



# STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** 12/15/16

**Staff Contact:** Nancy Paulson , Chief Financial Officer (npaulson@carson.org)

**Agenda Title:** For Possible Action: To adopt the Carson City Plan of Corrective Action for the FY 15-16 statutory violation included in the annual audit. (Nancy Paulson, npaulson@carson.org)

**Staff Summary:** Within 60 days after the delivery of the annual audit to the local government, the governing body shall advise the Department of Taxation what action has been taken to prevent recurrence of each violation of law or regulation included in the annual audit.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 5

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## **Proposed Motion**

I move to adopt the Carson City Plan of Corrective Action for the FY 15-16 statutory violation included in the annual audit.

## **Board's Strategic Goal**

Efficient Government

## **Previous Action**

N/A

## **Background/Issues & Analysis**

Per NRS 354.6245, within 60 days after the delivery of the annual audit to the local government, the governing body shall advise the Department of Taxation what action has been taken to prevent recurrence of each violation of law or regulation included in the annual audit. The attached proposed plan of corrective action will serve as a means to comply with State law.

## **Applicable Statute, Code, Policy, Rule or Regulation**

NRS 354.6245

## **Financial Information**

Is there a fiscal impact? ☐ Yes ☒ No

If yes, account name/number:

Is it currently budgeted? ☐ Yes ☐ No

Explanation of Fiscal Impact: N/A

## **Alternatives**

N/A



# CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

**MEMO TO:** Board of Supervisors  
Nick Marano, City Manager

**FROM:** Nancy Paulson, Chief Financial Officer

**DATE:** December 1, 2016

**SUBJECT:** Plan of Corrective Action for FY 15-16 Statutory Violations

As presented to you by Eide Bailly, LLP, there was one apparent violation of NRS 354.626 noted in the City's FY 15-16 annual audit relative to the excess of expenditures over appropriations in the Cemetery Fund. The following explanation and corrective action is offered in response to the statutory violation:

- Actual expenses exceeded appropriations in the Cemetery Enterprise Fund by \$605. This was the result of a one-time adjustment to correct Niche inventory based on a physical inventory count that was performed at fiscal year end. In some cases, when a Niche was sold it was not removed from inventory. This error was detected by City internal control procedures and the process has been corrected.

If you have any questions, please do not hesitate to contact me.