From: Jones, Travis (SAO)
To: "Steve Austin"
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)
Date: Tuesday, March 8, 2022 2:24:00 PM
Attachments: image001.png
image002.png

Hi Steve,
Yeah you can go in and fix it.
Thank you,

Travis Jones
Information Systems Auditor, Office of the Washington State Auditor
www.sao.wa.gov
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From: Steve Austin <saustin@clarkston-wa.com>
Sent: Tuesday, March 8, 2022 1:48 PM
To: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)

External Email

Travis –
I just realized that I had a typo in the notes on the ending balance 1G. I put 105 TBD, and it should be 104 TBD. Can I go in and fix that?
Steve

From: Jones, Travis (SAO) <jonest@sao.wa.gov>
Sent: Tuesday, March 8, 2022 10:49 AM
To: Steve Austin <saustin@clarkston-wa.com>
Cc: Brillantes, Heide (SAO) <brillantesh@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)
Good morning Steve,
Thank you for submitting the 2019 annual report, we will begin reviewing the corrections today. Is 2020 ready for us to review as well?
Thank you,

Travis Jones
Information Systems Auditor, Office of the Washington State Auditor
www.sao.wa.gov
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From: Steve Austin <saustin@clarkston-wa.com>
Sent: Tuesday, March 8, 2022 10:34 AM
To: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Cc: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)

External Email

I have uploaded the 2019 correction to schedule 01 and I think that it worked. I changed the reserved/unreserved amounts in the original spreadsheet and did not receive any red flags. The C-4 seems to be pulling the right numbers now for the balances.
Steve

From: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Sent: Tuesday, March 8, 2022 9:23 AM
To: Steve Austin <saustin@clarkston-wa.com>
Cc: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)
Hi Steve, can you use the original excel file and only update what is needed to change?

From: Steve Austin <saustin@clarkston-wa.com>
Sent: Tuesday, March 8, 2022 9:22 AM
To: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Cc: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)

External Email

Kayley –
Yes, I reloaded the original to get rid of the red flags. If I load the corrected one, it gives me the flags. I am trying to figure out a work around to correct the original since we only had a few changes of reserved/unreserved ending balances. I will let you know what I find out.
Steve

From: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Sent: Tuesday, March 8, 2022 8:21 AM
To: Steve Austin <saustin@clarkston-wa.com>
Cc: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)
Hi Steve, sorry for the delay! I took a look at your 2019 report and I'm not seeing the red flags, were you able to resolve those? If you need anything else from me please let me know! I will be out of the office starting tomorrow for a week so if you need help after I'm gone please email LGCSfeedback@sao.wa.gov and someone will be able to assist you!
Thanks,
Kayley

From: Steve Austin <saustin@clarkston-wa.com>
Sent: Monday, March 7, 2022 3:56 PM
To: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Cc: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)

External Email

Kayley –

I tried to upload the corrected Schedule 01 for 2019, but it produced a couple of pages of red flags. (due to BARS Code changes from 2019 to present).
I think I might have to try some other method.

Any thoughts?
Steve

From: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Sent: Monday, March 7, 2022 1:48 PM
To: Steve Austin <saustin@clarkston-wa.com>
Subject: RE: Financial Statement Corrections & Meeting (City of Clarkston)

Hi Steve,
It's generally easier to just upload a revised Schedule 01 rather than make the changes manually – sometimes manually will take even longer. Once you've uploaded a revised Schedule 01 then the C4 will automatically update.
If you need any assistance with that please let me know!
Thanks,
Kayley

From: Steve Austin <saustin@clarkston-wa.com>
Sent: Monday, March 7, 2022 10:34 AM
To: Pagio, Kayley (SAO) <pagiok@sao.wa.gov>
Subject: FW: Financial Statement Corrections & Meeting (City of Clarkston)

External Email

Kayley –
We are completing our audit for 2019 and 2020. I am working on the 2019 data now. The Audit team requested that I correct some information on the C-4, that is generated off of the Schedule 01. I have made the corrections, I believe in our Vision Financials, but wanted to find out if I should upload a new Schedule 01, or make the changes manually. We had some funds that were reported on the Schedule 01 as unreserved, that should have been reserved. Now that I have made the corrections, I was hoping you could assist in getting the 2019 report corrected.
Thanks,
Steve Austin
Clerk/Treasurer
City of Clarkston
829 5th Street
Clarkston, WA 99403
(509) 769 0131
Fax (509) 769 6018
www.clarkston-wa.com

From: Brillantes, Heide (SAO) <brillantesh@sao.wa.gov>
Sent: Monday, March 7, 2022 9:34 AM
To: Steve Austin <saustin@clarkston-wa.com>; Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (3/7)

Hi Steve,
Please work with Kayley to assist with 2019 and 2020 Schedule 01 changes to report ending cash and investment fund balances. Her email is pagiok@sao.wa.gov
OPEB 2019 Additions should be $5,844,896.
Thank You,

Heide Brillantes
Assistant State Auditor, Office of the Washington State Auditor
Mill Creek Office: (425) 948-7401 | Direct Line: (425) 510-0481 | www.sao.wa.gov
Pronouns: She, Her, Hers
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From: Brillantes, Heide (SAO)
Sent: Monday, March 7, 2022 9:06 AM
To: Steve Austin <saustin@clarkston-wa.com>; Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (3/7)
See Cash BARS Manual template at: https://sao.wa.gov/bars_cash/reporting/notes-to-financial-statements/note-1-summary-of-significant-accounting-policies/

From: Brillantes, Heide (SAO)
Sent: Friday, March 4, 2022 11:17 AM
To: Steve Austin <saustin@clarkston-wa.com>; Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (3/7)
Hi Steve,
The Fire Department does not need to be involved in this meeting. To preface our meeting, we will be discussing the following:

- Statement C4: The 2019 Statement C4 does not report any reserved ending fund balances, however Note 1 discloses there are reserved amounts. The reserved amounts should materially agree to one another. In addition, the funds referenced in the Notes should reflect the associated funds reported on the C4.
- Notes to Financial Statements: The 2020 Statement C4 reports restricted and committed ending fund balances, however they do not agree to the restricted and committed amounts disclosed in Note 1. These amounts should materially agree to one another. In addition, the funds referenced in the Notes should reflect the associated funds reported on the C4.
- Schedule 09: I sincerely apologize for the error in my review, however the City was correct and originally reported the 2019 OPEB liability as an addition instead of a beginning balance.
- SEFA: The 2020 SEFA references footnote #2 for all federal awards, however this should only be referenced for awards that had indirect costs. In addition, the SEFA references footnote #8, but should be footnote #3.

We are preparing an example for how to best reflect reserved and restricted/committed fund balances in Note 1 and will share this during our meeting. The City can also wish to read the following BARS manual instructions: https://sao.wa.gov/bars_gaap/reporting/notes-to-financial-statements/note-1-%e2%80%91-summary-of-significant-accounting-policies/
Sincerely,

Heide Brillantes
Assistant State Auditor, Office of the Washington State Auditor
Mill Creek Office: (425) 948-7401 | Direct Line: (425) 510-0481 | www.sao.wa.gov

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From: Steve Austin <saustin@clarkston-wa.com>
Sent: Friday, March 4, 2022 10:10 AM
To: Jones, Travis (SAO) <jonest@sao.wa.gov>
Cc: Brillantes, Heide (SAO) <brillantesh@sao.wa.gov>
Subject: RE: Financial Statement Corrections & Meeting (3/7)

External Email

Travis,
Monday at 9am should work for me. Is that something that we need the Fire Department to attend too? Or, is it just the financial/reporting side that I provided?
Steve

From: Jones, Travis (SAO) <jonest@sao.wa.gov>
Sent: Friday, March 4, 2022 10:07 AM
To: Steve Austin <saustin@clarkston-wa.com>
Cc: Brillantes, Heide (SAO) <brillantesh@sao.wa.gov>
Subject: Financial Statement Corrections & Meeting (3/7)
Good morning Steve,
The audit has undergone its final review, there are a few material corrections that will need to be made as soon as possible and submitted back to us to ensure we meet the single audit deadline. We will be providing a document later this afternoon that outlines the corrections to be made to the Financial Statements and the SEFA. Are you available for a meeting on Monday morning at 9:00 AM to go over these corrections? We will walk through the corrections with the city to answer any questions to ensure a quick turnaround. Please let us know if you have any questions or concerns.
Thank you,

Travis Jones
Information Systems Auditor, Office of the Washington State Auditor
www.sao.wa.gov
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