 2024	\$	-
January 2025	\$	-
February 2025	\$	-
March 2025	\$	-
April 2025	\$	-
May 2025	\$	-
June 2025	\$	-
	\$	<u>959,294.94</u>

Town of Los Gatos
 Investment Transaction Detail
 October 31, 2024

Date	Cusip/Id	Description	Transaction Type	Trade Date	Settlement Date	Par	Coupon	Maturity Date	Price	Principal	Interest	Transaction Total
10/1/2024	437076BM3	HOME DEPOT INC 3% 01APR2026 (CALLABLE 01JAN26)	BOND INTEREST	10/1/2024	10/1/2024	1,000,000.00	3.00%	4/1/2026	-	-	15,000.00	15,000.00
10/2/2024	Cash-USD	Cash-USD	SHORT TERM INVESTMENT FUND INCOME	10/2/2024	10/2/2024	605.28	0.00%		100.00	-	-	605.28
10/8/2024	3135G05Y5	FANNIE MAE 0.75% 08OCT2027	BOND INTEREST	10/8/2024	10/8/2024	1,100,000.00	0.75%	10/8/2027	-	-	4,125.00	4,125.00
10/15/2024	437076CW0	HOME DEPOT INC 4.9% 15APR2029 (CALLABLE 15MAR29)	BOND INTEREST	10/15/2024	10/15/2024	1,000,000.00	4.90%	4/15/2029	-	-	24,500.00	24,500.00
10/28/2024	3130APJH9	FEDERAL HOME LOAN BANK 1.5% 28OCT2026 (CALLABLE 28JAN25) #0006	BOND INTEREST	10/28/2024	10/28/2024	1,000,000.00	0.00%	10/28/2026	-	-	6,250.00	6,250.00
10/31/2024	91282CFU0	USA TREASURY 4.125% 31OCT2027	BOND INTEREST	10/31/2024	10/31/2024	1,300,000.00	4.13%	10/31/2027	-	-	26,812.50	26,812.50
10/31/2024	912828ZL7	USA TREASURY 0.375% 30APR2025	BOND INTEREST	10/31/2024	10/31/2024	1,700,000.00	0.38%	4/30/2025	-	-	3,187.50	3,187.50
10/31/2024	91282CEN7	USA TREASURY 2.75% 30APR2027	BOND INTEREST	10/31/2024	10/31/2024	1,300,000.00	2.75%	4/30/2027	-	-	17,875.00	17,875.00

Town of Los Gatos
Insight ESG Ratings as of October 31, 2024

Security Description	Maturity Date	Par/Shares	S&P Rating	Moody Rating	Insight ESG Rating	Environment	Social	Governance
AMERICAN HONDA FINANCE 4.95% 09JAN2026	1/9/2026	\$ 1,000,000	A-	A3	3	3	3	3
PEPSICO INC 2.85% 24FEB2026 (CALLABLE 24NOV25)	2/24/2026	\$ 1,000,000	A+	A1	2	2	2	3
HOME DEPOT INC. 3% 01APR2026 (CALLABLE 01JAN2026)	46113	\$ 1,000,000	A	A2	3	3	2	3
JPMORGAN CHASE & CO 3.2 15JUN2026 (CALLABLE 15MAR26)	46188	\$ 500,000	A	A1	3	1	3	4
APPLE INC. 2.9% 12SEP2027 (CALLABLE 12JUN27)	9/12/2027	\$ 1,300,000	AA-	Aaa	5	1	4	5
TOYOTA MOTOR CREDIT CORP 5.45% 10NOV2027	11/10/2027	\$ 1,600,000	A+	A1	3	2	3	4
AMERICAN HONDA FINANCE 4.7% 12JAN2028	1/12/2028	\$ 600,000	A-	A3	3	3	3	3
PNC BANK NA 3.25% 22JAN2028 (CALLABLE 01 FEB28)	1/22/2028	\$ 1,000,000	A	A2	3	2	3	3
COLGATE-PALMOLIVE CO 4.6% 01MAR2028 (CALLABLE 01FEB28)	3/1/2028	\$ 500,000	A+	Aa3	3	2	3	3
US BANCORP 4.548% 22JUL2028 (CALLABLE 22JUL27)	7/22/2028	\$ 1,000,000	A	A3	4	3	4	4
JPMORGAN CHASE & CO 4.851% 25JUL2028 (CALLABLE 25JUL28)	7/25/2028	\$ 1,400,000	A	A1	3	1	3	4
CISCO INC. 4.85% 26FEB2029 (CALLABLE 26JAN2029)	2/26/2029	\$ 1,000,000	AA-	A1	2	1	4	3
HOME DEPOT INC. 4.9% 15APR2029 (CALLABLE 15MAR2029)	47223	\$ 1,000,000	A	A2	3	3	2	3
CITIBANK 4.838% 06AUG2029 (CALLABLE 06JUL2029)	8/6/2029	\$ 1,250,000	A+	Aa3	3	1	3	4
Total/Average		\$ 14,150,000			3.1	2.0	3.0	3.5

*ESG ratings are from 1 to 5, with 1 as the highest rating and 5 as the lowest. All ratings are weighted by industry rankings, based on the importance of the category within the individual industry.

Fund Schedule

Item 3.

Fund Number	Fund Description	Prior Year Carryforward 7/1/2024*	Increase/ (Decrease) July - Sept	October 2024				Estimated Fund Balance 10/31/2024*
				Current Revenue	Current Expenditure	Transfer In	Transfer Out	
	GENERAL FUND							
	Non-Spendable:							
	Loans Receivable	159,000	-	-	-	-	-	159,000
	Restricted Fund Balances:							
	Pension	2,188,659	-	-	-	-	-	2,188,659
	Land Held for Resale	344,338	-	-	-	-	-	344,338
	Committed Fund Balances:							
	Budget Stabilization	6,736,781	-	-	-	-	-	6,736,781
	Catastrophic	6,736,781	-	-	-	-	-	6,736,781
	Pension/OPEB	300,000	-	-	-	-	-	300,000
	Measure G District Sales Tax	590,581	-	-	-	-	-	590,581
	Assigned Fund Balances:							
	Open Space	410,000	-	-	-	-	-	410,000
	Sustainability	140,553	-	-	-	-	-	140,553
	Capital/Special Projects	8,651,059	-	-	-	-	-	8,651,059
	Carryover Encumbrances	85,861	-	-	-	-	-	85,861
	Compensated Absences	1,555,478	-	-	-	-	-	1,555,478
	ERAF Risk Reserve	1,430,054	-	-	-	-	-	1,430,054
	Market Fluctuations	1,712,246	-	-	-	-	-	1,712,246
	Council Priorities - Economic Recovery	20,684	-	-	-	-	-	20,684
	Unassigned Fund Balances:							
111	Other Unassigned Fund Balance Reserve (Pre YE distribution)	-	(3,130,130)	3,301,794	(3,277,608)	-	-	(3,105,944)
	General Fund Total	31,062,075	(3,130,130)	3,301,794	(3,277,608)	-	-	27,956,131

* Interfund transfers and Council Priorities/Economic Recovery funding allocation to be performed as part of the fiscal year end closing entries.

Fund Schedule

Item 3.

Fund Number	Fund Description	Prior Year Carryforward 7/1/2024*	Increase/ (Decrease) July - Sept	October 2024				Estimated Fund Balance 10/31/2024*
				Current Revenue	Current Expenditure	Transfer In	Transfer Out	
SPECIAL REVENUE								
211/212	CDBG	166,653	-	-	-	-	-	166,653
222	Urban Runoff (NPDES)	754,134	(24,268)	13,641	(16,850)	-	-	726,657
231-236	Landscape & Lighting Districts	182,625	(1,839)	-	(3,337)	-	-	177,449
251	Los Gatos Theatre	171,035	116,144	9,922	(7,889)	-	-	289,212
711-716	Library Trusts	556,849	54,291	-	(4,075)	-	-	607,065
Special Revenue Total		1,831,296	144,328	23,563	(32,151)	-	-	1,967,036
CAPITAL PROJECTS								
411	GFAR - General Fund Appropriated Reserve	20,253,300	(35,109)	82,818	(65,329)	-	-	20,235,680
412	Community Center Development	866,281	-	-	-	-	-	866,281
421	Grant Funded Projects	(2,563,503)	(281,263)	1,180,024	(761,384)	-	-	(2,426,126)
461-463	Storm Basin Projects	3,531,248	13,850	-	-	-	-	3,545,098
471	Traffic Mitigation Projects	509,491	-	-	-	-	-	509,491
472	Utility Undergrounding Projects	3,584,251	3,579	-	-	-	-	3,587,830
481	Gas Tax Projects	1,928,167	252,053	166,364	-	-	-	2,346,584
Capital Projects Total		28,109,235	(46,890)	1,429,206	(826,713)	-	-	28,664,838
INTERNAL SERVICE FUNDS								
611	Town General Liability	177,876	(1,326,978)	-	-	-	-	(1,149,102)
612	Workers Compensation	586,246	(559,992)	-	(10,844)	-	-	15,410
621	Information Technology	2,523,347	(372,010)	6,088	(20,997)	-	-	2,136,428
631	Vehicle & Equipment Replacement	3,286,552	(182,744)	975	(9,584)	-	-	3,095,199
633	Facility Maintenance	960,526	(128,645)	24,836	(130,760)	-	-	725,957
Internal Service Funds Total		7,534,547	(2,570,369)	31,899	(172,185)	-	-	4,823,892
Trust/Agency								
942	RDA Successor Agency	(4,632,040)	(1,713,496)	-	(125)	-	-	(6,345,661)
Trust/Agency Fund Total		(4,632,040)	(1,713,496)	-	(125)	-	-	(6,345,661)
Total Town		63,905,113	(7,316,557)	4,786,462	(4,308,782)	-	-	57,066,236

* Interfund transfers and Council Priorities/Economic Recovery funding allocation to be performed as part of the fiscal year end closing entries.

Deposit Accounts of Interest:

- 111-23541 General Plan Update deposit account balance \$426,308.54
- 111-23521 BMP Housing deposit account balance \$3,923,342.78



TOWN OF LOS GATOS
FINANCE COMMISSION REPORT

MEETING DATE: 12/09/2024

ITEM NO: 4

Item 4.

DATE: December 3, 2024
TO: Finance Commission
FROM: Chris Constantin, Town Manager
SUBJECT: Receive the California Employer's Retiree Benefit Trust (CERBT) Strategy 1 Market Value Summary Report for the Period Ending September 30, 2024 and the Performance Report as of October 31, 2024.

RECOMMENDATION:

Receive California Employer's Retiree Benefit Trust (CERBT) Strategy 1 Market Value Summary Report for the Period Ending September 30, 2024 and the Performance Report as of October 31, 2024.

BACKGROUND:

In 2009, the Council approved participating in the CERBT Fund. The CERBT Fund is an IRS Section 115 trust fund dedicated to the prefunding of other post-employment benefits ("OPEB"). The CERBT Strategy 1 is the single investment vehicle for the Town's OPEB Plan ("OPEB Plan").

DISCUSSION:

The ending OPEB 115 Trust account balance as of September 30, 2024, was \$29,169,416.85 compared to \$26,976,206.35 as of June 30, 2024 (Attachment 1). As of July 31, 2024, the CERBT Strategy 1 fund had a net return of -2.96% for the month and 4.93% as of Fiscal Year to Date (Attachment 2).

The Town Pension and OPEB Trusts Oversight Committee will receive this information at its December 17, 2024 meeting.

PREPARED BY: Gitta Ungvari
Finance Director

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

PAGE 2 OF 2
SUBJECT: CERBT
DATE: December 3, 2024

Item 4.

Attachments:

1. OPEB 115 Trust Market Value Summary Report as of September 30, 2024
2. CERBT Strategy 1 Performance Report October 31, 2024

Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$26,976,205.35	\$26,976,205.35
Contribution	0.00	0.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	2,199,193.14	2,199,193.14
Administrative Expenses	(3,444.57)	(3,444.57)
Investment Expense	(2,537.07)	(2,537.07)
Other	0.00	0.00
Ending Balance	\$29,169,416.85	\$29,169,416.85
FY End Contrib per GASB 74 Para 22	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$29,169,416.85	\$29,169,416.85

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	1,188,552.988	1,188,552.988
Unit Purchases from Contributions	0.000	0.000
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	1,188,552.988	1,188,552.988
Period Beginning Unit Value	22.696679	22.696679
Period Ending Unit Value	24.541958	24.541958

Please note the Grand Total is your actual fund account balance at the end of the period, including all contributions per GASB 74 paragraph 22 and accrued disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 09/30/2024

Town of Los Gatos

Entity #: SKB0-4589482285



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
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CERBT Strategy 1



October 31, 2024

Objective

The CERBT Strategy 1 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CERBT Strategy 1 portfolio is invested in various asset classes. CalPERS periodically adjusts the composition of the portfolio in order to match the target allocations. Generally, equities are intended to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CERBT Strategy 2 and Strategy 3, this portfolio has a higher allocation to equities than bonds and other assets. Historically, equities have displayed greater price volatility and, therefore, this portfolio may experience greater fluctuation of value. Employers that seek higher investment returns, and are able to accept greater risk and tolerate more fluctuation in returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Assets Under Management

As of the specified reporting month-end:

CERBT Strategy 1	Annual Operating Ratio
\$19,559,366,216	0.085%

Composition

Asset Class Allocations and Benchmarks

The CERBT Strategy 1 portfolio consists of the following asset classes and corresponding benchmarks:

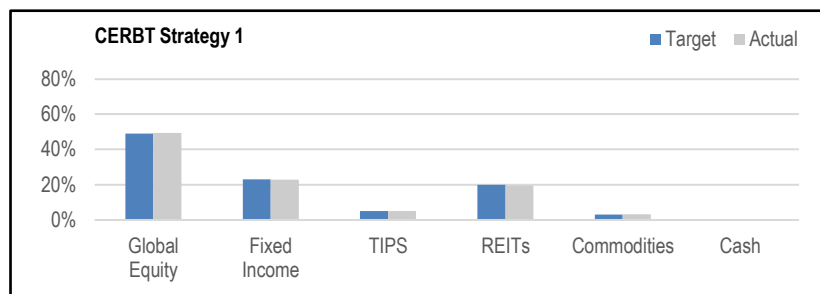
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	49%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	23%	± 5%	Bloomberg Long Liability Index
Treasury Inflation-Protected Securities ("TIPS")	5%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	20%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Commodities	3%	± 3%	S&P GSCI Total Return Index
Cash	-	+ 2%	ICE BofA US 3-Month Treasury Bill Index

Portfolio Benchmark

The CERBT Strategy 1 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation to a particular asset class based on market, economic, or other considerations.



CERBT Strategy 1 Performance as of October 31, 2024

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (June 1, 2007)
Gross Return ^{1,3}	-2.95%	2.06%	4.96%	25.49%	1.33%	6.59%	6.30%	5.49%
Net Return ^{2,3}	-2.96%	2.04%	4.93%	25.38%	1.25%	6.50%	6.21%	5.41%
Benchmark Returns	-2.99%	1.99%	4.88%	25.21%	1.11%	6.34%	5.98%	5.11%
Standard Deviation ⁴	-	-	-	-	14.34%	14.18%	11.41%	12.94%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of SSGA operating expenses.

² Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

⁴ Deviation is based on gross returns and is reported for periods greater than 3 years.

CERBT Strategy 1



October 31, 2024

General Information

Information Accessibility

The CERBT Strategy 1 portfolio consists of assets managed internally by CalPERS and/or by external advisors. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CERBT. For total market value, detailed asset allocation, investment policy and current performance information, please visit our website at: www.calpers.ca.gov.

Portfolio Manager Information

The CalPERS Board, through its Investment Committee, directs the CERBT investment strategy based on policies approved by the Board of Administration. State Street Global Advisors (SSGA) manages all underlying investments for CERBT, which include: Global Equity, Fixed Income, Real Estate Investment Trusts, Treasury Inflation-Protected Securities, and Commodities.¹

Custodian and Record Keeper

State Street Bank serves as custodian for the CERBT. Northeast Retirement Services serves as recordkeeper.

Expenses

CERBT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater the reduction of investment return. Currently, CERBT expenses are 0.085% which consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to SSGA to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

What Employers Own

Each employer invested in CERBT Strategy 1 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

Principal Risks of the Portfolio

The CalPERS CERBT Fund provides California government employers with a trust through which they may prefund retiree medical costs and other post-employment benefits (OPEB). CERBT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations. Further, CalPERS will not make up the difference between an employer's CERBT assets and the actual cost of OPEB provided to an employer's plan members.

An investment in the portfolio is not a bank deposit, nor is it insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC), CalPERS, the State of California or any other government agency.

There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CERBT Principal Investment Risks" located at www.calpers.ca.gov.

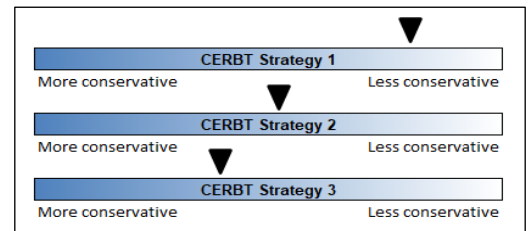
Fund Performance

Performance data shown on page 1 represents past performance and is no guarantee of future results. The investment return and principal value of an investment will fluctuate so that an employer's units, when redeemed, may be worth more or less than their original cost. Current performance may be higher or lower than historical performance data shown. For current performance information, please visit www.calpers.ca.gov and follow the links to California Employers' Retiree Benefit Trust.

CERBT Strategy Risk Levels

CalPERS offers employers the choice of one of three investment strategies. Projected risk levels among strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations ¹	Strategy 1	Strategy 2	Strategy 3
Global Equity	49%	34%	23%
Fixed Income	23%	41%	51%
Treasury Inflation-Protected Securities	5%	5%	9%
Real Estate Investment Trusts	20%	17%	14%
Commodities	3%	3%	3%



¹ Since June 2018, SSGA has passively managed all CERBT asset classes. Previously, Fixed Income, TIPS and Commodity asset classes were managed internally by CalPERS.



TOWN OF LOS GATOS
FINANCE COMMISSION REPORT

MEETING DATE: 12/09/2024

ITEM NO: 5

Item 5.

DATE: December 3, 2024
TO: Finance Commission
FROM: Chris Constantin, Town Manager
SUBJECT: Receive the California Employer's Pension Prefunding Trust (CEPPT) Strategy Market Value Summary Report for the Period Ending September 30, 2024 and Performance as of October 31, 2024

RECOMMENDATION:

Receive the California Employer's Pension Prefunding Trust (CEPPT) Strategy 2 Market Value Summary Report for the period ending September 30, 2024 and performance as of October 31, 2024.

BACKGROUND:

On November 5, 2019, the Town Council authorized the Town Manager to enter into an agreement with CalPERS for participation in the California Employers' Pension Prefunding Trust (CEPPT) program.

The CEPPT Fund is a Section 115 trust fund dedicated to prefunding employer contributions to defined benefit pension systems for eligible California public agencies. On March 3, 2020, the Town Pension and OPEB Trusts Oversight Committee adopted CEPPT Strategy 2 as the asset allocation for the Town's Section 115 Trust pension assets.

DISCUSSION:

Effective Fiscal Year (FY) 2015/16, Council determined that if sufficient General Fund year-end savings are available and targeted reserve levels for the Catastrophic Reserve and Budget Stabilization Reserve have been met, upon the final close of the fiscal year, a minimum of \$300,000 annually shall be deposited into the Pension/OPEB Reserve Fund. In 2018, the Council updated the General Fund Reserve Policy to provide for additional discretionary payments

PREPARED BY: Gitta Ungvari
Finance Director

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

PAGE 2 OF 2

SUBJECT: CEPPT Update

DATE: December 2, 2024

Strategy 2(ADPs) of \$390,000 per year to address the unfunded pension liability. Under the updated Policy, a 20-year amortization equivalence will be achieved.

The ending CEPPT 115 Trust account balance as of September 30, 2024, was \$2,328,305.36 (Attachment 1). As of October 31, 2024, the CEPPT Strategy 2 fund had a net return of -2.61% for the month and 3.61% for the Fiscal Year to Date (FYTD) (Attachment 2). Staff anticipates transferring an additional \$690,000 to the CEPPT Trust during FY 2024/25. Per the March 2024 Pension/OPEB Oversight Committee action, the Town leaves the funds in the CEPPT Trust and continuously monitors and evaluates if an additional discretionary payment should be made directly to CalPERS.

The Town Pension and OPEB Trusts Oversight Committee will receive this report at its December 17, 2024 regular meeting.

Attachments:

1. CEPPT Market Value Summary Report as of September 30, 2024
2. CEPPT Strategy 2 Performance as of October 31, 2024

Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$2,188,658.95	\$2,188,658.95
Contribution	0.00	0.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	140,957.62	140,957.62
Administrative Expenses	(864.85)	(864.85)
Investment Expense	(446.36)	(446.36)
Other	0.00	0.00
Ending Balance	\$2,328,305.36	\$2,328,305.36
FY End Contribution Accrual	0.00	0.00
FY End Disbursement Accrual	0.00	0.00
Grand Total	\$2,328,305.36	\$2,328,305.36

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	204,653.336	204,653.336
Unit Purchases from Contributions	0.000	0.000
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	204,653.336	204,653.336
Period Beginning Unit Value	10.694469	10.694469
Period Ending Unit Value	11.376825	11.376825

Please note the Grand Total is your actual fund account balance at the end of the period, including accrued contribution and disbursements. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CEPPT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 09/30/2024

Town of Los Gatos

Entity #: SKHE-4589482285-501P



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
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CEPPT Strategy 2



October 31, 2024

Objective

The CEPPT Strategy 2 portfolio seeks to provide capital appreciation and income consistent with its strategic asset allocation. There is no guarantee that the portfolio will achieve its investment objective.

Strategy

The CEPPT Strategy 2 portfolio is invested in various asset classes that are passively managed to an index. CalPERS periodically adjusts the composition of the portfolio in order to help build the value of the employer's portfolio over the long term while bonds are intended to help provide income and stability of principal. Also, strategies invested in a higher percentage of equities seek higher investment returns (but assume more risk) compared with strategies invested in a higher percentage of bonds.

Compared with CEPPT Strategy 1, this portfolio has a lower allocation to equities and a higher allocation to bonds. Historically, funds with a lower percentage of equities have displayed less price volatility and, therefore, this portfolio may experience comparatively less fluctuation of value. Employers that seek greater stability of value, in exchange for possible lower investment returns, may wish to consider this portfolio.

CalPERS Board may change the list of approved asset classes in composition as well as targeted allocation percentages and ranges at any time.

Composition

Asset Class Allocations and Benchmarks

The CEPPT Strategy 2 portfolio consists of the following asset classes and corresponding benchmarks:

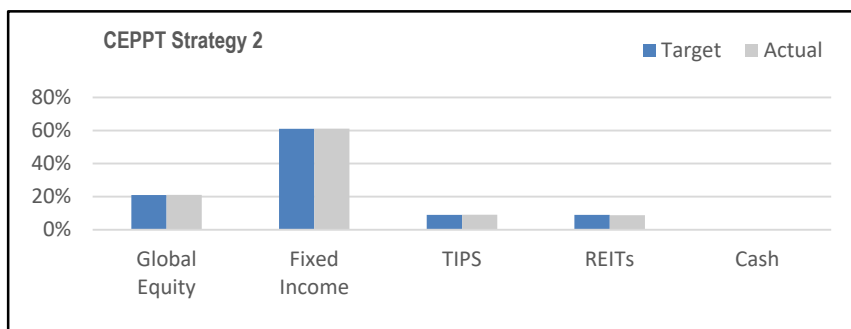
Asset Class	Target Allocation	Target Range	Benchmark
Global Equity	21%	± 5%	MSCI All Country World Index IMI (Net)
Fixed Income	61%	± 5%	Bloomberg US Aggregate Bond Index
Treasury Inflation-Protected Securities ("TIPS")	9%	± 3%	Bloomberg US TIPS Index, Series L
Real Estate Investment Trusts ("REITs")	9%	± 5%	FTSE EPRA/NAREIT Developed Index (Net)
Cash	-	+ 2%	ICE BofA US 3-Month Treasury Bill Index

Portfolio Benchmark

The CEPPT Strategy 2 benchmark is a composite of underlying asset class market indices, each assigned the target weight for the asset class it represents.

Target vs. Actual Asset Class Allocations

The following chart shows policy target allocations compared with actual asset allocations as of the specified reporting month-end. CalPERS may temporarily deviate from the target allocation for a particular asset class based on market, economic, or other considerations.



Assets Under Management

As of the specified reporting month-end:

CEPPT Strategy 2	Annual Expense Ratio
\$63,635,785	0.25%

CEPPT Strategy 2 Performance as of October 31, 2024

	1 Month	3 Months	Fiscal YTD	1 Year	3 Years*	5 Years*	10 Years*	Since Inception* (January 1, 2020)
Gross Return ^{1,3}	-2.59%	1.09%	3.69%	16.41%	-0.23%	-	-	2.26%
Net Return ^{2,3}	-2.61%	1.03%	3.61%	16.15%	-0.46%	-	-	2.02%
Benchmark Return	-2.62%	1.05%	3.64%	16.34%	-0.31%	-	-	2.15%
Standard Deviation ⁴	-	-	-	-	9.64%	-	-	8.37%

* Returns for periods greater than one year are annualized.

¹ Gross returns are net of SSGA operating expenses.

² Net returns are net of SSGA operating expenses, investment management, administrative and recordkeeping fees.

³ Expenses are described in more detail on page 2 of this document.

⁴ Standard deviation is based on gross returns and is reported for periods greater than 3 years.

CEPPT Strategy 2



October 31, 2024

General Information

Information Accessibility

The CEPPT Strategy 2 portfolio consists of assets managed internally by CalPERS and/or by external managers. Since it is not a mutual fund, a prospectus is not available and daily holdings are not published. CalPERS provides a quarterly statement of the employer's account and other information about the CEPPT. For total market value, detailed asset allocation, investment policy and performance information, please visit our website at www.calpers.ca.gov.

Portfolio Manager Information

The CalPERS Board, through its Investment Committee, directs the CEPPT investment strategy based on policies approved by the Board of Administration. State Street Global Advisors (SSGA) manages all underlying investments for CEPPT, which include: Global Equity, Fixed Income, Real Estate Investment Trusts, and Treasury Inflation-Protected Securities.

Custodian and Record Keeper

State Street Bank serves as custodian for the CEPPT. Northeast Retirement Services serves as recordkeeper.

Expenses

CEPPT is a self-funded trust in which participating employers pay for all administrative and investment expenses. Expenses reduce the gross investment return by the fee amount. The larger the expenses, the greater reduction of investment return. Currently, CEPPT expense ratios are 0.25%. This equates to \$2.50 per \$1,000 invested. The expenses consist of administrative expenses borne by CalPERS to administer and oversee the Trust assets, investment management and administrative fees paid to SSGA to manage all asset classes, and recordkeeping fees paid to Northeast Retirement Services to administer individual employer accounts. The expenses described herein are reflected in the net asset value per unit. The expense ratio is subject to change at any time and without prior notification due to factors such as changes to average fund assets or market conditions. CalPERS reviews the operating expenses annually and changes may be made as appropriate. Even if the portfolio loses money during a period, the expenses will still be charged.

What Employers Own

Each employer invested in CEPPT Strategy 2 owns units of this portfolio, which invests in pooled asset classes managed by CalPERS and/or external advisors. Employers do not have direct ownership of the securities in the portfolio.

Price

The value of the portfolio changes daily based upon the market value of the underlying securities. Just as prices of individual securities fluctuate, the portfolio's value also changes with market conditions.

Principal Risks of the Portfolio

The CEPPT fund is a trust fund dedicated to prefunding employer contributions to defined benefit pension plans for eligible state and local agencies. CEPPT is not, however, a defined benefit plan. There is no guarantee that the portfolio will achieve its investment objectives or provide sufficient funding to meet employer obligations.

An investment in the portfolio is not a bank deposit, nor is it insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC), CalPERS, the State of California or any other government agency.

There are risks associated with investing, including possible loss of principal. The portfolio's risk depends in part on the portfolio's asset class allocations and the selection, weighting and risks of the underlying investments. For more information about investment risks, please see the document entitled "CEPPT Principal Investment Risks" located at www.calpers.ca.gov.

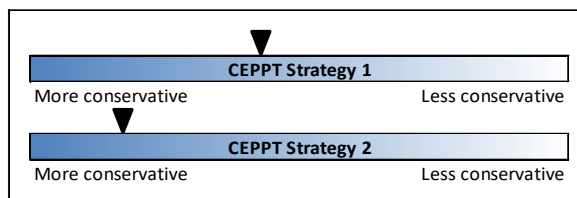
Fund Performance

Performance data shown on page 1 represents past performance and is no guarantee of future results. The investment return and principal value of an investment will fluctuate so that an employer's units, when redeemed, may be worth more or less than their original cost. Current performance may be higher or lower than historical performance data shown. For current performance information, please visit www.calpers.ca.gov and follow the links to California Employers' Pension Prefunding Trust.

CEPPT Strategy Risk Levels

CalPERS offers employers the choice of one of two investment strategies. Projected risk levels among risk strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations	Strategy 1	Strategy 2
Global Equity	37%	21%
Fixed Income	44%	61%
Treasury-Inflation Protected Securities	5%	9%
Real Estate Investment Trusts	14%	9%





TOWN OF LOS GATOS
FINANCE COMMISSION REPORT

MEETING DATE: 12/09/2024

ITEM NO: 6

Item 6.

DATE: December 5, 2024
TO: Finance Commission
FROM: Chris Constantin, Town Manager
SUBJECT: Consider and Discuss the Draft Annual Comprehensive Financial Report (ACFR) for the Fiscal Year (FY) 2023/24, and Make Recommendations to the Town Council

RECOMMENDATION:

Consider and discuss the Draft Annual Comprehensive Financial Report (ACFR) for Fiscal Year (FY) 2023/24, and recommendations to the Town Council.

BACKGROUND:

With the passage of Measure A, the Finance Commission has been tasked with several mandated duties as described in the provisions of the adopted Ordinance. Section 2.50.225. – Duties states that:

(a) The Finance Commission shall:

(3) Review the Town Manager's draft Annual Comprehensive Financial Report (ACFR) for the preceding fiscal year and provide written comments and recommendations to the Town Manager.

(A) The Town Manager shall respond in writing to the Finance Commission providing his or her rationale for accepting or rejecting each of the Finance Commission's comments and recommendations prior to presenting the ACFR to the Town Council for formal consideration.

(B) The Town Manager may not present the ACFR to the Town Council for formal consideration unless or until he or she considers and responds in writing to all of the Finance Commission's comments and recommendations.

PREPARED BY: Gitta Ungvari
Finance Director

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

PAGE 2 OF 2

SUBJECT: Review Draft FY 2023/24 ACFR

DATE: December 5, 2024

DISCUSSION:

On November 25, 2024, the Draft FY 2023/24 Annual Comprehensive Financial Report (ACFR) was posted to the Town's website, and a link was provided to the Finance Commission.

Finance Commissioners were given the opportunity to submit written questions to staff. Questions and comments received from Commissioners by 11:00 a.m. on December 2nd were compiled into Desk Items for the December 2nd Special Finance Commission meeting.

At the Special Finance Commission meeting on December 2, 2024, the Town's independent auditor and staff addressed the Commissioners' questions and comments. Consequently, the Finance Commission began formulating its comments and recommendations to the Town Council.

The redlined draft ACFR (Attachment 1) includes corrections of typographical errors, clarifying language, additional details in schedules, summaries, graphs, and the consolidation of some graphs, reflecting Commissioners' comments and recommendations. The redlined ACFR strikes a balance between providing additional information and maintaining brevity. Staff will update the Table of Contents once the document is finalized.

The Town Manager's responses to Commissioners' questions and comments are included in Attachment 2.

While Commissioners requested information related to forecasts and the annual budget, these topics are not addressed in the ACFR. Detailed information regarding Town finances, pensions, other post-employment benefits, financial policies, and forecasts is available in the Town's Adopted Budget and other Town reports.

CONCLUSION AND NEXT STEPS:

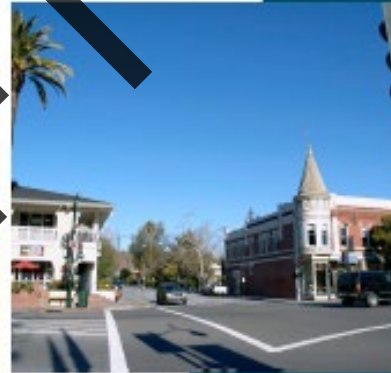
At the conclusion of the regular Finance Commission meeting on December 9th, the Finance Commission is expected to provide the Town Manager with its final comments and recommendations to be transmitted to the Town Council for its December 17, 2024 meeting.

Attachments:

1. Redlined Draft FY 2023/24 Annual Comprehensive Financial Report
2. Town Manager's Responses to Commissioners' Questions and Comments



TOWN OF LOS GATOS CALIFORNIA



DRAFT



ANNUAL COMPREHENSIVE FINANCIAL REPORT

FISCAL YEAR ENDED
JUNE 30, 2024

COVERPHOTOS: NANCY BARRERRA, JEFF JANOFF, JULIAN, KARLAK, AND HUNTER

**TOWN OF LOS GATOS
CALIFORNIA**

ANNUAL COMPREHENSIVE
FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED
JUNE 30, 2024

PREPARED BY THE
OFFICE OF THE TOWN MANAGER

TOWN HISTORY

Los Gatos is located at the base of the Santa Cruz Mountains at the southwest edge of Santa Clara County and approximately 50 miles south of San Francisco. The natural landscape includes picturesque hillsides, creeks, and valley flatlands. Los Gatos is in an area once occupied by Indigenous People, who lived sustainably in the area rich with fertile soils, abundant wildlife, and other natural resources.

The name Los Gatos comes from “El Rancho de Los Gatos,” a ranch established in 1839 by a Mexican land grant and so named because of the large number of mountain lions in the area. In 1854, James Alexander Forbes purchased some of this land and built a flour mill. In 1860, the first hotel was opened to provide a stage stop on the toll road which had been built between San Jose and Santa Cruz.

Wheat production gave way to orchards, and rapid growth ensued when the railroad reached Los Gatos in 1878. The residential subdivisions of Broadway, Bayview, Fairview, and Almond Grove were built in the 1880’s. By 1887, the population had grown to 1,500 and the Los Gatos community voted to incorporate.

Fruit industries faded slowly during the Depression and World War II, but the postwar period brought an influx of people, producing residential and commercial development. Highway 17 was constructed through the center of town, opening in 1940. Growth levelled off in the early 1970’s, leaving Los Gatos with its small-town atmosphere and pedestrian-oriented downtown.

Because of its distance from other centers of population, Los Gatos developed as a complete community including residential, business, and industrial elements. Preserving Los Gatos as a complete and well-balanced community has been and remains a prominent goal of residents. From the first 100-acre town site in 1890 with a population of 1,652, Los Gatos grew slowly so that by 1963 the area was 6.3 square miles, with a population of 11,750. Today Los Gatos covers nearly 15 square miles and has a population of about 33,230. This growth over the first 80 years resulted in a human scale community with narrow streets and small buildings.

As it exists now, Los Gatos’ boundaries encompass a wide variety of terrain, ranging from level land to steep and densely wooded hillsides. The sharp visual contrasts among these features and charming architecture create the picturesque setting of the Town. In the midst of the growth of Silicon Valley, Los Gatos attracts people with a preference for the Town’s distinctive, high quality natural and urban environment.

TOWN VISION STATEMENT

The Town of Los Gatos's Vision Statement articulates the future Los Gatos and reflects the high ideals identified by the community:

Residents are united in their desire to maintain a high quality of life and preserve the character of the Town. The overall community consensus is that Los Gatos be a full-service community that is also environmentally sensitive; that Los Gatos maintains a balanced, well-designed mix of residential, commercial, service and open space uses, fostering a pedestrian-oriented community with a small town, village-like character; that Los Gatos supports an active business community that provides a wide variety of goods and services and a broad range of employment opportunities, eliminating the need to travel to other communities; and that Los Gatos provides a well-run, efficient municipal government that is fiscally healthy, with high levels of public safety, recreational, art and cultural amenities and is connected to high quality education.

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

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INTRODUCTORY SECTION

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TOWN OF LOS GATOS

OFFICE OF THE TOWN MANAGER

Phone: (408) 354-6832

FAX: (408) 399-5786

November 23, 2024

Honorable Mayor and Town Council and Residents of Los Gatos,

I am pleased to submit the Town's Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2024. In coordination with the Town Manager's Office, this report was prepared by the Finance Department, which assumes responsibility for the accuracy of the data, the completeness and fairness of the presentation, and all disclosures. The information in this report presents the reader with a comprehensive view of the Town's financial position and the results of its operations for the fiscal year ending June 30, 2024, along with additional disclosures and financial information designed to enable the reader to gain an understanding of the Town's financial activities.

This report was prepared as prescribed in Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* (GASB 34). This GASB Statement requires management to provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The MD&A can be found immediately following the Independent Auditor's Report.

This Annual Comprehensive Financial Report is organized into three sections:

- I. The Introductory Section includes the table of contents, letter of transmittal, listing of elected officials, Town administrative personnel, and an organization chart delineating organizational structure.
- II. The Financial Section includes the Independent Auditor's opinion, the MD&A, the basic financial statements, notes to the financial statements, combining statements of non-major funds, and required supplemental information.
- III. The Statistical Section includes both financial and non-financial data about the Town.

The Annual Comprehensive Financial Report is prepared in accordance with Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting

Standards Board (GASB) and includes the audit report of Chavan & Associates, the Town’s independent certified public accountants.

This Annual Comprehensive Financial Report was developed in accordance with best practices of the Government Finance Officers Association and will be submitted for consideration of its Achievement of Excellence Award in financial reporting certification. This award is granted only to entities whose reports meet the highest standards of municipal financial reporting.

AWARDS

The Town’s Annual Comprehensive Financial Report for the fiscal year ended June 30, 2023, was awarded a Certificate of Achievement for Excellence in Financial Reporting by the national Government Finance Officers Association. This is the 29th consecutive year that the Town has received the award. This prestigious award recognizes the report’s conformance with strict accounting and reporting standards established by the Government Accounting Standards Board and government finance organizations. This award is annual in nature and valid for one year only. This year’s report will be submitted for award consideration by this organization, as we believe it continues to meet these standards.

THE REPORTING ENTITY AND ITS SERVICES

Los Gatos is a general law Town, incorporated under the legal framework of California in 1887. The Town is located in the foothills and level terrain of southwestern Santa Clara Valley, referred to internationally as “Silicon Valley.” From the first 100-acre Town site and an 1890 population of 1,652, Los Gatos grew slowly so that by 1963, the area was 6.3 square miles with a population of 11,750. Today, Los Gatos covers approximately 15 square miles with a population of 33,230 (California Department of Finance, January 2024). The growth over the last 80 years resulted in a community with vibrant business districts, well-maintained neighborhoods, and lovely parks and open spaces. Preserving the unique charm of Los Gatos as a complete and well-balanced community while meeting its economic and housing needs, has been, and remains a key goal for the Town.

The Town maintains a Council-Manager form of government which combines the strong political leadership of elected officials with the strong managerial experience of an appointed Town Manager. Five Council members are elected at large for staggered four-year terms to govern the Town. The Mayor and Vice Mayor are appointed by the Council from its own ranks and serve one-year terms. The Town Manager and Town Attorney are appointed and supervised directly by the Council. The Town Manager oversees all municipal services such as Public Safety, Parks and Public Works, Community Development, Library, and Town Administration including Human Resources, Information Technology, and Finance.

ECONOMIC CONDITIONS AND OUTLOOK

This past year, the Town continued to see increases to economically sensitive revenues, however sales tax collections are decreasing. The Town General Fund closed FY 2023/24 with \$4 million revenue over expenditure. The excess revenue includes \$1.7 million unrealized gain in the Town investment portfolio. The General Fund Balance increased \$1.5 million.

General Fund revenues (not including transfers in other financing sources) increased 5.8% from the prior year. Property tax revenues remain the largest and most consistent source of support for General Fund operations, comprising approximately 45.3% of General Fund revenues in FY 2023/24. For FY 2023/24, property tax receipts of \$24.2 million were \$1.5 million higher than the prior year’s collection, reflecting the continued desirability of the Town, its environment, culture, and educational opportunities

The Town also relies heavily on sales tax revenues to support General Fund operations, comprising approximately 15.1% of General Fund revenues in FY 2023/24. For FY 2023/24, sales tax receipts of \$8.1 million were \$0.7 million lower than the prior year’s collection. Increased interest rates impacted business to business activities, while increased mortgage rates leaved customers with less disposable income. In addition, gas service stations have decreased activity due to the popularity of electric vehicles.

As with most municipalities, services are provided directly by employees to the Town’s residents, businesses, and visitors. As a service delivery enterprise, the cost of salaries and benefits are a significant portion of the Town’s expenditures. Salaries are largely dictated by regional market forces as evidenced by fierce competition for talent in the San Francisco Bay Area, and inflationary pressures nationwide. During the Summer 2024, the Town successfully completed negotiations with all bargaining units. While important for the consistent delivery of high quality services for the Town, these actions impact the balance between revenues and expenditures.

The Town also continues to adjust and prepare for pension employer costs to continue to be a primary expense in conjunction with salaries. The Town’s pension plans over the past several decades, like all other CalPERS participants, have experienced changes in actuarial assumptions, demographic changes, and volatile investment returns which have outweighed any positive plan experiences. The outcome of these unfavorable economic and demographic conditions is the creation of unfunded pension and Other Post-Employment Benefits (OPEB) obligations for the Town. According to the 2023 CalPERS actuarial valuations, the unfunded actuarial liability for pensions was \$63.0 million and \$9.0 million for OPEB as determined by an actuarial valuation as of June 30, 2022.

To address the escalation in pension costs, current and previous Councils have allocated additional discretionary pension funding totaling \$10.4 million. These additional discretionary payments will ultimately yield an approximate \$12.7 million in pension contribution savings. In addition to the management of the Town’s pension obligations, prior Councils have worked to curb cost escalation in Other-Post Employment Benefits (OPEB). In 2009, the Town initiated prefunding of retiree healthcare benefits and has since established approximately \$24.3 million in OPEB assets from zero in 2009.

It should be noted that the net pension obligation varies annually depending upon the plan's actual investment earnings compared to the assumed rate of return during the plan's measurement periods. The Net Pension Obligation (NPO) reported in the Town's ACFRs has experienced a high degree of variability in recent years, with Net Pension Obligation reported in the June 30, 2017 ACFR in the amount of \$33.4 million rising to \$58.02 million in fiscal year 2020/21, and decreasing to \$27.48 million in FY 2021/22. The NPO reported in this year's financial statements (ACFR 2023/24) has increased 5.3% from \$59.9 million to the current NPO of \$63.0 million. Due to CalPERS preliminary returns of 9.3%, staff expects the NPO to decrease in the next fiscal year reporting period.

Readers are cautioned that in considering the amount of the pension and OPEB liabilities and other actuarial data as reported by CalPERS and the Town's actuary, this is "forward looking" information. Such "forward looking" information reflects the judgment of the Board of Administration of CalPERS, its actuaries, and the Town's actuary as to the amount of assets which the pension and OPEB plans will be required to accumulate to fund future benefits. These judgments are based upon a variety of assumptions, one or more of which may prove to be inaccurate or that may change with the future experience of the pension and OPEB plans. The actuarial methods and assumptions could be changed by CalPERS and the Town's actuary at any time based on their professional judgement. Such changes could cause the Town's obligations to the pension and OPEB plans to be higher or lower in any particular year. This sensitivity to changes in actuarial assumptions is especially evident in changes to the Discount Rate as illustrated in Note 11 and changes to Healthcare Trend and Discount rates as illustrated in Note 12.

For detailed information about the Town employees' retirement plan please refer to Note 11 of the Notes to Basic Financial Statements Section. For detailed information about the Town OPEB obligations please refer to Note 12 of the Notes to Basic Financial Statements Section. In addition, the Town provides extensive information on pension and OPEB information on the Town's website.

Despite revenue constraints and increasing costs associated with unfunded federal and state mandates, the Town has managed to maintain high service levels and balanced budget through prudent fiscal management. The Town continues its outreach to the community, the League of California Cities, and local legislators to prevent and limit any future revenue losses and mandated cost increases.

MAJOR CAPITAL PROJECT INITIATIVES

Major capital asset and infrastructure initiatives were once again the priority for the fiscal year. Approximately \$12 million in Town infrastructure and other capital asset improvements and contributions were invested in FY 2023/24, including \$3.8 million in Town-wide street projects to improve the pavement condition, \$0.8 million adding subscription right of use of assets, and \$0.1 million for curb and gutter improvements. In addition, \$7.1 million was invested in construction in progress including, roads, bridges, storm drains, park, pathways, and building improvements.

Additional infrastructure improvements are scheduled in accordance with the Town's approved Capital Improvement Plan, and will continue into future years. All of these improvements are

funded either through grants, or via revenues accumulated from prior year budget savings and/or excess revenues per Town Council Policy.

ACCOUNTING SYSTEM AND BUDGETARY CONTROL

The effectiveness of internal controls is a primary consideration in the development and evaluation of the Town's accounting system. Internal accounting controls are designed to provide reasonable but not absolute assurance regarding:

- 1) safeguarding of assets against loss from unauthorized loss or disposition,
- 2) accuracy and reliability of accounting data, and
- 3) adherence to managerial policy.

The concept of reasonable assurance recognizes that the cost of internal controls should not outweigh the benefits, and that management must make estimates and judgments in evaluating these costs and benefits.

All governmental fund types use the modified accrual basis of accounting. This means that revenues are recorded when measurable and available rather than when received. Measurable means the amount can be determined and available means the cash is received within sixty days after the end of the fiscal year. Expenditures are recorded when the liability is incurred, rather than when paid. An exception to this rule is principal and interest on general long-term debt, which is not recognized by debt service funds until it is due.

Proprietary (internal service) funds are accounted for using the accrual basis of accounting, similar to that used by corporations. Proprietary fund revenues are recognized when they are earned rather than when the cash is received. Proprietary fund expenses are recognized when they are incurred, even if the cash is not available. With the implementation of GASB 34, the Town prepares its Basic Financial Statements on the accrual basis. Internal accounting procedures have been developed to provide reasonable assurance regarding the safeguarding of assets and the reliability of financial records for preparing financial statements and maintaining asset accountability.

An annual operating budget, five-year budget forecast, and five-year capital improvement plan is adopted by the Town Council. All budget adjustments and transfers between funds must be approved by the Town Council during the fiscal year. The Town Manager is authorized to transfer unencumbered appropriations within a budget category, within a fund. Appropriations are valid for each fiscal year and lapse at year-end.

INDEPENDENT AUDIT

State law requires an annual audit of the Town's accounts by independent certified public accountants. The accounting firm of Chavan & Associates LLP performs this function for the Town of Los Gatos, and their report is included in the financial section of the ACFR.

ACKNOWLEDGEMENTS

The preparation of this Annual Comprehensive Financial Report, as presented herein, is the result of the combined efforts and dedicated services of the excellent staff of the Department of Finance. Special thanks to Eric Lemon, Finance and Accounting Manager; Eagled’Or Am, Accountant, Ed Karas, Accountant; Diane Howard, Finance Analyst; and Wayne Chen, Administrative Technician for their efforts in preparing this report. The Town’s Finance Commission is also recognized for its contributions to strengthening the ACFR through its review, discussion, and comments.

Respectfully submitted,

Chris Constantin

Chris Constantin
Town Manager

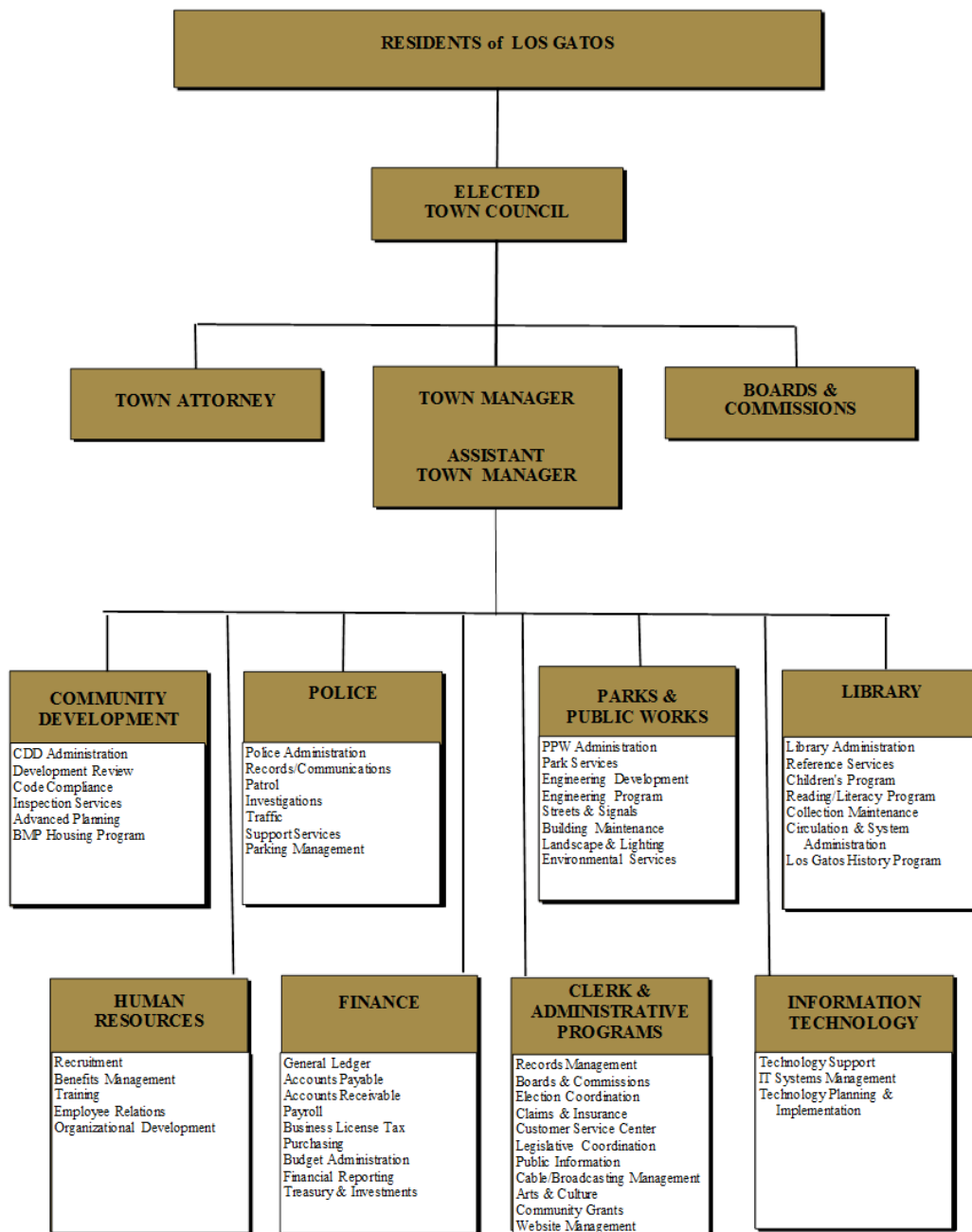
Gitta Ungvari

Gitta Ungvari
Director of Finance



Town of Los Gatos

Organizational Structure



**TOWN OF LOS GATOS
PRINCIPAL OFFICERS
JUNE 30, 2024**

TOWN COUNCIL

Mayor	Mary Badame
Vice Mayor	Matthew Hudes
Council Member	Maria Ristow
Council Member	Rob Moore
Council Member	Rob Rennie

COUNCIL APPOINTEES

Town Manager ¹	Laurel Prevetti
Town Attorney	Gabrielle Whelan

APPOINTED OFFICIALS

Assistant Town Manager	Katy Nomura
Chief of Police	Jamie Field
Community Development Director	Joel Paulson
Parks and Public Works Director	Nicolle Burnham
Library Director	Ryan Baker
Finance Director	Gitta Ungvari
Human Resources Director	Salina Flores Cheryl Parkman

¹ Effective November 4, 2024 Chris Constantin



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Town of Los Gatos
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2023

Christopher P. Morill

Executive Director/CEO

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the
Town Council of the Town of Los Gatos
Los Gatos, California

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, General Fund budgetary statement, and the aggregate remaining fund information of the Town of Los Gatos (the "Town"), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise Town'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, each major fund, General Fund budgetary statement, and the aggregate remaining fund information of the Town of Los Gatos, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof 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 (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town 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

Town 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 the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our 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 GAAS will always detect a material misstatement



when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAGAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town'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 required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Chavan and Associates, LLP
Certified Public Accountants

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining and individual fund financial statements, schedules, and other information listed in the supplementary information section of the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 GAAS. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

The Town's management is responsible for the other information included in the annual comprehensive financial report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 11, 2024 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

C & A LLP

Chavan & Associates, LLP
Certified Public Accountants
November 11, 2024
Morgan Hill, California

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Management's Discussion and Analysis

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Town of Los Gatos's Annual Comprehensive Financial Report (ACFR) presents Management's Discussion and Analysis (MD&A) of the Town's financial performance during the fiscal year that ended on June 30, 2024. This analysis should be read in conjunction with the Transmittal Letter at the front of this report and the accompanying Basic Financial Statements.

FINANCIAL HIGHLIGHTS

- Town assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources at the close of Fiscal Year (FY) 2023/24 by \$159.4 million (net position). The unrestricted net position, which represents the amounts available to meet the Town ongoing obligations to citizens and creditors, is \$9.1 million.
- The Town's total net position increased by \$5.9 million in FY 2023/24. ~~Even though the change in net position is positive, it was a 61.1% reduction from the prior year change in net position of \$15.1 million.~~ The change is a result of flatter revenues and an increase in total expenses of \$9.3 million.
- At the close of the current fiscal year, the Town's governmental funds reported combined fund balances of \$61.0 million, a decrease of \$0.2 million in comparison with the prior year.
- During FY 2023/24, the General Fund had an excess of revenues over expenditures of \$4.0 million, excluding transfers. Transfers out exceeded transfers in by \$3.2 million. The principal purpose of the Town's interfund transfers was contributions toward capital projects (\$3.1 million) and general liability (\$.43 million). ~~The detail of the interfund transfers is illustrated in Note #5.~~
- At the end of the current fiscal year, unrestricted fund balance (the total of the committed, and assigned components of the fund balance) for the general fund was \$28.4 million, or approximately 57% of the total general fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial section of the ACFR contains the following information: Independent Auditor's Report, Management's Discussion and Analysis (this section), the Basic Financial Statements, and the Required Supplementary Information. The ACFR also includes a Supplementary Information section, which presents combining and budgetary schedules for individual nonmajor funds. The Basic Financial Statements are comprised of three components: 1) Government-Wide Financial Statements, 2) Fund Financial Statements, and 3) Notes to the Financial Statements. The Management's Discussion and Analysis is intended to be an introduction to the Basic Financial Statements.

Government-Wide Financial Statements

The Government-Wide Financial Statements present the financial picture of the Town from an economic resources measurement focus using the accrual basis of accounting. An economic resources measurement focus is when a body of financial statements report all inflows, outflows, and balances affecting or reflecting an entity's net position.

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

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this Statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the Government-Wide Financial Statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activity*). The governmental activities of the Town include public safety, parks and public works, community development, library, community services, debt service, and general government. Governmental activities typically include financial data for all governmental funds. Internal service funds are typically incorporated into governmental activities as well. Business-type activities typically include financial data for all enterprise funds. The Town has no enterprise funds and therefore reports no business-type activities.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The funds of the Town are segregated into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds – The Town's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using the modified accrual basis of accounting, which measures cash and other financial assets that can readily be converted to cash. The Governmental Fund Statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Governmental fund information helps

determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's operations. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Proprietary funds – The Town maintains one type of proprietary fund: Internal Service Funds. Proprietary funds are reported using the accrual basis of accounting. Internal Service Funds are an accounting tool used to accumulate and allocate costs internally among the Town's various functions. The Town uses Internal Service Funds to account for its fleet of vehicles, computer equipment, risk management activities, and other items. Internal Service Funds help smooth the variability of certain expenses and insulate the Town from large unanticipated costs. The Internal Service Funds are included within governmental activities in the Government-Wide Financial Statements.

Fiduciary funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the Town. Fiduciary funds are not reflected in the Government-Wide Financial Statements because the resources of those funds are not available to support the Town's own programs.

Included in fiduciary funds is the Redevelopment Successor Agency private-purpose Trust Fund created upon the dissolution of the former Redevelopment Agency (RDA) in 2012. The Trust Fund was created to hold the assets of the former Redevelopment Agency until they are transferred for governmental purposes to other entities or distributed to the underlying taxing jurisdictions in Santa Clara County after the payment of enforceable obligations. Additional information on the dissolution of the RDA and this fiduciary fund can be found in Note 15 in the notes to basic financial statements.

Notes to Basic Financial Statements

The notes provide additional information to facilitate a full understanding of the data provided in the Government-Wide and Fund Financial Statements.

Required Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Town's progress in funding its obligation to provide Pension and Other Post Employment benefits to its employees.

ANALYSIS OF GOVERNMENT-WIDE FINANCIAL STATEMENTS

The Government-Wide Financial Statements provide long-term and short-term information about the Town's overall financial condition. This analysis addresses the financial statements of

the Town as a whole, utilizing data from throughout the ACFR to describe the changes between 2023 and 2024.

Net Position Discussion

In general, net position can serve as an important indicator of whether the Town’s overall financial condition is improving or deteriorating over time. As shown below, the Town’s assets and deferred outflows of resources (consumption of net position that applies to a future period) exceeded liabilities and deferred inflows of resources (acquisition of net position that applies to a future period) by \$159.4 million, reflecting an increase of approximately \$5.9 million to the prior year’s net position of \$153.5 million.

Town of Los Gatos		
Net Position		
Governmental Activities		
For the Year Ended June 30, 2024		
	2024	2023
Current and other Assets	\$ 93,959,415	\$ 85,489,167
Capital Assets	139,376,963	132,679,773
Total Assets	<u>\$ 233,336,378</u>	<u>\$ 218,168,940</u>
Deferred Outflows - Pension/OPEB	28,973,675	29,526,262
Current Liabilities	21,254,648	15,857,589
Long-Term Liabilities Outstanding	77,271,453	71,847,737
Total Liabilities	<u>\$ 98,526,101</u>	<u>\$ 87,705,326</u>
Deferred Inflows - Pension/OPEB	4,377,735	6,467,614
Net Position		
Net Investment in Capital Assets	137,253,582	130,623,654
Restricted	13,015,461	11,091,020
Unrestricted	9,137,174	11,807,588
Total Net Position	<u>\$ 159,406,217</u>	<u>\$ 153,522,262</u>

Current and other assets increased \$8.5 million from the prior year, primarily due to a \$ 5.4 million increase in cash/restricted cash and investments, and a \$3.1 million increase in accounts, interest, and intergovernmental receivable.

Capital assets increased \$6.7 million to \$139.4 million for the year reflecting current year’s capital asset additions/retirements less the annual depreciation/amortization expense.

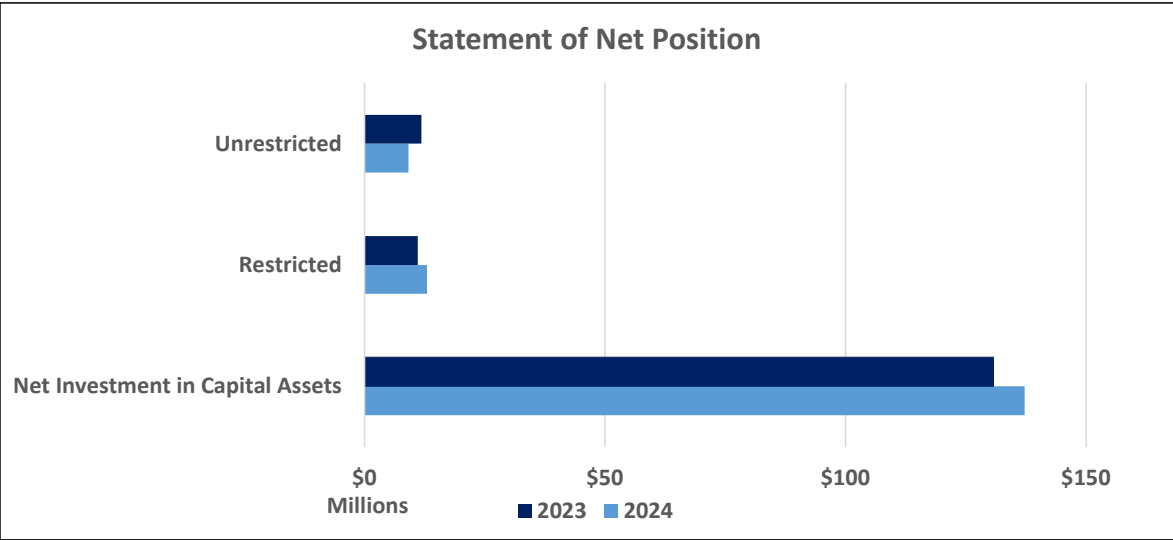
Deferred Outflows for Pension and Other Post-Employment Benefits (OPEB) decreased by \$0.6 million primarily due to the difference between the projected assumed investment returns and actual investment earnings on pension and OPEB investments, changes in assumptions, and the change in the Town’s proportionate share for the pooled safety pension plan.

Long-term liabilities increased by \$5.4 million. The increase is primarily due to a pension liability increase of \$3.2 million and an increase of OPEB liabilities of \$2.0 million. See Note 11 and Note 12 in the Notes to the Financial Statements for more information on the Town’s pension and OPEB plans.

Deferred Inflows decreased by \$2.1 million, resulting primarily from the difference between the projected assumed investment returns and actual investment earnings on pension and OPEB investments. The pension inflows decreased by \$1.4 million and the OPEB plan decreased by \$0.6 million.

The largest segment of the Town’s net position, representing \$137.3 million of net position, reflects the net investment in capital assets (e.g., land, buildings, infrastructure, subscription, and equipment) less accumulated depreciation/amortization and related outstanding debt used to acquire those assets. The Town uses these capital assets to provide infrastructure and services to the residents. They do not represent a liquid financial resource to the Town and consequently are not readily available for funding current obligations.

The chart below shows the Town’s net position for the fiscal year ended June 30, 2023 and 2024.



Restricted net position totaled approximately \$13.0 million representing approximately \$9.0 million for capital projects and maintenance, \$2.2 million for restricted pension trust, \$0.6 million placed in a special revenue trust accounts for Library services, \$0.3 million for land held for resale, \$0.2 million for Lighting and Landscaping Assessment Districts.

As of June 30, 2024, unrestricted net position, the amounts available to meet the Town’s ongoing obligations to citizens and creditors, reports an approximate \$2.7 million decrease from the prior year to an ending balance of \$9.1 million. The decrease was a result of an increase in pension adjustments of \$3.8 million and a reduction in governmental reserve balances of approximately \$1.9 million. The decreases were offset by a positive change in the internal service fund net position of \$1.0 million and the unavailable revenue reclassification (to revenue) of \$2.3 million.

The Town’s overall net position increased \$5.9 million from the prior fiscal year. The reasons for this overall increase are discussed in the following sections for governmental activities

Governmental Activities

Governmental activities are generally financed through taxes, intergovernmental revenues, and other non-exchange revenues. The Statement of Activities is intended to illustrate how the cost of governmental activities is financed and determine the annual change in net position.

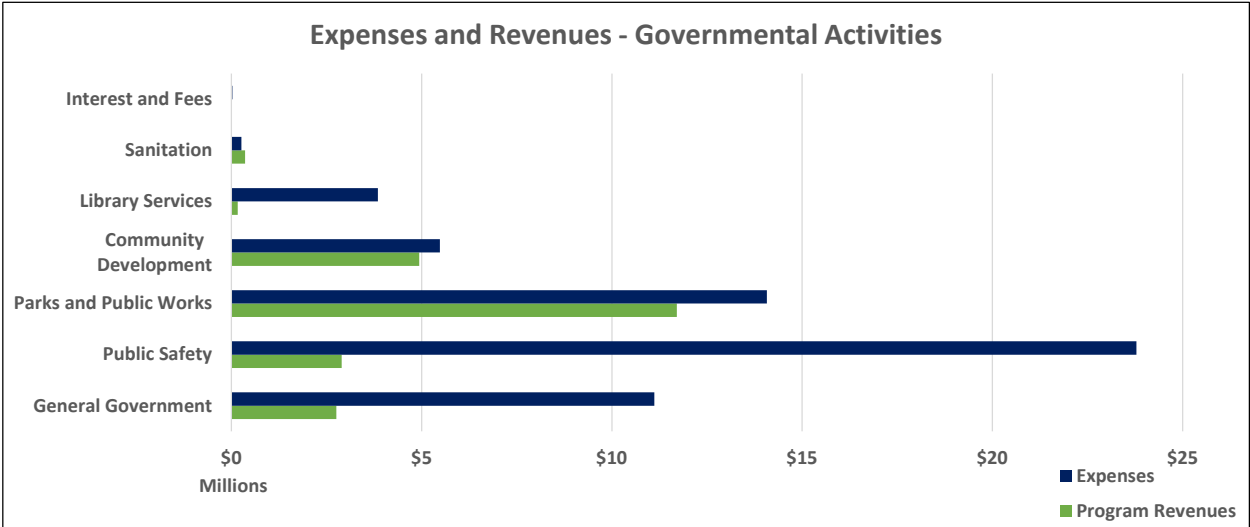
Town of Los Gatos		
Statement of Activities		
For the Year Ended June 30, 2024		
	2024	2023
Revenues:		
Program revenues:		
Charges for Services ¹	\$ 13,495,756	\$ 12,390,750
Operating Grants and Contributions	3,667,909	7,149,581
Capital Grants and Contributions	5,668,252	3,915,175
General Revenues:		
Property Taxes	24,224,142	22,746,842
Sales Taxes	8,071,735	8,806,477
Franchise Taxes ¹	2,547,011	3,074,624
Transient Occupancy Taxes	2,367,653	2,228,190
Other Taxes	55,196	63,818
Motor Vehicle in Lieu	41,461	34,406
Developer Assessment	12,880	614,820
Investment Earnings	1,417,370	794,390
Unrealized gains (losses)	1,712,246	3,197
Miscellaneous	1,199,422	1,045,214
Total Revenues	64,481,033	62,867,484
Expenses:		
Police Department	23,783,313	17,428,923
Parks and Public Works	14,075,171	12,258,626
General Government	11,113,238	10,522,568
Community Development	5,481,765	5,215,961
Library Services	3,853,748	3,653,642
Sanitation	263,706	208,262
Interest and Fees	26,137	29,221
Total Expenses	58,597,078	49,317,203
Increase (Decrease) in Net Position before Special Items	5,883,955	13,550,281
Special Items		
Litigation Settlement Proceeds	-	1,565,000
Change in Net Position	5,883,955	15,115,281
Net Position - Beginning	153,522,262	138,406,981
Net Position, Ending	\$ 159,406,217	\$ 153,522,262

(1) Starting in March 2024, due to a change in the JPA agreement, Garbage Franchise Fees were categorized as encroachment fees under Charges for Services. The total amount classified in Charges for Services in FY 2023/24 was \$765,900.

The Statement of Activities shown above details how the \$64.5 million in Governmental Activities revenues and contributions were derived. Approximately \$13.5 million or 20.9% of the revenues

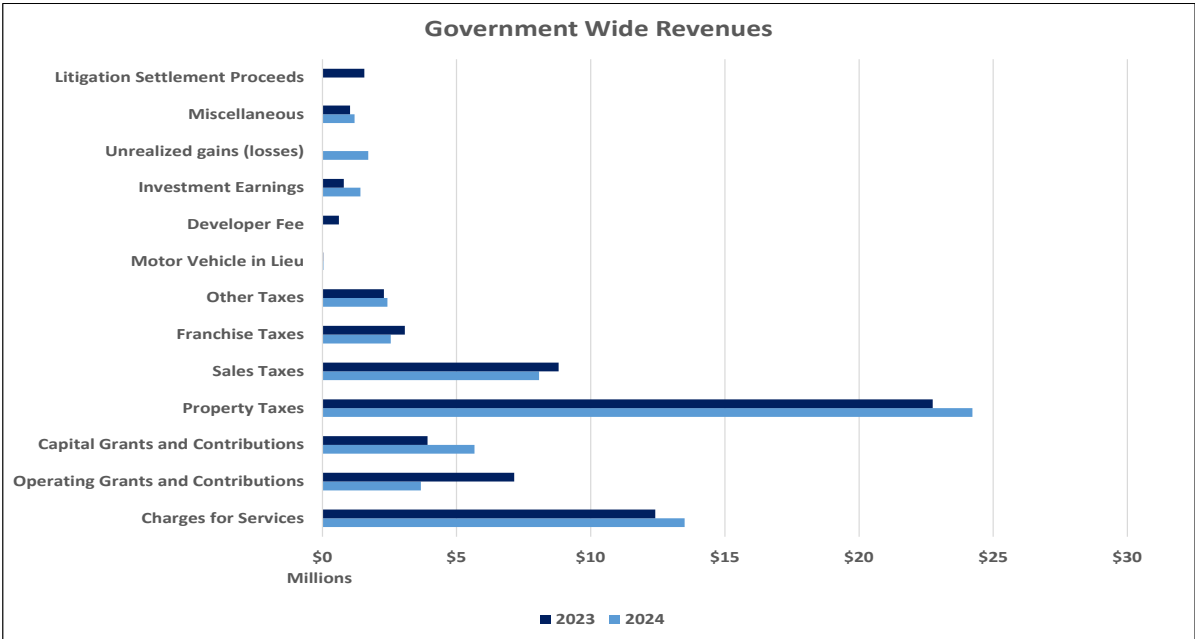
were recorded from fees paid by residents/businesses who directly benefited from the respective program or service. Another \$9.3 million or 14.5% of the revenues were sourced from operating/capital grants and contributions. The remaining \$41.6 million or 64.6% represents general revenues of the Town, including taxes, intergovernmental revenues, and other miscellaneous revenues.

The chart below summarizes the financial activities of the major programs.



Governmental Activities Revenue Discussion

The chart below summarized the Town’s government wide revenues for the FY 2022/23 and FY 2023/24.



Program revenues decreased by approximately \$0.6 million from the prior year. This decrease is due to the combined effect of a \$1.7 million net increase in capital grant activity including grants received toward the Los Gatos Creek Trail to Highway 9 Trailhead Connector project, \$1.1 million increase in charges for services due to increased development activity and garbage franchise fee reclassification, and a decrease of \$3.5 million from the prior year on operating grants and contribution. The decrease was due to the prior fiscal year including the American Rescue Plan Act (ARPA) second tranche of revenue.

The Town's General Revenues related to Governmental Activities increased by approximately \$0.7 million from the prior year. The increase is attributable to a combination of an approximately \$2.3 million increase in investment earnings including the mark-to-market value adjustments on the Town portfolio investment and a \$1.5 million increase in property taxes. The increases were offset by a \$0.7 million decrease in sales tax, \$0.5 million decrease in franchise fee collection, and \$0.6 million decrease in pass-through developer contributions.

Property tax is the largest individual revenue source for the Town and collections finished the year \$1.5 million higher than the previous year. This increase was mostly due to an increase of \$1.1 million in general property tax collection and \$0.4 million increase in Vehicle License Fee (VLF) Property Tax In-Lieu fee. It is important to note that assessed valuations for FY 2023/24 were established on the tax roll in January 2023 and collected in FY 2023/24.

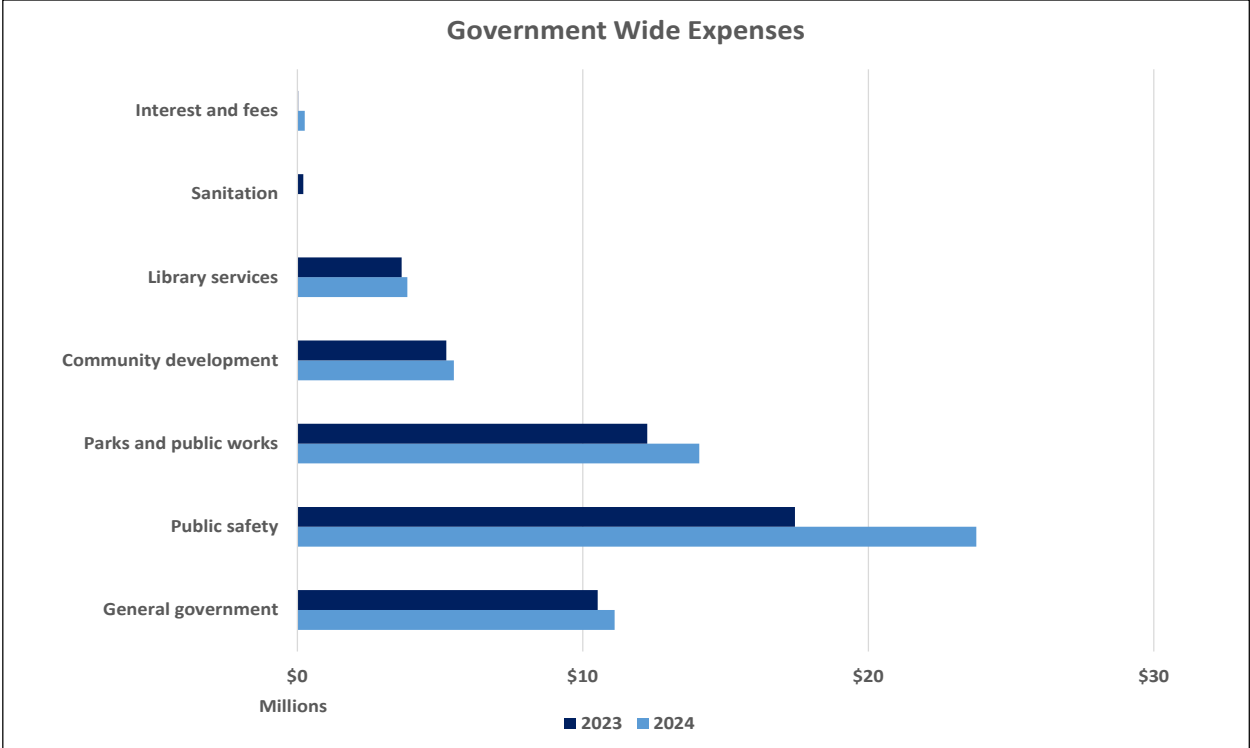
At \$8.1 million, sales taxes represent the second largest individual revenue source for the Town. Sales taxes decreased \$0.7 million from the previous year largely due to a reduction in business-to-business activities and less taxable sales activity. In addition, gas service stations have decreased activity due to the popularity of electric vehicles.

Franchise taxes, the Town's third largest individual revenue source, finished the year at \$2.5 million, reflecting a decrease of \$0.5 million from the previous fiscal year. Franchise fee collected from the garbage hauler company was reclassified as license and permit fees during FY 2023/24. In the statement of activity, the license and permit fees are categorized as charges for services. While collections remained at the same level, the revenue shifted from franchise fee to charges for services.

Investment earnings increased \$2.3 million from the prior year. The primary factor responsible for this increase was \$1.7 million total mark-to-market value above historical investment cost than the prior year for the Town's investment portfolio. These unrealized gains are recognized as investment income as a result of the mark to market value procedure required by GASB 31. Per the Town Council General Fund Reserve Policy, \$10,000 or more of unrealized investment gains that have been recorded in the financial statement are required to be reserved. The balance sheet reflects the \$1.7 million Market Fluctuation Reserve. The additional \$0.6 million increase in interest was due to a higher interest rate environment.

Governmental Activities Expenses Discussion

The chart below summarized the Town’s government wide expenses for the FY 2022/23 and FY 2023/24.



The Town provides residents, businesses, and visitors with an array of high-quality municipal services. General government strategic support is comprised of seven Departments (Town Council, Town Clerk, Town Manager, Town Attorney, Human Resources, Information Technology, and Finance) which provide information technology, executive management, economic vitality, legal, records management, risk management, human resources, finance, and accounting services. The Town’s Police Department (public safety) provides general law enforcement, crime prevention, dispatch, and responses to emergency and non-emergency calls for service. Parks and Public Works provides engineering, construction, and maintenance of public streets, street lighting, Town-owned buildings, parks, and related infrastructure, as well as traffic engineering and engineering evaluation of private development proposals. Community Development provides planning and zoning services; building plan checks and inspections; and code compliance services. The Library Department provides library, local history, and cultural services to the community.

Total expenses of \$58.6 million as reported in the Statement of Activities increased by \$9.3 million from \$49.3 million the prior year. The change was primarily driven by increases of \$3.7 million in public safety pension expense, \$1.4 million in Miscellaneous Pension expense, \$1.1 million in depreciation, and 1.5 million in salaries and benefits. **The other \$1.6 million increase in**

governmental expenses is attributable to multiple ongoing cost increases such as retiree medical expenses, utilities, landscape maintenance, safety supplies and equipment, and one-time costs in temporary employee services, labor relations services, consultant services, one-time grants, and building maintenance repairs

FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

Governmental Funds

Recognizing the financial resources measurement focus, the Town's Governmental Funds provide information on near-term inflows and outflows, and balances of spendable resources. This information is useful in assessing the Town's financing requirements and may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. Unlike the Statement of Activities which does not include transfers, the Governmental Funds Balance Sheet does include transfers in and out.

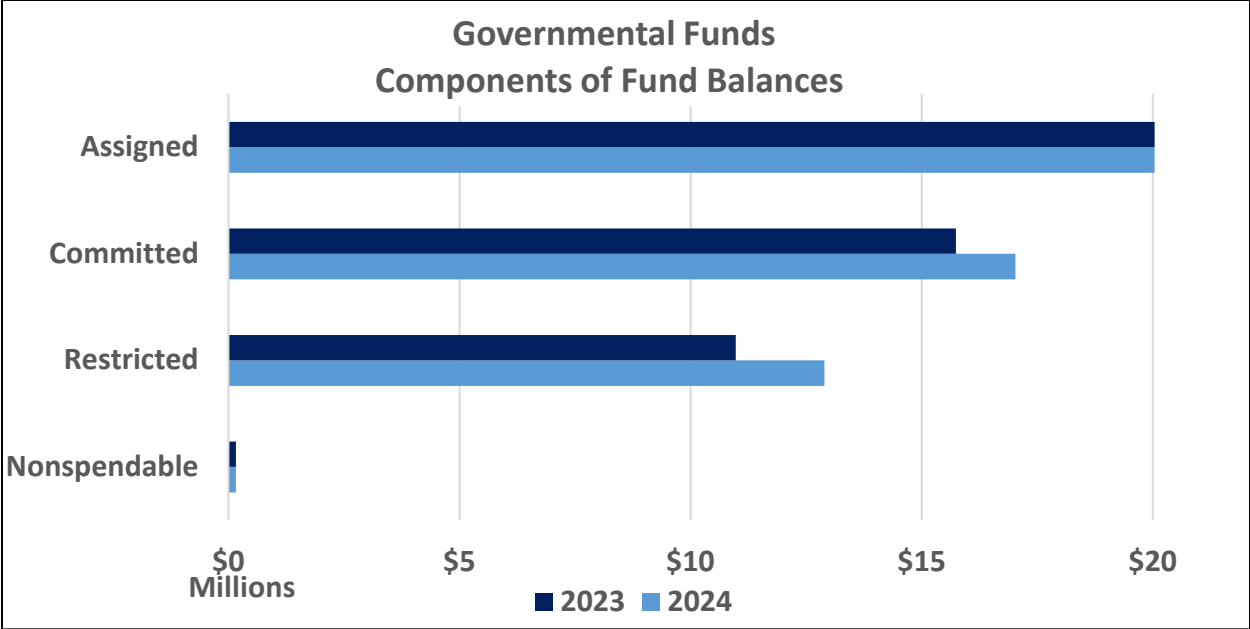
As discussed below, the Town's Governmental Funds Balance Sheet reports the following fund balances:

Restricted Fund Balance – The Town has \$12.9 million in fund balance classified as restricted to indicate that it has an externally imposed restrictions on how the money may be spent. Of the \$12.9 million restricted fund balance, \$9.0 million is restricted for capital projects, \$2.2 million for pension, \$0.6 million for Library special revenue trust accounts, and \$0.2 million for maintenance and repairs.

Committed Fund Balance – The Town has \$17.0 million in fund balance classified as committed to indicate that the Town Council previously committed how the money will be spent. Of the \$17.0 million, \$12.5 million is for budget stabilization (\$6.7 million) and catastrophe response (\$6.7 million).

Assigned Fund Balance – The Town has \$30.9 million in fund balance which is not restricted or committed and is classified as assigned to indicate the Town Council's intent to be used for specific purposes. The largest assignments of fund balance are the Reserve for Capital/Special Projects with a balance of approximately \$8.7 million and the Capital Projects Reserve of \$16.4 million which are the primary funding sources for the Town's five-year capital improvement plan and special projects as budgeted by the Town.

The chart below shows the Town's governmental fund balances for the fiscal year ended June 30, 2023 and 2024.



Additional information on the Town’s Fund Balance can be found in Note 10 of the Notes to the Financial Statements.

Total Governmental Funds results for the year included the following:

TOWN OF LOS GATOS
TOTAL GOVERNMENTAL FUNDS REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2024

REVENUES	2024	2023
Property Taxes	\$ 24,265,603	\$ 22,781,248
Sales Taxes	8,071,735	8,806,477
Transient Occupancy Taxes	2,367,653	2,228,190
Other Taxes	30,358	35,496
Licenses & Permits ¹	6,227,298	6,333,675
Intergovernmental	6,317,644	10,145,820
Charges for Services	7,051,179	5,718,714
Fines and Forfeitures	480,634	416,950
Franchise Fees ¹	2,547,011	3,074,624
Developer Assessment	12,880	614,820
Interest	3,108,100	797,582
Use of Property	297,501	237,647
Other	604,493	985,188
Total Revenues	\$ 61,382,089	\$ 62,176,431¹
EXPENDITURES		
Current:		
Public Safety	\$ 20,718,781	\$ 18,446,048
General Government	9,573,022	8,828,779
Parks and Public Works	9,899,083	9,084,406
Community Development	5,246,729	5,065,412
Library Services	3,335,389	3,208,027
Sanitation and Other	252,605	204,097
Capital Outlay	12,366,255	8,917,075
Debt Service		
Principal	225,370	156,034
Interest and Fees	3,716	-
Total Expenditures	\$ 61,620,950	\$ 53,909,878
Excess Revenues over Expenditures	\$ (238,861)	\$ 8,266,553
Subscriptions	706,713	-
Settlement -Shannon Road	-	1,565,000
Proceeds from sales of assets	223	2,162
Transfers in	3,666,235	11,886,022
Tranfers out	(4,317,235)	(11,396,347)
Total Other Financing Sources (Uses)	\$ 55,936	\$ 2,056,837
Net Changes in Fund Balances	(182,925)	10,323,390
Beginning/Ending Fund Balances	\$ 61,185,528	\$ 50,862,138
Ending Fund Balances	\$ 61,002,603	\$ 61,185,528

(1) Starting in March 2024, due to a change in the JPA agreement, Garbage Franchise Fees were categorized as Licenses & Permits under Charges for Services. The total amount classified in Licenses & Permits in FY 2023/24 was \$765,900.

Overall, total Governmental Funds revenues finished \$0.8 million or 1.3% lower than the prior year, while total expenditures finished \$7.7 million or 14.3% higher than the prior year. One of the main reasons for the decrease in revenue was a reduction in grant activity due to receiving the final tranche of the \$3.6 million ARPA payment in fiscal year 2023 as well as a \$0.7 million dollar reduction in sales tax. The reduction was offset by increases in general property tax collections of \$1.5 million and \$2.3 million increase in interest revenue. The increase in interest was due to \$1.7 million unrealized gain adjustment. The change in expenditures was mainly due to capital outlay increases of \$3.4 million, salary and benefit cost increases of \$1.9 million, and general operating increases of \$1.5 million. **The general operating increase of \$1.5 million increase is attributable to multiple ongoing cost increases such as retiree medical expenses, utilities, landscape maintenance, safety supplies and equipment, and one-time costs in temporary employee services, labor relations services, consultant services, one-time grants, and building maintenance repairs**

General Fund revenues totaled \$53.5 million or nearly 87.2% of the total \$61.0 million in Total Governmental Fund revenues.

Governmental Funds expenditures increased by \$7.7 million. General Fund expenditures represent approximately \$49.5 million or 80.4% of the Total Governmental Fund expenditures of \$61.6 million compared to \$44.9 million of General Fund expenditures and total Governmental Funds expenditures of \$53.9 million in the prior year.

Increases in Public Safety expenditures from the prior year of approximately \$2.3 million were primarily due to \$1.4 million salary and benefit cost increases resulting from labor negotiations and mandated increases in employer pension contribution rates, and \$0.5 million internal service costs for equipment replacement and general liability.

Increases in Parks and Public Works, Community Development, and Library services expenditures from prior year of approximately \$1.1 million were primarily due to \$0.7 million operating expenditure increases, \$0.3 million equipment replacement costs, and \$0.1 million salary and benefit cost increases.

The \$0.7 million increase in general governmental expenditures was mainly attributable to \$0.3 million salary and benefit increases and \$0.2 million labor relation services and post-retirement benefits.

Appropriated Reserves Fund capital projects fund balances decreased \$2.7 million from the prior year, reflecting increased capital activity during the fiscal year. The \$5.3 million of general government and capital outlay expenditures above operating revenues was offset by \$2.6 million from other financing sources.

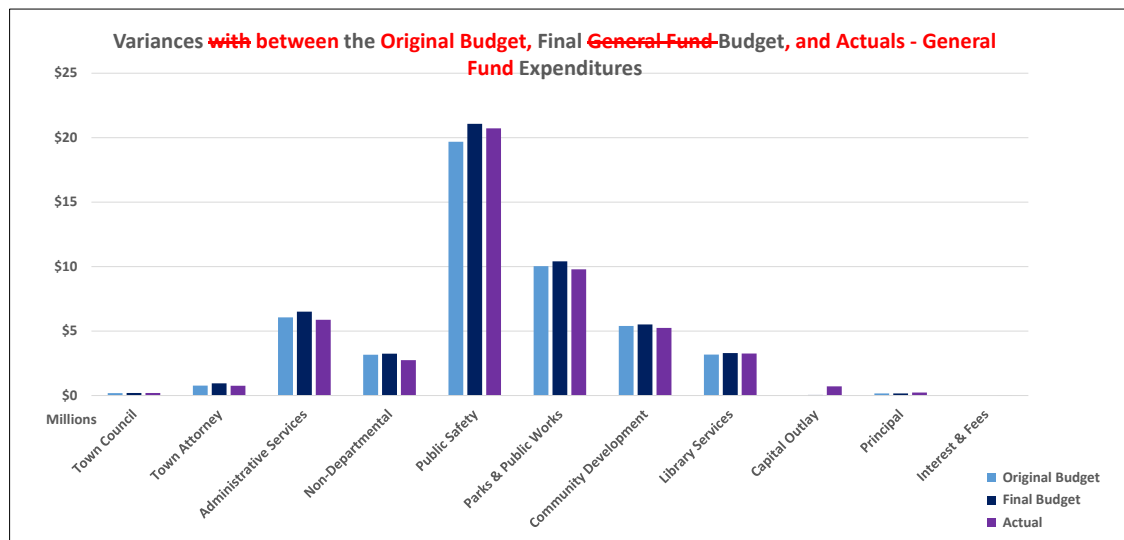
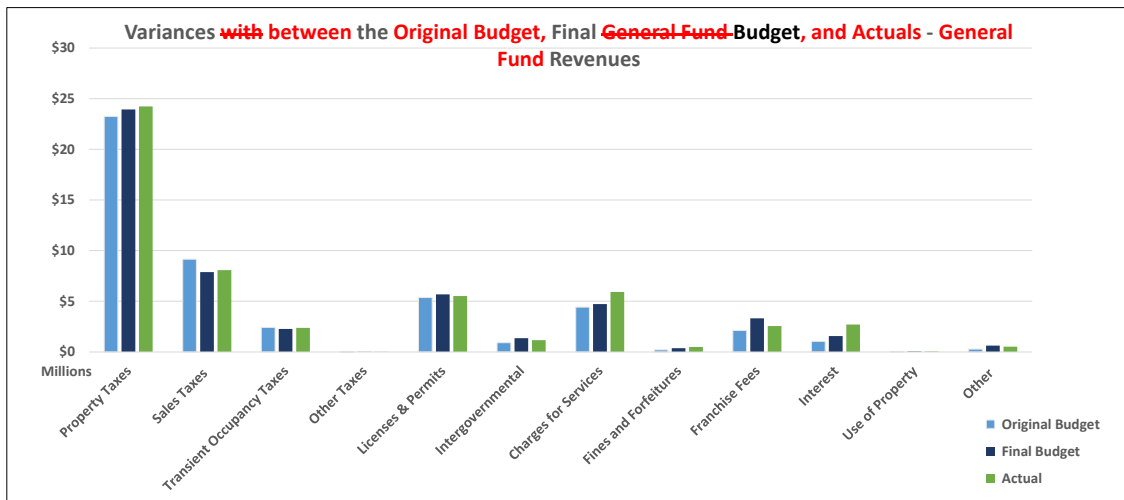
Proprietary Funds

The Town's Proprietary Funds (Internal Service Funds) presented in the Fund Financial Statements section provide similar information to the Government-Wide Financial Statements and include individual segment information.

Total net position in the Internal Service Funds increased by \$1.0 million due to increases in general fund support and program charges for services to cover for workers' compensation, information technology, and general liability costs including administration, insurance premiums, and claims expense.

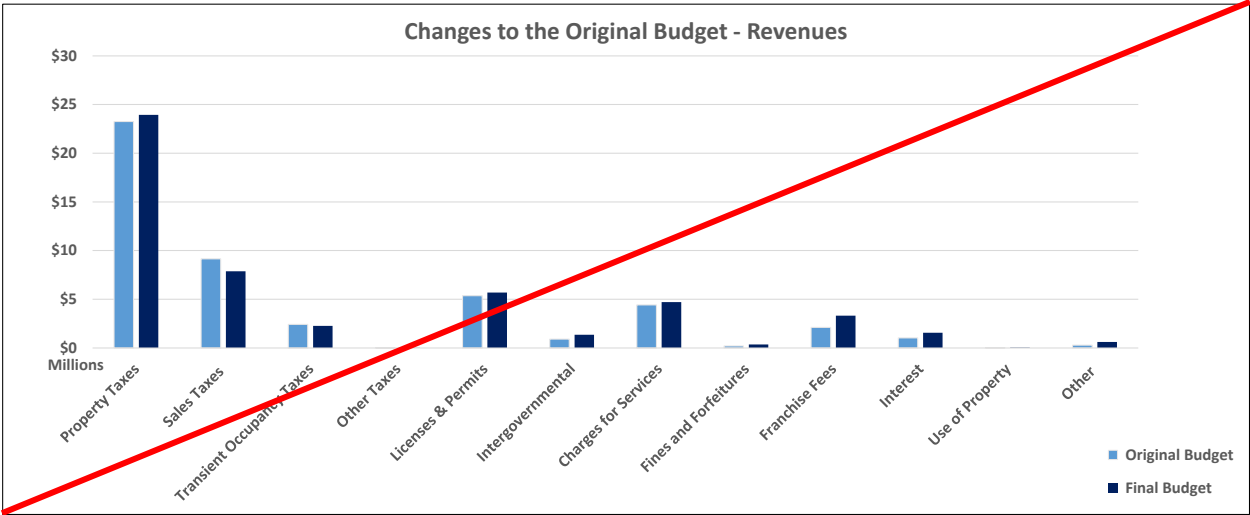
GENERAL FUND BUDGETARY HIGHLIGHTS

The below graphs represent the revenue and expenditure variances between the original budget, final budget, and actuals.



Changes to the Original Budget

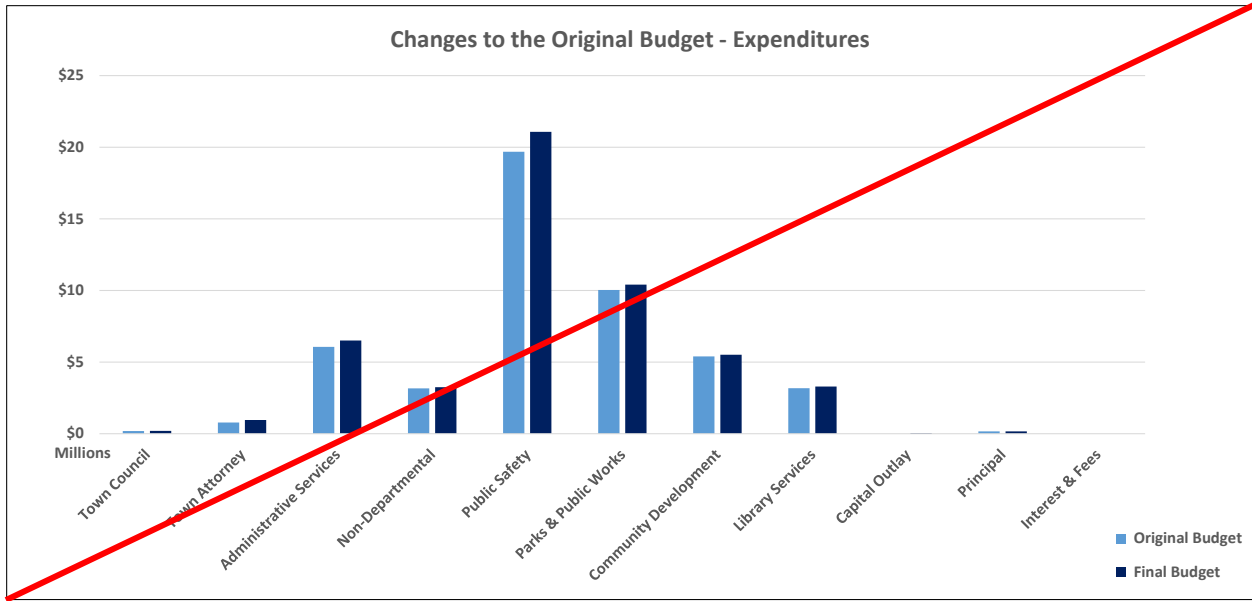
As noted in the ~~below~~ **above** chart, comparing the FY 2023/24 original budget (i.e., the Adopted Budget) General Fund revenues of \$49.2 to the final adjusted budget of \$51.7 indicates a net increase of approximately \$2.5 million or 5.1%. Additions to the original revenue budget included adjustments approved by Town Council throughout the fiscal year.



The increase in General Fund revenue appropriations occurred primarily from the following sample of revenue budget adjustments made during the fiscal year:

- \$1.2 million revenue increases for charges for services including \$1.1 million for garbage franchise fees and \$0.1 million for PG&E franchise fees;
- \$0.7 million property tax revenue budget increase in line with the estimates and forecasts provided to the Town quarterly from Santa Clara County Assessor’s Office;
- \$0.5 million Interest revenue budget increase based on the estimated collection from LAIF per projected interest rates;
- \$0.3 million grant receipt with matching expenditure.

As shown in the chart on the next page, comparing the FY 2023/24 original budget (i.e. the Adopted Budget) General Fund expenditures of \$48.6 million (excluding budgeted transfers-out and debt payments that are reimbursed) to the final adjusted budget of \$51.4 million indicates a net increase of approximately \$2.8 million or 5.8%. Additions to the original expenditure budget included adjustments approved by Town Council throughout the fiscal year.



The increase in General Fund expense appropriations occurred primarily from the following sample of budget adjustments made during the fiscal year.

- \$1.3 million increase in expenditure related cost increases to legal, labor and employee relation services, post-employment benefit, recruitment services, special studies, property damage repair, utilities and other operating expenditures;
- \$1.1 million expenditure increase for salaries and benefits related charges including budget restoration of \$0.7 million for individual departments that were fully staffed and did not experience the full preplanned 4.6% salary savings factor and \$0.4 million for negotiated salaries and benefits and temporary staff augmentation; and
- \$0.3 grant activity with matching revenues.

Variance with the Final General Fund Budget

The General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual (GAAP) for Fiscal Year Ended June 30, 2024, reports an approximate favorable variance overall with the final budget of approximately \$3.6 million. **During FY 2023/24, the General Fund had an excess of revenues over expenditures of \$4.0 million, excluding transfers.** This favorable variance was created largely by the net effect of the following factors:

- Actual revenues ended the fiscal year at \$1.8 million above final budgeted revenues. The chart on the next page illustrates the original revenue budget, final revenue budget and actual revenues.

- Actual expenditures ended the fiscal year at \$1.8 million below final budgeted expenditures. Significant factors affecting actual expenditures include: \$1.0 million savings in salaries and benefits in limited term vacancies throughout the organization **combined** with ~~(\$0.8 million less actual expenditures than budgeted **operational savings** in **multiple categories** Town-wide).~~ The chart below illustrates the original expenditure budget, final expenditure budget and actual expenditures.

CAPITAL ASSETS

As of June 30, 2024, the Town’s investment in capital assets for its governmental activity is recorded at \$139,376,963 (net of accumulated depreciation/amortization). The investment in capital assets includes land, buildings and improvements, infrastructure, construction in progress, subscription right of use asset, machinery and equipment. Capital assets increased \$6.7 million net of depreciation expense totaling approximately \$5.3 million for the year.

Notable additions ~~less current year depreciation of \$5.3 million~~ include:

- \$7.1 million addition to construction in progress
- \$3.8 million in street repair and resurfacing and curb and gutter work; and
- \$0.5 million in subscription right of use of assets.

The \$7.1 million addition to construction in progress is comprised of \$3.8 million for pathways projects, \$1.2 million for streets and curbs improvements, \$0.9 million for land and building improvements, \$0.6 million for bridges, \$0.4 million for equipment, and \$0.2 million for retaining walls, traffic signals, parking lots, and park improvements.

**Capital Assets
Town of Los Gatos
For the Year Ended June 30, 2024**

	Governmental Activities
Infrastructure—Streets	\$ 45,791,936
Infrastructure—Other	17,939,244
Subscription Right of Use Assets	1,200,061
Buildings	30,867,436
Land	26,064,735
Equipment	2,022,508
Construction in Progress	15,491,043
	\$ 139,376,963

Capital Assets
Town of Los Gatos
For the Year Ended June 30, 2024

	Capital Assets	Accumulated Depreciation	Capital Assets, Net
Infrastructure - Streets	\$ 86,301,911	\$ (40,509,975)	\$ 45,791,936
Infrastructure -Other	28,491,627	(10,552,383)	17,939,244
Subscription Right of Use Assets	1,622,573.00	(422,512.00)	1,200,061
Buildings	42,862,716	(11,995,280)	30,867,436
Land	26,064,735	-	26,064,735
Equipment	12,893,445	(10,870,937)	2,022,508
Construction in Progress	15,491,043	-	15,491,043
	<u>\$ 213,728,050</u>	<u>\$ (74,351,087)</u>	<u>\$ 139,376,963</u>

Additional information on the Town’s capital assets is found in Note 6 of this Financial Report.

LONG-TERM DEBT

The Town generally incurs long-term debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. The Town long-term debt is related to the PG&E on-bill financing loan used for facility efficiency project updates, totaling \$1.0 million at 6/30/2024. The long-term debt in the Successor Agency Trust Fund is related to the 2002 COP and 2010 COP, totaling \$10.2 million. Additional information on the Town’s Long-Term Debt is found in Note 7 of this Financial Report.

ECONOMIC FACTORS, NEXT YEAR’S BUDGET, AND RATES

General Fund Monies Made Available because of the ARPA Grant

The Town recognized the American Rescue Plan Act (ARPA) operating revenue over three fiscal years including FY 2020/21 (\$200,911), FY 2021/22 (\$3,413,961), and FY 2022/23 (\$3,614,872) for allowable expenditures under the standard allowance provision of the ARPA federal rules. The funds were received in the ARPA special revenue fund and were transferred out to other funds and used Town for qualifying public safety expenditures under the provisions of the Act.

The utilization of the ARPA grant enabled the Town to support the following activities using unrestricted resources:

Unrestricted Funds Available	\$7,229,744
Less Council Approved Uses	
Parklets (Downtown Economic Recovery Efforts)	\$ 930,000
Rent Waivers	746,463
CUP/ADA Fee Waivers	54,346
Destination Marketing	55,000
K-Rails (Downtown Economic Recovery Efforts)	88,654
Promenades	188,667
Direct Grants	110,000
Enhanced Senior Services	500,000
Capital Improvement Program Support Transfers	2,900,000
One-Time Community Grant (Council Action 2-21-2023)	150,000
One-Time to LGS REC 55+ Program (Council Action 2-21-2023)	225,000
One-Time to KCAT Producers (Council Action 2-21-2023)	100,000
One-Time Unhoused Residents Efforts (Council Action 2-21-2023)	25,000
One-Time Rent Forgiveness LGS REC (Council Action 3-21-2023)	200,000
One-Time Rent Forgiveness NUMU (Council Action 3-21-2023)	21,000
One-Time Unhoused Residents Efforts (Council Action 4-4-2023)	25,000
One-Time - Additional Chambers of Commerce (Council Action 5-2-2023)	33,000
One-time - Adult Recreation Center Interim Community Center (Council Action 8-15-2023 & FY 2024/25 Proposed Budget)	877,614
Total	\$7,229,744

~~The Town’s budget emphasizes reasonable consideration for revenue and expenditures. Moving forward, the Town will grapple with understanding capital improvement needs as well as understanding the true cost to run basic operations. Interest rates are expected to fall resulting in potential to show deficits. The Town will continue assessing its operations, analyzing information useful to future planning, and will adjust to changes in the economy as necessary.~~

~~During the development and adoption of the Town’s FY 2024/25 budget, the Town Council and management considered the following factors:~~

- ~~• The FY 2023/24 Adopted Budget endeavored to maintain essential public services while controlling operational costs in light of the Five-Year Financial Forecast.~~
- ~~• For FY 2024/25, the Adopted Operating Budget was balanced utilizing two primary budget balancing strategies. The first was direction to all Departments to develop a status quo budget. To that end, the Departments programmed existing resources by either maintaining current structures or realigning operations to remain effective. This proved exceptionally difficult as vendor, supply, and other costs rose beyond FY 2023/24 levels. In addition, Departments were provided guidance to enhance capacity where necessary through limited non-benefited personnel options when possible. The second strategy includes a 4.6% vacancy factor, while Council directed that staff continue to hire for all vacant positions. The 4.6% salary savings represents approximately \$1.7 million projected saving.~~
- ~~• In terms of capital projects, the Town Council stated its capital budget priorities to continue implementation of wildfire protection, emergency preparedness, traffic calming/traffic safety for all users, parking study implementation, and advance other needed improvements. All of~~

~~these efforts support improving and enhancing transportation options, public safety, and quality of life within the context of prudent fiscal management.~~

Purpose of the Budget and Annual Comprehensive Financial Report

Our Town's budget is more than just numbers—it is a plan that ensures we use our resources efficiently and effectively, prioritizing our most important goals. Through this budget, the Town Council shapes our community's direction and priorities by allocating financial resources. The Annual Comprehensive Financial Report reflects the activities and financial condition of the previous year, serving as an essential document for residents, taxpayers, and other stakeholders to assess the Town's financial standing. While both documents are critical, they do not provide the complete picture of the financial or operational reality of the Town.

Forecasting Our Finances

The FY 2024/25 budget projections are based on economic trends and forecasts specific to our area. These estimates, informed by local data from the County of Santa Clara and consultants such as Avenu Insights & Analytics, help predict revenue from sources like taxes and government grants. Expenditures are carefully reviewed by departments and the Finance Department and are incorporated into the budget with a vacancy savings factor of 4.6%, reflecting the Town's historical trend of not fully expending predicted salaries and benefit costs.

Overall, the Town is financially stable and secure for the foreseeable future. During the FY 2023/24 fiscal year, the Town-wide Statement of Activities reported an increase in net position of \$5,883,955—a measure of the change in the value of assets impacted by Town operations during the year. This net position includes \$3,129,616 from investment earnings, driven by high interest rates and unrealized gains due to the requirement to value current investments at market value as of June 30. Additionally, revenue exceeding budget estimates and expenditures coming in below projections contributed to this positive change.

This increase in net position reflects a broader trend, with eight of the last nine years showing positive net position growth. In the General Fund—the primary operating fund for Town operations—the available resources for the next fiscal year have also increased.

While encouraging, the increase in net position can be significantly influenced by market interest rate fluctuations, liability payments (including pension costs), and operational and capital expenditures. Additionally, accounting standards do not account for future capital costs beyond depreciation, meaning deferred capital needs could substantially impact future financial performance. Rising costs in key Town operations and contracted services also pose challenges that could outpace revenue growth.

Despite our stable position and financial cushion, maintaining this stability will require fiscal prudence and foresight to address future challenges.

Emerging Financial Challenges

Although we have experienced financial gains, we are facing significant cost pressures. Rising costs for basic services—including salaries, benefits, and contracting—are compounded by volatile pension costs, which have fluctuated dramatically in recent years. The competitive Silicon

Valley market and increasing regulatory requirements on local governments also drive up the cost of services and materials.

A major concern is the lack of preparation to fully fund or quantify the liabilities and annualized costs for maintaining our infrastructure – such as roads, parks, and buildings. These deferred maintenance needs could add millions to future expenses. The cost per mile of infrastructure repair continues to rise, leading to tradeoffs between non-capital and capital priorities. While progress has been made in identifying some of our needs, the Town is quite a ways from achieving a sustainable investment to address its substantial capital liabilities.

Sales tax, our second-largest revenue source, is expected to stagnate or decline due to reduced consumer spending capacity, higher costs, and the loss of high-tax businesses like car dealerships. In FY2023/24, sales tax revenue dropped 8.3% from the previous year to approximately \$8 million, aligning with the Town’s historical average over the past decade. This flat revenue trajectory, combined with increasing operational and capital costs, poses a significant budgetary challenge.

Additionally, the region's economy is heavily influenced by industries affected by geopolitical dynamics. These dynamics could impact employment, property and transfer tax revenue, fees, occupancy taxes, and sales taxes, further adding uncertainty to the financial outlook.

Proactive Financial Strategies and Sustainable Financial Planning

It is essential for us to continuously monitor and evaluate our long-term financial sustainability, balancing major capital needs with the provision of essential services. Los Gatos is currently in a relatively strong financial position, supported by significant reserves. However, we must remain vigilant and prepared to address rising operational and capital costs that could outpace revenue growth. Our goal is to preserve the exceptional quality of life in our community through prudent and strategic financial management.

To achieve this, the Town must work to fully identify the true costs of basic operations as well as additional programs and services, comparing these costs to our capacity to sustain such activities over the long term. While our overall financial position is balanced, our focus must shift to achieving a sustainably balanced budget that ensures efficient and effective delivery of services at a level supported by available resources.

Key efforts in this direction should include:

- Establishing a shared understanding of our current and projected financial condition.
- Defining the basic and enhanced services provided to residents and businesses.
- Taking deliberate steps toward long-term financial sustainability.
- Identifying system and process improvements that reflect careful planning in how Town activities are delivered, ensuring accountability to those who fund these services.

These initiatives require a multi-year approach, and I am confident we can make meaningful progress in the years ahead.

REQUESTS FOR INFORMATION

This financial report is designed to provide residents, taxpayers, customers, investors, and creditors with a general overview of the Town's finances and to demonstrate the Town's accountability for the money it receives. Questions about this report or requests for any additional information, should be directed to Gitta Ungvari, Finance Director, at 110 East Main Street, Los Gatos, California, 95030; email at gungvari@losgatosca.gov; or phone at (408) 354-6805.

Basic Financial Statements

**ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF NET POSITION AND STATEMENT OF ACTIVITIES**

The Statement of Net Position, Statement of Activities, fund financial statements, and the notes to financial statements comprise the Basic Financial Statements of the Town.

The purpose of the Statement of Net Position and the Statement of Activities is to summarize the entire financial activities and financial position of the Town. They are prepared on the same basis of accounting (accrual) used by most businesses, which means they include all the Town’s assets and liabilities, as well as its revenues and expenses. The effect of the entire Town’s transactions is accounted for, regardless of when cash changes hands, and all material internal transactions between funds have been eliminated.

The Statement of Net Position report the Town’s total assets, deferred outflows of resources, liabilities, and deferred inflows of resources, including capital assets and long-term debt, and presents similar information to the old balance sheet format while focusing the reader on the composition of the Town’s net position (assets minus liabilities). The Statement of Net Position summarizes the financial position of the Town’s governmental activities in a single column.

The Town’s governmental activities include the activities of the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds. These funds are serviced by the Town’s Internal Service Funds; therefore internal service activities are consolidated with governmental activities after eliminating inter-fund transactions and balances.

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

The format of the Statement of Activities presents the Town’s expenses before revenues and by program. Program revenues (revenues generated directly by specific programs) are deducted from program expenses to arrive at the net expense of each governmental program, which is offset by general revenues as listed before the change in net position. From these components, the change in net position is computed and reconciled to the Statement of Net Position.

Both of these statements include the financial activities of the Town.

TOWN OF LOS GATOS, CALIFORNIA
STATEMENT OF NET POSITION
JUNE 30, 2024

	<u>Governmental Activities</u>
ASSETS	
Cash and investments	\$ 79,482,564
Restricted cash and investments	2,368,441
Receivables:	
Accounts	3,052,460
Interest	800,882
Intergovernmental	4,759,056
Other assets	152,614
Land held for resale	344,338
Long-term leases receivable	1,861,308
Long-term notes receivables	1,137,752
Capital Assets:	
Nondepreciable	26,064,735
Depreciable, net of accumulated depreciation	113,312,228
Total Assets	<u>\$ 233,336,378</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension adjustments	\$ 23,166,916
OPEB adjustments	5,806,759
Total Deferred Outflows of Resources	<u>\$ 28,973,675</u>
LIABILITIES	
Accounts payable	\$ 4,799,652
Accrued payroll and benefits	603,981
Interest payable	19,943
Due to other governments	82,372
Unearned Revenue	7,599,945
Deposits	6,258,763
Claims payable	1,889,992
Long-term liabilities:	
Due within one year	
Compensated absences	596,874
Subscription liabilities	211,678
Loans payable	156,034
Due in more than one year	
Net OPEB liability	9,009,446
Net pension liabilities	63,027,669
Compensated absences	2,514,083
Subscription liabilities	871,480
Loans payable	884,189
Total Liabilities	<u>\$ 98,526,101</u>
DEFERRED INFLOWS OF RESOURCES	
Leases	1,168,056
Pension adjustments	1,694,347
OPEB adjustments	1,515,332
Total Deferred Inflows of Resources	<u>\$ 4,377,735</u>
NET POSITION	
Net investment in capital assets	\$ 137,253,582
Restricted for:	
Library	556,848
Capital projects	9,043,666
Land held for resale	344,338
Lighting and landscape repairs and maintenance	182,625
Pensions	2,188,659
VTA	577,887
Worker's compensation claims	121,438
Total Restricted Net Position	<u>13,015,461</u>
Unrestricted	<u>9,137,174</u>
Total Net Position	<u>\$ 159,406,217</u>

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

TOWN OF LOS GATOS, CALIFORNIA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

Functions/Programs	Expenses	Program Revenues				Total	Net (Expense) Revenues and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities		
Governmental Activities:							
General government	\$ 11,113,238	\$ 2,694,162	\$ 63,088	\$ -	\$ 2,757,250	\$ (8,355,988)	
Public safety	23,783,313	1,980,431	917,317	-	2,897,748	(20,885,565)	
Parks and public works	14,075,171	4,211,420	1,828,050	5,668,252	11,707,722	(2,367,449)	
Community development	5,481,765	4,247,279	692,151	-	4,939,430	(542,335)	
Library services	3,853,748	2,514	167,303	-	169,817	(3,683,931)	
Sanitation	263,706	359,950	-	-	359,950	96,244	
Interest and fees	26,137	-	-	-	-	(26,137)	
Total Governmental Activities	\$ 58,597,078	\$ 13,495,756	\$ 3,667,909	\$ 5,668,252	\$ 22,831,917	(35,765,161)	
General revenues:							
Taxes:							
						24,224,142	
						8,071,735	
						2,547,011	
						2,367,653	
						55,196	
						41,461	
						12,880	
Investment earnings:							
						1,417,370	
						1,712,246	
						1,199,422	
						<u>41,649,116</u>	
						5,883,955	
						153,522,262	
						<u>\$ 159,406,217</u>	

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

TOWN OF LOS GATOS, CALIFORNIA

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FUND FINANCIAL STATEMENTS &
MAJOR GOVERNMENTAL FUNDS

Fund Financial Statements:

The Fund Financial Statements only present major funds individually while nonmajor funds are combined in a single column. Major funds are generally defined as having significant activities or balances in the current year.

Major Governmental Funds:

The Town determined that the following funds were major funds for the year ended June 30, 2024. Individual non-major funds can be found in the supplemental section.

General Fund is the general operating fund of the Town and is used to account for all financial resources except those required to be accounted for in another fund.

Appropriated Reserves Fund is used to account for resources provided for capital projects not fully funded from other sources.

TOWN OF LOS GATOS, CALIFORNIA
GOVERNMENTAL FUNDS
BALANCE SHEET
JUNE 30, 2024

	General	Appropriated Reserves	Other Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash & investments	\$ 34,471,425	\$ 25,746,502	\$ 10,415,070	\$ 70,632,997
Restricted cash & investments	2,188,659	-	58,344	2,247,003
Receivables:				
Accounts	1,784,830	1,145,377	82,843	3,013,050
Interest	800,882	-	-	800,882
Intergovernmental	1,815,445	2,713,517	230,094	4,759,056
Other assets	152,614	-	-	152,614
Land held for resale	344,338	-	-	344,338
Leases receivable	-	149,496	304,129	453,625
Long term note receivable	1,059,000	-	78,752	1,137,752
Total Assets	\$ 42,617,193	\$ 29,754,892	\$ 11,169,232	\$ 83,541,317
LIABILITIES				
Accounts payable	\$ 971,349	\$ 3,586,786	\$ 24,000	\$ 4,582,135
Accrued payroll and benefits	600,757	-	3,224	603,981
Due to other governments	82,313	-	-	82,313
Unearned revenue	3,641,939	3,893,211	64,795	7,599,945
Deposits	6,258,763	-	-	6,258,763
Total Liabilities	11,555,121	7,479,997	92,019	19,127,137
DEFERRED INFLOWS OF RESOURCES				
Leases	-	144,532	202,252	346,784
Unavailable revenue	-	3,064,793	-	3,064,793
Total Deferred Inflows of Resources	-	3,209,325	202,252	3,411,577
FUND BALANCE				
Nonspendable:				
Loans receivable	159,000	-	-	159,000
Restricted for:				
Library	-	-	556,848	556,848
Capital projects	-	-	9,043,666	9,043,666
Land held for resale	344,338	-	-	344,338
Repairs and maintenance	-	-	182,625	182,625
Pensions	2,188,659	-	-	2,188,659
VTA	-	577,887	-	577,887
Committed to:				
Budget stabilization	6,736,781	-	-	6,736,781
Catastrophic	6,736,781	-	-	6,736,781
Pensions/OPEB	300,000	-	-	300,000
Measure G 2018 district sales tax	590,581	1,572,619	-	2,163,200
Special revenue funds	-	-	1,091,822	1,091,822
Assigned to:				
Open Space	410,000	152,000	-	562,000
Parking	-	292,000	-	292,000
Sustainability	140,553	-	-	140,553
Capital/Special projects	8,651,056	16,421,064	-	25,072,120
Carryover encumbrances	85,861	-	-	85,861
Comcast PEG	-	50,000	-	50,000
ERAF Risk	1,430,054	-	-	1,430,054
Economic recovery	20,684	-	-	20,684
Compensated absences	1,555,478	-	-	1,555,478
Market fluctuations	1,712,246	-	-	1,712,246
Total Fund Balances	31,062,072	19,065,570	10,874,961	61,002,603
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 42,617,193	\$ 29,754,892	\$ 11,169,232	\$ 83,541,317

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

TOWN OF LOS GATOS, CALIFORNIA
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE GOVERNMENT-WIDE STATEMENT OF NET
POSITION – GOVERNMENTAL ACTIVITIES
JUNE 30, 2024

Fund Balance - Total Governmental Funds \$ 61,002,603

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

CAPITAL ASSETS

Capital assets used in the Governmental Activities are not financial resources and, therefore, are not reported in the Governmental Funds. 138,865,947

ALLOCATION OF INTERNAL SERVICE FUND NET POSITION

Internal service funds are used by management to charge the cost of management of certain activities such as insurance, central services and maintenance to individual governmental funds. The net current assets of the internal service funds are therefore included as Governmental Activities in the Statement of Net Position. 7,534,550

DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES

The differences from benefit plan assumptions and estimates versus actuals are not included in the plan's actuarial study until the next fiscal year and are reported as deferred inflows or deferred outflows of resources in the statement of net position.

Deferred outflows of resources:

PERS Miscellaneous Plan adjustments	\$ 9,339,476	
PERS Safety Plan adjustments	13,827,440	
OPEB plan adjustments	<u>5,806,759</u>	28,973,675

Deferred Inflows of resources:

PERS Miscellaneous Plan adjustments	\$ (18,028)	
PERS Safety Plan adjustments	(1,676,319)	
OPEB plan adjustments	<u>(1,515,332)</u>	(3,209,679)

DEFERRED INFLOWS OF RESOURCES

Revenues from grants that are funded in this fiscal year that will not be collected for several months after the Town's fiscal year end are not considered available and are classified as deferred inflows of resources in the governmental funds. 3,064,793

LONG-TERM LIABILITIES

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the Governmental Funds.

Subscription liabilities	\$ (637,377)	
Loans payable	(1,040,223)	
Net Pension Liabilities	(63,027,669)	
Net OPEB Liability	(9,009,446)	
Compensated absences	<u>(3,110,957)</u>	<u>(76,825,672)</u>

Net Position - Governmental Activities \$ 159,406,217

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

TOWN OF LOS GATOS, CALIFORNIA
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

	General	Appropriated Reserves	Other Nonmajor Governmental Funds	Total Governmental Funds
REVENUES				
Property Taxes	\$ 24,227,166	\$ -	\$ 38,437	\$ 24,265,603
Sales Taxes	8,071,735	-	-	8,071,735
Transient Occupancy Taxes	2,367,653	-	-	2,367,653
Other Taxes	5,520	-	24,838	30,358
Licenses & Permits	5,513,209	157,535	556,554	6,227,298
Intergovernmental	1,157,224	3,362,026	1,798,394	6,317,644
Charges for Services	5,913,520	1,137,659	-	7,051,179
Fines and Forfeitures	480,634	-	-	480,634
Franchise Fees	2,547,011	-	-	2,547,011
Developer Assessments	-	12,880	-	12,880
Interest	2,698,736	100,179	309,185	3,108,100
Use of Property	34,722	91,284	171,495	297,501
Other	516,082	-	88,411	604,493
Total Revenues	53,533,212	4,861,563	2,987,314	61,382,089
EXPENDITURES				
Current:				
General Government	9,573,022	-	-	9,573,022
Public Safety	20,718,781	-	-	20,718,781
Parks and Public Works	9,789,656	-	109,427	9,899,083
Community Development	5,246,729	-	-	5,246,729
Library Services	3,253,389	-	82,000	3,335,389
Sanitation and Other	-	-	252,605	252,605
Capital Outlay	708,302	10,193,353	1,464,600	12,366,255
Debt service:				
Principal	225,370	-	-	225,370
Interest & Fees	3,716	-	-	3,716
Total Expenditures	49,518,965	10,193,353	1,908,632	61,620,950
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	4,014,247	(5,331,790)	1,078,682	(238,861)
OTHER FINANCING SOURCES (USES)				
Subscriptions	706,713	-	-	706,713
Sale of capital assets	223	-	-	223
Transfers in	564,910	3,101,325	-	3,666,235
Transfers (out)	(3,752,325)	(453,990)	(110,920)	(4,317,235)
Total Other Financing Sources (Uses)	(2,480,479)	2,647,335	(110,920)	55,936
NET CHANGES IN FUND BALANCES	1,533,768	(2,684,455)	967,762	(182,925)
BEGINNING FUND BALANCES	29,528,304	21,750,025	9,907,199	61,185,528
ENDING FUND BALANCES	\$ 31,062,072	\$ 19,065,570	\$ 10,874,961	\$ 61,002,603

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

TOWN OF LOS GATOS, CALIFORNIA
RECONCILIATION OF THE GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES TO THE GOVERNMENT-WIDE
STATEMENT OF ACTIVITIES – GOVERNMENTAL ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ (182,925)

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

CAPITAL ASSET TRANSACTIONS

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

Expenditures for capital assets (additions)	\$ 12,016,644	
Current year depreciation	<u>(5,092,938)</u>	6,923,706

Gains and losses from the disposal of capital assets are not considered current financial resources and are not recorded in the governmental fund statement of revenues and expenditures but are recorded in the government-wide statement of activities because they are economic resources.		(24,094)
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LONG-TERM DEBT PROCEEDS AND PAYMENTS

Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.

Subscription Liabilities Debt Issuances		(706,713)
Subscription Liabilities Principal Payments		69,336
PG&E Loan		156,034

UNAVAILABLE REVENUE

Revenues from grants that are funded in this fiscal year that will not be collected for several months after the Town's fiscal year end are not considered available and are classified as deferred inflows of resources in the governmental funds.		2,266,093
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COMPENSATED ABSENCES

In governmental funds, compensated absences such as vacations and sick leave are expenditures when taken. However, in the Government Wide Statement of Activities, the current year change in the compensated absences liability is reported.		50,290
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OPEB PLAN CONTRIBUTIONS AND EXPENSE

In governmental funds, actual contributions to OPEB plans are reported as expenditures in the year incurred. However, in the Government-Wide Statement of Activities, only the current year OPEB expense as noted in the plans' valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources.		122,506
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PENSION PLAN CONTRIBUTIONS AND EXPENSE

In governmental funds, actual contributions to pension plans are reported as expenditures in the year incurred. However, in the Government-Wide Statement of Activities, only the current year pension expense as noted in the plans' valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources.		(3,781,956)
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ALLOCATION ON INTERNAL SERVICE FUND ACTIVITY

Internal service funds are used by management to charge the costs of certain activities to individual funds. The net revenue of the internal service fund is reported with governmental activities.		<u>991,678</u>
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CHANGE IN NET POSITION - GOVERNMENTAL ACTIVITIES

\$ 5,883,955

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

TOWN OF LOS GATOS, CALIFORNIA
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (GAAP)
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
REVENUES				
Property Taxes	\$ 23,249,311	\$ 23,938,717	\$ 24,227,166	\$ 288,449
Sales Taxes	9,152,778	7,881,069	8,071,735	190,666
Transient Occupancy Taxes	2,419,000	2,262,528	2,367,653	105,125
Other Taxes	7,000	7,000	5,520	(1,480)
Licenses & Permits	5,365,996	5,684,574	5,513,209	(171,365)
Intergovernmental	913,094	1,362,032	1,157,224	(204,808)
Charges for Services	4,416,250	4,715,797	5,913,520	1,197,723
Fines and Forfeitures	203,450	365,950	480,634	114,684
Franchise Fees	2,116,470	3,308,703	2,547,011	(761,692)
Interest	1,035,097	1,566,384	2,698,736	1,132,352
Use of Property	35,811	31,839	34,722	2,883
Other	281,954	622,555	516,082	(106,473)
Total Revenues	49,196,211	51,747,148	53,533,212	1,786,064
EXPENDITURES				
Current:				
General Government:				
Town Council	184,386	197,260	196,368	892
Town Attorney	771,611	947,963	751,614	196,349
Administrative Services	6,061,730	6,506,131	5,877,879	628,252
Non-Departmental	3,157,423	3,246,886	2,747,161	499,725
Total General Government	10,175,150	10,898,240	9,573,022	1,325,218
Public Safety	19,685,259	21,067,571	20,718,781	348,790
Parks & Public Works	10,028,859	10,401,802	9,789,656	612,146
Community Development	5,390,623	5,509,852	5,246,729	263,123
Library Services	3,175,170	3,285,841	3,253,389	32,452
Capital Outlay	-	40,000	708,302	(668,302)
Debt Service:				
Principal	156,034	156,034	225,370	(69,336)
Interest & Fees	-	-	3,716	(3,716)
Total Expenditures	48,611,095	51,359,340	49,518,965	1,840,375
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	585,116	387,808	4,014,247	3,626,439
OTHER FINANCING SOURCES (USES)				
Subscriptions	-	-	706,713	706,713
Gain from sale of assets	1,000	1,000	223	(777)
Transfers In	571,536	595,411	564,910	(30,501)
Transfers Out	(2,456,327)	(3,752,608)	(3,752,325)	283
Total Other Financing Sources (Uses)	(1,883,791)	(3,156,197)	(2,480,479)	675,718
NET CHANGES IN FUND BALANCE	\$ (1,298,675)	\$ (2,768,389)	1,533,768	\$ 4,302,157
BEGINNING FUND BALANCE			29,528,304	
ENDING FUND BALANCE			\$ 31,062,072	

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

**TOWN OF LOS GATOS, CALIFORNIA
ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

**PROPRIETARY FUNDS -
INTERNAL SERVICE FUNDS**

Internal service funds account for Town operations financed and operated in a manner similar to a private business enterprise. The intent of the Town is that the cost of providing goods and services to other Town funds be financed through user charges to those funds.

The concept of major funds does not extend to internal service funds because they are used for internal activities only. In the Government-Wide Statement of Activities, the net revenues and expenses of the internal service funds are allocated to the Town Departments or programs that generated them, thus eliminating internal service funds.

**TOWN OF LOS GATOS, CALIFORNIA
 PROPRIETARY FUNDS -
 STATEMENT OF NET POSITION
 JUNE 30, 2024**

Item 6.

	Governmental Activities Internal Service Funds
ASSETS	
Current Assets:	
Cash & investments	\$ 8,849,567
Restricted cash & investments	121,438
Accounts Receivable	39,410
Total current assets	9,010,415
Noncurrent Assets:	
Leases receivable	1,407,683
Subscription assets, net	511,016
Total noncurrent assets	1,918,699
Total Assets	\$ 10,929,114
LIABILITIES	
Current Liabilities:	
Accounts payable	\$ 217,517
Due to other governments	59
Interest payable	19,943
Subscription liabilities - Current	161,331
Total current liabilities	398,850
Noncurrent liabilities:	
Claims payable	1,889,992
Subscription liabilities	284,450
Total noncurrent liabilities	2,174,442
Total Liabilities	\$ 2,573,292
DEFERRED INFLOWS OF RESOURCES	
Leases	\$ 821,272
NET POSITION	
Net Investment in capital assets	\$ 65,235
Restricted for workers compensation claims	121,438
Unrestricted	7,347,877
Total Net Position	\$ 7,534,550

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

**TOWN OF LOS GATOS, CALIFORNIA
PROPRIETARY FUNDS -
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	Governmental Activities Internal Service Funds
OPERATING REVENUES	
Charges for services	\$ 4,398,817
Use of money and property	166,373
Other local taxes	24,838
Other revenue and reimbursements	486,265
Total Operating Revenues	<u>5,076,293</u>
OPERATING EXPENSES	
Insurance expenses	2,463,881
Services and Supplies	2,068,407
Depreciation/amortization	202,422
Total Operating Expenses	<u>4,734,710</u>
Operating Income (Loss)	341,583
NONOPERATING REVENUE (EXPENSES)	
Investment earnings	21,516
Interest expense	<u>(22,421)</u>
Income (loss) before transfers	<u>340,678</u>
Transfers in	651,000
Transfers out	<u>-</u>
Net transfers	<u>651,000</u>
Change in Net Position	991,678
BEGINNING NET POSITION	<u>6,542,872</u>
ENDING NET POSITION	<u>\$ 7,534,550</u>

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

**TOWN OF LOS GATOS, CALIFORNIA
 PROPRIETARY FUNDS -
 STATEMENT OF CASH FLOWS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	Governmental Activities Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 4,759,258
Payments to suppliers	(4,433,671)
Insurance reimbursements	397,312
Claims paid	(361,241)
Net cash provided (used) by operating activities	361,658
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Transfers In	651,000
Transfers Out	-
Net cash provided (used) by noncapital financing activities	651,000
CASH FLOWS FROM CAPITAL RELATED FINANCING ACTIVITIES	
Interest paid	(30,393)
Principal paid	(149,154)
Acquisition of subscription assets	-
Net cash provided (used) by capital related financing activities	(179,547)
CASH FLOWS FROM INVESTING ACTIVITIES	
Cash collected from investment earnings	21,516
Net cash provided (used) Investing Activities	21,516
Net Increase(Decrease) in Cash and Investments	854,627
Cash and investments - beginning of year	8,116,378
Cash and investments - end of year	\$ 8,971,005
Reconciliation of Operating Income to Cash Flows	
from Operating Activities:	
Operating Income	\$ 341,583
Adjustments to reconcile operating income to cash flows	
from operating activities:	
Depreciation/amortization	202,422
Change in assets and liabilities:	
Accounts receivables	36,028
Leases receivable	(59,528)
Deferred inflows of resources	103,777
Accounts payable	(25,908)
Claims payable	(236,716)
Cash Flows From Operating Activities	\$ 361,658
Cash and cash equivalents:	
Cash and investments	\$ 8,849,567
Restricted cash and investments	121,438
Total cash and cash equivalents	\$ 8,971,005

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

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

FIDUCIARY FUNDS

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

RDA Successor Agency Private Purpose Trust Fund was established to account for the assets and liabilities transferred from the dissolution of the Town’s former Redevelopment Agency and the continuing operations related to existing Redevelopment Agency obligations.

**TOWN OF LOS GATOS
FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2024**

	<u>RDA Successor Agency</u>
ASSETS	
Cash and investments	\$ 2,026,518
Restricted cash and investments	2,118,936
Loans receivable	633,746
Capital assets:	
Depreciable, net of accumulated depreciation	<u>1,016,930</u>
Total Assets	<u>\$ 5,796,130</u>
LIABILITIES	
Accounts payable	\$ 27
Interest payable	187,218
Long-term debt:	
Due within one year	1,485,000
Due in more than one year	<u>8,755,925</u>
Total Liabilities	<u>\$ 10,428,170</u>
NET POSITION	
Restricted for RDA	<u>\$ (4,632,040)</u>
Total Net Position	<u>\$ (4,632,040)</u>

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

**TOWN OF LOS GATOS
PRIVATE PURPOSE TRUST FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	RDA Successor Agency
ADDITIONS	
Property taxes	\$ 1,952,104
Investment earnings	133,738
	2,085,842
DEDUCTIONS	
Program expenses of former RDA	5,394
Interest and fiscal agency expenses of RDA	423,007
Depreciation expense	101,693
	530,094
CHANGE IN NET POSITION	1,555,748
NET POSITION - BEGINNING OF YEAR	(6,187,788)
NET POSITION - END OF YEAR	\$ (4,632,040)

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

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Notes to Basic Financial Statements

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Financial Reporting Entity

The Town of Los Gatos (the “Town”) operates under a Council-Manager form of government and provides the following services; public safety (including police and emergency management), parks and public works, community development, library, public improvements, planning and zoning, and general administration services. Redevelopment services were provided primary through the Redevelopment Agency of the Town which was dissolved on February 1, 2012.

The Town is largely a residential community located in the foothills of the Santa Cruz Mountains and was incorporated as a municipal corporation in 1887. The Town’s population as of January 1, 2024, was 33,320.

As required by generally accepted accounting principles, these financial statements present the Town as the Primary Government and any component units for which the Town is considered financially accountable.

B. Description of Blended Component Units

The Town did not report any component units as a part of the primary government because the Town Council was not the governing body of any entities and no separate entity provided services entirely to the Town.

C. Description of Joint Ventures and Public Entity Risk Pool

As described in Note 13, the Town participates in two joint ventures and public entity risk pool activities through formally organized separate legal entities. The financial activities of the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA) and the Local Agency Workers’ Compensation Excess Joint Powers Authority (“LAWCX”) are not included in the accompanying basic financial statements as boards separate from and independent of the Town administer them.

D. Basis of Presentation

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

The accompanying financial statements are presented on the basis set forth in Government Accounting Standards Board Statements No. 34, *Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments*, No. 36, *Recipient Reporting for Certain Non-exchange Revenues, an Amendment of GASB Statement No. 33*, No. 37, *Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments; Omnibus*, and No. 38, *Certain Financial Statement Note Disclosures*.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

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

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

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

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

Internal service funds of the Town (which provide services primarily to other funds of the Town) are presented, in summary form, as part of the proprietary fund financial statements. Since the principal users of the internal services are the Town's governmental activities, financial activities of the internal service funds are presented in the governmental activities column when presented at the government-wide level. The costs of these services are allocated to the appropriate function/program in the Statement of Activities.

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

E. Major Funds

GASB defines major funds and requires that the Town's major governmental funds be identified and presented separately in the fund financial statements. All other funds, called nonmajor funds, are combined and reported in a single column, regardless of their fund-type.

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

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

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

General Fund is the general operating fund of the Town and is used to account for all financial resources except those required to be accounted for in another fund.

Appropriated Reserves Fund is used to account for resources provided for capital projects not fully funded from other sources.

The Town also reports the following fund types:

Internal Service Funds are used to account for services that are provided to other departments on a cost-reimbursement basis. Those services include workers compensation, self-insurance, facilities maintenance, information technology, and equipment.

Fiduciary Funds include Private-Purpose Trust Funds used to account for assets held by the Town as an agent for individuals, private organizations, and other governments. The financial activities of this fund are excluded from the government-wide financial statement but are presented in separate Fiduciary Fund financial statements. Fiduciary Fund Financial Statements include a statement of net position and a statement of changes in net position. Fiduciary funds are presented using the “economic resources measurement focus.”

The Town reported the following Fiduciary Funds in the accompanying financial statements:

RDA Successor Agency Private Purpose Trust Fund accounts for the assets, liabilities, and operations transferred from the dissolution of the Town’s Redevelopment Agency, which includes the following:

- Certificates of Participation issued to finance several capital improvement projects throughout the Town.
- Redevelopment projects and related property tax revenue.
- Affordable Housing Set-Aside Program obligations.
- Repayment of obligations incurred by the Town’s Redevelopment Agency prior to its dissolution.

F. Basis of Accounting

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

Governmental funds are reported using the *current financial resources* measurement focus and the *modified accrual* basis of accounting. Under this method, revenues are recognized when *measurable* and *available*. The Town considers property tax revenues reported in the governmental funds to be

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

available if the revenues are collected or are reasonably expected to be collected within sixty days after year-end. For revenues other than property taxes, the Town generally applies the sixty-day period rule when considering the *measurable* and *available* criteria. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, which is recognized upon becoming due and payable; and except for claims, judgments, and compensated absences, which are recognized when estimable and probable. Governmental capital asset acquisitions are reported as *expenditures* in governmental funds. Proceeds of governmental long-term debt and acquisitions under leases are reported as *other financing sources*.

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

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

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

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

The Town applies all applicable GASB pronouncements for certain accounting and financial reporting guidance including those applicable to accounting and reporting for proprietary operations. In December of 2010, GASB issued *GASB No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. This statement incorporates pronouncements issued on or before November 30, 1989 into GASB authoritative literature. This includes pronouncements by the Financial Accounting Standards Board (FASB), Accounting Principles Board Opinions (APB), and the Accounting Research Bulletins of the American Institute of Certified Public Accountants' (AICPA) Committee on Accounting Procedure, unless those pronouncements conflict with or contradict with GASB pronouncements.

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

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Measurement Period	July 1, 2022 to June 30, 2023

Other Postemployment Benefit (OPEB) Expense

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense information about the fiduciary net position of the Town’s Retiree Benefits Plan (the OPEB Plan) and additions to/deductions from the OPEB Plan’s fiduciary net position have been determined on the same basis as they are reported by the OPEB Plan. For this purpose, the OPEB Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value. Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Measurement Period	July 1, 2022 to June 30, 2023

Cash and Cash Equivalents - The Town’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

State of California statutes and the Town’s investment policy authorize the Town to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, collateralized, non-negotiable certificates of deposits, commercial paper rated A-1/P-1, medium-term corporate notes rated A or its equivalent or better by Moody’s or Standard & Poor’s, asset backed corporate notes, bankers’ acceptances, mutual funds, and the State Treasurer’s investment pool (Local Agency Investment Fund).

The Town does not enter into repurchase or reverse repurchase agreements.

Restricted Cash and Investments - Certain restricted cash and investments are held by fiscal agents for pension stabilization, worker’s compensation insurance, and Successor Agency debt service obligations.

Investments - Investments are recorded at fair value in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Item 6.

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction. In determining this amount, three valuation techniques are available:

- **Market approach** - This approach uses prices generated for identical or similar assets or liabilities. The most common example is an investment in a public security traded in an active exchange such as the NYSE.
- **Cost approach** - This technique determines the amount required to replace the current asset. This approach may be ideal for valuing donations of capital assets or historical treasures.
- **Income approach** - This approach converts future amounts (such as cash flows) into a current discounted amount.

Each of these valuation techniques requires inputs to calculate a fair value. Observable inputs have been maximized in fair value measures, and unobservable inputs have been minimized.

Materials, Supplies and Deposits (Other Assets) - These assets are held for consumption and are stated at cost using the first-in, first-out method. The costs are recorded as expenditures at the time the item is consumed.

Interfund Receivables and Payables - Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “advances to/advances from other funds.” All other outstanding balances between funds are reported as “due to/from other funds.”

Advances - Advances between funds and due from/to other funds are offset by a nonspendable fund balance in applicable Town funds to indicate the extent to which they are not available for appropriation and are not expendable available financial resources.

Capital Assets - Capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets or donated works of art and similar items should be reported at acquisition value rather than fair value. Also, note that capital assets received in a service concession arrangement should be reported at acquisition value rather than fair value. Capital assets, including infrastructure, are recorded if acquisition or construction costs exceeds \$10,000.

As required by GASB, the Town depreciates and amortizes capital assets with limited useful lives over their estimated useful lives. The purpose of depreciation/amortization is to spread the cost of capital assets equitably among all users over the life of these assets. The amount charged to depreciation expense each year represents that year’s pro rata share of the cost of capital assets. The Town depreciates/amortizes using the straight-line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated.

Intangible right-to-use lease assets are amortized over the shorter of the lease term or the useful life of the underlying asset, unless the lease contains a purchase option that the Town has determined is reasonably certain of being exercised, then the lease asset is amortized over the useful life of the

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

underlying asset. Intangible right-to-use subscription assets are amortized over the shorter of the subscription term or the useful life of the underlying IT asset.

The Town has assigned the useful lives listed below to capital assets:

Buildings	25-40 years
Improvements	25-40 years
Machinery and equipment	2-20 years
Furniture and fixtures	5-12 years
Software	5-7 years
Infrastructure	20-40 years

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

Capital assets may be acquired using federal and state grants, contributions from developers, and contributions or grants from other governments. GASB 34 requires that these contributed assets be accounted for as revenue at the time they are contributed.

Leases Receivable - The Town's leases receivable are measured at the present value of lease payments expected to be received during the lease terms. The present value, net of accumulated amortization, is reported as deferred inflows of resources is recorded for leases. Deferred inflows of resources are recorded at the initiation of the leases in an amount equal to the initial recording of the leases receivable, plus incentive payments received. Amounts recorded as deferred inflows of resources from the leases are amortized on a straight-line basis over the term of the lease.

Deferred Compensation Plan - The Town established a deferred compensation plan created in accordance with California Government Code Section 53212 and Internal Revenue Code Section 457. The plan, available to all Town employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. Deferred compensation plans are not reported as part of the Town's assets or liabilities, as the deferred compensation plan trustees hold those funds in trust on behalf of employees until the employees are eligible to receive the benefits.

Compensated Absences - Accumulated Vacation, Sick Pay, and Other Employee Benefits are accrued as earned. Upon termination, employees are paid for all unused vacation at their current hourly rates. Sick leave earned is cashed out based on the following schedule for employees with at least 150 hours accrued and up to a maximum amount as specified under labor contract provisions:

For employees under contract 1-59 months	25.0%
For employees under contract 60-119 months	37.5%
For employees under contract 120 months or more	50.0%

The Town's liability for compensated absences is determined annually. For all governmental funds, amounts expected to be paid out of current financial resources are recorded as liabilities of each fund;

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

the long-term portion is recorded in the Statement of Net Position. The changes of the compensated absences were as follows:

Beginning Balance	\$ 3,161,247
Net Change	<u>(50,290)</u>
Ending Balance	3,110,957
Compensated Absences Current	<u>596,874</u>
Compensated Absences Noncurrent	<u>\$ 2,514,083</u>

Compensated absences are liquidated by the fund that has recorded the liability. The long-term portion of governmental activities compensated absences is liquidated primarily by the General Fund. Only compensated absences related to terminated employees are reported in the fund financial statements.

Unearned Revenue - Unearned revenue arises when assets are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are recorded as deferred inflows from unearned revenue. In the governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have been recorded as deferred inflows from unavailable revenue.

Long-Term Liabilities - In the government-wide financial statements and private-purpose trust funds long-term debt and other long-term obligations are reported as liabilities in the applicable statement of net position. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Subscription Based Information Technology Arrangements - The Town recognizes subscription liabilities with an initial, individual value of \$100,000 or more. The Town uses its estimated incremental borrowing rate to measure subscription liabilities unless it can readily determine the interest rate in the arrangement. The Town's estimated incremental borrowing rate is calculated as described above. The Town's estimated incremental borrowing rate is based on its most recent public debt issuance.

Deferred Outflows/Deferred Inflows of Resources - Deferred outflows of resources is a consumption of net assets by the Town that is applicable to a future reporting period, for example, contributions to pension and OPEB plans that are after the actuarial measurement date. Deferred inflows of resources is an acquisition of net assets by the Town that is applicable to a future reporting period, for example, unavailable revenue.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Net Position - In the government-wide financial statements, net position is classified in the following categories:

Net Investment in Capital Assets - This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that attributed to the acquisition, construction, or improvement of the assets. In addition, deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt also are included in the net investment in capital assets component of net position.

Restricted Net Position - This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted Net Position - This amount is all net position that does not meet the definition of "net investment in capital assets" or "restricted net position."

Fund Balances - The Town does not have a policy identifying a minimum unassigned fund balance. Because amounts in the nonspendable, restricted, committed, and assigned categories are subject to varying constraints on their use, the remaining fund balances are otherwise unassigned.

In accordance with Government Accounting Standards Board 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the Town classifies governmental fund balances as follows:

Nonspendable includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.

Restricted includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.

Committed includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority and does not lapse at year-end. Committed fund balances are imposed by the Town Council.

Assigned includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the Town Manager or the Finance Director.

Unassigned includes fund balances within the funds which have not been classified within the above-mentioned categories. The General Fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the General Fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or

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assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

The Town uses restricted/committed amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar for dollar spending. Additionally, the Town would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent asset and liabilities at the dates of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting periods. Actual results could differ from those estimates.

Subsequent Events - Management has considered subsequent events through November 11, 2024, the date which the financial statements were available to be issued. The financial statements include all events or transactions, including estimates, required to be recognized in accordance with generally accepted accounting principles. Management has determined that there are no non-recognized subsequent events that require disclosure.

Property Tax Levy, Collection and Maximum Rates - State of California Constitution Article XIII A provides that the combined maximum property tax rate on any given property may not exceed 1% of its assessed value unless an additional amount for general obligation debt has been approved by voters. Assessed value is calculated at 100% of market value as defined by Article XIII A and may be adjusted by no more than 2% per year unless the property is sold, transferred, or substantially improved. The State Legislature has determined the method of distribution of receipts from a 1% tax levy among the counties, cities, school districts and other districts.

The County of Santa Clara assesses properties, bills for and collects property taxes on the following schedule:

	<u>Secured</u>	<u>Unsecured</u>
Valuation/lien dates	January 1	January 1
Levy dates	January 1	January 1
Due dates (delinquent as of)	50% on November 1 (December 10) 50% on February 1 (April 10)	March 1 (August 31)

The term "unsecured" refers to taxes on personal property other than land and buildings. These taxes are secured by liens on the property being taxed. Property taxes levied are recorded as revenue and receivables when they are collected during the fiscal year of levy or within 60 days of year-end.

Budgets and Budgetary Accounting - The Town follows the procedures below when establishing the budgetary data reflected in the financial statements:

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1. The Town Manager submits to the Town Council a proposed operating and capital improvement budget for the fiscal year commencing the following July 1. The budgets include the proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. The budget is legally enacted through adoption of Town resolution by Council.
4. The Town Manager is authorized to implement the programs as approved in the adopted budget. Within a specific fund, the Town Manager may transfer appropriations between categories, departments, projects and programs as needed to implement the adopted budget, whereas the Town Council must authorize budget increases and decreases, and transfers between funds.
5. Budgets are adopted on a basis consistent with generally accepted accounting principles except for proprietary funds which budget for capital outlays but not depreciation. Budgets were adopted for the General Fund, Special Revenue Funds, Internal Service Funds, and Capital Projects Funds.
6. Budgeted amounts are as originally adopted or as amended by Town Council. Individual amendments were not material in relation to original appropriations.

Excess of Expenditures over Appropriations - There were no significant expenditures in excess of budget during for the year ended June 30, 2024.

Encumbrances - Under encumbrance accounting, purchase orders, contract and other commitments for expenditures are recorded in order to reserve that portion of the applicable appropriation. Encumbrance accounting is employed as an extension of formal budgetary integration in all funds. Encumbrances outstanding at year-end are reported as commitments or assignments of fund balances since they do not constitute expenditures or liabilities; unexpended and unencumbered appropriations lapse at year end in all funds. Encumbered appropriations are carried forward to the following year.

Reclassifications - Certain accounts in the prior-year financial statements have been reclassified for the presentation in the current-year financial statements.

G. Accounting and Reporting Changes

GASB Statement No. 100, Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62

This Statement defines accounting changes as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. This Statement also prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections in previously issued financial statements. This statement did not have a material impact on the financial statements.

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GASB Statement No. 101, *Compensated Absences*

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

This Statement requires that a liability for certain types of compensated absences - including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. However, the Town implemented GASB 101 as of June 30, 2024. This statement did not have a material impact on the financial statements.

H. Upcoming Accounting and Reporting Changes

The Town is currently analyzing its accounting practices to determine the potential impact on the financial statements of the following recent GASB Statements:

GASB Statement No. 102, *Certain Risk Disclosures*

This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the

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government’s vulnerability to the risk of a substantial impact. The disclosure should include descriptions for (1) the concentration or constraint (2) each event associated with the concentration or constraint that could cause a substantial impact if the event had occurred or had begun to occur prior to the issuance of the financial statements (3) actions taken by the government prior to the issuance of the financial statements to mitigate the risk. The requirements of this Statement are effective for fiscal years beginning after June 15, 2024, and all reporting periods thereafter.

GASB Statement No. 103, *Financial Reporting Model Improvements*

This Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government’s accountability.

This Statement establishes new accounting and financial reporting requirements or modifies existing requirements related to (a) Management’s discussion and analysis (MD&A) (b) Unusual or infrequent items (c) Presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position (d) Information about major component units in basic financial statements (5) Budgetary comparison information (6) Financial trend information in the statistical section

The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter.

NOTE 2 - CASH AND INVESTMENTS

The Town pools cash from all sources and all funds except Restricted Cash and Investments so that it can be invested at the maximum yield, consistent with safety and liquidity, while existing funds have cash available for expenditures.

Cash and Investments Defined

The Town includes only cash deposits in banks as cash. Investments in LAIF and government securities mutual funds are net in the order of liquidity, since they may be withdrawn without penalty. U.S. Treasuries, U.S. Agencies and Certificates of Deposit are the Town’s least liquid investments, since they must be held to maturity.

Cash Deposits with Banks and Custodial Credit Risk

California Law requires banks and savings and loan institutions to pledge government securities with a fair value of 110% of the Town’s cash on deposit, first trust deed mortgage notes with a value of 150% of the deposit, or letters of credit issued by the Federal Home Loan Bank of San Francisco with a value of 100% of the deposit as collateral. Under California Law this collateral is held in the Town’s name and places the Town ahead of general creditors of the institution. The Town’s cash deposits are collateralized under this law.

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The bank balance of the Town's cash deposits was \$15,664,336 and the carrying amount was \$15,176,656 as of June 30, 2024. The bank balance and the carrying amount differed due to deposits in transit and outstanding checks.

Investments

The Town and its fiscal agent invest in individual investments and in investment pools. Individual investments are evidenced by specific identifiable pieces of paper called "securities instruments," or by an electronic entry registering the owner in the records of the institution issuing the security, called the book entry system. In order to maximize security, the Town employs the Trust department of a bank as the custodian of all its investments, regardless of their form.

Fair Value Measurements

GASB 72 established a hierarchy of inputs to the valuation techniques above. This hierarchy has three levels:

- Level 1 inputs are quoted prices in active markets for identical assets or liabilities.
- Level 2 inputs are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable
- Level 3 inputs are unobservable inputs, such as a property valuation or an appraisal.

Local Agency Investment Fund (LAIF)

The Town invests in the California State Treasurer's Local Agency Investment Fund. LAIF, established in 1977, is regulated by California Government Code Section 16429 and under the day to day administration of the State Treasurer. As of June 30, 2024, LAIF had approximately \$178 billion in investments that were fully invested in non-derivative financial products. These investments are described as follows:

1. Structured Notes are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and / or that have embedded forwards or options.
2. Asset-Backed Securities, the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as Collateralized Mortgage Obligations) or credit card receivables.

Risk Disclosures

Interest Rate Risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to the changes in market interest rates. One of the ways that the Town manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations. Information about the sensitivity of the fair values of the Town's investments to market interest rate

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fluctuations is provided in the summary of cash and investments table on the following page that shows the distribution of the Town's investments by maturity.

Credit Risk is the risk of loss due to the failure of the security issuer. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The summary of cash and investments table on the following page shows the minimum rating under the actual rating of the Town's investments at year end.

Custodial Credit Risk is the risk that in the event of the 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 another party. The Town's investment in money market fund and LAIF is not categorized as to custodial credit risk. Its U.S. Government Agency Securities investment is held by a third-party financial institution under the third party's trust department's name and thus not exposed to custodial credit risk.

Concentration of Credit Risk is the risk that the Town's investments are exposed because the types of investments have been too limited. The Town's Policy states that, with the exception of US Treasury securities and LAIF, no more than 50% of the Town's total investment portfolio will be invested in one single security type or with a single financial institution. The Town was in compliance with this policy as of June 30, 2024.

The following table summarizes the Towns policy related to maturities and concentration of investments:

Investment Type	Maximum Maturity	Maximum Portfolio Percentage
US Treasury Obligations	5 years	None
US Agency Obligations	5 years	None
Bankers Acceptances	180 days	30%
Commercial Paper	270 days	25%
Medium Term Notes	5 years	30%
Collateralized CD's	5 years	30%
CA LAIF	NA	\$75 million
Money Market Funds	NA	20%

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The following is a summary of the Town’s Cash and Investments (stated at fair value) as of June 30, 2024:

Description	Available for		Total	Concentration of Credit		Input Level	Time to Mature (Years)	Weighted Average Maturity
	Operations	Restricted		Risk	Rating			
Government Bonds	\$ 20,229,135	-	\$ 20,229,135	30.50%	AA+	2	.42-4.51	2.51
Government Agencies	15,255,972	-	15,255,972	23.00%	AA+	2	.01-4.72	1.92
Corporate Bonds	14,328,567	-	14,328,567	21.60%	A- to AA+	2	.13-4.79	3.00
Mutual Funds	61,190	-	61,190	0.09%	Not Rated	2	n/a	n/a
LAIF	16,455,165	-	16,455,165	24.81%	Not Rated	n/a	n/a	n/a
Total Investments	66,330,029	-	66,330,029	100.00%				
Cash Deposits with Banks	15,159,123	2,298,718	17,457,841					
Money Market Accounts	17,530	-	17,530					
Pension Trust	-	2,188,659	2,188,659					
Cash on Hand at Town	2,400	-	2,400					
Total Cash and Investments	\$ 81,509,082	\$ 4,487,377	\$ 85,996,459					

Cash and investments are classified in the financial statements as shown below, based on whether or not their use is restricted by Town debt or Agency agreements.

Description	Fiduciary		
	Total Town	Funds	Totals
Cash and Investments Available for Operations	\$ 79,482,564	\$ 2,026,518	\$ 81,509,082
Restricted Cash and Investments	2,368,441	2,118,936	4,487,377
Total Cash and Investments	\$ 81,851,005	\$ 4,145,454	\$ 85,996,459

NOTE 3 - LONG-TERM NOTES RECEIVABLE

The Town had the following long-term notes receivable as of June 30, 2024:

Description	Interest		Balance
	Rate	Maturity	
General Fund:			
Rehab Loan to Charities	Various	Various	\$ 159,000
BMP Loans	Various	Various	900,000
Total General Fund			1,059,000
Community Development Block Grant Fund (CDBG):			
Housing Conservation	0-5%	Various	78,752
Total CDBG			78,752
Total Long-Term Notes Receivable - Government-Wide Statement of Net Position			1,137,752
Successor Agency Affordable Housing:			
Project Match	Various	Various	633,746
Total Long-Term Notes Receivable			\$ 1,771,498

BMP Loans - The purpose of the Below Market Price (BMP) Housing Program is to provide adequate housing for Los Gatos residents, regardless of age, income, race, or ethnic background. As required by

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the State, the Town plans and facilitates the construction of housing adequate for future populations consistent with environmental limitations and in a proper relationship to community facilities, open space, transportation, and small-town character.

Active Home Loans and Housing Conservation Loans - The Town used CDBG Funds (funded through federal grants) to assist low- and moderate-income homeowners to improve their homes and to fund low-income housing rental properties acquisition and rehabilitation. These loans are secured by deeds of trust.

Project Match - The Successor Agency has a loan agreement with Project Match, a nonprofit benefit corporation, to acquire and rehabilitate four- or five-bedroom single family homes. The property is to provide affordable housing rental to very low-income senior households. The loan receivable is evidenced by a promissory note and secured by a deed of trust. From inception of the loan through June 30, 2024, no interest or principal payments have been made.

NOTE 4 - LEASES RECEIVABLE

In March of 2021, the Town entered into a five-year lease with Tesla Motor Cars (Tesla) allowing Tesla to use Town property at the North Lot for charging stations. Under the lease, Tesla pays the Town \$96,000 per year during the term of the lease. The lease receivable is measured as the present value of the future minimum rent payments expected to be received during the lease term at a discount rate of 2%.

In January of 2010, the Town entered into a twenty-year lease with the Los Gatos Saratoga Recreation (LGS) allowing LGS to use the property at 123 East Main Street. Under the lease, LGS paid the Town \$19,950 per year at the beginning of the lease. After cumulative CPI adjustments, the payment in the final year of the lease will be \$30,216. The lease receivable is measured as the present value of the future minimum rent payments expected to be received during the lease term at a discount rate of 6.6%.

In January of 2010, the Town entered into a twenty-year lease with the Los Gatos Saratoga Recreation (LGS) allowing LGS to use the property at 208 East Main Street. Under the lease, LGS paid the Town \$90,000 per year at the beginning of the lease. After cumulative CPI adjustments, the payment in the final year of the lease will be \$243,435. The lease receivable is measured as the present value of the future minimum rent payments expected to be received during the lease term at a discount rate of 6.6%.

In January of 2016, the Town entered into a twenty-year lease with New Museum Los Gatos (NUMU) to use the property at 106 East Main Street. Under the lease, NUMU pays the Town \$25,000 per year. The lease receivable is measured as the present value of the future minimum rent payments expected to be received during the lease term at a discount rate of 5.86%.

In December of 2022, the Town entered into a fifty-five-month lease with CineLux Theaters allowing CineLux Theaters to use the Los Gatos Theatre building. Under the lease, CineLux Theaters pays the Town up to \$120,000 per year during the term of the lease. The lease receivable is measured as the present value of the future minimum rent payments expected to be received during the lease term at a discount rate of 5.99%.

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The following summarizes the lease balances as of June 30, 2024:

Lease Receivable	Beginning	Additions	Deletions	Ending
Tesla	\$ 241,506	\$ -	\$ (92,010)	\$ 149,496
LGS 123 E. Main St	148,858	-	(17,852)	131,006
LGS 208 E. Main St	1,199,297	-	(143,795)	1,055,502
NUMU	-	232,841	(11,666)	221,175
Los Gatos Theatre	319,957	-	(15,828)	304,129
	\$ 1,909,618	\$ 232,841	\$ (281,151)	\$ 1,861,308

Deferred Inflows of Resources	Beginning	Additions	Deletions	Ending
Tesla	\$ 235,816	\$ -	\$ (91,284)	\$ 144,532
LGS 123 E. Main St	83,399	-	(12,997)	70,402
LGS 208 E. Main St	634,096	-	(98,820)	535,276
NUMU	-	232,841	(17,247)	215,594
Los Gatos Theatre	269,670	-	(67,418)	202,252
	\$ 1,222,981	\$ 232,841	\$ (287,766)	\$ 1,168,056

The following summarizes the future lease collections as of June 30, 2024:

For the Year Ending June 30,	Principal	Interest	Total
2025	\$ 362,421	\$ 104,325	\$ 466,746
2026	363,791	82,970	446,761
2027	352,973	62,902	415,875
2028	248,139	42,949	291,088
2029	270,392	26,020	296,412
2030-2034	205,587	33,434	239,021
2035-2037	58,005	4,494	62,499
Total Future Collections	\$ 1,861,308	\$ 357,094	\$ 2,218,402

NOTE 5 - INTERFUND TRANSACTIONS

Inter-fund Receivables and Payables - Amounts due to or due from other funds reflect inter-fund balances for services rendered or short-term loans expected to be repaid in the next fiscal year. Advances to or from other funds are long-term loans between funds that are to be repaid in their entirety over several years.

Transfers - With Council approval resources may be transferred from one fund to another. Transfers routinely reimburse funds that have made an expenditure on behalf of another fund. Transfers may also be made to pay for capital projects or capital outlays, lease or debt service payments, operating expenses and low and moderate-income housing projects.

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Transfers between funds during the fiscal year ended June 30, 2024 were as follows:

Transfers Out			Transfers In		
Opinion Unit	Program Title	Amount	Opinion Unit	Program Title	Description
General Fund	Non-Departmental	\$ 1,615,000	Appropriated Reserves	GFAR	Adopted Budget Support
General Fund	Non-Departmental	430,000	Internal Service	Liability Program	Internal Service Fund
General Fund	Non-Departmental	866,281	Appropriated Reserves	ARC Interim Community Center	Capital Project
General Fund	Non-Departmental	221,000	Internal Service	Facilities	Rent Waivers
General Fund	Measure G Program	620,044	Appropriated Reserves	GFAR	Capital projects
Nonmajor	Blackwell District	460	General Fund	Non-Departmental	Admin Support
Nonmajor	Kennedy Meadows	1,510	General Fund	Non-Departmental	Admin Support
Nonmajor	Gemini Court	610	General Fund	Non-Departmental	Admin Support
Nonmajor	Santa Rosa Heights	660	General Fund	Non-Departmental	Admin Support
Nonmajor	Vasona Heights	1,430	General Fund	Non-Departmental	Admin Support
Nonmajor	Hillbrook Drive	250	General Fund	Non-Departmental	Admin Support
Appropriated Reserves	GFAR	102,000	General Fund	Non-Departmental	Vehicle Impact Fees
Appropriated Reserves	Street Repairs & Resurfacing	23,875	General Fund	PPW Admin	Engineering Support
Appropriated Reserves	GFAR	193,933	General Fund	PPW Admin	Engineering Support
Appropriated Reserves	GFAR	121,683	General Fund	Town Engineering	Engineering Support
Appropriated Reserves	Traffic Mitigation	12,499	General Fund	Non-Departmental	Admin Support
Nonmajor	Gas Tax	106,000	General Fund	Non-Departmental	Admin Support
	Total Transfers	\$ 4,317,235			

NOTE 6 - CAPITAL ASSETS

Changes in the Town's capital assets during the fiscal year are shown as follows:

	Beginning	Additions	Retirements	Transfers	Ending
Nondepreciable/Amortizable Capital Assets:					
Land	\$ 26,066,103	\$ -	\$ -	\$ (1,368)	\$ 26,064,735
Construction in Progress	7,513,148	7,131,654	-	846,241	15,491,043
Total Nondepreciable/Amortizable	33,579,251	7,131,654	-	844,873	41,555,778
Depreciable/Amortizable Capital Assets:					
Subscription Right of Use Assets	915,860	706,713	-	-	1,622,573
Buildings and Improvements	39,902,775	51,564	-	2,908,377	42,862,716
Equipment & Vehicle	12,952,294	187,323	(243,421)	(2,751)	12,893,445
Infrastructure - All Other	28,358,260	133,367	-	-	28,491,627
Infrastructure - Streets	87,941,698	3,806,023	(1,695,310)	(3,750,500)	86,301,911
Total Depreciable/Amortizable	170,070,887	4,884,990	(1,938,731)	(844,874)	172,172,272
Less Accumulated Depreciation/Amortization for:					
Subscription Right of Use Assets	202,422	220,090	-	-	422,512
Buildings and Improvements	11,056,169	935,250	-	3,861	11,995,280
Equipment & Vehicle	10,489,600	604,526	(219,330)	(3,859)	10,870,937
Infrastructure - All Other	9,677,566	874,817	-	-	10,552,383
Infrastructure - Streets	39,544,608	2,660,677	(1,695,310)	-	40,509,975
Total Accumulated Depreciation/Amortization	70,970,365	5,295,360	(1,914,640)	2	74,351,087
Net Depreciable/Amortizable Capital Assets	99,100,522	(410,370)	(24,091)	(844,876)	97,821,185
Capital Assets, Net	\$ 132,679,773	\$ 6,721,284	\$ (24,091)	\$ (3)	\$ 139,376,963

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During the year, the Town transferred \$2,908,377 from construction in progress to buildings and improvements for capital projects that were completed and placed in service. In addition, the Town transferred \$3,048,338 from infrastructure – streets back into construction progress since these assets were not available for service. The assets reclassified to construction in progress had not been depreciated.

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

Governmental Activities	Depreciation/ Amortization Expense
General Government	\$ 550,355
Public Safety	439,232
Parks & Public Works	3,855,796
Community Development	48,251
Library	399,618
Sanitation	2,108
Total Governmental Activities	\$ 5,295,360

Changes in the RDA Successor Agency trust fund capital assets during the fiscal year are shown as follows:

	Beginning	Adjustments and Additions	Retirements	Ending
Depreciable/Amortizable Capital Assets:				
Buildings and Improvements	\$ 4,067,708	\$ -	\$ -	\$ 4,067,708
Less Accumulated Depreciation/Amortization for:				
Buildings and Improvements	2,949,085	101,693	-	3,050,778
Net Depreciable/Amortizable Capital Assets	1,118,623	(101,693)	-	1,016,930
Capital Assets, Net	\$ 1,118,623	\$ (101,693)	\$ -	\$ 1,016,930

NOTE 7 - LONG-TERM OBLIGATIONS

The Town generally incurs long-term debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt.

The following summarizes the changes in long-term debt in the Town during the fiscal year ended June 30, 2024:

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Item 6.

Long-Term Debt	Interest Rate	Maturity Date	Original Issue	Beginning Balance	Additions/ Adjustments	Deletions	Ending Balance
Direct Borrowings:							
PG&E Loan	0%	2031	\$ 1,560,336	\$ 1,196,257	\$ -	\$ 156,034	\$ 1,040,223
Due Within One Year							<u>156,034</u>
Due in More Than One Year							<u>\$ 884,189</u>

TOWN OF LOS GATOS, CALIFORNIA
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Future debt service requirements of the PG&E loan were as follows:

For the Year Ending June 30,	Principal	Interest	Total
2025	\$ 156,034	\$ -	\$ 156,034
2026	156,034	-	156,034
2027	156,034	-	156,034
2028	156,034	-	156,034
2029	156,034	-	156,034
2030-2034	260,053	-	260,053
Total Debt Service	\$ 1,040,223	\$ -	\$ 1,040,223

The following summarizes the changes in long-term debt in the Successor Agency trust fund during the fiscal year ended June 30, 2024:

Long-Term Debt	Interest Rate	Maturity Date	Original Issue	Beginning Balance	Deletions	Ending Balance
2002 COP	2.5-5%	2031	\$ 10,725,000	\$ 4,860,000	\$ 440,000	\$ 4,420,000
2010 COP	2.5-4.25%	2028	15,675,000	6,570,000	975,000	5,595,000
Subtotal COP's			26,400,000	11,430,000	1,415,000	10,015,000
Premiums			753,095	263,580	37,655	225,925
Total Long-Term Debt			\$ 27,153,095	\$ 11,693,580	\$ 1,452,655	\$ 10,240,925
Due Within One Year						1,485,000
Due in More Than One Year						\$ 8,755,925

2002 Certificates of Participation (2002 COPs) - On July 18, 2002, the Town and the Los Gatos Redevelopment Agency issued \$10,725,000 in 2002 COPs, Series A, to finance the acquisition, construction, rehabilitation, equipping, and improvement of several capital improvement projects. The Town had pledged lease payments of real property and facilities comprised of the Parks and Public Works Service Center and Baseball Field, as well as Parking Lot No. 1, 2, and 3, as collateral for the repayment of the Certificates. Principal payments are due annually on August 1st, with interest payments due semi-annually on February 1st and August 1st.

2010 Certificates of Participation (2010 COPs) - On June 1, 2010, \$15,675,000 of 2010 COPs were issued to finance the acquisition, construction, and improvement of a library on the Town's Civic Center campus, to be owned and operated by the Town. Principal payments are due annually on August 1, with interest payments due semi-annually on February 1 and August 1.

To assist the Town in paying the cost of acquisition and construction of various projects, the Town and its Redevelopment Agency entered into lease and reimbursement agreements in 2002 and 2010. Under the agreements, the Agency will use available net tax increment revenues resulting from the projects' effect on land values to repay the Town for all lease payments made by the Town to the Agency under the lease agreements for the projects. Net tax increment revenues are all taxes allocated to and paid into the Successor Agency private-purpose trust fund.

TOWN OF LOS GATOS, CALIFORNIA
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Future debt service requirements of the Certificates of Participation were as follows:

For the Year Ending June 30,	Principal	Interest	Total
2025	\$ 1,485,000	\$ 417,300	\$ 1,902,300
2026	1,550,000	351,850	1,901,850
2027	1,625,000	283,375	1,908,375
2028	1,705,000	210,819	1,915,819
2029	1,790,000	133,156	1,923,156
2030-2034	1,860,000	142,500	2,002,500
Total Debt Service	\$ 10,015,000	\$ 1,539,000	\$ 11,554,000

The Successor Agency must maintain a required amount of cash and investments with the trustee under the terms of the COPs issues. These funds are pledged as reserves to be used if the Successor Agency fails to meet its obligations under the COPs issue and totaled \$2,118,936 as of June 30, 2024. The California Government Code requires these funds to be invested in accordance with Town ordinance, bond indentures or State statutes. All these funds have been invested as permitted under the Code.

NOTE 8 - SUBSCRIPTION-BASED INFORMATION TECHNOLOGY AGREEMENTS

The following summarizes the terms of the Town’s subscription-based information technology agreements as of June 30, 2024:

Terms	Accela	Microsoft	Axon
Start	7/1/2021	7/1/2022	4/1/2024
End	6/30/2026	7/1/2025	4/1/2034
Annual Rate	4.66%	4.92%	6.31%
Prepayments	\$ 227,179	\$ -	\$ -
Implementation Cost	\$ 35,000	\$ -	\$ -
Principal Paid	\$ 102,174	\$ 46,980	\$ 69,336
Interest Paid	\$ 17,320	\$ 13,073	\$ 3,716
Amortization	\$ 149,337	\$ 53,085	\$ 17,668

The following summarizes the Town’s subscription right of use assets as of June 30, 2024:

Subscription Right of Use Assets	Accela	Microsoft	Axon	Total
Beginning	\$ 597,350	\$ 318,510	\$ -	\$ 915,860
Additions	-	-	706,713	706,713
Deletions	-	-	-	-
Ending	597,350	318,510	706,713	1,622,573
Accumulated Amortization	(298,674)	(106,170)	(17,668)	(422,512)
Subscription ROA, Net	\$ 298,676	\$ 212,340	\$ 689,045	\$ 1,200,061

TOWN OF LOS GATOS, CALIFORNIA
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JUNE 30, 2024

The following summarizes the Town’s subscription liabilities as of June 30, 2024:

Subscription Liabilities	Accela	Microsoft	Axon	Total
Beginning	\$ 335,171	\$ 259,764	\$ -	\$ 594,935
Additions	-	-	706,713	706,713
Deletions	(102,174)	(46,980)	(69,336)	(218,490)
Ending	232,997	212,784	637,377	1,083,158
Due Within One Year	111,987	49,344	50,347	211,678
Due in More Than One Year	<u>\$ 121,010</u>	<u>\$ 163,440</u>	<u>\$ 587,030</u>	<u>\$ 871,480</u>

The following summarizes the Town’s future payments for subscription liabilities as of June 30, 2024:

For the Year			
Ending June 30,	Principal	Interest	Total
2025	\$ 211,678	\$ 63,203	\$ 274,881
2026	226,457	52,118	278,575
2027	111,537	40,266	151,803
2028	117,985	33,817	151,802
2029	67,512	26,990	94,502
2030-2034	347,989	59,232	407,221
Total Debt Service	<u>\$ 1,083,158</u>	<u>\$ 275,626</u>	<u>\$ 1,358,784</u>

NOTE 9 - SPECIAL ASSESSMENT DISTRICT DEBT WITHOUT COMMITMENT

Special assessment districts are established in various parts of the Town to provide improvements to properties located in those districts. Properties are assessed for the cost of the improvements. These assessments are payable over the term of the debt issued to finance the improvements and are used to pay debt service on debt issued to fund the improvements. The Town is acting only as an agent and has no legal liability with respect to the payment of any indebtedness of the Downtown Parking Assessment District. There was no non-obligated debt outstanding as of June 30, 2024.

TOWN OF LOS GATOS, CALIFORNIA
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JUNE 30, 2024

NOTE 10 - FUND BALANCES

Fund balance for governmental funds is reported in classifications (nonspendable, restricted, committed, assigned, and unassigned) that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. As of June 30, 2024, fund balances were classified as follows:

Town of Los Gatos
Copy of Changes in Fund Balance Disclosure
June 30, 2024

	Beginning Balance	Additions	Deletions	Ending Balance
Nonspendable				
Loans Receivable	\$ 159,000	\$ -	\$ -	\$ 159,000
Leases	55,977	-	(55,977)	-
Total Nonspendable	214,977	-	(55,977)	159,000
Restricted:				
Library	530,174	108,676	(82,002)	556,848
Capital projects	8,328,572	2,285,694	(1,570,600)	9,043,666
Land held for resale	344,338	-	-	344,338
Repairs and maintenance	176,966	44,555	(38,896)	182,625
Pensions	1,400,163	791,012	(2,516)	2,188,659
VTA	494,826	538,736	(455,675)	577,887
Total Restricted	11,275,039	3,768,673	(2,149,689)	12,894,023
Committed:				
Budget stabilization and catastrophes	6,129,774	607,007	-	6,736,781
Catastrophic	6,129,775	607,006	-	6,736,781
Pension/OPEB Reserve	300,000	-	-	300,000
Measure G 2018 District Sales Tax - Residual	590,581	-	-	590,581
Measure G 2018 District Sales Tax - Capital	1,769,057	-	(196,438)	1,572,619
Special revenue funds	821,200	701,620	(430,998)	1,091,822
Total Committed	15,740,387	1,915,633	(627,436)	17,028,584
Assigned:				
Open Space	562,000	-	-	562,000
Parking	100,000	192,000	-	292,000
Sustainability	140,553	-	-	140,553
Capital/Special projects	29,238,029	7,508,897	(11,674,806)	25,072,120
Carryover encumbrances	37,698	48,163	-	85,861
Comcast PEG	50,000	-	-	50,000
ERAF Risk	689,608	740,446	-	1,430,054
Economic recovery	1,556,614	-	(1,535,930)	20,684
Compensated Absences	1,580,623	-	(25,145)	1,555,478
Market fluctuations	-	1,712,246	-	1,712,246
Total Assigned	33,955,125	10,201,752	(13,235,881)	30,920,996
Total Fund Balance - Gov't Funds	\$ 61,185,528	\$ 15,886,058	\$ (16,068,983)	\$ 61,002,603

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Item 6.

Nonspendable

Loans receivable nonspendable fund balance reflects long-term loans that are offset by unearned and deferred amounts.

Leases nonspendable fund balance reflects leases receivable that are offset by unearned and deferred amounts.

Restricted

Library reflects fund balance from donations and bequests held in trust for the benefit of the Town's library.

Capital Outlay funded from storm drain fees, construction taxes and debt proceeds are legally restricted for major capital projects.

Repairs and Maintenance reflects legally restricted balances for repairs and maintenance of lighting and landscape property and open space property that are financed with special tax assessments on the benefiting property.

Pension restricted are amounts paid into a separate legal trust for the Town's Miscellaneous and Safety pension plans administered by CALPERS.

VTA are funds provided by the Valley Transportation Authority's Measure B restricted for the pavement/crack seal rehabilitation project.

Committed

Budget Stabilization and Catastrophic fund balance has been committed per Town Council resolution. The Town Council has established by resolution the budget stabilization arrangement and the catastrophe arrangement. The total balances in these arrangements are to be maintained at 25% of annual General Fund ongoing, operating expenditures, excluding one-time expenditures, divided equally between both arrangements. When either arrangement is used, Town Council will develop a 1 to 5-year reserve replenishment plan to meet the minimum threshold of 25% of General Fund ongoing, operating expenditures, excluding onetime expenditures.

The arrangements can be used when:

- Unforeseen emergencies, such as a disaster or catastrophic event occur.
- Significant decrease in property or sales tax, or other economically sensitive revenues.
- Loss of businesses considered to be significant sales tax generators.
- Reductions in revenue due to actions by the state /federal government.
- Workflow/technical system improvements to reduce ongoing personnel costs and enhance customer service.
- One-time maintenance of service levels due to significant economic budget constraints
- One-time transitional costs associated with organizational restructuring to secure long-term personnel cost savings.

TOWN OF LOS GATOS, CALIFORNIA
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Should any of the events listed above occur that require the expenditure of Town resources beyond those provided for in the annual budget, the Town Manager or designee shall have authority to approve catastrophic or budget stabilization arrangement appropriations. The Town Manager or designee shall then present to the Town Council a budget amendment confirming the nature of the event and authorizing the appropriation of reserve funds.

Pension/OPEB Reserve committed fund balance will be used to fund net pension liabilities for the Town's Miscellaneous and Safety pension plans administered by CALPERS. Town policy provides, to the extent possible, that additional annual deposits be calculated committed with the goal of moving the payment of the unfunded pension liability from a 29-year to a 20-year amortization period.

Special Revenue Fund committed fund balance will be used for the activities of the respective special revenue funds.

Assigned

Open Space assigned fund balance will be used to make selective open space acquisitions.

Parking assigned fund balance will be used to mitigate parking issues within the Town.

Sustainability assigned fund balance will be used to fund ongoing sustainability initiatives and programs.

Capital/Special Projects assigned fund balance will be used for the acquisition and construction of capital facilities as well as special projects or activities as directed by the Town Council.

Carryover Encumbrances assigned fund balance are unspent commitments carried through to future periods.

Comcast PEG assigned fund balance will be used to fund capital improvements linked to the televising of Council and Planning Commission meetings.

Education Realignment Augmentation Fund (ERAF) assigned fund balance has been established to set-aside thirty percent of the anticipated ERAF proceeds from FY 2022/23 until a lawsuit between the State and the School Districts concludes.

Economic Recovery assigned fund balance has been established, after utilizing ARPA replacement revenues, to account for General Fund revenues set-aside for essential government services, economic recovery and business support, enhanced senior services, capital program augmentations, and other one-time uses.

Compensated Absences assigned fund balance will be used for vacation and sick-pay benefits owed to employees as of June 30, 2024 that were not an obligation of the General Fund because of their long-term nature.

Measure G 2018 District Sales Tax assigned fund balances for operational and capital will be used to track receipt and use of the 1/8 cents District tax funds collected by the Town for operational and capital expenditures.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 11 - EMPLOYEES' RETIREMENT PLAN

The following summarizes the pension balances as of year-end:

	Defined Benefit Plans		
	Misc	Safety	Total
Deferred outflows of resources	\$ 9,339,476	\$ 13,827,440	\$ 23,166,916
Deferred inflows of resources	\$ 18,028	\$ 1,676,319	\$ 1,694,347
Net pension liabilities	\$ 29,048,582	\$ 33,979,087	\$ 63,027,669
Pension expense (credit)	\$ 5,773,242	\$ 5,442,602	\$ 11,215,844

Plan Descriptions

All qualified employees are eligible to participate in the Town’s pooled Safety Plan, a cost-sharing multiple-employer defined benefit pension plan and the Town’s Miscellaneous (all other) Plan, an agent Multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plans are established by State statute and Town resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website. Audited financial statements of CalPERS can be obtained from its website <https://www.calpers.ca.gov/page/formspublications>. The Town relies upon actuarial and investment data provided by CalPERS for inclusion and analysis in this report.

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 nonduty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, Lump Sum, or the 1959 Survivor Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

The Plans’ provisions and benefits in effect at June 30, 2024, are summarized as follows:

	Miscellaneous			Safety (Police)	
	Tier 1	Tier 1	PEPRA	Police	PEPRA
Benefit formula	2.5% @ 55	2% @ 60	2% @ 62	3.0% @ 50	2.7% @ 57
Benefit vesting schedule	5 Years	5 Years	5 Years	5 Years	5 Years
Benefit payments	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life
Retirement age	55	60	62	50	57
Monthly benefits as a					
% of eligible compensation	2.0% to 2.5%	1% to 2.5%	1.5% to 2.5%	3.00%	2-2.70%
Required employee contribution rates	8%	7%	7.25%	9%	14.5%
Required employer contribution rates	11.42%	11.42%	14.43%	29.09%	14.5%

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Employees Covered

At June 30, 2024, the following employees were covered by the benefit terms for the Plans:

	Miscellaneous	Safety
Active	107	37
Transferred	105	12
Separated	104	7
Retired	263	91
Total	579	147

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 Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rates are the estimated amount necessary to finance the costs of benefits earned by employees during the year. The Town is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. In addition, the Town is solely responsible for any annual costs associated with payments toward any unfunded accrued liability.

For the year ended June 30, 2024, pension contributions for each Plan was as follows:

	Employer Contributions
Miscellaneous	\$ 3,878,991
Safety	3,554,897
Total Employer Contributions	\$ 7,433,888

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

As of June 30, 2024, the Town reported net pension liabilities for each plan as follows:

	Proportionate Share of Net Pension Liability/(Asset)
Miscellaneous	\$ 29,048,582
Safety	33,979,087
Total	\$ 63,027,669

The Town’s net pension liability for the Safety Plan is measured as the proportionate share of the net pension liability while the Miscellaneous plan’s net pension liability is a direct calculation based on its actuarial study and is not proportionate. The net pension liability of all the Plans are measured as of June 30, 2023, and the total pension liability for the Plans used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022. The Town’s proportion of the net pension

TOWN OF LOS GATOS, CALIFORNIA
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liability for the Safety Plan was based on a projection of the Town’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Town’s proportionate share of the net pension liability for the Safety Plan as of June 30, 2023 and 2024 was as follows:

	Safety
Proportion - June 30, 2023	0.46183%
Proportion - June 30, 2024	0.41366%
Change - Increase/(Decrease)	-0.04816%

For the year ended June 30, 2024, the Town recognized a pension expense of \$11,215,844.

The following is a summary of the changes in the total pension liability, fiduciary net position and net pension liability of the Town’s Miscellaneous Plan as of June 30, 2024:

	Total Pension Liability	Fiduciary Net Position	Net Pension Liability
Beginning Balance	\$ 123,976,167	\$ 95,844,188	\$ 28,131,979
Service Costs	2,092,786	-	2,092,786
Interest on Total Pension Liability	8,437,589	-	8,437,589
Changes of Assumptions	164,628	-	164,628
Difference Actual and Expected Experience	631,264	-	631,264
Employer Contributions	-	3,687,226	(3,687,226)
Employee Contributions	-	916,606	(916,606)
Net Investment Income	-	5,876,311	(5,876,311)
Benefit Payments	(7,069,109)	(7,069,109)	-
Administrative Expenses	-	(70,479)	70,479
Net Changes	4,257,158	3,340,555	916,603
Ending Balance	\$ 128,233,325	\$ 99,184,743	\$ 29,048,582

At June 30, 2024, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Miscellaneous		Safety	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of Assumptions	\$ 566,500	\$ -	\$ 1,983,065	\$ -
Differences between Expected and Actual Experience	330,662	18,028	2,494,691	213,572
Differences between Projected and Actual Investment Earnings	4,563,323	-	4,650,029	-
Differences between Employer's Contributions and Proportionate Share of Contributions	-	-	165,323	1,330,966
Change in Employer's Proportion	-	-	979,435	131,781
Pension Contributions Made Subsequent to Measurement Date	3,878,991	-	3,554,897	-
Total	\$ 9,339,476	\$ 18,028	\$ 13,827,440	\$ 1,676,319

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The Town reported \$7,433,888 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the year ended June 30, 2025.

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

Fiscal Year Ending	Deferred Outflows/(Inflows) of		
	Resources		
June 30:	Miscellaneous	Safety	Total
2025	\$ 1,641,167	\$ 2,769,602	\$ 4,410,769
2026	496,047	1,945,470	2,441,517
2027	3,175,733	3,751,361	6,927,094
2028	129,510	129,791	259,301
2029	-	-	-
Thereafter	-	-	-
Total	\$ 5,442,457	\$ 8,596,224	\$ 14,038,681

Actuarial Assumptions

The total pension liabilities in the June 30, 2022 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Payroll Growth	2.80%
Projected Salary Increase	(1)
Investment Rate of Return	6.8% (2)
Mortality	(3)

- (1) Varies by entry age and service
- (2) Net of pension plan investment expenses, including inflation
- (3) Derived using CalPERS' membership data for all funds

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2022 valuation are based on CalPERS experience studies which can found on the CalPERS website.

TOWN OF LOS GATOS, CALIFORNIA
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Discount Rate

The discount rate used to measure the total pension liability was 6.9 percent for the Plans. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the Plans, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 6.9 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long-term expected discount rate of 6.9 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

Long-Term Expected Rate of Return

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

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

Asset Class (a)	Assumed Asset Allocation	Long-Term Expected Real Return (1)(2)
Global Equity Cap Weighted	30.00%	4.54%
Global Equity NonCap Weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%
Total	100.00%	

- (1) An expected inflation of 2.3% used for this period.
- (2) Figures are based on the 2021-22 Asset Liability Study.

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

The following presents the Town’s net pension liability for the Plans, calculated using the discount rate for the Plans, as well as what the Town’s 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:

	Miscellaneous	Safety
1% Decrease	5.90%	5.90%
Net Pension Liability	\$ 45,575,753	49,604,375
Current	6.90%	6.90%
Net Pension Liability	\$ 29,048,582	33,979,087
1% Increase	7.90%	7.90%
Net Pension Liability	\$ 15,432,672	21,204,301

Pension Plan Fiduciary Net Position

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

Payable to the Pension Plans

As of June 30, 2024, the Town reported a payable of \$33,474 and \$30,506 for the outstanding amount of contributions to the Miscellaneous Agent Multiple Employer Plan and the Safety Cost Sharing Plan.

IRS Section 115 Trust

During the fiscal year ending June 30, 2020, the Town established an IRS Section 115 Trust with the CalPERS California Employer’ Pension Prefunding Trust (CEPPT) program. In fiscal year 2024, the Town reported \$2,188,659 as restricted cash with fiscal agent within the General Fund. Per GASB, amounts placed in trusts for CalPERS plans are treated as side trusts that do not directly reduce the net pension liability.

NOTE 12 - OTHER POSTEMPLOYMENT BENEFITS

Plan Description

The Town makes contributions to California Employer’s Retiree Benefit Trust (CERBT), an agent multiple-employer defined benefit healthcare plan administered by CalPERS. The purpose of the CERBT Fund is to provide California government employers with a trust through which they may prefund retiree medical costs and Other Postemployment Benefits (OPEB). The Town uses CERBT 1 as its investment vehicle and requests disbursements on an as needed basis to reimburse the Town for the cost of retiree health insurance benefits. Benefit provisions and all other requirements are established by state statute and Town ordinance. Copies of PERS' annual financial report may be obtained from their Executive Office, 400 P Street, Sacramento, CA 95814.

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NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

In accordance with the Public Employees' Medical and Hospital Care Act (PEMHCA), employees qualify for retiree health benefits upon five (5) years of service if they meet the vesting requirements as set forth by CalPERS and take a service or disability retirement from Town employment. Additionally, the employee must actually draw a CalPERS pension within ninety (90) days of separation from the Town, provided the employee remains with the Town's health plan through COBRA. For employees who retire on or after February 1, 2016, at Medicare eligibility, the Town will align contributions to the full cost of the employee's enrollment, including enrollment of family members, in a health benefits plan or plans up to a maximum of 100% Single Party and 90% Dependents for Kaiser Bay Area Basic/Medicare/Combo per month. During negotiations in fiscal year 2018/19, the Town's discretionary retiree medical benefit contribution was eliminated for all future hires.

Upon retirement, employees have the option to roll over their sick leave accrual into a Town managed fund. Employees can request reimbursement of medical expenses from the fund up to the value of their sick leave at retirement.

Employees Covered by Benefit Terms

At June 30, 2024 (the measurement date), the benefit terms covered the following employees:

Active employees	149
Inactive employees - receiving benefits	150
Inactive employees - not receiving benefits	<u>42</u>
Total employees	<u><u>341</u></u>

Contributions

The contribution requirements of Plan members and the Town are established and may be amended by the Town. The required contribution is based on projected pay-as-you-go financing requirements, with additional amounts to prefund benefits as determined annually by the Town Council. For the fiscal year ended June 30, 2024, the Town contributed \$1,818,298 from the General Fund. During the measurement period ended June 30, 2023, the Town contributed \$1,733,337 to the Plan and benefit payments were \$1,716,592. Plan members receiving benefits contributed did not make any contributions.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Actuarial Assumptions

The following summarized the actuarial assumptions for the OPEB plan included in this fiscal year:

Valuation Date:	June 30, 2023
Measurement Date:	June 30, 2023
Actuarial Cost Method:	Entry-Age Normal
Amortization Period:	15 year fixed
Asset Valuation Method:	Investment gains and losses spread over 5-year rolling period
Actuarial Assumptions:	
Discount Rate	6.25%
Inflation	2.50%
Salary Increases	2.75%
Investment Rate of Return	6.25%
Healthcare Trend Rate	Non-Medicare - 6.50% for 2023, decreasing to an ultimate rate of 3.75% in 2076 Medicare (Non-Kaiser) - 5.65% for 2023, decreasing to an ultimate rate of 3.75% in 2076 Medicare (Kaiser) - 4.60% for 2023, decreasing to an ultimate rate of 3.75% in 2076
Mortality	CalPERS 2000-2019 Experience Study Mortality projected fully generational with Scale MP-2021
Retirement	CalPERS 2000-2019 Experience Study Tier 1 Actives in insurance program: 100% Tier 1 Actives in cash allocation program: 80% Tier 2 Actives in insurance program: 60% Tier 2 Actives in cash allocation program: Agency service < 3 months: 60% Agency service >= 3 months: 40% Waived retirees aged <65: 20% Waived retirees aged ≥65: 0%

Discount Rate

The discount rate used to measure the total OPEB liability was 6.25 percent. The projection of cash flows used to determine the discount rate assumed that Town contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Net OPEB Liability

The Town's net OPEB liability was measured as of June 30, 2023 (measurement date) and was determined by an actuarial valuation as of June 30, 2023 (valuation date) for the fiscal year ended June 30, 2024 (reporting date).

Changes in the Net OPEB Liability

The following summarizes the changes in the net OPEB liability during the year ended June 30, 2024:

Fiscal Year Ended June 30, 2024 (Measurement Date June 30, 2023)	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability (Asset)
Balance at June 30, 2023	\$ 29,888,940	\$ 22,860,307	\$ 7,028,633
Service cost	940,674	-	940,674
Interest in Total OPEB Liability	1,873,207	-	1,873,207
Actual vs. expected experience	153,933	-	153,933
Assumption changes	2,191,064	-	2,191,064
Employer contributions	-	1,733,337	(1,733,337)
Net investment income	-	1,468,115	(1,468,115)
Administrative expenses	-	(23,387)	23,387
Benefit payments	(1,716,592)	(1,716,592)	-
Net changes	3,442,286	1,461,473	1,980,813
Balance at June 30, 2024	\$ 33,331,226	\$ 24,321,780	\$ 9,009,446
Covered Employee Payroll	\$ 17,809,965		
Total OPEB Liability as a % of Covered Employee Payroll	187.15%		
Plan Fid. Net Position as a % of Total OPEB Liability	72.97%		
Service Cost as a % of Covered Employee Payroll	5.28%		
Net OPEB Liability as a % of Covered Employee Payroll	50.59%		
Contributions as a % of Cov. Emp. Payroll	9.73%		

Deferred Inflows and Outflows of Resources

At June 30, 2024, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between actual and expected experience	\$ 128,277	\$ 1,283,522
Difference between actual and expected earnings	1,506,978	-
Change in assumptions	2,353,206	231,810
OPEB contribution subsequent to measurement date	1,818,298	-
Totals	\$ 5,806,759	\$ 1,515,332

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Of the total amount reported as deferred outflows of resources related to OPEB, \$1,818,298 were the result of Town contributions subsequent to the measurement date and before the end of the fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended June 30,		
2025	\$	278,421
2026		252,572
2027		1,168,381
2028		382,923
2029		390,832
Thereafter		-
Total	\$	<u>2,473,129</u>

Rate of Return

The long-term expected rate of return on OPEB plan investments was determined using a building- block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the table below.

<u>Asset Class</u>	<u>Percentage of Portfolio</u>	<u>Long-Term Expected Rate of Return</u>
Global Equity	49.00%	4.56%
Fixed Income	23.00%	1.56%
TIPS	5.00%	-0.08%
Commodities	3.00%	1.22%
REITs	20.00%	4.06%
Total	<u>100.00%</u>	

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

OPEB Expense

The following summarizes the OPEB expense by source during the year ended June 30, 2024:

Service cost	\$ 940,674
Interest in TOL	1,873,207
Expected investment income	(1,428,561)
Difference between actual and expected experience	(419,899)
Difference between actual and expected earnings	323,069
Change in assumptions	383,915
Administrative expenses	23,387
OPEB Expense	<u>\$ 1,695,792</u>

The following summarizes changes in the net OPEB liability as reconciled to OPEB expense during the year ended June 30, 2024:

Net OPEB liability ending	\$ 9,009,446
Net OPEB liability beginning	<u>(7,028,633)</u>
Change in net OPEB liability	1,980,813
Changes in deferred outflows	(1,415,768)
Changes in deferred inflows	(602,590)
Employer contributions and implicit subsidy	<u>1,733,337</u>
OPEB Expense	<u>\$ 1,695,792</u>

Sensitivity to Changes in the Discount Rate

The net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher, is as follows:

	Discount Rate		
	(1% Decrease)	6.25%	(1% Increase)
Net OPEB Liability (Asset)	\$ 12,986,126	\$ 9,009,446	\$ 5,691,792

Sensitivity to Changes in the Healthcare Cost Trend Rates

The net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower or one percentage point higher than current healthcare cost trend rates, is as follows:

	Trend Rate		
	(1% Decrease)	Current	(1% Increase)
Net OPEB Liability (Asset)	\$ 5,438,579	\$ 9,009,446	\$ 13,343,702

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 13 - RISK MANAGEMENT

The Town participates in the following public entity risk pools through formally organized and separate legal entities. The Town does not have an equity interest in the joint ventures. These entities exercise full powers and authority within the scope of the related agreements including the preparation of annual budgets, accountability for all funds, the power to make and execute contracts and the right to sue and be sued. Obligations and liabilities of the separate entities are not those of the Town, although the Town retains an ongoing financial interest or an ongoing financial responsibility.

Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA)

The Town participates in PLAN, which covers general liability claims in the amount up to \$1,000,000 plus \$34,000,000 in excess liability for total coverage of \$35,000,000 per occurrence. The Town has a deductible or uninsured liability of up to \$50,000 per claim. PLAN also provides all risk property coverage of \$1,000,000,000, excluding flood and earthquake coverage. The Town has a \$5,000 deductible for property and vehicle damage. Once the Town’s deductible is met, PLAN becomes responsible for payment of all claims up to the limit. Financial statements may be obtained from PLAN at 1750 Creekside Drive, Suite 200, Sacramento, CA, 95833.

Local Agency Workers’ Compensation Joint Powers Authority (LAWCX)

The Town is a member of LAWCX for workers compensation claims coverage. The Town has a \$250,000 self-insured retention level or uninsured liability for all employees. Once the Town’s deductible is met, LAWCX becomes responsible for claims up to \$5,000,000. For claims greater than \$5,000,000, LAWCX has a commercial policy providing coverage. Financial statements may be obtained from LAWCX at 1750 Creekside Oaks Dr., Suite 200, Sacramento, California, 95833. The Town has not significantly reduced its insurance coverage from the prior year and settlements have not exceeded insurance coverage for the past three years.

Liability for Uninsured Claims

The Town is required to record its liability for uninsured claims and to reflect the current portion of this liability as an expenditure in its financial statements. As discussed above, the Town has coverage for such claims, but it has retained the risk for the deductibles, or uninsured portion of these claims. The change in Workers’ Compensation and Self-Insurance Service Funds’ claims liabilities, is based on historical trend information provided by its third party administrator and was computed as follows as of June 30, 2024:

	Workers' Compensation Internal Service Fund	Self- Insurance Internal Service Fund	Total
Claims payable balance - June 30, 2022	\$ 1,364,558	\$ 19,557	\$ 1,384,115
Claims incurred	790,928	224,382	1,015,310
Inc./(Dec.) in estimated liability for prior claims	-	-	-
Claims paid	(186,507)	(86,210)	(272,717)
Claims payable balance - June 30, 2023	1,968,979	157,729	2,126,708
Claims incurred	-	124,525	124,525
Claims paid	(253,382)	(107,859)	(361,241)
Claims payable balance - June 30, 2024	\$ 1,715,597	\$ 174,395	\$ 1,889,992

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 14 - COMMITMENTS AND CONTINGENCIES

Federal and State Grants - The Town participates in several federal and state grant programs. These are subject to examination by grantors and the amount, if any, of disallowed expenditures cannot be determined at this time. The Town expects such amounts, if any, to be immaterial.

Litigation - The Town is subject to litigation arising from the normal course of business. The Town Attorney believes there is no pending litigation which is likely to have a material adverse effect on the financial position of the Town.

Successor Agency - As of June 30, 2024, the Successor Agency trust fund reported a net deficit of \$4,643,704.

Encumbrances - As of June 30, 2024, the town had the following encumbered balances that were carried into the next fiscal year:

General Fund	\$ 1,296,796
Appropriated Reserves Fund	9,182,140
Internal Service Funds	428,490
Total Encumbrances	\$ 10,907,426

NOTE 15 - TOWN/SUCCESSOR AGENCY GRANTS, COOPERATIVE AGREEMENTS

Public Improvement Grants and Cooperative Agreements

In January of 2011, the Redevelopment Agency entered into a public improvement grant and cooperative agreement with the Town for the purpose of funding the acquisition of public land and designing and constructing various public improvements to be owned by the Town provided that the projects were in accordance with the Redevelopment Agency’s five year implementation plan and redevelopment plan.

The improvement plan, as identified in the agreement, called for approximately \$24 million to be granted to the Town for the following projects:

- a. Expansion and improvement of current and new downtown parking
- b. Highway 9 improvements from Highway 17 to Monte Sereno
- c. Almond Grove Area street, sidewalk and other improvements
- d. Downtown Los Gatos gateways, signage, banners and art
- e. Storm drain, retaining wall, street and other improvements
- f. New Los Gatos library building

During the fiscal year ended June 30, 2012, the rights and obligations resulting from this cooperative agreement were transferred to the Successor Agency Trust Fund as a part of the Town’s dissolution of its Redevelopment Agency.

TOWN OF LOS GATOS, CALIFORNIA
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2024

Affordable Housing Cooperative Agreement

In March of 2011, the Redevelopment Agency entered into an affordable housing cooperative agreement with the Town for the purpose of funding affordable housing projects and programs to be developed and/or administered by the Town in accordance with the Redevelopment Agency's five year implementation plan and redevelopment plan. The improvement plan, as identified in the agreement, called for approximately \$16 million to be granted to the Town for the following projects:

- a. Development of affordable housing at 224 Main St.
- b. Development of affordable housing at Dittos Lane
- c. Partnership with Senior Housing Solutions for the creation of senior housing in Los Gatos
- d. Partnerships for the conversion of existing residential developments dedicated to affordable housing
- e. Grants to the Santa Clara County Housing Trust for the development of affordable housing.

During the fiscal year ended June 30, 2012, the rights and obligations resulting from this cooperative agreement were transferred to the Successor Agency Trust Fund as a part of the Town's dissolution of its Redevelopment Agency.

Required Supplementary Information

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

BENEFIT PLAN SCHEDULES

Schedule of Pension Plan Contributions

Schedule of Proportionate Share of Net Pension Liability – CalPERS Safety Cost Sharing Plan

Schedule of Proportionate Share of Net Pension Liability – CalPERS Misc. Agent-Multiple Employer Plan

Schedule of OPEB Contribution

Schedule of Changes in Net OPEB Liability

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF PENSION PLAN CONTRIBUTIONS

Miscellaneous Plan

Plan Measurement Date	2014	2015	2016	2017	2018
Fiscal Year Ended	2015	2016	2017	2018	2019
Contractually Required Contributions	\$ 1,941,765	\$ 2,223,782	\$ 2,407,496	\$ 2,669,133	\$ 3,049,748
Contributions in Relation to					
Contractually Required Contributions	1,941,765	2,223,782	2,407,496	2,669,133	3,049,748
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 8,487,940	\$ 9,198,318	\$ 9,024,370	\$ 9,576,157	\$ 10,211,967
Contributions as a % of Covered Payroll	22.88%	24.18%	26.68%	27.87%	29.86%

Miscellaneous Plan

Plan Measurement Date	2019	2020	2021	2022	2023
Fiscal Year Ended	2020	2021	2022	2023	2024
Contractually Required Contributions	\$ 3,366,304	\$ 3,529,373	\$ 3,472,727	\$ 3,687,213	\$ 3,878,991
Contributions in Relation to					
Contractually Required Contributions	8,146,791	9,160,680	3,472,727	3,687,213	3,878,991
Contribution Deficiency (Excess)	\$ (4,780,487)	\$ (5,631,307)	\$ -	\$ -	\$ -
Covered Payroll	\$ 11,188,927	\$ 12,082,520	\$ 12,305,265	\$ 11,094,190	\$ 13,817,826
Contributions as a % of Covered Payroll	72.81%	75.82%	28.22%	33.24%	28.07%

Continued

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF PENSION PLAN CONTRIBUTIONS

Safety Plan

Plan Measurement Date	2014	2015	2016	2017	2018
Fiscal Year Ended	2015	2016	2017	2018	2019
Contractually Required Contributions	\$ 1,999,757	\$ 1,586,129	\$ 1,738,150	\$ 1,951,711	\$ 2,325,357
Contributions in Relation to					
Contractually Required Contributions	1,999,757	1,586,129	1,738,150	1,951,711	2,325,357
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 4,897,104	\$ 5,022,498	\$ 4,941,138	\$ 5,079,440	\$ 4,445,061
Contributions as a % of Covered Payroll	40.84%	31.58%	35.18%	38.42%	52.31%

Safety Plan

Plan Measurement Date	2019	2020	2021	2022	2023
Fiscal Year Ended	2020	2021	2022	2023	2024
Contractually Required Contributions	\$ 2,565,205	\$ 2,853,764	\$ 3,072,032	\$ 3,409,275	\$ 3,554,897
Contributions in Relation to					
Contractually Required Contributions	2,565,205	2,853,764	3,072,032	3,409,275	3,554,897
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 4,928,821	\$ 5,178,418	\$ 5,603,211	\$ 5,863,101	\$ 6,557,458
Contributions as a % of Covered Payroll	52.05%	55.11%	54.83%	58.15%	54.21%

Concluded

Notes to Schedule:

Valuation Date: June 30, 2022

Assumptions Used: Entry Age Method used for Actuarial Cost Method
 Level Percentage of Payroll and Direct Rate Smoothing
 Remaining Amortization Period no more than 29 years
 Inflation Assumed at 2.30%
 Investment Rate of Returns set at 6.8%
 The mortality table was developed based on CalPERS-specific data. The rates incorporate Generational Mortality to capture ongoing morality improvement using 80% of Scale MP 2020 published by the Society of Actuaries. For more details, please refer to the 2021 experience study report that can be found on the CalPERS website.

The CalPERS discount rate was increased from 7.50% to 7.65% in FY2016, to 7.15% in FY2018, and then decreased to 6.9% in FY2023. The CalPERS mortality assumptions was adjusted in fiscal year 2023.

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF PROPORTIONARE SHARE OF NET PENSION LIABILITY
CALPERS SAFETY COST SHARING PLAN

Safety Plan

Plan Measurement Date Fiscal Year Ended	2014 2015	2015 2016	2016 2017	2017 2018	2018 2019
Proportion of Net Pension Liability	0.28588%	0.14860%	0.22394%	0.22603%	0.23583%
Proportionate Share of Net Pension Liability	\$ 17,788,690	\$ 10,199,904	\$ 19,377,843	\$ 22,415,954	\$ 22,725,267
Covered Payroll	\$ 4,916,535	\$ 4,897,104	\$ 5,022,498	\$ 4,941,138	\$ 5,079,440
Proportionate Share of NPL as a % of Covered Payroll	361.81%	208.28%	385.82%	453.66%	447.40%
Plan's Fiduciary Net Position as a % of the TPL	78.83%	74.89%	74.89%	73.87%	74.52%

Safety Plan

Plan Measurement Date Fiscal Year Ended	2019 2020	2020 2021	2021 2022	2022 2023	2023 2024
Proportion of Net Pension Liability	0.24100%	0.24953%	0.30994%	0.27474%	0.50522%
Proportionate Share of Net Pension Liability	\$ 24,695,687	\$ 27,149,916	\$ 16,762,598	\$ 31,734,686	\$ 63,027,669
Covered Payroll	\$ 4,445,061	\$ 4,928,821	\$ 5,178,418	\$ 5,603,211	\$ 5,863,101
Proportionate Share of NPL as a % of Covered Payroll	555.58%	550.84%	323.70%	566.37%	1074.99%
Plan's Fiduciary Net Position as a % of the TPL	73.61%	72.46%	83.55%	71.34%	72.85%

The CalPERS discount rate was increased from 7.50% to 7.65% in FY2016, to 7.15% in FY2018, and then decreased to 6.80% in FY2023. The CalPERS mortality assumptions was adjusted in fiscal year 2023.

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF PROPORTIONARE SHARE OF NET PENSION LIABILITY
CALPERS MISCELLANEOUS AGENT-MULTPLE EMPLOYER PLAN

Measurement Date	2014	2015	2016	2017	2018
Total Pension liability					
Service cost	\$ 1,579,547	\$ 1,491,925	\$ 1,560,679	\$ 1,651,550	\$ 1,700,438
Interest	6,268,015	6,483,032	6,697,247	6,820,536	7,073,843
Diff. between expected and actual exp.	-	(623,495)	(357,870)	(892,479)	994,994
Changes of assumptions	-	(1,513,132)	-	5,481,432	(655,541)
Changes of benefits	-	-	-	-	-
Benefit payments (including refunds)	(4,241,487)	(4,748,786)	(4,953,756)	(5,138,083)	(5,448,374)
Net change in Total Pension Liability	3,606,075	1,089,544	2,946,300	7,922,956	3,665,360
Total Pension Liability - beginning	84,904,502	88,510,577	89,600,121	92,546,421	100,469,377
Total Pension Liability - ending	\$ 88,510,577	\$ 89,600,121	\$ 92,546,421	\$ 100,469,377	\$ 104,134,737
Plan fiduciary net position					
Employer contributions	\$ 1,796,079	\$ 1,941,765	\$ 2,223,782	\$ 2,407,496	\$ 2,669,104
Employee contributions	668,167	679,796	691,770	682,891	761,705
Plan to plan resource movement	-	22,561	(28,866)	-	(170)
Projected investment earnings	4,328,173	-	-	-	-
Diff. between est. and actual earnings	5,831,718	-	-	-	-
Net investment income	-	1,470,873	369,185	7,171,443	5,883,868
Benefit payments (including refunds)	(4,241,487)	(4,748,786)	(4,953,756)	(5,138,083)	(5,448,374)
Administrative expense	-	(74,706)	(40,462)	(95,455)	(108,582)
Adjsutments	-	-	-	-	(206,199)
Net change in plan fiduciary net position	8,382,650	(708,497)	(1,738,347)	5,028,292	3,551,352
Plan fiduciary net position - beginning	58,716,725	67,099,375	66,390,878	64,652,531	69,680,823
Plan fiduciary net position - ending	\$ 67,099,375	\$ 66,390,878	\$ 64,652,531	\$ 69,680,823	\$ 73,232,175
Net Pension liability (asset)	\$ 21,411,202	\$ 23,209,243	\$ 27,893,890	\$ 30,788,554	\$ 30,902,562
Plan fiduciary net position as a percentage of the total Pension liability	75.81%	74.10%	69.86%	69.36%	70.32%
Covered Payroll	\$ 8,406,315	\$ 8,487,940	\$ 9,198,318	\$ 9,024,370	\$ 9,576,157
Net Pension liability % of covered payroll	254.70%	273.44%	303.25%	341.17%	322.70%

Continued

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF PROPORTIONARE SHARE OF NET PENSION LIABILITY
CALPERS MISCELLANEOUS AGENT-MULTPLE EMPLOYER PLAN

Measurement Date	2019	2020	2021	2022	2023
Total Pension liability					
Service cost	\$ 1,771,368	\$ 1,930,090	\$ 2,062,486	\$ 2,264,169	\$ 2,092,786
Interest	7,381,846	7,729,269	7,943,404	8,142,881	8,437,589
Diff. between expected and actual exp.	1,082,289	1,465,653	(581,801)	(108,166)	631,264
Changes of assumptions	-	-	-	3,399,004	-
Changes of benefits	-	-	-	-	164,628
Benefit payments (including refunds)	(5,720,232)	(5,958,101)	(6,339,615)	(6,623,114)	(7,069,109)
Net change in Total Pension Liability	4,515,271	5,166,911	3,084,474	7,074,774	4,257,158
Total Pension Liability - beginning	104,134,737	108,650,008	113,816,919	116,901,393	123,976,167
Total Pension Liability - ending	\$ 108,650,008	\$ 113,816,919	\$ 116,901,393	\$ 123,976,167	\$ 128,233,325
Plan fiduciary net position					
Employer contributions	\$ 3,049,748	\$ 8,146,791	\$ 9,160,680	\$ 3,472,727	\$ 3,687,226
Employee contributions	846,125	834,145	889,649	871,063	916,606
Plan to plan resource movement	-	-	-	-	-
Projected investment earnings	-	-	-	-	-
Diff. between est. and actual earnings	-	-	-	-	-
Net investment income	4,759,034	3,913,294	19,606,360	(7,988,150)	5,876,311
Benefit payments (including refunds)	(5,720,232)	(5,958,101)	(6,339,615)	(6,623,114)	(7,069,109)
Administrative expense	(52,260)	(107,303)	(82,856)	(66,142)	(70,479)
Adjsutments	170	-	-	-	-
Net change in plan fiduciary net position	2,882,585	6,828,826	23,234,218	(10,333,616)	3,340,555
Plan fiduciary net position - beginning	73,232,175	76,114,760	82,943,586	106,177,804	95,844,188
Plan fiduciary net position - ending	\$ 76,114,760	\$ 82,943,586	\$ 106,177,804	\$ 95,844,188	\$ 99,184,743
Net Pension liability (asset)	\$ 32,535,248	\$ 30,873,333	\$ 10,723,589	\$ 28,131,979	\$ 29,048,582
Plan fiduciary net position as a percentage of the total Pension liability	70.05%	72.87%	90.83%	77.31%	77.35%
Covered Payroll	\$ 10,211,967	\$ 11,188,927	\$ 12,082,520	\$ 12,305,265	\$ 11,404,827
Net Pension liability % of covered payroll	318.60%	275.93%	88.75%	228.62%	254.70% ¹

Concluded

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF OPEB CONTRIBUTIONS

Fiscal Year Ended	2018	2019	2020	2021	2022	2023	2024
Actuarially determined contribution (ADC)	\$ 2,129,000	\$ 2,108,000	\$ 2,172,000	\$ 1,859,000	\$ 1,860,000	\$ 1,372,000	\$ 1,427,000
Less: actual contribution in relation to ADC	(2,935,000)	(2,406,636)	(2,508,306)	(2,096,847)	(1,754,922)	(1,733,337)	(1,818,298)
Contribution deficiency (excess)	\$ (806,000)	\$ (298,636)	\$ (336,306)	\$ (237,847)	\$ 105,078	\$ (361,337)	\$ (391,298)
Covered payroll	\$ 16,192,060	\$ 17,338,201	\$ 17,406,541	\$ 17,982,237	\$ 16,987,042	\$ 17,809,965	\$ 18,255,214
Contrib. as a % of covered employee payroll	18.13%	13.88%	14.41%	11.66%	10.33%	9.73%	9.96%

Notes to Schedule:

Assumptions and Methods

Valuation Date:	June 30, 2023
Measurement Date:	June 30, 2023
Actuarial Cost Method:	Entry-Age Normal Cost
Amortization Period:	15 year fixed period for 2023/24
Asset Valuation Method:	Investment gains and losses spread over 5-year rolling period
Actuarial Assumptions:	
Discount Rate	6.25%
Inflation	2.50%
Salary Increases	2.75%
Investment Rate of Return	6.25%
Healthcare Trend Rate	Non-Medicare - 6.50% for 2023, decreasing to an ultimate rate of 3.75% in
Mortality	CalPERS 2000-2019 Experience Study
Retirement	CalPERS 2000-2019 Experience Study

Other Notes

GASB 75 requires a schedule of contributions for the last ten fiscal years, or for as many years as are available if less than ten years are available. GASB 75 was adopted as of June 30, 2018.

In FY 2022, the discount rate was updated based on newer capital market assumptions

In FY 2022, decreased medical trend rate for Kaiser Senior Advantage

In FY 2022, demographic assumptions were updated to CalPERS 2000-2019 Experience Study

in FY 2022, the inflation rate decreased 25 basis points, decreasing discount rate, medical trend, and salary increases

in FY 2022, retiree and family participation rates at retirement updated

In FY 2022, the implicit subsidy was added for Tier 1 Medicare eligible

In FY 2022, the mortality improvement scale was updated to Scale MP-2021

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SCHEDULE OF CHANGES IN NET OPEB LIABILITY

Measurement Date	2017	2018	2019	2020	2021	2022	2023
Total OPEB liability							
Service cost	\$ 1,134,000	\$ 1,168,227	\$ 1,203,274	\$ 1,159,152	\$ 1,115,309	\$ 955,115	\$ 940,674
Interest	1,607,000	1,706,270	1,814,072	1,887,105	1,956,034	1,804,972	1,873,207
Differences between expected & actual exp.	-	-	(149,297)	-	(2,521,500)	-	153,933
Changes of assumptions	-	-	(392,681)	(533,825)	1,054,638	-	2,191,064
Benefit payments	(1,269,000)	(1,326,313)	(1,298,623)	(1,399,933)	(1,494,906)	(1,591,150)	(1,716,592)
Net change in Total OPEB Liability	1,472,000	1,548,184	1,176,745	1,112,499	109,575	1,168,937	3,442,286
Total OPEB Liability - beginning	23,301,000	24,773,000	26,321,184	27,497,929	28,610,428	28,720,003	29,888,940
Total OPEB Liability - ending	\$ 24,773,000	\$ 26,321,184	\$ 27,497,929	\$ 28,610,428	\$ 28,720,003	\$ 29,888,940	\$ 33,331,226
Plan fiduciary net position							
Employer contributions	\$ 3,878,000	\$ 2,935,313	\$ 2,406,636	\$ 2,508,306	\$ 2,096,847	\$ 1,754,922	\$ 1,733,337
Net investment income	1,049,000	1,082,977	1,009,315	652,656	5,529,824	(3,510,434)	1,468,115
Benefit payments	(1,269,000)	(1,326,313)	(1,298,623)	(1,399,933)	(1,494,906)	(1,591,150)	(1,716,592)
Administrative expense	(14,000)	(34,261)	(11,502)	(17,357)	(18,556)	(21,454)	(23,387)
Net change in plan fiduciary net position	3,644,000	2,657,716	2,105,826	1,743,672	6,113,209	(3,368,116)	1,461,473
Plan fiduciary net position - beginning	9,964,000	13,608,000	16,265,716	18,371,542	20,115,214	26,228,423	22,860,307
Plan fiduciary net position - ending	\$ 13,608,000	\$ 16,265,716	\$ 18,371,542	\$ 20,115,214	\$ 26,228,423	\$ 22,860,307	\$ 24,321,780
Net OPEB liability (asset)	\$ 11,165,000	\$ 10,055,468	\$ 9,126,387	\$ 8,495,214	\$ 2,491,580	\$ 7,028,633	\$ 9,009,446
Plan fiduciary net position as a percentage of the total OPEB liability	54.93%	61.80%	66.81%	70.31%	91.32%	76.48%	72.97%
Covered payroll	\$ 14,985,716	\$ 16,192,060	\$ 17,338,201	\$ 17,406,541	\$ 17,982,237	\$ 16,987,042	\$ 17,809,965
NOL as a % of cov. emp. payroll	74.50%	62.10%	52.64%	48.80%	13.86%	41.38%	50.59%

Other Notes

GASB 75 requires a schedule of contributions for the last ten fiscal years, or for as many years as are available if less than ten years are available. GASB 75 was adopted as of June 30, 2018.

Supplementary Information

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ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

MAJOR GOVERNMENTAL FUND SCHEDULES
(OTHER THAN THE GENERAL FUND) AND
NONMAJOR GOVERNMENTAL FUNDS

Schedule of Revenue, Expenditures and Changes in Fund Balances – Budget and Actual (GAAP):

Appropriated Reserves Fund is used to account for resources provided for capital projects not fully funded from other sources.

Capital Projects Funds:

Storm Drain Basin Funds were established to account for fees paid in conjunction with the development in specified drainage areas.

Construction Tax Funds were established to account for tax levies on building additions or alterations including capital improvements, underground utilities and parks.

Gas Tax Fund was established to account for revenue and expenditures under the State of California Streets and Highways Code Sections 2106, 2107 and 2107.5. The revenues must be used for the maintenance and construction of streets.

Special Revenue Funds:

Community Development Block Grant Fund was established to account for grant funds received and expended under the Community Development Act of 1974.

Non-Point Source Maintenance Fund was established to comply with obligations under the National Pollutant Discharge Elimination system permit issued by the California Regional Water Quality Control Board.

Lighting and Landscape Fund was established to account for maintenance of trees, landscaping, irrigation systems and lighting within the boundaries of Tract No. 8439.

LG Theatre Fund was established to account for monies received from rents on donated property and related expenditures.

Library Trust Fund was established to provide for the servicing of donations and bequests to the Town's Library Program.

**TOWN OF LOS GATOS
 APPROPRIATED RESERVES FUND
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 BUDGET AND ACTUAL (GAAP)
 FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
REVENUES				
Licenses & permits	\$ 110,000	\$ 110,000	\$ 157,535	\$ 47,535
Intergovernmental	3,188,473	2,994,500	3,362,026	367,526
Charges for services	951,800	904,869	1,137,659	232,790
Developer assessments	10,000	10,000	12,880	2,880
Interest	-	-	100,179	100,179
Use of Property	96,000	96,000	91,284	(4,716)
Other	-	-	-	-
Total Revenues	4,356,273	4,115,369	4,861,563	746,194
EXPENDITURES				
Capital outlay	7,993,617	10,192,475	10,193,353	(878)
Total Expenditures	7,993,617	10,192,475	10,193,353	(878)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	(3,637,344)	(6,077,106)	(5,331,790)	745,316
OTHER FINANCING SOURCES (USES)				
Transfers in	2,253,273	3,119,554	3,101,325	(18,229)
Transfers (out)	(427,616)	(451,491)	(453,990)	(2,499)
Total Other Financing Sources (Uses)	1,825,657	2,668,063	2,647,335	(20,728)
CHANGE IN FUND BALANCE	\$ (1,811,687)	\$ (3,409,043)	(2,684,455)	\$ 724,588
BEGINNING FUND BALANCE			<u>21,750,025</u>	
ENDING FUND BALANCE			<u>\$ 19,065,570</u>	

TOWN OF LOS GATOS
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2024

Item 6.

	CAPITAL PROJECTS FUNDS			
	Storm Drains	Construction Tax	Gas Tax	Total Capital Projects Funds
ASSETS				
Cash & investments	\$ 3,531,248	\$ 3,584,251	\$ 1,698,293	\$ 8,813,792
Restricted cash & investments	-	-	-	-
Receivables:				
Accounts	-	-	-	-
Intergovernmental receivable	-	-	229,874	229,874
Leases receivable	-	-	-	-
Long term notes receivable	-	-	-	-
Total Assets	<u>\$ 3,531,248</u>	<u>\$ 3,584,251</u>	<u>\$ 1,928,167</u>	<u>\$ 9,043,666</u>
LIABILITIES				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Accrued payroll and benefits	-	-	-	-
Unearned revenue	-	-	-	-
Total Liabilities	-	-	-	-
DEFERRED INFLOWS OF RESOURCES				
Leases	-	-	-	-
FUND BALANCE				
Restricted for:				
Library	-	-	-	-
Repairs and maintenance	-	-	-	-
Capital projects	3,531,248	3,584,251	1,928,167	9,043,666
Committed to:				
Special revenue funds	-	-	-	-
Total Fund Balances	<u>3,531,248</u>	<u>3,584,251</u>	<u>1,928,167</u>	<u>9,043,666</u>
Total Liabilities and Fund Balances	<u>\$ 3,531,248</u>	<u>\$ 3,584,251</u>	<u>\$ 1,928,167</u>	<u>\$ 9,043,666</u>

(Continued)

TOWN OF LOS GATOS
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2024

Item 6.

SPECIAL REVENUE FUNDS

	Community Development	Non-Point Source Maintenance	Lighting and Landscaping
ASSETS			
Cash & investments	\$ 94,412	\$ 711,648	\$ 187,092
Restricted cash & investments	58,344	-	-
Receivables:			
Accounts	-	46,938	-
Intergovernmental receivable	-	-	220
Leases receivable	-	-	-
Long term notes receivable	78,752	-	-
Total Assets	\$ 231,508	\$ 758,586	\$ 187,312
LIABILITIES			
Accounts payable	\$ 60	\$ 1,228	\$ 4,687
Accrued payroll and benefits	-	3,224	-
Unearned revenue	64,795	-	-
Total Liabilities	64,855	4,452	4,687
DEFERRED INFLOWS OF RESOURCES			
Leases	-	-	-
FUND BALANCE			
Restricted for:			
Library	-	-	-
Repairs and maintenance	-	-	182,625
Capital projects	-	-	-
Committed to:			
Special revenue funds	166,653	754,134	-
Total Fund Balances	166,653	754,134	182,625
Total Liabilities and Fund Balances	\$ 231,508	\$ 758,586	\$ 187,312

(Continued)

TOWN OF LOS GATOS
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2024

Item 6.

SPECIAL REVENUE FUNDS				
	LG Theatre	Library Trust	Total Special Revenue Funds	Total Nonmajor Governmental Funds
ASSETS				
Cash & investments	\$ 48,338	\$ 559,788	\$ 1,601,278	\$ 10,415,070
Restricted cash & investments	-	-	58,344	58,344
Receivables:				
Accounts	35,905	-	82,843	82,843
Intergovernmental receivable	-	-	220	230,094
Leases receivable	304,129	-	304,129	304,129
Long term notes receivable	-	-	78,752	78,752
Total Assets	\$ 388,372	\$ 559,788	\$ 2,125,566	\$ 11,169,232
LIABILITIES				
Accounts payable	\$ 15,085	\$ 2,940	\$ 24,000	\$ 24,000
Accrued payroll and benefits	-	-	3,224	3,224
Unearned revenue	-	-	64,795	64,795
Total Liabilities	15,085	2,940	92,019	92,019
DEFERRED INFLOWS OF RESOURCES				
Leases	202,252	-	202,252	202,252
FUND BALANCE				
Restricted for:				
Library	-	556,848	556,848	556,848
Repairs and maintenance	-	-	182,625	182,625
Capital projects	-	-	-	9,043,666
Committed to:				
Special revenue funds	171,035	-	1,091,822	1,091,822
Total Fund Balances	171,035	556,848	1,831,295	10,874,961
Total Liabilities and Fund Balances	\$ 388,372	\$ 559,788	\$ 2,125,566	\$ 11,169,232

(Concluded)

**TOWN OF LOS GATOS
NONMAJOR GOVERNMENTAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

Item 6.

	CAPITAL PROJECTS FUNDS			
	Storm Drain	Construction Tax	Gas Tax	Total Capital Projects Funds
REVENUES				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Other Taxes	-	24,838	-	24,838
License and permits	196,604	-	-	196,604
Intergovernmental	-	-	1,781,448	1,781,448
Interest	116,313	120,417	46,074	282,804
Use of property	-	-	-	-
Other	-	-	-	-
Total Revenues	312,917	145,255	1,827,522	2,285,694
EXPENDITURES				
Current:				
Parks and public works	-	-	-	-
Library services	-	-	-	-
Sanitation and other	-	-	-	-
Capital Outlay	-	-	1,464,600	1,464,600
Total Expenditures	-	-	1,464,600	1,464,600
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	312,917	145,255	362,922	821,094
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	-	-
Transfers (out)	-	-	(106,000)	(106,000)
Total Other Financing Sources (Uses)	-	-	(106,000)	(106,000)
Changes in Fund Balances	312,917	145,255	256,922	715,094
Fund Balances - Beginning of year	3,218,331	3,438,996	1,671,245	8,328,572
Fund Balances - End of year	\$ 3,531,248	\$ 3,584,251	\$ 1,928,167	\$ 9,043,666

(Continued)

**TOWN OF LOS GATOS
NONMAJOR GOVERNMENTAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

Item 6.

	SPECIAL REVENUE FUNDS		
	Community Development	Non-Point Source Maintenance	Lighting and Landscaping
REVENUES			
Property Taxes	\$ -	\$ -	\$ 38,437
Other Taxes	-	-	-
License and permits	-	359,950	-
Intergovernmental	-	16,946	-
Interest	-	-	6,118
Use of property	-	-	-
Other	-	-	-
Total Revenues	-	376,896	44,555
EXPENDITURES			
Current:			
Parks and public works	-	-	33,976
Library services	-	-	-
Sanitation and other	-	252,605	-
Capital Outlay	-	-	-
Total Expenditures	-	252,605	33,976
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-	124,291	10,579
OTHER FINANCING SOURCES (USES)			
Transfers in	-	-	-
Transfers (out)	-	-	(4,920)
Total Other Financing Sources (Uses)	-	-	(4,920)
Changes in Fund Balances	-	124,291	5,659
Fund Balances - Beginning of year	166,653	629,843	176,966
Fund Balances - End of year	\$ 166,653	\$ 754,134	\$ 182,625

(Continued)

**TOWN OF LOS GATOS
NONMAJOR GOVERNMENTAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

Item 6.

SPECIAL REVENUE FUNDS				
	LG Theatre	Library Trust	Total Special Revenue Funds	Total
REVENUES				
Property Taxes	\$ -	\$ -	\$ 38,437	\$ 38,437
Other Taxes	-	-	-	24,838
License and permits	-	-	359,950	556,554
Intergovernmental	-	-	16,946	1,798,394
Interest	-	20,263	26,381	309,185
Use of property	171,495	-	171,495	171,495
Other	-	88,411	88,411	88,411
Total Revenues	171,495	108,674	701,620	2,987,314
EXPENDITURES				
Current:				
Parks and public works	75,451	-	109,427	109,427
Library services	-	82,000	82,000	82,000
Sanitation and other	-	-	252,605	252,605
Capital Outlay	-	-	-	1,464,600
Total Expenditures	75,451	82,000	444,032	1,908,632
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	96,044	26,674	257,588	1,078,682
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	-	-
Transfers (out)	-	-	(4,920)	(110,920)
Total Other Financing Sources (Uses)	-	-	(4,920)	(110,920)
Changes in Fund Balances	96,044	26,674	252,668	967,762
Fund Balances - Beginning of year	74,991	530,174	1,578,627	9,907,199
Fund Balances - End of year	\$ 171,035	\$ 556,848	\$ 1,831,295	\$ 10,874,961

(Concluded)

**TOWN OF LOS GATOS
BUDGETED NONMAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (GAAP)
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	STORM DRAIN			CONSTRUCTION TAX		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
REVENUES						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other taxes	-	-	-	30,000	24,838	(5,162)
License and permits	92,500	196,604	104,104	-	-	-
Intergovernmental	-	-	-	-	-	-
Interest	13,170	116,313	103,143	15,190	120,417	105,227
Use of property	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Revenues	105,670	312,917	207,247	45,190	145,255	100,065
EXPENDITURES						
Current:						
Parks and public works	-	-	-	-	-	-
Library services	-	-	-	-	-	-
Sanitation and other	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	105,670	312,917	207,247	45,190	145,255	100,065
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	-	-	-	-	-
Operating transfers (out)	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-
CHANGE IN FUND BALANCE	\$ 105,670	312,917	\$ 207,247	\$ 45,190	145,255	\$ 100,065
BEGINNING FUND BALANCE		3,218,331			3,438,996	
ENDING FUND BALANCE		\$ 3,531,248			\$ 3,584,251	

(Continued)

**TOWN OF LOS GATOS
BUDGETED NONMAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (GAAP)
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	GAS TAX			COMMUNITY DEVELOPMENT		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
REVENUES						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other taxes	-	-	-	-	-	-
License and permits	-	-	-	-	-	-
Intergovernmental	1,712,974	1,781,448	68,474	-	-	-
Interest	1,402	46,074	44,672	-	-	-
Use of property	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Revenues	1,714,376	1,827,522	113,146	-	-	-
EXPENDITURES						
Current:						
Parks and public works	-	-	-	-	-	-
Library services	-	-	-	-	-	-
Sanitation and other	-	-	-	-	-	-
Capital outlay	1,464,599	1,464,600	(1)	-	-	-
Total Expenditures	1,464,599	1,464,600	(1)	-	-	-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	249,777	362,922	113,145	-	-	-
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	-	-	-	-	-
Operating transfers (out)	(106,000)	(106,000)	-	-	-	-
Total Other Financing Sources (Uses)	(106,000)	(106,000)	-	-	-	-
CHANGE IN FUND BALANCE	\$ 143,777	256,922	\$ 113,145	\$ -	-	\$ -
BEGINNING FUND BALANCE		<u>1,671,245</u>			<u>166,653</u>	
ENDING FUND BALANCE		<u>\$ 1,928,167</u>			<u>\$ 166,653</u>	

(Continued)

**TOWN OF LOS GATOS
BUDGETED NONMAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (GAAP)
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	NON-POINT SOURCE MAINTENANCE			LIGHTING AND LANDSCAPING		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
REVENUES						
Property taxes	\$ -	\$ -	\$ -	\$ 38,220	\$ 38,437	\$ 217
Other taxes	-	-	-	-	-	-
License and permits	359,950	359,950	-	-	-	-
Intergovernmental	-	16,946	16,946	-	-	-
Interest	-	-	-	1,010	6,118	5,108
Use of property	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Revenues	359,950	376,896	16,946	39,230	44,555	5,325
EXPENDITURES						
Current:						
Parks and public works	-	-	-	42,764	33,976	8,788
Library services	-	-	-	-	-	-
Sanitation and other	274,587	252,605	21,982	-	-	-
Capital outlay	-	-	-	-	-	-
Total Expenditures	274,587	252,605	21,982	42,764	33,976	8,788
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	85,363	124,291	38,928	(3,534)	10,579	14,113
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	-	-	-	-	-
Operating transfers (out)	-	-	-	(4,920)	(4,920)	-
Total Other Financing Sources (Uses)	-	-	-	(4,920)	(4,920)	-
CHANGE IN FUND BALANCE	\$ 85,363	124,291	\$ 38,928	\$ (8,454)	5,659	\$ 14,113
BEGINNING FUND BALANCE		629,843			176,966	
ENDING FUND BALANCE		\$ 754,134			\$ 182,625	

(Continued)

**TOWN OF LOS GATOS
BUDGETED NONMAJOR FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL (GAAP)
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	LG Theatre			Library Trust		
	Budget	Actual	Variance Positive (Negative)	Budget	Actual	Variance Positive (Negative)
REVENUES						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other taxes	-	-	-	-	-	-
License and permits	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-
Interest	-	-	-	4,800	20,263	15,463
Use of property	119,845	171,495	51,650	-	-	-
Other	54,155	-	(54,155)	88,300	88,411	111
Total Revenues	174,000	171,495	(2,505)	93,100	108,674	15,574
EXPENDITURES						
Current:						
Parks and public works	117,364	75,451	41,913	-	-	-
Library services	-	-	-	79,800	82,000	(2,200)
Sanitation and other	-	-	-	-	-	-
Capital outlay	-	-	-	21,000	-	21,000
Total Expenditures	117,364	75,451	41,913	100,800	82,000	18,800
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	56,636	96,044	39,408	(7,700)	26,674	34,374
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	-	-	-	-	-
Operating transfers (out)	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-
CHANGE IN FUND BALANCE	\$ 56,636	96,044	\$ 39,408	\$ (7,700)	26,674	\$ 34,374
BEGINNING FUND BALANCE		74,991			530,174	
ENDING FUND BALANCE		\$ 171,035			\$ 556,848	

(Continued)

**TOWN OF LOS GATOS
 BUDGETED NONMAJOR FUNDS
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL (GAAP)
 FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

TOTALS			
	Budget	Actual	Variance Positive (Negative)
REVENUES			
Property taxes	\$ 38,220	\$ 38,437	\$ 217
Other taxes	30,000	24,838	(5,162)
License and permits	452,450	556,554	104,104
Intergovernmental	1,712,974	1,798,394	85,420
Interest	35,572	309,185	273,613
Use of property	119,845	171,495	51,650
Other	142,455	88,411	(54,044)
Total Revenues	2,531,516	2,987,314	455,798
EXPENDITURES			
Current:			
Parks and public works	160,128	109,427	50,701
Library services	79,800	82,000	-
Sanitation and other	274,587	252,605	21,982
Capital outlay	1,485,599	1,464,600	20,999
Total Expenditures	2,000,114	1,908,632	93,682
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	531,402	1,078,682	547,280
OTHER FINANCING SOURCES (USES)			
Operating transfers in	-	-	-
Operating transfers (out)	(110,920)	(110,920)	-
Total Other Financing Sources (Uses)	(110,920)	(110,920)	-
CHANGE IN FUND BALANCE	\$ 420,482	967,762	\$ 547,280
BEGINNING FUND BALANCE		9,907,199	
ENDING FUND BALANCE		\$ 10,874,961	

(Concluded)

ANNUAL COMPREHENSIVE FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

PROPRIETARY FUNDS
INTERNAL SERVICE FUNDS

Internal service funds are used to finance and account for special activities and service performed by a designed department for other departments in the Town on a cost reimbursement basis.

The concept of major funds does not extend to internal service funds because they are used for internal activities only. In the Government-Wide Statement of Activities, the net revenues and expenses of the internal service funds are allocated to the Town departments or programs that generated them, thus eliminating internal service funds.

However, internal service funds are still presented separately in the fund financial statements and include the following funds:

Equipment Fund was established to account for the replacement of major Town equipment and all vehicle replacement.

Workers' Compensation Fund was established to account for future claims that may occur related to workers compensation injuries.

Self-Insurance Fund was established to account for future general liability claims against the Town.

Information Technology Fund was established to account for the replacement of management information computer systems and components.

Facilities Maintenance Fund was established to account for preventative maintenance and repair for all Town buildings.

TOWN OF LOS GATOS
INTERNAL SERVICE FUNDS
COMBINING STATEMENT OF NET POSITION
JUNE 30, 2024

	Equipment	Workers' Comp	Self Insurance	Information Technology	Facilities Maintenance	Total
ASSETS						
Cash & Investments	\$ 3,282,974	\$ 2,197,137	\$ 374,533	\$ 2,496,250	\$ 498,673	\$ 8,849,567
Restricted Cash & Investments	-	121,438	-	-	-	121,438
Receivables:						
Accounts	4,553	-	-	4,403	30,454	39,410
Leases receivable	-	-	-	-	1,407,683	1,407,683
Subscription assets, net	-	-	-	511,016	-	511,016
Total Assets	\$ 3,287,527	\$ 2,318,575	\$ 374,533	\$ 3,011,669	\$ 1,936,810	\$ 10,929,114 ¹
LIABILITIES						
Accounts Payable	\$ 975	\$ 16,731	\$ 22,261	\$ 22,596	\$ 154,954	\$ 217,517
Due to Other Governments	-	-	-	-	59	59
Interest payable	-	-	-	19,943	-	19,943
Claims Payable	-	1,715,597	174,395	-	-	1,889,992
Subscription liabilities	-	-	-	445,781	-	445,781
Total Liabilities	\$ 975	\$ 1,732,328	\$ 196,656	\$ 488,320	\$ 155,013	\$ 2,573,292
Deferred Inflows of Resources						
Leases	\$ -	\$ -	\$ -	\$ -	\$ 821,272	\$ 821,272
NET POSITION						
Net investment in capital assets	\$ -	\$ -	\$ -	\$ 65,235	\$ -	\$ 65,235
Restricted for:						
Wokers compensation claims	-	121,438	-	-	-	121,438
Unrestricted	3,286,552	464,809	177,877	2,458,114	960,525	7,347,877
Total Net Position	\$ 3,286,552	\$ 586,247	\$ 177,877	\$ 2,523,349	\$ 960,525	\$ 7,534,550 ¹

TOWN OF LOS GATOS
INTERNAL SERVICE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

	Equipment	Workers' Comp	Self Insurance	Information Technology	Facilities Maintenance	Total
OPERATING REVENUES						
Charges for services	\$ 1,026,738	\$ 1,011,814	\$ 662,039	\$ 781,902	\$ 916,324	\$ 4,398,817
Use of money and property	1,100	-	-	-	165,273	166,373
Other local taxes	-	-	-	-	24,838	24,838
Other revenue & reimbursements	32,317	392,312	5,000	(1,253)	57,889	486,265
Total Operating Revenues	1,060,155	1,404,126	667,039	780,649	1,164,324	5,076,293
OPERATING EXPENSES						
Insurance expenses	-	1,332,697	1,131,184	-	-	2,463,881
Services and supplies	187,323	-	-	507,075	1,374,009	2,068,407
Depreciation/amortization expense	-	-	-	202,422	-	202,422
Total Operating Expenses	187,323	1,332,697	1,131,184	709,497	1,374,009	4,734,710
Operating Income (loss)	872,832	71,429	(464,145)	71,152	(209,685)	341,583
NONOPERATING REVENUE (EXPENSES)						
Investment earnings	-	5	-	-	21,511	21,516
Interest expense	-	-	-	(22,421)	-	(22,421)
Income (loss) before transfers	872,832	71,434	(464,145)	48,731	(188,174)	340,678
Transfers in	-	-	430,000	-	221,000	651,000
Transfers out	-	-	-	-	-	-
Net Transfers	-	-	430,000	-	221,000	651,000
Change in Net Position	872,832	71,434	(34,145)	48,731	32,826	991,678
BEGINNING NET POSITION	2,413,720	514,813	212,022	2,474,618	927,699	6,542,872
ENDING NET POSITION	\$ 3,286,552	\$ 586,247	\$ 177,877	\$ 2,523,349	\$ 960,525	\$ 7,534,550

**TOWN OF LOS GATOS
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

	Equipment	Workers' Comp	Self Insurance	Information Technology	Facilities Maintenance	Total
CASH FLOWS FROM OPERATING ACTIVITIES						
Receipts from customers	\$ 1,086,133	\$ 1,013,814	\$ 662,039	\$ 794,300	\$ 1,202,972	\$ 4,759,258
Payments to suppliers and providers	(204,320)	(1,321,360)	(1,001,301)	(580,860)	(1,325,830)	(4,433,671)
Insurance reimbursements	-	392,312	5,000	-	-	397,312
Claims paid	-	(253,382)	(107,859)	-	-	(361,241)
Net Cash Provided (Used) by Operating Activities	881,813	(168,616)	(442,121)	213,440	(122,858)	361,658
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES						
Transfers in	-	-	430,000	-	221,000	651,000
Transfers out	-	-	-	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	-	-	430,000	-	221,000	651,000
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES						
Interest paid	-	-	-	(30,393)	-	(30,393)
Principal paid	-	-	-	(149,154)	-	(149,154)
Acquisition of subscription assets	-	-	-	-	-	-
Net Cash Used by Capital and Related Financing Activities	-	-	-	(179,547)	-	(179,547)
CASH FLOWS FROM INVESTING ACTIVITIES						
Collections from investment earnings	-	5	-	-	21,511	21,516
Net Cash Provided by Investing Activities	-	5	-	-	21,511	21,516
Net Increase(Decrease) in Cash and Investments	881,813	(168,611)	(12,121)	33,893	119,653	854,627
Cash and investments - beginning of year	2,401,161	2,487,186	386,654	2,462,357	379,020	8,116,378
Cash and investments - end of year	\$ 3,282,974	\$ 2,318,575	\$ 374,533	\$ 2,496,250	\$ 498,673	\$ 8,971,005
Reconciliation of Operating Income to Cash						
Flows from Operating Activities:						
Operating Income	\$ 872,832	\$ 71,429	\$ (464,145)	\$ 71,152	\$ (209,685)	\$ 341,583
Adjustments to reconcile operating income to cash flows from operating activities:						
Depreciation/amortization	-	-	-	202,422	-	202,422
Change in assets and liabilities:						
Accounts receivable	25,978	2,000	-	13,651	(5,601)	36,028
Leases receivable	-	-	-	-	(59,528)	(59,528)
Deferred inflows of resources	-	-	-	-	103,777	103,777
Accounts payable	(16,997)	11,337	5,358	(73,785)	48,179	(25,908)
Claims payable	-	(253,382)	16,666	-	-	(236,716)
Cash Flows From Operating Activities	\$ 881,813	\$ (168,616)	\$ (442,121)	\$ 213,440	\$ (122,858)	\$ 361,658

Statistical Section

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STATISTICAL (UNAUDITED)

This part of the Town of Los Gatos Annual Comprehensive Financial Report (“ACFR”) presents the detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Town’s overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how Town’s financial performance and well-being have changed over time. (Schedule 1, Schedule 2, Schedule 3, and Schedule 4).

Revenue Capacity

These schedules contain information to help the reader assess one of the Town’s most significant local revenue source, the property tax (Schedule 5, Schedule 6, Schedule 7, and Schedule 8).

Debt Capacity

These schedules present information to help the reader assess the affordability of the Town’s current levels of outstanding debt and its ability to issue additional debt in the future (Schedule 9, Schedule 10, and Schedule 11)

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town’s financial activities take place (Schedule 12, Schedule 13, and schedule 14).

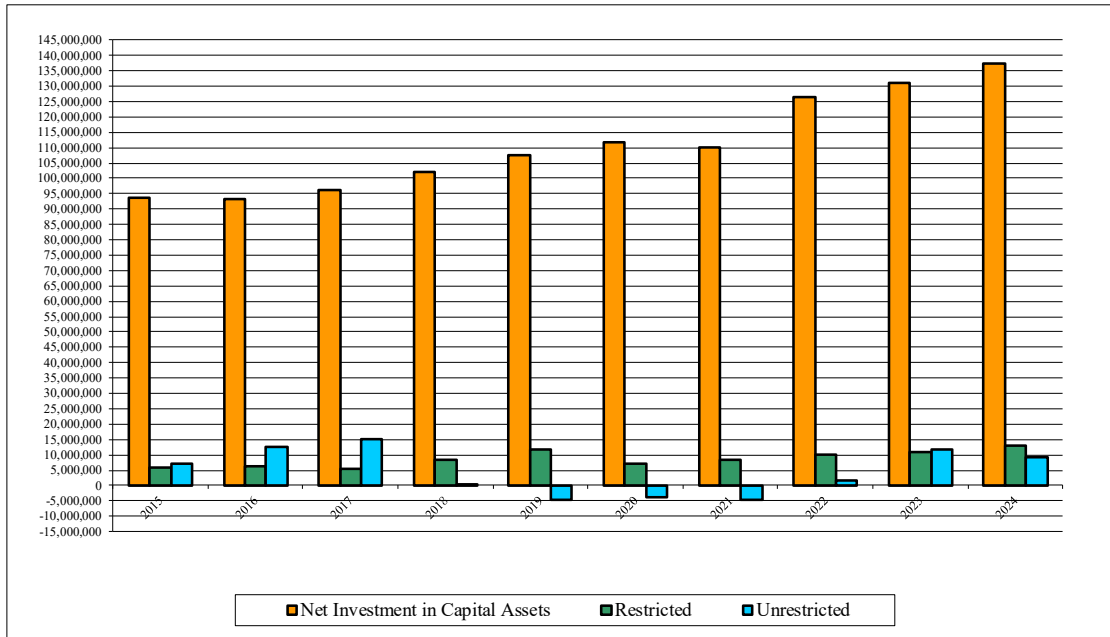
Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Town’s ACFR relates to the services the Town provides and activities it performs (Schedule 15 and Schedule 16).

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Town of Los Gatos
 Net Position by Component
 Last Ten Fiscal Years
 (Accrual Basis of Accounting)

Schedule 1



Fiscal Year	Net Investment in Capital Assets	Restricted	Unrestricted	Total Net Position
2015	93,687,029	5,663,182	7,180,919	106,531,130
2016	93,383,855	6,386,014	12,744,637	112,514,506
2017	96,265,652	5,627,707	15,134,420	117,027,779
2018	102,098,729	8,199,598	170,590	110,468,917 (1)
2019	107,542,588	11,918,688	-4,642,167	114,819,109 (2)
2020	111,700,225	7,117,984	-3,967,178	114,851,031
2021	109,894,936	8,358,267	-4,735,103	113,518,100
2022	126,418,275	10,203,412	1,785,294	138,406,981
2023	130,888,581	11,091,020	11,542,661	153,522,262
2024	137,253,582	13,015,461	9,137,174	159,406,217

(1) Net position was restated for FY 2018 for amounts placed into fiduciary funds, reclassified to General Fund Restricted Asset.

(2) The decrease in unrestricted net position resulted largely from the use of approximately \$8.0 million in unrestricted cash balances in the Town's GFAR fund during the year to invest in the Town's infrastructure and equipment.

Town of Los Gatos
 Changes in Net Position
 Last Ten Fiscal Years
 (Accrual Basis of Accounting)

Schedule 2

	Fiscal Year				
	2014/15	2015/16	2016/17	2017/18	2018/19
Expenses					
Governmental Activities:					
General Government	\$ 6,465,852	\$ 6,993,661	\$ 6,771,628	\$ 7,948,918	\$ 8,163,991
Public Safety	12,644,221	12,825,688	14,587,597	15,545,521	16,635,726
Parks and Public Works	8,069,352	8,320,623	9,502,707	10,047,003	10,627,716
Community Development	4,047,738	3,227,224	5,093,459	4,667,609	5,064,637
Library Services	2,553,414	2,522,142	2,868,748	3,087,684	3,059,294
Sanitation	491,359	528,580	466,762	536,296	684,673
Interest and Fees	-	-	-	-	-
Total Governmental Activities	<u>34,271,936</u>	<u>34,417,918</u>	<u>39,290,901</u>	<u>41,833,031</u>	<u>44,236,037</u>
Program Revenues					
Charges for Services:					
General Government	1,888,213	1,517,012	1,669,020	1,701,146	1,562,683
Public Safety	3,529,166	3,278,585	2,076,688	1,888,359	1,745,889
Parks and Public Works	2,206,765	1,516,108	2,155,841	4,150,068	2,910,936
Community Development	5,027,497	4,359,146	3,803,626	3,456,390	4,155,231
Library Services	53,123	46,192	46,746	14,702	9,476
Sanitation	328,868	368,813	410,626	771,442	966,130
Operating Grants and Contributions:					
General Government	-	15,291	-	-	-
Public Safety	24,838	98,138	837,329	895,730	826,643
Parks and Public Works	907,745	749,300	665,779	953,294	1,301,152
Community Development	-	-	-	-	-
Library Services	4,062	12,228	-	57,200	47,482
Capital Grants and Contributions:					
General Government	176,705	-	-	-	-
Public Safety	-	-	-	-	-
Parks and Public Works	2,338,154	1,610,657	770,600	348,437	146,792
Community Development	-	-	9,280	-	-
Total Program Revenues	<u>16,485,136</u>	<u>13,571,470</u>	<u>12,445,535</u>	<u>14,236,768</u>	<u>13,672,414</u>
General Revenues and Special Items:					
Property Taxes	12,931,603	13,763,458	14,756,214	15,958,406	17,321,347
Sales Taxes	8,202,678	7,501,175	8,925,276	7,466,253	8,158,152
Franchise Taxes	2,215,430	2,258,892	2,366,908	2,474,814	2,475,916
Other Taxes	2,062,893	1,997,497	2,351,223	2,667,840	2,726,743
Motor Vehicle in Lieu	-	12,308	14,056	16,483	14,689
Developer Assessments	-	-	-	-	-
Investment Earnings	428,772	698,324	192,260	333,120	1,809,128
Sale of Property	-	-	-	-	-
Miscellaneous	813,324	598,170	528,946	622,105	2,407,840
Insurance recoveries	-	-	-	-	-
Total General Revenues and Special Items	<u>26,654,700</u>	<u>26,829,824</u>	<u>29,134,883</u>	<u>29,539,021</u>	<u>34,913,815</u>
Change in Net Position	<u>\$ 8,867,900</u>	<u>\$ 5,983,376</u>	<u>\$ 2,289,517</u>	<u>\$ 1,942,758</u>	<u>\$ 4,350,192</u>

Continued

Town of Los Gatos
 Changes in Net Position
 Last Ten Fiscal Years
 (Accrual Basis of Accounting)

Schedule 2

	Fiscal Year				
	2019/20	2020/21	2021/22	2022/23	2023/24 ¹
Expenses					
Governmental Activities:					
General Government	\$ 7,405,368	\$ 7,086,377	\$ 15,681,345	\$ 10,522,568	\$ 11,113,238
Public Safety	20,446,188	19,808,230	15,093,308	17,428,923	23,783,313
Parks and Public Works	11,803,005	13,141,034	12,969,615	12,258,626	14,075,171
Community Development	5,001,958	6,846,834	5,827,001	5,215,961	5,481,765
Library Services	3,347,523	3,496,153	2,969,954	3,653,642	3,853,748
Sanitation	3,041	185,981	178,575	208,262	263,706
Interest and Fees	-	-	-	29,221	26,137
Total Governmental Activities	48,007,083	50,564,609	52,719,798	49,317,203	58,597,078
Program Revenues					
Charges for Services:					
General Government ¹	1,470,324	1,894,080	1,725,857	2,635,527	2,694,162
Public Safety	1,549,207	1,288,358	1,596,313	1,846,312	1,980,431
Parks and Public Works	3,674,222	4,209,048	5,090,014	3,590,936	4,211,420
Community Development	3,351,753	4,063,776	4,129,718	3,971,336	4,247,279
Library Services	11,522	-	521	2,039	2,514
Sanitation	231,323	299,478	231,323	359,950	359,950
Operating Grants and Contributions:					
General Government	12,290	-	2,766,833	-	63,088
Public Safety	952,045	1,061,344	1,144,226	4,622,373	917,317
Parks and Public Works	2,824,638	1,547,102	1,482,896	1,735,608	1,828,050
Community Development	15,864	223,129	670,929	616,937	692,151
Library Services	49,351	55,181	114,958	174,663	167,303
Capital Grants and Contributions:					
General Government	8,258	2,365	12,205,050	-	-
Public Safety	9,100	-	-	-	-
Parks and Public Works	832,755	843,980	10,021,156	3,915,175	5,668,252
Community Development	-	-	-	-	-
Total Program Revenues	14,992,652	15,487,841	41,179,794	23,470,856	22,831,917
General Revenues and Special Items:					
Property Taxes	18,330,426	19,878,835	21,132,098	22,746,842	24,224,142
Sales Taxes	7,531,425	7,933,604	8,483,673	8,806,477	8,071,735
Franchise Taxes ¹	2,495,792	2,499,463	2,822,515	3,074,624	2,547,011
Other Taxes	1,911,774	1,126,887	2,042,580	2,292,008	2,422,849
Motor Vehicle in Lieu	24,526	23,058	35,624	34,406	41,461
Developer Fees	-	-	1,735,571	614,820	12,880
Investment Earnings	2,428,470	227,136	(1,278,978)	797,587	3,129,616
Sale of Property	-	-	-	-	-
Miscellaneous	323,940	1,528,039	755,400	1,029,864	1,199,422
Insurance recoveries	-	-	-	1,565,000	-
Total General Revenues and Special Items	33,046,353	33,217,022	35,728,483	40,961,628	41,649,116
Change in Net Position	<u>\$ 31,922</u>	<u>\$ (1,859,746)</u>	<u>\$ 24,188,479</u>	<u>\$ 15,115,281</u>	<u>\$ 5,883,955</u>

Concluded

(1) Starting in March 2024, due to a change in the JPA agreement, Garbage Franchise Fees were categorized as encroachment fees under Charges for Services. The total amount classified in Charges for Services in FY 2023/24 was \$765,900.

Town of Los Gatos
 Fund Balance, Governmental Funds
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

Schedule 3

	Fiscal Year				
	2014/15	2015/16	2016/17	2017/18	2018/19
General Fund					
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	-	-	-	1,206,851	5,015,316
Committed	-	20,019,187	15,129,925	12,953,399	15,070,944
Assigned	24,121,256	9,555,085	14,050,699	17,475,285	18,256,895
Unassigned	-	-	-	-	-
Total General Fund	24,121,256	29,574,272	29,180,624	31,635,535	38,343,155
All Other Governmental Funds					
Restricted	5,663,182	6,386,014	5,627,707	6,992,747	6,903,372
Committed	-	3,696,000	10,354,584	5,571,087	2,579,997
Assigned	15,346,558	11,099,076	7,928,994	6,361,403	6,180,930
Unassigned	206,875	-	-	-	-
Total All Other Governmental Funds	21,216,615	21,181,090	23,911,285	18,925,237	15,664,299
Total Fund Balances	\$ 45,337,871	\$ 50,755,362	\$ 53,091,909	\$ 50,560,772	\$ 54,007,454

Continued

Town of Los Gatos
 Fund Balance, Governmental Funds
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

Schedule 3

	Fiscal Year				
	2019/20	2020/21	2021/22	2022/23	2023/24
General Fund					
Nonspendable	\$ -	\$ 159,000	\$ 159,000	\$ 159,000	\$ 159,000
Restricted	669,978	-	690,000	1,444,501	2,532,997
Committed	15,387,706	11,220,970	12,283,132	13,150,130	14,364,143
Assigned	13,277,813	12,534,648	13,764,657	14,774,673	14,005,932
Unassigned	-	-	-	-	-
Total General Fund	29,335,497	23,914,618	26,896,789	29,528,304	31,062,072
All Other Governmental Funds					
Restricted	6,448,006	8,562,653	9,383,483	9,530,538	10,361,026
Committed	-	-	637,711	2,590,257	2,664,441
Assigned	14,181,679	15,360,481	13,944,155	19,536,429	16,915,064
Unassigned	-	-	-	-	-
Total All Other Governmental Funds	20,629,685	23,923,134	23,965,349	31,657,224	29,940,531
Total Fund Balances	\$ 49,965,182	\$ 47,837,752	\$ 50,862,138	\$ 61,185,528	\$ 61,002,603

Concluded

Town of Los Gatos
 Changes in Fund Balances, Governmental Funds
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

Schedule 4

	Fiscal Year				
	2014/15	2015/16	2016/17	2017/18	2018/19
Revenues:					
Taxes	\$ 23,208,820	\$ 23,269,892	\$ 25,945,129	\$ 26,253,026	\$ 28,244,329
Licenses & Permits	6,467,771	5,442,133	5,075,503	5,937,044	5,173,876
Intergovernmental	2,921,002	2,573,475	1,715,580	2,124,903	2,310,655
Charges for Services	5,794,386	4,773,001	4,210,174	5,395,057	5,584,504
Fines and Forfeitures	868,564	879,277	917,105	676,212	510,266
Franchise Fees	2,215,430	2,258,892	2,366,908	2,474,814	2,475,916
Developer Fees	-	-	-	-	-
Investment Income	428,735	698,308	192,978	332,938	1,809,164
Use of Property	32,209	31,723	32,096	32,206	32,960
Other	3,130,975	2,396,992	1,011,939	640,844	579,755
Total Revenues	45,067,892	42,323,693	41,467,412	43,867,044	46,721,425
Expenditures:					
Current					
General Government	8,647,451	9,144,797	8,390,959	8,770,082	8,004,254
Public Safety	13,747,198	13,763,316	13,251,288	14,423,554	14,945,407
Parks and Public Works	5,840,097	6,307,266	6,633,748	7,125,686	7,962,135
Community Development	4,218,500	3,695,504	3,793,930	4,192,165	4,577,495
Library Services	2,268,844	2,332,268	2,508,677	2,529,017	2,493,617
Sanitation & Other	411,863	452,726	466,762	521,147	628,240
Capital Outlay	3,800,478	3,241,657	6,867,034	9,778,058	7,888,914
Debt Service					
Principal Repayment	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-
Total Expenditures	38,934,431	38,937,534	41,912,398	47,339,709	46,500,062
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	6,133,461	3,386,159	(444,986)	(3,472,665)	221,363
Other Financing Sources(Uses):					
Transfers In	8,977,220	3,315,846	7,907,692	3,176,760	4,264,131
Transfers Out	(7,788,049)	(1,284,514)	(7,612,012)	(3,880,131)	(3,323,756)
Gain from Sale of Property	-	-	-	378,219	1,912,316
Insurance Recoveries	-	-	-	-	-
Issuance of Debt	-	-	4,435	-	-
Total Other Financing Sources(Uses)	1,189,171	2,031,332	300,115	(325,152)	2,852,691
Special Item:					
Extraordinary Gain (Loss) RDA Dissolution	-	-	-	-	-
Prepayment of Pension Obligations	-	-	-	-	-
Net Change in Fund Balances	\$ 7,322,632	\$ 5,417,491	\$ (144,871)	\$ (3,797,817)	\$ 3,074,054
Capitalized Capital Outlay	\$ 3,800,478	\$ 3,241,657	\$ 6,867,034	\$ 9,778,058	\$ 7,861,972
Debt Service as a Percentage of Non Capital Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%

Continued

Town of Los Gatos
 Changes in Fund Balances, Governmental Funds
 Last Ten Fiscal Years
 (Modified Accrual Basis of Accounting)

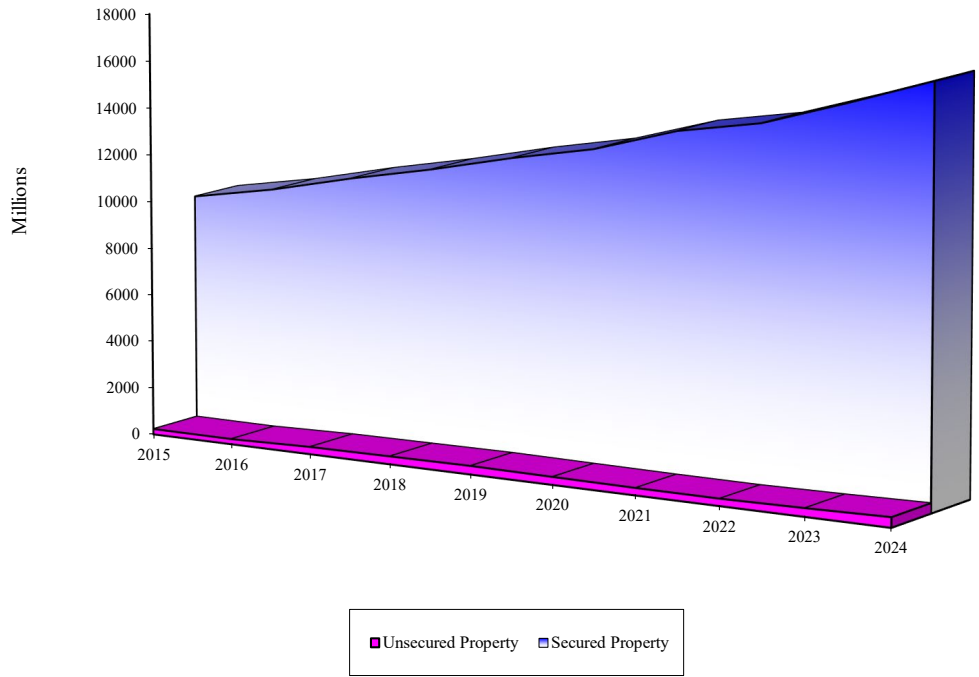
Schedule 4

	Fiscal Year				
	2019/20	2020/21	2021/22	2022/23	2023/24 ¹
Revenues:					
Taxes	\$ 27,811,665	\$ 28,977,919	\$ 31,627,593	\$ 33,851,411	\$ 34,735,349
Licenses & Permits ¹	4,818,671	5,212,831	6,055,040	6,333,675	6,227,298
Intergovernmental	4,498,153	3,746,587	15,492,982	10,145,820	6,317,644
Charges for Services	5,309,470	6,035,659	6,925,359	5,718,714	7,051,179
Fines and Forfeitures	271,117	103,468	319,170	416,950	480,634
Franchise Fees ¹	2,495,792	2,499,463	2,822,515	3,074,624	2,547,011
Developer Fees	-	-	1,735,571	614,820	12,880
Investment Income	2,428,453	227,940	(1,278,983)	797,582	3,108,100
Use of Property	31,039	40,372	144,901	237,647	297,501
Other	376,922	423,115	349,145	985,188	604,493
Total Revenues	48,041,282	47,267,354	64,193,293	62,176,431	61,382,089
Expenditures:					
Current					
General Government	13,024,146	14,040,134	15,953,968	8,828,779	9,573,022
Public Safety	15,793,815	16,570,836	16,451,190	18,446,048	20,718,781
Parks and Public Works	8,168,599	8,229,944	8,639,128	9,084,406	9,899,083
Community Development	4,473,790	5,195,302	6,313,511	5,065,412	5,246,729
Library Services	2,700,802	2,847,988	2,827,210	3,208,027	3,335,389
Sanitation & Other	162,837	166,173	194,969	204,097	252,605
Capital Outlay	7,861,972	5,707,439	10,478,670	8,917,075	12,366,255
Debt Service					
Principal Repayment	-	39,008	156,034	156,034	225,370
Interest and Fiscal Charges	-	-	-	-	3,716
Total Expenditures	52,185,961	52,796,824	61,014,680	53,909,878	61,620,950
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	<u>(4,144,679)</u>	<u>(5,529,470)</u>	<u>3,178,613</u>	<u>8,266,553</u>	<u>(238,861)</u>
Other Financing Sources(Uses):					
Transfers In	8,935,260	4,053,535	8,154,307	11,886,022	3,666,235
Transfers Out	(8,628,719)	(3,940,015)	(8,310,685)	(11,396,347)	(4,317,235)
Gain from Sale of Property	1,566	1,201,369	2,151	2,162	223
Insurance Recoveries	-	-	-	1,565,000	-
Issuance of Debt	-	1,560,336	-	-	706,713
Total Other Financing Sources(Uses)	308,107	2,875,225	(154,227)	2,056,837	55,936
Special Item:					
Extraordinary Gain (Loss) RDA Dissolution	-	-	-	-	-
Prepayment of Pension Obligations	-	-	-	-	-
Net Change in Fund Balances	\$ (3,836,572)	\$ (2,654,245)	\$ 3,024,386	\$ 10,323,390	\$ (182,925)
	\$ 7,861,972	\$ 5,707,439	\$ 9,180,716	\$ 8,598,811	\$ 12,016,644
Debt Service as a Percentage					
of Non Capital Expenditures	0.00%	0.08%	0.30%	0.35%	0.46%

Concluded

(1) Starting in March 2024, due to a change in the JPA agreement, Garbage Franchise Fees were categorized as Licenses & Permits under Charges for Services. The total amount classified in Licenses & Permits in FY 2023/24 was \$765,900.

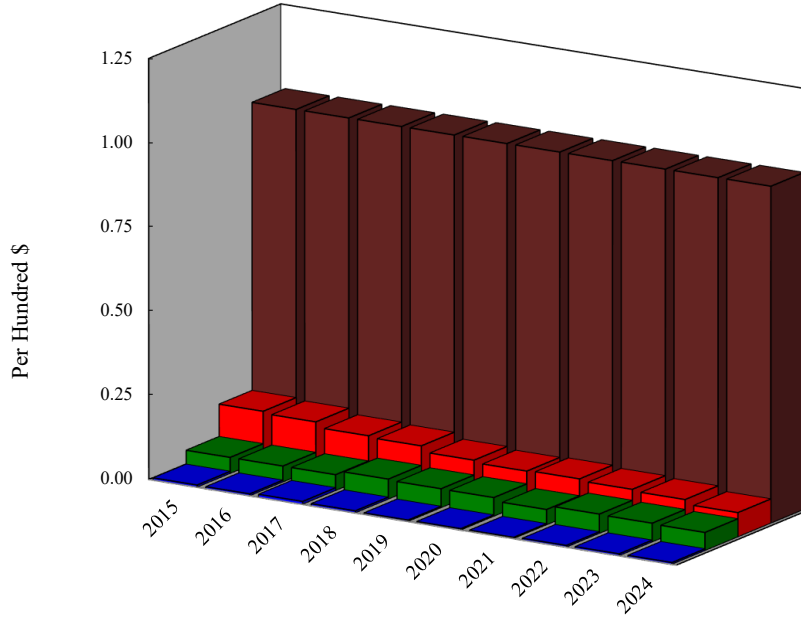
Town of Los Gatos
 Assessed Value and Estimated Actual Value of Taxable Property
 Last Ten Fiscal Years



Fiscal Year	Utility and Unsecured Property	Percent Change	Secured Property	Percent Change	Total Assessed	Estimated Full Market	Total Direct Tax Rate
2015	\$ 227,331,042	1.45%	\$ 9,767,782,505	5.73%	\$ 9,995,113,547	\$ 39,071,130,020	1.0544
2016	217,035,545	-4.53%	10,417,804,357	6.65%	10,634,839,902	41,671,217,428	1.0533
2017	304,443,013	40.27%	11,240,554,198	7.90%	11,544,997,211	44,962,216,792	1.0560
2018	330,504,877	8.56%	11,969,049,272	6.48%	12,299,554,149	47,876,197,088	1.0659
2019	359,276,665	8.71%	12,795,393,103	6.90%	13,154,669,768	51,181,572,412	1.0607
2020	331,517,212	-7.73%	13,510,676,336	5.59%	13,842,193,548	54,042,705,344	1.0494
2021	308,749,655	-6.87%	14,599,669,332	8.06%	14,908,418,987	58,398,677,328	1.0627
2022	304,460,199	-1.39%	15,255,884,284	4.49%	15,560,344,483	61,023,537,136	1.0616
2023	357,370,065	17.38%	16,404,930,826	7.53%	16,762,300,891	65,619,723,304	1.0591
2024	432,381,651	20.99%	17,623,641,576	7.43%	18,056,023,227	70,494,566,304	1.0591

Source: Santa Clara County Assessed Value Report

Town of Los Gatos
 Direct and Overlapping Property Tax Rates
 Last Ten Fiscal Years



Santa Clara Valey Water District County
 County Bonds and Levies
 School District Bonds and Loans
 Basic County Wide Levy

Fiscal Year	Basic County Wide Levy	County Bonds and Levies	Santa Clara Special Districts	School District Bonds and Loans	Total
2015	1.0000	0.0479	0.0065	0.1442	1.1986
2016	1.0000	0.0476	0.0057	0.1381	1.1914
2017	1.0000	0.0474	0.0086	0.1223	1.1783
2018	1.0000	0.0597	0.0062	0.1177	1.1836
2019	1.0000	0.0565	0.0042	0.1006	1.1613
2020	1.0000	0.0557	0.0041	0.0935	1.1533
2021	1.0000	0.0457	0.0037	0.0959	1.1453
2022	1.0000	0.0576	0.0051	0.0902	1.1529
2023	1.0000	0.0559	0.0057	0.0854	1.1470
2024	1.0000	0.0538	0.0053	0.0720	1.1311

Source: Santa Clara County Book of Tax Rates

Town of Los Gatos
Principle Property Tax Payers
Last Ten Fiscal Years *

ASSEESSEE NAME	2014/15		2015/16		2016/17		2017/18		2018/19	
	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
750 University LLC	\$ 19,000,000	0.17%	\$ 19,379,620	0.19%	\$ 19,675,159	0.18%	\$ 25,241,863	0.21%	\$ 25,746,699	0.20%
980 JR LLC									19,277,879	0.15%
140 Toll House Hotel LLC										
17443 Farley Rd LLC										
Alberto Way Holdings LLC	23,715,141	0.21%	24,188,966	0.23%	24,557,845	0.22%	25,048,998	0.21%	25,549,975	0.20%
A W Los Gatos LLC										
Boccardo Corporation	38,772,905	0.34%	21,617,318	0.21%	21,918,921	0.20%	22,211,650	0.19%	22,651,732	0.18%
D&K Los Gatos LLC	15,974,003	0.14%	16,293,163	0.16%						
David A. and Shari Flick Trustee	15,388,884	0.14%								
Donahue Schriber Realty Group LP							53,872,083	0.45%	56,370,186	0.44%
DS Downing Los Gatos LLC	20,006,861	0.18%	21,980,568	0.21%	22,315,770	0.20%				
DS Village Square					22,799,599	0.20%				
El Camino Hospital	20,803,609	0.19%	26,477,160	0.25%	26,880,933	0.24%	23,353,576	0.20%	28,596,104	0.22%
El Gato 15 LLC										
Equestrian 3 Investments LLC							29,584,251	0.25%	28,563,864	0.22%
Fox Creek Fund LLC									21,558,664	0.17%
Good Samaritan Hospital LP	19,602,594	0.17%	19,880,366	0.19%	22,402,756	0.20%	22,516,823	0.19%	22,934,274	0.18%
Grade Way Associations VI	15,163,152	0.13%								
Grosvenor USA Ltd.	22,990,624	0.20%	23,449,975	0.23%						
Health Care REIT Inc.	20,765,810	0.18%	20,089,903	0.19%	20,396,274	0.18%				
International Hotel							30,144,617	0.25%	30,747,509	0.24%
Kay K. & Go Sasaki Sr., Trustee			24,744,983	0.24%	25,122,131	0.22%	25,624,027	0.21%	26,135,962	0.20%
Knowles Los Gatos LLC	48,204,708	0.43%	49,167,836	0.47%	49,917,644	0.44%	50,915,995	0.43%	51,934,313	0.41%
KSL Capital Partners	43,580,326	0.39%	30,134,614	0.29%	30,105,945	0.27%	25,893,946	0.22%	26,411,820	0.21%
Leland E Lester, Trustee					29,004,169	0.26%				
LG Business Park Bldg 3 LLC			61,947,284	0.59%			53,465,724	0.45%		
LG Business Park Bldg 4 LLC							43,937,857	0.37%		
LG Business Park LLC	39,347,485	0.35%	17,507,261	0.17%	31,070,572	0.28%				
LG Hotel LLC	15,448,057	0.14%	15,497,395	0.15%						
Los Gatos Hotel Corp.	15,573,314	0.14%	15,676,113	0.15%						
Preylock Los Gatos LLC										
Safeway Inc.							24,394,468	0.20%		
San Jose Water Works	36,693,453	0.33%	37,081,049	0.36%	38,710,728	0.34%	41,202,805	0.34%	46,150,577	0.36%
Serramonte Corporate Center LLC									200,844,610	1.57%
SF Los Gatos LLC										
SHP Newark LLC										
Si 32 LLC	150,563,119	1.34%	141,348,894	1.36%	143,442,269	1.28%	146,317,944	1.22%	149,208,182	1.17%
Sobrato Interests IV LLC	20,869,338	0.19%	44,930,482	0.43%	42,240,994	0.38%	43,071,837	0.36%	43,919,879	0.34%
SRI Old Town LLC	31,122,427	0.28%	31,744,252	0.30%	32,228,351	0.29%	32,872,917	0.27%	33,530,374	0.26%
Summerhill N40 LLC										
Summerhill Prospect Avenue LLC					18,274,508	0.16%				
Wealthcap Los Gatos 121					109,100,000	0.97%	111,282,000	0.93%	113,507,640	0.89%
Wealthcap Los Gatos 31					84,000,000	0.75%	85,680,000	0.72%	87,393,600	0.68%
Total - Principal taxpayers	\$ 633,585,810	6.49%	\$ 663,137,202	6.37%	\$ 814,164,568	7.24%	\$ 916,633,381	7.66%	\$ 1,061,033,843	8.29%
Total - All real properties assessed by the Town (1)	\$ 9,766,765,025		\$ 10,416,786,877		\$ 11,239,536,718		\$ 11,968,031,792		\$ 12,793,751,423	

(1) Assessed value includes only net secured real properties.

(2) Excludes the value of tax-exempt properties

Source Data: California Municipal Statistics, Inc.

Continued

Town of Los Gatos
Principle Property Tax Payers
Last Ten Fiscal Years *

ASSEESSEE NAME	2019/20		2020/21		2021/22		2022/23		2023/24	
	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
750 University LLC	\$ 26,261,632	0.19%	\$ 26,786,863	0.18%	\$ 27,064,374	0.19%	\$ 27,605,660	0.17%	\$ 28,157,772	0.16%
980 JR LLC										
140 Toll House Hotel LLC			35,043,180	0.24%	35,499,104	0.24%	34,808,066	0.21%	35,490,590	0.20%
17443 Farley Rd LLC									29,000,000	0.16%
Alberto Way Holdings LLC	24,158,350	0.18%	24,641,514	0.17%	24,896,799	0.17%				
A W Los Gatos LLC							26,749,500	0.16%		
Boccardo Corporation	23,099,314	0.17%					24,268,078	0.15%		
D&K Los Gatos LLC										
David A. and Shari Flick Trustee										
Donahue Schriber Realty Group LP	57,497,587	0.43%	58,647,535	0.40%	59,255,121	0.41%	60,440,222	0.37%	61,649,025	0.35%
DS Downing Los Gatos LLC										
DS Village Square										
El Camino Hospital	30,789,155	0.23%	42,611,768	0.29%	50,456,560	0.35%	43,379,731	0.26%	42,156,737	0.24%
Equestrian 3 Investments LLC	25,525,880	0.19%	26,036,395	0.18%	26,306,130	0.18%	26,832,251	0.16%	36,719,999	0.21%
Fox Creek Fund LLC					27,231,335	0.19%	27,078,255	0.17%	28,331,465	0.16%
Good Samaritan Hospital LP	23,391,289	0.17%	23,846,402	0.16%	24,111,608	0.17%	24,569,780	0.15%		
Grade Way Associations VI										
Grosvenor USA Ltd.										
Health Care REIT Inc.										
International Hotel	31,362,458	0.23%	31,989,706	0.22%						
Kay K. & Go Sasaki Sr., Trustee	28,864,942	0.21%	27,190,951	0.19%	27,471,495	0.19%	28,020,326	0.17%	28,585,258	0.16%
Knowles Los Gatos LLC	52,972,998	0.39%	54,032,455	0.37%	54,592,229	0.37%	55,684,072	0.34%	56,797,751	0.32%
KSL Capital Partners	33,069,058	0.24%	33,118,759	0.23%	33,037,818	0.23%	32,098,542	0.20%	31,484,883	0.18%
Leland E Lester, Trustee										
LG Business Park Bldg 3 LLC										
LG Business Park Bldg 4 LLC										
LG Business Park LLC										
LG Hotel LLC										
Los Gatos Hotel Corp.										
Preylock Los Gatos LLC	89,141,472	0.66%	95,880,000	0.66%	96,873,316	0.66%	98,810,782	0.60%	96,498,189	0.55%
Safeway Inc.	25,752,231	0.19%	25,577,034	0.18%						
San Jose Water Works	47,777,432	0.35%	49,649,154	0.34%	53,320,614	0.37%	51,657,625	0.31%	52,511,158	0.30%
Serramonte Corporate Center LLC	204,861,501	1.52%	208,958,729	1.43%	211,123,540	1.45%	215,346,008	1.31%	219,652,926	1.25%
SF Los Gatos LLC					33,214,527	0.23%				
Si 32 LLC	152,166,578	1.13%	155,181,793	1.06%	158,132,236	1.08%	159,929,209	0.97%	31,799,550	0.18%
Sobrato Interests IV LLC	44,781,377	0.33%	45,682,006	0.31%	46,155,127	0.32%	47,067,863	0.29%	163,243,322	0.93%
SRI Old Town LLC	34,200,980	0.25%	34,884,999	0.24%	35,246,406	0.24%	35,951,333	0.22%	48,004,098	0.27%
Summerhill N40 LLC	56,244,782	0.42%	57,369,661	0.39%	59,462,462	0.41%	71,006,795	0.43%	36,670,359	0.21%
Summerhill Prospect Avenue LLC									42,705,086	0.24%
Wealthcap Los Gatos 121	115,777,792	0.86%	118,093,347	0.81%	119,316,793	0.82%	121,703,128	0.74%	124,137,190	0.70%
Wealthcap Los Gatos 31										
Total - Principal taxpayers	\$ 1,127,696,808	8.35%	\$ 1,175,222,251	8.05%	\$ 1,202,767,594	8.24%	\$ 1,244,806,776	7.39%	\$ 1,220,964,252	6.93%
Total - All real properties assessed by the Town (1)	\$ 13,509,034,656		\$ 14,598,027,652		\$ 15,254,242,604		\$ 16,403,289,146		\$ 17,621,748,976	

(1) Assessed value includes only net secured real properties.

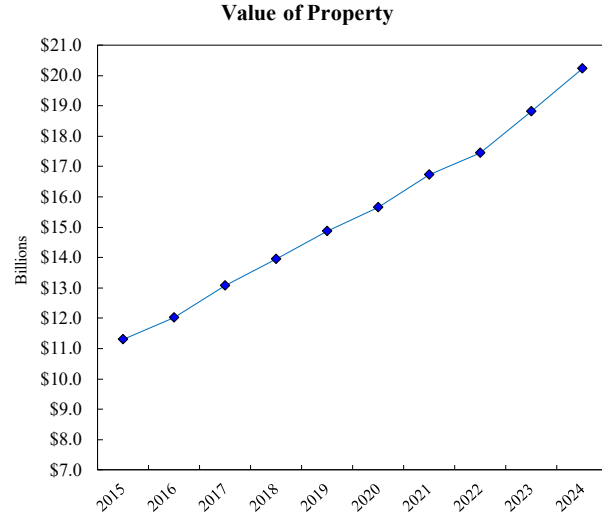
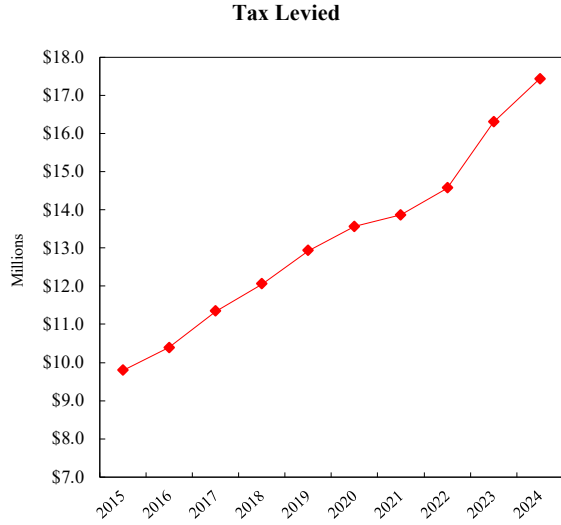
(2) Excludes the value of tax-exempt properties

Source Data: California Municipal Statistics, Inc.

Concluded

Town of Los Gatos
 Property Tax Levies and Collections
 Last Ten Fiscal Years

Schedule 8



Fiscal Year	Town Property Tax Levied and Collected	Redevelopment Property Tax Levied and Collected	Total Property Tax Levied and Collected	Value of Town Property subject to Local Tax Rate	Value of Redevelopment Agency Property Subject to Local Tax Rate	Value of Property Subject to Local Tax Rate
2015	\$ 9,787,519	\$ -	\$ 9,787,519	\$ 9,995,113,547	\$ 1,318,214,863	\$ 11,313,328,410
2016	10,388,424	-	10,388,424	10,634,839,902	1,395,509,489	12,030,349,391
2017	11,345,588	-	11,345,588	11,544,997,211	1,537,577,241	13,082,574,452
2018	12,060,228	-	12,060,228	12,299,554,149	1,650,746,473	13,950,300,622
2019	12,924,592	-	12,924,592	13,154,669,768	1,717,358,555	14,872,028,323
2020	13,559,587	-	13,559,587	13,842,193,548	1,715,982,555	15,651,922,606
2021	13,864,271	-	13,864,271	14,908,418,987	1,809,729,058	16,718,148,045
2022	14,566,808	-	14,566,808	15,560,344,483	1,891,297,788	17,451,642,271
2023	16,300,797	-	16,300,797	16,762,300,891	2,047,530,717	18,809,831,608
2024	17,431,668	-	17,431,668	18,056,023,227	2,162,668,731	20,218,691,958

Sources: Santa Clara County Auditor-Controller Office and the Town of Los Gatos

Town of Los Gatos
 Ratios of Outstanding Debt by Type
 Last Ten Fiscal Years

Schedule 9

Governmental Activities

Fiscal Year	PG&E Loan	SBITA's	Total Governmental Activities	Total Primary Government	Percentage of Personal Income	Per Capita
2015	\$ -	\$ -	\$ -	\$ -	0.0%	0.00
2016	\$ -	\$ -	\$ -	\$ -	0.0%	0.00
2017	\$ -	\$ -	\$ -	\$ -	0.0%	0.00
2018	\$ -	\$ -	\$ -	\$ -	0.0%	0.00
2019	\$ -	\$ -	\$ -	\$ -	0.0%	0.00
2020	\$ -	\$ -	\$ -	\$ -	0.0%	0.00
2021	\$ 1,508,325	\$ -	\$ 1,508,325	\$ 1,508,325	96.4%	48.91
2022	\$ 1,352,291	\$ -	\$ 1,352,291	\$ 1,352,291	95.5%	40.90
2023	\$ 1,196,257	\$ 594,934	\$ 1,791,191	\$ 1,791,191	118.7%	36.14
2024	\$ 1,040,224	\$ 1,083,858	\$ 2,124,082	\$ 2,124,082	108.9%	31.30

Debt was transferred to the Successor Agency Trust Fund as a part of the RDA dissolution in FY 2011

Town of Los Gatos
Direct and Overlapping Governmental Activities Debt
June 30, 2024

2023/24 Assessed Valuation:	\$18,056,023,227		Estimated Share of Direct and Overlapping Debt at June 30, 2024
DIRECT AND OVERLAPPING BONDED DEBT:	% Applicable ⁽¹⁾	Total Debt at June 30, 2024	
Overlapping Tax & Assessment Debt			
Santa Clara County	2.735%	\$ 1,041,125,000	\$ 26,167,660
West Valley-Mission Community College District	9.553%	\$ 694,320,000	\$ 63,340,211
Campbell Union High School District	7.894%	\$ 354,085,000	\$ 26,538,444
Los Gatos-Saratoga Joint Union High School District	36.786%	\$ 81,235,000	\$ 28,759,295
Cambrian School District	0.757%	\$ 96,314,944	\$ 678,423
Campbell Union School District	7.886%	\$ 205,899,324	\$ 19,739,393
Los Gatos Union School District	74.219%	\$ 62,020,000	\$ 42,364,205
Saratoga Union School District	0.049%	\$ 15,206,197	\$ 5,778
Union School District	20.070%	\$ 144,497,533	\$ 28,183,190
Midpeninsula Regional Open Space District	4.444%	\$ 82,680,000	\$ 3,586,308
Santa Clara Valley Water District Benefit Assessment District	2.735%	\$ 38,900,000	\$ 799,577
Total Overlapping Tax and Assesmet Debt			\$ 240,162,484
Overlapping General Fund Debt			
Santa Clara County General Fund Obligations	2.735%	\$ 1,057,709,440	\$ 28,928,353
Santa Clara County Pension Obligation Bonds	2.735%	\$ 323,733,582	\$ 8,854,113
Santa Clara County Board of Education Certificates of Participation	2.735%	\$ 12,073,098	\$ 330,199
West Valley-Mission Community College District General Fund Obligations	9.553%	\$ 2,520,000	\$ 240,736
Campbell Union High School District General Fund Obligations	7.894%	\$ 13,500,000	\$ 1,065,690
Campbell Union School District General Fund Obligations	7.886%	\$ 1,230,000	\$ 96,998
Saratoga Union School District Certificates of Participation	0.049%	\$ 1,455,000	\$ 713
Town of Los Gatos	100.000%	\$ -	\$ 2,123,381
Santa Clara County Vector Control District Certificates of Participation	2.735%	\$ 945,000	\$ 25,846
Santa Clara County Central Fire Protection District Certificates of Participation	26.139%	\$ 27,130,000	\$ 7,091,511
Midpeninsula Regional Open Space Park District General Fund Obligations	4.444%	\$ 79,795,600	\$ 3,546,116
Total Gross Overlapping General Fund Debt			\$ 52,303,656
Less: Santa Clara County Supported Obligations			\$ 72,751
Total Overlapping General Fund Debt			\$ 52,230,905
Overlapping Tax Increment Debt (Successor Agency)			
Town of Los Gatos Certificated of Participations			\$ 10,015,000
Total of Overlapping Tax Increment Debt			\$ 10,015,000
Total Direct Debt			
Total Gross Overlapping Debt			\$ 302,481,140
Total Net Overlapping Debt			\$ 302,408,389
Gross Combined Total Debt			\$ 302,481,140 ⁽²⁾
Net Combined Total Debt			\$ 302,408,389

(1) The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.

(2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue bonds and non-bonded capital lease obligations.

Ratios to 2023/24 Assessed Valuation:

Total Overlapping Tax and Assessment Debt: 1.33%
Total Direct Debt: 0.00%
Gross Combined Total Debt: 1.66%
Net Combined Total Debt: 1.66%

Ratios to Redevelopment Incremental Valuation (\$1,916,471,918):

Overlapping Tax Increment Debt: 0.52%

Town of Los Gatos
 Legal Debt Margin Information,
 Last Ten Fiscal Years
 (In Thousands of Dollars)

Legal Debt Margin Calculation for Fiscal Year 2023/24	
Assessed Value	\$ 18,056,023,227
Debt Limit	2,708,403,484
Debt Applicable to Limit:	
Legal Debt Margin	\$ 2,708,403,484

	Fiscal Year									
	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Debt Limit	\$1,379,254	\$1,444,943	\$1,556,252	\$1,679,736	\$1,789,097	\$2,076,329	\$2,236,263	\$2,334,052	\$2,514,345	\$2,708,403
Debt Applicable to Limit	-	-	-	-	-	-	-	1,352	1,196	1,040
Legal Debt Margin	\$1,379,254	\$1,444,943	\$1,556,252	\$1,679,736	\$1,789,097	\$2,076,329	\$2,236,263	\$2,332,700	\$2,332,699	\$2,707,363
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.06%	0.05%	0.04%

Notes:

- (1) The Town of Los Gatos is a general law city and has a debt limit of 15%.
- (2) Excludes RDA assessed valuation and debt transferred to the Successor Agency trust as a part of the RDA dissolution.

Town of Los Gatos
 Demographic and Economic Statistics
 Last Ten Fiscal Years

Fiscal Year Ended	Population (1)	Personal Income (thousands of dollars) (2)	Per Capita Personal Income (3)	Median Age (4)	Public School Enrollment (5)	County Unemployment Rate (6)
2015	30,505	\$ 2,197,885	72,050	46.10	6,622	3.8%
2016	31,376	\$ 2,286,087	72,861	46.30	6,646	3.5%
2017	31,314	\$ 2,281,569	72,861	46.50	6,631	3.8%
2018	30,601	\$ 2,290,638	74,855	46.81	6,588	2.6%
2019	30,998	\$ 2,365,178	76,301	46.72	6,544	2.6%
2020	31,439	\$ 2,546,748	81,006	46.83	6,520	10.7%
2021	30,836	\$ 2,686,155	87,111	46.83	6,180	5.2%
2022	33,062	\$ 3,055,987	92,432	46.67	6,000	2.2%
2023	33,102	\$ 3,443,767	104,035	46.76	5,895	3.7%
2024	33,230	\$ 4,006,242	120,561	47.03	5,856	4.1%

Source:

- (1) California State Dept. of Finance - Population Research Unit (January 2023)
- (2) California State Dept. of Finance - Estimate equals county per capita average times population
- (3) US Census Bureau - QuickFacts
- (4) Claritas demographic snapshot report
- (5) Los Gatos Saratoga Joint Union and Los Gatos Union Elementary School Districts
- (6) State of California, Employment Development Dept., Labor Market Info. Div.

Town of Los Gatos
Principal Employers
Last Ten Fiscal Years

Principal Employers	2014/15		2015/16		2016/17		2017/18		2018/19	
	Percentage of Total Town		Percentage of Total Town		Percentage of Total Town		Percentage of Total Town		Percentage of Total Town	
	Emp.	Employment	Emp.	Employment	Emp.	Employment	Emp.	Employment	Emp.	Employment
Columbia Health Care Assoc/Mission Oaks Hospital	-	0.00%	-	0.00%	-	0.00%	-	0.00%	-	0.00%
El Camino Hospital, Los Gatos	560	3.73%	560	3.53%	560	3.49%	560	3.43%	560	3.49%
Los Gatos Union School District	273	1.82%	280	1.76%	274	1.71%	267	1.64%	281	1.75%
Los Gatos-Saratoga High School District	157	1.05%	157	0.99%	370	2.30%	367	2.25%	367	2.28%
Netflix	1,530	10.19%	1,976	12.45%	1,864	11.61%	2,117	12.98%	2,314	14.41%
Safeway	314	2.09%	314	1.98%	314	1.95%	314	1.92%	314	1.95%
Alain Pinel Realtors	156	1.04%	146	0.92%	148	0.92%	131	0.80%	131	0.82%
Courtside Tennis Club	440	2.93%	440	2.77%	468	2.91%	542	3.32%	542	3.37%
Town of Los Gatos	157	1.05%	158	1.00%	160	1.00%	159	0.97%	160	1.00%
Whole Foods	179	1.19%	179	1.13%	179	1.11%	179	1.10%	125	0.78%
Vasona Creek Health Care Center	233	1.55%	233	1.47%	233	1.45%	233	1.43%	233	1.45%
Good Samaritan Regional Cancer Center	200	1.33%	200	1.26%	200	1.25%	200	1.23%	200	1.25%
Roku	-	0.00%	487	3.07%	554	3.45%	664	4.07%	516	3.21%
Terraces of Los Gatos	-	0.00%	228	1.44%	228	1.42%	228	1.40%	228	1.42%

Source: Town of Los Gatos, Finance
Department and Muniservices

Continued

Town of Los Gatos
Principal Employers
Last Ten Fiscal Years

Principal Employers	2019/20		2020/21		2021/22		2022/23		2023/24	
	Percentage of Total Town		Percentage of Total Town		Percentage of Total Town		Percentage of Total Town		Percentage of Total Town	
	Emp.	Employment	Emp.	Employment	Emp.	Employment	Emp.	Employment	Emp.	Employment
Columbia Health Care Assoc/Mission Oaks Hospital	-	0.00%	-	0.00%	-	0.00%	-	0.00%	-	0.00%
El Camino Hospital, Los Gatos	560	3.49%	560	3.35%	517	3.09%	509	3.04%	548	3.45%
Los Gatos Union School District	281	1.75%	281	1.68%	281	1.68%	281	1.68%	287	1.81%
Los Gatos-Saratoga High School District	367	2.28%	320	1.92%	320	1.91%	320	1.91%	320	2.01%
Netflix	2,314	14.41%	2,524	15.11%	2,278	13.62%	2,263	13.53%	2,444	15.39%
Safeway	314	1.95%	314	1.88%	314	1.88%	314	1.88%	314	1.98%
Alain Pinel Realtors	131	0.82%	-	0.00%	-	0.00%	-	0.00%	-	0.00%
Courtside Tennis Club	542	3.37%	542	3.24%	542	3.24%	542	3.24%	342	2.15%
Town of Los Gatos	160	1.00%	161	0.96%	165	0.99%	163	0.97%	165	1.04%
Whole Foods	125	0.78%	125	0.75%	180	1.08%	132	0.79%	133	0.84%
Vasona Creek Health Care Center	233	1.45%	250	1.50%	250	1.49%	250	1.49%	250	1.57%
Good Samaritan Regional Cancer Center	200	1.25%	200	1.20%	200	1.20%	200	1.20%	111	0.70%
Roku	516	3.21%	-	0.00%	-	0.00%	-	0.00%	-	0.00%
Terraces of Los Gatos	228	1.42%	228	1.36%	200	1.20%	200	1.20%	230	1.45%

Source: Town of Los Gatos, Finance
Department and Muniservices

Concluded

Town of Los Gatos
Full-time-Equivalent Employees by Function/Program
Last Ten Fiscal Years

Function/Program	Fiscal Year									
	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
General Government	20.97	20.97	21.35	21.97	22.16	21.80	21.80	22.06	22.05	22.06
Police	60.00	59.00	59.00	59.00	59.00	60.00	60.00	60.00	60.00	60.00
Economic Development	0.63	0.63	0.63	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Library	10.80	11.00	12.25	12.25	12.50	12.50	12.50	12.50	13.50	13.50
Planning	19.50	19.00	19.26	19.63	20.08	20.08	20.20	20.20	20.20	20.45
Public Works	32.00	33.50	33.50	34.50	34.50	34.50	34.75	34.75	36.75	35.75
Total	143.90	144.10	145.98	148.10	148.99	149.63	150.00	150.26	153.25	152.51

Full-time equivalent employment is calculated as one or more employee positions totaling one full year of service or approximately 2,080 hours a year.

Town of Los Gatos
Operating Indicators
Last Ten Fiscal Years

FUNCTION/PROGRAM

	Fiscal Year				
	2014/15	2015/16	2016/17	2017/18	2017/18
General government					
Building Permits Issued					
Residential Permits Issued	805	899	744	849	814
Residential Permits Value	76,896,111	85,000,754	53,625,891	63,083,249	80,030,846
Commercial Permits Issued	133	147	135	105	122
Commercial Permits Value	178,195,997	20,185,884	50,024,177	16,626,196	13,295,999
Publically Owned Permits Issued	-	-	-	-	-
Publically Owned Permits Value	-	-	-	-	-
Residential Parking Permits					
Number of Special Event Permits Issued	127	107	118	113	78
Number of Annual Permits Issued	1,570	1,363	1,251	1,342	1,395
City Clerk					
Number of Council Resolutions Passed	72	61	69	69	59
Number of Ordinances Passed	9	11	5	17	11
Number of Contracts Passed	222	283	240	262	245
General Services					
Number of Purchase Orders Issued	277	334	331	322	343
Police					
Physical Arrests	695	987	1,030	1,164	1,138
Parking Violations	13,321	13,975	12,863	11,784	6,817
Traffic Violations	4,633	5,400	4,634	4,757	2,877
DUI Arrests	48	58	60	51	70
Library					
Number of Library Visits	-	-	-	-	-
Annual Circulation	-	-	-	-	-
Number of Library Card holders	-	-	-	-	-
Circulated e-audiobooks	5,867	7,761	10,006	8,844	12,130
Other Public Works					
Street Resurfacing/Overlay/Reconstruction (miles)	1.8	8.0	10.0	2.6	5.8
ADA Compliance: Curb Ramps	23	11	30	68	49
Traffic Circles	1	1	1	1	1
Street Poles	1,609	1,609	1,609	1,762	1,830
Planning and Development Department					
Building & Safety Inspections Performed	11,652	8,655	14,722	13,918	13,966
Redevelopment: Number of active projects	-	-	-	-	-

Source: Town of Los Gatos, Finance Department

Continued

Town of Los Gatos
Operating Indicators
Last Ten Fiscal Years

FUNCTION/PROGRAM

	Fiscal Year				
	2019/20	2020/21	2021/22	2022/23	2023/24
General government					
Building Permits Issued					
Residential Permits Issued	898	1,128	1,144	1,118	957
Residential Permits Value	47,961,529	111,242,724	132,784,439	73,432,645	63,352,925
Commercial Permits Issued	92	68	117	84	62
Commercial Permits Value	12,389,688	37,285,259	23,442,964	19,422,918	31,245,689
Publically Owned Permits Issued	-	-	-	-	-
Publically Owned Permits Value	-	-	-	-	-
Residential Parking Permits					
Number of Special Event Permits Issued	-	-	-	-	- (1)
Number of Annual Permits Issued	1,400	1,568	1,958	1,827	1,847
City Clerk					
Number of Council Resolutions Passed	57	50	64	71	69
Number of Ordinances Passed	24	9	14	10	14
Number of Contracts Passed	242	205	296	275	322
General Services					
Number of Purchase Orders Issued	359	376	306	296	302
Police					
Physical Arrests	616	360	504	522	642
Parking Violations	4,023	1,584	4,678	8,569	8,644
Traffic Violations	1,225	764	1,245	1,427	1,787
DUI Arrests	64	23	49	42	51
Library					
Number of Library Visits	-	-	150,198	206,874	249,120 (3)
Annual Circulation	-	-	432,707	397,517	422,733 (3)
Number of Library Card holders	-	-	29,322	29,815	33,551 (3)
Circulated e-audiobooks	57,839	54,614	-	-	- (2)
Other Public Works					
Street Resurfacing/Overlay/Reconstruction (miles)	16.2	10.0	9.9	10.9	10.1
ADA Compliance: Curb Ramps	68	91	59	50	69
Traffic Circles	1	1	1	1	1
Street Poles	1,830	2,113	2,113	2,113	2,113
Planning and Development Department					
Building & Safety Inspections Performed	13,633	13,806	16,906	16,641	14,696
Redevelopment: Number of active projects	-	-	-	-	-

(1) The Town streamlined the special event application where multiple events require only one permit.

(2) Changed operating indicators to fully reflect Department's efficiency metrics starting FY 2021/22.

(3) New metrics being presented in FY 2021/22.

Source: Town of Los Gatos, Finance Department

Concluded

Town of Los Gatos
 Capital Asset Statistics by Function/Program
 Last Ten Fiscal Years

Function/Program	Fiscal Year									
	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Police										
Number of Stations	2	2	2	2	2	2	2	2	2	2
Number of Patrol Units	14	14	14	14	14	14	14	14	14	14
Parking Enforcement Vehicles	2	2	2	2	2	2	2	2	2	2
Other Public Works										
Streets (miles)	132	132	132	132	132	132	132	132	112	112 ⁽¹⁾
Streetlights	1,609	1,609	1,609	1,762	1,830	1,830	2,113	2,113	2,113	2,113
Traffic Signals	29	30	30	30	31	31	31	31	31	31
Parks and Recreation										
Number of Parks	12	12	12	12	N/A	N/A	N/A	N/A	N/A	N/A
Number of Community Centers	1	1	1	1	1	1	1	1	1	1
Number of Parks & Open Spaces	N/A	N/A	N/A	N/A	17	17	17	17	17	17
Parking										
Number of Parking Garages	1	1	1	1	1	1	1	1	1	1
Number of Parking Lots	22	22	22	22	22	22	22	22	22	22
Number of Off Street Parking Garage Spaces	1,126	1,126	1,126	1,126	N/A	N/A	N/A	N/A	N/A	N/A
Number of Downtown Off-Street Parking Spaces	N/A	N/A	N/A	N/A	1,269	1,269	1,269	1,269	1,269	1,269

(1) Based on Metropolitan Transportation Commission (MTC) funded Pavement Technical Assistance Program (P-TAP) inventory for year 2022.

Source: Town of Los Gatos, Finance Department

Other Independent Auditor's Reports



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

To the Honorable Mayor and Members of the
Town Council of the Town of Los Gatos
Los Gatos, California

We have audited, 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, the financial statements of the Town of Los Gatos (the “Town”) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Town’s basic financial statements, and have issued our report thereon dated November 11, 2024.

Internal Control over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses and significant deficiencies may exist that were not identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town’s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the 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



Chavan and Associates, LLP
Certified Public Accountants

express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A LLP

Morgan Hill, California
November 11, 2024



Comments and questions on the FY 2023/24 Draft Annual Comprehensive Financial Report

The following are comments, questions, and recommendations made by members of the Finance Commission. In accordance with Section 2.50.225 (a)(3), the Finance Commission is to review the [Annual Comprehensive Financial Report] and the Town Manager is to respond in writing regarding their rationale for accepting or rejecting each comment and recommendation. The following responses as well as the changes proposed in Attachment 1 represent the Town Manager's written response.

1. The transmittal letter doesn't call out the change in Town Manager - I know Chris wasn't there for the reported fiscal year but he is issuing the transmittal - within the letter the listed officials for the fiscal year (appropriately) has Laurel. It might be helpful to mention the change in the body of the letter to avoid confusion.

Added. See Footnote on page 8 of the ACFR. There is also a correction to change the Human Resources Director to the appropriate reference.

2. It is mentioned that the assumed vacancy rate for staffing/salaries of 4.6% was exceeded? Was that avg across the town departments? What was the actual vacancy rate (by dept?). Do we need to consider updating the budget assumption?

Not added. The discussion is more appropriate for Mid-Year and Budget discussions. Here is the summary provided at the meeting:

The final General Fund salaries and benefits budgets of \$35,611,692, include a negative \$1,670,530 original salary savings and a positive \$714,666 budget restoration for Departments that were fully staffed. In addition, the General Fund had \$1,041, 299 salaries and benefits savings. While individual Departments had various savings, the Townwide salaries and benefits savings would translate to 5.6% if all positions are budgeted without vacancy savings factors. At this time, staff do not believe a change in assumption is necessary; however, staff remains open to continuing the conversation during the budget process.

3. On the 4th bulletin within the MD&A highlights - could we show the breakout of the transfers out of capital projects and general liability?

Added. See page 18 of the ACFR. During FY 2023/24, the General Fund had an excess of revenues over expenditures of \$4.0 million, excluding transfers. Transfers out exceeded transfers in by \$3.2 million. The principal purpose of the Town's interfund transfers was contributions toward capital projects (\$3.1 million) and general liability (\$.43 million). The detail of the interfund transfers is illustrated in Note #5.

4. On the second bulletin within in the MD&A highlights - it is noted that while the net positive of \$5.9M in position the net difference from the prior year was \$15.1 (61%). Given the size of the difference can we understand what was different from 22 to 23 - was this an anomaly?

Added. See deletion per Commissioner's recommendation on page 18 of the ACFR. This is shown as the 2nd bullet under "Financial Highlights."

5. On page 75 of the packet, 4th paragraph in the discussion on sales tax revenue - notes the reduction in business-to-business activities, less sales tax activity and decrease to gas stations due to popularity of EV's. How do we know these causes for the difference - asking because I think this could be helpful information to know in the scorecard process. Also, given the evolution to EV's - have we thought about how we will replace traditional gas related revenues with EV driven revenue? These thoughts aren't really about changing the MD&A but broader questions.

Not added. Great observations, but the discussion is more appropriate when performance metrics are discussed.

6. On page 76 of the packet, bottom of the page - \$1.5 variance in salary and benefits - see my first note but another reason I was asking the overall staffing/salary/benefits question. We had several factors influencing one of our largest expense categories - labor negotiation, staffing/vacancy and benefits. Might be helpful to provide a chart of this category? I'm also really trying to understand the validity of our underlying assumptions.

Not added. Please see response to Question 2.

7. Pages 81-83 Changes in Budgets (org and updated), Budgets (org and updated) vs Actuals. Not sure if we need two separate walk downs: The second set of charts showing all 3 histograms with a walk down of the differences including updated budget and actuals might suffice. I'm OK if others think this is helpful but offer it as a suggestion to tighten up the MD&A.

Added. See streamlined presentation starting on page 31 et seq. of the ACFR. Staff removed and modified the graphics.

Town Manager Letter

8. While the \$63m in unfunded pension liability increased from FY 2023 level of \$59.9m, the major impact has been the Town's total pension expense has materially increased. In FY 2024 total pension expense was \$11.2m which was a 91% or \$5.3m increase from FY 2023 pension expense of \$5.9m. This is the single largest cost increase the Town experienced in FY 2024.

Not added. See page 4 of the Management Letter which talks about variability. Here is the summary provided at the meeting.

Pension expense is a combination of net changes in net pension liability, deferred inflows and outflows of resources, and contributions in the current measurement period. Pension expense varies year to year based on actual market performance and actuarial assumptions. For example, FY 2022/23 was \$5.9 million, FY 2021/22 was \$3.4 million, and FY 2019/20 was \$10.8 million.

9. There have been no ADP's made since \$4.8m ADP in FY 2020 and \$5.6m ADP in FY 2021.

Confirmed. No further response is necessary.

10. FY2024's capital outlay of \$12.4m was the largest single-year capital outlay in the past 10 years and represented a 39% increase over FY 2023. The next highest year was FY 2022 with \$10.4m. For the 5-year period FY 20 – FY 24, the Town incurred a total capital outlay of \$45.4m as compared to the prior 5-year period FY15 – FY19 of \$31.6m. This represents a 44% increase.

Noted. See additional information provided on page 34 in the Fixed Asset Presentation. The \$7.1 million addition to construction in progress is comprised of \$3.8 million for pathways projects, \$1.2 million forstreets and curbs improvements, \$0.9 million for land and building improvements, \$0.6 million for bridges, \$0.4 million for equipment, and \$0.2 million for retaining walls, traffic signals, parking lots, and park improvements.

Independent Auditor's Report

11. Confirm the auditor has "audited the accompanying financial statements" and is expressing an opinion on "the financial statements" as opposed to the trial balance, which is an underlying record.

Confirmed by auditor.

12. Confirm the auditor prepared the financial statements applying appropriate risk mitigation and the Town management accepts responsibility for the preparation and fair presentation of the financial statements.

Confirmed by auditor.

Management's Discussion and Analysis

Financial Highlights

13. Separate the discussion of the FY 2024 increase in net position of \$5.9m from the discussion of the change in the change in net position from the prior year. The \$5.9m increase in net position for FY 2024 was because total revenues exceeded total expenses. The fact that the FY 2024 \$5.9m increase was less than the prior year's increase of \$15.1m is due to total expenses in FY 2024 increased \$9.3m from FY 2023 level of \$49.3m while total revenues remained relatively flat. As written, the discussion is confusing.

Added. Please see the response to Question 4.

14. Staff should consider adding a full-throated disclosure of the \$7.2m in ARPA/SLRF grant money the Town has received. The ARPA funds need to be fully committed to contracts and projects by December 2024 and fully expended by December 2026. Last year the Town reported separately an ARPA fund which had a balance of \$3.6m which was transferred out. A discussion of how the full \$7.2m was spent is an important disclosure. No one understands this.

Added. Please see page 35 of the ACFR.

General Fund Monies Made Available because of the ARPA Grant

The Town recognized the American Rescue Plan Act (ARPA) operating revenue over three fiscal years including FY 2020/21 (\$200,911), FY 2021/22 (\$3,413,961), and FY 2022/23 (\$3,614,872) for allowable expenditures under the standard allowance provision of the ARPA federal rules. The funds were received in the ARPA special revenue fund and were transferred out to other funds and used for qualifying public safety expenditures under the provisions of the Act.

The Utilization of the ARPA grant, enabled the Town to support the following activities using unrestricted resources:

Unrestricted Funds Available	\$7,229,744
Less Council Approved Uses	
Parklets (Downtown Economic Recovery Efforts)	\$ 930,000
Rent Waivers	746,463
CUP/ADA Fee Waivers	54,346
Destination Marketing	55,000
K-Rails (Downtown Economic Recovery Efforts)	88,654
Promenades	188,667
Direct Grants	110,000
Enhanced Senior Services	500,000
Capital Improvement Program Support Transfers	2,900,000
One-Time Community Grant (Council Action 2-21-2023)	150,000
One-Time to LGS REC 55+ Program (Council Action 2-21-2023)	225,000
One-Time to KCAT Producers (Council Action 2-21-2023)	100,000
One-Time Unhoused Residents Efforts (Council Action 2-21-2023)	25,000
One-Time Rent Forgiveness LGS REC (Council Action 3-21-2023)	200,000
One-Time Rent Forgiveness NUMU (Council Action 3-21-2023)	21,000
One-Time Unhoused Residents Efforts (Council Action 4-4-2023)	25,000
One-Time - Additional Chambers of Commerce (Council Action 5-2-2023)	33,000
One-time - Adult Recreation Center Interim Community Center (Council Action 8-15-2023 & FY 2024/25 Proposed Budget)	877,614
Total	\$7,229,744

Net Position Discussion

15. Please explain “unavailable revenue classification (to revenue) of \$2.3m. What is this?

Not added. Please see response provided at the meeting. Under modified accrual bases of accounting, receivables that are not received within 60 days of year-end have to be reclassified as a liability. The unavailable revenue classification is the liability reclassification back to revenue under the accrual bases of accounting for the government wide financial statements.

Governmental Activities

16. Why not restate FY 2023 to reflect the reclassification of garbage franchise fees so FY 2024 and FY 2023 are presented on a comparable basis? As presented it is confusing for the reader. At least disclose the amount of the reclassification.

Added. See footnote on pages 23 and 29.

“(1) Starting with the March 2024 services, Garbage Franchise Fees are categorized as encroachment fees under Charges for Services. The total amount classified in Charges for Services in FY 2023/24 was \$765,900.”

17. Provide more transparency regarding the \$1.7m increase in capital grant activity. What were the specific grants that drove this increase?

Added. See page 25 of the ACFR where discussion “Governmental Activities Revenue Discussion” exists.

“\$1.7 million net increase in capital grant activity including grants received toward the Los Gatos Creek Trail to Highway 9 Trailhead Connector project.”

18. What is Town Management trying to accomplish by establishing an assigned “market fluctuation reserve”? I realize this is in the Fund Reserve Policy, but does this really accomplish anything? Should it be classified as nonspendable?

Not added. Staff cursorily reviewed the item and will continue to research the classification. For the FY 2023/24 ACFR, the market fluctuation reserve is kept as assigned consistent with the resolution approved by the Council before June 30, 2024.

19. Governmental total expenses increased \$9.3m. \$7.7m of the increase is discussed. What is the cost force that contributed the additional \$1.6m? Are these increases “one-time” or recurring?

Added. See page 27 of the ACFR where discussion “Financial Analysis of the Town’s Funds” exists. The other \$1.6 million increase is attributable to multiple ongoing cost increases such as retiree medical expenses, utilities, landscape maintenance, safety supplies and equipment, and one-time costs in temporary employee services, labor relations services, consultant services, one-time grants, and building maintenance repairs.

Governmental Funds Discussion

20. Disclose the cost force that caused the general operating increase of \$1.5m. Why did this occur?

Added. See page 30. The other \$1.5 million increase is attributable to multiple ongoing cost increases such as retiree medical expenses, utilities, landscape maintenance, safety supplies and equipment, and one-time costs in temporary employee services, labor relations services, consultant services, one-time grants, and building maintenance repairs.

21. Discuss the capital outlay increase of \$3.4m. What was this for?

Added. Discussed in the Capital Asset section of the ACFR. See the response to Question 26.

22. Explain the \$4.6m increase in General Fund expenditures from FY 23 level of \$44.9m to FY 24 level of \$49.5m. Why did this occur?

Not added. Paragraphs 4, 5, and 6 on page 31 already describe the Governmental Funds General Fund portion. See detailed description.

23. Clarify the \$2.6m from other financing sources for the Appropriated Reserves Fund was transfers in from the General Fund.

Clarified. Refer to Note 5. Total transfer in including the 50% of Measure G proceeds is \$3.1 million, the total transfer out is \$0.5 million.

General Fund Budgetary Highlights

24. Consider adding a discussion of the operating surplus (e.g., excess of revenues over expenditure). It is not disclosed that the General Fund surplus for FY 2024 was \$4.0m. Discuss if this was the result of onetime events or if the surplus reflected a structure where recurring revenues exceeded recurring expenditures.

Added. See page 33.

“The General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual (GAAP) for Fiscal Year Ended June 30, 2024, reports an approximate favorable variance overall with the final budget of approximately \$3.6 million. During FY 2023/24, the General Fund had an excess of revenues over expenditures of \$4.0 million, excluding transfers. This favorable variance was created largely by the net effect of the following factors.”

Variance with the Final General Fund Budget

25. Provide more detail regarding the \$0.8m in operational “savings” Town-wide. What exactly is an “operational savings”?

Added. See page 34.

“Actual expenditures ended the fiscal year at \$1.8 million below final budgeted expenditures. Significant factors affecting actual expenditures include: \$1.0 million savings in salaries and benefits in limited term vacancies throughout the organization combined with \$0.8 million less actual expenditures than budgeted in multiple categories Town-wide. The chart below illustrates the original expenditure budget, final expenditure budget and actual expenditures.”

Capital Assets

26. As a general comment this section needs additional work given the magnitude of the capital expenditures made in FY 24. Total capital expenditures were \$12.0m with \$7.1m in CIP and \$3.9m for Infrastructure (streets and other). This is a material change from the prior year profile where total capital expenditures were \$8.6m with \$0 for CIP and \$8.0m for infrastructure (streets and other). Why the \$4.1m decrease in street investment year over year? There needs to be more discussion as to what specific projects are included in CIP and the year-over-year change in total capital expenditures.

Added. Please see page 35 of the ACFR and Note 6.

“The \$7.1 million addition to construction in progress is comprised of \$3.8 million for pathways projects, \$1.2 million for streets and curbs improvements, \$0.9 million for land and building improvements, \$0.6 million for bridges, \$0.4 million for equipment, and \$0.2 million for retaining walls, traffic signals, parking lots, and park improvements.”

**Capital Assets
Town of Los Gatos
For the Year Ended June 30, 2024**

	Capital Assets	Accumulated Depreciation	Capital Assets, Net
Infrastructure - Streets	\$ 86,301,911	\$ (40,509,975)	\$ 45,791,936
Infrastructure -Other	28,491,627	(10,552,383)	17,939,244
Subscription Right of Use Assets	1,622,573.00	(422,512.00)	1,200,061
Buildings	42,862,716	(11,995,280)	30,867,436
Land	26,064,735	-	26,064,735
Equipment	12,893,445	(10,870,937)	2,022,508
Construction in Progress	15,491,043	-	15,491,043
	<u>\$ 213,728,050</u>	<u>\$ (74,351,087)</u>	<u>\$ 139,376,963</u>

“During the year, the Town transferred \$2,907,014 from construction in progress (CIP) to buildings and improvements and \$141,324 to infrastructure streets for capital projects that were completed and placed in service. The transfers out were offset by \$3,894,579 of transfers in. The Town transferred \$3,891,824 from infrastructure - streets back into CIP since these assets were not available for service. The net transfers out of infrastructure - streets of \$3,750,500 include the \$3,891,824 transfer out to CIP net of the \$141,324 transfer in from CIP as reported in the above schedule. There was also a reclassification of equipment back into CIP of \$2,751. Total transfers into buildings and improvements included a land reclassification of \$1,368 for a total transfer in of \$2,908,377. The assets reclassified to CIP had not been depreciated.”

27. The schedule of “notable additions” should be gross additions and exclude current year depreciation. As shown, the schedule understates the magnitude of gross additions made.

Added. Discussed in the Capital Asset section of the ACFR. See the response to Question 26.

28. Consider reporting depreciation and amortization expense separately. For FY 24 total depreciation expense was \$5.0m and amortization expense was \$220k.

Not added. Not required by the Government Accounting Standards Board, and the amortization expense is not material to the total amount of the expense.

Economic Factors, Next Year's Budget, and Rates

29. In my opinion there is a major disconnect between the actual results for FY 24 and the FY 25 budget. This section references the “Five Year Forecast” which the FC reviewed and provided extensive comments. There is no information provided regarding the Five-Year forecast, so the reader does not have the ability to judge the merit of the comment “endeavored to maintain essential public services while controlling operational costs.” The fact is the FY 24 GF results reported a surplus of \$4.0m. Even if we adjust for the Mark to Market adjustment of \$1.7m and exclude the “unplanned” capital outlay of \$700k, there was an adjusted surplus of \$3.0m. Unfortunately, for many years the GF budget has not been an effective fiscal management tool because there has been a negative bias in forecasting revenues and expenditures. This can easily be seen by comparing the GF original FY 24 budget, the GF final FY 24 budget and the actual results for “excess of revenues over expenditures”. Historically revenues exceed the budget, and expenditures are favorable to the budget. When viewed in this historical context, I am unclear as to the purpose of this section.

Added. Please see the additional discussion starting on page 37. This entire section is revised to present the economic outlook in a more understandable fashion.

Note 1

30. Reclassification – why not disclose the reclassification of the garbage fee? Are there any other reclassifications?

Not added. See additional footnotes on pages 23 and 29. The revisions do not include a reclassification of the garage fee as this is not the result of an error. We added the below footnote to provide clarity for the user for the financial statements.

“(1) Starting with the March 2024 services, Garbage Franchise Fees are categorized as encroachment fees under Charges for Services. The total amount classified in Charges for Services in FY 2023/24 was \$765,900.”

31. Why not adopt GASB 103 early?

Not adopted. GASB 103, Financial Reporting Model Improvements will be effective for fiscal years ending June 30, 2026. Staff will consider an early adoption for the next fiscal year ACFR. One of the major changes will be that the analysis of budgetary variations will be included in Required Supplementary Information not in the MD&A.

Note 5

32. Is there a better description than “non-departmental”? It is difficult to understand what the source of transfers from the General Fund is and how this is linked to the Fund Balance.

Not added. Appropriated funds are provided in the Non-Departmental Program to account for a variety of Town Services and activities not specifically attributable to individual Departments. Most of the transfers are expended in the Non-Departmental Program. We considered but did not identify a better term to provide clarity.

Note 6

33. Please explain the “transfers” column. What caused a \$3.8m transfer from Infrastructure – Streets and a \$2.9m transfer in of buildings and improvements? Does this suggest an internal control issue?

Added. See Note 6 (a more detailed description provided below).

“During the year, the Town transferred \$2,907,014 from construction in progress (CIP) to buildings and improvements and \$141,324 to infrastructure streets for capital projects that were completed and placed in service. The transfers out were offset by \$3,894,579 of transfers in. The Town transferred \$3,891,824 from infrastructure - streets back into CIP since these assets were not available for service. The net transfers out of infrastructure - streets of \$3,750,500 include the \$3,891,824 transfer out to CIP net of the \$141,324 transfer in from CIP as reported in the above schedule. There was also a reclassification of equipment back into CIP of \$2,751. Total transfers into buildings and improvements included a land reclassification of \$1,368 for a total transfer in of \$2,908,377. The assets reclassified to CIP had not been depreciated.”

34. Why not show separate depreciation and amortization by government activities?

Not added. Not required by the Government Accounting Standards Board, and the amortization expense is not material to the total amount of the expense.

Note 10

35. Please explain the “deletions” for ERAF Risk and Economic Recovery. What is the counter entry?

Added. Please see page Note 10. ERAF Risk should only show addition. Staff redlined the correction.

36. The FY 25 CIP budget shows for the GFAR an “assigned” beginning fund balance of \$1.2m for ARPA. Why wouldn’t this be included in the Governmental Fund schedule?

Not added. CIP Budget will be updated with the correct terminology.

37. What is the reasoning for an ERAF assigned fund balance? If there is concern that this is true liability, why wouldn’t we establish contingent liability on the General Fund Balance sheet?

Not added. A future obligation is not a current liability, it can be assigned fund balance. The assigned fund balance was established by resolution.

38. What is the reasoning for not having an unassigned fund balance which could absorb unplanned revenue shortfalls or unplanned expenditures? Historically the Capital/Special Projects reserve has been tapped to fund this, which does not comply with the intent of the assigned reserve.

Not added. An unassigned fund balance would be welcomed; however, a broader discussion of fund balances and the Town’s approach to reserving resources should occur prior to changes. The Finance Commission will review the General Fund Reserve Policy at its December meeting.



TOWN OF LOS GATOS
FINANCE COMMISSION REPORT

MEETING DATE: 12/9/2024

ITEM NO: 7

Item 7.

DATE: December 5, 2024
TO: Finance Commission
FROM: Chris Constantin, Town Manager
SUBJECT: Review the General Fund Reserve Policy and Recommend Changes to the Town Council Policy Committee Regarding the Town's General Fund Reserve Policy

RECOMMENDATION:

Review the General Fund Reserve Policy and recommend changes to the Town Council Policy Committee regarding the Town's General Fund Reserve Policy

DISCUSSION:

The Finance Commission Chair requested that the Commission review the Town General Fund Reserve Policy and recommend changes to the Town Council Policy Committee. Attachment 1 includes the Town's current General Fund Balance Policy, and at the request of the Chair, we include Attachment 2 which includes the City of Saratoga Fund Balance Policy.

FISCAL IMPACT:

There is no fiscal impact of reviewing and modifying the policy.

Attachment:

1. Town General Fund Reserve Policy
2. City of Saratoga Fund Balance Policy

PREPARED BY: Gitta Ungvari
Finance Director

Reviewed by: Town Manager and Town Attorney



TITLE: General Fund Reserve Policy		POLICY NUMBER: 4-03
EFFECTIVE DATE: 05/16/2011		PAGES: 6
ENABLING ACTIONS:	REVISED DATES: 02/21/2017; 05/15/2018; 06/04/2019, 09/21/2021	
APPROVED: /s/ Marico Sayoc		

PURPOSE

The purpose of this Policy is to establish a target minimum level of designated reserves in the General Fund to:

- Reduce the financial impacts associated with a disaster or catastrophic event;
- Respond to the challenges of a changing economic environment, including prolonged downturns in the local, state, or national economy; and
- Demonstrate continued prudent fiscal management and creditworthiness.

BACKGROUND

The Town of Los Gatos has always maintained a high level of General Fund reserves, which has contributed to superior ratings by credit rating agencies; provided financial flexibility in economic downturns; contributed a source of investment income for General Fund operations; and assured financial coverage in the event of future emergencies.

GUIDING PRINCIPLES

Following sound financial practices and adhering to the Government Finance Officers of America (GFOA) recommendations, the Town’s designated reserves include reserves for known and unknown contingencies, which take into consideration the:

- Diversity of revenue base
- Volatility of revenue structure
- Changes in political environment
- Frequency of operating surpluses/deficits
- Cash flow management practices

TITLE: General Fund Reserve Policy	PAGE: 2 of 6	POLICY NUMBER: 4-03
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The General Fund Reserve Policy is to be reviewed by the Town Council as part of the annual operating budget review and adoption process.

POLICY

The fund balance is the difference between the assets and liabilities reported in a governmental fund. Under current accounting standards, there are five separate components of fund balance, each of which identifies the extent to which the Town is bound to honor constraints on the specific purposes for which amounts can be spent.

The following components are defined by Governmental Accounting Standards Board (GASB) Statement No. 54 and shall constitute the Town's Fund Balance:

- *Nonspendable Fund Balance* (inherently nonspendable)
- *Restricted Fund Balance* (externally enforceable limitations on use)
- *Committed Fund Balance* (self-imposed limitations on use)
- *Assigned Fund Balance* (limitation resulting from intended use)
- *Unassigned Fund Balance* (residual net resources)

The first two components listed above are not specifically addressed in this Policy due to the nature of their restrictions. The example of nonspendable fund balance is inventory. Restricted fund balance is either imposed by law or constrained by grantors, contributors, or laws or regulations of other governments. This Policy is focused on financial reporting of unrestricted fund balance, or the last three components listed above. These three components are further defined below.

The accounting policies of the Town consider restricted fund balance spent first when expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts of the unrestricted classifications of fund balance could be used, the Town considers committed amounts to be reduced first, followed by assigned amounts and then unassigned amounts.

Committed Fund Balance

The Town Council, as the Town's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal action taken, such as an ordinance or resolution. These committed amounts cannot be used for any other purpose, unless the Town Council removes or changes the specific use through the same type of formal action taken to establish the commitment. The Town Council action to commit fund balance needs to occur within the fiscal reporting period; however, the amount can be determined subsequently at the final close of the fiscal year.

The Town currently sets aside funds into four committed reserves to address unforeseen emergencies or disasters, significant changes in the economic environment, unfunded pension and Other Post-Employment Benefits (OPEB) obligations, and key infrastructure and capital projects. These include the Catastrophic Reserve, Budget Stabilization Reserve, Pension (OPEB) Reserve and Almond Grove Street Projects Reserve.

Catastrophic Reserve

Funds reserved under this category shall be used to mitigate costs associated with unforeseen emergencies, such as a disaster or catastrophic event. Should unforeseen and unavoidable events occur that require the expenditure of Town resources beyond those provided for in the annual budget, the Town Manager or designee shall have authority to approve Catastrophic Reserve appropriations. The Town Manager or designee shall then present to the Town Council a budget amendment confirming the nature of the emergency and authorizing the appropriation of reserve funds.

The Town currently commits to maintaining this reserve at a minimum of 12.5% of General Fund ongoing operating expenditures (minus one-time expenditures).

Should a catastrophic disaster occur, the required reserve level should be adequate to meet the Town's immediate financial needs. For example, in the event of natural disaster, the Catastrophic Reserve would provide necessary coverage for basic operating expenses, including salary and benefits for safety and non-safety Town employees, while still meeting debt service obligations for approximately 60 days. This time frame would enable the Town to explore other available cash alternatives, including the use of internal service funds.

Budget Stabilization Reserve

Funds reserved under this category shall be used to mitigate annual revenue shortfalls (actual revenues less than projected revenues) due to changes in the economic environment and/or one-time uses that will result in future efficiencies and/or budgetary savings. Examples of "economic triggers" and one-time uses include, but are not limited to:

- An unplanned, major event such as a catastrophic disaster requiring expenditures which exceed the General Fund Catastrophic Reserve;
- Drop in projected/actual revenue of more than five percent in property or sales tax, or other economically sensitive revenues;
- Budgeted revenue taken over by another entity exceeding \$100,000;
- Loss of businesses considered to be significant sales tax generators;
- Reductions in projected/actual revenue of more than five percent due to actions by the state/federal government;
- Workflow/technical system improvements to reduce ongoing, personnel costs and enhance customer service;
- One-time maintenance of service levels due to significant economic/budget constraints; and

TITLE: General Fund Reserve Policy	PAGE: 4 of 6	POLICY NUMBER: 4-03
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- One-time transitional costs associated with organizational restructuring to secure long-term personnel cost savings.

The Town currently commits to maintaining this reserve at a minimum of 12.5% of General Fund ongoing operating expenditures (minus one-time expenditures).

Should a loss of the Town’s single highest source of sales tax revenue occur, the required reserve level should be adequate to meet the Town’s immediate financial needs. For example, the reserve level in the Budget Stabilization Fund would provide for an approximate 3-year transition period, giving the Town adequate time to realign its operating costs with available resources, while minimizing service impacts.

Pension/OPEB Reserve

Funds reserved under this category shall be used to further mitigate costs associated with pension and OPEB unfunded obligations. These funds will be used as a funding source for potential additional discretionary payments to pay down unfunded pension and other post-employment obligations, or held in the reserve account to be used as a supplemental funding source for unanticipated increases to the annual pension and other post-employment costs resulting from future actuarial assumptions and investment market volatility.

This Policy requires the Town to set aside additional annual discretionary payments (ADPs) to reduce the effective amortization period of the Town’s pension unfunded actuarial liabilities from approximately 30 years to 20 years. To facilitate the implementation of this Policy, staff shall update the estimated unfunded amortization schedules in conjunction with the Town’s and CalPERS actuaries. This process will coincide with the annual proposed budget process to determine the additional annual discretionary payment levels required to maintain the goal of lowering the amortization period from a 30-year to a 20-year amortization period for all prior year actuarial bases through FY 18/19. The ADP is currently projected at \$390,000 for FY 2018/19 (subject to annual updates provided by CalPERS actuaries). Per Council direction ADPs will either be allocated directly to CalPERS, the Town’s Pension IRS 115 Trust Fund, or the OPEB IRS 115 Trust Fund.

As part of the proposed budget for each forthcoming fiscal year, staff shall annually appropriate, to the extent possible, the amount of annual discretionary payments necessary to maintain the unfunded pension liability amortization shortening from 30 to 20 years.

In the event the annual amount required for additional discretionary payments is not available from operating revenues, the ADP shall be funded by a first lien on any one-time excess revenues above expenditures once other General Fund required reserve levels have been established at the appropriate levels as per the Town’s General Fund Reserve Policy. If in any given year neither budgetary appropriations or a first lien on one-time excess revenues are

sufficient to fund the annual ADP, that years ADP will be accrued to the following year until paid.

Additionally, effective upon the close of fiscal year 2015/16 and thereafter, if sufficient General Fund year-end savings are available and targeted reserve levels of 25% (12.5% for Catastrophic Reserve and 12.5% for Budget Stabilization Reserve) of the next fiscal year's operating budget and the funding the following year's proposed budget ADP have been met, upon final close of the fiscal year, a minimum of \$300,000 annually shall be deposited into the Pension/OPEB Reserve fund. In addition, Council can assign additional amount deposited to the Pension/OPEB Reserve with a formal Council action from available year end savings.

Almond Grove Street Project Reserve

Funds reserved under this category shall be used to reconstruct the 10 streets identified in the Almond Grove Street Rehabilitation Project specification.

The Council awarded the bid in April 2017 allowing for \$2.9 million savings within the project. The Council reappropriated the use of the savings through the FY 2017/18 budget process. The Almond Grove Reserve should be reduced by the identified \$2.9 million savings. The Almond Grove Street Reserve balance will be reduced at each fiscal year end by the funds expended on the Almond Grove Street Rehabilitation Project during the fiscal year.

Assigned Fund Balance

Amounts that are constrained by the Town's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. This Policy hereby delegates the authority to assign amounts to be used for specific purposes to the Town Manager for the purpose of reporting to assign amounts in the annual financial statements. A few examples of assigned fund balance follow.

- Encumbrances – material s and services on purchase order and contracts which are unperformed.
- Reappropriations – appropriated by the Council for specific projects or programs that were not completed and not encumbered by year end.
- GASB 31 Adjustments – \$10,000 or higher unrealized investment gains that have been recorded in the financial statements in accordance with GASB 31.

Capital and Special Projects Reserve

Funds reserved under this category are designated for key infrastructure and capital/special projects as identified in the Town 5-year Capital Improvement Plan, as there is no ongoing funding source to support the Town's capital needs.

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Unassigned Fund Balance

At the end of each fiscal year, the Finance Department reports on the audited year-end budgetary fiscal results. Should actual General Fund revenues exceed expenditures and encumbrances, a year-end operating surplus shall be reported. Any year-end surplus which results in the General Fund balance exceeding the level required by this Reserve Policy shall be available for allocation for the following, subject to Council approval:

- Offset projected future deficits
- Anticipated intergovernmental fiscal impacts
- One-time funding, non-recurring needs

Upon funding any of the above reserve levels pursuant to this General Fund Reserve Policy, any remaining surplus of fiscal year revenues above expenditures shall be placed in the Capital and Special Projects Reserve for appropriation within the Capital Improvement Program budget.

Replenishment of Unreserved Fund Balance

In keeping with the principles discussed in this Policy, when either fund is used, Town Council will develop a 1 to 5 year reserve replenishment plan to meet the minimum threshold of 25% of General Fund ongoing, operating expenditures, excluding one-time expenditures.

APPROVED AS TO FORM:

/s/ Robert Schultz, Town Attorney



FUND BALANCE RESERVE POLICY

Prudent financial management dictates that the City reserve a portion of its funds for future use to maintain fiscal stability; ensure the continued orderly operation of government and provision of services to residents; and to mitigate current and future risks.

As a general budget precept, the City Council decides when and whether to appropriate available funds to and from a reserve account. Use of reserve funds must be authorized by either specific direction in the annual budget, or by a separate City Council action – unless specifically directed by policy. Responsible fiscal stewardship also requires adequate reserves be maintained for all known liabilities and established City Council and community directed initiatives.

In the following Fund Balance/Reserve Policy guidelines, the descriptions include identification of the fund type and classification, the purpose of the reserve, minimum and maximum funding goals if appropriate, appropriate utilization of the reserve and by what authority, and the procedure for funding the reserve initially; on an ongoing basis, or after utilization.

FUND BALANCE AND NET POSITION

In 2009, Governmental Accounting Standards Board (“GASB”) Statement No. 54 revised fund balance classifications for “Governmental Funds” into five specific classifications of fund balance with the intent to identify the extent to which a specific fund balance reserve is available for appropriation and therefore spendable, or whether the fund balance reserve is constrained by special restrictions. Government Funds for which these new rules apply include: General Fund, Special Revenue Funds, Capital Project Funds, and Debt Service Funds.

For “Non-Governmental Funds” equity classifications are classified as “Net Position” with sub-classifications of Restricted or Unrestricted Net Position. A third component of a Non-Governmental Fund’s equity is “Net Investment in Capital Assets,” which for Saratoga refers to the

non-monetary portion of equity such as vehicles and equipment, net of depreciation. Non-Governmental Fund types include Proprietary Funds (Enterprise and Internal Service Funds) and Fiduciary Funds.

GOVERNMENTAL FUND TYPE RESERVE CLASSIFICATIONS

The Governmental Reserve classifications are defined as follows, which includes the applicable reserves that fall into the classification.

Non-Spendable Fund Balance

Represents resources that are inherently non-spendable from the vantage point of the current period. The City does not presently hold Non-Spendable Reserve funds.

Restricted Fund Balance

Represents fund balance that is subject to external enforceable legal restrictions. The City maintains the following restricted fund balances under this designation:

- General Fund: Environmental Services Fund Balance Reserve
- Special Revenue Funds: Landscape & Lighting Assessment Districts Fund Balances
- Debt Services Fund: Library General Obligation Bond Debt Service Fund
- Capital Project Funds
 - a) Park in Lieu Funds
 - b) Highway User Tax Allocation Fund (Gas Tax)
 - c) Capital Project Grant Funds

Committed Fund Balance

Represents fund balance constrained by limitations the government imposes upon itself at its highest level of decision making and remains binding unless removed in the same manner. The City maintains the following fund balances under this designation:

- General Fund: Hillside Stability Reserve
- General Fund: Road and Facility Replacement Reserve
- Capital Improvement Plan Funds:

- a) Streets Capital
- b) Gas Taxes Capital
- c) Capital Grants, including ARPA
- d) Parks Capital
- e) Park In-Lieu Capital
- f) Facilities Capital
- g) Administrative & Technology Capital

Assigned Fund Balance

Represents fund balance identified by Council for an intended use; however as no legal obligations exist, the funds may be re-designated and utilized for another purpose if Council chooses. The City maintains the following General Fund reserves under this designation:

- General Fund: Future Capital & Efficiency Project Reserve
- General Fund: Carryforward Reserve

Unassigned Fund Balance

Represents funding which may be held for specific types of uses or operational funding/stabilization purposes, but is not yet directed to a specific purpose. Only General Fund reserves can be designated under the "Unassigned" fund balance classification. Other fund types are by nature structured for specific purposes, hence the fund balances are therefore considered "assigned" for that purpose.

- General Fund: Working Capital Reserve
- General Fund: Fiscal Stabilization Reserve
- General Fund: Other Unassigned Fund Balance Reserve

Fund Balance Ratios

To ensure the City maintains available working cash flow and emergency funding at all times, the collective total of the General Fund's Assigned and Unassigned Reserves shall be sustained at a minimum of 20 percent of General Fund expenditure appropriations, net of transfers out.

GENERAL FUND YEAR-END ALLOCATIONS

After the City's financial records are finalized and audited, with legal obligations and liability reserves funded, revenues in excess of expenditures are closed out to the Other Unassigned Fund Balance Reserve. A base amount of funding, as set by budget policy, is to remain in the Other Unassigned Fund Balance Reserve, with the remainder distributed in the following order:

1. Repayment of Fund Balance Reserve loans - back to established levels (*e.g. borrowing from/usage of the Fiscal Stabilization or Hillside Stability Reserves*).
 - For the Hillside Stability Reserve, loan repayment shall be repaid with year-end net operations if funding in excess of the next year's priority Capital Improvement Project is available. At a minimum, reimbursements shall be made in annual contributions of \$100,000 until reserve balance reaches the \$1 million reserve goal.
 - Fiscal Stabilization loan repayments shall be made as directed by Council.
2. Annual contribution shall be made to Facilities Replacement Reserve and Fiscal Stabilization Reserve as directed by Council.
3. Remaining funds are allocated to the Future Capital Improvement and Cost Efficiency Projects Reserve.

GENERAL FUND RESERVES

Environmental Services Reserve

Under the Restricted Fund Balance classification, the Environmental Services Reserve represents revenues collected under a prior funding structure for environmental purposes and is therefore restricted for use in funding environmental program costs such as clean water programs, street sweeping, and storm drain cleaning services. Per policy, the Environmental Service Reserve is being utilized through annual budget appropriations of \$50,000.

The Environmental Services Reserve originated from a one-time funding structural change and therefore will not be replenished when depleted.

Hillside Stability Reserve

Under the Committed Fund Balance classification, a Hillside Stability Reserve of \$1 million is set aside to provide funding for unanticipated or unforeseen emergency or extraordinary costs related to hillside degradation, inclusive of slide prevention and mitigation, slide repair, and associated drainage and roadwork which must be commenced prior to the next fiscal year's CIP Project funding availability.



Use of the reserve requires an analysis be prepared and presented to Council for approval, or in the event of a landslide requiring immediate emergency work, the Public Works Director may direct use of up to 10 percent of the reserve to make emergency repairs and mitigate further damage until Council takes action. Reserve funding is to be used for emergency work which exceeds operational funding provided for in the Operations Budget. Upon use, refunding of the reserve shall be provided from year-end net operations, in full if funding is available, or at minimum in the amount of \$100,000 each fiscal year until the \$1,000,000 reserve cap is reached.

Road and Facility Replacement Reserve

The Road and Facility Replacement Reserve is established to accrue funding for the major rehabilitation or replacement of City-owned roads, building, and structures. Eligible uses of this reserve include direct funding of public road and facility improvements and related debt service, if applicable. Road and facility improvements include major and minor replacements, renovations, or city-match for grant or debt financed projects.

Changes in annual contributions and the reserve goal amount shall be determined by Council during the budget process, in line with changes in the City's economic situation. Utilization of the reserve shall be brought to Council for discussion and consideration as needed.

Future Capital & Efficiency Projects Reserve

Under the Assigned Fund Balance classification, the Reserve for Future Capital Improvement & Efficiency Projects shall reserve funding for as yet undefined capital and efficiency improvement projects. Reserve funding is derived from General Fund accumulated net operations (as available) and is therefore considered a "one-time funding source." Funds are held in this reserve until Council reviews funding requests and approves a use or transfer to a capital project fund.

Use of the reserve funding is at the Council's discretion, but typically occurs in conjunction with the annual budget adoption after Council conducts a comprehensive review of capital and efficiency improvement needs. Reserve

replenishment is dependent upon net operational savings in subsequent fiscal years.

Carryforward Reserve

Under the Assigned Fund Balance classification, the Reserve for Carryforwards represents funding held at the end of each fiscal year for critical unexpended operating budget appropriations to be purchased in the following fiscal year, and any remaining Council Contingency funding. The reserve is reconciled at the end of each fiscal year to both release prior year carryforward funding and reserve current year carryforward funding into the following budget year.

Staff determines the year-end reserve amount after all fiscal year payments are finalized; the reserve amount is conceptually appropriated by Council each year in the budget adoption resolution.

Working Capital Reserves

In accordance with the City's cautious and conservative fiscal philosophy, the City's general prevailing financial policy holds that the City should fund daily operations with current resources in order to avoid use of short-term borrowing for cash flow management.

To support this policy, a Working Capital Reserve is maintained that meets cash flow requirements, and in turn, ensures the continuance of services to the public while also preserving the City's credit worthiness. To provide adequate working capital in the case of extreme circumstances, the City shall maintain, in combination with the Fiscal Stabilization Reserve, a minimum operational reserve of 60 days of the following year's General Fund budgeted expenditures (net of internal service charges and transfers out), up to a maximum operational reserve amount equal to 90 days of the following year's General Fund budgeted expenditures (again, net of internal service charges and transfers out). This reserve falls under the Unassigned Fund Balance classification.

Effective FY 2016/17, the Working Capital Reserve is maintained at \$1 million (reduced from \$2 million), and the Fiscal Stabilization Reserve is maintained at \$2.5 million (increased from \$1.5



million). At this time, a Working Capital Reserve of \$1 million is sufficient for cash flow needs, however, the funding level will be assessed on an annual basis to ensure \$1 million is sufficient for cash flow needs. The \$1 million funding shift to the Fiscal Stabilization Reserve reflects a more realistic reserve usage structure – the Working Capital Reserve’s purpose is to ensure sufficient operating cash; the reserve has no defined fund uses, repayment terms, or authorization requirements. On the other hand, the Fiscal Stabilization Reserve’s purpose is defined and may be called upon for critical uses in the future. The overall 60-day General Fund operational reserve minimum requirements shall continue to be met.

Fiscal Stabilization Reserve

Under the Unassigned Fund Balance classification, the Fiscal Stabilization Reserve represents a funding set-aside to provide temporary financing for budget stabilization caused by fiscal downturns, unanticipated extraordinary expenditures related to a natural disaster or calamity, or from an unexpected liability or funding decrease created by a legislative action. Effective July 1, 2016, the Fiscal Stabilization Reserve funding level increased by a \$1 million transfer from the Working Capital Reserve, up to \$2.5 million. As of FY 2018/19, the Development Services Reserve of \$650,000 was integrated into the Fiscal Stabilization Reserve to reflect the Council’s desire to review citywide operational priorities and needs as a whole rather than segmented sections. This brought the Fiscal Stabilization Reserve up to \$3.150 million; approximately 15 percent of the General Fund’s budgeted operations. Together, these funding shifts provide a focused but flexible reserve funding purpose and utilization structure.

Fiscal stabilization uses are defined and restricted to 1) revenue declines lasting more than one year and equal to more than 5 percent of either property tax, the combined total of other taxes, or General Fund revenues in total; 2) an unanticipated extraordinary operational increase of more than 5 percent such as from a natural disaster; or 3) an unexpected Federal, State, County or CalPERS funding change.

Council may utilize funding at budget adoption, by adoption of a budget adjustment resolution during the course of the year, or after a Federal, State, or locally declared emergency. In the event a locally declared emergency takes place, the City Manager has the authority to spend funds until such time as the City Council takes action. Reserve appropriations are to be replenished from year-end net operations, as available, on a priority basis. The Fiscal Stabilization Reserve funding level will be assessed on an annual basis and may direct staff to increase the reserve fund through the budget adoption or through a budget adjustment to ensure this funding level is sufficient in light of operational reserve requirements and utilization needs.

The General Fund budget continues to increase each fiscal year. The overall 60-day General Fund operational reserve minimum requirement level is close to the current total of Working Capital and Fiscal Stabilization Reserve Fund total. To ensure that the Fiscal Stabilization and Working Capital Reserves remain at a minimum requirement level, \$100,000 shall be allocated annually into the Fiscal Stabilization Reserve from Net Operations as part of the General Fund Year End Close, effective FY 2021/22. This allocation shall only occur if General Fund Net Operations exceed a minimum of \$1,000,000 to ensure adequate funding is available for other necessary allocations.

Compensated Absences Reserve

Under the Unassigned Fund Balance classification, the Compensated Absences Reserve is established to smooth expenditure fluctuations resulting from the payout of accrued leave to employees at service separation and distribution payouts. Reserve funding equal to one-third of the compensated absences liability is established at year-end. Reserve funding in excess of one-third of the liability is to be returned to the General Fund’s Other Unassigned Reserve.

Use of the reserve occurs when total annual compensated absences payouts exceed budgeted salary funds. Large payouts decrease the compensated absences liability at year-end, thereby supporting the practice of utilizing the reserve if needed. Year-end reconciling allocations to and from the reserve are approved



though Council's budget resolution adoption each fiscal year, with the liability and resulting reserve amounts determined as part of the year-end close process.

Other Unassigned Reserve

The 'Other Unassigned Reserve' represents accumulated net operations not yet allocated to other fund balance reserves, and by definition, fall into the Unassigned Fund Balance classification.

General Fund vs Other Fund Reserves

Other Fund's accumulated net operations are typically accounted for in an undefined reserve account in the fund – and typically titled 'Fund Balance Reserve' meaning they do not have reserve categories. This difference is because other funds are structured for specific uses or commitments, hence the fund balance already has a directed function and fund balance is therefore committed for that purpose. Whereas the General Fund is used for multiple and various operational purposes thereby requiring a distinction of purpose for each reserve.

SPECIAL REVENUE FUND RESERVES

Landscape & Lighting and Storm Water Assessment Zone Funds

Assessment Zone Funds are Special Revenue Funds, which is a type of governmental fund. As a governmental fund, the Landscape & Lighting and Storm Water Assessment Zone Funds comply with GASB 54 fund balance classifications, and by nature of the fund's purpose, fund balance reserves are classified as restricted reserves.

Special Revenue Funds account for and report the proceeds of specific revenue sources that are restricted or committed to specified purposes (other than for debt service or capital projects.) For Saratoga, Assessment Zone Special Revenue Funds are established to account for each individual assessment zone financial assets separately; thereby each fund has its own separate fund balance reserve.

Each zone's Fund Balance Reserve should be sufficient to provide working capital to cover operational expenses through the first half of assessment receipts in February, therefore equitable to approximately one-half of a district's

annual expenditure budget. The second half of receipts are received in late May or early June. Some districts may include capital improvement projects in addition to ongoing regular maintenance. This requires accumulating fund balance over the years to generate sufficient resources for the improvement projects. As each zone's situation is different, a maximum fund balance shall be determined by the Public Works Director.

Requests for use of the reserve for special projects are approved by Council through budget adoption or by a Council approved budget adjustment resolution throughout the year. Reserves are replenished from the Fund's net operations in subsequent years.

DEBT SERVICE FUND RESERVES

Library General Obligation (GO) Bond Debt Fund

The Library General Obligation (GO) Bond Debt Fund is a Debt Service Fund established to account for the financial resources accumulated for principal, interest, and cost of issuance expenditures associated with the Library Bond Debt. As Debt Service Funds are a governmental fund type, the fund reserves fall under the GASB 54 fund balance classifications. Debt Service Fund reserves are classified as a Restricted Reserve with the funding only spent for specific purposes as stipulated by the bond covenants.

The Library GO Bond Debt Fund ensures receipts are tracked separately, and that funding is available for the GO Bond debt service requirements. At a minimum, the year-end fund balance reserve shall be sufficient to provide working capital to cover the semi-annual principal and interest debt payment due on August 1st as the GO Bond tax receipts are received after the 1st debt payment is due. December receipts provide for the February payment. In addition, as bond assessments are collected as a percentage of property values, reserves should provide sufficient funding to compensate for tax fluctuations. The fund's reserve maximum is set at no more than one-year of budgeted annual expenditures.

The reserve balance is increased (or reduced) through establishing assessment rates at more

(or less) than the semi-annual payments and bond services require. Therefore, use or replenishment of the reserve is approved by Council through budget adoption, and implemented through an increased or reduced assessment rate as a result of the fund's net operations.

Arrowhead Community Facility District Bond Debt Fund

In 2016, the City agreed to act as the fiduciary agent for the Arrowhead Community Facility District's bond issuance to fund the community's water system infrastructure. The bond was issued in December 2018, and participants in the bond issuance began assessment payments in FY 2018/19. The annual debt service assessment pays for the cost of the bond's principal and interest payments, and the associated administrative costs. Fund reserves are comprised of assessments collected less bond costs. Assessments are established as dollar amounts rather than percentage rates, so the CFD Bond Debt Reserve does not generate unexpected excess fund balance as does the GO Bond Debt Fund.

CAPITAL IMPROVEMENT PROJECT FUND RESERVES

Overview

Capital Improvement Project (CIP) Funds account for the acquisition and maintenance of major capital assets other than those financed through special assessments or enterprise funds. Capital Project Funds are a type of governmental fund and therefore comply with GASB 54 fund balance classifications. Because Council has directed the fund's appropriated funding be spent on specific capital improvement projects, the Capital Project Fund Balance Reserve is classified as Committed Fund Balance.

Budgeted capital improvement project funding is determined by the scope of work approved by Council, and remains assigned for that use until completed or reassigned by Council. Fund Balance amounts represent the total remaining funds in the individual projects at year-end. As Fund Balance amounts are determined by the amount of project completion at year-end, setting a minimum or maximum amount is not applicable. Fund Balance is automatically re-appropriated to

budgeted capital projects in the following fiscal year for the improvement work to be completed.

Street Improvement Projects Funds

Street Improvement Project Funds provide for a safe and functional roadway and pedestrian street system. Each Street Improvement Fund (CIP Street Fund, CIP Grant Fund, and Gas Tax Fund) has multiple projects which roll up into the overall fund balances, but remain designated for use by project.

The CIP Street Fund receives annual funding from designated fees, reimbursements, contributions, and transfers from other funds. The CIP Grant Fund receives federal, state, and local grants which vary in source and amount from year-to-year. On occasion, a private grant may be received. Typically, CIP Grant Funds have a negative fund balance as project work is conducted before reimbursement is received. Gas Tax Funds represent annual Highway User Tax and Transportation Congestion Relief revenue allocations that are to be accounted for separately and are subject to State audits.

Park & Trail Improvement Project Funds

Park & Trail Improvement Project Funds provide for capital improvements to the City's neighborhood and city parks and plaza, the sport fields, bike and pedestrian trails, and open space areas throughout the City. Each of the Park & Trail Improvement Funds (CIP Park & Trail Fund, CIP Tree Fund, and the CIP Park & Trail Grant Fund) have multiple projects which roll up into the overall fund balances but remain designated for use by project.

The CIP Park & Trail Fund receives annual funding from Park-In-Lieu fees, occasional subventions, reimbursements and contributions, and transfers in from other funds. The Tree Fund receives revenue from tree fines and transfers from other funds upon Council direction. The CIP Grant Fund receives federal, state, local and occasional private grants which vary in source and amount from year-to-year. Typically, CIP Grant Funds have a negative fund balance as project work is conducted beforehand and then reimbursed from expenditure invoices.

Year-end fund balance represents the remaining unexpended project funds (net of any negative



CIP Grant Fund Balance) which are subsequently re-appropriated by Council into the following budget year through budget adoption.

Facility Improvement Project Funds

Facility Improvement Project Funds provide for capital maintenance and improvements of City-owned buildings and structures throughout the City. Each of the Facility Improvement Funds (CIP Facilities Fund and the Facility Grant Fund) have multiple projects which roll up into the overall fund balances, but remain designated for use by project.

The CIP Facilities Fund receives annual funding from a General Fund transfer, from Theater Ticket Surcharge Fees, and from reimbursements and contributions. The Facility Grant Fund receives revenue from grants that vary in amount from year-to-year. Typically, CIP Grant Funds have a negative fund balance as project work is conducted beforehand and then reimbursed from expenditure invoices.

Year-end fund balance represents the remaining unexpended project funds (net of any negative CIP Grant Fund Balance) which are subsequently re-appropriated by Council into the following budget year through budget adoption.

Administrative & Technology Improvement Funds

Administrative & Technology Improvement Project Funds provide for major capital expenditures to improve or enhance administrative, operational, and technology-based systems and processes. Each of the Administrative & Technology Improvement Funds (CIP Admin & Tech Improvement Fund and the Admin & Tech Grant Fund) have multiple projects which roll up into the overall fund balances but remain designated for use by individual project.

The CIP Administrative & Technology Improvement Fund typically receives funding from a General Fund transfer. Administrative and technology improvement focused grants are typically limited to the Community Development function for housing elements or development processes. If grants are received, projects typically have a negative fund balance as project work is conducted beforehand and then reimbursed from expenditure invoices.

Year-end fund balance represents the remaining unexpended project funds (net of any negative CIP Grant Fund Balance) which are subsequently re-appropriated by Council into the following budget year through budget adoption.

INTERNAL SERVICE FUND RESERVES

Overview

Internal Service Funds are established to provide centralized cost centers for shared expenses and services in order to efficiently track costs and manage resources. Costs are then allocated back to operational programs based on usage to determine cost of service.

The City's Internal Service Funds include two insurance funds: Risk Management and Workers Compensation, four service/support funds: Office Support, IT Services, Vehicle & Equipment Maintenance, and Building Maintenance Funds, and three equipment replacement funds: the Vehicle & Equipment Replacement Fund, the Office Technology Equipment Replacement Fund, and the Building FF&E (Furniture, Fixture, & Equipment) Replacement Fund.

Internal Service Funds are similar to the separate checking or savings accounts a person may use for different purposes. And, as each fund is accounted for as a separate entity, operational revenues less expenditures result in either a positive or negative net operations, with their own fund balance to offset operational losses if needed. At year end, each fund's net balance is represented as the "Fund Balance Reserve."

The intent of the Internal Service Funds Reserves is to hold appropriate levels of reserves to support cash flow throughout the fiscal year and to minimize interfund loans. Some of the Internal Service Funds do not accumulate funds in excess of expected ongoing operational costs, but for the replacement funds, the purpose is to accumulate a rolling balance to fund future replacement costs as needed. Individual fund reserve levels are explained in more detail in the following fund sections.

Internal Service Funds are a type of Proprietary Fund; therefore GASB 54 fund balance classification (for Governmental Fund types) does not apply. Instead, Internal Service Fund's

financial statement reports are presented similar to private-sector businesses and use “Restricted” and “Unrestricted Net Position” to define net operational balances (equity/fund balance reserves).

Unrestricted Net Position allows reserve funding to be used (with Council approval) within the general scope of the fund’s purpose. Restricted Net Position reserves are limited to a specific use, narrower than the stated purpose of the fund. For example, grant funding provided for a defined use, as in remaining funds from a Risk Management Training Grant within the Liability/Risk Management Fund, must be used for qualified training purposes. Most Internal Service Funds reserves are held in the Unrestricted Net Position category.

Liability /Risk Management Reserve Fund

The Liability/Risk Management Fund’s Unrestricted Net Position Reserve supports cash flow needs and minimizes interfund loans. Appropriate levels are maintained through service chargebacks to the programs, based on operational risk factors. Most claims are covered under the insurance risk pool JPA. The City is self-insured up to \$25,000 per General Liability and City Vehicle Auto Liability occurrence, and up to \$5,000 for Property Damage and 3rd Party Auto Liability. Non-covered claims are paid fully by the City.

The Liability/Risk Management program receives funding from allocations charged to departments, from grant funding, and from claim reimbursements. On occasion, the City is obligated to pay a claim settlement. While some funds are budgeted for miscellaneous claim expenses each year, large claims may need to utilize reserves. For this reason, the Fund Balance Reserve goal is set at about 100 percent of annual budget to both fund operational activity and for claim funding as needed. At year-end, unspent funding flows into Unrestricted Net Position or Restricted Net Position for specific purposes. Requests for use of reserve balance are approved by Council through budget adoption or by a Council approved budget adjustment resolution during the year. If claim payments do utilize reserve funds, the reserve is replenished from the Fund’s net operations in subsequent years.

Workers Compensation Fund

The Workers Compensation Fund’s Unrestricted Net Position Reserve supports cash flow needs and minimizes interfund loans. Appropriate levels are maintained through service chargebacks to the programs, based on operational risk factors. The purpose of the Workers’ Compensation program is to provide insurance benefit coverage for employee work-related illness and/or injuries through its membership in a shared risk pool. The risk pool provides self-insurance coverage up to \$250,000, and excess insurance provides coverage over this amount up to \$10 million.

The Workers Compensation program receives funding from allocations charged to departments, from grant funding, and from claim reimbursements. At year end, unspent funding flows into Unrestricted Net Position, or Restricted Net Position for grant funding. Requests for use of the reserve balance are approved by Council through budget adoption or by a Council approved budget adjustment resolution during the year, such as for an unexpected large claim settlement. The reserve is replenished from the Fund’s net operations in subsequent years.

Office Services Fund

The Office Services program provides a centralized cost center for administrative office support expenses, including multifunctional copy machine leases, postage machines, various other office machines and associated maintenance and repair services, as well as postage, paper, and copier supplies. For efficiency, shared office support costs are managed collectively and charged back to departmental programs on a use-basis allocation. Accumulated net operations are held in the Office Services Fund for working capital cash flow.

The reserve is funded from the allocations charged to covered departments. At year-end, unspent funding flows into Unrestricted Net Position. Requests for use of excess reserve balance are approved by Council through budget adoption or by a Council approved budget adjustment resolution during the year. Reserves are maintained at approximately the 50 percent of budget level, however on occasion, excess Reserve funds are used for the replacement of assets such as the mailing machine. The reserve



is replenished from the Fund's net operations in subsequent years.

Information Technology Services Fund

Information Technology Services provide for the delivery of technology-based services throughout the City's operations, including maintenance of the City's information systems and infrastructure, program implementation, streaming video, internet, landline, and wireless communications systems, cloud-based technology, and support of all existing information technology as well as new technology initiatives. For technology oversight, security, and efficiency, information technology costs are managed collectively and charged back to departmental programs on a service-based allocation to fund the program.

Funding for the program comes from these allocations charged to departments. At year-end, unspent funding flows into Unrestricted Net Position. Accumulated net operations are held in the Information Technology Services Fund for working capital cash flow. Requests for use of the reserve are approved by Council through budget adoption or by a Council approved budget adjustment resolution during the year. The reserve is replenished from the Fund's net operations in subsequent years.

Vehicle & Equipment Maintenance Fund

The Vehicle & Equipment Maintenance program provides for the fuel, maintenance, and servicing of the City's fleet and major equipment to ensure all vehicles and equipment comply with manufacturer's recommendations and safety requirements.

To fund the program, vehicle & equipment replacement costs are charged back to the departmental programs based on assigned usage. Accumulated net operations are held in the Vehicle & Equipment Maintenance Fund for working capital cash flow. At year-end, unspent funding flows into Unrestricted Net Position. Requests for use of the reserve are approved by Council through budget adoption or by a Council approved budget adjustment resolution during the year. The reserve is replenished from the Fund's net operations in subsequent years.

Facility Maintenance Fund

The Building Maintenance program provides for the custodial, maintenance, and non-major repairs and building improvement services for all facilities at the Civic Center, Prospect Center, and Museum Park. Additionally, the program supports the maintenance and repair needs for the tenants of City leased buildings as defined in the lease agreements. To fund the program, total costs are allocated back to departmental programs primarily based on building space usage. General and public use is allocated to the Non-Departmental program.

Accumulated net operations are held in the Building Maintenance Fund for working capital cash flow. Funding comes from the allocations charged to covered departments. At year-end, unspent funding flows into Unrestricted Net Position. Requests for use of the reserve are approved by Council through budget adoption or by establishing chargeback funding levels higher or lower than budgeted expenditures. The reserve is replenished from the Fund's net operations in subsequent years.

Vehicle & Equipment Replacement Reserve

The Vehicle and Equipment Replacement Fund Balance Reserve accounts for accumulated funding over an asset's lifespan, to be used for the replacement of the vehicle or equipment at the end of its useful life. Initial purchases are paid for through a department's operational budget. If the purchased item is for ongoing use, the Vehicle & Equipment Replacement program appropriates an annual allocation for the replacement of the vehicles and equipment based on the asset's cost and years of life. Final determination for replacement of the asset is determined through an analysis of whether the cost of maintenance equals or exceeds the cost of replacing the asset.

The reserve is funded from allocations charged to departments and represents accumulated funding, less amounts expended for asset replacement. At year-end, unspent funding is held in Unrestricted Net Position. The reserve is to be maintained at a level sufficient to provide replacement funding of vehicles and equipment in accordance with replacement schedules.



Requests for use of the reserve are approved by Council through budget adoption or by a Council approved budget adjustment resolution throughout the year. The reserve is replenished from the Fund's net operations in subsequent years.

Office Technology Equipment Replacement Fund

The Office Technology Equipment Replacement Fund accounts for accumulated funding over an asset's lifespan to be used for the replacement of office technology-based equipment such as desktop computers and monitors, laptops and tablets, network infrastructure, and various other related equipment. Replacement costs are charged back to the departments based on assigned equipment costs. Initial purchases are paid for through a department's operational budget. If the purchased item is for ongoing use, the Office Equipment Replacement program appropriates an annual allocation for the replacement of the equipment based on the asset's cost and years of life.

The reserve represents accumulated funding, less amounts expended for replacements. The reserve shall be funded to provide replacement funding in accordance with replacement schedules. Funding for the reserve comes from the allocations charged to covered departments. Requests for use of the reserve are approved by Council through budget adoption or by a Council approved budget adjustment resolution during the year. The reserve is replenished from the Fund's net operations in subsequent years.

Facility Furniture, Fixtures & Equipment (FFE) Replacement Fund

The Facility FF&E Fund accumulates funding over an asset's lifespan to be used for the replacement of furniture – such as tables, chairs, and cubicle partitions; for fixtures - such as kitchen appliances, sound equipment, lighting, for equipment - such as HVAC units, boilers, and generators; and for facility infrastructure – such as roof, door, window, and floor/carpeting replacement.

Initial purchases for new assets may be paid for through the Operating Budget or through the Capital Budget. Annual replacement charges are charged-back to the supported department programs with full replacement funding to be accumulated over the asset's estimated lifetime. Final determination for replacement of the asset is determined through an analysis of whether the cost of maintenance equals or exceeds the cost of replacing the asset. The reserve is intended to be maintained at a level sufficient to provide replacement funding in accordance with replacement schedules.

Requests for use of the accumulated reserve funding are approved by Council through budget adoption, or if an unplanned situation occurs, by a Council approved budget adjustment resolution during the fiscal year. The reserve is replenished by replacement charge allocations in subsequent years.

TRUST AND AGENCY FUND RESERVES

Overview

Trust and Agency Funds are created to assist City-related agencies with fund management needs. Trust Funds hold another entity's funds and ensure the proper management of their money. Agency Funds are established to receive and disburse another entity's money, as directed by the associated entity.

The City does not currently have any Trust Funds but has one Agency Fund: the West Valley Clean Water Program. Because Agency Funds manage their own money, the City of Saratoga does not develop Reserve Policies for Agency Funds.

SUMMARY

Fund Balance Reserve Use

Council may utilize reserve funding at budget adoption or by adoption of a budget adjustment resolution during the course of the year if necessary. Reserve funding is replenished from year-end net operations, or if the fund has a negative net operation, then Reserve funds would offset the net operation loss with the close of the fiscal year.