# CITY OF ALAMEDA, CALIFORNIA

## ALAMEDA COUNTY TRANSPORTATION COMMISSION
## VEHICLE REGISTRATION FEE (VRF)
## MEASURE F PROGRAM
## FINANCIAL STATEMENTS

## FOR THE YEAR ENDED JUNE 30, 2020

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**CITY OF ALAMEDA, CALIFORNIA**

**ALAMEDA COUNTY TRANSPORTATION COMMISSION**
**VEHICLE REGISTRATION FEE (VRF)**
**MEASURE F PROGRAM**
**FINANCIAL STATEMENTS**

**For the Year Ended June 30, 2020**

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MAZE & ASSOCIATES

# INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the City Council
City of Alameda, California

## *Report on the Financial Statements*

We have audited the accompanying financial statements of the Alameda County Transportation Commission Vehicle Registration Fee (VRF) Measure F Program (Measure F Program) of the City of Alameda (City), California, as of and for the year ended June 30, 2020, and the related notes to the financial statements, as listed in the Table of Contents.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

## *Auditor's Responsibility*

Our responsibility is to express an opinion 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 City's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing such an opinion on the effectiveness of the City'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 opinion.

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***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure F Program as of June 30, 2020, and the change in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Emphasis of a Matter***

As discussed in Note 2, the financial statements present only the Measure F Program and do not purport to, and do not present fairly the financial position of the City as of June 30, 2020, the changes in financial position, or where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 29, 2020 on our consideration of the City's internal control over financial reporting as it relates to the Measure F Program 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 the City's internal control over financial reporting and compliance as it relates to the Measure F Program.

Maze & Associates

Pleasant Hill, California
December 29, 2020

# CITY OF ALAMEDA
# ALAMEDA COUNTY TRANSPORTATION COMMISSION
# VEHICLE REGISTRATION FEE (VRF)
# MEASURE F PROGRAM
# BALANCE SHEET
# JUNE 30, 2020

| | Vehicle Registration Fees |
|---|---|
| **ASSETS** | |
| Cash and investments | $272,463 |
| Direct local distribution program receivable - Measure F | 55,153 |
| **TOTAL ASSETS** | $327,616 |
| **FUND BALANCE** | |
| Restricted for Measure F Programs | $327,616 |
| **TOTAL FUND BALANCE** | $327,616 |

See Accompanying Notes to the Financial Statements.

**CITY OF ALAMEDA**
**ALAMEDA COUNTY TRANSPORTATION COMMISSION**
**VEHICLE REGISTRATION FEE (VRF)**
**MEASURE F PROGRAM**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**FOR THE YEAR ENDED JUNE 30, 2020**

| | Vehicle Registration Fees |
|---|---|
| **REVENUES** | |
| Measure F direct local distribution funds allocation | $311,901 |
| Interest | 15,866 |
| Changes in fair value | (9,061) |
| **Total Revenues** | 318,706 |
| **EXPENDITURES** | |
| Transportation and construction | 649,000 |
| **Total Expenditures** | 649,000 |
| **NET CHANGE IN FUND BALANCE** | (330,294) |
| **FUND BALANCE** | |
| Beginning fund balance | 657,910 |
| Ending fund balance | $327,616 |

See Accompanying Notes to the Financial Statements.

## NOTE 1 – DESCRIPTION OF REPORTING ENTITY

Alameda County Vehicle Registration Fee Measure F (Measure F Program) was approved by the voters in November 2010, with 63 percent of the vote. The fee will generate about $10.7 million per year by a $10 per year vehicle registration fee. The collection of the $10 per year vehicle registration fee started in the first week of May 2011. The goal of the VRF Program is to sustain the County's transportation network and reduce traffic congestion and vehicle related pollution. The program includes four categories of projects:

- Local Road Improvement and Repair Program (60 percent)
- Transit for Congestion Relief (25 percent)
- Local Transportation Technology (10 percent)
- Pedestrian and Bicyclist Access and Safety Program (5 percent)

The Alameda County Transportation Commission administers the program and distributes an equitable share of the funds among the four planning areas of the county over successive five year cycles. Geographic equity is measured by a formula, weighted 50 percent by population of the planning area and 50 percent by registered vehicles of the planning area.

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

### *A. Basis of Presentation*

The Measure F Program has been accounted for in a special revenue fund, which is a governmental fund type and is classified in the City's basic financial statements as a nonmajor governmental fund. Special revenue funds are used to account for proceeds of specific revenues (e.g., VRF revenue and investment income) that are legally restricted to be expended for specified purposes.

The financial statements do not purport to, and do not, present the financial position or changes in financial position of the City. The projects represent a portion of the activities of the City and, as such, are included in the City's basic financial statements.

### *B. Basis of Accounting*

The accompanying financial statements have been prepared on the modified accrual basis of accounting. Under the modified accrual basis of accounting, expenditures are recorded when the related governmental fund liabilities are incurred. Revenues, including sales taxes and investment earnings, are recognized when they become measurable and available (generally received within 60 days after year-end).

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES (CONTINUED)

### *C. Fund Balance*

Measure F Program fund balance is restricted. A restricted fund balance represents amounts that can be spent only for specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first.

### *D. Use of Estimates*

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

## NOTE 3 – CASH AND INVESTMENTS

Cash and investments represent the Measure F Program's share of the City's Treasury pool. All of the Measure F Program's cash and investments are deposited in the City's Treasury pool as described in the City's Comprehensive Annual Financial Report, which can be obtained from the City's Department of Finance. The pool is unrated. Investments in the pool are made in accordance with the City's investment policy as approved by the City Council. Investments are stated at fair value. However, the value of the pool shares in the City's Treasury pool that may be withdrawn is determined on an amortized cost basis, which is different from the fair value of the Measure F Program's position in the pool. Interest earned from time deposits and investments is allocated annually to the Measure F Program based on average monthly cash balance. The Measure F Program's proportionate share of investments in the City's Treasury pool at June 30, 2020 of $272,463 which is not subject to the fair value hierarchy.

## NOTE 4 – MEASURE F DIRECT LOCAL DISTRIBUTION PROGRAM RECEIVABLE

The Measure F Direct Local Distribution Program Receivable represents the Measure F revenues for the fiscal year received from the Alameda County Transportation Commission after June 30, 2020.

MAZE & ASSOCIATES

**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 Members of the City Council
City of Alameda, 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 Alameda County Transportation Commission Vehicle Registration Fee Program (Measure F Program) of the City of Alameda (City), California, as of and for the year ended June 30, 2020, and the related notes to the financial statements, and have issued our report thereon dated December 29, 2020. Our report included an emphasis of a matter paragraph stating that the financial statements of the Measure F Program do not purport to, and do not, present fairly the financial position of the City as of June 30, 2020.

***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 it relates to the Measure F Program 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 as it relates to the Measure F Program. Accordingly, we do not express an opinion on the effectiveness of the City's internal control as it relates to the Measure F Program.

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 City'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.

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***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the financial statements of the Measure F Program 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 City's internal control or on compliance as it relates to the Measure F Program. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance as it relates to the Measure F Program. Accordingly, this communication is not suitable for any other purpose.

Maze & Associates

Pleasant Hill, California
December 29, 2020

**INDEPENDENT AUDITOR'S REPORT**
**ON VEHICLE REGISTRATION FEE (VRF)**
**MEASURE F COMPLIANCE**

To the Honorable Members of the City Council
City of Alameda, California

***Report on Compliance for Measure F Program***

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 Alameda County Transportation Commission Vehicle Registration Fee Program (Measure F Program) of the City of Alameda (City), California, as of and for the year ended June 30, 2020, and the related notes to the financial statements and have issued our report thereon dated December 29, 2020.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants specified in the *Master Programs Funding Agreement* between the City and Alameda County Transportation Commission.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Measure F Program based on our audit of the types of compliance requirements referred to above. 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 requirements specified in the *Master Programs Funding Agreement* between the City and the Alameda County Transportation Commission. Those standards and requirements 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 F Program. 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 the Measure F Program. However, our audit does not provide a legal determination of the City's compliance.

***Opinion on Measure F Program***

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on Measure F Program for the year ended June 30, 2020.

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***Report on Internal Control Over Compliance***

Management 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 with the types of requirements that could have a direct and material effect on Measure F Program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the Measure F Program and to test and report on internal control over 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 the 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 Measure F 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 Measure F 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 Measure F 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 specified in the *Master Programs Funding Agreement* between the City and the Alameda County Transportation Commission. Accordingly, this report is not suitable for any other purpose.

Maze & Associates

Pleasant Hill, California
December 29, 2020