



# CITY OF WEST SACRAMENTO, CALIFORNIA

FOR THE FISCAL YEAR ENDED JUNE 30, 2023

SINGLE AUDIT REPORT

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CITY OF WEST SACRAMENTO, CALIFORNIA

Single Audit Report

For the Fiscal Year Ended June 30, 2023

CITY OF WEST SACRAMENTO, CALIFORNIA

Single Audit Report

For the Fiscal Year Ended June 30, 2023

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

To the Honorable Mayor and Members of the City Council  
City of West Sacramento, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of West Sacramento, California (the "City"), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 29, 2024.

### Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2023-001 that we consider to be a material weakness.



To the Honorable Mayor and Members of the City Council  
City of West Sacramento, California

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item 2023-002.

### **City of West Sacramento's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

### **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Lance, Solt &amp; Lughard, LLP". The signature is written in a cursive, flowing style.

Sacramento, California  
March 29, 2024



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

To the Honorable Mayor and Members of the City Council  
City of West Sacramento, California

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the City of West Sacramento, California (the "City")'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2023. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit 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). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.



To the Honorable Mayor and Members of the City Council  
 City of West Sacramento, California

**Auditor’s Responsibilities for the Audit of Compliance**

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City’s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City’s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City’s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City’s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

**Other Matters**

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2023-002 and 2023-003 Those instances of noncompliance related to the following programs and compliance requirements:

<b>Finding #</b>	<b>Assistance Listing #</b>	<b>Program (or Cluster) Name</b>	<b>Compliance Requirement</b>
2023-002	14.239 and 14.218	HOME Investment Partnership Program and Community Development Block Grants/Entitlement Grant	Loan Compliance



To the Honorable Mayor and Members of the City Council  
City of West Sacramento, California

Our opinion on each major federal program is not modified with respect to these matters.

*Government Auditing Standards* requires the auditor to perform limited procedures on the City's response to the noncompliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated March 29, 2024, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

A handwritten signature in black ink that reads "Lance, Solt &amp; Lughard, LLP".

Sacramento, California  
March 29, 2024



CITY OF WEST SACRAMENTO  
Schedule of Expenditures of Federal Awards  
For the Fiscal Year Ended June 30, 2023

<i>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</i>	<i>Federal Assistance Listing Number</i>	<i>Unique Entity ID</i>	<i>Passed-Through to Subrecipients</i>	<i>Total Federal Expenditures</i>
<b>U.S. Department of Housing and Urban Development:</b>				
Direct Programs:				
Community Development Block Grants/Entitlement Grants*	14.218	N/A	\$ -	\$ 1,295,013
Total CDBG - Entitlements Grants Cluster			-	1,295,013
<b>Total U.S. Department of Housing and Urban Development</b>			<b>-</b>	<b>1,295,013</b>
<b>Other Programs</b>				
<b>U.S. Department of Housing and Urban Development:</b>				
Passed-through Yolo County Health and Human Services:				
Emergency Solutions Grant	14.231	K7CAELM4DN84	-	521,734
Passed-through the State of California Department of Housing and Community Development:				
HOME Investment Partnership Program- Revolving PI- Multi Year Home Grant*	14.239	L4JQPJ7N5NT4	-	5,958
HOME Investment Partnership Program- Beginning Loan Balance*	14.239	L4JQPJ7N5NT4	-	3,924,214
Total for Program			-	3,930,172
Community Development Block Grants/Entitlement Grants -Beginning Loan Balance*	14.228	L4JQPJ7N5NT4	-	7,597,783
Total U.S. Department of Housing and Urban Development			-	<b>12,049,689</b>
<b>U.S. Department of Justice</b>				
Direct Program:				
Bulletproof Vest Partnership Program	16.607	N/A	-	8,000
Total U.S. Department of Justice			-	<b>8,000</b>
<b>U.S. Federal Highway Administration</b>				
Passed-through the State of California Business, Transportation and Housing Agency:				
Highway Planning and Construction	20.205	EHEGWCLJEVJ4	-	270,513
Passed-through Sacramento Area Council of Governments:				
Highway Planning and Construction	20.205	YXLCCEGACKS3	-	3,328,285
Passed-through State of California Office of Traffic Safety:				
State and Community Highway Safety	20.600	XCA4E3XL2KY7	-	39,880
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	XCA4E3XL2KY7	-	26,951
Total U.S. Federal Highway Administration			-	<b>3,665,629</b>
<b>U.S. Department of Treasury</b>				
Passed-through the County of Yolo:				
COVID-19 Coronavirus Relief Fund	21.019	GNBCAL3S6KM3	-	31,821
COVID-19 Coronavirus State and Local Fiscal Recovery Fund*	21.027	GNBCAL3S6KM3	-	431,407
Passed-through the State of California Department of Finance:				
COVID-19 Coronavirus State and Local Fiscal Recovery Fund*	21.027	RN15SP9CPJE6	100,250	10,135,982
Total U.S. Department of Treasury			<b>100,250</b>	<b>10,599,210</b>
<b>U.S. Environmental Protection Agency</b>				
Direct Program:				
Brownfields Assessment and Cleanup Cooperative Agreements	66.818	N/A	-	30,164
Total U.S. Environmental Protection Agency			-	<b>30,164</b>
<b>U.S. Department of Health and Human Services</b>				
Passed-through the California Department of Community Services and Development:				
Low Income Household Water Assistance Program	93.499	F4LGDJEVBFK4	-	2,279
Total U.S. Department of Health and Human Services			-	<b>2,279</b>
<b>U.S. Department of Homeland Security</b>				
Passed-through the California Office of Emergency Services:				
Disaster Grants- Public Assistance	97.036	UTM3S7LKYQZ4	-	180,600
Passed-through the County of Yolo				
Homeland Security Grant Program	97.067	GNBCAL3S6KM3	-	87,543
Total U.S. Department of Homeland Security			-	268,143
<b>Total Other Programs</b>			<b>100,250</b>	<b>26,623,114</b>
<b>Total Expenditures of Federal Awards</b>			<b>\$ 100,250</b>	<b>\$ 27,918,127</b>

\* Major Program  
There was no federal awards expended in the form of noncash assistance and insurance in effect during the year.

**CITY OF WEST SACRAMENTO**  
**Notes to the Schedule of Expenditures of Federal Awards**  
**For the Year Ended June 30, 2023**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES APPLICABLE TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**A. Scope of Presentation**

The accompanying schedule presents only the expenditures incurred by the City of West Sacramento, California, that are reimbursable under federal programs of federal financial assistance. For the purposes of this schedule, federal awards include both federal financial assistance received directly from a federal agency, as well as federal funds received indirectly by the City from a non-federal agency or other organization. Only the portion of program expenditures reimbursable with such federal funds is reported in the accompanying schedule. Program expenditures in excess of the maximum federal reimbursement authorized or the portion of the program expenditures that were funded with state, local or other non-federal funds are excluded from the accompanying schedule.

**B. Basis of Accounting**

The expenditures included in the accompanying schedule were reported on the modified accrual basis of accounting. Under the modified accrual basis of accounting, expenditures are incurred when the City becomes obligated for payment as a result of the receipt of the related goods and services. Expenditures reported included any property or equipment acquisitions incurred under the federal program. The City has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE 2: LOAN PROGRAMS WITH CONTINUING COMPLIANCE REQUIREMENTS**

The outstanding balance of loan programs as of June 30, 2023, are as follows:

<u>AL Number</u>	<u>Program Name</u>	<u>Outstanding Balance at June 30, 2023</u>
14.228	Community Development Block Grant - Loans	\$ 7,531,883
14.239	HOME Investment Partnership Program - Loans	<u>3,037,911</u>
	Total Loans Outstanding	<u>\$ 10,569,794</u>

**CITY OF WEST SACRAMENTO**  
**Schedule of Findings and Questioned Costs**  
**For the Fiscal Year Ended June 30, 2023**

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**SECTION I - SUMMARY OF AUDITORS' RESULTS**

Financial Statements

Type of auditors' report issued: Unmodified Opinion

Internal control over financial reporting:

- Material weaknesses identified?  yes  no
- Significant deficiencies identified?  yes  none reported

Noncompliance material to financial statements noted?  yes  no

Federal Awards

Internal control over major programs:

- Material weaknesses identified?  yes  no
- Significant deficiencies identified?  yes  none reported

Type of auditors' report issued on compliance for major programs: Unmodified Opinion

Any audit findings disclosed that are required to be reported in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance)?  yes  no

Identification of major programs:

<u>Assistance Listing Number(s)</u>	<u>Name of Federal Program or Cluster</u>
14.228	Community Development Block Grant
14.218	Community Development Block Grant/Entitlement Grants
14.239	HOME Investment Partnership Program
21.027	COVID-19 Coronavirus State and Local Fiscal Recovery Funds

Dollar threshold used to distinguish between type A and type B program \$838,544

Auditee qualified as low-risk auditee?  yes  no

**SECTION II - FINANCIAL STATEMENT FINDINGS**

***Reference Number***

2023-001 – Financial Close and Reporting

***Evaluation of Finding***

Material Weakness

***Criteria***

Management is responsible for the preparation and fair presentation, as well as the accuracy of its financial statements, including disclosures in accordance with accounting principles generally accepted in the United States of America. This includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

***Condition***

During the audit, we noted the following conditions that resulted in audit adjustments to the financial statements:

***Accuracy in External Financial Reporting***

The year-end closing process did not ensure that account balances were reconciled to internal accounting records in advance of the audit requiring multiple correcting entries provided by the City. It appears these errors were primarily caused by clerical errors between Funds, reclassifications of prior reported information, and other miscellaneous correcting entries identified by City personnel after the furnishing of the initial trial balance to the auditors.

***Cause of Condition***

Due to necessary reclassifications identified by City personnel, correcting entries for the aforementioned items were posted in the accounting software.

***Effect or Potential Effect of Condition***

The City did not have in place a systematic method for ensuring that timely and complete year end closing procedures were in operation before presenting the final trial balance to the auditors, resulting in a number of journal entries made to correct or to reclassify balances in the financial statements that should have been captured through the closing process. Those adjustments have been reported and posted by the City.

***Recommendation***

The City should put in place formalized year end closing procedures to ensure the close is complete and reduce the number of journal entries needed and errors found internally after the closing process has been completed. We suggest management also establish effective review policies and procedures, including but not limited to, apply analytical procedures on the trial balance numbers and perform reconciliations of all significant accounts.

***Management Response***

Management agrees with the finding and is currently implementing year end procedures to apply analytical procedures on the trial balance numbers, perform reconciliations of all significant accounts, and apply formal year end closing procedures for subsequent fiscal years.

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**Finding 2023-002:** Continuing Loan Compliance  
Noncompliance

**Federal Award Information:**

Assistance Listing Number: 14.239  
Program Title: HOME Investment Partnership Program  
Federal Award Year(s): FY 2022-23  
Name of Federal Agency: U.S. Department of Housing and Urban Development  
Passed through: State of California Department of Housing and Community Development

**Criteria or Specific Requirement:**

The City was unable to provide compliance supporting documentation for the HOME Investment Partnership Program loan proof of insurance and/or residency compliance requirements for the year ended June 30, 2023.

**Condition:**

We noted that of the 11 loan balances that we sampled, the City was unable to provide supporting documentation for proof of insurance and/or residency for 9 of the selected loans.

**Cause of the Condition:**

Per our inquiries with the City, due to the significant age of the selected loans, City personnel were unable to obtain the supporting documentation as a significant number of the selected loans had inception dates of ten years or more.

**Effect or Possible Effect:**

Adequate supporting documentation of outstanding loans are not being effectively maintained and archived by City personnel.

**Context:**

We selected a sample of 11 outstanding loan balances, of which 9 selected loans City personnel were unable to provide supporting documentation.

**Repeat Finding:**

N/A

**Recommendation:**

We recommend that management monitors each loan to ensure that the City maintains the most up-to-date information.

**Management's Response and Corrective Action:**

The Finance Department agrees with the finding. The Economic Development and Housing Department will implement procedures to ensure that all annual compliance documents are collected and maintained for the life of the loan.

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**Federal Award Information:**

Assistance Listing Number: 14.228

Program Title: Community Development Block Grants/Entitlement Grants

Federal Award Year(s): FY 2022-23

Name of Federal Agency: U.S. Department of Housing and Urban Development

Passed through: State of California Department of Housing and Community Development

**Criteria or Specific Requirement:**

The City was unable to provide compliance supporting documentation for the Community Development Block Grant/Entitlement Grant loan proof of insurance and/or residency compliance requirements for the year ended June 30, 2023.

**Condition:**

We noted that of the 9 loan balances that we sampled, the City was unable to provide supporting documentation for proof of insurance and/or residency.

**Cause of the Condition:**

Per our inquiries with the City, due to the significant age of the selected loans, City personnel was unable to obtain the supporting documentation as a significant number of the selected loans had inception dates of ten years or more.

**Effect or Possible Effect:**

Adequate supporting documentation of outstanding loans are not being effectively maintained and archived by City personnel.

**Context:**

We selected a sample of 9 outstanding loan balances, of which City personnel were unable to provide supporting documentation.

**Repeat Finding:**

N/A

**Recommendation:**

We recommend that management monitors each loan to ensure that the City maintains the most up-to-date information.

**Management's Response and Corrective Action:**

The City agrees with the finding. The Economic Development and Housing Department will implement procedures to ensure that all annual compliance documents are collected and maintained for the life of the loan.



**Summary Schedule of Prior Year Findings and Questioned Costs  
For the Fiscal Year Ended June 30, 2022**

**Finding: 2022-001: Material Weakness- Financial Reporting**

Reason for Recurrence:

As a result of insufficient abundance of resources within the City Finance Department, in addition to the implementation of complex Government Accounting Standards Board (GASB) Pronouncements for the fiscal year ending June 30, 2023, the City was required to submit a significant number of correcting journal entries to adjust and correct the original trial balance furnished to the auditors.

The remaining components of Reference Number 2022-001 have been corrected.

Planned Corrective Action:

The City agrees with the finding and is currently implementing year end procedures to apply analytical procedures on the trial balance numbers, perform reconciliations of all significant accounts, and apply formal year end closing procedures for subsequent fiscal years.

Current Year Reference Number:

2023-001