

# TRI-VALLEY TRANSPORTATION COUNCIL

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**TVTC Chair**  
**Councilmember**  
Livermore  
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**Arne Olson**  
**TVTC Vice-Chair**  
**Vice Mayor**  
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**To:** Tri-Valley Transportation Council (TVTC)  
**From:** TVTC Finance Subcommittee (Finance Subcommittee)  
TVTC Technical Advisory Committee (TAC)  
**Date:** January 22, 2018  
**Subject:** Audit for Fiscal Year 2016/17

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## BACKGROUND

The TVTC Joint Exercise of Powers Agreement requires a designated, independent certified accountant perform an annual audit of accounts and records of the TVTC. The TVTC acquired the services of Cropper Accountancy to review the TVTC's financial statements and prepare a Fiscal Year (FY) 2016/17 Audit Report.

## DISCUSSION

The TVTC Finance Subcommittee received a presentation from Cropper Accountancy for the FY 2016/17 Audit Report on January 8, 2018. Auditing staff highlighted the fact that there are no new audit findings and that all prior year findings/recommendations were addressed successfully.

The Finance Subcommittee deemed the FY 2016/17 audit report satisfactory.

## RECOMMENDATION

ACCEPT FY 2016/17 Audit Report as recommended by the TVTC Finance Subcommittee.

## ATTACHMENT

1. Fiscal Year 2016/17 Annual Financial Report and Independent Auditor's Report

November 20, 2017

Board of Directors of the  
Tri-Valley Transportation Council  
Livermore, California

We have audited the financial statements of Tri-Valley Transportation Council as of and for the year ended June 30, 2017, and have issued our report thereon dated November 20, 2017. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated March 21, 2017, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements 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 entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Tri-Valley Transportation Council solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material noncompliance, and other matters noted during our audit in a separate letter to you dated November 20, 2017.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Tri-Valley Transportation Council is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during fiscal 2017. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

TVTC does not have any estimates significant to the financial statements for the year ended June 30, 2017.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Tri-Valley Transportation Council's financial statements relate to revenue and accounts receivable from each of the member agencies, as well as the subsequent event footnote.

## **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

## **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by

management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Tri-Valley Transportation Council's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated November 20, 2017.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with Tri-Valley Transportation Council, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Tri-Valley Transportation Council's auditors.

This report is intended solely for the information and use of the Board of Directors and management of Tri-Valley Transportation Council and is not intended to be and should not be used by anyone other than these specified parties.

  
CROPPER ACCOUNTANCY CORPORATION  
Walnut Creek, California



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**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
ANNUAL FINANCIAL REPORT  
AS OF JUNE 30, 2017 and 2016  
WITH  
INDEPENDENT AUDITORS' REPORTS THEREON

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**TRI-VALLEY TRANSPORTATION COUNCIL**  
(A JOINT POWERS AUTHORITY)  
ANNUAL FINANCIAL REPORT  
JUNE 30, 2017 and 2016

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## **INDEPENDENT AUDITORS' REPORT**

Board Members  
Tri-Valley Transportation Council  
Livermore, California

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

We have audited the accompanying financial statements of the governmental activities of the Tri-Valley Transportation Council (TVTC), as of and for the years ended June 30, 2017 and 2016, and the related notes to the financial statements, which collectively comprise the TVTC's basic financial statements as listed in the table of contents.

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

TVTC's 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.

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the TVTC, as of June 30, 2017 and 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that management's discussion and analysis on pages 3-4 be presented to supplement the basic financial statements. Such 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. 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.

*Cropper Accountancy Corporation*

CROPPER ACCOUNTANCY CORPORATION

Walnut Creek, CA

November 20, 2017



**TRI-VALLEY TRANSPORTATION COUNCIL**  
(A JOINT POWERS AUTHORITY)  
Management's Discussion and Analysis  
June 30, 2017

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**THE PURPOSE OF THE TRI-VALLEY TRANSPORTATION COUNCIL:**

In 1991, the seven jurisdictions of Alameda County, Contra Costa County, Dublin, Pleasanton, Livermore, Danville, and San Ramon signed a Joint Powers Agreement (JPA) that established the Tri-Valley Transportation Council (TVTC). The purpose of the JPA was the joint preparation of a Tri-Valley Transportation Plan/Action Plan (TVTC Action Plan) for Routes of Regional Significance (RRS) and cost sharing of recommended improvements.

The TVTC adopted the TVTC Action plan in 1995. The TVTP/AP was later updated in 2000, 2009, and 2014. The Plan is a mutual understanding and agreement on Tri-Valley transportation concerns and recommendations for improvements. The Plan also identifies specific regional transportation improvements for funding and implementation.

In 1998, through a Joint Exercise Powers Agreement (JEPA), the seven member agencies that comprise the TVTC approved the Tri-Valley Transportation Development Fee (TVTDF) program. The TVTDF is intended to allocate fair share costs for the regional improvement projects identified in the TVTP/AP.

In 1999, the TVTC adopted a Strategic Expenditure Plan (SEP) which identified priorities, project sponsors, and funding plan for 11 regional transportation projects (List A). The TVTC then expanded this list to add 11 new projects (List B).

In 2008, the TVTC adopted a TVTC Fee Nexus Study (Nexus Study). The TVTC completed a Validation Review of the Nexus Study in 2017. The Nexus Study summarizes the status of the 22 projects, estimates revenues from the TVTDF over a 10-year horizon, and provides a funding plan for the remaining projects.

**THE BASIC FINANCIAL STATEMENTS**

The Basic Financial Statements comprise the *Statement of Net Position* and *Statement of Activities* for the Combined Government-wide and Fund Financial Statements. These statements present the TVTC financial activities as a whole. The *Statement of Net Position* and *Statement of Activities* include all assets and liabilities using the full accrual basis of accounting similar to the accounting model used by private sector firms.

**Statement of Net Position**

The *Statement of Net Position* (Basic Financial Statements, page 5) is a snapshot of TVTC's financial position at the end of the Fiscal Year (FY) 2017. TVTC's assets are all current assets, i.e. cash and receivables. TVTC has no capital assets. For the year ended June 30, 2017, net position totaled \$17,547,518.

**TRI-VALLEY TRANSPORTATION COUNCIL**  
(A JOINT POWERS AUTHORITY)  
Management's Discussion and Analysis  
June 30, 2017

**Table 1. Statement of Net Position as of June 30:**

	<u>2017</u>	<u>2016</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Assets</b>				
Cash and equivalents	\$ 12,508,699	\$ 11,546,374	\$ 962,325	8.3%
Interest receivable	22,141	3,948	18,193	460.8%
Developer fee receivables	5,216,751	1,306,942	3,909,809	299.2%
	<u>\$ 17,747,591</u>	<u>\$ 12,857,264</u>	<u>\$ 4,890,327</u>	<u>38.0%</u>
<b>Net Position</b>				
Liabilities	\$ 200,073	\$ 4,857	195,216	4,019.3%
Unrestricted Net Position	17,547,518	12,852,407	4,695,111	36.5%
	<u>\$ 17,747,591</u>	<u>\$ 12,857,264</u>	<u>\$ 4,890,327</u>	<u>38.0%</u>

**Statement of Activities**

The Statement of Activities (Basic Financial Statements, page 7) presents TVTC's revenue and incurred expenses for the year ended June 30, 2017. All financial activities incurred for TVTC are recorded here, including operational expenses, capital project costs, depreciation and accrued liabilities, when applicable. Since revenues are dependent on new construction, the Council's financial position is generally subject to the same fluctuations as the economy.

**Table 2. Statement of Activities for the Fiscal Years Ended June 30:**

	<u>2017</u>	<u>2016</u>	<u>\$ Change</u>	<u>% Change</u>
<b>General Expenses</b>				
Transportation improvements	\$ 5,880,000	\$ -	\$ 5,880,000	-100%
Development fee refunds	-	7,786	(7,786)	-100%
Administrative	73,085	72,925	160	0.2%
<b>Total General Expenses</b>	<u>5,953,085</u>	<u>80,711</u>	<u>5,872,374</u>	<u>7,275.8%</u>
<b>General Revenues</b>				
Investment income	49,502	5,567	43,935	789.2%
Development fees				
Alameda County	33,438	3,800	29,638	780.0%
Town of Danville	49,141	141,858	(92,717)	-65.4%
City of Dublin	5,265,914	2,021,497	3,244,417	160.5%
City of Livermore	1,116,513	1,301,434	(184,921)	-14.2%
City of Pleasanton	2,723,487	1,360,317	1,363,170	100.2%
City of San Ramon	66,542	34,379	32,163	93.6%
Contra Costa County	1,343,659	779,935	563,724	72.3%
<b>Total General Revenues</b>	<u>10,648,196</u>	<u>5,648,787</u>	<u>4,999,409</u>	<u>88.5%</u>
Change in Net Position	4,695,111	5,568,076	(872,965)	-15.7%
Beginning Net Position	12,852,407	7,284,331	5,568,076	76.4%
<b>Ending Net Position</b>	<u>\$17,547,518</u>	<u>\$ 12,852,407</u>	<u>\$ 4,695,111</u>	<u>36.5%</u>

**CONTACTING THE COUNCIL'S FINANCIAL MANAGEMENT**

**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
**Management's Discussion and Analysis**  
**June 30, 2017**

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This Management's Discussion and Analysis is intended to provide the reader with a narrative overview of TVTC's financial statements for the year ended June 30, 2017. Questions concerning any information provided in this report or requests for additional financial information should be directed to:

Tri-Valley Transportation Council  
Debbie Bell, TVTC Administrator  
1052 S. Livermore Ave.  
Livermore, CA 94550

**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
 Combined Government-Wide and Fund Financial Statements  
 Statement of Net Position and Governmental Funds Balance Sheet  
 June 30, 2017

	<u>ASSETS</u>		Statement of Net Position
	General Fund	Adjustments (Note 2)	
Cash and cash equivalents (Note 3)	\$ 12,508,699	\$ -	\$ 12,508,699
Interest receivable	22,055	86	\$ 22,141
Development fees receivable (Note 1E)	<u>3,842,439</u>	<u>1,374,312</u>	<u>5,216,751</u>
 Total Assets	 <u>\$ 16,373,193</u>	 <u>\$ 1,374,398</u>	 <u>\$ 17,747,591</u>

**LIABILITIES AND NET POSITION**

Accounts payable	\$ <u>1,766</u>	\$ <u>198,307</u>	\$ <u>200,073</u>
 Total Liabilities	 <u>1,766</u>	 <u>198,307</u>	 <u>200,073</u>
 Fund Balance/Net Position (Note 4)			
Assigned/Unrestricted	<u>16,371,427</u>	<u>1,176,091</u>	<u>17,547,518</u>
 Total Liabilities and Fund Balance/Net Positio	 <u>\$ 16,373,193</u>	 <u>\$ 1,374,398</u>	 <u>\$ 17,747,591</u>

The accompanying notes are an integral part of these financial statements.

**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
 Combined Government-Wide and Fund Financial Statements  
 Statement of Net Position and Governmental Funds Balance Sheet  
 June 30, 2016

	<u>ASSETS</u>		
	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$11,546,374	\$ -	\$11,546,374
Interest receivable	3,948	-	3,948
Development fees receivable (Note 1E)	<u>1,129,213</u>	<u>177,729</u>	<u>1,306,942</u>
 Total Assets	 <u>\$12,679,535</u>	 <u>\$ 177,729</u>	 <u>\$12,857,264</u>
 <u>LIABILITIES AND NET POSITION</u>			
Accounts payable	<u>\$ 4,857</u>	<u>\$ -</u>	<u>\$ 4,857</u>
 Total Liabilities	 <u>4,857</u>	 <u>-</u>	 <u>4,857</u>
Fund Balance/Net Position (Note 4)			
Committed/Restricted	5,880,000	(5,880,000)	-
Assigned/Unrestricted	<u>6,794,678</u>	<u>6,057,729</u>	<u>12,852,407</u>
 Total Liabilities and Fund Balance/Net Position	 <u>\$12,679,535</u>	 <u>\$ 177,729</u>	 <u>\$12,857,264</u>

The accompanying notes are an integral part of these financial statements.

**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
 Combined Government-Wide and Fund Financial Statements  
 Statement of Activities and  
 Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance  
 For the Year Ended June 30, 2017

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
<b>General Expenditures/Expenses</b>			
Transportation improvements (Note 5)	\$ 5,880,000	\$ -	\$ 5,880,000
Administrative	73,085	-	73,085
<b>Total General Expenditures/Expenses</b>	<u>5,953,085</u>	<u>-</u>	<u>5,953,085</u>
<b>General Revenues:</b>			
Interest income from:			
LAIF	41,580	-	41,580
Member agencies	7,836	86	7,922
	<u>49,416</u>	<u>86</u>	<u>49,502</u>
Development fees:			
Alameda County	17,049	16,389	33,438
Town of Danville	34,877	14,264	49,141
City of Dublin	5,464,221	(198,307)	5,265,914
City of Livermore	1,116,513	-	1,116,513
City of Pleasanton	2,723,487	-	2,723,487
City of San Ramon	66,542	-	66,542
Contra Costa County	177,729	1,165,930	1,343,659
Total development fees	<u>9,600,418</u>	<u>998,276</u>	<u>10,598,694</u>
<b>Total General Revenues</b>	<u>9,649,834</u>	<u>998,362</u>	<u>10,648,196</u>
Change in fund balance/net position	3,696,749	998,362	4,695,111
Fund Balance/Net Position July 1, 2016	<u>12,674,678</u>	<u>177,729</u>	<u>12,852,407</u>
Fund Balance/Net Position June 30, 2017	<u>\$16,371,427</u>	<u>\$1,176,091</u>	<u>\$17,547,518</u>

The accompanying notes are an integral part of these financial statements.

**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
 Combined Government-Wide and Fund Financial Statements  
 Statement of Activities and  
 Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance  
 For the Year Ended June 30, 2016

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
<b>General Expenditures/Expenses</b>			
Development fees refunded	\$ 7,786	\$ -	\$ 7,786
Administrative	<u>72,925</u>	<u>-</u>	<u>72,925</u>
<b>Total General Expenditures/Expenses</b>	<u>80,711</u>	<u>-</u>	<u>80,711</u>
<b>General Revenues:</b>			
Investment income	<u>5,567</u>	<u>-</u>	<u>5,567</u>
Development fees:			
Alameda County	3,800	-	3,800
Town of Danville	141,858	-	141,858
City of Dublin	2,021,497	-	2,021,497
City of Livermore	1,301,434	-	1,301,434
City of Pleasanton	1,360,317	-	1,360,317
City of San Ramon	34,379	-	34,379
Contra Costa County	<u>1,084,504</u>	<u>(304,569)</u>	<u>779,935</u>
Total development fees	<u>5,947,789</u>	<u>(304,569)</u>	<u>5,643,220</u>
<b>Total General Revenues</b>	<u>5,953,356</u>	<u>(304,569)</u>	<u>5,648,787</u>
Change in fund balance/net position	5,872,645	(304,569)	5,568,076
Fund Balance/Net Position July 1, 2015	<u>6,802,033</u>	<u>482,298</u>	<u>7,284,331</u>
Fund Balance/Net Position June 30, 2016	<u>\$12,674,678</u>	<u>\$ 177,729</u>	<u>\$ 12,852,407</u>

The accompanying notes are an integral part of these financial statements.

**TRI-VALLEY TRANSPORTATION COUNCIL**  
**(A JOINT POWERS AUTHORITY)**  
Notes to the Financial Statements  
June 30, 2017 and 2016

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**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Reporting Entity**

The Tri-Valley Transportation Council (TVTC; Council) is a joint powers authority (JPA) organized by the Counties of Alameda and Contra Costa, the Town of Danville, and the Cities of Dublin, Livermore, Pleasanton, and San Ramon. The TVTC accounting records are currently administered by the City of Livermore. The Council was created to administer development fees for the planning and implementation of sub-regional transportation facilities. This fee was adopted by the seven jurisdictions pursuant to Government Code 6502, and is paid to each of the member agencies by project developers. There are no separate legal entities that are a part of the Council's reporting entity.

The Council applies all applicable GASB pronouncements for certain accounting and financial reporting guidance. In December of 2010, GASB issued GASBS No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. This statement incorporates pronouncements issued on or before November 30, 1989 into GASB authoritative literature. This includes pronouncements by the Financial Accounting Standards Board (FASB), Accounting Principles Board Opinions (APB), and the Accounting Research Bulletins of the American Institute of Certified Public Accountants' (AICPA) Committee on Accounting Procedure, unless those pronouncements conflict with or contradict with GASB pronouncements.

**B. Basis of Presentation**

*Government-wide Financial Statements:*

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. The Council has one governmental activity as described below:

**Governmental Funds**

General Fund – The General Fund is the general operating fund of the Council and is always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.



**TRI-VALLEY TRANSPORTATION COUNCIL**  
(A JOINT POWERS AUTHORITY)  
Notes to the Financial Statements  
June 30, 2017 and 2016

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**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

*Fund Financial Statements:*

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Council or meets the following criteria:

1. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that *category or type*; and
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

**C. Measurement Focus and Basis of Accounting**

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the economic resources measurement focus. The accounting objective of this measurement focus is the determination of operating income, changes in net position (or cost recovery) and financial position. All assets and all liabilities (whether current or noncurrent) associated with the operation of these funds are reported.

In the fund financial statements, the “current financial resources” measurement focus is used for all Governmental Funds; with this measurement focus, only current assets and current liabilities generally are included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

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**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Council defines available to be within 60 days of year-end.

**D. Cash and Investments**

The Council does not commingle its cash and investments with the City or County JPA members. The funds are invested in accordance with the State Investment Policy established pursuant to the State Law. All monies not required for immediate expenditure are invested or deposited to earn maximum yield consistent with safety and liquidity.

Investments are carried at fair value, which is based on quoted market price if applicable. Otherwise, the fair value hierarchy is as follows:

Level 1 – Values are unadjusted quoted prices on active markets for identical assets or liabilities at the measurement date.

Level 2 – Inputs, other than quoted prices, included within Level 1 that are observable for the asset or liabilities at the measurement date.

Level 3 – Certain inputs are unobservable inputs (supported by little or no market activity, such as the Council's best estimate of what hypothetical market participants would use to determine a transaction price for the asset or liability at the reporting date).

The Council invests in the California Local Agency Investment Fund (LAIF), which is part of the Pooled Money Investment Account operated by the California State Treasurer. LAIF funds are invested in high quality money market securities and are managed to insure the safety of the portfolio. A portion of LAIF's investments are in structured notes and asset-backed securities.

LAIF determines fair value on its investment portfolio based on market quotations for these securities where market quotations are readily available, and on amortized cost or best estimate for those securities where market value is not readily available.

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**E. Receivables**

Receivables recorded in the financial statements are net of any allowance for doubtful accounts. Any doubtful accounts at June 30, 2017 and 2016 were not considered material.

**F. Revenue Recognition - Development Fees**

Development fees are assessed according to a set fee schedule for new construction. The fees collected under the Council from new construction will be used to mitigate the increased traffic congestion.

**G. Budget Comparison**

Under GASB No. 34, budgetary comparison information is required to be presented for the general fund and each major special revenue fund with a legally adopted budget. The Council is not legally required to adopt a budget for the general fund. Therefore, budget comparison information is not included in the Council's financial statements.

**H. Equity Classifications**

*Government-wide Statements*

Net position is the excess of all the Council's assets over all its liabilities, regardless of fund. Net position is divided into three categories under GASB Statement 34. These categories apply only to net position, which is determined at the Government-wide level, and are described below:

1. Invested in capital assets, net of related debt - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position - Consists of net position with constraints place on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. Unrestricted net position - All other components of net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

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**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

*Fund Statements*

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Council is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

1. Nonspendable- Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted - Amounts that are restricted for specific purposes when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, laws, or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.
3. Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
4. Assigned - Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.
5. Unassigned - Amounts that do not meet classifications 1 – 4 above.

Further detail about the Council's fund balance classification is described in Note 4.

**NOTE 2. ADJUSTMENTS FROM FUND BASIS TO GOVERNMENT-WIDE BASIS**

The following is a summary of adjustments to the financial statements to comply with GASB 34.

	2017	2016
Development fees receivable		
Fund basis	\$ 3,842,439	\$ 1,129,213
Adjustment	1,374,312	177,729
Government-wide basis	\$ 5,216,751	\$ 1,306,942
Interest receivable		
Fund basis	\$ 22,055	\$ -
Adjustment	86	-
Government-wide basis	\$ 22,141	\$ -

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**NOTE 2. ADJUSTMENTS FROM FUND BASIS TO GOVERNMENT-WIDE BASIS (continued)**

Accounts payable		
Fund basis	\$ 1,766	\$ 4,857
Adjustment	198,307	-
Government-wide basis	<u>\$ 200,073</u>	<u>\$ 4,857</u>
Development fee revenue		
Fund basis	\$ 9,600,418	\$ 5,947,789
Adjustment	998,276	(304,569)
Government-wide basis	<u>\$ 10,598,694</u>	<u>\$ 5,643,220</u>
Interest income		
Fund basis	\$ 49,416	\$ -
Adjustment	86	-
Government-wide basis	<u>\$ 49,502</u>	<u>\$ -</u>

**NOTE 3. CASH AND INVESTMENTS**

The cash and investments of the Council are maintained separately from with the funds of the City or County JPA members. The Council considers cash and investment amounts with original maturities of three months or less to be cash equivalents.

Cash and Investments consisted of the following at June 30:

	<u>2017</u>	<u>2016</u>
Cash in banks	\$ 1,386,742	\$ 8,644,755
Local Agency Investment Fund	11,121,957	2,901,619
Total cash and investments	<u>\$ 12,508,699</u>	<u>\$ 11,546,374</u>

**Investments Authorized by the Council's Investment Policy**

The Council is authorized to invest in obligations of the U.S. Treasury, agencies, commercial paper with certain minimum ratings, certificates of deposit, bankers' acceptances, repurchase agreements and the State Treasurer's Investment pool ("LAIF").

**Deposits/Credit Risk**

The California Government Code requires California banks and savings and loan associations to secure Public Agencies' deposits by pledging government securities as collateral. The market value of pledged securities must equal at least 110% of deposits. California law also allows financial institutions to secure such deposits by pledging first trust deed mortgage notes having a value of 150% of the total deposits. The first \$250,000 of each institution's deposits are covered by FDIC insurance.

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**NOTE 3. CASH AND INVESTMENTS (continued)**

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the Council's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies.

Custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover its deposits or will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Council's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools.

Investment Fair Value

The Council is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code under the oversight of the Treasurer of the State of California. The fair value of the Council's investment in this pool is reported in the accompanying financial statements at amounts based upon the Council's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

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**NOTE 4: FUND BALANCE**

The Council has implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent.

The Tri-Valley Transportation Council have established the following fund balance policies:

- **Assigned Fund Balance:** The Council exists to fund Tri-Valley transportation projects, therefore, all amounts not committed in the fund balance at year-end are assigned for this purpose.
- **Committed Fund Balance:** Amounts that have been designated for payment by the Council prior to year end. At June 30, 2017 there were no commitments. At June 30, 2016, \$5,880,000 had been approved for payment to the Contra Costa Transportation Authority for construction of the I-680 Auxiliary Lanes, Segment 2.

The accounting policies of the Council consider restricted fund balance to have been spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the Council considers committed amounts to be reduced first, followed by assigned amounts, and finally, unassigned amounts.

**NOTE 5: TRANSPORTATION IMPROVEMENT PROJECTS**

During the fiscal year ended June 30, 2017, \$5,880,000 was disbursed to the Contra Costa Transportation Authority for the construction of Interstate 680 Auxiliary lanes, segment 2, who will pass these funds through to the Contra Costa Transportation Authority. These monies were disbursed after it was determined that sufficient funds were available in the joint Tri-Valley Transportation Development Fund bank account.

For the year ended June 30, 2016, no funds for transportation improvements were disbursed, however, the \$5.88 million above was committed (see Note 4).

**NOTE 6: SUBSEQUENT EVENTS**

Management has evaluated subsequent events through November 20, 2017, the date on which the financial statements were available to be issued. On July 17, 2017, the Board approved an encumbrance of \$1,140,000 to the City of Dublin, which was remitted in October 2017.



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**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**

The Board Members  
Tri-Valley Transportation Council  
Livermore, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Tri-Valley Transportation Council (TVTC) as of and for the years ended June 30, 2017 and 2016, and the related notes to the financial statements, which collectively comprise TVTC's basic financial statements, and have issued our report thereon dated November 20, 2017.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered TVTC'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 TVTC's internal control. Accordingly, we do not express an opinion on the effectiveness of TVTC'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 over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified.



## Compliance and Other Matters

As part of obtaining reasonable assurance about whether TVTC's financial statements are free from 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.

A handwritten signature in blue ink that reads "Cropper Accountancy Corporation".

CROPPER ACCOUNTANCY CORPORATION

Walnut Creek, CA

November 20, 2017

## SCHEDULE OF FINDINGS AND RESPONSES

**Findings:** None

**Status of prior year finding 2016-001:** Management has implemented prior year recommendations.

## SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

### Finding 2016-001

#### **Material Weakness in Internal Control over Financial Reporting—Basis of Accounting**

*Criteria:* Maintaining the general ledger on an accrual basis is an important control activity needed to adequately protect the entity's assets and ensure accurate financial reporting. Additionally, management should be tracking those items needed to convert the fund basis financial statements to the government-wide full accrual basis.

*Condition:* Presently, the general ledger is largely being maintained on a cash basis, with accruals being made for small payable amounts. Accounts receivable are not being entered into the general ledger, and revenue is recorded on a cash basis.

*Context:* We audited entity accounts receivable by confirming with each of the member agencies about the amount of revenue paid for the fiscal years ended June 30, 2015 and 2016. This data was compared to the data provided by management, and a spreadsheet was set up to determine what amounts should be journalized to reflect both fund basis and government-wide basis revenues and accounts receivable.

*Effect or Potential Effect:* By not entering the accounts receivable from member agencies, the entity could potentially materially understate both revenues and accounts receivable.

*Cause:* Due to geographic distribution, and that each member agency deposits funds directly to the entity account, it is difficult for the bookkeepers to know which fiscal year payment are applicable to.

*Recommendation:* Member agencies should communicate with the administrator and bookkeeper about amounts collected but not remitted to the entity at the end of the fiscal year.

When member agency anticipates depositing funds to the TVTC bank account, they should inform both the administrator and the bookkeepers about both the amount, and which fiscal year the deposit is related to. At this point, the bookkeepers can create a general journal dated June 30 to account for the receivable from the member agency (debit accounts receivable and credit revenue). When the money is deposited, a reversing journal should be made to debit the cash and credit accounts receivable.

*Views of Responsible Official(s) and Planned Corrective Actions:* Management agrees with auditor findings and will discuss this with the member agencies.