

Washington State Auditor's Office
Accountability Audit Report

City of Sedro-Woolley
Skagit County

Report Date
November 8, 2012

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Issue Date
December 10, 2012



WASHINGTON
BRIAN SONNTAG
STATE AUDITOR



**Washington State Auditor
Brian Sonntag**

December 10, 2012

Mayor and City Council
City of Sedro-Woolley
Sedro Woolley, Washington

Report on Accountability

We appreciate the opportunity to work in cooperation with your City to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role to advocate for government accountability and transparency and to promote positive change.

Please find attached our report on the City of Sedro-Woolley's accountability and compliance with state laws and regulations and its own policies and procedures. Thank you for working with us to ensure the efficient and effective use of public resources.

Sincerely,

BRIAN SONNTAG, CGFM
STATE AUDITOR

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Skagit County
November 8, 2012**

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Audit Summary

**City of Sedro-Woolley
Skagit County
November 8, 2012**

ABOUT THE AUDIT

This report contains the results of our independent accountability audit of the City of Sedro-Woolley from January 1, 2010 through December 31, 2011.

We evaluated internal controls and performed audit procedures on the activities of the City. We also determined whether the City complied with state laws and regulations and its own policies and procedures.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of noncompliance, misappropriation or misuse. The following areas were examined during this audit period:

- Cost allocation
- Police Department
- Fire Department
- Safeguarding of assets
- Open Public Meetings Act

RESULTS

In most areas, the City complied with state laws and regulations and its own policies and procedures.

However, we noted certain matters that we communicated to City management. We appreciate the City's commitment to resolving those matters.

Related Reports

**City of Sedro-Woolley
Skagit County
November 8, 2012**

FINANCIAL

Our opinion on the City's financial statements is provided in a separate report, which includes the City's financial statements.

Description of the City

City of Sedro-Woolley
Skagit County
November 8, 2012

ABOUT THE CITY

The City of Sedro-Woolley, incorporated in 1898, serves approximately 10,610 citizens in Skagit County. The City provides services including police, fire, building inspection, general administration, stormwater, wastewater treatment, solid waste disposal, legal administration, library, street construction and maintenance, parks and a cemetery.

An elected, seven-member Council and an independently elected Mayor govern the City. The Council appoints management to oversee the City's daily operations as well as its 60 employees. In fiscal years 2010 and 2011, the City had total operating expenditures in its current expense fund of \$4.3 million and \$4.2 million, respectively.

ELECTED OFFICIALS

These officials served during the audit period:

Mayor
City Council:

Mike Anderson
Tony Splane
Ted Meamber (through Feb 2011)
Thomas Storrs
Pat Colgan (through November 2010,
reappointed (May 2011 - November 2011)
Hugh Galbraith
Rick Lemley
Brett Sandstrom
Keith Wagoner (effective December 2010)
Kevin Loy (effective December 2011)

APPOINTED OFFICIALS

City Administrator/City Attorney
Finance Director

Eron Berg
Patsy Nelson

CITY CONTACT INFORMATION

Address: City of Sedro-Woolley
325 Metcalf Street
Sedro Woolley, WA 98284

Phone: (360) 855-1661

Website: www.ci.sedro-woolley.wa.us

AUDIT HISTORY

The City is on a two-year accountability audit cycle, which started in fiscal year 2010. Prior to this, the City was audited annually. The past five audits of the City have reported no findings.



ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

Our mission is to work with our audit clients and citizens as an advocate for government accountability. As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

The State Auditor's Office employees are located around the state to deliver services effectively and efficiently.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments and fraud, whistleblower and citizen hotline investigations.

The results of our work are widely distributed through a variety of reports, which are available on our Web site and through our free, electronic subscription service.

We take our role as partners in accountability seriously. We provide training and technical assistance to governments and have an extensive quality assurance program.

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