

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the meeting of: February 13, 2013

To: Board of Directors
From:  Roger Meagor, Fire Chief
Subject: Annual Independent Audit Report for Fiscal Year ending June 30, 2012

RECOMMENDATION:

That the Board accepts the Annual Independent Audit Report for fiscal year ending June 30, 2012, as prepared by Odenberg, Ullakko, Murranshi (OUM) and Company, LLP, CPA.

BACKGROUND / DISCUSSION:

OUM, Certified Public Accountants, have prepared the Annual Independent Auditor's Report for the fiscal year ending June 30, 2012.

Copies of the document have been mailed to the Board Members and the Executive Officer. The document is also included as part of the agenda packet available for public viewing at Ross Valley Fire Department, 777 San Anselmo Avenue, San Anselmo. A representative from OUM will be available to explain the audit and answer any questions that the Board or the public may have. Following action by the Board, the document will be available for public viewing at Ross Valley Fire Department, 777 San Anselmo Avenue, San Anselmo, for a period of 30 days and will also be posted on the Department's website.

Below is a brief explanation of various sections contained in the audit report.

Management's Discussion and Analysis: The discussion and analysis, prepared by staff, provides an overview of the Department's financial activities for the fiscal year ending June 30, 2012.

Financial Statements: The Department's basic financial statements are comprised of three components: Government-wide Financial Statements, Governmental Funds Financial Statements, and Notes to the Basic Financial Statements. Supplementary information, in addition to the basic financial statements, is also presented. An overview of the financial statements can be found in the Management's Discussion and Analysis starting on page 2 of the document.

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The opinion presented in the independent auditors' report, resulting from OUM's audit of the Department's financial records, is that the financial statements present fairly, in all material respects, the financial position of the Department as of June 30, 2012; and the results of the Department's operations and cash flows for the fiscal year are in conformity with generally accepted accounting principles.

Required Supplementary Information: In addition to the basic financial statements and accompanying notes, the report also presents a Budgetary Comparison Schedule and a PERS Schedule of Funding Progress.

Report on Internal Controls over Financial Reporting: The auditor found no matters involving the internal control over financial reporting and its operation that would be considered to be material weaknesses.

Compliance and Other Matters: The auditor performed tests for compliance with certain provisions of law, regulations, contracts, and grant agreements; noncompliance with which could have a direct and material effect on the determination of financial statement amounts. The tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Conclusion: Staff recommends that the Board accept the Annual Independent Audit Report for Fiscal Year ending June 30, 2012, as prepared by Odenberg, Ullakko, Murranshi (OUM) and Company, LLP, CPA.