



Independent Auditor's Reports, Basic Financial Statements,  
Required Supplementary Information,  
Other Information and Compliance Section  
June 30, 2020

## First 5 Marin Children and Families Commission

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
FOR THE YEAR ENDED JUNE 30, 2020**

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## Independent Auditor's Report

To the Board of Commissioners  
First 5 Marin Children and Families Commission  
San Rafael, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund, of the First 5 Marin Children and Families Commission (Commission), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

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

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

### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 opinions.

## ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the First 5 Marin Children and Families Commission, as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of proportionate share of the net pension liability, and schedule of pension contributions on pages 3-6 and 32-35 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 30, 2020 on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Commission'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 Commission's internal control over financial reporting and compliance.



San Mateo, California  
September 30, 2020

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
(UNAUDITED)  
JUNE 30, 2020**

This section of First 5 Marin Children and Families Commission's (Commission) annual financial report presents our discussion and analysis of the Commission's financial performance for the fiscal year that ended June 30, 2020. Please read it in conjunction with the Commission's financial statements, which immediately follow this section.

**FISCAL YEAR 2019-20 FINANCIAL HIGHLIGHTS**

Financial highlights of the year include the following, on a full-accrual basis:

At the close of fiscal year 2019-20, the Commission's assets plus deferred outflows exceeded its liabilities plus deferred inflows by \$5,544,970 (net position), a decrease of 1% from the previous year amount of \$5,595,235. \$5,519,964 of the net position is classified as unrestricted, which is available to meet the Commission's ongoing obligations. The change in net position is attributed in part to revenues from State sources being slightly lower than projected. The Commission also experienced an increase in cash due to the State's late Proposition 10 payments that were collected during the current fiscal year.

Total Commission revenues for fiscal year 2019-20 are substantially from Marin County's portion of state tobacco tax revenue. Our total revenue, excluding investment income, on a full-accrual basis was \$1,364,814 which is a decrease of \$32,002, or 2%, from the prior year's amount of \$1,396,816. This decrease in tobacco tax revenue was anticipated when the new tobacco tax was passed in 2016. Total expenses for fiscal year 2019-20 were \$1,586,931, an increase of \$112,327, or 8%, from prior year expenses of \$1,474,604.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The Commission's financial report includes:

1. The basic financial statements, which include the *government-wide financial statements* and the *fund financial statements*.
2. Notes to the financial statements.
3. Required supplementary information.

Government-Wide Financial Statements

The *government-wide financial statements* provide a broad overview of the Commission's activities as a whole and are comprised of the *statement of net position* and the *statement of activities*. The *statement of net position* provides information about the financial position of the Commission on the full accrual basis, similar to that used in the private sector. It shows the Commission's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference reported as net position. The *statement of activities* provides information about the Commission's revenues and all its expenses, also on the full accrual basis, and explains in detail the change in net position for the year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

## Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the Commission's activities are accounted for in the general fund.

The *fund financial statements* report essentially the same functions as those reported in the government-wide financial statements. However, unlike the government-wide financial statements, the fund financial statements report the Commission's operations in more detail and focus primarily on the short-term activities of the Commission. The fund financial statements are prepared on the modified accrual basis and measure only current revenues, expenditures and fund balances; they exclude capital assets and long-term liabilities.

### **NOTES TO THE FINANCIAL STATEMENTS**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and general fund financial statements.

### **FINANCIAL INFORMATION**

The following is a summary of the Commission's statement of net position comparing balances at June 30, 2020 and June 30, 2019.

	<u>Governmental Activities</u>		
	<u>2020</u>	<u>2019</u>	<u>Change</u>
<u>Assets</u>			
Current and other assets	\$ 5,800,119	\$ 5,779,766	\$ 20,353
Noncurrent assets	3,864	3,864	-
Total Assets	<u>5,803,983</u>	<u>5,783,630</u>	<u>20,353</u>
<u>Deferred outflows of resources</u>	<u>215,366</u>	<u>351,279</u>	<u>(135,913)</u>
<u>Liabilities</u>			
Current liabilities	256,217	216,371	39,846
Noncurrent liabilities	41,888	285,326	(243,438)
Total Liabilities	<u>298,105</u>	<u>501,697</u>	<u>(203,592)</u>
<u>Deferred inflows of resources</u>	<u>176,274</u>	<u>37,977</u>	<u>138,297</u>
<u>Net Position</u>			
Restricted for pensions	25,006	51,233	(26,227)
Unrestricted	5,519,964	5,544,002	(24,038)
Total Net Position	<u>\$ 5,544,970</u>	<u>\$ 5,595,235</u>	<u>\$ (50,265)</u>

The Commission's net position from governmental activities decreased from \$5,595,235 in 2019 to \$5,544,970 on June 30, 2020. The \$50,265 decrease in net position is primarily attributed to a significant increase of expenditures related to the Help Me Grow program, hiring of the new Executive Director and the Commission's response to the COVID Pandemic.

Total assets increased by \$20,353, or less than 1%, from the prior year. The most significant portion of the Commission's current assets is its cash and investment balances. Cash is maintained in the Marin County Treasury Investment Pool, where interest earned on the Commission's balance is apportioned to the Commission. The Commission also maintains an investment portfolio managed in accordance with its investment policy, with objectives of capital preservation and maintenance of liquidity, while providing a rate of return.

Current liabilities for the year ending June 30, 2020 increased by \$39,846 to \$256,217. Current liabilities consist primarily of vendor payables, accrued wages and the current portion of accrued vacation.

Noncurrent liabilities at June 30, 2020 consisted of compensated absences of \$27,802 (net of the current portion of \$18,535) and the CalPERS net pension liability of \$14,086. The net pension liability decreases of \$247,983, or 95 percent, was the result of a lump-sum payment that the Commission made during the 2019 fiscal year intended to reduce the liability.

At June 30, 2020, the Commission reported deferred outflows of resources and deferred inflows of resources in the amounts of \$215,366 and \$176,274, respectively. The deferred outflows (inflows) of resources represent amounts that will increase (decrease) pension expense in subsequent periods. Included with deferred outflows of resources represent amounts that will decrease (increase) pension expense in subsequent periods.

The following is a summary of the Commission’s revenue, expense and change in net position comparing fiscal year 2019-20 with fiscal year 2018-19:

	Governmental Activities		Change
	2020	2019	
<u>Program Revenues</u>			
Proposition 10 tobacco tax	\$ 939,255	\$ 1,259,411	\$ (320,156)
Proposition 56 tobacco tax	346,059	137,405	208,654
Foundation Grant	79,500	-	79,500
Total Program Revenues	<u>1,364,814</u>	<u>1,396,816</u>	<u>(32,002)</u>
<u>General Revenues</u>			
Investment income	<u>171,852</u>	<u>192,668</u>	<u>(20,816)</u>
Total Revenues	<u>1,536,666</u>	<u>1,589,484</u>	<u>(20,816)</u>
<u>Expenses</u>			
Program and services	1,345,373	1,288,700	56,673
Evaluation	122,795	105,974	16,821
General administration	118,763	79,930	38,833
Total Expenses	<u>1,586,931</u>	<u>1,474,604</u>	<u>112,327</u>
Change in net position	(50,265)	114,880	(165,145)
Net position, beginning of year	<u>5,595,235</u>	<u>5,480,355</u>	<u>114,880</u>
Net position, end of year	<u>\$ 5,544,970</u>	<u>\$ 5,595,235</u>	<u>\$ (50,265)</u>

Tobacco tax revenues decreased \$111,502, or 8% compared to 2018-19. This increase was anticipated when the Proposition 56 tobacco tax was passed in 2016 and Prop 10 backfill was not slated to be received until fiscal year 2018-19.

The Commission allocates its expenses based on five strategic results. Four were identified in its 2017-2022 Strategic Plan: Partnership for Change, Grassroots Capacity, Public Education and Public Policy Advocacy. In 2020 the Help Me Grow program was added. In accordance with state law, the Commission also maintains a cost center which reflects our evaluation efforts. The Commission expended \$1,586,931 in fiscal year 2019-20 compared to \$1,474,604 in the previous fiscal year. This is an increase in expenses of \$112,327 or 8%. The increase is primarily due to the roll-out of the new Help Me Grow program, hiring of the new Executive Director and the Commission's response to the COVID Pandemic.

### Financial Analysis of the Governmental Fund

The fluctuations in the Commission’s General Fund revenues and expenditures from the year ended June 30, 2019, to June 30, 2020, are like those in the government-wide statement of activities. Differences between the general fund, which reports accounting transactions on the modified accrual basis of accounting, and the governmental activities, which reports accounting transactions on the full accrual basis of accounting, arise primarily due to timing differences. Specifically, accrued vacation, pension, and tobacco tax revenue are recognized throughout different fiscal years, depending based on the accounting rules.



The general fund's ending balance as of June 30, 2020, increased by \$193,884 because of higher revenues as 2018-19 revenues from May and June tobacco tax revenue were recognized in the fiscal year 2020.

#### **GENERAL FUND BUDGETARY HIGHLIGHTS**

Total revenues were greater than budgeted by \$371,510, or 27%, and total expenditures were greater than the budgeted amount by \$610,922 or 28%. Total expenditures were more than budgeted due to the roll out of the new Help Me Grow program, hiring of the new Executive Director and the Commission's response to the COVID Pandemic. The Commission allocates specific pools of funds in anticipation of new projects in each of the priority strategy areas. Because initiatives are community-driven and designed (with First 5 Marin), they often take longer than expected to come to fruition.

#### **ECONOMIC OUTLOOK AND MAJOR INITIATIVES**

The state projects a continuing decrease of Proposition 10 Tobacco Surtax revenue and, therefore, in the share allocated to the Commission due to a decline in tobacco consumption. The decrease is projected to be approximately 3-4% for fiscal year 2020-21.

#### **REQUEST FOR INFORMATION**

This annual report is intended to provide the community with a general overview of the Commission's finances. Questions about this report should be directed to the Commission's Executive Director at 1050 Northgate Drive, Suite 130, San Rafael, CA 94903.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2020**

	Governmental Activities
<b>ASSETS</b>	
Current Assets	
Cash and investments	\$ 5,569,858
Accounts receivable	208,547
Interest receivable	16,080
Prepaid expense	5,634
Total current assets	5,800,119
Noncurrent Assets	
Deposit	3,864
Total assets	5,803,983
 <b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred outflows related to pensions	215,366
 <b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	222,565
Accrued wages and benefits	15,117
Compensated absences	18,535
Total current liabilities	256,217
Noncurrent Liabilities	
Compensated absences	27,802
Net pension liability	14,086
Total noncurrent liabilities	41,888
Total liabilities	298,105
 <b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred inflows related to pensions	176,274
 <b>NET POSITION</b>	
Restricted for pensions	25,006
Unrestricted	5,519,964
Total net position	\$ 5,544,970

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2020**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues Operating Grants and Contributions</u>	<u>Net (Expense) Revenue and Changes in Net Position Governmental Activities</u>
Governmental Activities			
Early childhood development	\$ 1,586,931	\$ 1,364,814	\$ (222,117)
Total governmental activities	<u>\$ 1,586,931</u>	<u>\$ 1,364,814</u>	<u>(222,117)</u>
General Revenues			
Investment income			171,852
Change in net position			<u>(50,265)</u>
Net Position - beginning			5,595,235
Net Position - ending			<u>\$ 5,544,970</u>

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
GOVERNMENTAL FUND BALANCE SHEET  
JUNE 30, 2020**

	General Fund
<b>ASSETS</b>	
Cash and investments	\$ 5,569,858
Accounts receivable	208,547
Interest receivable	16,080
Prepaid expense	5,634
Total assets	\$ 5,800,119
 <b>LIABILITIES AND FUND BALANCE</b>	
Liabilities	
Accounts payable	\$ 222,565
Accrued wages and benefits	15,117
Total liabilities	237,682
 Fund Balances	
Nonspendable	5,634
Committed	2,571,817
Assigned	2,984,986
Total fund balance	5,562,437
Total liabilities and fund balance	\$ 5,800,119

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
RECONCILIATION OF GOVERNMENTAL FUND BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2020**

Fund balance of governmental fund	\$ 5,562,437
<p>Amounts reported for governmental activities in the statement of net position are different because of the following items:</p>	
Deferred outflows of resources related to pensions is not a current financial resource and therefore is not reported on the general fund balance sheet.	215,366
The Commission placed a deposit with the lessor in connection with its leased office facility. The deposit is not a current financial resource and therefore is not reported on the general fund balance sheet.	3,864
Long-term liabilities are not due and payable in the current period and therefore are not reported as fund liabilities:	
Net pension liability	(14,086)
Compensated absences, inclusive of the short-term portion	(46,337)
Deferred inflows of resources related to pensions are not due and payable with current financial resources, and therefore are not reported on the general fund balance sheet.	<u>(176,274)</u>
Net position of governmental activities	<u><u>\$ 5,544,970</u></u>

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
GOVERNMENTAL FUND STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>General Fund</u>
REVENUES	
Tobacco tax, Proposition 10	\$ 1,149,602
Tobacco tax, Proposition 56	346,059
Foundation grant	79,500
Investment income	171,852
Total Revenues	1,747,013
EXPENDITURES	
Current	
Partnership for Change	814,628
Grassroot capacity	118,252
Public education	18,295
Public policy advocacy	157,231
Evaluation	120,179
Help Me Grow	208,310
General administration	116,234
Total Expenditures	1,553,129
Net change in fund balance	193,884
Fund balance - beginning	5,368,553
Fund balance - ending	\$ 5,562,437

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
RECONCILIATION OF THE CHANGE IN FUND BALANCE  
TO THE CHANGE IN NET POSITION  
FOR THE YEAR ENDED JUNE 30, 2020**

Net change in fund balance - total governmental funds	\$	193,884
<p>Amounts reported for governmental activities in the statement of activities differs from the amounts reported in the statement of revenues, expenditures and changes in fund balance because of the following items:</p>		
<p>Proposition 10 Tobacco Taxes received in September 2019 is recognized as revenue in the period they become both measurable and available on the governmental funds' statements. The same revenue is recognized in the period earned, regardless of the timing of cash flows, on the statement of activities.</p>		(210,347)
<p>Compensated absences expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. This amount represents the net change in the compensated absences liability.</p>		(7,575)
<p>Governmental funds report pension contributions as expenditures. However, in the statement of activities, pension expense is measured as the change in net pension liability and the amortization of deferred outflows and inflows related to pensions. This amount represents the net change in pension related amounts.</p>		<u>(26,227)</u>
Change in net position of governmental activities	\$	<u><u>(50,265)</u></u>

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2020**

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

**Reporting Entity**

The Marin Children and Families Commission (Commission) is a local commission formed in accordance with Section 130100-130150 of the California Health and Safety Code. The Commission is also known as First 5 Marin.

On December 15, 1998, the Marin County Board of Supervisors passed and adopted Ordinance 3288 amending the Marin County Code to add Chapter 2-41, which created the Marin County Children and Families Commission and the Marin County Children and Families Trust Fund.

A governing board consisting of at least five but not more than nine members, which are appointed by the Marin County Board of Supervisors, administers the Commission. The membership consists of two members from the County's Department of Health and Human Services, one member from the County's Board of Supervisors and the remaining members are selected from one or more of the following categories: tobacco control, recipients of project services, educators specializing in early childhood development, representatives of local resource and referral agencies, representatives from local child care coordinating groups, representatives from local organizations specializing in early intervention for families at risk, representatives from community-based organizations that have the goal of promoting nurturing and early childhood development, representatives from local school districts, and representatives from local medical, pediatric, or obstetric associations or societies.

**Basis of Accounting, Basis of Presentation, and Measurement Focus**

The basic financial statements of the Commission are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

Government-Wide Financial Statements

Government-wide financial statements consist of the statement of net position and the statement of activities. These statements are presented on an economic resources measurement focus. All economic resources and obligations of the reporting government are reported in the financial statements.

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the Commission gives (or receives) value without directly receiving (or giving) equal value in exchange, include tobacco taxes, grants, entitlements, and donations. Revenues are recognized in the fiscal year in which all eligibility requirements have been satisfied.



**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2020**

The government-wide financial statements have been prepared on the accrual basis of accounting. Under the accrual basis of accounting all assets, liabilities and deferred outflows and inflows of the Commission are included on the statement of net position. The difference between the Commission's assets, liabilities, deferred outflows of resources and deferred inflows of resources is net position. Net position represents the resources the Commission has available for use in providing services. Net position is reported as restricted when constraints are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. The Commission's spending priority is to spend restricted resources first, followed by unrestricted. The Commission's net position is classified as follows on June 30, 2020:

Restricted – The restricted component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability or if the liability will be liquidated with the restricted assets reported.

Net position should be reported as restricted when constraints placed on net position use are either:

- a. Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments.
- b. Imposed by law through constitutional provisions or enabling legislation.

Unrestricted – This category represents neither restrictions nor net investment in capital assets and may be used by the Commission for any purpose within its jurisdiction, though they may not be necessarily liquid.

#### Fund Financial Statements

The fund financial statements consist of the balance sheet and the statement of revenues, expenditures and changes in fund balance of the Commission's general fund. These statements are presented on a current financial resources measurement focus. Generally, only current assets and current liabilities are included on the balance sheet. The statement of revenues, expenditures and changes in fund balance for the governmental fund generally presents increases (revenues) and decreases (expenditures) in current resources. All operations of the Commission are accounted for in the general fund.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Commission considers all revenues reported in the General Fund to be available if the revenues are collected within sixty days after fiscal year-end. Expenditures are recorded when the related liability is incurred, except for compensated absences, which are recognized as expenditures to the extent they have matured.

#### **Capital Assets, Net of Accumulated Depreciation**

The Commission capitalizes assets with a cost in excess of \$5,000 and a useful life greater than one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation. The Commission has no capital assets as of June 30, 2020.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
 NOTES TO BASIC FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED JUNE 30, 2020**

**Compensated Absences**

Compensated absence obligations are considered long-term in nature and are reported in the fund financial statements as expenditures in the period paid or when due and payable at year-end under the modified accrual basis of accounting. The compensated absences have been accrued in the government-wide financial statements.

Compensated absences consist of employee earned vacation time and personal holiday time and are accrued by the Commission when earned by the employee. Unused vacation time and personal holiday may be accumulated up to a specified maximum and are paid at the time of termination from Commission employment.

Paid personal time off is available to any permanent employee after successfully completing six months of work. Hours will accumulate according to the schedule and cannot exceed a maximum of 340 hours for any employee.

Years of Service	Hourly Standard Accrual	Maximum Vacation (Days/Year)
Less than 3	0.0385	10
Less than 5	0.0577	15
5 onward	0.077	20

Sick leave benefits are accumulated for each employee. The employees do not gain a vested right to accumulate sick leave. Accumulated employee sick leave benefits are not recognized as a liability of the Commission since payment of such benefits is not probable. Therefore, sick leave benefits are recorded as expenditures in the period the benefits are taken.

The accumulated dollar amount of unpaid employee vacation as of June 30, 2020 was \$46,337.

**Pensions**

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

**Use of Estimates**

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

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2020**

**Fund Balance**

Fund balance is classified based on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The Commission has established the following classifications and definitions of fund balance for the year ended June 30, 2020:

Committed – Resources with self-imposed limitations and require both a formal action of the highest level of decision-making authority (Board of Commissioners) and the same formal action to remove or modify the limitations. The formal action for the Board of Commissioners is a majority vote to commit funds for a specific purpose through resolutions. This includes appropriation of a portion of existing fund balance sufficient to eliminate subsequent year’s budget deficit, resources assigned to specific programs for which there is an approved budget and amounts for economic stabilization in the event of specific nonroutine events.

Assigned – The assigned portion of fund balance reflects the Commission’s intended use of resources, which can be established either by the Commission Board or the Executive Director. The “assigned” fund balance is similar to the “committed” fund balance, with the difference that Commission formal action is not necessary to assign funds or later modify or remove them. This includes appropriation of a portion of existing fund balance sufficient to eliminate subsequent year’s budget deficit, resources assigned to specific programs for which there is an approved budget, and resources approved by the Commission for a long range financial plan.

Unassigned – Resources that cannot be reported in any other classification.

The Commission’s spending priority is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance.

The Commission has formally established a stabilization account, which is reported as a component of the general fund committed fund balance. The Commission’s stabilization account policy requires an amount of committed fund balance of not less than six months of annual operating expenditures for a fiscal year. As of June 30, 2020, the Commission has \$866,000 in the stabilization account. Refer to Notes 4 and 6 for more details regarding the Commission’s stabilization arrangement.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until then. The Commission reports deferred outflows related to pensions.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. The Commission reports deferred inflows related to pensions.

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New Accounting Pronouncements – Effective in Future Fiscal Years

**GASB Statement No. 84** – In January 2017, GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance related to fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019, or the FY 2020/2021. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 87** – In June 2017, GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The Statement is effective for the reporting periods beginning after December 15, 2020, or FY 2021/2022. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 89** – In June 2018, GASB issued Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The objectives of this Statement is to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (b) to simplify accounting for certain interest costs. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in the financial statements. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020 or FY 2021/2022. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 90** – In August 2018, GASB issued Statement No. 90, *Majority Equity Interest*, an amendment of GASB statement No. 14 and No. 61. The objectives of this Statement is to improve how majority equity interest is reported. The Statement specifies that a majority equity interest in a legally separate organization should be reported as an investment using the equity method if a government's holding of the equity interest meets the definition of an investment and for all other holdings of a majority equity interest in a legally separate organization, a government should report the legally separate organization as a component unit. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019 or FY 2020/2021. The Commission is evaluating the impact of this Statement on the financial statements.

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**GASB Statement No. 91** – In May 2019, GASB issued Statement No. 91, *Conduit Debt Obligations*. The objectives of this Statement is to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with commitments extended by issuers, arrangements associated with conduit debt obligations, and related note disclosures by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2021 or FY 2022/2023. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 92** – In January 2020, GASB issued Statement No. 92, *Omnibus 2020*. The objectives of this Statement is to establish accounting and financial reporting requirements for specific issues related to leases, intra-entity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance-related activities of public entity risk pools, fair value measurements, and derivative instruments. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022, except for Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and terminology used to refer to derivative instruments are effective upon issuance. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 93** – In May 2020, GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*. The objectives of this Statement is to address those and other accounting and reporting implications resulting from the replacement of an IBOR by providing exceptions for certain hedging derivative instruments to the hedge accounting termination provisions when an IBOR is replaced and providing clarification to the hedge accounting termination provisions, removing LIBOR as a benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap, identifying a Secured Overnight Financing Rate and the Effective Federal Funds Rate as appropriate benchmark interest rates for the qualitative evaluation of the effectiveness of an interest rate swap and providing an exception to the lease modifications guidance in Statement 87, as amended, for certain lease contracts that are amended solely to replace an IBOR as the rate upon which variable payments depend. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022, except the removal of LIBOR as a benchmark interest rate which is effective for periods beginning after December 31, 2022 or FY 2022/2023. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 94** – In March 2020, GASB issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. The objectives of this Statement improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). The requirements of this Statement are effective for reporting periods beginning after June 15, 2022 or FY 2022/2023. The Commission is evaluating the impact of this Statement on the financial statements.

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**GASB Statement No. 96** – In May 2020, GASB issued Statement No. 96, *Subscription-Based Information Technology Arrangements*. The objectives of this Statement is to provide guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. The requirements of this Statement are effective for reporting periods beginning after June 15, 2022 or FY 2022/2023. The Commission is evaluating the impact of this Statement on the financial statements.

**GASB Statement No. 97** – In June 2020, GASB issued Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32. The objective of this Statement is to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022. The Commission is evaluating the impact of this Statement on the financial statements.

New Accounting Pronouncements – Implemented in the Current Fiscal Year

**GASB Statement No. 95** – In May 2020, GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. The objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later.

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**NOTE 2 – CASH AND INVESTMENTS**

Cash and investments are classified in the financial statements as follows:

Cash and cash deposits	\$ 146,020
Investments	5,423,838
Total cash and investments	<u>\$ 5,569,858</u>

Investments consisted of the following at June 30, 2020:

Money market mutual funds	\$ 1,028,290
Certificates of deposit	1,469,569
Government bonds	714,700
Mutual funds	494,800
Corporate bond	1,499,663
Governmental external investment pools	216,816
Total investments	<u>\$ 5,423,838</u>

The Commission has cash and investment policies including policies for exposure to credit risk (including custodial credit risk and concentration of credit risk) and interest rate risk. The Commission is authorized under California Government Code to make direct investments in the following:

<u>Authorized Investment Type</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds	5 years	None	None
U.S. Agency Securities	5 years	None	None
Medium-Term Corporate Notes	5 years	60%	None
Money Market Mutual Funds	N/A	20%	10%
Marin County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

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The following is a summary of the credit quality of the Commission’s investment portfolio at June 30, 2020:

Investment Type	Fair Value	Nationally Recognized Statistical rating Organizations					
		S & P Rating					
		AA+	A+	A	A-	BBB+	Unrated
U.S. Agencies	\$ 714,700	\$ 714,700	\$ -	\$ -	\$ -	\$ -	\$ -
Mutual funds	494,800	494,800	-	-	-	-	494,800
Corporate Bonds	1,499,663	-	226,172	894,220	185,509	193,762	-
Cash, Money Funds and Bank Deposits <sup>1,2</sup>	1,028,290	-	-	-	-	-	1,028,290
Certificates of Deposit	1,469,569	-	-	-	-	-	1,469,569
Marin County Pool	111,579	111,579	-	-	-	-	111,579
Local Agency Investment Fund (LAIF)	105,237	-	-	-	-	-	105,237
Total	<u>\$5,423,838</u>	<u>\$1,321,079</u>	<u>\$ 226,172</u>	<u>\$ 894,220</u>	<u>\$ 185,509</u>	<u>\$ 193,762</u>	<u>\$ 3,209,475</u>

<sup>1</sup> The Dreyfus Insured Deposit Program employs a “multibank” investment approach to help increase the total FDIC insurance coverage up to \$2.5 million.

<sup>2</sup> These investments are FDIC insured.

Although certain investments are unrated by Standard & Poors, all investments comply with the risk profile of the Commission’s investment policy.

**Custodial Credit Risk**

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Commission’s investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

As of June 30, 2020, \$2,709,163 of investment balances were exposed to custodial credit risk by not being insured or collateralized.

**Concentration of Credit Risk**

Investments in any one issuer that represent five percent or more of total investments are as follows:

Issuer	Reported Amount	
Simon PPTY Group LP	\$ 411,724	8%
Oracle Corp	320,307	6%
Federal Home Loan Banks	513,230	9%
Total	<u>\$ 1,245,261</u>	



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Interest Rate Risk

Interest rate risk is the measurement of how 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. Information about the sensitivity of the fair value of the Commission's investments to market interest rate fluctuations is provided in the following table that shows the distribution of the investment portfolio by maturity.

<u>Investment Type</u>	Fair	<u>Weighted Average Maturity</u>	
	Value	<u>Less than 1 year</u>	<u>1 to 5 years</u>
Marin County Pool	\$ 111,579	\$ 111,579	\$ -
Local Agency Investment Fund (LAIF)	105,237	105,237	-
Money Market Mutual Funds	1,028,290	1,028,290	-
Corporate Bonds	1,499,663	-	1,499,663
Certificates of Deposit	1,469,569	246,379	1,223,190
Mutual funds	494,800	494,800	-
U.S. Agencies	714,700	201,470	513,230
	<u>\$ 5,423,838</u>	<u>\$ 2,187,755</u>	<u>\$ 3,236,083</u>

Fair Value Measurements

The Commission categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices in active markets for identical assets that the Commission has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the Commission's own data.

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Deposits and withdrawals in the Marin County Treasury Investment Pool and State Local Agency Investment Fund are made on the basis of \$1 and not fair value. Accordingly, the Commission's proportionate share of investments in those funds at June 30, 2020 is an uncategorized input not defined as a Level 1, Level 2, or Level 3 input.

The Commission's fair value measurements are as follows at June 30, 2020:

Investment Type	Fair Value	Fair Value Measurements Using			Uncategorized
		Level 1 Inputs	Level 2 Inputs	Level 3 Inputs	
U.S. Agencies	\$ 714,700	\$ -	\$ 714,700	\$ -	\$ -
Mutual funds	494,800	-	494,800	-	-
Corporate Bonds	1,499,663	-	1,499,663	-	-
Money Market Mutual Funds	1,028,290	1,028,290	-	-	-
Certificates of Deposit	1,469,569	-	1,469,569	-	-
Marin County Pool	111,579	-	-	-	111,579
Local Agency Investment Fund	105,237	-	-	-	105,237
<b>Total</b>	<b>\$ 5,423,838</b>	<b>\$ 1,028,290</b>	<b>\$ 4,178,732</b>	<b>\$ -</b>	<b>\$ 216,816</b>

All assets have been valued using a market approach, with quoted market prices.

Reported investment income is comprised of the following components as of June 30, 2020:

Interest income	\$ 94,637
Realized and unrealized loss in investments	77,215
<b>Total investment income</b>	<b>\$ 171,852</b>

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**NOTE 3 – DEFINED BENEFIT PENSION PLAN**

**General Information about the Pension Plan**

***Plan Description***

All qualified permanent and probationary employees are eligible to participate in the Commission’s Employee Pension Plan, (the Plan) a cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees’ Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and Commission resolution. CalPERS acts as a common investment and administrative agent for its participating member employers. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website. Copies of the CalPERS annual financial reports may be obtained from the CalPERS Executive Office at 400 P Street, Sacramento, California 95814.

***Benefits Provided***

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 or 52, depending on hire date, with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: The Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law. Benefit provisions and all other requirements are established by State statute and may be amended by the Commission’s contract with the employees.

The Plan provisions and benefits in effect at June 30, 2020, are summarized as follows:

Hire Date	Prior to January 1, 2013	On or After January 1, 2013
Formula	2% at 55	2% at 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of annual salary	2.0% to 2.5%	1.0% to 2.5%
Required employee contribution rates	6.91%	6.75%
Required employer contribution rates	9.680% <sup>(1)</sup>	6.985% <sup>(1)</sup>

<sup>(1)</sup> Percentage does not include the employer payment unfunded liability.

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**Contributions**

Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Commission is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2020, contributions were \$34,794.

**Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

As of June 30, 2020, the Commission’s reported net pension liability for its proportionate shares of the collective net pension liability is \$14,086.

The Commission’s net pension liability is measured as the proportionate share of the collective Plan’s net pension liability. The net pension liability is measured as of June 30, 2019, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 rolled forward to June 30, 2019 using standard update procedures. The Commission’s proportion of the net pension liability was based on the Commission’s share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Commission’s proportionate share of the net pension liability as of June 30, 2018 and 2019 fiscal periods was as follows:

Proportion - June 30, 2018 measurement date	0.0070%
Proportion - June 30, 2019 measurement date	0.0004%
Increase in proportion	-0.0066%

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For the year ended June 30, 2020, the Commission recognized a pension expense of \$61,021. On June 30, 2020, the Commission reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Commission contributions subsequent to measurement date	\$ 34,794	\$ -
Differences between the Commission's contributions and proportionate share of contributions	168,060	14,293
Changes in assumptions	672	238
Net difference between projected and actual earnings on plan investments	-	246
Change in the Commission's proportion	10,862	161,421
Difference between expected and actual experience	978	76
Total	<u>\$ 215,366</u>	<u>\$ 176,274</u>

Reported as deferred outflows of resources related to contributions subsequent to the measurement date is \$34,794, which will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year ended June 30,</u>	Deferred Outflows/(Inflows) of Resources
2021	\$ 1,031
2022	1,205
2023	2,013
2024	49
	<u>\$ 4,298</u>

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
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**Actuarial Assumptions**

The total pension liabilities in the June 30, 2017 actuarial valuations were determined using the following actuarial assumptions for the collective miscellaneous plans:

	<b>Miscellaneous</b>
Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	2.75%
Projected Salary Increase	Varies by Entry-Age and Service
Investment Rate of Return	7.15%
Mortality	(1)

<sup>(1)</sup> Changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017.

**Discount Rate**

The discount rate used to measure the total pension liability was 7.15%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing of the plans, the tests revealed the assets would not run out. Therefore, the current 7.15% discount rate is appropriate and the use of the municipal bond rate calculation is not deemed necessary. The long-term expected discount rate of 7.15% is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS' staff took into account both short-term and long-term market return expectations as well as the expected pension fund (Public Employees' Retirement Fund) cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

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The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. The target allocation shown was adopted by the Board effective on July 1, 2014.

<b>Asset Class</b>	<b>Current Target Allocation</b>	<sup>(1)</sup> <b>Real Return Years 1 - 10</b>	<sup>(2)</sup> <b>Real Return Years 11+</b>
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Assets	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
	<u>100.00%</u>		

<sup>(1)</sup> An expected inflation of 2.0% used for this period.

<sup>(2)</sup> An expected inflation of 2.92% used for this period.

***Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate***

The following presents the Commission's proportionate share of the net pension liability, as well as what the Commission's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	<u>1% Decrease</u>	<u>Current Discount Rate</u>	<u>1% Increase</u>
Discount Rate	6.15%	7.15%	8.15%
Commission's Net Pension Liability (asset)	\$ 220,431	\$ 14,086	\$ (156,237)

***Pension Plan Fiduciary Net Position***

Detailed information about the Plan's fiduciary net position is available in the separately issued CalPERS financial report.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
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**NOTE 4 – FUND BALANCE**

Fund balance is classified using a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Fund balance at June 30, 2020 consisted of the following:

Nonspendable	
Prepaid expense	\$ 5,634
Committed	
Economic stabilization	866,000
Child development programs	
Evaluation	123,750
Grassroots capacity	152,250
Help Me Grow	385,073
Partnerships for Change	808,494
Public education	161,250
Public policy and advocacy	75,000
Total committed for child development programs	1,705,817
Total committed fund balance	2,571,817
Assigned	
Local Initiatives and Program Sustainability	2,984,986
Total fund balance	\$ 5,562,437

**NOTE 5 – COMMITMENTS AND CONTINGENCIES**

**Operating Leases**

The Commission leases office space from third parties under long-term noncancelable operating leases. The lease will expire after January 2022. Rent expense was \$52,276 for the year ended June 30, 2020. Future minimum lease payments under the agreement are as follows:

Fiscal Year Ended June 30,	Amount
2021	\$ 51,615
2022	30,629
	\$ 82,244



**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
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FOR THE YEAR ENDED JUNE 30, 2020**

**NOTE 6 – STABILIZATION ARRANGEMENT**

In October of 2013, the governing board adopted a resolution establishing a stabilization account. Under the resolution, a part of the fund balance of the general fund is committed for stabilization arrangements to satisfy outstanding liabilities and meet contractual financial obligations under the Commission's Strategic Plan. The specific events that will allow access to the stabilization account are actions taken by the California legislature, voters, or other parties to redirect First 5 funding, repeal the proposition establishing First 5 Commissions, or otherwise limit the revenue available to the Commission in a manner that is other than from events that are expected to occur routinely.

At June 30, 2020, \$866,000 of the fund balance of the general fund was reported as committed for economic stabilization.

**NOTE 7 – PROGRAM EVALUATION**

In accordance with the *Standards and Procedures for Audits of California Counties Participating in the California Children and Families Program*, issued by the California State Controller, the Commission is required to disclose the amounts expended during the fiscal year on program evaluation. Program evaluation costs pertain to those activities undertaken to support the collection, production, analysis and presentation of evaluation information for Commission management, Commissioners and other interested parties.

For the year ended June 30, 2020, the Commission expended \$123,750 for program evaluation.

**NOTE 8 – RISK MANAGEMENT**

The Commission is exposed to various risks of loss related to the loss of, damage to and destruction of assets caused by accidents, forces of nature, and the requirements of the California Labor Code.

The Commission mitigates its exposure to loss through purchase of private insurance. During the year ending June 30, 2020, the Commission had no settlements exceeding insurance coverage for these categories of risk. For the past three years, settlements or judgment amounts have not exceeded insurance provided for the Commission.

**REQUIRED SUPPLEMENTARY INFORMATION**

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE – BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2020**

	Budget		Actual Amounts	Variance - Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Proposition 10 tobacco tax	\$ 1,323,003	\$ 1,323,003	\$ 1,149,602	\$ (173,401)
Proposition 56 tobacco tax	-	-	346,059	346,059
Investment income	2,500	2,500	171,852	169,352
Other revenue	50,000	50,000	79,500	29,500
Total Revenues	<u>1,375,503</u>	<u>1,375,503</u>	<u>1,747,013</u>	<u>371,510</u>
<b>EXPENDITURES</b>				
Current:				
Early childhood development:				
Contracts and initiatives	1,212,518	1,212,518	975,381	237,137
Salaries and employee benefits	579,021	579,021	287,877	291,144
Professional services	212,300	212,300	195,378	16,922
Rent and occupancy	51,912	51,912	52,276	(364)
Supplies	3,000	3,000	1,272	1,728
Software	2,000	2,000	3,376	(1,376)
Equipment purchase	3,500	3,500	2,826	674
Equipment rental and maintenance	7,000	7,000	7,380	(380)
Insurance	7,000	7,000	6,722	278
Travel and conferences	13,000	13,000	7,356	5,644
Telephone and internet	5,000	5,000	5,127	(127)
Printing and postage	7,300	7,300	1,081	6,219
Dues and subscriptions	6,000	6,000	6,412	(412)
Meetings	4,500	4,500	665	3,835
Contingency fund	50,000	50,000	-	50,000
Total Expenditures	<u>2,164,051</u>	<u>2,164,051</u>	<u>1,553,129</u>	<u>610,922</u>
Net change in fund balance	<u>(788,548)</u>	<u>(788,548)</u>	<u>193,884</u>	<u>982,432</u>
Fund Balance, June 30	<u>\$ 4,580,005</u>	<u>\$ 4,580,005</u>	<u>\$ 5,562,437</u>	<u>\$ 982,432</u>

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
LAST 10 YEARS\***

Fiscal Year	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Proportion of the net pension liability	0.0026%	0.0061%	0.0064%	0.0069%	0.0070%	0.0004%
Proportionate share of the net pension liability	\$ 162,982	\$ 166,549	\$ 223,501	\$ 270,976	\$ 262,069	\$ 14,086
Covered payroll	\$ 258,938	\$ 326,111	\$ 348,199	\$ 220,282	\$ 265,239	\$ 263,263
Proportionate Share of the net pension liability as a percentage of covered payroll	62.94%	51.07%	64.19%	123.01%	98.80%	5.35%
Plan fiduciary net position as a percentage of the total pension liability	79.82%	78.40%	74.06%	75.39%	75.26%	77.73%
Measurement Date	June 30, 2014	June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018	June 30, 2019

\* Historical information is required only for measurement periods for which GASB 68 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
SCHEDULE OF PENSION CONTRIBUTIONS  
LAST 10 YEARS\***

Fiscal Year	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Actuarially determined contributions	\$ 26,881	\$ 18,453	\$ 22,227	\$ 23,409	\$ 34,794
Contributions in relation to the actuarially determined contribution	<u>(26,881)</u>	<u>(18,453)</u>	<u>(22,227)</u>	<u>(23,409)</u>	<u>(34,794)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 Covered payroll	 \$ 348,199	 \$ 220,282	 \$ 265,239	 \$ 263,263	 \$ 359,438
 Contributions as a percentage of covered payroll	 7.72%	 8.38%	 8.38%	 8.89%	 9.68%

\* Historical information is required only for measurement periods for which GASB 68 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
JUNE 30, 2020**

**NOTE 1 - BUDGET**

The Commission prepares and legally adopts a final budget on or before June 30th of each fiscal year. The Commission operations, commencing July 1st, are governed by the proposed budget, adopted by the board of Commissioners by June of the prior fiscal year.

An operating budget is adopted each fiscal year in accordance with generally accepted accounting principles based on estimates of revenues and anticipated expenditures. Additionally, encumbrance accounting is utilized to assure effective budgetary control. Encumbrances outstanding at year-end represent the estimated amount of the expenditures ultimately to result if the unpaid contracts in process at year-end are fully performed by year-end or purchase commitments satisfied. Unencumbered appropriations lapse at year-end and encumbrance balances that will not be honored are liquidated.

The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is at the total fund level. The Commission does not establish a budget for capital outlay.

**NOTE 2 - SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND SCHEDULE OF CONTRIBUTIONS**

A cost-sharing employer is required to recognize a liability for its proportionate share of the net pension liability (of all employers for benefits provided through the pension plan) - the collective net pension liability. A cost-sharing employer is required to recognize pension expense and report deferred outflows of resources and deferred inflows of resources related to pensions for its proportionate shares of collective pension expense and collective deferred outflows of resources and deferred inflows of resources related to pensions. The schedules present information to illustrate changes in the Commission's proportionate share of the net pension liability and employer contributions over a ten-year period when the information is available.



**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**

To the Board of Commissioners  
First 5 Marin Children and Families Commission  
San Rafael, 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 the governmental activities and the general fund information of First 5 Marin Children and Families Commission, (Commission) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated September 30, 2020.

**Internal Control Over Financial Reporting**

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

## **Purpose of this Report**

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

The image shows a handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, professional style.

San Mateo, California  
September 30, 2020





## INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

To the Board of Commissioners  
First 5 Marin Children and Families Commission  
San Rafael, California

### Compliance

We have audited the First 5 Marin Children and Families Commission's (Commission) compliance with the requirements specified in the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office, applicable to the Commission's statutory requirements identified below for the year ended June 30, 2020.

### Management's Responsibility

Management is responsible for compliance with the requirements of the laws and regulations applicable to the California Children and Families Act.

### Auditor's Responsibility

Our responsibility is to express an opinion on the Commission's compliance with the requirements referred to above based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State of California's *Standards and Procedures for Audits of Local Entities Administering the California Children and Families Act*, issued by the State Controller's Office. Those standards and the State of California's *Standards and Procedures for Audits of Local Entities Administering the Children and Families Act* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the requirements referred to above that could have a direct and material effect on the statutory requirements listed below. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the Commission’s compliance with those requirements. In connection with the audit referred to above, we selected and tested transactions and records to determine the Commission’s compliance with the state laws and regulations applicable to the following items:

<u>Description</u>	<u>Audit Guide Procedures</u>	<u>Procedures Performed</u>
Contracting and Procurement	6	Yes
Administrative Costs	3	Yes
Conflict-of-Interest	3	Yes
County Ordinance	4	Yes
Long-range Financial Plans	2	Yes
Financial Condition of the Commission	1	Yes
Program Evaluation	3	Yes
Salaries and Benefits Policies	2	Yes

**Opinion**

In our opinion, the Commission complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the California Children and Families Program for the year ended June 30, 2020.



San Mateo, California  
September 30, 2020

**FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION  
SUMMARY SCHEDULE OF PRIOR FINDINGS AND RESPONSES  
JUNE 30, 2020**

**2019-001 – Material Weakness of Internal Control About the Financial Close and Reporting Process**

**Condition**

The Commission’s year-end financial closing process does not include procedures to ensure that all revenue transactions are recorded in the correct fiscal period, even considering external factors.

**Current year status**

Resolved.