



Agenda Date: 12/16/2020  
Agenda Placement: 8B

## Napa Sanitation District Board Agenda Letter

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**TO:** Honorable Board of Directors  
**FROM:** Timothy Healy - General Manager  
NS-Administration  
**REPORT BY:** Cyndi Bolden, Senior Accountant - 258-6001  
**SUBJECT:** Acceptance of Audited CAFR for Fiscal Year 2019/20

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### **RECOMMENDATION**

Accept the Comprehensive Annual Financial Report and associated Audit Report for Fiscal Year 2019/20.

### **EXECUTIVE SUMMARY**

This is the 10th year NapaSan has prepared a Comprehensive Annual Financial Report (CAFR). NapaSan was awarded the Certificate of Achievement for Excellence in Financial Reporting for the last nine (9) years.

The CAFR includes all of the information that is required for financial statements according to Generally Accepted Accounting Principles. It also includes additional information, such as a transmittal letter, table of contents, overview of NapaSan, and statistical information. The purpose of the additional information is to provide a context for the financial report and to improve the communication and understanding of the financial information in the report.

The financial statements portion of the CAFR was audited by Brown Armstrong, Certified Public Accountants. There were no audit findings, and the auditors have issued an unqualified opinion on NapaSan's financial statements. This means that the financial statements fairly and accurately represent the financial position of NapaSan, with no findings by the auditors of any material errors or omissions.

A Single Audit was not required this year because NapaSan did not expend \$750,000 or more in federal grants. We will be receiving federal grant funding from the Clean Water State Revolving Fund for the Browns Valley Road Sewer Interceptor and West Napa Pump Station Improvement Project starting in FY 2020/21.

The FY 2019/20 CAFR, of which the Audit Report is a part, is attached. The Required Communication letter to the Board has additional information regarding certain matters related to the audit. It is also attached.

Lindsey McGuire from Brown Armstrong will be giving the Board a brief summary of the audit process and audited financial statements. She will also be available to answer any questions the Board may have.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? No

**ENVIRONMENTAL IMPACT**

None.

**BACKGROUND AND DISCUSSION**

None.

**SUPPORTING DOCUMENTS**

- A . CAFR
- B . Required Communication Letter

Napa Sanitation District: Approve  
Reviewed By: Timothy Healy