

City of Red Bluff
Transportation Development Act Fund

Red Bluff, California

FINANCIAL STATEMENTS WITH INDEPENDENT AUDITORS' REPORTS

June 30, 2015 and 2014



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City of Red Bluff
Transportation Development Act Fund
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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and City Council
City of Red Bluff, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Transportation Development Act Fund (the TDA Fund) of the City of Red Bluff (the City), as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits 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 auditors' 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 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 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.

INDEPENDENT AUDITORS' REPORT

(Continued)

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the TDA Fund of the City, as of June 30, 2015 and 2014, and the changes in financial position and the budgetary comparison thereof for the years 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 TDA Fund and do not purport to, and do not, present fairly the financial position of the City of Red Bluff, as of June 30, 2015 and 2014, and the changes in its financial position and budgetary comparisons for the years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2015, on our consideration of the City's internal control over financial reporting as it relates to the TDA Fund and 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 TDA Fund.

KCoe Isom, LLP

December 8, 2015
Redding, California

FINANCIAL SECTION

City of Red Bluff
Transportation Development Act Fund
 COMPARATIVE BALANCE SHEETS

June 30	2015		2014	
ASSETS				
Cash and cash equivalents	\$	28,664	\$	1,962
Interest receivable		5		31
TOTAL ASSETS	\$	28,669	\$	1,993
LIABILITIES AND FUND BALANCE				
Liabilities				
Accounts payable	\$	9,849	\$	1,993
Other Payables		174		-
Total Liabilities		10,023		1,993
Fund Balance				
Restricted		18,366		-
Assigned		280		-
Total Fund Balance		18,646		-
TOTAL LIABILITIES AND FUND BALANCE	\$	28,669	\$	1,993

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

City of Red Bluff

Transportation Development Act Fund

COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

Years Ended June 30	2015		2014	
Revenues				
Transportation Development Act allocations	\$	196,051	\$	196,646
Use of money and property		280		327
Total Revenues		196,331		196,973
Expenditures				
Streets and roads		169,377		-
TRAX/ParaTRAX/METS programs		7,835		8,001
Total Expenditures		177,212		8,001
Excess (Deficiency) of Revenues Over (Under) Expenditures		19,119		188,972
Other Financing Sources (Uses)				
Operating transfers out		(473)		(188,972)
Total Other Financing Sources (Uses)		(473)		(188,972)
Net Change in Fund Balance		18,646		-
Fund Balance - Beginning of Year		-		-
Fund Balance - End of Year	\$	18,646	\$	-

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

City of Red Bluff

Transportation Development Act Fund

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL

Year Ended June 30, 2015	Budgeted Amounts			Actual	Variance Favorable (Unfavorable)			
	Original	Final						
Revenues								
Transportation Development Act allocations	\$	190,000	\$	190,000	\$	196,051	\$	6,051
Use of money and property		-		-		280		280
Total Revenues		190,000		190,000		196,331		6,331
Expenditures								
Streets and roads		-		-		169,377		(169,377)
TRAX/ParaTRAX/METS programs		8,025		8,025		7,835		190
Total Expenditures		8,025		8,025		177,212		(169,187)
Excess (Deficiency) of Revenues Over (Under) Expenditures							19,119	(162,856)
Other Financing Sources (Uses)								
Operating transfers out		(181,975)		(181,975)		(473)		181,502
Total Other Financing Sources (Uses)		(181,975)		(181,975)		(473)		181,502
Net Change in Fund Balance		-		-		18,646		18,646
Fund Balance - Beginning of Year		-		-		-		-
Fund Balance - End of Year	\$	-	\$	-	\$	18,646	\$	18,646

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

City of Red Bluff
Transportation Development Act Fund
NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Transportation Development Act (the TDA) Fund have been prepared in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant policies are described below.

Reporting Entity The annual financial statements are intended to reflect the financial position, results of operations, and compliance of the TDA Fund with the laws, rules, and regulations of the Transportation Development Act. They do not present the financial position of the City of Red Bluff, (the City), California, as of June 30, 2015 and 2014, and the changes in its financial position for the years then ended in conformity with U.S. GAAP.

Basis of Presentation The accounts of the TDA Fund are organized and operated on the fund accounting basis and are considered to be a separate accounting entity. The operations of the TDA Fund are accounted for with a separate set of self-balancing accounts that comprise the Fund's assets, liabilities, fund equity, revenues, and expenditures.

Measurement Focus and Basis of Accounting The TDA Fund's financial activity is accounted for in a governmental (special revenue) fund. Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers property taxes as available if they are collected within 60 days after year end. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, pensions, and claims and judgments, are recorded only when payment is due.

Budgets Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Revenues are estimated and annual appropriations are adopted for the TDA Fund. All annual appropriations lapse at fiscal year end.

During late February each year, the Finance Director reviews all estimated and actual revenues, and all estimated and actual expenditures/expenses. This analysis serves two purposes: first, it indicates if the projected revenues will be adequate to finance the projected expenditures/expenses during the current fiscal year, and second, it serves as a basis for the planning of the upcoming fiscal year's budget. In estimating the revenues for the upcoming fiscal year, the Finance Director adds the prior year's fund balances that are assigned as contingency reserves to the estimated revenues. This then results in the amount of monies that can be spent. The next step is to query all departments for their schedules of proposed expenditures/expenses for the upcoming fiscal year end.

City of Red Bluff
Transportation Development Act Fund
NOTES TO THE FINANCIAL STATEMENTS
(Continued)

From the estimated revenues and proposed expenditures/expenses, a proposed budget is then formulated. The proposed budget is then subjected to a line-by-line analysis by the budget committee (comprised of two council members appointed by the City Council), the Finance Director, and the City Manager. After this analysis, a final proposed budget is prepared when the Finance Director and the City Manager are fairly certain that the expenditures/expenses are reasonable and can be financed from revenues. Within 60 days of year end, the preliminary budget is adopted by the City Council.

Budget administration policies give the City Manager authority to vary from the precise budgetary appropriations within the various departments, so long as the total appropriations within each fund do not exceed the total appropriations of the fund. Budgetary adjustments which would cause the total appropriations to be exceeded are accomplished by supplemental appropriations approved by the City Council. Expenditures may not legally exceed budgeted appropriations at the fund level.

Cash and Cash Equivalents The TDA Fund follows the cash and investment policies of the City. The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and highly liquid investments that are both readily convertible to known amounts of cash and (if applicable), so near (three months) their original maturity, that there is insignificant risk of value changes because of interest rate changes.

The TDA Fund's cash and investments are pooled with other City cash and investments to maximize investment opportunities and yields. Interest income earned on pooled cash and investments is allocated monthly to the TDA Fund based on cash balances.

Investments Investments are reported at fair value based on quoted market prices with realized and unrealized gains or losses reported in the statements of net position and the statements of revenues, expenditures, and changes in fund balances. The State Treasurer's Investment Pool Local Agency Investment Fund operates in accordance with appropriate state laws and regulations. The reported value of the pool is materially equivalent to the fair value of the pool shares. The City's investment in this pool is presented as a cash equivalent in the accompanying financial statements.

The *California Government Code* and the investment policy of the City authorize the City to invest in obligations, participations, or other instruments of the U.S. Government or its agencies, state and municipal bonds, commercial paper of "prime" quality of the highest ranking or of the highest letter, and numerical rating as provided by Standard & Poor's Corporation or Moody's Investor Service, Inc., bankers' acceptances, repurchase agreements, the State Treasurer's Investment Pool Local Agency Investment Fund, certificates of deposit or time deposits, and passbook savings account demand deposits. Reverse repurchase agreements may be made only when prior approval of the City Council has been given.

Fund Balance Fund balance is reported in various categories based upon the nature of the spending constraints of the revenue sources of these funds. The following classifications describe the relative strength of the spending constraints:

Nonspendable Fund Balance: Amounts that are in nonspendable form (such as loans receivable) or are required to be maintained intact.

City of Red Bluff

Transportation Development Act Fund

NOTES TO THE FINANCIAL STATEMENTS

(Continued)

Restricted Fund Balance: Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

Committed Fund Balance: Amounts constrained to specific purposes by the City itself, using its highest level of decision-making authority (i.e., council resolution). To be reported as committed, amounts cannot be used for any other purpose unless the City takes the same highest level action to remove or change the constraint.

Assigned Fund Balance: Amounts the City intends to use for a specific purpose. Intent can be expressed by the City Council or by the Finance Director to whom the City Council has delegated the authority.

Unassigned Fund Balance: Amounts that are available for any purpose. Positive amounts are reported only in the General Fund.

When an expenditure is incurred for purposes for which both restricted and unrestricted resources are available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the City Council has provided otherwise in its commitment or assignment actions.

Interfund Transactions and Balances During the course of operations, numerous transactions that constitute reimbursements to a fund for expenditures/expenses initially made from one fund that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. In addition, the City incurs transactions that constitute quasi-external transactions between funds. These transactions are accounted for as revenues, expenditures, or expenses in the funds involved in these transactions.

All other interfund transactions are reported as transfers.

Fund transfers are necessary to properly account for cash increases/decreases in the appropriate funds. Transfers include, but are not limited to, the following:

1. To allocate funds for operations;
2. To allocate funds for equipment replacement;
3. To allocate funds for capital projects.

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 amounts reported in the basic financial statements and accompanying notes. Actual results may differ from those estimates.

City of Red Bluff
Transportation Development Act Fund
NOTES TO THE FINANCIAL STATEMENTS
(Continued)

2. CASH AND CASH EQUIVALENTS

The TDA Fund is unable to determine the carrying amount, bank balances, and categories of its cash and cash equivalents. Accordingly, cash and cash equivalents for the City as a whole have been presented.

Cash and cash equivalents consisted of the following:

June 30	2015	2014
Cash in banks and on hand	\$ 566,953	\$ 736,821
Umpqua Public Funds Money Market Account	7,566,857	5,008,569
Certificates of deposit	6,422,000	6,426,000
State of California - Local Agency Investment Fund (LAIF)	4,580,457	5,068,281
Total Cash and Cash Equivalents	\$ 19,136,267	\$ 17,239,671

There is \$28,664 and \$1,962 of cash and cash equivalents as of June 30, 2015 and 2014, respectively, in the TDA Fund.

Custodial Credit Risk

This is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City's investment policy does not address custodial credit risk. As of June 30, 2015, the City's bank balance was \$8,271,757 and \$7,933,231 of that amount was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging or financial institution's trust department or agent, but not in the City's name.

Interest Rate Risk

While the City's investment policy does not address interest rate risk, the City manages its exposure to interest rate risks through reliance on the managers of the Local Agency Investment Fund (LAIF) for its investment in those funds and the Finance Director and City Treasurer for the City's investment in money market accounts and certificates of deposit.

Equity in Pooled Cash and Investment

The City invests funds in the State Treasurer's Pooled Money Investment Account (PMIA) through LAIF, a voluntary program created by statute in 1977. The PMIA has regulatory oversight from the Pooled Money Investment Board and an in-house Investment Committee. The Local Agency Investment Advisory Board has oversight of LAIF. The fair value of the City's position in the pool is materially equivalent to the value of pool shares. LAIF is an unrated external investment pool.

City of Red Bluff
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NOTES TO THE FINANCIAL STATEMENTS
(Continued)

In accordance with authorized investment laws, the State Treasurer's Investment Pool (LAIF) invests in various structured notes and mortgage-backed securities, such as collateralized mortgage obligations. As of June 30, 2015, 2.08% of LAIF's investment portfolio was invested in structured notes and other asset-backed securities. In addition, PMIA's weighted average maturities were 0.80 years at June 30, 2015. (Copies of a report of LAIF's investments may be obtained from the State Treasurer's Office; Local Agency Investment Fund; P. O. Box 942809; Sacramento, CA 94209-0001.)

3. SELF-INSURANCE

The TDA Fund participates in the City's self-insurance programs. The following information describes self-insurance programs for the City.

In January 1979, the City became a member of the Northern California Cities Workers' Compensation Fund, a Joint Powers Authority (JPA), for the purpose of providing a banking plan for member cities to provide their own workers' compensation insurance.

In July 1981, the JPA instituted a program for the provision of liability insurance. In 1987, the JPA was rewritten and renamed the Northern California Cities Self-Insurance Fund to combine and update the coverages of the plans. There has been no significant reduction in any of the insurance coverages from the prior year. Settled claims resulting from these programs have not exceeded insurance coverage in each of the past three fiscal years. The current agreement is as follows:

The Workers' Compensation Program comprises a banking or deductible layer for claims up to \$100,000 and a shared risk pool for claims from \$100,000 to \$500,000. Excess coverage is provided for claims over the shared risk layer up to the statutory limit for workers' compensation and \$5,000,000 for employers' liability. The liability program comprises a banking or deductible layer for claims up to \$50,000 and a shared risk pool for claims from \$50,000 to \$500,000. Excess coverage is provided for liability claims over the shared risk layer up to \$40,000,000.

Each member city is assessed a contribution which is intended to cover its share of the Authority's claims, operating costs, and claim settlement expenses. Contributions are based on an actuarially determined rate for each coverage layer (pool), based on an estimate of the probable losses and expenses to be borne by that pool for the claim year. Additional cash contributions may be assessed on the basis of adverse loss experience. Refunds to members may be made if funds are determined to be surplus as a result of an actuarial study.

The banking or deductible layer is the member's deductible portion of each claim. As part of its services to members, a portion of the members' contributions is used to pay their deductibles. If a member's balance is insufficient, the Authority advances the necessary amounts and bills the member in the following year. Excess balances may likewise be used to offset subsequent year contributions.

City of Red Bluff

Transportation Development Act Fund

NOTES TO THE FINANCIAL STATEMENTS

(Continued)

The City uses the “general fund” method to account for the costs of self-insurance. While the ultimate amount of the costs of self-insurance through June 30, 2015, is dependent on future developments, City management believes that the aggregate premiums paid to the JPA are adequate to cover the City’s losses through June 30, 2015, including incurred but not reported claims (IBNRs). Claims paid for the workers’ compensation and general liability programs for the fiscal year ended June 30, 2015, were \$394,859 and \$87,331, respectively.

As of June 30, 2015, the JPA reported that the City had a deficit in the workers’ compensation program in the amount of \$372,852. This amount has been included as a liability in the governmental activities section of the City’s government-wide financial statements. In addition, the JPA reported that the City had a surplus in its general liability program in the amount of \$39,987. This amount has not been included in the City’s financial statements.

4. CONTINGENT LIABILITIES

The TDA Fund receives substantially all of its revenues from the State of California (passed through the Tehama County Transportation Commission). Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the TDA Fund. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

5. EXCESS OF EXPENDITURES OVER APPROPRIATIONS

For the year ended June 30, 2015, expenditures exceeded appropriations in the TDA Fund by \$169,187.

COMPLIANCE SECTION



**INDEPENDENT AUDITORS' 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 City Council
City of Red Bluff, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Transportation Development Act (the TDA) Fund of the City of Red Bluff (the City) as of and for the years ended June 30, 2015 and 2014, and the related notes to the financial statements, which collectively comprise the TDA Fund's basic financial statements, and have issued our report thereon dated December 8, 2015. The financial statements present only the TDA Fund, and do not purport to, and do not, present fairly the financial position of the City as of June 30, 2015 and 2014, and the changes in its financial position for the years then ended in conformity with accounting principles generally accepted in the United States of America.

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 TDA Fund to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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 TDA Fund. Accordingly, we do not express an opinion on the effectiveness of the City's internal control as it relates to the TDA Fund.

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 TDA Fund's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

**INDEPENDENT AUDITORS' 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***

(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the TDA Fund's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

In connection with our audits referred to above, we also performed an audit for compliance with the Transportation Development Act, the *California Code of Regulations*, and the rules and regulations and allocation instructions of the Tehama County Transportation Commission, for the year ended June 30, 2015. In connection with our audit, we performed to the extent applicable, the compliance audit tasks set forth in Section 6666 of the *California Code of Regulations*. The results of performing the tasks specified in Section 6666 disclosed no instances of noncompliance with the applicable statutes, rules, and regulations of the Act and the allocation instructions and resolutions of the Tehama County Transportation Commission. In our opinion, the funds allocated to and received by the TDA Fund of the City for the year ended June 30, 2015, pursuant to the Transportation Development Act, were accounted for and expended in conformance with the Transportation Development Act, the *California Code of Regulations*, and the rules and regulations and allocation instructions of the Tehama County Transportation Commission.

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 to express an opinion on the compliance of the TDA Fund with the Transportation Development Act, the *California Code of Regulations*, and the rules and regulations and allocation instructions of the Tehama County Transportation Commission, and not to provide an opinion on the effectiveness of the TDA Fund's internal control or on other compliance. 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 TDA Fund. Accordingly, this communication is not suitable for any other purpose.

KCoe Team, LLP

December 8, 2015
Redding, California

City of Red Bluff

Transportation Development Act Fund

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2015 and 2014

CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None.

PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None.