

EAU CLAIRE COUNTY

Eau Claire, Wisconsin

COMMUNICATION TO THOSE CHARGED
WITH GOVERNANCE AND MANAGEMENT

As of and for the Year Ended December 31, 2012

EAU CLAIRE COUNTY

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**REQUIRED COMMUNICATION OF INTERNAL CONTROL RELATED MATTERS
IDENTIFIED IN THE AUDIT TO THOSE CHARGED WITH GOVERNANCE**

To the County Board
Eau Claire County
Eau Claire, Wisconsin

In planning and performing our audit of the financial statements of Eau Claire County, Wisconsin (County) as of and for the year ended December 31, 2012, in accordance with auditing standards generally accepted in the United States of America, we considered its internal control over financial reporting (internal control) as a basis for designing our auditing 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 its internal control. Accordingly, we do not express an opinion on the effectiveness of its internal control.

Our consideration of the 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 discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

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 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. We consider the following deficiencies in Eau Claire County's internal control to be material weaknesses, as discussed further on the following pages:

- > Internal Control Environment
- > Internal Control over Financial Reporting
- > Lack of Account Reconciliations

This communication is intended solely for the information and use of management, the County Board, and others within the organization and is not intended to be, and should not be, used by anyone other than these specified parties.

Baker Tilly Virchow Krause, LLP

July 23, 2013

INTERNAL CONTROL ENVIRONMENT

Auditing standards require that we perform procedures to obtain an understanding of your government and its internal control environment as part of the annual audit. This includes an analysis of significant transaction cycles. A properly designed system of internal control includes adequate staffing, policies, and procedures to properly segregate duties. This includes systems that are designed to limit the access or control of any one individual to your government's assets, and to achieve a higher likelihood that errors or irregularities in your processes would be discovered by your staff. At this time, the County does not have internal controls in place to achieve adequate segregation of duties. As a result, there is a material weakness related to the County's internal control environment.

There are also other key controls related to significant transaction cycles that are important in reducing the risk of errors or irregularities. At this time, the County does not have the following controls in place:

CONTROLS OVER ACCOUNTS PAYABLE/DISBURSEMENTS

1. There is no review to determine if contract retainages are properly recorded at year end.

CONTROLS OVER FINANCIAL REPORTING

1. All general journal entries and supporting documentation, including year-end adjusting and GASB 34 conversion journal entries, do not have evidence of proper, independent review and approval.
2. Trial balances and interim and year-end financial statements do not have evidence of review and approval by a responsible party.
3. A financial statement disclosure checklist or similar tool is not utilized to help ensure completeness of the financial statements.
4. Controls do not exist for the identification and review of necessary financial reporting disclosures, such as commitments and contingencies, related party transactions, and subsequent events.

The absence of these key controls is considered to be a material weakness.

Achieving adequate segregation of duties may not be cost beneficial to attain in all situations. However, it is very important that management and the governing body provide the appropriate level of financial oversight to the County's day-to-day activities. We recommend that the County consider the benefits of implementing additional policies and procedures to address key controls related to its significant transaction cycles, as noted above.

INTERNAL CONTROL OVER FINANCIAL REPORTING

Auditing standards require that we perform procedures to obtain an understanding of your government and its internal control environment as part of the annual audit. This includes an analysis of the County's year-end financial reporting process and preparation of your financial statements, including the schedule of expenditures of federal and state awards. A properly designed system of internal control allows for the presentation of year-end financial data and financial statements, including the schedule of expenditures of federal and state awards, without material errors. At this time, the County does not have internal controls in place that allow for the presentation of materially correct year-end financial statements, including the schedule of expenditures of federal and state awards. As a result, we consider this absence of controls to be a material weakness in internal control over the County's financial reporting.

To provide some perspective, establishment of such internal controls can be a difficult task for governments. Many governments do rely on their auditors to prepare certain year-end adjusting entries and prepare the year-end financial statements, including the schedule of expenditures of federal and state awards. Because the auditors are not involved with the County's day-to-day activities, it is important that management have the skills, knowledge, and experience to review the audit adjustments and financial statements, including the schedule of expenditures of federal and state awards, prepared by the auditors, to ensure completeness, accuracy, and consistency with management's knowledge of transactions impacting the County during the year.

LACK OF ACCOUNT RECONCILIATIONS

An audit of the County's financial records consists of testing transactions and balances to determine whether the account balances are fairly stated. These audit tests typically include tests of year-end balances and selected transactions on a statistical basis to provide reasonable assurance of the accuracy of the County's records.

As discussed on page 15 of this report, our audit procedures resulted in a significant number of adjustments to the County's records to correct year-end balances. The large number and dollar amounts of these adjustments indicate that additional emphasis needs to be placed on monitoring the transactions in all balance sheet accounts in all funds on a regular basis during the year and reconciling balance sheet accounts to underlying records. Most general ledger accounts should be reconciled throughout the year, rather than only at year end.

Adequate monitoring and regular reconciliation of all accounts will provide assurance that the County's accounting records are complete and accurate throughout the year. Also, timely recording of transactions and adjustments will provide more accurate financial information throughout the year. Without the preparation of the reconciliations errors or irregularities could go undetected.

We recommend you approve a process that identifies who is responsible for each balance sheet account, how often each account should be reconciled, and who should ensure the reconciliations are being performed and/or review such reconciliations.

OTHER COMMUNICATIONS WITH THOSE CHARGED WITH GOVERNANCE

TWO WAY COMMUNICATION REGARDING YOUR AUDIT

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

- a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.
- b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements or material noncompliance related to federal and state awards whether due to error or fraud, and to design the nature, timing, and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:
 - > Identify types of potential misstatements or noncompliance.
 - > Consider factors that affect the risks of material misstatement or material noncompliance.
 - > Design tests of controls, when applicable, and substantive procedures.

Our audit will be performed in accordance with U.S. generally accepted auditing standards, *Government Auditing Standards*, OMB Circular A-133, and the *State Single Audit Guidelines*.

We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations, and provisions of contracts or grant programs. For audits done in accordance with OMB Circular A-133, the *State Single Audit Guidelines*, and *Government Auditing Standards*, our report will include a paragraph that states that the purpose of the report is solely to describe (a) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (b) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance and, (c) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and OMB Circular A-133 in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

- c. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles or for reporting material noncompliance while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements or to the entity's federal and state awards. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements or material noncompliance, whether caused by errors or fraud, are detected.
- d. Your financial statements contain components, as defined by auditing standards generally accepted in the United States of America, which we also audit.

TWO WAY COMMUNICATION REGARDING YOUR AUDIT (cont.)

We are very interested in your views regarding certain matters. Those matters are listed here:

- a. We typically will communicate with your top level of management unless you tell us otherwise.
- b. We understand that the County Board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.
- c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.
- d. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?
- e. Have you had any significant communications with regulators or grantor agencies?
- f. Are there other matters that you believe are relevant to the audit of the financial statements or the federal or state awards?

Also, is there anything that we need to know about the attitudes, awareness, and actions of the County concerning:

- a. The County's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?
- b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of November or December, and sometimes early January. Our final financial and single audit fieldwork is scheduled during the spring to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing, and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

**COMMUNICATION OF OTHER CONTROL DEFICIENCIES, RECOMMENDATIONS
AND INFORMATIONAL POINTS TO MANAGEMENT THAT ARE NOT
MATERIAL WEAKNESSES OR SIGNIFICANT DEFICIENCIES**

RECOMMENDATIONS

GASB NO. 45: ACCOUNTING AND FINANCIAL REPORTING BY EMPLOYERS FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Governmental Accounting Standards Board (GASB) Statement No. 45 established standards for the measurement, recognition, and display of other post employment benefits (OPEB) expenses and related liabilities, note disclosures, and, if applicable, required supplementary information (RSI) in the financial statements of state and local governmental employers. The statement requires governments to:

- > Recognize the cost of benefits in periods when the related services are received by the employer. In the past, these costs were recognized when they were paid.
- > Recognize information about the actuarial accrued liabilities from the promised benefits associated with past services and whether and to what extent those benefits have been funded.
- > Provide information useful in assessing the potential demands on the employer's future cash flows.

You have previously completed required actuarial reports to comply with GASB No. 45. As a result, your government-wide and proprietary funds (such as the highway department) now report the true cost of OPEBs in the period they are earned by the employee. The actuary has determined your Annual Required Contribution (ARC) to fully fund your current cost plus enough to amortize benefits previously earned but not paid. The difference between the ARC and your normal cash payments for OPEBs has been accrued as a liability.

You will need to provide a new actuarial valuation every two years to meet the new requirements. Such a valuation should be completed as of January 1, 2013.

DEFICIT BALANCES

The County has several funds that were in a deficit position as of year-end:

<u>Fund</u>	<u>Amount of Deficit</u>
Anti-Drug	\$ 129,950
Capital Projects	5,499,802
Juvenile Jail*	856,931

*- The juvenile jail is a department of the general fund that is maintained as a separate fund on the County's general ledger.

We recommend the County Board consider how these deficits will be eliminated. A one-time or an annual transfer (or additional tax levy) may be required.

RECOMMENDATIONS (cont.)

INFORMATION TECHNOLOGY CONTROLS

As part of our audit, we evaluated the information technology controls as they relate to financially significant applications. Our procedures primarily focused on documenting and evaluating general computer controls, including:

- > Logical access to data and applications
- > Change and incident management
- > Systems development and deployment
- > Data backup and recovery

The following points contain suggestions for strengthening internal controls in these areas:

1. Logical access policies are not in place to address strong password settings on the Alio and CHEMS financial applications. We recommend implementing mitigating Alio and CHEMS password and lockout settings (i.e. stronger more complex passwords to include 8 alphanumeric characters, 30 - 45 day password expiration settings (90 day maximum), and more robust lockout settings and on the application). If there are issues with settings within these applications, policies should be set to encourage users to change their passwords regularly.
2. Management has not performed user access reviews on the network, financial application, or data center access listings on a regular basis.
 - > We recommend that management should consider performing access reviews on the network, financial applications, and data center access listings on a reoccurring basis.
 - > We also recommend that management retain audit evidence on the user access reviews with a signed and dated review memo or access listing.
3. Internal security monitoring is not taking place on the network or financial applications. We recommend adding IT security policies and controls to properly log and monitor internal network and financial application security violations, and report serious incidents to management.

PROFESSIONAL STANDARDS UPDATE / INFORMATIONAL POINTS

DEPARTMENTAL CONTROLS

As part of our annual audit process, we focus our efforts on the primary accounting systems, internal controls, and procedures used by the County. This is in keeping with our goal to provide an audit opinion which states that the financial statements of the County are correct in all material respects.

In some cases, the primary system of accounting procedures and controls of the County are supported by smaller systems which are decentralized, and reside within a department or location. In many cases, those systems are as simple as handling cash collections and remitting those collections to the County treasurer. In other cases, the department may send invoices or statements of amounts due, and track collections of those amounts in a standalone accounts receivable system.

Generally, the more centralized a function is, the easier it is to design and implement accounting controls that provide some level of checks and balances. That is because you are able to divide certain tasks over the people available to achieve some segregation of duties. For those tasks that are decentralized, it is usually very difficult to provide for proper segregation of duties. Therefore, with one person being involved in most or all aspects of a transaction, you lose the ability to rely on the controls to achieve the safeguarding of assets and reliability of financial records.

As auditors, we are required to communicate with you on a variety of topics. Since there is now more emphasis on internal controls and management's responsibilities, we believe it is appropriate to make sure that you are informed about the lack of segregation of duties that may occur at departments or locations that handle cash or do miscellaneous billing. Examples in your County that fit this situation may include the following:

Register in Probate	Clerk of Courts
District Attorney	County Clerk
Register of Deeds	Sheriff
UW-Extension	Planning and Development
Human Services	Land Conservation
Highway	Parks and Forestry
Airport	Finance Department
Aging and Disability Resource Center	

As you might expect, similar situations are common in most governments.

As auditors, we are required to focus on the financial statements at a highly summarized level and our audit procedures support our opinion on those financial statements. Departments or locations that handle relatively smaller amounts of money are not the primary focus of our audit. Yet, because of the lack of segregation of duties, the opportunity for loss is higher there than in centralized functions that have more controls.

Because management is responsible for designing and implementing controls and procedures to detect and prevent fraud, we believe that is important for us to communicate this information to you. We have no knowledge of any fraud that has occurred or is suspected to have occurred within the departments mentioned above. However, your role as the governing body is to assess your risk areas and determine that the appropriate level of controls and procedures are in place. As always, the costs of controls and staffing must be weighed against the perceived benefits of safeguarding your assets.

Without adding staff or splitting up the duties, your own day-to-day contact and knowledge of the operation are also important mitigating factors.

CONTROLS OVER ELECTRONIC FUND TRANSFERS

As business transactions have been trending towards “paperless” over the last several years, there has been an increase in the number electronic fund transfers (EFT). The most common EFT transactions occurring at local governments are wire transfers and Automated Clearing House (ACH) transactions. A wire transfer is a method of transferring money from one institution to another, or from one bank account to another bank account. Bank wire transfers offer an expedient method for transferring funds between bank accounts. ACH credit transfers include direct deposit payroll and vendor payments. A wire transfer is simply a generic term, whereas ACH is a more specific type of wire transfer.

Proper segregation of duties is important for EFT transactions to reduce to risk of an improper transaction. Internal controls for EFT transactions should be similar to controls in place for check signing.

We recommend you consider adopting a written policy that addresses controls and procedures related to ACH transactions and wire transfers. Such a policy should address the following:

- 1) Who is authorized to make the transactions? For wire transfers, authorized individuals should be listed in a written wire transfer agreement you have with each bank. The individual who has the authority to designate representatives should not have the ability to set themselves up as an authorized representative. You may wish to designate a member of management or an elected official as the only individual with the ability to set up authorized representatives. Consider whether your written wire transfer agreement(s) should be reviewed and approved by your attorney. At least annually, all wire transfer agreements should be reviewed, to ensure that authorized representatives and accounts are current and appropriate. This review should be completed by the individual who has the authority to set up authorized representatives.
- 2) What documentation is required for electronic funds transfers? Typically, transfers are done online and a separate authorized individual is required to initiate and to release (i.e., confirm) the transfer. An electronic funds transfer confirmation should include the following: date of transfer, initiating institution name and contact number, initiating account number, authorized representative initiating the transfer, destination institution name and contact number, destination account number, purpose of the transfer, and authorized representative releasing the transfer. Involving two individuals in the process, one that approves the initiation of the transaction and the other that approves the release, is a recommended control.
- 3) Who should record electronic funds transfers? The same person who initiates transfers should not be the person responsible for recording the transfer in the accounting records, or for reconciling your bank statements to the general ledger cash account. Such transactions should be recorded in a timely manner.
- 4) What type of reporting will be required for wire transfers? Monthly cash reports (which include receipts, disbursements, wire transfers, and ACH releases) and copies of bank reconciliations are two examples of reports that could be provided to the designated reviewer to inform them of electronic funds transfers that have taken place.

PROFESSIONAL STANDARDS UPDATE / INFORMATIONAL POINTS (cont.)

CONTROLS OVER ELECTRONIC FUND TRANSFERS (cont.)

In summary, segregation of duties for electronic funds transfers may be challenging, especially for smaller governments; however, the five functions that should be separated to enhance controls are:

- 1) Approve authorized representative(s) to make electronic funds transfers
- 2) Initiate electronic funds transfer (authorized representative)
- 3) Confirm electronic funds transfer with destination
- 4) Enter electronic funds transfer in the general ledger
- 5) Reconcile initiating and destination account statements to the general ledger

The governing body should be knowledgeable of the types of transactions that are completed by the government using electronic funds transfer, and require management to provide them with monthly cash reports that include such information.

UNITED STATES AUDITING STANDARDS REVISIONS

In an effort to make US generally accepted auditing standards (GAAS) easier to read, understand, and apply, the American Institute of CPAs redrafted all of the auditing sections in the Codification of Statements on Auditing Standards. This is also known as the Clarity Project. The new standards are intended to more clearly specify the objectives of the auditor and the requirements with which the auditor must comply when conducting an audit in accordance with GAAS.

Generally speaking, the Clarity Project was not intended to change what auditors actually do. However, there were several areas that resulted in changes to audit procedures. The following outlines some of the changes / areas of emphasis:

- > Consideration of Laws and Regulations – The clarified standards require auditors to perform procedures to identify instances of noncompliance with those laws and regulations that may have a material effect on the financial statements, including the inspection of correspondence with relevant licensing or regulatory authorities.
- > Communicating Internal Control Related Matters – The clarified standards require auditors to include an explanation of the potential effects of significant deficiencies and material weaknesses identified and communicated to those charged with governance.
- > Group Audits – AU-C section 600 (Group Audits) is significantly broader in scope than the previous standard, which focused primarily on the involvement of “other” auditors. It establishes new terms such as “group” and “component”. A group includes all the components whose financial information is included in the group financial statements. A component is an entity or business activity that is required to be included in the group financial statements. Examples include: component units, departments with separate financial reporting systems, and joint ventures with an equity interest. A Group Audit can apply whether or not auditors are from different firms, different offices, or teams within the same firm; or even if it is the same team performing the audits of the group and all components.

PROFESSIONAL STANDARDS UPDATE / INFORMATIONAL POINTS (cont.)

UNITED STATES AUDITING STANDARDS REVISIONS (cont.)

- > A significant change under AU-C section 600 is in the area of subsequent events identification. The group auditor must perform procedures to identify subsequent events between the date of the component auditor's report and the date of the group auditor's report, which often can cover a significant time period. Such procedures may involve group management and the various components, including:
 1. Obtaining an understanding of any procedures that group management has established to ensure that subsequent events are identified
 2. Reading available interim financial information of the component and making inquiries of group management
 3. Inquiring of group management regarding currently known facts, decisions, or conditions that are expected to have a significant effect on the financial position of the group, or results of operations for items that represent subsequent events
- > Auditors' Reports – The Auditors' Report will now include the use of headings, expanded discussions of management's responsibility for the financial reporting process, and the introduction of two new terms: *emphasis-of-matter* and *other-matter* paragraphs.

These changes became effective for the year ending December 31, 2012 and subsequent years.

GASB STATEMENT NO. 61: THE FINANCIAL REPORTING ENTITY: OMNIBUS

As we reported to you last year, the Governmental Accounting Standards Board (GASB) has issued Statement No. 61, which changed governmental financial reporting for component units. These changes will affect your financial statements for the year ending December 31, 2013, primarily the government-wide financial statements, and possibly the fund financial statements.

Statement No. 61 modifies certain requirements for inclusion of component units in the financial reporting entity. For organizations in which the primary government did not appoint a majority of the organization's board, but were required to be included as component units by meeting the fiscal dependency criterion, a financial benefit or burden relationship now would need to be present between the primary government and that organization for it to be included in the reporting entity as a component unit. Further, for organizations that do not meet the financial accountability criteria for inclusion as component units; but that, nevertheless, should be included because the primary government's management determines that it would be misleading to exclude them, this Statement clarifies the criteria to be considered in determining whether the organization is to be reported as a blended or discretely presented component unit, as discussed below.

Statement No. 61 amends the criteria for reporting component units as if they are part of the primary government (that is, blending) or separately (that is, discretely) presented. Component units should now be reported as part of the primary government (blended) if they meet any of the following circumstances:

- > The governing bodies of both entities are substantially the same and there is a financial benefit or burden relationship, or management of the primary government has operational responsibility for the component unit
- > The component unit provides services entirely, or almost entirely, to or that benefit the primary government
- > The component unit's total debt outstanding is expected to be repaid entirely, or almost entirely, with resources of the primary government

PROFESSIONAL STANDARDS UPDATE / INFORMATIONAL POINTS (cont.)

GASB STATEMENT NO. 61: THE FINANCIAL REPORTING ENTITY: OMNIBUS (cont.)

The blending provisions are also amended to clarify that funds of a blended component unit have the same financial reporting requirements as a fund of the primary government. This means that if the component unit has multiple fund types within its report, these funds should be reported within the same fund types of the primary government; except for the component unit's general fund, which should be reported as a special revenue fund. Finally, additional reporting guidance is provided for blending a component unit if the primary government is a business-type activity that uses a single column presentation for financial reporting. Component units should be consolidated into the single column presentation with condensed combining information presented in the notes to the financial statements.

This Statement also clarifies the reporting of equity interests in legally separate organizations. It requires a primary government to report its equity interest in a component unit.

We are available to discuss these changes and the impact on your financial statements.

GASB STATEMENT NO. 65: ITEMS PREVIOUSLY REPORTED AS ASSETS AND LIABILITIES

Government Accounting Standards Board (GASB) Statement No. 65 – *Items Previously Reported as Assets and Liabilities* will result in a reclassification of some financial statement line items on the Statement of Net Position and Balance Sheet of governments. The new financial statement categories of deferred outflows of resources and deferred inflows of resources will become more commonly used upon implementation of this standard. In addition to reclassifications to these new categories, the standard will also result in a change in the accounting treatment for certain items, including debt issuance costs. This standard is effective for periods beginning after December 15, 2012, and was intended to complement Statement No. 63 – *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*.

Some of the most significant changes of this standard that will impact many governments include:

- > Debt issuance costs previously amortized will now be expensed in the period incurred
- > Losses on refunding of debt will now be classified as a deferred outflow of resources, and consistent with the change noted previously, the formula for calculating the loss has been adjusted to exclude debt issuance costs (prospectively)
- > Regulatory credits recorded by utilities will now be recorded either as a liability or a deferred inflow of resources, depending on how the credit will be applied in the future
- > The terminology of *deferred revenue* is no longer permitted to be used. In addition, the items previously recorded as deferred revenue will need to be analyzed to determine if they now will be presented as a deferred inflow of resources or a liability
- > The major fund determination formula has been updated to include the new categories

We are available to discuss these changes and the impact on your financial statements.

PROFESSIONAL STANDARDS UPDATE / INFORMATIONAL POINTS (cont.)

YELLOW BOOK (GOVERNMENT AUDITING STANDARDS) REVISIONS

In December 2011, the Government Accountability Office (GAO) released a revision to Generally Accepted Auditing Standards (GAGAS) which is also known as Yellow Book. This was the first revision since July 2007. The changes became effective for years ending December 31, 2012.

One of the most significant modifications of the new standards was the change to the conceptual framework for independence. Previously, the standards were more rules-based with identification of certain non-audit services that were either allowed or prohibited. The new framework provides a means for auditors to assess their independence based on the unique facts and circumstances of the work and the client. However, certain underlying concepts of the standards remain with the revision, including the fact that auditors cannot be part of your internal control system and cannot perform management functions.

Other changes to the revision include updates for new auditing standards, convergence with AICPA and international standards, and the retirement of the supplement containing select questions and answers on independence.

If you have any questions on how the implementation of these revisions impacted your audit, we are available to discuss those questions with you.

REQUIRED COMMUNICATIONS BY THE AUDITOR WITH THOSE CHARGED WITH GOVERNANCE

To the County Board
Eau Claire County
Eau Claire, Wisconsin

Thank you for using Baker Tilly Virchow Krause, LLP as your auditor.

We have completed our audit of the financial statements of Eau Claire County for the year ended December 31, 2012 and have issued our report thereon dated July 23, 2013. This letter presents communications required by our professional standards.

OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA, GOVERNMENT AUDITING STANDARDS, OMB CIRCULAR A-133 AND THE STATE SINGLE AUDIT GUIDELINES

The objective of a financial statement audit is the expression of an opinion on the financial statements. We conducted the audit in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, OMB Circular A-133, and the *State Single Audit Guidelines*. These standards require that we plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements prepared by management with your oversight are free of material misstatement, whether caused by error or fraud. Our audit included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. Our audit does not relieve management or those charged with governance of their responsibilities.

We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal or 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 internal control over compliance in accordance with OMB Circular A-133 and the *State Single Audit Guidelines*.

As part of obtaining reasonable assurance about whether Eau Claire County'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. Also, in accordance with OMB Circular A-133 and the *State Single Audit Guidelines*, we examined, on a test basis, evidence about Eau Claire County's compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* and the *State Single Audit Guidelines* applicable to each of its major federal and state programs for the purpose of expressing an opinion on Eau Claire County's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on Eau Claire County's compliance with those requirements.

We have issued a separate document which contains the results of our audit procedures to comply with OMB Circular A-133 and the *State Single Audit Guidelines*.

To the County Board
Eau Claire County

OTHER INFORMATION IN DOCUMENTS CONTAINING AUDITED FINANCIAL STATEMENTS

Our responsibility does not extend beyond the audited financial statements identified in this report. We do not have any obligation to and have not performed any procedures to corroborate other information contained in client prepared documents, such as official statements related to debt issues.

PLANNED SCOPE AND TIMING OF THE AUDIT

We performed the audit according to the planned scope and timing previously communicated to you in our prior year Report on Internal Control dated July 30, 2012.

QUALITATIVE ASPECTS OF THE ENTITY'S SIGNIFICANT ACCOUNTING PRACTICES

Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Eau Claire County are described in Note I to the financial statements. As described in Note I to the financial statements, the County changed accounting policies related to deferred outflows of resources, deferred inflows of resources, and net position by adopting Statement of Governmental Accounting Standards (GASB) Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position in 2012*. Implementation of this standard had no effect on the beginning balances for the year. We noted no transactions entered into by the County during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was management's estimate of the liability for other postemployment benefits. The estimate is based on an actuarial study obtained by Eau Claire County. We evaluated the key factors and assumptions used to develop the liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

The disclosures in the financial statements are neutral, consistent, and clear.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing our audit.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

Management has corrected all such misstatements.

There were a significant number of audit adjustments. Please refer to the adjusting journal entries attached to this report. Many of these audit adjustments were material to the financial statements.

To the County Board
Eau Claire County

CORRECTED AND UNCORRECTED MISSTATEMENTS (cont.)

In addition, we prepared GASB No. 34 conversion entries which are summarized in the “Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position” and the “Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities” in the financial statements.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during the course of our audit.

CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters. If a consultation involves application of an accounting principle to the governmental unit’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter. This letter follows this required communication.

INDEPENDENCE

We are not aware of any relationships between Baker Tilly Virchow Krause, LLP and Eau Claire County that, in our professional judgment, may reasonably be thought to bear on our independence.

Relating to our audit of the financial statements of Eau Claire County for the year ended December 31, 2012, Baker Tilly Virchow Krause, LLP hereby confirms that we are, in our professional judgment, independent with respect to the County in accordance with the Code of Professional Conduct issued by the American Institute of Certified Public Accountants. We provided no services to the County other than audit services provided in connection with the audit of the current year’s financial statements and the following nonaudit services which in our judgment do not impair our independence:

- > Adjusting journal entries
- > Financial statement preparation
- > Schedule of expenditures of federal and state awards preparation

None of these nonaudit services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

To the County Board
Eau Claire County

OTHER AUDIT FINDINGS OR ISSUES

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

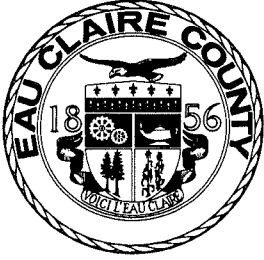
This information is intended solely for the use of the County Board and management and is not intended to be, and should not be, used by anyone other than these specified parties.

We welcome the opportunity to discuss the information included in this letter and any other matters. Thank you for allowing us to serve you.

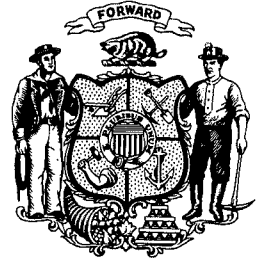
Baker Tilly Vinchow Krume, LLP

July 23, 2013

MANAGEMENT REPRESENTATIONS



Eau Claire County
721 Oxford Avenue
Eau Claire, WI 54703-5481



July 23, 2013

Baker Tilly Virchow Krause, LLP
2519 N. Hillcrest Parkway
Suite 103
Altoona, WI 54720

Dear Baker Tilly Virchow Krause, LLP:

We are providing this letter in connection with your audit of the financial statements of Eau Claire County as of December 31, 2012 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of Eau Claire County and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter.
2. The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. Except for the omission of the Friends of Beaver Creek Reserve component unit, the financial statements include all properly classified funds of the primary government and all component units required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates are reasonable.

6. All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.
7. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the basic financial statements taken as a whole. In addition, you have recommended adjusting journal entries, and we are in agreement with those adjustments.
8. There are no unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with accounting principles generally accepted in the United States of America.

Information Provided

9. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of County Board or summaries of actions of recent meetings for which minutes have not yet been prepared.
10. All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal and state awards.
11. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
12. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
13. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.
14. We have disclosed to you all known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
15. There are no known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
16. There are no known related parties or related party relationships and transactions of which we are aware.

Other

17. We have made available to you all financial records and related data and all audit or relevant monitoring reports, if any, received from funding sources.

18. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
19. We have taken timely and appropriate steps to remedy fraud, violations of laws, regulations, contracts or grant agreements, or abuse that you have reported to us.
20. We have a process to track the status of audit findings and recommendations.
21. We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
22. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for our report.
23. The County has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
24. We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
25. There are no:
 - a. Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance.
 - b. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
 - c. Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.
 - d. Rates being charged to customers other than the rates as authorized by the applicable authoritative body.
 - e. Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.
26. In regards to the nonattest services performed by you listed below, we have 1) made all management decisions and performed all management functions; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.
 - a. Financial statement preparation
 - b. Adjusting journal entries
 - c. SEFSA preparation

None of these non attest services constitute an audit under generally accepted auditing standards, including Government Auditing Standards.

27. Eau Claire County has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
28. Eau Claire County has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.
29. We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
30. Except for the omission of the Friends of Beaver Creek Reserve component unit, the financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
31. The financial statements properly classify all funds and activities.
32. All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
33. Components of net position (net investment in capital assets; restricted; and unrestricted) and equity amounts are properly classified and, if applicable, approved.
34. Eau Claire County has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.
35. Provisions for uncollectible receivables have been properly identified and recorded.
36. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
37. Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
38. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
39. Special and extraordinary items are appropriately classified and reported.
40. Deposits and investment securities are properly classified as to risk, and investments are properly valued.
41. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized.
42. We have appropriately disclosed Eau Claire County's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding how restricted and unrestricted fund balance is used when an expenditure is incurred for which both restricted and unrestricted fund balance is available, including the spending hierarchy for committed, assigned, and unassigned amounts.
43. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.


44. With respect to the detailed budgetary comparison schedules, combining financial statements, and Appendix A - Tax Rule 16 Requirements:
- a. We acknowledge our responsibility for presenting the detailed budgetary comparison schedules, combining financial statements, and Appendix A - Tax Rule 16 Requirements in accordance with accounting principles generally accepted in the United States of America, and we believe the detailed budgetary comparison schedules, combining financial statements, and Appendix A - Tax Rule 16 Requirements, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the detailed budgetary comparison schedules, combining financial statements, and Appendix A - Tax Rule 16 Requirements have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b. If the detailed budgetary comparison schedules, combining financial statements, and Appendix A - Tax Rule 16 Requirements is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
45. We assume responsibility for, and agree with, the findings of specialists in evaluating the post retirement benefits liability and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had impact on the independence or objectivity of the specialists.
46. With respect to federal and state award programs:
- a. We are responsible for understanding and complying with and have complied with the requirements of the Single Audit Act Amendments of 1996, OMB Circular A 133, *Audits of States, Local Governments, and Non-Profit Organizations*, *State Single Audit Guidelines*, including requirements relating to preparation of the schedule of expenditures of federal and state awards (SEFSA).
 - b. We have, in accordance with OMB Circular A-133, identified in the schedule of expenditures of federal and state awards, expenditures made during the audit period for all awards provided by federal and state agencies in the form of grants, federal and state cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, insurance and other direct assistance received for the purpose of administering federal and state programs. We have also made records available to you relating to such financial awards received directly, as well as indirectly, as pass-through awards.
 - c. We acknowledge our responsibility for presenting the SEFSA in accordance with the requirements of OMB Circular A-133 §310.b and the State Single Audit Guidelines, and we believe the SEFSA, including its form and content, is fairly presented in accordance with OMB Circular A-133 §310.b and the State Single Audit Guidelines. The methods of measurement and presentation of the SEFSA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the SEFSA.
 - d. If the SEFSA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFSA no later than the date we issue the SEFSA and the auditors' report thereon.
 - e. We have identified and disclosed to you all of our government programs and related activities subject to OMB Circular A-133 and the State Single Audit Guidelines.

- f. We are responsible for understanding and complying with, and have complied with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal and state programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major federal and state program.
- g. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance requirements applicable to federal and state programs that provide reasonable assurance that we are administering our federal and state awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal and state programs. We believe the internal control system is adequate and is functioning as intended. Also, no changes have been made in the internal control over compliance or other factors to the date of this letter that might significantly affect internal control, including any corrective action taken with regard to control deficiencies reported in the schedule of findings and questioned costs.
- h. We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal or state agencies or pass-through entities relevant to the programs and related activities.
- i. We have received no requests from a federal or state agency to audit one or more specific programs as a major program.
- j. We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the OMB Circular A-133 Compliance Supplement and the State Single Audit Guidelines, relating to federal and state awards and have identified and disclosed to you all amounts questioned and any known noncompliance with the requirements of federal and state awards.
- k. We have disclosed any communications from grantors and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditors' report.
- l. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation agreements, and internal or external monitoring that directly relate to the objectives of the compliance audit, if any, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditors' report.
- m. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB Circular A-87, *Cost Principles for State, Local, and Tribal Governments*, and OMB's *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*.
- n. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- o. We have made available to you all documentation related to the compliance with the direct and material compliance requirements, including information related to federal and state program financial reports and claims for advances and reimbursements.
- p. We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- q. We are not aware of any instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditors' report.

- r. No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies in internal control over compliance (including material weaknesses in internal control over compliance) have occurred subsequent to the date as of which compliance was audited.
- s. Federal and state program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- t. The copies of federal and state program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal and state agency or pass-through entity, as applicable.
- u. We have monitored subrecipients to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and have met the requirements of OMB Circular A-133 and the *State Single Audit Guidelines*.
- v. We have taken appropriate action, including issuing management decisions, on a timely basis after receipt of subrecipients' auditors' reports that identified noncompliance with laws, regulations, or the provisions of contracts or grant agreements to ensure that subrecipients have taken the appropriate and timely corrective action on findings.
- w. We have considered the results of subrecipient audits and made any necessary adjustments to our books and records.
- x. We have charged costs to federal and state awards in accordance with applicable cost principles.
- y. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by OMB Circular A-133 and the *State Single Audit Guidelines* and we have provided you with all information on the status of the follow-up on prior audit findings by federal and state awarding agencies and pass-through entities, including all management decisions.
- z. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by OMB Circular A-133.
- aa. We are responsible for preparing and implementing a corrective action plan for each audit finding.

Sincerely,

EAU CLAIRE COUNTY

Signed: 

Signed: 

Date: 7/23/13

EAU CLAIRE COUNTY

SUMMARY OF PROPOSED ADJUSTING JOURNAL ENTRIES December 31, 2012

	Financial Statements Effect - Increase (Decrease) to Financial Statement Total								
	<u>Current Assets</u>	<u>Noncurrent Assets</u>	<u>Total Assets</u>	<u>Current Liabilities</u>	<u>Noncurrent Liabilities</u>	<u>Total Liabilities</u>	<u>Total Revenues</u>	<u>Total Expenses/ Expenditures</u>	<u>Change in Net Assets/ Fund Balances</u>
Governmental activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (80,000)	\$ 80,000
General fund	-	-	-	-	-	-	-	(12,286)	12,286
Human services	-	-	-	-	-	-	-	(12,122)	12,122
Debt service	-	-	-	-	-	-	30,561	30,561	-
Capital projects	-	-	-	-	-	-	27,624	-	27,624
Airport	-	-	-	-	-	-	7,530	7,530	-
Remaining funds	-	-	-	-	-	-	3,221	(311)	3,532

ADJUSTING JOURNAL ENTRIES

Eau Claire County
Year End: December 31, 2012
Adjusting Journal Entries
Date: 1/1/2012 To 12/31/2012

TB.2

Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A01	12/31/2012	ACCTS REC. - PRIOR YEAR	100-00-13101-000-000 100		52,147.67
A01	12/31/2012	SOIL & WATER CONSERVATION	100-15-43582-000-000 100	52,147.67	
To reverse prior year audit entry #43.					
A02	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	33,100.00	
A02	12/31/2012	PROPERTY TAXES	100-00-41110-000-000 100		33,100.00
A02	12/31/2012	TREASURER'S CASH/HUMAN SERVICE	205-00-11110-000-000 205		33,100.00
A02	12/31/2012	PROPERTY TAXES	205-00-41110-000-000 205	33,100.00	
To move property tax revenue incorrectly receipted to the human services fund to the general fund to match levy amounts.					
A03	12/31/2012	TREASURER'S CASH/ DEBT SVCS	300-00-11110-000-000 300	46,250.00	
A03	12/31/2012	VOUCHERS PAYABLE	300-00-21000-000-000 300		46,250.00
A03	12/31/2012	TREASURER'S CASH CAPITAL PROJECTS	405-00-11110-000-000 405		46,250.00
A03	12/31/2012	VOUCHERS PAYABLE	405-00-21000-000-000 405	46,250.00	
To move 2011 bond costs to correct fund (405), where the payable was set up.					
A04	12/31/2012	VOUCHERS PAYABLE	405-00-21000-000-000 405		16,919.56
A04	12/31/2012	COURTHOUSE/ JAIL PROJECT	405-16-51940-820-000 405	16,919.56	
The clear out miscellaneous variance carried forward from 2011.					
A05	12/31/2012	ACCTS REC. - PRIOR YEAR	100-00-13101-000-000 100	50,373.00	
A05	12/31/2012	HOUSING AUTHORITY	100-15-47580-000-000 100		50,373.00
To record receivable for 4th quarter administration reimbursement from the Housing Authority. REVERSE IN 2013.					
A06	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	9,576.00	
A06	12/31/2012	MEMORY CARE CONNECTIONS GRANT	215-42-43563-000-238 215		9,576.00
To adjust for Memory Care beginning of year account receivable amount reversed that was more than what was recorded at the end of 2011.					
A07	12/31/2012	VOUCHERS PAYABLE	405-00-21000-000-000 405		647,307.40
A07	12/31/2012	COURTHOUSE/ JAIL PROJECT	405-16-51940-820-000 405	647,307.40	
To record retainage payable on Jail/Courthouse project. REVERSE IN 2013.					

Eau Claire County
Year End: December 31, 2012
Adjusting Journal Entries
Date: 1/1/2012 To 12/31/2012

TB.2-1

Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A08	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	12,131.58	
A08	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	24,247.42	
A08	12/31/2012	AIRPORT HANGAR ADVANCE	100-00-17001-000-000 100		12,131.58
A08	12/31/2012	INTEREST FR AIRPORT AGREEMENT	100-10-48110-000-000 100		24,247.42
A08	12/31/2012	TREASURER'S CASH/ AIRPORT	602-00-11110-000-000 602		12,131.58
A08	12/31/2012	TREASURER'S CASH/ AIRPORT	602-00-11110-000-000 602		24,247.42
A08	12/31/2012	ADVANCE FR GEN'L FUND	602-00-27100-000-000 602	12,131.58	
A08	12/31/2012	INTEREST/ TRUST FUND	602-34-58200-613-000 602	24,247.42	
To record airport hangar loan payment.					
A09	12/31/2012	VP - PRIOR YEAR	405-00-21200-000-000 405	6,419.56	
A09	12/31/2012	INFO SVCS/ CAPITAL IMPROV	405-08-51440-820-000 405		6,419.56
To clear out fund 405 payable related to client entry #3020.					
A10	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	27.00	
A10	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	135.49	
A10	12/31/2012	INFO SVCS/ COMPUTER HDWE MAINT	100-08-51440-244-000 100		27.00
A10	12/31/2012	INFO SVCS/ COMPUTER HDWE MAINT	100-08-51440-244-000 100		135.49
A10	12/31/2012	TREASURER'S CASH CAPITAL PROJECTS	405-00-11110-000-000 405		27.00
A10	12/31/2012	TREASURER'S CASH CAPITAL PROJECTS	405-00-11110-000-000 405		135.49
A10	12/31/2012	INFO SVCS/ CAPITAL IMPROV	405-08-51440-820-000 405		8,219.39
A10	12/31/2012	INFO SVCS/ CAPITAL IMPROV	405-08-51440-820-000 405		41,246.14
A10	12/31/2012	PURCHASING/ TELEPHONE UPGRADE	405-09-51550-225-000 405	8,219.39	
A10	12/31/2012	PURCHASING/ TELEPHONE UPGRADE	405-09-51550-225-000 405	27.00	
A10	12/31/2012	PURCHASING/ TELEPHONE UPGRADE	405-09-51550-225-000 405	41,246.14	
A10	12/31/2012	PURCHASING/ TELEPHONE UPGRADE	405-09-51550-225-000 405	135.49	
To move receipt #48280 to correct accounts per the invoice and where the expenditure was originally coded.					
A11	12/31/2012	COUNTY ORDINANCE FORFEITURES	100-02-45110-000-000 100		42,137.51
A11	12/31/2012	COUNTY SHARE STATE FINES	100-02-45120-000-000 100	12,787.12	
A11	12/31/2012	COUNTY SHARE STATE FINES	100-02-45120-000-000 100	18,555.58	
A11	12/31/2012	COUNTY SHARE STATE FINES	100-02-45120-000-000 100	10,794.81	
To move portion of July, August, and September clerk of courts fines to correct revenue accounts.					
A12	12/31/2012	ACCOUNTS RECEIVABLE	703-00-13100-000-000 703	49,428.00	
A12	12/31/2012	PREMIUM DIVIDEND	703-00-48200-000-000 703		24,193.00
A12	12/31/2012	CAPITAL DIVIDENDS	703-00-48210-000-000 703		25,235.00
To record receivable for capital					

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
		and operating dividends for 2012 (receipt #48351). REVERSE IN 2013.			
A13	12/31/2012	DUE TO STATE OF WIS	100-00-24200-000-000 100	26,937.12	
A13	12/31/2012	PENLTY ASSMT SURCHARGE	100-00-24242-000-000 100		26,937.12
		To move receipt #45741 to correct account (so balance sheet liability accounts clear out).			
A14	12/31/2012	CASH HELD BY DEPTS-RESTRICTED	800-00-11710-000-000 800		22,635.45
A14	12/31/2012	DISTRICT ATTORNEY	800-00-23200-000-000 800	22,635.45	
		To adjust DA cash and related liability to actual at year end.			
A15	12/31/2012	CASH HELD BY DEPTS-RESTRICTED	800-00-11710-000-000 800	107,455.49	
A15	12/31/2012	COURTS	800-00-23300-000-000 800		107,455.49
		To adjust COC's agency fund investments and liability to actual at year-end			
A16	12/31/2012	MARKET SECURITIES-RESTRICTED	800-00-11320-000-000 800		4,707.62
A16	12/31/2012	SHERIFF DRUG FORFEITURE INVESTMENTS	800-00-23904-001-000 800	4,707.62	
		To adjust drug forfeit cash to actual at year end.			
A17	12/31/2012	CASH HELD BY DEPTS-RESTRICTED	800-00-11710-000-000 800	79,095.28	
A17	12/31/2012	SHERIFF	800-00-23400-000-000 800		79,095.28
		To adjust Huber cash and realated liability to actual at year end.			
A18	12/31/2012	CASH HELD BY DEPTS-RESTRICTED	800-00-11710-000-000 800	3,034.77	
A18	12/31/2012	HUMAN SVCS-REP PAYEE	800-00-23500-000-000 800		3,034.77
		To adjust representative payee cash and related liability to actual at year end.			
A19	12/31/2012	UNUSED EMPL. BENEFIT	602-00-21810-000-000 602		8,527.88
A19	12/31/2012	AIRPORT/ SAL PERM-REGULAR	602-34-53610-111-000 602	8,527.88	
		To adjust airport accrued sick and vacation to actual at year-end.			
A20	12/31/2012	TREASURER'S CASH CAPITAL PROJECTS	405-00-11110-000-000 405	39,600.00	
A20	12/31/2012	Other deferred revenue	405-00-26900-000-000 405		39,600.00
		To record a check from the DNR			

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
that was received in 2012, but not deposited until 2013 for the Lake Altoona boat landing project. Robyn, add this as a deposit in transit on your December bank reconciliation. REVERSE IN 2013.					
A21	12/31/2012	ACCOUNTS RECEIVABLE	211-00-13100-000-000 211	10,003.00	
A21	12/31/2012	RECYCLING OTHER REVENUE	211-15-46430-000-000 211		8,752.62
A21	12/31/2012	CLEAN SWEEP CHARGES	211-15-47587-000-000 211		1,250.38
To record receivable for December Waste Management collections. REVERSE IN 2013.					
A22	12/31/2012	VOUCHERS PAYABLE	300-00-21000-000-000 300		10,652.86
A22	12/31/2012	HEALTH DEPT WRS PAYMENT	300-10-58200-700-000 300	10,652.86	
To record payable for 2012 payment of City-County Health Portion of 2008C Refunding Bonds payment. REVERSE IN 2013.					
A23	12/31/2012	PRINCIPAL/ NOTES PAYABLE	300-10-58100-612-000 300		3,786.00
A23	12/31/2012	Principal - WRS PSC to City	300-10-58100-700-000 300	3,786.00	
A23	12/31/2012	INTEREST/ NOTES PAYABLE	300-10-58200-612-000 300		7,056.16
A23	12/31/2012	HEALTH DEPT WRS PAYMENT	300-10-58200-700-000 300	7,056.16	
To reclassify 2011 2008C GO Bond principal and interest payments made in 2012 to correct g/l accounts (accounts where prior year's AJE was reversed to).					
A24	12/31/2012	TREASURER'S CASH/ DEBT SVCS	300-00-11110-000-000 300	42,915.00	
A24	12/31/2012	TREASURER'S CASH/ DEBT SVCS	300-00-11110-000-000 300	30,615.08	
A24	12/31/2012	PRINCIPAL/ NOTES PAYABLE	300-10-58100-612-000 300		42,915.00
A24	12/31/2012	INTEREST/ NOTES PAYABLE	300-10-58200-612-000 300		30,615.08
A24	12/31/2012	TREASURER'S CASH/ AIRPORT	602-00-11110-000-000 602		73,530.08
A24	12/31/2012	G O BONDS PAYABLE CURRENT	602-00-21400-000-000 602		2,229.00
A24	12/31/2012	STATE TRUST FUND NOTES	602-00-29500-000-000 602	42,915.00	
A24	12/31/2012	STATE TRUST FUND NOTES	602-00-29500-000-000 602	2,229.00	
A24	12/31/2012	INTEREST/ TRUST FUND	602-34-58200-613-000 602	30,615.08	
To reclassify the airport loan payment to the airport fund (from the debt service fund) and adjust the current portion to actual at year-end.					
A25	12/31/2012	ACCRUED INTEREST PAYABLE	602-00-21600-000-000 602	2,062.00	
A25	12/31/2012	INTEREST/ TRUST FUND	602-34-58200-613-000 602		2,062.00
To record airport accrued interest.					
A26	12/31/2012	FUND BALANCE - UNRESERVED	215-00-34200-000-000 215		7,473.03
A26	12/31/2012	RESERVE FOR 85.21 TRUST	215-00-34210-000-000 215	7,473.03	

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
To adjust fund balance restricted for 85.21 to actual at year end.					
A27	12/31/2012	REAL ESTATE TRF FEES	100-00-24214-000-000 100	5,831.19	
A27	12/31/2012	STATE VITAL RECORDS FEE	100-00-24217-000-000 100	11,544.00	
A27	12/31/2012	PROBATE FEES	100-00-24232-000-000 100		11,544.00
A27	12/31/2012	CLDA - CRIME LAB AND DRUG ASSESSMENT	100-00-24237-000-000 100		8,885.01
A27	12/31/2012	FINES & FORFEITURES	100-00-24241-000-000 100		3,352.87
A27	12/31/2012	CHILD ABUSE FUNDS	100-00-24247-000-000 100	1,809.50	
A27	12/31/2012	FINANCE/ BANK SVC CHGS	100-10-51510-933-000 100	4,597.19	
To adjust several clerk or courts and register of deeds liability accounts to actual at year end (so the end of year balance agrees to the payment made to the state in January).					
A28	12/31/2012	EECBG REVENUE	100-16-43530-000-000 100		5,795.00
A28	12/31/2012	COURTHOUS/ TRAVEL-TRAIN & CONF	100-16-51940-340-000 100	5,795.00	
To move reimbursement for training received from the Department of Administration for the Energy Efficiency and Conservation Block Grant from an expenditure account to a revenue account.					
A29	12/31/2012	TREASURER'S CASH/ DEBT SVCS	300-00-11110-000-000 300	25,750.00	
A29	12/31/2012	DEBT FEES & EXP.	300-10-58200-690-000 300		25,750.00
A29	12/31/2012	TREASURER'S CASH CAPITAL PROJECTS	405-00-11110-000-000 405		25,750.00
A29	12/31/2012	VOUCHERS PAYABLE	405-00-21000-000-000 405	25,750.00	
To move payment of Quarles & Brady bill related to 2011 debt issue to the accounts payable account where it had been accrued.					
A30	12/31/2012	DONATIONS	100-20-48501-000-000 100		30,000.00
A30	12/31/2012	DONATIONS	100-20-48501-000-000 100		30,000.00
A30	12/31/2012	DIRECT RELIEF - SPECIAL	100-20-55500-701-001 100	30,000.00	
A30	12/31/2012	DIRECT RELIEF - SPECIAL	100-20-55500-701-001 100	30,000.00	
To reverse entry 130143 (incorrect) and move the veteran's donation into a revenue account.					
A31	12/31/2012	PTY TX TN BRIDGE CREEK	100-00-12101-000-000 100	549,139.18	
A31	12/31/2012	PTY TX TN BRUNSWICK	100-00-12102-000-000 100	621,522.86	
A31	12/31/2012	PTY TX TN CLEARCREEK	100-00-12103-000-000 100	230,510.31	
A31	12/31/2012	PTY TX TN DRAMMEN	100-00-12104-000-000 100	278,482.63	
A31	12/31/2012	PTY TX TN FAIRCHILD	100-00-12105-000-000 100	102,322.08	
A31	12/31/2012	PTY TX TN LINCOLN	100-00-12106-000-000 100	357,513.27	
A31	12/31/2012	PTY TX TN LUDINGTON	100-00-12107-000-000 100	328,286.09	

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A31	12/31/2012	PTY TX TN OTTER CREEK	100-00-12108-000-000 100	132,196.55	
A31	12/31/2012	PTY TX TN PLEASANT VALLEY	100-00-12109-000-000 100	1,357,094.09	
A31	12/31/2012	PTY TX TN SEYMOUR	100-00-12110-000-000 100	1,101,996.30	
A31	12/31/2012	PTY TX TN UNION	100-00-12111-000-000 100	1,445,246.28	
A31	12/31/2012	PTY TX TN WASHINGTON	100-00-12112-000-000 100	2,797,442.47	
A31	12/31/2012	PTY TX TN WILSON	100-00-12113-000-000 100	138,278.31	
A31	12/31/2012	PTY TX VILL FAIRSHILD	100-00-12114-000-000 100	50,321.20	
A31	12/31/2012	PTY TX VILL FALL CREEK	100-00-12115-000-000 100	250,583.46	
A31	12/31/2012	PTY TX CITY ALTOONA	100-00-12116-000-000 100	1,545,743.72	
A31	12/31/2012	PTY TX CITY AUGUSTA	100-00-12117-000-000 100	248,972.72	
A31	12/31/2012	PTY TX CITY EAU CLAIRE	100-00-12118-000-000 100	15,176,067.75	
A31	12/31/2012	STATE TAX & SPECIAL CHGS	100-00-24211-000-000 100		1,141,312.32
A31	12/31/2012	LIBRARY SPECIAL CHARGES	100-00-24500-000-000 100		812,429.93
A31	12/31/2012	DEFERRED TAX REVENUE	100-00-26100-000-000 100		24,757,977.02

To record 2012 tax apportionment.

A32	12/31/2012	PTY TX TN BRIDGE CREEK	100-00-12101-000-000 100	0.34	
A32	12/31/2012	PTY TX TN CLEARCREEK	100-00-12103-000-000 100	0.13	
A32	12/31/2012	PTY TX TN DRAMMEN	100-00-12104-000-000 100		2,000.00
A32	12/31/2012	PTY TX TN FAIRCHILD	100-00-12105-000-000 100	0.07	
A32	12/31/2012	PTY TX TN LINCOLN	100-00-12106-000-000 100	496.78	
A32	12/31/2012	PTY TX TN LUDINGTON	100-00-12107-000-000 100	0.48	
A32	12/31/2012	PTY TX TN OTTER CREEK	100-00-12108-000-000 100		0.03
A32	12/31/2012	PTY TX TN PLEASANT VALLEY	100-00-12109-000-000 100		0.14
A32	12/31/2012	PTY TX TN UNION	100-00-12111-000-000 100		0.37
A32	12/31/2012	PTY TX TN WASHINGTON	100-00-12112-000-000 100		407.38
A32	12/31/2012	PTY TX TN WILSON	100-00-12113-000-000 100	923.98	
A32	12/31/2012	PTY TX TN WILSON	100-00-12113-000-000 100		136,506.35
A32	12/31/2012	PTY TX VILL FAIRSHILD	100-00-12114-000-000 100	136,524.33	
A32	12/31/2012	PTY TX VILL FALL CREEK	100-00-12115-000-000 100	0.02	
A32	12/31/2012	PTY TX CITY AUGUSTA	100-00-12117-000-000 100		2,339.40
A32	12/31/2012	PTY TX CITY EAU CLAIRE	100-00-12118-000-000 100		0.72
A32	12/31/2012	DEL & POSTPONED RE TAXES	100-00-12210-000-000 100	3,308.26	

To adjust property taxes
 receivable for delinquencies following final settlements.

A33	12/31/2012	DETENTION CHARGES - BAD DEBTS A/R	209-00-13500-000-000 209		23,577.50
A33	12/31/2012	CLIENT FEE W/O	209-04-46642-000-000 209	23,577.50	

To write off 2011 juvenile
 detention bad debts.

A34	12/31/2012	TAX CERT REAL ESTATE	100-00-12310-000-000 100		119,546.69
A34	12/31/2012	DEFERRED TAX REVENUE	100-00-26100-000-000 100	119,546.69	

To adjust tax account to actual
 per

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
treasurer's report.					
A35	12/31/2012	SPEC ASMT TN UNION	100-00-12221-000-000 100		1,057.66
A35	12/31/2012	DQ SPEC ASMT TN WASHINGTON	100-00-12222-000-000 100		3,641.92
A35	12/31/2012	DQ SPEC ASMT VILL FAIRCHILD	100-00-12223-000-000 100		8,146.41
A35	12/31/2012	DQ SPEC ASMT VILL FALL CREEK	100-00-12224-000-000 100		3,665.09
A35	12/31/2012	DQ SPEC ASMT CITY ALTOONA	100-00-12225-000-000 100		34,851.28
A35	12/31/2012	DQ SPEC ASMT CITY AUGUSTA	100-00-12226-000-000 100		2,565.29
A35	12/31/2012	DQ SPEC ASMT CITY EAU CLAIRE	100-00-12227-000-000 100		832,921.70
A35	12/31/2012	DQ SPEC ASMT TN SEYMOUR	100-00-12228-000-000 100		602.00
A35	12/31/2012	DQ SPEC ASSMT TN DRAMMEN	100-00-12229-000-000 100		150.00
A35	12/31/2012	DQ SPEC. ASMT TN WILSON	100-00-12229-001-000 100		387.00
A35	12/31/2012	DQ SPEC ASMT TN FAIRCHILD	100-00-12229-002-000 100		249.00
A35	12/31/2012	DQ SPEC ASMT TN BRUNSWICK	100-00-12229-003-000 100		333.00
A35	12/31/2012	DQ SPEC ASSMT TN LINCOLN	100-00-12229-004-000 100		231.00
A35	12/31/2012	DQ SPEC ASSMT TN OTTER CRK	100-00-12229-005-000 100		84.00
A35	12/31/2012	DQ SPEC ASMT TN BRIDGE CREEK	100-00-12229-006-000 100		468.00
A35	12/31/2012	DQ SPEC ASMT TN CLEAR CREEK	100-00-12229-007-000 100		348.00
A35	12/31/2012	DQ SPEC ASMT TN LUDINGTON	100-00-12229-008-000 100		408.00
A35	12/31/2012	DQ SPEC ASMT TN PLEASANT VALLEY	100-00-12229-009-000 100		590.00
A35	12/31/2012	SPECIAL ASSMT CERTIFICATES	100-00-12315-000-000 100	887,508.55	
A35	12/31/2012	DEFERRED TAX REVENUE	100-00-26100-000-000 100	3,190.80	
To consolidate delinquent special assessment accounts to account 12315, per treasurer's report.					
A36	12/31/2012	RECEIVABLE GOOD/SERV	602-00-13100-000-000 602	88,989.24	
A36	12/31/2012	OTHER REVENUE	602-00-46340-000-601 602		88,989.24
To record receivable for insurance settlement for wind storm damage in May 2012. REVERSE IN 2013.					
A37	12/31/2012	ACCOUNTS RECEIVABLE	405-00-13100-000-000 405	36,731.28	
A37	12/31/2012	COURTHOUSE/ JAIL PROJECT	405-16-51940-820-000 405		36,731.28
To record receivable for focus on energy grant related to 2012 building project. REVERSE IN 2013.					
A38	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100		27,092.38
A38	12/31/2012	DEFERRED COMP DEDUCTIONS	100-00-21570-000-000 100	27,092.38	
To adjust deferred comp deduction to actual at year end.					
A39	12/31/2012	GROUP HOME RECEIVABLE	100-00-13108-000-000 100		315.00
A39	12/31/2012	GROUP HOME UNCOLLECTIBLE	100-00-13500-000-000 100	2,736.00	
A39	12/31/2012	GROUP HOME WRITE OFFS	100-04-46644-000-000 100		2,421.00
To adjust group home receivable					

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
and related allowance to actual at year end.					
A40	12/31/2012	EDC LOAN FUND	100-00-15701-000-000 100		39,904.00
A40	12/31/2012	OTHER DEFERRED REVENUE	100-00-26900-000-000 100	39,904.00	
To write off portion of GSI loan that is forgiven as of 12/31/12 because agreed upon number of jobs have been created.					
A41	12/31/2012	LCD FINANCIAL ASSURANCES	100-00-23172-000-000 100		16,488.75
A41	12/31/2012	LAND STEWARDSHIP FUNDS	100-00-23175-000-000 100	16,488.75	
To move financial assurance liability to proper account per Linda Zimmerman.					
A42	12/31/2012	DETENTION CHARGES - BAD DEBTS A/R	209-00-13500-000-000 209		50,000.00
A42	12/31/2012	CLIENT FEE W/O	209-04-46642-000-000 209	50,000.00	
To record an allowance for estimated uncollectible detention center receivables.					
A43	12/31/2012	SENIOR COMMUNITY SERVICES	215-42-43563-000-258 215		671.00
A43	12/31/2012	ALZHEIMERS FAMILY CARE SUPP GRANT	215-42-48513-000-000 215	671.00	
To reclassify GWAAR money between revenue accounts so the final claim agrees to each revenue account.					
A44	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	10,482.00	
A44	12/31/2012	MEMORY CARE CONNECTIONS GRANT	215-42-43563-000-238 215		10,482.00
To record receivable for Memory Care for 9/1/12 - 12/31/12 receipt on CARS reports. REVERSE IN 2013.					
A45	12/31/2012	VOUCHERS PAYABLE	205-00-21000-000-000 205	94,988.00	
A45	12/31/2012	BCA PAYMENT FOR LTC	205-00-55100-001-000 205		94,988.00
To adjust payable for BCA LTC to actual at 12/31/12 (1 month of what had been recorded as a year-end payable was for January, 2013). REVERSE IN 2013.					
A46	12/31/2012	OTHER ACCTS PAYABLE	100-00-21900-000-000 100		8,015.14
A46	12/31/2012	OTHER ACCTS PAYABLE	100-00-21900-000-000 100		8,159.00
A46	12/31/2012	OTHER ACCTS PAYABLE	100-00-21900-000-000 100	2,320.47	
A46	12/31/2012	MISC REVENUE	100-10-48525-000-000 100		2,320.47
A46	12/31/2012	EPCRA PROG/ CONTRACTED SERVICES	100-15-52610-200-000 100	8,159.00	
A46	12/31/2012	JAIL SECURE/ HEALTH INS	100-17-52310-154-000 100	8,015.14	

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
To adjust general fund accounts payable account to clear out old items from prior years.					
A47	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	11,106.00	
A47	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	5,553.00	
A47	12/31/2012	Deferred Revenue - unearned	215-00-26002-000-000 215		16,659.00
To reclassify 2012 receipts of 2013 grant money for Memory Care to deferred revenue instead of reducing accounts receivable. REVERSE IN 2013.					
A48	12/31/2012	PFC FEES	602-00-46340-000-582 602	104.00	
A48	12/31/2012	OTHER REVENUE	602-00-46340-000-601 602		104.00
To reclassify Americal Airlines check out of PFC revenue because it was not for that.					
A49	12/31/2012	TITLE III C-2	215-42-43564-000-253 215		3,179.00
A49	12/31/2012	PR YR NSIP C-2	215-42-43564-000-257 215	3,179.00	
To reclassify Title III C-2 revenue from NSIP account; GWAAR revenues will agree with final reports then.					
A50	12/31/2012	TITLE IIIIE	215-42-43563-000-247 215	140.00	
A50	12/31/2012	MISC. REVENUE	215-42-48500-000-000 215		140.00
To reclassify miscellaneous fees collected out of GWAAR grant account revenue.					
A51	12/31/2012	RECEIVABLES GOOD/SER	205-00-13100-000-000 205	50,888.00	
A51	12/31/2012	SAMHSA GRANT	205-00-43620-000-333 205		50,888.00
To record receivable for 4th quarter 2012 SAMSHA grant expenditures. REVERSE in 2013.					
A52	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215		7,162.53
A52	12/31/2012	FULL PMT MEALS C-2	215-42-43620-000-000 215	7,162.53	
To remove portion of CHP receipt #130151 from accounts receivable. This is an overpayment and should be in the deferred revenue in 2013. (Betsy is aware of the entry to make in 2013 for this.)					
A53	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	23,434.93	
A53	12/31/2012	FULL PMT MEALS C-1	215-42-43619-000-000 215		1,506.51

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A53	12/31/2012	FULL PMT MEALS C-2	215-42-43620-000-000 215		21,928.42
		To record receivable for portion of receipt #47888 for amount received from CHP. REVERSE IN 2013.			
A54	12/31/2012	IMSURANCE ESCROW FUND DEPOSIT	703-00-17510-000-000 703		46,092.07
A54	12/31/2012	ACCRUED CLAIMS	703-00-21700-001-000 703	1,400.00	
A54	12/31/2012	WC SELF INS/ LOSSES	703-09-51980-740-000 703	46,092.07	
A54	12/31/2012	WC SELF INS/ LOSSES	703-09-51980-740-000 703		1,400.00
		To adjust WMMIC SIR and workers compensation pooled liability balance to actual at year end.			
A55	12/31/2012	MARKET SECURITIES	100-00-11320-000-000 100	76,028.38	
A55	12/31/2012	MARKET SECURITIES	100-00-11320-000-000 100	119,719.00	
A55	12/31/2012	MARKET SECURITIES	100-00-11320-000-000 100	38.13	
A55	12/31/2012	INTEREST INVESTMENTS	100-05-48100-000-000 100		76,028.38
A55	12/31/2012	INTEREST INVESTMENTS	100-05-48100-000-000 100		119,719.00
A55	12/31/2012	INTEREST INVESTMENTS	100-05-48100-000-000 100		38.13
A55	12/31/2012	BONDS - INVESTMENTS	405-00-11320-000-000 405	1,616.96	
A55	12/31/2012	BONDS - INVESTMENTS	405-00-11320-000-000 405	6,678.38	
A55	12/31/2012	BONDS - INVESTMENTS	405-00-11320-000-000 405	21,588.58	
A55	12/31/2012	INTEREST ON INVESTMENTS	405-00-48100-000-000 405		1,616.96
A55	12/31/2012	INTEREST ON INVESTMENTS	405-00-48100-000-000 405		6,678.38
A55	12/31/2012	INTEREST ON INVESTMENTS	405-00-48100-000-000 405		21,588.58
		To record interest in DANA, BMO, PMA, Wells Fargo, MBIA, and miscellaneous for 2012.			
A56	12/31/2012	MACHINERY & EQUIP	702-00-18500-000-000 702		
A56	12/31/2012	MACHINERY & EQUIP	702-00-18500-000-000 702		
A56	12/31/2012	ACCUM DEPR RES EQUIPMENT	702-00-18590-000-000 702		
A56	12/31/2012	ACCUM DEPR RES EQUIPMENT	702-00-18590-000-000 702		18,254.00
A56	12/31/2012	AUTO FLT/ DEPRECIATION & AMORT	702-09-53630-540-000 702	18,254.00	
A56	12/31/2012	AUTO FLT/ AUTOMOTIVE EQUIPMENT	702-09-53630-811-000 702		
		To record current year activity in fleet capital assets.			
A57	12/31/2012	WC ESCROW W/WMMIC	703-00-17520-000-000 703		76,192.94
A57	12/31/2012	WC SELF INS/ LOSSES	703-09-51980-740-000 703	76,192.94	
		To adjust WIMMIC SIR cash account to actual at year end.			
A58	12/31/2012	TITLE IIIB	215-42-43563-000-240 215	2,000.00	

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A58	12/31/2012	TITLE IIIB	215-42-43563-000-240 215	3,038.98	
A58	12/31/2012	TITLE IIIE	215-42-43563-000-247 215	3,920.00	
A58	12/31/2012	ADRC GRANT	215-42-43565-000-000 215	16,000.00	
A58	12/31/2012	IIIB/HOS & HEALTH INS	215-42-55002-154-240 215		2,000.00
A58	12/31/2012	IIIB/HOS & HEALTH INS	215-42-55002-154-240 215		3,038.98
A58	12/31/2012	IIIE/ HOS & HEALTH INS	215-42-55003-154-247 215		3,920.00
A58	12/31/2012	ADRC/ HOSP & HEALTH INS	215-42-55015-154-000 215		16,000.00

To correct client entry 13109 that should have reduced revenue and not recorded more expense. (When the ADRC deferred revenue account for accrued sick and vacation gets "replenished" the debit should be to revenue. That way your actual expenditures are on your trial balance and they agree with the amount of revenue you EARNED, not received. There will be a reconciling item to what you claimed for expenditures in the years you increase the deferred revenue account.)

A59	12/31/2012	TREASURER'S CASH/WATERSHED PRO	207-00-11110-000-000 207	17,612.92	
A59	12/31/2012	STORMWATER I & E GRANT	207-15-57410-200-008 207		17,612.92
A59	12/31/2012	TREASURER'S CASH-UNRESTRICTED	800-00-11110-000-000 800		17,612.92
A59	12/31/2012	CV STORM WATER FORUM	800-00-23350-000-000 800	17,612.92	

To reclassify expenditures related to Lower Chippewa River Basin project to correct account. These are not the county's money so the revenue and expenditures are all in an agency fund.

A60	12/31/2012	PREMIUM DIVIDEND	703-00-48200-000-000 703		14,727.00
A60	12/31/2012	CAPITAL DIVIDENDS	703-00-48210-000-000 703	14,727.00	

To correct for prior year audit entry A49 that was reversed entirely to account 703-48200; this much should have went to the 703-48210 account.

A61	12/31/2012	BUILDINGS	602-00-18300-000-000 602	1,645,370.00	
A61	12/31/2012	BUILDINGS	602-00-18300-000-000 602	739,211.00	
A61	12/31/2012	ACCUM DEPRECIATION RESERVE	602-00-18390-000-000 602		1,184,016.00
A61	12/31/2012	LAND IMPROVEMENTS	602-00-18400-000-000 602	1,339,303.00	
A61	12/31/2012	CONSTRUCTION WORK IN PROG.	602-00-18700-000-000 602		84,611.00
A61	12/31/2012	CONSTRUCTION WORK IN PROG.	602-00-18700-000-000 602	351,888.00	
A61	12/31/2012	CONSTRUCTION WORK IN PROG.	602-00-18700-000-000 602		200,000.00
A61	12/31/2012	CONTRIBUTIONS - FEDERAL	602-00-47332-000-000 602		2,900,062.00
A61	12/31/2012	CONTRIBUTIONS - FEDERAL	602-00-47332-000-000 602		539,211.00
A61	12/31/2012	AIRPORT/ DEPRECIATION	602-34-53610-540-000 602	1,184,016.00	
A61	12/31/2012	AIRPORT/ CAPITAL IMPROV	602-34-53610-820-000 602		27,500.00
A61	12/31/2012	AIRPORT/ OTHER CAPITAL IMPROV.	602-34-53610-829-000 602		324,388.00

To record entry provided by Scott

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
to record current year airport capital asset activity.					
A62	12/31/2012	CENTRAL STORES	100-00-16101-000-000 100		18,797.51
A62	12/31/2012	CENTRAL STORES	100-00-16101-000-000 100	6,856.00	
A62	12/31/2012	DUPLICATING	100-00-16103-000-000 100	18,797.51	
A62	12/31/2012	DUPLICATING	100-00-16103-000-000 100	22,661.31	
A62	12/31/2012	INVENTORIES & SUPPLIES	100-00-34120-000-000 100		12,160.94
A62	12/31/2012	FUND BALANCE - UNRESERVED	100-00-34200-000-000 100	12,160.94	
A62	12/31/2012	PURCHASING/CENTRAL DUPL CHARGES	100-09-47211-000-000 100		6,856.00
A62	12/31/2012	PURCHASING/CENTRAL DUPL CHARGES	100-09-47211-000-000 100		22,661.31
A62	12/31/2012	CENT DUP/ CONTROL	100-09-51450-100-000 100	18,797.51	
A62	12/31/2012	CENTRAL STORES - CONTROL	100-09-51461-100-000 100		18,797.51
To adjust central stores and duplicating accounts to actual at year end.					
A63	12/31/2012	RECEIVABLE GOOD/SERV	602-00-13100-000-000 602	1,559.42	
A63	12/31/2012	ADVERTISING	602-00-46340-000-571 602		1,559.42
To record receivable for advertising revenue for the airport. REVERSE IN 2013.					
A64	12/31/2012	VEHICLE FUEL REIMBURSEMENT	602-00-46340-000-586 602		26,413.64
A64	12/31/2012	AIRPORT/ VEHICLE FUEL	602-34-53610-377-000 602	26,413.64	
To unnet vehicle fuel reimbursement coded against the expense for vehicle fuel.					
A65	12/31/2012	DEFERRED REVENUE	405-00-26000-000-000 405		79,476.84
A65	12/31/2012	DEFERRED REVENUE	405-00-26000-000-000 405	198,107.67	
A65	12/31/2012	FUND BALANCE - DESIGNATED	405-00-34200-000-000 405	118,630.83	
A65	12/31/2012	Fund Balance - Assigned for future phone projec	405-00-34210-000-000 405		118,630.83
A65	12/31/2012	Phone Charges	405-09-46120-000-000 405		198,107.67
A65	12/31/2012	Purchasing - Telephone Charges	405-09-51550-225-001 405	79,476.84	
To reclassify phone bills paid to expenditure account. To reclassify phone revenues collected to revenue account. To assign fund balance for 2011-12 phone revenues collected in excess of expenditures (for future phone projects).					
A66	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	3,793.00	
A66	12/31/2012	SALARIES PAYABLE	100-00-21700-000-000 100		65,786.00
A66	12/31/2012	CLK CTS/ HOS & HEALTH INS	100-02-51220-154-000 100	4,508.00	
A66	12/31/2012	JUV DIV/ HOS & HEALTH INS	100-04-51260-154-000 100	3,695.00	
A66	12/31/2012	CLERK/ HOS & HEALTH INS	100-06-51410-154-000 100	1,855.00	
A66	12/31/2012	INFO SVCS/ HOS & HEALTH INS	100-08-51440-154-000 100	3,476.00	
A66	12/31/2012	PURCHASE/ HOS & HEALTH INS	100-09-51550-154-000 100	1,000.00	

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A66	12/31/2012	FINANCE/ HOS & HEALTH INS	100-10-51510-154-000 100	3,684.00	
A66	12/31/2012	FINANCE/ HEALTH INS.	100-10-51970-154-000 100	6,801.00	
A66	12/31/2012	CO TREAS/ HOS & HEALTH INS	100-11-51560-154-000 100	2,532.00	
A66	12/31/2012	CORP COUN/ HOS & HEALTH INS	100-13-51640-154-000 100	2,178.00	
A66	12/31/2012	P & D/ HOS & HEALTH INS	100-15-51820-154-000 100	3,117.00	
A66	12/31/2012	COURTHOUS/ HOS & HEALTH INS	100-16-51940-154-000 100	3,236.00	
A66	12/31/2012	JAIL SECURE/ HEALTH INS	100-17-52310-154-000 100	18,610.00	
A66	12/31/2012	CIVIL PROCESS/ HEALTH INSURANCE	100-17-52340-154-000 100	5,332.00	
A66	12/31/2012	UW EXT/ HOSPITAL & HEALTH INS	100-21-56700-154-000 100	1,969.00	
A66	12/31/2012	TREASURER'S CASH/RECYCLING PROGRAM	211-00-11110-000-000 211		2,000.00
A66	12/31/2012	RECYCLING/ HEALTH INS	211-15-54885-154-000 211	2,000.00	
A66	12/31/2012	TREASURER'S CASH/WORKERS COMP FD	703-00-11110-000-000 703		1,793.00
A66	12/31/2012	RISK MGMT/ HOS & HEALTH INS	703-09-51542-154-000 703	1,793.00	
To adjust salaries payable for 2011 HRA payments for 2010 claims.					
A67	12/31/2012	SALARIES PAYABLE	215-00-21700-000-000 215	6,958.98	
A67	12/31/2012	DEFERRED REVENUE	215-00-26000-000-000 215		6,958.98
To correct credit side of entry 130079.					
A68	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100		38,421.07
A68	12/31/2012	FINANCE/ CONTRACT SVCS	100-10-51970-200-000 100	38,421.07	
To adjust cash to actual at year end.					
A69	12/31/2012	DEL & POSTPONED RE TAXES	100-00-12210-000-000 100		2,615,059.15
A69	12/31/2012	TAX CERT REAL ESTATE	100-00-12310-000-000 100	2,615,059.15	
To transfer delinquent and postponed taxes to the tax certificate account.					
A70	12/31/2012	SPECIAL ASSMT CERTIFICATES	100-00-12315-000-000 100		46,980.42
A70	12/31/2012	CITY OF ALTOONA SPCLS PURCHASED	100-00-12316-000-000 100	35,086.28	
A70	12/31/2012	TN WASH SPCLS PURCHASED	100-00-12318-000-000 100	2,481.91	
A70	12/31/2012	DELINQ PERSONAL PTY TAXES FR STATE	100-00-12320-000-000 100		301.31
A70	12/31/2012	TX CERT S/A TN WASHINGTON	100-00-12322-000-000 100	557.48	
A70	12/31/2012	TX CERT S/A V FAIRCHILD	100-00-12323-000-000 100	5,791.70	
A70	12/31/2012	TX CERT S/A V FALL CREEK	100-00-12324-000-000 100	2,092.79	
A70	12/31/2012	TX CERT S/A C AUGUSTA	100-00-12326-000-000 100	1,286.57	
A70	12/31/2012	TX CERT S/A TN WILSON	100-00-12329-000-000 100		15.00
To adjust municipal special assessment account balances to account 12315.					
A71	12/31/2012	PTY TX TN BRIDGE CREEK	100-00-12101-000-000 100		110,257.27

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Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
A71	12/31/2012	PROPERTY TAXES	100-00-41110-000-000 100	110,257.27	
		To adjust taxes receivable to actual through property tax revenue.			
A72	12/31/2012	DEFERRED REVENUE	215-00-26000-000-000 215		22,038.00
A72	12/31/2012	ADRC GRANT	215-42-43565-000-000 215	22,038.00	
		ADRC expenditures were over reported due to an error; will increase the accrued sick and vacation account for the amount of the error so nothing is due back to the state.			
A73	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215		49,029.00
A73	12/31/2012	ADRC GRANT	215-42-43565-000-000 215	49,029.00	
		Record July ARDC CARS report take back. ADRC expenditures were overreported to the state. (Robyn-discuss with Betsy if this is the correct revenue account to use or if it should be 215-42-43566 or a combination of the two accounts.) REVERSE IN 2013.			
A74	12/31/2012	RECEIVABLES GOOD/SERV	205-00-13100-000-000 205		96,116.00
A74	12/31/2012	COMMUNITY AIDS	205-00-43560-000-260 205	96,116.00	
		To adjust due from state for TPA CLTS local match deducted from final CARS payment (correct entry C14). REVERSE IN 2013.			
C01	12/31/2012	RECEIVABLES GOOD/SERV	205-00-13100-000-000 205	22.50	
C01	12/31/2012	COMMUNITY AIDS	205-00-43560-000-260 205		22.50
		Client Entry #130145. Already posted by Robyn.			
C02	12/31/2012	ADRC GRANT	215-42-43565-000-000 215		890.00
C02	12/31/2012	ADRC MEDICAID MATCH	215-42-43566-000-000 215	890.00	
		Client Entry #130146. Already posted by Robyn.			
C03	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	1,047.67	
C03	12/31/2012	CHIPP CO CARE TRANSITION PROGRAM	215-42-43559-000-000 215		1,047.67
		Client Entry #130147. Already entered by Robyn.			
C04	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215		97,016.00
C04	12/31/2012	ADRC GRANT	215-42-43565-000-000 215	1,489.00	
C04	12/31/2012	ADRC GRANT	215-42-43565-000-000 215		60,607.00

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Number	Date	Name	Account No	Debit	Credit
C04	12/31/2012	ADRC GRANT	215-42-43565-000-000 215	76,632.00	
C04	12/31/2012	ADRC MEDICAID MATCH	215-42-43566-000-000 215	78,669.00	
C04	12/31/2012	ADRC MEDICAID MATCH	215-42-43566-000-000 215	833.00	
Client Entry #130148. Already entered by Robyn.					
C05	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	1,502.90	
C05	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	4,842.51	
C05	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	3,658.28	
C05	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	250.00	
C05	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100		105.00
C05	12/31/2012	SPECIAL ASSMT CERTIFICATES	100-00-12315-000-000 100		4,842.51
C05	12/31/2012	RETIREE HEALTH PREMIUMS - REG.	100-00-21533-000-000 100		250.00
C05	12/31/2012	OTHER ACCTS PAYABLE	100-00-21900-000-000 100		3,658.28
C05	12/31/2012	SALES TAXES	100-00-24213-000-000 100		1,512.90
C05	12/31/2012	LOCAL SEVERANCE TIMBERSALES	100-00-24360-000-000 100	10.00	
C05	12/31/2012	COON FORKS CAMPING	100-22-46722-000-000 100	105.00	
Client Entry #130149. Already posted by Robyn.					
C06	12/31/2012	TREASURER'S CASH/ GEN'L FUND	100-00-11110-000-000 100	10,691.85	
C06	12/31/2012	ACCTS REC. - PRIOR YEAR	100-00-13101-000-000 100		10,691.85
C06	12/31/2012	TREASURER'S CASH/HUMAN SERVICE	205-00-11110-000-000 205	25,666.00	
C06	12/31/2012	RECEIVABLES GOOD/SER	205-00-13100-000-000 205		25,666.00
Client Entry #130150. Already entered by Robyn.					
C07	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	1,770.81	
C07	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	12,783.31	
C07	12/31/2012	RECEIVABLES GOOD/SERV	215-00-13100-000-000 215	7,162.53	
C07	12/31/2012	FULL PMT MEALS C-1	215-42-43619-000-000 215		1,770.81
C07	12/31/2012	FULL PMT MEALS C-2	215-42-43620-000-000 215		12,783.31
C07	12/31/2012	FULL PMT MEALS C-2	215-42-43620-000-000 215		7,162.53
Client Entry #130151. Already entered by Robyn.					
C08	12/31/2012	VOUCHERS PAYABLE - PRIOR YR	205-00-21200-000-000 205		40,713.00
C08	12/31/2012	SECURE DETENTION 180 DAY (JCI)	205-62-54325-550-260 205	34,950.00	
C08	12/31/2012	EAGLE'S NEST (CHOICES TO CHANGE)	205-62-54524-931-260 205	5,763.00	
Client Entry #130152. Already entered by Robyn.					
C09	12/31/2012	VOUCHERS PAYABLE - PRIOR YR	205-00-21200-000-000 205		427,720.64
C09	12/31/2012	STATE YOUTH AIDS	205-00-43560-000-265 205	112,217.05	
C09	12/31/2012	IM CONSORTIA PAYMENTS	205-00-55100-001-100 205	309,997.00	

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Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
C09	12/31/2012	FAMILY CRISIS FUNDS	205-52-55020-752-260 205	1,100.00	
C09	12/31/2012	URINALYSIS/DRUG SCREENING (TRINITEAM	205-53-54366-589-260 205	33.00	
C09	12/31/2012	SPEECH/LANG 0-3 (ST JOS)	205-54-50110-923-378 205	270.00	
C09	12/31/2012	CHILD RESPITE FS W/L	205-54-50111-631-288 205	153.00	
C09	12/31/2012	JJ DRUG TESTS	205-55-50606-663-260 205	281.50	
C09	12/31/2012	UA'S - DRUG COURT	205-55-54021-550-288 205	607.50	
C09	12/31/2012	RESPITE P.S.	205-64-54313-551-260 205	278.59	
C09	12/31/2012	MENTOR CA (LSS)	205-64-54557-860-260 205	210.00	
C09	12/31/2012	DBT AIM COURT SAMHSA (HEINZ)	205-68-54557-856-333 205	100.00	
C09	12/31/2012	FAHRMAN AA AODA BLK DRUG CT (LSS)	205-68-55506-861-275 205	2,263.00	
C09	12/31/2012	TOUCHSTONES MH COURT (LSS)	205-68-55507-860-595 205	210.00	

Client Entry #130153. Already entered by Robyn.

C10	12/31/2012	RECEIVABLES GOOD/SER	205-00-13100-000-000 205	366,165.00	
C10	12/31/2012	RECEIVABLES GOOD/SER	205-00-13100-000-000 205	37,304.85	
C10	12/31/2012	COMMUNITY AIDS	205-00-43560-000-260 205		366,165.00
C10	12/31/2012	COMMUNITY AIDS	205-00-43560-000-260 205		37,304.85
C10	12/31/2012	INPATIENT (L.E. PHILLIPS)	205-53-54353-643-260 205		25,699.36
C10	12/31/2012	TFC DD CLTS/CA (LSS)	205-54-50203-860-340 205	18,378.02	
C10	12/31/2012	TFC CLTS/CA (LSS)	205-56-50203-860-340 205		31,809.08
C10	12/31/2012	TFC MI CLTS (LSS)	205-56-50203-860-368 205	6,850.22	
C10	12/31/2012	SUPPORTED APT(BROTOLOC)	205-56-54514-884-260 205		1,968.00
C10	12/31/2012	SUPP APT MH BLK (BROT)	205-56-54514-884-330 205	1,968.00	
C10	12/31/2012	TFC (LSS)	205-62-54523-860-260 205	6,580.84	
C10	12/31/2012	IMPATIENT DRUG COURT TAP (ST. JOSEPH)	205-68-54353-643-262 205	25,699.36	

Client Entry# 130154. Already entered by Robyn.

C11	12/31/2012	RECEIVABLES CONTROL	205-00-13100-000-100 205	348,663.56	
C11	12/31/2012	STATE YOUTH AIDS	205-00-43560-000-265 205		73,617.04
C11	12/31/2012	LIHEAP	205-00-43560-000-283 205		39,109.51
C11	12/31/2012	COMMUNITY RECOVERY SERVICES	205-00-43560-000-286 205		24,070.10
C11	12/31/2012	ELDER ABUSE GRANT	205-00-43560-000-375 205		1,701.00
C11	12/31/2012	D.O.C. DRUG COURT REVENUE	205-00-43620-000-379 205		5,255.00
C11	12/31/2012	WPS CLTS REVENUE	205-00-46530-100-000 205		44,222.75
C11	12/31/2012	PF BIRTH TO 3	205-00-46550-001-378 205		50.00
C11	12/31/2012	PF AUTISM PI SED	205-00-46550-002-337 205		62.00
C11	12/31/2012	PF CLTS/ CA MH	205-00-46550-002-340 205		34.00
C11	12/31/2012	CASE MGMT ADULT MI COP	205-52-45604-001-266 205		463.46
C11	12/31/2012	CSP CASE MGMT ADULT MI	205-52-45604-001-268 205		43,654.17
C11	12/31/2012	CASE MGMT ADULT ELDERLY	205-52-45604-001-285 205		6.46
C11	12/31/2012	CASE MGMT 0-3 CHILD DD	205-52-45604-001-378 205		3,937.16
C11	12/31/2012	CASE MGMT ADULT DD	205-52-45604-003-285 205		4.52
C11	12/31/2012	CASE MGMT ADULT MI	205-52-45604-004-285 205		516.46
C11	12/31/2012	CASE MGMT CHILD MI	205-52-45604-006-285 205		4,319.80
C11	12/31/2012	CASE MGMT MH COURT	205-52-45604-007-285 205		8,247.37
C11	12/31/2012	CASE MGMT HFS34	205-52-45604-007-534 205		6,826.91

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
C11	12/31/2012	REPPAYEE - CHP	205-52-46530-005-260 205		75,304.65
C11	12/31/2012	REPPAYEE - CHP	205-52-46530-005-260 205		13,100.50
C11	12/31/2012	CRISIS FUND	205-52-55028-752-100 205		900.00
C11	12/31/2012	FOSTER CARE DD CLTS/CA	205-54-42203-550-340 205		693.00
C11	12/31/2012	TFC DD PI AUTISM (NEW VISIONS)	205-54-42203-767-337 205		128.62
C11	12/31/2012	TFC DD PI AUTISM (NEW VISIONS)	205-54-42203-767-337 205		463.88
C11	12/31/2012	TFC DD CLTS/CA (LSS)	205-54-42203-860-340 205		1,972.25
C11	12/31/2012	TFC CLTS (REM)	205-54-42203-930-368 205		230.76
C11	12/31/2012	TFC CLTS (REM)	205-54-42203-930-368 205		1,298.28
C11	12/31/2012	MANAGED CARE(YES) DD CLTS/CA (LSS)	205-54-42609-860-340 205		48.97
C11	12/31/2012	FOSTER CARE DD CLTS/CA	205-54-50203-550-340 205	693.00	
C11	12/31/2012	TFC DD PI AUTISM (NEW VISIONS)	205-54-50203-767-337 205	128.62	
C11	12/31/2012	TFC DD PI AUTISM (NEW VISIONS)	205-54-50203-767-337 205	463.88	
C11	12/31/2012	TFC DD CLTS/CA (LSS)	205-54-50203-860-340 205	1,972.25	
C11	12/31/2012	TFC CLTS (REM)	205-54-50203-930-368 205	230.76	
C11	12/31/2012	TFC CLTS (REM)	205-54-50203-930-368 205	1,298.28	
C11	12/31/2012	MANAGED CARE(YES) DD CLTS/CA (LSS)	205-54-50609-860-340 205	48.97	
C11	12/31/2012	FOSTER CARE MI CLTS/CA	205-56-42203-550-340 205		581.50
C11	12/31/2012	TFC CLTS MI (CSSW)	205-56-42203-571-368 205		793.78
C11	12/31/2012	TFC CLTS/CA (LSS)	205-56-42203-860-340 205		813.78
C11	12/31/2012	TFC MI CLTS (LSS)	205-56-42203-860-368 205		272.00
C11	12/31/2012	TFC MI CLTS (LSS)	205-56-42203-860-368 205		333.65
C11	12/31/2012	AFH #9 MI CA (AURORA)	205-56-42422-774-260 205		100.00
C11	12/31/2012	PRAIRIEVIEW COP(BROTOLOC	205-56-42456-880-266 205		832.23
C11	12/31/2012	CSP PSYCH. IND. (MIDELFORT)	205-56-42457-585-268 205		1,815.20
C11	12/31/2012	CSP PSYCH. IND. (MIDELFORT)	205-56-42457-585-268 205		1,445.50
C11	12/31/2012	SUPT APT MH BLK (BROTOLOC)	205-56-42514-884-330 205		555.80
C11	12/31/2012	CBTI - FARNAM (TCHCC)	205-56-42556-644-260 205		989.22
C11	12/31/2012	CBTF - MT WASHINGTON - MI	205-56-42556-651-260 205		695.00
C11	12/31/2012	FOSTER CARE MI CLTS/CA	205-56-50203-550-340 205	581.50	
C11	12/31/2012	TFC CLTS MI (CSSW)	205-56-50203-571-368 205	793.78	
C11	12/31/2012	TFC CLTS/CA (LSS)	205-56-50203-860-340 205	813.78	
C11	12/31/2012	TFC MI CLTS (LSS)	205-56-50203-860-368 205	272.00	
C11	12/31/2012	TFC MI CLTS (LSS)	205-56-50203-860-368 205	333.65	
C11	12/31/2012	AFH #109 (AURORA)	205-56-54322-774-260 205	100.00	
C11	12/31/2012	PRAIRIEVIEW COP (BROTOLOC)	205-56-54356-880-266 205	832.23	
C11	12/31/2012	SUPP APT MH BLK (BROT)	205-56-54514-884-330 205	555.80	
C11	12/31/2012	CBTF FARNAM (TCHCC)	205-56-54556-644-260 205	989.22	
C11	12/31/2012	CBTF MT. WASHINGTON	205-56-54556-651-260 205	695.00	
C11	12/31/2012	KINSHIP REVENUE	205-58-46530-550-357 205		12.50
C11	12/31/2012	KINSHIP BENEFITS	205-58-55100-550-357 205	12.50	
C11	12/31/2012	TFC PD CLTS/CA (HOME CARE ADV)	205-61-42203-759-340 205		660.00
C11	12/31/2012	TFC PD CLTS/CA (HOME CARE ADV)	205-61-42203-759-340 205		267.18
C11	12/31/2012	TFC PD CLTS (NEW VISIONS)	205-61-42203-767-368 205		275.00
C11	12/31/2012	TFC PD CLTS (NEW VISIONS)	205-61-42203-767-368 205		322.08
C11	12/31/2012	TFC PD CLTS/CA (HOME CARE ADV)	205-61-50203-759-340 205	660.00	
C11	12/31/2012	TFC PD CLTS/CA (HOME CARE ADV)	205-61-50203-759-340 205	267.18	
C11	12/31/2012	TFC PD CLTS (NEW VISIONS)	205-61-50203-767-368 205	275.00	
C11	12/31/2012	TFC PD CLTS (NEW VISIONS)	205-61-50203-767-368 205	322.08	
C11	12/31/2012	TFC CA (ANU)	205-62-42423-658-260 205		121.00

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
C11	12/31/2012	SECURE DETENTION 180 DAY (JCI)	205-62-42425-550-260 205		793.78
C11	12/31/2012	WI JUV. CORR. INST.	205-62-42436-630-265 205		98.45
C11	12/31/2012	TFC CA (NEW VISIONS)	205-62-42523-767-260 205		351.14
C11	12/31/2012	TFC CA (LSS)	205-62-42523-860-260 205		793.78
C11	12/31/2012	GRP FC FED ALPHA	205-62-42524-569-260 205		207.70
C11	12/31/2012	COTTONWOOD GROUP HOME	205-62-42524-573-260 205		783.78
C11	12/31/2012	GH YA (PRENTICE HOUSE)	205-62-42524-871-265 205		288.00
C11	12/31/2012	RCC EC ACADEMY	205-62-42554-646-260 205		122.00
C11	12/31/2012	RCC EC ACADEMY	205-62-42554-646-260 205		772.00
C11	12/31/2012	RCC YA EC ACADEMY	205-62-42554-646-265 205		1,381.14
C11	12/31/2012	RCC YA EC ACADEMY	205-62-42554-646-265 205		793.78
C11	12/31/2012	RCC YA (FAMILY & CHILDREN)	205-62-42554-648-265 205		88.00
C11	12/31/2012	RCC YA (FAMILY & CHILDREN)	205-62-42554-648-265 205		793.78
C11	12/31/2012	RCC YA (NW PASSAGE)	205-62-42554-688-265 205		21.00
C11	12/31/2012	RCC YA (NW PASSAGE)	205-62-42554-688-265 205		813.78
C11	12/31/2012	TFC (ANU)	205-62-54323-658-260 205	121.00	
C11	12/31/2012	SECURE DETENTION 180 DAY (JCI)	205-62-54325-550-260 205	793.78	
C11	12/31/2012	WI JUV. CORRECT. INSTIT.	205-62-54336-630-265 205	98.45	
C11	12/31/2012	TFC CA (NEW VISIONS)	205-62-54523-767-260 205	351.14	
C11	12/31/2012	TFC (LSS)	205-62-54523-860-260 205	793.78	
C11	12/31/2012	GR FC FED EL ALPHA	205-62-54524-569-260 205	207.70	
C11	12/31/2012	GR FC FED COTTONWOOD	205-62-54524-573-260 205	783.78	
C11	12/31/2012	GH YA (PRENTICE HOUSE)	205-62-54524-871-265 205	288.00	
C11	12/31/2012	RCC E.C. ACADEMY (CLINICARE)	205-62-54554-646-260 205	122.00	
C11	12/31/2012	RCC E.C. ACADEMY (CLINICARE)	205-62-54554-646-260 205	772.00	
C11	12/31/2012	RCC YA (EC ACADEMY)	205-62-54554-646-265 205	1,381.14	
C11	12/31/2012	RCC YA (FAMILY & CHILDREN)	205-62-54554-648-265 205	88.00	
C11	12/31/2012	RCC YA (FAMILY & CHILDREN)	205-62-54554-648-265 205	793.78	
C11	12/31/2012	RCC YA (FAMILY & CHILDREN)	205-62-54554-648-265 205	793.78	
C11	12/31/2012	RCC YA (NW PASSAGE)	205-62-54554-688-265 205	21.00	
C11	12/31/2012	RCC YA (NW PASSAGE)	205-62-54554-688-265 205	813.78	
C11	12/31/2012	FC FV/REFUND/PROVIDER	205-64-42523-556-260 205		1,762.39
C11	12/31/2012	F.C.-FM-VOL.	205-64-42523-557-260 205		1,568.07
C11	12/31/2012	F.C.-FM-VOL.	205-64-42523-557-260 205		945.77
C11	12/31/2012	MANAGED CARE (LSS)	205-64-42609-860-260 205		70.60
C11	12/31/2012	MANAGED CARE INITIATIVE (LSS)	205-64-50609-860-260 205	70.60	
C11	12/31/2012	FOSTER CARE / FED ELIG	205-64-54523-556-260 205	1,762.39	
C11	12/31/2012	FOSTER CARE/ NON FED	205-64-54523-557-260 205	1,568.07	
C11	12/31/2012	FOSTER CARE/ NON FED	205-64-54523-557-260 205	945.77	
C11	12/31/2012	CBTF-MT WASHINGTON	205-65-42556-651-260 205		738.78
C11	12/31/2012	CBTF ELDERLY (MT WASH)	205-65-54556-651-260 205	738.78	
Client Entry #130155. Already entered by Robyn.					
C12	12/31/2012	ACCOUNTS RECEIVABLE	209-00-13100-000-000 209	45,180.00	
C12	12/31/2012	ACCOUNTS RECEIVABLE	209-00-13100-000-000 209		3,710.00
C12	12/31/2012	ACCOUNTS RECEIVABLE	209-00-13100-000-000 209	59,130.00	
C12	12/31/2012	ACCOUNTS RECEIVABLE	209-00-13100-000-000 209	63,245.00	
C12	12/31/2012	ACCOUNTS RECEIVABLE	209-00-13100-000-000 209		3,685.00

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Prepared by CP 6/21/2013	In-Charge	Manager
Partner JRM 6/27/2013	Pre-issuance	Reviewed by

Number	Date	Name	Account No	Debit	Credit
C12	12/31/2012	DETENTION CHARGES - BAD DEBTS A/R	209-00-13500-000-000 209	3,710.00	
C12	12/31/2012	DETENTION CHARGES - BAD DEBTS A/R	209-00-13500-000-000 209	3,685.00	
C12	12/31/2012	JUV DETENTION CTR FEES	209-04-46643-000-000 209		45,180.00
C12	12/31/2012	JUV DETENTION CTR FEES	209-04-46643-000-000 209		59,130.00
C12	12/31/2012	JUV DETENTION CTR FEES	209-04-46643-000-000 209		63,245.00
<p>Client Entry #130156. Already entered by Robyn. Adjust the juvenile detention receivable balance to actual. (Note that client entry #130157 not posted by us was made by Robyn correctly.)</p>					
C13	12/31/2012	RECEIVABLES CONTROL	205-00-13100-000-100 205	352.25	
C13	12/31/2012	PRIOR YRS ALTERNATE CARE REVENUE	205-00-46530-550-000 205		10.00
C13	12/31/2012	PRIOR YRS ALTERNATE CARE REVENUE	205-00-46530-550-000 205		219.69
C13	12/31/2012	MEDICATION MANAGEMENT MI	205-56-54357-550-260 205		122.56
<p>Client Entry #130158. Already entered by Robyn. To record additional year-end accounts receivable.</p>					
C14	12/31/2012	RECEIVABLES GOOD/SER	205-00-13100-000-000 205	92,245.00	
C14	12/31/2012	COMMUNITY AIDS	205-00-43560-000-260 205		92,245.00
<p>Client Entry #130159. Already entered by Robyn. To record additional year-end accounts receivable.</p>					
				41,215,682.26	41,215,682.26

Net Income (Loss) (3,123,550.56)