

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**YEAR ENDED JUNE 30, 2018**

CliftonLarsonAllen LLP



WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING



**STATE OF NEW MEXICO**  
**BUCKMAN DIRECT DIVERSION PROJECT**  
**WATER TREATMENT FACILITY OPERATIONS**  
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**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
OFFICIAL ROSTER  
YEAR ENDED JUNE 30, 2018**

**ELECTED OFFICIALS**

Peter Ives	Chairperson of the BDD Board, City Councilor
Michael Harris	Councilor, City of Santa Fe
Anna Hamilton – (Vice Chair)	Commissioner, Santa Fe County
Anna Hansen	Commissioner, Santa Fe County Alternate
Henry Roybal	Commissioner, Santa Fe County
Ms. Dennis Fort	Member At-Large
Mr. J.C. Helms	Member Alternate At-Large
JoAnne Vigil Coppler	City Councilor Alternate
Mr. Tom Egelhoff	Las Campanas, nonvoting member
Ginny Selvin	Las Campanas, Alternate

**FISCAL AGENT ADMINISTRATION**

Mary T. McCoy	Finance Director, City of Santa Fe
Teresita Garcia	Assistant Finance Director, City of Santa Fe
Erica Martinez	Senior Financial Analyst, City of Santa Fe

**BUCKMAN ADMINISTRATION**

Charles Vokes	Facility Manager, Buckman
Mackie Romero	Fiscal Manager and Business Administrator, Buckman

## INDEPENDENT AUDITORS' REPORT

### Board Members

Santa Fe County, City of Santa Fe, Las Campanas,  
Buckman Direct Diversion Project  
Water Treatment Facility Operations, and  
Mr. Wayne Johnson, New Mexico State Auditor  
Santa Fe, New Mexico

### Report on the Financial Statements

We have audited the accompanying financial statements of business-type activities of the Buckman Direct Diversion Project Water Treatment Facility Operations (Buckman) as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Buckman's basic financial statements, as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

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

### *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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 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 Buckman'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 Buckman'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 financial statement presentation.

Board Members  
Santa Fe County, City of Santa Fe, Las Campanas,  
Buckman Direct Diversion Project  
Water Treatment Facility Operations, and  
Mr. Wayne Johnson, New Mexico State Auditor

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of business-type activities of Buckman as of June 30, 2018, and the changes in financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 10 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.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Buckman's basic financial statements. The Schedules listed under Supplementary Information in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. The Supplementary Information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Board Members  
Santa Fe County, City of Santa Fe, Las Campanas,  
Buckman Direct Diversion Project  
Water Treatment Facility Operations, and  
Mr. Wayne Johnson, New Mexico State Auditor

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

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2018, on our consideration of Buckman’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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Buckman’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Buckman’s internal control over financial reporting and compliance.



**CliftonLarsonAllen LLP**

Albuquerque, New Mexico  
December 17, 2018

**BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

Management's discussion and analysis (MDA) of the Buckman Direct Diversion Project – Water Treatment Facility Operations is designed to provide an overview of Buckman Direct Diversion's financial activity for the year ended June 30, 2018.

Under a joint powers agreement dated January 15, 2005 for the Buckman Direct Diversion (BDD), the City of Santa Fe (City) joined Santa Fe County (County) to design and construct the Buckman Direct Diversion Project in order to divert surface water from the Rio Grande River to the independent water systems of the City and the County. Other project participants include the Las Campanas Water and Sewer Cooperative and the Club at Las Campanas (Las Campanas Entities). Construction of the facility was completed by the end of December 31, 2010. Operations of the facility commenced on May 2, 2011. Operations are fully funded by the City, County, and Las Campanas Entities who are billed pursuant to the Facility Operations and Procedures Agreement (FOPA) dated October 16, 2006.

The BDD operates pursuant to the Facility Operations and Procedures Agreement for the Buckman Direct Diversion Project between the City of Santa Fe Santa Fe County and Las Campanas Entities with the City of Santa Fe acting as fiscal agent, per the Project Management and Fiscal Services Agreement (PMFSA). A board of directors has been established and delegated all powers necessary to oversee both the management and operations of the BDD. The board is comprised of two members of the governing body of the City (along with an alternate), two members of the governing body of the County (along with one alternate), one non-voting member of the Las Campanas Entities (along with one alternate) and one citizen member at large (along with one alternate) appointed by a majority vote of the four other voting members.

### **Financial Highlights**

- In 2018 the Buckman Direct Diversion provided 2,003,030,000 gallons of water to the project partners.
- The Buckman Direct Diversion Board authorized \$180,000 of funding from restricted cash of the Major Repair and Replacement Fund to rebuild pumps at the Raw Water Lift Station facility.
- The Buckman Direct Diversion Board received a 2005 Sterling LT (roll off bin truck) from Santa Fe County; this donation saved the Board an estimated \$208,000.

### **Overview of the Financial Statements**

This discussion and analysis are intended to serve as an introduction of the BDD's basic financial statements. The BDD's financial statements are comprised of basic financial statements, notes to the financial statements and other information. The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements.

The BDD operates under the accrual basis of accounting, required for State and Local Governments' enterprise operations. The BDD's operating fund utilizes cost codes to track expenditures for proper allocation and billing to the City, County, and Las Campanas Entities.

**BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

**Proprietary Fund**

The BDD operates as proprietary fund for regional water supply with all operating costs covered by reimbursements to the City, County, and Las Campanas Entities. Proprietary funds are used for activities that are financed and operated in a manner similar to a private business enterprise. The intent of the BDD Board of Directors is to ensure the costs (expenses) of providing services, in this case, regional water supply on a continuing basis be financed or recovered through billings.

Proprietary financial statements are designed to provide readers with a broad overview of the BDD's finances, in a manner similar to a private-sector business.

**Budgets**

The BDD's annual operating budget is adopted on annual basis and includes annual contributions to the Emergency Reserve Fund and Major Repair and Replacement fund based on yearly targeted balances. The annual budget is recommended by the BDD Board to be approved by the governing bodies of our participating partners. Once the budget has been approved by the governing bodies the budget is formally adopted by the BDD Board. The annual operating budget is budgeted by major category; any adjustments between major categories must be approved by the BDD Board.

The budget is prepared on another comprehensive basis of accounting other than the accrual basis required by GAAP.

There were no major changes to the fiscal year 2018 annual operating budget in comparison to the final fiscal year 2017 annual operating budget.



**BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

**Statement of Net Position**

The statement of net position presents information on all of Buckman Direct Diversion's assets, liabilities, and net position

The following table provides condensed financial information related to BDD's net assets as of June 30, 2018 as compared to June 30, 2017.

**Statement of Net Position  
Fiscal Year Ended June 30, 2018 and June 30, 2017**

	2018	2017	Amount Change	% Change
<b>ASSETS</b>				
Current Assets	\$ 11,507,424	\$ 5,492,155	\$ 6,015,269	110%
Capital Assets, Net	8,476,279	8,229,807	246,472	3%
Total Assets	<u>\$ 19,983,703</u>	<u>\$ 13,721,962</u>	<u>\$ 6,261,741</u>	46%
<b>LIABILITIES</b>				
	\$ 7,372,097	\$ 1,286,987	\$ 6,085,110	473%
<b>NET POSITION</b>				
Net Investment in Capital Assets	8,476,279	8,229,807	246,472	3%
Restricted for:				
Emergency Reserves	2,063,495	2,035,111	28,384	1%
Major Repair and Replacement Reserves	1,570,854	1,657,304	(86,450)	-5%
Unrestricted	500,978	512,753	(11,775)	-2%
Total Net Position	<u>12,611,606</u>	<u>12,434,975</u>	<u>176,631</u>	1%
<b>TOTAL LIABILITIES AND NET POSITION</b>	<u>\$ 19,983,703</u>	<u>\$ 13,721,962</u>	<u>\$ 6,261,741</u>	46%

The statement of net position reports comparison activity of the current and previous fiscal years of operations. The change of current assets is due to a reduction of cash and an increase in accounts receivable, as it relates to amounts due from the participating partners. The change in current liabilities represents unearned revenues for amounts paid by the participating partners in excess of costs due to prebiling estimates. The capital assets held by BDD represent a portion of the original construction cost of the BDD Project, excluding assets reported on the City of Santa Fe and Santa Fe County's financial statements. All new assets purchased by BDD are reported as capital assets.

**BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

**Statement of Revenues, Expenses, and Changes in Net Position**

The following table provides condensed financial information related to BDD's changes in net position for the year ended June 30, 2018 as compared to the year ended June 30, 2017 as restated.

**Statement of Revenues, Expenses, and Changes in Net Position  
Fiscal Year Ended June 30, 2018 and June 30, 2017**

	2018	2017	Amount Change	% Change
<b>OPERATING REVENUES</b>				
Reimbursements:				
City of Santa Fe	\$ 5,450,971	\$ 4,786,062	\$ 664,909	14%
Santa Fe County	1,748,983	1,630,319	118,664	7%
Las Campanas Entities	342,783	227,256	115,527	51%
PNM Solar Rebates	178,164	82,049	96,115	117%
Grants-Federal	90,059	22,785	67,274	295%
Total Operating Revenues	<u>7,810,960</u>	<u>6,748,471</u>	<u>1,062,489</u>	<u>16%</u>
<b>OPERATING EXPENSES</b>				
Buckman Direct Diversion Project Operations	7,389,391	6,447,410	941,981	15%
Habitat Restoration and Compliance	21,695	26,493	(4,798)	-18%
Major Repairs	225,276	85,305	139,971	164%
Emergencies	-	25,000	(25,000)	-100%
Total Operating Expenses	<u>7,636,362</u>	<u>6,584,208</u>	<u>1,052,154</u>	<u>16%</u>
<b>OPERATING INCOME</b>	174,598	164,263	10,335	6%
<b>NONOPERATING REVENUES</b>				
Investment Income	<u>2,033</u>	<u>1,734</u>	<u>299</u>	<u>17%</u>
<b>CHANGE IN NET POSITION</b>	176,631	165,997	10,634	6%
Net Position - Beginning of Year,	12,434,975	12,268,978	165,997	1%
<b>NET POSITION - END OF YEAR</b>	<u>\$ 12,611,606</u>	<u>\$ 12,434,975</u>	<u>\$ 176,631</u>	<u>1%</u>

The BDD's revenues include reimbursements from the City, the County, and Las Campanas Entities (project participants) for fixed, variable and project wide costs, which are billed pursuant to the JPA and the FOPA.

Operating expenses consists of salaries, utilities, chemicals, other operating costs, materials and supplies and a fiscal agent fee. Expenses should approximate revenues as all operating costs are billed to the partners.

**BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

BDD has received federal funding from the Department of Energy for the BDD Location Sampling program which is passed thru the City of Santa Fe as fiscal agent. BDD also receives PNM Solar Rebate revenue for over production of our solar photovoltaic system at our water treatment plant location. The revenue received is used to support a portion of BDD solar expenses.

The BDD has restricted cash held for specific purposes related to the BDD's emergency reserve fund policy and repair and replacement fund policy. All expenditures must be authorized by the BDD Board and must meet criteria as established per the policy.

**Partner Reimbursements/Restricted Cash**

Participating partners are billed monthly, quarterly, and pre-billed for reimbursement or prepayment of all operating costs per the BDD Working Capital & Billing Policy. In order to secure resources assuring BDD's ability to cover major repairs and replacement of system equipment, BDD has established an annual partner contribution to be fully funded by the end of each fiscal year.

The following table shows the balances outstanding from each partner or partner credit balance as of June 30, 2018. Application of any credits to outstanding accounts receivable must be approved by the partners.

	City of Santa Fe	Santa Fe County	Las Campanas Club	Las Campanas CoOp	Total
<b>Partner Receivables</b>	\$ 5,847,684	\$ 1,906,609	\$ 258,774	\$ 55,460	\$ 8,068,527
<b>Partner Credits</b>	423,384	(336,193)	(33,447)	(8,489)	45,255
<b>Net Total</b>	<u>\$ 6,271,068</u>	<u>\$ 1,570,416</u>	<u>\$ 225,327</u>	<u>\$ 46,971</u>	<u>\$ 8,113,782</u>

The BDD expects to fully collect all outstanding receivables and refund any partner credits.

**Items Expected to Have a Significant Effect for Fiscal Year 2018**

The Buckman Direct Diversion is expected to operate successfully and will continue to adaptively manage water deliveries to meet changes in partner demands. The ability to meet partner demand can be affected by circumstances beyond the control of the BDD. The BDD will not operate when suspended solids concentrations in the Rio Grande exceed a threshold value or when the Los Alamos National Laboratory Early Notification System indicates the Rio Grande may be influenced by runoff from Los Alamos Canyon. During periods of inability to fulfill water delivery orders, the City will supply both its own and in accordance with the County/City Water Resource Agreement, the County's potable water demands from stored drinking water and its other sources of water supply.

**Capital Assets and Debt Administration**

Total capital assets, net of depreciation, for BDD make up 42.5% of BDD's total assets. Refer to Note 6 for information about capital assets.

Total compensated absences at June 30, 2018 are \$143,318 and expected to be paid within one year.

**BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

**Requests for Information**

The financial report is designed to provide a general overview of BDD's finances for those interested in government enterprise finances. Questions concerning any of the information provided or requests for additional financial information should be addressed to the Buckman Direct Diversion, 341 Caja Del Rio Rd. Santa Fe, NM 87506, BDD also maintains a website at [www.bddproject.org](http://www.bddproject.org).

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
STATEMENT OF NET POSITION  
JUNE 30, 2018**

<b>ASSETS</b>	<u>Business-Type Activity</u>
<b>CURRENT ASSETS</b>	
Cash, Investments, and Cash Equivalents	\$ 178,197
Restricted Cash:	
Emergencies	2,058,266
Major Repair and Replacement	964,547
Partner's Accounts Receivable:	
City of Santa Fe	5,847,684
Santa Fe County	1,906,609
Las Campanas Club	258,774
Las Campanas Coop	55,460
Interest Receivable	9,498
Other Receivable (includes Pass-through grant)	119,954
Chemical Inventory	108,435
Total Current Assets	<u>11,507,424</u>
<b>NONCURRENT ASSETS</b>	
Capital Assets	10,314,728
Accumulated Depreciation	<u>(1,838,449)</u>
Total Noncurrent Assets	<u>8,476,279</u>
Total Assets	<u><u>\$ 19,983,703</u></u>
<b>LIABILITIES AND NET POSITION</b>	
<b>CURRENT LIABILITIES</b>	
Cash Overdraft	\$ 5,389,848
Partner's Credit Balances:	
City of Santa Fe	423,384
Santa Fe County	336,193
Las Campanas Club	33,447
Las Campanas Coop	8,489
Accounts Payable	931,520
Intergovernmental Payable	-
Accrued Payroll	105,898
Compensated Absences	143,318
Total Current Liabilities	<u>7,372,097</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	8,476,279
Restricted for:	
Emergency Reserves	2,063,495
Major Repair and Replacement Reserves	1,570,854
Unrestricted	500,978
Total Net Position	<u>12,611,606</u>
Total Liabilities and Net Position	<u><u>\$ 19,983,703</u></u>

See accompanying Notes to Financial Statements.

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION  
YEAR ENDED JUNE 30, 2018**

	<u>Business-Type Activity</u>
<b>OPERATING REVENUES</b>	
Reimbursements:	
City of Santa Fe	\$ 5,450,971
Santa Fe County	1,748,983
Las Campanas Club	261,354
Las Campanas Coop	81,429
PNM Solar Rebates	178,164
Grants-Federal	90,059
Total Operating Revenues	<u>7,810,960</u>
<b>OPERATING EXPENSES</b>	
Buckman Direct Diversion Project Operations	7,389,391
Habitat Restoration and Compliance	21,695
Major Repairs	225,276
Emergencies	-
Total Operating Expenses	<u>7,636,362</u>
<b>OPERATING INCOME</b>	174,598
<b>NONOPERATING REVENUES</b>	
Investment Income	<u>2,033</u>
<b>CHANGE IN NET POSITION</b>	176,631
Net Position - Beginning of Year	<u>12,434,975</u>
<b>NET POSITION - END OF YEAR</b>	<u><u>\$ 12,611,606</u></u>

See accompanying Notes to Financial Statements.

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
STATEMENT OF CASH FLOWS  
YEAR ENDED JUNE 30, 2018**

	<u>Business-Type Activity</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Cash Received from Partners and PNM	\$ 988,862
Cash Paid to Suppliers for Goods and Services	(3,893,756)
Cash Paid for Personnel Reimbursements	<u>(2,917,762)</u>
Net Cash Used by Operating Activities	(5,822,656)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Acquisition and Construction of Capital Assets	(545,082)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Investment Income	<u>2,033</u>
<b>NET DECREASE IN CASH AND CASH EQUIVALENTS</b>	(6,365,705)
Cash and Cash Equivalents - Beginning of Year	<u>4,176,868</u>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>	<u><u>\$ (2,188,837)</u></u>
<b>RECONCILIATION OF OPERATING LOSS TO NET CASH USED BY OPERATING ACTIVITIES</b>	
Operating Income	\$ 174,598
Adjustments to Reconcile Operating Loss to Net Cash Provided by Operating Activities:	
Depreciation Expense	298,611
Changes in Assets and Liabilities:	
Increase in Partner's Accounts Receivable	(6,870,676)
Increase in Partner's Credit Balances	610,720
Increase in Other Receivables	(129,452)
Decrease in Chemical Inventory	9,001
Increase in Accounts Payable	355,545
Decrease in Intergovernmental Payable	(288,724)
Increase in Accrued Wages and Compensated Absences	17,721
Net Cash Used by Operating Activities	<u><u>\$ (5,822,656)</u></u>

See accompanying Notes to Financial Statements.

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 ORGANIZATION**

Under a joint powers agreement for the Buckman Direct Diversion Project dated January 11, 2005 (JPA), the City of Santa Fe (City) joined Santa Fe County (County) to design and construct the Buckman Direct Diversion Project in order to divert surface water from the Rio Grande River to the independent water systems of the City and County to reduce reliance on over-taxed ground water resources. Operations of the Buckman Direct Diversion Water Treatment Facility (Buckman) commenced May 15, 2011. The Buckman site is located 15 miles northwest of Santa Fe, approximately three miles downstream from where Route 3 crosses the Rio Grande River at the Otowi Bridge. Buckman is considered under the provisions of the Joint Powers Act to be an entity separate from the individual parties named in the JPA as prescribed by State Statute Section II 1-5(B) NMSA 1978. The City and County each own 50% of the diversion facilities of Buckman and have established a board to oversee the planning, procurement, financing, permitting, design, and construction of the Buckman Direct Diversion Project as well as the operations and management of Buckman. The board is comprised of two members of the governing body of the City of Santa Fe, two members of the governing body of Santa Fe County Commissioners, and one citizen member at large appointed by a majority vote of the four other members. Other project participants include Las Campanas Limited Partnership (which includes the Las Campanas Club and Las Campanas CoOp), who retains no ownership interest in Buckman but pays for its proportional share of that system (diversion structure, sediment pond, and related infrastructure) it actually uses. The City of Santa Fe, Santa Fe County, and Las Campanas Limited Partnership are referred to in these financial statements as the user partners. Buckman Direct Diversion Project is jointly owned by the City of Santa Fe and the County of Santa Fe. Construction of the facility was completed in December 2010 and the project was completed under the terms of the construction contract on May 15, 2011 which is the approximate date upon which operations commenced.

**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

This summary of significant accounting policies of Buckman is presented to assist in the understanding of the Buckman's financial statements. The financial statements and notes are the representation of Buckman's management who is responsible for their integrity and objectivity. The financial statements of Buckman have been prepared in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) as applies to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

**Financial Reporting Entity**

The financial reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. In evaluating how to define Buckman for financial reporting purposes, management has considered all potential component units.



**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Financial Reporting Entity (Continued)**

Buckman does not have any component units required to be reported under the GASB codification.

**Enterprise Fund Financial Statements**

Buckman is a single purpose government entity and has only business-type activities. In the statement of net position, activities are presented on a consolidated basis and are reflected on the full accrual, economic resource basis, which incorporates long-term assets and receivables as well as long-term debt and obligations. Buckman's net position are reported in three parts – net investment in capital assets, restricted net position, and unrestricted net position.

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The accounts of Buckman are organized on the basis of a proprietary or enterprise fund. Enterprise funds are used to account for those operations that are financed and operated in a manner similar to private business or where the board has decided that the determination of revenues earned, costs incurred, and/or net income is necessary for management accountability. Enterprise funds are accounted for on the flow of economic resources, measurement focus, and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Grants and similar items are recognized as revenue as soon as eligibility requirements imposed by the provider have been met. In fiscal year 2018, Buckman received a grant award from the U.S. Department of Energy for water quality monitoring activities. The total award was \$90,059 incurred against the grant during fiscal year 2018.

Enterprise funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operations. The principal operating revenue of Buckman's enterprise fund is reimbursements from user partners for the cost of operations. Operating expenses for enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Assets, Liabilities, and Net Position**

Buckman reports the following enterprise fund:

*The Buckman Direct Diversion Project Operations Enterprise Fund* is used to account for the operations of the Buckman Regional Water Treatment Plant and other Buckman related facilities and reimbursements from user partners.

When both restricted and unrestricted resources are available for use, it is Buckman's policy to use restricted resources first, then unrestricted resources as they are needed.

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**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position (Continued)**

Cash, Investments, and Cash Equivalents

Cash is pooled into one common account maintained by the City of Santa Fe, Buckman's fiscal agent, in order to maximize investment opportunities. Buckman's monies deposited in the pooled cash account have equity therein, and interest earned on any of the investment of these monies is allocated based upon relative equity at month-end. Cash and cash equivalents are considered to be a share of the City's pooled cash and short-term investments with original maturities of three months or less from the date of acquisition. Please refer to the City of Santa Fe's financial statements for the year ended June 30, 2018 for a complete description of permissible investments and risk disclosures concerning cash investments.

Partner's Accounts Receivables/Partner's Credit Balances

A prebilling precedes the month of billing on an estimated basis for cash flow purposes based on the monthly approved budget. Outstanding amounts owed to Buckman from prebilling activities are reported as Partner's Accounts Receivable in the statement of net position. Revenue from the user partners is recognized each month based on the monthly expenses that have been incurred. A final billing is made based on actual costs and expenses incurred for fixed, variable, and project-wide costs. Amounts paid by partners in excess of final invoiced amounts are recorded as partner's credit balances in the statement of net position and used to offset future billings.

Chemical Inventory

Chemical inventory recorded in Buckman's enterprise fund is stated at the lower of cost of market and totals \$108,435 at June 30, 2018. The cost of consumption is billed to each individual partner monthly, and is determined using the average cost method.

Capital Assets

Capital assets are recorded at cost. The fiscal agent's (City of Santa Fe) policy is to capitalize all assets with a cost of \$5,000 or greater. Major outlays for capital assets and improvements are capitalized as projects as they are constructed. Capital assets are depreciated using the straight-line method over the following estimated useful lives as follows:

	<u>Years</u>
Buildings and Structures	50
Equipment and Machinery	7
Vehicles	8
Data Processing Equipment	3

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**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position (Continued)**

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures including the useful lives of depreciable assets and the estimated usage of leave balances by employees. Accordingly, actual results could differ from those estimates.

Compensated Absences

It is the Fiscal Agent's (City of Santa Fe) policy to permit employees to accumulate earned but unused vacation, compensatory hours, and sick pay benefits. Compensated absences are those absences for which employees will be paid, such as vacation, sick leave, and overtime. A liability for compensated absences that are attributable to services already rendered and that are not contingent on a specific event that is outside the control of Buckman and its employees is accrued as employees earn the right to the benefits. Compensated absences that relate to future services or that are contingent on a special event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or when such events take place. Compensated absences are recorded as an expense and a liability of Buckman.

Pensions/Postemployment Benefits

Buckman is allocated a portion of the pension expense that is paid by the City, as Buckman's fiscal agent. Buckman is not considered an employer with full-time employees. As outlined in the Project Management/Fiscal Agent Agreement (Note 12), the City of Santa Fe (City), as Buckman's Fiscal Agent, provides Buckman with City employees to maintain Buckman operations. The City is a contributing employer to a cost sharing multiple employer defined benefit pension plan administered by the Public Employees Retirement Association (PERA). Disclosure requirements for Buckman apply to the City as a whole, and as such, this information will be presented in the Comprehensive Annual Financial Report (CAFR) of the City of Santa Fe. Information concerning the net pension liability, pension expense, and pension-related deferred inflow and outflow of resources of the primary government will be contained in the CAFR and will be available, when issued, from City of Santa Fe.

Postemployment Benefits are administered by NM Retiree Health Care Authority (RHCA), the City and Buckman have the same arrangement for these benefits as outlined above for PERA. The liability, expense and deferred inflows and outflows are contained in the City's CAFR.

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**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position (Continued)**

Minimum Restricted Net Position Policies

The Emergency reserve and Repair and Replacement reserve are reserve funds that were approved by the board on February 3, 2011. Both the Emergency reserve and the Repair and Replacement reserve are to be funded through specific contributions from the user partners and utilized for specified purposes. The Emergency reserve target balance is \$2,000,000 and was funded over a two-year period and fully funded at June 30, 2014. For the Repair and Replacement reserve, Buckman approved \$626,706 in annual partner contributions for fiscal year 2018. There was also interest additions of \$23,174, for total contributions of \$649,880. During fiscal year 2018, \$736,329 was utilized for combined emergency and repair purposes.

The board approved the Emergency Fund Reserve policy and the Major Repair and Replacement Fund policy on February 3, 2011.

Equity Classifications

Government-Wide Statements

Equity is classified as net position and displayed in three components:

- a. Net Investment in Capital Assets - Net position invested in capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted Net Position - Consist of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors/partners, or laws or regulation of other governments; or (2) law through constitutional provisions or enabling legislation. Buckman's restricted net position balances are a result of the Emergency Fund Policy and Major Repair and Replacement Fund Policy, described below:

Emergency Reserve Fund Policy

In order to secure resources assuring Buckman's timely response to emergencies, which could potentially threaten, reduce, or eliminate Buckman's capacity to meet its customers' demands, Buckman established an accumulation target amount of \$2,000,000 to fund the emergency reserve fund. While insurance may provide reimbursement of costs associated with some emergency situations, the Emergency Reserve Fund will provide an immediate infusion of the fund that are necessary to address the situation without having to first solicit funding from the partners. The total amount funded at June 30, 2018 was \$2,063,495.

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**NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Assets, Liabilities, and Net Position (Continued)**

Equity Classifications (Continued)

Major Repair and Replacement Fund Policy

In accordance with the Buckman's intergovernmental agreements and in order to secure resources assuring Buckman's ability to cover the repair and replacement cost of capital assets already in existence within Buckman, this policy ensures funding is available to repair or replace capital equipment when the capital equipment has reached the end of its effective useful life. Buckman established an accumulation target of \$411,812 in annual contributions, in 2017 the board approved an increase of \$214,894 for a total contribution of \$626,706 to be fully funded by the end of each fiscal year. The total amount funded as of June 30, 2018 was \$1,570,854

- c. Unrestricted Net Position - All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

**NOTE 3 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**Budgetary Information**

Buckman's annual operating budget for the enterprise fund is adopted on a basis other than generally accepted accounting principles (Non-U.S. GAAP basis). Depreciation is not budgeted for the enterprise fund. The budget includes both the proposed City and County portions and requires approval from both the City Council and the Santa Fe County Commission. The budget must also be approved by Buckman's board. The budget and any adjustments are subject to the regular budget requirements and calendar cycles of the City and the County. Budgetary control is at the fund level for the enterprise fund. Encumbrances (purchase orders, contracts, and other commitments for the expenditure of resources) outstanding at year-end are carried forward to the new fiscal year and do not constitute expenses or liabilities because the commitments will be re-appropriated and honored during the subsequent year.

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**NOTE 4 CASH, INVESTMENTS, AND CASH EQUIVALENTS**

Buckman does not have a separate bank account. At June 30, 2018, Buckman had a net cash overdraft totaling \$2,188,838, which represents Buckman's portion in cash and investment pooled accounts maintained by the City of Santa Fe. The City invests its pooled cash into U.S. Government securities, repurchase agreements, municipal bonds, certificates of deposit, the State Treasurer's investment pool, and U.S. Government security mutual funds. Please refer to the comprehensive annual financial report for the City of Santa Fe, New Mexico, for the disclosure information regarding the custodial credit risk and other risks that may apply. The report may be obtained from the City by contacting the assistant finance director at 200 Lincoln Avenue, P.O. Box 909 Santa Fe, New Mexico 87504-0909.

**NOTE 5 PARTNERS' ACCOUNTS RECEIVABLE/PARTNERS' CREDIT BALANCES**

The following table shows the balances outstanding from each partner or partner credit balance as of June 30, 2018.

Partners' Accounts Receivable					
	City of Santa Fe	Santa Fe County	Las Campanas	Las Campanas CoOp	Total
Buckman Operations	\$ 5,804,384	\$ 1,906,609	\$ 258,774	\$ 55,460	\$ 8,025,227
Pass-Through Grant	43,300	-	-	-	43,300
Total	<u>\$ 5,847,684</u>	<u>\$ 1,906,609</u>	<u>\$ 258,774</u>	<u>\$ 55,460</u>	<u>\$ 8,068,527</u>
Partners' Credit Balances					
	City of Santa Fe	Santa Fe County	Las Campanas	Las Campanas CoOp	Total
Buckman Operations	<u>\$ 423,384</u>	<u>\$ 336,193</u>	<u>\$ 33,447</u>	<u>\$ 8,489</u>	<u>\$ 801,513</u>

No allowance for doubtful accounts has been recorded, as Buckman expects to fully collect all outstanding receivables.

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**NOTE 6 CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2018 was as follows:

	Beginning Balance June 30, 2017	Additions	Deletions	Ending Balance June 30, 2018
<b>Non-Depreciable Capital Assets:</b>				
Construction in Process	\$ 264,967	\$ 511,401	\$ -	\$ 776,368
Total Non-Depreciable Capital Assets	264,967	511,401	-	776,368
<b>Capital Assets Being Depreciated:</b>				
Buildings and Structures	8,737,383	-	-	8,737,383
Equipment and Machinery	208,701	20,492	-	229,193
Vehicles	487,695	-	-	487,695
Data Processing Equipment	70,899	13,190	-	84,089
Total Capital Assets Being Depreciated	9,504,678	33,682	-	9,538,360
<b>Less: Accumulated Depreciation:</b>				
Buildings and Structures	1,048,486	174,748	-	1,223,234
Equipment and Machinery	155,618	29,866	-	185,484
Vehicles	282,901	85,091	-	367,992
Data Processing Equipment	52,833	8,905	-	61,738
Total Accumulated Depreciation	1,539,838	298,610	-	1,838,448
Total Capital Assets Being Depreciated, Net	7,964,840	(264,928)	-	7,699,912
Total Capital Assets	<u>\$ 8,229,807</u>	<u>\$ 246,473</u>	<u>\$ -</u>	<u>\$ 8,476,280</u>

Because of the joint venture agreement between the City of Santa Fe and Santa Fe County, the following amounts are recorded in the City's and County's financial statements and are therefore removed from BDD's financial statements. However, they are assets utilized and purchased solely for BDD.

	Buildings and Structures	Equipment and Machinery	Total
City of Santa Fe	\$ 115,440,642	\$ 4,842,162	\$ 120,282,804
Santa Fe County	101,372,507	-	101,372,507
			<u>221,655,311</u>
Accumulated Depreciation	(21,681,315)	(1,427,245)	(23,108,560)
			<u>\$ 198,546,751</u>

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**NOTE 7 COMPENSATED ABSENCES**

**Business-Type Activity**

Compensated absences for the year ended June 30, 2018 was as follows:

	Balance June 30, 2017	Additions	Deletions	Balance June 30, 2018	Due Within One Year
Compensated Absences	\$ 130,944	\$ 208,000	\$ 195,626	\$ 143,318	\$ 143,318

**NOTE 8 ECONOMIC DEPENDENCE AND RELATED PARTY TRANSACTIONS**

1. Buckman is economically dependent on three entities: City of Santa Fe, Santa Fe County, and Las Campanas (the user partners). These entities account for 100% of its funding for the period ending June 30, 2018.
2. See Note 5 for outstanding balances owed from user partners and credit balances outstanding as of June 30, 2018.
3. The City of Santa Fe as fiscal agent for the Buckman Direct Diversion Project receives a fee of 1% of the annual operating budget of the project. The City of Santa Fe received \$78,883 fees for services as fiscal agent for the year ended June 30, 2018.

**NOTE 9 RISK MANAGEMENT**

Pursuant to the Joint Powers Agreement Section 23, Buckman is required to carry insurance coverage separate and apart from the partner's respective insurance policies. Buckman carries public liability insurance coverage (including directors and officers coverage) consistent with its responsibilities as a public entity under the New Mexico Tort Claims Act, NMSA 1978, Section 41-1-1 with combined single limits of \$1,000,000. Buckman carries a public liability commercial insurance policy with occurrence-based coverage against losses arising out of all operations conducted on the premises, contractual liability coverage, crime, automobile, directors' and officers' coverage, and other appropriate coverages. Buckman carries commercial property insurance on all of Buckman's buildings, structures, equipment, improvements, and vehicles to protect itself from losses arising from fire, earthquake, and flood disasters. Buckman also has commercial insurance for potential losses arising from excess liability and failures to supply materials needed to operate Buckman facilities.

Buckman staff, as employees of the City of Santa Fe, participate in the Santa Fe Health Fund and the Workers' Compensation Fund, which are self-insured programs administered by the fiscal agent. Buckman makes pro rata payments to the City based on actuarial estimates of the amounts needed to pay prior year and current year claims and to establish a reserve for catastrophic losses. Health claims are handled by a professional third-party claims administrator. The fiscal agent maintains specific stop loss coverage for individual



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**NOTE 9 RISK MANAGEMENT (CONTINUED)**

claims in excess of \$200,000 with a \$1,000,000 statutory limit. Workers' compensation claims are handled by a professional, third-party claims administrator. Buckman maintains specific stop loss coverage for individual claims in excess of \$500,000 with a \$1,000,000 statutory limit. There was no reduction in amount of coverage for 2018.

**NOTE 10 PENSION PLAN PUBLIC EMPLOYEE RETIREMENT ASSOCIATION (PERA)**

**General Information about the Pension Plan**

Plan Description

Buckman is not considered an employer with full-time employees. As outlined in the Project Management/Fiscal Agent Agreement (Note 12), the City of Santa Fe (City), as Buckman's Fiscal Agent, provides Buckman with City employees to maintain Buckman operations.

The Public Employees Retirement Fund (PERA Fund) is a cost sharing, multiple employer defined benefit pension plan. This fund has six divisions of members, including State general, State police/adult correction officer, municipal general, municipal police/detention officers, municipal fire, and State legislative divisions, and offers 24 different types of coverage within the PERA plan. All assets accumulated may be used to pay benefits, including refunds of member contributions, to any of the plan members or beneficiaries, as defined by the terms of this plan. Certain coverage plans are only applicable to a specific division. Eligibility for membership in the PERA Fund is set forth in the Public Employees Retirement Act (Chapter 10, Article 11, NMSA 1978). Except as provided for in the Volunteer Firefighters Retirement Act (10-11A-1 to 10-11A-7, NMSA 1978), the Judicial Retirement Act (10-12B-1 to 10-12B-19, NMSA 1978), the Magistrate Retirement Act (10-12C-1 to 10-12C-18, NMSA 1978), and the Educational Retirement Act (Chapter 22, Article 11, NMSA 1978), and the provisions of Sections 29-4-1 through 29-4-11, NMSA 1978 governing the State Police Pension Fund, each employee and elected official of every affiliated public employer is required to be a member in the PERA Fund. PERA issues a publicly available financial report and a comprehensive annual financial report that can be obtained at <http://saonm.org/> using the Audit Report Search function for agency 366.

Benefits Provided

For a description of the benefits provided and recent changes to the benefits, see Note 1 in the PERA audited financial statements for the fiscal year ended June 30, 2017 available at [http://www.nmpera.org/assets/uploads/downloads/comprehensive-annual-financial-reports/2016-CAFR\\_12.22.2017\\_FINAL-with-corrections.pdf](http://www.nmpera.org/assets/uploads/downloads/comprehensive-annual-financial-reports/2016-CAFR_12.22.2017_FINAL-with-corrections.pdf).

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**NOTE 10 PENSION PLAN PUBLIC EMPLOYEE RETIREMENT ASSOCIATION (PERA)  
(CONTINUED)**

**General Information about the Pension Plan (Continued)**

**Contributions**

The contribution requirements of plan members and the board are established in State statute under Chapter 10, Article 11, NMSA 1978. The requirements may be amended by acts of the legislature. For the employer and employee contribution rates in effect for FY15 for the various PERA coverage options, for both Tier I and Tier II, see the tables available in the note disclosures on pages 40 through 42 of the PERA FY16 annual audit report at the following website address:

[https://www.saonm.org/media/audits/366\\_Public\\_Employees\\_Retirement\\_Association\\_FY2017.pdf](https://www.saonm.org/media/audits/366_Public_Employees_Retirement_Association_FY2017.pdf).

The PERA coverage option that applies to the board is municipal general. Statutorily required contributions to the pension plan by the City that were allocated to Buckman were \$399,823 for the year ended June 30, 2018.

Disclosure requirements including schedules of required supplementary information and related notes for governmental funds apply to the primary government as a whole, and as such this information will be presented in the City's Comprehensive Annual Financial Report.

Information concerning the net pension liability, pension expense, and pension-related deferred inflow and outflow of resources of the City will be contained in the City's CAFR and will be available, when issued, from the City of Santa Fe. Questions concerning any of the information provided in the report or request for additional financial information should be addressed to the City Finance Director, P.O. Box 909, City of Santa Fe, New Mexico 87504.

**NOTE 11 POSTEMPLOYMENT BENEFITS – STATE RETIREE HEALTH CARE PLAN**

**Plan Description**

Buckman is not considered an employer with full-time employees. As outlined in the Project Management/Fiscal Agent Agreement (Note 12), the City of Santa Fe (City), as Buckman's Fiscal Agent, provides Buckman with City employees to maintain Buckman operations.

Buckman reimburses the City for contributions made by the City to the New Mexico Retiree Health Care Fund, a cost-sharing multiple-employer defined benefit postemployment healthcare plan administered by the New Mexico Retiree Health Care Authority (RHCA) for employees that are loaned to Buckman. The RHCA provides health care insurance and prescription drug benefits to retired employees of participating New Mexico government agencies, their spouses, dependents, and surviving spouses and dependents. The RHCA board was established by the Retiree Health Care Act (Chapter 10, Article 7C, NMSA 1978).

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**NOTE 11 POSTEMPLOYMENT BENEFITS – STATE RETIREE HEALTH CARE PLAN  
(CONTINUED)**

**Plan Description (Continued)**

The board is responsible for establishing and amending benefit provisions of the healthcare plan and is also authorized to designate optional and/or voluntary benefits like dental, vision, supplemental life insurance, and long-term care policies.

Eligible retirees are 1) retirees who make contributions to the fund for at least five years prior to retirement and whose eligible employer during that period of time made contributions as a participant in the RHCA plan on the person's behalf unless that person retires before the employer's RHCA effective date, in which event the time period required for employee and employer contributions shall become the period of time between the employer's effective date and the date of retirement; 2) retirees defined by the Act who retired prior to July 1, 1990; 3) former legislators who served at least two years; and 4) former governing authority members who served at least four years.

The RHCA issues a publicly available stand-alone financial report that includes financial statements and required supplementary information for the postemployment healthcare plan. That report and further information can be obtained by writing to the Retiree Health Care Authority at 4308 Carlisle NE, Suite 104, Albuquerque, New Mexico 87107.

**Funding Policy**

The Retiree Health Care Act (Section 10-7C-13 NMSA 1978) authorizes the RHCA board to establish the monthly premium contributions that retirees are required to pay for healthcare benefits. Each participating retiree pays a monthly premium according to a service based subsidy rate schedule for the medical plus basic life plan plus an additional participation fee of five dollars if the eligible participant retired prior to the employer's RHCA effective date or is a former legislator or former governing authority member. Former legislators and governing authority members are required to pay 100% of the insurance premium to cover their claims and the administrative expenses of the plan. The monthly premium rate schedule can be obtained from the RHCA or viewed on their website at [www.nmrhca.state.nm.us](http://www.nmrhca.state.nm.us).

The employer, employee, and retiree contributions are required to be remitted to the RHCA on a monthly basis. The statutory requirements for the employer and employee contributions can be changed by the New Mexico State Legislature. Employers that choose to become participating employers after January 1, 1998, are required to make contributions to the RHCA fund in the amount determined to be appropriate by the board.

The Retiree Health Care Act (Section 10-7C-15 NMSA 1978) is the statutory authority that establishes the required contributions of participating employers and their employees. During the fiscal year ended June 30, 2018, the statute required each participating employer to contribute 2.5% of each participating employee's annual salary; each participating employee was required to contribute 1.25% of their salary.

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**NOTE 11 POSTEMPLOYMENT BENEFITS – STATE RETIREE HEALTH CARE PLAN  
(CONTINUED)**

**Funding Policy (Continued)**

In addition, pursuant to Section 10-7C-15(G) NMSA 1978, at the first session of the Legislature following July 1, 2013, the legislature shall review and adjust the distributions pursuant to Section 7-1-6.1 NMSA 1978 and the employer and employee contributions to the authority in order to ensure the actuarial soundness of the benefits provided under the Retiree Health Care Act.

**Benefits Provided**

The Fund is a healthcare plan that provides eligible retirees (including terminated employees who have accumulated benefits but are not yet receiving them), their spouses, dependents, and surviving spouses and dependents with health insurance and prescription drug benefits consisting of a plan, or optional plans of benefits, that can be contributions to the Fund and by co-payments or out-of-pocket payments of eligible retirees.

**Contributions**

Employer and employee contributions to the Fund total 3% for nonenhanced retirement plans and 3.75% of enhanced retirement plans of each participating employee's salary as required by Section 10-7C-15 NMSA 1978.

The contributions are established by statute and are not based on an actuarial calculation. All employer and employee contributions are non-refundable under any circumstance, including termination of the employer's participation in the Fund.

Buckman's contributions to the RHCA for the years ended June 30, 2018, 2017, and 2016 were \$38,937, \$34,622, and \$34,226, respectively, which equal the required contributions for each year.

**NOTE 12 PROJECT MANAGER/FISCAL AGENT AGREEMENT**

In November 2007, the Buckman Direct Diversion (BDD) board entered into an agreement with the City of Santa Fe to act in the capacity as project manager and fiscal agent for the board. Duties of the City include:

**Project Manager**

- Carry out the directives and policies of the BDD board, make recommendations to the BDD board related to the Project; provide support staff for BDD board meetings; contract with independent legal counsel selected by the BDD board; contract with specialized legal counsel as needed to support design, construction, operation, and maintenance of the Project; and, as directed by the BDD board, implement the Project during design and construction and, following completion of construction, manage, operate, and maintain the Project;

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**NOTE 12 PROJECT MANAGER/FISCAL AGENT AGREEMENT (CONTINUED)**

**Project Manager (Continued)**

- Seek and apply for funding (except for funding to be provided by the City and the County pursuant to the Project agreements) in the form of grants, loans or loan guarantees, or other funding sources as may be deemed appropriate by the BDD board, for the Project as directed by the BDD board and manage any such grants, loans or loan guarantees;
- Administer all amounts loaned, granted, or contributed by the City, the County, or Las Campanas in connection with the Project, and respond to related audits as may be necessary;
- Prepare and submit to the BDD board, the City, the County, and Las Campanas no later than December 15 of each fiscal year, an annual operating budget, which shall include annual and five-year projected operations, maintenance, replacement and reserve (OMR&R) costs, including a five-year schedule with the Project manager's proposed facilities and equipment major maintenance and replacement costs, proposed allocation of costs among the City, the County, and Las Campanas as provided in the Facilities Operations and Procedures Agreement (FOPA), a facilities and equipment major repair and replacement fund, and an emergency reserve fund;
- Develop and implement prior to initial operation a cost accounting system to apportion the total fixed and variable cost of OMR&R to the City, the County, and Las Campanas in accordance with the cost sharing provisions of the FOPA;
- Develop a document retention and protection policy for adoption by the BOD board;
- Act as fiscal agent for the Project;
- Provide all necessary staff, materials, and supplies necessary to operate and maintain the Project consistent with BDD board funding;
- Recruit, hire and train staff for the Project accounting to the BDD board's approved staffing plan as it may be amended from time to time and arrange for state drinking water certification for such staff in advance of operation of the Project, so that certified staff is available to operate the Project when the Project becomes operational, and as set forth in each proposed budget the costs of the staff apportioned according to the respective benefit to the City and the Project.
- Once an annual operating budget is approved by the BDD board, implement the budget, adhere strictly to the budget, and make recommendations for necessary budget adjustments throughout the fiscal year, and contract for an annual independent audit, consistent with GMP and GASB and with the New Mexico Audit Act, NMSA 1978, Sections 12-6-1-, et seq., and 2.2.2. NMAC, et seq., as amended, and report the results of the audit to the BDD board;

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**NOTE 12 PROJECT MANAGER/FISCAL AGENT AGREEMENT (CONTINUED)**

**Project Manager (Continued)**

- Prepare and submit to the BDD board for approval all documentation to be used for procurement in the Project including, but not limited to, documents related to design, engineering, construction, operation, and maintenance of the Project, including, without limitation, requests for proposals, requests for qualifications, and contracts in amounts greater than \$50,000;
- Develop all procurement documents in accordance with the City's purchasing manual and present same to the BDD board;
- Consult with staff of the City, the County, and Las Campanas regarding the planning and design and OMR&R of the Project;
- In consultation with the BDD board, apply for, manage, and maintain, including the preparation and submittal of all required compliance reports, all necessary permits for the operation of the Project, including, without limitation, those permits, easements, and rights-of-way held in the name of the BDD board, and those permits required to be obtained by the BDD board pursuant to Section 6 of the FOPA;
- Maintain communication with the BDD board, the City, the County, and Las Campanas, primarily via monthly BDD board meetings, and keep these entities informed of important matters as may be necessary in the interim between monthly BOD board meetings;
- As directed by the BDD board, act as liaison for the BDD board and represent the BDD board in Project matters involving tribal governments, state and federal government agencies, and nongovernmental organizations;
- Perform other duties as assigned by the BDD board consistent with funding and the Project agreements;
- Maintain segregated books and records consistent with U.S. GAAP to account for all separate funding sources, including, without limitation, funds provided by the City, the County, or Las Campanas in support of construction or subsequent OMR&R of the Project and funds secured by the board pursuant to grants or loans from funding agencies;
- Within 90 days after the end of each fiscal year, provide copies of financial statements to the City, the County, and Las Campanas, showing the assets, liabilities, revenues, expenses, equity balances, and budget comparisons for the Project fund on an annual basis for the prior fiscal year in accordance with GMP and GASB, complete the Management's Discussion and Analysis (MDA) for the annual financial report, and provide upon request, a monthly general ledger report; and

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 12 PROJECT MANAGER/FISCAL AGENT AGREEMENT (CONTINUED)**

**Project Manager (Continued)**

- Procure, contract, and pay for as budgeted an annual independent audit, consistent with U.S. GAAP and GASB and with the New Mexico Audit Act, NMSA 1978, Sections 12-6-1-, et seq., and NMAC, et seq., as amended, and report the results of the audit to the BDD board.

**NOTE 13 FEDERAL AND STATE GRANTS**

In the normal course, of operations, Buckman receives grant funds from federal and state agencies. Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Management believes any liability resulting from these audits would be immaterial.

**STATE OF NEW MEXICO**  
**BUCKMAN DIRECT DIVERSION PROJECT**  
**WATER TREATMENT FACILITY OPERATIONS**  
**SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**BUDGET (NON-U.S. GAAP BUDGETARY BASIS) AND ACTUAL**  
**YEAR ENDED JUNE 30, 2018**

	Budgeted Amounts		Non-U.S. GAAP Budgetary Basis	Variances
	Original	Final		Favorable (Unfavorable) Final to Actual
<b>OPERATING REVENUES</b>				
City of Santa Fe	\$ 6,273,327	\$ 6,332,175	\$ 5,450,971	\$ (881,204)
Santa Fe County	2,154,538	2,176,443	1,748,983	(427,460)
Las Campanas Entities	470,460	470,309	342,783	(127,526)
PNM Solar Rebates	142,760	142,760	178,164	35,404
Federal Revenue	96,000	96,000	90,059	(5,941)
Total Operating Revenues	<u>9,137,085</u>	<u>9,217,687</u>	<u>7,810,960</u>	<u>(1,406,727)</u>
<b>OPERATING EXPENSES</b>				
Reimbursement of Personnel Services	3,536,594	3,536,594	3,326,790	209,804
Electricity	1,300,000	1,108,000	1,150,726	(42,726)
Chemicals	280,000	375,000	387,785	(12,785)
Solids	120,000	120,000	91,562	28,438
Materials and Supplies	714,802	714,802	682,106	32,696
Other Operating Costs	2,017,608	2,114,608	1,394,623	719,985
Emergencies	-	-	-	-
Engineering Services	69,515	132,515	127,739	4,776
System Equipment	783,032	783,032	-	783,032
Repair and Maintenance Equipment	-	254,251	97,537	156,714
Fiscal Agent Fee	-	-	78,883	(78,883)
Total Operating Expenses	<u>8,821,551</u>	<u>9,138,802</u>	<u>7,337,751</u>	<u>1,801,051</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Investment Income	-	-	2,033	2,033
Total Nonoperating Revenues (Expenses)	<u>-</u>	<u>-</u>	<u>2,033</u>	<u>2,033</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>				
	<u>\$ 315,534</u>	<u>\$ 78,885</u>	<u>\$ 475,242</u>	<u>\$ 396,357</u>
<b>ADJUSTMENTS FOR U.S. GAAP BASIS (NONBUDGETED ITEMS)</b>				
Depreciation			<u>298,611</u>	
<b>CHANGE IN NET POSITION,</b>				
Net Position - Beginning of Year			<u>12,434,975</u>	
<b>NET POSITION - END OF YEAR</b>				
			<u>\$ 12,611,606</u>	



**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
SCHEDULE OF CHANGES IN RESTRICTED NET POSITION BY PARTNER  
YEAR ENDED JUNE 30, 2018**

**Emergency Reserves:**

	Balance <u>June 30, 2017</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>June 30, 2018</u>
<b>Restricted Net Position</b>				
City of Santa Fe	\$ 1,329,437	\$ 18,542	\$ -	\$ 1,347,979
Santa Fe County	474,349	6,616	-	480,965
Las Campanas Entities	<u>231,325</u>	<u>3,226</u>	-	<u>234,551</u>
Restricted Net Position	<u>\$ 2,035,111</u>	<u>\$ 28,384</u>	<u>\$ -</u>	<u>\$ 2,063,495</u>

**Major Repair and Replacement Reserves:**

**Restricted Net Position**

City of Santa Fe	\$ 1,182,615	\$ 461,839	\$ (523,481)	\$ 1,120,973
Santa Fe County	410,922	162,155	(183,867)	389,210
Las Campanas Entities	<u>63,767</u>	<u>25,886</u>	<u>(28,982)</u>	<u>60,671</u>
Restricted Net Position	<u>\$ 1,657,304</u>	<u>\$ 649,880</u>	<u>\$ (736,330)</u>	<u>\$ 1,570,854</u>

**Combined**

**Restricted Net Position**

City of Santa Fe	\$ 2,512,052	\$ 480,381	\$ (523,481)	\$ 2,468,952
Santa Fe County	885,271	168,771	(183,867)	870,175
Las Campanas Entities	<u>295,092</u>	<u>29,112</u>	<u>(28,982)</u>	<u>295,222</u>
Restricted Net Position	<u>\$ 3,692,415</u>	<u>\$ 678,264</u>	<u>\$ (736,330)</u>	<u>\$ 3,634,349</u>

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

Board Members  
Santa Fe County, City of Santa Fe,  
Las Campanas,  
Buckman Direct Diversion Project  
Water Treatment Facility Operations, and  
Mr. Wayne Johnson, New Mexico State Auditor  
Santa Fe, New Mexico

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of business-type activities of the Buckman Direct Diversion Project Water Treatment Facility Operations (Buckman), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Buckman's basic financial statements, and have issued our report thereon dated December 17, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Buckman'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 Buckman's internal control. Accordingly, we do not express an opinion on the effectiveness of Buckman'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.

Board Members  
Santa Fe County, City of Santa Fe, Las Campanas,  
Buckman Direct Diversion Project  
Water Treatment Facility Operations, and  
Mr. Wayne Johnson, New Mexico State Auditor

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify a deficiency in internal control, described in the accompanying schedule of findings and responses as number 2018-001, which we consider to be a significant deficiency.

### **Compliance and Other Matters**

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

### **Buckman's Response to Findings**

Buckman's response to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. Buckman's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **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 Buckman's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Buckman's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

Albuquerque, New Mexico  
December 17, 2018

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
SCHEDULE OF FINDINGS AND RESPONSES  
JUNE 30, 2018**

**SECTION I – SUMMARY OF AUDITORS’ RESULTS**

**Financial Statements**

1. Type of auditors’ report issued	Unmodified
2. Internal control over financial reporting	
a. Material weaknesses identified?	No
b. Significant deficiencies not considered to be material weaknesses?	Yes
c. Noncompliance material to the financial statements?	No

**SECTION II – CURRENT YEAR FINDINGS**

**2018-001 Accounts Receivable (Significant Deficiency)**

**Condition:** During our testwork over accounts receivable, we noted that the billing was not completed timely.

**Criteria:** One of the internal controls over the billing process is monthly billing and at the same time within the month.

**Cause:** Lack of resources.

**Effect:** Funding of the operations. At June 30, 2018, Buckman was in a cash overdraft position.

**Recommendation:** We recommend that Buckman have the necessary resources to perform important monthly processes. .

**Management’s Response:** Management concurs with the finding. Due to the complexity of the cost accounting structure and the unsupported cost accounting module in the current accounting system, the issuance of bills to the partners in a timely manner has become a difficult task. However, management will continue its pursuit in hiring competent staff to assist the Financial Manager with this complex process, while ensuring invoices are accurately generated per the governing documents.

**SECTION III – STATUS OF PRIOR YEAR FINDINGS**

2017-001 Late Submission of Audit Report (Compliance and Other Matters) – Resolved

2017-02 Financial Reporting (Material Weakness) - Resolved

**STATE OF NEW MEXICO  
BUCKMAN DIRECT DIVERSION PROJECT  
WATER TREATMENT FACILITY OPERATIONS  
EXIT CONFERENCE  
JUNE 30, 2018**

**EXIT CONFERENCE**

The contents of this report were discussed on December 14, 2018. The following were in attendance:

Buckman Direct Diversion Project

Councilor Peter Ives, BDDDB Chair  
Commissioner Anna Hamilton, BDDDB Vice-Chair  
Nick Schiavo, BDD Facilities Manager  
Mackie Romero, BDD Financial Manager

City of Santa Fe

Debra Harris-Garmendia, Controller

CliftonLarsonAllen LLP

Georgie Ortiz, CPA, CGFM, Principal

**AUDITOR PREPARED FINANCIAL STATEMENTS**

CliftonLarsonAllen LLP prepared the U.S. GAAP-basis financial statements and footnotes of Buckman from the original books and records provided to them by the management of Buckman. The responsibility for the financial statements remains with Buckman.