Meeting Date:	**April 29, 2020**
Agenda Item:	**# 8**

AGENDA SUMMARY REPORT

SUBJECT:

Draft Fiscal Year 2018-2019 Fiscal Compliance Audit.

SUMMARY:

As required by the Transit Development Act (TDA) Statutes and California Code of Regulations, PUC 99245, each transportation planning agency, transit board and county transportation commission shall ensure that all claimants to who it directs the allocation of Local Transportation Funds (LTF) shall submit to them an annual certified fiscal audit conducted by an entity other than the claimant.

STAFF RECOMMENDATION:

Accept the Draft Fiscal Year 2018-2019 Annual Fiscal Compliance Audit.

ATTACHMENTS:

Mendocino Transit Authority Basic Financial Statements June 30, 2019.

DRAFT

4/6/2020

To be used only for management discussion purposes; engagement is incomplete; this draft is subject to final review and possible revision. **Report/Letter date is TENTATIVE-TBD**

MENDOCINO TRANSIT AUTHORITY

BOARD OF DIRECTORS & MANAGEMENT REPORT

JUNE 30, 2019

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To the Board of Directors
Mendocino Transit Authority
Ukiah, California

In planning and performing our audit of the basic financial statements of Mendocino Transit Authority for the fiscal year ended June 30, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered its internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of its internal control. Accordingly, we do not express an opinion on the effectiveness of Mendocino Transit Authority's internal control.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's basic financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the basic financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses, as defined above. We did not identify any deficiencies in internal control that we consider material weaknesses, as defined above.

During our audit, we noted certain matters involving internal controls and other operational matters that are presented for your consideration in this report. We will review the status of these comments during our next engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are not intended to be all-inclusive, but rather represent those matters that we considered worthy of your consideration. Our comments and recommendations are submitted as constructive suggestions to assist you in strengthening controls and procedures; they are not intended to reflect on the honesty or integrity of any employee. We will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist Mendocino Transit Authority in implementing the recommendations.

This report is intended solely for the information and use of management of Mendocino Transit Authority and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

We thank Mendocino Transit Authority's staff for its cooperation during our audit.

R.J. Ricciardi, Inc.
Certified Public Accountants

San Rafael, California

To the Board of Directors
Mendocino Transit Authority
Ukiah, California

We have audited the basic financial statements of Mendocino Transit Authority for the year ended June 30, 2019. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated October 8, 2019, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the basic financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of Mendocino Transit Authority. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Mendocino Transit Authority are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by Mendocino Transit Authority during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the basic financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the basic financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated the key factors and assumptions used to develop the accounting estimates in determining that it is reasonable in relation to the financial statements taken as a whole. The most sensitive estimates affecting the basic financial statements were:

- Capital asset lives and depreciation expense;
- Accrual and disclosure of compensated absences;
- Actuarial assumptions for pension;
- Fair value of investments and financial instruments.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements (Audit Adjustments)

Professional standards require us to accumulate all known and likely adjustments identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such adjustments. Of the 3 adjustments detected as a result of audit procedures and corrected by management, most were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management
For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the basic financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations
We have requested certain representations from management that are included in the management representation letter received on DATE.

Management Consultations with Other Independent Accountants
In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Mendocino Transit Authority's basic financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Mendocino Transit Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters
We applied certain limited procedures to the Management's Discussion and Analysis which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

This report is intended solely for the information and use of management and the Board of Directors of Mendocino Transit Authority and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Current Year Observations

There were no current year findings or recommendation

Prior Year Observations

1) Bank Statements and Reconciliations

Observation:

During the course of the audit we noted the review of the monthly banks statements and related reconciliations was not documented. The review should be performed by someone other than the preparer of the reconciliations.

Recommendation:

We recommended the reviews be documented by initialing or signing the bank statement and related reconciliation.

Status:

This recommendation is in the process of being implemented.

MENDOCINO TRANSIT AUTHORITY

UKIAH, CALIFORNIA

BASIC FINANCIAL STATEMENTS

JUNE 30, 2019

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Mendocino Transit Authority
Ukiah, California

We have audited the accompanying basic financial statements of the business-type activities and the major fund of Mendocino Transit Authority as of June 30, 2019 and for the fiscal year then ended, as listed in the table of contents. These basic financial statements are the responsibility of Mendocino Transit Authority's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

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 State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the major fund of Mendocino Transit Authority, as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters
Report on Summarized Comparative Information
We have previously audited Mendocino Transit Authority's 2018 financial statements, and our report dated February 22, 2019 expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2018, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3–6 and the required supplementary information on pages 23-24 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

R. J. Ricciardi, Inc.
Certified Public Accountants

San Rafael, California

This section of Mendocino Transit Authority's (the Authority's) basic financial statements presents management's overview and analysis of the financial activities of the organization for the fiscal year ended June 30, 2019. The Authority is a Joint Powers Authority entered into by the County of Mendocino and the four incorporated cities in the County. It administers transportation programs to the public with specialized services for seniors and the disabled. We encourage the reader to consider the information presented here in conjunction with the basic financial statements as a whole.

Introduction to the Basic Financial Statements

This discussion and analysis is intended to serve as an introduction to the Authority's audited financial statements, which are comprised of the basic financial statements prepared in accordance with the accounting principles generally accepted in the United States of America.

The required financial statements include the Statement of Net Position; the Statement of Revenues, Expenses and Changes in Fund Net Position; the Statement of Cash Flows, and the Notes to Basic Financial Statements. All sections must be considered together to obtain a complete understanding of the financial picture of the Authority.

Statement of Net Position

This statement includes all assets and liabilities using the accrual basis of accounting as of the statement date. The difference between the two classifications is represented as "Net Position"; this section of the statement identifies major categories of restrictions on these assets and reflects the overall financial position of the Authority as a whole.

Statement of Revenues, Expenses and Changes in Fund Net Position

This statement presents the revenues earned and the expenses incurred during the year using the accrual basis of accounting. Under accrual basis, all increases or decreases in net position are reported as soon as the underlying event occurs, regardless of the timing of the cash flow. Consequently revenues and/or expenditures reported during this fiscal year may result in changes to cash flows in a future period.

Statement of Cash Flows

This statement reflects inflows and outflows of cash, summarized by operating non-capital financing and related financing, capital, and investing activities. The direct method was used to prepare this information, which means that gross rather than net amounts were presented for the year's activities.

Notes to the Financial Statements

This additional information is essential to a full understanding of the data reported in the basic financial statements.

Analytical Overview

Table 1
Business-Type Net Position

	2019	2018	2017
Current assets	$ 2,739,290	$ 3,632,935	$ 3,753,143
Capital assets	10,397,496	11,118,758	11,355,400
Total assets	13,136,786	14,751,693	15,108,543
Deferred outflows of resources	705,833	701,870	526,580
Current liabilities	1,054,453	1,349,703	936,748
Long-term liabilities	1,563,664	1,527,654	1,258,942
Total liabilities	2,618,117	2,877,357	2,195,690
Deferred inflows of resources	148,130	176,255	230,187
Net position			
Invested in capital assets	10,397,496	11,118,758	11,355,400
Unrestricted	(687,971)	61,872	1,673,282
Restricted	1,366,847	1,219,321	180,564
Total net position	$ 11,076,372	$ 12,399,951	$ 13,209,246

The Authority's governmental net position amounted to $11,076,372 as of June 30, 2019, a decrease of $1,323,579 from 2018. This decrease in the Change in Net Position is reflected in the Statement of Revenues, Expenses and Changes in Fund Net Position. The Authority's net position as of June 30, 2019 comprised the following:

- Cash and investments of $1,727,426 held with the Mendocino County Treasury.
- Other assets comprised accounts receivables of $193,905, grants receivables of $696,482, inventory items of $72,642 and prepaid items of $48,835.
- Capital assets of $10,397,496, net of depreciation charges, which include all the Authority's capital assets.
- Accounts payable of $124,414, and contract payable totaling $56,269.
- Other liabilities comprise deferred revenue of $440,538, compensated absences of $227,519, an accrued liability for self-insurance of $205,713 and net pension liability of $1,563,664.
- Net position invested in capital assets of $10,397,496, representing the Authority's investment in capital assets.
- Restricted net position totaling $1,366,874 may only be used for specialized transportation program services.
- Unrestricted net position, the part of net position that can be used to finance day-to-day operations and capital without constraints established by debt covenants or other legal requirements or restrictions. The Authority had $(687,971) of unrestricted net position as of June 30, 2019.

Summary

Total assets of the Authority have decreased this year by $1,614,907. This classification is comprised of Current Assets, which decreased by $893,645 and Property, Plant, and Equipment, which decreased overall by $721,262.

Liabilities have decreased this year, in this case by $259,240, mainly as the result of the increase in the net pension liability as required by GASB Statement No. 68.

Unrestricted Net Position has decreased by $749,843. The overall change to Net Position is a decrease of $1,323,579, resulting in a June 30, 2019 balance of $11,076,372.

Comparative Analysis of Current and Prior Year Activities and Balances

Table 2
Changes in Net Position

	6/30/19	6/30/18	06/30/17	Increase (Decrease) between 2019-2018	
Operating revenues	$ 957,692	$ 951,502	$ 815,614	$ 6,190	Note 1
Operating expenses	6,971,989	6,397,857	5,765,419	574,132	Note 2
Net operating income	$ (6,014,297)	$ (5,446,355)	$ (4,949,805)	$ (567,942)	
Non-operating revenues (expenses)	$ 4,690,718	$ 4,637,060	$ 4,705,905	$ 53,658	Note 3

As Table 2 above shows, $957,692, or 17% of the Authority's fiscal year 2019 revenue, came from operating revenues which consisted of fares, contract services, charters, advertisements, and Sonoma County participation, and $4,690,718, or 83%, came from non-operating revenues such as local transportation funds, capital grants and planning grants.

Note 1 - The increase in operating revenues is related to the increase in fares.

Note 2 - This increase in operating expenses relates to increase associated with administration and transportation costs.

Note 3 - The non-operating revenues (expenses) decrease was related to a decrease in capital grants.

Capital Assets

As of June 30, 2019, the Authority's investment in capital assets was $10,397,496 (net of accumulated depreciation). The Authority added (net of dispositions) $387,479 of facilities, vehicles and equipment in fiscal year 2019. Additional information on the Authority's capital assets can be found in Note 4 in the Notes to the Basic Financial Statements.

Debt Administration

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

Economic Outlook and Major Initiatives

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

The economic condition of the Authority as it appears on the balance sheet reflects financial stability. The Authority will continue to maintain a watchful eye over expenditures and remain committed to sound fiscal management practices to deliver the highest quality of service to the citizens of the area.

Contacting the Authority's Financial Management

This set of Basic Financial Statements is intended to provide citizens, taxpayers, and creditors with a general overview of the Authority's finances. Questions about this report should be directed to Mendocino Transit Authority, 241 Plant Road, Ukiah CA 95482.

Mendocino Transit Authority

STATEMENTS OF NET POSITION

Proprietary Fund - Enterprise

June 30, 2019

(With Comparative Totals as of June 30, 2018)

ASSETS	2019	2018
Current assets:		
Cash and investments	$ 360,579	$ 755,871
Restricted cash and investments	1,366,847	1,219,321
Accounts receivable	193,905	342,219
Grants receivable	696,482	1,145,881
Inventories	72,642	105,480
Prepaid items	48,835	64,163
Total current assets	2,739,290	3,632,935
Capital assets:		
Non-depreciable	360,782	360,782
Depreciable, net of accumulated depreciation	10,036,714	10,757,976
Total assets	13,136,786	14,751,693
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows of resources	705,833	701,870
LIABILITIES		
Current liabilities:		
Accounts payable	124,414	452,840
Contracts payable	56,269	-
Deferred revenue	440,538	417,115
Compensated absences	227,519	230,551
Accrued liability for self-insurance	205,713	249,197
Total current liabilities	1,054,453	1,349,703
Long-term liabilities:		
Net pension liability	1,563,664	1,527,654
Total liabilities	2,618,117	2,877,357
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows of resources	148,130	176,255
NET POSITION		
Invested in capital assets	10,397,496	11,118,758
Restricted for specialized services	1,366,847	1,219,321
Unrestricted	(687,971)	61,872
Total net position	$ 11,076,372	$ 12,399,951

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

Mendocino Transit Authority

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

Proprietary Fund - Enterprise

For the Year Ended June 30, 2019

(With Comparative Totals for the Year Ended June 30, 2018)

	2019	2018
Operating revenues:		
Fares	$ 590,096	$ 662,629
Nonpublic service contract	66,929	26,375
Advertisement	128,467	90,298
Sonoma County participation	172,200	172,200
Total revenues	957,692	951,502
Operating expenses:		
Transportation	3,214,453	3,274,318
Transportation - specialized	1,221	364,270
Maintenance	884,971	708,060
Administrative and overhead	1,350,743	1,288,475
Mobility management	-	14,766
Capital asset	287,806	-
Other unallocated	124,053	-
Depreciation	1,108,742	747,968
Total operating expenses	6,971,989	6,397,857
Operating income (loss)	(6,014,297)	(5,446,355)
Non-operating revenues (expenses):		
Local transportation fund	2,661,288	2,549,565
Local transportation fund - specialized	489,538	501,047
State transit assistance	300,000	175,000
Operating grants	814,989	1,023,836
Capital grants	278,925	309,131
Planning grants	68,000	22,409
Senior center revenue	-	1,523
Interest income	4,261	4,087
Other income	1,160	1,208
Maintenance labor	72,557	49,254
Total non-operating revenues (expenses)	4,690,718	4,637,060
Change in net position	(1,323,579)	(809,295)
Net position - beginning of period	12,399,951	13,209,246
Net position - end of period	$ 11,076,372	$ 12,399,951

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

Mendocino Transit Authority

STATEMENTS OF CASH FLOWS

Proprietary Fund - Enterprise

For the Year Ended June 30, 2019

(With Comparative Totals for the Year Ended June 30, 2018)

	2019	2018
Cash flows from operating activities:		
Receipts from customers	$ 957,692	$ 951,502
Payments to suppliers	(2,201,736)	(1,451,622)
Payments to employees	(3,960,943)	(3,681,843)
Net cash provided (used) by operating activities	(5,204,987)	(4,181,963)
Cash flows from noncapital financing activities:		
Local transportation funds	3,207,095	2,957,015
Operating grants	1,412,702	1,177,879
State transit assistance	300,000	175,000
Planning grants	68,000	22,409
Senior center revenue	-	1,523
Other income	1,160	1,208
Maintenance labor	72,557	49,254
Net cash provided (used) by noncapital financing activities	5,061,514	4,384,288
Cash flows from capital and related financing activities:		
Senior center capital outlay	278,925	309,131
Purchase of fixed assets	(387,479)	(511,326)
Net cash provided (used) by capital and related financing activities	(108,554)	(202,195)
Cash flows from investing activities:		
Interest earned	4,261	4,087
Net cash provided by investing activities	4,261	4,087
Net increase (decrease) in cash and cash equivalents	(247,766)	4,217
Cash and cash equivalents - beginning of period	1,975,192	1,970,975
Cash and cash equivalents - end of period	$ 1,727,426	$ 1,975,192
Reconciliation of operating income (loss) to net cash provided (used in) operating activities:		
Operating income (loss)	$ (6,014,297)	$ (5,446,355)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:		
Depreciation	1,108,742	747,968
Changes in certain assets and liabilities:		
Inventories	32,838	6,022
Prepaid costs	15,328	(35,640)
Deferred revenue	23,423	186,359
Accounts payable and accruals	(328,427)	234,107
Accrued liability for self insurance	(43,484)	54,763
Deferred outflows	(3,963)	(175,290)
Deferred inflows	(28,125)	(53,932)
Net pension liability	36,010	268,712
Compensated absences	(3,032)	31,323
Total adjustments	809,310	1,264,392
Net cash provided (used) by operating activities	$ (5,204,987)	$ (4,181,963)
Cash and investments	$ 360,579	$ 755,871
Restricted cash and investments with fiscal agent	1,366,847	1,219,321
Total cash and cash equivalents	$ 1,727,426	$ 1,975,192

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

NOTE 1 - ORGANIZATION

A. Reporting Entity

Mendocino Transit Authority (the Authority) was formed as a pilot project in January 1975, through a Joint Powers Agreement entered into by the County of Mendocino (the County) and the four incorporated cities in the County. In April 1976, the Authority began the pilot program with five 23-passenger buses and on July 1, 1979 was established as a permanent program through a new Joint Powers Agreement. The Authority also administers five senior transportation programs that can be open to the public, but with priority for seniors and handicapped. The Specialized Transportation Services and the General Public Transportation Services are accounted for as separate operating branches of the Authority due to their different fare ratio requirements and methods of providing services. The Specialized Transportation Services are provided under contracts, while the General Public Transportation is a transit operation.

In accordance with Section 6680 of Article 7 of the Transportation Development Act, the Authority has been designated Consolidated Transportation Service Agency by Mendocino Council of Governments in accordance with the action plan adopted pursuant to Section 15975 of the Government Code.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Presentation and Accounting

The activities of the Authority are accounted for as a Proprietary Fund. Proprietary Funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Proprietary fund *operating* revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. *Nonoperating* revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities. The Authority may fund programs with a combination of cost-reimbursement grants, categorical block grants, and general revenues. Thus, both restricted and unrestricted net position may be available to finance program expenditures. The Authority's policy is to first apply restricted grant resources to such programs, followed by general revenues if necessary.

B. Use of Estimates

The basic financial statements have been prepared in conformity with U.S. generally accepted accounting principles, and as such, include amounts based on informed estimates and judgments of management with consideration given to materiality. Actual results could differ from those estimates.

C. Cash and Cash Equivalents

Cash and cash equivalents with an original maturity of 90 days or less are used in preparing the statement of cash flows because these assets are highly liquid and are expended to liquidate liabilities arising during the year.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Inventory

Inventory represents vehicle parts and various related materials that have been stated at cost determined by the first-in, first-out method. The costs of inventories are recorded as expenses when consumed rather than when purchased.

E. Prepaid Costs

Prepaid costs are calculated and adjusted at year-end to properly charge funds in the period benefited.

F. Capital Assets

Property and equipment are recorded at historical cost. Depreciation is provided on the straight-line basis over the estimated useful lives of the assets of 1 to 30 years. Depreciation expense was $1,108,742 for the year ended June 30, 2019. All capital assets over $1,000 and with a useful life of more than one year are capitalized.

G. Compensated Absences

Vacation: Employees accrue vacation at the rate of 1 hour for every 26 hours worked. The accrual increases to 1 hour for every 17.33 hours after four years of service, and 1 hour for every 13 hours after seven years of service. Employees become eligible for vacation benefits after they have completed six months of employment.

Sick Leave: Employees accrue sick leave at the rate of 1 hour for every 20 hours worked, and become eligible for sick leave benefits after they have completed three months of employment. Employees may receive additional pay or vacation time for sick leave accruals in excess of 96 hours, at the rate of 25% of the amount converted.

The full value of accrued vacation was $156,830 at June 30, 2019, and 25% of the value of accrued sick leave was $70,689 at June 30, 2019, and are recorded by the Authority as a liability. The total compensated absences liability was $227,519 at June 30, 2019.

H. Accounts Payable and Accrued Expenses

Accounts payable and accrued expenses consist of accounts payable and payroll related accruals.

I. Net Position

The Authority reports information regarding its net position and activities according to three classes of net position: invested in capital assets, restricted and unrestricted. A description is as follows:

Invested in Capital Assets: This amount consists of capital assets net of accumulated depreciation.

Restricted: The portion of net position that is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions that the Authority cannot unilaterally alter. These principally include funds received for specialized service contracts.

Unrestricted: The portion of net position that is not restricted from use.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (concluded)

J. Vehicle Replacement Reserve

The Mendocino Council of Governments maintains vehicle and non-vehicle replacement reserve funds for the benefit of the Authority. The fund balance on June 30, 2019 was $331,645.

K. Deferred Outflows and Inflows of Resources

Pursuant to GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, the Authority recognizes deferred outflows and inflows of resources.

In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. A deferred outflow of resources is defined as a consumption of net position by the government that is applicable to a future reporting period.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. A deferred inflow of resources is defined as an acquisition of net position by the Authority that is applicable to a future reporting period.

L. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Authority's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 3 - CASH AND INVESTMENTS

Cash and investments as of June 30, 2019 consist of the following:

Specialized Services	$	163,581
County of Mendocino		898,191
Cash deposit with banks		662,784
Petty cash		2,870
Total	$	1,727,426

The Authority maintains a cash and investment pool with the County. The County allocates interest to the various funds based upon the average monthly cash balances.

Credit Risk, Carrying Amount and Market Value of Investments

The Authority maintains specific cash deposits with the County and participates in the external investment pool of the County. The County is restricted by state code in the types of investments it can make.

NOTE 3 - CASH AND INVESTMENTS (concluded)

Furthermore, the County Treasurer has a written investment policy approved by the Board of Supervisors, which is more restrictive than state code as to terms of maturity and type of investment. Also, the County has an investment committee that performs regulatory oversight for its pool, as required by California Government Code Section 27134.

The County's investment policy authorizes the County to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, certificates of deposit, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, bankers' acceptances, repurchase agreements, and the State Treasurer's investment pool. At June 30, 2019, the Authority's cash with the County Treasurer is stated at fair value. However, the value of the pool shares in the County that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the Authority's position in the pool.

California Law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the Authority's cash on deposit or first trust deed mortgage notes with a value of 150% of the deposit as collateral for these deposits. Under California Law this collateral is held in the Authority's name and is placed ahead of general creditors of the institution. The Authority has waived collateral requirements for the portion of deposits covered by federal depository insurance.

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Local Agency Investment Fund (LAIF) was unrated at June 30, 2019.

The investment policy of the Authority contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. There are no investments in any one issuer that represent 5% or more of total Authority investments that are required to be disclosed.

The Authority, whose investments are held by the County, is a voluntary participant in the LAIF, which is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the Authority's investment in this pool is reported in the accompanying financial statements and amounts are based upon the Authority's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

Fair Value Reporting - Investments

The Authority categorizes the fair value measurements of its investments within the fair value hierarchy established by GAAP. Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. These levels are determined by the Authority's investment manager based on a review of the investment class, structure and what kind of securities are held in the portfolio. The Authority's holdings are classified in Level 1 of the fair value hierarchy.

Restricted and Designated Cash and Equivalents

The Authority segregates certain cash and equivalents that have legal or Board of Director's designated restrictions as to their uses. The Authority is required under the terms of specialized service contracts to segregate and maintain certain funds. The balance of these funds at June 30, 2019 was $1,366,847.

NOTE 4 - CAPITAL ASSETS

Capital assets as of June 30, 2019 consist of the following:

	Beginning Balance	Additions	Dispositions	Ending Balance
Land (not depreciated)	$ 360,782	$ -	$ -	$ 360,782
Facility	9,786,455	6,308	-	9,792,763
Staff vehicles	302,685	27,332	-	330,017
Radios, fare boxes, steps	634,489	279,311	-	913,800
Garage equipment	237,591	8,430	-	246,021
Shelters	519,209	-	-	519,209
Office equipment	325,517	66,098	-	391,615
Revenue vehicles	8,120,514	-	-	8,120,514
Subtotal	20,287,242	$ 387,479	$ -	20,674,721
Accumulated depreciation	(9,168,484)			(10,277,225)
Net book value	$ 11,118,758			$ 10,397,496

Depreciation expense for the year ended June 30, 2019 was $1,108,742.

NOTE 5 - DEFINED BENEFIT PENSION PLAN

Plan Description
All qualified permanent and probationary employees are eligible to participate in the Authority's following cost-sharing multiple employer defined benefit pension plans (Plans):

- Authority Miscellaneous

The Plans are administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and Authority resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided
CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries.

Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plan provisions and benefits in effect at June 30, 2019, are summarized as follows:

NOTE 5 - DEFINED BENEFIT PENSION PLAN (continued)

	Authority Miscellaneous	
	Prior to	On or after
Hire date	January 1, 2013	January 1, 2013
Benefit formula	2% @ 60	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 – 60	52 - 67
Monthly benefits, as a % of eligible compensations	2.0% to 2.418%	1.0% to 2.5%
Required employee contribution rates	7%	6.244%
Required employer contribution rates	6.7097%	6.237%

Contributions
Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in rate. Funding contributions for the Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Authority is required to contribute the difference between the actuarially determined rate and contribution rate of employees.

For the year ended June 30, 2019, the contributions recognized as part of pension expense for each Plan were as follows:

	Miscellaneous
Contributions - employer	$254,376

As of June 30, 2019, the Authority reported net pension liabilities for its proportionate shares of the net pension liability of the Miscellaneous Plans as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	$ 1,563,664

The Authority's net pension liability for the Plans is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2018, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017. The Authority's proportion of the net pension liability was based on a projection of the Authority's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The Authority's proportionate share of the net pension liability for each Plan as of June 30, 2018 and 2017 was as follows:

Authority's Miscellaneous Plan	Miscellaneous
Proportion - June 30, 2017	.01540%
Proportion - June 30, 2018	.01623%
Change – Increase (Decrease)	.00083%

NOTE 5 - DEFINED BENEFIT PENSION PLAN (continued)

For the year ended June 30, 2019, the Authority recognized pension expense of $258,298. At June 30, 2019, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	$ 254,376	$ -
Differences between actual and expected experience	59,995	20,416
Changes in assumptions	178,262	43,689
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	205,470	-
Difference between the employer's contributions and the employer's proportionate share of contributions.	-	84,025
Net differences between projected and actual earnings on plan investments	7,730	-
Total	$ 705,833	$ 148,130

The $254,376 amount reported as deferred outflows of resources related to contributions, subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred (inflows) of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	
2020	$ 200,738
2021	133,031
2022	(16,376)
2023	(14,064)
2024	-
Thereafter	-

Actuarial Assumptions

The total pension liabilities in the June 30, 2017 actuarial valuations were determined using the following actuarial assumptions:

	All Plans[2]
Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.75%
Payroll Growth	3.0%
Projected Salary Increase	Varies by Entry Age and Service
Investment Rate of Return	7.5% [1]
Mortality	Derived using CalPERS Membership Data for all Funds [2]

NOTE 5 - DEFINED BENEFIT PENSION PLAN (continued)

(1) Net of pension plan investment expenses, including inflation.
(2) The mortality table used was developed based on CalPERS' specific data. The table includes 5 years of mortality improvements using Society of Actuaries Scale AA. For more details on this table, please refer to the CalPERS 2017 experience study report available on CalPERS website.

Change of Assumptions
GASB 68, paragraph 68 states that the long-term expected rate of return should be determined net of pension plan investment expense, but without reduction for pension plan administrative expense. The discount rate of 7.15 percent used for the June 30, 2018 measurement date was net of administrative expenses. The discount rate of 7.15 percent used for the June 30, 2018 measurement date is without reduction of pension plan administrative expense. All other assumptions for the June 30, 2017 measurement date were the same as those used for the June 30, 2018 measurement date.

Discount Rate
The discount rate used to measure the total pension liability was 7.15% for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans ran out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building block approach.

Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

NOTE 5 - DEFINED BENEFIT PENSION PLAN (concluded)

Asset Class	New Strategic Allocation	Real Return Years 1-10	Real Return Years 11+
Global Equity	47%	4.90%	5.38%
Global Fixed Income	19%	0.80	2.27%
Inflation Sensitive	6%	0.60	1.39%
Private Equity	12%	6.60	6.63%
Real Estate	11%	2.80	5.21%
Infrastructure and Forestland	3%	3.90	5.36%
Liquidity	2%	(0.40)	(0.90)%
Total	100%		

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Authority's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the Authority's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous
1% Decrease	6.15%
Net Pension Liability	$2,778,995
Current Discount Rate	7.15%
Net Pension Liability	$1,563,664
1% Increase	8.15%
Net Pension Liability	$560,429

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS' financial reports.

NOTE 6 - DEFINED CONTRIBUTION PLAN

Defined contributions as of June 30, 2019 consist of the following:

CalPERS 457	$ 38,646
ICMA 457	2,635
Total	$ 41,281

These plans covering all employees are a defined contribution plan that is also a deferred compensation plan established under the provisions of the Internal Revenue Code Section 457. Contributions to the plan are withdrawn before tax and the Authority will match up to 3% of the annual employee salary. Vesting is 100% immediate for both the employer and employee contributions.

The laws governing deferred compensation plan assets require plan assets to be held by a Trust for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under these plans are not the Authority's property, are not managed by the Authority and are not subject to claims by general creditors of the Authority, they have been excluded from these financial statements.

NOTE 7 - OPERATING LEASES

The Authority has entered into several operating leases, as lessee. The leases are primarily for office space, parking and areas for loading of passengers. Lease terms are all month-to-month at this time. None of these leases have non-cancelable lease terms, provisions for contingent rentals, purchase options, or unusual restrictions. Renewals of leases are negotiated with the lessor when appropriate.

NOTE 8 - CONTINGENCIES

The Authority receives revenue from Federal, State and Local agencies that have requirements to be followed when expending these revenues. If the requirements are not followed, the unauthorized expenditures would be a liability to be refunded to the appropriate agency.

The Authority is involved in various claims and litigation arising in the ordinary course of business. Authority management, based upon the opinion of legal counsel, is of the opinion that the ultimate resolution of such matters will not have a materially adverse effect on the Authority's financial position or results of operations.

NOTE 9 - DEFERRED REVENUE

Deferred revenue at June 30, 2019 consisted of $48,759 of Transit System Safety, Security and Disaster Response Account (TSSSDRA) funding that was not expended by the end of fiscal year 2019. The balance of the deferred revenue consists of $130,451 in the Low Carbon Transit Operations Program, $90,789 in Senior Paratransit Capital from the Federal Transit Administration (FTA) passthrough Caltrans and $170,539 in the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTIMSEA). The total deferred revenue at June 30, 2019 was $440,538.

NOTE 10 - FARE REVENUE RATIO

The Authority is required under the Transportation Development Act to maintain a fare revenue to operating expenses ratio of 10%. The calculation of the fare revenue ratio for the year ended June 30, 2019, is as follows:

Fare revenues	$ 590,096
Operating expenses	$ 6,971,989
Less: depreciation	1,108,742
Less: cost of specialized services	1,221
Less: contract and charter services, senior administration, maintenance labor and mobility management	-
Total	$ 5,862,026
Fare revenue ratio	10.1%

NOTE 11 - RISK MANAGEMENT

The Authority manages risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters by participating in the public entity risk pools described below and by retaining certain risks. The Authority maintains insurance coverage from a commercial carrier for its Garage Keepers Insurance, Commercial Property and Inland Marine coverage.

NOTE 11 - RISK MANAGEMENT (continued)

Public entity risk pools are formally organized and separate entities established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, those entities exercise full powers and authorities within the scope of the related Joint Powers Agreements including the preparation of annual budgets, accountability for all funds, the power to make and execute contracts and the right to sue and be sued. Each risk pool is governed by a board consisting of representatives from member municipalities.

Each board controls the operations of the respective risk pool, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on that board. Obligations and liabilities of these risk pools are not the Authority's responsibility.

Risk Coverage

The Authority is a member of the California Transit Insurance Pool (CALTIP), which covers liability and vehicle damage claims up to $5,000,000. The Authority has a self-insured retention or deductible of $5,000 on physical damage and $25,000 on liability per claim. Once the Authority's self-insured retention for claims is met, CALTIP becomes responsible for payment of all claims up to $1,000,000.

For claims above that amount, CALTIP purchases excess coverage up to $5,000,000. During the fiscal year ended June 30, 2019, the Authority contributed $207,610 for coverage.

The Authority is also a member of the Special District Risk Management Authority (SDRMA) Workers' Compensation Program, which covers workers' compensation claims up to $5,000,000.

The contributions made to the risk pool equal the ratio of their respective payrolls to the total payrolls of all entities participating in the same layer of each program, in each program year. Actual surpluses or losses are shared according to a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating.

Financial statements for the risk pools may be obtained from CALTIP, 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833 and SDRMA, 1112 I Street, Suite 300, Sacramento, CA 95814.

Self-Insurance

The Authority maintains liability accounts for employee benefits and self-insurance reserves. The balances of these liabilities at June 30, 2019 are as follows:

	2019
Liability	10,997
Vehicle damage	10,267
Employee benefits	165,117
Workers' compensation	7,948
Cafeteria plan	11,384
Total	$ 205,713

Self-insurance for employee benefits includes unemployment insurance and an employees' cafeteria plan. Vehicle collision risks are partially self-insured by the Authority. Potential liability claims are insured by an insurance carrier, with a deductible of $25,000 per incident. Management believes there were sufficient reserves to fund these liabilities at June 30, 2019.

NOTE 11 - RISK MANAGEMENT (concluded)

Each year the Authority budgets an amount to be set aside during the year for self-insurance costs, based on actuarial estimates and availability of funds. That amount is expended and accrued to a liability account during the year. Claims are then charged against the liability account, and any balance remaining at year end is carried forward to the next fiscal year.

The Authority's actuary estimate for the ultimate unpaid losses incurred for vehicle collision and deductible on liability insurance was derived from the June 30, 2018 valuation report. The fiscal year ending June 30, 2019 estimate was $29,000.

NOTE 12 - CONCENTRATION

The Authority receives a substantial amount of revenue from the Mendocino Council of Governments under the Transportation Development Act and State Transit Assistance. Transportation Development Act fund allocation is based on sales tax revenue. During the fiscal year ended June 30, 2019, the Authority received $3,150,826. This amounts to 56% of total revenue for the year.

NOTE 13 - PTMISEA

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

In FY09/10, the Authority applied for PTMISEA funds for the construction phase of the Alternative Fuel Infrastructure Project, and in FY11/12 for vehicle procurement. As of June 30, 2019, the Authority has received a total of $4,370,369 in PTMISEA proceeds and related interest, of which qualifying expenditures totaled $4,370,369. Qualifying expenditures must be encumbered within three years from the date of the allocation and expended within three years from the date of encumbrance.

As of June 30, 2019, PTMISEA funds received and expended were verified in the course of our audit as follows:

Balance at June 30, 2018	$ 387
PTMISEA received	-
Expenditures incurred:	
Transit buses	(-)
Unexpended proceeds at June 30, 2019	$ 387

NOTE 14 - SUBSEQUENT EVENTS

Property Loss

On May 2, 2019 the Authority reported a property loss claim due to a fire in the maintenance warehouse caused by an exploding battery in a floor scrubbing machine during charging. The replacement costs resulting from this accident are as follows: $223,256 for smoke remediation, $12,689 in repairs, $4,473 to replace the floor scrubbing machine and $803 for a 400-amp charger. Management has also mandated that all electric equipment in need of battery charging will be conducted during normal operating hours.

Coronavirus Pandemic

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) began to spread among various countries, including the United States. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S., including California, have declared a state of emergency and issued shelter-in-place orders in response to the outbreak. The immediate impact to the Authority's operations includes restrictions on employees' and volunteers' ability to work, and it is anticipated that the impacts from this pandemic will continue for some time. As of the report date, the financial impact of the coronavirus outbreak cannot be measured.

REQUIRED SUPPLEMENTAL INFORMATION

Mendocino Transit Authority

SCHEDULE OF THE AUTHORITY'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY

As of June 30, 2019

Last 5 Years

Schedule of the Proportionate Share of the Net Pension Liability	Miscellaneous Plan 2019	Miscellaneous Plan 2018	Miscellaneous Plan 2017	Miscellaneous Plan 2016	Miscellaneous Plan 2015
Proportion of the net pension liability	0.016230%	0.015404%	0.014549%	0.011889%	0.015799%
Proportionate share of the net pension liability	$ 1,563,664	$ 1,527,654	$ 1,258,942	$ 816,711	$ 983,080
Covered - employee payroll	$ 2,375,217	$ 2,154,914	$ 2,133,007	$ 2,119,045	$ 1,967,075
Proportionate share of the net pension liability as a percentage of covered-employee payroll	65.83%	70.89%	59.02%	38.54%	49.98%
Plan fiduciary net position as a percentage of the total pension liability	75.26%	73.31%	74.06%	78.40%	79.82%

NOTES TO SCHEDULE:

Fiscal year 2015 was the 1st year of implementation.

*Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

Mendocino Transit Authority

SCHEDULE OF CONTRIBUTIONS

As of June 30, 2019

Last 5 Years

SCHEDULE OF CONTRIBUTIONS	Miscellaneous Plan 2019	Miscellaneous Plan 2018	Miscellaneous Plan 2017	Miscellaneous Plan 2016	Miscellaneous Plan 2015
Contractually required contribution (actuarially determined)	$ 254,376	$ 215,248	$ 184,327	$ 165,348	$ 164,914
Contributions in relation to the actuarially determined contributions	(254,376)	(215,264)	(184,327)	(165,348)	(164,914)
Contribution deficiency (excess)	$ -	$ (16)	$ -	$ -	$ -
Covered-employee payroll during the fiscal year	$ 2,546,696	$ 2,375,217	$ 2,154,914	$ 2,133,007	$ 1,919,529
Contributions as a percentage of covered-employee payroll	9.99%	9.06%	8.55%	7.75%	8.59%

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION:

Fiscal year 2015 was the 1st year of implementation.

*Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

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

Board of Directors
Mendocino Transit Authority
Ukiah, California

We have audited the financial statements of the Transportation Development Act Funds of Mendocino Transit Authority as of and for the year ended June 30, 2019 and have issued a report thereon dated .

As part of obtaining reasonable assurance about whether Mendocino Transit Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Additionally, we performed tests to determine that expenditures paid by the Mendocino Transit Authority Transportation Development Act Funds were made in accordance with the allocation instructions and resolutions of the Mendocino Council of Governments and in conformance with the California Transportation Development Act. Specifically, we performed each of the specific tasks identified in the California Code of Regulations Sections 5554 and 6667 that are applicable to Mendocino Transit Authority's use of Transportation Development Act Funds. In connection with the audit, nothing came to our attention that caused us to believe that Mendocino Transit Authority failed to comply with the Statutes, Rules, and Regulations of the California Transportation Development Act and the allocation instructions and resolutions of Mendocino Council of Governments. However, providing an opinion on compliance with those provisions was not an objective of the audit and, accordingly, we do not express such an opinion.

This report is intended solely for the information and use of the Board of Directors and management of Mendocino Transit Authority, the Board of Directors and management of Mendocino Council of Governments, the California Department of Transportation, and the State Controller's Office and should not be used by anyone other than these specified parties.

R.J. Ricciardi, Inc.

R. J. Ricciardi, Inc.
Certified Public Accountants

San Rafael, California