



Office of the Washington State Auditor  
Pat McCarthy

## Assessment Audit Report

# Pangborn Memorial Airport

For the period January 1, 2020 through December 31, 2020

*Published September 20, 2021*

Report No. 1029046



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

September 20, 2021

Board of Commissioners  
Pangborn Memorial Airport  
East Wenatchee, Washington

**Report on Assessment Audit**

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

The attached report describes the procedures performed and conclusions for the areas we reviewed. We appreciate the opportunity to work with your staff, and value your cooperation during the assessment audit.

Sincerely,

Pat McCarthy, State Auditor  
Olympia, WA

***Americans with Disabilities***

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## AUDIT SUMMARY

### Results in brief

Based on the procedures performed, nothing came to our attention in the areas we reviewed that caused us to believe the Airport 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.

### About the assessment audit

This report contains the results of our independent audit of the Pangborn Memorial Airport from January 1, 2020 through December 31, 2020.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives. State law (RCW 43.09.230) also requires local governments to prepare and submit certified annual reports to our Office summarizing such things as revenues received, collections made, amounts receivable or payable, expenditures made, and debt owed.

This assessment audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments at least once every three years. Assessment audits are risk-based, limited-scope reviews of small local governments, generally defined as local governments with less than \$300,000 in annual revenues. To help minimize audit costs, our work for this engagement was conducted off-site primarily using financial and other information provided by the Airport.

This assessment audit was limited to the following:

- Reviewing meeting minutes for compliance with the Open Public Meetings Act
- Inquiring as to internal controls over assets, revenues, and disbursements
- Verifying that annual reports submitted to our Office were complete and filed timely in compliance with state law
- Reviewing the Airport's annual revenues and expenditures for unusual transactions or trends
- Corroborating financial information reported by the Airport by comparing cash and investment balances to third-party sources
- Reviewing expenditures for indications of unusual activities, excessive Board of Commissioners compensation, conflicts of interest, or procurement requirements
- Evaluating the Airport's financial information for indications of financial difficulties

## INFORMATION ABOUT THE AIRPORT

Pangborn Memorial Airport is located in Douglas County and offers air transportation services to Wenatchee, East Wenatchee and the surrounding area. The Airport was established in 1941 and operates as a local government agency under the statutes of the state of Washington. The Airport previously obtained operating resources through land and space rentals, concession agreements, user fees and a Joint Operating Agreement between the Port of Chelan County and Port of Douglas County.

In June 2019, the Port of Chelan County and Port of Douglas County entered into an Interlocal Agreement to functionally consolidate as of January 1, 2020 as the Chelan Douglas Regional Port Authority. With the Interlocal Agreement, the Joint Operating Agreement dissolved at December 31, 2019 and Pangborn Memorial Airport transferred all assets, liabilities, leases and contracts to the Chelan Douglas Regional Port Authority on January 1, 2020. While Pangborn Memorial Airport still exists as a legal entity, it has no assets and no activity.

### Contact information related to this report

Address:	Pangborn Memorial Airport One Campbell Parkway Suite A East Wenatchee, WA 98802
Contact:	Monica Lough, Director of Finance & Administration
Telephone:	(509) 884-4700

*Information current as of report publish date.*

### Audit history

You can find current and past audit reports for the Pangborn Memorial Airport at <http://portal.sao.wa.gov/ReportSearch>.

## ABOUT THE STATE AUDITOR'S OFFICE

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

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

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

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, [www.sao.wa.gov](http://www.sao.wa.gov). Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

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