



**Office of the Washington State Auditor**  
**Pat McCarthy**

**Letter No. 1021147**

April 19, 2018

Jill Brownfield Director of Finance and Administration and Board of Commissioners  
Port of Anacortes Industrial Development Corporation  
Anacortes, Washington

Dear Jill Brownfield

Independent audits are essential to a government's accountability to the public. The State Auditor's Office takes seriously our role to advocate for government accountability and transparency, and to promote positive change.

We have inquired as to the Port of Anacortes Industrial Development Corporation's financial activities as called for by Washington state law (RCW 43.09.260). To assist us in that process, local governments are required by state law (RCW 43.09.230) to prepare, certify to, and submit annual reports to our Office summarizing, among other things, all collections made, amounts receivable or payable, expenditures made, and debt owed. Through its annual report submissions to our Office, the Corporation certified that it had no financial activity from January 1, 2017 through December 31, 2017. Because there was no activity, we are notifying you through this letter that we did not perform an audit of the Corporation for this period.

We will examine the Corporation's activities during the next audit period. We want to emphasize that, if conditions change, an on-site audit may be required in future years. For example, if the Corporation spends \$750,000 or more of federal funds in any fiscal year beginning on or after January 1, 2015, federal rules require the Corporation to receive a financial statement and single audit for that year. Also, if annual revenue is expected to consistently exceed \$300,000, an onsite accountability audit could be performed based on a pre-determined schedule. If you anticipate exceeding these thresholds, we ask that you contact our Office so we can help you meet your audit requirements.

If you have any questions or concerns, please do not hesitate to contact Deena Garza at (360) 676-2165 or [garzad@sao.wa.gov](mailto:garzad@sao.wa.gov). This letter is a public record and will be posted to our website at [www.sao.wa.gov](http://www.sao.wa.gov).

Sincerely,

Pat McCarthy  
State Auditor  
Olympia, WA