



Office of the Washington State Auditor

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Exit Letter: Leavenworth Transportation Benefit District

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About our Office

The Washington State Auditor's Office's vision is increased trust in government. Our goal is to make government work better through increased accountability, efficiency and transparency.

This letter shares our audit results with management and the governing body. We value and appreciate your participation. This letter is not your official audit report, which we publish on our website. You will receive a separate email with a link to that report.

About The Audit

We performed a Local Government Assessment Audit for the years 2017 and 2018 for the Leavenworth Transportation Benefit District. This type of audit is a risk-based audit wherein we review the District's information submitted via the annual report filing process. Assessment Audits are typically performed for governments that receive \$300,000 or less in annual revenues or for school districts with less than 250 full-time students. Other factors may be present that keeps your government on an Assessment Audit cycle even when exceeding the thresholds stated. However, if the government continues to exceed the thresholds stated, is noncompliant with filing requirements or other risk factors are present then the audit could be performed on-site in the future. Further, if expenditures of federal awards are \$750,000 or more in any fiscal year, notify our office as federal rules require the District to receive a financial and federal audit for that year.

Audit Results

In relation to our report that will be issued on our website, we would like to bring to your attention the results of our audit:

Based on the procedures performed, nothing came to our attention in the areas we reviewed that caused us to believe the District was not in substantial compliance with applicable state laws, regulations, and its own policies, or had significant weaknesses in controls over the safeguarding of public resources. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

We have provided exit recommendations for management's consideration below. Exit items address control deficiencies or non-compliance with laws or regulations that have an insignificant or immaterial effect on the entity, or errors with an immaterial effect on the financial statements. These exit recommendations are not published with the audit report that is visible to the public on our website but are items documented and reviewed by our Office for District management to consider and address. The exit recommendations are as follows:

- *The District was assumed by the City of Leavenworth in December of 2018. However, the District still reported cash and investments in its possession as of December 31, 2018, in its annual report. We recommend the District establish controls effective to file accurate annual reports to the Office of the Washington State Auditor.*

Concluding Comments

Report Publication

Audit reports are published on our website and distributed via e-mail in an electronic .pdf file. We also offer a subscription service that allows you to be notified by email when audit reports are released or posted to our website. You can sign up for this convenient service at: <https://portal.sao.wa.gov/saoportal/Login.aspx>

Audit Cost

In the entrance communication we estimated the cost of the audit to be \$1,600 and actual audit costs will approximate \$1,000.

Audit Survey

When your report is released you will receive an audit survey from us. We value your opinions on our audit services and hope you provide feedback.

We appreciate your assistance throughout the audit. We hope you find the information above informative and helpful to the government's operations. If you have any questions or concerns, please call or email at your convenience and we can discuss your audit.