

**KCSM-FM**  
**A PUBLIC TELECOMMUNICATIONS ENTITY**  
**OPERATED AS A PROGRAM OF THE**  
**SAN MATEO COUNTY**  
**COMMUNITY COLLEGE DISTRICT**

**FINANCIAL STATEMENTS**

June 30, 2019 and 2018

KCSM-FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED AS A PROGRAM OF THE  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENTS  
June 30, 2019 and 2018

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of  
KCSM-FM  
San Mateo, California

**Report on the Financial Statements**

We have audited the accompanying financial statements of KCSM-FM (a public telecommunications entity operated as a program of the San Mateo County Community College District), as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the KCSM-FM's basic financial statements as listed in the table of contents.

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

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

***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits 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 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.

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(Continued)

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of KCSM-FM, as of June 30, 2019 and 2018, and the changes in its financial position and its cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Emphasis of Matter**

As discussed in Note 1, the financial statements of KCSM-FM are intended to present the financial position, the change in financial position, and cash flows of only that portion of the San Mateo County Community College District that is attributable to the transactions of the program. They do not purport to, and do not, present fairly the financial position of San Mateo County Community College District as of June 30, 2019 and 2018, the changes in its financial position, or its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by 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 supplemental 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 Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2019 on our consideration of the KCSM-FM'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 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 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 KCSM-FM's internal control over financial reporting and compliance.

  
Crowe LLP

Sacramento, California  
December 6, 2019

# ***SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM***

## ***MANAGEMENT'S DISCUSSION AND ANALYSIS***

***JUNE 30, 2019***

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### **Introduction**

The San Mateo County Community College District's (the District) Annual Financial Report presents management's discussion and analysis of KCSM-FM financial activities during the fiscal years ended June 30, 2019 and June 30, 2018. The discussion has been prepared by management and is best read in conjunction with the financial statements and the notes following this section.

There are three basic financial statements that provide information KCSM-FM's financial activities as a whole. These statements are:

- Statement of Net Position
- Statement of Revenues, Expenses and Change in Net Position
- Statement of Cash Flows

### **Financial Overview Summary**

Compared with the prior year balance, total net position increased by almost \$217,000, and ended at over \$1.9 million as of June 30, 2019.

- The increase in net position was mainly due to an increase in membership and underwriting revenue.
- Net noncurrent assets increased by close to \$72,000 due to the acquisition of a new transmitter.

### **Reporting for the District and KCSM-FM as a Whole**

#### **Economic position of the District with the State**

The District continues its community-supported status for the ninth year (2011/12 through 2019/20). When the State sets the District's revenue limit (determining how many students the District is funded to serve) and deducts from that revenue limit the local property taxes and student fees, there is no need for State apportionment to sum to the District's revenue limit. This means that the District has additional resources as compared to a general apportionment district. The District is now firmly in community-supported status and anticipates to receive over \$65 million in 2019/20 in excess of what the District would have received had it been subject to the revenue limit established by the State. In addition to an increase in property taxes, the District continues to receive funds from the dissolution of Redevelopment Agencies (RDAs). As fewer of the property taxes are being diverted to RDAs, more of these resources are redirected to the District. The former RDAs are also slowly selling off their property, which provides one-time funds to District coffers. All in all, the District's revenues have increased and, with a steady real estate market, the District's fiscal outlook remains solid.

KCSM-FM is one of a handful of all-Jazz stations remaining in the nation. The station is funded mostly by listener contributions - 74%. In 2018/19, the station continued to increase the number of on-going monthly contributions (sustainers). The efforts to modify and improve the fund-drive process has produced incremental revenue to the station, as KCSM-FM consistently meets or exceeds its pledge-drive goals. This year staff continues to work with the Digital Media Department at the College of San Mateo in support of an alternative on-air stream that allows students to run and operate their own radio station. This is part of a concerted effort to strengthen the link between the radio station and the campus, as well as to be actively supportive of the Digital Media Department and the Student Body. KCSM-FM continues to strengthen partnerships with jazz organizations in the San Francisco Bay Area, providing added exposure to the music genre by executing live broadcasts from venues such as the San Jose Summer Fest, the Winter Fest, the San Francisco Conservatory of Music, the Hammer Theater, and the Café Stritch to deliver live jazz performances to listeners worldwide. KCSM-FM identified its biggest opportunity for audience growth to be outside of KCSM's designated market area, with efforts on the way to cast a bigger net through its desktop player and dedicated app, where the station has been able to increasingly reach a newer audience nationally and overseas.

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**JUNE 30, 2019**

KCSM - FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED BY THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
Statements of Net Position  
June 30, 2019 and 2018

	<b>2019</b>	<b>2018</b>
<b>ASSETS</b>		
Current assets		
Cash and cash equivalents	1,797,972	1,699,720
Accounts receivable	60,253	11,005
Prepaid expenses	-	-
Total current assets	<u>1,858,225</u>	<u>1,710,725</u>
Noncurrent Asset		
Capital Asset	550,649	531,296
Accumulated Depreciation	<u>(427,297)</u>	<u>(479,841)</u>
Total noncurrent assets	<u>123,352</u>	<u>51,455</u>
Total asset	1,981,577	1,762,180
<b>LIABILITIES</b>		
Current Liabilities		
Accounts Payable	<u>37,756</u>	<u>35,337</u>
Total Liabilities	37,756	35,337
<b>Net Position</b>		
Investment in Capital assets	123,352	51,455
Unrestricted	<u>1,820,469</u>	<u>1,675,388</u>
Total net position	<u><u>1,943,821</u></u>	<u><u>1,726,843</u></u>

The Statement of Net Position above includes all assets and liabilities of KCSM-FM using the accrual basis of accounting, which is similar to the accounting basis used by private companies. Net Position, the difference between total assets and total liabilities, is one way to measure the financial condition of KCSM-FM. The following are explanatory remarks for the statement:

- Cash and cash equivalents consist of cash in the Treasury and San Mateo County Pool Investment.
- Accounts receivable primarily consists of revenues from local sources from which KCSM-FM had earnings but which were not received as of the fiscal year's closing date.
- Capital assets, net of depreciation, are the net historical value of equipment less accumulated depreciation.
- Accounts payable consist of payables to the local vendors which KCSM-FM incurred but for which payments were not issued as of the end of the fiscal year.

*SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM*

*MANAGEMENT'S DISCUSSION AND ANALYSIS*

*JUNE 30, 2019*

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- According to GASB Statements, equity is reported as Net Position rather than Fund Balance. KCSM-FM's net position is classified as follows:
  - Invested in Capital Assets: this represents KCSM-FM's total investment in capital assets, net of accumulated depreciation and any liabilities issued to acquire the capital assets.
  - Unrestricted Net Position: this includes resources from fees, District support, and other services. These resources are used for transactions relating to the general operations of KCSM-FM and may be used at the discretion of the Board of Trustees to meet current expenses for any purpose.

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

The Statement of Revenues, Expenses and Change in Net Position shown below consists of operating and non-operating results of KCSM-FM. Operating revenues represent all revenues from exchange transactions, in which each party gives and receives essentially equal value. Non-operating revenue consists of non-exchange transactions including support received from the District.

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**JUNE 30, 2019**

KCSM - FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED BY THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
STATEMENT OF NET REVENUE, EXPENSES, AND CHANGES IN NET POSITION  
For the Years Ended June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
<b>Operating Revenues</b>		
Direct Income		
Business and Industry	152,148	63,398
Facilities Use	12,408	11,885
Other Sales	77	141
Indirect Support	-	
San Mateo County Community College District	<u>334,455</u>	<u>278,436</u>
Total Operating Revenues	<u>499,088</u>	<u>353,860</u>
<b>Operating Expenses</b>		
Programming and Production	754,537	710,451
Broadcasting	553,056	265,671
Program Information and Promotion	209,332	196,217
Management and General	486,364	531,954
Fundraising Support	146,048	178,959
Underwriting and Grant Solicitation	89,997	33,280
Total Operating Expenses	<u>2,239,334</u>	<u>1,916,532</u>
Loss from operations	(1,740,246)	(1,562,672)
<b>Non-Operating Revenues</b>		
Membership and Donations	1,823,771	1,556,921
CPB Community Service Grants	160,704	160,233
Loss on Disposal of Capital Assets	<u>(27,251)</u>	<u>-</u>
Total Non-Operating Revenues	<u>1,957,224</u>	<u>1,717,154</u>
Change in Net Position	216,978	154,482
Net Position at Beginning of Year	<u>1,726,843</u>	<u>1,572,361</u>
<b>Net Position at End of Year</b>	<u><u>1,943,821</u></u>	<u><u>1,726,843</u></u>



**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

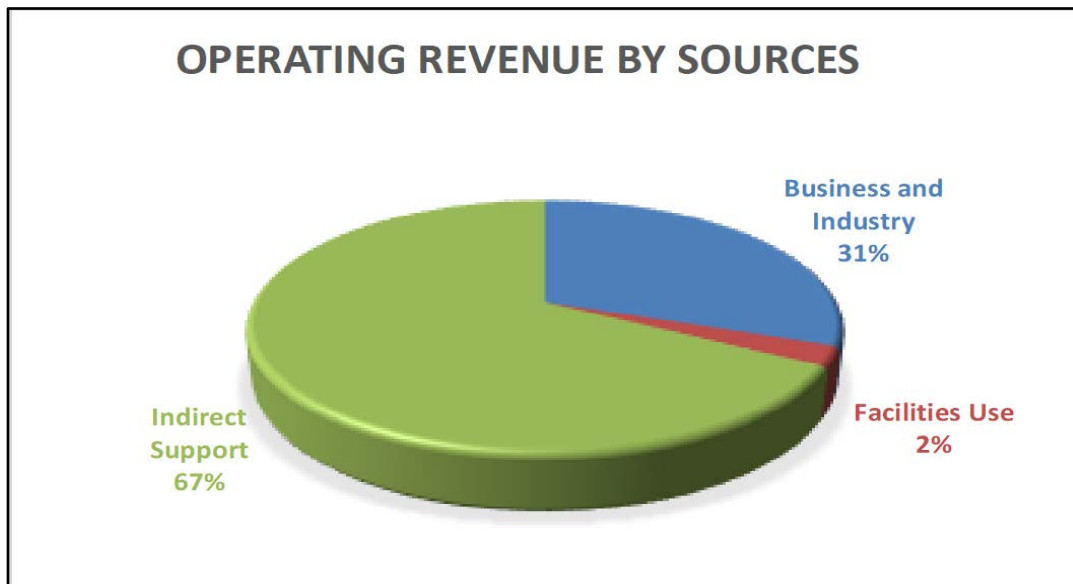
**JUNE 30, 2019**

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Explanatory information for the statement is as follows:

- CPB Community Service Grants: Payment from Corporation for Public Broadcasting designated to help provide a non-commercial, educational program stream to the community.
- Other Income: Income that does not fit into other categories (e.g., gifts, donations, sales of tapes and videos).
- Business and Industry: Financial support from companies and corporations to support the station's operations.
- Subscriptions and Membership: Financial support from individuals to support the operations of the station.
- Facilities Use: Payment for services provided by KCSM-FM, such as facility rentals.
- Indirect Support: Expenses or facilities paid by the San Mateo County Community College District.

Below is an illustration of KCSM-FM operating revenues by source:

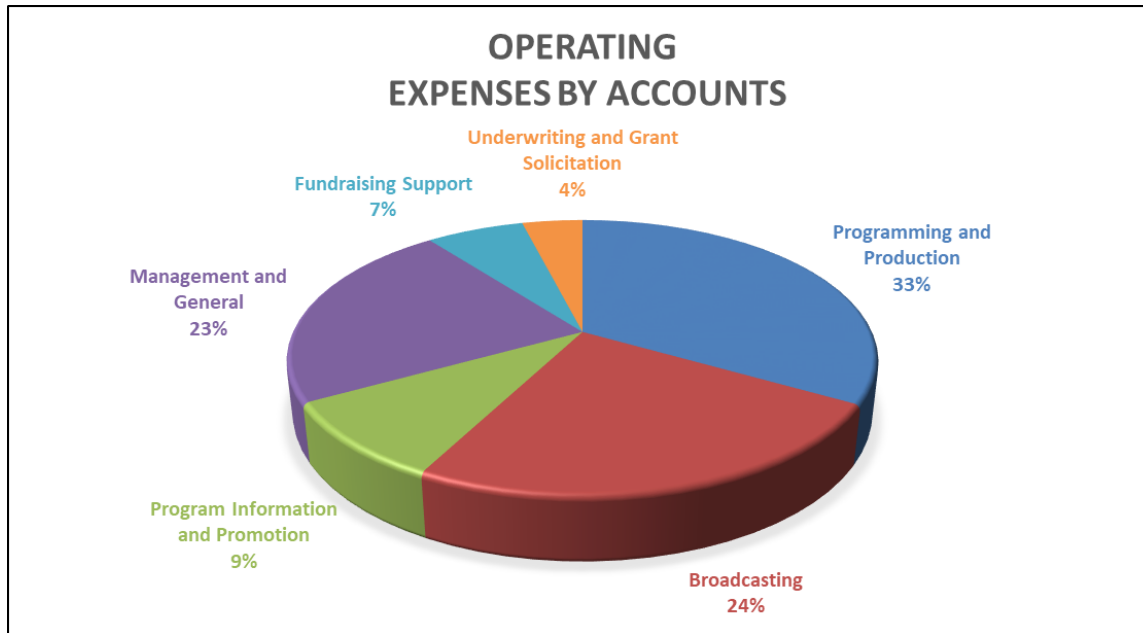


Revenues and expenses changed mainly due to the following:

- Revenue increased mainly due to increases in Membership and Donations
- Expenses increased mainly due to additional Programming and Broadcasting operating costs

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**JUNE 30, 2019**



KCSM-FM's operating expenses are shown in the chart above. The following are explanatory comments for the Statement of Operating Expenses by Activity:

- **Programming and Production:** Expenses incurred to purchase, schedule, and produce and prepare programs for broadcast.
- **Broadcasting:** Expenses incurred to prepare, store, check quality, verify automation asset management, play out, and monitor program streams. Also included in this category is maintenance, repair, design and installation of equipment necessary for technical operations of the station. All costs for transmission such as rent and power are accounted for in this area.
- **Program Information and Promotions:** Expenses for all labor and costs to maintain the website; and design, outsource production of, and procurement of promotional materials.
- **Management and General:** Expenses for management services such as station manager(s), accounting, and administrative and legal services. Also included in this area is depreciation.
- **Fundraising Support:** All costs for pledge premiums, membership administrative services, and database management costs.
- **Underwriting and Grant Solicitation:** Expenses for costs incurred for underwriting solicitation and other solicitations from organizational support for the station.
- **Depreciation of capital assets is computed and recorded by the straight-line method. KCSM-FM maintains a capitalization threshold of \$5,000 for equipment and \$100,000 for building improvements. Useful lives of the assets are estimated as follows:**
  - 5 to 10 years for equipment
  - 25 to 50 years for improvements
  - 25 to 50 years for buildings

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**JUNE 30, 2019**

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**Cash Flows**

The Statement of Cash Flows shown below provides information about cash receipts and cash payments during the fiscal year. The statement also assists readers in understanding KCSM-FM's ability to generate net cash flows, and its ability to meet obligations as they come due or KCSM-FM's need for assistance via external financing. KCSM-FM has adopted the direct method, and under this method, data for cash flow present operating activities by major categories of gross receipts and gross payments as well as the resulting net amount. Additional explanatory information for the statement is as follows:

- The main cash receipts from operating and non-operating activities consist of subscriptions and memberships, District support and CPB grants. Cash outlays include payment of salaries, benefits, supplies, programming, production and operating expenses.
- Cash from investing activities consists of interest from San Mateo County Investment Pool.

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT - KCSM**  
**STATEMENTS OF CASH FLOWS**  
**FOR THE YEARS ENDED JUNE 30, 2019 and 2018**

	<u>2019</u>	<u>2018</u>
<b>Cash flows from operating activities</b>		
Business and industry	\$ 102,900	\$ 155,623
Facilities use	12,408	11,885
Other sales	77	141
District support	334,455	278,436
Payments to suppliers	(461,641)	(335,810)
Payments to (on behalf of) employees	<u>(1,755,781)</u>	<u>(1,560,170)</u>
Net cash used in operating activities	<u>(1,767,582)</u>	<u>(1,449,895)</u>
<b>Cash flows from financing activities</b>		
Memberships and donations	1,823,771	1,556,921
CPB community service grants	<u>160,704</u>	<u>160,233</u>
Net cash provided by financing activities	<u>1,984,475</u>	<u>1,717,154</u>
<b>Cash flows from investing activities</b>		
Purchase of fixed assets	<u>(118,641)</u>	<u>-</u>
Net change in cash and cash equivalents	98,252	267,259
Cash and cash equivalents at beginning of year	<u>1,699,720</u>	<u>1,432,461</u>
<b>Cash and cash equivalents at end of year</b>	<u>\$ 1,797,972</u>	<u>\$ 1,699,720</u>

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT KCSM-FM**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**JUNE 30, 2019**

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**Economic Factors and the 2019-20 Budget**

Being community supported, the District's revenues primarily consist of property tax revenues and student fees and are relatively predictable. The County Assessor's Office has stated that the property tax base increased 7.12% county-wide as compared to 2018/19, which means the projected property tax revenues in 2019/20 are 7.12% higher than the prior year. This puts the District on very solid financial footing. The District continues to build multi-year financial plans and has planned balanced budgets through 2021/22.

KCSM FM: This fiscal year the station continues to focus on controlling costs and increasing revenue. Because of these efforts, sustainerships has grown at a rate of 10% over the previous year. Underwriting is on a steep growth curve, as underwriting staff was replaced and the Fundraising Department is being rebuilt. Various vacant positions as a result of retirements were consolidated maximizing resources already available. This has allowed the station to venture into the community and produce live broadcasts from numerous venues, as well as elevate the station's market profile.

In addition to the above, old technologies such as servers and digital transmitter and traffic systems have been replaced to improve productivity, efficiency, and control costs.

**Contacting the Financial Management Office**

This financial report is designed to provide citizens, taxpayers, students, investors and creditors with a general overview of KCSM-FM's finances and to illustrate the District's accountability for funding received. Questions or concerns about this report or requests for additional financial information should be addressed to Bernata Slater, Chief Financial Officer, by phone at 650-358-6755 or by e-mail at slaterb@smccd.edu.

KCSM-FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED AS OF PROGRAM OF THE  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
STATEMENTS OF NET POSITION  
June 30, 2019 and 2018

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	<u>2019</u>	<u>2018</u>
<b>ASSETS</b>		
Current assets		
Cash and cash equivalents	\$ 1,797,972	\$ 1,699,720
Accounts receivable	<u>60,253</u>	<u>11,005</u>
Total current assets	<u>1,858,225</u>	<u>1,710,725</u>
Noncurrent assets		
Capital assets	550,649	531,296
Accumulated depreciation	<u>(427,297)</u>	<u>(479,841)</u>
Total noncurrent assets	<u>123,352</u>	<u>51,455</u>
Total assets	<u>1,981,577</u>	<u>1,762,180</u>
<b>LIABILITIES</b>		
Current liabilities		
Accounts payable	<u>37,756</u>	<u>35,337</u>
Total liabilities	<u>37,756</u>	<u>35,337</u>
<b>NET POSITION</b>		
Investment in capital assets	123,352	51,455
Unrestricted	<u>1,820,469</u>	<u>1,675,388</u>
Total net position	<u>\$ 1,943,821</u>	<u>\$ 1,726,843</u>

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The accompanying notes are an integral part of these financial statements.

KCSM-FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED AS A PROGRAM OF THE  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
STATEMENTS OF REVENUE, EXPENSES, AND CHANGE IN NET POSITION  
For the Years Ended June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
<b>Operating revenues</b>		
Direct income		
Business and industry	\$ 152,148	\$ 63,398
Facilities use	12,408	11,885
Other sales	77	141
Indirect support		
San Mateo County Community College District	<u>334,455</u>	<u>278,436</u>
Total operating revenues	<u>499,088</u>	<u>353,860</u>
<b>Operating expenses</b>		
Programming and production	754,537	710,451
Broadcasting	553,056	265,671
Program information and promotion	209,332	196,217
Management and general	486,364	531,954
Fundraising support	146,048	178,959
Underwriting and grant solicitation	<u>89,997</u>	<u>33,280</u>
Total operating expenses	<u>2,239,334</u>	<u>1,916,532</u>
Loss from operations	<u>(1,740,246)</u>	<u>(1,562,672)</u>
<b>Non-operating revenue (expense)</b>		
Memberships and donations	1,823,771	1,556,921
CPB community service grants	160,704	160,233
Loss on disposal of capital assets	<u>(27,251)</u>	<u>-</u>
Total non-operating revenue (expense)	<u>1,957,224</u>	<u>1,717,154</u>
Change in net position	216,978	154,482
Net position, beginning of year	<u>1,726,843</u>	<u>1,572,361</u>
<b>Net position, end of year</b>	<u>\$ 1,943,821</u>	<u>\$ 1,726,843</u>

The accompanying notes are an integral part of these financial statements.

KCSM-FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED AS A PROGRAM OF THE  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
STATEMENTS OF CASH FLOWS  
For the Years Ended June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
<b>Cash flows from operating activities</b>		
Business and industry	\$ 102,900	\$ 155,623
Facilities use	12,408	11,885
Other sales	77	141
District support	334,455	278,436
Payments to suppliers	(461,641)	(335,810)
Payments to (on behalf of) employees	<u>(1,755,781)</u>	<u>(1,560,170)</u>
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Memberships and donations	1,823,771	1,556,921
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Net cash provided by financing activities	<u>1,984,475</u>	<u>1,717,154</u>
<b>Cash flows from investing activities</b>		
Purchase of fixed assets	<u>(118,641)</u>	<u>-</u>
Net change in cash and cash equivalents	98,252	267,259
Cash and cash equivalents at beginning of year	<u>1,699,720</u>	<u>1,432,461</u>
<b>Cash and cash equivalents at end of year</b>	<u>\$ 1,797,972</u>	<u>\$ 1,699,720</u>
Reconciliation of operating loss to net cash used in operating activities:		
Operating loss	\$ (1,740,246)	\$ (1,562,672)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation	19,493	23,577
Changes in assets and liabilities:		
(Increase) decrease in accounts receivable	(49,248)	92,225
Increase (decrease) in accounts payable	<u>2,419</u>	<u>(3,025)</u>
Net cash used in operating activities	<u>\$ (1,767,582)</u>	<u>\$ (1,449,895)</u>

The accompanying notes are an integral part of these financial statements.

KCSM-FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED AS A PROGRAM OF THE  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
For the Years Ended June 30, 2019 and 2018

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**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Reporting Entity: KCSM-FM is a public telecommunications radio station operated as a program of the San Mateo County Community College District. KCSM-FM is a program of San Mateo County Community College District general fund, and all activities are also reported within the financial statements of the District.

These financial statements are not intended to, and do not purport to, present fairly the financial position and changes in the financial position of the San Mateo County Community College District in compliance with accounting principles generally accepted in the United States of America.

Basis of Accounting: The KCSM-FM financial statements are prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board (GASB).

For financial reporting purposes, San Mateo County Community College District is considered a special-purpose government engagement only in business-type activities. Accordingly, KCSM-FM's financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when an obligation has been incurred. All significant intra-agency transactions have been eliminated.

Net Position: KCSM-FM's net position is classified as follows:

*Net investment in capital assets* – this represents KCSM-FM's total investment in capital assets, net of accumulated depreciation and any liabilities issued to acquire the capital assets.

*Unrestricted net position* – this includes resources from fees, District support, and other services. These resources are used for transactions relating to the general operations of KCSM-FM and may be used at the discretion of the Board of Trustees to meet current expenses for any purpose.

Classifications of Revenues and Expenses: Operating revenue includes activities that have the characteristics of exchange transactions, such as sales and services of auxiliary enterprises, and District Support. Non-operating revenue includes activities that have the characteristics of non-exchange transactions, such as local grants, and gifts and contributions. Operating expenses are those expenses directly attributable to the operations of KCSM-FM.

Capital Assets: KCSM-FM records assets purchased at cost. The value of donated goods is recorded when there is an objective basis available to measure their value. Donated materials and equipment are reflected as contributions in the accompanying statements at their acquisition value at the date of donation. KCSM-FM maintains a capitalization threshold of \$5,000. KCSM-FM depreciates all equipment using the straight-line method of depreciation over the estimated useful life of the related assets, ranging from 5 to 20 years.

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 reported amounts of assets and liabilities at the reporting date and revenues and expenses during the reporting period. Actual results could differ from those estimates.

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(Continued)



KCSM-FM  
A PUBLIC TELECOMMUNICATIONS ENTITY  
OPERATED AS A PROGRAM OF THE  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
For the Years Ended June 30, 2019 and 2018

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**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Cash Flows: For the purposes of the statement of cash flows, KCSM-FM considers all investments with a maturity of three months or less to be cash equivalents.

Income Taxes: KCSM-FM is a program of San Mateo County Community College District. San Mateo County Community College District is a public educational institution and is considered to be a political subdivision of the State of California and is therefore tax exempt and not subject to filing information returns.

**NOTE 2 – DEPOSITS AND INVESTMENTS**

Summary of Deposits and Investments: Deposits and investments as of June 30, 2019 and 2018, are classified in the accompanying financial statements in the amount of \$1,797,972 and \$1,699,720, respectively. Cash accounts maintained by KCSM-FM are held by San Mateo County Community College District in pooled amounts at the County Treasury.

Policies and Practices: KCSM - FM is authorized through the District 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.

Investment in County Treasury: KCSM – FM and the District are considered to be involuntary participants 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 entity'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.

General Authorizations: Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

<u>Authorized Investment Type Issuer</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment In One Issuer</u>
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	7 years	None	None
U.S Agency Securities	7 years	None	40%
Banker's Acceptance	180 days	30%	10%
Commercial Paper	270 days	40%	5%
Collaterized Time Deposits	270 days	40%	5%
Negotiable Certificates of Deposit	5 years	30%	5%
Repurchase Agreements	92 days	None	None
Reverse Repurchase Agreements	92 days	20% of base	None

(Continued)

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**NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)**

<u>Authorized Investment Type Issuer</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment In One Issuer</u>
Mortgage Backed Securities/CMO's	5 years	20%	10%
Medium-Term Notes	5 years	30%	5%
Mutual Funds	N/A	10%	5%
Money Market Mutual Funds	N/A	20%	10%
CA Municipal Obligations	5 years	30%	5%
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Local Government Investments (LGIPs)	N/A	10%	5%

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 changes in market interest rates. KCSM-FM and the District manage exposure to interest rate risk by depositing funds with the San Mateo County Treasury. KCSM-FM's share of deposits with the County Treasury was \$1,797,972 as of June 30, 2019 and \$1,699,720 as of June 30, 2018. The fair value of this investment at June 30, 2019 and June 30, 2018 is approximately \$1,801,458 and \$1,692,037, respectively, with a weighted average maturity of approximately 0.84 years and 0.91 years respectively.

**NOTE 3 – CAPITAL ASSETS**

Changes in equipment are summarized as follows as of June 30, 2019:

	<u>July 1, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2019</u>
Equipment	\$ 531,296	\$ 118,641	\$ (99,288)	\$ 550,649
Less accumulated depreciation	<u>(479,841)</u>	<u>(19,493)</u>	<u>72,037</u>	<u>(427,297)</u>
Net equipment	<u>\$ 51,455</u>	<u>\$ 99,148</u>	<u>\$ (27,251)</u>	<u>\$ 123,352</u>

Changes in equipment are summarized as follows as of June 30, 2018:

	<u>July 1, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2018</u>
Equipment	\$ 531,296	\$ -	\$ -	\$ 531,296
Less accumulated depreciation	<u>(456,264)</u>	<u>(23,577)</u>	<u>-</u>	<u>(479,841)</u>
Net equipment	<u>\$ 75,032</u>	<u>\$ (23,577)</u>	<u>\$ -</u>	<u>\$ 51,455</u>

Depreciation expense for the years ended June 30, 2019, and June 30, 2018 were \$19,493 and \$23,577 respectively, and is included in management and general expenses.

(Continued)

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**NOTE 4 – DONATED SERVICES**

During the year, many KCSM-FM individuals donate significant amounts of time and services in an effort to advance the programs and objectives of the station. These services have not been recorded in the financial statements because no objective basis is available to measure the value of such services.

**NOTE 5 – RELATED PARTY TRANSACTIONS**

During the year, KCSM-FM received indirect administrative support from the College District totaling \$334,455 for the year ended June 30, 2019 and \$278,436 for the year ended June 30, 2018. This consisted of licensee indirect costs as agreed upon under the terms of a signed memorandum of understanding.

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*

KCSM-FM  
San Mateo County Community College District  
San Mateo, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of KCSM-FM a resource of the San Mateo County Community College District as of and for the year ended June 30 2019, and the related notes to the financial statements, which collectively comprise KCSM-FM's financial statements, and have issued our report thereon dated December 6, 2019. The financial statement of KCSM-FM do not purport to present fairly the financial position of San Mateo County Community College District as of June 30, 2019, the changes in its position, or its cash flows, thereof for the year then ended.

### **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered KCSM-FM's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of KCSM-FM's internal control. Accordingly, we do not express an opinion on the effectiveness of KCSM-FM'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 was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether KCSM-FM's financial statements are free of 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*.

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## Purpose of this Report

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

  
Crowe LLP

Sacramento, California  
December 6, 2019