



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/14/2014

Agenda Placement: 10A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Tracy Schulze - Auditor-Controller
Auditor - Controller
REPORT BY: Robert Minahen, Assistant Auditor-Controller - 707.253.4579
SUBJECT: Audited Reports for Fiscal Year Ending June 30, 2013

RECOMMENDATION

Auditor-Controller to present and request acceptance of the County's Comprehensive Annual Financial Report (CAFR) and County's Single Audit Report for the fiscal year ended June 30, 2013.

EXECUTIVE SUMMARY

The County's Comprehensive Annual Financial Report (CAFR) and Single Audit Report will be presented for review and acceptance. The Auditor-Controller will provide a brief summary of the reports and will be available to answer any questions. The reports are on file with the Clerk of the Board.

PROCEDURAL REQUIREMENTS

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Government Code Sections 25250 and 12410.5 address the requirements of the County to have an examination of the financial statements in accordance with generally accepted auditing standards and the preparation and filing of the Single Audit Report with the State Controller. The audit reports before you today have unqualified (clean) opinions from the County's external auditors Gallina, LLP.

This is the tenth year the County has prepared a Comprehensive Annual Financial Report (CAFR). The CAFR has four components as follows: (1) the Transmittal Letter signed by Auditor-Controller Tracy Schulze and County Executive Officer Nancy Watt, (2) the Management Discussion and Analysis (MD&A), (3) the financial statements and notes and (4) the Statistical Section. The CAFR is an excellent resource for County financial and statistical information. On December 17, 2013 the Auditor-Controller submitted the County's CAFR to the Government Finance Officers Association (GFOA) to participate in the Certificate of Achievement for Excellence In Financial Reporting Program. The County has received the GFOA Certificate of Achievement for Excellence in Financial Reporting in each of the past eight years. Due to the size of the report, the CAFR will be made available to the public through the County's website.

The Single Audit has been prepared based on Federal guidelines and must be completed and accepted by the Board of Supervisors no later than March 31, 2014. This report will also be made available to the public through the County's website.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi