



CITY OF PASADENA, CALIFORNIA AIR QUALITY IMPROVEMENTS FUND

JUNE 30, 2018

FINANCIAL STATEMENTS

Focused
on YOU



CITY OF PASADENA, CALIFORNIA
AIR QUALITY IMPROVEMENTS FUND

FINANCIAL STATEMENTS

JUNE 30, 2018

CITY OF PASADENA
AIR QUALITY IMPROVEMENTS FUND

JUNE 30, 2018

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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of the City Council
City of Pasadena, California

Report on Financial Statements

We have audited the accompanying financial statements of the Air Quality Improvement Trust Fund of the City of Pasadena as of and for the year ended June 30, 2018, and the notes to the financial statements, which collectively comprise the Air Quality Improvement Trust Fund of the City of Pasadena's 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 audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 financial position of the Air Quality Improvement Trust Fund of the City of Pasadena at June 30, 2018, and the results of its operations and budgetary comparison for the year then ended in conformity with accounting principles generally accepted in the United States of America.





To the Honorable Mayor and Members of the City Council
City of Pasadena, California

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information as listed in the table of contents be presented to supplement the financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

As discussed in Note 1, the financial statements present only the Air Quality Improvement Trust Fund and are not intended to present fairly the financial position and results of operations of the City of Pasadena in conformity with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 26, 2018, on our consideration of the Air Quality Improvement Trust Fund'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 solely 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 the effectiveness of the Trust Fund's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Brea, California
December 26, 2018

CITY OF PASADENA
AIR QUALITY IMPROVEMENTS FUND

BALANCE SHEET
JUNE 30, 2018

	<u>Governmental Funds</u>
Assets:	
Cash and investments	\$ 104,130
Due from other governments	47,189
Interest receivable	<u>356</u>
Total Assets	<u>\$ 151,675</u>
Liabilities and Fund Balance:	
Fund Balance:	
Restricted for air quality improvements	<u>\$ 151,675</u>
Total Fund Balance	<u>151,675</u>
Total Liabilities and Fund Balance	<u>\$ 151,675</u>

CITY OF PASADENA
AIR QUALITY IMPROVEMENTS FUND

STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2018

	Governmental Funds
Revenues:	
Intergovernmental	\$ 184,165
Investment earnings	1,775
Total Revenues	185,940
Expenditures:	
Contract services	163,763
Total Expenditures	163,763
Excess Revenue Over Expenditures	22,177
Net Change in Fund Balance	22,177
Fund Balance:	
Beginning of Fiscal Year	129,498
End of Fiscal Year	\$ 151,675

CITY OF PASADENA
 AIR QUALITY IMPROVEMENTS FUND

STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE - BUDGET TO ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2018

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues:			
Intergovernmental	\$ 170,000	\$ 184,165	\$ 14,165
Investment earnings	-	1,775	1,775
Total Revenues	170,000	185,940	15,940
Expenditures:			
Contract services	170,000	163,763	6,237
Total Expenditures	170,000	163,763	6,237
Excess Revenue Over Expenditures	-	22,177	22,177
Net Change in Fund Balance	-	22,177	22,177
Fund Balance:			
Beginning of Fiscal Year	129,498	129,498	-
End of Fiscal Year	\$ 129,498	\$ 151,675	\$ 22,177

**CITY OF PASADENA
AIR QUALITY IMPROVEMENTS FUND**

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018**

Note 1: Description of the Reporting Entity

The City of Pasadena Air Quality Improvements Fund was formed to account for allocations made by AB 2766 known as the Clean Air Act. The revenue provides means and incentives for programs to reduce traffic and air pollution. The City performs all administrative and accounting functions. The accounting policies of the Air Quality Improvements Fund are in conformity with generally accepted accounting principles in the United States applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. Complete financial statements of the City can be obtained from the City's Finance Department.

Note 2: Summary of Significant Accounting Policies

a. Fund Accounting

In order to ensure the proper identification of individual revenue sources and the expenditures made from those revenues, the Air Quality Improvements Fund is organized on the basis of an individual fund which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures, as follows:

Governmental Fund Type:

Special Revenue Fund – The special revenue fund is used to account for the proceeds of specific revenue sources that are restricted by law to expenditures for a specific purpose. As with all governmental funds, the special revenue fund is accounted for on a spending or “current financial resources” measurement focus which means that current assets and current liabilities are generally included on its balance sheet. The reported fund balance is the net current assets, which is considered only to be a measure of “available spendable resources.”

b. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. All governmental funds are recognized when they become measurable and available as net current assets. Measurable means the amount of the transaction can be determined and available means the amount is collectible within the current period or soon enough thereafter (generally sixty days) to be used to pay liabilities of the current period. Amounts which could not be measured or were not available were not accrued as revenue in the current fiscal year. Expenditures are also generally recognized under the modified accrual basis of accounting which means that expenditures are generally recorded at the time liabilities are incurred.

c. Fund Balances

Governmental fund balance represents the net current assets of each fund. Net current assets generally represent a fund's cash and receivables, less its liabilities. Portions of a fund's balance may be restricted for future expenditures.

**CITY OF PASADENA
AIR QUALITY IMPROVEMENTS FUND**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2018**

Note 3: Cash and Investments

The Air Quality Improvements Fund participates in the City's pooled cash and investments (the pool). The June 30, 2018, cash and investment balance of \$104,130 represents the Air Quality Improvements Fund's share of the pool. Information relating to the City's cash and investments can be found in the City's financial statements.



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH APPLICABLE REQUIREMENTS AND ON INTERNAL CONTROL OVER COMPLIANCE

To the Honorable Mayor and Members of the City Council
City of Pasadena, California

Report on Compliance of the Air Quality Improvement Trust Fund

We have audited the compliance of the Air Quality Improvement Trust Fund of the City of Pasadena, California (the "City") with the types of compliance requirements described in Assembly Bill 2766, Chapter 1705 (44220 through 44247) for the year ended June 30, 2018.

Management's Responsibility for the Financial Statements

Management is responsible for compliance with the requirements of Assembly Bill 2766, Chapter 1705 (44220 through 44247).

Auditor's Responsibility

Our responsibility is to express opinions on compliance with the requirements of Assembly Bill 2766, Chapter 1705 (44220 through 44247). 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 the *Government Auditing Standards*, issued by the Comptroller General of the United States, and Assembly Bill 2766, Chapter 1705 (44220 through 44247). Those standards and Assembly Bill 2766, Chapter 1705 (44220 through 44247) 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 material effect on the Air Quality Improvement Trust Fund 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. However, our audit does not provide a legal determination of the City's compliance.

Opinion on the Air Quality Improvement Trust Fund

In our opinion, the City complied, in all material respects, with the types of compliance that could have a direct and material effect on requirements referred to above applicable to the Air Quality Improvement Trust Fund for the year ended June 30, 2018.



CPAs AND ADVISORS

To the Honorable Mayor and Members of the City Council
City of Pasadena, California

Report on Internal Control Over Compliance of the Air Quality Improvement Trust Fund

The management of the City is responsible for establishing and maintaining effective internal control over compliance with the type of compliance requirements referred to above. In planning and performing our audit, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on the Air Quality Improvement Trust Fund 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 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, such that there is a reasonable possibility that a 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 that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

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 Assembly Bill 2766, Chapter 1705 (44220 through 44247). Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Lance, Soll & Loughard, LLP". The signature is written in a cursive, flowing style.

Brea, California
December 26, 2018



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 Members of the City Council
City of Pasadena, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Air Quality Improvement Trust Fund financial statements of the City of Pasadena, 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 26, 2018.

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

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

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*.





CPAs AND ADVISORS

To the Honorable Mayor and Members of the City Council
City of Pasadena, California

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 Trust Fund'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 Trust Fund's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lance, Soll & Loughard, LLP

Brea, California
December 26, 2018

CITY OF PASADENA
AIR QUALITY IMPROVEMENTS FUND

SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR FISCAL YEAR ENDED JUNE 30, 2018

<u>Findings / Recommendations</u>	<u>Questioned Costs</u>
None	\$ -