

CITY OF THOUSAND OAKS, CALIFORNIA

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

Financial Statements

Fiscal Years Ended June 30, 2025 and 2024

CITY OF THOUSAND OAKS, CALIFORNIA

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

Fiscal Years Ended June 30, 2025 and 2024

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Board of Commissioners
Ventura County Transportation Commission
Camarillo, California

INDEPENDENT AUDITOR'S REPORT

Qualified and Unmodified Opinion

We have audited the accompanying financial statements of the Article 8, Section 99400(a) of the Transportation Development Act Local Transportation Fund ("TDA Fund") of the City of Thousand Oaks, California ("City"), as of and for the years ended June 30, 2025 and 2024, and the related notes to the financial statements as listed in the table of contents.

In our opinion, except for effects of the matter described in the Basis for Qualified and Unmodified Opinions section of our report, 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, 2025 and 2024, and the respective changes in financial position of the TDA Fund of the City for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Qualified and Unmodified Opinions

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Matter Giving Rise to the Qualified Opinion on the TDA Fund

The City improperly recorded an expenditure in fiscal year 2025 that related to fiscal year 2024. The error resulted from a manual journal entry rather than an automated process and was attributed to human error. The City did not correct the error through a prior period adjustment due to the complexity of adjusting a contractor payment held in escrow. Accounting Principles Generally Accepted in the United States of America require that expenditure be recorded in the period in which they are incurred. The amount of this departure from generally accepted accounting principles is \$1,873,876, which affects the City's fund balances and expenditures.

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, 2025 and 2024, the changes in its financial position, or, where applicable, its cash flows for the years 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.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for 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 Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 TDA Fund of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated November 17, 2025 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.

ASM LLP

Rancho Santa Margarita, California
November 17, 2025

CITY OF THOUSAND OAKS, CALIFORNIA

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

Comparative Balance Sheets

June 30, 2025 and 2024

<u>Assets</u>	<u>2025</u>	<u>2024 (Restated)</u>
Cash and investments (Note 3)	\$ 1,094,296	\$ 2,298,340
Interest receivable	<u>4,225</u>	<u>10,363</u>
Total assets	<u>\$ 1,098,521</u>	<u>\$ 2,308,703</u>
 <u>Liabilities and fund balance</u>		
Accounts payable (Note 4)	<u>\$ 203,000</u>	<u>\$ 2,261,553</u>
Total liabilities	<u>203,000</u>	<u>2,261,553</u>
Fund balance - restricted	<u>895,521</u>	<u>47,150</u>
Total liabilities and fund balance	<u>\$ 1,098,521</u>	<u>\$ 2,308,703</u>

See accompanying notes to financial statements

CITY OF THOUSAND OAKS, CALIFORNIA

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

Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance

Fiscal Years Ended June 30, 2025 and 2024

	<u>2025</u>	<u>2024 (Restated)</u>
Revenues:		
TDA Article 8(a) funds	\$ 1,800,000	\$ 1,975,000
Interest income	6,987	33,463
Fair value adjustment	<u>32,219</u>	<u>(29,771)</u>
Total revenues	<u>1,839,206</u>	<u>1,978,692</u>
Expenditures:		
Construction, maintenance, and engineering (Note 4)	<u>990,835</u>	<u>2,507,529</u>
Total expenditures	<u>990,835</u>	<u>2,507,529</u>
Excess (deficiency) of revenues over (under) expenditures	<u>848,371</u>	<u>(528,837)</u>
Fund balance at beginning of year	<u>47,150</u>	<u>575,987</u>
Fund balance at end of year	<u>\$ 895,521</u>	<u>\$ 47,150</u>

See accompanying notes to financial statements

CITY OF THOUSAND OAKS, CALIFORNIA

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

Notes to Financial Statements

Fiscal Years Ended June 30, 2025 and 2024

(1) **General Information**

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

Pursuant to Section 99400(a) of the California Public Utilities Code, Article 8 monies may be used only for local streets and roads, and projects, which are provided for use by pedestrians and bicycles. 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(a) funds in its TDA Fund, which is a Special Revenue Fund. Special Revenue Funds are used to account for and report on a particular source of revenue.

Measurement Focus and Basis of Accounting

Special Revenue Funds are accounted for using the current financial resources measurement focus and the modified accrual 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 60 days of the end of the fiscal period. Expenditures generally are recorded when a liability is incurred.

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Notes to Financial Statements

Fiscal Years Ended June 30, 2025 and 2024

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

Revenue Recognition

Recognition of revenues arising from nonexchange transactions, which include certain grants and contributions, is based on the underlying eligibility requirements established by the resource provider in accordance with Government Accounting Standards Board (“GASB”) Statement No. 33, Accounting and Financial Reporting for Nonexchange Transactions, and the classification guidance under GASB Statement No. 65, Items Previously Reported as Assets and Liabilities.

Funds received under the TDA Article 8(a) program are considered voluntary nonexchange transactions. Pursuant to Section 99400(a) of the California Public Utilities Code and the VCTC allocation resolutions, Article 8(a) allocations are legally available for expenditure upon receipt and are not subject to reimbursement-based or time-related eligibility requirements. Accordingly, all eligibility requirements under GASB Statement No. 33 are considered to have been met at the time of receipt.

In accordance with the City’s accounting policy, TDA Article 8(a) revenues are recognized when received, as the funds are both measurable and available for expenditure on authorized local streets, roads, pedestrian, and bicycle projects. This approach is consistent with the modified accrual basis of accounting used for Special Revenue Funds and reflects the practical treatment commonly applied by California local governments for entitlement-type allocations.

A deferred inflow of resources would be recognized only if funds were received in advance of meeting eligibility or time requirements, or if the City were required to return unspent funds to the granting agency. No such conditions existed as of year-end.

Fund Balance

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

- *Nonspendable Fund Balance* – Amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, such as, inventories and prepaid amounts.
- *Restricted Fund Balance* – Amounts that are restricted for specific purposes by external resource providers, constitutionally, through enabling legislation, or restrictions may effectively be changed or lifted only with the consent of resource providers.

CITY OF THOUSAND OAKS, CALIFORNIA

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Notes to Financial Statements

Fiscal Years Ended June 30, 2025 and 2024

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

- *Committed Fund Balance* – Amounts that can only be used for the specific purposes determined by a formal adopted resolution of the City Council. Commitments may be changed or lifted only by a formal adopted resolution of the City.
- *Assigned Fund Balance* – Amounts intended to be used by the City for specific purposes that are neither restricted nor committed. Intent is expressed by the City Council to which the assigned amounts are to be used for specific purposes, such as, continued capital projects, capital improvement plan, and budget. The City Council did not delegate another body to assign fund balances. Assigned amounts also include all residual amounts in governmental funds (except negative amounts) other than the General Fund that are not classified as nonspendable, restricted or committed.
- *Unassigned Fund Balance* – Residual classification for the General Fund and includes all amounts not contained in the other classifications. Unassigned amounts also include any residual negative amounts in governmental funds.

It is the City'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 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.

(3) **Cash and Investments**

The City has pooled its cash and investments in order to achieve a higher return on investments while facilitating the 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, 2025 and 2024 were \$1,094,296 and \$2,298,340, respectively.

CITY OF THOUSAND OAKS, CALIFORNIA

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

Notes to Financial Statements

Fiscal Years Ended June 30, 2025 and 2024

(3) Cash and Investments (Continued)

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) Prior Period Adjustment

The fiscal year ended June 30, 2024 amounts were restated to reflect an increase of \$1,873,876 in expenditures and accounts payable which occurred as a result of the City manually recording a fiscal year 2024 expense in fiscal year 2025. The prior period adjustment impacted fiscal year 2024 accounts payable and expenditures, as follows:

<u>Account Impacted</u>	<u>Amount Prior to Restatement</u>	<u>Prior Period Adjustment</u>	<u>Restated Amount</u>
Accounts Payable	\$ 387,677	\$ 1,873,876	\$ 2,261,553
Expenditures	\$ 633,653	\$ 1,873,876	\$ 2,507,529

(5) Restrictions

Funds received pursuant to the California Public Utilities Code §99400(a) may only be used for local streets and roads, and projects, which are provided for use by pedestrians and bicycles.

(6) 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.

CITY OF THOUSAND OAKS, CALIFORNIA

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Notes to Financial Statements

Fiscal Years Ended June 30, 2025 and 2024

(7) **Budgetary Data**

The City Manager presents an operating and capital budget to the City Council for review and adoption. The biennial budget is 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's expenditures are charged against appropriations. Accordingly, actual revenues and expenditures can be compared with related budget amounts without any significant reconciling items.

Required Supplementary Information

CITY OF THOUSAND OAKS, CALIFORNIA

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

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

Fiscal Year Ended June 30, 2025

	Budget		Actual	Variance From Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues:				
TDA Article 8(a) funds	\$ 1,500,000	\$ 1,500,000	\$ 1,800,000	\$ 300,000
Interest income	500	500	6,987	6,487
Fair value adjustment	-	-	32,219	32,219
Total revenues	<u>1,500,500</u>	<u>1,500,500</u>	<u>1,839,206</u>	<u>338,706</u>
Expenditures:				
Construction, maintenance, and engineering	<u>1,800,000</u>	<u>3,395,994</u>	<u>990,835</u>	<u>2,405,159</u>
Total expenditures	<u>1,800,000</u>	<u>3,395,994</u>	<u>990,835</u>	<u>2,405,159</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ (299,500)</u>	<u>\$ (1,895,494)</u>	<u>848,371</u>	<u>\$ 2,743,865</u>
Fund balance at beginning of year			<u>47,150</u>	
Fund balance at end of year			<u>\$ 895,521</u>	

CITY OF THOUSAND OAKS, CALIFORNIA

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

Fiscal Year Ended June 30, 2024

	Budget		Actual	Variance From Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues:				
TDA Article 8(a) funds	\$ 1,500,000	\$ 1,500,000	\$ 1,975,000	\$ 475,000
Interest income	500	500	33,463	32,963
Fair value adjustment	<u>-</u>	<u>-</u>	<u>(29,771)</u>	<u>(29,771)</u>
Total revenues	<u>1,500,500</u>	<u>1,500,500</u>	<u>1,978,692</u>	<u>478,192</u>
Expenditures:				
Construction, maintenance, and engineering	<u>1,975,000</u>	<u>2,248,224</u>	<u>2,507,529</u>	<u>(259,305)</u>
Total expenditures	<u>1,975,000</u>	<u>2,248,224</u>	<u>2,507,529</u>	<u>(259,305)</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ (474,500)</u>	<u>\$ (747,724)</u>	<u>(528,837)</u>	<u>\$ 218,887</u>
Fund balance at beginning of year			<u>575,987</u>	
Fund balance at end of year			<u>\$ 47,150</u>	



Board of Commissioners
Ventura County Transportation Commission
Camarillo, 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 financial statements of the Transportation Development Act ("TDA"), Article 8, Section 99400(a) funds ("TDA Fund") of the City of Thousand Oaks, California ("City"), as of and for the years ended June 30, 2025 and 2024, 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 November 17, 2025.

Report on 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) as a basis for designing 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiency in internal control, described in the accompanying schedule of findings and response as **Finding 2025-01** that we consider to be significant deficiency.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements of the TDA Fund of the City are free from 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 financial statements. 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.

City's Response to the Finding

Government Auditing Standards requires the auditor to perform limited procedures on the City response to the finding identified in our audit and described in the accompanying schedule of findings and response. The City response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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.

ASM LLP

Rancho Santa Margarita, California
November 17, 2025

CITY OF THOUSAND OAKS, CALIFORNIA

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

Schedule of Findings and Responses

Fiscal Years Ended June 30, 2025 and 2024

Finding 2025-01: Expenditure Recorded in the Incorrect Period

Significant Deficiency

Criteria:

Management is responsible for ensuring that financial transactions are recorded accurately and in the proper accounting period. Under the Transportation Development Act (TDA), Article 8, Section 99400(a), TDA funds are held in a Special Revenue Fund and accounted for using the current financial resources measurement focus and the modified accrual basis of accounting. Under this basis, expenditures are generally recognized when the related liability is incurred.

Condition:

During our audit procedures over expenditures, we noted that the City recorded an expenditure totaling \$1,873,876 for the fiscal year ended June 30, 2024 (FY 2024) in the subsequent fiscal year ended June 30, 2025 (FY 2025).

Cause:

The expenditure was recorded in the incorrect period due to an oversight in the year-end cutoff process. The complexity of the payment method required a manual accrual entry, as the City's accounting system did not support an automated process for this transaction. During this manual process, the timing of the expenditure recognition was inadvertently overlooked, resulting in the misstatement.

Effect:

As a result, FY 2024 expenditures and accounts payable were understated, requiring a prior period adjustment. However, the FY 2025 books have already been closed.

Recommendation:

We recommend that the City record a prior period adjustment to correct the misstatement. Additionally, the City should review and strengthen its manual accrual and cutoff procedures to ensure that expenditure is recorded in the appropriate period. Enhanced documentation and supervisory review of manual journal entries would also help prevent similar errors in the future.

Management Response:

Management concurs with the auditor's finding and recommendation. The City acknowledges that the expenditure of \$1,873,876 related to Fiscal Year (FY) 2024 was inadvertently recorded in FY 2025 due to an oversight in the manual year-end accrual process. To correct the misstatement, the City will record a prior period adjustment in accordance with generally accepted accounting principles (GAAP). Management has also begun strengthening internal controls over the year-end process by improving documentation and providing staff training. These actions will help prevent similar errors and ensure compliance with the Transportation Development Act and applicable accounting standards.

CITY OF THOUSAND OAKS, CALIFORNIA

Transportation Development Act Local Transportation Fund
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Summary Schedule of Prior Audit Findings

Fiscal Years Ended June 30, 2025 and 2024

None reported.