

The Natomas Basin Conservancy
Internal Financial Controls Policy Review
October 20, 2022

The Natomas Basin Conservancy (Conservancy) conducted a “deep dive” review of its Internal Financial Controls Policy (IFCP) in 2022. This paper discusses this review and findings.

History:

The Conservancy Board of Directors approved the original IFCP on December 1, 2004. It has approved minor changes over the years.

Review:

The Conservancy has experienced significant growth over the past couple years and management thought it would be a good time to review the IFCP to see if it was still adequately relevant or needed an overhaul to account for the scale of Conservancy financial activity.

Accounting staff reviewed several different internal control policies, some found online, and some received from Gilbert CPAs to use in the review process. The most relevant policies found online were from Cornell University, Indiana University, and Silver Touch Technologies Limited. The policies we received from Gilbert CPAs were provided to the Conservancy with the company names redacted for privacy.

The Conservancy’s review team included, Kim Burns, Chief Financial Officer, and Yvonne Melkonian, Accounting Specialist. The work was conducted in September and October 2022.

Conclusion:

After our review of all the policies and contrasting them with these comparators, it was decided that the Conservancy’s IFCP remained adequate and could serve the Conservancy well, even given the passage of many years and given the “scaling up” of Conservancy financial activity. We did, however, rearrange some sections for easier reading and added new sections based on new regulations that will require Conservancy compliance. The attached updated IFCP will be presented to the Board of Directors and Audit Committee for approval.