

**Washington State Auditor's Office**  
**Accountability Audit Report**

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**Port of Bremerton**  
**Kitsap County**

Report Date  
**July 1, 2010**

**Report No. 1003946**

Issue Date  
**July 26, 2010**



WASHINGTON  
**BRIAN SONNTAG**  
STATE AUDITOR



**Washington State Auditor  
Brian Sonntag**

July 26, 2010

Board of Commissioners  
Port of Bremerton  
Port Orchard, 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 Bremerton'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,

**BRIAN SONNTAG, CGFM**  
STATE AUDITOR

# **Table of Contents**

**Port of Bremerton  
Kitsap County  
July 1, 2010**

Audit Summary .....	1
Related Reports .....	2
Description of the Port.....	3

# Audit Summary

Port of Bremerton  
Kitsap County  
July 1, 2010

## ***ABOUT THE AUDIT***

This report contains the results of our independent accountability audit of the Port of Bremerton for the period from January 1, 2009, through December 31, 2009.

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:

- Asset inventory
- Contracts/lease agreements
- Debt/covenants
- Open public meetings/records retention/access laws
- Real property purchase
- Comprehensive Plan, Promotional Hosting, Economic Development
- Procurement (bidding/prevaling wage)

## ***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 Bremerton  
Kitsap County  
July 1, 2010**

### ***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 Bremerton  
Kitsap County  
July 1, 2010

## **ABOUT THE PORT**

The Port of Bremerton was incorporated in 1913 and is the fourth oldest port district in Washington State. The Port owns and operates Bremerton National Airport, Olympic View Industrial Park, Port Orchard and Bremerton Marinas, and a number of waterfront facilities including a park, boat launch ramps and a public fishing pier. The Port is authorized to develop and facilitate transportation and economic development programs and promote tourism. The Port's 2009 maintenance and operations budget totaled over \$6.1 million dollars and employed approximately 33 full-time employees. An elected, three-member Board of Commissioners administers the Port.

## **ELECTED OFFICIALS**

These officials served during the audit period:

Board of Commissioners:	Cheryl Kincer Bill Mahan Larry Stokes
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## **APPOINTED OFFICIALS**

Chief Executive Officer	Cary Bozeman (effective June 1, 2009)
Chief Financial Officer	Becky Swanson
Port Attorney	Gordon Walgren

## **PORT CONTACT INFORMATION**

Address:	Port of Bremerton 8850 S.W. State Hwy. 3 Port Orchard, WA 98367
Phone:	(360) 674-2381
Web site:	<a href="http://www.portofbremerton.org">www.portofbremerton.org</a>

## **AUDIT HISTORY**

We audit the Port annually. This is the 18th consecutive year no findings were reported.



## **ABOUT THE STATE AUDITOR'S OFFICE**

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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.

Our mission is to work in cooperation 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 our 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 continue to refine our reporting efforts to ensure the results of our audits are useful and understandable.

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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**Director for Legal Affairs**  
**Director of Quality Assurance**  
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**Communications Director**  
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