

From: [Reverend Crystal Cox](#)
To: [SAO Public Records](#)
Subject: Public Records Request Port Townsend Audit
Date: Tuesday, July 30, 2024 7:54:35 PM
Attachments: [image.png](#)
[image.png](#)

External Email

I request the full audit report and any connected emails and documents regarding this audit.

About the audit

This report contains the results of our independent accountability audit of the City of Port Townsend from January 1, 2016 through December 31, 2017.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the State Auditor to examine the financial affairs of all local governments. Our audit involved performing procedures to obtain evidence about the City's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, based on our risk assessment for the years ended December 31, 2017 and 2016, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Self-insurance – unemployment
- Payroll – overtime pay and gross wages
- Police Department – evidence room
- Safeguarding of small and attractive assets such as computers
- Golf course – contract and revenue monitoring
- Homeward Bound – loan and property surplus

August 6, 2018

Mayor and City Council
City of Port Townsend
Port Townsend, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for City operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our independent audit report on the City's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,



--

Reverend Crystal Cox
Universal Church of Light



BBGC LLC, a **Public Benefit 501(c)(3) nonprofit** Victims Advocacy,
Human Rights Advocacy, Community Support, Senior Advocacy,
Homeless Advocacy, Victim Support. Lesbian Advocacy.
UBI 603 388 411