



CITY OF NEWARK
UTILITY USERS TAX FUND
NEWARK, CALIFORNIA
FOR FISCAL YEAR ENDED JUNE 30, 2019

FINANCIAL STATEMENTS

Focused
on YOU



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FINANCIAL STATEMENTS
FOR FISCAL YEAR ENDED JUNE 30, 2019

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INDEPENDENT AUDITORS' REPORT

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

Report on the Financial Statements

We have audited the accompanying financial statements of the Utility Users Tax Fund (UUT Fund) of the City of Newark, California (the City), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our 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.



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

Opinions

In our opinion, the financial statements referred to above, present fairly, in all material respects, the respective financial position of the Utility Users Tax Fund of the City of Newark, California, as of June 30, 2019, and the respective changes in financial position thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 1 to the financial statements, the financial statements are prepared in accordance with the Utility Users Tax Fund agreement which requires that financial statements present only the activities relating to the program, and does not purport to present fairly, the financial position of the City as of June 30, 2019, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the UUT Fund's basic financial statements. The budgetary comparison information is presented for the purposes of additional analysis and is not a required part of the basic financial statements.

The budgetary comparison information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the 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 basic financial statements or to the 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 budgetary comparison information is fairly stated in all material respects in relation to the basic financial statements as a whole.



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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 11, 2020 on our consideration of the UUT 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 to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the UUT Fund's internal control over financial reporting and compliance.

Lance, Solt & Lughard, LLP

Sacramento, California
March 11, 2020

CITY OF NEWARK
UTILITY USERS' TAX FUND

BALANCE SHEET
JUNE 30, 2019

Assets

Cash and investments	\$ 1,850,507
Taxes receivable	<u>267,335</u>
Total Assets	<u>\$ 2,117,842</u>

Liabilities and Fund Balance

Liabilities

Unearned revenue	<u>96</u>
Total Liabilities	<u>96</u>

Fund Balances

Unassigned	<u>2,117,746</u>
Total Fund Balance	<u>2,117,746</u>

Total Liabilities and Fund Balance	<u>\$ 2,117,842</u>
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CITY OF NEWARK
UTILITY USERS' TAX FUND

STATEMENTS OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2019

Revenues

Utility Users Tax	\$ 3,289,168
Total Revenues	<u>3,289,168</u>

Expenditures

General government	<u>-</u>
Total Expenditures	<u>-</u>

Excess of Revenues Over Expenditures 3,289,168

Other Financing Sources

Transfers out	<u>(2,959,630)</u>
Total Other Financing Sources	<u>(2,959,630)</u>

Net Change in Fund Balances 329,538

Fund Balances, Beginning of Year 1,788,208

Fund Balances, End of Year \$ 2,117,746

**CITY OF NEWARK
UTILITY USERS' TAX FUND**

**NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019**

Note 1: Summary of Significant Accounting Policies

a. Reporting Entity

All transactions of the Utility Users' Tax are reported in a special revenue fund (Fund) of the City of Newark, California (City). The special revenue fund is included as part of the General Fund in the basic financial statements of the City. The Fund is used to account for the City's revenues earned and expenditures incurred according to the Utility Users' Tax Ordinance of the City of Newark. The accompanying financial statements are for the Utility Users Tax fund only and are not intended to fairly present the financial position of the City.

b. Basis of Accounting and Measurement Focus

The accompanying financial statements are prepared on the modified accrual basis of accounting. Revenues are generally recorded when measurable and available (60 days), and expenditures are recorded when the related liabilities are incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus, wherein only current assets and current liabilities generally are included on the balance sheet. Operating statements of governmental funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

c. Fund Accounting

The operations of the Utility Users' Tax Fund are accounted for as part of the General Fund. Funds are separate accounting entities with a set of self-balancing accounts which comprise their assets, liabilities, fund equity, revenues, and expenditures.

d. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

e. Revenues and Receivables

During the course of normal operations, the fund carries a receivable balance for utility users tax. Revenues are recorded when received in cash, except revenues subject to accrual (generally 60 days after year-end) are recognized when due.

**CITY OF NEWARK
UTILITY USERS' TAX FUND**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
YEAR ENDED JUNE 30, 2019**

Note 2: Utility Users' Tax

A utility users' tax is imposed upon every person in the City using telecommunication services (including landline telephone and cell phone services), video services (including cable television), electricity and gas consumption. The tax rate for services mentioned was 3.5% until December 31, 2015 and decreased to 3.25% effective January 1, 2016 and continues at that rate for five years. Water, sewer, and garbage utilities are not taxed. Internet service and satellite television are also not taxed.

Note 3: Cash and Investments

Utility User's Tax Funds are pooled with the City's cash and investments in order to generate optimum interest income.

The City pools its available cash for investment purposes. The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturity of three months or less from date of acquisition. Cash and cash equivalents are combined with investments and displayed as Cash and Investments.

The Utility Users' Tax Fund had the following cash and investments at June 30, 2019:

Cash and Investments \$ 1,850,507

a. Investments

Under the provisions of the City's investment policy, and in accordance with California Government Code, the following investments are authorized:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Minimum Credit Quality Requirements
California Local Agency Investment Fund	None	None	None
Securities of the U.S. Government	5 years	None	None
Banker Acceptances	180 days	40%	None
Collateralized Certificates of Deposits	5 years	50%	None
Negotiable Certificates of Deposits	5 years	30%	None
Commercial Paper	270 days	25%	A-1
Repurchase Agreements	1 year	0.5	None
Reverse Repurchase Agreements	92 days	0.5	None

In accordance with GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, investments were stated at fair value using the aggregate method in all funds and component units. The City's investments are carried at fair market value as required by generally accepted accounting principles. The City accounts for all changes in fair value that occurred during the year and are reflected in the fund balance for the fiscal year. These investment value changes are unrealized since the City's policy is to generally hold and buy investments until maturity dates.

CITY OF NEWARK
UTILITY USERS' TAX FUND

NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

Note 3: Cash and Investments (Continued)

b. Risk Disclosures

Interest Risk – Interest rate risk is the fluctuation in fair value of investments due to changes in interest rates. The City's exposure to losses caused by rising interest rates is minimized by limiting the average maturity of the City's investment not to exceed five years.

Credit Risk – Credit risk is the risk of loss of value of a security or investment due to downgrade of its rating due to a change in the ability of the issuer to fulfill its debt obligation. With the exception of U.S. Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution to reduce the City's exposure to credit risks.

Custodial Credit Risk – The custodial credit risk for an investment is the risk that in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. None of the City's investments were subject to custodial credit risk.

c. Local Agency Investment Fund

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The balance is available for withdrawal on demand. The City's investments with LAIF at June 30, 2019, include a portion of the pool funds invested in Structured Notes and Asset-Backed Securities. These investments include the following:

Structured Notes are debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options.

Asset-Backed Securities the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as Collateralized Mortgage Obligations) or credit card receivables.

As of June 30, 2019, the City invested in LAIF, which had invested 1.77% of the pool investment funds in Structured Notes and Asset-Backed Securities. The City reports its investment in LAIF at cost which approximates fair value.

Note 4: Taxes Receivables

The taxes receivables represent the utility user's tax revenues for the fiscal year remitted by various utility providers after June 30, 2019.

SUPPLEMENTARY INFORMATION

**CITY OF NEWARK
UTILITY USERS' TAX FUND**

**NOTES TO SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2019**

Note 1: Budgets and Budgetary Accounting

The Utility Users' Tax Fund follows the City's budgetary procedures in establishing the budgetary data reflected in the financial statements:

1. Every other year, the City Manager submits to the City Council a proposed biennial operating budget for the two fiscal years commencing the following July 1st. The operating budget includes proposed expenditures and the means of financing them.
2. Public work sessions are conducted to obtain taxpayer comments.
3. The budget is adopted by the City Council resolution prior to July 1st of even numbered years.
4. Expenditures may not legally exceed budgeted appropriations at the department level.
5. All budget adjustments and transfers between funds must be approved by the City Council by resolution during the fiscal year. The City Manager is authorized to transfer any unencumbered appropriations within a department within the same fund.
6. Formal budgetary integration, including the recording of encumbrances, is employed as a management control device during the year in all budgeted funds. Under encumbrance accounting, purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities at that date.
7. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
8. Budgeted amounts are as originally adopted or as amended by the City Council.

**CITY OF NEWARK
UTILITY USERS' TAX FUND**

**SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2019**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Utility Users Tax Revenue	\$ 3,545,000	\$ 3,545,000	\$ 3,289,168	\$ (255,832)
Total revenues	<u>3,545,000</u>	<u>3,545,000</u>	<u>3,289,168</u>	<u>(255,832)</u>
Expenditures				
Contractual services	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over Expenditures	<u>3,545,000</u>	<u>3,545,000</u>	<u>3,289,168</u>	<u>(255,832)</u>
Other Financing Sources (Uses)				
Transfer out for General Fund Support for				
Management/support services	(450,400)	(450,400)	(268,400)	182,000
Public safety	(1,724,400)	(1,724,400)	(1,321,030)	403,370
Community promotion	(245,000)	(245,000)	(245,000)	-
Recreation	(464,700)	(464,700)	(464,700)	-
Park & landscape maintenance	(285,900)	(285,900)	(285,900)	-
Capital improvements	(126,000)	(126,000)	(126,000)	-
Internal service funds	(248,600)	(248,600)	(248,600)	-
Total other financing sources (uses)	<u>(3,545,000)</u>	<u>(3,545,000)</u>	<u>(2,959,630)</u>	<u>585,370</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>329,538</u>	<u>\$ 329,538</u>
Fund Balance				
Beginning of year			<u>1,788,208</u>	
End of year			<u>\$ 2,117,746</u>	



INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Members of the City Council
City of Newark, 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 financial statements of the Utility Users' Tax Fund (UUT Fund) of the City of Newark, California (the City), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the UUT Fund's basic financial statements, and have issued our report thereon dated March 11, 2020.

Internal Control over Financial Reporting

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



To the Honorable Mayor and Members of the City Council
City of Newark, 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 UUT 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 UUT Fund's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lance, Solt & Lingham, LLP

Sacramento, California
March 11, 2020