

**DEL NORTE LOCAL TRANSPORTATION COMMISSION**

**BASIC FINANCIAL STATEMENTS,  
REQUIRED SUPPLEMENTARY INFORMATION,  
AND  
SUPPLEMENTARY INFORMATION**

**Year Ended June 30, 2017**

## TABLE OF CONTENTS

<b>INDEPENDENT AUDITORS' REPORT</b>	1 - 2
<b>MANAGEMENT'S DISCUSSION AND ANALYSIS</b>	3 - 7
<b>BASIC FINANCIAL STATEMENTS:</b>	
Statement of Net Position	8
Statement of Activities and Changes in Net Position	9
Balance Sheet - Governmental Funds	10
Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental Funds	11
Statement of Fiduciary Net Position - Fiduciary Funds	12
Statement of Changes in Fiduciary Net Position - Fiduciary Funds	13
Notes to Financial Statements	14 - 23
<b>REQUIRED SUPPLEMENTARY INFORMATION:</b>	
Schedule of Revenues, Expenditures and Changes in Fund Balance by Work Element - Budget to Actual	24
<b>SUPPLEMENTARY INFORMATION:</b>	
Schedule of Revenues, Expenditures and Changes in Fund Balance - All Special Revenue Funds	25
Schedule of Allocations and Expenditures - Local Transportation Fund	26
Schedule of Allocations and Expenditures - State Transit Assistance Fund	27
Report on Compliance over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with the Statutes, Rules, and Regulations of the California Transportation Development Act	28 - 29



## **INDEPENDENT AUDITORS' REPORT**

The Commissioners of Del Norte Local Transportation Commission  
Crescent City, California

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Del Norte Local Transportation Commission (the Commission) as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Commission's basic 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 as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts; 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.

### **Auditors' 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 State Controller's Minimum Audit Requirements and Reporting Guidelines for California Special Districts. 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.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Commission, as of June 30, 2017, 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 the management's discussion and analysis and budgetary comparison information on pages 3 through 7 and page 22 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.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

## **Report on Other Legal and Regulatory Requirements**

We have also issued our report dated December 18, 2017, on our consideration of the Commission's 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 compliance and the results of that testing, and not to provide an opinion on compliance.

*Hunter, Hunter & Hunt*

December 18, 2017

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2017**

This section of Del Norte Local Transportation Commission's (the Commission's) financial statements presents management's overview and analysis of the financial activities of the Commission for the fiscal year ended June 30, 2017. We encourage the reader to consider the information presented here in conjunction with the financial statements as a whole.

**Introduction to the Basic Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Commission's audited financial statements. This annual report is prepared in accordance with the Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.

The required financial statements include the Government-wide and Fund Financial Statements: Statement of Net Position and Governmental Fund Balance Sheet; Statement of Activities and Changes in Net Position and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances; Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position.

These statements are supported by notes to the financial statements. All sections must be considered together to obtain a complete understanding of the financial picture of the Commission.

**The Basic Financial Statements**

The Basic Financial Statements comprise the Government-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of the Commission's financial activities and financial position.

**The Government-wide Financial Statements**

The Government-wide Financial Statements provide a longer-term view of the Commission's activities as a whole, and comprise the Statement of Net Position and the Statement of Activities and Changes in Net Position. The Statement of Net Position provides information about the financial position of the Commission as a whole, including all of its capital assets and long-term liabilities on the full accrual basis, similar to that used by corporations. The Statement of Activities provides information about all of the Commission's revenues and all of its expenses, also on the full accrual basis, with the emphasis on measuring net revenues or expenses of the Commission's programs. The Statement of Activities explains in detail the change in Net Position for the year.

Government-wide Financial Statements are prepared on the accrual basis, which means they measure the flow of all economic resources of the Commission as a whole.

All of the Commission's activities are grouped into Government Activities, as explained below.

**Fund Financial Statements**

The Fund Financial Statements report the Commission's operations in more detail than the Government-wide statements and focus primarily on the short-term activities of the

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2017**

Commission's Major Funds. The Fund Financial Statements measure only current revenues and expenditures and fund balances; they exclude capital assets, long-term debt and other long-term amounts. The Fund Financial Statements provide detailed information about each of the Commission's most significant funds, called Major Funds. The concept of Major Funds, and the determination of which are Major Funds, was established by GASB Statement No. 34 and replaces the concept of combining like funds and presenting them in total. Instead, each Major Fund is presented individually, with all Non-major Funds summarized and presented only in a single column. Major Funds present the major activities of the Commission for the year, and may change from year to year as a result of changes in the pattern of the Commission's activities. In the Commission's case, there are two Major Governmental Funds.

Governmental Fund Financial Statements are prepared on the modified accrual basis, which means they measure only current financial resources and uses. Capital assets and other long-lived assets, along with long-term liabilities, are not presented in the Governmental Fund Financial Statements. Major Funds account for the major financial activities of the Commission and are presented individually. All of the Commission's Governmental Funds are considered major.

The Statement of Net Position and the Statement of Activities present information about the following:

**Governmental Activities** - The Commission's basic services are considered to be governmental activities. These services are supported by specific program revenues from state grants and local transportation claims. Comparisons of Budget and Actual financial information are presented for the Administration Special Revenue Fund.

**Fiduciary Activities** - The Commission's fiduciary activities are reported in the separate Statement of Fiduciary Net Position. Their balances are excluded from the Commission's other financial statements because the Commission cannot use these assets to finance its own operations.

The Fiduciary Statements provide financial information about the activities of the Transportation Development Act Fund, State Transit Assistance and RSTP Funds for which the Commission acts solely as agent. The Fiduciary Statements provide information about the cash balances and activities of these funds. These statements are separate from, and their balances are excluded from, the Commission's financial activities.

**Analysis of Major Funds**

**Governmental Funds** - Special Revenue Fund revenue increased \$45,765 from \$348,833 in the prior fiscal year to \$394,598 this fiscal year. This increase was mainly due to more projects funded through Regional Planning Assistance. Prior year RPA funding was \$43,840 lower than the current year.

Special Revenue Fund expenditures increased \$30,116 from \$350,228 in the prior fiscal year to \$380,344 this fiscal year. This was mainly due to increases in RPA expenditures as compared to the prior year.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2017**

**Governmental Activities**

**Table 1  
Governmental Net Position**

	<u>2017</u>	<u>2016</u>
Cash and Investments	\$ 108,084	\$ 135,142
Accounts Receivable	127,964	40,454
Capital Assets, Net of Accumulated Depreciation	-	4,872
<b>Total Assets</b>	<b><u>\$ 236,048</u></b>	<b><u>\$ 180,468</u></b>
Accounts Payable	<u>\$ 58,266</u>	<u>\$ 12,068</u>
<b>Total Liabilities</b>	<b><u>\$ 58,266</u></b>	<b><u>\$ 12,068</u></b>
Net Position		
Invested in Capital Assets	\$ -	\$ 4,872
Restricted	<u>177,782</u>	<u>163,528</u>
<b>Total Net Position</b>	<b><u>\$ 177,782</u></b>	<b><u>\$ 168,400</u></b>

The Commission's governmental net position amounted to \$177,782 as of June 30, 2017, an increase of \$9,382 over 2016. This increase is the Change in Net Position reflected in the Governmental Activities column of the Statement of Activities shown in Table 2. The Commission's net position as of June 30, 2017, comprised the following:

Restricted - includes \$177,782 of net position that can only be used for specific purposes.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2017**

The Statement of Activities presents general revenues in detail. These elements are summarized below in the Changes in Governmental Net Position.

**Table 2  
Changes in Governmental Net Position**

	2017	2016
<b><u>Expenses:</u></b>		
Services	\$ 31,065	\$ 25,136
Safe Routes to Schools	35,890	26,269
Planning and Administration	318,261	304,137
Total Expenses	385,216	355,542
<b><u>Program Revenues:</u></b>		
Grants	317,133	255,362
Local Transportation Funds	51,512	68,057
General Revenues		
SAFE	24,345	24,642
Interest	1,608	772
Total Revenues	394,598	348,833
Change in Net Position	\$ 9,382	\$ (6,709)

The Major Special Revenue Funds that the Commission uses to account for its governmental activities are described below.

**SAFE** - This fund accounts for service authority for freeway emergencies. The major revenue source for this fund is state fees collected in connection with vehicle license fees. Expenditures are made for service authority for freeway emergencies projects. Expenditures in the amount of \$18,273 were made for services and supplies and \$7,920 were made for administration services in the current year. The fund's net position decreased by \$1,210 from \$62,328 at the end of the prior fiscal year, to \$61,118 at the end of the current fiscal year.

**Administration Fund** - The major revenue source for this fund is state rural planning assistance funds. Expenditures in the amount of \$354,151 were made for planning and administration in the current year. The fund's net position increased by \$15,464 from \$101,200 at the end of the prior fiscal year, to \$116,664 at the end of the current fiscal year.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2017**

**Capital Assets**

GASB Statement No. 34 requires the Commission to record all its capital assets that were not recorded in prior years. Detail on capital assets can be found in Note 3.

**Debt Administration**

The Commission does not utilize long-term debt to fund operations or growth.

**Economic Outlook and Major Initiatives**

Financial planning is based on specific assumptions from recent trends, State of California economic forecasts and historical growth patterns in the various communities served by the Commission.

The economic condition of the Commission as it appears on the balance sheet reflects financial stability and the potential for organizational growth. The Commission continues to be encouraged by development throughout its boundaries. The Commission will continue to maintain a watchful eye over expenditures and remain committed to sound fiscal management practices to deliver the highest quality service to the citizens of the area.

**Contacting the Commission's Financial Management**

These financial statements are intended to provide citizens, taxpayers, and creditors with a general overview of the Commission's finances. Questions about this Report should be directed to Executive Director, Del Norte Local Transportation Commission, 900 Northcrest Drive, PMB16, Crescent City, California, 95531.

## **BASIC FINANCIAL STATEMENTS**

**DEL NORTE LOCAL TRANSPORTATION COMMISSION**  
**STATEMENT OF NET POSITION**  
**June 30, 2017**

	<u><b>Governmental Activities</b></u>
<b>Assets</b>	
Current Assets:	
Cash and Investments	\$ 108,084
Accounts Receivable	<u>127,964</u>
Total Current Assets	<u>236,048</u>
Noncurrent Assets:	
Capital Assets, Net of Accumulated Depreciation	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u><u>\$ 236,048</u></u>
<b>Liabilities</b>	
Current Liabilities:	
Accounts Payable	<u>\$ 58,266</u>
Total Current Liabilities	<u>58,266</u>
Total Liabilities	<u><u>\$ 58,266</u></u>
<b>Net Position</b>	
Net Investment in Capital Assets	\$ -
Restricted	<u>177,782</u>
Total Net Position	<u><u>\$ 177,782</u></u>

See accompanying notes.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION**  
**STATEMENT ACTIVITIES AND CHANGES IN NET POSITION**  
For the Year Ended June 30, 2017

		<u>Program Revenues</u>		<b>Net (Expense) Revenues and Changes in Net Position Governmental Activities</b>
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental Activities:				
Callbox Services and Supplies	\$ 31,065	\$ -	\$ 24,345	\$ (6,720)
Safe Routes to Schools	35,890	-	24,800	(11,090)
Planning and Administration	<u>318,261</u>	<u>-</u>	<u>343,845</u>	<u>25,584</u>
Total Governmental Activities	<u>385,216</u>	<u>-</u>	<u>392,990</u>	<u>7,774</u>
General Revenues:				
Interest				<u>1,608</u>
Total Revenues				<u>1,608</u>
Change in Net Position				9,382
Net Position - Beginning of Year				<u>168,400</u>
Net Position - End of Year				<u><u>\$ 177,782</u></u>

See accompanying notes.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
June 30, 2017**

	<u>Fund 618 SAFE</u>	<u>Fund 602 Administration</u>	<u>Total</u>
<b>Assets</b>			
Cash and Investments	\$ 65,438	\$ 42,646	\$ 108,084
Accounts Receivable	<u>4,465</u>	<u>123,499</u>	<u>127,964</u>
Total Assets	<u>\$ 69,903</u>	<u>\$ 166,145</u>	<u>\$ 236,048</u>
<b>Liabilities and Fund Balance</b>			
Liabilities:			
Accounts Payable	<u>\$ 8,785</u>	<u>\$ 49,481</u>	<u>\$ 58,266</u>
Total Liabilities	<u>8,785</u>	<u>49,481</u>	<u>58,266</u>
<b>Fund Balance</b>			
Restricted	<u>61,118</u>	<u>116,664</u>	<u>177,782</u>
Total Fund Balance	<u>61,118</u>	<u>116,664</u>	<u>177,782</u>
Total Liabilities and Fund Balance	<u>\$ 69,903</u>	<u>\$ 166,145</u>	<u>\$ 236,048</u>
Total Fund Balance - Government Fund			\$ 177,782
As of June 30, 2017, there are no variances in amounts reported for governmental activities in the Statement of Net Position.			-
Net Position of Governmental Activities			<u>\$ 177,782</u>

See accompanying notes.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS  
For the Year Ended June 30, 2017**

	<u>Fund 618</u> <u>SAFE</u>	<u>Fund 602</u> <u>Administration</u>	<u>Total</u>
<b>Revenues</b>			
Grants	\$ -	\$ 317,133	\$ 317,133
Local Transportation Funds	-	51,512	51,512
Service Authority for Freeway Emergencies	24,345	-	24,345
Interest	638	970	1,608
Total Revenues	<u>24,983</u>	<u>369,615</u>	<u>394,598</u>
<b>Expenditures</b>			
Services	18,273	-	18,273
Planning and Administration	7,920	354,151	362,071
Total Expenditures	<u>26,193</u>	<u>354,151</u>	<u>380,344</u>
Excess of Revenue over Expenditures	<u>(1,210)</u>	<u>15,464</u>	<u>14,254</u>
Net Change in Fund Balances	(1,210)	15,464	14,254
Fund Balances, Beginning of Year	<u>62,328</u>	<u>101,200</u>	<u>163,528</u>
Fund Balances, End of Year	<u>\$ 61,118</u>	<u>\$ 116,664</u>	<u>\$ 177,782</u>
Net Change in Fund Balance - Governmental Fund			\$ 14,254
Amounts reported for governmental activities in the Statement of Activities are different because some expenses reported in the State of Activities do not require the use of current financial resources, and therefore, are not reported as expenditures in the governmental funds. These expenses are:			
Depreciation			<u>(4,872)</u>
Change in Net Position of Governmental Activities			<u>\$ 9,382</u>

See accompanying notes.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
**June 30, 2017**

	<u>Expendable Trust Funds</u>					<u>Total</u>
	<u>Fund 637</u>	<u>Fund 626</u>	<u>Fund 619</u>	<u>Fund 696</u>	<u>Fund 647</u>	
	<u>Local</u>	<u>State</u>	<u>RSTP</u>	<u>PTMISEA</u>	<u>Transit</u>	
	<u>Transportation</u>	<u>Transit</u>	<u>Fund</u>	<u>Fund</u>	<u>Security</u>	
		<u>Assistance</u>			<u>Fund</u>	
<b>Assets</b>						
Cash and Investments	\$ 61,634	\$ 20,673	\$ 1,175,099	\$ 819,585	\$ 73,541	\$ 2,150,532
Sales Tax Receivable	87,500	27,637	-	-	-	115,137
Total Assets	<u>149,134</u>	<u>48,310</u>	<u>1,175,099</u>	<u>819,585</u>	<u>73,541</u>	<u>2,265,669</u>
<b>Liabilities</b>						
Accounts Payable	-	-	212,057	-	-	212,057
Due to Other Funds	128,369	8,714	-	-	-	137,083
Total Liabilities	<u>128,369</u>	<u>8,714</u>	<u>212,057</u>	<u>-</u>	<u>-</u>	<u>349,140</u>
<b>Net Position</b>						
Held in Trust for Pedestrian Bike	31,243	-	-	-	-	31,243
Held in Trust (Deficit)	(10,478)	39,596	963,042	819,585	73,541	1,885,286
Total Net Position	<u>\$ 20,765</u>	<u>\$ 39,596</u>	<u>\$ 963,042</u>	<u>\$ 819,585</u>	<u>\$ 73,541</u>	<u>\$ 1,916,529</u>

See accompanying notes.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
**For the Year Ended June 30, 2017**

	<u>Expendable Trust Funds</u>					<u>Total</u>
	<u>Fund 637</u>	<u>Fund 626</u>	<u>Fund 619</u>	<u>Fund 696</u>	<u>Fund 647</u>	
	<u>Local</u>	<u>State</u>	<u>RSTP</u>	<u>PTMISEA</u>	<u>Transit</u>	
	<u>Transportation</u>	<u>Transit</u>	<u>Fund</u>	<u>Fund</u>	<u>Security</u>	
		<u>Assistance</u>			<u>Fund</u>	
<b>Revenue</b>						
Sales Tax	\$ 604,119	\$ -	\$ -	\$ -	\$ -	\$ 604,119
State Proposition 1B Funds	-	-	-	-	23,546	23,546
State Exchange Funds	-	-	210,359	-	-	210,359
State Transit Assistance Funds	-	99,205	-	-	-	99,205
Interest	892	278	8,948	7,887	354	18,359
Total Revenue	<u>605,011</u>	<u>99,483</u>	<u>219,307</u>	<u>7,887</u>	<u>23,900</u>	<u>955,588</u>
<b>Expenditures</b>						
Administration and Planning	51,512	-	-	-	-	51,512
Redwood Coast Transit Authority	513,477	99,483	-	-	-	612,960
Consolidated Transit Services Agency	22,520	-	-	-	-	22,520
Partnerships	-	-	11,655	-	-	11,655
Streets Overlays	-	-	367,630	-	-	367,630
Total Expenditures	<u>587,509</u>	<u>99,483</u>	<u>379,285</u>	<u>-</u>	<u>-</u>	<u>1,066,277</u>
Change in Net Position	17,502	-	(159,978)	7,887	23,900	(110,689)
Net Position, Beginning of Year	<u>3,263</u>	<u>39,596</u>	<u>1,123,020</u>	<u>811,698</u>	<u>49,641</u>	<u>2,027,218</u>
Net Position, End of Year	<u>\$ 20,765</u>	<u>\$ 39,596</u>	<u>\$ 963,042</u>	<u>\$ 819,585</u>	<u>\$ 73,541</u>	<u>\$ 1,916,529</u>

See accompanying notes.

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

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

The financial statements of Del Norte Local Transportation Commission (the Commission) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

This summary of significant accounting policies of the Commission is presented to assist in understanding the financial statements. The financial statements and notes are representations of management, who is responsible for their integrity and objectivity. These accounting policies have been consistently applied in the preparation of the financial statements.

**Reporting Entity and Nature of Activities**

The Commission is the regional transportation planning agency for Del Norte County, California, and was created pursuant to Title 3 of Government Code Section 29535. The Commission is responsible for transportation planning activities as well as administration of the Local Transportation Trust Fund and the State Transit Assistance Fund. The Commission does not exercise control over any other governmental agency authority. Criteria used in determining the reporting entity was based on control or dependence determined on the basis of budget adoption, funding, and appointment of the respective governing board.

**Basis of Presentation**

Government-Wide Financial Statements

The statement of net position and statement of activities and changes in net position (statement of activities) display information about the reporting government as a whole and include all funds of the reporting entity, except for fiduciary activities. Governmental activities generally are financed through taxes and other non-exchange revenues.

The statement of activities demonstrates the degree to which the direct expenses of given functions or segments are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include grants and contributions that are restricted to meeting the operational needs of a particular program, and fees, grants and contributions that are restricted to financing the acquisition or construction of capital assets.

Revenues not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

Financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts which constitute its assets, liabilities, net position/fund equity, revenues, and expenditures/expenses.

Separate financial statements are provided for governmental funds and fiduciary funds. Major individual governmental funds and major individual fiduciary funds are reported as separate columns in the fund financial statements.

The Commission's resources are accounted for based on the purposes for which they are to be spent and the means by which spending activities are controlled. An emphasis is placed

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

on major funds within the governmental categories. A fund is considered major if it is the primary operating fund of the Commission or meets the following criteria:

Total assets, liabilities, revenues or expenditures (or expenses) of the individual governmental funds are at least 10 percent of the corresponding total for all funds of that category or type.

**Measurement Focus/Basis of Accounting**

Measurement focus refers to what is being measured; basis of accounting refers to the timing of the recognition of revenues and expenditures in the accounts and their reporting in the financial statements.

Government-Wide Financial Statements

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and 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. Fiduciary funds are not included in the government-wide financial statements.

Fund Financial Statements

The governmental fund types use a current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Their revenues are recognized when susceptible to accrual, i.e., when they become measurable and available. Measurable means the amount can be determined. Available means collectible within the current period or soon enough thereafter to pay current liabilities. For this purpose, the Commission considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, if measurable. General capital asset acquisitions are reported as expenditures in governmental funds.

The revenues susceptible to accrual are Transportation Development Act (TDA) funds, grants and interest revenue.

Non-exchange transactions, in which the Commission gives or receives value without directly receiving or giving equal value in exchange, include taxes, grants, entitlements, and donations. On the accrual basis, revenue from taxes is recognized in the fiscal year for which the taxes are levied or assessed. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

The Commission may fund programs with a combination of cost-reimbursement grants, categorical block grants, and general revenues. Thus, both restricted and unrestricted net position may be available to finance program expenditures. The Commission's policy is to first apply restricted grant resources to such programs, followed by general revenues if necessary.

The governmental funds consist of:

*Service Authority for Freeway Emergencies (SAFE) Fund:* The major revenue source for this fund is state vehicle license fees. Expenditures are made for SAFE projects.

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

*Administration Fund:* The major revenue source for this fund is state regional planning funds. Expenditures are made for planning and administration.

The fiduciary funds account for assets held by the Commission as a trustee or agent for other units of government. Expendable trust funds are used by the Commission for the following purposes:

*Local Transportation Fund (LTF)* - This fund is utilized by the Commission, as trustee, to receive the 1/4 of 1% retail sales tax that is returned to each County by the State Board of Equalization. These funds are apportioned and allocated by the Commission to eligible claimants for transit, transportation planning, and for administration of the TDA. While it is legal to allocate LTF funds for street and road purposes under certain conditions, the Commission has adopted a Local Transportation Reserve Fund policy that precludes any street and roads allocations.

*State Transit Assistance (STA) Fund* - This fund is utilized by the Commission, as trustee, to receive sales tax derived from statewide sales of gasoline and diesel fuel. Each County receives its share of these funds based upon a population and operator revenue formula. These funds are allocated by the Commission to transit operators.

*Regional Surface Transportation Program (RSTP) Fund* - This fund is utilized by the Commission, as trustee, to receive non-federal RSTP account funds from the California Department of Transportation. These funds are then allocated to local agencies for eligible purposes.

*Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) Fund* - This fund is utilized by the Commission, as trustee, to receive PTMISEA funds which are required to be accounted for separately.

*Transit Security Fund* - This fund is utilized by the Commission, as trustee, to receive Proposition 1B California Transit Security Grant funds which are required to be accounted for separately.

**Budgets**

*Operating Funds* - The Commission annually adopts a budget through the preparation of an overall work program. This work program describes the projects, or work elements, that are to be funded, and the type of funds that will pay for the expenditures, such as Rural Planning Assistance, State Subvention, Local Transportation, or Federal Transportation Administration (FTA). The work program in draft form is prepared by Commission staff, submitted and approved by the Commission, and submitted to the State of California, Department of Transportation (Caltrans) before June 30. Caltrans, as the grantor of Rural Planning Assistance, State Subvention and FTA funds, approves the work program, which then becomes the budget for the operating fund of the Commission.

*Expendable Trust Funds* - There are three expendable trust funds, the LTF, STA, and RSTP Funds. The LTF funds are available for transit, streets and roads, pedestrian and bicycle, administration of the TDA, and transportation planning.

The STA funds are available for transit purposes. The eligible recipients are the Commission, the County of Del Norte, the City of Crescent City, Redwood Coast Transit Authority and any

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

governmental agency that is operating a transit operation within Del Norte County, California. The process for delivering the LTF and STA funds to the various recipients is as follows:

The County Auditor-Controller estimates the amount of funds to be available in the LTF, and notifies the Commission before February 1 of each year.

The LTF fund's net position balance has \$31,243 held in trust for pedestrian bicycle projects.

The Commission determines how much funding it will need for the planning and administration of the TDA. The Commission then determines the split of LTF funds between the Redwood Coast Transit Authority and other claimants based upon the population amounts provided by the State of California Department of Finance. Each recipient is then notified of the amount of LTF funds available in its area of apportionment (apportionment being the process of dividing the funds based upon population). Each agency then submits a claim for LTF funds, with transit needs required to be met before any streets and roads funds can be claimed. While it is legal to allocate LTF funds for street and road purposes under certain conditions, the Commission is committed to funding transit to the greatest extent possible and by practice does not divert funds for streets and roads allocations.

The Commission acts upon the claims, adopting resolutions, and preparing allocation instructions that notify the recipient of the funds approved, and notifies the County Auditor-Controller of what expenditures are approved, and when they are to be paid.

The STA process is similar, except that the estimate is made by the State of California Controller's Office, and the funds cannot be used for administration, streets and roads, or pedestrian and bicycle facilities.

**Cash and Cash Equivalents**

The Commission's cash is maintained with the County of Del Norte Office of the Auditor-Controller and a local financial institution. Cash deposits in external investment pools are considered cash equivalents when deposits and withdrawals may be made at any time without prior notice or penalty. The County of Del Norte Office of the Auditor-Controller allocates interest to the various funds based upon the average monthly cash balances. The Commission's cash on deposit with the County of Del Norte Treasury at June 30, 2017, was \$125,375 reported in governmental activity funds, and \$1,990,532 reported in fiduciary funds. The Commission's cash on deposit with Tri Counties Bank at June 30, 2017, was \$142,709 which consisted of \$160,000 reported in fiduciary funds less a deficit of \$17,291 reported in governmental activity funds.

**Accounts Receivable**

The Commission evaluates the collectability of accounts receivable in order to determine the allowance for doubtful accounts. As of June 30, 2017, the Commission determined that accounts receivable are fully collectible and recorded \$-0- for the allowance for doubtful accounts. Based on historical experience, the Commission does not expect amounts to become uncollectible, however if they are, they will be charged to operations as a bad debt expense. Although this method does not conform to generally accepted accounting principles, the impact of any bad debt expense recorded in the future is expected to be immaterial to the financial statements.

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**Capital Assets**

Capital assets are defined by the government as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of one year. All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

Depreciation of capital assets is charged as an expense against operations, with accumulated depreciation reflected in the statement of net position. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Callboxes and equipment	5 years
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**Net Position and Fund Balance Classification Policy**

The difference between fund assets and liabilities is called “net position” in the government-wide and fiduciary fund financial statements and it is called “fund balance” in the governmental fund financial statements.

Government-wide and fiduciary fund financial statements have the following categories of net position:

Net investment in capital assets represents capital assets, net of accumulated depreciation reduced by the outstanding principal balances of debt attributable to the acquisition, construction, or improvement of those assets.

Restricted net position represents amounts that can be spent only for specific purposes as stipulated by law, external resource providers, contract, or through enabling legislation.

Unrestricted net position represents amounts that are neither restricted nor invested in capital assets, net of related debt.

In accordance with the provisions of GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, the governmental fund financial statements have the following categories of fund balance:

Nonspendable fund balance includes amounts in fund balance that cannot be spent because they are either not in spendable form or because they are legally or contractually required to be maintained intact.

Restricted fund balance includes amounts that can be spent only for specific purposes as stipulated by law, external resource providers, contract, or through enabling legislation.

Committed fund balance includes amounts that can be spent only for specific purposes determined by a formal action of the Commission. Commitments may be changed or lifted only by the Commission taking the same formal action.

Assigned fund balance includes amounts that are intended to be spent for specific purposes but do not meet the criteria to be classified as restricted or committed. Intent can be expressed by the Commission, a Commission created committee, or an official designated by the Commission to which it delegates the authority.

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

Unassigned fund balance represents the residual classification for resources that cannot be classified into any of the other categories.

The Commission establishes fund balance commitments by passage of a resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the Commission.

As of June 30, 2017, the Commission's restricted funds of \$177,782 include \$61,118 of State Transportation Improvement Program funds to be used for project planning, programming and monitoring activities, \$61,118 of funds to be used for SAFE projects and \$14,069 to be used for Safe Routes to Schools projects.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first, followed by committed, assigned, and unassigned resources as they are needed.

**Due to Other Governments**

Balances due to other governments from fiduciary funds are included in liabilities on the Statement of Fiduciary Net Position. As of June 30, 2017, the Commission's balance due to other governments was \$137,083.

**Interfund Transactions - Transfers Among Funds**

Resources may be transferred from one Commission fund to another. The purpose of the transfers is to reimburse a fund that has made an expenditure on behalf of another fund.

**Estimates**

The preparation of financial statements in conformity with GAAP 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/expenses during the reporting period. Actual results could differ from those estimates.

**Contingencies**

The Commission receives revenue from Federal, State and Local agencies that have requirements to be followed when expending these revenues. If the requirements are not followed, the unauthorized expenditures would be a liability to be refunded to the appropriate agency. Although that is a possibility, management currently deems the contingency remote based upon their knowledge of the objectives of the agencies and the provisions of the funding agreements. Accordingly, no amount has been accrued as a contingent liability in the accompanying financial statements.

**Risk Management**

The Commission is exposed to various risks of loss related to errors and omissions. The Commissioners are covered for errors and omissions liability through the respective government agencies (Crescent City and County of Del Norte).

**Fair Value Measurements**

The Commission categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. The hierarchy prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to

**DEL NORTE TRANSPORTATION COMMISSION**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy are described as follows:

- Level 1:** Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Commission has the ability to access.
- Level 2:** Inputs to the valuation methodology include:
- Quoted prices for similar assets or liabilities in active markets;
  - Quoted prices for identical or similar assets or liabilities in inactive markets;
  - Inputs other than quoted prices that are observable for the asset or liability;
  - Inputs that are derived principally from or corroborated by observable market data by correlation or other means.
- Level 3:** Inputs to the valuation methodology are unobservable and significant to the fair value measurement. Unobservable inputs reflect the Commission's own assumptions about the inputs that market participants would use in pricing the asset or liability (including assumptions about risk). Unobservable inputs are developed based on the best information available in the circumstances and may include the Commission's own data.

**New Governmental Accounting Standards Implemented**

The following accounting standards issued by the Governmental Accounting Standards Board (GASB) were implemented by the Commission during the fiscal year:

- *GASB Statement No. 72, Fair Value Measurement and Application.* This statement addresses accounting and financial reporting issues related to fair value measurements. The definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This statement provides guidance for determining a fair value measurement for financial reporting purposes. This statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. Adoption of GASB No. 72 had no material impact on the Commission's financial statements.
- *GASB Statement No. 79, Certain External Investment Pools and Pool Participants.* Adoption of GASB No. 79 had no material impact on the District's financial statements.

**Upcoming Governmental Accounting Standards Implementation**

Management will be evaluating the potential impacts of the following accounting standards issued by the Governmental Accounting Standards Board (GASB) on the Commission's future basis financial statements. Detailed information about each of these standards can be obtained at the GASB website.

- *GASB Statement No. 83, Certain Asset Retirement Obligations,* effective for periods beginning after June 15, 2018.

**DEL NORTE TRANSPORTATION COMMISSION  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017**

- *GASB Statement No. 84, Fiduciary Activities*, effective for periods beginning after December 15, 2018.
- *GASB Statement No. 85, Omnibus 2017*, effective for periods beginning after June 15, 2017.
- *GASB Statement No. 86, Certain Debt Extinguishment Issues*, effective for periods beginning after June 15, 2017.
- *GASB Statement No. 87, Leases*, effective for periods beginning after December 15, 2019.

**NOTE 2 - CASH AND INVESTMENT FUNDS**

The Commission maintains specific cash deposits with the County of Del Norte and involuntarily participates in the external investment pool of the County of Del Norte. The County of Del Norte is restricted by state code in the types of investments it can make. Furthermore, the County of Del Norte Treasurer has a written investment policy, approved by the Board of Supervisors, on an annual basis. Also, the County of Del Norte has a Treasury Oversight Committee, which performs regulatory oversight for its pool.

The County of Del Norte's investment policy authorizes the County of Del Norte to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, certificates of deposit, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, bankers' acceptances, repurchase agreements, and the State Treasurer's investment pool. As of June 30, 2017, the Commission's cash with the County of Del Norte's Treasurer is stated at fair value. As of June 30, 2017, both the fair value and carrying value of the pool shares was \$125,375 and \$1,990,532 for the governmental and fiduciary funds, respectively.

**Fair Value Measurements**

The Commission's investments have the following recurring fair value measurements as of June 30, 2017:

	Fair Value	Fair Value Measurement Using:		
		Level 1	Level 2	Level 3
Collective Investment Funds:				
Del Norte County Treasurer's Pool	\$ 2,115,907	\$ 2,115,907	\$ -	\$ -
<b>Total</b>	<b>\$ 2,115,907</b>	<b>\$ 2,115,907</b>	<b>\$ -</b>	<b>\$ -</b>

The Commission uses quoted prices in active markets to determine the fair value of its investments, if available. If quoted market prices in active markets are not available, fair value is based upon fair value information provided by third party investment custodians.

*Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. Due to the highly liquid nature of the Commission's investment with the County of Del Norte's external investment pool, the Commission's exposure to interest rate risk is deemed by management to be insignificant.

**DEL NORTE TRANSPORTATION COMMISSION  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017**

*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. The County of Del Norte's external investment pool does not have a rating provided by a nationally recognized statistical rating organization.

*Custodial Credit Risk*

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.

As of June 30, 2017, there were no Commission deposits with financial institutions in excess of federal depository insurance limits.

*Concentration of Credit Risk*

The investment policy of the Commission contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. There were no non-pooled investments held by the Commission at June 30, 2017.

**NOTE 3 - CAPITAL ASSETS**

The change in the capital assets in the SAFE fund for the year ended June 30, 2017, is as follows:

	<u>Balance</u> <u>6/30/16</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>6/30/17</u>
Equipment	\$ 123,327	\$ -	\$ -	\$ 123,327
Less: Accumulated Depreciation	<u>(118,455)</u>	<u>(4,872)</u>	<u>-</u>	<u>(123,327)</u>
Net Capital Assets	<u>\$ 4,872</u>	<u>\$ (4,872)</u>	<u>\$ -</u>	<u>\$ -</u>

Depreciation expense of \$4,872 was recorded to the SAFE fund for the year ended June 30, 2017.

**DEL NORTE TRANSPORTATION COMMISSION  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017**

**NOTE 4 - PUBLIC TRANSIT MODERNIZATION**

In November 2006, California Voters passed a bond measure enacting the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006. Of the \$19.925 billion of state general obligation bonds authorized, \$4 billion was set aside by the State as instructed by statute as the Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA). These funds are available to the California Department of Transportation for intercity rail projects and to transit operators in California for rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements for rolling stock procurement, rehabilitation or replacement. During the year ended June 30, 2017, the Commission received and expended Proposition 1B PTMISEA funds within the STA Fund as follows:

Unexpended PTMISEA Funds at June 30, 2016	\$ 811,698
Proceeds Received During 2017:	
Interest Earned	<u>7,887</u>
Total Available for Expenditure	819,585
Expenditures Incurred During 2017:	
Funding Provided to RCTA for Purchases	<u>          -</u>
Unexpended PTMISEA Funds at June 30, 2017	<u><u>\$ 819,585</u></u>

**NOTE 5 - SUBSEQUENT EVENTS**

The Commission's management has evaluated subsequent events through December 18, 2017, which is the date the financial statements were available to be issued, and noted no events that could impact the understanding of the users of the financial statements.

**REQUIRED SUPPLEMENTARY INFORMATION**

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE BY WORK ELEMENT - BUDGET TO ACTUAL  
For the Year Ended June 30, 2017  
(NOT AUDITED)**

	<u>Budget</u>		<u>Actual</u>							<u>Favorable (Unfavorable)</u>	
	<u>Original</u>	<u>Final</u>	<u>TDA</u>	<u>SAFE</u>			<u>Regional Planning</u>		<u>Total</u>		<u>Variance</u>
				<u>Fund 618</u>	<u>SRTS</u>	<u>Assistance</u>	<u>STIP</u>	<u>WRTS**</u>			
<b>Revenues</b>											
Regional Planning Assistance	\$ 243,000	\$ 288,000	\$ -	\$ -	\$ -	\$ 248,333	\$ -	\$ -	\$ 248,333	\$ (39,667)	
PPM Funds	44,000	44,000	-	-	-	-	44,000	-	44,000	-	
TDA Funds	64,000	64,000	51,512	-	-	-	-	-	51,512	(12,488)	
SAFE	21,400	43,396	-	24,345	-	-	-	-	24,345	(19,051)	
SRTS	5,000	5,000	-	-	-	-	-	-	-	(5,000)	
WRTS	60,000	60,000	-	-	-	-	-	24,800	24,800	(35,200)	
Interest *	-	-	-	638	180	-	790	-	1,608	1,608	
<b>Total Revenues</b>	<u>437,400</u>	<u>504,396</u>	<u>51,512</u>	<u>24,983</u>	<u>180</u>	<u>248,333</u>	<u>44,790</u>	<u>24,800</u>	<u>394,598</u>	<u>(109,798)</u>	
<b>Expenditures</b>											
Long Range Planning (A)	37,400	37,400	-	-	-	37,396	-	-	37,396	4	
Overall Work Program (B)	40,000	32,000	-	-	-	30,865	-	-	30,865	1,135	
Information Dissemination (C)	58,800	90,800	8,570	-	-	63,606	10,300	-	82,476	8,324	
Transportation Improvement Program (TIP) Development (D)	71,400	71,400	-	-	-	-	6,400	-	6,400	65,000	
TDA Administration and Fiscal Management (E)	53,000	53,000	42,942	-	-	-	-	-	42,942	10,058	
SAFE Planning and Administration (F)	21,400	43,396	-	26,193	-	-	-	-	26,193	17,203	
Active Transportation Planning (G)	78,000	74,928	-	-	-	73,181	-	-	73,181	1,747	
Safe Routes to Schools (H)	65,000	65,000	-	-	11,090	-	-	24,800	35,890	29,110	
Pavement Management Plan (I)	15,600	25,880	-	-	-	15,953	-	-	15,953	9,927	
Pebble Beach Drive Project Initiation Documents (J)	34,000	34,000	-	-	-	-	1,716	-	1,716	32,284	
Systematic Safety Analysis Report (K)	8,000	8,000	-	-	-	88	-	-	88	7,912	
2016 RTP (L)	13,000	15,106	-	-	-	13,681	-	-	13,681	1,425	
Caltrans Information Element (M)	-	24,686	-	-	-	13,563	-	-	13,563	11,123	
<b>Total Expenditures</b>	<u>495,600</u>	<u>575,596</u>	<u>51,512</u>	<u>26,193</u>	<u>11,090</u>	<u>248,333</u>	<u>18,416</u>	<u>24,800</u>	<u>380,344</u>	<u>195,252</u>	
Excess/(Deficiency) of Revenue over Expenditures	(58,200)	(71,200)	-	(1,210)	(10,910)	-	26,374	-	14,254	\$ 85,454	
Fund Balances, Beginning of Year	163,528	163,528	-	62,328	24,979	-	76,221	-	163,528		
Fund Balances, End of Year	<u>\$ 105,328</u>	<u>\$ 92,328</u>	<u>\$ -</u>	<u>\$ 61,118</u>	<u>\$ 14,069</u>	<u>\$ -</u>	<u>\$ 102,595</u>	<u>\$ -</u>	<u>\$ 177,782</u>		

References to A - M above represent work elements of the Overall Work Program.

\* Interest income is not included in the work program budget.

\*\* Walk and Roll to Schools Program

See Independent Auditors' Report.

## **SUPPLEMENTARY INFORMATION**

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
SCHEDULE OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - ALL SPECIAL REVENUE FUNDS  
For the Year Ended June 30, 2017**

	<u>Fund 618 SAFE</u>	<u>Fund 602 Administration</u>	<u>Total</u>
<b>Revenues</b>			
Regional Planning Assistance	\$ -	\$ 248,333	\$ 248,333
PPM Funds	-	44,000	44,000
Safe Routes to School	-	24,800	24,800
Local Transportation Funds	-	51,512	51,512
SAFE	24,345	-	24,345
Interest	638	970	1,608
<b>Total Revenues</b>	<u>24,983</u>	<u>369,615</u>	<u>394,598</u>
<b>Expenditures</b>			
Long Range Planning (A)	-	37,396	37,396
Overall Work program (B)	-	30,865	30,865
Information Dissemination (C)	-	82,476	82,476
Transportation Planning (D)	-	6,400	6,400
TDA Administration and Fiscal Management (E)	-	42,942	42,942
SAFE Planning and Administration (F)	26,193	-	26,193
Active Transportation Planning (G)	-	73,181	73,181
Safe Routes to Schools (H)	-	35,890	35,890
Pavement Management Plan (I)	-	15,953	15,953
Pebble Beach Drive Project Initiation (J)	-	1,716	1,716
Systematic Safety Analysis Report (K)	-	88	88
2016 RTP (L)	-	13,681	13,681
Caltrans Information Element (M)	-	13,563	13,563
<b>Total Expenditures</b>	<u>26,193</u>	<u>354,151</u>	<u>380,344</u>
Excess/(Deficiency) of Revenues over Expenditures	(1,210)	15,464	14,254
Fund Balances, Beginning of Year	<u>62,328</u>	<u>101,200</u>	<u>163,528</u>
Fund Balances, End of Year	<u>\$ 61,118</u>	<u>\$ 116,664</u>	<u>\$ 177,782</u>

See Independent Auditors' Report.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
SCHEDULE OF ALLOCATIONS AND EXPENDITURES  
LOCAL TRANSPORTATION FUND  
For the Year Ended June 30, 2017**

Public Utilities Code Section

	<u>Administration 99233.1</u>	<u>Pedestrian &amp; Bike Facilities 99234</u>	<u>Community Transit Services 99275</u>	<u>Contracted Transit Service 99260</u>	<u>Total</u>
<b>Allocations</b>					
Sales tax	\$ 64,000	\$ 11,031	\$ 27,025	\$ 513,477	\$ 615,533
Total Allocations	<u>\$ 64,000</u>	<u>\$ 11,031</u>	<u>\$ 27,025</u>	<u>\$ 513,477</u>	<u>\$ 615,533</u>
<b>Expenditures</b>					
Redwood Coast Transit Authority	\$ -	\$ -	\$ -	\$ 513,477	\$ 513,477
Administration and Planning	51,512	-	-	-	51,512
Consolidated Transportation Service Agency	-	-	22,520	-	22,520
Total Expenditures	<u>\$ 51,512</u>	<u>\$ -</u>	<u>\$ 22,520</u>	<u>\$ 513,477</u>	<u>\$ 587,509</u>

See Independent Auditors' Report.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION  
SCHEDULE OF ALLOCATIONS AND EXPENDITURES  
STATE TRANSIT ASSISTANCE FUND  
For the Year Ended June 30, 2017**

	<b>General Public 6730</b>	<b>Total</b>
	<u>        </u>	<u>        </u>
<b>Allocations</b>		
State of California STA Funds	\$ 99,205	\$ 99,205
Total Allocations	<u>\$ 99,205</u>	<u>\$ 99,205</u>
<b>Expenditures</b>		
Redwood Coast Transit Authority	\$ 99,483	\$ 99,483
Total Expenditures	<u>\$ 99,483</u>	<u>\$ 99,483</u>

See Independent Auditors' Report.

**REPORT ON COMPLIANCE OVER FINANCIAL REPORTING BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH THE  
STATUTES, RULES AND REGULATIONS OF THE CALIFORNIA  
TRANSPORTATION DEVELOPMENT ACT**

The Commissioners of Del Norte Local Transportation Commission  
Crescent City, California

We have audited, in accordance with auditing standards generally accepted in the United States of America the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Del Norte Local Transportation Commission (the Commission), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated December 18, 2017.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Additionally, we performed tests to determine that expenditures paid by Del Norte Local Transportation Commission Transportation Development Act Funds were made in accordance with the California Transportation Development Act. Specifically, we performed each of the specific tasks identified in the California Code of Regulations Sections 6661, 6662, and 6751 that are applicable to Del Norte Local Transportation Commission Transportation Development Act Funds. Also as part of our audit, we performed tests of compliance to determine whether certain state bond funds were received and expended in accordance with the applicable bond act and state accounting requirements. In connection with our audit, nothing came to our attention that caused us to believe the Del Norte Local Transportation Commission failed to comply with the Statutes, Rules, and Regulations of the California Transportation Development Act. 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.

As of June 30, 2017, Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) funds received and expended, in the current fiscal year, were verified in the course of our audit as follows:

Unexpended PTMISEA Funds at June 30, 2016	\$ 811,698
Proceeds Received During 2017:	
Interest Earned	<u>7,887</u>
Total Available for Expenditure	819,585
Expenditures Incurred During 2017:	
Funding Provided to RCTA for Purchases	<u>-</u>
Unexpended PTMISEA Funds at June 30, 2017	<u>\$ 819,585</u>

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. This report is an integral part of an audit in considering the entity's compliance. Accordingly, this communication is not suitable for any other purpose.

*Hunter, Hunter & Hunt*

December 18, 2017