

TERM OF COMMISSION: September Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Chambers

PRESENT WERE: Presiding Commissioner Dan Atwill
District I Commissioner Fred Parry
Auditor June Pitchford
Director Purchasing Melinda Bobbitt
County Clerk Taylor Burks
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:31 p.m.

Purchasing

1. First reading; Bid Award 36-28AUG17 – Corrections Uniforms Term & Supply

Melinda Bobbitt read the following memo:

36-28AUG17- Corrections Uniforms – Term & Supply opened on August 28, 2017. Nine (9) bids were received. The Boone County Sheriff's Department recommends award by low bid to Bob Barker Company, Inc.

This is a term and supply contract and will be paid from departments 1251 – Sheriff, 2902 – Corrections LE Sales Tax and account 23300 - Uniforms.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

2. First reading; RFP Award Recommendation 34-24JUL17 – Digital Advertising

Melinda Bobbitt read the following memo:

Request for Proposal *34-24JUL17 – Digital Advertising* closed on July 24, 2017. Five proposal responses were received.

The evaluation committee consisted of the following:

Chad Martin, Director, Joint Communications

Joe Piper, Deputy Director, Joint Communications

Jenna Redel, Director, Human Resources

The evaluation committee recommends a dual award to Cumulus Media, Inc. of Columbia, Missouri and Lundmark Advertising + Design, Inc. of Kansas City, Missouri for offering the best solution(s) and pricing for Boone County per their attached evaluation report.

Invoices will be paid from department 2701 – Joint Communications Operations, account 84300 – advertising. \$8,000 was budgeted for digital advertising for 2017.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

3. First reading; Contract Amendment Number Four to 138AN-TISA2013 – Telephone System for the Emergency Communication Center

Melinda Bobbitt read the following memo:

Contract *138AN-TISA2013 – Telephone System for the Emergency Communication Center* was approved by commission for award to Centurylink Communications, LLC on

June 23, 2016, commission order 248-2016. Per Aron Gish, Boone County Information Technology Director, this amendment adds a redundant internet connection to the Emergency Communication Center and replaces our current Internet at the Government Center, 801 E. Walnut, changing circuit type so that we can have a redundant service.

Invoices will be paid monthly as follows:

\$750 from department 2703 – Information Technology-BCJC/EM, account 48002 – Data Communications

\$750 from department 1170 – Information Technology, account 48002 – Data Communications

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

4. First reading; Cooperative Contract 85/2017 – Uniform Workwear for Facilities Maintenance

Melinda Bobbitt read the following memo:

Facilities Maintenance requests permission to utilize the City of Columbia cooperative contract 85/2017 to purchase Uniform Workwear from Dungarees, LLC.

This is a term and supply contract and will be paid from department 6100 – Facilities Maintenance, account 23300 - Uniforms.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

5. First reading; Bid Award 35-06SEP17 – Records Storage and Management Term & Supply

Melinda Bobbitt read the following memo:

35-06SEP17- Records Storage and Management – Term & Supply opened on September 06, 2017. One (1) bid was received. Boone County Recorder and Circuit Clerk recommend award by low bid to Underground Records Management, LLC.

This is a term and supply contract and will be paid from departments 1196 – Records Management Services and 2800 – Storage and Preservation, account 71525 – Storage Charges and 23020 – Microfilm/Film.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

6. 1st & 2nd reading; Disposition of cell phones by donating to Cell Phones for Soldiers

Commissioner Atwill said this item will be revised to a first reading today with a second reading to occur at a later date.

Taylor Burks said this is done out of an abundance of caution to bring this through the normal disposal process. These are antiquated cell phones, over 12 years old, with no

residual value and so our alternative would be to toss them, but we wanted to look at other options where we could dispose of these to an organization that could use them. I understand we can look into some legal mechanisms for us to do that and we will get some answers for the Commission on that.

Commissioner Atwill said this type of thing would normally have an approval from the Auditor and Legal and this would need that.

Mr. Burks said he will do that.

Commissioner Atwill said a second reading will be pending based on the outcome of Mr. Burks' discussion with the Auditor and County Counselor.

Auditor

7. Presentation of the Fiscal Year 2016 Financial Audit Report

June Pitchford said this is the annual County Financial Audit Report. We schedule a presentation with representatives from outside the county. We have Ted Williamson and Brandi Lawyer from RubinBrown who will walk through the highlights of the audit.

Mr. Williamson and Ms. Lawyer detailed various highlights of the audit which are displayed at the end of these minutes.

Ms. Pitchford said she would like to acknowledge the significant work of the staff in the Auditor's office and would like to recognize Caryn Ginter, Jason Gibson, Heather Acton, Meta Kanago and Jennifer Market.

Commission

8. 1st & 2nd reading; Organizational Use of the Courthouse Plaza by Mid Missouri Baptist Association of Boone County for October 12, 2017

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Courthouse Plaza by Mid-Missouri Baptist Association of Boone County for October 12, 2017 from 10:00 a.m. to 12:00 p.m.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #427-2017**

9. Public Comment

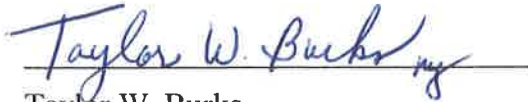
None

10. Commissioner Reports

None

The meeting adjourned at 1:50 p.m.

Attest:



Taylor W. Burks
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

County of Boone, Missouri



Presentation On Results Of The Annual Audit



for the year ended
December 31, 2016

The County Commissioners
Boone County, Missouri

We are pleased to have the opportunity to present to you the results of our audit engagement of Boone County, Missouri for the year ended December 31, 2016. The accompanying report presents information regarding the scope of our audit and other matters, which summarizes the results of our audit engagement.

We thank you for the opportunity to be of continued service to the County. We have received excellent cooperation and assistance from both management and staff with respect to access to records, supporting documentation and responses to inquiries. No limitations were placed upon our ability to perform the audit.

RubinBrown LLP

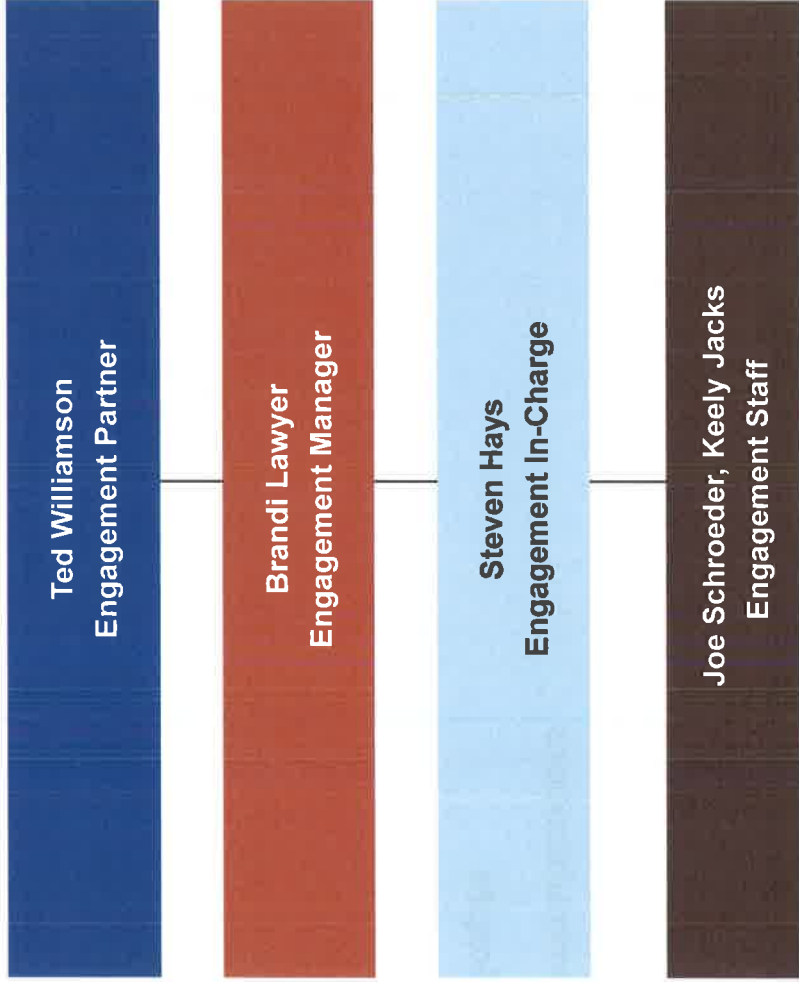
June 28, 2017

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Engagement Team

Boone County, Missouri



Auditor Communications

Boone County, Missouri

County Commissioners
Boone County, Missouri

We have audited the basic financial statements of Boone County, Missouri (the County) for the year ended December 31, 2016. Our audit was performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement and presented in accordance with accounting principles generally accepted in the United States of America. Our audit involved performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. We also evaluated the appropriateness of accounting policies used by the County and the reasonableness of significant accounting estimates made by the County's management, as well as evaluated the overall presentation of the financial statements.

Auditing standards require the auditor to ensure that those charged with corporate governance receive additional information regarding the scope and results of the audit that may assist the governing body in overseeing the financial reporting and disclosure process for which management is responsible. The following section describes matters which are required to be reported to you.

This information is intended solely for the use of the County Commissioners, elected officials and management and is not intended to be and should not be used by anyone other than these specified parties.

RubinBrown LLP

June 28, 2017

For County Commissioners, Elected Officials And
Management Use Only



Auditor Communications (Continued)

AREA	COMMENTS
<p>Auditors' Responsibility Under U.S. Generally Accepted Auditing Standards and Scope of Services</p> <p>Our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with our assistance are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of responsibility for the accuracy of the financial statements.</p> <p>Professional standards also require that we obtain an understanding of the County's internal control. However, such understanding is required for the purpose of assessing the risks of material misstatement of the financial statements and to design the nature, timing, and extent of our audit procedures and not to provide any assurance concerning such internal control. Accordingly, we express no such assurance.</p>	<p>We have audited the County's financial statements for the year ended December 31, 2016. Our audit was performed in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States.</p> <p>We have issued:</p> <ul style="list-style-type: none"> ■ An unmodified opinion on the County's financial statements for the year ended December 31, 2016. ■ A report on compliance and on internal control over financial reporting based on an audit of the financial statements in accordance with Government Auditing Standards. ■ An unmodified opinion on compliance and a report on internal controls over federal financial assistance in accordance with Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). ■ Report to the Governing Body.
<p>Other Information In Documents Containing Audited Financial Statements</p>	<p>To our knowledge, the 2016 audited financial statements are not included in any other document.</p>



Auditor Communications (Continued)

AREA	COMMENTS
<p>Planned Scope And Timing Of The Audit</p>	<p>We performed the audit as stated in our engagement letter dated April 11, 2017 regarding the nature, timing and extent of our audit procedures.</p>
<p>Qualitative Aspects Of Accounting Practices Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about appropriateness of accounting policies and their application.</p>	<ul style="list-style-type: none"> ■ Significant accounting policies are described in Note 1. ■ The County implemented GASB Statement No. 72, <i>Fair Value Measurement and Application</i> and GASB Statement No. 77, <i>Tax Abatement Disclosures</i> during 2016. ■ Aside from this, no new accounting policies were adopted and the application of existing policies was not changed. ■ We noted no transactions entered into during the year for which there was a lack of authoritative guidance or consensus. ■ No significant transactions have been recognized in a different period than when the transactions occurred.
<p>Management Judgments And Accounting Estimates The preparation of the financial statements requires the use of accounting estimates. Certain estimates are particularly sensitive due to their significance to the financial statements and the possibility that future events may differ significantly from management's expectations. We evaluated the key factors and assumptions used to develop the estimates noted at right in determining that these amounts are reasonable in relation to the financial statements taken as a whole.</p>	<ul style="list-style-type: none"> ■ Depreciation and useful lives of capital assets. ■ Fair value of investments ■ Estimated property taxes collectible. ■ Period of availability for revenue recognition purposes. ■ Actuarial assumptions utilized in the calculation of pension and other post-employment benefit liabilities and related accounts. ■ Estimated liability for payment of incurred (both reported and unreported) but unpaid insurance claims.



Auditor Communications (Continued)

AREA	COMMENTS
<p>Financial Statement Disclosures The disclosures are neutral, consistent and clear. Certain disclosures are particularly sensitive because of their significance to the financial statements' users.</p>	<p>The most sensitive disclosures affecting the financial statements are:</p> <ul style="list-style-type: none"> ■ Note 2 - Cash and investments ■ Note 7 - Capital assets ■ Note 8 - Long-term liabilities ■ Note 10 - Employee benefit plans ■ Note 11 - Other postemployment benefit plan ■ Note 13 - Risk management
<p>Corrected And Uncorrected Misstatements Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.</p>	<p>We identified no corrected or uncorrected misstatements during the audit.</p>



Auditor Communications (Continued)

Boone County, Missouri

AREA	COMMENTS
<p>Difficulties Encountered In Performing The Audit</p>	<p>There were no difficulties encountered in dealing with management related to the performance of the audit.</p>
<p>Disagreements With Management</p>	<p>None</p>
<p>Management Representations</p>	<p>Management representation letter dated June 28, 2017. A copy is included as an exhibit.</p>
<p>Management Consultations With Other Independent Accountants</p>	<p>In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to an entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.</p>
<p>Other Audit Findings Or Issues</p>	<p>There were no matters of significant discussion that affected our retention as the County's auditors.</p>

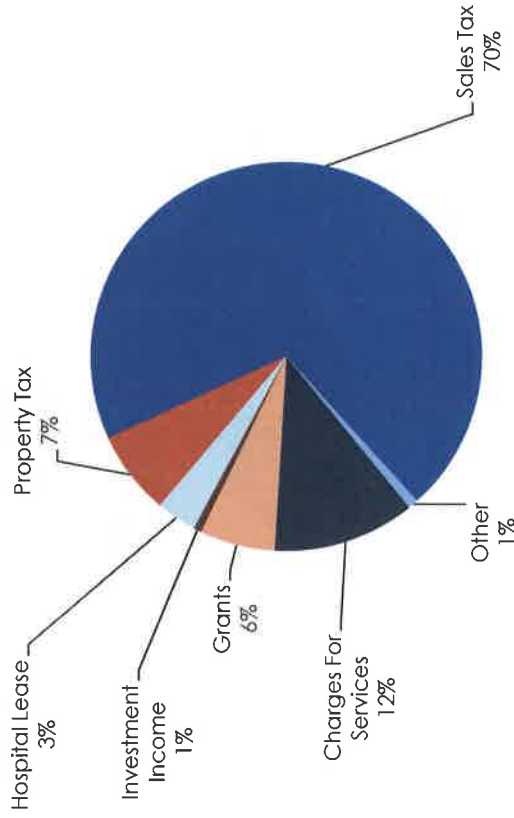
Auditor Communications (Continued)

AREA	COMMENTS
<p>Other Matters</p>	<p>The Management's Discussion and Analysis, Schedules of Selected Pension Information, Schedules of OPEB Funding Progress and Budgetary Comparison Information are not required parts of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.</p> <p>The combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. This supplementary information is management's responsibility and has been subjected to certain audit procedures. In our opinion, the supplementary information is fairly stated in relation to the financial statements taken as a whole.</p> <p>The introductory section and statistical section were not subjected to the auditing procedures applied in the audit of the basic financial statements. We do not express an opinion or provide any assurance on them.</p>

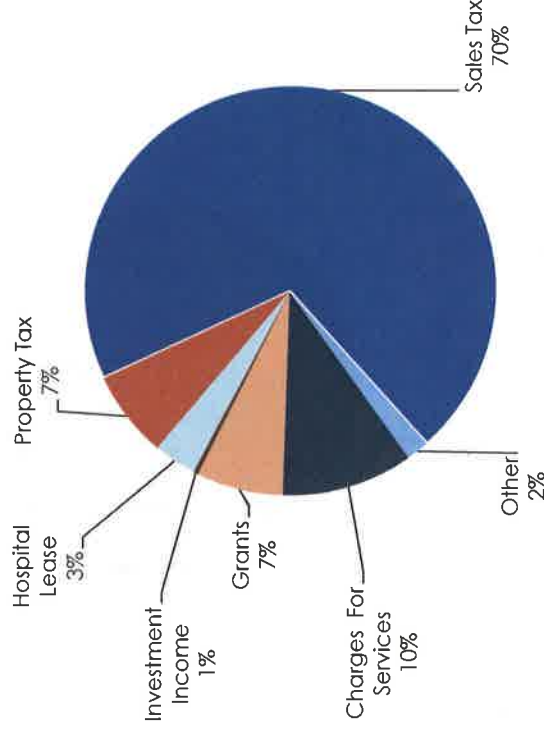
Government-Wide Revenues

Boone County, Missouri

2016 = \$71,374,557



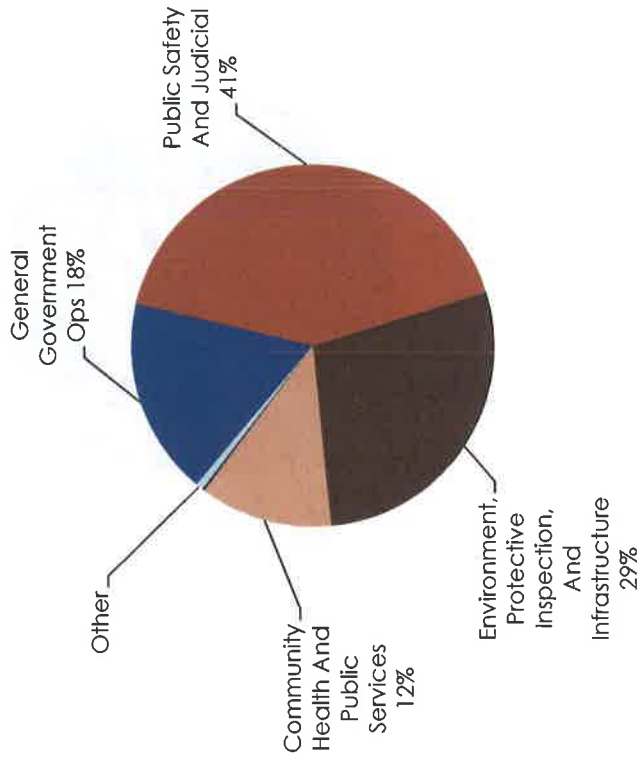
2015 = \$69,866,983



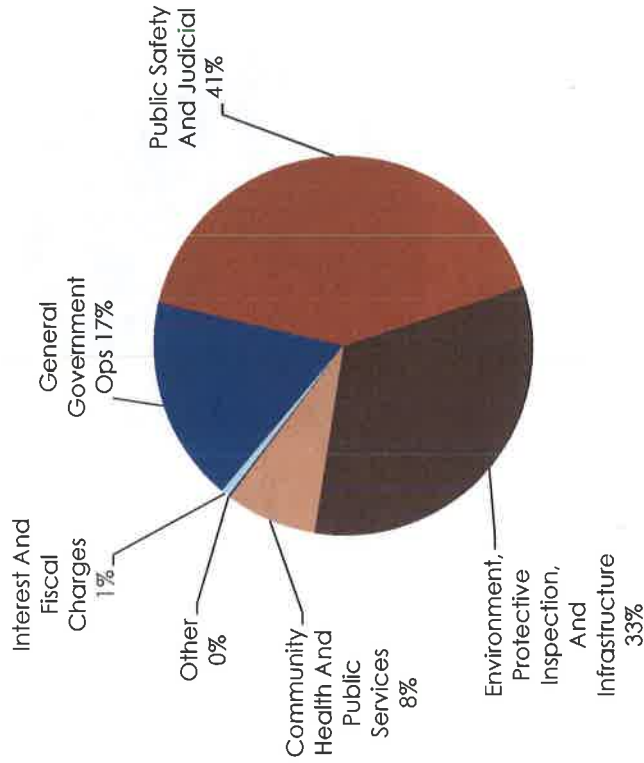
NOTE: Total revenue on a government-wide basis was \$71.4 million, an increase of \$1.5 million over the previous fiscal year. The increase is due in part to growth in sales tax revenue, which grew at an annual rate of approximately 2% in 2016. Voters have authorized five sales tax levies, one of which is unrestricted and accounted for within the General Fund and an additional four levies, each accounted for within separate special revenue funds (road infrastructure, law enforcement, community children's services, and 911/Emergency Management). In addition, charges for services increased 16.5% due in part to the election held in 2016 which resulted in additional monies being collected from local municipalities for election services provided.

Government-Wide Expenses

2016 = \$61,677,246



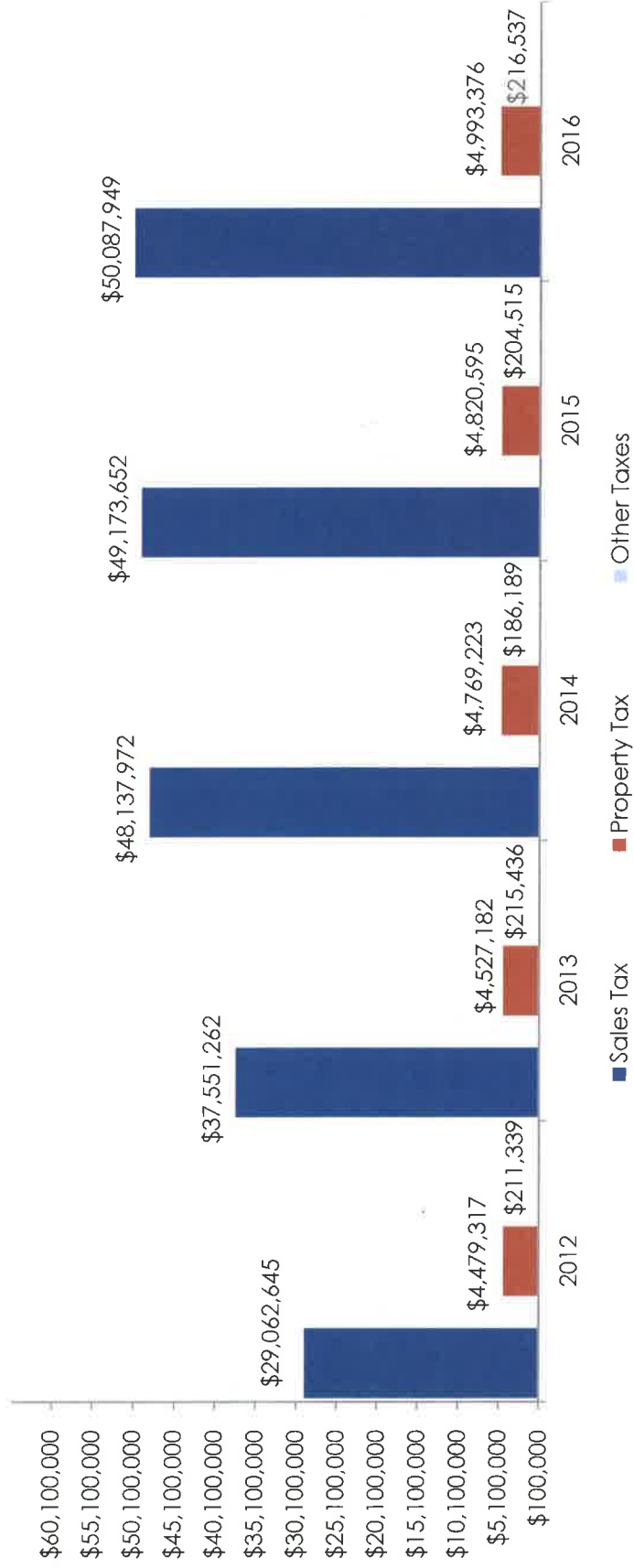
2015 = \$57,896,854



NOTE: The total cost of all programs and services was \$61.7 million, an increase of approximately \$3.7 million. This increase is primarily attributable to increased activity in the Community Children's Service Fund and the 911/Emergency Management Fund.

Tax Revenues

Boone County, Missouri



NOTE: The significant increase in sales tax revenue occurring subsequent to 2012 is attributable to two new voter approved sales taxes for Community Children's Services (effective April 2013) and 911/Emergency Management (effective October 2013).

Independent Auditors' Report On Additional Information

Boone County, Missouri

The County Commissioners
Boone County, Missouri

Our report, dated June 28, 2017, on our audit of the basic financial statements of Boone County, Missouri for the year ended December 31, 2016 appears in the financial statements of the County. That audit was conducted for the purpose of forming opinions on the basic financial statements taken as a whole. The additional information presented on the preceding pages is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

RubinBrown LLP

June 28, 2017

For County Commissioners, Elected Officials And
Management Use Only



June 28, 2017

RubinBrown LLP
One North Brentwood Boulevard
Saint Louis, Missouri 63105

We are providing this letter in connection with your audit of the financial statements of Boone County, Missouri as of December 31, 2016 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Boone County, Missouri and the respective changes in financial position and, where applicable, cash flows thereof in conformity with U.S. generally accepted accounting principles. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with U.S. generally accepted accounting principles.

We understand we are responsible for management decisions and functions, for designating a qualified employee to oversee any nonattest services you provide, for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

We confirm, to the best of our knowledge and belief the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter, including our responsibilities for the preparation and the fair presentation of the financial statements for the preparation of the supplementary information in accordance with the applicable criteria.
2. The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates are reasonable.
6. Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
7. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed. No events, including

instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

8. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
9. Guarantees, whether written or oral, under which the county commission is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

10. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of County Commission or summaries of actions of recent meetings for which minutes have not yet been prepared.
11. All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
12. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
13. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
14. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, regulators, or others.
15. We have disclosed to you all known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
16. We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
17. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Government Specific

18. We have made available to you all financial records and related data and all audit or relevant monitoring reports, if any, received from funding sources.
19. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
20. We have a process to track the status of audit findings and recommendations.

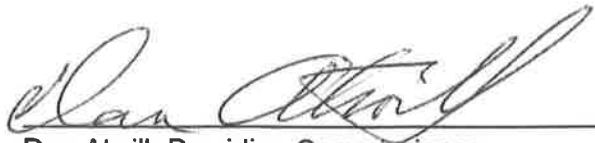
21. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
22. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
23. The County has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
24. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
25. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
26. As part of your audit, you assisted with preparation of the financial statements and related notes and schedules of expenditures of federal awards. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.
27. The County has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
28. The County has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
29. We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
30. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
31. The financial statements properly classify all funds and activities.
32. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
33. Components of net position (net investment in capital assets; restricted; and unrestricted) and equity amounts are properly classified and, if applicable, approved.
34. Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
35. Provisions for uncollectible receivables have been properly identified and recorded.
36. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

37. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
38. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
39. Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
40. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
41. We have appropriately disclosed the County's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available and have determined that net assets were properly recognized under the policy.
42. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
43. With respect to the supplementary information included in the comprehensive annual financial report and the Schedule of Expenditures of Federal Awards (supplementary information):
 - a. We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary Information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b. If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
44. With respect to federal award programs:
 - a. We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) , including requirements relating to preparation of the schedule of expenditures of federal awards.
 - b. We acknowledge our responsibility for presenting the schedule of expenditures of federal awards (SEFA) in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and

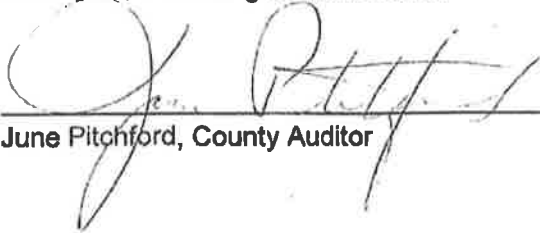
we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.

- c. If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
- d. We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance and included in the SEFA made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e. We are responsible for understanding and complying with, and have complied with, the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major program.
- f. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance requirements applicable to federal programs that provides reasonable assurance that we are managing our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g. We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h. We have received no requests from a federal agency to audit one or more specific programs as a major program.
- i. We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the Compliance Supplement, relating to federal awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the requirements of federal awards.
- j. We have disclosed any communications from grantors and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l. Amounts claimed or used for matching were determined in accordance with relevant guidelines in the Uniform Guidance.

- m. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- n. We have made available to you all documentation related to compliance with the direct material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- o. We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- p. There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- q. No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies in internal control over compliance (including material weaknesses in internal control over compliance), have occurred subsequent to the date as of which compliance was audited.
- r. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- s. The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- t. We have monitored subrecipients to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and have met the requirements of the Uniform Guidance.
- u. We have taken appropriate action, including issuing management decisions, on a timely basis after receipt of subrecipients' auditor's reports that identified noncompliance with laws, regulations, or the provisions of contracts or grant agreements and have ensured that subrecipients have taken the appropriate and timely corrective action on findings.
- v. We have considered the results of subrecipient audits and have made any necessary adjustments to our books and records.
- w. We have charged costs to federal awards in accordance with applicable cost principles.
- x. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- y. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.



Dan Atwill, Presiding Commissioner



June Pitchford, County Auditor

