

Washington State Auditor's Office
Accountability Audit Report

Port of Vancouver
Clark County

Report Date
April 4, 2014

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Washington State Auditor
Troy Kelley

Independence • Respect • Integrity



Washington State Auditor Troy Kelley

April 17, 2014

Board of Commissioners
Port of Vancouver
Vancouver, Washington

Report on Accountability

We appreciate the opportunity to work in cooperation with your Port to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role to advocate for government accountability and transparency and to promote positive change.

Please find attached our report on the Port of Vancouver's accountability and compliance with state laws and regulations and its own policies and procedures. Thank you for working with us to ensure the efficient and effective use of public resources.

Sincerely,

TROY KELLEY
STATE AUDITOR

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Clark County
April 4, 2014**

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Audit Summary

**Port of Vancouver
Clark County
April 4, 2014**

ABOUT THE AUDIT

This report contains the results of our independent accountability audit of the Port of Vancouver from January 1, 2013 through December 31, 2013.

We evaluated internal controls and performed audit procedures on the activities of the Port. We also determined whether the Port complied with state laws and regulations and its own policies and procedures.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of noncompliance, misappropriation or misuse. The following areas were examined during this audit period:

- Compliance with state grant requirements
- Procurement of public works and architectural and engineering services
- Change orders
- Open public meeting compliance
- Payroll
- Leasing activities
- Disbursements
- Promotional hosting

RESULTS

In the areas we examined, the Port's internal controls were adequate to safeguard public assets. The Port also complied with state laws and regulations and its own policies and procedures in the areas we examined.

Related Reports

**Port of Vancouver
Clark County
April 4, 2014**

FINANCIAL

Our opinion on the Port's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the Port's financial statements.

FEDERAL GRANT PROGRAMS

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the Port's major federal program, which is listed in the Federal Summary section of the financial statement and single audit report.

Description of the Port

Port of Vancouver Clark County April 4, 2014

ABOUT THE PORT

The Port of Vancouver was established in 1912. The Port's mission is to provide economic benefit to the community through leadership, stewardship and partnership in marine and industrial development. Located at the transportation hub of the Pacific Northwest on the Columbia/Snake River system, the Port is a transfer point for cargo moving to and from the Pacific Rim and the world. Annually, the Port handles over 330 ocean-going vessels, including river barges, with a total cargo volume exceeding 4.4 million metric tons.

An elected, three-member Board of Commissioners governs the Port. Commissioners serve six-year, staggered terms. The Board appoints an Executive Director to oversee the Port's daily operations as well as its approximately 107 employees. For fiscal year 2013, the Port had an operating budget of approximately \$64 million.

ELECTED OFFICIALS

These officials served during the audit period:

Board of Commissioners:

Brian Wolfe
Nancy Baker
Gerald Oliver

APPOINTED OFFICIALS

Executive Director
Director of Finance/Treasurer
Accounting Manager/Auditor
Attorney

Todd Coleman
Jeff Estuesta
Scott Goodrich
Alicia Lowe, Schwabe, Williamson &
Wyatt

PORT CONTACT INFORMATION

Address: Port of Vancouver
3103 N.W. Lower River Road
Vancouver, WA 98666

Phone: 360-693-3611

Website: www.portvanusa.com

AUDIT HISTORY

We audit the Port annually. During the last five years, the Port received one finding regarding noncompliance with federal grant requirements. This finding has been resolved.



ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens as an advocate for government accountability. As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

The State Auditor's Office employees are located around the state to deliver services effectively and efficiently.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments and fraud, whistleblower and citizen hotline investigations.

The results of our work are widely distributed through a variety of reports, which are available on our Web site and through our free, electronic subscription service.

We take our role as partners in accountability seriously. We provide training and technical assistance to governments and have an extensive quality assurance program.

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