From:	Brillantes, Heide (SAO)
To:	Steve Austin; Jones, Travis (SAO)
Subject:	RE: Financial Statement Corrections & Meeting (3/7)
Date:	Monday, March 7, 2022 9:34:19 AM
Attachments:	image001.png image002.png

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
We're on social! Follow us on Facebook, Twitter and LinkedIn.

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
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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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