CITY OF PERRIS

Audit Report

SPECIAL GAS TAX STREET IMPROVEMENT FUND

July 1, 2008, through June 30, 2014

TRAFFIC CONGESTION RELIEF FUND ALLOCATIONS

July 1, 2008, through June 30, 2011

PROPOSITION 1B FUND ALLOCATIONS

July 1, 2007, through June 30, 2014

BETTY T. YEE

California State Controller

June 2016

BETTY T. YEE
California State Controller

June 24, 2016

The Honorable Daryl Busch
Mayor of the City of Perris
101 North D Street
Perris, CA 92570

Dear Mayor Busch:

The State Controller's Office audited the City of Perris's Special Gas Tax Street Improvement Fund for the period of July 1, 2008, through June 30, 2014. We also audited the Traffic Congestion Relief Fund allocations recorded in its Measure A Fund for the period of July 1, 2008, through June 30, 2011; and the Proposition 1B Fund allocations recorded in its State Grant Fund, for the period of July 1, 2007, through June 30, 2014.

Our audit found that the city accounted for and expended its Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund allocations, and Proposition 1B Fund allocations in compliance with requirements, except that the city understated the fund balance in its Special Gas Tax Street Improvement Fund by $13,770 as of June 30, 2014, because it used gas tax revenues to pay for unallowable expenditures.

If you have any questions, please contact Christopher Lek, Interim Chief, Local Government Audits Bureau, by telephone at (916) 284-0120.

Sincerely,

Original signed by

JEFFREY V. BROWNFIELD, CPA
Chief, Division of Audits

JVB/as

Attachment

cc: Rich Belmudez, City Manager
City of Perris

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Audit Report

Summary

The State Controller's Office (SCO) audited the City of Perris's:

- Special Gas Tax Street Improvement Fund for the period of July 1, 2008, through June 30, 2014;
- Traffic Congestion Relief Fund allocations recorded in its Measure A Fund for the period of July 1, 2008, through June 30, 2011; and
- Proposition 1B Fund allocations recorded in its State Grant Fund for the period of July 1, 2007, through June 30, 2014.

Our audit found that the city accounted for and expended its Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund allocations, and Proposition 1B Fund allocations in compliance with requirements, except that the city understated the fund balance in its Special Gas Tax Street Improvement Fund by $13,770 as of June 30, 2014, because it used gas tax revenues to pay for unallowable expenditures.

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.

Chapter 91, Statutes of 2000, (Assembly Bill 2928) as amended by Chapter 636, Statutes of 2000, (Senate Bill 1662) and 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 Traffic Congestion Relief Fund allocations in its Measure A Fund. We conducted our audit of the city's Traffic Congestion Relief Fund 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 must 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 Fund allocations in its State Grant Fund. A city also must expend its allocations within four years following the end of the fiscal year in which the allocation was made and to expend the funds in compliance with Government Code section 8879.23. We conducted our audit of the city's Proposition 1B Fund allocations under the authority of Government Code section 12410.

Objectives, Scope, and Methodology

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

To meet the audit objective, we performed the following procedures:

Special Gas Tax Street Improvement Fund

- Reconciled the fund revenue recorded in the city ledger to the balance reported in the SCO's apportionment schedule to determine whether Highway Users Tax Account (HUTA) funds received by the city were completely accounted for.
- Judgmentally selected a sample of expenditure transactions and verified proper documentation and eligibility to determine whether HUTA funds were expended in accordance with the criteria above.
- Analyzed and tested sample transactions to determine whether recoveries of prior HUTA fund expenditures were identified and credited to the Special Gas Tax Street Improvement Fund.
- Reviewed the fund cash and liabilities accounts for unauthorized borrowing to determine whether unexpended HUTA funds were available for future street-related expenditures.
- Interviewed city employees and reviewed policies and procedures to gain an understanding of the city's internal controls and accounting systems related to this audit.

Traffic Congestion Relief Fund Allocations

- Reconciled the Traffic Congestion Relief Fund allocations recorded in the city ledger to confirm that the allocations received by the city agreed with the SCO's apportionment schedule.
- Judgmentally selected a sample of expenditure transactions and verified proper documentation and eligibility to determine the city's compliance with the criteria above.
- Reconciled the city's "Schedule of Expenditures as Reported in the Streets and Roads Annual Report" with the SCO's "Average Annual Expenditures Computation of Discretionary Funds" to determine compliance with the maintenance-of-effort requirement.

Proposition 1B Fund Allocations

- Reconciled the Proposition 1B Fund allocations recorded in the city ledger to confirm that the allocations received by the city agreed with the SCO's apportionment schedule.
- Judgmentally selected a sample of expenditure transactions and verified proper documentation and eligibility to determine the city's compliance with the criteria above.

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 its Special Gas Tax Street Improvement Fund, Traffic Congestion Relief Fund allocations, and Proposition 1B Fund allocations in accordance with the requirements of the Streets and Highways Code, 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-related 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 Perris 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, 2008, through June 30, 2014, except as noted in Schedule 1 and described in the Finding and Recommendation section of this report. The finding requires an adjustment of $13,770 to the city's accounting records.

- Traffic Congestion Relief Fund allocations recorded in its Measure A 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, 2008, through June 30, 2011.

- Proposition 1B Fund allocations recorded in its State Grant Fund in compliance with Government Code section 8879.23 for the period of July 1, 2007, through June 30, 2014.

Follow-Up on Prior Audit Findings

Our prior audit report, issued on March 13, 2009, disclosed no findings.

Views of Responsible Officials

We issued a draft report on April 12, 2016. Jennifer Erwin, Assistant Director of Finance, responded by letter dated April 21, 2016, agreeing with the results. The city's response is included in this final audit report as an attachment.

Restricted Use

This report is intended for the information and use of the City of Perris 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

June 24, 2016

Schedule 1—
Reconciliation of Fund Balance
July 1, 2013, through June 30, 2014

	Special Gas Tax Street Improvement Fund [1, 2, 3]
Beginning fund balance per city	$ 3,389,044
Revenues	2,251,729
Total funds available	5,640,773
Expenditures	(1,314,332)
Ending fund balance per city	4,326,441
SCO adjustment: [4]	
Finding—Unallowable expenditures	13,770
Ending fund balance per audit	$ 4,340,211

[1] The city receives apportionments from the State Highway Users Tax Account (HUTA), 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-related 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 city must deposit its HUTA apportionments in its Special Gas Tax Street Improvement Fund. The audit period was July 1, 2008, through June 30, 2014; however, this schedule includes only the period of July 1, 2013, through June 30, 2014.

[2] 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 and road maintenance, reconstruction, and storm damage repair. The city recorded its Traffic Congestion Relief Fund in its Measure A Fund. The audit period was July 1, 2008, through June 30, 2011; however, this schedule includes only the period of July 1, 2013, through June 30, 2014. The city did not receive any Traffic Congestion Relief Fund revenues and did not incur any Traffic Congestion Relief Fund expenditures during FY 2013-14; therefore, it is not included in this schedule.

[3] 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 city recorded its Proposition 1B Fund allocations in its State Grant Fund. The audit period was July 1, 2007, through June 30, 2014; however, this schedule includes only the period of July 1, 2013, through June 30, 2014. The city did not receive any Proposition 1B revenues and did not incur any Proposition 1B expenditures during FY 2013-14; therefore, it is not included in this schedule.

[4] See the Finding and Recommendation section.

Finding and Recommendation

FINDING—Unallowable expenditures

From fiscal year (FY) 2008-09 through FY 2013-14, the city incurred $13,770 in unallowable decorative holiday street lighting expenditures in the Special Gas Tax Street Improvement Fund.

Streets and Highways Code section 2101 states that:

> All moneys in the Highway Users Tax Account in the Transportation Tax Fund and hereafter received in the account are appropriated for all of the following:
> (a) The research, planning, construction, improvement, maintenance, and operation of public streets and highways (and their related public facilities for nonmotorized traffic). . . .
> (b) The research and planning for exclusive public mass transit guideways (and their related fixed facilities). . . .
> (c) The construction and improvement of exclusive public mass transit guideways (and their related fixed facilities). . . .

Recommendation

The city must reimburse the Special Gas Tax Street Improvement Fund for non-street-related expenditures of $13,770. Additionally, the city should ensure that gas tax revenues are used for allowable street-related expenditures.

City's Response

The city agrees with the finding and recommendation.

Attachment—
City of Perris's Response to Draft Audit Report

CITY OF PERRIS
FINANCE DEPARTMENT

101 North D Street
Perris, California 92570
Tel: (951) 943-6100
Fax: (951) 943-1871

April 21, 2016

Christopher Lek, Interim Chief
Local Government Audits Bureau
State Controller's Office, Division of Audits
P.O. Box 942850
Sacramento, CA 94250-5874

Dear Mr. Lek,

The City of Perris has received and reviewed the draft audit report for the following special funds: Gas Tax Street Improvement Fund 7/1/08-6/30/14, Traffic Congestion Relief Fund 7/1/08-6/30/11, and Proposition 1B Fund 7/1/07-6/30/14. It was noted that there were $13,770 of unallowable expenditures for the Gas Tax Street Improvement Fund and a recommendation to reimburse that fund was made. At this time, the City of Perris would like to respond with the following comment:

On June 22, 2015, the City of Perris recorded a transfer-out from our General Fund and a transfer-in to our Gas Tax Street Improvement Fund in the amount of $13,770.

Please feel free to contact me if you have any concerns or questions.

Sincerely,

Jennifer Erwin

Jennifer Erwin
Assistant Director of Finance

CITY OF PERRIS
JOURNAL ENTRY REPORT

SELECTION CRITERIA: transact.je_number='1437' and transact.yr='15'

BUDGET CODE	ACCOUNT	DESCRIPTION	DATE	DEBIT	CREDIT
JOURNAL ENTRY NO: 1437		DESC: XFER REVENUE TP GAS TAX			
136	1011		06/22/15	$13,770.00	
1363095	4981		06/22/15		$13,770.00
0010095	7982		06/22/15	$13,770.00	
001	1011		06/22/15		$13,770.00
TOTAL FOR JOURNAL ENTRY NO 1437				$27,540.00	$27,540.00
GRAND TOTAL				$27,540.00	$27,540.00

City of Perris
Journal Entry

POSTED 6/23/15

J.E.Number: 1437
Date: 6/22/2015
Period: 12
Fiscal Year: 2014-2015

Date Submitted: Jim Raia 6/22/2015
Approved By:
Date Approved: 6/22/15

JE Description: **Transfer Revenue to Gas Tax**

Account Nunber	Debit Amount	Credit Amount	Description
136-1011	13,770.00		To record transfer back to Gas Tax from General Fund based on Exit Conference from SCO Audit Report
1363095-4981		13,770.00	
0010095-7982	13,770.00		
001-1011		13,770.00	
	27,540.00	27,540.00	

State Controller's Office
Division of Audits
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Sacramento, CA 94250-5874

http://www.sco.ca.gov

C15-GTA-0008