



**Metro**<sup>TM</sup>

**City of Culver City  
Annual Financial Report of its**

**Proposition A Local Return Fund  
Proposition C Local Return Fund  
Measure R Local Return Fund  
Transportation Development Act Article 3 Fund**

**As of and for the Years Ended June 30, 2018 and 2017**

**and**

**Measure M Local Return Fund**

**As of and for the Year Ended June 30, 2018  
with Report of Independent Auditors**

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**FINANCIAL SECTION**

## **Report of Independent Auditors**

**To the Honorable Members of the City Council of the  
City of Culver City, 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, the Proposition C Local Return Fund, the Measure R Local Return Fund and the Transportation Development Act Article 3 Fund (collectively, the Funds) of the City of Culver City, California (the City) which comprise the Funds' balance sheets as of June 30, 2018 and 2017, and the related statements of revenues, expenditures and changes in fund balances for the years then ended, and the accompanying financial statements of the City's Measure M Local Return Fund (the Fund) which comprise the Fund's balance sheet as of June 30, 2018, and the related statement of revenues, expenditures and changes in fund balance for the year then ended, and the related notes to the financial statements.

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

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

### ***Auditors' 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 audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation 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 opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund and the Transportation Development Act Article 3 Fund as of June 30, 2018 and 2017 and the Measure M Local Return Fund as of June 30, 2018, of the City of Culver City, California, and the respective changes in 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 Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund, the Measure M local Return Fund and the Transportation Development Act Article 3 Fund of the City of Culver City, California, and do not purport to, and do not present fairly the financial position of the City as of June 30, 2018 and 2017, and the changes in its financial position 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.

### ***Supplementary Information***

Our audits were conducted for the purpose of forming opinions on each of the Funds' financial statements as a whole. The supplementary information identified 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 identified in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the Funds' basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the Funds' 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 Funds' basic financial statements or to the Funds' 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 each of the Funds' basic financial statements as a whole.



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

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2018 on our consideration of the City's internal control over the Funds' 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 solely to describe the scope of our testing of internal control over the Funds' financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over the Funds' 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 the Funds' financial reporting and compliance.

*Vasquez & Company LLP*

**Glendale, California  
December 18, 2018**

City of Culver City  
 Proposition A Local Return Fund  
 Balance Sheets

		June 30	
		2018	2017
<b>ASSETS</b>			
Cash and investments	\$	938,187	\$ 930,843
Interest receivable		3,486	2,794
<b>Total assets</b>	<b>\$</b>	<b>941,673</b>	<b>\$ 933,637</b>
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable	\$	-	\$ -
<b>Total liabilities</b>		-	-
<b>Fund balance</b>			
Restricted		941,673	933,637
<b>Total fund balance</b>		<b>941,673</b>	<b>933,637</b>
<b>Total liabilities and fund balance</b>	<b>\$</b>	<b>941,673</b>	<b>\$ 933,637</b>

*See notes to Funds financial statements.*



**City of Culver City**  
**Proposition A Local Return Fund**  
**Statements of Revenues, Expenditures and Changes in Fund Balance**

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	Years ended June 30	
	2018	2017
<b>Revenues</b>		
Proposition A	\$ 754,487	\$ 725,752
Interest income	10,907	7,472
Investment loss	(5,080)	(3,960)
<b>Total revenues</b>	<b>760,314</b>	<b>729,264</b>
 <b>Expenditures</b>		
Various projects	752,278	741,499
<b>Total expenditures</b>	<b>752,278</b>	<b>741,499</b>
 Excess (deficiency) of revenues over expenditures	 8,036	 (12,235)
 Fund balance at beginning of year	 933,637	 945,872
 Fund balance at end of year	 \$ 941,673	 \$ 933,637

*See notes to Funds financial statements.*

**City of Culver City**  
**Proposition A Local Return Fund**  
**Supplementary Information**  
**Schedule of Expenditures – Actual and LACMTA Approved Project Budget**  
**Year ended June 30, 2018**  
**(With Comparative Actuals for 2017)**

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Project Code	Project Name	2018		Variance	2017
		LACMTA Budget	Actual	Positive (Negative)	Actual
110-02	Culver City Municipal Bus Lines Operating Assistance	\$ 752,278	752,278	\$ -	\$ 741,499
	<b>Total expenditures</b>	<u>\$ 752,278</u>	<u>\$ 752,278</u>	<u>\$ -</u>	<u>\$ 741,499</u>

*See report of independent auditors.*

**City of Culver City**  
**Proposition A Local Return Fund**  
**Supplementary Information**  
**Schedule of Capital Assets**  
**Year ended June 30, 2018**

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<u>Date Acquired</u>	<u>Description</u>	<u>Balance July 1, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2018</u>
1998	CCMBL Facility	\$ 528,199	\$ -	\$ -	\$ 528,199
2005	Recreational Van (Ford E350)	110,205	-	-	110,205
	<b>Total</b>	<b>\$ 638,404</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 638,404</b>

*See report of independent auditors.*

**City of Culver City  
Proposition C Local Return Fund  
Balance Sheets**

		June 30	
		2018	2017
<b>ASSETS</b>			
Cash and investments	\$	969,796	\$ 1,054,168
Interest receivable		4,106	3,487
<b>Total assets</b>	<b>\$</b>	<b><u>973,902</u></b>	<b><u>\$ 1,057,655</u></b>
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable	\$	-	\$ -
<b>Total liabilities</b>		<u>-</u>	<u>-</u>
<b>Fund balance</b>			
Restricted		<u>973,902</u>	<u>1,057,655</u>
<b>Total fund balance</b>		<b><u>973,902</u></b>	<b><u>1,057,655</u></b>
<b>Total liabilities and fund balance</b>	<b>\$</b>	<b><u>973,902</u></b>	<b><u>\$ 1,057,655</u></b>

*See notes to Funds financial statements.*

**City of Culver City**  
**Proposition C Local Return Fund**  
**Statements of Revenues, Expenditures and Changes in Fund Balance**

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	Years ended June 30	
	2018	2017
<b>Revenues</b>		
Proposition C	\$ 624,725	\$ 603,063
Interest income	12,975	9,400
Investment loss	(5,691)	(4,935)
<b>Total revenues</b>	<b>632,009</b>	607,528
 <b>Expenditures</b>		
Various projects	715,762	669,653
<b>Total expenditures</b>	<b>715,762</b>	669,653
 Deficiency of revenues over expenditures	<b>(83,753)</b>	(62,125)
 Fund balance at beginning of year	<b>1,057,655</b>	1,119,780
 Fund balance at end of year	<b>\$ 973,902</b>	\$ 1,057,655

*See notes to Funds financial statements.*

**City of Culver City**  
**Proposition C Local Return Fund**  
**Supplementary Information**  
**Schedule of Expenditures – Actual and LACMTA Approved Project Budget**  
**Year ended June 30, 2018**  
**(With Comparative Actuals for 2017)**

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Project Code	Project Name	2018			2017 Actual
		LACMTA Budget	Actual	Variance Positive (Negative)	
110-02	Culver City Municipal Bus Lines Operating Assistance	\$ 234,995	\$ 234,995	\$ -	\$ 226,054
120-01	Culver City Paratransit Program	200,000	220,634	(20,634)	224,483
250-03	Rideshare Program (formerly coded 110-03)	39,000	30,300	8,700	23,435
300-04	CCMBL Facility Reserve	229,833	229,833	-	195,681
<b>Total expenditures</b>		<u>\$ 703,828</u>	<u>\$ 715,762</u>	<u>\$ (11,934)</u>	<u>\$ 669,653</u>

*See report of independent auditors.*

**City of Culver City  
Proposition C Local Return Fund  
Supplementary Information  
Schedule of Capital Assets  
Year ended June 30, 2018**

<b>Date Acquired</b>	<b>Description</b>	<b>Balance July 1, 2017</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance June 30, 2018</b>
1998	CCMBL Facility	\$ 231,446	\$ -	\$ -	\$ 231,446
2000	Bus Shelters	96,031	-	-	96,031
2000	Paratransit Van	45,420	-	-	45,420
2002	Paratransit Van	45,638	-	-	45,638
2004	CCMBL Facility Improvements	94,613	-	-	94,613
2006	CCMBL Facility Improvements	89,420	-	-	89,420
2006	Bus Pads	46,000	-	-	46,000
2006	CCMBL Facility Improvements	34,896	-	-	34,896
2007	CCMBL Facility Improvements	16,522	-	-	16,522
2009	CCMBL Facility Improvements	10,359	-	-	10,359
2009	Braddock Drive Resurfacing	46,258	-	-	46,258
2010	CCMBL Facility Improvements	50,901	-	-	50,901
2013	CCMBL Facility Improvements	16,245	-	-	16,245
2014	CCMBL Facility Improvements	20,932	-	-	20,932
2015	CCMBL Facility Improvements	23,268	-	-	23,268
2016	2 Customline Slide Gate Operator	24,934	-	-	24,934
2016	Carpet at Transportation	17,415	-	-	17,415
2016	Carpet at Transportation	5,916	-	-	5,916
2017	6 Stertil-Koni Mobile Lifts	65,466	-	-	65,466
2017	Gas Detector System	78,598	-	-	78,598
2017	Stertil-Koni Diamond Heavy Duty Lift	-	39,995	-	39,995
2017	Stertil-Koni Diamond Heavy Duty Lift	-	98,990	-	98,990
2017	Install Heavy Duty Vehicle Lifts	-	95,095	-	95,095
2018	Hirsch Pads	-	15,226	-	15,226
<b>Total</b>		<b>\$ 1,060,278</b>	<b>\$ 249,306</b>	<b>\$ -</b>	<b>\$ 1,309,584</b>

*See report of independent auditors.*

**City of Culver City  
Measure R Local Return Fund  
Balance Sheets**

		<b>June 30</b>	
		<b>2018</b>	<b>2017</b>
<b>ASSETS</b>			
Cash and investments	\$	<b>218,766</b>	\$ 480,079
Interest receivable		<b>762</b>	1,607
<b>Total assets</b>	<b>\$</b>	<b><u>219,528</u></b>	<b><u>481,686</u></b>
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable	\$	-	\$ -
<b>Total liabilities</b>		<b><u>-</u></b>	<b><u>-</u></b>
<b>Fund balance</b>			
Restricted		<b>219,528</b>	481,686
<b>Total fund balance</b>		<b><u>219,528</u></b>	<b><u>481,686</u></b>
<b>Total liabilities and fund balance</b>	<b>\$</b>	<b><u>219,528</u></b>	<b><u>481,686</u></b>

*See notes to Funds financial statements.*



**City of Culver City**  
**Measure R Local Return Fund**

**Statements of Revenues, Expenditures and Changes in Fund Balance**

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		<b>Years ended June 30</b>	
		<b>2018</b>	<b>2017</b>
<b>Revenues</b>			
Measure R	\$	<b>468,738</b>	\$ 451,603
Interest income		<b>1,399</b>	4,363
Investment income (loss)		<b>366</b>	(2,313)
<b>Total revenues</b>		<b>470,503</b>	453,653
 <b>Expenditures</b>			
Various projects		<b>732,661</b>	367,107
<b>Total expenditures</b>		<b>732,661</b>	367,107
Excess (deficiency) of revenues over expenditures		<b>(262,158)</b>	86,546
Fund balance at beginning of year		<b>481,686</b>	395,140
Fund balance at end of year		<b>\$ 219,528</b>	\$ 481,686

*See notes to Funds financial statements.*

**City of Culver City**  
**Measure R Local Return Fund**  
**Supplementary Information**  
**Schedule of Expenditures – Actual and LACMTA Approved Project Budget**  
**Year ended June 30, 2018**  
**(With Comparative Actuals for 2017)**

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Project Code	Project Name	2018			2017 Actual
		LACMTA Budget	Actual	Variance Positive (Negative)	
1.05	Arterial Street Pavement Rehabilitation	\$ -	\$ -	\$ -	136,478
1.05	Street Repair and Maintenance	234,003	498,658	(264,655)	-
4.20	Transit Operations Assistance	234,003	234,003	-	230,629
	<b>Total expenditures</b>	<b>\$ 468,006</b>	<b>\$ 732,661</b>	<b>\$ (264,655)</b>	<b>\$ 367,107</b>

*See report of independent auditors.*

**City of Culver City**  
**Measure R Local Return Fund**  
**Supplementary Information**  
**Schedule of Capital Assets**  
**Year ended June 30, 2018**

<u>Date</u> <u>Acquired</u>	<u>Description</u>	<u>Balance</u> <u>July 1,</u> <u>2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30,</u> <u>2018</u>
2011	Infrastructure P-863GG/JJ	\$ 531,942	\$ -	\$ -	\$ 531,942
2011	Residential Overlay Project	120,620	-	-	120,620
2011	Residential Overlay Project	81,018	-	-	81,018
2011	Residential Overlay Project	60,968	-	-	60,968
2012	Residential Overlay Project	53,432	-	-	53,432
2013	Residential Overlay Project	428,325	-	-	428,325
2014	Residential Overlay Project	263,570	-	-	263,570
2017	Arterial Street Pavement Rehabilitation	136,478	-	-	136,478
2017	CC Rehabilitation Project	-	498,658	-	498,658
<b>Total</b>		<b>\$ 1,676,353</b>	<b>\$ 498,658</b>	<b>\$ -</b>	<b>\$ 2,175,011</b>

*See report of independent auditors.*

**City of Culver City**  
**Measure M Local Return Fund**  
**Balance Sheet**  
**June 30, 2018**

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**ASSETS**

Cash and investments	\$	423,016
Interest receivable		1,317
		424,333
<b>Total assets</b>	<b>\$</b>	<b>424,333</b>

**LIABILITIES AND FUND BALANCE**

**Liabilities**

Accounts payable	\$	-
		-
<b>Total liabilities</b>		<b>-</b>

**Fund balance**

Restricted		424,333
		424,333
<b>Total fund balance</b>		<b>424,333</b>
<b>Total liabilities and fund balance</b>	<b>\$</b>	<b>424,333</b>

*See notes to Funds financial statements.*

**City of Culver City**  
**Measure M Local Return Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Year ended June 30, 2018**

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**Revenues**

Measure M	\$	424,784
Interest income		3,033
Investment loss		(3,484)
<b>Total revenues</b>		<u>424,333</u>

**Expenditures**

Various projects		<u>-</u>
<b>Total expenditures</b>		<u>-</u>

Excess of revenues over expenditures		424,333
Fund balance at beginning of year		<u>-</u>
Fund balance at end of year	\$	<u><u>424,333</u></u>

*See notes to Funds financial statements.*

**City of Culver City**  
**Measure M Local Return Fund**  
**Supplementary Information**  
**Schedule of Expenditures – Actual and LACMTA Approved Project Budget**  
**Year ended June 30, 2018**

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<u>Project Code</u>	<u>Project Name</u>	<u>LACMTA Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
None		\$ -	\$ -	\$ -
	<b>Total expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*See report of independent auditors.*

**City of Culver City**  
**Measure M Local Return Fund**  
**Supplementary Information**  
**Schedule of Capital Assets**  
**Year ended June 30, 2018**

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<u>Date Acquired</u>	<u>Description</u>	<u>Balance July 1, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2018</u>
None		\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*See report of independent auditors.*

**City of Culver City**  
**Transportation Development Act Article 3 Fund**  
**Pursuant to Public Utilities Code Section 99234**  
**Balance Sheets**

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		June 30	
		2018	2017
<b>ASSETS</b>			
Cash		\$ -	\$ -
	<b>Total assets</b>	\$ -	\$ -
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable		\$ -	\$ -
	<b>Total liabilities</b>	-	-
<b>Fund balance</b>			
Restricted		-	-
	<b>Total fund balance</b>	-	-
	<b>Total liabilities and fund balance</b>	\$ -	\$ -

*See notes to Funds financial statements.*



**City of Culver City**  
**Transportation Development Act Article 3 Fund**  
**Pursuant to Public Utilities Code Section 99234**  
**Statements of Revenues, Expenditures and Changes in Fund Balance**

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	<b>Years ended June 30</b>	
	<b>2018</b>	<b>2017</b>
<b>Revenues</b>		
Intergovernmental Allocations:		
Article 3	\$ <b>26,350</b>	\$ 26,361
<b>Total revenues</b>	<b>26,350</b>	26,361
<b>Expenditures</b>		
Maintenance for Culver City's Portion of the Ballona Creek Project	<b>26,350</b>	26,361
<b>Total expenditures</b>	<b>26,350</b>	26,361
Excess of revenues over expenditures	-	-
Fund balance at beginning of year	-	-
Fund balance at end of year	\$ -	\$ -

*See notes to Funds financial statements.*

**City of Culver City**  
**Transportation Development Act Article 3 Fund**  
**Pursuant to Public Utilities Code Section 99234**  
**Supplementary Information**  
**Schedule of Transportation Development Act Allocation for Specific Projects**  
**Year ended June 30, 2018**

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Project Description	Program Year	Totals to Date		Unexpended Allocations	Project Status
		Allocations	Expenditures		
<b>Local Allocations:</b>					
Maintenance for Culver City's Portion of the Ballona Creek Project	2018	\$ 26,350	\$ 26,350	\$ -	Ongoing
	<b>Totals</b>	<u>\$ 26,350</u>	<u>\$ 26,350</u>	-	
Fund balance at beginning of year				-	
Fund balance at end of year				<u>\$ -</u>	

*See report of independent auditors.*

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Fund Accounting**

The operations of the Proposition A Local Return Fund (PALRF), the Proposition C Local Return Fund (PCLRF), the Measure R Local Return Fund (MRLRF), the Measure M Local Return Fund (MMLRF) and the 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 the county-wide ½ cent Measure R 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.

MMLRF is derived from 17% of the county-wide ½ cent Measure M 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.

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**

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F are reported as Special Revenue Funds of the City and are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become "susceptible to accrual", that is, measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred.

Special Revenue Funds are reported on a 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. Statements of revenues, expenditures and changes in fund balances for Special Revenue Funds generally present increases (revenues 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 based on budgets approved by LACMTA and are presented in accordance with accounting principles generally accepted in the United States of America.

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Fair Value Measurement**

In accordance with GASB Statement No. 72, *Fair Value Measurement and Application*, 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 investments at fair value and recognizes unrealized gain (loss) on investments.

Refer to the City's 2018 Comprehensive Annual Financial Report for detailed disclosures regarding the City's investments policy and fair value measurement disclosures.

**Fund Balance Reporting**

Governmental Accounting Standards 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 the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F report the following fund balance classification as of June 30, 2018 and 2017:

- Restricted - Amounts that are constrained for specific purposes, 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 balances are restricted for projects approved by LACMTA.

Information regarding the fund balance reporting policy adopted by the City is described in the City's Comprehensive Annual Financial Report.

**NOTE 2      ANNUAL FINANCIAL STATEMENTS**

The financial statements reflect only the financial position and results of operations of the PALRF, PCLRF, MRLRF, MMLRF and TDAA3F, and do not purport to, and do not present fairly the City's financial position as of June 30, 2018 and 2017, and the changes in its financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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

The Proposition A Ordinance requires that Local Return (LR) funds be used exclusively to benefit public transit. Expenditures related to fixed route and paratransit services, Transportation Demand Management, Transportation Systems Management and fare subsidy programs that exclusively benefit transit are all eligible uses of Proposition A LR funds. Proposition A LR funds may also be traded with other Jurisdictions in exchange for general or other funds.

The Proposition C Ordinance directs that LR funds also be used to benefit public transit, as described above, but provides an expanded list of eligible project expenditures including Congestion Management Programs, bikeways and bike lanes, street improvements supporting public transit service, and Pavement Management System projects. Proposition C LR funds cannot be traded.

Proposition A and Proposition C LR funds must be expended within three years of the last day of the fiscal year in which funds were originally allocated.

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. See accompanying Compliance Matrix.

**NOTE 4      MEASURE R LOCAL RETURN COMPLIANCE REQUIREMENTS**

The Measure R Ordinance specifies that LR funds be used exclusively for transportation purposes.

Measure R LR funds must be expended within five years of the first day of the fiscal year in which funds were originally allocated or received.

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. See accompanying Compliance Matrix.

**NOTE 5      MEASURE M LOCAL RETURN COMPLIANCE REQUIREMENTS**

Measure M was approved by the voters of Los Angeles County on November 8, 2016 to improve transportation and ease traffic congestion consistent with the Los Angeles County Traffic Improvement Plan Ordinance approved by the Metro Board of Directors on June 23, 2016. The Measure M Ordinance specifies that LR funds be used exclusively for transportation purposes.

Measure M LR funds must be expended within five years of the first day of the fiscal year in which funds were originally allocated or received.

In accordance with *Measure M Local Return Program Guidelines*, funds received pursuant to these guidelines may only be used for Measure M Local Return approved programs. See accompanying Compliance Matrix.

**NOTE 6            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. See accompanying Compliance Matrix.

**NOTE 7            CASH AND INVESTMENTS**

The PALRF, PCLRF, MRLRF, MMLRF 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 average quarterly balances to the total of the pooled cash and investments.

Please refer to the City's Comprehensive Annual Financial Report (CAFR) for a full description of risks relating to cash and investments.

**NOTE 8            PROPOSITION A DISCRETIONARY INCENTIVE PROGRAM GRANT**

The City received Proposition A Discretionary Incentive Program grant amounting to \$19,126 and \$0 for the years ended June 30, 2018 and 2017, respectively, which represents additional funds received from LACMTA for participating in the sub-regional paratransit services program. The City used this grant to operate a demand-response paratransit Dial-A-Ride program available to eligible disabled residents or known as the Culver City Community Paratransit Program.

The Proposition A Discretionary Incentive Program Grant was recorded under the City's Operating Grants Fund and therefore, was not reported in the accompanying PALRF financial statements.

**NOTE 9            TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND REVENUE ALLOCATION**

The revenue allocations for the years ended June 30, 2018 and 2017 consisted of the following:

		<b>2018</b>		2017
FY 2016/17 allocation	\$	-	\$	26,361
FY 2017/18 allocation		<b>26,350</b>		-
	<b>\$</b>	<b>26,350</b>	<b>\$</b>	26,361

**NOTE 10      TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUNDS RESERVED**

In accordance with TDA Article 3 (SB821) Guidelines, funds which will not be 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 LACMTA. As of June 30, 2018 and 2017, the City has no funds on reserve.

**NOTE 11      SUBSEQUENT EVENTS**

The City has evaluated subsequent events through December 18, 2018, the date the financial statements were available to be issued, and concluded no events have occurred that require disclosure or adjustments to the financial statements.

**Report of Independent Auditors 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 Culver City, California and the  
Los Angeles County Metropolitan Transportation Authority**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund, the Measure M Local Return Fund and the Transportation Development Act Article 3 Fund (collectively, the Funds) of the City of Culver City, California (the City) as of and for the year ended June 30, 2018, and the related notes to the financial statements, and have issued our report thereon dated December 18 2018.

**Internal Control over Financial Reporting**

In planning and performing our audits of the Funds' financial statements, we considered the City's internal control over the Funds' financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the Funds' 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 Funds' financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits 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 Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, Measure M Local Return Fund and Transportation Development Act Article 3 Fund 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 audits, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. 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. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Vaughan &amp; Company LLP".

**Glendale, California  
December 18, 2018**

## **COMPLIANCE SECTION**

## **Report of Independent Auditors on Compliance**

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

### **Report on Compliance**

We have audited the compliance of the City of Culver City, California (the City) with the Proposition A and Proposition C Local Return Guidelines, Measure R Local Return Guidelines, Measure M Local Return Guidelines, Transportation Development Act Article 3, and the Los Angeles County Metropolitan Transportation Authority's Funding and Allocation Guidelines for Transportation Development Act Article 3 Bicycle and Pedestrian Funds (collectively, the Guidelines) for the year ended June 30, 2018.

#### ***Management's Responsibility***

Management is responsible for the City's compliance with the Guidelines.

#### ***Auditors' Responsibility***

Our responsibility is to express an opinion on the City's compliance with the Guidelines based on our audit. We conducted our audit of compliance in accordance with the 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. Those standards and the Guidelines require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the Proposition A Local Return Program, Proposition C Local Return Program, Measure R Local Return Program, Measure M Local Return Program and Transportation Development Act Article 3 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 with the Guidelines. However, our audit does not provide a legal determination of the City's compliance with the Guidelines.

#### ***Opinion***

In our opinion, the Culver City, California complied, in all material respects, with the compliance requirements of the Guidelines for the year ended June 30, 2018.



### **Other Matters**

The results of our auditing procedures disclosed an instance of noncompliance with the requirements, which is described in the accompanying Schedule of Findings and Questioned Costs as Finding #2018-001. Our opinion is not modified with respect to this matter.

The City's response to the noncompliance finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The City's response was not subjected to the auditing procedures applied in the audit of compliance, and accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of 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 on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with the requirements, such that there is a reasonable possibility that material noncompliance 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 might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified a deficiency in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as Finding #2018-001, that we consider to be a significant deficiency.

The City's response to the internal control over compliance finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The City's response was not subjected to the auditing procedures applied in the audit of compliance, and accordingly, we express no opinion on the response.

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

A handwritten signature in black ink that reads "Vaguez &amp; Company LLP".

**Glendale, California  
December 18, 2018**

**City of Culver City  
Compliance Matrix  
Year ended June 30, 2018**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
<b>A. Proposition A and Proposition C Local Return Funds</b>					
1. Uses the State Controller's Uniform System of Accounts and Records.	X				
2. Timely use of funds.	X				
3. Funds expended were approved and have not been substituted for property tax.	X				
4. Expenditures that exceeded 25% of approved project budget have approved amended Project Description Form (Form A)	X				
5. Administrative expenses are within the 20% cap of the total annual Local Return Expenditures.			X		No administrative expenses charged to PALRF and PCLRF.
6. All on-going and carryover projects were reported in Form B.	X				
7. Annual Project Summary Report (Form B) was submitted timely.	X				
8. Annual Expenditure Report (Form C) was submitted timely.	X				
9. Cash or cash equivalents are maintained.	X				
10. Accounting procedures, record keeping and documentation are adequate.	X				
11. Pavement Management System (PMS) in place and being used for Street Maintenance or Improvement Projects Expenditures.			X		
12. Local Return Account is credited for reimbursable expenditures.			X		
13. Self-Certification was completed and submitted for Intelligent Transportation Systems projects or elements.			X		
14. Assurances and Understandings form was on file.	X				
15. Recreational Transit Form was submitted timely.			X		

*See report of independent auditors report on compliance.*

**City of Culver City  
Compliance Matrix  
Year ended June 30, 2018**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
<b>B. Measure R Local Return Fund</b>					
1. Funds were expended for transportation purposes.	X				
2. Funds were used to augment, not supplant, existing local revenues being used for transportation purposes unless there is a funding shortfall.	X				
3. Signed Assurances and Understandings on file.	X				
4. Separate Measure R Local Return Account was established.	X				
5. Revenues received including allocations, project generated revenues and interest income was properly credited to the Measure R Local Return Account.	X				
6. Funds were expended with LACMTA's approval.	X				
7. Expenditure Plan (Form One) was submitted timely.		X			See Finding #2018-001
8. Expenditure Report (Form Two) was submitted timely.	X				
9. Timely use of funds.	X				
10. Administrative expenses are within the 20% cap.			X		No administrative expenses charged to MRLRF.
11. Fund exchanges were approved by LACMTA.			X		
12. A separate account was established for Capital reserve funds and Capital reserve was approved by LACMTA.			X		
13. Recreational transit form was submitted timely.			X		

*See report of independent auditors report on compliance.*

**City of Culver City  
Compliance Matrix  
Year ended June 30, 2018**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
<b>C. Measure M Local Return Fund</b>					
1. Funds were expended for transportation purposes.			X		There were no expenditures in FY 2017/18.
2. Funds were used to augment, not supplant, existing local revenues being used for transportation purposes unless there is a fund shortfall.			X		There were no expenditures in FY 2017/18.
3. Signed Assurances and Understandings on file.	X				
4. Separate Measure M Local Return Account was established.	X				
5. Revenues received including allocations, project generated revenues and interest income was properly credited to the Measure M Local Return Account.	X				
6. Funds were expended with LACMTA's approval.			X		There were no expenditures in FY 2017/18.
7. Expenditure Plan (Form M-One) was submitted timely.			X		There were no expenditures in FY 2017/18.
8. Expenditure Report (Form M-Two) was submitted timely.	X				
9. Timely use of funds.	X				
10. Administrative expenses are within the 20% cap.			X		There were no expenditures in FY 2017/18.
11. Fund exchanges were approved by LACMTA.			X		
12. A separate account was established for Capital reserve funds and Capital reserve was approved by LACMTA.			X		
13. Recreational transit form was submitted timely.			X		

*See report of independent auditors report on compliance.*

**City of Culver City  
Compliance Matrix  
Year ended June 30, 2018**

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Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
<b>D. Transportation Development Act Article 3 Fund</b>					
1. Timely use of funds.	X				
2. Expenditures were incurred for activities relating to pedestrian and bicycle facilities and amenities.	X				

*See report of independent auditors report on compliance.*



**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**City of Culver City**  
**Schedule of Findings and Questioned Costs**  
**Year ended June 30, 2018**

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**MRLRF: Finding #2018-001**

<b>Compliance Reference</b>	Section B (II) (I) of the Measure R Local Return Program Guidelines states that “To maintain eligibility and meet Measure R LR program compliance requirements, jurisdictions shall submit to LACMTA an Expenditure Plan (Form One) annually by August 1st of each year”.
<b>Condition</b>	The City submitted its Expenditure Plan (Form One) on August 9, 2017, 8 days beyond the due date set under the Guidelines.  This is a repeat finding from prior year audit.
<b>Cause</b>	The condition was due to oversight by City Staff.
<b>Effect</b>	The City’s Expenditure Plan (Form One) was not submitted timely. The City was not in compliance with the Local Return Guidelines.
<b>Recommendation</b>	We recommend for the City to establish procedures to ensure that all reporting deadlines are met.
<b>Management Response</b>	The City will establish clear program schedules and implement procedures to ensure that all reporting deadlines are met.

**EXIT CONFERENCE**

An exit conference was held on December 18, 2018 with the City of Culver City representative. Those in attendance were:

Vasquez and Company LLP representative:  
Marialyn Salvador – Audit Senior Manager

City of Culver City representative:  
Jane Leonard – Senior Management Analyst

Matters discussed:

Results of the audit disclosed an instance of noncompliance with the Guidelines.

A copy of this report was forwarded to the following City of Culver City representatives for comments prior to the issuance of the final report:

Art Ida – Transportation Director  
Jane Leonard – Senior Management Analyst  
Kambiz Borhani – Assistant Chief Financial Officer



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