

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Fiscal Years Ended June 30, 2018 and 2017

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report	1
Financial Statements:	
Balance Sheets	4
Statement of Revenues, Expenditures and Changes in Fund Balance	5
Notes to Financial Statements:	
General Information	6
Summary of Significant Accounting Policies	6
Cash and Investments	8
Unearned Revenues	8
Restrictions	9
Contingencies	9
Budgetary Data	9
Supplemental Data:	
Schedule of Revenues, Expenditures and Changes in Fund Balance – 2018 Budget and Actual	11
Schedule of Revenues, Expenditures and Changes in Fund Balance – 2017 Budget and Actual	12
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 <i>Government Auditing Standards</i>	13



Board of Commissioners
Ventura County Transportation Commission
Ventura, California

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the Greenhouse Gas Reduction Fund – Low Carbon Transit Operations Program (“LCTOP”) of the Ventura County Transportation Commission (“VCTC”), 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 Greenhouse Gas Reduction Fund of VCTC and do not purport to, and do not present fairly, the financial position of VCTC 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 Greenhouse Gas Reduction Fund of VCTC, as of June 30, 2018 and 2017, and the change in financial position of the Greenhouse Gas Reduction Fund of VCTC 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 Greenhouse Gas Reduction Fund of VCTC. The *Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual* 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 Greenhouse Gas Reduction Fund of VCTC. 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 October 29, 2018 on our consideration of VCTC's internal control over financial reporting for the Greenhouse Gas Reduction 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 VCTC's internal control over financial reporting and compliance.

Conrad LLP

Lake Forest, California
October 29, 2018

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund Low Carbon Transit Operations Program (LCTOP)

Comparative Balance Sheets

June 30, 2018 and 2017

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments (Note 3)	\$ 339,587	\$ 533,786
Interest receivable	<u>336</u>	<u>-</u>
Total assets	<u>\$ 339,923</u>	<u>\$ 533,786</u>
 <u>Liabilities and fund balance</u>		
Unearned revenues (Note 4)	<u>\$ 339,923</u>	<u>\$ 533,786</u>
Total liabilities	339,923	533,786
Fund balance - restricted	<u>-</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 339,923</u>	<u>\$ 533,786</u>

See accompanying notes to financial statements

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund Low Carbon Transit Operations Program (LCTOP)

Comparative Statement of Revenues, Expenditures and Changes in Fund Balance

Fiscal Year Ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Revenues:		
LCTOP revenue	\$ 572,303	\$ 270,448
Interest income	<u>26</u>	<u>-</u>
Total revenues	<u>572,329</u>	<u>270,448</u>
Expenditures:		
Capital and pass-through projects	<u>572,329</u>	<u>270,448</u>
Total expenditures	<u>572,329</u>	<u>270,448</u>
Excess of revenues over expenditures	-	-
Fund balance at beginning of year	<u>-</u>	<u>-</u>
Fund balance at end of year	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to financial statements

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

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 Greenhouse Gas Reduction Fund – Low Carbon Transit Operations Program (“LCTOP”) of the Ventura County Transportation Commission (“VCTC”) only.

The LCTOP is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Approved projects in the LCTOP will support new or expanded bus or rail services, will expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project required to reduce greenhouse gas emissions.

For agencies whose service area includes disadvantaged communities, at least 50 percent of the total monies received shall be expended on projects that will benefit disadvantaged communities. To date \$134 million has been appropriated for LCTOP, and funds will continuously be appropriated at a rate of 5 percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund for LCTOP.

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

Fund Accounting

The accounts of VCTC 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. VCTC accounts for the activity of the Greenhouse Gas Reduction Fund within its General Fund.

Measurement Focus and Basis of Accounting

Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenues are available if they are collected within 180 days of the end of the fiscal period. Expenditures generally are recorded when a liability is incurred.

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(2) Summary of Significant Accounting Policies (Continued)

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 VCTC. For VCTC, funds received under the LCTOP possess the characteristic of a voluntary nonexchange transaction similar to a grant. Revenues under the LCTOP are recognized in the period when all eligibility requirements have been met.

An unearned revenue arises when potential revenues do not meet both the measurable and availability criteria for recognition in the current period. Unearned revenues also arise when VCTC receives resources before it has a legal claim to them, as when grant moneys are received prior to the incurrence of qualified expenditures. In subsequent periods, when both revenue recognition criteria are met, or when VCTC has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet, and revenue is recognized.

Fund Equity

The components of the fund balances of governmental funds reflect the component classifications described below.

- *Nonspendable Fund Balance* – this includes amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact.
- *Restricted Fund Balance* – this includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
- *Committed Fund Balance* – this includes amounts that can be used only for the specific purposes determined by a formal action of the Board of Directors.
- *Assigned Fund Balance* – this includes amounts that are intended to be used by VCTC for specific purposes, but do not meet the criteria to be classified as restricted or committed.
- *Unassigned Fund Balance* – this includes any deficit fund balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

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

It is VCTC's policy that restricted resources will be applied first, followed by (in order of application) committed, assigned, and unassigned resources, in the absence of a formal policy adopted by the Board of Directors.

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.

(3) **Cash and Investments**

VCTC 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 Fund's cash and investments as of June 30, 2018 and 2017 is \$339,587 and \$533,786, respectively.

The Greenhouse Gas Reduction Fund's cash is deposited in VCTC'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 Greenhouse Gas Reduction Fund are those of VCTC and are included in VCTC's basic financial statements.

See VCTC'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) **Unearned Revenues**

Funds allocated to VCTC by the State of California for specific greenhouse gas reduction projects 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.

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Notes to Financial Statements

Fiscal Years Ended June 30, 2018 and 2017

(4) Unearned Revenues (Continued)

The balance of unearned revenues as of June 30, 2018 consists of the following:

Unearned revenues at July 1, 2017	\$ 533,786
Funds received during the year	377,745
Interest income	721
Revenue recognized	<u>(572,329)</u>
Unearned revenues as of June 30, 2018	<u>\$ 339,923</u>

(5) Restrictions

Approved projects in LCTOP will support new or expanded bus or rail services, will expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project required to reduce greenhouse gas emissions.

For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities.

(6) Contingencies

See VCTC'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.

(7) Budgetary Data

VCTC adopts an annual budget on a basis consistent with accounting principles generally accepted in the United States of America and utilizes an encumbrance system as a management control technique to assist in controlling expenditures and enforcing revenue provisions. Under this system, the current year expenditures are charged against appropriations. Accordingly, actual revenues and expenditures can be compared with related budget amounts without any significant reconciling items.

Supplemental Data

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Schedule of Revenues, Expenditures
and Changes in Fund Balance - Budget and Actual

Fiscal Year Ended June 30, 2018

	Budget		Actual	Variance From Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues:				
LCTOP revenue	\$ 572,303	\$ 572,303	\$ 572,303	\$ -
Interest income	-	-	26	26
Total revenues	572,303	572,303	572,329	26
Expenditures:				
Capital and pass-through projects	572,303	572,303	572,329	(26)
Total expenditures	572,303	572,303	572,329	(26)
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	-	\$ -
Fund balance at beginning of year			-	
Fund balance at end of year			\$ -	

VENTURA COUNTY TRANSPORTATION COMMISSION

Greenhouse Gas Reduction Fund
Low Carbon Transit Operations Program (LCTOP)

Schedule of Revenues, Expenditures
and Changes in Fund Balance - Budget and Actual

Fiscal Year Ended June 30, 2017

	Budget		Actual	Variance From Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues:				
LCTOP revenue	\$ 469,000	\$ 469,000	\$ 270,448	\$ (198,552)
Interest income	-	-	-	-
Total revenues	469,000	469,000	270,448	(198,552)
Expenditures:				
Capital and pass-through projects	469,000	469,000	270,448	198,552
Total expenditures	469,000	469,000	270,448	198,552
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	-	\$ -
Fund balance at beginning of year			-	
Fund balance at end of year			\$ -	



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 Greenhouse Gas Reduction Fund – Low Carbon Transit Operations Program (“LCTOP”) of the Ventura County Transportation Commission (“VCTC”), as of and for the fiscal years ended June 30, 2018 and 2017, and the related notes to the financial statements, which collectively comprise VCTC’s Greenhouse Gas Reduction Fund financial statements, and have issued our report thereon dated October 29, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered VCTC’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 VCTC’s internal control. Accordingly, we do not express an opinion on the effectiveness of VCTC’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 LCTOP of VCTC 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 or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

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

Conrad LLP

Lake Forest, California
October 29, 2018