

CITY OF LA HABRA, CALIFORNIA
SINGLE AUDIT OF FEDERALLY ASSISTED
GRANT PROGRAMS
YEAR ENDED JUNE 30, 2022



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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**

Honorable Mayor and Members of City Council
City of La Habra
La Habra, 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, each major fund, and the aggregate remaining fund information of the City of La Habra, California (the City), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 27, 2023.

Report on 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) 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 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 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. 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 or significant deficiencies may exist that were not identified.

Honorable Mayor and Members of City Council
City of La Habra

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City’s 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 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 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 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 entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CliftonLarsonAllen LLP

Irvine, California
March 27, 2023



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND
REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE**

Honorable Mayor and Members of City Council
City of La Habra
La Habra, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of La Habra's (the City) compliance with the types of compliance requirements identified as subject to audit 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, 2022. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the 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, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with 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 opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. 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 GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, 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 City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matter

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2022-001. Our opinion on each major federal program is not modified with respect to this matter.

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the noncompliance finding identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

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 a 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. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2022-001 and 2022-002, to be significant deficiencies.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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.

Honorable Mayor and Members of City Council
City of La Habra

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, each major fund, and the aggregate remaining fund information of the City as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We have issued our report thereon, dated March 27, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the 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 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 basic financial statements or to the 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 schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



CliftonLarsonAllen LLP

Irvine, California
March 27, 2023

**CITY OF LA HABRA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2022**

Federal Grantor / Pass-Through Grantor / Program / Cluster Title / Project	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Federal Expenditures	Passed-Through to Subrecipients
U.S. Department of Agriculture				
Passed-Through State of California Department of Education:				
Child and Adult Care Food Program	10.558	04320-CACFP-30-GM-CS	\$ 127,239	\$ -
Child and Adult Care Food Program	10.558	04320-CACFP-30-GM-DCH	1,230,048	1,123,822
Child and Adult Care Food Program	10.558	Resource Code 5460	39,689	-
Total U.S. Department of Agriculture			1,396,976	1,123,822
U.S. Department of Housing and Urban Development				
Direct Assistance:				
Community Development Block Grants - Entitlement Grants Cluster:				
Community Development Block Grants/Entitlement Grants	14.218	N/A	625,316	46,828
COVID-19 - Community Development Block Grants/Entitlement Grants	14.218	N/A	89,565	-
Total U.S. Department of Housing and Urban Development			714,881	46,828
U.S. Department of Interior				
Direct Assistance:				
WaterSMART (Sustain and Manage America's Resources for Tomorrow)	15.507	N/A	500,000	-
Total U.S. Department of Interior			500,000	-
U.S. Department of Justice				
Direct Assistance:				
Bulletproof Vest Partnership Program	16.607	N/A	5,293	-
Total U.S. Department of Justice			5,293	-
U.S. Department of Labor				
Passed-Through County of Orange Community Services Agency:				
Workforce Innovation and Opportunity Act (WIOA) Cluster:				
WIOA Youth Activities	17.259	MA-012-20011848	1,516,368	-
Total U.S. Department of Labor			1,516,368	-
U.S. Department of Transportation				
Passed-Through California State Transportation Agency:				
Highway Safety Cluster:				
State and Community Highway Safety	20.600	PT21034	11,619	-
State and Community Highway Safety	20.600	PT22159	42,370	-
Subtotal Highway Safety Cluster			53,989	-
Minimum Penalties for Repeat Offenders for Driving While Intoxicated				
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	PT21034	20,605	-
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	PT22159	41,913	-
Subtotal Minimum Penalties for Repeat Offenders for Driving While Intoxicated			62,518	-
Highway Planning and Construction Cluster:				
Highway Planning and Construction	20.205	STPL-5266(029)	3,856	-
Highway Planning and Construction	20.205	STPL-5266(030)	6,867	-
Subtotal Highway Planning and Construction Cluster			10,723	-
Total U.S. Department of Transportation			127,230	-

See accompanying Notes to Schedule of Expenditures of Federal Awards.

**CITY OF LA HABRA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
YEAR ENDED JUNE 30, 2022**

<u>Federal Grantor / Pass-Through Grantor / Program / Cluster Title / Project</u>	<u>Federal Assistance Listing Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Federal Expenditures</u>	<u>Passed Through to Subrecipients</u>
U.S. Department of Treasury				
Direct Assistance:				
Equitable Sharing	21.016	N/A	\$ 219,351	\$ -
Direct Assistance:				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	N/A	1,915,834	-
Passed-Through State Water Resources Control Board:				
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	3940 COVIDARREAR	169,054	-
Subtotal Coronavirus State and Local Fiscal Recovery Funds			<u>2,084,888</u>	<u>-</u>
Total U.S. Department of Treasury			<u>2,304,239</u>	<u>-</u>
Institute of Museum and Library Services				
Direct Assistance:				
Museums for America	45.301	N/A	<u>57,638</u>	<u>-</u>
Total Institute of Museum and Library Services			<u>57,638</u>	<u>-</u>
U.S. Department of Health and Human Services				
Passed-Through Community SeniorServ, Inc.:				
Aging Cluster:				
Special Programs for the Aging_Title III, Part B_Grants for Supportive Services and Senior Centers	93.044	19-27-0043	7,709	-
Passed-Through State of California Department of Education:				
Child Care Development Fund Cluster:				
Child Care Mandatory and Matching Funds of the Child Care and Development Fund	93.596	CCTR-1164	353,188	30,383
Child Care and Development Block Grant	93.575	CCTR-1164	<u>382,814</u>	<u>32,993</u>
Subtotal Child Care Development Fund Cluster			736,002	63,376
Passed-Through Orange County Head Start:				
Head Start Cluster:				
Head Start	93.600	09-CH011146	<u>424,600</u>	<u>-</u>
Total U.S. Department of Health and Human Services			<u>1,168,311</u>	<u>63,376</u>
U. S. Department of Homeland Security				
Passed-Through California Emergency Management Agency				
Emergency Management Performance Grant	97.042	2019-0003	<u>8,648</u>	<u>-</u>
			<u>8,648</u>	<u>-</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u>\$ 7,799,584</u>	<u>\$ 1,234,026</u>

See accompanying Notes to Schedule of Expenditures of Federal Awards.

CITY OF LA HABRA
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2022

NOTE 1 BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal award activity of the City of La Habra (the City) under programs of the federal government as well as federal financial assistance passed through other government agencies for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial statements of the City. The City's reporting entity is defined in Note 1 of the notes to the City's financial statements.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting for governmental funds and the accrual basis for proprietary funds, which is described in Note 1 of the notes to the City's financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance for all awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3 INDIRECT COST RATE

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

**CITY OF LA HABRA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022**

Section I – Summary of Auditors’ Results

Financial Statements

1. Type of auditors’ report issued: Unmodified
2. Internal control over financial reporting:
- Material weakness(es) identified? _____ yes _____ x _____ no
 - Significant deficiency(ies) identified? _____ yes _____ x _____ none reported
3. Noncompliance material to financial statements noted? _____ yes _____ x _____ no

Federal Awards

1. Internal control over major federal programs:
- Material weakness(es) identified? _____ yes _____ x _____ no
 - Significant deficiency(ies) identified? _____ x _____ yes _____ none reported
2. Type of auditors’ report issued on compliance for major federal programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ x _____ yes _____ no

Identification of Major Federal Programs

Assistance Listing Number(s)

17.259
21.016
21.027

Name of Federal Program or Cluster

WIOA Cluster
Equitable Sharing
COVID-19 Coronavirus State and Local Fiscal
Recovery Funds

Dollar threshold used to distinguish between Type A and Type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

_____ yes _____ x _____ no

**CITY OF LA HABRA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2022**

Section II – Financial Statement Findings

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

Section III – Findings and Questioned Costs – Major Federal Programs

2022-001 – Earmarking for WIOA

Federal Agency: U.S. Department of Labor

Federal Program Title: Workforce Innovation and Opportunity (WIOA) Cluster

Assistance Listing Number: 17.259

Pass-Through Agency: County of Orange Community Services Agency

Pass-Through Numbers: MA-012-20011848

Award Period: July 1, 2021, to June 30, 2022

Type of Finding: Significant Deficiency in Internal Control over Compliance and Other Matters

Criteria or Specific Requirement: WIOA section 129(a)(4)(A), 128 Stat. 1506, states that a minimum of 75% of Youth Activity funds allocated to the local areas must be used to provide services to out-of-school youth (OSY).

Condition: The City spent 70% of total youth expenditures on OSY activity.

Questioned Costs: None.

Context: The City was awarded \$2,180,915 of which \$1,635,686 was budgeted to be spent on OSY activity to meet the 75% requirement. However, the City only spent \$1,516,368 of the total award of which \$1,062,480 was spent on OSY activity.

Cause: In-school youth (ISY) is easier to place into work experience (WEX) than OSY. The City registered more ISY into WEX than OSY and exhausted ISY WEX funding before the end of the year. The City tried to mitigate the allocation issue by not offering additional ISY WEX services until more OSY was placed into WEX but was unable to enroll enough OSY to meet the 75% requirement.

Effect: The City was not in compliance with the 75% minimum requirement on OSY activity.

Recommendation: We recommend the City implement procedure to ensure actual program expenditures stay in line with the earmarking requirements throughout the year.

View of Responsible Officials: There is no disagreement with the audit finding.

**CITY OF LA HABRA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
YEAR ENDED JUNE 30, 2022**

Section III – Findings and Questioned Costs – Major Federal Programs (Continued)

2022-002 – Suspension and Debarment for Equitable Sharing

Federal Agency: U.S. Department of Treasury

Federal Program Title: Equitable Sharing

Assistance Listing Number: 21.016

Award Period: July 1, 2021, to June 30, 2022

Type of Finding: Significant Deficiency in Internal Control over Compliance

Criteria or Specific Requirement: 2 CFR Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award* requires compliance with the provisions of procurement, suspension, and debarment. The City should have internal controls designed to ensure compliance with those provisions.

Condition: During our testing, we noted the City did not perform the suspension and debarment verification for one of the samples tested.

Questioned Costs: None.

Context: There were only two vendors subject to suspension and debarment testing for FY 21-22. While the City did not perform the suspension and debarment verification for one of these vendors tested, that vendor was not on the suspended and debarred listing.

Cause: The vendor is a subsidiary of Motorola Solutions with whom the City has ongoing contracts. The City was under the impression that a separate verification of this vendor was not necessary.

Effect: Internal control procedures over suspension and debarment compliance were not performed.

Repeat Finding: This is not a repeat finding.

Recommendation: We recommend the City perform suspension and debarment procedures on all vendors with which it plans to enter into a covered transaction.

View of Responsible Officials: There is no disagreement with the audit finding.



City of La Habra

"A Caring Community"

DEPARTMENT OF FINANCE

110 E. La Habra Boulevard
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La Habra, CA 90633-0785
Office: (562) 383-4050
Fax: (562) 383-4478

Summary Schedule of Prior Audit Findings For the Year Ended June 30, 2022

March 27, 2023

City of La Habra respectfully submits the following summary schedule of prior audit findings for the year ended June 30, 2022.

Audit Period: July 1, 2021 – June 30, 2022

Name and address of independent public accounting firm:

CLA (Clifton Larson Allen LLP)
2875 Michelle Drive, Suite 300
Irvine, CA 92606

The findings from the prior audit's schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the prior year.

FINANCIAL STATEMENT AUDIT

Finding 2021-001: Other Post-Employment Benefit

Condition: The City of La Habra's other post-employment benefit (OPEB) plan covers all employees, including enterprise fund employees, who are eligible for benefits if they meet certain requirements. The enterprise funds pay for a portion of the OPEB plan contributions.

Status: Corrected.

Finding 2021-002: Successor Agency Private Purpose Trust

Condition: Successor Agency Private Purpose Trust Fund has land held for resale that is recorded at cost. The net realizable value of the land held for resale is lower than cost by a material amount.

Status: Corrected.

FEDERAL PROGRAM AWARD

Finding 2021-003: Day Care Home Tier Determination
Condition: During our testing, we noted the City did not update the tier determination after five years for one of the day care homes sampled for testing.
Status: Corrected.

Finding 2021-004: Eligibility of Children
Condition: One of the day care home's children selected for testing during the audit did not meet the definition of "children."
Status: Corrected.

Finding 2021-005: Day Care Home Reimbursement Payments
Condition: During our testing, we noted the City did not disburse the month of April 2021's reimbursement payments for food service to day care homes within 5 working days of receipt from the State agency.
Status: Corrected.

Finding 2021-006: Suspension and Debarment for CACFP
Condition: During our testing, we noted the City did not have adequate internal controls designed to ensure vendors were not suspended or debarred.
Status: Corrected.

Finding 2021-007: Suspension and Debarment for CSLFRF
Condition: During our testing, we noted the City did not have adequate internal controls designed to ensure vendors were not suspended or debarred
Status: Corrected.

For any questions, please contact Jack Ponvanit, Deputy Director of Finance at 562-383-4051 or Mary Ann Sy, Finance Manager at 562-383-4053.

For any questions, please contact Jack Ponvanit, Deputy Director of Finance at 562-383-4051 or Mary Ann Sy, Finance Manager at 562-383-4053.

Sincerely,

A handwritten signature in blue ink that reads "Melvin L. Shannon". The signature is written in a cursive style with a large initial 'M'.

Melvin L. Shannon
Director of Finance



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