

**SOUTH BAY REGIONAL PUBLIC SAFETY
TRAINING CONSORTIUM**

AUDIT REPORT

JUNE 30, 2020

**SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
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Certified Public Accountants
5000 E. Spring Street Ste. 200
Long Beach, CA 90815
562.420.3100
www.oniskoscholz.com
Info@oniskoscholz.com

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
South Bay Regional Public Safety Training Consortium
San Jose, California

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of South Bay Regional Public Safety Training Consortium (the Consortium) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Consortium's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions 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 auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of South Bay Regional Public Safety Training Consortium, as of June 30, 2020, and the respective changes in financial position thereof 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 and budgetary comparison information on pages 3 through 12 and 30 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.

Quist & Schatz, LLP

Long Beach, California
September 30, 2020

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
Management's Discussion and Analysis (Unaudited)
June 30, 2020

Our discussion of the South Bay Regional Public Safety Training Consortium's, (SBRPSTC, Consortium, or organization), financial performance provides an overview of the organization's activities for the fiscal year ended June 30, 2020. Please read this Management Discussion and Analysis (MD & A) in conjunction with SBRPSTC's financial statements (including notes and supplementary information).

The organization was recognized by the Secretary of State of California as a Joint Powers Authority (JPA) on October 6, 1994, pursuant to California Government Code section 6500, et seq. Creation of SBRPSTC as a JPA, pursuant to Title I, Division 7, Chapter 5 of the California Government Code, established the organization as a separate public agency and grants SBRPSTC powers common to its participating member community college districts. The purpose of establishing the organization as a JPA and public agency is to operate and provide public safety training and educational programs for the mutual benefit of the Consortium's member community colleges.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities on pages 13 and 14 provide information about the activities of SBRPSTC and present a longer-term view of the organization's finances. For governmental activities, these statements inform how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the organization's operations in more detail than the government-wide statements by providing information about the SBRPSTC's most significant funds.

FINANCIAL HIGHLIGHTS

- The organization's financial status declined over the past year. Over the course of the year, total net assets decreased by 13.7%.
- Statement of Activities expenses exceeded revenues by \$781,590. Overall revenues were \$11,183,380 and overall expenditures were \$11,964,970.
- Contributing to SBRPSTC's budget decreases were reductions in courses and student attendance due to the pandemic.
- Building of reserves of the past few years has contributed to the organization's overall financial health even though expenditures exceeded revenues.

OVERVIEW OF THE FINANCIAL STATEMENTS

The full annual financial report is a product of three separate parts: the basic financial statements, supplementary information, and this section, the Management Discussion and Analysis. The three sections together provide a comprehensive overview of SBRPSTC. The basic financials are comprised of two kinds of statements that present financial information from different perspectives: organization-wide and funds.

- Organization-wide financial statements, which comprise the first two statements, provide both short-term and long-term information about the organization's overall financial position.
- Individual parts of the organization, which are reported as fund financial statements, focus on reporting SBRPSTC's operations in more detail and comprise the remaining statements.

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- Basic services funding, i.e., Full Time Equivalent funding (FTE) is described in the governmental funds statements. These statements include short-term financing and balances remaining for future spending.

Notes to the financials, which are included in the financial statements, provide detailed analysis and explain more of the information in the statements. The required supplementary information section provides further explanations and additional support for the financial statements. A comparison of the organization's budget for the year is also included.

The Statement of Net Assets and the Statement of Activities

The Consortium's financial position is reported in the organization-wide statements and uses accounting methods similar to those used by companies in the private sector. All of the organization's assets and liabilities are included in the statement of net assets. The statement of activities reports the current year's revenues and expenses regardless of when cash is received or paid.

SBRPSTC's financial health or financial position (net assets) is measured by the difference between the organization's assets and liabilities.

- Increases or decreases in the net assets of the organization over time are indicators of whether its financial position is improving or deteriorating.
- Additional non-financial factors such as condition of classroom buildings, other facilities, equipment and changes in the FTE base of the organization should be considered in assessing the overall health of the Consortium.

In the Statement of Net Assets and the Statement of Activities, the organization is divided into two types of activities:

- Governmental activities:

The basic services provided by the organization, such as instruction, administration, and facilities are included here. Organization member FTE program allocations and contract classes finance most of these activities.

- Business-type activities:

At present, SBRPSTC does not have any business-type activities.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
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FUND FINANCIAL STATEMENTS

More detailed information about SBRPSTC's most significant funds—not the organization as a whole—is provided in the fund financial statements. Funds are accounting devices used to keep track of specific sources of funding and spending on programs:

- Some funds are required by state law.
- Other funds are established by the organization to control and manage money for purposes such as deferred maintenance and capital projects.

The organization has only one type of fund:

- **Governmental funds:**

Most of SBRPSTC's basic services are included in governmental funds, which generally focus on:

1. How cash and other financial assets can readily be converted to cash flow (in and out).
2. The balances left at year-end that are available for spending or increasing reserves.

The organization has one major governmental fund: the general fund. All other funds are not considered major, i.e., the capital projects fund, deferred maintenance fund and self-insurance fund. All governmental funds cash, except for credit card and payroll bank accounts, reside and are maintained by the Santa Clara County Treasury.

A detailed short-term view is provided by the governmental fund statements. These statements help determine whether there are more or fewer financial resources that can be spent in the near future for financing SBRPSTC's programs. Because this information does not encompass the additional long-term focus of the organization-wide statements, additional information is provided at the bottom of the governmental fund statements that explains the differences (or relationships) between them.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
Management's Discussion and Analysis (Unaudited)
June 30, 2020

FINANCIAL ANALYSIS OF THE ORGANIZATION AS A WHOLE

Table 1: Net Assets

	Governmental Activities	
	2020	2019
Assets		
Cash	\$ 6,245,169	\$ 6,777,009
Accounts receivable, net	875,298	714,914
Inventory	247,329	230,573
Prepaid expenses	115,547	139,844
Capital assets, net	309,790	368,756
Total assets	<u>\$ 7,793,133</u>	<u>\$ 8,231,096</u>
Liabilities		
Accounts payable	\$ 2,331,949	\$ 1,950,407
Other liabilities	406,234	413,798
Long-term liabilities	125,342	155,693
Total liabilities	<u>2,863,525</u>	<u>2,519,898</u>
Net Assets		
Invested in capital assets, net of related debt	219,627	223,293
Unrestricted	4,709,981	5,487,905
Total net assets	<u>\$ 4,929,608</u>	<u>\$ 5,711,198</u>

The organization's combined net assets decreased by \$781,590 or 13.7% over the prior June 30, 2019 fiscal year. Total assets decreased by 5.3% or \$437,963 and total liabilities increased by 13.6% or \$343,627.

Assets decreased primarily because of the use of cash reserves, capital asset reductions and depreciation, and fewer prepaid expenditures.

Liability increases are primarily a result of increases in vendor accounts payable obligations, including recording of liabilities for amounts owed back to colleges for not meeting FTES goals. Since the organization retains agency training credit liability balances on behalf and at the request of participating agencies, cash reserves are segregated within the accounting books and records.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
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Table 2: Changes in Net Assets

	Governmental Activities	
	2020	2019
Revenues:		
Apportionment	\$ 6,572,462	\$ 7,062,344
Student services	1,560,038	1,719,202
Grants	-	-
Contracts and fees	2,068,170	2,775,374
Rents and leases	577,647	534,793
Other revenue	405,063	652,269
Total Revenues	<u>11,183,380</u>	<u>12,743,982</u>
Expenditures:		
Instruction	5,783,063	6,428,119
Supervision of Instruction	728,124	707,078
Instructional support	614,713	617,601
Instructional technology	270,633	197,172
Organization administration	4,452,312	4,285,199
Depreciation	116,125	112,930
Total expenditures	<u>11,964,970</u>	<u>12,348,099</u>
Excess (deficiency) before special items and transfers	<u>\$ (781,590)</u>	<u>\$ 395,883</u>

Apportionment FTE revenue decreased by 224 units or 9.8% as measured from June 30, 2019 (2,285 FTE) to June 30, 2020 (2,061 FTE). Apportionment revenue decreased from fiscal year ending June 30, 2019 to June 30, 2020 by \$489,882. The apportionment revenue decrease is due to course cancellations and decreases in student attendance due to the pandemic.

In addition to the FTE apportionment revenue earned, the organization produces an additional 100 FTE to three-member colleges as in-kind rent for use of their facilities. The FTE in-kind rent is recognized as both rental income and facilities rent expense as follows: Gavilan College, 40 FTE or \$206,037, Monterey Peninsula College, 30 FTE or \$154,528, and San Mateo College, 30 FTE or \$154,528, totaling 100 FTE or \$515,093. Total FTE produced as of June 30, 2020 was 2,161 (2,061 + 100).

Total governmental activities revenue decreased by \$1,560,602 or 12.2% and total expenditures decreased by \$383,129 or 3.1% from June 30, 2019 to June 30, 2020.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
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FINANCIAL ANALYSIS OF THE ORGANIZATION’S FUNDS

General Governmental Functions

SBRPSTC’s governmental funds reported a combined fund balance of \$4,733,089 at June 30, 2020, which is \$808,091 below last year’s total of \$5,541,180. Shown below is an analysis of the organization’s fund balances and the total change in fund balances from the prior year.

Table 3: Organization’s Fund Balances

	Fund Balance June 30, 2020	Fund Balance June 30, 2019	Increase (Decrease)
Major Funds:			
General	\$ 2,299,100	\$ 3,126,741	\$ (827,641)
Non-Major Funds:			
Deferred Maintenance	2,222,198	2,222,198	-
Special Reserve-Capital Projects	211,791	192,241	19,550
Self Insurance	-	-	-
Total	\$ 4,733,089	\$ 5,541,180	\$ (808,091)

Major Funds:

The decrease in fund balance within the General Fund is primarily due to decreases in revenues. The organization’s overall FTE production has decreased by 560 FTE as measured from its highest FTE production level of 2,621 FTE in 2017 to the current FTE level of 2,061.

An eleven-year history of FTE production is presented below for each year ending June 30th.

Table 4: Eleven-Year FTE History

Year	FTE Amount
2010	2,201
2011	2,226
2012	1,887
2013	1,813
2014	1,951
2015	2,148
2016	2,524
2017	2,621
2018	2,537
2019	2,285
2020	2,061

The organization is always looking for innovative opportunities to be able to produce additional FTE for its member colleges.

**SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
Management's Discussion and Analysis (Unaudited)
June 30, 2020**

The General Fund balance of \$2,299,100 is allocated as follows: undesignated \$1,051,771, reserved for economic uncertainty \$1,000,000, and store's inventory of \$247,329.

Non-Major Funds:

During the year, no funds were spent from the Deferred Maintenance fund. The Capital Projects fund spent funds according to its equipment replacement plan. There were no transfers of funds from the general fund to the Deferred Maintenance fund and the Self-Insurance fund had no activity.

General Fund Budgetary Highlights

SBRPSTC's budget is prepared in accordance with California law and is based on the modified accrual basis of accounting.

The organization realized a decrease in the number of FTE produced, and due to course cancellations, realized a net decrease in actual revenue over budgeted revenue of \$2,553,649. Total actual expenditures also exceeded budgeted expenditures by \$1,604,318.

Overall, budgeted schedule of revenues, expenditures and changes in fund balance actual revenues of \$10,871,837 were less than budgeted revenues of \$13,425,486 with a net decrease of \$2,553,649. Actual expenditures of \$11,699,478 were less than budgeted expenditures of \$13,303,796 by \$1,604,318.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

SBRPSTC's investment in capital assets amounts to \$219,627 (net of accumulated depreciation and related debt). This investment is primarily comprised of vehicles, copiers, computers and other equipment.

The Organization's total capital assets at cost increased over the prior year due to acquisition of vehicles totaling \$57,159 and retirement of vehicles totaling \$52,480 resulting in a net cost increase of \$4,679.

Table 5: Capital Assets

	Organization Total		Total Percentage Change
	Governmental Activities		
	2020	2019	2020 - 2019
Equipment	\$ 799,049	\$ 799,049	0.0%
Furniture	54,783	54,783	0.0%
Vehicles	2,603,573	2,598,894	0.2%
Building Improvements	8,418	8,418	0.0%
Total	<u>\$ 3,465,823</u>	<u>\$ 3,461,144</u>	<u>0.1%</u>

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
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Long-Term Debt

The organization continues to maintain a very conservative approach to increasing debt. The organizations debt decreased by \$8,199 due to an increase in compensated absences liability of \$47,101 but decrease in capital lease-vehicles liability of \$55,300.

Compensated absences and capital leases have increased and decreased by 20.4% and 38.0% respectively resulting in a net decrease of 2.2%.

Table 6: Outstanding Debt, at Year-End

	Consortium Total Governmental Activities		Total Percentage Change
	2020	2019	2020 - 2019
Compensated absences	\$ 278,380	\$ 231,279	20.4%
Capital leases	90,163	145,463	-38.0%
Total	<u>\$ 368,543</u>	<u>\$ 376,742</u>	<u>-2.2%</u>

ECONOMIC FACTORS BEARING ON THE ORGANIZATION’S FUTURE

The impacts of changes in providing public safety training, paying for the costs of such training, and associated retirement and health benefit costs have increased over the past years. Combined with the effects of the Covid 19 pandemic, SBRPSTC expects the costs of health benefits, training and retirement costs to continue to increase in the future, and reductions in various types of in-service training courses. We continue to observe, and experience increases in public safety training costs and registration fees impacting the hiring practices of our regional partner agencies and how they allocate their resources to pay for the public safety training and education they require.

The effects of the pandemic on courses, programs, and increasing costs can be managed by the organization if those costs were the only concerns for the future. Future costs for facilities have become an additional concern for the organization. Facilities associated with public safety skills training (EVOC, Firearms Ranges, Live Burn Towers, etc.) have become scarce due to the expansion of urban housing, and those still in operation are in higher demand. SBRPSTC has benefitted from strong relationships with industry partners, however costs for use and/or development of facilities will create an increased drain on Consortium reserves. Additionally, Gavilan College originally intended a shared use of the Bailey Avenue site, but programs offered there were not successful. While SBPRSTC represents approximately 67% of Gavilan’s certificate completions and 550 FTES, the original FTES in lieu of rent agreement does not cover the costs associated with the Bailey Avenue facility. As the primary occupant of the facility, Gavilan Community College is proposing that the organization engage in a new 5-year Use Agreement including cash payments. SBRPSTC has preliminarily explored alternative options including costs associated with renting alternative locations, office space only, or purchasing property. All options will have a direct and material bearing on the organization’s future. Based upon the FY 2019-20 financial statements, and an analysis and projection of the Consortium’s All-Fund Balance, these additional costs could result in the organization exhausting all of its reserves and be out of business within three to four years.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
Management's Discussion and Analysis (Unaudited)
June 30, 2020

For our future, we continue to innovate in how instruction is offered to students and we continue to explore new and innovative methods in which the organization can continue providing the highest quality of instruction at all levels. Because we serve over 300 agencies and are faced each year with a variety of changes during the year in how agencies are served, we follow a highly conservative approach in budgeting for revenue and expenditures. Conservatively budgeting for lower revenues and higher expenditures has been the philosophy of the organization since its beginning. For the 2020-21 fiscal year, the Board requested the organization develop a very refined budget to include freezing currently vacant positions and reducing costs where possible. The FY 2020-21 budget will have the smallest margin for error of any budget in the history of the organization.

Another factor bearing on the organization's future is a decrease from the colleges in the amount of funds shared. The organization operates on 60% of the total money the colleges receive for the courses provided by the Consortium. In prior years, for each FTES the organization generated, the college where the FTE was registered received \$5,150.92. The organization received 60% or \$3,090.55. This has been the revenue sharing plan for many years and is by design. The colleges all participate in sharing revenue through economies of scale by centralizing public safety training making it more efficient, saving money, and promoting a collaborative spirit. SBRPSTC is able to provide services from which all the colleges, communities, and agencies benefit. In 2017-18, the State Chancellor's Office introduced the Student Centered Funding Formula (SCFF) which lowered the rate paid for FTES and supplemented the funding through specific equity and success criteria. Due to complications in the roll out of the new funding formula, the colleges have been "held harmless" as data is gathered and changes could be made at the colleges to ensure the implementation of the formula is more equitable to all colleges within the CCC system. For the 2020-21 fiscal year, the Board has asked the organization to develop their annual budget upon 60% of the SCFF Model. Based upon figures published by the Chancellor's Office, the June 30, 2020 SCFF FTES value is \$4,009.00. Implementing the new formula effectively reduces the funding the college will provide from \$3,090.55 down to \$2,405.40. This means the organization will only receive 47% of the previous funding figure or 13% less. The organization produced approximately 2,160 FTES for the colleges in 2019-20 and is projected to produce 2,433 FTES for 2020-21. The difference in funding to the organization is a 13% decrease in revenue; \$685.15 per FTE or \$1,625,861 less. The organization anticipates mitigating some of this loss through the equity and success supplemental funding. The organization projects generating approximately \$450,000 based upon past performance in the supplemental funding indicators. The colleges also suspended sharing the money they receive from the state for equipment. The equipment revenue loss was equivalent to \$100 per FTE or a loss of \$245,800 which is used for maintaining, replacing, and upgrading public safety training equipment such as police vehicles, simulators, computers, and other equipment needs. The combined revenue loss to the organization is \$1,421,661.

Furthermore, changes in how curriculum is delivered and how the funding and class unit model for curriculum may also change during the year greatly contributes to our highly conservative budget approach. Although our budget approach is conservative, improvements in the operation, oversight and delivery of basic and fire academies and our many other professional training programs are recognized by our peers, colleges, and agencies we work with. No matter what the economic future holds, the organization will attempt to carry on as best as the circumstances allow.

South Bay's strategic planning for the future includes; maintaining capacity and efficiency in all our service and instruction areas; maintaining our superior level of service; improving and using equipment as best as possible; continued development of on-site support staff services; and continued use of cost saving opportunities.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
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In order to maintain compatibility with our member JPA Colleges and agencies we serve, we strive to maintain our current quality of instruction, encourage regional growth, improve facilities and services usage, and maintain technology and software that is critical to operations.

Over the past 26 years, the organization's commitments to our member colleges and agencies has seen many changes in delivering the training and education we provide. The costs of providing training and education continues to increase. Any additional revenue increases or cost saving measure we can benefit from are an integral part of our plan for future economic uncertainty. We are certainly in an uncertain economic time.

As we project and implement the expansion of comprehensive services offered by the Consortium, we are looking to diversify into other ways to supplement and support public and private agencies by identifying congruent opportunities. We look forward to partnering with agencies, colleges, and other organizations to further our commitment to quality public safety training.

CONTACTING THE ORGANIZATION'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the organization's finances and to show the organization's accountability for the funding it receives. If you have questions regarding this report or need additional financial information, please contact Linda Vaughn, President or Ernest Smedlund, Director of Administrative Services, South Bay Regional Public Safety Training Consortium at 560 Bailey Avenue, San Jose, CA 95141.

South Bay Regional Public Safety Training Consortium
Statement of Net Assets
June 30, 2020

	Primary Government		Total
	Governmental Activities	Business-type Activities	
Assets			
Cash (Note 2)	\$ 6,245,169	\$ -	\$ 6,245,169
Accounts receivable	875,298	-	875,298
Inventory	247,329	-	247,329
Prepaid expenses	115,547	-	115,547
Equipment (Note 5)	799,049	-	799,049
Furniture & fixtures (Note 5)	54,783	-	54,783
Vehicles (Note 5)	2,603,573	-	2,603,573
Buildings & improvements (Note 5)	8,418	-	8,418
Less accumulated depreciation (Note 5)	(3,156,033)	-	(3,156,033)
Total assets	<u>\$ 7,793,133</u>	<u>\$ -</u>	<u>\$ 7,793,133</u>
Liabilities			
Liabilities:			
Accounts payable	\$ 2,331,949	\$ -	\$ 2,331,949
Accrued Payroll	66,376	-	66,376
Deposits	96,657	-	96,657
Long-term liabilities:			
Due within one year:			
Compensated absences (Note 1, 7)	185,172	-	185,172
Capital leases (Note 6)	58,029	-	58,029
Total due within one year	<u>243,201</u>	<u>-</u>	<u>243,201</u>
Due after one year:			
Compensated absences (Note 1, 7)	93,208	-	93,208
Capital leases (Note 6)	32,134	-	32,134
Total due after one year	<u>125,342</u>	<u>-</u>	<u>125,342</u>
Total liabilities	<u>2,863,525</u>	<u>-</u>	<u>2,863,525</u>
Net Assets			
Invested in capital assets, net of related debt	219,627	-	219,627
Unrestricted	4,709,981	-	4,709,981
Total net assets	<u>\$ 4,929,608</u>	<u>\$ -</u>	<u>\$ 4,929,608</u>

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

South Bay Regional Public Safety Training ConsortiumBalance Sheet
Governmental Funds
June 30, 2020

	General	Other Governmental Funds	Total Governmental Funds
Assets			
Cash (Note 2)	\$ 3,722,387	\$ 2,449,583	\$ 6,171,970
Accounts receivable	878,397	-	878,397
Inventory	247,329	-	247,329
Prepaid expenses	115,547	-	115,547
Total assets	<u>\$ 4,963,660</u>	<u>\$ 2,449,583</u>	<u>\$ 7,413,243</u>
Liabilities and fund balances			
Liabilities:			
Accounts payable	\$ 2,316,355	\$ 15,594	\$ 2,331,949
Accrued payroll	66,376	-	66,376
Deposits	96,657	-	96,657
Deferred revenue	-	-	-
Compensated absences	185,172	-	185,172
Total liabilities	<u>2,664,560</u>	<u>15,594</u>	<u>2,680,154</u>
Fund balances:			
Reserved for:			
Stores inventories	247,329	-	247,329
Economic uncertainty	1,000,000	-	1,000,000
Undesignated, reported in:			
General fund	1,051,771	-	1,051,771
Capital project fund	-	211,791	211,791
Deferred maintenance fund	-	2,222,198	2,222,198
Self Insurance fund	-	-	-
Total fund balances	<u>2,299,100</u>	<u>2,433,989</u>	<u>4,733,089</u>
Total liabilities and fund balances	<u>\$ 4,963,660</u>	<u>\$ 2,449,583</u>	<u>\$ 7,413,243</u>

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

South Bay Regional Public Safety Training Consortium
Reconciliation of the Governmental Funds Balance Sheet to the
Statement of Net Assets
June 30, 2020

Total fund balances - governmental funds	\$ 4,733,089
Capital assets used for governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The historical cost of these assets is \$3,465,823 and the accumulated depreciation is \$3,156,033.	309,790
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in governmental funds.	(183,371)
Cash held in and under administration by the County of Santa Clara is adjusted to fair market value	70,100
Total net assets - governmental activities	<u>\$ 4,929,608</u>

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

South Bay Regional Public Safety Training Consortium
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
Year Ended June 30, 2020

	General	Other Governmental Funds	Total Governmental Funds
Revenues:			
Apportionment	\$ 6,368,418	\$ 204,044	\$ 6,572,462
Student services	1,560,038	-	1,560,038
Contracts and fees	2,068,170	-	2,068,170
Rents and leases	577,647	-	577,647
Miscellaneous	181,968	-	181,968
Interest	115,596	-	115,596
Total Revenues	<u>10,871,837</u>	<u>204,044</u>	<u>11,075,881</u>
Expenditures:			
Instruction	5,778,064	4,999	5,783,063
Supervision of Instruction	728,124	-	728,124
Instructional support	614,713	-	614,713
Instructional technology	151,214	179,495	330,709
Organization administration	4,427,363	-	4,427,363
Total expenditures	<u>11,699,478</u>	<u>184,494</u>	<u>11,883,972</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(827,641)</u>	<u>19,550</u>	<u>(808,091)</u>
Other financing sources (uses):			
Operating tranferes in	-	-	-
Operating tranferes out	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenue and other financing sources over (under) expenditures and other uses	<u>(827,641)</u>	<u>19,550</u>	<u>(808,091)</u>
Fund balances, July 1, 2019	<u>3,126,741</u>	<u>2,414,439</u>	<u>5,541,180</u>
Fund balances, June 30, 2020	<u>\$ 2,299,100</u>	<u>\$ 2,433,989</u>	<u>\$ 4,733,089</u>

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

South Bay Regional Public Safety Training Consortium

Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental Funds to the Statement of Activities
June 30, 2020

Net changes in fund balances - governmental funds \$ (808,091)

Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense of \$116,125 and lease expense \$55,300, were exceeded by capital outlays of \$221,034 in the current period. 49,609

In the statement of activities, compensated absences are measured by the amounts earned during the year. In governmental funds, however expenditures for these items are measured by the amount of financial resources used (essentially the amounts paid). This years non-current effect on compensated absences is \$93,208. (93,208)

Cash and interest held in and under administration by the County of Santa Clara is adjusted to fair market value 70,100

Total net assets - governmental activities \$ (781,590)

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

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles as prescribed by The Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). All funds of South Bay Regional Public Safety Training Consortium (Consortium or organization) are presented within the accompanying statements. The accounting policies of the Consortium conform to generally accepted accounting principles. The following fund types and account groups are used by the Consortium:

Governmental Fund Types

Government-wide Financial Statements:

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the Consortium and its component units. The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the fiduciary fund financial statements but differs from the way governmental fund financial statements are prepared. Governmental fund financial statements, therefore, include a reconciliation and brief explanations to better identify the relationship between the government-wide statements and the statements for the governmental funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the Consortium's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are therefore clearly identifiable to a function. The Consortium does not allocate indirect expenses to functions in the statement of activities. Program revenues include charges paid by the recipients of goods or services offered by a program, as well as grants and contributions that are restricted to meeting the operational or capital requirements of a program. Revenues which are not classified as program revenues are presented as general revenues of the organization, with certain exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Consortium.

Fund Financial Statements:

Fund financial statements report detailed information about the organization. The focus of governmental fund financial statements pertains to major funds rather than reporting funds by type. Each major governmental fund is presented in a separate column, and all non-major funds are aggregated into one column. The accounting and financial treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balances for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting.

Revenues – Exchange and Non-exchange Transactions:

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded under the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. “Available” means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the Consortium, “available” means collectible within the current period or within 60 days after year-end.

Non-exchange transactions, in which the Consortium receives value without directly giving equal value in return, include grants, and entitlements. Under the accrual basis, revenue from apportionment are recognized in the fiscal year for which the apportionment is earned. Revenue from grants and entitlements are recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are to be used or the fiscal year when use is first permitted; matching requirements, in which the Consortium must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the Consortium on a reimbursement basis. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Deferred revenue:

Deferred revenue arises when assets are received before revenue recognition criteria have been satisfied. Apportionment, grants, and entitlements received before eligibility requirements are met are recorded as deferred revenue. Regarding governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have also been recorded as deferred revenue. As of June 30, 2020, there was \$0 in deferred revenue.

Expenses/Expenditures:

When considering accrual basis of accounting, expenses are recognized at the time a liability is incurred. Modified accrual basis of accounting expenditures are also generally recognized in the accounting period in which the related fund liability is incurred, the same as accrual basis of accounting. However, under the modified accrual basis of accounting, expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds. When both restricted and unrestricted resources are available for use, it is the Consortium’s policy to use restricted resources first, then unrestricted resources as they are needed.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Fund Accounting

The accounts of the Consortium are organized based on funds, each fund is a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Consortium resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and how spending activities are controlled. The Consortium's accounts are organized into two broad categories, which in aggregate include three fund types as follows:

Major Governmental Funds:

- The *General Fund* is the general operating fund of the Consortium. It is used to account for all financial resources except those required to be accounted for in another fund.

Non-Major Governmental Funds:

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Consortium maintains two non-major special revenue funds:

- The Deferred Maintenance Fund is used for major repair or replacement of Consortium property and equipment.
- The Self Insurance Fund is used to account for liability, workers compensation, and other insurance needs of the organization in addition to or beyond what can be insured by outside sources.

Capital Projects Funds are used to account for the acquisition and/or construction of all major governmental general fixed assets. The Consortium maintains one non-major capital project fund.

- The Capital Facilities Fund is used to account for the acquisition and/or construction of all major governmental general fixed assets such as buildings, vehicles, and equipment.

Budgets and Budgetary Accounting

Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for all government funds. By state law, the Consortium's governing board must adopt a tentative budget no later than July 1. A public hearing is conducted to receive comments prior to adoption. The Consortium's governing board satisfied these requirements.

These budgets are revised by the Consortium's governing board and Consortium president during the year to consider unanticipated income and expenditures. The original and final revised budgets are presented for the general fund in the financial statements.

Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The Consortium employs budget control at the chart of account major object code level.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Encumbrance Accounting

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated on June 30.

Assets, Liabilities, and Equity

1. *Deposits and Investments*

Cash balance held in banks and in revolving funds are insured to \$250,000 by the Federal Depository Insurance Corporation.

In accordance with GASB Statement No. 31, *Accounting and Reporting for Certain Investments and for External Investment Pools*, investments are stated at fair value. Fair value is estimated based on published market prices at year-end. The Consortium maintains substantially all its cash in the Santa Clara County Treasury. The county pools these funds with those of other governmental organizations in the county and invests the cash. Interest earned is deposited quarterly into participating funds. Any investment gains or losses are proportionately shared by all funds in the pool.

The county is authorized to deposit cash and invest excess funds by California Government Code Section 53648et.Seq. The funds maintained by the county are either secured by federal depository insurance or collateralized.

2. *Stores Inventories and Prepaid Expenditures*

Inventories are recorded using the purchases method in that costs are recorded as expenditures at the time individual inventory items are purchased. Inventories are valued at cost and consist of expendable supplies held for consumption. Reported inventories are equally offset by a fund balance reserve, which indicates that these amounts are not "available for appropriation and expenditure" even though they are a component of net current assets.

The Consortium has the option of reporting expenditure in governmental funds for prepaid items either when purchased or during the benefiting period. The Consortium has chosen to report the expenditure during the benefiting period.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as liabilities of the Consortium. A liability for these amounts is reported in the governmental funds only if the benefit has matured, for example, as a result of an employee's resignation, retirement, or earned available balance at year-end.

Accumulated unpaid employee vacation benefits are recognized as liabilities of the Consortium in the government-wide financial statements. For fund accounting purposes, the current portion of the liabilities are recognized in the general fund at year-end while the non-current portion of the liabilities are recognized in the government-wide financial statements within the Statement of Net Assets.

Accumulated sick leave benefits are not recognized as liabilities of the Consortium. The Consortium's policy is to record sick leave as an operating expense in the period taken since such benefits do not vest nor is payment probable.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Assets.

In the fund financial statements, governmental funds recognize long-term debt and other long-term obligations during the current period.

Fund Balance Reserves and Designations

Reservations of the ending fund balance indicate the portions of fund balance not appropriated for expenditures or amounts legally segregated for a specific future use. The reserve for inventory reflects the portions of fund balance represented by supplies inventory. This amount is not available for appropriation and expenditure at the balance sheet date.

Total Columns on Combined Financial Statements

Total columns on the Combining Balance Sheet are captioned *Memorandum (Memo) Only* to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data; and it is, therefore, not comparable to a consolidation.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

Fixed Assets and Depreciation

Capital assets are those purchased or acquired with an original cost of \$5,000 or more and are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend the asset's lives are not capitalized but are expensed as incurred. Depreciation on all capital assets is computed using a straight-line basis over the following estimated useful lives:

Asset Class	Examples	Estimated Useful Life in Years
Land		N/A
Site improvements	Paving, flagpoles, retaining sidewalks, fencing, outdoor	20
Buildings		50
Portable classrooms		25
HVAC systems	Heating, ventilation, and air systems	20
Roofing		20
Interior construction	Leasehold improvements	20 - 25
Carpet replacement		7
Electrical/plumbing		30
Sprinkler/fire system	Fire suppression systems	25
Outdoor equipment	Playground, radio towers,	20
Machinery & tools	Shop & maintenance	10 - 15
Custodial equipment	Floor scrubbers, vacuums,	10 - 15
Furniture & accessories	Classroom & other furniture	10 - 20
Business machines	Fax, duplicating & printing	7 - 10
Copiers		7 - 10
Communication equipment	Mobile, portable radios	3 - 7
Computer hardware	PCs, printers, network	3 - 5
Computer software	Instructional, other short-term	5 to 10
Computer software	Administrative or long-term	10 to 20
Audio visual equipment	Projectors, cameras (still &	5 - 10
Athletic equipment	Wrestling mats, weight	7 - 10
Library books	Collections	5 to 7
Licensed vehicles	Buses, other on-road vehicles	7 - 10

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

2. CASH AND CASH EQUIVALENTS

In accordance with Education Code Section 41001, the Consortium maintains substantially all of its cash with the County of Santa Clara Treasury as part of a commingled common investment pool. Investments by the Consortium in pools are considered unclassified as to credit risk since they are not evidenced by securities that exist in physical or book entry form. As of June 30, 2020, the County of Santa Clara, (the pool sponsor), reported that the fair market value of the Consortium commingled pool share was \$5,955,011 which represents an increase of \$362,137 over the previous year. As of June 30, 2020, the cash balance of the Consortium held within the County of Santa Clara Treasury totaled \$5,400,077.

The Consortium is an involuntary participant in the county external investment pool. The county is restricted by Government Code Section 53635 pursuant to Section 53601 to invest in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper and negotiable certificates of deposit. As of June 30, 2020, the fair market value less original cost of the organizations cash value of the county investment pool was \$73,199.

Bank of the West cash balances described below are carried at the same amount respectively and approximate fair market value. The Federal Depository Insurance Corporation insures these deposits up to \$250,000. However, because Bank of the West holds deposits for Santa Clara County, the Consortium's deposits in Bank of the West are collateralized for the full amount which is greater than the federal depository Insurance corporation limit. The cash and cash equivalents available to the Consortium as of June 30, 2020 were as follows:

Cash in County of Santa Clara	\$	5,400,077
Bank of the West		355,948
Bank of the West – Payroll Checking		266,606
PayPal		145,339
Petty Cash		4,000
Total	\$	<u>6,171,970</u>

3. PAYROLL

As of June 30, 2020, Certificated and Classified employees received their payroll from the Consortium and Gavilan Community College. Gavilan Community College contracts with the employees and the Consortium to work on behalf of the organization.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

4. INTERFUND TRANSACTIONS

Interfund transactions are reported as loans, services provided, reimbursements, or transfers. Loans are reported as interfund receivables and payables, as appropriate, and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund, and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers among governmental funds are netted as part of the reconciliation to the government-wide financial statements.

Interfund Receivables/Payables (Due From/Due To)

As of June 30, 2020, there were no Interfund receivables and/or payables. Had there been any Interfund receivables and payables pertaining to the Statement of Net Assets, such balances would have been eliminated upon consolidation within the statement of net assets.

Interfund Transfers

Interfund transfers consist of operating transfers from funds receiving resources to fund through which the resources are to be expended.

As of June 30, 2020, there were no Interfund transfers. If there were any transfers from the General Fund to the Deferred Maintenance fund or any other fund, interfund transfers pertaining to the Statement of Activities would have been eliminated upon consolidation within the statement of activities.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

5. CAPITAL ASSETS AND DEPRECIATION

Capital asset activity for the year ended June 30, 2020, is shown below:

	Balance July 1, 2019	Additions	Deductions	Balance June 30, 2020
Capital assets, being depreciated:				
Equipment	\$ 799,049	\$ -	\$ -	\$ 799,049
Furniture	54,783	-	-	54,783
Vehicles	2,598,894	57,159	52,480	2,603,573
Buildings and Improvements	8,418	-	-	8,418
Total capital assets being depreciated	<u>3,461,144</u>	<u>57,159</u>	<u>52,480</u>	<u>3,465,823</u>
Less accumulated depreciation for:				
Equipment	799,050	-	-	799,050
Furniture	54,781	-	-	54,781
Vehicles	2,230,867	115,704	52,480	2,294,091
Building Improvements	7,690	421	-	8,111
Total accumulated depreciation	<u>3,092,388</u>	<u>116,125</u>	<u>52,480</u>	<u>3,156,033</u>
Total capital assets being depreciated, net	<u>368,756</u>	<u>(58,966)</u>	<u>-</u>	<u>309,790</u>
Governmental activities capital assets, net	<u>\$ 368,756</u>	<u>\$ (58,966)</u>	<u>\$ -</u>	<u>\$ 309,790</u>

Depreciation expense was charged to governmental activities as follows:

Governmental Activities:	
Instruction	\$ 104,513
General administration	11,612
Total Depreciation Expense	<u>\$ 116,125</u>

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

6. LEASES

Capital Leases

The Consortium leases equipment it values as \$140,000. The lease agreements provide for title to pass upon expiration of the lease period.

<u>Year Ending June 30</u>	<u>Lease Payments</u>
2021	\$ 58,029
2022	36,710
2023	-
2024	-
Thereafter	-
	<hr/>
Total	\$ 94,739
	<hr/>
Less amount representing interest	(4,576)
	<hr/>
Present value of net minimum lease payments	\$ 90,163

The Consortium will receive no sublease rental revenues nor pay any contingent rentals for this equipment.

7. LONG-TERM DEBT - SCHEDULE OF CHANGES

A schedule of changes in long-term debt for the year ended June 30, 2020, is shown below:

	<u>Balance</u>			<u>Balance</u>	<u>Due Within</u>	<u>Due After</u>
	<u>July 1, 2019</u>	<u>Additions</u>	<u>Deductions</u>	<u>June 30, 2020</u>	<u>One Year</u>	<u>One Year</u>
Compensated Absences	\$ 231,279	\$ 47,101	\$ -	\$ 278,380	\$ 185,172	\$ 93,208
Capital Leases	145,463	-	55,300	90,163	58,029	32,134
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Totals	\$ 376,742	\$ 47,101	\$ 55,300	\$ 368,543	\$ 243,201	\$ 125,342

8. PENSION PLAN

The Consortium offers a deferred compensation 457(b) plan. The plan is administered through Morgan Stanley and has an employee minimum contribution of 1% with the organization matching a maximum of 6%. Under this plan, the organization contributes two percent in matching funds to all participants that contribute at least one percent of their gross salaries. As of June 30, 2020, there were 25 participants in the deferred compensation plan, and employer contributions totaled \$136,536. Funds within the 457(b)-deferred compensation plan are held by MassMutual and are not controlled by the Consortium.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

9. ECONOMIC DEPENDENCE

Consortium apportionment revenue as presented is based upon earned contract dollars received from eight-member Consortium colleges that represent approximately 58% of total revenue. Six out of the eight colleges represent approximately 58% of total apportionment revenue as follows: Monterey Peninsula College (14%), Gavilan Community College (14%), Hartnell Community College (8%), Cabrillo Community College (8%), Ohlone Community College (8%), and Lake Tahoe Community College (6%). As the Consortium expands its services and recruits other colleges, its economic dependency base is expected to decline.

10. COMMITMENTS AND CONTINGENCIES

- The Consortium has received various grants/contracts from state and local governmental agencies for specific purposes that are subject to review and audit by the grantor agency. Although such audits could generate expenditure disallowances under terms of the grants or contracts, it is believed that any required reimbursement will not be material.
- The Consortium receives a significant portion of its support from seven-member colleges, which in turn receives a significant portion of their support from student attendance and other state formula revenue means. If the member colleges were to incur significant budgetary decreases in the future from the state, these sources of funding for the Consortium could decrease. If this were to occur, it is management's opinion that the Consortium would be able to continue most of its activities on a more limited basis through other sources of funding and services.
- The Consortium is periodically subject to claims and lawsuits which arise in the ordinary course of business. It is the opinion of management that the disposition or ultimate resolution of such claims and lawsuits will not have a material adverse effect on the financial position of the organization.

11. RELATED PARTY TRANSACTIONS

The Consortium created a non-profit organization known as the Foundation For Public Safety Training (Foundation). On October 22, 2014, the Foundation was formally recognized by the Internal Revenue Service as a non-profit organization which was organized under internal revenue code section 501 (c) 3 as being exempt from income tax.

The Foundation is organized and operated exclusively for educational and charitable purposes. The Foundation's purpose is to promote and advance education in the field of public safety training, and support other organizations conducting public safety charitable activities in our community.

The Foundation is operated and files its non-profit income tax returns on a calendar year basis. During the Consortiums fiscal 2019-2020 fiscal year ending June 30, 2020, the Foundation received \$14,028 in donations and incurred \$4,520 in expenses, of which \$4,000 was scholarships. As of June 30, 2020, the Foundations total assets and liabilities were \$37,143 and \$485 respectively.

SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

12. SUBSEQUENT EVENTS

- Events subsequent to June 30, 2020 have been evaluated through September 30, 2020, the date the Consortium's audited financial statements were available to be issued. As of September 30, 2020, there were no subsequent events.
- In December 2019, a novel strain of coronavirus was reported in Wuhan, China. The World Health Organization has declared the outbreak to constitute a "Public Health Emergency of International Concern." The COVID-19 outbreak is disrupting supply chains and affecting production and sales across a range of industries. The extent of the impact of COVID-19 on the Consortium's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact in the San Francisco Bay Region, employees, and governmental organizations 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 is uncertain.

**REQUIRED SUPPLEMENTAL INFORMATION SECTION
AND
SUPPLEMENTAL INFORMATION SECTION**

South Bay Regional Public Safety Training Consortium
Schedule of Revenues, Expenditures, and Changes in Fund
Balance - Budget and Actual (GAAP) - General Fund
Year Ended June 30, 2020

	Original	Final	Actual (GAAP Basis)	Variance with Final Budget Positive - (Negative)
Revenues:				
Apportionment	\$ 7,596,577	\$ 7,596,577	\$ 6,368,418	\$ (1,228,159)
Contracts	1,968,483	1,941,374	1,320,694	(620,680)
Student services income	956,497	910,286	794,007	(116,279)
Fees	1,056,069	1,290,507	747,476	(543,031)
Rents and leases	519,531	527,293	577,647	50,354
Other income	1,081,552	1,072,297	947,999	(124,298)
Interest	68,183	87,152	115,596	28,444
Total Revenues	13,246,892	13,425,486	10,871,837	(2,553,649)
Expenditures:				
Salaries and benefits	7,884,977	7,961,888	6,876,080	1,085,808
Other operating expenses	4,535,354	4,815,724	4,348,536	467,188
Student services expense	602,572	526,184	415,838	110,346
Capital outlay	-	-	59,024	(59,024)
Total expenditures	13,022,903	13,303,796	11,699,478	1,604,318
Excess (deficiency) of revenues over (under) expenditures	223,989	121,690	(827,641)	(949,331)
Other financing sources (uses):				
Operating transfers-in	-	-	-	-
Operating transfers-out	-	-	-	-
Total other financing sources (uses)	-	-	-	-
Excess (deficiency) of revenue and other financing sources over (under) expenditures and other uses	223,989	121,690	(827,641)	(949,331)
Fund balance, July 1, 2019	3,126,741	3,126,741	3,126,741	-
Fund balance, June 30, 2020	\$ 3,350,730	\$ 3,248,431	\$ 2,299,100	\$ (949,331)

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

**SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
 SUPPLEMENTAL INFORMATION
 JUNE 30, 2020**

1. ORGANIZATION

The South Bay Regional Public Safety Training Consortium began its independent operation on July 1, 1996. Its mission is to meet the educational and training needs of public safety students within the areas represented by the participating community college Consortiums. Courses offered must meet a regional need of either small or large public safety agencies. At present, there are no boundaries in effect and as long as a participating community college Consortium can participate, all community colleges within California are within the Consortium boundaries.

2. BOARD OF DIRECTORS

<u>MEMBER</u>	<u>OFFICE</u>	<u>TERM EXPIRES</u>
Dr. Kathleen Rose President Gavilan Community College	Chairman of the Board	[1]
Mr. David Martin Interim President Monterey Peninsula College	Vice-Chairman	[1]
Mr. Jeff DeFranco President Lake Tahoe Community College	Member	[1]
Dr. Cathryn Wilkinson Vice President of Academic Affairs Hartnell Community College	Member	[1]
Ms. Michelle Schneider Director PST College of San Mateo	Member	[1]
Chris Dela Rosa Vice President Ohlone Community College	Member	[1]
Mr. Daniel Peck President Mission College	Member	[1]
Ms. Gerlinda Brady Dean of CTE & Workforce Dev. Cabrillo College	Member	[1]

**SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
SUPPLEMENTAL INFORMATION
JUNE 30, 2020**

3. ADMINISTRATION

Ms. Linda Vaughn	President
Mr. Gregory Giusiana	Vice President of Law Enforcement Services
Mr. Ernie Smedlund	Director of Administrative Services
Mr. Edward Flores	Director of Program Services
Mr. Michael Manning	Director of IT and Operations

[1] Board members are appointed indefinitely at the discretion of the participating colleges.

OTHER INDEPENDENT AUDITORS' REPORTS



Certified Public Accountants
5000 E. Spring Street Ste. 200
Long Beach, CA 90815
562.420.3100
www.oniskoscholz.com
Info@oniskoscholz.com

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

To the Board of Directors of
South Bay Regional Public Safety Training Consortium
San Jose, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of South Bay Regional Public Safety Training Consortium, (the Consortium) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Consortium's basic financial statements, and have issued our report thereon dated September 30, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Consortium's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Consortium's internal control. Accordingly, we do not express an opinion on the effectiveness of the Consortium'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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Consortium's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Consortium's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Handwritten signature in cursive script that reads "Onisko & Schelsky, LLP".

Long Beach, California
September 30, 2020

**SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM
SUMMARY OF AUDITORS' RESULTS
June 30, 2020**

Section I – Summary of Auditor’s Results

Basic Financial Statements

Type of auditor’s report issued on the financial statements: Unqualified Opinion

Internal control over financial reporting:

- Material weaknesses identified? No
- Significant deficiency(s) identified not considered to be material weaknesses? No

Noncompliance material to basic financial statements: No

Section II – Financial Statement Findings

This section identifies the reportable conditions, material weaknesses and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*

Audit Findings and Questioned Costs:

- Current Year Findings and Questioned Costs None
- Prior Year Findings and Questioned Costs None