From:	Strzalka, Amy (SAO)
To:	Nora Mitchell
Cc:	Schneider, Melody (SAO)
Subject:	City of PT SEFA Notes
Date:	Wednesday, July 18, 2018 9:01:00 AM
Attachments:	2017 Sch 16_notes_11181.pdf BARS SEFA Notes Instructions.pdf

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Hi Nora,

Melody is out of the office until next week. I am reviewing the draft audit report and related statements, and noted the "Notes to the SEFA" have some extra information that should not be there, and are missing one of the required disclosures (see current version attached).

Can you please send me a new version of the SEFA Notes following the format in the attached BARS template (just including the label at the top and the required disclosures, not the grant program/expenditure/reconciliation data). Also, please add the required Note regarding whether or not the City elected to use the de minimus indirect rate (Note 7 per the instructions) and any others that are applicable.

Thank you so much,

Amy Strzalka
Assistant Audit Manager
Team Port Orchard
State Auditor's Office