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**BAY AREA REGIONAL INTEROPERABLE  
COMMUNICATIONS SYSTEMS**

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITOR'S REPORT**

**FOR THE YEAR ENDED JUNE 30, 2017**

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# BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS

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## **Introductory Section**

# **BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**

## **BOARD OF DIRECTORS**

### ***State Representative***

Karen Wong, Vice Chair, State of California

### ***County Representatives***

Richard Lucia, Chair, Alameda County  
Mike Casten, Contra Costa County  
Lee Ann Magoski, Marin County  
Jason Bivens, Santa Clara County  
Anne Kronenberg, San Francisco County  
Chris Flatmoe, San Mateo County  
Justin Riedel, Sonoma County

### ***City Representatives***

Ahsan Baig, City of Oakland  
Vacant, City of San Francisco  
Vacant, City of San Jose

### ***Special District Representatives***

Marc Roberts, East Bay Hub  
Dan Winter, South Bay Hub

## **Management Personnel**

### ***General Manager***

Barry Fraser

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**

**ORGANIZATION CHART**



# BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS

## MEMBERS

BayRICS currently has 16 member agencies. Participating agencies include:

### *Counties*

Alameda County  
Contra Costa County  
Marin County  
Santa Clara County  
San Francisco County  
San Mateo County  
Sonoma County

### *Cities*

City of Oakland  
City of San Francisco  
City of San Jose

### *Special Districts*

East Bay Hub (East Bay Regional Communications System Authority)  
South Bay Hub (City of Monte Sereno, City of Santa Clara, City of Sunnyvale, and the Town of Los Gatos)

### *State*

California Emergency Management Agency

**Financial Section**

## **INDEPENDENT AUDITOR'S REPORT**

The Board of Directors  
Bay Area Regional Interoperable Communications Systems  
Oakland, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the business-type activities and major fund of Bay Area Regional Interoperable Communications Systems (the Authority), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Authority's basic 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 and the State Controller's *Minimum Audit Requirements for California Special District*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority'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 Authority'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 major fund of the Authority as of June 30, 2017, and the respective changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 7 through 10 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Government 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.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The introductory section is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated February 15, 2018 on our consideration of the Authority'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 Authority's internal control over financial reporting and compliance.

**Patel & Associates, LLP**  
**Certified Public Accountants**

*Patel & Associates, LLP*

**Oakland, California**  
**February 15, 2018**

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

This section of the financial statements for the Bay Area Regional Interoperable Communications Systems (the Authority) presents a narrative overview and analysis of the financial activities of the Authority for the fiscal year ended June 30, 2017. This information is presented in conjunction with the audited basic financial statements, which follows this section.

**Financial Highlights**

- The Authority's total assets exceeded its total liabilities by \$261,240 (net position) as of June 30, 2017 and total net position increased by \$15,929 compared to fiscal year 2016.
- During fiscal year 2017, the Authority received membership fees of \$84,000.
- The Authority received grant revenues of \$59,000 to offset the costs of administrative expenses.

**Overview of the Financial Statements**

The discussion and analysis are intended to serve as an introduction to the Authority's basic financial statements. The Authority reports financial statements under the enterprise fund type as it is used to report activities for which fees are charged to external users for goods and services. As such, the Authority's financial statements are prepared on an accrual basis in accordance with Generally Accepted Accounting Principles.

**Required Financial Statements**

The Authority's financial information is presented in the Statement of Net Position; the Statement of Revenues, Expenses and Changes in Net Position; and the Statement of Cash Flows. The Statement of Net Position includes all the Authority's assets and liabilities, and provides information about the nature and amounts of investments in resources (assets) and obligations to creditors (liabilities). The Statement of Revenues, Expenses, and Changes in Net Position identify the Authority's revenues and expenses and can be used to determine whether the Authority has successfully recovered all its costs through membership fees. The Statement of Cash Flows provides information on the Authority's cash receipts, cash disbursements, and net changes in cash resulting from operations, investments, and financing activities.

**Notes to the Financial Statements**

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements.

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**Financial Analysis of the Authority**

Statement of Net Position

The Statement of Net Position presents information on all of the Authority's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating. A summarized comparison of the Authority's assets, liabilities, and net position as of June 30, 2017 and June 30, 2016 is shown below:

**Table 1: Condensed Statement of Net Position**

	<u>June 30, 2017</u>	<u>June 30, 2016</u>
Assets:		
Current assets	\$ <u>291,842</u>	\$ <u>284,691</u>
Total Assets	<u>291,842</u>	<u>284,691</u>
Liabilities:		
Current liabilities	<u>30,602</u>	<u>39,380</u>
Total Liabilities	<u>30,602</u>	<u>39,380</u>
Net Position:		
Unrestricted	<u>261,240</u>	<u>245,311</u>
Total Net Position	<u>\$ <u>261,240</u></u>	<u>\$ <u>245,311</u></u>

In fiscal year 2017, total assets increased by \$7,151 or 2.51 percent. This was due to a decrease in cash of \$745, and a increase in grant receivable of \$7,850 and increase in prepaid expense of \$47.

Total liabilities for fiscal year 2017 decreased by \$8,778. This was due to an increase in accounts payable of \$5,222 and a decrease unearned revenue of \$14,000.

Total net position increased by \$15,929 compared to a \$1,074 increase in the prior year due to significant decreases in administration and maintenance expenses.

Statement of Revenues, Expenses and Changes in Net Position

The Statement of Revenues, Expenses and Changes in Net Position reflect how the Authority's net position changed during the current fiscal year as compared to the prior year. These changes are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. A summary of the Statement of Revenues, Expenses and Changes in Net Position is as follows:

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**Table 2: Changes in Net Position**

	<u>June 30, 2017</u>	<u>June 30, 2016</u>
<b>Operating revenues:</b>		
Membership fees	\$ <u>84,000</u>	\$ <u>91,000</u>
Total operating revenues	<u>84,000</u>	<u>91,000</u>
<b>Operating expenses:</b>		
Administration	101,294	125,748
Audit	6,182	5,830
Insurance	9,316	9,231
Legal	12,033	9,110
Maintenance		137,652
Miscellaneous	<u>          </u>	<u>          </u>
Total operating expenses	<u>128,825</u>	<u>287,571</u>
<b>Non-operating revenues:</b>		
Grants	59,000	196,408
Interest	<u>1,754</u>	<u>1,237</u>
Total non-operating revenues	<u>60,754</u>	<u>197,645</u>
Change in net position	15,929	1,074
Net position – beginning of year	<u>245,311</u>	<u>244,237</u>
Net position – end of year	<u><u>\$ 261,240</u></u>	<u><u>\$ 245,311</u></u>

The Authority's change in net position increased by \$14,855 during the fiscal year ended June 30, 2017. The increase was due to a \$24,454 significant reduction in administration expenses, offset by a decrease of \$ 7,000 in membership fees and an increase in legal fees of \$ 2,923 .

**Economic Factors and Next Year's Budgets and Rates**

Spending for goods and services in the counties and the state showed signs of improvements as unemployment rates continue to decrease. According to the U.S. Department of Labor, the unemployment rate for the County of Alameda was 4 percent in June 2017, compared to the rate of 4.5 percent in June 2016 . The unemployment rate for the County of Contra Costa was 4.1 percent in June 2017, compared to the rate of 4.7 percent in June 2016. The State of California's unemployment rate was 4.9 percent in June 2017, compared to the rate of 5.6 percent in June 2016.

All of the above factors were considered in preparing the Authority's budget for fiscal year 2017.

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**Requests for Information**

This financial report is designed to provide our citizens, taxpayers, and members with a general overview of the Authority's finances and to demonstrate the Authority's accountability for the money it receives. Below is the contact information for questions about this report or requests for additional financial information.

Bay Area Regional Interoperable Communications Systems  
Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Boulevard, Dublin, CA 94568  
Website: [www.bayrics.net](http://www.bayrics.net)

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2017**

<b>Assets:</b>	
Cash and cash equivalents (Note 3)	\$ 262,501
Grant receivable (Note 5)	27,600
Prepaid expenses	<u>1,741</u>
Total assets	<u>291,842</u>
<b>Liabilities:</b>	
Accounts payable (Note 6)	14,852
Unearned revenue	<u>15,750</u>
Total liabilities	<u>30,602</u>
<b>Net Position</b>	
Unrestricted	<u>261,240</u>
Total net position	<u><u>\$ 261,240</u></u>

The accompanying notes are an integral part of these financial statements

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR THE YEAR ENDED JUNE 30, 2017**

<b>Operating revenues:</b>	
Membership fees	\$ <u>84,000</u>
<b>Total operating revenues</b>	<u>84,000</u>
<b>Operating expenses:</b>	
Administration	101,294
Audit	6,182
Insurance	9,316
Legal	12,033
Maintenance	<u>          </u>
<b>Total operating expenses</b>	<u>128,825</u>
<b>Operating income/(loss)</b>	<u>(44,825)</u>
<b>Nonoperating revenues:</b>	
Grants	59,000
Interest	<u>1,754</u>
<b>Total nonoperating revenues</b>	<u>60,754</u>
Change in net position	15,929
Net position – beginning of year	<u>245,311</u>
Net position – end of year	<u><u>\$ 261,240</u></u>

The accompanying notes are an integral part of these financial statements

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED JUNE 30, 2017**

<u>Cash flows from operating activities:</u>	
Receipts from members	\$ 68,250
Payments to suppliers and service providers	<u>(123,650)</u>
Net cash used by operating activities	<u>(55,400)</u>
<u>Cash flows from noncapital financing activities:</u>	
Grants received	<u>52,900</u>
Net cash provided by noncapital financing activities	<u>52,900</u>
<u>Cash flows from investing activities:</u>	
Interest and dividends	<u>1,754</u>
Net cash provided by investing activities	<u>1,754</u>
Net increase/(decrease) in cash and cash equivalents	(746)
Cash and cash equivalents – beginning of year	<u>263,247</u>
Cash and cash equivalents – end of year	<u>\$ 262,501</u>
Reconciliation of operating income/(loss) to net cash used by operating activities:	
Operating loss	\$ <u>(44,825)</u>
Changes in assets and liabilities:	
Accounts receivable	(1,750)
Prepaid expenses	(47)
Accounts payable	5,222
Unearned revenue	<u>(14,000)</u>
Total adjustments	<u>(10,575)</u>
Net cash used by operating activities	<u>\$ (55,400)</u>

The accompanying notes are an integral part of these financial statements



**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**NOTE 1: GENERAL INFORMATION**

The Bay Area Regional Interoperable Communications Systems (the Authority) was officially created on May 2, 2011 with the formation of a Joint Powers Authority (JPA). Per California State Statute, a JPA is viewed as an independent government agency with powers that accrue to one of the member agencies. The intent of the Authority is to establish a regional, interoperable public safety broadband communications system and other advanced information systems for interoperable public communications services. Currently there are 16 member agencies consisting of 7 counties, 7 cities and towns, 1 special district, and the California Emergency Management Agency.

BayRICS is governed by the Board of Directors (Board) comprised of one representative from each member and the Governor of the State of California plus a Seat at Large to be determined by the Board. Each member has one vote and is also encouraged to designate an alternate to serve in the absence of its regular representative. The Board elects a President and a Vice-President to hold office for a one-year term, except as otherwise provided in the agreement. The officers for fiscal year 2017 were:

President	Rich Lucia	Alameda County
Vice-President	Karen Wong	State of California
Secretary	D.Marie Smith	Alameda County
Treasurer	Emily Harrison	Santa Clara County

The Board has powers and functions to establish priorities in the performance of services, to conduct all business on behalf of BayRICS, and to adopt bylaws for the conduct of its business consistent with the agreement and all applicable laws.

**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Scope of Financial Reporting Entity**

The Authority is legally separate from the seven counties, and is governed by a Board of Directors made up of 16 elected and appointed officials from each member agency. The Authority’s financial activities are reported under the JPA BayRICS Fund in the County of Alameda and funds are held by the Treasurer of the County of Alameda and with a trustee. The books and records for the Authority are maintained by the County of Alameda, Auditor-Controller Agency’s Specialized Accounting Unit.

**B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The financial statements of the Authority are presented as those of an enterprise fund under the broad category of funds called proprietary funds.

Enterprise funds account for business-like activities that are financed primarily by user charges and use the *economic resources measurement focus* and the accrual basis of accounting similar to the private sector. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenues when all eligibility requirements imposed by the provider have been met.

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

The financial statements are presented in accordance with the pronouncements of the Government Accounting Standards Board (GASB). According to GASB Statement 34, enterprise funds may be used to report any activity for which a fee is charged to external users for goods or services.

**C. Cash and Investments**

The Authority's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments. The Authority maintains its cash with the County of Alameda Treasurer.

The County follows the practice of pooling cash and investments of all funds with the County Treasurer, except for certain restricted funds, which are generally held by outside custodians and classified as "Cash and investments with fiscal agents" within its financial statements. The fair value of the Treasurer's pool is determined on a quarterly basis. The adjustment to the cash balance of all participants in the pool is based on the cash balance at the valuation date. The change in the fair value of the investments is recognized in the year in which the change occurred.

**D. Capital Assets**

Capital assets, which include land, construction in progress, structures and improvements, machinery and equipment, software, and infrastructure, are valued at historical cost. The Authority capitalizes equipment and computer software with minimum cost of \$5,000 and \$250,000, respectively, and an estimated useful life in excess of one year. Structures and improvements and infrastructure with a value of at least \$250,000 are capitalized. Donated capital assets are recorded at estimated fair value at the date of donation. The Authority has no capital assets as of June 30, 2017.

**E. Net Position**

*Net Investment in Capital Assets*

This category of net position groups all capital assets into one component. Accumulated depreciation and the outstanding balances of debt, excluding unexpended bond proceeds, related to the acquisition, construction, or improvement of the capital assets reduce the balance in this category. The Authority has no net investment in capital assets as of June 30, 2017.

*Restricted Net Position*

Restricted net position are those assets, net of their related liabilities, that have constraints placed on their use by creditors, grantors, contributors, or by enabling legislation. Accordingly, restricted assets may include unspent grant revenues, certain fees and charges and restricted tax revenues. The Authority has no restricted net position as of June 30, 2017.

**F. Cash Flows**

A statement of cash flows is presented for proprietary fund types. Cash and cash equivalents include all unrestricted and restricted highly liquid investments with original purchase maturities of three months or less. Pooled cash and investments in the County's Treasury represent monies in a cash management pool. Such accounts are similar in nature to demand deposits.

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**G. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles 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 expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 3: CASH AND INVESTMENTS**

**A. Deposits**

As of June 30, 2017 the Authority's cash and deposits were as follows:

Cash and cash equivalents	\$ 262,501
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*Custodial Credit Risk – Deposits*

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the Authority will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside entity. The Authority's investment policy requires that deposits in banks must meet the requirements of the California Government Code. As required by California Government Code Section 53652, the market value of the pledged securities must equal at least 110 percent of the Authority's deposits, with the exception of mortgage-backed securities, which must equal at least 150 percent.

**B. Investments**

*County of Alameda Treasurer's Investments*

The Authority is considered to be a voluntary participant in an external investment pool as the Authority deposits all receipts and collections, except those required to be deposited with the trustee, with the County of Alameda Treasurer.

Funds with the County Treasurer are invested pursuant to the annual investment policy established by the Treasurer and approved by the Board of Supervisors. The objectives of the policy are, in order of priority, preservation of capital, liquidity, and yield. The policy addresses the soundness of financial institution in which the County deposits funds, the types of investment instruments and the percentage of the portfolio, which may be invested in certain instruments, as permitted by Section 53600 et seq. of the Government Code of the State of California. Authorized instruments in which the Treasurer can invest include U.S. Treasury securities, banker's acceptances, federal, state and local government securities, commercial paper, medium-term corporate notes, negotiable certificates of deposit, local agency investment fund, money market funds, mutual funds that invest in authorized securities, and mortgage-backed securities.

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

*Interest Rate Risk*

Interest rate risk is the risk that changes in interest rate will affect the fair value of an investment. In accordance with the investment policy, the County Treasurer manages the risk exposure by limiting the weighted average maturity of its investment portfolio to not more than two years at any time.

**NOTE 4: RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The Authority participates in the Alliant Insurance Services, Inc. government crime policy. The policy provides for coverage for faithful performance/employee dishonesty, money and securities, forgery or alteration, computer fraud, robbery and safe burglary, and money order and counterfeit paper currency. The Authority's deductibles and maximum coverage as of June 30, 2017 are as follows:

Coverage Description	Deductible	Insurance Coverage
Government Crime	\$ 2,500	\$ 15,000,000

The Authority has had no settled claims resulting from these risks that exceeded the Authority's insurance coverage in any of the past three years.

**NOTE 5: GRANTS RECEIVABLE**

Grants receivable as of June 30, 2017, was comprised of the following:

<u>Source</u>	
City of Monte Sereno	\$ 1,750
UASI 2014	24,100
Town of Los Gatos	<u>1,750</u>
	<u>\$ 27,600</u>

**NOTE 6: ACCOUNTS PAYABLE**

Accounts payable as of June 30, 2017, was comprised of the following:

<u>Vendor</u>	
Barry Fraser	\$ 5,000
County of Alameda	6,006
Best Best & Krieger LLP	2,646
D. Marie Smith	<u>1,200</u>
	<u>\$ 14,852</u>

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**JUNE 30, 2017**

**NOTE 7: ADMINISTRATIVE SERVICES AGREEMENT**

The Authority has entered into an agreement with Alameda County Sheriff's Office (ACSO) under which ACSO provides the Authority with management services by providing staff for the general manager position, necessary office and meeting space, equipment, supplies, technical assistance, and access to ACSO telephone system and voicemail. For these services, the Authority reimburses ACSO the actual costs up to an amount not to exceed \$230,483. This agreement is for a period of one year from June 1, 2013 to May 31, 2014 with two options to extend the term of the agreement for up to one year each extension. On June 1, 2016 the Authority exercised the final option on the agreement through May 31, 2016.

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

The Board of Directors  
Bay Area Regional Interoperable Communications Systems  
Oakland, 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 business-type activities and major fund of Bay Area Regional Interoperable Communications Systems as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Bay Area Regional Interoperable Communications Systems' basic financial statements, and have issued our report thereon dated February 15, 2018.

**Internal Control Over Financial Reporting**

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

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Bay Area Regional Interoperable Communications Systems' internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Bay Area Regional Interoperable Communications Systems' internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**Patel & Associates, LLP**  
**Certified Public Accountants**

*Patel & Associates, LLP*

**Oakland,**  
**California**  
**February 15, 2018**

**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
SCHEDULE OF FINDINGS AND RESPONSES  
JUNE 30, 2017**

No matters were reported.



**BAY AREA REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEMS  
STATUS OF PRIOR YEAR FINDINGS  
JUNE 30, 2017**

There were no findings in the prior year.