



Office of the Washington State Auditor  
Pat McCarthy

## Accountability Audit Report

# Peninsula Metropolitan Park District

(PenMet Parks)

For the period January 1, 2021 through December 31, 2022

*Published December 14, 2023*

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**Office of the Washington State Auditor  
Pat McCarthy**

December 14, 2023

Board of Commissioners  
PenMet Parks  
Gig Harbor, Washington

**Report on Accountability**

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for District operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the District's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and value your cooperation during the audit.

Sincerely,

Pat McCarthy, State Auditor  
Olympia, WA

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## AUDIT RESULTS

### Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, District operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

However, we noted certain matters related to compliance with procurement for public works projects that we communicated to District management and the Board of Commissioners in a letter dated December 8, 2023. We appreciate the District's commitment to resolving those matters.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

### About the audit

This report contains the results of our independent accountability audit of PenMet Parks from January 1, 2021 through December 31, 2022.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the District's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended December 31, 2022 and 2021, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Accounts receivable – billing and collections
- Accounts payable – credit cards
- Procurement – public works
- Banking activity – payroll clearing and depository accounts
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress

## RELATED REPORTS

### **Financial**

Our opinion on the District's financial statements is provided in a separate report, which includes the District's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

## INFORMATION ABOUT THE DISTRICT

The Peninsula Metropolitan Park District (PenMet Parks) was created May 18, 2004 by a majority vote of District residents. The District serves approximately 50,000 residents in the area of unincorporated Pierce County, west of the Tacoma Narrows Bridge and east of the Purdy Bridge (excluding the city of Gig Harbor). The District owns and/or manages over 650 acres contained within 20 parks and facilities including Sehmel Homestead Park, Harbor Family Park, Kopachuck Heights, Madrona Links Golf Course, Maplewood Park, McCormick Forest Park, Wollochet Bay Estuary Park, Rosedale Park and Rosedale Community Center, Peter's Pond, Cushman Trail, Tacoma DeMolay Sandspit Nature Preserve, Fox Island Fishing Pier, Hales Pass Park, Narrows Park, Sunrise Beach Park, Tubby's Trail Dog Park, Rotary Bark Park, Peninsula Gardens and the PenMet Parks Indoor Soccer Center.

The District is governed by an elected, five-member Board of Commissioners. The Board appoints an Executive Director to oversee the District's daily operations as well as its 37 FTE employees. The District had revenues of about \$10.1 million and \$9.1 million for fiscal years 2022 and 2021, respectively.

### Contact information related to this report

Address:	PenMet Parks P.O. Box 425 Gig Harbor, WA 98335
Contact:	Ally Bujacich, Executive Director
Telephone:	(253) 858-3400
Website:	penmetparks.org

*Information current as of report publish date.*

### Audit history

You can find current and past audit reports for the PenMet Parks at <http://portal.sao.wa.gov/ReportSearch>.

## ABOUT THE STATE AUDITOR'S OFFICE

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

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

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

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, [www.sao.wa.gov](http://www.sao.wa.gov). Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

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