

**COTATI-ROHNERT PARK UNIFIED SCHOOL  
DISTRICT**

**PROPOSITION 39/2016 BONDS**

**AUDIT REPORT**

**For the Fiscal Year Ended June 30, 2019**

\* \* \*



**Chavan & Associates, LLP**  
Certified Public Accountants  
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San Jose, CA 95129

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT  
PROPOSITION 39/2016 BOND  
For the Fiscal Year Ended June 30, 2019**

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## **FINANCIAL SECTION**



## **INDEPENDENT AUDITOR'S REPORT**

Proposition 39/2016 Citizens' Oversight Committee and  
Governing Board Members  
Cotati-Rohnert Park Unified School District

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Proposition 39/2016 Bonds of the Cotati-Rohnert Park Unified School District, as of and for the year ended June 30, 2019, and the related notes to the financial statements, as listed in the table of contents.

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

The Cotati-Rohnert Park Unified School 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.

### **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 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 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 Cotati-Rohnert Park Unified School 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 Cotati-Rohnert Park Unified School 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 opinion.



## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Proposition 39/2016 Bonds of the Cotati-Rohnert Park Unified School District, as of June 30, 2019, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

As discussed in Note 1, the financial statements present only the Proposition 39/2016 Bonds and do not purport to, and do not, present fairly the financial position of the Cotati-Rohnert Park Unified School District, as of June 30, 2019, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Proposition 39/2016 Bonds of Cotati-Rohnert Park Unified School District's basic financial statements. The Proposition 39/2016 Bonds Summary Schedule of Revenue and Project Expenditures is presented for purposes of additional analysis and is not a required part of the basic financial statements. This 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 Proposition 39/2016 Bonds Summary Schedule of Revenue and Project Expenditures, is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have issued our report dated December 31, 2019 on our consideration of the Proposition 39/2016 Bonds of Cotati-Rohnert Park Unified School District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is 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 Proposition 39/2016 Bonds of Cotati-Rohnert Park Unified School 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 Proposition 39/2016 Bonds of Cotati-Rohnert Park Unified School District's internal control over financial reporting and compliance.



**Report on Other Legal and Regulatory Requirements**

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have also issued our performance audit report dated December 31, 2019 on our consideration of the Proposition 39/2016 Bonds' compliance with the requirements of Proposition 39. That report is an integral part of our audit of the Proposition 39/2016 Bonds for the fiscal year ended June 30, 2019 and should be considered in assessing the results of our financial audit.

*C & A CP*

December 31, 2019  
San Jose, California

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Balance Sheet**  
**June 30, 2019**

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**Assets**

Cash and investments	\$ 12,670,887
Due from other funds	<u>4,000,000</u>

Total assets	<u>\$ 16,670,887</u>
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**Liabilities and fund balance**

Liabilities:

Accounts payable	<u>\$ 4,072,142</u>
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Total liabilities	<u>4,072,142</u>
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Fund balance:

Restricted for capital projects	<u>12,598,745</u>
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Total fund balance	<u>12,598,745</u>
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Total liabilities and fund balance	<u>\$ 16,670,887</u>
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*The notes to the financial statements are an integral part of this statement.*

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
**For the Fiscal Year Ended June 30, 2019**

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Revenues:	
Interest earnings	<u>\$ 303,968</u>
Total revenue	<u>303,968</u>
Expenditures:	
Classified salaries	75,829
Classified benefits	9,173
Supplies and materials	1,133,475
Contract services	18,840
Capital outlay	17,127,637
Bond issuance cost	<u>202,861</u>
Total expenditures	<u>18,567,815</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(18,263,847)</u>
Other financing sources (uses)	
Proceeds from bond issuances	<u>26,400,000</u>
Total other financing sources (uses)	<u>26,400,000</u>
Net changes in fund balance	8,136,153
Fund balance beginning	<u>4,462,592</u>
Fund balance ending	<u><u>\$ 12,598,745</u></u>

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



**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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**NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES**

A. Accounting Principles

Cotati-Rohnert Park Unified School District (the "District") accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to accounting principles generally accepted in the United States of America as prescribed by the U. S. Governmental Accounting Standards Board ("GASB") and the American Institute of Certified Public Accountants ("AICPA").

B. Reporting Entity

The District is the level of government primarily accountable for activities related to public education. The governing authority consists of five elected officials who, together, constitute the Board of Trustees.

A committee to the District's Governing Board and Superintendent, called the Citizens' Bond Oversight Committee was established to inform the public concerning the expenditure and uses of the District's bond measure revenues. The committee's legal charge is to actively review and report on the expenditure of taxpayer money for school construction in accordance with voter approved projects.

The financial statements presented are for the Proposition 39/2016 Bonds and are not intended to be a complete presentation of the District's financial position on operations.

C. Basis of Presentation

**Fund Financial Statements**

Fund financial statements report detailed information about the District. The Proposition 39/2016 Bonds are reported in the District's Building Fund which is a governmental fund and is presented as a major fund in the District's combined financial statements. The Building Fund is used to account for proceeds from the sale of real property and account for the acquisition of major governmental capital facilities and buildings from the sale of bond proceeds such as Proposition 39/2016 general obligation bonds.

The accounting and financial treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources, are generally included on the balance sheet. The Statement of Revenues, Expenditures and Changes in Fund Balance for the Proposition 39/2016 Bonds presents increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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D. Basis of Accounting

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

**Revenues - Exchange and Non-exchange Transactions**

On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. To achieve comparability of reporting among California districts, and so as not to distort normal revenue patterns with specific respect to reimbursement grants and correction to state-aid apportionments, the California Department of Education has defined available for district as collectible within one year.

Non-exchange transactions, in which the District receives value *without* directly giving equal value in return, include property taxes, grants, and entitlements. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

**Unearned Revenue**

Unearned revenue arises when assets are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are recorded as deferred revenue. On governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have also been recorded as deferred revenue.

**Unavailable Revenue**

In the governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have also been recorded as deferred inflows of resources as unavailable revenue.

**Expenditures**

On the modified accrual basis of accounting, expenditures are generally recognized in the accounting period in which the related fund liability is incurred. However, under the modified accrual basis of accounting, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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E. Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. By state law, the District's governing board must adopt a final budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements. These budgets are revised by the District's governing board and District superintendent during the year to give consideration to unanticipated income and expenditures. Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object.

F. Encumbrances

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

G. Assets, Liabilities, and Equity

1. Cash and Investments

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

In accordance with *Education Code* Section 41001, the District maintains substantially all of its cash in the County Treasury. The county pools these funds with those of other Districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

All District-directed investments are governed by Government Code Section 53601 and Treasury investment guidelines. The guidelines limit specific investments to government securities, domestic chartered financial securities, domestic corporate issues, and California municipal securities. The District's securities portfolio is held by the County Treasurer. Interest earned on investments is recorded as revenue of the fund from which the investment was made.

2. Cash & Cash Equivalents

The District's cash deposits are considered to be cash on hand and cash in banks. Cash and Cash Equivalents are generally considered short-term, highly liquid investments with a maturity of three months or less from the purchase date.

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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3. Investments

Investments are recorded at fair value in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction. In determining this amount, three valuation techniques are available:

- Market approach - This approach uses prices generated for identical or similar assets or liabilities. The most common example is an investment in a public security traded in an active exchange such as the NYSE.
- Cost approach - This technique determines the amount required to replace the current asset. This approach may be ideal for valuing donations of capital assets or historical treasures.
- Income approach - This approach converts future amounts (such as cash flows) into a current discounted amount.

Each of these valuation techniques requires inputs to calculate a fair value. Observable inputs have been maximized in fair value measures, and unobservable inputs have been minimized.

4. Long-Term Liabilities

In the Proposition 39/2016 Bonds financial statements, bond premiums, discounts and bond issuance costs are recognized during the current period. The face amount of the debt issued, premiums, or discounts are reported as other financing sources/uses.

5. Fund Balance Classifications

In accordance with Government Accounting Standards Board 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the District classifies governmental fund balances as follows:

- Non-spendable includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.
- Restricted includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation.
- Committed includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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level of decision-making authority and does not lapse at year-end. Committed fund balances are imposed by the District’s board of education.

- Assigned includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the Superintendent.
- Unassigned includes positive fund balance that has not been classified within the above-mentioned categories and negative fund balances in other governmental funds.

The District uses restricted/committed amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar for dollar spending. Additionally, the District would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

6. Accounting Estimates

The presentation 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 reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**NOTE 2 - CASH AND INVESTMENTS**

Summary of Deposits

A summary of deposits as of June 30, 2019, is as follows:

	Carrying Amount	Fair Value
Cash in county treasury investment pool	\$ 12,670,887	\$ 12,686,219

Fair Value Measurements

GASB 72 established a hierarchy of inputs to the valuation techniques above. This hierarchy has three levels:

- Level 1 inputs are quoted prices in active markets for identical assets or liabilities.
- Level 2 inputs are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable.
- Level 3 inputs are unobservable inputs, such as a property valuation or an appraisal.

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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The District has the following recurring fair value measurements as of June 30, 2019:

Investments in the Sonoma County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

Cash in County Treasury

The District is an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District's investment in the pool is reported in the accounting financial statements at amounts based upon the District's pro rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

Policies and Practices

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

Risk Disclosures

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are described below:

- *Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to the changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Treasury. The District maintains cash with Sonoma County Investment Pool. The pool has a fair value of approximately \$2.53 billion and an amortized book value of \$2.52 billion. The weighted average maturity for this pool as of June 30, 2019 is 552 days.

- *Credit Risk*

Credit risk is the risk of loss due to the failure of the security issuer. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investment with the Sonoma County Investment Pool is governed by the County's general

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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investment policy. The investment with the Sonoma County Investment Pool is rated at least A rate by Moody’s Investor Service.

- *Concentration of Credit Risk*

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government code. District investments that are greater than 5 percent of total investments are in either an external investment pool or mutual funds and are therefore exempt.

**NOTE 3 - PROPOSITION 39/2016 GENERAL OBLIGATION BONDS**

The following schedule summarizes the District’s Proposition 39/2016 general obligation bonds as of June 30, 2019:

Description	Issue Date	Maturity Date	Interest Rate Percent	Original Issue	Bonds		Bonds	
					Outstanding July 01, 2018	Issued/ Adjustments	Redeemed	Outstanding June 30, 2019
2016 GOB, Series A and B	2017	2047	1.81-5%	\$ 35,000,000	\$ 35,000,000	\$ -	\$ 1,545,000	\$ 33,455,000
2016 GOB, Series C	2019	2047	4-5%	26,400,000	-	26,400,000	-	26,400,000
Total General Obligation Bonds				<u>\$ 61,400,000</u>	<u>\$ 35,000,000</u>	<u>\$ 26,400,000</u>	<u>\$ 1,545,000</u>	<u>\$ 59,855,000</u>

During the 2016-17 fiscal year, the Cotati-Rohnert Park Unified School District 2016 General Obligation Bonds, Series A and B (the “2016 GOB, Series A and B”), in the aggregate principal amount of \$35,000,000, were issued by the County of Sonoma on behalf of the District to raise money to be used to finance school facilities, property and equipment. The bonds were issued at a premium of \$847,437.

In December 2018, the District issued \$26,400,000 in 2016 Election, Series C general obligation bonds. The bonds were issued at a premium of \$1,965,575 and have coupon rates from 4 to 5% through 2046. The bonds were issued to fund repair, upgrading, acquisition, construction and equipping of certain District property and facilities.

The Bonds are payable solely from ad valorem property taxes levied and collected by the County of Sonoma. The Board of Supervisors of the County has power and is obligated to annually levy ad valorem taxes for the payment of interest on, and principal of, upon all property subject to taxation by the District without limitation or rate or amount (except certain personal property which is taxable at limited rates).

**COTATI-ROHNERT PARK UNIFIED SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2019**

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The following is a summary of the annual debt service requirements as of June 30, 2019:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 1,575,000	\$ 2,725,303	\$ 4,300,303
2021	1,745,000	2,478,197	4,223,197
2022	715,000	2,441,827	3,156,827
2023	255,000	2,423,595	2,678,595
2024	280,000	2,416,455	2,696,455
2025-2029	2,245,000	11,908,778	14,153,778
2030-2034	6,570,000	10,991,450	17,561,450
2035-2039	11,795,000	8,993,413	20,788,413
2040-2044	18,895,000	5,735,500	24,630,500
2045-2049	15,780,000	1,153,825	16,933,825
<b>Total Debt Service</b>	<b>\$ 59,855,000</b>	<b>\$ 51,268,343</b>	<b>\$ 111,123,343</b>

**NOTE 4 - COMMITMENTS**

As of December 31, 2019, the District had encumbered 1,945,019 of the Proposition 39/2016 Bonds proceeds to be spent on capital projects in the fiscal year ended June 30, 2019.



## **SUPPLEMENTARY INFORMATION**

**COTATI-ROHNERT PARK SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Summary Schedule of Revenue and Project Expenditures**  
**For the Fiscal Year Ended June 30, 2019**

	Current Year	From Inception Through June 30, 2019
<b>Revenue:</b>		
Bond Proceeds - Net	\$ 26,197,139	\$ 60,927,554
Interest Earnings	303,968	516,424
<b>Total Revenue</b>	<b>26,501,107</b>	<b>61,443,978</b>
<b>Project Expenditures:</b>		
Evergreen Elementary Administration Building	206,432	300,349
Evergreen Elementary Multi-Use Room Project	418,319	738,542
Marguerite Hahn Roof Project	-	6,295
Monte Vista Elementary Gutter Replacement	11,695	11,695
Portable Building Leases	6,451	6,451
Richard Crane Elementary Multi-Use Room Project	-	146,622
Richard Crane Reconstruction, Kindergarten, & Playground	1,639,481	16,372,841
Thomas Page Academy HVAC Replacement	-	40,733
University Elementary Multi-Use Building	14,942	14,942
University Elementary at La Fiesta Playground	-	494,326
Lawrence Jones MS Modernization	232,671	1,516,791
Lawrence Jones MS Alarm System	4,084	4,084
Lawrence Jones MS Performing Arts Classroom	1,561,914	1,666,819
Lawrence Jones MS Computer Lab	66,156	66,156
Technology Middle School Exterior Renovation and Modernization	297,190	1,130,361
Tech Middle School Field Renovation	530	11,238
Technology Middle School Portables & Campus Rehabilitation	-	78,629
Rancho Cotate High School CTE Computers	-	20,586
Rancho Cotate High School Library	126,405	126,405
Rancho Cotate High School Roof Project, Alarm System and Scoreboard	-	493,241
Rancho Cotate High School Scoreboard	470	470
Rancho Cotate High School Modernization and Theater/Acadmic/Gymnasium Building	4,833,327	9,824,738
Tachnology High School Waldo Conversion	8,162,634	8,162,634
Bond Project Management and Support	-	27,466
Deferred Maintenance Projects	830	850,593
Districtwide Outdoor Lunch Tables	-	106,905
Districtwide Marker Boards	-	3,233
Districtwide Support Costs	5,500	23,714
Districtwide Technology for Teachers, Students, and Computer Labs	1,506	1,715,281
Replacement Lunch Tables for Multiuse Rooms	-	364,022
District Office Conference Room Furniture	-	28,427
District Office HVAC Replacement	-	45,000
Labath Renovation	774,417	1,212,378
Technology High School, Sonoma State Lease	-	223,392
Technology Infrastructure	-	3,009,874
<b>Total Project Expenditures</b>	<b>18,364,954</b>	<b>48,845,233</b>
<b>Revenue Over (Under) Total Project Expenditures</b>	<b>8,136,153</b>	<b>12,598,745</b>
<b>Program Balance Beginning</b>	<b>4,462,592</b>	<b>-</b>
<b>Program Balance Ending</b>	<b>\$ 12,598,745</b>	<b>\$ 12,598,745</b>

*The notes to the supplementary information are an integral part of this schedule.*

**COTATI-ROHNERT PARK SCHOOL DISTRICT  
PROPOSITION 39/2016 BONDS  
Notes to Proposition 39/2016 Bonds Program Schedule  
For the Fiscal Year Ended June 30, 2019**

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**NOTE 1 - THE PROGRAM**

Proposition 39 was enacted by the voters on November 7, 2000 and changed the required majority for local voter approval of public school and community college general obligation bonds from two-thirds to fifty-five percent of votes. It also required school districts to provide facilities to charter schools operating within their jurisdictions.

Passed by voters in the November 8, 2016 election, Measure C (Proposition 39/2016) authorized the District to issue bonds totaling up to \$80 million in order to fund construction, upgrades, and improvements at District school sites. The cost to the homeowner is no more than \$49 per \$100,000 in assessed (not market) value. The bond measure passed, receiving 64% of the vote from registered voters within the District.

All projects funded by the issuance of Proposition 39/2016 general obligation bonds will be subject to review both by the District's Board of Trustees and by an independent citizens' oversight committee. The District will also provide many public forums to present progress and seek input from community members, parents, and staff.

**NOTE 2 - ORGANIZATION**

The Cotati-Rohnert Park Unified School District was originally established in 1978. The District is located in Sonoma County and there were no changes in District boundaries during the year. The District maintains seven elementary schools, two middle schools, and one comprehensive high school. In addition, the District operates one continuation high school and one magnet high school.

The Board of Education for the fiscal year ended June 30, 2019, was comprised of the following members:

<u>Name</u>	<u>Office</u>	<u>Term Expires</u>
Leffler Brown	President	2022
Joe Cimino	Trustee	2022
Chrissa Gillies	Clerk	2022
Tom Nonn	Trustee	2020
Jennifer Wiltermood	Trustee	2020

**NOTE 3 - CITIZENS' OVERSIGHT COMMITTEE**

In accordance with Education Code Section 15278(b), the Citizen's Oversight Committee shall: Inform the public concerning the District's expenditure of Proposition 39/2016 bonds proceeds; Review expenditure reports produced by the District to ensure that Proposition 39/2016 bond proceeds were expended only for the purposes set forth in the Proposition 39/2016 bond measure; and Present to the Board of Trustees in public session, an annual written report outlining their activities and conclusions regarding the expenditure of Proposition 39/2016 bond proceeds.

**COTATI-ROHNERT PARK SCHOOL DISTRICT  
PROPOSITION 39/2016 BONDS  
Notes to Proposition 39/2016 Bonds Program Schedule  
For the Fiscal Year Ended June 30, 2019**

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Furthermore, the committee is authorized to receive, and review copies of the annual independent performance audit and the annual independent financial audit required by Article XIII A, Section 1(b)(3)(C) and Article XIII A, Section 1(b)(3)(D), respectively, of the California Constitution.

The Committee was formed by the Board of Trustees as required by state law. The Citizens' Bond Oversight Committee was comprised of the following members as of June 30, 2019:

<u>Name</u>	<u>Title/Function</u>
Shari Lorenz	Business organization & school-connected organization
Lorrie Abbott	Senior citizen organization
Ryan Kelly	School-connected organization & parent of enrolled student
Debbie LeBoy	School-connected organization
James Stevens	Community at large

This Committee also provides oversight for the 2014 bond.

**SCHEDULE OF FINDINGS  
AND  
RECOMMENDATIONS**

**COTATI -ROHNERT PARK SCHOOL DISTRICT**  
**PROPOSITION 39/2016 BONDS**  
**Schedule of Findings and Recommendations**  
**For the Fiscal Year Ended June 30, 2019**

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This section identifies the deficiencies, 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*.

Our tests resulted in no findings and recommendations.

**COTATI -ROHNERT PARK SCHOOL DISTRICT  
PROPOSITION 39/2016 BONDS  
Schedule of Prior Year Findings and Recommendations  
For the Fiscal Year Ended June 30, 2019**

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There were no prior year findings and recommendations to be reported.

**OTHER INDEPENDENT AUDITOR'S  
REPORTS**





**INDEPENDENT AUDITOR'S 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***

Proposition 39/2016 Citizens' Oversight Committee and  
Governing Board Members  
Cotati-Rohnert Park Unified School District

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 Proposition 39/2016 Bonds of the Cotati-Rohnert Park Unified School District as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Cotati-Rohnert Park Unified School District's Proposition 39/2016 Bonds financial statements, and have issued our report thereon dated December 31, 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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting 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 over financial reporting 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 Proposition 39/2016 Bonds of Cotati-Rohnert Park Unified School 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.

*C & A LLP*

December 31, 2019  
San Jose, California



**INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE AND COMPLIANCE  
WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL  
EFFECT ON THE PROPOSITION 39/2016 BOND PROGRAM**

Proposition 39/2016 Citizens' Oversight Committee and  
Governing Board Members  
Cotati-Rohnert Park Unified School District

***Compliance***

We have audited Cotati-Rohnert Park Unified School District's (the District) compliance with Proposition 39/2016 Bonds of the November 8, 2016 election, as approved under Proposition 39, and with the performance requirements referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution and the enactment of AB 1908 (Chapter 44, Statutes of 2000).

***Management's Responsibility***

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

***Auditor's Responsibility***

Our responsibility is to express an opinion on the District's compliance with the laws and regulations identified above based on our audit. We conducted our audit of compliance 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 noncompliance with the compliance requirements referred to above that could have a material effect on compliance with the laws and regulations have 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.

***Audit Objectives***

Our audit included the following objectives:

1. To obtain reasonable assurance that the proceeds of the sale of the Proposition 39/2016 Bonds were only used for the purposes set forth in the ballot measure and not for any other purpose, such as teacher and administrative salaries.



2. To obtain reasonable assurance that the Governing Board of the District, in establishing the approved projects set forth in the ballot measure, evaluated the remodeling, new construction and renovations of items which will relieve overcrowding, repair local schools and improve student safety conditions of the District.
3. To obtain reasonable assurance that the District complied with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution, the enactment of AB 1908 (Chapter 44, Statutes of 2000) and the bond measure. Management is responsible for the District's compliance with these requirements.

### ***Scope and Methodology***

To meet the objectives of our performance audit, procedures we performed included, but were not limited to, the following scope and methodology:

1. We documented and tested controls over financial reporting and compliance specific to the Proposition 39/2016 Bonds which included inquiries about separation of duties, account coding, timekeeping, pay rates and procurement.
2. We verified that bond proceeds were deposited in the District's name and invested in accordance with applicable legal requirements.
3. We selected the one and only contractor and verified their compliance with the Public Contract Code bid requirements, and that their invoices were paid within the contract terms and with board approval.
4. We tested payments made to the architectural service companies and reviewed the terms of the contract.
5. We tested approximately 74% of the 2018-19 expenditures to ensure they were valid, allowable and accurate.
6. We verified that the funds were generally expended for the construction, renovation, furnishing, and equipping of school facilities constituting authorized bond projects.
7. We verified that the funds used to pay the salaries of district employees were allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.
8. We verified that the District was in compliance with Assembly Bill 1908 and Ed Code Section 15278, where the District is required to establish a bond oversight committee for Proposition 39 bonds that includes one active member from each of the following sectors: a business organization, senior citizens' organization, bona fide taxpayer's association, and one parent/guardian of a child enrolled in the District and one parent/guardian of a child enrolled in the District who is also a member of a parent teacher association.



9. We verified the Citizens' Oversight Committee met pursuant to Education Code Section 15280.

***Results of Procedures Performed***

We did not identify any exceptions to the procedures performed above, nor any exceptions to other tests that we conducted related to the Proposition 39/2016 Bonds. Our audit of compliance was made for the purposes set forth in the Objectives section of this report and would not necessarily disclose all instances of noncompliance.

***Opinion***

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the Proposition 39/2016 Bond program for the fiscal year ended June 30, 2019.

***Purpose of This Report***

The purpose of this report is solely to describe the scope of our testing over compliance and the results of that testing based on the standards referred to above. Accordingly, this report is not suitable for any other purpose.

*C & A LLP*

December 31, 2019  
San Jose, California