



**BETTY T. YEE**  
**California State Controller**

November 8, 2019

**SUBJECT: 2018-19 Transportation Planning Agencies Financial Transactions Report**

Dear Transportation Fiscal Officer:

This letter provides information regarding the 2018-19 Transportation Planning Agencies Financial Transactions Report (FTR). Government Code (GC) section 53891 requires that the financial transactions of each local agency be submitted to the State Controller's Office (SCO) within seven months after the close of the fiscal year. The report must contain underlying data from audited financial statements prepared in accordance with generally accepted accounting principles, if this data is available. The financial report is due January 31, 2020.

As mentioned in our October 25, 2019 letter, SCO will be conducting trainings on December 3 and 4, 2019, on how to complete the Transit Operators FTR at our C Street office in Sacramento and via webinar. Please remember to register by November 15, 2019.

Reporting instructions and information are available on the SCO website at [https://www.sco.ca.gov/ard\\_locinstr\\_trpa\\_forms.html](https://www.sco.ca.gov/ard_locinstr_trpa_forms.html).

To file your report, visit <https://lgrsonline.sco.ca.gov>.

Transportation Fiscal Officer

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Please note that in accordance with GC section 12464, if the reports are not made in the time, form, and manner required—or there is reason to believe that a report is false, incomplete, or incorrect—SCO is authorized to conduct an investigation to obtain the information required. Any costs incurred by SCO as a result of such an investigation shall be borne by the transportation planning agency.

If you have any questions, please contact the Local Government Reporting Unit at [LGRsupport@sco.ca.gov](mailto:LGRsupport@sco.ca.gov) or (916) 322-9672; or contact Chi Ha at [cha@sco.ca.gov](mailto:cha@sco.ca.gov) or (916) 323-9293.

Sincerely,

*(Original signed by)*

DANG NGUYEN

Supervisor

Local Government Reporting Unit