

City of Dublin

Measure BB Funds

Dublin, California

*Financial Statements and
Independent Auditor's Reports
For the year ended June 30, 2019*

City of Dublin
Alameda County Transportation Commission – Measure BB Funds
Financial Statements
For the year ended June 30, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of City Council of the City of Dublin
Dublin, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Measure BB Funds (Measure BB Funds) of the City of Dublin, California (City), as of and for the year ended June 30, 2019 and the related notes to the financial statements.

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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure BB Funds of the City as of June 30, 2019, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Measure BB Funds and do not purport to, and do not, present fairly the financial positions of the City as of June 30, 2019, and the changes in its financial position 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.

Other Matters

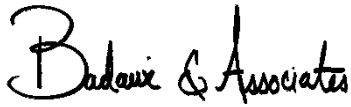
Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Measure BB Funds' financial statements. The budgetary comparison information is presented for purposes of additional analysis and are not a required part of the financial statements.

The budgetary comparison 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. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison 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 our report dated December 10, 2019, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and 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 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 City's internal control over financial reporting and compliance.

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Badawi & Associates
Certified Public Accountants
Berkeley, California
December 10, 2019

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City of Dublin

Alameda County Transportation Commission- Measure BB Funds

Balance Sheets

June 30, 2019

| | ACTC Streets and Roads | ACTC Bikes and Pedestrians | Total |
|---|------------------------------|----------------------------------|-------------------|
| ASSETS: | | | |
| Cash and investments | \$ 226,179 | \$ 175,103 | \$ 401,282 |
| Direct local distribution program receivables | 90,743 | 29,777 | 120,520 |
| Total assets | \$ 316,922 | \$ 204,880 | \$ 521,802 |
| LIABILITIES AND FUND BALANCES: | | | |
| Accounts payable and accrued liabilities | \$ 10,308 | \$ - | \$ 10,308 |
| Total liabilities | 10,308 | - | 10,308 |
| Fund Balances: | | | |
| Restricted | 306,614 | 204,880 | 511,494 |
| Total fund balances | 306,614 | 204,880 | 511,494 |
| Total liabilities and fund balances | \$ 316,922 | \$ 204,880 | \$ 521,802 |

City of Dublin

Alameda County Transportation Commission- Measure BB Funds

Statement of Revenues, Expenditures and Changes in Fund Balances

For the year ended June 30, 2019

| | ACTC Streets and Roads | ACTC Bikes and Pedestrians | Total |
|---|------------------------------|----------------------------------|-------------------|
| REVENUES: | | | |
| Measure BB revenue | \$ 552,022 | \$ 181,149 | \$ 733,171 |
| Use of money and property | 4,616 | 2,206 | 6,822 |
| Total revenues | 556,638 | 183,355 | 739,993 |
| EXPENDITURES: | | | |
| Bikes and Pedestrians | 40,000 | 10,675 | 50,675 |
| Streets and Roads | 570,541 | 100,000 | 670,541 |
| Total expenditures | 610,541 | 110,675 | 721,216 |
| REVENUES OVER (UNDER) EXPENDITURES | (53,903) | 72,680 | 18,777 |
| FUND BALANCES: | | | |
| Beginning of year | 360,517 | 132,200 | 492,717 |
| End of year | <u>\$ 306,614</u> | <u>\$ 204,880</u> | <u>\$ 511,494</u> |

City of Dublin

Alameda County Transportation Commission – Measure BB Funds

Notes to Financial Statements, Continued

For the year ended June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. *Reporting Entity*

All transactions of the Alameda County Transportation Commission – Measure BB Funds (Measure BB Funds) of the City of Dublin, California (City), are included as a separate special revenue fund in the basic financial statements of the City. Measure BB Funds are used to account for the City's share of revenues earned and expenditures incurred under the City's paratransit, local streets and roads, and bike and pedestrian programs. The accompanying financial statements are for Measure BB Funds only and are not intended to fairly present the financial position or results of operations of the City.

B. *Basis of Accounting and Measurement Focus*

The accompanying financial statements are prepared on the modified accrual basis of accounting. Revenues are generally recorded when measurable and available, and expenditures are recorded when the related liabilities are incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus, wherein only current assets and current liabilities generally are included on the balance sheet. Operating statements of governmental funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

C. *Fund Accounting*

The operations of the Measure BB Funds are accounted for in separate special revenue funds. The funds are separate accounting entities with a set of self-balancing accounts which comprise their assets, liabilities, fund equity, revenues, and expenses.

D. *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 the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

2. MEASURE BB FUNDS

Under Measure BB, approved by the voters of Alameda County in 2014, the City receives a portion of the proceeds of an additional one-half cent sales tax to be used for transportation-related expenditures. This measure was adopted with the intention that the funds generated by the additional sales tax will not fund expenditures previously paid for by property taxes but, rather, would be used for additional projects and programs.

Major projects funded by Measure BB were as follows:

Streets and Roads Program – To improve, repair, and overlay city streets.

Bike and Pedestrian Program – To provide sidewalk and American Disability Act (ADA) improvements and to implement the bikeway network.

City of Dublin

Alameda County Transportation Commission – Measure BB Funds

Notes to Financial Statements, Continued

For the year ended June 30, 2019

3. CASH AND INVESTMENTS

Measure BB funds are pooled with the City's cash and investments in order to generate optimum interest income.

The City pools its available cash for investment purposes. The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturity of three months or less from date of acquisition. Cash and cash equivalents are combined with investments and displayed as Cash and Investments.

Measure BB Funds had the following cash and investments at June 30, 2019:

| | |
|----------------------|-----------|
| Cash and Investments | \$401,282 |
|----------------------|-----------|

A. Investments

The City's Investment Policy and the California Government Code allow the City to invest in the following, provided the credit ratings of the issuers are acceptable to the City; and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the California Government Code, or the City's Investment Policy where the City's Investment Policy is more restrictive.

| Authorized Investment Type | Maximum Maturity | Minimum Credit Quality | Maximum Percentage of Portfolio | Maximum Investment In One Issuer |
|-------------------------------------|------------------|------------------------|---------------------------------|----------------------------------|
| Negotiable Certificates of Deposit | 5 years | A-1 | 30% | 20% |
| Bankers' Acceptance | 180 days | A-1 | 40% | 20% of Portfolio |
| U.S. Treasury Bills and Notes | 5 years | N/A | No Limit | No Limit |
| U.S. Government Agency Securities | 5 years | N/A | 25% for callable | 35% |
| California Asset Management Program | N/A | N/A | No Limit | No Limit |
| Commercial Paper | 270 days | A-1 | 25% | 20% of Portfolio |
| Time Certificates of Deposit | 1 year | N/A | 10% | No Limit |
| State Local Agency Investment Fund | N/A | N/A | No Limit | No Limit |
| Asset-Backed Securities | N/A | AA | 20% | 5% |
| Medium_Term Notes | 5 years | A | 30% | 5% |
| Money Market Funds | N/A | AAA | 20% | No Limit |
| Municipal Securities | 5 years | A | No Limit | 5% |
| Supranationals | 5 years | AA | 30% | 10% |

City of Dublin

Alameda County Transportation Commission – Measure BB Funds

Notes to Financial Statements, Continued

For the year ended June 30, 2019

3. CASH AND INVESTMENTS, Continued

A. *Investments, Continued*

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, investments were stated at fair value using the aggregate method in all funds and component units. The City's investments are carried at fair market value as required by generally accepted accounting principles. The City accounts for all changes in fair value that occurred during the year and are reflected in the fund balance for the fiscal year. These investment value changes are unrealized since the City's policy is to generally hold and buy investments until maturity dates.

B. *Risk Disclosures*

Interest Risk – Interest rate risk is the fluctuation in fair value of investments due to changes in interest rates. The City's exposure to losses caused by rising interest rates is minimized by limiting the average maturity of the City's investment not to exceed five years.

Credit Risk – Credit risk is the risk of loss of value of a security or investment due to downgrade of its rating due to a change in the ability of the issuer to fulfill its debt obligation. With the exception of U.S. Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution to reduce the City's exposure to credit risks.

Custodial Credit Risk – The custodial credit risk for an investment is the risk that in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. None of the City's investments were subject to custodial credit risk.

C. *Local Agency Investment Fund*

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The City's investments with LAIF at June 30, 2019, include a portion of the pool funds invested in Structured Notes and Asset-Backed Securities. These investments include the following:

Structured Notes – are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or have embedded forwards or options.

Asset-Backed Securities – the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as Collateralized Mortgage Obligations) or credit card receivables.

As of June 30, 2019, the City had invested in LAIF, which had invested 2.87% of the pool investment funds in Structured Notes and Asset-Backed Securities as compared to 2.67% in the previous year. The LAIF fair value factor of 1.001711790 was used to calculate the fair value of the investments in LAIF.

City of Dublin

Alameda County Transportation Commission – Measure BB Funds

Notes to Financial Statements, Continued

For the year ended June 30, 2019

4. DIRECT LOCAL DISTRIBUTION PROGRAM RECEIVABLES

The receivables represent the Measure BB sales tax revenues for the fiscal year received from the Alameda County Transportation Commission after June 30, 2019.

5. COMMITMENTS AND CONTINGENCIES

The City participates in several grant programs. These programs are subject to further examination by the grantors and the amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

SUPPLEMENTARY INFORMATION

City of Dublin

Alameda County Transportation Commission – Measure BB Funds

Supplementary Information

For the year ended June 30, 2019

1. BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in the basic financial statements:

- Prior to June 30 the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
- The public is given an opportunity to comment on the budget at a noticed City Council meeting. Prior to July 1, the budget is legally enacted through passage of a resolution.
- During the fiscal year, the City Manager is authorized to transfer budgeted amounts between line items, provided that the transfer is within the same fund, regardless of the specific department activity. This include the authority to transfer from the General Fund budgeted contingency amounts that are approved by the City Council during the budget adoption. The City Manager is authorized to increase revenue and expenditure budget for various departmental functions, when the net budget impact is zero.
- The City Manager is authorized to increase the appropriations for the following fiscal year in an amount not to exceed the amount of funds encumbered or designated by the City Manager as needed for expenses that did not occur prior to the year-end, but are expected to be expended in the next year consistent with the original purpose.
- As part of the annual Budget adoption the City Council authorizes the carry-over unexpended capital project appropriations, for those projects where work and expenditures will continue in the subsequent year.
- Formal budgetary integration is employed as a management control device during the year for the general fund, special revenue funds and capital projects funds.
- Budgets for the general, special revenue and capital projects funds are adopted on a basis consistent with generally accepted accounting principles in the United States.

City of Dublin

Supplementary Information, Continued

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

Measure BB - ACTC Streets and Roads

For the year ended June 30, 2019

| | Budgeted Amounts | | Actual | Variance with |
|-----------------------------------|------------------|---------------------|-------------------|-------------------|
| | Original | Final | Amounts | Final Budget |
| | | | | Positive |
| | | | | (Negative) |
| REVENUES: | | | | |
| Measure BB revenue | \$ 450,000 | \$ 450,000 | \$ 552,022 | \$ 102,022 |
| Use of money and property | 342 | 342 | 4,616 | 4,274 |
| Total revenues | <u>450,342</u> | <u>450,342</u> | <u>556,638</u> | <u>106,296</u> |
| EXPENDITURES: | | | | |
| Bikes and Pedestrians | - | 40,000 | 40,000 | - |
| Streets and Roads | 450,000 | 768,160 | 570,541 | 197,619 |
| Total expenditures | <u>450,000</u> | <u>808,160</u> | <u>610,541</u> | <u>197,619</u> |
| Net change in fund balance | <u>\$ 342</u> | <u>\$ (357,818)</u> | <u>(53,903)</u> | <u>\$ 303,915</u> |
| FUND BALANCE: | | | | |
| Beginning of year | | | <u>360,517</u> | |
| End of year | | | <u>\$ 306,614</u> | |

City of Dublin

Supplementary Information, Continued

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

Measure BB - ACTC Bikes and Pedestrians

For the year ended June 30, 2019

| | Budgeted Amounts | | Actual | Variance with |
|-----------------------------------|-------------------|---------------------|-------------------|-------------------|
| | Original | Final | Amounts | Final Budget |
| | | | | Positive |
| | | | | (Negative) |
| REVENUES: | | | | |
| Measure BB revenue | \$ 140,000 | \$ 140,000 | \$ 181,149 | \$ 41,149 |
| Use of money and property | 1,299 | 1,299 | 2,206 | 907 |
| Total revenues | 141,299 | 141,299 | 183,355 | 42,056 |
| EXPENDITURES: | | | | |
| Bikes and Pedestrians | 10,675 | 10,675 | 10,675 | - |
| Streets and Roads | 139,325 | 253,542 | 100,000 | 153,542 |
| Total expenditures | 150,000 | 264,217 | 110,675 | 153,542 |
| Net change in fund balance | \$ (8,701) | \$ (122,918) | 72,680 | \$ 195,598 |
| FUND BALANCE: | | | | |
| Beginning of year | | | 132,200 | |
| End of year | | | \$ 204,880 | |



**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**

To the Honorable Mayor and Members of City Council of the City of Dublin
Dublin, California

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 Measure BB Funds (Measure BB Funds) of the City of Dublin, California (City), as of and for the year ended June 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated December 10, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting in relation to Measure BB Funds (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

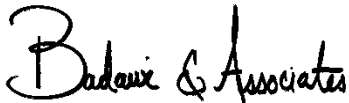
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Measure BB Funds' 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 black ink that reads "Badawi & Associates". The signature is written in a cursive, flowing style.

Badawi & Associates
Certified Public Accountants
Berkeley, California
December 10, 2019



INDEPENDENT AUDITOR'S REPORT ON MEASURE BB COMPLIANCE

To the Honorable Mayor and Members of City Council of the City of Dublin
Dublin, California

Compliance

We have audited the City of Dublin's (City) compliance with the types of compliance requirements described in the agreement between the City and Alameda County Transportation Commission applicable to the City's Measure BB Funds (Measure BB Funds) for the year ended June 30, 2019.

Management's Responsibility

Management of the City is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its Measure BB Funds.

Auditor's Responsibility

Our responsibility is to express an opinion on City's compliance based on our audit. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the agreement between the City and Alameda County Transportation Commission applicable to Measure BB. Those standards and the agreement require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the Measure BB Funds. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for Measure BB Funds. However, our audit does not provide a legal determination of the City's compliance.

Opinion

In our opinion, the City complied, in all material respects, with the types of compliance requirements related to the agreement between the City and Alameda County Transportation Commission applicable to Measure BB for the year ended June 30, 2019.

Other Matter

Under Measure BB, approved by the voters of Alameda County in 2014, the City has received a total of 12 months of revenue from July 2018 through June 2019. The Local Street and Roads program has received \$552,022, and the Bike and Pedestrian program has received \$181,149.

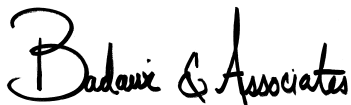
Internal Control Over Compliance

Management of City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of agreement between the City and Alameda County Transportation Commission applicable to Measure BB. Accordingly, this report is not suitable for any other purpose.



Badawi & Associates
Certified Public Accountants
Berkeley, California
December 10, 2019