

**MENDOCINO-LAKE
COMMUNITY COLLEGE DISTRICT**

UKIAH, CALIFORNIA

AUDIT REPORT

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



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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Mendocino-Lake Community College District
Ukiah, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and the discretely presented component unit of the Mendocino-Lake Community College District (District), as of and for the year ended June 30, 2019; and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the discretely presented component unit of the District, as of June 30, 2019; and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require the Management's Discussion and Analysis, pension and OPEB contribution schedules, schedule of changes in the Net OPEB liability and schedule of the proportionate share of the net pension liability, as listed in the table of contents to 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 the District's basic financial statements. The accompanying supplementary information listed in the table of contents, including the Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, and other supplementary information as listed in the table of contents are presented for purposes of additional analysis and is not a required part of the basic financial statements.

The accompanying supplementary information and the schedule of expenditures of federal awards is the responsibility of management and was derived from, and relates directly, to the underlying accounting and other records used to prepare the basic financial statements. 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 accompanying supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

The District organizational structure has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 5, 2019 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is 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 the District'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 District's internal control over financial reporting and compliance.

CWDL, Certified Public Accountants

December 5, 2019
San Diego, California

MANAGEMENT'S DISCUSSION AND ANALYSIS

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Introduction

The following discussion and analysis provides an overview of the financial position and activities of Mendocino-Lake Community College District (District) for the year ended June 30, 2019. This discussion has been prepared by management and should be read in conjunction with the financial statements and notes which follow this section.

In June 1999, the Governmental Accounting Standards Board (GASB) released Statement No. 34, "Basic Financial Statements and Management Discussion and Analysis for State and Local Governments," which established a new reporting format for annual financial statements. In November 1999, GASB released Statement No. 35, "Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities," which applies the new reporting standards to public colleges and universities. The District adopted these new standards beginning with the 2002/03 fiscal year.

The California Community College Chancellor's Office, through its Fiscal and Accountability Standards Committee, has recommended that all state community college districts follow the new standards under the Business Type Activity (BTA) model. To comply with the recommendation of the Chancellor's Office and to report in a manner consistent with other community college districts, the District has adopted the BTA reporting model for these financial statements.

Reporting Highlights

Two years of financial data is presented in this Management Discussion and Analysis section, for comparative purposes. The annual report consists of three basic financial statements that provide information about the District as a whole:

- The Statement of Net Position
- The Statement of Revenue, Expenses and Changes in Net Position
- The Statement of Cash Flows

The Mendocino College Foundation, Inc. (Foundation) was established as a legally separate nonprofit corporation to support the District and its students. It provides scholarships for the benefit of District students and contributes directly to the District. The Foundation is considered a component unit for financial reporting purposes and is presented separately from the District's financial data. The Foundation financial statements are included within this audit document. The Foundation's independently audited annual financial statements may also be obtained from the Foundation Office on the Ukiah campus.

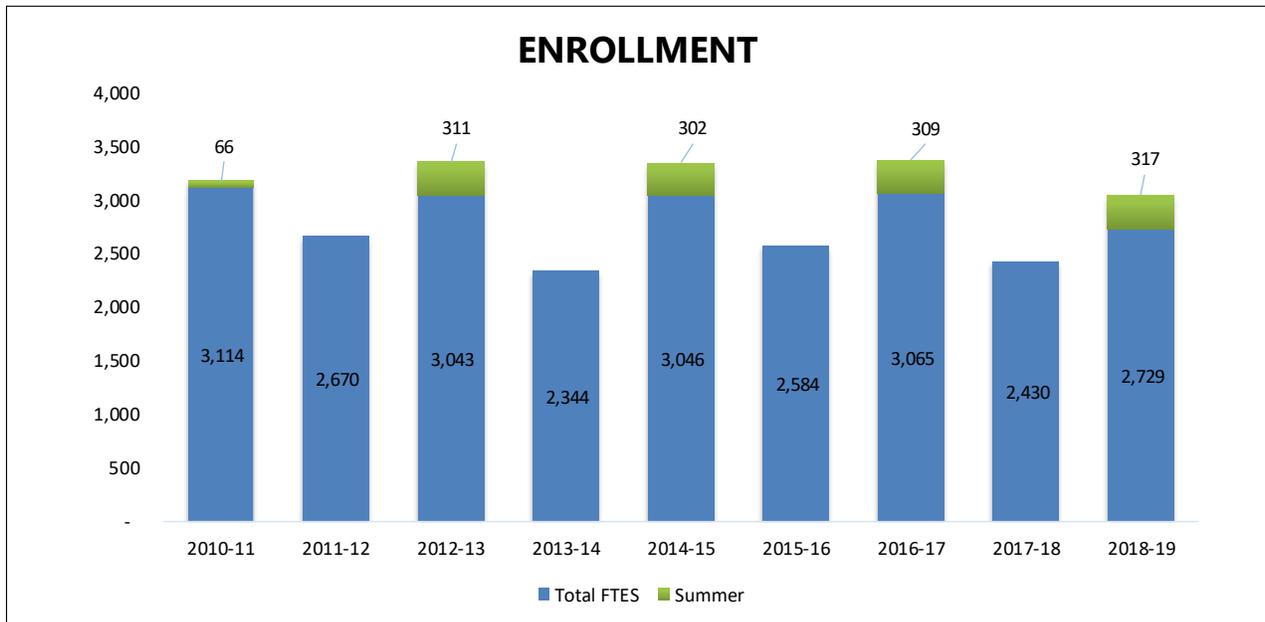
**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT’S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

General Obligation Bonds

On November 7, 2006, the voters of the Mendocino-Lake Community College District approved the issuance of up to \$67,500,000 in General Obligation Bonds: Measure W. On March 29, 2007, the District issued the first series (Series A) of bonds in the amount of \$30 million. On August 16, 2011, the District issued the second and final series (Series B) of bonds in the amount of \$37.5 million. Measure W encompassed 30 construction and renovation projects. The District established a Bond Implementation Planning Committee (BIPC) which planned and implemented bond projects. A Citizen’s Bond Oversight Committee (CBOC) was formed in December 2006, as required by law, to ensure that bond proceeds are expended only for the purposes set forth in Measure W. All funds were expended as of June 30, 2015, primarily on re-roofing multiple buildings, remodels and renovations, upgrading the computer system, construction of a new Library/Learning Resource Center, constructing a new Maintenance/Warehouse, the purchase of land, and the construction of new centers in Willits and Lakeport. On September 15, 2015, the District refinanced the General Obligation Bonds in the aggregate principal amount of \$48,627,448. The District advance refunded a portion of the District’s outstanding Series A and Series B Bonds, and paid the costs of issuing the bonds.

Enrollment Highlights

The District reported 2,729 total full-time equivalent students (FTES) on the 2018-19 Final Apportionment Attendance Report (CCFS-320). This is an increase of 299 FTES from the 2017-18 FTES of 2,430. This increase is partially the result of reporting 317 summer 2018 FTES in 2018/19. The following chart shows the enrollment history and reflects the impact of summer FTES reporting.



**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Statement of Net Position

The statement of net position includes all assets, deferred outflows of resources, liabilities and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting used by most private-sector institutions. Net position – the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources – is one way to measure the financial health of the District.

| ASSETS AND DEFERRED OUTFLOWS OF RESOURCES | 2019 | 2018 | Change |
|--|------------------------|-----------------------|-----------------------|
| Current assets | \$ 17,941,783 | \$ 19,190,396 | \$ (1,248,613) |
| Non-current assets | 85,261,932 | 87,644,147 | (2,382,215) |
| Deferred outflow of resources | 11,263,796 | 10,929,590 | 334,206 |
| Total Assets and Deferred Outflows of Resources | 114,467,511 | 117,764,133 | (3,296,622) |
| LIABILITIES AND DEFERRED INFLOWS OF RESOURCES | | | |
| Current liabilities | 8,750,641 | 8,537,608 | 213,033 |
| Non-current liabilities | 120,373,415 | 116,357,246 | 4,016,169 |
| Deferred inflows of resources | 1,643,408 | 2,236,012 | (592,604) |
| Total Liabilities and Deferred Inflows of Resources | 130,767,464 | 127,130,866 | 3,636,598 |
| NET POSITION | | | |
| Invested in capital assets, net of related debt | 994,393 | 2,737,643 | (1,743,250) |
| Restricted | 6,187,341 | 6,889,344 | (702,003) |
| Unrestricted | (23,481,687) | (18,993,720) | (4,487,967) |
| Total Net Position | \$ (16,299,953) | \$ (9,366,733) | \$ (6,933,220) |

- Cash and cash equivalents consist of cash in the Mendocino County Treasury and investments in the Local Agency Investment Fund (LAIF).
- Receivables consist mainly of amounts due as of June 30, 2019, from state and federal grants and general apportionment wherein the District has earned funds that were not yet received as of the fiscal year end.
- Restricted cash and cash equivalents consist of Student Health Fees and revolving cash. Restricted cash is cash for payment of obligations subject to the restrictions imposed by the state or granting agency.
- Capital assets, net are the net historical value of land, buildings, construction in progress and equipment less accumulated depreciation. The detail of this total net value can be found in the notes of the financial statements.

| | 2019 | 2018 | Change |
|--------------------------------------|----------------------|----------------------|-----------------------|
| Capital Assets not being depreciated | \$ 7,545,440 | \$ 7,545,440 | \$ - |
| Capital Assets being depreciated | 120,450,108 | 120,073,103 | 377,005 |
| Accumulated depreciation | (42,733,616) | (39,974,396) | (2,759,220) |
| Total Capital Assets | \$ 85,261,932 | \$ 87,644,147 | \$ (2,382,215) |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Statement of Net Position, continued

- Unearned revenue relates to federal, state, and local program funds received but not yet earned as of the end of the fiscal year. Most grant funds are earned when expended up to the award amount.
- Noncurrent liabilities represent debt to be paid in one year or later. The major components are general obligation bonds (\$87.5 million), solar loan (\$0.7 million), accrued vacation and load banking payable (\$1.1 million), OPEB obligation (\$6.1 million), and PERS and STRS pension liability (\$27.0 million).
- Net position is classified into three categories: net investment in capital assets, restricted, and unrestricted. Net investment in capital assets consist of land, buildings, construction in progress, and equipment less related debt. Restricted includes \$6.9 million designated as reserved for capital assets, debt service and other special purpose.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Statement of Revenues, Expenses, and Changes in Net Position

The statement of revenues, expenses, and changes in net position presents the operating results of the District, as well as the nonoperating revenues and expenses. State general apportionment, while budgeted for operations, is considered nonoperating revenues according to generally accepted accounting principles.

| OPERATING REVENUES | 2019 | 2018 | Change |
|---|------------------------|-----------------------|-----------------------|
| Tuition and fees (net) | \$ 1,287,712 | \$ 1,240,355 | \$ 47,357 |
| Grants and contracts | 10,974,323 | 10,386,058 | 588,265 |
| Auxiliary enterprise sales, net | 103,077 | 66,131 | 36,946 |
| Total Operating Revenues | 12,365,112 | 11,692,544 | 672,568 |
| OPERATING EXPENSES | | | |
| Salaries and benefits | 30,133,420 | 29,248,785 | 884,635 |
| Supplies, materials, and other operating expenses | 10,300,966 | 6,742,372 | 3,558,594 |
| Payments to students | - | 434,744 | (434,744) |
| Depreciation | 2,759,220 | 2,913,211 | (153,991) |
| Total Operating Expenses | 43,193,606 | 39,339,112 | 3,854,494 |
| Operating Loss | (30,828,494) | (27,646,568) | (3,181,926) |
| NON-OPERATING REVENUES (EXPENSES) | | | |
| State apportionments, noncapital | 9,235,686 | 8,199,695 | 1,035,991 |
| Education protection account revenues, noncapital | 2,711,143 | 3,171,659 | (460,516) |
| Local property taxes, noncapital | 10,096,925 | 10,081,432 | 15,493 |
| State taxes and other revenues, noncapital | 1,537,960 | 1,854,622 | (316,662) |
| Financial aid revenues | 6,429,066 | 6,672,019 | (242,953) |
| Financial aid expenses | (6,429,066) | (6,672,019) | 242,953 |
| Investment income | 212,128 | 135,598 | 76,530 |
| Interest expense | (4,458,318) | (4,189,136) | (269,182) |
| Other non-operating revenues | 5,243,238 | 2,402,460 | 2,840,778 |
| Total Non-Operating Revenues (Expenses) | 24,578,762 | 21,656,330 | 2,922,432 |
| OTHER REVENUES (EXPENSES) | | | |
| State apportionments, capital | 95,721 | 292,169 | (196,448) |
| Local property taxes and revenues, capital | 154,571 | 2,828,225 | (2,673,654) |
| CHANGE IN NET POSITION | (5,999,440) | (2,869,844) | (3,129,596) |
| NET POSITION -- BEGINNING OF YEAR | (9,366,733) | 1,204,593 | (10,571,326) |
| PRIOR PERIOD ADJUSTMENT (SEE NOTE 17) | (933,780) | (7,701,482) | 6,767,702 |
| NET POSITION -- END OF YEAR | \$ (16,299,953) | \$ (9,366,733) | \$ (6,933,220) |

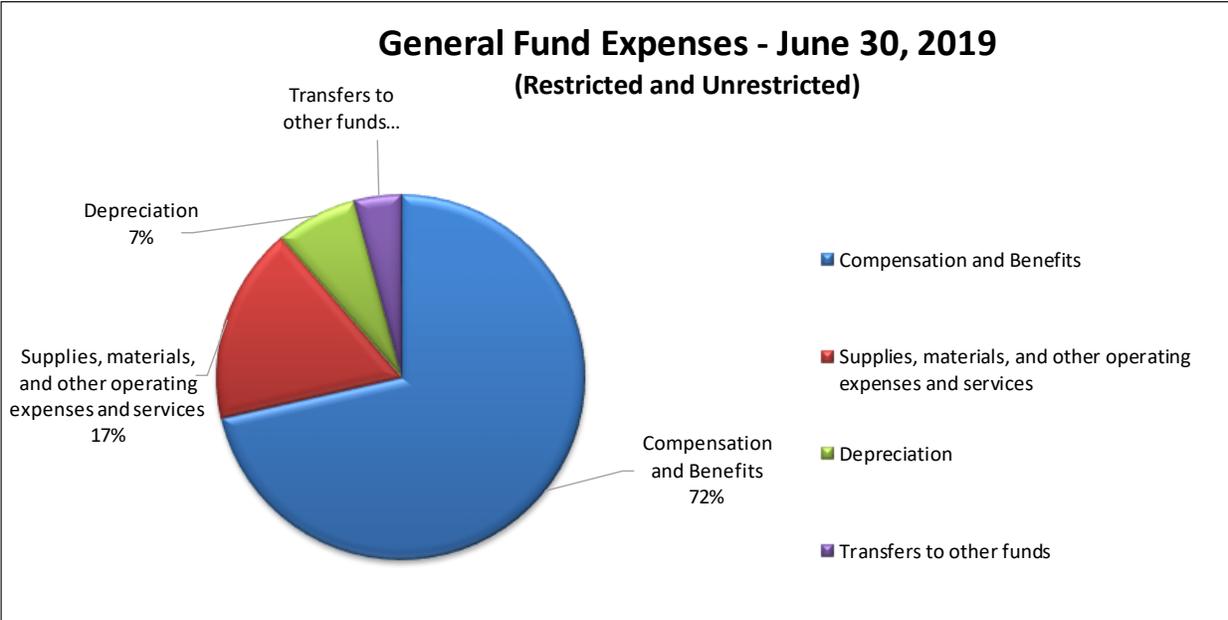
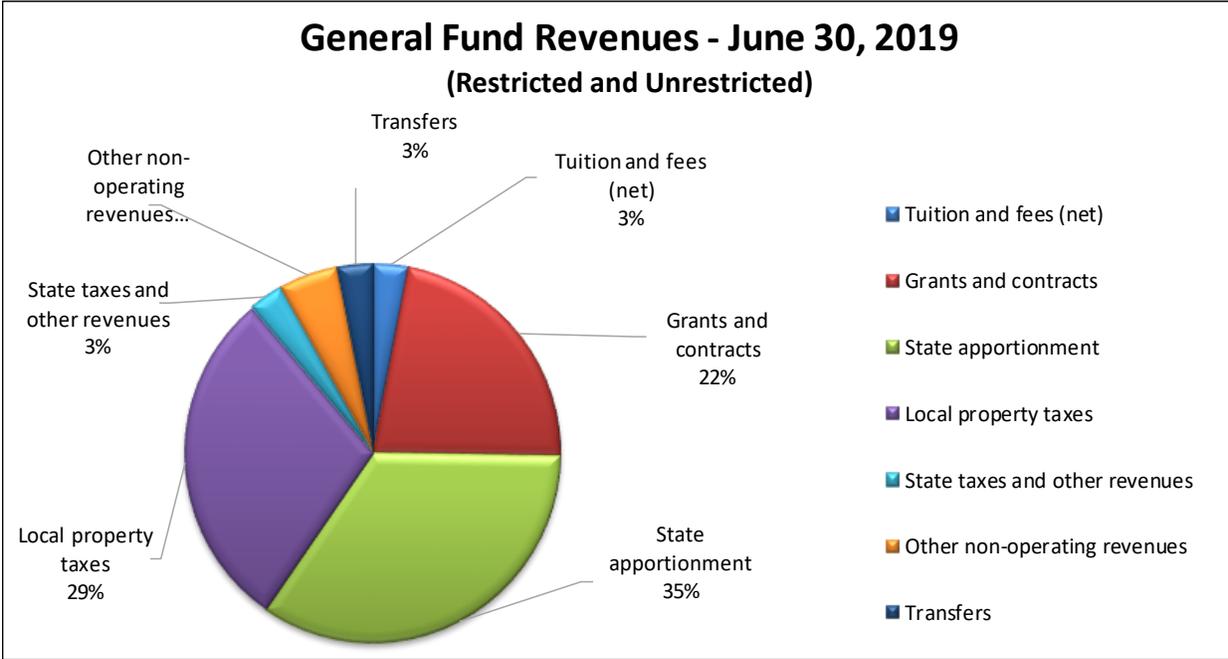
- Net tuition and fees total \$1.3 million and consist of enrollment fees, non-resident tuition, and all other fees. Enrollment fees are set by the state for all community colleges.
- Grants and contracts, noncapital consists of revenues provided for restricted purposes from federal, state and local sources.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

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

- State apportionments, noncapital revenue consists of general state apportionment and Proposition 30 Education Protection Account funds (\$11.9 million). State apportionment revenue reported is exclusive of regular enrollment fees and property taxes, which are reported separately.
- Local property tax revenues totaled \$11.6 million. Increases/decreases in property tax revenue reduce/increase the District's state apportionment revenue.
- State taxes and other revenues consist primarily of state lottery and mandate revenues.
- Investment income is derived from interest received on funds on deposit at the Mendocino County Treasury and the Local Agency Investment Fund (LAIF), which is operated by the State of California.
- State apportionments, capital consists primarily of state scheduled maintenance funds.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**



**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT’S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Statement of Cash Flows

The statement of cash flows provides information about cash receipts and cash payments that occurred during the fiscal year. This statement also helps users assess the District’s ability to generate net cash flows, its ability to meet its obligations as they come due, and its need for external financing, if any.

| | 2019 | 2018 | Change |
|--|-----------------------|---------------------|-----------------------|
| CASH PROVIDED BY (USED IN) | | | |
| Operating activities | \$ (28,443,600) | \$ (23,605,686) | \$ (4,837,914) |
| Noncapital financing activities | 28,702,080 | 26,321,526 | 2,380,554 |
| Capital financing activities | (2,345,663) | 455,851 | (2,801,514) |
| Investing activities | 183,424 | 119,004 | 64,420 |
| Net Increase in Cash and Cash Equivalents | \$ (1,903,759) | \$ 3,290,695 | \$ (5,194,454) |

The primary cash receipts from operating activities consist of grants, contracts, and student fees. The primary cash outlays include payment of salaries, benefits, supplies and contracted services.

General apportionment is the primary source of non-capital financing. The two main components of general apportionment are state apportionment and property taxes.

The main capital activities are purchases of capital assets, such as land, buildings, and equipment.

Cash from investing activities includes interest on cash deposits in the Mendocino County Treasury and the Local Agency Investment Fund of the State of California.

State Economy and Mendocino-Lake Community College District Budget

- The economic position of the District is closely tied to that of the state of California. The District receives 48% of its unrestricted general fund revenue funding through state general apportionments and 41% from local property taxes. These two sources, along with enrollment fees, provide 89% of the District’s general-purpose revenue, the main source of support for California community colleges.
- The Governor’s 2018/19 budget for community colleges contained a Cost of Living Adjustment (COLA) of 2.71%.
- The 2018/19 state budget included a new formula for calculating General Apportionment. The Student Centered Funding Formula (SCFF) fundamentally changed the basis for the calculation from solely based on Full Time Equivalent Student (FTES) to a combination of FTES, student need, and student success outcomes. The new SCFF will be phased in over three years and when fully implemented results in a final calculation based 60% on FTES, 20% based on student need, and 20% based on student success outcomes. The formula is a subject of discussion across the state and many changes to the formula are being recommended. The hold harmless provision of the formula has been extended to allow time for District’s to make adjustments to student services and instruction in response to the Vision for Success.
- The Governor’s 2018/19 budget for community colleges was favorable. However, the Governor’s 2019/20 budget is still unknown. More information will be released in January 2020 in the Governor’s Budget Workshop.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Financial Challenges Facing the District

1. FUND BALANCES

The General Fund and Health Fund are the two operating budgets of the District. Due to the small size of the District, the two funds experience a degree of uncertainty and volatility over time. In years of high health claims, the General Fund has supplemented the Health Fund. In years of cuts to the General Fund, the Health Fund has supplemented the General Fund. The chart below illustrates the transfers between the two funds over the years.

| Fiscal Year | 6/30/XX Fund Balance | Transfers In From Other Funds | Transfers Out to Other Funds |
|-------------|----------------------|-------------------------------|------------------------------|
| 2000/01 | \$ 48,852 | \$ - | \$ - |
| 2001/02 | \$ 282,972 | \$ 440,025 | \$ - |
| 2002/03 | \$ 171,379 | \$ - | \$ - |
| 2003/04 | \$ 13,963 | \$ - | \$ - |
| 2004/05 | \$ (288,703) | \$ 150,000 | \$ - |
| 2005/06 | \$ (466,491) | \$ 400,000 | \$ - |
| 2006/07 | \$ (104,117) | \$ 200,000 | \$ - |
| 2007/08 | \$ 54,889 | \$ 150,000 | \$ - |
| 2008/09 | \$ (80,289) | \$ - | \$ - |
| 2009/10 | \$ 16,304 | \$ 500,000 | \$ - |
| 2010/11 | \$ 49,189 | \$ - | \$ - |
| 2011/12 | \$ 1,116,042 | \$ - | \$ - |
| 2012/13 | \$ 1,557,570 | \$ - | \$ - |
| 2013/14 | \$ 1,559,338 | \$ - | \$ 175,000 |
| 2014/15 | \$ 1,307,710 | \$ - | \$ 400,000 |
| 2015/16 | \$ 1,854,703 | \$ - | \$ - |
| 2016/17 | \$ 1,900,732 | \$ - | \$ - |
| 2017/18 | \$ 1,518,191 | \$ - | \$ - |
| 2018/19 | \$ 810,499 | \$ - | \$ - |

Between 2010/11 and 2017/18, the contributions to the Health Fund exceeded the medical claims expensed from the fund which resulted in an accumulation of reserves. The District has transferred a portion of these reserves to the Special Reserve Fund to begin to fund the District's GASB 75 OPEB Liability. This liability is to fund health benefits for retirees. \$1,151,732 was transferred in 17/18 to partially fund the liability. The 2018/19 Adopted Budget included an additional transfer of \$768,890 from the Health Fund to the Special Reserve Fund for this same purpose. However, this budgeted transfer could not occur, as the claims for 2018/19 exceeded the amount budgeted.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

2. ESCALATION OF HEALTH BENEFIT COSTS

The District's health benefits include partially self-funded medical benefits and fully self-funded dental and vision benefits, which are the same for all eligible participants. Stop loss insurance is purchased each year for the partially self-funded medical benefits that provides coverage in excess of \$80,000 specific deductible, in addition to a \$225,000 aggregate corridor.

The District experienced very unfavorable health claims 2018/19 with expenditures exceeding contributions, resulting in use of nearly 50% of the Health Fund reserves. In 2019/20 the District is looking into alternative options to cover health benefits to reduce the volatility experienced in a small self-funded health benefits program.

3. APPORTIONMENT FUNDING

As stated previously, a new Student Centered Funding Formula for the calculation of General Apportionment was created by the state in 2018/19. The impact to funding for the District is unknown at this time. Additional information is currently being provided by the California Community Colleges Chancellor's Office which is providing clarification as to the data elements that will be used as a basis for the formula. The implementing legislation included a three year phase in and hold harmless, which could pose a financial challenge to the District in 2022/23 when the formula is fully implemented and the hold harmless provisions have expired.

4. GASB 75 – RETIREE HEALTH BENEFITS

The actuarial study required by GASB 75 to project the District's future Retiree Health funding obligations was updated in August 2019 and included a "Total OPEB Liability (TOL)" of \$6,079,068. The District was required to comply with GASB 75 beginning with the 2017/18 fiscal year. The District has established membership in the Community College League of California (CCLC) Joint Powers Authority (JPA). As of June 30, 2019, the District has not made a deposit to the CCLC (irrevocable) Trust Fund for Retiree Health Benefits.

As of June 30, 2019, the District does have \$3,108,246 reserved for all self-insurance issues in the District's Special Reserve fund. Any portion of these funds could be deposited in the CCLC GASB 75 Trust Fund in the future.

5. PENSIONS

The District's net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017, rolled forward to June 30, 2018, using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts and the state, actuarially determined. At June 30, 2019, the District's portion of PERS and STRS liability was \$26,927,953.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

Purpose of this Discussion and Analysis

This financial report is designed to provide interested parties with a general overview of the District's finances in GASB 35 format and to demonstrate the District's accountability for the money it receives. If you have questions about this report or desire additional financial information, contact the Assistant Superintendent/Vice President of Administrative Services, Mendocino-Lake Community College District at 1000 Hensley Creek Road, Ukiah, California, 95482

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF NET POSITION – DISTRICT
JUNE 30, 2019

ASSETS

Current Assets:

| | |
|---------------------------------------|--------------|
| Cash and cash equivalents | \$ 6,944,142 |
| Restricted cash and cash equivalents | 6,337,123 |
| Investments | 1,207,105 |
| Accounts receivable, net | 3,422,157 |
| Prepaid expenditures and other assets | 31,256 |
| Total Current Assets | 17,941,783 |

Noncurrent Assets:

| | |
|---------------------|-------------|
| Capital assets, net | 85,261,932 |
| | 103,203,715 |

TOTAL ASSETS

DEFERRED OUTFLOWS OF RESOURCES

| | |
|---|-------------------|
| Deferred loss on refunding | 3,235,640 |
| Deferred outflows related to pensions | 7,889,912 |
| Deferred outflows related to OPEB | 138,244 |
| TOTAL DEFERRED OUTFLOWS OF RESOURCES | 11,263,796 |

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

\$ 114,467,511

LIABILITIES

Current Liabilities:

| | |
|---------------------------------------|--------------|
| Accounts payable and accrued expenses | \$ 3,098,719 |
| Unearned revenue | 3,234,352 |
| Amounts held in trust for others | 508,121 |
| Compensated absences, current portion | 597,884 |
| Long-term debt, current portion | 1,311,565 |
| Total Current Liabilities | 8,750,641 |

Noncurrent Liabilities:

| | |
|-------------------------------------|-------------|
| Compensated absences | 524,341 |
| Net OPEB liability | 6,079,068 |
| Net pension liability | 26,927,953 |
| Long-term debt, non-current portion | 86,842,053 |
| Total Noncurrent Liabilities | 120,373,415 |

TOTAL LIABILITIES

129,124,056

DEFERRED INFLOWS OF RESOURCES

| | |
|--------------------------------------|-----------|
| Deferred inflows related to pensions | 1,643,408 |
|--------------------------------------|-----------|

NET POSITION

| | |
|----------------------------------|---------------------|
| Net investment in capital assets | 994,393 |
| Restricted for: | |
| Debt service | 1,943,901 |
| Capital projects | 889,306 |
| Special purpose | 3,354,134 |
| Unrestricted | (23,481,687) |
| TOTAL NET POSITION | (16,299,953) |

TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION

\$ 114,467,511

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION – DISTRICT
FOR THE YEAR ENDED JUNE 30, 2019**

OPERATING REVENUES

| | |
|--|--------------------------|
| Tuition and fees (gross) | \$ 3,206,326 |
| Less: Scholarship discounts and allowances | (1,918,614) |
| Net tuition and fees | <u>1,287,712</u> |
| Grants and contracts, noncapital: | |
| Federal | 1,985,188 |
| State | 6,091,952 |
| Local | 2,897,183 |
| Auxiliary enterprise sales, net | <u>103,077</u> |
| TOTAL OPERATING REVENUES | <u><u>12,365,112</u></u> |

OPERATING EXPENSES

| | |
|--|--------------------------|
| Salaries | 18,750,137 |
| Employee benefits | 11,383,283 |
| Supplies, materials, and other operating expenses and services | 10,300,966 |
| Depreciation | <u>2,759,220</u> |
| TOTAL OPERATING EXPENSES | <u><u>43,193,606</u></u> |

OPERATING INCOME (LOSS) (30,828,494)

NON-OPERATING REVENUES (EXPENSES)

| | |
|---|--------------------------|
| State apportionments, noncapital | 9,235,686 |
| Education protection account revenues, noncapital | 2,711,143 |
| Local property taxes, noncapital | 10,096,925 |
| State taxes and other revenues, noncapital | 1,537,960 |
| Financial aid revenues | 6,429,066 |
| Financial aid expenses | (6,429,066) |
| Investment income | 212,128 |
| Interest expense | (4,458,318) |
| Other non-operating revenues | <u>5,243,238</u> |
| TOTAL NON-OPERATING REVENUES (EXPENSES) | <u><u>24,578,762</u></u> |

INCOME BEFORE OTHER REVENUES, EXPENSES, GAINS, OR LOSSES (6,249,732)

| | |
|--|----------------|
| State apportionments, capital | 95,721 |
| Local property taxes and revenues, capital | <u>154,571</u> |

CHANGE IN NET POSITION (5,999,440)

NET POSITION -- BEGINNING OF YEAR (9,366,733)

PRIOR PERIOD ADJUSTMENT (SEE NOTE 16) (933,780)

NET POSITION -- END OF YEAR \$ (16,299,953)

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF CASH FLOWS – DISTRICT
FOR THE YEAR ENDED JUNE 30, 2019**

| | |
|---|----------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Tuition and fees | \$ 1,160,205 |
| Grants and contracts | 10,852,700 |
| Payments to or on behalf of employees | (28,637,725) |
| Payments to vendors for supplies and services | (12,637,134) |
| Payment to students | 715,277 |
| Other receipts | 103,077 |
| Net Cash Used by Operating Activities | <u>(28,443,600)</u> |
| CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES | |
| State apportionments | 9,303,275 |
| Education protection account revenue | 2,711,143 |
| Property taxes | 10,096,925 |
| State taxes and other revenues | 1,347,499 |
| Other non-operating | 5,243,238 |
| Net Cash Provided by Non-capital Financing Activities | <u>28,702,080</u> |
| CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES | |
| Acquisition and construction of capital assets | (377,005) |
| State revenue, capital projects | 95,721 |
| Local revenue, capital | 154,571 |
| Principal paid on capital debt | (1,160,018) |
| Interest paid on capital debt | (1,058,932) |
| Net Cash Provided by Capital Financing Activities | <u>(2,345,663)</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Investment income | 183,424 |
| Net Cash Provided by Investing Activities | <u>183,424</u> |
| NET INCREASE (DECREASE) IN CASH & CASH EQUIVALENTS | (1,903,759) |
| CASH & CASH EQUIVALENTS, BEGINNING OF YEAR | 15,185,024 |
| CASH & CASH EQUIVALENTS, END OF YEAR | <u>\$ 13,281,265</u> |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF CASH FLOWS – DISTRICT
FOR THE YEAR ENDED JUNE 30, 2019**

**RECONCILIATION OF OPERATING LOSS TO NET CASH
USED BY OPERATING ACTIVITIES**

| | |
|--|------------------------|
| Operating loss | \$ (30,828,494) |
| Adjustments to Reconcile Operating Loss to Net Cash Used by Operating Activities: | |
| Depreciation expense | 2,759,220 |
| Changes in Assets and Liabilities: | |
| Receivables, net | (497,814) |
| Prepaid items | (5,756) |
| Deferred outflows of resources | (434,536) |
| Accounts payable and accrued liabilities | (2,330,412) |
| Deferred revenue | 1,003,447 |
| Amounts held for others | (39,486) |
| Compensated absences | 54,719 |
| Net OPEB liability | 222,082 |
| Net pension liability | 2,246,034 |
| Deferred inflows of resources | (592,604) |
| Total Adjustments | <u>2,384,894</u> |
| Net Cash Flows From Operating Activities | <u>\$ (28,443,600)</u> |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF FINANCIAL POSITION - FOUNDATION
JUNE 30, 2019**

ASSETS

| | | |
|---------------------------|-----------|-------------------|
| Cash and cash equivalents | \$ | 59,830 |
| Investments | | |
| Evelyn Foote Fund | | 1,242,783 |
| Foundation Trust Fund | | 5,274,958 |
| Halliday Fund | | 226,077 |
| Salmen Fund | | 48,730 |
| Perpetual Fund | | 604,394 |
| Adopt A Fifth Grader Fund | | 472,927 |
| Bogner Fund | | 43,105 |
| Coast Center Fund | | 220,201 |
| Elwood | | 10,374 |
| Accounts receivable | | 1,375 |
| Notes receivable | | 694,372 |
| Other assets | | 186,415 |
| Capital assets: | | |
| Land | | 1,104,370 |
| Infrastructure | | 33,278 |
| Total Assets | \$ | 10,223,189 |

LIABILITIES

| | | |
|--------------------------|----|---------------|
| Accounts payable | \$ | 16,973 |
| Total Liabilities | | 16,973 |

NET ASSETS

| | | |
|---|-----------|-------------------|
| Net assets without donor restrictions | | 7,040,793 |
| Net assets with donor restrictions | | 3,165,423 |
| Total Net Assets | | 10,206,216 |
| Total Liabilities and Net Assets | \$ | 10,223,189 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF ACTIVITIES - FOUNDATION
FOR THE YEAR ENDED JUNE 30, 2019**

| | Net Assets without Donor Restrictions | Net Assets with Donor Restrictions | Total |
|--|--|---|----------------------|
| SUPPORT AND REVENUE | | | |
| Special events (Gala): | | | |
| Gross revenue | \$ 140,761 | \$ - | \$ 140,761 |
| Event expenses | (46,260) | - | (46,260) |
| Total Special Events | 94,501 | - | 94,501 |
| Contributions | 42,264 | 445,654 | 487,918 |
| Investment return: | | | |
| Interest and dividends | 129,036 | 57,812 | 186,848 |
| Net investment realized and unrealized gains (loss) | (340,002) | (200,090) | (540,092) |
| Net assets released from restrictions | 586,118 | (586,118) | - |
| Total Revenues, Gains, and Other Support | 511,917 | (282,742) | 229,175 |
| EXPENSES | | | |
| Program expenses: | | | |
| Scholarships | 256,896 | - | 256,896 |
| Support of Mendocino - Lake Community College District | 166,265 | - | 166,265 |
| Total Program Services | 423,161 | - | 423,161 |
| Supporting services: | | | |
| Management and general | 236,901 | - | 236,901 |
| Fundraising | 143,431 | - | 143,431 |
| Total Program Services | 380,332 | - | 380,332 |
| Total Expenses | 803,493 | - | 803,493 |
| Change in Net Assets | (291,576) | (282,742) | (574,318) |
| Net Assets - Beginning of Year | 7,332,369 | 3,448,165 | 10,780,534 |
| Net Assets - End of Year | \$ 7,040,793 | \$ 3,165,423 | \$ 10,206,216 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATEMENT OF CASH FLOWS - FOUNDATION
FOR THE YEAR ENDED JUNE 30, 2019**

| | |
|---|------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Change in net assets | \$ (574,318) |
| Adjustments to reconcile change in net assets to net cash provided by operating activities: | |
| Interest and dividends | (186,848) |
| Realized and unrealized net gain on investments | 540,092 |
| Unrealized gain on property held for sale | - |
| Changes in: | |
| Other assets | 2,505 |
| Assets held by others | 192,989 |
| Accounts payable | 12,545 |
| Deferred revenue | (21,236) |
| Net Cash Used by Operating Activities | <u>(34,271)</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Net investment activity | <u>91,138</u> |
| Net Cash Provided by Investing Activities | <u>91,138</u> |
| Net increase (decrease) in cash and cash equivalents | 56,867 |
| Cash and Cash Equivalents - Beginning of Year | <u>2,963</u> |
| Cash and Cash Equivalents - End of Year | <u>\$ 59,830</u> |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity Mendocino-Lake Community College District (District) is a community college governed by an elected seven member Board of Trustees. The District provides educational services in the counties of Mendocino and Lake in the state of California. The District consists of one community college located in Ukiah, California, and centers in Lakeport, Willits, and Fort Bragg.

For financial reporting purposes, the District includes all funds, agencies, and authorities that are controlled by, or dependent on, the District's executive and legislative branches. Control by, or dependence on, the District was determined on the basis of budget adoption, taxing authority, outstanding debt secured by revenues or general obligations of the District, obligations of the District to finance any deficits that may occur, or receipt of significant subsidies from the District.

As a result, the financial statements of the District include the financial activities of the District and the combined totals of the trust and agency funds, which represent the various scholarships and student organizations within the District.

The District identified the Mendocino College Foundation (Foundation) as its only potential component unit. The District and the Foundation have financial and operational relationships that meet the reporting entity definition criteria of the Governmental Accounting Standards Board (GASB) for inclusion of the Foundation as a component unit of the District. Accordingly, the financial activities of the Foundation as a component unit have been included in the financial statements of the District.

The following are those aspects of the relationship between the District and the Foundation as the component unit that satisfies the GASB:

Accountability: The District is able to impose its will upon the Foundation. The Foundation provides specific financial benefits, or imposes specific financial burdens, on the District.

Scope of Public Service: The Foundation is a nonprofit public benefit corporation incorporated under the laws of the state of California. The Foundation was formed to promote and assist the educational services of the District.

Discrete Presentation: For financial presentation purposes, the Foundation's financial activities have been discretely presented with the financial activities of the District.

Basis of Presentation and Accounting The basic financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District has elected to follow GASB pronouncements and not Financial Accounting Standards Board (FASB) pronouncements after November 30, 1989.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

For financial reporting purposes, the District is considered a special-purpose government engaged only in business-type activities (BTA). Accordingly, the District's financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenditures are recorded when a liability is incurred, regardless of the timing of the related cash flows. All significant intra-agency transactions have been eliminated.

Exceptions to the accrual basis of accounting are as follows:

In accordance with industry standards provided by the California Community Colleges Chancellor's Office, summer session tuition and fees received before year end are recorded as deferred revenue as of June 30 with the revenue reported in the fiscal year in which the program is predominantly conducted. Summer session expenditures through June 30 are recorded as prepaid expenses.

The financial accounts of the District are recorded and maintained in accordance with the *California Community Colleges Budget and Accounting Manual*.

Cash and Cash Equivalents For purposes of the statement of cash flows, the District considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Funds invested in the County Treasurer's investment pool are considered cash equivalents.

Restricted Cash and Cash Equivalents Restricted cash and cash equivalents include amounts restricted for the repayment of debt, for use in the acquisition or construction of capital assets, for restricted programs, for any other restricted purpose, or in any funds restricted in purpose per the *California Community Colleges Budget and Accounting Manual*.

Investments GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, provides that amounts held in external investment pools be reported at fair value. However, cash in the County Treasury and investments in the Local Agency Investment Fund (LAIF) are recorded at the value of the pool shares held, which approximates the fair value of the underlying cash and investments of the pools.

Accounts Receivable Accounts receivable consists of tuition and fee charges to students and auxiliary enterprise services provided to students, faculty and staff, the majority of each residing in the state of California. Accounts receivable also include amounts due from the federal government, state and local governments, or private sources, in connection with reimbursement of allowable expenditures made pursuant to the District's grants and contracts. Losses on uncollectible accounts receivable are recognized when such losses become known or indicated. The allowance is based upon management's estimates and analysis. The allowance was estimated at \$73,228 for student receivables as of June 30, 2019.

Prepaid Expenses Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Deposits/Claims Payable As discussed more fully in note 10, the District is partially self-insured for health benefits provided to employees and retirees. The District uses a third party to administer the health benefits plan. Claims are expensed as incurred. The District deposits funds with the third-party administrator to pay claims, to the extent cumulative payments to the administrator are less than cumulative paid and unpaid claims, payments are recorded as a reduction of claims payable. Alternatively, should cumulative payments to the administrator exceed cumulative paid and unpaid claims, the excess is reported as deposits. Claims payables are included in accounts payable in the statement of net position.

Capital Assets Capital assets are recorded at cost at the date of acquisition, or fair market value at the date of donation in the case of gifts. Where historical cost is not available, estimated historical cost is based on replacement cost reduced for inflation. Capitalized equipment includes all items with a unit cost of \$20,000 or more and estimated useful life of greater than one year. Renovations to buildings, infrastructure, and land improvements that significantly increase the value or extend the useful life of the structure are capitalized. Routine repairs and maintenance are charged to operating expense in the year in which the expense was incurred.

Depreciation is computed using the straight-line method over the estimated useful lives of the assets, generally 50 years for buildings, 15 years for portable buildings, 10 years for site improvements, and 3 - 10 years for equipment.

Advances From Grantors and Students Advances from grantors and students include amounts received for tuition and fees and certain auxiliary activities prior to the end of the fiscal year that relate to the subsequent accounting period. Advances from grantors and students also include amounts received from grant and contract sponsors that have not yet been earned.

Amounts Held in Trust for Others Amounts held in trust for others represent funds held by the District for the associated student trust fund and the scholarship and loan trust fund.

Compensated Absences Compensated absences costs are accrued when earned by employees. Accumulated unpaid employee vacation benefits are recognized at year end as liabilities of the District. The District also participates in and accrues "load banking" with eligible academic employees whereby the employee may teach extra courses in one period in exchange for time off in another period. Compensated absences are included in other long-term liabilities in the statement of net position.

Accumulated sick leave benefits are not recognized as liabilities of the District. The District'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; however, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires, if the employee is a member of California Public Employees' Retirement System (CalPERS) or California State Teachers' Retirement System (CalSTRS).

Long-Term Liabilities Bond premiums are deferred and amortized over the life of the bonds using the straight-line method, which does not differ materially from the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed in the year incurred. Amortization of bond premium and discount costs was \$108,948 for the year ended June 30, 2019.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

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

Fair Value Measurements The District categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; and level 3 inputs are significant unobservable inputs.

Deferred Outflows/Inflows of Resources In addition to assets, the statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period which will only be recognized as an outflow of resources (expense) in the future. District pension contributions, subsequent to the measurement date, are reported as deferred outflows of resources in the government-wide statement of net position. District contributions, subsequent to the measurement date, will be amortized during the next fiscal year.

In addition to liabilities, the statement of net position includes a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and would only be recognized as an inflow of resources (revenue) at that time.

Changes in proportion and differences between District contributions and proportionate share of pension contributions, the District's proportionate share of the net difference between projected and actual earnings on pension plan investments, changes in assumptions, and the differences between the District expected and actual experience are reported as deferred inflows of resources or deferred outflows of resources in the government-wide statement of net position. These amounts are amortized over the estimated service lives of the pension plan participants.

The District also has a deferred loss on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Net Position The District's net position is classified as follows:

Net Investment in Capital Assets: This represents the District's total investment in capital assets, net of outstanding debt obligations related to those capital assets. To the extent debt has been incurred but not yet expended for capital assets, such amounts are not included as a component of net investment in capital assets.

Restricted Net Position - Expendable: Restricted expendable net position represents resources which are legally or contractually obligated to be spent in accordance with restrictions imposed by external third parties.

Unrestricted Net Position: Unrestricted net position represents resources derived from student tuition and fees, state apportionments, and sales and services of educational departments and auxiliary enterprises. These resources are used for transactions relating to the educational and general operations of the District, and may be used at the discretion of the governing board to meet current expenses for any purpose.

When an expense is incurred that can be paid using either restricted or unrestricted resources, the District's policy is to first apply the expense towards restricted resources, and then towards unrestricted resources.

Classification of Revenues The District has classified its revenues as either operating or non- operating. Certain significant revenue streams relied upon for operations are recorded as non- operating revenues, including state appropriations, local property taxes, and investment income. Revenues are classified according to the following criteria:

Operating Revenues: Operating revenues include activities that have the characteristics of exchange transactions, such as; (1) student tuition and fees, net of scholarship discounts and allowances; (2) sales and services of auxiliary enterprises; and (3) most federal, state, and local grants and contracts, and federal appropriations.

Nonoperating Revenues: Nonoperating revenues include activities that have the characteristics of nonexchange transactions, such as gifts and contributions, and other revenue sources, such as state appropriations, financial aid, and investment income.

Scholarship Discounts and Allowances Student tuition and fee revenue are reported net of scholarship discounts and allowances in the statement of revenues, expenses, and changes in net position. Scholarship discounts and allowances represent the difference between stated charges for goods and services provided by the District and the amount that is paid by students and/or third parties making payments on the students' behalf.

State Apportionments Certain current-year apportionments from the state are based on various financial and statistical information of the previous year, as well as state budgets and other factors outside the District's control. In February, subsequent to the year end, the state performs a recalculation based on actual financial and statistical information for the year just completed. The District's policy is to estimate the recalculation correction to apportionment, if any, based on factors it can reasonably determine such as local property tax revenue received and reductions in FTES. Any additional corrections determined by the state are recorded in the year computed by the state.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Estimates The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the basic financial statements and accompanying notes. Actual results may differ from those estimates.

Property Taxes Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are payable in two installments on November 1 and February 1 and become delinquent if paid after December 10 and April 10, respectively. Unsecured property taxes are payable in one installment on or before August 31. The County of Mendocino and the County of Lake bill and collect the taxes for the District.

Budget and Budgetary Accounting By state law, the District's governing board must approve a tentative budget no later than July 1, and adopt a final budget no later than September 15 of each year. A hearing must be conducted for public comments prior to adoption. The District's governing board satisfied these requirements.

The budget is revised during the year to incorporate categorical funds that are awarded during the year and miscellaneous changes to the spending plans. The District's governing board approves revisions to the budget.

On-Behalf Payments GASB Statement 24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance*, requires that direct on-behalf payments for fringe benefits, and salaries made by one entity to a third-party recipient for the employees of another legally separate entity, be recognized as revenue and expenditures by the employer government. The state of California makes direct on-behalf payments for retirement benefits to CalSTRS and CalPERS on behalf of all community college districts in California. The amount reported in the basic financial statements as of June 30, 2019, was \$1,726,357.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Discretely Presented Component Unit – Foundation

Organization The Foundation was founded during the 1984-85 year to strengthen student services by providing student scholarships, enriching instruction and basic skills, as well as enhancing program and staff development. The goal is to promote and develop a mutually beneficial relationship between the College and the community. Because of the education nature of activities, the District has been granted tax-exempt status under Section 501(c)(3) of the *Internal Revenue Code*.

Basis of Presentation and Accounting These financial statements, which are presented on the accrual basis of accounting, have been prepared to present balances and transactions according to the existence or absence of donor-imposed restrictions. This has been accomplished by classification of net assets and transactions into three classes: unrestricted, temporarily restricted, or permanently restricted, as follows:

Unrestricted Net Assets: Net assets not subject to donor-imposed stipulations.

Temporarily Restricted Net Assets: Net assets subject to donor-imposed stipulations that will be met by actions of the Foundation and/or the passage of time. When the time restriction stipulation ends or when funds are expended for intended purposes, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Permanently Restricted Net Assets: Net assets subject to donor-imposed stipulations that they be maintained permanently by the Foundation.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or by law.

Expiration of temporary restrictions on net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets.

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

Cash and Cash Equivalents For purposes of the statement of cash flows, the Foundation considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. Funds invested in the County Treasurer's investment pool are considered cash equivalents and are recorded at the value of the pool shares held, which approximates the fair value of the underlying cash and investments of the pool.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Discretely Presented Component Unit – Foundation, continued

Investments The District's investments in brokerage accounts are reported at fair value based on quoted market prices and investments in property held for sale are reported at fair value based on property appraisals. All realized and unrealized gains or losses are reported in the statement of activities.

Fair Value Measurements The District categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; and level 3 inputs are significant unobservable inputs.

Capital Assets Expenditures for maintenance and repairs are charged to expense as incurred. Major improvements are capitalized. Property and equipment are recorded at cost on the date of acquisition or fair value at time of donation.

Assets Held by Others Assets held by others represent amounts held by the Community College League of California (the League) and Sonoma State University Academic Foundation (SSUAF) for the Foundation. The League facilitated three gift annuities for the Foundation. The amount recorded approximates the net present value of the future benefit to be received by the Foundation. The SSUAF is the trustee for the Halliday Trust which will terminate in 2019. The Foundation is a 50% beneficiary of the trust.

Endowment Investment and Spending Policy The Foundation's endowment consists of the Evelyn Foote Fund and gift annuities that will create a perpetual scholarship fund when the Foundation receives the residual of the annuities, sometime in the future. As required by generally accepted accounting principles, net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

The Board of Directors of the Foundation has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA), as enacted by the state of California, as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result, the Foundation classifies as permanently restricted net assets: (a) the original value of gifts donated to the permanent endowment, and (b) the original value of subsequent gifts to the permanent endowment.

The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA.

In accordance with UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the Foundation, and (7) the Foundation's investment policies.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Discretely Presented Component Unit – Foundation, continued

Investment Return Objectives, Risk Parameters, and Strategies The Foundation has adopted investment and spending policies, approved by the Board of Directors, for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment funds while also maintaining the purchasing power of those endowment assets over the long-term. Accordingly, the investment process seeks to achieve an after-cost total real rate of return, including investment income as well as capital appreciation, which exceeds the annual distribution with acceptable levels of risk. Endowment assets are invested in a well-diversified asset mix, which includes equity and debt securities, that is intended to result in a consistent annual inflation-protected rate of return, over time, of approximately 8% for the Foundation Trust Fund and 7% for the Evelyn Foote Fund. Actual returns in any given year may vary from this amount. Investment risk is measured in terms of the total endowment fund; investment assets and allocation between asset classes and strategies are managed to not expose the fund to unacceptable levels of risk.

Spending Policy The Foundation has a policy of appropriating for distribution each year 5% for the Foundation Trust Fund and 4% for the Evelyn Foote Fund. Where a distribution percentage is used, it shall be applied to the respective 20-quarters rolling average Fair Market Value of that Holding Accounts as of December 31 of the prior fiscal year for all accounts that have been established for 6 years or more and 12-quarters rolling average Fair Market Value of that Holding Accounts as of December 31 of the prior fiscal year for all accounts established less than 6 years. In establishing this policy, the Foundation considers the long-term expected return on its investment assets, the nature and duration of the individual endowment funds, which must be maintained in perpetuity because of donor-restrictions, and the possible effects of inflation. The Foundation expects the current spending policy to allow its endowment funds to grow at a nominal average rate of 3% annually, which is consistent with the Foundation's objective to maintain the purchasing power of the endowment assets as well as to provide additional real growth through investment return.

Contributions The Foundation recognizes contributions from unconditional promises to give when such promises are made if the amounts can be reasonably determined. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Contributions are available for unrestricted use unless specifically restricted by the donor. Unconditional promises to give that are to be received in future years are discounted at the Foundation's risk-free rate of return.

Donated Assets Donated marketable securities and other noncash donations (gift annuities) are recorded as contributions at their estimated fair values at the date of donation.

Donated Services Donated services are recognized as contributions in accordance with FASB Accounting Standards Codification (ASC) Subtopic 958-605, *Not-for-Profit Entities – Revenue Recognition*, if the services: (a) create or enhance nonfinancial assets, or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Foundation.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Discretely Presented Component Unit – Foundation, continued

During the year, the Foundation received services meeting these criteria from the District in the form of accounting and administrative services as well as use of facilities. The value of these services is not included in the financial statements as management believes the value is not material to the financial statements as a whole. The Foundation did not receive any other services during the year that met the criteria for recognition in these financial statements.

Volunteers also provided their time and performed a variety of tasks that assisted the Foundation with specific program services and fundraising. Although such donated services do not meet the criteria for recognition in the financial statements, they are essential to the success of the Foundation’s mission and programs.

Income Taxes The Foundation operates under Section 501(c)(3) of the *Internal Revenue Code* and Section 23701(d) of the *California Revenue and Taxation Code* and is exempt from federal and state income taxes. Accordingly, no provision for income taxes is included in the financial statements. In addition, the Foundation qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS

The cash and cash equivalents are displayed on the statement of net position as follows:

| | District | Foundation |
|--------------------------------------|---------------|--------------|
| Cash and cash equivalents | \$ 6,944,142 | \$ 59,830 |
| Restricted cash and cash equivalents | 6,337,123 | - |
| Investments | 1,207,105 | 8,143,549 |
| Total Deposits and Investments | \$ 14,488,370 | \$ 8,203,379 |

The carrying amounts of the District’s and Foundation’s deposits are summarized as follows:

| | District | Foundation |
|---------------------------|---------------|------------|
| Cash in county treasury | \$ 12,494,610 | \$ 52,815 |
| Cash on hand and in banks | 278,876 | 7,015 |
| Cash with agency | 507,779 | - |
| Totals | \$ 13,281,265 | \$ 59,830 |

As provided for by *California Education Code*, Section 41001, a significant portion of the District’s cash balances of most funds is deposited with the Mendocino County Treasurer for the purpose of increasing interest earned through County investment activities. The County Treasury’s Pooled Money Investment account’s weighted average maturities was less than one year at June 30, 2019.

Copies of the County’s audited financial statements can be obtained from the Mendocino County Auditor-Controller’s Office, 501 Low Gap Road, Ukiah, California 95482.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS, continued

The pooled treasury has regulatory oversight from the Mendocino County Treasury Oversight Committee in accordance with *California Government Code* requirements.

All cash held by financial institutions is collateralized by securities that are held by the broker or dealer, or by its trust department or agent, but not in the District's name. In addition, all of the District's bank balances at June 30, 2019, are insured.

Investments

The District's investment policy is consistent with *California Government Code* as it relates to investment vehicles. The District's investment policy authorizes investing in the following:

Local Agency Investment Fund (LAIF)

Mendocino County Treasury

Time Certificates of Deposit further limited to:
\$100,000 per financial institution

Financial institutions insured by:
Federal Savings and Loan Insurance Corporation and/or
Federal Deposit Insurance Corporation

Financial institutions that are licensed
Financial institutions with offices within California

Other high-quality investments as allowed by state law

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019**

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS, continued

The Foundation’s investment policy specifies the following allowable assets:

Cash Equivalents:

- Treasury Bills
- Money Market Funds
- Commercial Paper
- Bankers’ Acceptance
- Repurchase Agreements
- Certificates of Deposits

Fixed Income Securities:

- U.S. Government and Agency Securities Corporate Notes and Bonds
- Preferred Stock
- Fixed Income Securities of Foreign Governments and Corporations

Equity Securities:

- Common Stock
- Convertible Notes and Bonds Convertible Preferred Stock
- Stocks of Non U.S. Companies

Mutual Funds:

- Mutual Funds which invest in securities allowed in this policy

REITs (Real Estate Investment Trusts)

The Foundation’s policy limits investments in bonds to those rated BBB (or equivalent) or better, and commercial paper investments to those with A1 (or equivalent) or better ratings. Both of these limits can be overridden by approval of the Foundation’s Finance Committee. Money market funds selected shall contain securities whose credit ratings at the absolute minimum would be rated investment grade by Standard and Poor’s and/or Moody’s.

The District’s and Foundation’s investments are as follows:

| | District | Foundation |
|--------------------|---------------------|---------------------|
| Investment in LAIF | \$ 1,207,105 | \$ - |
| Bank Sweep Account | | 577,882 |
| Money market funds | - | 2,129,400 |
| Fixed income | - | 1,693,342 |
| Equities | - | 3,712,800 |
| Other assets | - | 30,125 |
| Totals | <u>\$ 1,207,105</u> | <u>\$ 8,143,549</u> |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS, continued

The District invests funds in the State Treasurer's Pooled Money Investment Account (PMIA) through LAIF, a voluntary program created by statute in 1977. The PMIA has regulatory oversight from the Pooled Money Investment Board and an in-house investment committee. The Local Agency Investment Advisory Board has oversight of LAIF. The fair value of the District's position in the pool is materially equivalent to the value of pool shares.

In accordance with authorized investment laws, LAIF invests in various structured notes and mortgage-backed securities, such as collateralized mortgage obligations. As of June 30, 2019, 2.43% of LAIF's investment portfolio was invested in structured notes and other asset-backed securities. Copies can be obtained from the Local Agency Investment Fund, P.O. Box 942809, Sacramento, California 94209. PMIA's weighted average maturities was 173 days at June 30, 2019.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates that will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity its fair value is to changes in market interest rates. *California Government Code*, Section 53601, limits the District's investments to maturities of five years.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation to the holder of the investment. This is measured by ratings assigned by nationally recognized organizations. The District's investment policy addresses credit risk by limiting investment types as noted above to investments authorized by *California Government Code*. The District's investment in the County investment pool and LAIF funds are unrated.

Concentration of Credit Risk

Concentration risk is defined as positions of 5% or more in the securities of a single issuer. The District's investment policy allows investments in a single issuer greater than 5%. However, the District complies with *California Government Codes* related to the concentration of investments and there are no investments with any one issuer greater than 5% of total investments.

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of the failure of the counterparty (e.g., financial institution, broker-dealer), the District will not be able to recover the value of its cash and investments or collateral securities that are in the possession of another party.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019**

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS, continued

For deposits, the *California Government Code* requires California banks and savings and loan associations to secure the District’s deposits by pledging government securities as collateral. The market value of pledged securities must equal 110% of an entity’s deposits. California law also allows financial institutions to secure an entity’s deposits by pledging first trust deed mortgage notes having a value of 150% of an entity’s total deposits.

For investments, the District addresses this risk by limiting its investment types as noted above to investments authorized by *California Government Code*.

Fair Value Measurements

The District's and Foundation’s investment in LAIF and the County Treasurer's investment pool is measured at fair value. At June 30, 2019, LAIF value of \$1,207,105 and County Treasurer's pool value of \$12,494,610 are valued using quoted prices for similar instruments in active markets and quoted prices for identical or similar instruments in markets that are not active (level 2 inputs).

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable consisted of the following:

| | | |
|--------------------------------|----|------------------|
| Tuition and fees | \$ | 682,517 |
| Federal grants and contracts | | 742,024 |
| State grants and contracts | | 1,166,733 |
| State apportionment | | 259,010 |
| State taxes and other revenues | | 571,873 |
| Totals | \$ | <u>3,422,157</u> |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 4 – CAPITAL ASSETS

Capital assets activity is summarized as follows:

| | Beginning Balance July 01, 2018 | Additions | Deductions | Ending Balance June 30, 2019 |
|--|------------------------------------|----------------|------------|---------------------------------|
| Capital assets not being depreciated | | | | |
| Land | \$ 7,545,440 | \$ - | \$ - | \$ 7,545,440 |
| Capital assets being depreciated | | | | |
| Buildings and improvements | 113,335,635 | - | - | 113,335,635 |
| Equipment | 6,737,468 | 377,005 | - | 7,114,473 |
| Total capital assets being depreciated | 120,073,103 | 377,005 | - | 120,450,108 |
| Total capital assets | 127,618,543 | 377,005 | - | 127,995,548 |
| Less: accumulated depreciation | 39,974,396 | 2,759,220 | - | 42,733,616 |
| Net Capital Assets | \$ 87,644,147 | \$ (2,382,215) | \$ - | \$ 85,261,932 |

Foundation

As of June 30, 2019, the Foundation owns approximately 224 acres of real property which surrounds the main campus of Mendocino-Lake Community College District at 1000 Hensley Creek Road, Ukiah, California. In June 2017, the Foundation purchased one acre of land for \$25,000 and recorded the purchase as a capital asset at the original cost. The carrying value of the property which will be retained for the future growth of the college is \$1,104,370. In addition, a road has been built on the retained property totaling \$33,278 that has been capitalized as infrastructure.

NOTE 5 – ACCOUNTS PAYABLE

Accounts payable consisted of the following:

| | |
|---|---------------------|
| Accrued payroll and related liabilities | \$ 542,477 |
| Accrued interest | 763,319 |
| Construction projects | 19,136 |
| Claims payable | 1,077,803 |
| Vendor and other payables | 695,984 |
| Totals | <u>\$ 3,098,719</u> |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 6 – ADVANCES FROM GRANTORS AND STUDENTS

Advances from grantors and students consisted of the following:

| | | |
|------------------------|----|------------------|
| Tuition and fees | \$ | 405,486 |
| Trust accounts | | 222,762 |
| State and local grants | | 2,606,104 |
| | \$ | <u>3,234,352</u> |

NOTE 7 – LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities:

| | Restated Balance July 01, 2018 | Additions | Reductions | Balance June 30, 2019 | Due Within One Year |
|-------------------------------------|--------------------------------------|---------------------|---------------------|--------------------------|------------------------|
| General obligation bonds | | | | | |
| General Obligation Bonds - Series B | \$ 30,350,552 | \$ 1,077,109 | \$ 45,181 | \$ 31,382,480 | \$ 12,092 |
| 2015 Refunding Bonds | 51,823,803 | 1,458,628 | 660,000 | 52,622,431 | 920,000 |
| Unamortized premium | 3,607,216 | - | 108,948 | 3,498,268 | - |
| Total long-term debt | <u>85,781,571</u> | <u>2,535,737</u> | <u>814,129</u> | <u>87,503,179</u> | <u>932,092</u> |
| Other long-term liabilities: | | | | | |
| Solar loan | 996,328 | - | 345,889 | 650,439 | 379,473 |
| Compensated absences | 1,067,506 | 533,026 | 478,307 | 1,122,225 | 597,884 |
| Total other long-term liabilities | <u>2,063,834</u> | <u>533,026</u> | <u>824,196</u> | <u>1,772,664</u> | <u>977,357</u> |
| Total long-term liabilities | <u>\$ 87,845,405</u> | <u>\$ 3,068,763</u> | <u>\$ 1,638,325</u> | <u>\$ 89,275,843</u> | <u>\$ 1,909,449</u> |

Long-term liabilities consisted of the following obligations:

GENERAL OBLIGATION BONDS

2011 General Obligation Bonds, Series B, issued in the original amount of \$37,499,792, including current interest bonds and capital appreciation bonds.

Final maturity is in 2051. Interest rate ranges from 2.00% to 11.75%. \$ 31,382,480

2015 General Obligation Refunding Bonds, issued in the original amount of \$48,627,448, including current interest bonds and capital appreciation bonds.

Final maturity is in 2051. Interest rate ranges from 8.00% to 16.00%. 52,622,431

Subtotal 84,004,911

Unamortized premium on general obligation bonds 3,498,268

Subtotal - General Obligation Bonds \$ 87,503,179

OTHER FINANCING

2009 Solar Loan, issued in the original amount of \$4,951,320. Final maturity in February 2021. Interest rate is 5.02%.

Total Other Financing 650,439

Total Long-Term Debt 88,153,618

Total Long-Term Debt - current Portion \$ 1,311,565

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 7 – LONG-TERM LIABILITIES, continued

The annual debt service requirements to maturity on the 2011 general obligation bonds, series B, are as follows:

General Obligation Bonds - Series B

| Fiscal Year | Principal | Interest | Accreted Interest | Total |
|-------------|---------------|---------------|-------------------|---------------|
| 2020 | \$ 12,092 | \$ 738,491 | \$ 17,908 | \$ 768,491 |
| 2021 | 89,893 | 738,491 | 160,108 | 988,492 |
| 2022 | 117,081 | 936,216 | 247,919 | 1,301,216 |
| 2023 | 18,600 | 1,133,941 | 46,400 | 1,198,941 |
| 2024 | 44,674 | 1,133,941 | 130,326 | 1,308,941 |
| 2025-2029 | 334,430 | 7,394,831 | 1,075,570 | 8,804,831 |
| 2030-2034 | 1,526,906 | 8,800,596 | 3,983,094 | 14,310,596 |
| 2035-2039 | 3,265,287 | 7,681,031 | 4,834,713 | 15,781,031 |
| 2040-2044 | 16,392,813 | 2,231,753 | 6,412,187 | 25,036,753 |
| 2045-2049 | 658,388 | - | 8,656,826 | 9,315,214 |
| 2050-2052 | 932,761 | - | 14,899,936 | 15,832,697 |
| Accretion | 7,989,555 | - | (7,989,555) | - |
| Total | \$ 31,382,480 | \$ 30,789,291 | \$ 32,475,432 | \$ 94,647,203 |

The annual debt service requirements to maturity on the 2015 general obligation refunding bonds are as follows:

2015 Refunding

| Fiscal Year | Principal | Interest | Accreted Interest | Total |
|-------------|---------------|--------------|-------------------|----------------|
| 2020 | \$ 920,000 | \$ 1,070,475 | \$ - | \$ 1,990,475 |
| 2021 | 915,000 | 1,024,600 | - | 1,939,600 |
| 2022 | 1,025,000 | 976,100 | - | 2,001,100 |
| 2023 | 1,165,000 | 921,350 | - | 2,086,350 |
| 2024 | 1,315,000 | 859,350 | - | 2,174,350 |
| 2025-2029 | 9,240,000 | 3,073,625 | - | 12,313,625 |
| 2030-2034 | 8,735,841 | 527,438 | 689,159 | 9,952,438 |
| 2035-2039 | 5,097,835 | - | 9,332,165 | 14,430,000 |
| 2040-2044 | 4,849,546 | - | 14,015,454 | 18,865,000 |
| 2045-2049 | 9,907,952 | - | 37,506,122 | 47,414,074 |
| 2050-2052 | 4,606,275 | - | 23,399,055 | 28,005,330 |
| Accretion | 4,844,982 | - | (4,844,982) | - |
| Total | \$ 52,622,431 | \$ 8,452,938 | \$ 80,096,973 | \$ 141,172,342 |

Accretion

As of June 30, 2019, the General Obligation bonds, Series B, and the 2015 Refunding Bonds have been increased by \$1,077,109 and \$1,458,628, respectively, to include accumulated accretion of the capital appreciation bonds. Annual accretion is recognized as interest in the statement of activities.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019**

NOTE 7 – LONG-TERM LIABILITIES, continued

Solar Loan

The annual debt service requirements to maturity on the 2009 solar loan obligation are as follows:

| Fiscal Year | Principal | Interest | Total |
|-------------|------------|-----------|------------|
| 2020 | \$ 379,473 | \$ 24,088 | \$ 403,561 |
| 2021 | 270,966 | 5,126 | 276,092 |
| Total | \$ 650,439 | \$ 29,214 | \$ 679,653 |

Refunded Debt

In prior years, the District defeased general obligation bonds by placing the proceeds of the new bonds in an irrevocable trust account to provide for all future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the District's financial statements.

The District recognized a financial statement loss of \$3,536,630 on the above refunding which is being amortized over the life of the new debt. The amortized balance as of June 30, 2019 is \$3,235,640.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS

Qualified employees are covered under multiple-employer contributory retirement plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers’ Retirement System (CalSTRS), and Classified employees are members of the California Public Employees’ Retirement System (CalPERS).

For the fiscal year ending June 30, 2019, the District reported its proportionate share of the net pension liabilities, pension expense, deferred outflow of resources, and deferred inflow of resources for each of the above plans as follows:

| Pension Plan | Collective Net Pension Liability | Deferred Outflows of Resources | Deferred Inflows of Resources | Collective Pension Expense |
|--------------|----------------------------------|--------------------------------|-------------------------------|----------------------------|
| CalSTRS | \$ 14,177,930 | \$ 4,273,303 | \$ 1,536,222 | \$ 1,514,607 |
| CalPERS | 12,750,023 | 3,616,609 | 107,186 | 2,433,575 |
| Total | \$ 26,927,953 | \$ 7,889,912 | \$ 1,643,408 | \$ 3,948,182 |

California State Teachers’ Retirement System (CalSTRS)

Plan Description Certificated employees of the District participate in the STRP, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalSTRS. Benefit provisions are established by state statute, as legislatively amended, within the State Teachers’ Retirement Law. CalSTRS issues publicly available financial reports that can be obtained at www.calstrs.com.

Benefits Provided The STRP provides retirement, disability, and survivor benefits to beneficiaries. Benefits are based on members’ final compensation, age, and years of service credit. Members hired on or before December 31, 2012, with five years of credited service are eligible for the normal retirement benefit at age 60. Members hired on or after January 1, 2013, with five years of credited service are eligible for the normal retirement benefit at age 62. The normal retirement benefit is equal to 2.0 percent of final compensation for each year of credited service.

The STRP is comprised of four programs: Defined Benefit Program, Defined Benefit Supplement Program, Cash Balance Benefit Program, and Replacement Benefits Program. The STRP holds assets for the exclusive purpose of providing benefits to members and beneficiaries of these programs. CalSTRS also uses plan assets to defray reasonable expenses of administering the STRP. Although CalSTRS is the administrator of the STRP, the State is the sponsor of the STRP and obligor of the trust. In addition, the State is both an employer and nonemployer contributing entity to the STRP. The District contributes exclusively to the STRP Defined Benefit Program; thus disclosures are not included for the other plans.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California State Teachers’ Retirement System (CalSTRS), continued

STRP provisions and benefits in effect at June 30, 2019, are summarized as follows:

| | STRP Defined Benefit Plan | |
|---|-----------------------------------|--------------------------------|
| | On or before December 31, 2012 | On or after January 1, 2013 |
| Hire date | December 31, 2012 | January 1, 2013 |
| Benefit formula | 2% at 60 | 2% at 62 |
| Benefit vesting schedule | 5 years of service | 5 years of service |
| Benefit payments | Monthly for life | Monthly for life |
| Retirement age | 60 | 62 |
| Monthly benefits as a percentage of eligible compensation | 2.0% - 2.4% | 2.0% - 2.4% |
| Required employee contribution rate | 10.25% | 9.205%* |
| Required employer contribution rate | 16.28% | 16.28% |
| Required state contribution rate | 9.328% | 9.328% |

*The rate imposed on CalSTRS 2% at 62 members assuming no change in the normal cost of benefits.

Contributions Required member, District, and State of California contribution rates are set by the California Legislature and Governor and detailed in Teachers' Retirement Law. The contribution rates are expressed as a level percentage of payroll using the entry age normal actuarial method. In accordance with AB 1469, employer contributions into CalSTRS will be increasing to a total of 19.1 percent of applicable member earnings phased over a seven-year period. The contribution rates for each plan for the year ended June 30, 2019, are presented above, and the District's total contributions were \$1,385,733.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions At June 30, 2019, the District reported a net pension liability for its proportionate share of the net pension liability that reflected a reduction for state pension support provided to the District. The amount recognized by the District as its proportionate share of the net pension liability, the related state support, and the total portion of the net pension liability that was associated with the District, were as follows:

| | | |
|--|----|-------------------|
| District's proportionate share of the net pension liability | \$ | 14,177,930 |
| State's proportionate share of the net pension liability associated with the District | | 8,117,919 |
| Total | \$ | <u>22,295,849</u> |

The net pension liability was measured as of June 30, 2018. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating college districts and the State, actuarially determined. The District's proportionate share for the measurement periods of June 30, 2018 and June 30, 2017, was 0.015 percent and 0.015 percent, respectively.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California State Teachers’ Retirement System (CalSTRS), continued

For the year ended June 30, 2019, the District recognized pension expense of \$1,514,607. In addition, the District recognized pension expense and revenue of \$435,327 for support provided by the State. At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|--|-----------------------------------|----------------------------------|
| Difference between projected and actual earnings on plan investments | \$ - | \$ 545,814 |
| Differences between expected and actual experience | 43,965 | 205,746 |
| Changes in assumptions | 2,202,445 | - |
| Net changes in proportionate share of net pension liability | 641,160 | 784,662 |
| District contributions subsequent to the measurement date | 1,385,733 | - |
| Total | \$ 4,273,303 | \$ 1,536,222 |

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to pensions will be recognized as follows:

| Year Ended June 30, | Deferred Outflows/(Inflows) of Resources |
|---------------------|--|
| 2020 | \$ 356,176 |
| 2021 | 151,622 |
| 2022 | (61,996) |
| 2023 | 460,408 |
| 2024 | 447,210 |
| Thereafter | (2,072) |
| | \$ 1,351,348 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California State Teachers’ Retirement System (CalSTRS), continued

Actuarial Assumptions Total pension liability for STRP was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2017, and rolling forward the total pension liability to June 30, 2018. The financial reporting actuarial valuation as of June 30, 2017, used the following methods and assumptions, applied to all prior periods included in the measurement:

| | |
|---------------------------|-------------------------------------|
| Valuation date | June 30, 2017 |
| Measurement date | June 30, 2018 |
| Experience study | July 1, 2010, through June 30, 2015 |
| Actuarial cost method | Entry Age Normal |
| Discount rate | 7.10% |
| Investment rate of return | 7.10% |
| Consumer price inflation | 2.75% |
| Wage growth | 3.50% |

CalSTRS uses custom mortality tables to best fit the patterns of mortality among its members. These custom tables are based on RP2000 series tables adjusted to fit CalSTRS experience.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. The best estimate ranges were developed using capital market assumptions from CalSTRS general investment consultant. Based on the model for CalSTRS consulting actuary investment practice, a best estimate range was determined assuming the portfolio is re-balanced annually and that the annual returns are lognormally distributed and independent from year to year to develop expected percentile for the long-term distribution of annualized returns.

The assumed asset allocation is based on board policy for target asset allocation in effect on February 2, 2012, the date the current experience study was approved by the board. Best estimates of 20-year geometric real rates of return and the assumed asset allocation for each major asset class used as input to develop the actuarial investment rate of return are summarized in the following table:

| Asset Class | Assumed Asset Allocation | Long-term Expected Real Rate of Return* |
|--|---------------------------------|--|
| Global Equity | 47% | 6.30% |
| Fixed Income | 12% | 0.30% |
| Real Estate | 13% | 5.20% |
| Private Equity | 13% | 9.30% |
| Cash/Liquidity | 2% | -1.00% |
| Absolute Return/Risk Mitigation Strategies | 9% | 2.90% |
| Inflation Sensitive | 4% | 3.80% |
| | 100% | |

*20-year geometric average

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California State Teachers’ Retirement System (CalSTRS), continued

Discount Rate The discount rate used to measure the total pension liability was 7.10%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers were made at statutory contribution rates. Projected inflows from investment earnings were calculated using the long-term assumed investment rate of return (7.10%) and assumes that contributions, benefit payments, and administrative expenses occur midyear. Based on those assumptions, the STRP’s fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.10%, as well as the District’s proportionate share of the net pension liability if it was calculated using a discount rate that is one percentage point lower (6.10%) or one percentage point higher (8.10%) than the current rate:

| | Decrease (6.10%) | Discount Rate (7.10%) | Increase (8.10%) |
|------------------------------|---------------------|--------------------------|---------------------|
| Plan's net pension liability | \$ 20,769,009 | \$ 14,177,930 | \$ 8,713,287 |

Pension Plan Fiduciary Net Position Detailed information about the pension plan’s fiduciary net position is available in CalSTRS’ separately issued Comprehensive Annual Financial Report (CAFR).

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California Public Employees’ Retirement System (CalPERS)

Plan Description Qualified employees are eligible to participate in the School Employer Pool (SEP) and the Safety Risk Pool under CalPERS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. Benefit provisions are established by State statutes, as legislatively amended, within the Public Employees' Retirement Law.

A full description of the pension plans regarding benefit provisions, assumptions (for funding, but not accounting purposes), and membership information is listed in the June 30, 2017, annual actuarial valuation reports, Schools Pool Actuarial Valuation, and the Risk Pool Actuarial Valuation Report, Safety. These report(s) and CalPERS audited financial information are publically available reports that can be found on the CalPERS website under Forms and Publications at: <https://www.calpers.ca.gov/page/forms-publications>.

Benefits Provided CalPERS provides service retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members who must be public employees and beneficiaries. Benefits are based on years of service credit, a benefit factor, and the member's final compensation. Members hired on or before December 31, 2012, with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Members hired on or after January 1, 2013, with five years of total service are eligible to retire at age 52 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after five years of service. The Basic Death Benefit is paid to any member's beneficiary if the member dies while actively employed. An employee's eligible survivor may receive the 1957 Survivor Benefit if the member dies while actively employed, is at least age 50 (or age 52 for members hired on or after January 1, 2013), and has at least five years of credited service. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

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

| | School Employer Pool (CalPERS) | |
|---|-----------------------------------|--------------------------------|
| | On or before December 31, 2012 | On or after January 1, 2013 |
| Hire date | December 31, 2012 | January 1, 2013 |
| Benefit formula | 2% at 55 | 2% at 62 |
| Benefit vesting schedule | 5 years of service | 5 years of service |
| Benefit payments | Monthly for life | Monthly for life |
| Retirement age | 55 | 62 |
| Monthly benefits as a percentage of eligible compensation | 1.1% - 2.5% | 1.0% - 2.5% |
| Required employee contribution rate | 7.000% | 6.500% |
| Required employer contribution rate | 18.062% | 18.062% |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California Public Employees’ Retirement System (CalPERS), continued

Contributions Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on July 1 following notice of a change in the rate. Total plan contributions are calculated through the CalPERS annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The contribution rates are expressed as a percentage of annual payroll. The contribution rates for each plan for the year ended June 30, 2019, are presented above, and the total District contributions were \$1,205,311.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions As of June 30, 2019, the District reported net pension liabilities for its proportionate share of the CalPERS net pension liability totaling \$12,750,023. The net pension liability was measured as of June 30, 2018. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating college districts, actuarially determined. The District’s proportionate share for the measurement periods of June 30, 2018 and June 30, 2017, was 0.048 percent and 0.46 percent, respectively, resulting in a change of .002% in the proportionate share.

For the year ended June 30, 2019, the District recognized pension expense of \$2,433,575. At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|-----------------------------------|----------------------------------|
| Difference between projected and actual earnings on plan investments | \$ 104,578 | \$ - |
| Differences between expected and actual experience | 835,845 | - |
| Changes in assumptions | 1,273,034 | - |
| Net changes in proportionate share of net pension liability | 197,841 | 107,186 |
| District contributions subsequent to the measurement date | 1,205,311 | - |
| Total | \$ 3,616,609 | \$ 107,186 |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California Public Employees’ Retirement System (CalPERS), continued

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to pensions will be recognized as follows:

| Year Ended June 30, | Deferred Outflows/(Inflows) of Resources |
|---------------------|--|
| 2020 | \$ 1,315,386 |
| 2021 | 981,821 |
| 2022 | 33,552 |
| 2023 | (26,647) |
| | \$ 2,304,112 |

Actuarial Assumptions Total pension liability for the SEP was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2017, and rolling forward the total pension liability to June 30, 2018. The financial reporting actuarial valuation as of June 30, 2017, used the following methods and assumptions, applied to all prior periods included in the measurement:

| | |
|---------------------------|-------------------------------------|
| Valuation date | June 30, 2017 |
| Measurement date | June 30, 2018 |
| Experience study | July 1, 1997, through June 30, 2011 |
| Actuarial cost method | Entry Age Normal |
| Discount rate | 7.15% |
| Investment rate of return | 7.15% |
| Consumer price inflation | 2.75% |
| Wage growth | Varies by entry age and service |

Mortality assumptions are based on mortality rates resulting from the most recent CalPERS experience study adopted by the CalPERS Board. For purposes of the post-retirement mortality rates, those revised rates include five years of projected ongoing mortality improvement using Scale AA published by the Society of Actuaries.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations, as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first ten years) and the long-term (11–60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 8 – EMPLOYEE RETIREMENT SYSTEMS, continued

California Public Employees’ Retirement System (CalPERS), continued

The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns.

The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent. The target asset allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

| Asset Class | Assumed Asset Allocation | Real Return Years 1 - 10* | Real Return Years 11+** |
|--------------------|---------------------------------|----------------------------------|--------------------------------|
| Global Equity | 50% | 4.80% | 5.98% |
| Fixed Income | 28% | 1.00% | 2.62% |
| Inflation Assets | 0% | 0.77% | 1.81% |
| Private Equity | 8% | 6.30% | 7.23% |
| Real Estate | 13% | 3.75% | 4.93% |
| Liquidity | 1% | 0.00% | -0.92% |
| | 100% | | |

*An expected inflation of 2.0% used for this period

**An expected inflation of 2.92% used for this period

Discount Rate The discount rates used to measure the total pension liability was 7.15%. To determine whether the municipal bond rate should be used in the calculation of a discount rate, the amortization and smoothing periods recently adopted by the CalPERS Board were used. Projections of expected benefit payments and contributions were performed to determine if the assets would run out. The test revealed the assets would not run out. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liabilities.

Sensitivity of the District’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.15%, as well as the District’s proportionate share of the net pension liability if it was calculated using a discount rate that is one percentage point lower (6.15%) or one percentage point higher (8.15%) than the current rate:

| | Decrease (6.15%) | Discount Rate (7.15%) | Increase (8.15%) |
|------------------------------|---------------------|--------------------------|---------------------|
| Plan's net pension liability | \$ 18,563,423 | \$ 12,750,023 | \$ 7,926,974 |

Pension Plan Fiduciary Net Position Detailed information about the pension plan’s fiduciary net position is available in CalPERS’ separately issued Comprehensive Annual Financial Report (CAFR).

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 9 – STATE AND FEDERAL ALLOWANCES, AWARDS, AND GRANTS

The District has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowance under terms of the grants, management believes that any required reimbursements will not be material.

NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District provides for these risks through combinations of self-insurance mechanisms and the purchase of commercial insurance. The District established the self-insurance reserve to account for and finance uninsured risks of loss. The self-insurance program provides coverage up to a maximum of \$25,000,000 for each general liability and property claim. Settled claims resulting from these programs have not exceeded insurance coverage in any of the past three fiscal years.

While the ultimate outcome of the costs of self-insurance through year end is dependent on future developments, management believes that the aggregate amounts paid to the third-party administrators together with the reserves on hand and excess coverage as provided are adequate to cover the District’s losses, including claims that have been incurred but not reported (IBNR).

Health Benefit Program

The District’s health benefits include partially self-funded medical benefits and fully self-funded dental and vision benefits, which are the same for all eligible participants. Stop loss insurance is purchased each year for the partially self-funded medical benefits that provides coverage in excess of a \$80,000 specific deductible, in addition to a \$225,000 corridor. The District’s provision for IBNR claims shown below represents the estimated cost of settling self-insurance medical claims. The provision for IBNR claims was established by an outside actuary using accepted actuarial methods, which consider the effects of inflation and other economic factors to determine the ultimate cost.

| Year Ended | Deposits/ (Claims Payable) Beginning Balance | Current-Year Claims and Changes in Estimates | Current-Year Claim Payments | Deposits\ (Claims Payable) Ending Balance |
|---------------|---|---|-----------------------------------|---|
| June 30, 2017 | \$ (392,469) | \$ (2,559,947) | \$ 2,403,393 | \$ (549,023) |
| June 30, 2018 | \$ (549,023) | \$ (1,960,179) | \$ 2,028,151 | \$ (481,051) |
| June 30, 2019 | \$ (481,051) | \$ (4,095,914) | \$ 3,499,162 | \$ (1,077,803) |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 10 – RISK MANAGEMENT, continued

Joint Powers Authorities

The District participates in two joint powers authority (JPA) entities: the Northern California Community College Self-Insurance Authority (NCCCSIA) and the Schools Insurance Group Northern Alliance (SIGNAL). The relationship between the District and the JPAs is such that neither of the JPAs is a component unit of the District for financial reporting purposes. Current condensed financial information relating to these JPAs is not available.

NCCCSIA arranges and provides for the operation of a common risk management program covering property, liability, and workers' compensation exposures. The membership includes 11 community college districts throughout Northern California.

Until June 30, 1994, the District participated in SIGNAL, which is a joint powers authority organized in accordance with Title 1, Division 7, Chapter 5, Article 1 of the *California Government Code*. The purpose of the organization is to jointly provide for a self-insurance plan and system for workers' compensation claims against the member public educational agencies. SIGNAL is under the control and direction of a Board of Directors consisting of representatives of the member Districts. An Executive Committee controls the daily operations of SIGNAL independent of any influence by the District beyond the District's participation on the Board of Directors.

Member contributions are based on rates established by the JPA's Board of Directors. The Board sets member contribution rates based on actual historical loss experience statistics. Experience modification factors are computed for each member based on the guidelines of the Workers' Compensation Insurance Rating Bureau of California.

Commencing with the 1994-95 year, the District elected to transfer workers' compensation coverage from SIGNAL to NCCCSIA. However, the liability for all events incurred prior to July 1, 1994, as well as the District's residual equity to that date, remains with SIGNAL.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2019**

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (OPEB)

The District provides postemployment healthcare benefits for retired employees in accordance with negotiated contracts with the various bargaining units of the District.

Plan Description

The Mendocino-Lake Community College District Health Plan (Plan) is a single-employer defined benefit healthcare plan administered by the District. The Plan provides medical, dental, vision and prescription insurance benefits to eligible retirees and their spouses. The following is a summary of the current retiree benefit plan:

| | Certificated | Classified | Management |
|------------------------|----------------------------|----------------------------|----------------------------|
| Benefit types provided | Medical, dental and vision | Medical, dental and vision | Medical, dental and vision |
| Duration of Benefits | To age 65 | To age 65 | To age 65 |
| Required Service | 20 years | 20 years | 20 years |
| Minimum Age | 55 | 55 | 55 |
| Dependent Coverage | Yes | Yes | Yes |
| College Contribution % | 100% | 100% | 100% |
| College Cap | None | None | None |

Funding Policy

The contribution requirements are established and may be amended by the District and the District’s bargaining units. The required contribution is based on projected pay-as-you-go financing requirements with an additional amount to prefund benefits as determined annually. For the year ended June 30, 2019, the District contributed \$467,154 to the Plan.

Employees Covered by Benefit Term

The following is a table of plan participants at June 30, 2019:

| | |
|--|---------------------------|
| Inactive Employees/Dependents Receiving Benefits | Number of Participants |
| Active Employees | 29 |
| | 117 |
| | 146 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (OPEB), continued

Actuarial Assumptions

The total OPEB liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

| | |
|-----------------------------|--|
| Valuation date | June 30, 2018 |
| Measurement date | June 30, 2019 |
| Fiscal year | July 1st to June 30th |
| Actuarial cost methods | Entry age normal cost method |
| Inflation rate | 2.75% |
| Investment rate of return | 3.50% |
| Discount rate | 3.50% |
| Health care cost trend rate | 4.00% |
| Payroll increase | 2.75% |
| Mortality | For certificated employees the 2009 CalSTRS mortality tables were used. For classified employees the 2014 CalPERS active mortality for miscellaneous employees were used. |

Changes in the Net OPEB Liability

| | Increase/(Decrease) | | |
|------------------------|--------------------------------|----------------------------------|--------------------------------------|
| | Total OPEB Liability (a) | Fiduciary Net Position (b) | Total OPEB Liability (a) - (b) |
| Balance July 1, 2018 | \$ 5,856,986 | \$ - | \$ 5,856,986 |
| Changes for the year: | | | |
| Service cost | 335,840 | - | 335,840 |
| Interest | 202,697 | - | 202,697 |
| Employer contributions | - | 467,154 | (467,154) |
| Changes of assumptions | 150,699 | - | 150,699 |
| Benefit payments | (467,154) | (467,154) | - |
| Net change | 222,082 | - | 222,082 |
| Balance June 30, 2019 | \$ 6,079,068 | \$ - | \$ 6,079,068 |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (OPEB), continued

Sensitivity of the net pension liability to assumptions

The following presents the net OPEB liability calculated using the discount rate of 3.50 percent. The schedule also shows what the net OPEB liability would be if it were calculated using a discount rate that is 1 percent lower (2.50 percent) and 1 percent higher (4.50 percent):

| | Discount Rate 1% Lower (2.50%) | Current Discount Rate (3.50%) | Discount Rate 1% Higher (4.50%) |
|--------------------|--------------------------------------|-------------------------------------|---------------------------------------|
| Net OPEB liability | \$ 6,594,922 | \$ 6,079,068 | \$ 5,645,793 |

The following table presents the net OPEB liability calculated using the health care cost trend rate of 4.0 percent. The schedule also shows what the net OPEB liability would be if it were calculated using a health care cost trend rate that is 1 percent lower (3.0 percent) and 1 percent higher (5.0 percent):

| | Healthcare Cost Trent Rates 1% Lower (3.00%) | Healthcare Cost Trent Rates Current Rate (4.00%) | Healthcare Cost Trent Rates 1% Higher (5.00%) |
|--------------------|---|---|--|
| Net OPEB liability | \$ 5,064,196 | \$ 6,079,068 | \$ 6,595,638 |

NOTE 12 – COMMITMENTS

The District has no outstanding construction commitments for the year ending June 30, 2019.

NOTE 13 – IMPACT OF RECENTLY ISSUED ACCOUNTING STANDARDS

New Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) has issued several pronouncements that may impact future financial presentations. Management has not currently determined what, if any, impact implementation of the following statements may have on the financial statements of the District.

GASB Statement No. 83 – Certain Asset Retirement Obligations. The objective of this Statement is to address accounting and financial reporting for certain asset retirement obligations. The Statement is effective for periods beginning after June 15, 2018.

GASB Statement No. 84 – Fiduciary Activities. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The Statement is effective for periods beginning after December 15, 2018.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 13 – IMPACT OF RECENTLY ISSUED ACCOUNTING STANDARDS, continued

New Accounting Pronouncements, continued

GASB Statement No. 87 – Leases. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. The Statement is effective for periods beginning after December 15, 2019.

GASB Statement No. 88 – Certain Disclosures Related to Debt, Including Direct Borrowing and Direct Placements. The objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarified which liabilities government should include when disclosing information related to debt. The Statement is effective for periods beginning after June 15, 2018.

GASB Statement No. 90 – Accounting for Interest Cost Incurred before the End of a Construction Period. The objective of this Statement is to improve the consistency and comparability of reporting a government’s majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units.

NOTE 14 –NET ASSETS WITH DONOR RESTRICTION – FOUNDATION

Net assets with donor restrictions included the following:

| | |
|---|------------|
| ADOPT A FIFTH GRADER | \$ 408,147 |
| KOENINGER FUND | 20,000 |
| NURSING SCHOLARSHIP FUND | 15,000 |
| BISTRIN SCHOLARSHIP | 25,573 |
| MARY OOSTING FINE ARTS SCHOLARSHIP | 25,000 |
| FOUNDATION AFFILIATE ORGANIZATIONS | 115,818 |
| VARIOUS SCHOLARSHIPS | 10,704 |
| JOE AND DOROTHY HALLIDAY SCHOLARSHIPS | 226,077 |
| EVELYN FOOTE TRUST | 1,242,783 |
| SALMEN FAMILY SCHOLARSHIP | 48,730 |
| JOHN BOGNER FINE ARTS SCHOLARSHIP | 43,105 |
| COAST CENTER | 220,201 |
| LARUE KORBIN SCHOLARSHIP | 103,000 |
| ELWOOD SCHOLARSHIP | 10,374 |
| GIFT ANNUITY | 186,415 |
| HULDA AND ALFRED WEGER SCHOLARSHIP | 25,000 |
| ALBERT BELTRAMI PERPETUAL INTERNSHIP SCHOLARSHIP | 51,336 |
| LES GREGG FAMILY SCHOLARSHIP | 25,000 |
| FETZER NURSING SCHOLARSHIP | 54,000 |

| | |
|-----------------|--------------|
| Balance Forward | \$ 2,856,263 |
|-----------------|--------------|

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 14 –NET ASSETS WITH DONOR RESTRICTION – FOUNDATION, continued

Net assets with donor restrictions included the following, continued:

| | |
|--|--------------------------|
| Balance Brought Forward | \$2,856,263 |
| WALLACE MEEK PEREZ SCHOLARSHIP | 26,600 |
| ROBERT AND MARLYS BLANC SCHOLARSHIP | 25,000 |
| COAST CENTER PERPETUAL SCHOLARSHIP | 27,233 |
| SILVERIA-CLEARY FAMILY SCHOLARSHIP | 25,000 |
| MENDOCINO COLLEGE COAST CENTER ART AND SCIENCE SCHOLARSHIPS | 26,100 |
| NATALIE MCCOY SCHOLARSHIP | 9,400 |
| TOM GOFORTH PERPETUAL SCHOLARSHIP | 38,827 |
| JEFF BANKS PERPETUAL SCHOLARHIP | 62,500 |
| FLOYD ROSS SCHOLARSHIP | 37,500 |
| MARY LOU KOENINGER MEMORIAL SCHOLARSHIP | 26,000 |
| JOAN MOORE ERIKSEN SCHOLARSHIP | 5,000 |
| <hr/> Total Net Assets with Donor Restriction | <hr/> \$3,165,423 |

From time to time, the fair value of assets associated with individual donor designated endowment funds may fall below the level the donor requires the Foundation to retain, over the long term, as a fund of perpetual duration. There were no deficiencies of this nature at June 30, 2019.

NOTE 15 – FAIR VALUE MEASUREMENTS – FOUNDATION

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used during the year ended June 30, 2019.

Money Market Funds: These assets are valued at the net asset value (NAV), generally \$1 per share, and are reported on the active market on which securities are traded.

Equity Securities, and Exchange Traded Funds: Each investor will typically receive units of participation or shares. These shares are valued daily, based on the underlying securities owned, and are usually publicly traded equity securities. Equity securities are instruments that signify an ownership position in a corporation and represents a claim on its proportional share in the Foundation's assets and profits. Ownership is determined by the number of shares an investor owns divided by the total number of shares outstanding. Equity securities, and exchange traded funds are valued daily based on the closing market price in the active exchange markets.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 15 – FAIR VALUE MEASUREMENTS – FOUNDATION, continued

Bonds: Corporate, municipal bonds and U.S. treasury bonds are generally valued by a computerized pricing service or, for less actively traded issues, by utilizing a yield-based matrix system to arrive at an estimated market value. Each bond series has a unique set of variables including coupon payment, number of payments, interest rate, and the maturity value. These factors are used to determine the estimated market value and can be determined daily.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Foundation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Fair values of assets measured on a recurring basis are as follows:

| | Fair Value | Level 1 | Level 2 | Level 3 |
|----------------------|--------------|--------------|--------------|---------|
| Money market deposit | \$ 2,707,282 | \$ 2,707,282 | \$ - | \$ - |
| US treasury bonds | 155,908 | - | 155,908 | - |
| Corporate bonds | 1,008,473 | - | 1,008,473 | - |
| Municipal bonds | 528,961 | - | 528,961 | - |
| Equity securities | 3,712,800 | 3,712,800 | - | - |
| Other | 30,125 | 30,125 | - | - |
| Total | \$ 8,143,549 | \$ 6,450,207 | \$ 1,693,342 | \$ - |

NOTE 16 – PRIOR-PERIOD ADJUSTMENTS

The beginning net position decreased by \$933,780. This adjustment was due to an error identified with the calculation of the accretion for the general obligation refunding bonds as well as an error in the amortization of the principal payments on the solar lease.

REQUIRED SUPPLEMENTARY INFORMATION

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS
FOR THE YEAR ENDING JUNE 30, 2019**

| | 2019 | 2018 |
|---|---------------|---------------|
| Total OPEB liability | | |
| Service cost | \$ 335,840 | \$ 326,852 |
| Interest on Total OPEB Liability | 202,697 | 216,872 |
| Changes of assumptions | 150,699 | - |
| Benefit payments | (467,154) | (469,912) |
| Net change in total OPEB liability | 222,082 | 73,812 |
| Total OPEB liability, beginning of year | 5,856,986 | 5,783,174 |
| Total OPEB liability, end of year (a) | \$ 6,079,068 | \$ 5,856,986 |
| Plan fiduciary net position | | |
| Employer contributions | \$ 467,154 | \$ 469,912 |
| Employee contributions | - | - |
| Net investment income | - | - |
| Administrative expense | - | - |
| Benefit payments | (467,154) | (469,912) |
| Change in plan fiduciary net position | - | - |
| Fiduciary trust net position, beginning of year | - | - |
| Fiduciary trust net position, end of year (b) | \$ - | \$ - |
| Net OPEB liability(asset), ending (a) - (b) | \$ 6,079,068 | \$ 5,856,986 |
| Covered payroll | \$ 13,042,515 | \$ 11,315,722 |
| Plan fiduciary net position as a percentage of the total OPEB liability(asset) | 0.00% | 0.00% |
| Net OPEB liability(asset) as a percentage of covered payroll | 46.61% | 51.76% |

Note: In the future, as data becomes available, ten years of information will be presented.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF CONTRIBUTIONS - OPEB
FOR THE YEAR ENDING JUNE 30, 2019**

| | 2019 | | 2018 |
|---|---------------|----|------------|
| Actuarially determined contribution | \$ 467,154 | \$ | 469,912 |
| Contributions in relations to the actuarially determined contribution | 467,154 | | 469,912 |
| Contribution deficiency (excess) | \$ - | \$ | - |
| | | | |
| Covered-employee payroll | \$ 13,042,515 | \$ | 11,315,722 |
| | | | |
| Contribution as a percentage of covered-employee payroll | 3.58% | | 4.15% |

Note: In the future, as data becomes available, ten years of information will be presented.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
FOR THE YEAR ENDING JUNE 30, 2019**

| CalSTRS | 2019 | 2018 | 2017 | 2016 | 2015 |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| District's proportion of the net pension liability | 0.015% | 0.015% | 0.016% | 0.017% | 0.017% |
| District's proportionate share of the net pension liability | \$ 14,177,930 | \$ 13,817,755 | \$ 12,940,960 | \$ 10,221,995 | \$ 9,237,911 |
| State's proportionate share of the net pension liability associated with the District | 8,117,919 | 8,174,534 | 4,694,980 | 3,959,197 | 3,740,260 |
| Total | \$ 22,295,849 | \$ 21,992,289 | \$ 17,635,940 | \$ 14,181,192 | \$ 12,978,171 |
| District's covered - employee payroll | \$ 12,426,819 | \$ 12,426,819 | \$ 6,003,471 | \$ 5,596,892 | \$ 5,286,430 |
| District's proportionate Share of the net pension liability as percentage of covered-employee payroll | 114.09% | 111.19% | 215.56% | 182.64% | 174.75% |
| Plan fiduciary net position as a percentage of the total pension liability | 71.00% | 69.00% | 70.00% | 74.00% | 77.00% |
| CalPERS | 2019 | 2018 | 2017 | 2016 | 2015 |
| District's proportion of the net pension liability | 0.048% | 0.046% | 0.046% | 0.045% | 0.048% |
| District's proportionate share of the net pension liability | \$ 12,750,023 | \$ 10,864,164 | \$ 8,986,278 | \$ 6,280,358 | \$ 5,361,828 |
| District's covered - employee payroll | \$ 6,881,613 | \$ 6,881,613 | \$ 5,312,256 | \$ 5,098,436 | \$ 4,695,673 |
| District's proportionate Share of the net pension liability as percentage of covered-employee payroll | 185.28% | 157.87% | 169.16% | 123.18% | 114.19% |
| Plan fiduciary net position as a percentage of the total pension liability | 71.00% | 71.90% | 73.90% | 79.40% | 83.50% |

Note: In the future, as data becomes available, ten years of information will be presented.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF DISTRICT'S CONTRIBUTIONS – PENSIONS
FOR THE YEAR ENDING JUNE 30, 2019**

| CalSTRS | Reporting Fiscal Year | | | | |
|---|------------------------------|---------------|--------------|--------------|--------------|
| | 2019 | 2018 | 2017 | 2016 | 2015 |
| Statutorily required contribution | \$ 1,385,733 | \$ 1,793,190 | \$ 1,025,686 | \$ 944,450 | \$ 705,105 |
| District's contributions in relation to the statutorily required contribution | 1,385,733 | 1,793,190 | 1,025,686 | 944,450 | 705,105 |
| District's contribution deficiency (excess) | \$ - | \$ - | \$ - | \$ - | \$ - |
| District's covered-employee payroll | \$ 8,511,873 | \$ 12,426,819 | \$ 6,003,471 | \$ 5,596,892 | \$ 5,286,430 |
| District's contributions as a percentage of covered-employee payroll | 16.28% | 14.43% | 17.08% | 16.87% | 13.34% |

| CalPERS | Reporting Fiscal Year | | | | |
|---|------------------------------|--------------|--------------|--------------|--------------|
| | 2019 | 2018 | 2017 | 2016 | 2015 |
| Statutorily required contribution | \$ 1,205,311 | \$ 955,856 | \$ 810,178 | \$ 648,421 | \$ 591,245 |
| District's contributions in relation to the statutorily required contribution | 1,205,311 | 955,856 | 810,178 | 648,421 | 591,245 |
| District's contribution deficiency (excess) | \$ - | \$ - | \$ - | \$ - | \$ - |
| District's covered-employee payroll | \$ 6,673,187 | \$ 6,881,613 | \$ 5,312,256 | \$ 5,098,436 | \$ 4,695,673 |
| District's contributions as a percentage of covered-employee payroll | 18.06% | 13.89% | 15.25% | 12.72% | 12.59% |

Note: In the future, as data becomes available, ten years of information will be presented.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2019**

NOTE 1 - PURPOSE OF SCHEDULES

Schedule of Changes in the Net OPEB Liability and Related Ratios

The Schedule of Changes in Net OPEB liability is presented to illustrate the elements of the District's Net OPEB liability. There is a requirement to show information for 10 years. However, until a full 10-year trend is compiled, governments should present information for those years for which information is available.

Schedule of Contributions – OPEB

This schedule presents information on the District's actuarially determined contribution, contributions in relation to the actuarially determined contribution, and any excess or deficiency related to the actuarially determined contribution. In the future, as data becomes available, ten years of information will be presented.

Schedule of Proportionate Share of the Net Pension Liability

This schedule presents information on the District's proportionate share of the net pension liability (NPL), the plans' fiduciary net positions and, when applicable, the State's proportionate share of the NPL associated with the District. In the future, as data becomes available, ten years of information will be presented.

Schedule of Contributions – Pensions

This schedule presents information on the District's required contribution, the amounts actually contributed, and any excess or deficiency related to the required contribution. In the future, as data becomes available, ten years of information will be presented.

Changes in Benefit Terms

There were no changes in benefit terms since the previous valuation for either CalSTRS or CalPERS.

SUPPLEMENTARY INFORMATION

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
DISTRICT ORGANIZATIONAL STRUCTURE
JUNE 30, 2019**

GOVERNING BOARD

| NAME | OFFICE | AREA | TERM EXPIRES |
|----------------------|----------------|----------------|---------------------|
| Mr. John Tomkins | Member | Lakeport | December 2022 |
| Ms. Xochilt Martinez | Member | Ukiah | December 2022 |
| Mr. Jason Pinoli | President | Hopland | December 2020 |
| Mr. Philip Nickerman | Clerk | Potter Valley | December 2022 |
| Ms. Marie Myers | Vice President | Redwood Valley | December 2020 |
| Mr. Dave Geck | Member | Kelseyville | December 2020 |
| Mr. Paul Ubelhart | Member | Willits | December 2020 |

ADMINISTRATION

Dr. Arturo Reyes
Superintendent/President

Ms. Eileen Cichocki
Assistant Superintendent/Vice President, Administrative Services

Ms. Debra Polak
Vice President, Academic Affairs

Mr. Ulises Velasco
Vice President, Student Services

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF WORKLOAD MEASURES FOR STATE GENERAL APPORTIONMENT –
ANNUAL/ACTUAL ATTENDANCE
JUNE 30, 2019**

The full-time equivalent resident students (FTES) eligible for 2018-19 state apportionment reported to the State of California are summarized below:

| CATEGORIES | Reported Data | Audit Adjustments | Audited Data |
|---|------------------|----------------------|-----------------|
| A. Summer Intersession (Summer 2018 only) | | | |
| 1. Noncredit | 6.53 | - | 6.53 |
| 2. Credit | 297.33 | - | 297.33 |
| B. Summer Intersession (Summer 2019 - Prior to July 1, 2019) | | | |
| 1. Noncredit | 0.70 | - | 0.70 |
| 2. Credit | 12.46 | - | 12.46 |
| C. Primary Terms (Exclusive of Summer Intersession) | | | |
| 1. Census Procedure Courses | | | |
| (a) Weekly Census Contact Hours | 1,402.96 | - | 1,402.96 |
| (b) Daily Census Contact Hours | 166.76 | - | 166.76 |
| 2. Actual Hours of Attendance Procedure Courses | | | |
| (a) Noncredit | 87.15 | - | 87.15 |
| (b) Credit | 199.80 | - | 199.80 |
| 3. Alternative Attendance Accounting Procedure Courses | | | |
| (a) Weekly Census Contact Hours | 443.50 | - | 443.50 |
| (b) Daily Census Contact Hours | 112.22 | - | 112.22 |
| (c) Noncredit Independent Study/Distance Education Courses | - | - | - |
| D. Total FTES | 2,729.41 | - | 2,729.41 |
| Supplemental Information (subset of above information) | | | |
| E. In-service Training Courses | - | - | - |
| F. Basic Skills Courses and Immigrant Education | | | |
| 1. Credit | 69.47 | - | 69.47 |
| 2. Noncredit | 106.80 | - | 106.80 |
| Total Basic Skills FTES | 176.27 | - | 176.27 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDING JUNE 30, 2019**

| Federal Grantor/Pass-Through Grantor/Program or Cluster Title | CFDA Number | Pass-through Entity Identifying Number | Federal Expenditures |
|--|----------------|---|-------------------------|
| U.S. DEPARTMENT OF EDUCATION | | | |
| STUDENT FINANCIAL ASSISTANCE CLUSTER | | | |
| Federal Supplement Education Opportunity Grant (FSEOG) | 84.007 | * | \$ 114,400 |
| Federal Direct Student Loans | 84.268 | * | 771,539 |
| Federal Work Study Program (FWS) | 84.033 | * | 56,180 |
| Federal Pell Grants (PELL) | 84.063 | * | <u>4,663,007</u> |
| Total Student Financial Assistance Cluster | | | <u>5,605,126</u> |
| Passed through State Department of Education | | | |
| CTEA Title IIC | 84.048 | * | 138,056 |
| CTEA - Transition Objectives | 84.048 | * | <u>41,377</u> |
| Total Passed through State Department of Education | | | <u>179,433</u> |
| Migrant Education College Assistance Program | 84.149A | * | 439,690 |
| Migrant Education High School Equivalency Program | 84.141 | * | 473,104 |
| Hispanic Serving Institution Program | 84.031S | * | <u>723,521</u> |
| Total U.S. Department of Education | | | <u>7,420,874</u> |
| U.S. DEPARTMENT OF TRANSPORTATION | | | |
| Eisenhower Transportation Fellowship Program | 20.215 | * | <u>41,500</u> |
| Total U.S. Department of Transportation | | | <u>41,500</u> |
| U.S. DEPARTMENT OF AGRICULTURE | | | |
| Passed through State Department of Education | | | |
| Child and Adult Care Food Program | 10.558 | 04391-CACFP-23-CC-IC | 31,862 |
| Forest Reserve | 10.665 | 1500339A | 32,543 |
| Passed through State Department of Social Services | | | |
| CalFresh | 10.561 | * | <u>846</u> |
| Total U.S. Department of Agriculture | | | <u>65,251</u> |
| CORPORATION FOR NATIONAL AND COMMUNITY SERVICE | | | |
| Passed through State Department of Education | | | |
| AmeriCorps | 94.006 | 95550001 | <u>16,583</u> |
| Total Corporation for National and Community Service | | | <u>16,583</u> |
| U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES | | | |
| Passed through California Department of Education | | | |
| Foster Parent Training | 93.658 | * | <u>35,325</u> |
| Total U.S. Department of Health and Human Services | | | <u>35,325</u> |
| Total Federal Expenditures | | | <u>\$ 7,579,533</u> |

*Pass-Through number is either not available or not applicable

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF REVENUES AND EXPENDITURES OF STATE AWARDS
FOR THE YEAR ENDING JUNE 30, 2019**

| | Program Revenues | | | |
|--|------------------|------------------------|--------------------|--------------|
| | Cash Received | Accounts Receivable | Deferred Income | Total |
| Disabled Student Programs and Services | \$ 385,466 | \$ - | \$ - | \$ 385,466 |
| Extended Opportunity Programs and Services | 576,265 | - | - | 576,265 |
| Child Development Center | 397,366 | 29,176 | (12,397) | 414,145 |
| Nursing Education | 173,093 | - | - | 173,093 |
| CalGrant | 453,778 | 3,135 | (2,425) | 454,488 |
| SFAA | 181,124 | - | - | 181,124 |
| Full Time Student Success Grant | 14,100 | - | - | 14,100 |
| CalWORKS | 222,972 | - | - | 222,972 |
| MESA | (59,014) | 129,107 | - | 70,093 |
| Foster Parent | 31,165 | 17,994 | - | 49,159 |
| Community College Completion Grant | 78,000 | - | - | 78,000 |
| Cooperative Agency Resource Education | 68,272 | - | - | 68,272 |
| Promise Program | 55,623 | - | (55,623) | - |
| CTE | 1,437,557 | 190,751 | (1,029,775) | 598,533 |
| Veterans Resources Center | 27,872 | 10,515 | (15,351) | 23,036 |
| Financial Aid Tech | 158,816 | - | (115,475) | 43,341 |
| Student Success Completion | 324,880 | - | (8,774) | 316,106 |
| Guided Pathways | 278,321 | - | (234,987) | 43,334 |
| TANF | 22,200 | 20,492 | - | 42,692 |
| Basic Skills | 350,183 | - | (174,859) | 175,324 |
| Instructional Equipment Block Grant | 96,521 | - | (17,441) | 79,080 |
| Student Equity | 589,392 | - | (121,411) | 467,981 |
| Student Success and Support Program | 1,025,302 | - | (265,000) | 760,302 |
| Prop 39 - Clean Energy Workforce Grant | 543,873 | 765,564 | - | 1,309,437 |
| Prop 39 - Energy Project | 4,483 | - | - | 4,483 |
| AEBG | 1,876,645 | - | (479,822) | 1,396,823 |
| Scheduled Maintenance | 94,388 | - | (3,149) | 91,239 |
| All other aid programs | 400,988 | - | (74,438) | 326,550 |
| Total | \$ 9,809,631 | \$ 1,166,734 | \$ (2,610,927) | \$ 8,365,438 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT (CCFS-311) WITH AUDITED FINANCIAL STATEMENTS
JUNE 30, 2019**

| June 30, 2019 | General Fund Unrestricted | General Fund Restricted | Debt Service Fund | Bond Debt Service Fund | Child Development Fund | Capital Outlay Projects Fund |
|--|------------------------------|----------------------------|----------------------|---------------------------|------------------------------|------------------------------------|
| Annual Financial and Budget Report (CCFS-311) | | | | | | |
| Fund Balance | \$ 6,754,372 | \$ 245,888 | \$ - | \$ - | \$ - | \$ 889,306 |
| Adjustments and reclassifications increasing (decreasing) the fund balance: | | | | | | |
| Adjustment to record debt service fund | - | - | - | 1,943,901 | - | - |
| Reclassification of amounts held for others | - | - | - | - | - | - |
| Net Adjustments and Reclassifications | - | - | - | 1,943,901 | - | - |
| Audited Financial Statements Fund Balance | \$ 6,754,372 | \$ 245,888 | \$ - | \$ 1,943,901 | \$ - | \$ 889,306 |

| June 30, 2019 (continued) | Self- Insurance Fund | Associated Students Trust Fund | Student Representation Fee Trust Fund | Student Body Center Fee Trust Fund | Student Financial Aid Trust Fund | Scholarship and Loan Trust Fund | Total |
|--|----------------------------|--------------------------------------|---|--|--|---------------------------------------|---------------|
| Annual Financial and Budget Report (CCFS-311) | | | | | | | |
| Fund Balance | \$ 3,108,246 | \$ 134,661 | \$ 39,088 | \$ 326,684 | \$ - | \$ 7,688 | \$ 11,505,933 |
| Adjustments and reclassifications increasing (decreasing) the fund balance: | | | | | | | |
| Agency accounts not included in CCFS-311 | - | - | - | - | - | - | 1,943,901 |
| Reclassification of amounts held for others | - | (134,661) | (39,088) | (326,684) | - | (7,688) | (508,121) |
| Net Adjustments and Reclassifications | - | (134,661) | (39,088) | (326,684) | - | (7,688) | 1,435,780 |
| Audited Financial Statements Fund Balance | \$ 3,108,246 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 12,941,713 |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
RECONCILIATION OF THE ECS 84362 (50 PERCENT LAW) CALCULATION
JUNE 30, 2019**

| | Object/ TOP Codes | Activity (ESCA) ECS 84362 A Instructional Salary Cost AC 0100-5900 & AC 6100 | | | Activity (ECSB) ECS 84362 B Total CEE AC 0100-6799 | | |
|--|-------------------------|--|----------------------|---------------|---|----------------------|---------------|
| | | Reported Data | Audit Adjustments | Revised Data | Reported Data | Audit Adjustments | Revised Data |
| <u>Academic Salaries</u> | | | | | | | |
| Instructional Salaries | | | | | | | |
| Contract or Regular | 1100 | 4,199,185 | - | 4,199,185 | 4,199,185 | - | 4,199,185 |
| Other | 1300 | 3,894,572 | - | 3,894,572 | 3,912,107 | - | 3,912,107 |
| Total Instructional Salaries | | 8,093,757 | - | 8,093,757 | 8,111,292 | - | 8,111,292 |
| Non-Instructional Salaries | | | | | | | |
| Contract or Regular | 1200 | - | - | - | 1,600,179 | - | 1,600,179 |
| Other | 1400 | - | - | - | 151,962 | - | 151,962 |
| Total Non-Instructional Salaries | | - | - | - | 1,752,141 | - | 1,752,141 |
| Total Academic Salaries | | 8,093,757 | - | 8,093,757 | 9,863,433 | - | 9,863,433 |
| <u>Classified Salaries</u> | | | | | | | |
| Non-Instructional Salaries | | | | | | | |
| Regular Status | 2100 | - | - | - | 3,679,677 | - | 3,679,677 |
| Other | 2300 | - | - | - | 438,559 | - | 438,559 |
| Total Non-Instructional Salaries | | - | - | - | 4,118,236 | - | 4,118,236 |
| Instructional Aides | | | | | | | |
| Regular Status | 2200 | 511,238 | - | 511,238 | 624,825 | - | 624,825 |
| Other | 2400 | 50,253 | - | 50,253 | 50,253 | - | 50,253 |
| Total Instructional Aides | | 561,491 | - | 561,491 | 675,078 | - | 675,078 |
| Total Classified Salaries | | 561,491 | - | 561,491 | 4,793,314 | - | 4,793,314 |
| Employee Benefits | 3000 | 3,588,358 | - | 3,588,358 | 6,969,587 | - | 6,969,587 |
| Supplies and Materials | 4000 | - | - | - | 328,126 | - | 328,126 |
| Other Operating Expenses | 5000 | 68,500 | - | 68,500 | 2,514,287 | - | 2,514,287 |
| Equipment Replacement | 6420 | - | - | - | - | - | - |
| Total Expenditures Prior to Exclusions | | 12,312,106 | - | 12,312,106 | 24,468,747 | - | 24,468,747 |
| <u>Exclusions</u> | | | | | | | |
| Activities to Exclude | | | | | | | |
| Inst. Staff-Retirees' Benefits and Incentives | 5900 | - | - | - | - | - | - |
| Std. Health Svcs. Above Amount Collected | 6441 | - | - | - | - | - | - |
| Student Transportation | 6491 | - | - | - | 3,672 | - | 3,672 |
| Non-inst.Staff-Retirees' Benefits and Incentives | 6740 | - | - | - | - | - | - |
| Object to Exclude | | | | | | | |
| Rents and Leases | 5060 | - | - | - | 22,158 | - | 22,158 |
| Lottery Expenditures | | | | | | | |
| Academic Salaries | 1000 | - | - | - | - | - | - |
| Classified Salaries | 2000 | - | - | - | - | - | - |
| Employee Benefits | 3000 | - | - | - | - | - | - |
| Supplies and Materials | 4000 | - | - | - | - | - | - |
| Software | 4100 | - | - | - | 1,000 | - | 1,000 |
| Books, Magazines & Periodicals | 4200 | - | - | - | 43,153 | - | 43,153 |
| Instructional Supplies & Materials | 4300 | - | - | - | - | - | - |
| Non-inst. Supplies & Materials | 4400 | - | - | - | 217,784 | - | 217,784 |
| Total Supplies and Materials | | - | - | - | 261,937 | - | 261,937 |
| Other Operating Expenses and Services | 5000 | - | - | - | 55,167 | - | 55,167 |
| Capital Outlay | 6000 | - | - | - | - | - | - |
| Library Books | 6300 | - | - | - | - | - | - |
| Equipment | 6400 | - | - | - | - | - | - |
| Equipment - Additional | 6410 | - | - | - | - | - | - |
| Equipment - Replacement | 6420 | - | - | - | - | - | - |
| Total Equipment | | - | - | - | - | - | - |
| Total Capital Outlay | | - | - | - | - | - | - |
| Other Outgo | 7000 | - | - | - | - | - | - |
| Total Exclusions | | \$ - | \$ - | \$ - | \$ 342,934 | \$ - | \$ 342,934 |
| Total for ECS 84362, 50% Law | | \$ 12,312,106 | \$ - | \$ 12,312,106 | \$ 24,125,813 | \$ - | \$ 24,125,813 |
| Percent of CEE (Instructional Salary Cost/Total CEE) | | 51.03% | 0.00% | 51.03% | 100.00% | 0.00% | 100.00% |
| 50% of Current Expense of Education | | \$ - | \$ - | \$ - | \$ 12,062,907 | \$ - | \$ 12,062,907 |

See accompanying note to supplementary information.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
 DETAILS OF THE EDUCATION PROTECTION ACCOUNT
 JUNE 30, 2019**

| | |
|-------------|-----------|
| EPA Revenue | 2,711,143 |
|-------------|-----------|

| Activity Classification | Activity Code | Salaries and Benefits | Operating Expenses | Capital Outlay | Total |
|--------------------------|---------------|-----------------------|--------------------|----------------|-----------|
| | | (Obj 1000-3000) | (Obj 4000-5000) | (Obj 6000) | |
| Instructional Activities | 0100-5900 | 2,711,143 | - | - | 2,711,143 |
| Total | | 2,711,143 | - | - | 2,711,143 |

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
COMBINING BALANCE SHEET – DISTRICT FUNDS INCLUDED IN THE REPORTING ENTITY
JUNE 30, 2019

| | General Fund Unrestricted | General Fund Restricted | Debt Service Fund | Bond Debt Service Fund | Child Development Fund | Capital Outlay Projects Fund | Revenue Bond Constructions Fund | Balance Forward |
|--|---------------------------------|-------------------------------|-------------------------|------------------------------|------------------------------|------------------------------------|---------------------------------------|----------------------|
| ASSETS | | | | | | | | |
| Current Assets | | | | | | | | |
| Cash and equivalents | \$ 6,944,142 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,944,142 |
| Restricted cash and equivalents | - | 1,122,044 | - | 1,943,901 | 5,131 | 854,180 | - | 3,925,256 |
| Investments | - | - | - | - | - | - | - | - |
| Accounts receivable - net | 1,316,978 | 1,545,331 | - | - | 35,035 | 64,960 | - | 2,962,304 |
| Prepaid expenditures and other asset | 30,166 | 1,090 | - | - | - | - | - | 31,256 |
| Due from other funds | 7,549 | 448,654 | - | - | - | - | - | 456,203 |
| Total Current Assets | 8,298,835 | 3,117,119 | - | 1,943,901 | 40,166 | 919,140 | - | 14,319,161 |
| Total Assets | \$ 8,298,835 | \$ 3,117,119 | \$ - | \$ 1,943,901 | \$ 40,166 | \$ 919,140 | \$ - | \$ 14,319,161 |
| LIABILITIES | | | | | | | | |
| Accounts payable | \$ 916,215 | \$ 277,050 | \$ - | \$ - | \$ 40,166 | \$ 19,136 | \$ - | \$ 1,252,567 |
| Deferred revenue | 628,248 | 2,594,181 | - | - | - | 3,149 | - | 3,225,578 |
| Amounts held for others | - | - | - | - | - | - | - | - |
| Due to other funds | - | - | - | - | - | 7,549 | - | 7,549 |
| Total Liabilities | 1,544,463 | 2,871,231 | - | - | 40,166 | 29,834 | - | 4,485,694 |
| FUND EQUITY | | | | | | | | |
| Fund Balances: | | | | | | | | |
| Reserved for debt service | - | - | - | 1,943,901 | - | - | - | 1,943,901 |
| Reserved for special purpose | 699,000 | 245,888 | - | - | - | 889,306 | - | 1,834,194 |
| Unreserved | 6,055,372 | - | - | - | - | - | - | 6,055,372 |
| Total Fund Equity | 6,754,372 | 245,888 | - | 1,943,901 | - | 889,306 | - | 9,833,467 |
| Total Liabilities and Fund Equity | \$ 8,298,835 | \$ 3,117,119 | \$ - | \$ 1,943,901 | \$ 40,166 | \$ 919,140 | \$ - | \$ 14,319,161 |

See accompanying note to supplementary information.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
COMBINING BALANCE SHEET – DISTRICT FUNDS INCLUDED IN THE REPORTING ENTITY
JUNE 30, 2019

| | Balance Brought Forward | Self- Insurance Fund | Associated Students Trust Fund | Student Representation Fee Trust Fund | Student Body Center Fee Trust Fund | Student Financial Aid Trust Fund | Scholarship and Loan Trust Fund | Total |
|--|-------------------------------|----------------------------|--------------------------------------|---|--|--|---------------------------------------|----------------------|
| ASSETS | | | | | | | | |
| Current Assets | | | | | | | | |
| Cash and equivalents | \$ 6,944,142 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,944,142 |
| Restricted cash and equivalents | 3,925,256 | 1,901,141 | 134,661 | 41,693 | 326,684 | - | 7,688 | 6,337,123 |
| Investments | - | 1,207,105 | - | - | - | - | - | 1,207,105 |
| Accounts receivable - net | 2,962,304 | - | - | - | - | 459,853 | - | 3,422,157 |
| Prepaid expenditures and other assets | 31,256 | - | - | - | - | - | - | 31,256 |
| Due from other funds | 456,203 | - | - | - | - | - | - | 456,203 |
| Total Current Assets | 14,319,161 | 3,108,246 | 134,661 | 41,693 | 326,684 | 459,853 | 7,688 | 18,397,986 |
| Total Assets | \$ 14,319,161 | \$ 3,108,246 | \$ 134,661 | \$ 41,693 | \$ 326,684 | \$ 459,853 | \$ 7,688 | \$ 18,397,986 |
| LIABILITIES | | | | | | | | |
| Accounts payable | \$ 1,252,567 | \$ - | \$ - | \$ 2,605 | \$ - | \$ 2,425 | \$ - | \$ 1,257,597 |
| Deferred revenue | 3,225,578 | - | - | - | - | 8,774 | - | 3,234,352 |
| Amounts held for others | - | - | 134,661 | 39,088 | 326,684 | - | 7,688 | 508,121 |
| Due to other funds | 7,549 | - | - | - | - | 448,654 | - | 456,203 |
| Total Liabilities | 4,485,694 | - | 134,661 | 41,693 | 326,684 | 459,853 | 7,688 | 5,456,273 |
| FUND EQUITY | | | | | | | | |
| Fund Balances: | | | | | | | | |
| Reserved for debt service | 1,943,901 | - | - | - | - | - | - | 1,943,901 |
| Reserved for special purpose | 1,834,194 | 3,108,246 | - | - | - | - | - | 4,942,440 |
| Undesignated | 6,055,372 | - | - | - | - | - | - | 6,055,372 |
| Total Fund Equity | 9,833,467 | 3,108,246 | - | - | - | - | - | 12,941,713 |
| Total Liabilities and Fund Equity | \$ 14,319,161 | \$ 3,108,246 | \$ 134,661 | \$ 41,693 | \$ 326,684 | \$ 459,853 | \$ 7,688 | \$ 18,397,986 |

See accompanying note to supplementary information.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
COMBINING SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY – DISTRICT FUNDS INCLUDED IN THE
REPORTING ENTITY
JUNE 30, 2019

| | General Fund Unrestricted | General Fund Restricted | Debt Service Fund | Bond Debt Service Fund | Child Development Fund | Capital Outlay Projects Fund | Revenue Bond Constructions Fund | Balance Forward |
|---|---------------------------------|-------------------------------|-------------------------|------------------------------|------------------------------|------------------------------------|---------------------------------------|---------------------|
| OPERATING REVENUES | | | | | | | | |
| Net tuition and fees | \$ 1,033,862 | \$ 110,947 | \$ - | \$ - | \$ 142,903 | \$ - | \$ - | \$ 1,287,712 |
| Grants and Contracts, noncapital | | | | | | | | - |
| Federal | 39,053 | 1,914,273 | - | - | 31,862 | - | - | 1,985,188 |
| State | - | 5,680,707 | - | - | 411,245 | - | - | 6,091,952 |
| Local | 195,472 | 4,000 | - | 2,697,711 | - | - | - | 2,897,183 |
| Auxiliary enterprise sales, net | 103,077 | - | - | - | - | - | - | 103,077 |
| Total Operating Revenues | 1,371,464 | 7,709,927 | - | 2,697,711 | 586,010 | - | - | 12,365,112 |
| OPERATING EXPENDITURES | | | | | | | | |
| Salaries | 15,136,588 | 3,053,665 | - | - | 444,015 | - | - | 18,634,268 |
| Employee benefits | 7,088,255 | 1,344,871 | - | - | 171,974 | - | - | 8,605,100 |
| Supplies, materials, and other operating expenses and services | 3,206,636 | 3,330,855 | - | - | 96,411 | 368,125 | - | 7,002,027 |
| Payments to students | - | 414,817 | - | - | - | - | - | 414,817 |
| Total Operating Expenses | 25,431,479 | 8,144,208 | - | - | 712,400 | 368,125 | - | 34,656,212 |
| Operating Income (Loss) | (24,060,015) | (434,281) | - | 2,697,711 | (126,390) | (368,125) | - | (22,291,100) |
| NONOPERATING REVENUES (EXPENDITURES) | | | | | | | | |
| State apportionments, noncapital | 9,235,686 | - | - | - | - | - | - | 9,235,686 |
| Education protection account revenues, noncapital | 2,711,143 | - | - | - | - | - | - | 2,711,143 |
| Local property taxes, noncapital | 10,096,925 | - | - | - | - | - | - | 10,096,925 |
| State taxes and other revenues, noncapital | 910,999 | 191,634 | - | - | - | - | - | 1,102,633 |
| Financial aid revenues | - | - | - | - | - | - | - | - |
| Financial aid expenses | - | - | - | - | - | - | - | - |
| Investment income | 123,339 | - | (3,291) | 14,475 | (385) | 14,333 | - | 148,471 |
| Interest expense | - | - | - | (1,899,985) | - | - | - | (1,899,985) |
| Other non-operating revenues | 1,679,065 | 253,646 | - | - | 15,808 | 64,960 | - | 2,013,479 |
| State apportionments, capital | - | - | - | - | - | 95,721 | - | 95,721 |
| Local property taxes and revenues, capital | - | - | - | - | - | 154,571 | - | 154,571 |
| Total Nonoperating Revenues (Expenditures) | 24,757,157 | 445,280 | (3,291) | (1,885,510) | 15,423 | 329,585 | - | 23,658,644 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| Operating transfer in | - | 1,093,634 | 391,394 | - | 110,967 | - | - | 1,595,995 |
| Operating transfer out | (502,361) | (1,093,634) | - | - | - | - | - | (1,595,995) |
| Debt service | - | - | (388,103) | (705,181) | - | - | - | (1,093,284) |
| Total Other Financing Sources (Uses) | (502,361) | - | 3,291 | (705,181) | 110,967 | - | - | (1,093,284) |
| Excess of Revenues and Other Financing Sources Over (Under) Expenditures/Expenses and Other Financing Uses | 194,781 | 10,999 | - | 107,020 | - | (38,540) | - | 274,260 |
| FUND EQUITY -- BEGINNING OF YEAR | 6,559,591 | 234,889 | - | 1,836,881 | - | 927,846 | - | 9,559,207 |
| FUND EQUITY -- END OF YEAR | \$ 6,754,372 | \$ 245,888 | \$ - | \$ 1,943,901 | \$ - | \$ 889,306 | \$ - | \$ 9,833,467 |

See accompanying note to supplementary information.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
COMBINING SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY – DISTRICT FUNDS INCLUDED IN THE
REPORTING ENTITY
JUNE 30, 2019

| | Balance Brought Forward | Self-Insurance Fund | Associated Students Trust Fund | Student Representation Fee Trust Fund | Student Body Center Fee Trust Fund | Student Financial Aid Trust Fund | Scholarship and Loan Trust Fund | Total |
|---|-------------------------|---------------------|--------------------------------|---------------------------------------|------------------------------------|----------------------------------|---------------------------------|----------------------|
| OPERATING REVENUES | | | | | | | | |
| Net tuition and fees | \$ 1,287,712 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,287,712 |
| Grants and Contracts, noncapital | | | | | | | | |
| Federal | 1,985,188 | - | - | - | - | - | - | 1,985,188 |
| State | 6,091,952 | - | - | - | - | - | - | 6,091,952 |
| Local | 2,897,183 | - | - | - | - | - | - | 2,897,183 |
| Auxiliary enterprise sales and charges | 103,077 | - | - | - | - | - | - | 103,077 |
| Total Operating Revenues | 12,365,112 | - | - | - | - | - | - | 12,365,112 |
| OPERATING EXPENDITURES | | | | | | | | |
| Salaries | 18,634,268 | 61,150 | - | - | - | - | - | 18,695,418 |
| Employee benefits | 8,605,100 | 752,621 | - | - | - | - | - | 9,357,721 |
| Supplies, materials, and other operating expenses and services | 7,002,027 | 67,103 | - | - | - | - | - | 7,069,130 |
| Payments to students | 414,817 | - | - | - | - | - | - | 414,817 |
| Total Operating Expenses | 34,656,212 | 880,874 | - | - | - | - | - | 35,537,086 |
| Operating Income (Loss) | (22,291,100) | (880,874) | - | - | - | - | - | (23,171,974) |
| NONOPERATING REVENUES (EXPENDITURES) | | | | | | | | |
| State apportionments, noncapital | 9,235,686 | - | - | - | - | - | - | 9,235,686 |
| Education protection account revenues, noncapital | 2,711,143 | - | - | - | - | - | - | 2,711,143 |
| Local property taxes, noncapital | 10,096,925 | - | - | - | - | - | - | 10,096,925 |
| State taxes and other revenues, noncapital | 1,102,633 | - | - | - | - | - | - | 1,102,633 |
| Financial aid revenues | - | - | - | - | - | 6,429,066 | - | 6,429,066 |
| Financial aid expenses | - | - | - | - | - | (6,429,066) | - | (6,429,066) |
| Investment income | 148,471 | 63,657 | - | - | - | - | - | 212,128 |
| Interest expense | (1,899,985) | - | - | - | - | - | - | (1,899,985) |
| Other non-operating revenues | 2,013,479 | 35,735 | - | - | - | - | - | 2,049,214 |
| State apportionments, capital | 95,721 | - | - | - | - | - | - | 95,721 |
| Local property taxes and revenues, capital | 154,571 | - | - | - | - | - | - | 154,571 |
| Total Nonoperating Revenues (Expenditures) | 23,658,644 | 99,392 | - | - | - | - | - | 23,758,036 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| Operating transfer in | 1,595,995 | - | - | - | - | - | - | 1,595,995 |
| Operating transfer out | (1,595,995) | - | - | - | - | - | - | (1,595,995) |
| Debt service | (1,093,284) | - | - | - | - | - | - | (1,093,284) |
| Total Other Financing Sources (Uses) | (1,093,284) | - | - | - | - | - | - | (1,093,284) |
| Excess of Revenues and Other Financing Sources Over (Under) Expenditures/Expenses and Other Financing Uses | 274,260 | (781,482) | - | - | - | - | - | (507,222) |
| FUND EQUITY -- BEGINNING OF YEAR | 9,559,207 | 3,889,728 | - | - | - | - | - | 13,448,935 |
| FUND EQUITY -- END OF YEAR | \$ 9,833,467 | \$ 3,108,246 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 12,941,713 |

See accompanying note to supplementary information.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
RECONCILIATION OF FUND EQUITY TO NET POSITION
JUNE 30, 2019**

| | | |
|---|---------------------|------------------------|
| Total Fund Equity - District Funds Included in the Reporting Entity | | \$ 12,941,713 |
| Assets recorded within the statements of net position not included in the District fund financial statements: | | |
| Nondepreciable capital assets | \$ 7,545,440 | |
| Depreciable capital assets | 120,450,108 | |
| Accumulated depreciation | <u>(42,733,616)</u> | 85,261,932 |
| Unmatured Interest | | (763,319) |
| Deferred outflows recorded within the statement of net position not included in the District fund financial statements: | | |
| Deferred loss on refunding | | 3,235,640 |
| Deferred outflows from pensions | | 7,889,912 |
| Deferred outflows from OPEB | | 138,244 |
| Liabilities recorded within the statements of net position not recorded in the District fund financial statements: | | |
| Compensated absences | | (1,122,225) |
| Net OPEB liability | | (6,079,068) |
| Net pension liability | | (26,927,953) |
| Long-term debt | | (88,153,618) |
| Claims payable | | (1,077,803) |
| Deferred inflows recorded within the statement of net position not included in the District fund financial statements: | | |
| Deferred inflows from pensions | | <u>(1,643,408)</u> |
| Net Assets Reported Within the Statements of Net Position | | <u>\$ (16,299,953)</u> |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
RECONCILIATION OF CHANGE IN FUND EQUITY TO CHANGE IN NET POSITION
JUNE 30, 2019**

| | |
|---|---------------------------|
| Change in Fund Equity - District Funds Included in the Reporting Entity in the Reporting Entity | \$ (507,222) |
| Compensated absence expense | (54,719) |
| Depreciation expense | (2,759,220) |
| Accretion of general obligation bonds | (2,535,737) |
| Accrued interest | 11,000 |
| Amortization of bond premiums | 108,948 |
| Amortization of deferred loss on refunding | (100,330) |
| Claims expense | (149,259) |
| Capital outlay expense | 377,005 |
| Pension expense | (1,357,138) |
| Other postemployment benefits expense | (83,838) |
| Principal Payments on debt | <u>1,051,070</u> |
| Change in Net Position Reported Within the Statement of Revenues, Expenses, and Changes in Net Position | <u>\$ (5,999,440)</u> |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE SUPPLEMENTARY INFORMATION
JUNE 30, 2019**

NOTE 1 – PURPOSE OF SCHEDULES

District Organizational Structure

This schedule provides information about the District's governing board members and administration members.

Schedule of Workload Measures for State General Apportionment – Annual/Actual Attendance

The schedule of workload measures for state general apportionment annualized attendance as of June 30, 2019, represents the basis of apportionment of the District's annual source of funding.

Schedule of Expenditures of Federal Awards

This schedule includes the federal award activity of the District under programs of the federal government for the year ended June 30, 2019. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the Uniform Guidance)*.

Expenditures reported on this schedule are reported on the modified basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

The District has not elected to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

Schedule of Revenues and Expenditures of State Awards

This schedule includes the state activity of the District under categorical programs of the state of California for the year ended June 30, 2019. The information in this schedule is presented in accordance with the requirements of the California Community Colleges Contracted District Audit Manual 2018-19.

Expenses reported on this schedule are reported on the accrual basis of accounting.

Reconciliation of Annual Financial and Budget Report (CCFS-311) With Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balance of all funds reported on the Form CCFS-311 to the Audited Financial Statements.

Reconciliation of the ECS 84362 (50 Percent Law) Calculation

This schedule provides the information necessary to reconcile the 50% law calculation as reported on the Form CCFS-311 to the audited financial statements.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
NOTES TO THE SUPPLEMENTARY INFORMATION
JUNE 30, 2019**

NOTE 1 – PURPOSE OF SCHEDULES, continued

Details of the Education Protection Account Expenditures

This schedule provides the information necessary to reconcile the Education Protection Account Expenditures reported on the Form CCFS-311 to the audited financial statements.

Reconciliation of Fund Equity to Net Position and Reconciliation of Change in Fund Equity to Change in Net Position

These schedules provide the information necessary to reconcile the supplemental combining financial schedules to the audited financial statements.

NOTE 2 – COMBINING FINANCIAL STATEMENTS SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting The accompanying combining balance sheet – District funds included in the reporting entity; and combining statement of revenues, expenditures/expenses, and changes in fund equity – District funds included in the reporting entity are presented on the modified accrual basis of accounting with the exception of the Classified B.U.M. Benefit Fund and Retirees Benefit Fund, which are presented on the accrual basis of accounting consistent with the presentation in the entity-wide financial statements. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable” and “available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District considers property taxes available if they are collected within 60 days after year end. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

Property taxes, franchise taxes, licenses, interest revenue, and charges for services are susceptible to accrual. Other receipts become measurable and available when cash is received by the District and are recognized as revenue at that time.

The District reports advances of revenue on its combining balance sheet. Advances of revenues arise when potential revenue does not meet both the “measurable” and “available” criteria for recognition in the current period. Advances of revenues also arise when resources are received by the District before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met or when the District has legal claim to the resources, the liability for advances of revenue is removed and revenue is recognized.

NOTE 3 – LOAN PROGRAMS

The District is responsible only for the performance of certain administrative duties with respect to the Federal Direct Loan Program. Accordingly, the value of these outstanding loans is not reflected in the District’s financial statements. It is not practical to determine the balance of loans outstanding to students of the District under this program as of June 30, 2019.

OTHER INDEPENDENT AUDITORS' REPORTS



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

The Board of Trustees
Mendocino-Lake Community College District
Ukiah, 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 business-type activities of Mendocino-Lake Community College District (the District) as of and for the year ended June 30, 2019; and the related notes to the financial statements, which collectively comprise the District's basic financial statements; and have issued our report thereon dated December 5, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control 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 District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

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

CWDL, Certified Public Accountants

December 5, 2019
San Diego, California



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Trustees
Mendocino-Lake Community College District
Ukiah, California

Report on Compliance for Each Major Federal Program

We have audited Mendocino-Lake Community College District's (the District) compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2019. The District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our unmodified opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions to prevent, or detect, and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

Purpose of This Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance, and the results of that testing, based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

CWDL, Certified Public Accountants

December 5, 2019
San Diego, California



INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

The Board of Trustees
Mendocino-Lake Community College District
Ukiah, California

Compliance

We have audited the Mendocino-Lake Community College District's (the District) compliance with the types of state compliance requirements described in the *California Community Colleges Contracted District Audit Manual 2018-19*, published by the California Community Colleges Chancellor's Office, for the year ended June 30, 2019. The applicable state compliance requirements are identified in the table below.

Management's Responsibility

Compliance with the requirements referred to above is the responsibility of the District's management.

Auditors' Responsibility

Our responsibility is to express an opinion on the District's compliance with the state laws and regulations based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *California Community Colleges Contracted District Audit Manual 2018-19*, published by the California Community Colleges Chancellor's Office. Those standards and the *California Community Colleges Contracted District Audit Manual 2018-19* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a material effect on compliance with the state laws and regulations described in the schedule below occurred. An audit includes examining, on a test basis, evidence supporting the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the District's compliance with those requirements.

Opinion

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that are applicable to the programs noted below that were audited for the year ended June 30, 2019.

Other Matters

In connection with the audit referred to above, we selected and tested transactions and records to determine the District's compliance with State laws and regulations applicable to the following:

Section 421 – Salaries of Classroom Instructors (50 Percent Law)
Section 423 – Apportionment for Instructional Service Agreements/Contracts
Section 424 – State General Apportionment Funding System
Section 425 – Residency Determination for Credit Courses
Section 426 – Students Actively Enrolled
Section 427 – Dual Enrollment (CCAP and Non-CCAP)
Section 428 – Student Equity
Section 429 – Student Success and Support Program (SSSP)
Section 430 – Scheduled Maintenance Program
Section 431 – Gann Limit Calculation
Section 435 – Open Enrollment
Section 439 – Proposition 39 Clean Energy
Section 444 – Apprenticeship Related and Supplemental Instruction (RSI) Funds
Section 475 – Disabled Student Programs and Services (DSPS)
Section 479 – To Be Arranged Hours (TBA)
Section 490 – Proposition 1D and 51 State Bond Funded Projects
Section 491 – Education Protection Account Funds

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing over state laws and regulations based on the requirements described in the *California Community Colleges Contracted District Audit Manual (CDAM) 2018-19*. Accordingly, this report is not suitable for any other purpose.

CWDL, Certified Public Accountants

December 5, 2019
San Diego, California

FINDINGS AND QUESTIONED COSTS SECTION

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019**

Section I – Summary of Auditors’ Results

FINANCIAL STATEMENTS

| | |
|--|-------------------|
| Type of auditors' report issued: | <u>Unmodified</u> |
| Internal control over financial reporting: | |
| Material weaknesses identified? | <u>No</u> |
| Significant deficiencies identified not considered to be material weaknesses? | <u>None Noted</u> |
| Non-compliance material to financial statements noted? | <u>No</u> |

FEDERAL AWARDS

| | |
|--|-------------------|
| Internal control over major programs: | |
| Material weaknesses identified? | <u>No</u> |
| Significant deficiencies identified not considered to be material weaknesses? | <u>No</u> |
| Type of auditors' report issued on compliance for major programs: | <u>Unmodified</u> |
| Any audit findings disclosed that are required to be reported in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards | <u>Yes</u> |
| Identification of major programs: | |

| | |
|-------------------------------|---|
| <u>CFDA Numbers</u> | <u>Name of Federal Program of Cluster</u> |
| 84.007, 84.033 84.063, 84.268 | Student Financial Aid Cluster |

| | |
|--|-------------------|
| Dollar threshold used to distinguish between Type A and Type B programs: | <u>\$ 750,000</u> |
| Auditee qualified as low-risk auditee? | <u>Yes</u> |

STATE AWARDS

| | |
|--|-------------------|
| Internal control over State programs: | |
| Material weaknesses identified? | <u>No</u> |
| Significant deficiencies identified not considered to be material weaknesses? | <u>None Noted</u> |
| Type of auditors' report issued on compliance for State programs: | <u>Unmodified</u> |

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
FINANCIAL STATEMENT AUDIT FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019**

Section II – Financial Statement Findings

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

There were no financial statement audit findings or questioned costs identified during 2018-19.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
FEDERAL AWARD FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019**

Section III – Federal Award Findings and Questioned Costs

This section identifies the audit findings required to be reported by the Uniform Guidance (e.g., deficiencies, significant deficiencies, material weaknesses, and instances of noncompliance, including questioned costs).

FINDING #2019-001 – DIRECT LOAN QUALITY ASSURANCE PLAN

Criteria or Specific Requirement

34 CFR 685.300(b)(9) requires schools participating in the Direct Loan program to implement a quality assurance system.

Condition

We noted that the development of a quality assurance system in compliance with 34 CFR 685.300(b)(9) is currently underway with anticipated completion and implementation during 2019-20.

Questioned Costs – None noted.

Context

Compliance with 34 CFR 685.300(b)(9) requirements.

Effect

Non-compliance with 34 CFR 685.300(b)(9), which requires all participating schools to have a written quality assurance system to ensure that the school is complying with program requirements and meeting program objectives.

Cause

Steps taken in response to requirements under 34 CFR 685.300(b)(9), are largely in place and will be formally documented and implemented in 2019-20.

Recommendation

The District should continue towards full implementation of its documented response to the Direct Loan quality assurance system in the 2019-20 year.

Management's Response and Corrective Action Plan

Management agrees with the finding and will ensure that a full written plan in compliance with 34 CFR 685.300(b)(9) is in place during the current 2019-20 fiscal year. While management believes that all requirements under the plan are in place, we concur with the opportunity to formally document each key process.

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
STATE AWARD FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019**

Section IV – State Award Findings and Questioned Costs

There were no state award findings or questioned costs identified during 2018-19.

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2019

FINDING #2018-001 – FORM 700 FILING

Finding: During our review of District Form 700s, we noted that that seven (7) persons, required to file under the Fair Political Practices Commission (FPPC), did not have completed form 700s on file for the 2017-18 fiscal year by the required deadline.

Criteria:

Per AP 2717, Conflict of Interest Code, the following pertains to Form 700s:

- Initial Statements - All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.
- Assuming Office Statements - All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.
- Annual Statements - All designated employees shall file statements no later than April 1.
- Leaving Office Statements - All persons who leave designated positions shall file statements within 30 days after leaving office.

Recommendation:

We recommend the District develop a monitoring system to ensure compliance with filing deadlines.

District Response:

In the past, Mendocino County Office of Education (MCOE) has always provided us a reminder at the beginning of the year that the form 700 was due and the College has always complied with this State compliance requirement. However, MCOE did not provide a reminder this year and the item was unfortunately overlooked until the due date had passed. Once the oversight was brought to the attention of the District, the President's Office immediately had the members of the Board of Trustees and Upper Management complete the necessary forms in order to comply with the requirement.

In order to ensure the District complies with this yearly requirement in a timely manner in the future, the President's Office has now included an entry into the months of February and March of their monthly requirement recap. This recap is reviewed monthly to ensure monthly, quarterly and annual requirements are addressed in a timely fashion. This monthly review will serve as a reminder that the Form 700 is due date is quickly approaching and will allow an ample amount of time for the Trustee's and Upper management to complete and submit their Form 700s prior to the April 1st due date. Using this approach will ensure District compliance with the annual State Form 700 requirement.

Status:

Fully corrected