

# **CITY OF WESTLAKE VILLAGE**

Audit Report

## **SPECIAL GAS TAX STREET IMPROVEMENT FUND**

*July 1, 2006, through June 30, 2013*

## **TRAFFIC CONGESTION RELIEF FUND**

*July 1, 2006, through June 30, 2013*

## **PROPOSITION 1B ALLOCATIONS**

*July 1, 2007, through June 30, 2013*



**BETTY T. YEE**  
California State Controller

January 2015



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

January 29, 2015

The Honorable Mark Rutherford  
Mayor of the City of Westlake Village  
31200 Oak Crest Drive  
Westlake Village, CA 91361

Dear Mayor Rutherford:

The State Controller's Office audited the City of Westlake Village's Special Gas Tax Street Improvement Fund for the period of July 1, 2006, through June 30, 2013. We also audited the Traffic Congestion Relief Fund (TCRF) for the period of July 1, 2006, through June 30, 2013; and the Proposition 1B allocations recorded in the TCRF Fund for the period of July 1, 2007, through June 30, 2013.

Our audit found that the city accounted for and expended its Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund, and Proposition 1B allocations in compliance with requirements, and that no adjustment to the funds is required.

If you have any questions, please contact Mike Spalj, Chief, Local Government Audits Bureau, at (916) 324-6984.

Sincerely,

*Original signed by*

**JEFFREY V. BROWNFIELD, CPA**  
Chief, Division of Audits

JVB/sk

cc: Robert Biery, Finance Officer  
City of Westlake Village

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# Audit Report

## Summary

The State Controller's Office audited the City of Westlake Village's Special Gas Tax Street Improvement Fund for the period of July 1, 2006, through June 30, 2013. We also audited the Traffic Congestion Relief Fund (TCRF) for the period of July 1, 2006, through June 30, 2013; and the Proposition 1B allocations for the period of July 1, 2007, through June 30, 2013.

Our audit found that the city accounted for and expended its Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund, and Proposition 1B allocations in compliance with requirements, and that no adjustment to the funds is required.

## Background

The State apportions funds monthly from the highway users tax account in the transportation tax fund to cities and counties for the construction, maintenance, and operation of local streets and roads. The highway users taxes derive from state taxes on the sale of motor vehicle fuels. In accordance with Article XIX of the California Constitution and Streets and Highways Code section 2101, a city must deposit all apportionments of highway users taxes in its Special Gas Tax Street Improvement Fund. A city must expend gas tax funds only for street-related purposes. We conducted our audit of the city's Special Gas Tax Street Improvement Fund under the authority of Government Code section 12410.

Government Code section 14556.5 created a Traffic Congestion Relief Fund in the State Treasury for allocating funds quarterly to cities and counties for street or road maintenance, reconstruction, and storm damage repair. Cities must deposit funds received into the city account designated for the receipt of state funds allocated for transportation purposes. The city recorded its TCRF allocations in the Traffic Congestion Relief Fund. We conducted our audit of the city's TCRF allocations under the authority of Revenue and Taxation Code section 7104.

Senate Bill 1266, Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, was introduced as Proposition 1B and approved by the voters on November 7, 2006, for a variety of transportation priorities, including the maintenance and improvement of local transportation facilities. Proposition 1B funds transferred to cities and counties shall be deposited into an account that is designated for the receipt of state funds allocated for streets and roads. The city recorded its Proposition 1B allocations in the TCRF Fund. A city also is required to expend its allocations within three years following the end of the fiscal year which the allocation was made and to be expended in compliance with Government Code section 8879.23. We conducted our audit of the City's Proposition 1B allocations under the authority of Government Code section 12410.

## **Objective, Scope, and Methodology**

Our audit objective was to determine whether the city accounted for and expended the Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund, and Proposition 1B allocations in compliance with Article XIX of the California Constitution, Government Code section 8879.23, the Streets and Highways Code, and Revenue and Taxation Code section 7104. To meet the audit objective, we determined whether the city:

- Properly deposited highway users tax apportionments and other appropriate revenues in the Special Gas Tax Street Improvement Fund;
- Properly deposited TCRF allocations into an account designated for the receipt of state funds allocated for transportation purposes;
- Expended funds exclusively for authorized street-related purposes; and
- Made available unexpended funds for future expenditures.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

We did not audit the city's financial statements. We limited our audit scope to planning and performing the audit procedures necessary to obtain reasonable assurance that the city accounted for and expended the Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund, and Proposition 1B allocations in accordance with the requirements of the Streets and Highways Code and Revenue and Taxation Code section 7104, and Government Code section 8879.23. Accordingly, we examined transactions, on a test basis, to determine whether the city expended funds for street purposes. We considered the city's internal controls only to the extent necessary to plan the audit.

## **Conclusion**

Our audit found that the City of Westlake Village accounted for and expended its Special Gas Tax Street Improvement Fund in compliance with Article XIX of the California Constitution and the Streets and Highways Code for the period of July 1, 2006, through June 30, 2013.

Our audit also found that the city accounted for and expended its Traffic Congestion Relief Fund in compliance with Article XIX of the California Constitution, the Streets and Highways Code, and Revenue and Taxation Code section 7104 for the period of July 1, 2006, through June 30, 2013.

**Follow-Up on Prior  
Audit Findings**

The city satisfactorily resolved the findings noted in our prior audit report, issued on May 14, 2008.

**Views of  
Responsible  
Officials**

We discussed the audit results with city representatives during a telephone exit conference on October 29, 2014. Robert Biery, Finance Officer, agreed with the audit results. Mr. Biery further agreed that a draft audit report was not necessary and that the audit report could be issued as final.

**Restricted Use**

This report is intended for the information and use of the City of Westlake Village's management and the SCO; it is not intended to be and should not be used by anyone other than these specified parties. This restriction is not intended to limit distribution of this report, which is a matter of public record.

*Original signed by*

JEFFREY V. BROWNFIELD, CPA  
Chief, Division of Audits

January 29, 2015

**Schedule 1—  
Reconciliation of Fund Balance  
July 1, 2006, through June 30, 2013**

	<u>Highway Users Tax Allocations<sup>1, 2, 3</sup></u>
Beginning fund balance per city	\$ 59,235
Revenues	<u>205,319</u>
Total funds available	264,554
Expenditures	<u>(221,525)</u>
Ending fund balance per city/per audit	<u>\$ 43,029</u>

<sup>1</sup> The city receives apportionments from the State highway users tax account, pursuant to Streets and Highways Code sections 2103, 2105, 2106, 2107, and 2107.5. The basis of the apportionments varies, but the money may be used for any street purpose. Streets and Highways Code section 2107.5 restricts apportionments to administration and engineering expenditures, except for cities with populations of fewer than 10,000 inhabitants. Those cities may use the funds for rights-of-way and for the construction of street systems. The audit period was July 1, 2006, through June 30, 2013; however, this schedule includes only the period of July 1, 2012, through June 30, 2013.

<sup>2</sup> Government Code section 14556.5 created a Traffic Congestion Relief Fund (TCRF) in the State Treasury for allocating funds quarterly to cities and counties for street and road maintenance, reconstruction, and storm damage repair. The TCRF allocations were recorded in the Traffic Congestion Relief Fund. The audit period was July 1, 2006, through June 30, 2011. The city spent all of its TCRF allocations by June 30, 2010.

<sup>3</sup> Senate Bill 1266, Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, introduced as Proposition 1B, provided funds for a variety of transportation priorities. The Proposition 1B allocations were recorded in the TCRF Fund. The audit period was July 1, 2007 through June 30, 2013. The City of Westlake Village received one apportionment for Proposition 1B in Fiscal Year (FY) 2007-08 for \$400,000. The city expended all Proposition 1B allocation in FY 2008-09.

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