State Financial Assistance Reports

State Financial Assistance Reports

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ELGEE, REHFELD, MERTZ & BARRETT, LLC

CERTIFIED PUBLIC ACCOUNTANTS

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Members of the Assembly
The City and Borough of Juneau, Alaska

We have audited the basic financial statements of the City and Borough of Juneau, Alaska as of and for the year ended June 30, 2002, and have issued our report thereon dated November 11, 2002. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the City and Borough of Juneau Alaska's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City and Borough of Juneau, Alaska's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting, which we have reported to management of the City and Borough of Juneau, Alaska in a separate letter dated November 11, 2002.

This report is intended solely for the information and use of the Assembly, management, and the State of Alaska, and is not intended to be and should not be used by anyone other than these specified parties.

Elgel, Relifeld, Mertz & Barrett, LLC

November 11, 2002

ELGEE, REHFELD, MERTZ & BARRETT, LLC

CERTIFIED PUBLIC ACCOUNTANTS

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REPORT ON COMPLIANCE WITH REQUIRMENTS APPLICABLE TO EACH MAJOR PROGRAM

AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH THE STATE OF ALASKA AUDIT GUIDE AND COMPLIANCE SUPPLEMENT FOR STATE SINGLE AUDITS

The Members of the Assembly
The City and Borough of Juneau, Alaska

Compliance

We have audited the compliance of the City and Borough of Juneau, Alaska with the types of compliance requirements described in the *State of Alaska Audit Guide and Compliance Supplement for State Single Audits* that are applicable to each of its major state programs for the year ended June 30, 2002. The City and Borough of Juneau, Alaska's major state programs are identified in the accompanying schedule of state financial assistance. Compliance with the requirements of laws, regulations, contracts, and grants, general requirements, and the specific requirements applicable to each of its major state programs is the responsibility of the City and Borough of Juneau, Alaska's management. Our responsibility is to express an opinion on the City and Borough of Juneau, Alaska's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *State of Alaska Audit Guide and Compliance Supplement for State Single Audits*. Those standards and the *State of Alaska Audit Guide and Compliance Supplement for State Single Audits* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major state program occurred. An audit includes examining, on a test basis, evidence about the City and Borough of Juneau, Alaska's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the City and Borough of Juneau, Alaska's compliance with those requirements.

In our opinion, the City and Borough of Juneau, Alaska complied, in all material respects, with the requirements referred to above that are applicable to each of its major state programs for the year ended June 30, 2002.

Internal Control Over Compliance

The management of the City and Borough of Juneau, Alaska is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to state programs. In planning and performing our audit, we considered the City and Borough of Juneau, Alaska's internal control over compliance with requirements that could have a direct and material effect on a major state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on the internal control over compliance in accordance with the *State of Alaska Audit Guide and Compliance Supplement for State Single Audits*.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major state program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

Elgel, Relifeld, Merty & Bowett, LLC

<u>Schedule of State Financial Assistance and Schedules of Expenditures - Budget and Actual</u>
We have audited the financial statements of the City and Borough of Juneau, Alaska as of and for the year ended June 30, 2002, and have issued our report thereon dated November 11, 2002. Our audit was performed for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying Schedule of State Financial Assistance and Schedules of Expenditures - Budget and Actual (pages 13-15) are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of the Assembly, management, and the State of Alaska, and is not intended to be and should not be used by anyone other than these specified parties.

November 11, 2002

Schedule of State Financial Assistance

Year ended June 30, 2002

State grant or/pass-through grant or/program title	Grant Number	A	ward Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Community and Economic Development:							
Direct Program							
Safe Communities	-	* \$	755,741	-	755,741	755,741	-
Fisheries Business Tax	-		13,793	-	13,793	13,793	-
State Shared Revenues:							
Aware	-		14,133	-	14,133	14,133	-
JAMI	-		2,944	-	2,944	2,944	-
Entitlement	-	*	548,706	-	548,706	548,706	-
Juneau Receiving Home	-		9,716	-	9,716	9,716	-
Nursing Home	-		12,955	-	12,955	12,955	-
REACH	-		7,361	-	7,361	7,361	-
Roads	-		34,123	-	34,123	34,123	-
Gastineau Manor	-		10,011	-	10,011	10,011	-
Rehabilitation	-		36,805	-	36,805	36,805	-
Hospital	-		36,805	-	36,805	36,805	-
Juneau Water and Sewer	4/92-017		900,000	(32,377)	-	24,699	(7,678)
Treadwell Ice Arena	02-DC-018	*	150,000	-	30,000	150,000	120,000
Muncipal Capital Project Matching Grant Program							
Auke Bay/Marie Drake Fire and ADA Compliance	94/578-1-002		87,500	3,422	4,830	1,408	-
Fire: Station Exhaust Ventilation System	96/578-5-006	*	70,000	75	56,000	55,925	-
Fire: Biohazard Cleanup/Decontamination System	96/578-5-007	*	105,000	(21,000)	28,575	52,500	2,925
Police: Integrated Computer Records System	97/578-5-004		140,000	1,025	13,907	18,907	6,025
ADA Compliance: Accessibility Projects	98/578-9-001		35,000	3,028	17,508	17,004	2,524
Parks and Playground Safety Repairs	99/578-9-005		28,000	288	6,844	15,539	8,983
Marie Drake Elementary Upgrades for Fire Rated Corridors/ADA	00/578-1-005		202,952	-	-	-	-
ADA Compliance: Accessibility Projects	00/578-9-001		35,000	598	13,208	16,751	4,141
Essential Building Repairs	00/578-9-003		171,500	(5,234)	7,197	14,021	1,590
Deferred Building Maintenance	01-MG-070		264,000	(42,699)	-	10,321	(32,378)
Essential Building Repairs	01-MG-071		171,000	5,700	8,961	4,314	1,053

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Schedule of State Financial Assistance

Year ended June 30, 2002

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Community and Economic Development (cont):						
Underground Fuel Storage Tanks	01-MG-072	76,000	57,634	67,475	9,841	-
Mt. Jumbo Building Safety	01-MG-280	12,291	-	-	24	24
Deferred Building Maintenance	02-MG-065	264,000	-	28,530	36,424	7,894
Essential Building Repairs	02-MG-066	171,000	-	-	-	-
Underground Fuel Storage Tanks	02-MG-067	* 76,000		54,585	56,031	1,446
		4,442,336	(29,540)	1,820,713	1,966,802	116,549
Federal Pass-Through Grants: U.S. Department of Commerce						
Alaska Coastal Management FY01	810533	38,250	13,319	18,185	4,866	-
Alaska Coastal Management FY02	820547	38,450	-	29,485	38,450	8,965
Alaska Coastal Management Section 6217	820548	35,100	-	-	34,243	34,243
U.S. Department of Housing and Urban Development						
Community Development Block Grant	801110	198,000	-	198,000	198,000	-
Denali Commission						
Communities Priorites Program - Treadwell Arena	-	500,000				
		809,800	13,319	245,670	275,559	43,208
U.S. Department of Agriculture Forest Service						
Schools and Roads - Grants to States	-	930,246		930,246	790,709	(139,537)
Total Department of Community and Economic Development		6,182,382	(16,221)	2,996,629	3,033,070	20,220
Department of Education & Early Development:						
Library Assistance	PLA-02-743-39	19,200	-	19,200	19,200	-
Regional Services Grant	ILC-02-743-89	* 70,000	-	70,000	70,000	-
Interlibrary Cooperation Grant - Netlender	ILC-02-743-126	2,562	-	2,562	2,562	-
Museum Grant-In-Aid	-	8,070	-	8,070	8,070	-
High School Structural Repairs	2-94	* 152,600	(47,813)	-	55,378	7,565

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Schedule of State Financial Assistance

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Education & Early Development (cont.):						
Juneau New Elementary	3-94	9,940,000	-	-	-	-
JDHS Roof Repair	46-94	116,200	(36,116)	-	-	(36,116)
Glacier Valley Roof	47-94	769,300	(328,709)	-	87	(328,622)
JDHS Roof Repairs and Replacement	1-97	646,922	-	-	31,845	31,845
Mendenhall River School Roof Repair	98-001	1,561,456	(302,008)	-	875	(301,133)
State Shared Revenue:						
School Debt Retirement FY01	-	1,840,024	18,400	18,400	-	-
School Debt Retirement FY02	-	* 2,642,394	<u>-</u> _	1,806,355	2,642,394	836,039
		17,768,728	(696,246)	1,924,587	2,830,411	209,578
Federal Pass-Through Grant:						
U.S. Department of Education						
n Regional Grant	ILC-02-743-89	35,570	-	35,570	35,570	-
Capital City Libraries Upgrade of Router	ILC-02-743-118	12,583	<u>-</u>	12,583	12,583	<u>-</u>
		48,153	<u>-</u> _	48,153	48,153	<u>-</u>
Total Department of Education & Early Development		17,804,298	(696,246)	1,960,157	2,865,981	209,578
Department of Environmental Conservation:						
Goat Hill Sewer Ph II	44577	722,880	36,144	36,144	-	-
North Douglas Sewer Design	44578	250,000	-	-	-	-
Auke Bay Wastewater Treatment Plant Expansion	44579	338,000	16,900	16,900	-	-
Lena Loop Reservoir	44580	* 1,555,000	220,000	270,378	50,378	-
North Douglas Sewer Expansion Ph I	44581	* 2,095,500	451,380	801,466	741,947	391,861
		4,961,380	724,424	1,124,888	792,325	391,861

Schedule of State Financial Assistance

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Environmental Conservation (cont.):						
Federal Pass-Through Grant:						
U.S. Department of the Interior						
Environmental Protection Agency	ND 01 14	20.040	20.040	20.040		
Stormwater Management Development	NP-01-14	38,840	38,840	38,840	-	
Stormwater Management Development	NP-02-05	72,000		11,422	68,862	57,440
		110,840	38,840	50,262	68,862	57,440
Total Department of Environmental Conservation		5,072,220	763,264	1,175,150	861,187	449,301
Department of Fish and Game:						
Amalga Harbor Boat Ramp Rehabilitation	00-062	112,500	-	-	-	-
N. Douglas Island Ramp	00-017	42,500				
Douglas Harbor Ramp Facility	01-018	100,000				
		255,000				
Federal Pass-Through Grant:						
U.S. Department of the Interior						
Fish and Wildlife Service						
Amalga Harbor Boat Ramp Rehabilitation	00-062	337,500	-	-	-	-
N. Douglas Island Ramp	00-017	127,500	-	-	-	-
Douglas Harbor Ramp Facility	01-018	300,000				
		765,000				
Total Department of Fish and Game		1,020,000	<u>-</u>			
Department of Health and Social Services:						
Chemical Dependancy Treatment - FY01	06-1433	556,291	141,483	138,073	(6,910)	(3,500)
Chemical Dependancy Treatment - FY02	06-2433	* 556,291	-	417,216	556,291	139,075

Schedule of State Financial Assistance

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Health and Social Services (cont.):						
Specifically Impaired	06-2238	* 80,000		79,354	80,000	646
		1,192,582	141,483	634,643	629,381	136,221
Federal Pass-Through Grant:						
U.S. Department of Health and Human Services						
Women's Capacity Expansion - FY01	06-1496	106,174	29,214	20,666	(5)	8,543
Women's Capacity Expansion - FY02	06-2496	20,505			19,415	19,415
		126,679	29,214	20,666	19,410	27,958
Total Department of Health and Social Services		1,319,261	170,697	655,309	648,791	164,179
 Department of Military and Veterans Affairs: Federal Pass-Through Grant: 						
U.S. Department of Defense						
Local Emergency Planning Committee	-	29,000	-	9,599	29,000	19,401
Emergency Management Program	-	10,000	2,500	10,000	10,000	2,500
Total Department of Military and Veterans Affairs		39,000	2,500	19,599	39,000	21,901
Department of Natural Resources:						
Urban Forestry Grant	-	15,000	5,000	12,500	7,500	
Federal Pass-Through Grants: U.S. Department of Interior National Park Service						
Historic Building Survey - Casey-Shattuck Neighborhood	00-335	7,260	1,894	6,074	4,180	-
Historic Preservation Webpage II	00-337	1,650	951	1,546	595	-
2001 Alaska CLG Workshop - Travel Grant	00-348	3,984	2,530	2,014	(516)	-

Schedule of State Financial Assistance

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Natural Resources (cont.):						
Federal Pass-Through Grants:						
U.S. Department of Interior						
National Park Service						
Stabilization at Jualpa Mine Camp Historic District, Ph. V	01-353	4,500	-	2,016	2,016	-
Interpretive Signs for Traditional Places	01-354	19,500	-	-	-	-
Land and Water Conservation Fund - Treadwell Arena	02-00372	154,786				
		191,680	5,375	11,650	6,275	<u>-</u>
Total Department of Natural Resources		206,680	10,375	24,150	13,775	
Department of Public Safety:						
Federal Pass-Through Grant:						
U.S. Department of Justice						
COPS Technology Grant	-	976,900			22,850	22,850
Department of Revenue:						
State Shared Revenue FY01:						
Aviation Fuel	-	81,733	81,733	81,733	-	-
Liquor Taxes	-	53,700	28,500	28,500	-	-
Raw Fish Tax	-	238,262	238,262	238,262	-	-
State Shared Revenue FY02:						
Aviation Fuel	-	* 85,897	-	-	85,897	85,897
Liquor Taxes	-	* 59,200	-	32,200	59,200	27,000
Raw Fish Tax	-	* 189,555			189,555	189,555
		708,347	348,495	380,695	334,652	302,452

Schedule of State Financial Assistance

Year ended June 30, 2002

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Revenue (cont.):						
Alaska Housing Finance Corporation						
Federal Pass-Through Grant:						
U.S. Department of Housing and Urban Development		25.425	25.425	25.425		
"In Lieu of Tax" receipts FY01	-	36,435	36,435	36,435	-	-
"In Lieu of Tax" receipts FY02	-	50,203			50,203	50,203
		86,638	36,435	36,435	50,203	50,203
Total Department of Revenue		794,985	384,930	417,130	384,855	352,655
Department of Transportation and Public Facilities:						
Juneau Airport Runway Rehabilitation	72240	179,859	1,748	1,787	39	-
Juneau Capital Transit Capital Grant-Purchase Transit Buses	67458	93,912	9,912	11,003	1,091	-
Juneau Airport Snow Removal Equipment Building Design,						
Permitting and Site Work	67642	21,873	_	-	_	_
Juneau Glacier Highway/Anka Street Area Improvements	67898	13,285	11,500	12,300	800	_
Juneau Airport Rehabilitate Air Carrier and GA Aprons	67957	32,297	· -	28	28	-
Juneau Airport North Terminal Access Rehabilitation	67959	8,716	-	18	18	-
Juneau Airport Runway Safety Area Construction and EA	68129	120,675	-	1,394	1,394	-
Juneau Airport Runway Safety Area Expansion/EIS	68147	23,333	4,584	23,087	18,503	<u>-</u> _
		493,950	27,744	49,617	21,873	
Federal Pass-Through Grants:						
U.S. Department of Transportation						
Federal Transit Administration						
Section 18 Grant (Operations)	68326	84,714	-	84,714	84,714	-
Juneau Capital Transit Capital Grant - Purch Trans Buses	67458	946,088	100,221	111,258	11,037	-
Juneau Downtown Transit Center - Enviro/Preconstruct	68271	48,750	-	-	48,750	48,750
Update Capital Transit Development Plan	AK-80-X009	25,000	-	-	-	-

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Schedule of State Financial Assistance

State grant or/pass-through grant or/program title	Grant Number	Award Amount	Receivable (deferral) at July 1, 2001	Amount Received	Expenditures	Receivable (deferral) at June 30, 2002
Department of Transportation and Public Facilities (cont.): Federal Pass-Through Grants:						
U.S. Department of Transportation						
Federal Transit Administration Juneau Capital Transit Capital Grant-Purchase Paratransit Buses	68328	87,750		82,851	82,851	
Juneau Capitai Transit Capitai Grant-Futchase Faratransit Buses	06326	1,192,302	100,221	278,823	227,352	48,750
Federal Pass-Through Grants: U.S. Department of Transportation Federal Highway Administration						
Planning Grant - Juneau Riverside Drive Corridor Study	74667	66,454	37,810	66,454	28,644	_
Planning Grant - Juneau Transit Development Plan	74930	61,405	-	-	61,400	61,400
Juneau Glacier Highway/Anka Street Area Improvements	67898	119,565	103,500	110,699	7,199	
=		247,424	141,310	177,153	97,243	61,400
Total Department of Transportation		1,933,676	269,275	505,593	346,468	110,150
Total State Financial Assistance		29,837,323	521,360	5,947,643	6,582,944	1,156,661
Total Federal Pass-Through Grants		5,524,662	367,214	1,818,657	1,645,616	194,173
Total State Direct and Federal Pass-Through Assistance		\$ 35,361,985	888,574	7,766,300	8,228,560	1,350,834

^{*}Major Program

Notes to Schedule of State Financial Assistance

Year ended June 30, 2002

General

The accompanying Schedule of State Financial Assistance presents the activity of all state financial assistance programs of the City and Borough of Juneau, Alaska. The City and Borough's reporting entity is defined in Note 1 to the City and Borough's basic financial statements. State and federal financial assistance received directly from state agencies is included in the schedule.

Basis of Accounting
The accompanying Schedule of State Financial Assistance is presented using the modified-accrual basis of accounting, which is described in Note 1 to the City and Borough's basic financial statements.

Relationship to Basic Financial Statements

The following is a reconciliation of state revenues reported in the City and Borough's basic financial statements to state expenditures reported in the Schedule of State Financial Assistance:

State revenues as reported in the basic financial statements: Governmental Funds	\$ 6,302,852
Proprietary Fund	357,905
Internal Service Funds	82,851
	6,743,608
Less:	2,7 12,000
Federal grants passed through the State of Alaska	(1,645,616)
Rounding adjustments	(1)
Plus:	· /
Alaska Department of Health and Social Services grants to Bartlett Regional Hospital classified as reimbursement for charges in the basic	
financial statements	639,948
Airport, Hospital, Water and Sewer capital projects	845,005
Total state expenditures as reported in the	
Schedule of State Financial Assistance	\$ 6,582,944

State Financial Assistance Reports

Chemical Dependency Treatment – FY02

Schedule of Expenditures - Budget and Actual

	Budget	Actual	Variance over (under)
Personal Services Travel	\$ 555,702 589	\$ 555,702 589	\$ - -
	<u>\$ 556,291</u>	<u>\$ 556,291</u>	<u>\$ -</u>

State Financial Assistance Reports

Specifically Impaired

Schedule of Expenditures - Budget and Actual

	Budget	Actual	Variance over (under)
Personal Services Other	\$ 39,030 40,970	\$ 39,030 40,970	\$ - -
	<u>\$ 80,000</u>	<u>\$ 80,000</u>	<u>\$</u>

State Financial Assistance Reports

Women's Capacity Expansion – FY02

Schedule of Expenditures - Budget and Actual

	Budget	Actual	Variance over (under)
Personal Services Travel Facility Expense Supplies Other	\$ 10,672 151 75 300 9,307	\$ 10,672 151 - - 8,592	\$ - 75 300 715
	<u>\$ 20,505</u>	<u>\$ 19,415</u>	<u>\$ 1,090</u>