

Financial Statements For the Year Ended June 30, 2020

(With Independent Auditors' Report Thereon)

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#### INDEPENDENT AUDITORS' REPORT

To the Board of Water Commissioners
Town of Templeton Municipal Water Plant

# **Report on the Financial Statements**

We have audited the accompanying financial statements of the Templeton Municipal Water Plant (the Plant) (an enterprise fund of the Town of Templeton) and the aggregate remaining fund information, as of and for the year ended June 30, 2020, and the related notes to financial statements, which collectively comprise the Plant's basic financial statements as listed in the Table of Contents.

# Management's Responsibility for the Financial Statements

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

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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



policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

# **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Templeton Municipal Water Plant and the aggregate remaining fund information as of June 30, 2020, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

# **Report on Summarized Comparative Information**

We have previously audited the Plant's 2019 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 4, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited financial statements from which it has been derived.

#### **Other Matters**

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and certain Pension and OPEB schedules 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 evidence sufficient to express an opinion or provide any assurance.



# **Other Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Plant's basic financial statements. The accompanying supplementary statement and schedule appearing on page 33 is presented for purposes of additional analysis and is 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Greenfield, Massachusetts

Melanson

December 29, 2020

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

Within this section of the Town of Templeton Municipal Water Plant's (the Plant) annual financial report, management provides a narrative discussion and analysis of the financial activities for the year ended June 30, 2020. The Plant's performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

# **Overview of the Financial Statements**

The basic financial statements include (1) the Statement of Net Position, (2) the Statement of Revenues, Expenses, and Changes in Net Position, (3) the Statement of Cash Flows, and (4) Notes to Financial Statements.

The Statement of Net Position is designed to indicate our financial position as of a specific point in time. At June 30, 2020, it shows our net position of \$3,134,500, which comprises \$4,538,002 invested in capital assets and \$(1,403,502) unrestricted. This deficit results from unfunded pension and OPEB liabilities.

The Statement of Revenues, Expenses, and Changes in Net Position summarizes our operating results and reveal how much, if any, of a profit was earned for the year. Our increase in net position for the year ended June 30, 2020 was \$388,447.

The Statement of Cash Flows provides information about the Plant's cash receipts and cash payments during the accounting period. It also provides information about the Plant's investing and financing activities for the same period. A review of our Statement of Cash Flows indicates that cash receipts from operating activities adequately cover our operating expenses and debt service costs.

# **SUMMARY OF NET POSITION**

		<u>2020</u>		<u>2019</u>
Current assets	\$	364,994	\$	513,310
Noncurrent assets		7,192,747		7,201,341
Deferred Outflows of Resources	_	47,595		84,657
Total assets and deferred outflows		7,605,336		7,799,308
Current liabilities		410,412		436,558
Noncurrent liabilities		3,388,736		3,933,514
Deferred inflows of Resources	_	671,688		683,183
Total liabilities and deferred inflows		4,470,836		5,053,255
Net investment in capital assets		4,538,002		4,312,831
Unrestricted		(1,403,502)		(1,566,778)
Total net position	\$	3,134,500	\$	2,746,053
SUMMARY OF CHANGES	IN N	IET POSITION		
		<u>2020</u>		<u>2019</u>
Operating revenues	\$	1,604,316	\$	1,642,213
Operating expenses	_	(1,134,704)		(1,244,174)
Operating income		469,612		398,039
Non-operating revenues				
(expenses)		(81,165)		(86,522)
Special item	_	-	_	316,919
Change in net position		388,447		628,436
Beginning net position	_	2,746,053	-	2,117,617
Ending net position	\$	3,134,500	\$	2,746,053

# **Financial Highlights**

Water sales were \$1,520,781 in fiscal 2020, a decrease of 4.0% from the prior year. This reduction was mostly due to less gallons sold in fiscal 2020. In addition, fiscal 2020 saw more rainfall than in fiscal year 2019.

Operating expenses totaled \$1,134,704 in fiscal 2020, a decrease of 8.8%. The largest portion of operating expenses, \$894,480 was for salaries, benefits, and general operating costs. Other operating expenses included \$240,224 in depreciation expense.

# **Capital Assets and Debt Administration**

#### **Capital Assets**

Total investment in capital assets at year-end amounted to \$6,920,402 (net of accumulated depreciation), a decrease of \$138,126 from the prior year. This investment in capital assets includes machinery, equipment, and infrastructure.

Additional information on capital assets can be found in the Notes to Financial Statements.

### Long-term debt

At the end of the current fiscal year, total bonded debt outstanding was \$2,382,400, all of which was backed by the full faith and credit of the Plant.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

# **Requests for Information**

This financial report is designed to provide a general overview of the Town of Templeton Municipal Water Plant's finances for all those with an interest in the Plant's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of Manager
Templeton Municipal Water Plant
86 Bridge Street
Baldwinville, Massachusetts 01436-0020

Enterprise Fund Statement of Net Position June 30, 2020 and 2019

Assets	2020	2019
Current: Unrestricted cash and short-term investments Receivables Prepaid expenses	\$ 119,163 196,626 7,950	\$ 210,691 253,278 7,906
Inventory	41,255	41,435
Total current assets Noncurrent:	364,994	513,310
Restricted cash and investments Capital assets:	272,345	142,813
Other capital assets, net of accumulated depreciation	6,920,402	7,058,528
Total noncurrent assets	7,192,747	7,201,341
Total Assets	7,557,741	7,714,651
Peferred Outflows of Resources Related to pensions Related to OPEB	45,729 1,866	84,165 492
Total Deferred Outflows of Resources	47,595	84,657
Liabilities Current:		
Accounts payable	20,889	15,973
Accrued liabilities	25,696	25,696
Due to Light Plant Due to fiduciary fund	530 -	6,592 25,000
Current portion of long-term liabilities:		,
Bonds and loans payable	363,297	363,297
Total current liabilities Noncurrent:	410,412	436,558
Bonds and loans payable, net of current portion	2,019,103	2,382,400
Net pension liability Net OPEB liability	738,515 605,407	777,958 754,418
Accrued employee compensated absences	25,711	18,738
Total noncurrent liabilities	3,388,736	3,933,514
Total Liabilities	3,799,148	4,370,072
Deferred Inflows of Resources		
Related to pensions	63,134	65,951
Related to OPEB	608,554	617,232
Total Deferred Inflows of Resources	671,688	683,183
Net Position		
Net investment in capital assets	4,538,002	4,312,831
Unrestricted	(1,403,502)	(1,566,778)
Total Net Position	\$ 3,134,500	\$ 2,746,053

# Enterprise Fund Statement of Revenues, Expenses, and Changes in Net Position For the Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Operating Revenues		
Water sales	\$ 1,520,781	\$ 1,583,828
Entrance fees	58,512	19,504
Other	25,023	38,881
Total Operating Revenues	1,604,316	1,642,213
Operating Expenses		
Salaries and benefits	296,130	439,128
Other operating expenses	598,350	567,581
Depreciation	240,224	237,465
Total Operating Expenses	1,134,704	1,244,174
Operating Income	469,612	398,039
Nonoperating Revenues (Expenses)		
Interest income	588	928
Interest expense	(93,051)	(106,095)
Other	11,298	18,645
Total Nonoperating (Expenses)	(81,165)	(86,522)
Special Items		
Due to Light Plant adjustment*		316,919
Total Special Items		316,919
Change in Net Position	388,447	628,436
Net Position at Beginning of Year	2,746,053	2,117,617
Net Position at End of Year	\$ 3,134,500	\$ 2,746,053

<sup>\*</sup> See further explanation in Note 15.

# Enterprise Fund Statement of Cash Flows For the Years Ended June 30, 2020 and 2019

Cach Flows From Operating Activities		<u>2020</u>		<u>2019</u>
Cash Flows From Operating Activities Receipts from customers and users Payments to employees Payments to vendors	\$ _	1,660,968 (296,130) (774,210)	\$	1,562,313 (439,128) (682,272)
Net Cash Provided By Operating Activities		590,628		440,913
Cash Flows From Noncapital Financing Activities Other	_	5,235	_	25,237
Net Cash Provided By Noncapital Financing Activities		5,235		25,237
Cash Flows From Capital and Related Financing Activities Acquisition and construction of capital assets Principal payments on bonds and loans Interest expense	_	(102,099) (363,297) (93,051)	_	(110,035) (363,297) (106,095)
Net Cash (Used For) Capital and Related Financing Activities		(558,447)		(579,427)
Cash Flows From Investing Activities Investment income		588	_	928
Net Cash Provided By Investing Activities	_	588	_	928
Net Change in Cash and Short-Term Investments		38,004		(112,349)
Total Cash and Short Term Investments, Beginning of Year	_	353,504		465,853
Total Cash and Short Term Investments, End of Year	\$_	391,508	\$_	353,504
Reconciliation of Operating Income (Loss) to Net Cash Operating income Adjustments to reconcile operating income to net cash provided by operating activities:	\$	469,612	\$	398,039
Depreciation expense Changes in assets, liabilities, and deferred outflows/inflows:		240,224		237,465
Prepaid expenses Inventory Deferred outflows - related to pensions Deferred outflows - related to OPEB Accounts payable Accrued liabilities Due to fiduciary funds Net pension liability Net OPEB liability Other liabilities		(44) 181 38,436 (1,374) (20,083) - (39,443) (149,011) 6,973		(71) 583 (13,588) 24,508 (109,311) (9,425) 25,000 97,453 (297,897) 212
Deferred inflows - related to pensions Deferred inflows - related to OPEB		(2,817) (8,678)		(40,599) 208,444
Net Cash Provided By Operating Activities	\$	590,628	\$_	440,913

Fiduciary Fund – Other Post-Employment Benefits Trust
Statements of Fiduciary Net Position
June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Assets		
Investments	\$ 78,803	\$ 26,483
Due from proprietary fund		25,000
Total Assets	\$ 78,803	\$ 51,483
Net Position		
Net assets held in trust	\$ <u>78,803</u>	\$ 51,483

Fiduciary Fund – Other Post-Employment Benefits Trust Statements of Changes in Fiduciary Net Position For the Years Ended June 30, 2020 and 2019

	<u>2020</u>	<u>2019</u>
Additions		
Contributions:		
Employers	\$ 35,588	\$ 34,720
Total contributions	35,588	34,720
Investment Income	2,320_	1,727
Net investment income	2,320	1,727
Total additions	37,908	36,447
Deductions		
Benefit payments to plan members,		
beneficiaries and other systems	10,588	9,720
Total deductions	10,588	9,720
Net increase in net assets	27,320	26,727
Net position restricted for OPEB		
Beginning of year	51,483	24,756
End of year	\$ <u>78,803</u>	\$ 51,483

Notes to Financial Statements

# 1. Summary of Significant Accounting Policies

The significant accounting policies of the Town of Templeton, Massachusetts Municipal Water Plant (the Plant) (an enterprise fund of the Town of Templeton, Massachusetts) are as follows:

#### Reporting Entity

The Plant is an enterprise fund and a component unit of the Town of Templeton, Massachusetts. The Plant provides public water to residences and businesses within the Town of Templeton, Massachusetts. The Municipal Water Plant appoints a general manager who shall, under the direction of the Municipal Water Board, have full charge of the operation and management of the Plant.

#### **Business Activity**

The Plant distributes public water to residences and businesses within the Town of Templeton, Massachusetts.

# **Basis of Accounting**

The operations of the Plant are accounted for as an enterprise fund. The Plant's financial statements are reported on an accrual basis of accounting as specified by the GASB requirements for an enterprise fund. The accrual basis of accounting recognizes revenues when earned and recognized expenses when the related liability is incurred, regardless of when the related cash flow takes place.

### **Operating Revenues and Expenses**

Operating revenue includes revenues and expenses related to the continuing operations of the Plant. Principal operating revenues are charges to customers for sales of water or services. Operating expenses are the costs of providing water and include administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

#### Cash and Short-term Investments

For the purposes of the Statement of Cash Flows, the Plant considers both restricted and unrestricted cash on deposit with the Town Treasurer. For purposes of the Statement of Net Position, the Plant considers investments with original maturities of three months or less to be short-term investments.

#### Inventory

Inventory consists of supplies and materials purchased for use in the utility business for construction, operation, and maintenance purposes. Inventory is stated at average cost.

# **Capital Assets and Depreciation**

Capital assets, which include equipment and infrastructure, are recorded at historical cost or estimated historical cost when purchased or constructed.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as they are acquired or constructed. When capital assets are retired, the cost of the retired asset, less accumulated depreciation, salvage value, and any cash proceeds, is charged to the Plant's unrestricted net position account.

Depreciation is calculated on a straight-line basis over the estimated useful lives of the Plant's assets. Estimated useful lives of the Plant's assets range from 5 to 60 years.

### **Accrued Compensated Absences**

In accordance with Water Plant policies, employees are allowed to accumulate sick days, up to an unlimited amount. Upon retirement from employment with the Water Plant, the employee will be paid 25% for accumulated sick time to a maximum of 25 days. Upon termination, the employee will not be paid for accumulated sick time. Employees are permitted to carry over up to one week of vacation time from one year to the next. Upon termination of employment with the Water Plant, the employee will be paid for unused vacation time based on the employee's base rate of pay at the time of termination.

The Plant's policy is to recognize vacation costs when earned. The Plant records accumulated unused vested vacation and sick pay as a liability. The amount recorded is the amount to be paid at termination at the current rate of pay.

#### Use of Estimates

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

#### 2. Unrestricted Cash and Short-Term Investments

#### **Custodial Credit Risk**

Custodial Credit Risk for *deposits* is the risk that, in the event of the failure of a depository institution, the Plant will not be able to recover its deposits or will not be able to recover

collateral securities that are in the possession of an outside party. As of June 30, 2020 the Plant had a bank balance of \$392,852 subject to custodial Credit risk.

# 3. Restricted Cash and Investments

# Restricted Cash and Investments – Proprietary Fund

The Plant maintains the following restricted cash and investments in its proprietary fund:

Capital fund	\$	14,098
Depreciation fund	_	258,247
Total	\$	272,345

### 4. Accounts Receivable

Accounts receivable consists of the following at June 30, 2020:

User charges receivable:

Billed	\$_	196,510
Subtotal		196,510
Other receivables:		
Other	_	116
Subtotal	_	116
Total	\$	196,626

# 5. Prepaid Expenses

Prepaid expenses for the Plant consist primarily of insurance.

# 6. Inventory

Inventory comprises supplies and materials and is valued at average cost.

# 7. Capital Assets

Capital asset activity for the year ended June 30, 2020 was as follows:

		Beginning Balance Increases		<u>Decreases</u>			Ending <u>Balance</u>	
Capital assets, being depreciated: Infrastructure Machinery and equipment	\$	9,500,978 643,604	\$	100,816 1,282	\$	(97,329) -	\$	9,504,465 644,886
Total capital assets, being depreciated		10,144,582		102,098		(97,329)		10,149,351
Less accumulated depreciation for: Infrastructure Machinery and equipment	_	(2,495,664) (590,390)		(189,419) (50,805)	_	97,329 -	_	(2,587,754) (641,195)
Total accumulated depreciation		(3,086,054)		(240,224)	-	97,329	_	(3,228,949)
Total capital assets, being depreciated, net	_	7,058,528		(138,126)	_	_	_	6,920,402
Capital assets, net	\$	7,058,528	\$	(138,126)	\$	-	\$_	6,920,402

#### 8. Deferred Outflows of Resources

Deferred outflows of resources represent the consumption of net position by the Plant that is applicable to future reporting periods. Deferred outflows of resources have a positive effect on net position, similar to assets. Deferred outflows of resources related to pensions and OPEB, in accordance with GASB Statements No. 68 and 75, are more fully discussed in the corresponding pension and OPEB notes.

# 9. Accounts Payable

Accounts payable represent fiscal 2020 expenses that were paid after June 30, 2020.

# 10. Accrued Employee Compensated Absences

Plant employees are granted vacation and sick leave in varying amounts. Upon retirement, termination, or death, employees or their beneficiaries are compensated for unused sick and vacation leave (subject to certain limitations) at their then current rate of pay.

# 11. Long-Term Debt

# **Long-Term Debt Supporting Activities**

The Templeton Municipal Water Plant issues general obligation bonds and loans to provide funds for the acquisition and construction of major capital facilities. General obligation bonds and direct borrowings currently outstanding are as follows:

				Amount
	Serial		C	Outstanding
	Maturities	Interest		as of
<u>Bonds</u>	<u>Through</u>	Rate(s) %		<u>6/30/20</u>
General obligation bonds	09/01/26	4.75%	\$	805,000
General obligation bonds	06/15/23	2.60-4.00%	_	570,000
Subtotal bonds				1,375,000
Loans - Direct Borrowing				
USDA bonds	09/01/45	4.63%		207,400
USDA bonds	06/01/36	2.25%	_	800,000
Subtotal loans direct borrowings			-	1,007,400
Total Plant Activities			\$	2,382,400

# Future Debt Service

The annual payments to retire all general obligation long-term debt outstanding as of June 30, 2020 are as follows:

Bonds - Public Offerings						
<u>Plant</u>	<u> </u>	<u>Principal</u>		<u>Interest</u>		<u>Total</u>
2021	\$	305,000	\$	52,225	\$	357,225
2022		305,000		40,310		345,310
2023		305,000		28,300		333,300
2024		115,000		16,100		131,100
2025		115,000		11,500		126,500
2026		115,000		6,900		121,900
2027		115,000	_	2,300	_	117,300
Total	\$	1,375,000	\$_	157,635	\$_	1,532,635

<u>Plant</u>		<u>Principal</u>	<u>Interest</u>			<u>Total</u>
2021	\$	58,297	\$	27,592	\$	85,889
2022		58,297		26,082		84,379
2023		58,297		24,575		82,872
2024		58,297		23,066		81,363
2025		58,297		21,557		79,854
2026		58,297		20,049		78,346
2027		58,297		18,540		76,837
2028		58,297		17,030		75,327
2029		58,297		15,622		73,919
2030		58,297		14,014		72,311
2031-2035		291,485		47,437		338,922
Thereafter		132,945	_	22,219	_	155,164
Total	\$_	1,007,400	\$_	277,783	\$_	1,285,183

# Changes in General Long-Term Liabilities

During the year ended June 30, 2020, the following changes occurred in long-term liabilities (in thousands):

Total Activities		eginning salance	Ado	ditions	Red	<u>uctions</u>		nding alance	Cı	Less urrent ortion	Lor	Equals ng-Term ortion
Bonds and loans payable:												
Public offerings	\$	1,680	\$	-	\$	(305)	\$	1,375	\$	(305)	\$	1,070
Direct borrowings	_	1,066	_	-		(59)	_	1,007	_	(58)	_	949
Bonds and loans payable subtotal		2,746		-		(364)		2,382		(363)		2,019
Net pension liability		778		-		(39)		739		-		739
Net OPEB liability		754		-		(149)		605		-		605
Compensated absences	_	18	_	8		-	_	26	_	-	_	26
Totals	\$	4,296	\$_	8	\$	(552)	\$_	3,752	\$	(363)	\$_	3,389

# 12. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net position by the Plant that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities. Deferred inflows of resources related to pension and OPEB will be recognized as expense in future years and is more fully described in the corresponding pension and OPEB notes.

# 13. Retirement System

The Plant follows the provisions of GASB Statement No. 68, Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27, with respect to the employees' retirement funds.

# Plan Description

Substantially all employees of the Plant are members of the Worcester Regional Retirement System (the System), a cost-sharing, multiple-employer public employee retirement system (PERS). Eligible employees must participate in the System. The pension plan provides pension benefits, deferred allowances, and death and disability benefits. Chapter 32 of the Massachusetts General Laws establishes the authority of the System, contribution percentages and benefits paid. The System Retirement Board does not have the authority to amend benefit provisions. Additional information is disclosed in the System's annual financial reports publicly available from the System located at 23 Midstate Drive, Suite 106, Auburn, Massachusetts 01501.

#### **Participant Contributions**

Participants contribute a set percentage of their gross regular compensation annually. Employee contribution percentages are specified in Chapter 32 of the Massachusetts General Laws. The employee's individual contribution percentage is determined by their date of entry into the system. In addition, all employees hired on or after January 1, 1979 contribute an additional 2% on all gross regular compensation over the rate of \$30,000 per year. The percentages are as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7%
January 1, 1984 - June 30, 1996	8%
Beginning July 1, 1996	9%

For those members entering a Massachusetts System on or after April 2, 2012 in Group 1, the contribution rate will be reduced to 6% when at least 30 years of creditable service has been attained.

#### Participant Retirement Benefits

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and a portion of the interest they generate constitute the annuity. The difference between the total retirement allowance and the annuity is the pension. The average retirement benefit is approximately 80-85% pension and 15-20% annuity.

The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest 3-year average annual rate of regular compensation for those hired prior to April 2, 2012 and the highest 5-year average annual rate of regular compensation

for those first becoming members of the Massachusetts System on or after that date. However, per Chapter 176 of the Acts of 2011, for members who retire on or after April 2, 2012, if in the 5 years of creditable service immediately preceding retirement, the difference in the annual rate of regular compensation between any 2 consecutive years exceeds 100%, the normal yearly amount of the retirement allowance shall be based on the average annual rate of regular compensation received by the member during the period of 5 consecutive years preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification.

There are 4 classes of membership in the retirement system, but 1 of these classes, Group 3, is made up exclusively of the Massachusetts State Police. The other 3 classes are as follows:

- Group 1 General employees, including clerical, administrative, technical, and all other employees not otherwise classified.
- Group 2 Certain specified hazardous duty positions.
- Group 4 Police officers, firefighters, and other specified hazardous positions.

A retirement allowance may be received at any age, upon attaining 20 years of service. The plan also provides for retirement at age 55 if the participant was a member prior to January 1, 1978, with no minimum vesting requirements. If the participant was a member on or after January 1, 1978 and a member of Groups 1 or 2, then a retirement allowance may be received if the participant (1) has at least 10 years of creditable service, (2) is age 55, (3) voluntarily left Plant employment on or after that date, and (4) left accumulated annuity deductions in the fund. Members of Group 4 have no minimum vesting requirements, however, must be at least age 55. Groups 2 and 4 require that participants perform the duties of the Group position for at least 12 months immediately prior to retirement.

A participant who became a member on or after April 2, 2012 is eligible for a retirement allowance upon 10 years creditable service and reaching ages 60 or 55 for Groups 1 and 2, respectively. Participants in Group 4 must be at least age 55. Groups 2 and 4 require that participants perform the duties of the Group position for at least 12 months immediately prior to retirement.

#### Methods of Payment

A member may elect to receive his or her retirement allowance in one of three forms of payment as follows:

• Option A – Total annual allowance, payable in monthly installments, commencing at retirement and terminating at the members death.

- Option B A reduced annual allowance, payable in monthly installments, commencing
  at retirement and terminating at the death of the member, provided however, that if
  the total amount of the annuity portion received by the member is less than the amount
  of his or her accumulated deductions, including interest, the difference or balance of
  his accumulated deductions will be paid in a lump sum to the retiree's beneficiary or
  beneficiaries of choice.
- Option C A reduced annual allowance, payable in monthly installments, commencing at retirement. At the death of the retired employee, 2/3 of the allowance is payable to the member's designated beneficiary (who may be the spouse, or former spouse who has not remarried, child, parent, sister, or brother of the employee) for the life of the beneficiary. For members who retired on or after January 12, 1988, if the beneficiary pre-deceases the retiree, the benefit payable increases (or "pops up" to Option A) based on the factor used to determine the Option C benefit at retirement. For members who retired prior to January 12, 1988, if the System has accepted Section 288 of Chapter 194 of the Acts of 1998 and the beneficiary pre-deceases the retiree, the benefit payable "pops up" to Option A in the same fashion. The Option C became available to accidental disability retirees on November 7, 1996.

# Participant Refunds

Employees who resign from service and who are not eligible to receive a retirement allowance are entitled to request a refund of their accumulated total deductions. Members voluntarily withdrawing with at least 10 years of service or involuntarily withdrawing, receive 100% of the regular interest that has accrued on those accumulated total deductions. Members voluntarily withdrawing with less than 10 years of service get credited interest each year at a rate of 3%.

### **Employer Contributions**

Employers are required to contribute at actuarially determined rates as accepted by the Public Employee Retirement Administration Commission (PERAC).

The Plant's contribution to the System for the year ended June 30, 2020 was \$50,517, which was equal to its annual required contribution.

# **Summary of Significant Accounting Policies**

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

# Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred (Inflows) of Resources Related to Pensions

At June 30, 2020, the Plant reported a liability of \$738,515 for its proportionate share of the net pension liability. The net pension liability was measured as of, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018 and rolled forward to the plan's measurement date of December 31, 2019. The Plant's proportion of the net pension liability was based on a projection of the Plant's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At December 31, 2019, the Plant's proportion was 0.0830%.

For the year ended June 30, 2020, the Plant recognized pension expense of \$63,694. In addition, the Plant reported deferred outflows of resources and deferred (inflows) of resources related to pensions from the following sources:

	Deferred Outflows of		_	eferred flows) of
	Re	sources	<u>Re</u>	esources
Differences between expected and actual				
experience	\$	2,169	\$	(4,425)
Changes of assumptions		41,277		-
Net difference between projected and actual				
investment earnings on pension plan				
investments		-		(20,285)
Changes in proportion and differences				
between employer contributions and				
proportionate share of contributions		2,283	_	(38,424)
Total	\$_	45,729	\$_	(63,134)

Amounts reported as deferred outflows of resources and deferred (inflows) of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2021	\$ (12,385)
2022	2,852
2023	(56)
2024	(8,873)
2025	1,057
Total	\$ (17,405)
	•

### **Actuarial Assumptions**

The total pension liability was determined by an actuarial valuation as of January 1, 2018, rolled forward to the measurement date of December 31, 2019 using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation 2.4% per year

Projected salary increases Group 1: 4.25%-6.00%, based on service

Investment rate of return 7.65%, net of pension plan investment

expense, including inflation

Mortality rates were based on RP-2000 Mortality Table (base year 2009) with full generational mortality improvement using Scale BB. For disabled lives, he morality rates were based on RP-2000 Mortality Table (base year 2012) with full generational mortality improvement using Scale BB.

# **Target Allocations**

The long-term expected rate of return on pension plan investments was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range (expected returns, net of pension plan investment expense and inflation) is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return net of investment expenses 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 class are summarized in the following table:

		Long-term
	Target	Expected
	Asset	Real Rate
<u>Asset Class</u>	<u>Allocation</u>	of Return
Global equity	39.00%	4.68%
Fixed Income	23.00%	1.90%
Private equity	13.00%	8.50%
Real estate	10.00%	3.70%
Timberland/Natural Resources	4.00%	4.30%
Portfolio Completion Strategies	11.00%	3.40%
Total	100.00%	

### **Discount Rate**

The discount rate used to measure the total pension liability was 7.65%. The projection of cash flows used to determine the discount rate assumed that the plan member contributions will be made at the current contribution rate and that employer

contributions will be made at contractually required rates, actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current active and inactive plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

# Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Plant's proportionate share of the net pension liability calculated using the discount rate of 7.65%, as well as what the Plant's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate:

	Current	
1%	Discount	1%
Decrease	Rate	Increase
<u>(6.65%)</u>	<u>(7.65%)</u>	<u>(8.65%)</u>
\$901,181	\$738,515	\$601,149

#### **Pension Plan Fiduciary Net Position**

Detailed information about the pension plan's fiduciary net position is available in the separately issued System financial report.

### 14. Other Post-Employment Benefits (GASB 74 and GASB 75)

GASB Statement No. 74, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans (OPEB), replaces the requirements of Statement No. 43, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans. This applies if a trust fund has been established to fund future OPEB costs. In fiscal year 2018, the Department established a single employer defined benefit OPEB Trust Fund to provide funding for future employee health care costs.

GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, replaces the requirements of Statement No. 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. The Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. This Statement identifies the methods and assumptions that are required to be used to project benefit payments, discounted projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service.

All the following OPEB disclosures are based on a measurement date of June 30, 2020.

### General Information about the OPEB Plan

# Plan Description

The Plant provides post-employment healthcare benefits for retired employees through the Plant's plan. The Plant provides health insurance coverage through Blue Cross and Blue Shield of Massachusetts. The benefits, benefit levels, employee contributions, and employer contributions are governed by Chapter 32 of the Massachusetts General Laws.

# Benefits Provided

The Plant provides medical and prescription drug insurance to retirees and their covered dependents. All active employees who retire from the Plant and meet the eligibility criteria will receive these benefits.

# **Funding Policy**

The Plant's funding policy includes financing the implicit subsidy on a pay-as-you-go basis, as required by statute. Additional contributions are based on annual budget authorizations.

#### Plan Membership

At June 30, 2020, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries	
currently receiving benefit payments	2
Active employees	_6
Total	8

#### **Investments**

#### Rate of Return

For the year ended June 30, 2020, the annual money-weighted rate of return on investments, net of investment expense, was 4.51%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

### **Actuarial Assumptions and Other Inputs**

The net OPEB liability was determined by an actuarial valuation as of July 1, 2019, using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation 2.50% as of June 30, 2020 and for future periods
Salary increases 3.00% annually as of June 30, 2020 and for future periods
Investment rate of return 6.57%, net of OPEB plan investment expense, including inflation.
2.66% as of June 30, 2020 (source: S&P Municipal Bond 20-Year High

Municipal bond rate Grade Index – SAPIHG)

Discount rate 6.00%, net of OPEB plan investment expense, including inflation.

Healthcare cost trend rates Initial Trend of 4.50% for 2020 grading down 0.00% per

year for an ultimate trend rate of 4.50%.

Retirees' share of benefit-related costs 50% of premiums

Participation rate 80% of employees eligible to receive benefits

Mortality rates were based on:

- Pre-Retirement Mortality RP-2014 Mortality Table for Blue Collar Employees projected generationally with scale MP-2016 for males and females, set forward 1 year for females.
- Post-Retirement Mortality RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year for females.
- Disabled Mortality RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year.

The actuarial assumptions used to calculate the actuarial accrued liability and the service cost primarily reflect the latest experience studies of the Massachusetts PERAC issued in 2014.

# **Target Allocations**

The long-term expected rate of return on OPEB 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 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. Best estimates of geometric real rates of return for each major asset class included in the target asset allocation as of June 30, 2020 are summarized in the following table.

	Target	Long-term
	Asset	<b>Expected Real</b>
<u>Asset Class</u>	<u>Allocation</u>	Rate of Returr
Domestic equity - large cap	19.00%	4.80%
Domestic equity - small/mid cap	18.25%	5.29%
International equity - developed market	15.25%	5.45%
International equity - emerging market	7.50%	6.42%
Domestic fixed income	30.50%	2.05%
International fixed income	0.00%	3.00%
Alternatives	7.75%	6.50%
Real Estate	0.00%	6.25%
Cash & Cash Equivalents	1.75%	0.00%
Total	100.00%	

#### Discount Rate

The discount rate used to measure the net OPEB liability was 6.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on those assumptions, the OPEB plan fiduciary net position was not projected to be available to make all projected future benefit payments of current plan members. As a result, a blended discount rate was used based on a combination of the investment rate of return of 6.57% and municipal bond rate of 2.66% (based S&P Municipal Bond 20-Year High Grade Index - SAPIHG as of June 30, 2020).

# **Net OPEB Liability**

The components of the net OPEB liability, measured as of June 30, 2020, were as follows:

Total OPEB liability	\$	684,210
Plan fiduciary net position	_	78,803
Net OPEB liability	\$	605,407
Plan fiduciary net position as a		
percentage of the total OPEB liability		11.52%

The fiduciary net position has been determined on the same basis used by the OPEB Plan. For this purpose, the Plan recognizes benefit payments when due and payable.

# Changes in the Net OPEB Liability

The following summarizes the changes in the net OPEB liability for the past year:

	Increase (Decrease)						
				Plan			
	Total OPEB Fiduciary			Net OPEB			
	Liability		Ne	et Position			Liability
	<u>(a)</u>			<u>(b)</u>			<u>(a) - (b)</u>
Balances, beginning of year	\$ 805,901	Ş	5	51,483		\$	754,418
Changes for the year:							
Service cost	12,361			-			12,361
Interest	46,750			-			46,750
Contributions - employer	-			35,588			(35,588)
Net investment income	-			2,320			(2,320)
Differences between expected							
and actual experience	(130,498)			-			(130,498)
Changes in assumptions or							
other inputs	(39,716)			-			(39,716)
Benefit payments	(10,588)		_	(10,588)		_	-
Net Changes	(121,691)		_	27,320		_	(149,011)
Balances, end of year	\$ 684,210	Ç	÷_	78,803		\$_	605,407

Changes of assumptions and other inputs reflect a change in the discount rate from 5.75% in 2019 to 6.00% in 2020.

Changes in the differences between expected and actual experience reflect an increase in premiums by 1% rather than the expected 10% increase over the two-year period as well as an employee moving from the Water to the Light Plant.

# Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability, as well as what the net OPEB liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current discount rate:

	Current	
1%	Discount	1%
<u>Decrease</u>	<u>Rate</u>	<u>Increase</u>
\$ 702,423	\$ 605,407	\$ 525,797

# Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the net OPEB liability, as well as what the net OPEB liability would be if it as calculated using healthcare cost trend rates that are one percentage-point lower or one percentage-point higher than the current healthcare cost trend rates:

	Current	
	Healthcare	
1%	Cost Trend	1%
<u>Decrease</u>	Rates	<u>Increase</u>
\$ 519,886	\$ 605,407	\$ 710,543

# OPEB Expense and Deferred Outflows of Resources and Deferred (Inflows) of Resources Related to OPEB

For the year ended June 30, 2020, the Plant recognized an OPEB expense of \$(123,475). At June 30, 2020, the Plant reported deferred outflows and (inflows) of resources related to OPEB from the following sources:

	De	eferred	Deferred		
	Out	flows of	(Inflows) of		
	Re:	sources	<u> </u>	Resources	
Difference between expected and					
actual experience	\$	-	\$	(343,809)	
Change in assumptions		-		(264,745)	
Net difference between projected and					
actual OPEB investment earnings		1,866		-	
Total	\$	1,866	\$	(608,554)	

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

Year Ended June 30:		
2021	\$	(178,395)
2022		(178,395)
2023		(159,583)
2024		(79,471)
2025	_	(10,844)
Total	\$	(606,688)

### 15. Special Item

Some of the employees of the Templeton Municipal Light Plant work for both the Water Plant and the Templeton Municipal Light Plant. Since 2001 the Light Plant has charged the Water Plant a portion of these individuals' salaries since they are paid entirely from the Light Plant. Between 2001 and 2011 the Water Plant made intermittent payments to the Light Plant leaving an unpaid balance of \$131,354. Between 2011 and 2017, the Water Plant did not reimburse the Light Plant. Starting in 2018 the Water Department began making monthly reimbursement payments to the Light Plant. In fiscal year 2019 the two entities mutually agreed to write-off the unpaid balance for amounts prior to 2018 which is reported as a special item for \$316,919.

### 16. Subsequent Events

Management has evaluated subsequent events through December 29, 2020, which is the date the financial statements were available to be issued.

### 17. Commitments and Contingencies

#### COVID-19

The COVID-19 outbreak in the United States and across the globe resulted in economic uncertainties. There is considerable uncertainty around the duration and scope of the economic disruption. The extent of the impact of COVID-19 on our operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, special acts or legislation by the state or federal government, and the impact on our taxpayers, customers, employees, and vendors, all of which are uncertain and cannot be predicted. At this point, the extent to which COVID-19 may impact our financial condition or results of operations in uncertain.

Required Supplementary Information
Schedule of Proportionate Share of the Net Pension Liability (GASB 68)
June 30, 2020
(Unaudited)

#### Worcester Regional Retirement System

Fiscal <u>Year</u>	Measurement <u>Date</u>	Proportion of the Net Pension <u>Liability</u>	Proportionate Share of the Net Pension <u>Liability</u>	Covered <u>Payroll</u>	Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position Percentage of the Total Pension Liability
June 30, 2020	December 31, 2019	0.0830%	\$738,515	\$ 226,607	325.90%	47.40%
June 30, 2019	December 31, 2018	0.0858%	\$777,958	\$ 232,825	334.14%	43.05%
June 30, 2018	December 31, 2017	0.0835%	\$680,505	\$ 213,747	318.37%	46.40%
June 30, 2017	December 31, 2016	0.0562%	\$470,795	\$ 381,136	123.52%	42.00%
June 30, 2016	December 31, 2015	0.1124%	\$797,955	\$ 365,922	218.07%	44.52%
June 30, 2015	December 31, 2014	0.1525%	\$907,704	\$ 348,393	260.54%	47.94%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Required Supplementary Information Schedule of Pension Contributions (GASB 68) June 30, 2020 (Unaudited)

Worcester Regional Retirement System

					ributions in tion to the					
		Con	tractually	Con	tractually	Cont	ribution		Contributions as	
Fiscal	Measurement	R	equired	Required		Deficiency		Covered	a Percentage of	
<u>Year</u>	<u>Date</u>	Contribution		<b>Contribution</b>		(Excess)		<u>Payroll</u>	Covered Payroll	
June 30, 2020	December 31, 2019	\$	50,517	\$	50,517	\$	-	\$ 226,607	22.29%	
June 30, 2019	December 31, 2018	\$	47,766	\$	47,766	\$	-	\$ 232,825	20.52%	
June 30, 2018	December 31, 2017	\$	42,227	\$	42,227	\$	-	\$ 213,747	19.76%	
June 30, 2017	December 31, 2016	\$	27,703	\$	27,703	\$	-	\$ 381,136	7.27%	
June 30, 2016	December 31, 2015	\$	50,576	\$	50,576	\$	-	\$ 365,922	13.82%	
June 30, 2015	December 31, 2014	\$	60,282	\$	60,282	\$	-	\$ 348,393	17.30%	

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Required Supplementary Information
Other Post-Employment Benefits (OPEB)
Schedule of Changes in Net OPEB Liability (GASB 74 and 75)
(Unaudited)

		<u>2020</u>		<u>2019</u>		<u>2018</u>		<u>2017</u>
Total OPEB Liability								
Service cost	\$	12,361	\$	19,401	\$	35,802	\$	44,139
Interest on unfunded liability - time value of \$		46,750		36,709		35,230		48,861
Differences between expected and actual experience		(130,498)		-		-		(494,308)
Changes of assumptions		(39,716)		(355,462)		-		-
Benefit payments, including refunds of member contributions	_	(10,588)	_	(9,720)	-	(8,374)	-	(11,163)
Net change in total OPEB liability		(121,691)		(309,072)		62,658		(412,471)
Total OPEB liability - beginning	_	805,901	_	1,114,973		1,052,315	-	1,464,786
Total OPEB liability - ending (a)		684,210		805,901		1,114,973		1,052,315
Plan Fiduciary Net Position								
Contributions - employer		35,588		34,720		33,374		11,163
Net investment income		2,320		1,727		(244)		-
Benefit payments, including refunds of member contributions	_	(10,588)	_	(9,720)		(8,374)	_	(11,163)
Net change in plan fiduciary net position		27,320		26,727		24,756		-
Plan fiduciary net position - beginning	_	51,483	_	24,756		-	-	-
Plan fiduciary net position - ending (b)	_	78,803	-	51,483		24,756	=	-
Net OPEB liability (asset) - ending (a-b)	\$_	605,407	\$	754,418	\$	1,090,217	\$	1,052,315

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

See notes to the Plant's financial statements for summary of significant actuarial methods and assumptions.

See Independent Auditors' Report.

# Required Supplementary Information Other Post-Employment Benefits (OPEB) Schedules of Net OPEB Liability, Contributions, and Investment Returns (GASB 74 and 75) (Unaudited)

		<u>2020</u>		<u>2019</u>		2018		<u>2017</u>
Schedule of Net OPEB Liability								
Total OPEB liability Plan fiduciary net position	\$	684,210 78,803	\$	805,901 51,483	\$_	1,114,973 24,756	\$	1,052,315 -
Net OPEB liability	\$_	605,407	\$_	754,418	\$_	1,090,217	\$_	1,052,315
Plan fiduciary net position as a percentage of the total OPEB liability		11.52%		6.39%		2.22%		0.00%
Covered employee payroll	\$	431,319	\$	408,998	\$	385,519	\$	376,900
Participating employer net OPEB liability (asset) as a percentage of covered employee payroll		140.4%		184.5%		282.8%		279.2%
		<u>2020</u>		<u>2019</u>		<u>2018</u>		<u>2017</u>
Schedule of Contributions								
Actuarially determined contribution	\$	53,854	\$	69,850	\$	92,692	\$	97,832
Contributions in relation to the actuarially determined contribution	_	35,588	_	34,720	_	33,374	_	11,163
Contribution deficiency	\$_	18,266	\$_	35,130	\$_	59,318	\$_	86,669
Covered employee payroll	\$	431,319	\$	408,998	\$	385,519	\$	376,900
Contributions as a percentage of covered employee payroll		8.3%		8.5%		8.7%		3.0%
Schedule of Investment Returns		<u>2020</u>		<u>2019</u>		<u>2018</u>		<u>2017</u>
Annual money weighted rate of return, net of investment expense		4.51%		6.98%		-0.10%		0.00%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.

See notes to the Plant's financial statements for summary of significant actuarial methods and assumptions.

See Independent Auditors' Report.

Schedule of Water Operations Expenses For the Years Ended June 30, 2020 and 2019

		<u>2020</u>		2019
Operation Expenses				
Chemical and water testing	\$	56,183	\$	31,561
Electricity		57,252		57,910
Insurance		28,520		22,082
Materials and supplies		43,645		51,873
Miscellaneous		15,617		21,915
Office expense		24,005		28,315
Outside services		64,800		47,656
Salaries and benefits		296,130		439,128
Transportation	_	11,838	-	11,116
Total Operation Expenses	\$_	597,990	\$_	711,556