#### MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT

COUNTY OF NEVADA GRASS VALLEY, CALIFORNIA

AUDIT REPORT FOR THE YEAR ENDING JUNE 30, 2019

# MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT AUDIT REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2018

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## MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT AUDIT REPORT INTRODUCTION FOR THE FISCAL YEAR ENDED JUNE 30, 2019

Grass Valley Elementary School District (the "District") was established in 1868 and is comprised of an area of approximately 80 square miles in Nevada County. The District currently operates two elementary schools, one middle school and one charter school offering both classroom-based and home study instruction.

### AUTHORITY FOR ISSUANCE

The general obligation bonds associated with Measure D were issued pursuant to the Constitution and laws of the State of California (the State), including the provisions of Chapters 1 and 1.5 of Part 10 of the California Education Code, and other applicable provisions of law. The bonds are authorized to be issued by a resolution adopted by the Board of Supervisors of Sutter County, pursuant to a request of the District made by a resolution adopted by the Board of Trustees of the District on January 30, 2018.

The District received authorization from an election held on June 5, 2018 to issue bonds of the District in an aggregate principle amount not to exceed \$18,800,000 to finance school facilities projects as specified in the measure approved by eligible voters within the District. The proposition required approval by at least 55 percent of the votes cast by eligible voters within the District (2018 Authorization). The bonds represent the only series of the authorized bonds to be issued under the 2018 Authorization.

The total outstanding bond indebtedness as of June 30, 2019 is \$18,800,000.

### AUTHORITY FOR THE AUDIT

Measure D bonds are Proposition 39 bonds, issued by the Grass Valley Elementary School District. The passage of Proposition 39 in November 2000 amended the California Constitution to include accountability provisions. Specifically, the District must conduct an annual independent performance audit to ensure that funds have been expended only on specific projects listed as well as an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for facilities projects.

Upon the passage of Proposition 39, an accompanying piece of legislation, AB 1908 (Chapter 44, Statutes of 2000), was also enacted, which amended the Education Code to establish additional procedures which must be followed if a District seeks approval of a bond proposition pursuant to the 55% majority authorized in Proposition 39 including the formation, composition and purpose of the Citizens' Bond Oversight Committee, and authorization for injunctive relief against the improper expenditure of bond revenues.

### PURPOSE OF ISSUANCE

The general obligation bond funds of the District would be used to repair aging classrooms, leaky roofs, and old facilities and provide a clean, safe, quality learning environment for current and future students.



200 Gateway Drive, #370 Lincoln, CA 95648 C: (916) 434-1425 S: michelle@mhansoncpa.com

### **INDEPENDENT AUDITOR'S REPORT**

Board of Trustees and Measure D Citizen's Bond Oversight Committee Grass Valley Elementary School District Grass Valley, California

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

I have audited the accompanying financial statements of the Measure D Bond Building Fund of Grass Valley Elementary School District as of and for the year ended June 30, 2019, and the related notes to the financial statements, as listed in the table of contents.

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

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

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my 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 I 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, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Board of Trustees and Measure D Citizen's Bond Oversight Committee Grass Valley Elementary School District Page Two

### Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure D Bond Building Fund of Grass Valley Elementary School District, as of June 30, 2019, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Emphasis of Matter**

As discussed in Note 1, the financial statements present only the Measure D Bond Building Fund and do not purport to, and do not present fairly the financial position of Grass Valley Elementary School District as of June 30, 2019 or the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. My opinion is not modified with respect to this matter.

### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, I have also issued my report dated January 15, 2020, on my consideration of the Measure D Bond Building Fund of Grass Valley Elementary School District's internal control over financial reporting and my 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 my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Measure D Bond Building Fund of Grass Valley Elementary School District's internal control over financial reporting and compliance.

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MICHELLE M. HANSON Certified Public Accountant

January 15, 2020

# MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT BALANCE SHEET JUNE 30, 2019

ASSETS	
Cash (Note 2)	\$ 17,389,994
LIABILITIES AND FUND BALANCE	
Liabilities	
Accounts Payable	\$ 691,831
Due to Other Funds (Note 3)	 81,481
Total Liabilities	773,312
Fund Balance (Note 1E)	
Restricted for Bond Projects	 16,616,682
Total Liabilities and Fund Balance	\$ 17,389,994

# MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE FOR THE FISCAL YEAR ENDED JUNE 30, 2019

REVENUES	
Interest Earnings	\$ 240,533
EXPENDITURES	
Supplies and Materials	32,391
Contract Services	942,733
Capital Outlay	 1,554,462
Total Expenditures	 2,529,586
Excess of Revenues Over (Under) Expenditures	(2,289,053)
Other Financing Sources	
Proceeds from Sale of Bonds (Note 4)	 18,905,735
Excess of Revenues and Other Financing Sources Over Expenditures	16,616,682
Fund Balance, July 01, 2018	 0
Fund Balance, June 30, 2019	\$ 16,616,682

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's <u>California School Accounting Manual</u>. The accounting policies of the District conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

### A. <u>Reporting Entity</u>

Grass Valley Elementary School District (the "District") consists of two elementary schools a middle school and a K-8 charter school.

On June 5, 2018, the voters of the District authorized the issuance and sale of general obligation bonds (Measure D) not to exceed \$18,800,000.

As described in Note 4, bonds were issued in 2018-2019 to repair aging classrooms, leaky roofs, and old facilities and provide a clean, safe, quality learning environment for current and future students.

An advisory committee to the District's Governing Board and Superintendent, called the Measure D Citizens' Bond Oversight Committee was established. The Committee's oversight goals include: advising on bond construction priorities, reviewing school bond construction plans, reviewing project plans and budgets, and ensuring compliance with the conditions of Measure D.

The statements presented are for the individual Measure D Bond Building Fund only and are not intended to be a complete presentation of the District's financial position and results of operations.

### B. <u>Basis of Accounting</u>

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements.

The Measure D Bond Building Fund is accounted for using a flow of current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. On the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, and expenditures are generally recognized in the accounting period in which the related fund liability is incurred, as under the accrual basis of accounting. Allocations of costs, such as depreciation and amortization, are not recognized in the governmental funds.

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### C. <u>Budgets and Budgetary Accounting</u>

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. By state law, the District's governing board must adopt a final budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements.

These budgets are revised by the District's Board of Trustees during the year to give consideration to unanticipated income and expenditures.

Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

### D. <u>Encumbrances</u>

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

### E. <u>Assets, Liabilities and Equity</u>

### 1. Deposits

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

The county is authorized to deposit cash and invest excess funds by California *Government Code* Section 53648 et seq. The funds maintained by the county are either secured by federal depository insurance or are collateralized.

Investments Valuation - In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools* and GASB Statement 72, *Fair Value Measurement and Application*, highly liquid market investments with maturities of one year or less at time of purchase are stated at amortized cost.

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONCLUDED)

### E. Assets, Liabilities and Equity (Concluded)

1. Deposits (Concluded)

Investments Valuation (Concluded) - All other investments are stated at fair value. Market value is used as fair value for those securities for which market quotations are readily available. However, the District's financial statements do not reflect the fair value of investments as the differences between total investment cost and fair value has been determined to be immaterial.

Deposits and Investment Risk Disclosures - In accordance with GASB Statement No. 40, Deposit and Investment Disclosures (Amendment of GASB No. 3), certain disclosure requirements, if applicable, for Deposits and Investment Risks are specified in the following areas:

- Interest Rate Risk
  - Credit Risk
    - Overall
    - Custodial Credit Risk
    - Concentrations of Credit Risk
- Foreign Currency Risk

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end and other disclosures.

### 2. <u>Use of Restricted/Unrestricted Fund Balance</u>

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

3. Fund Balance

The Measure D Bond Building Fund balance is classified as restricted to signify amounts subject to externally imposed and legally enforceable constraints.

### F. <u>Estimates</u>

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

### NOTE 2 - <u>CASH</u>

### Cash in County Treasury

In accordance with Education Code Section 41001, the District maintains substantially all of its cash with the County Treasury as part of the common investment pool, \$268,313,571 as of June 30, 2019. The fair market value of this pool as of that date, as provided by the pool sponsor, was \$269,342,584. The county is restricted by Government Code Section 53635 pursuant to Section 53601 to invest in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. As of June 30, 2019, the carrying amount of the District's account was \$17,389,994.

Credit Risk - State law limits investments in commercial paper and corporate bonds to the top two ratings issued by nationally recognized statistical rating organization (NRSRO's).

At June 30, 2019 the District credit risks are as follows:

Credit Quality Distributions for Securities with Credit Exposure			
	Moody's Credit	S & P's	
<u>Investment Type</u>	<u>Rating</u>	<u>Rating</u>	
Cash in County Treasury	Not Rated	Not Rated	

At June 30, 2019 the District had the following investment maturities:

	Fair	Investment Maturities (in years)		
	Value	Less than 1	1 to 4	4 to 5
Investment Type				
Cash in County Treasury	\$ 17,456,687	\$ 8,237,811	\$ 7,364,976	\$ 1,853,900

### NOTE 3 - INTERFUND TRANSACTIONS

Interfund transactions are reported as either loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables, as appropriate, and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.

### Interfund Payable (Due To)

The interfund payable of \$81,481 is due to the District's Special Reserve for Capital Outlay Projects and is to reimburse for roofing repairs incurred prior to the bond proceeds being received.

### NOTE 4 - MEASURE D GENERAL OBLIGATION BONDS

On June 5, 2018, the voters of the Grass Valley Elementary School District (Nevada County) approved, by more than 55%, Measure D, authorizing the issuance and sale of general obligation bonds in an aggregate principal amount not to exceed \$18,800,000. During the 2018-2019 fiscal year, the District approved the sale of \$18,800,000 of general obligation bonds, known as Series A. The total outstanding bond indebtedness as of June 30, 2019 is \$18,800,000.

Repayment of the bonds will be funded by a separate property tax override levied on property residing within the District boundaries. Property tax revenues will be recorded in a separate Bond Interest and Redemption Fund. The required debt service payments on the bonds will be disbursed from the Bond Interest and Redemption Fund as well.

### NOTE 5 - COMMITMENTS AND CONTINGENCIES

### 1. <u>Construction Commitments</u>

As of June 30, 2019, the Measure D Bond Building Fund had construction commitments of \$539,398 with respect to the unfinished Measure D Bond projects. This includes \$277,500 for the Scotten HVAC Project, expected to be completed in October, 2019 and \$261,898 for Grass Valley Charter School Site Work project, expected to be completed in November, 2019.

### 2. <u>Litigation</u>

The District, including Measure D Bond Building Fund, may be involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of any litigation pending is not expected to have a material adverse effect on the overall financial position of the District at June 30, 2019. None of the litigation pending would have a significant impact on the Measure D Bond Building Fund operations.

### NOTE 6 – <u>SUBSEQUENT EVENTS</u>

Management has evaluated subsequent events through January 15, 2020, the date on which the financial statements were available to be issued.



200 Gateway Drive, #370 Lincoln, CA 95648 C : (916) 434-1425 : michelle@mhansoncpa.com

# 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

Board of Trustees and Measure D Citizen's Bond Oversight Committee Grass Valley Elementary School District Grass Valley, California

I have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure D Bond Building Fund of Grass Valley Elementary School District, as of and for the year ended June 30, 2019, and the related notes to the financial statements, and have issued my report thereon dated January 15, 2020.

### **Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered Measure D Bond Building Fund of Grass Valley Elementary School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Measure D Bond Building Fund of Grass Valley Elementary School District's internal control. Accordingly, I do not express an opinion on the effectiveness of Measure D Bond Building Fund of Grass Valley Elementary School District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or 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.

Board of Trustees and Measure D Citizen's Bond Oversight Committee Grass Valley Elementary School District

My 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 my audit I did not identify any deficiencies in internal control that I 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 Measure D Bond Building Fund of Grass Valley Elementary School District's financial statements are free of material misstatement, I 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 my audit, and accordingly, I do not express such an opinion. The results of my 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 my 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.

Hanson

MICHELLE M. HANSON Certified Public Accountant

January 15, 2020



### INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE

Board of Trustees and Measure D Citizen's Bond Oversight Committee Grass Valley Elementary School District Grass Valley, California

I was engaged to conduct a performance audit of the Grass Valley Elementary School District (the District) Measure D Bond Building Fund for the year ended June 30, 2019.

### Management's Responsibility for Performance Compliance

My audit was limited to the objectives listed with the report which includes the District's compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIIIA, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

#### Auditor's Responsibility

I conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that I plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for my conclusions based on my audit objectives. I believe the evidence obtained provides a reasonable basis for my conclusions based on my audit objectives.

In planning and performing my performance audit, I obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39 and outlined in Article XIIIA, Section 1(b)(3)(C) of the California Constitution, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, I do not express an opinion on the effectiveness of the District's internal control.

#### **Opinion on Performance**

The results of my tests indicated the District expended Measure D General Obligation Bond funds, for the year ended June 30, 2019, only for the specific projects approved by the voters, in accordance with Proposition 39 and outlined in Article XIIIA, Section 1 (b)(3)(C) of the California Constitution.

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MICHELLE M. HANSON Certified Public Accountant

January 15, 2020

# MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT AUDIT REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2019

### **OBJECTIVES OF THE AUDIT**

- 1. Determine whether expenditures charged to the Measure D Bond Building Fund have been made in accordance with the bond project list approved by the voters.
- 2. Determine whether salary transactions, charged to the Measure D Bond Building Fund were in support of Measure D and not for District general administration or operations.

### SCOPE OF THE AUDIT

The scope of my performance audit covered the period of July 1, 2018 to June 30, 2019. The population of expenditures tested included all object and project codes associated with the bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other State or local funding sources, other than proceeds of the bonds, were not included within the scope of the audit. Expenditures incurred subsequent to June 30, 2019 were not reviewed or included within the scope of my audit or in this report.

### PROCEDURES PERFORMED

I obtained the general ledger and project expenditure reports prepared by the District for the period July 1, 2018 through June 30, 2019 for the Measure D Bond Building Fund. Within the fiscal year audited, I obtained the actual invoices and other supporting documentation for a sample of expenditures to ensure compliance with the requirements of Article XIIIA, Section 1(b)(3)(C) of the California Constitution and Measure D as to the approved bond projects list. I performed the following procedures:

- 1. I selected a sample of expenditures for the period starting July 1, 2018 and ending June 30, 2019 and reviewed supporting documentation to ensure that such funds were properly expended on the specific projects listed in the ballot text.
- 2. My sample included 21 transactions totaling \$1,762,506. This represents 70 percent of the total expenditures of \$2,529,586.

I verified that funds from the Measure D Bond Building Fund were generally expended to repair aging classrooms, leaky roofs, and old facilities, and provide a clean, safe, quality learning environment for current and future students constituting authorized bond projects. In addition, I verified that funds held in the Measure D Bond Building Fund were used for salaries of administrators only to the extent they perform administrative oversight work on construction projects as allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General. There were no salaries charged to the Measure D Bond Building Fund during fiscal year ended June 30, 2019.

# MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT AUDIT REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2019

### **CONCLUSION**

The results of my tests indicated that, in all significant respects, the Grass Valley Elementary School District has properly accounted for the expenditures for the year ended June 30, 2019 in the Measure D Bond Building Fund and that such expenditures were made for authorized Bond projects in accordance with Proposition 39 and outlined in Article XIIIA, Section 1 (b)(3)(C) of the California Constitution.

## MEASURE D BOND BUILDING FUND OF GRASS VALLEY ELEMENTARY SCHOOL DISTRICT AUDIT REPORT SUMMARY OF FINDINGS AND RESPONSES FOR THE FISCAL YEAR ENDED JUNE 30, 2019

As stated in my <u>Independent Auditor's Report on Internal Control over Financial Reporting and on</u> <u>Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance</u> <u>with Government Auditing Standards</u> and in my <u>Independent Auditor's Report on Performance</u>, my tests resulted in no findings and recommendations related to the financial and performance audits of the Measure D Bond Building Fund for year ended June 30, 2019.