From: Steve Austin
To: Jones, Travis (SAO)
Cc: Brillantes, Heide (SAO)
Subject: Re: City of Clarkston
Date: Wednesday, February 2, 2022 9:55:41 PM
Attachments: image001.png

External Email

Travis,
Unfortunately things are not much better. I am sick at home right now. I am working when I can on these items, and have been able to be at work most every day for some of the time. I am still short staffed for the rest of the week and working to get payroll completed.
I will try to make sure that these have all been corrected or completed by the 7th. I think I need to have the annual reports unlocked and may need the direction on how to do the prior year adjustment. I am planning on being at work both Thursday and Friday. I will try to get everything settled this weekend.
Thanks,
Steve

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: Jones, Travis (SAO) <jonest@sao.wa.gov>
Sent: Tuesday, February 1, 2022 10:28:39 AM
To: Steve Austin <saustin@clarkston-wa.com>
Cc: Brillantes, Heide (SAO) <brillantesh@sao.wa.gov>
Subject: RE: City of Clarkston

Good morning Steve,
Hope you had a great weekend and I'm so sorry to hear of everything happening. As far as the corrected financial statements go, we will need all final financial statements by end of business day, Monday February 7th in order to ensure timely publication of the reports. If the City will not be able to make all proposed corrections by this time, please let us know. We can also take any corrections that have been made by the city and aggregate the remaining uncorrected misstatements and include them in the management representation letter. Please let me 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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From: Steve Austin <saustin@clarkston-wa.com>
Sent: Friday, January 28, 2022 5:03 PM
To: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: RE: City of Clarkston

External Email

Travis –
Sorry it took so long to reply. Unfortunately this week was not better than last. My mother had a bad fall, and we had to take her to the hospital. While there, she tested positive for COVID. Because I was exposed, I have been trying to keep away from staff as much as possible, while still getting my urgent duties completed. As of today, I still haven't tested positive.
I have also had 2 staff that have only been able to attend part time this week due to illness with one and a death in the family for the other. We just found out this morning that one other City Hall staff had a daughter just test positive for COVID.
I also have at least two days next week that I will be understaffed at this point.
I apologize for the overload of information, but I am trying to get as much done as I can as quickly as possible. This has been a perfect storm the last few weeks. I anticipate working more this weekend and next week on the finalization.

Steve

From: Jones, Travis (SAO) <jonest@sao.wa.gov>
Sent: Wednesday, January 26, 2022 11:28 AM
To: Steve Austin <saustin@clarkston-wa.com>
Cc: Brillantes, Heide (SAO) <brillantesh@sao.wa.gov>
Subject: RE: City of Clarkston
Hi Steve,
Following up on your email below, what is the city's current tentative timeline for final statements to be completed and returned to our office for review? Please let me 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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From: Steve Austin <saustin@clarkston-wa.com>
Sent: Monday, January 24, 2022 7:45 AM
To: Jones, Travis (SAO) <jonest@sao.wa.gov>
Subject: City of Clarkston

External Email

Travis,

I wanted to give you an update on our progress. We had a few setbacks since we last talked. I had all three staff members that were gone for multiple days (luckily they were not at the same time) due to sickness/COVID. The Fire Department also had staff that was absent for COVID.

We are working diligently on finishing up the audit AOM/checklist. I will try to keep you updated on our progress this week.

Let me know if you have any questions.

Thanks,

Steve Austin
Clerk/Treasurer
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Clarkston, WA 99403
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