

TRAILS END WATER DISTRICT
1/25/19 Working Session
MINUTES

CALL TO ORDER: The working session came to order at 10:00 am

ATTENDANCE: Joe Morris, Sarah Carlson, Commissioners

April Taylor and Melinda Seibert from the Washington State Auditor's Office

DISCUSSION TOPICS:

Ms. Taylor presented the commissioners with an Accountability Audit Report and packet of information that outlined the work that was done by her office covering the years 2014 through 2017. She explained that she also reviewed information from 2013 and the previous audit conducted by the State Auditor's Office. The packet included a letter from Pat McCarthy, State Auditor, the Audit Results, a Summary Schedule of Prior Audit Findings which included a Corrective Action Taken response from the district, an Exit Conference summary and Exit Recommendations.

We went over all of the documents. The auditors congratulated the district for making significant improvements in controls and compliance as well as correcting the findings issued in the last two audits. They thanked the commissioners and their staff for their assistance during the audit.

The law requires the district to make deposits daily to the county treasurer. The district has received waivers each year allowing them to deposit weekly instead of daily. During the audit, Ms. Taylor learned that the district had been depositing weekly into their depository account in Belfair but had only been transferring the money to the county monthly. As soon as this issue was clarified, the commissioners adopted a new process and is now in compliance.

In past years the financial reports due to the State Auditor have been a few days late and there were some small issues found in the reports that did not affect the accountability audit. The auditors discussed solutions with the commissioners and give them a list of resources to assist with understanding the report and fixing any potential errors in future reports.

The auditor also stated that the resolution setting delinquent charges lacked details needed to determine how charges are computed and recommended that the district either clarify how delinquent charges are computed in the resolution or modify the rates charged to agree with the resolutions. The commissioners agreed to look into this and address it in a future meeting.

The official report will be posted on the State Auditor's website in the very near future and will be available for public viewing

The commissioners thanked Ms. Taylor and Ms. Seibert for their work and appreciated the feedback and suggestions.

Following the official presentation, commissioners further discussed the issues brought forth in the audit and ways to incorporate the recommendations in the way we do business.

