

**SAN JOSE CONVENTION AND  
CULTURAL FACILITIES**  
(An Activity of the City of San José)

Independent Auditor's Report and  
Financial Statements  
For the Year Ended June 30, 2012

**SAN JOSE CONVENTION AND CULTURAL FACILITIES**

(An Activity of the City of San José)

For the Year Ended June 30, 2012

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City Council  
City of San José, California

### Independent Auditor's Report

We have audited the accompanying financial statements of the San José Convention and Cultural Facilities (the Center), an activity of the City of San José (the City), as of and for the year ended June 30, 2012, as listed in the table of contents. These financial statements are the responsibility of management of the Center. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control over reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements of the Center are intended to present the financial position and the changes in financial position and cash flows of only that portion of the City's financial statements that is attributable to the transactions of the Center. The Center is reported within the City's special revenue funds; however, for purposes of this presentation management reports it as an enterprise fund to comply with contractual requirements. The financial statements of the Center do not purport to, and do not, present fairly the financial position of the City as of June 30, 2012, and the changes in its financial position and its cash flows for the year ended June 30, 2012, in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Center as of June 30, 2012, and the changes in its financial position and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Management has not presented the management's discussion and analysis that governmental accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The budgetary comparison schedule is presented for purposes of additional analysis and is not a required part of the financial statements. The budgetary comparison schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

This report is intended solely for the information and use of the City Council and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

*Macias Gini & Connell LLP*

Walnut Creek, California  
October 19, 2012

# SAN JOSE CONVENTION AND CULTURAL FACILITIES

(An Activity of the City of San José)

Statement of Net Assets

June 30, 2012

## Assets:

### Current assets:

Cash and cash equivalents	\$	3,796,492
Accounts receivable, net of allowance of \$457,223		1,984,261
Inventories		106,873
Prepaid expenses		39,022
Other assets		176,096
Total current assets		<u>6,102,744</u>

### Capital assets:

Construction in progress		107,968
Depreciable capital assets, net		1,311,200
Total capital assets		<u>1,419,168</u>
Total assets		<u>7,521,912</u>

## Liabilities:

### Current liabilities:

Accounts payable		1,153,512
Accounts payable - City of San José		542,817
Accounts payable - Team San Jose		314,758
Accrued liabilities		2,412,907
Unearned revenue		1,038,548
Total current liabilities		<u>5,462,542</u>

## Net assets:

Invested in capital assets		1,419,168
Unrestricted		640,202
Total net assets	\$	<u>2,059,370</u>

See accompanying notes to financial statements.

# SAN JOSE CONVENTION AND CULTURAL FACILITIES

(An Activity of the City of San José)

Statement of Revenues, Expenses and Changes in Net Assets

For the Year Ended June 30, 2012

## Operating revenues:

Building rental	\$ 4,357,983
Food and beverage services	8,145,217
Commission revenues	879,959
Event electrical/utility services	435,118
Audio/visual services	261,605
Ticketing services	496,792
Telecommunications services	37,176
Equipment rentals	65,203
Event production labor revenues	4,760,959
Other revenues	30,630
Less: City of San José credits for facility usage	<u>(35,210)</u>
Total operating revenues	<u>19,435,432</u>

## Operating expenses:

City of San José shared employees	1,075,599
Administrative and general salaries - Team San Jose	8,008,563
Cost of event production labor	4,501,016
Utilities	2,337,604
Food and beverage costs	1,542,198
Overhead - City of San José	358,964
Bad debt expense	15,047
Contracted outside services	747,345
Professional services	670,247
Operating supplies	344,692
Depreciation	378,771
Repairs and maintenance	695,896
Insurance	262,384
City of San José oversight	400,000
Ticketing costs	168,882
Workers' compensation insurance premiums	596,183
Fire insurance	93,850
Management fee - Team San Jose	1,014,757
Equipment rentals	231,850
Repairs and maintenance - City funded	571,557
Other expenses	<u>1,227,378</u>
Total operating expenses	<u>25,242,783</u>
Operating loss	(5,807,351)

## Nonoperating revenues:

Contributions from City of San José	<u>4,963,184</u>
Change in net assets	(844,167)

## Net assets:

Beginning of year	<u>2,903,537</u>
End of year	<u>\$ 2,059,370</u>

See accompanying notes to financial statements.

## SAN JOSE CONVENTION AND CULTURAL FACILITIES

(An Activity of the City of San José)

Statement of Cash Flows

For the Year Ended June 30, 2012

Cash flows from operating activities:	
Cash receipts from customers	\$ 19,859,861
Cash payments to suppliers for goods and services	(10,783,273)
Cash payments to employees for services	<u>(11,931,754)</u>
Net cash used in operating activities	(2,855,166)
Cash flows from noncapital financing activities:	
Contributions from the City of San José	4,963,184
Cash flows from capital and related financing activities:	
Purchase of capital assets	<u>(247,584)</u>
Change in cash and cash equivalents	1,860,434
Cash and cash equivalents, beginning of year	<u>1,936,058</u>
Cash and cash equivalents, end of year	<u><u>\$ 3,796,492</u></u>
Reconciliation of operating loss to net cash used in operating activities:	
Operating loss	\$ (5,807,351)
Adjustments to reconcile operating loss to net cash used in operating activities:	
Depreciation	378,771
Changes in assets and liabilities:	
Accounts receivable	355,763
Inventories	(27,825)
Prepaid expenses	80,951
Other assets	(56,908)
Accounts payable	589,306
Accrued liabilities	1,548,414
Unearned revenue	<u>83,713</u>
Net cash used in operating activities	<u><u>\$ (2,855,166)</u></u>

See accompanying notes to financial statements.

## **SAN JOSE CONVENTION AND CULTURAL FACILITIES**

(An Activity of the City of San José)

Notes to Financial Statements

For the Year Ended June 30, 2012

### **NOTE 1 – DESCRIPTION OF OPERATIONS**

The San José Convention and Cultural Facilities (the Center) consists of the San José McEnery Convention Center (the main facility), Civic Auditorium, Parkside Hall, Center for the Performing Arts, California Theatre, South Hall and Montgomery Theater. These seven venues offer facilities for trade show exhibits, conventions, corporate meetings, consumer shows and performing arts events. The City of San José (the City) selected Team San José to manage the operations of the Center (see Note 5). The Team San Jose management office is located in the west portion of the main facility, which is located at 408 Almaden Boulevard, San José, California.

The Center's financial statements are intended to present the financial position and the changes in financial position and cash flows of only that portion of the City's financial statements that is attributable to the Center's operating transactions. The Center's operating transactions are reported within the City's special revenue funds; however, for purposes of this presentation management has elected to report it as an enterprise fund to comply with contractual requirements. The contractual requirements focus on the operations of the Center and as such the City has not included the Center's main building, improvements, and related depreciation in the Center's financial statements in accordance with an enterprise fund presentation under accounting principles generally accepted in the United States of America. These assets and related debt are reported as part of the City's government-wide financial statements. In addition, revenues earned from the City for services provided by the Center are eliminated and are reported as City of San José credits for facility usage in the accompanying statement of revenues, expenses and changes in net assets, as they do not qualify as operating revenues as defined by the Management Agreement (the Agreement). The financial statements of the Center do not purport to, and do not, present fairly the financial position of the City as of June 30, 2012 and the changes in its financial position and its cash flows, where applicable, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(a) *Basis of Presentation and Accounting***

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements, and relates to the timing of measurements made, regardless of the measurement focus applied. The Center is accounted for using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board (GASB). Governments also have the option of following subsequent private-sector guidance for their enterprise activities, subject to the same limitation. The Center has elected not to apply subsequent private-sector guidance.

#### **(b) *Cash and Cash Equivalents***

All highly liquid investments with original maturities of three months or less are considered to be cash equivalents and are carried at fair value.



## SAN JOSE CONVENTION AND CULTURAL FACILITIES

(An Activity of the City of San José)

Notes to Financial Statements (Continued)

For the Year Ended June 30, 2012

### NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(c) *Accounts Receivable*

The accounts receivable balance at June 30, 2012, is reported net of an allowance for estimated uncollectible amounts. Management estimated the uncollectible amounts to be \$457,223 at June 30, 2012 using its allowance calculation methodology that is based on historical write-off rates and comparable industry standards.

(d) *Inventories*

Inventories consist of food and beverage supplies that are stated at the lower of cost (first-in, first-out method) or market.

(e) *Capital Assets*

Capital assets and intangible assets are stated at cost, if purchased or at fair value on the date received, if donated. Management has established a capitalization threshold of \$5,000 per item with a useful life greater than one year. Depreciation and amortization are provided on a straight-line basis over the estimated useful life of each class of depreciable assets. Estimated useful lives are generally five to ten years for computer and network equipment, furniture and fixtures, machinery and equipment, and building improvements.

(f) *Compensated Absences*

Under Team San Jose's agreement with UNITE HERE, Local 19 and its salaried employees, employees are permitted to accumulate earned but unused vacation benefits. All vacation pay is accrued when incurred in accordance with the terms of the agreements with its employee groups. At June 30, 2012, the Center recorded \$307,978 of accrued vacation payable as part of accrued liabilities. Under the terms of the Agreement with the City, the Center does not have a long-term obligation, such as pension or other employee benefits, for the City's employees.

(g) *Unearned Revenue*

Unearned revenue primarily represents deposits received in advance for Center services to be provided in the future. Revenues will be recognized when the service is performed. If an event is cancelled, the amount may be forfeited or refunded to the customer in accordance with contractual terms.

(h) *Operating Revenues and Expenses*

The Center defines its operating revenues as charges for services, which are revenues derived from charges for building rental, event production labor revenues, audio/visual services, electrical/utility services, equipment rental, catering, concessions, networking services, telecommunication services, and other services. Revenues earned from the City for these services are eliminated and are reported as City of San José credits for facility usage in the accompanying statement of revenues, expenses and changes in net assets, as they do not qualify as operating revenues as defined by the Management Agreement (the Agreement). All other revenue not derived from these sources, such as the City's operating subsidies, are classified as nonoperating in the accompanying statement of revenues, expenses and changes in net assets.

## SAN JOSE CONVENTION AND CULTURAL FACILITIES

(An Activity of the City of San José)  
Notes to Financial Statements (Continued)  
For the Year Ended June 30, 2012

### NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) *Net Assets*

Net assets are classified in the following two components:

*Invested in Capital Assets* consists of the Center's capital assets net of related accumulated depreciation.

*Unrestricted net assets* consist of the remaining balance of net assets not subject to the aforementioned categorization.

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

(j) *Use of Estimates*

The financial statements require management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

### NOTE 3 – CASH AND CASH EQUIVALENTS

The Center's cash and cash equivalents consists of the following at June 30, 2012:

Cash and cash equivalents	
Operating accounts	\$ 221,436
Payroll account	49,618
Receipts accounts	3,493,868
Petty cash	31,570
	<hr/>
Total cash and cash equivalents	\$ 3,796,492
	<hr/>

(a) *Nature of Bank Accounts*

The Center maintains all of its funds as cash deposits. The operating account is owned by the City, but is in the name of Team San Jose and is used to disburse funds for operations or for capital outlays under the direction of Team San Jose. The receipts account is in the name of the City of San José and is under the custodianship of the City. All revenues collected by the Center are deposited into the receipts account and the City disburses funds from the receipts account to the operating account as funding requests are made by Team San Jose.

(b) *Custodial Credit Risk*

At year-end, the net carrying amount of the Center's operating account was \$221,436, which is reported as part of cash and cash equivalents, and the bank balance was \$762,015. The difference between the bank balance and the carrying amount represents outstanding checks and deposits in transit. The carrying amount of the Center's payroll account was \$49,618 and the bank balance was \$52,224. The difference between the bank balance and the carrying amount represents outstanding checks.

**SAN JOSE CONVENTION AND CULTURAL FACILITIES**

(An Activity of the City of San José)

Notes to Financial Statements (Continued)

For the Year Ended June 30, 2012

**NOTE 3 – CASH AND CASH EQUIVALENTS (Continued)**

At year-end, the carrying amount of the Center’s receipts account was \$3,493,868 and the bank balance was \$3,588,992. The difference between the bank balance and the carrying amount represents deposits in transit and outgoing wire transfers. The amounts placed on deposit with the bank were covered by federal depository insurance or were collateralized by the pledging financial institutions as required by Section 53652 of the California Government Code. Such collateral is held by the pledging financial institutions’ trust department or agent in the City’s name.

**NOTE 4 – CAPITAL ASSETS**

The following is a summary of the changes in capital assets for the year ended June 30, 2012:

	Balance July 1, 2011	Additions	Disposals	Balance June 30, 2012
<i>Nondepreciable capital assets:</i>				
Construction in progress	\$ 12,000	\$ 95,968	\$ -	\$ 107,968
<i>Depreciable capital assets:</i>				
Computer and network equipment	435,244	138,409	-	573,653
Machinery and equipment	448,737	13,207	-	461,944
Furniture and fixtures	116,733	-	-	116,733
Other improvements	2,187,368	-	-	2,187,368
Total depreciable capital assets	3,188,082	151,616	-	3,339,698
<i>Less accumulated depreciation:</i>				
Computer and network equipment	(352,965)	(66,280)	-	(419,245)
Machinery and equipment	(282,012)	(73,419)	-	(355,431)
Furniture and fixtures	(73,333)	(21,477)	-	(94,810)
Other improvements	(941,417)	(217,595)	-	(1,159,012)
Total accumulated depreciation	(1,649,727)	(378,771)	-	(2,028,498)
Depreciable capital assets, net	1,538,355	(227,155)	-	1,311,200
Total capital assets, net	\$ 1,550,355	\$ (131,187)	\$ -	\$ 1,419,168

The ending balance in the Construction in Progress account at June 30, 2012 consisted of the fire attenuation system design and capitalized expenses related to the expansion of the convention center.

## **SAN JOSE CONVENTION AND CULTURAL FACILITIES**

(An Activity of the City of San José)

Notes to Financial Statements (Continued)

For the Year Ended June 30, 2012

### **NOTE 5 – SIGNIFICANT AGREEMENTS WITH OUTSIDE PARTIES**

#### Team San Jose

Team San Jose, Inc., a public benefit corporation, was formed in December 2003 in response to the City's request for proposals for the management and operations of the Center. Team San Jose integrates key community stakeholders to create an innovative governance model. The City entered into a Management Agreement (the Agreement) with Team San Jose to operate and manage the Center. The original term of the Agreement was for the five-year period from July 1, 2004 through June 30, 2009, unless sooner terminated, as provided for in the Agreement. On August 13, 2009, the City exercised its option to extend the original term for one additional five-year period through June 30, 2014.

As compensation for the services rendered by Team San Jose pursuant to the Agreement, the City pays Team San Jose a Fixed Executive Management Fee of \$600,000 to provide reimbursement for a portion of the expenses incurred for salaries, wages, taxes and benefits for executive staff, a Fixed Minimum Management Fee of \$12,500 per calendar month in consideration of the management services provided by Team San Jose, and an Incentive Fee which is based on the extent to which Team San Jose meets the Incentive Fee Measure criteria.

#### The San José Convention and Visitors Bureau

The San José Convention and Visitors Bureau (CVB) was established as a nonprofit, 501(c)6 organization in 1984. On June 22, 2004, the City amended and restated the agreement between the City and the CVB to reflect the change in management and operation of the Center from the City's Department of Convention, Arts and Entertainment to Team San Jose.

The mission of the CVB is to enhance the image and economic well-being of the City by taking the leadership role in marketing the City as a globally recognized destination. The CVB provides marketing, promotion and sales support services for the convention center and cultural facilities and provides full service destination planning to meeting planners, tour operators, and individual visitors. The CVB occupies office space at no cost in the San José Convention Center and provides financial and human resource staff to Team San Jose.

The CVB receives 3% of the City's 10% Transient Occupancy Tax (TOT), commonly referred to as the "hotel tax", which supports the operations of the CVB. The TOT is paid by guests of hotels, motels and other similar structures designed for tourist lodging within the San José region. Additionally, the CVB receives supplemental funding through annual partner/advocate fees in which convention hotel partners and tourism advocates (e.g. area restaurants, attractions, shopping, transportation and lodging) contribute.

#### TSJ Events, LLC

On March 19, 2009, Team San Jose established TSJ Events, LLC, in the State of California to provide food and beverages at events catered by the Center. Team San Jose is the only member of TSJ Events, LLC, and, as such, has a controlling interest in the operations of the entity. The General Manager of Team San Jose has been designated as the manager of TSJ Events, LLC. Per the Operating Agreement between Team San Jose and TSJ Events, LLC, all revenues and expenses from activities performed by TSJ Events, LLC will be allocated to the Center. TSJ Events, LLC is blended with the Center as its sole purpose is to provide a vehicle for licensing the Center's liquor sales.

## SAN JOSE CONVENTION AND CULTURAL FACILITIES

(An Activity of the City of San José)

Notes to Financial Statements (Continued)

For the Year Ended June 30, 2012

### NOTE 5 – SIGNIFICANT AGREEMENTS WITH OUTSIDE PARTIES (Continued)

#### Hilton Supply Management

On December 21, 2009, Team San Jose entered into an agreement with Hilton Supply Management (HSM), a subsidiary of Hilton Hotels Corporation, to manage the procurement process, including bids, audits and suppliers. The Center is required to purchase at least 90% of its requirements for goods and services such as food and beverage, operating supplies and engineering services through HSM. HSM does not receive a fee from the Center, but the Center benefits from better pricing by combining its purchases. The agreement is in effect through June 30, 2014, with the option to continue on a month to month basis thereafter.

### NOTE 6 – CONTRIBUTIONS FROM CITY OF SAN JOSE FUNDS

In order for the Center to continue its operations, it relies on the City for operating contributions. The operating loss for the year was \$5,807,351, which required operating cash contribution totaling \$4,963,184 from the City. The City uses a portion of TOT from its Transient Occupancy Tax Special Revenue Fund to fund these contributions. Accordingly, any significant changes in the TOT or a decision to change the amount of support could greatly affect the Center's ability to continue as a going concern.

### NOTE 7 – CLAIMS AND LITIGATION

The Center is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. The Center funds the costs of salaries and benefits, including the cost of workers' compensation premiums for Team San Jose employees. Team San Jose is required to purchase commercial insurance, as specified in the Management Agreement. The coverage provided by commercial insurance and excess coverage as of June 30, 2012 is as follows:

Provider	Type of Coverage	Coverage	
		Amount	Deductible
Hardford Insurance Group	Automobile	\$ 1,000,000	\$ 500
RSUI Landmark American Insurance	Director & Officers Liability	2,000,000	2,500
National Union Fire Insurance	Crime - Employee Dishonesty	1,000,000	5,000
State Compensation Insurance Fund	Workers' Compensation	1,000,000	n/a
Philadelphia Indemnity Insurance Company	General Liability	2,000,000	n/a
Liberty Insurance Underwriters	Excess/Umbrella Liability	4,000,000	n/a
RSUI Landmark American Insurance	Miscellaneous Professional Liability	2,000,000	2,500
Hartford Insurance Group	Property	653,000	1,000

Certain claims, suits and complaints arising in the ordinary course of business have been filed or are pending against the Center. In the opinion of management, such claims, if disposed of unfavorably, would not have a material adverse effect on the financial position or changes in financial position of the Center and are considered in the City's loss reserves. During the past three years, there have been no instances where the amount of claim settlements exceeded insurance coverage, nor have there been any significant reductions of insurance coverage.

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**SAN JOSE CONVENTION AND CULTURAL FACILITIES**

(An Activity of the City of San José)

Budgetary Comparison Schedule

For the Year Ended June 30, 2012

	Budget		Actual	Variance
	Original	Final		
<b>Operating revenues:</b>				
Building rental	\$ 3,669,395	\$ 4,302,750	\$ 4,357,983	\$ 55,233
Food and beverage services	4,240,451	8,050,000	8,145,217	95,217
Commission revenues	425,091	804,021	879,959	75,938
Event electrical/utility services	347,881	347,881	435,118	87,237
Audio/visual services	78,830	188,325	261,605	73,280
Ticketing services	565,669	495,000	496,792	1,792
Telecommunications services	48,864	37,000	37,176	176
Equipment rentals	-	-	65,203	65,203
Event production labor revenues	2,604,780	4,700,000	4,760,959	60,959
Other revenues	151,587	47,571	30,630	(16,941)
<b>Total operating revenues</b>	<b>12,132,548</b>	<b>18,972,548</b>	<b>19,470,642</b>	<b>498,094</b>
<b>Operating expenses:</b>				
City of San José shared employees	1,139,897	1,131,466	1,075,599	55,867
Administrative and general salaries - Team San Jose	5,373,362	8,021,000	8,008,563	12,437
Cost of event production labor	2,320,367	4,519,000	4,501,016	17,984
Utilities	2,397,251	2,340,000	2,337,604	2,396
Food and beverage costs	741,891	1,505,000	1,542,198	(37,198)
Overhead - City of San José	358,968	358,964	358,964	-
Contracted outside services	435,580	750,000	747,345	2,655
Professional services	472,268	667,160	670,247	(3,087)
Operating supplies	295,041	345,000	344,692	308
Repairs and maintenance	571,107	700,000	695,896	4,104
Insurance	312,523	263,000	262,384	616
City of San José oversight	400,000	399,996	400,000	(4)
Ticketing costs	218,185	168,500	168,882	(382)
Workers' compensation insurance premiums	622,063	624,000	596,183	27,817
Fire insurance	98,000	97,992	93,850	4,142
Management fee - Team San Jose	750,000	1,050,000	1,014,757	35,243
Equipment rentals	270,522	232,000	231,850	150
Repairs and maintenance - City funded	1,502,416	1,502,416	571,557	930,859
Other expenses	1,149,308	1,426,197	1,227,378	198,819
<b>Total operating expenses</b>	<b>19,428,749</b>	<b>26,101,691</b>	<b>24,848,965</b>	<b>1,252,726</b>
<b>Operating loss</b>	<b>(7,296,201)</b>	<b>(7,129,143)</b>	<b>(5,378,323)</b>	<b>1,750,820</b>
Capital outlay	(247,584)	(247,584)	(247,584)	-
Contributions from City of San José	(6,300)	-	4,963,184	4,963,184
<b>Change in net assets on a budgetary basis</b>	<b>\$ (7,550,085)</b>	<b>\$ (7,376,727)</b>	<b>(662,723)</b>	<b>\$ 6,714,004</b>
<b>Reconciling items:</b>				
Depreciation			(378,771)	
Capital outlay capitalized as capital assets			247,584	
Bad debt expense			(15,047)	
City of San José credits for facility usage			(35,210)	
<b>Change in net assets on a GAAP basis</b>			<b>\$ (844,167)</b>	

See accompanying note to the budgetary comparison schedule.

## **SAN JOSE CONVENTION AND CULTURAL FACILITIES**

(An Activity of the City of San José)

Note to the Budgetary Comparison Schedule

For the Year Ended June 30, 2012

### **NOTE 1 – BUDGETARY DATA**

**(a) *Budget Information***

In accordance with Section 9.3 of the Agreement, Team San Jose prepares a proposed annual budget on or before March 1<sup>st</sup> of each contract year. The City reviews and approves the proposed annual budget on or before May 31<sup>st</sup> of the contract year during which the budget is submitted. The adopted budget represents the financial and organizational plan by which the policies and services of the Center approved by the City Council will be implemented. It includes: (1) the services and activities to be provided during the fiscal year; (2) estimated revenues available to finance the operating plan; and (3) the estimated spending requirements of the operating plan.

**(b) *Basis of Accounting***

The budgetary process is based upon accounting for certain transactions on a basis other than accounting principles generally accepted in the United States of America (GAAP). The Center has a difference between the budgetary and GAAP basis of accounting related to its presentation of bad debt expense and City of San José credits for facility usage, as well as capital outlay items that are capitalized as part of capital assets. On a GAAP basis, bad debt expense is reported as an operating expense, City of San José credits for facility usage is recorded to eliminate associated revenues earned from the City, and capital outlay is capitalized as part of capital assets if it exceeds the Center's capitalization threshold; while on a budgetary basis bad debt expense is not reported, City of San José facility usage is included as part operating revenues and not eliminated with credits, and capital outlay is reported as a nonoperating expense.