



November 18, 2019

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

**FROM:** Barbara Wills, Ph.D.  
Vice President for Administrative Services and Chief Business Officer

**SUBJECT:** Direct Support Organization Audit Reports

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**Item Description**

This item presents the most recent financial audit reports of the direct support organizations (DSO) affiliated with the College for the Board's review.

**Overview and Background**

Per Florida Statutes 1004.70(6), the College's DSOs must be audited annually and the results be submitted to the Board for review. For the fiscal year ending March 31, 2019, audits were completed for both the Public Safety Academy Housing, Inc. and the Tallahassee Community College Foundation, Inc.

**Funding/ Financial Implications**

No funding requirements.

**Past Actions by the Board**

The Board last reviewed the audited financial statements for these DSOs at the October 22, 2018 meeting.

**Recommended Action**

For information only.

**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**Havana, Florida**

**FINANCIAL STATEMENTS**

**Years Ended March 31, 2019 and 2018**

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OF COUNSEL  
W. FREDERICK THOMSON, C.P.A.

**INDEPENDENT AUDITORS' REPORT**

Board of Directors  
Public Safety Academy Housing, Inc.  
Havana, Florida

We have audited the accompanying financial statements of Public Safety Academy Housing, Inc. (a Florida non-profit organization) which comprise the statements of financial position as of March 31, 2019 and 2018, and the related statements of activities and changes in net assets and cash flows for the years then ended, and the related notes to the financial statements.

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

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

**Auditors' 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 of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 evaluation of the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Public Safety Academy Housing, Inc. as of March 31, 2019 and 2018, and the changes in net assets and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

### **Other Matters**

In accordance with *Government Auditing Standards*, we have also issued a report dated September 30, 2019, on our consideration of Public Safety Academy Housing, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal controls over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the result of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on Page 3 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 inquiring with 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.

*Thomson Blackwelder & Company*

Tallahassee, Florida  
September 30, 2019



**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**Management's Discussion and Analysis**

The discussion and analysis of Public Safety Academy Housing, Inc.'s financial statements provides an overview of the financial activities for the year ended March 31, 2019. Management has prepared the financial statements and the related footnote disclosures along with the discussion and analysis. Responsibility for the completeness and fairness of this information rests with the preparers. The discussion and analysis contains activities of the Public Safety Academy Housing Inc. for fiscal years 2019 and 2018.

Public Safety Academy Housing, Inc. was incorporated on February 26, 2003, as a direct support organization of Tallahassee Community College for the purpose of financing and constructing a housing facility at the College's Florida Public Safety Institute. The housing facility was financed by a \$9 million mortgage note and was completed on January 4, 2006. Upon completion, Public Safety Academy Housing, Inc. executed an agreement with the College whereby the College leases the housing facility from Public Safety Academy Housing, Inc. and is responsible for operating and maintaining the facility. During the fiscal year ended March 31, 2015, the Organization refinanced its original mortgage rate and borrowed an additional \$575,000 in a separate mortgage note payable to renovate and refurbish the dormitory. All revenues generated by the facility are retained by the College. In exchange, Public Safety Academy Housing, Inc. receives a monthly lease payment in the amount of \$62,000 through August 31, 2018, then increased to \$62,500 for the remainder of the fiscal year, for its mortgage payment and operating expenses.

By design, Public Safety Academy Housing, Inc. was limited in its establishment to obtaining the financing and constructing the housing facility, with all post completion activities to be the responsibility of the College. Accordingly, 2019 financial activities consist of monthly lease receipts, mortgage payments, and the recognition of certain costs (depreciation) incurred during prior years but recognized as current year expenses. The nature of Public Safety Academy Housing, Inc.'s future activities can be expected to remain consistent with those of the 2019 fiscal year.

See independent auditors' report.

**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**STATEMENTS OF FINANCIAL POSITION**  
**March 31, 2019 and 2018**

|   | <u>2019</u>         | <u>2018</u>         |
|---|---------------------|---------------------|
| <b><u>ASSETS</u></b>                            |                     |                     |
| CURRENT ASSETS                                  |                     |                     |
| Cash  | \$ <u>11,715</u>    | \$ <u>18,607</u>    |
| TOTAL CURRENT ASSETS                            | 11,715              | 18,607              |
| PROPERTY AND EQUIPMENT, Net                     | <u>5,690,092</u>    | <u>5,943,542</u>    |
|   | \$ <u>5,701,807</u> | \$ <u>5,962,149</u> |
| <b><u>LIABILITIES AND NET ASSETS</u></b>        |                     |                     |
| CURRENT LIABILITIES                             |                     |                     |
| Current portion of mortgage notes payable       | \$ <u>563,880</u>   | \$ <u>541,096</u>   |
| TOTAL CURRENT LIABILITIES                       | 563,880             | 541,096             |
| LONG-TERM LIABILITIES                           |                     |                     |
| Mortgage notes payable                          | <u>3,590,402</u>    | <u>4,205,527</u>    |
| TOTAL LIABILITIES                               | 4,154,282           | 4,746,623           |
| NET ASSETS                                      |                     |                     |
| Invested in capital assets, net of related debt | 1,535,810           | 1,196,919           |
| Unrestricted                                    | <u>11,715</u>       | <u>18,607</u>       |
|   | <u>1,547,525</u>    | <u>1,215,526</u>    |
|   | \$ <u>5,701,807</u> | \$ <u>5,962,149</u> |

See accompanying notes.

**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS**  
**Years Ended March 31, 2019 and 2018**

|                        | <u>2019</u>                | <u>2018</u>                |
|------------------------|----------------------------|----------------------------|
| OPERATING REVENUE      |                            |                            |
| Lease income           | \$ 747,500                 | \$ 744,000                 |
| OPERATING EXPENSES     |                            |                            |
| Depreciation           | 253,450                    | 253,451                    |
| Contractual services   | 7,242                      | 7,310                      |
| Materials and supplies | <u>41</u>                  | <u>-</u>                   |
|                        | <u>260,733</u>             | <u>260,761</u>             |
| OPERATING INCOME       | 486,767                    | 483,239                    |
| NONOPERATING EXPENSE   |                            |                            |
| Interest expense       | <u>154,768</u>             | <u>153,787</u>             |
| CHANGES IN NET ASSETS  | 331,999                    | 329,452                    |
| BEGINNING NET ASSETS   | <u>1,215,526</u>           | <u>886,074</u>             |
| ENDING NET ASSETS      | \$ <u><u>1,547,525</u></u> | \$ <u><u>1,215,526</u></u> |

See accompanying notes.



**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**STATEMENTS OF CASH FLOWS**  
**Years Ended March 31, 2019 and 2018**

|   | <u>2019</u>              | <u>2018</u>              |
|---|--------------------------|--------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES  |                          |                          |
| Rents and fees collected  | \$ 747,500               | \$ 744,000               |
| Payments to vendors   | ( 7,283)                 | ( 7,310)                 |
| Payments for interest expense   | ( 154,768)               | ( 153,787)               |
| NET CASH PROVIDED BY OPERATING ACTIVITIES   | 585,449                  | 582,903                  |
| CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES                                |                          |                          |
| Principal payments on long-term debt  | ( 592,341)               | ( 572,248)               |
| NET CASH USED IN FINANCING ACTIVITIES   | ( 592,341)               | ( 572,248)               |
| NET (DECREASE) INCREASE IN CASH   | ( 6,892)                 | 10,655                   |
| CASH AT BEGINNING OF YEAR   | <u>18,607</u>            | <u>7,952</u>             |
| CASH AT END OF YEAR   | \$ <u><u>11,715</u></u>  | \$ <u><u>18,607</u></u>  |
| RECONCILIATION OF CHANGES IN NET ASSETS TO CASH PROVIDED BY OPERATING ACTIVITIES        |                          |                          |
| Changes in net assets   | \$ 331,999               | \$ 329,452               |
| Adjustments to reconcile change in net assets to cash provided by operating activities: |                          |                          |
| Depreciation  | <u>253,450</u>           | <u>253,451</u>           |
| NET CASH PROVIDED BY OPERATING ACTIVITIES   | \$ <u><u>585,449</u></u> | \$ <u><u>582,903</u></u> |

See accompanying notes.

**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2019 and 2018**

**NOTE 1 - NATURE OF BUSINESS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Formation and Nature of Business** - Public Safety Academy Housing, Inc. (the "Organization") was incorporated on February 26, 2003 as a direct support organization of Tallahassee Community College (the "College"), within the meaning of Section 240.331, Florida Statutes, or any successor provision. The Organization was formed, among other purposes, to make available housing to participants in programs affiliated with the Pat Thomas Law Enforcement Academy. At the direction of the Board of Trustees of Tallahassee Community College, income derived by the Organization, subject to the assignment of revenue and other amounts derived from the operation of the facility, may be transferred to the Tallahassee Community College. The Organization is a component unit of Tallahassee Community College and is included in the College's annual report.

A summary of significant accounting policies follows.

**Basis of Accounting** - The Organization follows financial reporting requirements for enterprise funds, which use the accrual basis of accounting. Under this method, revenue is recorded when earned and expenses are recognized when incurred.

**Property and Equipment** - Cost directly associated with the construction of the housing complex, including interest incurred from financing during the construction period is capitalized to the cost of the building, and depreciation is provided over the building's estimated life of thirty-nine (39) years on a straight line basis.

Furniture and equipment with a value of or costing over \$500 is recorded at cost and depreciated over its estimated useful life of five (5) to seven (7) years on a straight line basis.

**Income Taxes** - The Organization is exempt from income taxes on income from related activities under Section 501(c)(3) of the U.S. Internal Revenue Code and corresponding state tax law. Accordingly, no provision has been made for federal or state income taxes. Additionally, the Organization has been determined not to be a private foundation under Section 509(a) of the Internal Revenue Code.

The Organization has reviewed and evaluated the relevant technical merits of each of its tax positions in accordance with accounting principles generally accepted in the United States of America for accounting for uncertainty in income taxes, and determined that there are no uncertain tax positions that would have a material impact on the financial statements of the Organization.

**Cash Equivalents** - For purposes of the statement of cash flows, all highly liquid instruments with a maturity of three (3) months or less are considered to be cash equivalents.

**Use of Estimates** - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2019 and 2018**

**NOTE 1 - NATURE OF BUSINESS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Election to Apply FASB Accounting Standards Codification** - The Organization has elected to apply all FASB Accounting Standards Codification, except for those that conflict with GASB pronouncements, as permitted by GASB Statement No. 62, "Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA pronouncements."

**Subsequent Events** - Management has performed an analysis of the activities and transactions subsequent to March 31, 2019, to determine the need for any adjustments to and/or disclosures within the audited financial statements for the year ended March 31, 2019. Management has performed their analysis through the date of this report.

**NOTE 2 - RELATED PARTY TRANSACTIONS**

On May 21, 2004, the College entered into a long-term lease to rent ten (10) acres of land to the Organization in order to build the housing complex. Terms of the lease grants the Organization the use of the land for a ninety-nine (99) year term at less than fair market value rates of \$1 each year, paid in advance.

In November 2005, the Organization executed an agreement with the College to operate the housing complex. Terms of the agreement include monthly lease revenue amounting to \$62,000 through August 31, 2018, then increased to \$62,500 for the remainder of the fiscal year, with automatic annual lease renewals unless thirty (30) day prior notice of cancellation is given by either party. Total lease income earned amounted to \$747,500 and \$744,000 for the years ended March 31, 2019 and 2018, respectively.

**NOTE 3 - PROPERTY AND EQUIPMENT**

Property and equipment as of March 31, 2019 and 2018, is summarized as follows:

|                          | <u>2019</u>         | <u>2018</u>         |
|--------------------------|---------------------|---------------------|
| Building                 | \$ 8,491,790        | \$ 8,491,790        |
| Furniture and equipment  | <u>592,650</u>      | <u>592,650</u>      |
|                          | 9,084,440           | 9,084,440           |
| Accumulated depreciation | <u>( 3,394,348)</u> | <u>( 3,140,898)</u> |
|                          | <u>\$ 5,690,092</u> | <u>\$ 5,943,542</u> |

Depreciation expense for the years ended March 31, 2019 and 2018 amounted to \$253,450 and \$253,451, respectively.



**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2019 and 2018**

**NOTES 4 - MORTGAGE NOTES PAYABLE**

Mortgage notes payable as of March 31, 2019 and 2018, were as follows:

|  | <u>2019</u>                 | <u>2018</u>                 |
|--|-----------------------------|-----------------------------|
| <p>\$6,017,876 refinanced mortgage note payable executed November 10, 2014 with Gadsden County, Florida and assigned to a commercial lender; bearing interest at 2.75% through December 31, 2017, then at 3.34% until August 31, 2019, and thereafter a floating rate equal to 70% of the prime rate of JPMorgan Chase Bank, with a floor in all cases of 2.45%; payable in monthly installments of principal and interest in the amount of \$54,739, maturing June 1, 2025. The note is collateralized by a leasehold mortgage in real estate and first priority security interest in all personal property located at the facility. Note is also collateralized by assignment of rents and leases related to housing facility.</p> | \$ 3,730,688                | \$ 4,266,511                |
| <p>\$575,000 mortgage note payable executed November 10, 2014, with Gadsden County, Florida and assigned to a commercial lender. The note bears interest at 3.99% until August 31, 2019, and thereafter a floating rate equal to 70% of the prime rate of JPMorgan Chase Bank, with a floor in all cases of 3.25%; payable in monthly installments of principal and interest; maturing June 1, 2025. The note is collateralized by a leasehold mortgage in real estate and first priority security interest in all personal property located at the facility. Note is also collateralized by assignment of rents and leases related to housing facility.</p>   | <u>423,594</u><br>4,154,282 | <u>480,112</u><br>4,746,623 |
| <p>Less current portion</p>  | ( <u>563,880</u> )          | ( <u>541,096</u> )          |
|  | <u>\$ 3,590,402</u>         | <u>\$ 4,205,527</u>         |

**PUBLIC SAFETY ACADEMY HOUSING, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**March 31, 2019 and 2018**

**NOTES 4 - MORTGAGE NOTES PAYABLE (Continued)**

As of March 31, 2019, the scheduled maturities of the mortgage notes payable were as follows:

|                | <u>Principal</u>    | <u>Interest</u>   |
|----------------|---------------------|-------------------|
| March 31, 2020 | \$ 563,880          | \$ 123,621        |
| 2021           | 635,942             | 114,060           |
| 2022           | 658,260             | 91,742            |
| 2023           | 681,365             | 68,636            |
| 2024           | 726,988             | 23,013            |
| Thereafter     | <u>887,847</u>      | <u>3,145</u>      |
|                | <u>\$ 4,154,282</u> | <u>\$ 424,217</u> |



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**INDEPENDENT AUDITORS' REPORT ON INTERNAL  
CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors  
Public Safety Academy Housing, Inc.  
Havana, Florida

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Public Safety Academy Housing, Inc. (a Florida nonprofit organization), which comprise the statements of financial position as of March 31, 2019 and 2018, and the related statements of activities and changes in net assets, and cash flows for the years then ended, and the related notes to the financial statements and have issued our report thereon dated September 30, 2019.

Internal Control over Financial Reporting

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

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements of Public Safety Academy Housing, Inc. 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 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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Thomson Black Veatch Company*

Tallahassee, Florida  
September 30, 2019

**TALLAHASSEE COMMUNITY COLLEGE  
FOUNDATION, INC.  
Tallahassee, Florida**

**FINANCIAL STATEMENTS**

**Years Ended March 31, 2019 and 2018**

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KELLY VAZQUEZ, C.P.A.

OF COUNSEL  
W. FREDERICK THOMSON, C.P.A.

**INDEPENDENT AUDITORS' REPORT**

To the Board of Directors  
Tallahassee Community College Foundation, Inc.  
Tallahassee, Florida

We have audited the accompanying financial statements of Tallahassee Community College Foundation, Inc. (a Florida non-profit organization) which comprise the statements of financial position as of March 31, 2019 and 2018, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

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

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

**Auditors' 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 of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 evaluation of the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Tallahassee Community College Foundation, Inc. as of March 31, 2019 and 2018, and the changes in net assets and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 22, 2019, on our consideration of Tallahassee Community College Foundation, Inc.'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 controls over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 Tallahassee Community College Foundation, Inc.'s internal control over financial reporting and compliance.



Tallahassee, Florida  
August 22, 2019

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**STATEMENTS OF FINANCIAL POSITION**  
**Years Ended March 31, 2019 and 2018**

|   | <u>2019</u>          | <u>2018</u>          |
|---|----------------------|----------------------|
| <b><u>ASSETS</u></b>                            |                      |                      |
| Cash and cash equivalents                       | \$ 31,456            | \$ 58,253            |
| Non-endowed investments                         | 2,122,631            | 2,183,993            |
| Due from Tallahassee Community College          | 10,962               | 10,962               |
| Contributions receivable, net                   | 1,421,059            | 1,696,852            |
| Prepaid expenses                                | 7,400                | 7,900                |
| Cash restricted for endowment purposes          | 164,098              | -                    |
| Investments restricted for endowment purposes   | 13,104,597           | 12,519,296           |
| Land held for sale, investment, and development | 636,000              | 759,000              |
| Collectibles and other assets                   | <u>33,231</u>        | <u>27,427</u>        |
|   | <u>\$ 17,531,434</u> | <u>\$ 17,263,683</u> |
| <b><u>LIABILITIES AND NET ASSETS</u></b>        |                      |                      |
| Accounts payable                                | \$ 69,204            | \$ 82,622            |
| Deferred revenue                                | <u>2,850</u>         | <u>1,710</u>         |
|   | 72,054               | 84,332               |
| Net Assets:                                     |                      |                      |
| Without donor restrictions                      | 846,200              | 965,983              |
| With donor restrictions                         | <u>16,613,180</u>    | <u>16,213,368</u>    |
|   | <u>17,459,380</u>    | <u>17,179,351</u>    |
|   | <u>\$ 17,531,434</u> | <u>\$ 17,263,683</u> |

See accompanying notes.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**STATEMENTS OF ACTIVITIES**  
**Years Ended March 31, 2019 and 2018**

|  | 2019                          |                            |                      | 2018                          |                            |                      |
|--|-------------------------------|----------------------------|----------------------|-------------------------------|----------------------------|----------------------|
|  | Without Donor<br>Restrictions | With Donor<br>Restrictions | Total                | Without Donor<br>Restrictions | With Donor<br>Restrictions | Total                |
| <b>REVENUE, GAINS &amp; OTHER</b>      |                               |                            |                      |                               |                            |                      |
| In-kind contributions                  | \$ 736,249                    | \$ -                       | \$ 736,249           | \$ 681,913                    | \$ -                       | \$ 681,913           |
| Non-cash contributions                 | -                             | 123,056                    | 123,056              | -                             | 115,886                    | 115,886              |
| Investment income, net                 | 63,641                        | 7,838                      | 71,479               | 31,506                        | 1,002,298                  | 1,033,804            |
| Private contributions                  | 57,541                        | 1,226,945                  | 1,284,486            | 36,018                        | 778,679                    | 814,697              |
| Miscellaneous                          | 36,945                        | 25,999                     | 62,944               | 26,917                        | 24,914                     | 51,831               |
| Special events                         | 189,014                       | -                          | 189,014              | 164,385                       | 60                         | 164,445              |
| Net assets released from restrictions: |                               |                            |                      |                               |                            |                      |
| Satisfaction of restricted purpose     | 1,064,912                     | (1,064,912)                | -                    | 1,166,327                     | (1,166,327)                | -                    |
| Satisfaction of time restrictions      | 64,962                        | (64,962)                   | -                    | 110,929                       | (110,929)                  | -                    |
| Transfers                              | (145,848)                     | 145,848                    | -                    | (97,550)                      | 97,550                     | -                    |
|  | <u>2,067,416</u>              | <u>399,812</u>             | <u>2,467,228</u>     | <u>2,120,445</u>              | <u>742,131</u>             | <u>2,862,576</u>     |
| <b>EXPENSES</b>                        |                               |                            |                      |                               |                            |                      |
| Educational activities                 | 1,382,980                     | -                          | 1,382,980            | 1,219,616                     | -                          | 1,219,616            |
| General and administrative expenses    | 548,611                       | -                          | 548,611              | 591,281                       | -                          | 591,281              |
| Development activities                 | 255,608                       | -                          | 255,608              | 393,012                       | -                          | 393,012              |
|  | <u>2,187,199</u>              | <u>-</u>                   | <u>2,187,199</u>     | <u>2,203,909</u>              | <u>-</u>                   | <u>2,203,909</u>     |
| <b>CHANGE IN NET ASSETS</b>            | (119,783)                     | 399,812                    | 280,029              | (83,464)                      | 742,131                    | 658,667              |
| <b>BEGINNING NET ASSETS</b>            | 965,983                       | 16,213,368                 | 17,179,351           | 1,049,447                     | 15,471,237                 | 16,520,684           |
| <b>ENDING NET ASSETS</b>               | <u>\$ 846,200</u>             | <u>\$ 16,613,180</u>       | <u>\$ 17,459,380</u> | <u>\$ 965,983</u>             | <u>\$ 16,213,368</u>       | <u>\$ 17,179,351</u> |

See accompanying notes.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**Year Ended March 31, 2019**

|                               | 2019                |                   |                   |                     |
|-------------------------------|---------------------|-------------------|-------------------|---------------------|
|                               | Educational         | General and       | Development       | Total               |
|                               | Activities          | Administrative    | Activities        |                     |
| Personnel services            | \$ 315,634          | \$ 187,101        | \$ 89,168         | \$ 591,903          |
| Scholarships                  | 571,580             | -                 | -                 | 571,580             |
| Academic and athletic support | 404,582             | 1,233             | -                 | 405,815             |
| Contract services             | 17,821              | 106,363           | 48,198            | 172,382             |
| Fundraising expenses          | 7,512               | 25,583            | 54,767            | 87,862              |
| Facility costs                | -                   | 60,583            | -                 | 60,583              |
| Materials and supplies        | 14,649              | 20,646            | 15,725            | 51,020              |
| Professional fees             | -                   | 35,630            | -                 | 35,630              |
| Honoraria and awards          | 30,228              | 911               | 2,636             | 33,775              |
| Advertising                   | 1,240               | 10,030            | 22,136            | 33,406              |
| Printing                      | 3,823               | 17,487            | 10,925            | 32,235              |
| Miscellaneous expenses        | 500                 | 28,868            | 2,612             | 31,980              |
| Travel                        | 6,890               | 11,151            | 1,776             | 19,817              |
| Bad debt                      | -                   | 15,599            | -                 | 15,599              |
| Business meeting expense      | 643                 | 9,121             | 3,313             | 13,077              |
| Rental                        | 1,278               | 1,853             | 4,307             | 7,438               |
| Insurance                     | -                   | 6,176             | -                 | 6,176               |
| Training expense              | 4,577               | 1,573             | -                 | 6,150               |
| Bank and investment fees      | -                   | 5,608             | -                 | 5,608               |
| Dues and subscriptions        | 2,023               | 3,095             | 45                | 5,163               |
| Telephone                     | -                   | -                 | -                 | -                   |
| Licenses                      | -                   | -                 | -                 | -                   |
|                               | <u>\$ 1,382,980</u> | <u>\$ 548,611</u> | <u>\$ 255,608</u> | <u>\$ 2,187,199</u> |

See accompanying notes.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**Year Ended March 31, 2018**

|                               | 2018                      |                               |                           |                     |
|-------------------------------|---------------------------|-------------------------------|---------------------------|---------------------|
|                               | Educational<br>Activities | General and<br>Administrative | Development<br>Activities | Total               |
| Personnel services            | \$ 114,817                | \$ 256,036                    | \$ 169,943                | \$ 540,796          |
| Scholarships                  | 549,696                   | -                             | -                         | 549,696             |
| Academic and athletic support | 485,340                   | -                             | -                         | 485,340             |
| Contract services             | 12,612                    | 112,135                       | 69,026                    | 193,773             |
| Fundraising expenses          | 1,697                     | 24,990                        | 67,346                    | 94,033              |
| Facility costs                | -                         | 60,583                        | -                         | 60,583              |
| Materials and supplies        | 21,838                    | 5,314                         | 6,518                     | 33,670              |
| Professional fees             | -                         | 17,119                        | -                         | 17,119              |
| Honoraria and awards          | 13,259                    | 47,881                        | 25,796                    | 86,936              |
| Advertising                   | 1,353                     | 11,527                        | 30,460                    | 43,340              |
| Printing                      | 556                       | 4,096                         | 11,604                    | 16,256              |
| Miscellaneous expenses        | 171                       | 739                           | 85                        | 995                 |
| Travel                        | 6,802                     | 6,152                         | -                         | 12,954              |
| Bad debt                      | -                         | 9,644                         | -                         | 9,644               |
| Business meeting expense      | 7,948                     | 4,854                         | 6,691                     | 19,493              |
| Rental                        | 730                       | 90                            | 5,505                     | 6,325               |
| Insurance                     | -                         | 7,057                         | -                         | 7,057               |
| Training expense              | 549                       | 8,451                         | -                         | 9,000               |
| Bank and investment fees      | -                         | 3,301                         | -                         | 3,301               |
| Dues and subscriptions        | 2,248                     | 7,820                         | 13                        | 10,081              |
| Telephone                     | -                         | 3,492                         | -                         | 3,492               |
| Licenses                      | -                         | -                             | 25                        | 25                  |
|                               | <u>\$ 1,219,616</u>       | <u>\$ 591,281</u>             | <u>\$ 393,012</u>         | <u>\$ 2,203,909</u> |

See accompanying notes.



**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**STATEMENTS OF CASH FLOWS**  
**Years Ended March 31, 2019 and 2018**

|   | <u>2019</u>              | <u>2018</u>             |
|---|--------------------------|-------------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>                               |                          |                         |
| Support from private and public   | \$ 1,093,121             | \$ 1,218,627            |
| Investments   | <u>499,704</u>           | <u>492,928</u>          |
|   | 1,592,825                | 1,711,555               |
| Payments for scholarships and suppliers                                   | ( <u>1,267,748</u> )     | ( <u>1,463,336</u> )    |
| <b>CASH PROVIDED BY OPERATING ACTIVITIES</b>                              | 325,077                  | 248,219                 |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>                               |                          |                         |
| Net purchases of investments  | ( <u>896,009</u> )       | ( <u>599,206</u> )      |
| <b>CASH USED IN INVESTING ACTIVITIES</b>                                  | ( 896,009 )              | ( 599,206 )             |
| <b>CASH FLOW FROM FINANCING ACTIVITIES</b>                                |                          |                         |
| Contributions restricted for investment endowment                         | <u>708,233</u>           | <u>329,466</u>          |
| <b>CASH PROVIDED BY FINANCING ACTIVITIES</b>                              | <u>708,233</u>           | <u>329,466</u>          |
| <b>INCREASE (DECREASE) IN CASH, CASH EQUIVALENTS, AND RESTRICTED CASH</b> | 137,301                  | ( 21,521 )              |
| <b>CASH, CASH EQUIVALENTS, AND RESTRICTED CASH AT BEGINNING OF YEAR</b>   | <u>58,253</u>            | <u>79,774</u>           |
| <b>CASH, CASH EQUIVALENTS, AND RESTRICTED CASH AT END OF YEAR</b>         | \$ <u><u>195,554</u></u> | \$ <u><u>58,253</u></u> |

See accompanying notes.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**STATEMENTS OF CASH FLOWS (Continued)**  
**Years Ended March 31, 2019 and 2018**

|   | 2019                       | 2018                     |
|---|----------------------------|--------------------------|
| <b>RECONCILIATION OF CHANGE IN NET ASSETS TO</b>  |                            |                          |
| <b>CASH PROVIDED BY OPERATING ACTIVITIES:</b>   |                            |                          |
| Change in net assets  | \$ 280,029                 | \$ 658,667               |
| Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities: |                            |                          |
| Unrealized loss (gain) on investments   | 1,144,982                  | ( 570,237)               |
| Realized gain on sale of investments  | ( 772,912)                 | ( 70,681)                |
| Impairment loss on land held for sale, investment and development                                     | -                          | 50,000                   |
| Non-cash contributions  | 117,196                    | ( 84,684)                |
| (Increase) decrease in:   |                            |                          |
| Prepaid expenses  | 500                        | 38,927                   |
| Collectibles  | -                          | 14,771                   |
| Accounts receivable   | -                          | 5,750                    |
| Due from Tallahassee Community College  | -                          | 27,663                   |
| Contributions receivable  | 275,793                    | 498,176                  |
| Beneficial interest in irrevocable trust  | -                          | 756                      |
| Increase (decrease) in:   |                            |                          |
| Accounts payable  | ( 13,418)                  | 9,232                    |
| Deferred revenue  | 1,140                      | ( 655)                   |
| Contributions restricted for investment endowment   | ( 708,233)                 | ( 329,466)               |
| <b>CASH PROVIDED BY OPERATING ACTIVITIES</b>  | <b>\$ <u>325,077</u></b>   | <b>\$ <u>248,219</u></b> |
| <b>SUPPLEMENTARY NON-CASH DISCLOSURE:</b>   |                            |                          |
| Dentistry equipment   | \$ 17,784                  | \$ -                     |
| Dentistry equipment gifted to College   | ( 17,784)                  | -                        |
| Theatre equipment   | 1,960                      | -                        |
| Theatre equipment gifted to College   | ( 1,960)                   | -                        |
| Mine safety program equipment and conference  | 29,499                     | -                        |
| Mine safety program equipment and conference gifted to College  | ( 29,499)                  | -                        |
| Classroom renovations   | 45,312                     | -                        |
| Classroom renovations gifted to College   | ( 45,312)                  | -                        |
| Prepaid gift cards  | 22,000                     | -                        |
| Gift cards distributed to students  | ( 16,196)                  | ( 23,271)                |
| Donated stock   | -                          | 99,455                   |
| Artwork   | 6,500                      | 8,500                    |
| Artwork gifted to College   | ( 6,500)                   | -                        |
| Road grader enclosed cab  | -                          | 18,000                   |
| Road grader enclosed cab gifted to College  | -                          | ( 18,000)                |
| Land gifted to College  | ( 123,000)                 | -                        |
|   | <b>\$ <u>(117,196)</u></b> | <b>\$ <u>84,684</u></b>  |

See accompanying notes.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

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

**Nature of Activities** - Tallahassee Community College Foundation, Inc. (the “Foundation”) was incorporated on February 23, 1981, as a Florida non-profit corporation under the provisions of 1004.70 Florida Statutes - Community College Direct Support Organizations. The Foundation was organized to aid the advancement of Tallahassee Community College (the “College”) and to support attending students by means of academic scholarships and student loans. The Foundation receives revenue primarily from private contributions, donated services from the college, fund raising events, and earnings from its managed investment pools.

A summary of the Foundation's significant accounting policies consistently applied in the preparation of the accompanying financial statements follows:

**Basis of Accounting and Presentation** - The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the Foundation’s net assets and changes thereto are classified and reported as follows:

- Net assets without donor restrictions - consists of amounts that are available for use in carrying out the supporting activities of the Foundation and are not subject to donor-imposed stipulations.
- Net assets with donor restrictions - consists of amounts that are available for the purposes restricted by donors and grantors, a time restriction, or to be held in perpetuity with earnings restricted for a specific purpose. When a restriction is satisfied, the associated amount is reclassified from net assets with donor restrictions to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

**Land** - Land consists of real property donated to the Foundation, recorded at its fair market value at date of contribution, and adjusted for impaired values.

**Collectibles** - Inexhaustible collectibles consist of silver trays and paintings and are valued at their fair market value at the date of the gifts. Collectibles that are exhaustible are capitalized and included with other assets in the financial statements.

**Income Taxes** - The Foundation is exempt from income taxes on income from related activities under Section 501(c)(3) of the U.S. Internal Revenue Code and corresponding state tax law. Accordingly, no provision has been made for federal or state income taxes. Additionally, the Foundation has been determined not to be a private foundation under Section 509(a) of the Internal Revenue Code.

Due to its tax-exempt status, the Foundation is not subject to U.S. federal income tax or state income tax. The Foundation’s Form 990 has not been subject to examination by the Internal Revenue Service or the state of Florida for the last three (3) years. The Foundation does not expect the total amount of unrecognized tax benefits to significantly change in the next twelve (12) months.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

The Foundation recognizes interest and/or penalties related to income tax matters in income tax expense. The Foundation did not have any amounts accrued for interest and penalties at March 31, 2019 and 2018.

**Advertising Costs** - The Foundation expenses advertising costs as incurred.

**Cash Equivalents** - For purposes of the statement of cash flows, the Foundation considers all highly liquid instruments with a maturity of three (3) months or less to be cash, cash equivalents, or restricted cash.

The following are amounts for cash, cash equivalents, and restricted cash reported within the statement of financial position that sum to the total of the same such amounts shown in the statement of cash flows:

|  | 2019       | 2018      |
|--|------------|-----------|
| Cash and cash equivalents              | \$ 31,456  | \$ 58,253 |
| Cash restricted for endowment purposes | 164,098    | -         |
|  | \$ 195,554 | \$ 58,253 |

**Investment Income** - Unless stipulated by donor agreement, investment income earned on investments held with donor restrictions is recognized as investment income without restriction.

**Use of Estimates** - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Functional Allocation of Expenses** - The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities and changes in net assets. In-kind salaries and benefits provided by the College are allocated on management's estimate of time and effort. All other expenses are recorded based on the nature of the expense directly related to the functional category.

**Fair Value of Financial Instruments** - The Foundation's carrying amount for its financial instruments, which include cash, investments, receivables, and accounts payable, approximates fair value.

**Subsequent Events** - Management has performed an analysis of the activities and transactions subsequent to March 31, 2019, to determine the need for any adjustments to and/or disclosures within the audited financial statements for the year ended March 31, 2019. Management has performed their analysis through the date of this report.

**Reclassifications** - Certain reclassifications have been made to the prior year financial statements in order for them to be in conformity with the current year presentation.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 2 - RELATED PARTY TRANSACTIONS**

Personnel and certain facility costs are provided to the Foundation by the College. For the years ended March 31, 2019 and 2018, the Foundation has recorded these donated services at \$591,904 and \$540,796 for personnel services, \$60,583 and \$60,583 for facility costs, and \$83,762 and \$80,534 for other office expenses, respectively.

**NOTE 3 - CONTRIBUTIONS RECEIVABLE**

Contributions receivable consist of unconditional promises to give for the Foundation's Major Gifts Campaign and College Employee Giving Program. The present value of estimated future cash flows has been calculated using a discount rate of 5.5% and 4.75%, after providing for collection losses for the years ended March 31, 2019 and 2018, respectively. A summary of contributions to be collected follows:

|                                   | 2019         | 2018         |
|-----------------------------------|--------------|--------------|
| In one year or less               | \$ 707,151   | \$ 623,534   |
| Between one year and ten years    | 863,188      | 1,276,170    |
|                                   | 1,570,339    | 1,899,704    |
| Less:                             |              |              |
| Allowance for collection losses   | ( 77,154)    | ( 94,985)    |
| Discounts for time-value of money | ( 72,126)    | ( 107,867)   |
|                                   | \$ 1,421,059 | \$ 1,696,852 |

The Foundation is the beneficiary of conditional promises to give. A conditional promise requires a future event to take place before the promise becomes binding on the donor. Typically, the Foundation has no control over the required event. As of March 31, 2019 and 2018, the Foundation was the beneficiary of various promises to give that did not meet recognition criteria of approximately \$3,346,298 and \$3,615,086, respectively. No receivable was recorded for these conditional pledges, nor was future support recognized.

**NOTE 4 - INVESTMENTS**

Investments are carried at fair value; realized and unrealized gains and losses are reflected in investment income, net, in the statement of activities.

The following are the major types of investments held by the Foundation at March 31:

|                                       | 2019          | 2018          |
|---------------------------------------|---------------|---------------|
| Investment pool                       | \$ 13,104,597 | \$ 12,519,296 |
| Bond mutual and exchange traded funds | 1,944,416     | 2,074,096     |
| Money market funds                    | 178,212       | 109,894       |
| State Board of Administration funds   | 3             | 3             |
|                                       | \$ 15,227,228 | \$ 14,703,289 |

March 31, 2019

Investment pool consists of 56% in mutual funds, 36% in exchange traded products, 7% in FEG pooled investment funds, and less than 1% in demand deposits as of March 31, 2019.



**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 4 - INVESTMENTS (Continued)**

State Board of Administration funds consist of 100% in variable and fixed rate corporate commercial paper and notes as of March 31, 2019.

March 31, 2018

Investment pool consists of 59% in mutual funds, 31% in exchange traded products, 9% in FEG pooled investment funds, and less than 1% in demand deposits as of March 31, 2018.

State Board of Administration funds consist of 100% in variable and fixed rate corporate commercial paper and notes as of March 31, 2018.

The investment return, which is included in revenue and support as a component of investment income, is composed of the following for the years ended March 31:

|   | 2019         | 2018         |
|---|--------------|--------------|
| Interest and dividends income             | \$ 499,703   | \$ 492,928   |
| Net realized gain on sales of investments | 772,913      | 70,681       |
| Net unrealized (loss) gain on investments | ( 1,144,982) | 570,237      |
| Investment fees                           | ( 56,155)    | ( 50,042)    |
| Impairment loss on land                   | -            | ( 50,000)    |
|   | \$ 71,479    | \$ 1,033,804 |

The various investments in securities, mutual funds, and other investments are exposed to a variety of uncertainties, including interest rate, market, and credit risks. Due to the level of risk associated with certain investments, it is possible that changes in the values of these investments could occur in the near term. Such changes could materially affect the amounts reported in the financial statements of the Foundation.

**NOTE 5 - FAIR VALUE MEASUREMENTS**

The FASB guidance on fair value measurements defines fair value as the price that would be received for an asset or paid to transfer a liability (an exit price) in the Foundation's principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date.

This guidance establishes a fair value hierarchy which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value.

The guidance describes three levels of inputs that may be used to measure fair value:

- Level 1: Quoted prices (unadjusted) for identical assets or liabilities in active markets that the Foundation has the ability to access as of the measurement date. The fair values of debt and equity investments that are readily marketable are determined by obtaining quoted prices from nationally recognized securities exchanges.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 5 - FAIR VALUE MEASUREMENTS (Continued)**

Level 2: Significant other observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities, quoted prices in markets that are not active, or other inputs that are observable or can be corroborated by observable market data. The fair values of the Foundation's Level 2 closely-managed investment funds and land held for sale and investment are based on program management's estimate of the underlying value of the net assets and market appraisals of similar assets, respectively.

Level 3: Significant unobservable inputs that reflect a reporting entity's own assumptions about the assumptions that market participants would use in pricing an asset or liability.

In many cases, a valuation technique used to measure fair value includes inputs from multiple levels of the fair value hierarchy. The lowest level of significant input determines the placement of the entire fair value measurement in the hierarchy.

Financial and nonfinancial assets and liabilities measured at fair value on a recurring and nonrecurring basis are summarized below:

|   | <u>Fair Value Measurements at March 31, 2019</u> |                     |                |                      |
|---|--|---------------------|----------------|----------------------|
|   | <u>Level 1</u>                                   | <u>Level 2</u>      | <u>Level 3</u> | <u>Total</u>         |
| Investments restricted for endowment purposes:      |  |                     |                |                      |
| Money market funds                                  | \$ 105,533                                       | \$ -                | \$ -           | \$ 105,533           |
| Domestic equity securities                          | 8,527,387  | -                   | -              | 8,527,387            |
| International equity securities                     | 3,614,331  | -                   | -              | 3,614,331            |
| FEG pooled investment funds                         | <u>-</u>   | <u>857,346</u>      | <u>-</u>       | <u>857,346</u>       |
| Total investments restricted for endowment purposes | 12,247,251                                       | 857,346             | -              | 13,104,597           |
| Non-endowed investments:                            |  |                     |                |                      |
| Money market funds                                  | 178,212  | -                   | -              | 178,212              |
| Equity mutual funds                                 | -  | -                   | -              | -                    |
| Bond mutual and exchange traded funds               | 1,944,416  | -                   | -              | 1,944,416            |
| Commercial paper and notes                          | <u>-</u>   | <u>3</u>            | <u>-</u>       | <u>3</u>             |
| Total non-endowed investments                       | 2,122,628  | 3                   | -              | 2,122,631            |
| Nonfinancial assets:                                |  |                     |                |                      |
| Land held for sale and investment                   | <u>-</u>   | <u>636,000</u>      | <u>-</u>       | <u>636,000</u>       |
| Total assets  | \$ <u>14,369,879</u>                             | \$ <u>1,493,349</u> | \$ <u>-</u>    | \$ <u>15,863,228</u> |

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 5 - FAIR VALUE MEASUREMENTS (Continued)**

|   | <u>Fair Value Measurements at March 31, 2018</u> |                     |                |                      |
|---|--|---------------------|----------------|----------------------|
|   | <u>Level 1</u>                                   | <u>Level 2</u>      | <u>Level 3</u> | <u>Total</u>         |
| Investments restricted for endowment purposes:      |  |                     |                |                      |
| Money market funds                                  | \$ 67,972  | \$ -                | \$ -           | \$ 67,972            |
| Domestic equity securities                          | 7,123,978  | -                   | -              | 7,123,978            |
| International equity securities                     | 4,240,414  | -                   | -              | 4,240,414            |
| FEG pooled investment funds                         | <u>-</u>   | <u>1,086,932</u>    | <u>-</u>       | <u>1,086,932</u>     |
| Total investments restricted for endowment purposes | 11,432,364                                       | 1,086,932           | -              | 12,519,296           |
| Non-endowed investments:                            |  |                     |                |                      |
| Money market funds                                  | 109,894  | -                   | -              | 109,894              |
| Equity mutual funds                                 | 150,864  | -                   | -              | 150,864              |
| Bond mutual and exchange traded funds               | 1,923,232  | -                   | -              | 1,923,232            |
| Commercial paper and notes                          | <u>-</u>   | <u>3</u>            | <u>-</u>       | <u>3</u>             |
| Total non-endowed investments                       | 2,183,990  | 3                   | -              | 2,183,993            |
| Nonfinancial assets:                                |  |                     |                |                      |
| Land held for sale and investment                   | <u>-</u>   | <u>759,000</u>      | <u>-</u>       | <u>759,000</u>       |
| Total assets  | \$ <u>13,616,354</u>                             | \$ <u>1,845,935</u> | \$ <u>-</u>    | \$ <u>15,462,289</u> |

**NOTE 6 - LAND HELD FOR SALE, INVESTMENT, AND DEVELOPMENT**

Land held for sale, investment, and development currently consists of two (2) parcels of real property. As market conditions change, the parcels' appraised values can suffer impairment losses from their determined fair market value recorded at date of donation. Prior year additions consisted of a parcel donated to the Foundation, the disposition of which is restricted to Foundation use until May 1, 2020, after which it may be sold, and the proceeds restricted to use in promotion and funding of higher education efforts of children graduating from Wakulla County Schools. During the current year, the Foundation transferred ownership of the Appleyard Drive Parcel to the College. A summary of land held for sale, investment, and development is as follows:

|  | <u>2019</u>       | <u>2018</u>       |
|--|-------------------|-------------------|
| Approximately forty-eight (48) acres, Dr. MLK Jr. Road, Crawfordville, Florida | \$ 605,000        | \$ 605,000        |
| One (1) acre vacant parcel of land, Appleyard Drive                            | -                 | 123,000           |
| Approximately thirty-five (35) acres, Lake Shore Drive and Sharer Road         | 934,000           | 934,000           |
| Impairment loss  | ( 903,000)        | ( 903,000)        |
|  | \$ <u>636,000</u> | \$ <u>759,000</u> |

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 7 - BOARD DESIGNATED NET ASSETS WITHOUT RESTRICTION**

On January 26, 2012, the Board unanimously approved the designation of \$500,000 from net assets without restriction to the HPE Surgical Technology Program and the Ghazvini Fund in the amounts of \$404,500 and \$95,500, respectively, for the purpose of funding and supporting the College's healthcare initiative program. As of March 31, 2019 and 2018, board designated net assets without restriction remaining for the HPE Surgical Technology Program and the Ghazvini Fund amounted to \$102,695 for each year, respectively.

**NOTE 8 - NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions as of March 31, 2019 and 2018, are restricted for the following purposes:

|   | <u>2019</u>                 | <u>2018</u>                 |
|---|-----------------------------|-----------------------------|
| Subject to expenditure for specified purpose:     |                             |                             |
| Scholarships and grants                           | \$ 998,022                  | \$ 1,071,240                |
| Academic, student programs and support            | 1,126,848                   | 574,879                     |
| Land  | 311,000                     | 311,000                     |
| Pledges receivable with purpose restrictions, net | <u>869,438</u>              | <u>996,894</u>              |
|   | 3,305,308                   | 2,954,013                   |
| Subject to the passage of time:                   |                             |                             |
| Pledges receivable without restrictions, net      | 161,617                     | 198,641                     |
| Land  | <u>325,000</u>              | <u>325,000</u>              |
|   | 486,617                     | 523,641                     |
| Subject to spending policy and appropriation:     |                             |                             |
| Accumulated gains and term endowments             | 5,168,429                   | 5,673,596                   |
| Pledges receivable to be held in perpetuity, net  | 390,005                     | 501,317                     |
| Endowment funds restricted in perpetuity          | <u>7,262,821</u>            | <u>6,560,801</u>            |
|   | <u>12,821,255</u>           | <u>12,735,714</u>           |
| <b>TOTAL NET ASSETS WITH DONOR RESTRICTIONS</b>   | <b>\$ <u>16,613,180</u></b> | <b>\$ <u>16,213,368</u></b> |

**NOTE 9 - ENDOWMENTS**

The Foundation's endowments consist of one hundred twenty-five (125) donor restricted funds. As required by generally accepted accounting principles, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions. Donor-restricted endowments are classified as net assets with donor restrictions.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 9 - ENDOWMENTS (Continued)**

**Interpretation of Relevant Law** - Florida has adopted the Uniform Prudent Management of Institutional Funds Act (UPMIFA), which became effective on July 1, 2012. Unless a donor imposes a restriction to the contrary, all endowment funds at the Foundation adhere to the spending policy adopted by the Foundation's Board of Directors. Although UPMIFA does not preclude the Foundation from spending below the original gift value of donor-restricted endowments, the Foundation considers a fund to be "underwater" if the fair value of the fund is less than the sum of (a) the original value of initial and subsequent gift amounts donated to the fund and (b) any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument. The Foundation has adopted a policy to not spend from "underwater" endowments unless directed otherwise by the donor.

With regard to donor restricted endowments, the Foundation respects and enforces the donor's restriction to preserve the historic gift value of the fund.

**Endowment Spending Policy** - The maximum endowment spending is equal to 4% of a five (5) year moving average of endowment fund balances starting from the most recent calendar year end. If an endowment does not have five (5) years of historical returns, then the calendar year end balance would be averaged to the extent available. The payout is subject to the following provisions:

1. No disbursement will be made if the endowment fund balance is less than corpus, defined as donor restricted contributions to be held in perpetuity, at the time of the spending calculation.
2. The endowment spending payout is limited to the lesser of the maximum endowment spending calculated above, or the amount by which the endowment fund balance exceeds corpus.

**Endowment Investment Policy** - The endowment investment policy adopted by the Foundation's Board of Directors seeks long-term growth of principal to preserve and grow Foundation assets, cover expenses, and maintain the approved spending rate of the funds. The Foundation maximizes the probability that the funds will meet or exceed an annualized target rate of return, adjusted for inflation, by having a target rate of return equal to the Board-adopted spending policy's percentage amount plus inflation and expenses. The Board of Directors considers and seeks to minimize appropriate risks when overseeing the funds managed by its contracted investment advisor and selecting its investment strategies. The strategies for achieving the Foundation's investment objectives include a well-diversified portfolio, target allocations in each investment category, guidelines and restricted investments, benchmarks for performance of each asset class, low fees, performance measurement, regular monitoring, and detailed reports.

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 9 - ENDOWMENTS (Continued)**

Endowment net assets composition by type of fund as of March 31, 2019:

|                                  | With Donor Restrictions |                                   |                      |
|----------------------------------|-------------------------|-----------------------------------|----------------------|
|                                  | Original Gift<br>Amount | Accumulated<br>Gains and<br>Other | Total Funds          |
| Donor-restricted endowment funds | \$ <u>7,652,826</u>     | \$ <u>5,168,429</u>               | \$ <u>12,821,255</u> |

|   | With Donor Restrictions |                                   |                      |
|---|-------------------------|-----------------------------------|----------------------|
|   | Original Gift<br>Amount | Accumulated<br>Gains and<br>Other | Total Funds          |
| Endowment net assets, beginning of year | \$ 7,062,118            | \$ 5,673,596                      | \$ 12,735,714        |
| Investment return, net                  | -                       | 7,838                             | 7,838                |
| Contributions                           | 590,708                 | -                                 | 590,708              |
| Amounts appropriated for expenditure    | -                       | ( 513,005)                        | ( 513,005)           |
|   | <u>\$ 7,652,826</u>     | <u>\$ 5,168,429</u>               | <u>\$ 12,821,255</u> |

Endowment net assets composition by type of fund as of March 31, 2018:

|                                  | With Donor Restrictions |                                   |                      |
|----------------------------------|-------------------------|-----------------------------------|----------------------|
|                                  | Original Gift<br>Amount | Accumulated<br>Gains and<br>Other | Total Funds          |
| Donor-restricted endowment funds | \$ <u>7,062,118</u>     | \$ <u>5,673,596</u>               | \$ <u>12,735,714</u> |

|   | With Donor Restrictions |                                   |                      |
|---|-------------------------|-----------------------------------|----------------------|
|   | Original Gift<br>Amount | Accumulated<br>Gains and<br>Other | Total Funds          |
| Endowment net assets, beginning of year | \$ 6,377,518            | \$ 5,042,129                      | \$ 11,419,647        |
| Investment return, net                  | -                       | 1,002,298                         | 1,002,298            |
| Contributions                           | 684,600                 | -                                 | 684,600              |
| Amounts appropriated for expenditure    | -                       | ( 370,831)                        | ( 370,831)           |
|   | <u>\$ 7,062,118</u>     | <u>\$ 5,673,596</u>               | <u>\$ 12,735,714</u> |

**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 10 - CONCENTRATIONS OF CREDIT RISK**

The Foundation maintains demand deposits at a financial institution located in Leon County, Florida. As of March 31, 2019 and 2018, accounts are insured up to \$250,000 by the Federal Deposit Insurance Corporation or Security Investor Protection Corporation, or insured in full under Florida Statute Chapter 280, Security for Public Deposits. At March 31, 2019 and 2018, the Foundation's uninsured cash balances amounted to \$0 for each year, respectively.

**NOTE 11 - COMMITMENTS**

As of March 31, 2019 and 2018, the Foundation maintains programmatic grant commitments to the College in the amounts of \$222,675 and \$232,430 for promises to give conditional upon the College's satisfaction of compliance with donor/grantor restrictions.

**NOTE 12 - LIQUIDITY AND AVAILABILITY OF RESOURCES**

The Foundation's financial assets available within one (1) year of the statements of financial position date for general expenditure are as follows:

|   | 2019                | 2018                |
|---|---------------------|---------------------|
| Cash and cash equivalents   | \$ 31,456           | \$ 58,253           |
| Add: Non-endowed investments  | 2,122,631           | 2,183,993           |
| Add: Due from Tallahassee Community College                                     | 10,962              | 10,962              |
| Add: Current portion of contributions receivable without restrictions, net      | 86,348              | 77,877              |
| Add: Current portion of contributions receivable with purpose restrictions, net | <u>404,929</u>      | <u>360,325</u>      |
|   | <u>\$ 2,656,326</u> | <u>\$ 2,691,410</u> |

It is the Foundation's policy to employ cash at all times in short term cash equivalents to provide safety, liquidity and return. The Foundation regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to maximize the investment return of its available funds. The Foundation has various sources of liquidity at its disposal, including cash, cash equivalents, bond mutual funds and exchange traded funds.

For the purposes of analyzing resources available to meet general expenditures over a twelve (12) month period, the Foundation considers all expenditures related to its ongoing program activities, as well as the conduct of services undertaken to support those activities, to be general expenditures. Endowment spending and endowed assets are not included in this calculation, refer to Note 9 for information on the Endowment spending policy of the Foundation.



**TALLAHASSEE COMMUNITY COLLEGE FOUNDATION, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**Years Ended March 31, 2019 and 2018**

**NOTE 13 - CHANGE IN ACCOUNTING PRINCIPLE**

Effective January 1, 2018, the Foundation adopted Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities (Topic 958) and Health Care Entities (Topic 954) - Presentation of Financial Statements of Not-for-Profit Entities*. The ASU amends the current reporting model for nonprofit organizations and enhances their required disclosures. The major changes include: (a) requiring the presentation of only two (2) classes of net assets now titled “net assets without donor restrictions” and “net assets with donor restrictions”, (b) modifying the presentation of underwater endowment funds and related disclosures, (c) requiring the use of the placed in service approach to recognize the expirations of restrictions on gifts used to acquire or construct long-lived assets absent explicit donor stipulations otherwise, (d) requiring that all nonprofits present an analysis of expenses by function and nature in either the statement of activities, a separate statement, or in the notes and disclose a summary of the allocation methods used to allocate costs, (e) requiring the disclosure of quantitative and qualitative information regarding liquidity and availability of resources, (f) presenting investment return net of external and direct expenses, and (g) modifying other financial statement reporting requirements and disclosures intended to increase the usefulness of nonprofit financial statements.

Implementation of ASU 2016-14 did not require reclassification or restatement of any opening balances related to the period presented. The Foundation’s net assets previously reported as temporarily restricted and permanently restricted are now reported as net assets with donor restrictions. Likewise, the Foundation’s net assets previously reported as unrestricted are now reported as net assets without donor restrictions.

**MEMBERS**

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

FLORIDA INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

**TBL**  
THOMSON BROCK  
LUGER & COMPANY

*Certified Public Accountants and Business Advisors*

HAROLD A. BROCK, JR., C.P.A.  
FRED C. LUGER, C.P.A.  
MATTHEW R. HANSARD, C.P.A.  
ANN MARIE BACHMAN, C.P.A.  
GREGORY J. COCHRAN, C.P.A.

JOHN K. KIRK, C.P.A.  
KELLY VAZQUEZ, C.P.A.

OF COUNSEL  
W. FREDERICK THOMSON, C.P.A.

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors  
Tallahassee Community College Foundation, Inc.  
Tallahassee, Florida

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Tallahassee Community College Foundation, Inc. (a Florida non-profit organization), which comprise the statements of financial position as of March 31, 2019 and 2018, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements and have issued our report thereon dated August 22, 2019.

Internal Control over Financial Reporting

In planning and performing our audits of the financial statements, we considered Tallahassee Community College Foundation, Inc.'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 Tallahassee Community College Foundation, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Tallahassee Community College Foundation, Inc.'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 financial statements of Tallahassee Community College Foundation, Inc. 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 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 Foundation'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 Foundation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Thomson Black & Veatch Company*

Tallahassee, Florida  
August 22, 2019