Board of Directors Desert Community College District Auxiliary Services Palm Desert, California

We have audited the financial statements of Desert Community College District Auxiliary Services (the Auxiliary) for the year ended June 30, 2016, and have issued our report thereon dated April 25, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Auxiliary are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2016. We noted no transactions entered into by the Auxiliary during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

We have attached a summary of recent updates to accounting guidance which will impact the reporting of certain information for all not for profit organizations. The key part of this guidance impacting the Auxiliary is the presentation of Restricted Net Assets. The Temporarily and Permanently Restricted Net Assets will be reported in one asset class upon implementation. We will continue to monitor the Permanently Restricted Net Assets and donor restrictions imposed on contributions. We will also have additional disclosures related to the liquidity of the Auxiliary's assets as reported on the Statement of Financial Position. Please feel free to call us to more fully discuss any potential impact to your reporting.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the useful lives of capital assets and the financial depreciation of those assets over time is based on standard useful lives for the asset classes. We evaluated the key factors and assumptions used to develop the current year depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Board of Directors Desert Community College District Auxiliary Services Page 2 of 4

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We have provided management with two potential audit adjustments, and they have been approved for inclusion in the financial statements. The net result of the adjustments is a decrease in the unrestricted net assets of \$17,672. The adjustments are included as an attachment to this letter. Management has agreed to post these adjustments.

Disagreements With Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representation

We have requested certain representations from management that are included in the management representation letter dated April 25, 2017. Management has reviewed and signed this letter.

Management Consultations With Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Auxiliary's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Auxiliary's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of management and the Board of Directors of Desert Community College District Auxiliary Services and is not intended to be, and should not be, used by anyone other than these specified parties.

Riverside, California April 25, 2017

Vaurinek Dine, Day! Co. LLP

Financial Accounting Standards Board (FASB) Issues Accounting Standards Update (ASU) 2016-14: Presentation of Financial Statements for Not-for-Profit Entities

The Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2016-14, *Presentation of Financial Statements for Not-for-Profit Entities*, during August 2016. The ASU is the first in a two-phase FASB project that will change the way not-for-profit (NFP) entities present their financial statements and related disclosures. It seeks to improve NFP financial reporting by simplifying net asset classifications and enhancing presentation and disclosure requirements regarding liquidity, financial performance, and cash flows. The ASU is effective for fiscal years beginning after December 15, 2017. For Desert Community College District Auxiliary Services, this will impact your financial statements for the year ended June 30, 2019. The most significant changes resulting from the ASU are summarized as follows:

- 1. The three existing classes of net assets (Unrestricted, Temporarily Restricted, and Permanently Restricted) will become two. The new categories of Net Assets without Donor Restrictions, which is not substantively different than current Unrestricted Net Assets, and Net Assets with Donor Restrictions, which includes all net assets subject to a donor restriction.
- 2. Quantitative and qualitative information about liquidity will be required to provide financial statement users with an understanding of a NFP's exposure to risk, management of liquidity risks, and availability of assets to meet cash needs for general expenditures.
- 3. NFPs presenting an intermediate measure of operations will need to provide additional information about items included or excluded from the operating measure.
- 4. Investment returns presented in the statement of activities will be recorded net of both external and direct internal investment expenses.
- 5. All NFPs will be required to report expenses both by function and natural classification in a single location (this can be accomplished in several different ways).
- 6. NFPs presenting a direct method statement of cash flows no longer need to present or disclose a reconciliation to the indirect method.

These changes to the financial statement presentation and disclosures are meant to improve the transparency and utility of financial information for donors and the public. Additional footnotes will include more detailed information of the types of donor restrictions and the nature and timing of those restrictions. Notes related to net assets that have been designated for a specific purpose by the Board will also have enhanced disclosures.

The second phase of the FASB's financial reporting project will consider additional operating measure and cash flow considerations that were not addressed in the first phase. There is no estimated timeframe for the completion of the second phase, but we will provide updates as they are available.

We will work with you and your staff as you prepare to implement this new Standard and ensure your continued compliance with accounting requirements both now and in the future. Please let me know if you would like more information on the new requirements. Early implementation of this new Standard is allowed.

Board of Directors Desert Community College District Auxiliary Services Page 4 of 4

Desert CCD Auxiliary Services Adjusting Journal Entries 6/30/2016

<u>AJE #</u>		 Debit	 Credit
1	2101 - Accounts Payable Auxiliary 6106 - Other Benefits To eliminate 14/15 SDI accrual	\$ 11,626	\$ 11,626
2	4107 - Bookstore Commissions 1301 - Accounts Receivable To eliminate 14/15 Bookstore commissions accrual	\$ 6,046	\$ 6,046

DESERT COMMUNITY COLLEGE DISTRICT AUXILIARY SERVICES

(A California Nonprofit Corporation)

ANNUAL FINANCIAL REPORT

JUNE 30, 2016

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INDEPENDENT AUDITOR'S REPORT

The Board of Directors

Desert Community College District Auxiliary Services

Palm Desert, California

Report on the Financial Statements

We have audited the accompanying financial statements of Desert Community College District Auxiliary Services (the Auxiliary) (a California nonprofit corporation), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Auxiliary as of June 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter - Supplementary Information

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Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Auxiliary's basic financial statements. The supplementary information listed in the Table of Contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Riverside, California

April 25, 2017

STATEMENT OF FINANCIAL POSITION JUNE 30, 2016

ASSETS	
Current Assets	
Cash - unrestricted	\$ 1,476,520
Cash - restricted	101,002
Accounts receivable	79,887
Total Current Assets	1,657,409
Noncurrent Assets	
Capital assets, net	18,557
Total Assets	\$ 1,675,966
LIABILITIES AND NET ASSETS	
Current Liabilities	
Accounts payable	\$ 15,400
Accounts payable - related party	28,424
Deposit	1,000
Total Current Liabilities	44,824
NET ASSETS	
Unrestricted	1,527,886
Temporarily restricted	83,256
Permanently restricted	20,000
Total Net Assets	1,631,142
Total Liabilities and Net Assets	\$ 1,675,966

STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2016

	Unrestricted	Temporarily Restricted	• •	
REVENUES				
Commission income	\$ 404,989	\$ -	\$ -	\$ 404,989
Golf driving range	311,821			311,821
Total Revenues	716,810			716,810
EXPENSES				
Program expenses	556,080	-	-	556,080
Operating expenses	56,002			56,002
Total Expenses	612,082			612,082
OTHER INCOME				
Interest	910			910
Total Other Income	910			910
TRANSFERS	(23)	23		
CHANGE IN NET ASSETS	105,638			105,638
NET ASSETS, BEGINNING OF YEAR	1,422,271	83,233	20,000	1,525,504
NET ASSETS, END OF YEAR	\$ 1,527,886	\$ 83,256	\$ 20,000	\$ 1,631,142

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2016

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in Net Assets	\$ 105,638
Adjustments to Reconcile Change in Net Assets	
to Net Cash From Operating Activities	
Depreciation	5,789
Change in assets and liabilities	
Change in accounts receivable	(941)
Change in accounts receivable - related party	14,941
Change in accounts payable	(16,867)
Change in accounts payable - related party	 (3,346)
Net Cash Flows From Operating Activities	105,214
CASH FLOWS FROM INVESTING ACTIVITIES	
Change in restricted cash	2,231
Net Cash Flows From Investing Activities	2,231
NET CHANGE IN UNRESTRICTED CASH AND CASH EQUIVALENTS	107,445
UNRESTRICTED CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	1,369,075
UNRESTRICTED CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 1,476,520

STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2016

	Program		Oı	Operating		Total
Golf driving range expenses	\$	324,842	\$	-	\$	324,842
Support for District programs		204,974		-		204,974
Textbooks for District library		26,264		-		26,264
Data processing expense		-	7,548			7,548
Office supplies and miscellaneous expenses		-		24,265	24,265 24,2	
Payroll expenses		-		10,379		10,379
Professional fees	- 8,021		8,021		8,021	
Depreciation - golf driving range				5,789		5,789
Total Expenses	\$ 556,080		\$	56,002	\$	612,082

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies followed by Desert Community College District Auxiliary Services (the Auxiliary) are described below to enhance the usefulness of the financial statements to the reader.

Organization

Desert Community College District Auxiliary Services (the Auxiliary) is a nonprofit public benefit corporation organized under the Nonprofit Public Benefit Law of the State of California. The Auxiliary was incorporated in the State of California in July 1985 pursuant to California Assembly Bill No. 2627, Chapter 858, *Community Colleges Auxiliary Organizations*, with the express purpose of promoting and assisting the educational programs of Desert Community College District (the District) in accordance with the mission, policies, and priorities of the District. The members of the Auxiliary's Board of Directors are composed of members from the District administration.

At June 30, 2016, the Board of Directors included:

<u>Name</u>	<u>Title</u>	Term Expires
Lisa Howell	Chairperson	2016
Dr. Joel L. Kinnamon	Vice Chairperson	2016
John Ramont	Secretary/Treasurer	2016
Dr. Mary Anne Gularte	Member at Large	2016

Financial Statement Presentation

The Auxiliary prepares its financial statements on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. The financial statements include the accounts maintained by and directly under the control of the Auxiliary.

The Auxiliary reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Auxiliary is required to present a statement of cash flows. The Auxiliary does not use fund accounting. Revenues and expenses are recorded when incurred in accordance with the accrual basis of accounting.

The Auxiliary and the District are financially interrelated organizations as defined by *Transfers of Assets to a Nonprofit or Charitable Trust that Holds Contributions for Others*. The Auxiliary reflects contributions received for the benefit of the District as revenue in its financial statements. The expenses related to these contributions are accounted for under program and supporting services.

Support and Expenses

Contributions are measured at their fair value at the date of contribution and are reported as an increase in net assets. The Auxiliary reports gifts of cash or other assets in the category designated by the donor. The Auxiliary reports gifts of goods and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Absent explicit donor stipulation about where the contributions are to be spent, the Auxiliary reports these contributions as unrestricted.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

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

Cash and cash equivalents consist of cash held in checking and money market accounts and certificates of deposit with maturities of less than 90 days.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from the outstanding balance. Management provides an analysis of the probable collection of the accounts through a provision for bad debt expense and an adjustment to a valuation allowance. At June 30, 2016, management had reviewed all accounts receivable and determined all amounts were fully collectable. No allowance for doubtful accounts has been established.

Income Taxes

The Auxiliary is a charitable, not-for-profit, tax-exempt organization qualified under provisions of Section 50l(c)(3) of the Internal Revenue Code and corresponding California provisions. Accordingly, no provision for income taxes has been provided in the financial statements. The Auxiliary has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in Section 170(b)(A)(vi). The Auxiliary annually files information returns Forms 990, 199, and RRF-1, with the appropriate agencies. The Auxiliary annually files Forms 990T and 109 to report unrelated business activity. At June 30, 2016, these activities recorded a loss, and no unrelated business tax was paid or accrued.

The Auxiliary has adopted FASB ASC Topic 740 that clarifies the accounting for uncertainty in tax positions taken or expected to be taken on a tax return and provides that the tax effects from an uncertain tax position can be recognized in the financial statements only if, based on its merits, the position is more likely than not to be sustained on audit by the taxing authorities. Management believes that all tax positions taken to date are highly certain, and, accordingly, no accounting adjustment has been made to the financial statements.

Income tax returns for 2012 and forward may be audited by Federal or State regulatory agencies; however, the Auxiliary is not aware of such actions at this time.

Allocation of Functional Expenses

The costs of providing the various programs, fundraising, and other activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and fundraising activities benefited.

DESERT COMMUNITY COLLEGE DISTRICT AUXILIARY SERVICES

(A California Nonprofit Corporation)

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

NOTE 2 - CONCENTRATION OF RISK

Cash accounts maintained by the Auxiliary are insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC). As of June 30, 2016, the Auxiliary had \$1,165,571 of uninsured funds.

NOTE 3 - ACCOUNTS RECEIVABLE

As of June 30, 2016, the Auxiliary's account receivables consisted of amounts due within the normal course of business, and all are due within one year.

NOTE 4 - CAPITAL ASSETS

The Auxiliary's policy is to not capitalize acquired property and equipment except for golf driving range property and equipment. Capital assets acquired are donated by memorandum to the District, where they are recorded within the District's property and equipment. Golf driving range property and equipment are recorded at cost and depreciated using the straight-line method over the estimated useful lives of five to fifteen years.

Equipment	\$ 56,688
Less: accumulated depreciation	(38,131)
Capital assets, net	\$ 18,557

Depreciation expense for the year ended June 30, 2016, was \$5,789.

NOTE 5 - DONATED SERVICES

A substantial number of volunteers have donated their time and experience to the Auxiliary's program services and fundraising campaigns during the year. However, these donated services are not reflected in the financial statements since there is no readily determined method of valuing the services.

During the year, office space, supplies, and general support was provided by the District. The value of the donated space and support has not been determined and is not recognized in the financial statements.

NOTE 6 - PERMANENTLY RESTRICTED NET ASSETS

Permanently restricted net assets are gifts of cash and securities restricted by donors in ways that permit only the earnings to be used for specific programs, scholarships, and general operations of the Auxiliary. These earnings are recorded within either the temporarily restricted or the unrestricted funds as applicable.

Permanently restricted net assets totaled \$20,000 at June 30, 2016.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

NOTE 7 - TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are gifts of cash restricted by the donor for a specific use or for a time in the future. As restrictions on the net assets expire due to the passage of time or satisfaction of purpose, the assets are released to the unrestricted fund for expenditure. The Auxiliary reviewed previously received contributions and properly transferred amounts with restrictions to the temporarily restricted net assets.

Temporarily restricted net assets are comprised of the following:

	В	eginning			J	Ending
	I	Balance	Tra	nsfers	E	Balance
Scholarships	\$	62,146	\$	-	\$	62,146
Program support		21,087		23		21,110
Total	\$	83,233	\$	23	\$	83,256

NOTE 8 - RELATED PARTY TRANSACTIONS

The Auxiliary uses District facilities such as the College Bookstore, College Cafeteria, and Golf Driving Range. In return for the use of the facilities, the Auxiliary and the District have agreed to a Master Agreement which calls for the Auxiliary to pay the District up to 99 percent of the Food Services contract commissions. The Master Agreement is amended periodically and approved by both the Auxiliary Board of Directors and the District Board of Trustees.

The Auxiliary also provides various levels of monetary support and service to the District. The transactions are recorded within the financial statements as District program support and textbooks. During the year ended June 30, 2016, the Auxiliary provided \$231,238 in program support to the District. At June 30, 2016, the Auxiliary owed the District \$28,424 for agreed-upon reimbursements.

The District provides office space and other support to the Auxiliary. The value of this support has not been calculated and is not reflected within these financial statements.

NOTE 9 - SUBSEQUENT EVENTS

The Auxiliary's management has evaluated events or transactions that may occur for potential recognition or disclosure in the financial statements from the balance sheet date through April 25, 2017, which is the date the financial statements were available to be issued. Management has determined that there were no subsequent events or transactions that would have a material impact on the current year financial statements.

SUPPLEMENTARY INFORMATION

FUND LEVEL STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2016

	General Operating Fund	Trust Agency Fund	Student Loan Fund	Total (Memorandum Only)
REVENUE				
Commission income				
Bookstore	\$ 283,808	\$ -	\$ -	\$ 283,808
Cafeteria	51,023	-	-	51,023
Vending machines	70,158	-	-	70,158
Golf driving range	311,821	-	-	311,821
Total Revenue	716,810	-	_	716,810
EXPENSES				
Program				
Golf driving range	324,842	-	-	324,842
Support for District programs	204,974	-	-	204,974
Textbooks for District library	26,264	-	-	26,264
Total Program Expenses	556,080		-	556,080
Operating				
Administrative	56,002	-	-	56,002
Total Operating Expenses	56,002	-	-	56,002
Total Expenses	612,082	-	-	612,082
OTHER REVENUE				
Interest	910	-	-	910
Total Other Revenue	910	-	-	910
TRANSFERS	(23)	18,043	(18,020)	-
CHANGE IN NET ASSETS	105,638	-	-	105,638
NET ASSETS				
Beginning of year	1,422,271	41,087	62,146	1,525,504
End of year	\$ 1,527,886	\$ 59,130	\$ 44,126	\$ 1,631,142
CLASSIFICATION OF NET ASSETS				
Unrestricted	\$ 1,527,886	\$ -	\$ -	\$ 1,527,886
Temporarily restricted	-	59,130	24,126	83,256
Permanently restricted			20,000	20,000
Total Net Assets	\$ 1,527,886	\$ 59,130	\$ 44,126	\$ 1,631,142

NOTES TO SUPPLEMENTARY INFORMATION JUNE 30, 2016

NOTE 1 - PURPOSE OF THE SCHEDULE

The fund level statement of activities is presented on the full accrual basis of accounting. This information is not a required component of the financial statements, but is presented at the request of management to provide further information and analysis of the activities of the Auxiliary.

NOTE 2 - TRANSFERS BETWEEN FUNDS

During the year ended June 30, 2016, unrestricted funds were transferred to temporarily restricted funds based on management analysis.