



**Office of the Washington State Auditor
Pat McCarthy**

NOTE: This template cover letter for use when sending an exit document to members of the governing body includes an "electronic letterhead" you will need to delete if printing on actual letterhead. If pasting into an email, you would only include the body of the letter.

Dear City Council:

We are pleased to notify you regarding the conclusion of our audit of the City of Clarkston for fiscal years 2019 and 2020.

An exit conference was held on March 22, 2022 to discuss the results of our audit. The attached items were discussed in detail with those in attendance, which included one member of Council, the Mayor and Clerk Treasurer. We also took the opportunity to extend our appreciation to your staff for their cooperation and assistance during the course of the audit.

We are always available to discuss the results of our audit in further detail at your convenience. If you have any questions, feel free to contact me by email at jonest@sao.wa.gov.

Sincerely,

Travis Jones, Audit Lead
Enclosure