

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Financial Statements

Fiscal Year Ended June 30, 2023

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Fiscal Year Ended June 30, 2023

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Board of Directors
San Bernardino County Transportation Authority
San Bernardino, California

INDEPENDENT AUDITOR'S REPORT

Opinion

We have audited the accompanying financial statements of the Measure I Fund of the Town of Apple Valley, California (Town), as of and for the year ended June 30, 2023, and the related notes to the financial statements, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure I Fund of the Town, as of June 30, 2023, and the respective changes in financial position of the Measure I Fund of the Town for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities of the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matters

As discussed in Note 1, the financial statements present only the Measure I Fund of the Town and do not purport to, and do not present fairly, the financial position of the Town as of June 30, 2023, the changes in its financial position, or, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management 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 Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Measure I Fund of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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. 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 an opinion on the financial statements of the Measure I Fund of the Town. The *Program Status: Comparison of 5 Year Plan Project Budget to Current Year Expenditures* listed as Other Information in the table of contents, are presented for purposes of additional analysis and are not a required part of the financial statements. The other information 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 May 15, 2024 on our consideration of the Town's internal control over financial reporting for the Measure I Fund and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely 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 the effectiveness of the Town's 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 Town's internal control over financial reporting and compliance.



Lake Forest, California
May 15, 2024

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Balance Sheet

Fiscal Year End June 30, 2023

Assets

Cash and investments (Note 3)	\$ 5,789,164
Taxes receivable (Note 4)	557,725
Due from other governments (Note 5)	<u>751,281</u>
Total assets	<u>\$ 7,098,170</u>

Liabilities, Deferred Inflows of Resources and Fund Balance

Liabilities

Accounts payable	<u>\$ 373,091</u>
Deferred inflows of resources	
Unavailable revenue (Note 6)	<u>778,505</u>
Fund balance - restricted	<u>5,946,574</u>
Liabilities, deferred inflows of resources and fund balance	<u>\$ 7,098,170</u>

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Statement of Revenues, Expenditures, and Change in Fund Balance

Fiscal Year Ended June 30, 2023

Revenues:	
Measure I sales tax	\$ 2,852,922
Interest income	56,650
Intergovernmental (Note 8)	1,095,272
Refunds, reimbursements, and rebates (Note 9)	<u>210,904</u>
Total revenues	<u>4,215,748</u>
Expenditures:	
Construction, maintenance, and engineering	<u>2,866,274</u>
Total expenditures	<u>2,866,274</u>
Excess (deficiency) of revenues over (under) expenditures	1,349,474
Fund balance at beginning of year	<u>4,597,100</u>
Fund balance at end of year	<u>\$ 5,946,574</u>

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Notes to Financial Statements

Fiscal Year Ended June 30, 2023

(1) **General Information**

Reporting Entity

The financial statements are intended to reflect the financial position and changes in the financial position of the Measure I Fund of the Town of Apple Valley, California (Town) only. Accordingly, the financial statements do not purport to, and do not, present fairly the financial position of the Town, as of June 30, 2023, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Measure I

Measure I is the half-cent sales tax collected throughout San Bernardino County for transportation improvements. In 2004, San Bernardino County voters approved the extension of the Measure I sales tax through 2040. See Note 4 for a detailed description of the Measure.

(2) **Summary of Significant Accounting Policies**

The accounting policies of the Measure I Fund of the Town conform to accounting policies generally accepted in the United States of America. The following is a summary of significant accounting policies.

Fund Accounting

The accounts of the Town are organized on the basis of funds. A fund is defined as an independent fiscal and accounting entity wherein operations of each fund are accounted for in a separate set of self-balancing accounts that record resources, related benefits, and equity, segregated for the purpose of carrying out specific activities. The Town accounts for Measure I activities within its Measure I Special Revenue Fund.

Special revenue funds are used to account for the proceeds of revenue sources that are restricted or committed to expenditure for specified purposes.

Measurement Focus and Basis of Accounting

The special revenue funds of the Town are accounted for using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, revenues are available if they are collected within 60 days of the end of the fiscal period. Expenditures generally are recorded when a liability is incurred.

Operating statements of governmental funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current resources.

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Notes to Financial Statements

Fiscal Year Ended June 30, 2023

(2) Summary of Significant Accounting Policies (Continued)

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 disclosures 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.

Revenue Recognition

Recognition of revenues arising from nonexchange transactions, which include revenues from taxes, certain grants, and contributions, is based on the primary characteristic from which the revenues are received by the Town. For the Town, funds received under Measure I possess the characteristic of a voluntary nonexchange transaction similar to a grant. Revenues under Measure I are recognized in the period when all eligibility requirements have been met.

Deferred inflows of resources-unavailable revenues represent revenues earned during the period but unavailable to liquidate current liabilities. These amounts are deferred and recognized in the period that the amounts become available. Deferred inflows of resources in the financial statements represent amounts due from other governments at year-end, and not collected with a timeframe to finance current year expenditures.

Fund Balance

The components of the fund balances of governmental funds reflect the component classifications described below.

- Nonspendable Fund Balance – includes amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained intact.
- Restricted Fund Balance – includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.
- Committed Fund Balance – includes amounts that can be used only for the specific purposes determined by a formal action of the Town.
- Assigned Fund Balance – includes amounts that are intended to be used by the Town for specific purposes, but do not meet the criteria to be classified as restricted or committed.

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Notes to Financial Statements

Fiscal Year Ended June 30, 2023

(2) **Summary of Significant Accounting Policies (Continued)**

- Unassigned Fund Balance – includes any deficit fund balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

When restricted and unrestricted resources are available for expenditure for the same purpose, the Town expends restricted resources before unrestricted resources. Within unrestricted resources, the fund balance is depleted in the order of committed, assigned, and unassigned.

Maintenance of Effort

In accordance with California Public Utilities Code 190300 and Ordinance No. 04-01 of the San Bernardino County Transportation Authority (SBCTA), Local Street Program funds shall not be used to supplant existing local discretionary funds being used for street and highway purposes. The maintenance of effort (MOE) base year level was determined based upon the discretionary General Fund expenditures for transportation-related construction and maintenance activities in fiscal year 2008/2009. The MOE base year level as approved by the SBCTA Board of Directors shall remain in effect until the expiration of Measure I 2010-2040. General Fund expenditures in excess of the MOE base year level will carry over to subsequent fiscal years and can be applied in a future year to offset the amount the local agency may need to meet the MOE requirement. The Town's determined MOE base level is \$0.

Deferred Inflows of Resources

In addition to liabilities, the balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, unavailable revenues, represents revenues earned during the period but unavailable to liquidate current liabilities. These amounts are deferred and recognized in the period that the amounts become available.

(3) **Cash and Investments**

Cash and investments are pooled by the Town to facilitate cash management and maximize investment opportunities and yields. Investment income resulting from this pooling is allocated to the respective funds including the Measure I Fund based upon the average cash balance. The investment policies and the risks related to cash and investments applicable to the Measure I Fund, are those of the Town and are disclosed in the Town's basic financial statements. The Town's basic financial statements can be obtained at Town Hall.

The Measure I Fund's cash and investments are reported at fair value. The fair value measurements are based on the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Notes to Financial Statements

Fiscal Year Ended June 30, 2023

(3) Cash and Investments (Continued)

inputs. The Measure I Fund's deposits and withdrawals in the Town Investment Pool are made on the basis of \$1 and not fair value. Accordingly, the Measure I Fund's investment in the Town Investment Pool is measured based on uncategorized inputs not defined as Level 1, Level 2, or Level 3.

The Measure I Fund's cash and investments as of June 30, 2023 was \$5,789,164.

(4) Taxes Receivable

The taxes receivable of \$557,725 represent Measure I sales tax revenues for the fiscal year received from SBCTA after June 30, 2023.

(5) Due from other Governments

Due from other governments in the amount of \$751,281 represents the grants received from California Department of Transportation (Caltrans) for the fiscal year received from SBCTA after June 30, 2023.

(6) Unavailable Revenue

Unavailable revenue in the amount of \$778,505 represents the following:

<u>Government Agency</u>	<u>Amount</u>
Caltrans	\$ 751,281
SBCTA	<u>27,224</u>
Total	<u>\$ 778,505</u>

(7) Measure I Fund

The California State Legislature authorized county transportation authorities to enact local option sales tax measures for transportation improvements in the late 1980s, under provisions of Division 19 (commencing with Section 180000) of the Public Utilities Code. In November 1989, San Bernardino County voters approved passage of Measure I, authorizing SBCTA to impose a half-cent retail transactions and use tax applicable in the incorporated and unincorporated areas of the County of San Bernardino for the 20-year period between April 1, 1990 and March 31, 2010. SBCTA is authorized to administer the programs described in the

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Notes to Financial Statements

Fiscal Year Ended June 30, 2023

(7) **Measure I Fund (Continued)**

Measure. Early in the second decade of Measure I, it became apparent that continuation of the half cent sales tax would be critical to maintaining funding for transportation in San Bernardino County. SBCTA member jurisdictions and transportation stakeholders worked to identify transportation needs, and an expenditure plan was developed to serve as a basis for the renewal of Measure I. Ordinance No. 04-01 was placed before voters in November 2004, and Measure I was renewed. The new Measure I extends the half cent sales tax for 30 years, from April 1, 2010 through March 31, 2040. The new Measure is referred to as Measure I 2010-2040 to distinguish it from the first Measure I.

Revenue from the tax can only be used for transportation improvement and traffic management programs authorized in the Expenditure Plan.

Measure I 2010-2040 has a return-to-source provision that states that funds shall be allocated to subareas in accordance with the actual revenue collected in each subarea. After deduction of required Board of Equalization fees and authorized administrative costs, revenues generated in each subarea are to be expended on projects of direct benefit to that subarea. Revenues are accounted for separately for each subarea and then allocated to specified project categories in each subarea. These project categories are termed "programs" in the Strategic Plan. Decisions on how revenues are expended within the subareas are made by the SBCTA Board of Directors based upon recommendations of local subarea representatives. Other than the projects identified in the Cajon Pass Expenditure Plan, revenues generated within a subarea can be expended outside of that subarea only upon approval of two-thirds (2/3) of the jurisdictions within the affected subarea. A proportional share of projected state and federal transportation funds is to be reserved for use solely within the Valley subarea and individual Mountain/Desert (Colorado River, Morongo Basin, Mountains, North Desert and Victor Valley) subareas. In the San Bernardino Valley subarea, Measure I 2010-2040 contains the following programs:

- Freeway Program
- Freeway Interchange Program
- Major Street Program
- Local Street Program
- Metrolink/Rail Program
- Express Bus/Bus Rapid Transit Program
- Senior and Disabled Transit Program
- Traffic Management Systems Program

In each of the Mountain/Desert subareas, Measure I 2010-2040 contains the following programs:

- Local Street Program
- Major Local Highway Program
- Senior and Disabled Transit Program

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Notes to Financial Statements

Fiscal Year Ended June 30, 2023

(8) Intergovernmental Revenues

The Town recorded intergovernmental revenue in the amount of \$1,095,272 in the Measure I Fund. This revenue is primarily attributed to grants from various agencies funding projects related to the Measure I program.

(9) Refunds, Reimbursements and Rebates

The Town recorded refunds, reimbursements, and rebates in the amount of \$210,904 in the Measure I Fund. This revenue is primarily attributed to grants from the California Department of Transportation related to projects recorded within the Measure I Fund.

(10) Restrictions

Funds received pursuant to the Measure I Ordinance 04-01 and the Expenditure Plan, adopted by SBCTA relating to the expenditure of Measure I revenue may only be used for transportation improvement and traffic management programs authorized in the Measure I Five Year Capital Improvement Program.

(11) Contingencies

See the Town's basic financial statements for disclosures related to contingencies including those relating to various legal actions, administrative proceedings, or claims in the ordinary course of operations.

(12) Budgetary Data

The Town adopts an annual budget on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is at the fund level.

Required Supplementary Information

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Schedule of Revenues, Expenditures
and Changes in Fund Balance - Budget and Actual

Fiscal Year Ended June 30, 2023

	Budget		Actual	Variance From
	Original	Final		Final Budget Favorable (Unfavorable)
Revenues:				
Measure I sales tax	\$ 2,913,900	\$ 2,913,900	\$ 2,852,922	\$ (60,978)
Interest income	25,000	25,000	56,650	31,650
Intergovernmental (Note 8)	296,795	296,795	1,095,272	798,477
Refunds, reimbursements, and rebates (Note 9)	-	869,823	210,904	(658,919)
Total revenues	<u>3,235,695</u>	<u>4,105,518</u>	<u>4,215,748</u>	<u>110,230</u>
Expenditures:				
Construction, maintenance, and engineering	<u>3,482,462</u>	<u>3,698,783</u>	<u>2,866,274</u>	<u>832,509</u>
Total expenditures	<u>3,482,462</u>	<u>3,698,783</u>	<u>2,866,274</u>	<u>832,509</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ (246,767)</u>	<u>\$ 406,735</u>	1,349,474	<u>\$ 942,739</u>
Fund balance at beginning of year			<u>4,597,100</u>	
Fund balance at end of year			<u>\$ 5,946,574</u>	

Other Information

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Program Status: Comparison of 5 Year Plan Project Budget to Current Year Expenditures

Fiscal Year Ended June 30, 2023

The Measure I Five Year Capital Improvement Plan for local streets was adopted by Council Resolution No. 2022-34 and the Amended Five-Year Capital Improvement Plan was adopted by Council Resolution No. 2023-31. Of the funds allocated under the Measure I Five Year Capital Improvement Plan, the following programs were affected during the current fiscal year:

Local Projects	5-Year Plan	Current Fiscal	(Over)/Under
	Project Estimate	Year Expenditures	Estimate
Apple Valley SR 18 Corridor Enhancement Plan	\$ 241,872	\$ 213,932	\$ 27,940
Bear Valley Bridge Rehabilitation (Mojave River Bridge)	5,847,010	1,207,951	4,639,059
Bear Valley Intersection Improvements	35,766	35,766	-
Central Road, from Bear Valley Road to Highway 18	2,091,333	102,515	1,988,818
Dale Evans Parkway at Waalew Road Realignment	19,649	19,649	-
Hwy 18 West End Widening Phase 2 (AV Rd to Tao Rd)	138,178	38,179	99,999
Navajo/Powhatten Road Signal	24,455	59,870	(35,415)
Paving Priorities	5,018,470	1,018,471	3,999,999
Traffic Control Device Deployment	4,177	4,177	-
Yucca Loma Elementary School Safe Routes to School Phase 2	760,105	113,105	647,000
Local Road Safety Plan (LRSP)*	-	13,908	(13,908)
Townwide Parks Traffic Control Review**	-	<u>38,751</u>	<u>(38,751)</u>
Total expenditures at June 30, 2023		<u>\$ 2,866,274</u>	

Notes:

*The Local Road Safety Plan (LRSP) is a listed project that was reduced to \$0 on the Town Amended CIP 2023-31. Towns can revise their 5 year estimates through a Town Council approved Amendment to their approved CIP.

** The Townwide Parks Traffic Control Review projects were not on the SBCTA approved amended Five-Year CIP, see Finding 2023 02.



Board of Directors
San Bernardino County Transportation Authority
San Bernardino, California

**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**

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 Measure I Fund of the Town of Apple Valley, California (Town), as of and for the year ended June 30, 2023, and the related notes to the financial statements, and have issued our report thereon dated May 15, 2024. Our report included an emphasis of matter stating that the financial statements of the Measure I Funds do not purport to, and do not, present fairly the financial position of the Town as of June 30, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) as a basis for designing 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 Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town'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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We identified certain deficiencies in internal control, described in the accompanying Schedule of Findings and Responses as items **2023-01, 2023-02, and 2023-03** that we consider to be material weaknesses.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements of the Measure I Fund of the Town are free from material misstatement, we performed tests of its compliance with requirements described in Measure I Ordinance (“Ordinance”) as specified in the agreement between the Town and San Bernardino County Transportation Authority (“SBCTA”) and certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 an instance of noncompliance or other matters that are required to be reported under Government Auditing Standards, including the requirements of the Ordinance as specified in the agreement between the Town and SBCTA and which are described in the accompanying schedule of findings and questioned costs as item **2023-02**.

Town of Apple Valley, California’s Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Town’s response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. Town’s response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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 entity’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 Town’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Lake Forest, California
May 15, 2024

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Schedule of Findings and Responses

Fiscal Year Ended June 30, 2023

2023-01 Bank Reconciliations Material Weakness

Criteria:

Management is responsible for ensuring financial activity is recorded accurately and on a timely basis. Bank reconciliations should be performed monthly and reviewed and approved in a timely manner.

Condition:

During procedures over cash and investments, we noted the Town's bank reconciliation for June 2023 was not prepared until April 2024. Further, the interest allocation to funds was not performed until April 2024.

Cause:

The Town did not perform a timely bank reconciliation or interest allocation due to significant staffing losses just prior to the commencement of the FY 2023 closing process. Additionally, the Town endured a forced bank transition during Q3/Q4 of fiscal year (FY) 2022/23, as Union Bank merged with US Bank, and the Town was working diligently to sort out any residual issues resulting from this merger.

Effect:

The audit was delayed.

Recommendation:

We recommend that the Town review the timing of its reconciliation procedures.

View of Responsible Officials:

In addition to staff turnovers, the Town's bank (Union Bank) merged with US Bank in May 2023. That merger created significant delay in performing and completing bank reconciliations, particularly during May and June of 2023. With hiring efforts currently going on in Finance, bank reconciliations will be completed in a timely manner.

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Schedule of Findings and Responses

Fiscal Year Ended June 30, 2023

2023-02 Expenditure Incurred on Projects Not Approved on the Five-Year CIP Material Weakness

Criteria:

The Measure I (“MSI”) Strategic Plan states that each local jurisdiction is required to annually adopt a 5-

Year Capital Improvement Plan which details the specific projects to be funded using Measure I Local Pass-Through Funds. Expenditures of Measure I Local Pass-Through Funds must be detailed in the Five-Year Capital Improvement Plan and adopted by resolution of the governing body.

The Measure I Strategic Plan further states that the 5-Year Capital Improvement Plan shall be the basis for the annual audit. For a project to be eligible for Measure I funds, the project must be included in the current CIP. An amended CIP should be used in instances where projects are added to the CIP during the year.

Condition:

The Town utilized Measure I monies to fund costs for certain projects and recorded all expenditures incurred on these projects in its Measure I fund (Fund 2021). We noted Townwide Parks Traffic Control Review project in the amount of \$38,751 was not included on the FY 2022/23 Five-Year Capital Improvement Plan approved by SBCTA (“CIP”).

Cause:

The Town failed to include a certain project in the approved CIP.

Effect:

Measure I resources were utilized for costs on a project that was not included in the current CIP.

Recommendation:

We recommend the Town enhance its procedures to ensure that projects that have activity are included in the current CIP. This can be achieved through submitting a revised CIP to SBCTA as necessary.

View of Responsible Officials:

This was overlooked during the Town's review of MSI I expenditures for the reporting period. The Town's finance and engineering departments are committed to ensuring proper timely reporting of MSI funding. Both departments will work closely in the future to ensure all expenditures are accounted for and reported. The implementation of the Town's new financial management software will assist with ensuring invoices are coded correctly. In addition, staff will keep a record of forecasted MSI expenditure and compare them to actuals prior to preparing yearend reports.

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Schedule of Findings and Responses

Fiscal Year Ended June 30, 2023

2023-03 Expenditure and Revenue Recorded in the Incorrect Period Material Weakness

Criteria:

Management is responsible for ensuring financial activity is recorded accurately and on a timely basis. Expenditures should be identified and recognized during the period incurred, and accruals posted to general ledger when applicable.

Similarly, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period.

Condition:

During procedures over accounts payable and related disbursements, we noted one disbursement in the amount of \$11,181, which related to the period April 30, 2023 through May 27 2023, but was not recorded within FY 2022/23 of the general ledger. As a result, we proposed an adjustment to increase expenditure and related accounts payable, to include this disbursement in the activity of the fund.

During our testing of revenue, we noted that the Measure I allocation for March 2023 in the amount of \$255,084, which was received in May 2023 was not recorded within FY 2022/23 of the general ledger.

Cause:

The Town did not properly reflect the expenditures, or verify the cutoff, and revenues for the year.

Effect:

The adjustment was proposed and posted to the Town fund's financials statements to include the expenditure of \$11,181 accrual and revenue of \$255,084.

Recommendation:

We recommend that the Town enhance its closing process to ensure that expenditures, related accruals, and revenue are recorded in the proper fiscal year.

View of Responsible Officials:

The expenditure incurred was received after the cut-off time of processing payments for FY23. Nevertheless, the charge should have been accrued to the old FY, it was corrected based on recommendation from the auditor. The revenue was a unique situation that got overlooked, it was also corrected based on auditor's recommendation. Accrual of revenue and expenditure will be carefully identified and reviewed to post them in the correct period.

TOWN OF APPLE VALLEY, CALIFORNIA

Measure I Fund

Summary Schedule of Prior Audit Findings

Fiscal Year Ended June 30, 2023

The status of the prior year findings for fiscal year ended June 30, 2022, are below.

Finding No.	Description	Status
2022-001	Expenditure not accrued correctly.	Not Implemented, Refer to 2023-03
2022-002	Timeliness of bank account reconciliation	Not Implemented, Refer to 2023-01
2022-003	Restatement of beginning fund balance/financial statement preparation	Implemented.