

***CITY OF MANHATTAN BEACH
ANNUAL FINANCIAL REPORT OF THE
PROPOSITION A LOCAL RETURN FUND
PROPOSITION C LOCAL RETURN FUND
MEASURE R LOCAL RETURN FUND
TRANSPORTATION DEVELOPMENT ACT
ARTICLE 3 FUND***

***FOR THE FISCAL YEARS ENDED
JUNE 30, 2017 AND 2016***



Simpson & Simpson, LLP
Certified Public Accountants

CITY OF MANHATTAN BEACH
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FINANCIAL SECTION



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Independent Auditor's Report

To the Honorable Members of the City Council of the
City of Manhattan Beach, California and the
Los Angeles County Metropolitan Transportation Authority

Report on the Financial Statements

We have audited the accompanying financial statements of the Proposition A Local Return Fund (PALRF), Proposition C Local Return Fund (PCLRF), Measure R Local Return Fund (MRLRF), and Transportation Development Act Article 3 Fund (TDAA3F) of the City of Manhattan Beach, California (City) as of and for the years ended June 30, 2017, and 2016, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our 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 of 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 PALRF, PCLRF, MRLRF, and TDAA3F of the City of Manhattan Beach, California, as of June 30, 2017, and 2016, and the respective changes in their financial position 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 2, the financial statements present only the PALRF, PCLRF, MRLRF, and TDAA3F and do not purport to, and do not, present fairly the financial position of the City of Manhattan Beach, California, as of June 30, 2017 and 2016, and the changes in financial position thereof for the years then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Manhattan Beach, California's PALRF, PCLRF, MRLRF, and TDAA3F Fund financial statements as a whole. The accompanying supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the 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 financial statements.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have issued our report dated December 12, 2017, on our consideration of the City of Manhattan Beach's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, 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.

A handwritten signature in cursive script that reads "Simpson & Simpson". The signature is written in dark ink and is positioned above the typed name and date.

Los Angeles, California
December 12, 2017

CITY OF MANHATTAN BEACH

PROPOSITION A LOCAL RETURN FUND

**BALANCE SHEETS
JUNE 30**

	<u>2017</u>	<u>2016</u>
ASSETS		
Cash and investments	\$ 16,177	\$ 8,045
Other receivables	-	3,265
Total assets	<u>\$ 16,177</u>	<u>\$ 11,310</u>
LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 15,042	\$ 10,846
Accrued liabilities	1,135	464
Total liabilities	<u>16,177</u>	<u>11,310</u>
Fund Balance		
Restricted	-	-
Total fund balance	<u>-</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 16,177</u>	<u>\$ 11,310</u>

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

CITY OF MANHATTAN BEACH

PROPOSITION A LOCAL RETURN FUND

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

For the Fiscal Years Ended June 30

	<u>2017</u>	<u>2016</u>
REVENUES		
Proposition A	\$ 652,580	\$ 642,932
Investment income	70	-
Project generated revenue (Note 7)	8,165	6,545
Proposition A Discretionary Incentive (Note 8)	16,652	15,636
Revenue from sale of vehicles	503	12,186
	<u>677,970</u>	<u>677,299</u>
Total revenues		
EXPENDITURES		
Various projects	<u>900,573</u>	<u>978,207</u>
Total expenditures	<u>900,573</u>	<u>978,207</u>
Deficiency of revenues over expenditures	(222,603)	(300,908)
Other financing sources		
Operating transfer in from MRLRF	222,603	300,908
Excess of revenues over expenditures and other financing sources	-	-
Fund balance at beginning of year	<u>-</u>	<u>-</u>
Fund balance at end of year	<u>\$ -</u>	<u>\$ -</u>

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

CITY OF MANHATTAN BEACH

PROPOSITION A LOCAL RETURN FUND

SUPPLEMENTARY INFORMATION

SCHEDULE OF EXPENDITURES

ACTUAL AND METRO APPROVED PROJECT BUDGET

For the Fiscal Year Ended June 30, 2017

(With Comparative Actual Amount for the Fiscal Year Ended June 30, 2016)

Project Code	Project Name	2017			2016 Actual
		Metro Budget	Actual	Variance Favorable (Unfavorable)	
110-01	Gateway to Los Angeles Ocean Express Shuttle Service	\$ 20,000	\$ 20,000	\$ -	\$ 19,500
110-02	Beach Cities Transit Fixed Route #109	16,845	16,733	112	11,486
130-01	Dial-A-Ride	771,648	796,384	(24,736)	815,681
140-01	Recreation Trips	56,100	53,461	2,639	38,350
180-01	Dial-A-Ride Lift Station	8,635	8,707	(72)	15,790
200-01	Dial-A-Ride Vehicle	-	-	-	71,674
250-01	MTA Bus Subsidy	6,600	5,288	1,312	5,726
	Total Expenditures	<u>\$ 879,828</u>	<u>\$ 900,573</u>	<u>\$ (20,745)</u>	<u>\$ 978,207</u>

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH

PROPOSITION A LOCAL RETURN FUND

SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS

June 30, 2017

<u>Date Acquired</u>	<u>Description</u>	<u>Balance 7/1/2016</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 6/30/2017</u>
Apr-06	Paratransit Bus# 1004	\$ 66,754	\$ -	\$ 66,754	\$ -
	Total	<u>\$ 66,754</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH

PROPOSITION C LOCAL RETURN FUND

**BALANCE SHEETS
JUNE 30**

	<u>2017</u>	<u>2016</u>
ASSETS		
Cash and investments	\$ 4,469,018	\$ 4,114,085
Due from other government agencies (Note 10)	<u>659,781</u>	<u>599,954</u>
Total assets	<u>\$ 5,128,799</u>	<u>\$ 4,714,039</u>
 LIABILITIES, DEFERRED INFLOW OF RESOURCES, AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 12,841	\$ 66,920
Accrued liabilities	<u>26,334</u>	<u>2,085</u>
Total liabilities	<u>39,175</u>	<u>69,005</u>
 Deferred inflows of resources		
Unavailable revenue- SAFETEA-LU grant (Note 10)	<u>659,781</u>	<u>599,954</u>
Total Deferred Inflows of Resources	<u>659,781</u>	<u>599,954</u>
 Fund Balance		
Restricted- sepulveda bridge widening project (Note 9)	2,314,862	2,420,630
Restricted- others	<u>2,114,981</u>	<u>1,624,450</u>
Total fund balance	<u>4,429,843</u>	<u>4,045,080</u>
 Total liabilities and fund balance	<u>\$ 5,128,799</u>	<u>\$ 4,714,039</u>

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

CITY OF MANHATTAN BEACH

PROPOSITION C LOCAL RETURN FUND

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

For the Fiscal Years Ended June 30

	<u>2017</u>	<u>2016</u>
REVENUES		
Proposition C	\$ 542,373	\$ 534,054
Interest income	52,074	42,276
Unrelised (loss) gain on investments	(38,461)	19,934
SAFETEA-LU Federal grant	<u>140,392</u>	<u>509,970</u>
Total revenues	<u>696,378</u>	<u>1,106,234</u>
EXPENDITURES		
Various projects funded by PCLRF	150,337	835,613
Various projects funded by other grants	<u>161,278</u>	<u>208,053</u>
Total expenditures	<u>311,615</u>	<u>1,043,666</u>
Excess of revenues over expenditures	384,763	62,568
Fund balance at beginning of year	<u>4,045,080</u>	<u>3,982,512</u>
Fund balance at end of year	<u><u>\$ 4,429,843</u></u>	<u><u>\$ 4,045,080</u></u>

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

CITY OF MANHATTAN BEACH

PROPOSITION C LOCAL RETURN FUND

SUPPLEMENTARY INFORMATION

SCHEDULE OF EXPENDITURES

ACTUAL AND METRO APPROVED PROJECT BUDGET

For the Fiscal Year Ended June 30, 2017

(With Comparative Actual Amount for the Fiscal Year Ended June 30, 2016)

Project Code	Project Name	2017			2016 Actual
		Metro Budget	Actual	Variance Favorable (Unfavorable)	
450-07	Rosecrans Ave Utility relocations and Street Widening	\$ 29,772	\$ 6,734	\$ 23,038	\$ 463,530
450-08	Dual left-turns for eastbound and westbound	381,903	50,921	330,982	1,300
380-01	Capital Reserve for Sepulveda Blvd Bridge Widening Project	3,309,197	84,882	3,224,315	370,783
440-01	Marine Street Resurfacing (Sepulveda to Aviation)	800,000	3,240	796,760	-
450-09	Sepulveda Intersection Improvements	900,000	4,560	895,440	-
	Total Expenditures funded by PCLRF	<u>\$ 5,420,872</u>	<u>\$ 150,337</u>	<u>\$ 5,270,535</u>	<u>\$ 835,613</u>
380-01	Capital Reserve for Sepulveda Blvd Bridge Widening Project- SAFETEA-LU Grant		-		98,729
380-01	Capital Reserve for Sepulveda Blvd Bridge Widening Project- Measure R South Bay Highway Grant		161,278		109,324
	Total expenditures funded by PCLRF and other Grants		<u>\$ 311,615</u>		<u>\$ 1,043,666</u>

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH
PROPOSITION C LOCAL RETURN FUND
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS

June 30, 2017

<u>Date Acquired</u>	<u>Description</u>	<u>Balance 7/1/2016</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 6/30/2017</u>
None		\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH
MEASURE R LOCAL RETURN FUND
BALANCE SHEETS
JUNE 30

	2017	2016
ASSETS		
Cash and investments	\$ 1,690,809	\$ 1,614,456
Total assets	\$ 1,690,809	\$ 1,614,456
 LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts payable	\$ 23,970	\$ 20,071
Accrued payables	51,301	-
Total liabilities	75,271	20,071
 Fund Balance		
Restricted	1,615,538	1,594,385
Total fund balance	1,615,538	1,594,385
Total liabilities and fund balance	\$ 1,690,809	\$ 1,614,456

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

CITY OF MANHATTAN BEACH

MEASURE R LOCAL RETURN FUND

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

For the Fiscal Years Ended June 30

	<u>2017</u>	<u>2016</u>
REVENUES		
Measure R	\$ 406,072	\$ 400,213
Interest income	20,916	15,352
Unrealised (loss) gain on investments	<u>(14,411)</u>	<u>7,493</u>
Total revenues	<u>412,577</u>	<u>423,058</u>
EXPENDITURES		
Various projects	<u>168,821</u>	<u>56,911</u>
Total expenditures	<u>168,821</u>	<u>56,911</u>
Excess of revenues over expenditures	243,756	366,147
Other financing uses		
Operating transfer out to PALRF	<u>222,603</u>	<u>300,907</u>
Excess of revenues over expenditures and other financing uses	21,153	65,240
Fund balance at beginning of year	<u>1,594,385</u>	<u>1,529,145</u>
Fund balance at end of year	<u>\$ 1,615,538</u>	<u>\$ 1,594,385</u>

The accompanying notes are an integral part of the financial statements

CITY OF MANHATTAN BEACH

MEASURE R LOCAL RETURN FUND

SUPPLEMENTARY INFORMATION

SCHEDULE OF EXPENDITURES

ACTUAL AND METRO APPROVED PROJECT BUDGET

For the Fiscal Year Ended June 30, 2017

(With Comparative Actual Amount for the Fiscal Year Ended June 30, 2016)

Project Code	Project Name	2017		Variance	2016 Actual
		Metro Budget	Actual	Favorable (Unfavorable)	
1.20	Raised Median Construction	\$ 136,010	\$ 16,290	\$ 119,720	\$ 14,470
2.29	Signalized Crosswalk	173,900	29,330	144,570	11,100
3.20	38th & Highland Improvements	143,659	79,151	64,508	31,341
1.05	Street Restructuring: 1100 Block of 3rd St	350,000	39,730	310,270	-
1.05	Street Restructuring: Liberty Village	800,000	4,320	795,680	-
1.10	Protected LT Lanes: MBB at Peck Ave	35,000	-	35,000	-
	Total Expenditures	<u>1,638,569</u>	<u>168,821</u>	<u>328,798</u>	<u>56,911</u>
	Operating transfer out to PALRF				
4.30	Fund DAR Servicees	190,993	222,603	(31,610)	300,907
	Total Expenditures and Other Financing Uses	<u>\$ 1,829,562</u>	<u>\$ 391,424</u>	<u>\$ 297,188</u>	<u>\$ 357,818</u>

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH

MEASURE R LOCAL RETURN FUND

**SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS**

June 30, 2017

<u>Date Acquired</u>	<u>Description</u>	<u>Balance 7/1/2016</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 6/30/2017</u>
May-13	Paratransit Bus- 22- Passenger CNG	\$ 140,931	\$ -	\$ -	\$ 140,931
Jul-13	Braun Vista Ford 7 Passenger Van	71,478	-	-	71,478
Oct-13	Paratransit Bus -22 Passenger	112,760	-	-	112,760
Oct-15	Turtletop Bus	68,955	-	-	68,955
	Total	\$ 394,124	\$ -	\$ -	\$ 394,124

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH

**TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
(PURSUANT TO PUBLIC UTILITIES CODE SECTION 99234)**

BALANCE SHEETS

JUNE 30

	<u>2017</u>	<u>2016</u>
ASSETS		
Cash and investment	\$ -	\$ -
Total assets	<u>\$ -</u>	<u>\$ -</u>
LIABILITIES AND FUND BALANCE		
Liabilities		
Accounts Payable	\$ -	\$ -
Total liabilities	<u>-</u>	<u>-</u>
Fund Balance		
Restricted	<u>-</u>	<u>-</u>
Total fund balance	<u>-</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ -</u>	<u>\$ -</u>

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

CITY OF MANHATTAN BEACH

TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND

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

For the Fiscal Years Ended June 30

	<u>2017</u>	<u>2016</u>
REVENUES		
TDA 3	\$ -	\$ 23,387
Drawdown (payment) FY 2015/2016	-	22,706
Total revenues	<u>-</u>	<u>46,093</u>
EXPENDITURES		
Construction/Maintenance	<u>-</u>	<u>46,093</u>
Total expenditures	<u>-</u>	<u>46,093</u>
Excess of revenues over expenditures	-	-
Fund balance at beginning of year	-	-
Fund balance at end of year	<u>\$ -</u>	<u>\$ -</u>

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

CITY OF MANHATTAN BEACH

TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
SUPPLEMENTAL INFORMATION

SCHEDULE OF TRANSPORTATION DEVELOPMENT ACT
ALLOCATION FOR SPECIFIC PROJECTS

For the Fiscal Year Ended June 30, 2017

<u>Project Description</u>	<u>Program Year</u>	<u>Allocations</u>	<u>Expenditures</u>	<u>Unexpended Allocations</u>	<u>Project Status</u>
Local allocations					
Concrete Repair Project	2016-17	\$ <u> -</u>	\$ <u> -</u>	\$ <u> -</u>	On-going
	Total	\$ <u> -</u>	\$ <u> -</u>	-	
Fund balance at beginning of year				<u> -</u>	
Fund balance at end of year				\$ <u> -</u>	

See accompanying independent auditor's report.

CITY OF MANHATTAN BEACH

NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2017 and 2016

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Fund Accounting

The operations of the Proposition A Local Return Fund (PALRF), Proposition C Local Return Fund (PCLRF), Measure R Local Return Fund (MRLRF) and Transportation Development Act Article 3 Fund (TDAA3F) (collectively, the Funds) are accounted for in separate sets of self-balancing accounts that comprise their assets, liabilities, fund balance, revenues and expenditures.

PALRF and PCLRF represent 25% and 20%, respectively, of the ½ cent Proposition A and ½ cent Proposition C sales taxes which are distributed to the jurisdictions within Los Angeles County based on population and must be used exclusively for transportation related programs and projects.

MRLRF is derived from 15% of a county-wide ½ cent sales tax which is distributed to the jurisdictions within Los Angeles County based on a per capita basis and must be used exclusively for transportation purposes.

Transportation Development Act Article 3 Fund (TDAA3F) is a Special Revenue Fund that accounts for the City’s share of the Transportation Development Act Article 3 allocations which are legally restricted for specific purposes.

Basis of Accounting and Measurement focus

PALRF, PCLRF, MRLRF, and TDAA3F are accounted for using the modified accrual basis of accounting whereby revenues are recognized when they become both measurable and available to finance expenditures of the current period and expenditures are generally recognized when the related fund liabilities are incurred.

Special Revenue funds are reported on spending or “financial flow” measurement focus. This means that generally only current assets, current liabilities and deferred inflows and outflows of resources are included on their balance sheets. Statement of revenue, expenditures and changes in fund balance for Special Revenue Funds generally present increase (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

Budgets and Budgetary Accounting

The budgeted amounts presented in this report for comparison to the actual amounts are presented in accordance with accounting principles generally accepted in the United States of America.

CITY OF MANHATTAN BEACH

NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2017 and 2016
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fair Value Measurement

In accordance with GASB Statement No. 72, Fair Value measurement and Application, which became effective for the fiscal year ended June 30, 2016, the City categorizes its fair value measurement within the fair value hierarchy that is based on the valuation inputs used to measure the fair value of the investment. Level 1 inputs are quoted prices in active markets for identical investments; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Accordingly, the City reports its investment at fair value and recognizes unrealized gain (loss) on investments.

Refer to City’s 2017 Comprehensive Annual Financial Report for detailed disclosures regarding the City’s investments policy and fair value measurement.

Fund Balance Reporting

Governmental Accounting Standard Board (GASB) Statement No.54, Fund Balance Reporting and Governmental Fund Type Definitions, establishes the fund balance classifications that comprise a hierarchy based primarily on extent to which a government is bound to observe constraints imposed upon the use of resources reported in governmental funds.

The PALRF, PCLRF, MRLRF, and TDAA3F report the following fund balance classification as of June 30, 2017:

- Restricted– Amounts that are constrained for specific purpose, which are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation. The use of the funds’ remaining fund balance are restricted for projects approved by LACMTA.

Information regarding the fund balance reporting policy adopted by the City is described in Note 1 to the City’s Comprehensive Annual Financial Report.

CITY OF MANHATTAN BEACH

NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2017 and 2016
(Continued)

NOTE 2 – ANNUAL FINANCIAL STATEMENTS

The financial statements reflect only the financial position and results of operations of the PALRF, PCLRF, MRLRF, and TDAA3F and their compliance with the Proposition A and Proposition C Local Return Program Guidelines, Measure R Local Return Program Guidelines, and Transportation Development Act Article 3 and the Los Angeles County Metropolitan Transportation Authority Funding and Allocation Guidelines for Transportation Development Act Article 3 Bicycle and Pedestrian Funds.

NOTE 3 – PROPOSITION A AND PROPOSITION C LOCAL RETURN COMPLIANCE REQUIREMENTS

In accordance with Proposition A and Proposition C Local Return Program Guidelines, funds received pursuant to these guidelines may only be used for Proposition A and Proposition C Local Return approved programs.

NOTE 4 – MEASURE R LOCAL RETURN COMPLIANCE REQUIREMENTS

In accordance with Measure R Local Return Program Guidelines, funds received pursuant to these guidelines may only be used for Measure R Local Return approved programs.

NOTE 5 – TRANSPORTATION DEVELOPMENT ACT COMPLIANCE REQUIREMENTS

In accordance with Public Utilities Code Section 99234, funds received pursuant to this Code's section may only be used for activities relating to pedestrians and bicycle facilities.

NOTE 6 – CASH AND INVESTMENTS

The PALRF, PCLRF, MRLRF, and TDAA3F cash balances were pooled with various other City funds for deposit and investment purposes. The share of each fund in the pooled cash account was separately maintained and interest income was apportioned to the participating funds based on the relationship of their monthly ending balances to the total of the pooled cash and investments.

CITY OF MANHATTAN BEACH

NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2017 and 2016
(Continued)

NOTE 7- PROJECT GENERATED REVENUE- PALRF

Project generated revenue under PALRF for the years ended June 30, 2017 and 2016 consisted of the following:

	2017	2016
Dial-A-Ride fares	\$ 6,831	\$ 5,109
Bus pass sales	1,334	1,436
Total	<u>\$ 8,165</u>	<u>\$ 6,545</u>

NOTE 8 – PROPOSITION A DISCRETIONARY INCENTIVE GRANT

The Proposition A Discretionary Incentive Grant for the years ended June 30, 2017 and 2016 of \$16,652 and \$15,636, respectively, represent additional funds received from Metro for participating in the Voluntary NTD Program. The Proposition A Discretionary Incentive Grant was recorded under PALRF.

NOTE 9- CAPITAL RESERVE

In June 20, 2007, LACMTA and the City entered into capital reserve agreements to establish a capital reserve account (Account) for the Sepulveda Boulevard Bridge Widening projects. The original period of performance for the agreement is from June 20, 2007 to June 30, 2013. This was extended to June 30, 2019 with an approved capital reserve amount of \$3,416,320.

The Account will be funded with the Proposition C Local Return funds allocated to the City. During the year ended June 30, 2016 no accrued interest was placed in the Account for use exclusively for the said projects, as there were sufficient funds to complete the projects. For the years ended June 30, 2017 and 2016, the capital reserve amount for the PCLRF is as follows:

CITY OF MANHATTAN BEACH

NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2017 and 2016
(Continued)

NOTE 9- CAPITAL RESERVE (continued)

Capital reserve at 6/30/15	\$	3,053,720
Reimbursement from SAFETEA-LU grant		509,970
Capital expenditures during the year		(578,836)
Capital reserve at 6/30/16		2,984,854
Total city and pending grant reimbursements		995,690
Total city commitment		3,980,544
Less: agreed commitment		3,416,320
Adjustment to reserve		(564,224)
Add: capital reserve at 6/30/16		2,984,854
Net capital reserve at 6/30/16		2,420,630
Reimbursement from SAFETEA-LU grant		140,392
Capital expenditures during the year		(246,160)
Capital reserve at 6/30/17		2,314,862
Total city and pending grant reimbursements		1,101,458
Total city commitment		3,416,320
Less: agreed commitment		3,416,320
Adjustment to reserve		-
Add: capital reserve at 6/30/17		2,314,862
Net capital reserve at 6/30/17	\$	2,314,862

NOTE 10- DUE FROM OTHER GOVERNMENTS- PCLRF

The Due from other governments balance as of June 30, 2017 and 2016 consisted of the following

	2017	2016
SAFETEA-LU Grant	\$ -	\$ 140,392
Measure R South Bay Highway Grant	270,602	109,324
Rosecrans project grant	350,238	350,238
Sepulveda IT lane grant	38,941	-
Total Due from other governments	\$ 659,781	\$ 599,954

CITY OF MANHATTAN BEACH

NOTES TO FINANCIAL STATEMENTS
For the Fiscal Years Ended June 30, 2017 and 2016
(Continued)

NOTE 11 – TRANSPORTATION DEVELOPMENT ACT FUND REVENUE ALLOCATION

The revenue allocation for the years ended June 30, 2017 and 2016 consisted of the following:

	2017	2016
FY 2014-15 allocation	\$ -	\$ 23,387
FY 2015-16 allocation	-	22,706
Total payment requested	\$ -	\$ 46,093

NOTE 12 – TRANSPORTATION DEVELOPMENT ACT FUNDS RESERVED

In accordance with TDA Article 3 (SB821) Guidelines, funds not spent during the fiscal year have been placed on reserve in the Local Transportation Fund (LTF) account with the County Auditor-Controller to be drawn down whenever the funds become eligible for a specific project and an approved drawdown request is received by Metro. As of June 30, 2017, and 2016, the City has funds on reserve as follows:

	2017	2016
FY 2015-16 allocation	\$ -	\$ -
FY 2016-17 allocation	23,705	-
Available reserve balance	\$ 23,705	\$ -

NOTE 13 – SUBSEQUENT EVENTS

The City has evaluated events or transactions that occurred subsequent to June 30, 2017 through December 12, 2017, the date the accompanying financial statements were available to be issued, for potential recognition or disclosure in the financial statements and determined no subsequent matters require disclosure or adjustment to the accompanying financial statements.



SIMPSON & SIMPSON
CERTIFIED PUBLIC ACCOUNTANTS

FOUNDING PARTNERS
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**Independent Auditor’s Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in
Accordance with *Government Auditing Standards***

To the Honorable Members of the City Council of the
City of Manhattan Beach, California and the
Los Angeles County Metropolitan Transit Authority

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 Proposition A Local Return Fund (PALRF), Proposition C Local Return Fund (PCLRF), Measure R Local Return Fund (MRLRF), and Transportation Development Act Article 3 (TDAA3F) Fund of the City of Manhattan Beach, California (City), as of and for the year ended June 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated December 12, 2017.

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) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City’s local return funds and TDAA3F financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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





Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Simpson & Simpson". The signature is written in a cursive, flowing style.

Los Angeles, California
December 12, 2017

COMPLIANCE SECTION



SIMPSON & SIMPSON
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Independent Auditor's Report On Compliance

To the Honorable Members of the City Council of the
City of Manhattan Beach, California and the
Los Angeles County Metropolitan Transit Authority

Report on Compliance

We have audited the compliance of the City of Manhattan Beach, California (City) with the Proposition A and Proposition C Local Return Guidelines, Measure R Local Return Guidelines, Transportation Development Act Article 3, and the Los Angeles County Metropolitan Transportation Authority's Funding and Allocation Guidelines for the Transportation Development Act Article 3 Bicycle and Pedestrian Funds (Guidelines) for the year ended June 30, 2017.

Management's Responsibility

Management is responsible for the City's compliance with those guidelines.

Auditor's Responsibility

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

We believe that our audit provides a reasonable basis for our opinion on compliance. Our audit does not provide a legal determination of the City's compliance with those requirements.

Opinion on Each Local Return Program and Transportation Development Act Article 3

In our opinion, the City of Manhattan Beach complied, in all material respects, with the compliance requirements referred to above that apply to Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, and Transportation Development Act Article 3 (TDAA3F) Fund for the year ended June 30, 2017.



Report on Internal Control Over Compliance

Management of the City of Manhattan Beach is responsible for establishing and maintaining effective internal control over compliance with the Requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the Requirements that could have a direct and material effect on the Local Return programs and the TDAA3F to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance and to test and report on internal control over compliance in accordance with the Requirements, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirement of the Guidelines. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Simpson & Simpson". The signature is written in a cursive, flowing style.

Los Angeles, California
December 12, 2017

CITY OF MANHATTAN BEACH
COMPLIANCE MATRIX
Year Ended June 30, 2017

Compliance Requirement	In Compliance		Questioned Costs	If no, provide details and management response.
	Yes	No		
A. Proposition A and Proposition C Local Return Funds				
1. Timely use of funds.	X		None	
2. Expenditures were approved before being incurred.	X		None	
3. Funds were used on approved projects only and expenditures were supported and allowable per Guidelines.	X		None	
4. Expenditures did not exceed 25% of Metro's approved budget.	X		None	
5. Administrative expenses were within the 20% cap.	X		None	
6. All on-going and carryover projects were reported in Form B.	X		None	
7. Annual Project Summary Report (Form B) was submitted on time.	X		None	
8. Annual Expenditure Report (Form C) was submitted on time.	X		None	
9. Cash or cash equivalents were maintained.	X		None	
10. Accounting procedures, record keeping and documentation were adequate.	X		None	
11. Revenues received including allocations, project generated revenues, and interest income were properly credited to the PALRF and PCLRF accounts.	X		None	

CITY OF MANHATTAN BEACH
COMPLIANCE MATRIX
Year Ended June 30, 2017
(Continued)

Compliance Requirement	In Compliance		Questioned Costs	If no, provide details and management response.	
	Yes	No			
B. Measure R Local Return Fund					
1.	Timely use of funds.	X		None	
2.	Expenditures were approved before being incurred.	X			
3.	Funds were used on approved projects only and expenditures were supported and allowable per Guidelines.	X		None	
4.	Funds were not substituted for property tax.	X		None	
5.	Administrative expenses were within the 20% cap.	X		None	
6.	Expenditure Plan (Form One) was submitted on time.	X		None	
7.	Expenditure Report (Form Two) was submitted on time.	X		None	
8.	Cash or cash equivalents were maintained.	X		None	
9.	Accounting procedures, record keeping and documentation were adequate.	X		None	
10.	Revenues received including allocations, project generated revenues, and interest income were properly credited to the Measure R account.	X		None	
11.	Funds were not used to supplant existing local revenues being used for transportation purpose.	X		None	

CITY OF MANHATTAN BEACH
COMPLIANCE MATRIX
Year Ended June 30, 2017
(Continued)

Compliance Requirement	In Compliance		Questioned Costs	If no, provide details and management response.
	Yes	No		
C. Transportation Development Act Article 3 Fund				
1.	Timely use of funds.	X		None
2.	Expenditures were incurred for activities relating to pedestrian and bicycle facilities and amenities.	X		None

CITY OF MANHATTAN BEACH
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
June 30, 2017

No findings were noted.

EXIT CONFERENCE

CITY OF MANHATTAN BEACH

**PROPOSITION A, PROPOSITION C, MEASURE R LOCAL RETURN FUNDS, AND
TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND
EXIT CONFERENCE**

June 30, 2017

An exit conference was held on November 17, 2017, with the City of Manhattan Beach. Those in attendance were:

Simpson & Simpson Representative:

Muhammad Riaz-Staff Auditor

City's Representatives:

Henry Mitzner- Controller

Julie Bondarchuk- Senior Accountant

Libby Bretthauer-Financial Analyst

Matters Discussed:

Results of the audit disclosed no significant financial and compliance issues.

A copy of this report was forwarded to the following City representative(s) for their comments prior to the issuance of the final report:

Henry Mitzner- Controller

Julie Bondarchuk- Senior Accountant

Libby Bretthauer-Financial Analyst

Simpson & Simpson, LLP
633 West 5th Street, Suite 3320
Los Angeles, CA 90071

RE: CITY OF MANHATTAN BEACH ANNUAL FINANCIAL REPORT OF THE PROPOSITION A LOCAL RETURN FUND, PROPOSITION C LOCAL RETURN FUND, MEASURE R LOCAL RETURN FUND, AND TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND FOR THE FISCAL YEARS ENDED JUNE 30, 2017 AND 2016

I have received the annual financial report of the Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, and Transportation Development Act Article 3 Fund for the years ended June 30, 2017 and 2016 for the City of Manhattan Beach and agree with the contents of the report except s indicated below:

(Attach additional pages if necessary)

Very truly yours,

Name

Title

Date