

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund
Article 8, Section 99400(c) Public Utilities Code

Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund
Article 8, Section 99400(c) Public Utilities Code

Fiscal Years Ended June 30, 2018 and 2017

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Board of Commissioners
Ventura County Transportation Commission
Ventura, California

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the Transportation Development Act ("TDA") Article 8, Section 99400(c) funds ("TDA Fund") of the City of Moorpark, California ("City"), as of and for the fiscal years ended June 30, 2018 and 2017, 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

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Emphasis of Matters

As discussed in Note 1, the financial statements present only the TDA Fund of the City and do not purport to, and do not present fairly, the financial position of the City as of June 30, 2018 and 2017, the changes in its financial position, or, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the TDA Fund of the City as of June 30, 2018 and 2017, and the change in financial position of the TDA Fund of the City for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Our audit was conducted for the purpose of forming opinions on financial statements of the TDA Fund of the City. The *Schedule of Expenses by Functional Categories*, listed as supplemental data in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information 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 for the TDA Fund of the City. This supplemental data 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.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 8, 2019 on our consideration of the City's internal control over financial reporting for the TDA Fund and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance, and the results of that testing, and not to provide an opinion on 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 the City's internal control over financial reporting and compliance.

Conrad LLP

Lake Forest, California
January 8, 2019

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund Article 8, Section 99400(c) Public Utilities Code

Comparative Statement of Net Position

June 30, 2018 and 2017

<u>Assets</u>	<u>2018</u>	<u>2017</u>
<u>Current assets:</u>		
Cash and investments (Note 3)	\$ 153,414	\$ 190,540
Accounts receivable	<u>331,980</u>	<u>245,842</u>
Total current assets	<u>485,394</u>	<u>436,382</u>
<u>Noncurrent assets:</u>		
Capital assets (Note 4)		
Property and equipment, at cost	2,503,297	2,503,297
Less: accumulated depreciation	<u>(1,492,869)</u>	<u>(1,250,871)</u>
Total noncurrent assets	<u>1,010,428</u>	<u>1,252,426</u>
Total assets	<u>1,495,822</u>	<u>1,688,808</u>
<u>Liabilities</u>		
<u>Current liabilities:</u>		
Accounts payable	104,983	103,605
Due to other funds	-	55,464
Accrued liabilities	22,779	-
Unearned revenues (Note 5)	<u>53,802</u>	<u>239,884</u>
Total liabilities	<u>181,564</u>	<u>398,953</u>
<u>Net position</u>		
Net investment in capital assets (Note 4)	1,010,428	1,252,426
Unrestricted	<u>303,830</u>	<u>37,429</u>
Total net position	<u>\$ 1,314,258</u>	<u>\$ 1,289,855</u>

See accompanying notes to financial statements

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund
Article 8, Section 99400(c) Public Utilities Code

Comparative Statement of Revenues, Expenses, and
Changes in Fund Net Position

For the Fiscal Years Ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Operating revenues:		
Passenger fares for transit services	\$ 69,021	\$ 63,841
Total operating revenues	<u>69,021</u>	<u>63,841</u>
Operating expenses:		
Operations	1,009,639	787,595
Depreciation expense (Note 4)	<u>241,998</u>	<u>252,222</u>
Total operating expenses	<u>1,251,637</u>	<u>1,039,817</u>
Operating income (loss)	<u>(1,182,616)</u>	<u>(975,976)</u>
Non-operating revenues:		
Local transportation allocation, article 8(c)	675,000	644,135
FTA federal grants	492,833	10,113
Local support	2,100	1,190
Interest income	(17)	(878)
Rental revenue	27,635	-
Sales proceeds	<u>-</u>	<u>2,232</u>
Total non-operating revenues	<u>1,197,551</u>	<u>656,792</u>
Income (loss) before transfers	14,935	(319,184)
Transfers in	<u>9,468</u>	<u>19,374</u>
Change in net position	24,403	(299,810)
Net position at beginning of year	<u>1,289,855</u>	<u>1,589,665</u>
Net position at end of year	<u>\$ 1,314,258</u>	<u>\$ 1,289,855</u>

See accompanying notes to financial statements

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund Article 8, Section 99400(c) Public Utilities Code

Comparative Statement of Cash Flows For the Fiscal Years Ended June 30, 2018 and 2017

	2018	2017
Cash flow from operating activities:		
Cash received from passenger fares	\$ 69,021	\$ 63,841
Cash paid for operating costs, net of support	<u>(1,031,478)</u>	<u>(712,419)</u>
Net cash provided by operating activities	<u>(962,457)</u>	<u>(648,578)</u>
Cash flow from noncapital financing activities:		
Cash received from local transportation fund, article 8(c)	366,356	644,135
Cash received from local support	(21,236)	1,190
Cash received from rental equipment	27,635	-
Cash received from FTA federal grants	<u>552,593</u>	<u>104,950</u>
Net cash provided by noncapital financing activities	<u>925,348</u>	<u>750,275</u>
Cash flows from capital and related financing activities:		
Proceeds from sale of capital assets	<u>-</u>	<u>2,232</u>
Net cash provided by capital and related financing activities	<u>-</u>	<u>2,232</u>
Cash flows from investing activities:		
Cash received from interest on investments	<u>(17)</u>	<u>(878)</u>
Net cash provided by investing activities	<u>(17)</u>	<u>(878)</u>
Net increase (decrease) in cash and investments	(37,126)	103,051
Cash and investments, beginning of year	<u>190,540</u>	<u>87,489</u>
Cash and investments, end of year	<u>\$ 153,414</u>	<u>\$ 190,540</u>

See accompanying notes to the financial statements.

CITY OF MOORPARK, CALIFORNIA

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Comparative Statement of Cash Flows For the Fiscal Year Ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Reconciliation of operating loss to net cash used for operating activities:		
Operating income (loss)	\$ (1,182,616)	\$ (975,976)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:		
Depreciation expense	241,998	252,222
Transfers in	9,468	19,374
Changes in operating assets and liabilities:		
Increase/(decrease) in due to general fund	(55,464)	55,464
Increase/(decrease) in accounts payable	1,378	1,694
Increase/(decrease) in accrued liabilities	<u>22,779</u>	<u>(1,356)</u>
Total adjustments	<u>220,159</u>	<u>327,398</u>
Net cash used for operating activities	<u>\$ (962,457)</u>	<u>\$ (648,578)</u>

Noncash investing, capital, and financing activities:

The local transportation development act fund had no non-cash financing activity in fiscal years 2017-18 and 2016-17.

See accompanying notes to the financial statements.

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund
Article 8, Section 99400(c) Public Utilities Code

Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(1) **General Information**

The financial statements are intended to reflect the financial position and changes in financial position for the Article 8, Section 99400(c) Transportation Development Act Local Transportation Fund (“TDA Fund”) of the City of Moorpark, California (“City”) only.

Pursuant to Section 99400(c) of the California Public Utilities Code, Article 8 monies may be used only for facilities provided for the exclusive use of transportation services, including the planning, acquisition of real property, construction of facilities and buildings, purchase and replacement of vehicles, and system operation, maintenance, and repair. Funding for this program was authorized by the Ventura County Transportation Commission (“VCTC”).

(2) **Summary of Significant Accounting Policies**

Fund Accounting

The accounts of the City are organized on the basis of funds and account groups. A fund is defined as an independent fiscal and accounting entity wherein operations of each fund are accounted for in a separate set of self-balancing accounts that record resources, related liabilities, obligations, reserves, and equity segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The City accounts for the activity of the Article 8, Section 99400(c) funds in its TDA Fund, which is an Enterprise Fund in accordance with the requirements of Public Utilities Code Section 99243. Enterprise Funds are used to account for “business-type activities” similar to those found in the private sector such as services primarily funded through user charges.

Measurement Focus and Basis of Accounting

Enterprise Funds are accounted for using the accrual basis of accounting. The revenues are recognized in the accounting period when they are earned, and expenses are recognized in the accounting period in which the liability is incurred.

The Fund applies pronouncements of the Financial Accounting Standards Board (FASB) issued on or before November 30, 1989 that are not in conflict with applicable GASB pronouncements.

Revenue Recognition

Recognition of revenues arising from nonexchange transactions, which include revenues from taxes, certain grants, and contributions, is based on the primary characteristic from which the revenues are received by the City.

CITY OF MOORPARK, CALIFORNIA

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Article 8, Section 99400(c) Public Utilities Code

Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(2) **Summary of Significant Accounting Policies (Continued)**

For the City, funds received under Transportation Development Act (“TDA”) Article 8, Section (c) of the Public Utilities Code possess the characteristic of a voluntary nonexchange transaction similar to a grant. Revenues under TDA Article 8, Section 99400(c) are recognized when related costs have been incurred. Unearned revenue arises when grant receipts are collected in excess of reimbursable costs incurred.

Fund operating revenues, such as passenger fares, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values.

Net Position

The components of net position reflect the component classifications described below.

- *Net Investment in Capital Assets* – this includes capital assets net of depreciation reduced by the outstanding balances of bonds and notes, if any, that are attributable to the acquisition, construction, or improvement of those assets. Applicable deferred outflows of resources and deferred inflows of resources, if any, should also be included in this component of net position.
- *Restricted* – this includes assets, mainly cash and investments, bound by constraints on resources that are externally imposed by creditors, grantors, contributors, or laws and regulations of other governments.
- *Unrestricted* – this includes the remaining balance of the net amount of assets, deferred outflows of resources that are not included in the determination of net investment in capital, or the restricted components of net position.

It is the City’s policy that restricted resources will be applied first, followed by unrestricted resources, in the absence of a formal policy adopted by the City Council.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain amounts and disclosures. Accordingly, actual results could differ from those estimates.

CITY OF MOORPARK, CALIFORNIA

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Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(3) Cash and Investments

The City has pooled its cash and investments in order to achieve a higher return on investments while facilitating management of cash. The balance in the pool account is available to meet current operating requirements. Cash in excess of current requirements is invested in various interest-bearing accounts and other investments for varying terms. The TDA Fund's cash and investments as of June 30, 2018 and 2017 were \$153,414 and \$190,540, respectively.

The TDA Fund's cash is deposited in the City's internal investment pool, which is reported at fair value. Interest income is allocated on the basis of average cash balances. Investment policies and associated risk factors applicable to the TDA Fund are those of the City and are included in the City's basic financial statements.

See the City's basic financial statements for disclosures related to cash and investments including those disclosures relating to interest rate risk, credit rate risk, custodial credit risk, and concentration risk.

(4) Capital Assets

Capital assets are recorded at cost and are depreciated over their estimated useful lives. The purpose of depreciation is to spread the cost of capital assets over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of capital assets.

Depreciation of all capital assets is charged as an expense against operations each year, and the total amount of depreciation taken over the years, called accumulated depreciation, is reported on the balance sheet as a reduction in the book value of the capital assets.

Depreciation of capital assets in service is provided using the straight-line method which means the cost of the asset is divided by its expected useful life in years, and the result is charged to expense each year until the asset is fully depreciated. The City assigned useful lives listed below to capital assets.

Other facilities	25-10 years
Bus vehicle and equipment	10-20 years

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Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(4) Capital Assets (Continued)

Capital assets consisted of the following as of June 30, 2018:

	Balance at July 1, <u>2017</u>	<u>Additions</u>	<u>Retirements</u>	Balance at June 30, <u>2018</u>
Capital assets being depreciated:				
Vehicles and equipment	\$ 2,268,352	\$ -	\$ -	\$ 2,268,352
Other facilities	<u>234,945</u>	<u>-</u>	<u>-</u>	<u>234,945</u>
Total capital assets being depreciated	<u>2,503,297</u>	<u>-</u>	<u>-</u>	<u>2,503,297</u>
Less: accumulated depreciation for:				
Vehicles and equipment	(1,046,582)	(225,636)	-	(1,272,218)
Other facilities	<u>(204,289)</u>	<u>(16,362)</u>	<u>-</u>	<u>(220,651)</u>
Total accumulated depreciation	<u>(1,250,871)</u>	<u>(241,998)</u>	<u>-</u>	<u>(1,492,869)</u>
Net capital assets	<u>\$ 1,252,426</u>	<u>\$ (241,998)</u>	<u>\$ -</u>	<u>\$ 1,010,428</u>

(5) Unearned Revenues

TDA funds allocated to the City by VCTC for transportation services are considered earned when they are properly spent for the specific projects authorized. Allocations and any interest received but not used are recorded as unearned revenues. In addition, unearned revenues include amounts due from VCTC and FTA that were not collected within the City's availability period. The balance of unearned revenues as of June 30, 2018 consists of the following:

Unearned revenues at July 1, 2017	\$ 239,884
FTA federal grant receipts	53,802
Revenue recognized	<u>(239,884)</u>
Unearned revenues at June 30, 2018	<u>\$ 53,802</u>

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund
Article 8, Section 99400(c) Public Utilities Code

Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(6) Transportation Development Act Compliance Requirements

The Transportation Development Act Local Transportation Fund is subject to the provisions pursuant to Section 6634 of the California Code of Regulation and Section 99268.5(c) of the Public Utilities Code.

A. Section 6634

Pursuant to Section 6634, a transit claimant is precluded from receiving monies from the Local Transportation Fund and the State Transit Assistance Fund in an amount which exceeds the claimant's capital and operating costs less the actual amount of fares received, the amount of local support required to meet the fare ratio, the amount of federal operating assistance, and the amount received during the year from a city or county to which the operator has provided services beyond its boundaries.

During the fiscal year 2017-2018 the funds received from the Local Transportation Fund complied with the above provision. State Transit Assistance funds were not received.

B. Section 99268.5(c)

Section 99268.5(c) indicates that an operator in Ventura County providing combined specialized service for elderly and handicapped persons and regular public transportation shall be eligible for Local Transportation Funds if it maintains for the fiscal year, ratio of fare revenue to operating costs at least equal to 20.00%. Should Moorpark perform separate farebox calculations for its regular public transportation service and specialized elderly and handicapped persons public transportation program, the separate farebox ratio requirements would then be 20.00% and 10.00%, respectively.

Fares	\$ 69,021
Route guarantee	<u>200,509</u>
Total farebox revenue	269,530
Operating expenses	1,304,964
Less: depreciation	<u>(225,636)</u>
Net adjusted operating expenses	<u>\$ 1,079,328</u>
Total fare ratio	<u>24.97%</u>
Total fare ratio pursuant to PUC Section 99268.5(5)	<u>20.00%</u>

CITY OF MOORPARK, CALIFORNIA

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Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(6) Transportation Development Act Compliance Requirements (Continued)

The fare ratio requirement was met. For purposes of the fare ratio calculation, only the expenses of the City's bus and paratransit system were included in the operating expenses (see page 15).

(7) Pension/OPEB Liability

The City records the pension and post-employment benefits (OPEB) asset/liability at the Government-wide statements. The City has an OPEB asset on the government wide statements. The City participates in the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Plan) administered by the California Public Employees' Retirement System (CalPERS). See the City's basic financial statements for disclosures related to OPEB and defined benefit pension plans.

(8) Restrictions

Funds received pursuant to the California Public Utilities Code §99400(C) (TDA Article 8, Section(c)) may only be used for facilities provided for exclusive use of transportation services, including the planning, acquisition of real property, construction of facilities and buildings, purchase and replacement of vehicles, and system operation, maintenance, and repair.

(9) Contingencies

See the City's basic financial statements for disclosures related to contingencies including those relating to various legal actions, administrative proceedings, or claims in the ordinary course of operations.

Supplemental Data

CITY OF MOORPARK, CALIFORNIA

Transportation Development Act Local Transportation Fund
Article 8, Section 99400(c) Public Utilities Code

Schedule of Expenses by Functional Categories
June 30, 2018

	<u>Metrolink</u>	<u>Bus System</u>	<u>Paratransit</u>	<u>Public Transit Planning</u>	<u>Total</u>
Expenses:					
<u>Fund TDA 8(c)</u>					
Purchased transportation	\$ -	\$ 292,254	\$ 234,526	\$ -	\$ 526,780
Operating expenses	97,246	342,004	10,035	33,574	482,859
Depreciation expense	<u>16,362</u>	<u>225,636</u>	<u>-</u>	<u>-</u>	<u>241,998</u>
 Total expenses - Fund TDA 8(c)	 <u>\$ 113,608</u>	 <u>\$ 859,894</u>	 <u>\$ 244,561</u>	 <u>\$ 33,574</u>	 <u>\$ 1,251,637</u>
 <u>Other funding sources:</u>					
 Purchased transportation	 <u>\$ -</u>	 <u>\$ 200,509</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ 200,509 (1)</u>
 Total expenses - other funding sources	 <u>-</u>	 <u>200,509</u>	 <u>-</u>	 <u>-</u>	 <u>200,509</u>
 Total expenses	 <u>\$ 113,608</u>	 <u>\$ 1,060,403</u>	 <u>\$ 244,561</u>	 <u>\$ 33,574</u>	 <u>\$ 1,452,146</u>

Note (1):

The City uses Traffic Systems Management Funds (TSM) to pay for CNG fuel and a portion of the bus operations. TSM is a locally generated revenue that can be used for public transit and its use helps to guarantee that bus routes remain in service for the public's general use. The \$200,509 is a city contribution to the transit services of the City. The \$200,509 is not derived from TDA 8c revenues nor is it a TDA 8c expense. The \$200,509 is from another fund in the City. It is the City's contribution to transit services. The \$200,509 is for purchasing fuel for the transit and is therefore a allowable route guarantee.



Board of Commissioners
Ventura County Transportation Commission
Ventura, California

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Transportation Development Act Local Transportation Fund pursuant to Article 8(c) ("TDA Fund") of the City of Moorpark, California ("City"), as of and for the fiscal years ended June 30, 2018 and 2017, and the related notes to the financial statements, which collectively comprise the City's TDA Fund financial statements, and have issued our report thereon dated January 8, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City'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 the TDA Fund of the City are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, including §6666 of Part 21 of the California Code of Regulations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, including §6666 of Part 21 of the California Code of Regulations.

Purpose of this Report

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

The image shows a handwritten signature in blue ink that reads "Conrad LLP". The signature is written in a cursive, flowing style.

Lake Forest, California
January 8, 2019