

CITY OF PERRIS
Perris, California

SINGLE AUDIT REPORT ON
FEDERAL AWARD PROGRAMS

Year Ended June 30, 2016

CITY OF PERRIS
SINGLE AUDIT REPORT ON FEDERAL AWARD PROGRAMS
Year Ended June 30, 2016

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**Independent Auditors' 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***

City Council
City of Perris
Perris, 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 governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Perris, California (the "City"), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated January 24, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's 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 City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City'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 City'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. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as items 2016-001 and 2016-002 that we considered to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of 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*.

City of Perris, California's Response to Findings

The City's responses to the findings identified in our audit are described in the accompany Schedule of Findings and Questioned Costs. The City's responses were not subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on it.

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 City'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 City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Teaman Ramirez & Smith, Inc.

Riverside, California
January 24, 2017

Independent Auditors' Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance

City Council
City of Perris
Perris, California

Report on Compliance for Each Major Federal Program

We have audited the City of Perris, California (the "City") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2016. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we

considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Perris, California as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basis financial statements. We issued our report thereon dated January 24, 2017, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on those financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and the other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Jeaman Ramirez & Smith, Inc.

Riverside, California
January 24, 2017

CITY OF PERRIS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2016

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Grant/Contract Number	Passed Through to Subrecipients	Total Federal Expenditures
<u>United States Department of Housing and Urban Development</u>				
Community Development Block Grant Entitlement Program	14.218	B-14-MC-06-0602	\$ -	\$ 465,381
Community Development Block Grant Entitlement Program	14.218	B-15-MC-06-0602	98,000	486,225
Subtotal			98,000	951,606
<u>United States Department of Agriculture</u>				
<i>Passed through the County of Riverside</i> Supplemental Nutrition Assistance Program	10.551	12-10194	-	256,024
<u>United States Department of Homeland Security</u>				
<i>Passed through the County of Riverside</i> Emergency Management Performance Grants	97.042	2015-0049	-	18,499
<u>United States Department of Homeland Security</u>				
<i>Passed through the County of Riverside</i> Homeland Security Grant Program	97.067	2015-SS-00078	-	9,595
<u>United States Department of Justice</u>				
ARRA – Public Safety Partnership and Community Policing Grants	16.710	2013-UM-WX-0040	-	54,881
Total Expenditures of Federal Awards			\$ 98,000	\$ 1,290,605

CITY OF PERRIS
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2016

1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES APPLICABLE TO THE SCHEDULE OF FEDERAL AWARDS

a) Scope of Presentation

The accompanying schedule presents only the expenditures incurred (and related awards received) by the City of Perris that are reimbursable under programs of federal agencies providing financial assistance. For the purpose of this schedule, financial assistance includes both federal financial assistance received directly from a federal agency, as well as federal funds received indirectly by the City of Perris from a non-federal agency or other organization. Only the portion of the program expenditures reimbursable with such federal funds is reported in the accompanying schedule. Program expenditures in excess of the maximum federal reimbursement authorized or the portion of the program expenditures that were funded with state, local or other non-federal funds are excluded from the accompanying schedule.

b) Basis of Accounting

The expenditures included in the accompanying schedule were reported on the accrual basis of accounting. Under the accrual basis of accounting, expenditures are recognized in the period incurred. Expenditures reported include any property or equipment acquisitions incurred under the federal program.

c) Major Programs

The City had one major program for the year ended June 30, 2016, consisting of expenditures from several grants from the United States Department of Housing and Urban Development and the United States Department of Agriculture. The major program had disbursements of \$951,606. This amount calculates to 74% of the total disbursements from federal awards. The City did meet the requirements to be a low risk auditee. Therefore, the City's major programs have to cover at least 25 percent of the total expenditures of federal awards.

d) Indirect Cost Rate

The City has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

e) Relationship to Basic Financial Statements

Federal award expenditures agree or can be reconciled with the amounts reported in the City's financial statements.

CITY OF PERRIS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2016

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of Auditors' Report Issued:	Unqualified
Internal Control Over Financial Reporting:	
Material Weakness(es) Identified?	No
Significant Deficiency(ies) Identified not Considered to be Material Weaknesses?	Yes
Noncompliance Material to Financial Statements Noted?	No

Federal Awards

Internal Control Over Major Programs:	
Material Weakness(es) Identified?	No
Significant Deficiency(ies) Identified not Considered to be Material Weaknesses?	No
Type of Auditors' Report Issued on Compliance for Major Programs:	Unqualified
Any Audit Findings Disclosed that are Required to be Reported in Accordance with 2 CFR Section 200.516(a)	No

Identification of Major Programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
<u>14.218</u>	<u>Community Development Block Grant Entitlement Program</u>
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Dollar Threshold used to Distinguish Between Type A and Type B Programs:	\$ <u>750,000</u>
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Auditee Qualified as Low-Risk Auditee?	Yes
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CITY OF PERRIS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2016

SECTION II - FINANCIAL STATEMENT FINDINGS

SIGNIFICANT DEFICIENCIES

2016-001 - Bank Reconciliations

Condition: Bank reconciliations were completed several months after the close of each month.

Criteria: Bank reconciliations completed in a timely manner allow the City to properly monitor cash and identify errors or other unrecorded transactions shortly after the close of each month.

Cause: The Finance Department had several staff changes over the last year. The staff specifically assigned to the bank reconciliations no longer worked for the Finance Department and the reconciliations became delayed until a new staff member could be trained to perform the reconciliations.

Effect: Since the reconciliations were completed several months after the close of each month, unrecorded transactions and adjustments were not recorded timely after the close of each month.

Recommendation: It is our understanding that the City has trained a staff member to prepare the bank reconciliations more timely. Therefore, we recommend that the City also train an alternate person in case the staff assigned to the reconciliations should become unavailable to perform the reconciliations in a timely manner.

Response:

The City has filled the vacancy created by the separation of a former staff of the Finance Department who had responsibility for reconciliation of the bank accounts. The new staff has received necessary training and obtained adequate practical experience to ensure prompt reconciliation of the bank accounts. As recommended, the City will train an alternate person who will perform the reconciliation in the absence of the primary staff assigned to perform the routine reconciliations.

CITY OF PERRIS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2016

SECTION II - FINANCIAL STATEMENT FINDINGS

SIGNIFICANT DEFICIENCIES

2016-002 - Cash and Investments with the Fiscal Agent

Condition: Cash and investments with fiscal agent reconciliations were completed several months after the close of each month.

Criteria: The reconciliations completed in a timely manner allow the City to properly monitor the cash and investments with the fiscal agent and identify errors or other unrecorded transactions shortly after the close of each month.

Cause: The Finance Department had several staff changes over the last year. The staff specifically assigned to the reconciliations no longer worked for the Finance Department and the reconciliations became delayed until a new staff member could be trained to perform the reconciliations.

Effect: Since the reconciliations were completed several months after the close of each month, unrecorded transactions and adjustments were not recorded timely after the close of each month and several adjustments had to be made to debt and various other related accounts.

Recommendation: It is our understanding that the City has trained and hired staff to prepare the cash and investments with fiscal agent reconciliations more timely. Therefore, we recommend that the City also train an alternate person in case the staff assigned to the reconciliations should become unavailable to perform those reconciliations in a timely manner.

Response:

As indicated under Findings 2016-001, the City has filled the vacancy created by the separation of a former staff of the Finance Department who had responsibility for reconciliation of the cash and investments accounts. The new staff has obtained adequate practical experience to ensure prompt reconciliation of the Cash and Investments with the Fiscal Agent. Further, the City has an alternate employee who can easily step in and perform the reconciliations in the absence of the staff assigned to perform the monthly reconciliations.

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no auditors' findings required to be reported in accordance with 2 CFR Section 200.516(a).

CITY OF PERRIS
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
Year Ended June 30, 2016

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

There are no auditors' findings in the prior year required to be reported in accordance with *Government Auditing Standards* or with paragraph .510(a) of OMB Circular A-133.