

Washington State Auditor's Office
Accountability Audit Report

City of Leavenworth
Chelan County

Report Date
February 7, 2014

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March 3, 2014



WASHINGTON
TROY KELLEY
STATE AUDITOR



Washington State Auditor Troy Kelley

March 3, 2014

Mayor and City Council
City of Leavenworth
Leavenworth, 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 Leavenworth'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,

A handwritten signature in black ink that reads "Troy X. Kelley". The signature is written in a cursive style.

TROY KELLEY
STATE AUDITOR

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Chelan County
February 7, 2014**

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Audit Summary

**City of Leavenworth
Chelan County
February 7, 2014**

ABOUT THE AUDIT

This report contains the results of our independent accountability audit of the City of Leavenworth from January 1, 2011 through December 31, 2012.

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:

- Utilities
- Cost allocation plan
- Third party cash receipting

RESULTS

In the areas we examined, the City's internal controls were adequate to safeguard public assets. The City also complied with state laws and regulations and its own policies and procedures in the areas we examined.

Related Reports

**City of Leavenworth
Chelan County
February 7, 2014**

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 Leavenworth Chelan County February 7, 2014

ABOUT THE CITY

The City of Leavenworth was established in Chelan County in 1906. Known as the "Bavarian Village", the City and its 1,970 residents host more than two million tourists each year. The City provides services including water and sewer, garbage, law enforcement, fire protection, and parks and recreation.

An elected, seven-member Council and a separately elected Mayor govern the City. The Mayor appoints the City Administrator to oversee the City's daily operations as well as its 27 full-time and part-time employees. For fiscal years 2011 and 2012, the City had operating budgets of \$9,590,985 and \$11,166,364, respectively.

ELECTED OFFICIALS

These officials served during the audit period:

Mayor and City Council:	Rob Eaton, Mayor (through June 2011)
	Cheri Kelley Farivar, Mayor (effective November 2011)
	Peter DeVries, Council Member
	Larry Meyer, Council Member
	Tibor Lak, Council Member
	Michael Molohon, Council Member
	Elmer Larsen, Council Member
	Robert Francis, Council Member

APPOINTED OFFICIALS

Joel Walinski, City Administrator
Chantell Steiner, Finance Director/City Clerk
Dave Schettler, Public Works Director
Nathan Pate, Development Services Manager

CITY CONTACT INFORMATION

Address: City of Leavenworth
P.O. Box 287
Leavenworth, WA 98826

Phone: 509-548-5275

Website: www.cityofleavenworth.com

AUDIT HISTORY

We audit the City every two years. Past audits have been free of 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.

We 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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Deputy Director of Communications
Local Government Liaison
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