



MetroTM

**City of Monterey Park
Annual Financial Report of its**

**Proposition A Local Return Fund
Proposition C Local Return Fund
Measure R Local Return Fund
Measure M Local Return Fund
Transportation Development Act Article 3 Fund**

**As of and for the Years Ended June 30, 2019 and 2018
with Report of Independent Auditors**

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FINANCIAL SECTION

Report of Independent Auditors

**To the Honorable Members of the City Council of the
City of Monterey Park, California and the
Los Angeles County Metropolitan Transportation Authority**

Report on the Financial Statements

We have audited the accompanying financial statements of the Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund, Measure M Local Return Fund and the Transportation Development Act Article 3 Fund (collectively, the Funds) of the City of Monterey Park, California (the City) which comprise the Funds' balance sheets as of June 30, 2019 and 2018, and the related statements of revenues, expenditures and changes in fund balances for the years then ended, and the related notes to the financial statements.

Management's Responsibility 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.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements 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 City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund, the Measure M Local Return Fund and the Transportation Development Act Article 3 Fund, of the City of Monterey Park, California as of June 30, 2019 and 2018, and the respective changes in financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 2, the financial statements present only the Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund, the Measure M Local Return Fund and the Transportation Development Act Article 3 Fund of the City of Monterey Park, California, and do not purport to, and do not present fairly the financial position of the City as of June 30, 2019 and 2018, and the changes in its financial position for the years 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.

Supplementary Information

Our audits were conducted for the purpose of forming opinions on each of the Funds' financial statements as a whole. The supplementary information identified in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information identified in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the Funds' basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the Funds' basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the Funds' basic financial statements or to the Funds' basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to each of the Funds' basic financial statements as a whole.



Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 25, 2019 on our consideration of the City's internal control over the Funds' financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over the Funds' financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over the Funds' financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over the Funds' financial reporting and compliance.

Vasquez & Company LLP

**Glendale, California
November 25, 2019**

**City of Monterey Park
Proposition A Local Return Fund
Balance Sheets**

		June 30	
		2019	2018
ASSETS			
Cash and investments	\$	3,277,343	\$ 3,296,850
Interest receivable		12,838	8,341
Due from LACMTA		105,267	-
Accounts receivable		1,163	28
Due from PCLRF		-	27,000
Total assets	\$	3,396,611	\$ 3,332,219
LIABILITIES AND FUND BALANCE			
Liabilities			
Accounts payable	\$	46,126	\$ 86,908
Accrued payroll		12,510	11,517
Total liabilities		58,636	98,425
Fund balance			
Restricted		3,337,975	3,233,794
Total fund balance		3,337,975	3,233,794
Total liabilities and fund balance	\$	3,396,611	\$ 3,332,219

See notes to Funds financial statements.

City of Monterey Park
Proposition A Local Return Fund
Statements of Revenues, Expenditures and Changes in Fund Balance

	Years ended June 30	
	2019	2018
Revenues		
Proposition A	\$ 1,236,808	\$ 1,144,303
Proposition A Discretionary Incentive Program grant	105,267	109,766
Project generated revenues	66,354	79,924
Interest income	62,966	39,480
Total revenues	1,471,395	1,373,473
Expenditures		
Various projects	1,367,214	886,727
Total expenditures	1,367,214	886,727
Excess of revenues over expenditures	104,181	486,746
Fund balance at beginning of year	3,233,794	2,747,048
Fund balance at end of year	\$ 3,337,975	\$ 3,233,794

See notes to Funds financial statements.

City of Monterey Park
Proposition A Local Return Fund
Supplementary Information
Schedule of Expenditures – Actual and LACMTA Approved Project Budget
Year ended June 30, 2019
(With Comparative Actuals for 2018)

Project Code	Project Name	2019		Variance	2018 Actual
		LACMTA Budget	Actual	Positive (Negative)	
110-01	Fixed Route Transit	\$ 499,979	\$ 394,667	\$ 105,312	\$ 143,591
120-02	Dial-A-Ride Service	607,890	561,029	46,861	468,554
130-03	Dial-A-Ride Dispatch Software	31,198	-	31,198	459
140-03	Recreational Transit	18,000	17,937	63	16,106
170-06	Bus Shelter Maintenance	28,123	28,456	(333)	25,867
200-09	Spirit Bus Replacement	71,919	47,138	24,781	-
250-04	MTA Stamp Subsidy	58,957	63,731	(4,774)	26,234
300-25	CNG Station	104,256	104,256	-	104,256
480-01	Administration Costs	150,000	150,000	-	101,660
Total expenditures		\$ 1,570,322	\$ 1,367,214	\$ 203,108	\$ 886,727

See report of independent auditors.

**City of Monterey Park
Proposition A Local Return Fund
Supplementary Information
Schedule of Capital Assets
Year ended June 30, 2019**

Date Acquired	Description	Balance July 1, 2018	Additions	Deletions	Balance June 30, 2019
11/2001	2001 Chevrolet Van	\$ 20,170	\$ -	\$ -	\$ 20,170
03/2005	2004 Blue Bird Bus L4RE2911	14,816	-	14,816	-
03/2005	2004 Blue Bird Bus L4RE2911	14,816	-	14,816	-
03/2005	2004 Blue Bird Bus L4RE2911	14,816	-	14,816	-
12/2006	2007 El Dorado Aerotech 220	57,147	-	57,147	-
03/2008	2008 Toyota Prius	6,249	-	-	6,249
04/2008	2008 Toyota Prius	6,249	-	-	6,249
06/2010	2010 El Dorado Amerivan PT	40,696	-	-	40,696
06/2012	ELAC Transit Facility Phase I	97,756	-	-	97,756
05/2013	2013 El Dorado E-Z Rider II	166,667	-	-	166,667
05/2013	2013 El Dorado E-Z Rider II	166,668	-	-	166,668
05/2013	2013 El Dorado E-Z Rider II	155,651	-	-	155,651
05/2016	2015 Chevrolet Express Bus	46,350	-	-	46,350
06/2016	Glaval E450 for Passenger Bus	27,405	-	-	27,405
05/2019	2018 Arboc Spirit of Mobility	-	47,138	-	47,138
Total		\$ 835,456	\$ 47,138	\$ 101,595	\$ 780,999

See report of independent auditors.

**City of Monterey Park
Proposition C Local Return Fund
Balance Sheets**

		June 30	
		2019	2018
ASSETS			
Cash and investments	\$	1,251,828	\$ 999,632
Interest receivable		4,434	2,398
Total assets	\$	<u>1,256,262</u>	<u>\$ 1,002,030</u>
LIABILITIES AND FUND BALANCE			
Liabilities			
Accounts payable	\$	133,830	\$ 79,753
Accrued payroll		1,732	141
Due to PALRF		-	27,000
Total liabilities		<u>135,562</u>	<u>106,894</u>
Fund balance			
Restricted		1,120,700	895,136
Total fund balance		<u>1,120,700</u>	<u>895,136</u>
Total liabilities and fund balance	\$	<u>1,256,262</u>	<u>\$ 1,002,030</u>

See notes Funds to financial statements.

City of Monterey Park
Proposition C Local Return Fund
Statements of Revenues, Expenditures and Changes in Fund Balance

	Years ended June 30	
	2019	2018
Revenues		
Proposition C	\$ 1,025,897	\$ 946,834
Interest income	19,851	13,215
Total revenues	1,045,748	960,049
Expenditures		
Various projects	820,184	1,149,523
Total expenditures	820,184	1,149,523
Excess (deficiency) of revenues over expenditures	225,564	(189,474)
Fund balance at beginning of year	895,136	1,084,610
Fund balance at end of year	\$ 1,120,700	\$ 895,136

See notes Funds to financial statements.

City of Monterey Park
Proposition C Local Return Fund
Supplementary Information
Schedule of Expenditures – Actual and LACMTA Approved Project Budget
Year ended June 30, 2019
(With Comparative Actuals for 2018)

Project Code	Project Name	2019			2018 Actual
		LACMTA Budget	Actual	Variance Positive (Negative)	
110-01	Fixed Route Transit	\$ 617,463	\$ 550,000	\$ 67,463	\$ 750,210
270-05	Transportation Planning	29,000	28,673	327	20,928
360-07	Cal State LA Metrolink Station	28,000	28,000	-	28,000
440-12	Traffic Signal Upgrades (Citywide)	257,560	-	257,560	757
440-13	Traffic Signal Upgrades (Garfield - Graves)	277,560	73,511	204,049	-
440-14	Traffic Signal Upgrades (N Atlantic)	1	-	1	-
440-25	Various Street Resurfacing	-	-	-	250,000
480-01	Administration Costs	140,000	140,000	-	99,628
Total expenditures		\$ 1,349,584	\$ 820,184	\$ 529,400	\$ 1,149,523

See report of independent auditors.

City of Monterey Park
Proposition C Local Return Fund
Supplementary Information
Schedule of Capital Assets
Year ended June 30, 2019

Date Acquired	Description	Balance July 1, 2018	Additions	Deletions	Balance June 30, 2019
06/2004	Bus Stop Improvements	\$ 25,875	\$ -	-	\$ 25,875
03/2005	2004 Blue Bird Bus L4RE2911	1,121	-	1,121	-
03/2005	2004 Blue Bird Bus L4RE2911	1,121	-	1,121	-
03/2005	2004 Blue Bird Bus L4RE2911	177,119	-	177,119	-
06/2013	Bus Shelters and Sign	100,048	-	-	100,048
06/2013	Battery Backup System	77,276	-	-	77,276
05/2018	Street Resurfacing	250,000	-	-	250,000
Total		\$ 632,560	\$ -	\$ 179,361	\$ 453,199

See report of independent auditors.

**City of Monterey Park
Measure R Local Return Fund
Balance Sheets**

		June 30	
		2019	2018
ASSETS			
Cash and investments	\$	2,060,824	\$ 1,456,028
Interest receivable		8,079	3,383
Total assets	\$	<u>2,068,903</u>	<u>\$ 1,459,411</u>
LIABILITIES AND FUND BALANCE			
Liabilities			
Accounts payable	\$	24,137	\$ 157,510
Accrued payroll		2,193	927
Retention payable		225	41,986
Total liabilities		<u>26,555</u>	<u>200,423</u>
Fund balance			
Restricted		<u>2,042,348</u>	<u>1,258,988</u>
Total fund balance		<u>2,042,348</u>	<u>1,258,988</u>
Total liabilities and fund balance	\$	<u>2,068,903</u>	<u>\$ 1,459,411</u>

See notes to Funds financial statements.

**City of Monterey Park
Measure R Local Return Fund**

Statements of Revenues, Expenditures and Changes in Fund Balance

		Years ended June 30	
		2019	2018
Revenues			
Measure R	\$	769,644	\$ 710,917
Interest income		32,351	20,091
Reimbursement from LACMTA (Note 10)		376,262	-
Total revenues		1,178,257	731,008
Expenditures			
Various projects		394,897	1,391,293
Total expenditures		394,897	1,391,293
Excess (deficiency) of revenues over expenditures		783,360	(660,285)
Fund balance at beginning of year		1,258,988	1,919,273
Fund balance at end of year	\$	2,042,348	\$ 1,258,988

See notes to Funds financial statements.

City of Monterey Park
Measure R Local Return Fund
Supplementary Information
Schedule of Expenditures – Actual and LACMTA Approved Project Budget
Year ended June 30, 2019
(With Comparative Actuals for 2018)

Project Code	Project Name	2019			2018 Actual
		LACMTA Budget	Actual	Variance Positive (Negative)	
1.05	Slurry Seal of Various Streets	\$ 269,282	\$ 51,860	\$ 217,422	\$ 695,163
1.05	Road Repair Supplies (Asphalt, Emulsion and Crack Sealing Material)	200,000	129,441	70,559	80,320
1.05	S. Garfield Village Improvement	123,084	118,083	5,001	-
1.05	Storm Drain Repairs	96,377	1,050	95,327	-
2.03	Traffic Signal - Repair and Maintenance	82,087	23,049	59,038	357,841
3.05	MTA Monterey Pass Road Bike Lane	159,543	36	159,507	-
3.05	Sidewalk Construction	-	-	-	7,874
3.20	Sidewalk / Wheel Chair Access	367,536	44,378	323,158	-
3.20	ADA Curb Ramps	-	-	-	166,093
3.90	Other Bike and Pedestrian Projects	-	-	-	3,059
5.90	Repaving of Bus Fueling Station Area	-	-	-	41,263
7.90	Traffic Survey Update	-	-	-	19,569
8.10	Fund Administration	27,000	27,000	-	20,111
Total expenditures		\$ 1,324,909	\$ 394,897	\$ 930,012	\$ 1,391,293

See report of independent auditors.

City of Monterey Park
Measure R Local Return Fund
Supplementary Information
Schedule of Capital Assets
Year ended June 30, 2019

Date Acquired	Description	Balance July 1, 2018	Additions	Deletions	Balance June 30, 2019
06/2004	Bus Stop Improvements	\$ 22,552	\$ -	\$ -	\$ 22,552
04/2018	Station 61 parking	41,263	-	-	41,263
06/2018	Traffic Signal	357,841	-	-	357,841
06/2018	Sidewalk Project	166,093	-	-	166,093
06/2018	Street Resurfacing	645,302	-	-	645,302
Total		\$ 1,233,051	\$ -	\$ -	\$ 1,233,051

See report of independent auditors.

**City of Monterey Park
Measure M Local Return Fund
Balance Sheets**

		June 30	
		2019	2018
ASSETS			
Cash and investments	\$	1,490,486	\$ 647,251
Interest receivable		5,908	1,686
Total assets	\$	1,496,394	\$ 648,937
LIABILITIES AND FUND BALANCE			
Liabilities			
Accounts payable	\$	1,903	\$ -
Total liabilities		1,903	-
Fund balance			
Restricted		1,494,491	648,937
Total fund balance		1,494,491	648,937
Total liabilities and fund balance	\$	1,496,394	\$ 648,937

See notes to Funds financial statements.

City of Monterey Park
Measure M Local Return Fund
Statements of Revenues, Expenditures and Changes in Fund Balance

		Years ended June 30	
		<u>2019</u>	<u>2018</u>
Revenues			
Measure M	\$	866,397	\$ 644,254
Interest income		24,145	4,683
Total revenues		<u>890,542</u>	<u>648,937</u>
Expenditures			
Various projects		<u>44,988</u>	-
Total expenditures		<u>44,988</u>	<u>-</u>
Excess of revenues over expenditures		845,554	648,937
Fund balance at beginning of year		<u>648,937</u>	-
Fund balance at end of year	\$	<u>1,494,491</u>	\$ <u>648,937</u>

See notes to Funds financial statements.

City of Monterey Park
Measure M Local Return Fund
Supplementary Information
Schedule of Expenditures – Actual and LACMTA Approved Project Budget
Year ended June 30, 2019
(With Comparative Actuals for 2018)

Project Code	Project Name	LACMTA Budget	Actual	Variance Positive (Negative)	2018 Actual
7.90	Other Planning/ Pavement Management Study	\$ 50,000	\$ 44,988	\$ 5,012	\$ -
	Total expenditures	\$ 50,000	\$ 44,988	\$ 5,012	\$ -

See report of independent auditors.

City of Monterey Park
Measure M Local Return Fund
Supplementary Information
Schedule of Capital Assets
Year ended June 30, 2019

<u>Date Acquired</u>	<u>Description</u>	<u>Balance July 1, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2019</u>
None		\$ -	\$ -	\$ -	\$ -
	Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See report of independent auditors.

City of Monterey Park
Transportation Development Act Article 3 Fund
Pursuant to Public Utilities Code Section 99234
Balance Sheets

		June 30	
		2019	2018
ASSETS			
Cash	\$	-	\$ 69,158
Due from LACMTA		-	1,842
Total assets	\$	-	\$ 71,000
LIABILITIES AND FUND BALANCE			
Liabilities			
Due to other funds	\$	-	-
Total liabilities		-	-
Fund balance			
Restricted		-	71,000
Total fund balance		-	71,000
Total liabilities and fund balance	\$	-	\$ 71,000

See notes to Funds financial statements.

City of Monterey Park
 Transportation Development Act Article 3 Fund
 Pursuant to Public Utilities Code Section 99234
Statements of Revenues, Expenditures and Changes in Fund Balance

	Years ended June 30	
	2019	2018
Revenues		
Intergovernmental Allocations:		
Article 3	\$ 8,557	\$ 71,000
Interest	618	-
Total revenues	9,175	71,000
Expenditures		
Construction/Maintenance	80,175	-
Total expenditures	80,175	-
Excess (deficiency) of revenues over expenditures	(71,000)	71,000
Fund balance at beginning of year	71,000	-
Fund balance at end of year	\$ -	\$ 71,000

See notes to Funds financial statements.

City of Monterey Park
Transportation Development Act Article 3 Fund
Pursuant to Public Utilities Code Section 99234
Supplementary Information
Schedule of Transportation Development Act Allocation for Specific Projects
Year ended June 30, 2019

Project Description	Program <u>Year</u>	Totals to Date			Project Status
		Allocations	Expenditures	Unexpended Allocations	
Local Allocations:					
Sidewalk/Wheelchair Access Improvement	2019	\$ 8,557	\$ 80,175	\$ (71,618)	Completed
Totals		\$ 8,557	\$ 80,175	(71,618)	
Interest income				618	
Fund balance at beginning of year				71,000	
Fund balance at end of year				\$ -	

See report of independent auditors.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Fund Accounting

The operations of the Proposition A Local Return Fund (PALRF), the Proposition C Local Return Fund (PCLRF), the Measure R Local Return Fund (MRLRF), the Measure M Local Return Fund (MMLRF) and the Transportation Development Act Article 3 Fund (TDAA3F) (collectively, the Funds) are accounted for in separate sets of self-balancing accounts that comprise their assets, liabilities, fund balance, revenues and expenditures.

PALRF and PCLRF represent 25% and 20%, respectively, of the ½ cent Proposition A and ½ cent Proposition C sales taxes which are distributed to the jurisdictions within Los Angeles County based on population and must be used exclusively for transportation related programs and projects.

MRLRF is derived from 15% of the county-wide ½ cent Measure R sales tax which is distributed to the jurisdictions within Los Angeles County based on a per capita basis and must be used exclusively for transportation purposes.

MMLRF is derived from 17% of the county-wide ½ cent Measure M sales tax which is distributed to the jurisdictions within Los Angeles County based on a per capita basis and must be used exclusively for transportation purposes.

TDAA3F is a Special Revenue Fund that accounts for the City's share of the Transportation Development Act Article 3 allocations which are legally restricted for specific purposes.

Basis of Accounting and Measurement Focus

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F are reported as Special Revenue Funds of the City and are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become "susceptible to accrual", that is, measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred.

Special Revenue Funds are reported on a spending or "financial flow" measurement focus. This means that generally, only current assets, current liabilities and deferred inflows and outflows of resources are included on their balance sheets. Statements of revenues, expenditures and changes in fund balances for Special Revenue Funds generally present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

Budgets and Budgetary Accounting

The budgeted amounts presented in this report for comparison to the actual amounts are based on budgets approved by LACMTA and are presented in accordance with accounting principles generally accepted in the United States of America.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fair Value Measurement

In accordance with GASB Statement No. 72, *Fair Value Measurement and Application*, the City categorizes its fair value measurement within the fair value hierarchy that is based on the valuation inputs used to measure the fair value of the investment. Level 1 inputs are quoted prices in active markets for identical investments; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Accordingly, the City reports its investments at fair value and recognizes unrealized gain (loss) on investments.

Refer to the City's Comprehensive Annual Financial Report for detailed disclosures regarding the City's investments policy and fair value measurement disclosures.

Fund Balance Reporting

Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, establishes the fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F report the following fund balance classification as of June 30, 2019 and 2018:

- Restricted - Amounts that are constrained for specific purposes, which are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation. The use of the Funds' remaining fund balances is restricted for projects approved by LACMTA.

Information regarding the fund balance reporting policy adopted by the City is described in the City's Comprehensive Annual Financial Report.

NOTE 2 ANNUAL FINANCIAL STATEMENTS

The financial statements reflect only the financial position and results of operations of the PALRF, PCLRF, MRLRF, MMLRF and TDAA3F, and do not purport to, and do not present fairly the City's financial position as of June 30, 2019 and 2018, and the changes in its financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

NOTE 3 PROPOSITION A AND PROPOSITION C LOCAL RETURN COMPLIANCE REQUIREMENTS

The Proposition A Ordinance requires that Local Return (LR) funds be used exclusively to benefit public transit. Expenditures related to fixed route and paratransit services, Transportation Demand Management, Transportation Systems Management and fare subsidy programs that exclusively benefit transit are all eligible uses of Proposition A LR funds. Proposition A LR funds may also be traded with other Jurisdictions in exchange for general or other funds.

The Proposition C Ordinance directs that LR funds also be used to benefit public transit, as described above, but provides an expanded list of eligible project expenditures including Congestion Management Programs, bikeways and bike lanes, street improvements supporting public transit service, and Pavement Management System projects. Proposition C LR funds cannot be traded.

Proposition A and Proposition C LR funds must be expended within three years of the last day of the fiscal year in which funds were originally allocated.

In accordance with *Proposition A and Proposition C Local Return Program Guidelines*, funds received pursuant to these guidelines may only be used for Proposition A and Proposition C Local Return approved programs. See accompanying Compliance Matrix.

NOTE 4 MEASURE R LOCAL RETURN COMPLIANCE REQUIREMENTS

The Measure R Ordinance specifies that LR funds be used exclusively for transportation purposes.

Measure R LR funds must be expended within five years of the first day of the fiscal year in which funds were originally allocated or received.

In accordance with *Measure R Local Return Program Guidelines*, funds received pursuant to these guidelines may only be used for Measure R Local Return approved programs. See accompanying Compliance Matrix.

NOTE 5 MEASURE M LOCAL RETURN COMPLIANCE REQUIREMENTS

Measure M was approved by the voters of Los Angeles County on November 8, 2016 to improve transportation and ease traffic congestion consistent with the Los Angeles County Traffic Improvement Plan Ordinance approved by the Metro Board of Directors on June 23, 2016. The Measure M Ordinance specifies that LR funds be used exclusively for transportation purposes.

Measure M LR funds must be expended within five years of the first day of the fiscal year in which funds were originally allocated or received.

NOTE 5 MEASURE M LOCAL RETURN COMPLIANCE REQUIREMENTS (CONTINUED)

In accordance with *Measure M Local Return Program Guidelines*, funds received pursuant to these guidelines may only be used for Measure M Local Return approved programs. See accompanying Compliance Matrix.

NOTE 6 TRANSPORTATION DEVELOPMENT ACT COMPLIANCE REQUIREMENTS

In accordance with *Public Utilities Code Section 99234*, funds received pursuant to this Code's section may only be used for activities relating to pedestrians and bicycle facilities. See accompanying Compliance Matrix.

NOTE 7 CASH AND INVESTMENTS

The PALRF, PCLRF, MRLRF, MMLRF and TDAA3F cash balances were pooled with various other City funds for deposit and investment purposes. The share of each fund in the pooled cash account was separately maintained and interest income was apportioned to the participating funds based on the relationship of their average quarterly balances to the total of the pooled cash and investments.

Please refer to the City's Comprehensive Annual Financial Report (CAFR) for a full description of risks relating to cash and investments.

NOTE 8 PROPOSITION A DISCRETIONARY INCENTIVE PROGRAM GRANT

Proposition A Discretionary Incentive Program grant amounting to \$105,267 and \$109,766 for the years ended June 30, 2019 and 2018, respectively, represent additional funds received from LACMTA for participating in the Voluntary NTD Program.

The Proposition A Discretionary Grant was recorded under PALRF.

NOTE 9 PROJECT GENERATED REVENUES – PALRF

Project generated revenues for the years ended June 30, 2019 and 2018 consisted of the following:

		2019		2018
Tap card sales	\$	25,175	\$	28,536
Farebox revenue		41,179		51,388
	\$	66,354	\$	79,924

NOTE 10 REIMBURSEMENT FROM LACMTA – MRLRF

In FY 2017/18, the City was allowed by LACMTA to borrow MRLRF funds towards the North Atlantic Traffic Signal Synchronization Fund Exchange project funded by Proposition C 25% funds. Total borrowed funds of \$376,262 were returned to the MRLRF fund in FY 2018/19, following receipt of the Proposition C 25% grant award from LACMTA.

Funds returned to the MRLRF were originally expensed as follows:

Fiscal year	LACMTA Project Code	LACMTA Project Name	Amount
2018	2.03	Traffic Signal - Repair and Maintenance	\$ 353,915
2019	2.03	Traffic Signal - Repair and Maintenance	22,347
			<u>\$ 376,262</u>

NOTE 11 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUND REVENUE ALLOCATION

The revenue allocations for the years ended June 30, 2019 and 2018 consisted of the following:

	<u>2019</u>	<u>2018</u>
FY 2015/16 reserve	\$ -	\$ 7,774
FY 2016/17 reserve	-	41,126
FY 2017/18 reserve	<u>8,557</u>	<u>22,100</u>
	<u>\$ 8,557</u>	<u>\$ 71,000</u>

NOTE 12 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 FUNDS RESERVED

In accordance with TDA Article 3 (SB821) Guidelines, funds which will not be spent during the fiscal year have been placed on reserve in the Local Transportation Fund (LTF) account with the County Auditor-Controller to be drawn down whenever the funds become eligible for a specific project and an approved drawdown request is received by LACMTA. As of June 30, 2019 and 2018, the City has funds on reserve as follows:

	<u>2019</u>	<u>2018</u>
FY 2017/18 reserve	\$ 9,299	\$ 17,856
FY 2018/19 allocation	<u>41,766</u>	-
	<u>\$ 51,065</u>	<u>\$ 17,856</u>

For FY 2018/19, any TDA Article 3 funds left on reserve for FY 2014/15 or prior, are subject to lapse if not claimed by the City by June 30, 2019. There were no funds that lapsed in FY 2018/19.

NOTE 13 SUBSEQUENT EVENTS

The City has evaluated subsequent events through November 25, 2019, the date the financial statements were available to be issued and concluded no events have occurred that require disclosure or adjustments to the financial statements.

**Report of Independent Auditors 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***

**To the Honorable Members of the City Council of the
City of Monterey Park, California and the
Los Angeles County Metropolitan Transportation Authority**

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 Proposition A Local Return Fund, the Proposition C Local Return Fund, the Measure R Local Return Fund, the Measure M Local Return Fund and the Transportation Development Act Article 3 Fund (collectively, the Funds) of the City of Monterey Park, California (the City) as of and for the year ended June 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated November 25, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the Funds' 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 Funds' 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. However, material weaknesses may exist that have not been identified.



Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's Proposition A Local Return Fund, Proposition C Local Return Fund, Measure R Local Return Fund, Measure M Local Return Fund and Transportation Development Act Article 3 Fund financial statements are free from 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*.

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.

**Glendale, California
November 25, 2019**

COMPLIANCE SECTION

Report of Independent Auditors on Compliance

**To the Honorable Members of the City Council of the
City of Monterey Park, California and the
Los Angeles County Metropolitan Transportation Authority**

Report on Compliance

We have audited the compliance of the City of Monterey Park, California (the City) with the Proposition A and Proposition C Local Return Guidelines, Measure R Local Return Guidelines, Measure M Local Return Guidelines and Transportation Development Act Article 3, and the Los Angeles County Metropolitan Transportation Authority's Funding and Allocation Guidelines for Transportation Development Act Article 3 Bicycle and Pedestrian Funds (collectively, the Guidelines) for the year ended June 30, 2019.

Management's Responsibility

Management is responsible for the City's compliance with the Guidelines.

Auditors' Responsibility

Our responsibility is to express an opinion on the City's compliance with the Guidelines based on our audit. We conducted our audit of compliance in accordance with the 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 the Guidelines. Those standards and the Guidelines require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the Proposition A Local Return Program, Proposition C Local Return Program, Measure R Local Return Program, Measure M Local Return Program and Transportation Development Act Article 3 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 with the Guidelines. However, our audit does not provide a legal determination of the City's compliance with the Guidelines.

Opinion

In our opinion, the City of Monterey Park, California complied, in all material respects, with the compliance requirements of the Guidelines for the year ended June 30, 2019.



Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance, 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 on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with the requirements, such that there is a reasonable possibility that material noncompliance 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 the requirements 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.

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 Guidelines. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Vaquero & Company LLP".

Glendale, California
November 25, 2019

**City of Monterey Park
Compliance Matrix
Year ended June 30, 2019**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
A. Proposition A and Proposition C Local Return Funds					
1. Uses the State Controller's Uniform System of Accounts and Records.	X				
2. Timely use of funds.	X				
3. Funds expended were approved and have not been substituted for property tax.	X				
4. Expenditures that exceeded 25% of approved project budget have approved amended Project Description Form (Form A)	X				
5. Administrative expenses are within the 20% cap of the total annual Local Return Expenditures.	X				
6. All on-going and carryover projects were reported in Form B.	X				
7. Annual Project Summary Report (Form B) was submitted timely.	X				
8. Annual Expenditure Report (Form C) was submitted timely.	X				
9. Cash or cash equivalents are maintained.	X				
10. Accounting procedures, record keeping and documentation are adequate.	X				
11. Pavement Management System (PMS) in place and being used for Street Maintenance or Improvement Projects Expenditures.	X				
12. Local Return Account is credited for reimbursable expenditures.			X		
13. Self-Certification was completed and submitted for Intelligent Transportation Systems projects or elements.			X		
14. Assurances and Understandings form was on file.	X				
15. Recreational Transit Form was submitted timely.	X				

See report of independent auditors on compliance.

**City of Monterey Park
Compliance Matrix
Year ended June 30, 2019**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
B. Measure R Local Return Fund					
1. Funds were expended for transportation purposes.	X				
2. Funds were used to augment, not supplant, existing local revenues being used for transportation purposes unless there is a funding shortfall.	X				
3. Signed Assurances and Understandings on file.	X				
4. Separate Measure R Local Return Account was established.	X				
5. Revenues received including allocations, project generated revenues and interest income was properly credited to the Measure R Local Return Account.	X				
6. Funds were expended with LACMTA's approval.	X				
7. Expenditure Plan (Form One) was submitted timely.	X				
8. Expenditure Report (Form Two) was submitted timely.	X				
9. Timely use of funds.	X				
10. Administrative expenses are within the 20% cap.	X				
11. Fund exchanges were approved by LACMTA.			X		
12. A separate account was established for Capital reserve funds and Capital reserve was approved by LACMTA.			X		
13. Recreational transit form was submitted timely.			X		

See report of independent auditors on compliance.

**City of Monterey Park
Compliance Matrix
Year ended June 30, 2019**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
C. Measure M Local Return Fund					
1. Funds were expended for transportation purposes.	X				
2. Funds were used to augment, not supplant, existing local revenues being used for transportation purposes unless there is a fund shortfall.	X				
3. Signed Assurances and Understandings on file.	X				
4. Separate Measure M Local Return Account was established.	X				
5. Revenues received including allocations, project generated revenues and interest income was properly credited to the Measure M Local Return Account.	X				
6. Funds were expended with LACMTA's approval.	X				
7. Expenditure Plan (Form M-One) was submitted timely.	X				
8. Expenditure Report (Form M-Two) was submitted timely.	X				
9. Timely use of funds.	X				
10. Administrative expenses are within the 20% cap.			X		There were no administrative expenditures charged to MMLRF.
11. Fund exchanges were approved by LACMTA.			X		
12. A separate account was established for Capital reserve funds and Capital reserve was approved by LACMTA.			X		
13. Recreational transit form was submitted timely.			X		

See report of independent auditors on compliance.

**City of Monterey Park
Compliance Matrix
Year ended June 30, 2019**

Compliance Requirements	In Compliance			Questioned Costs	If no, provide details and management response.
	Yes	No	N/A		
D. Transportation Development Act Article 3 Fund					
1. Timely use of funds.	X				
2. Expenditures were incurred for activities relating to pedestrian and bicycle facilities and amenities.	X				

See report of independent auditors on compliance.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**City of Monterey Park
Schedule of Findings and Questioned Costs
Year ended June 30, 2019**

There were no findings noted.

EXIT CONFERENCE

An exit conference was held on November 25, 2019 with the City of Monterey Park representatives. Those in attendance were:

Vasquez and Company LLP representatives:
 Marialyn Salvador – Audit Senior Manager
 Shweta Mehrotra – Audit Supervisor

City of Monterey Park representatives:
 Harry Wong – Financial Services Manager
 Bonnie Tam – Principal Management Analyst
 Natalia Lo – Acting Senior Accountant

Matters discussed:

Results of the audit disclosed no significant compliance or financial statement issues.

A copy of this report was forwarded to the following City of Monterey Park representative for comments prior to the issuance of the final report:

 Harry Wong – Financial Services Manager
 Bonnie Tam – Principal Management Analyst
 Natalia Lo – Acting Senior Accountant



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