

CAPE COD REGIONAL GOVERNMENT  
ASSEMBLY OF DELEGATES  
First District Courthouse - Route 6A  
Barnstable, Massachusetts 02630  
(508) 375-6761 Fax No. (508) 362-6530  
E-mail: [rbergstrom@barnstablecounty.org](mailto:rbergstrom@barnstablecounty.org)  
*Ronald Bergstrom, Speaker*

January 18, 2013

Barnstable County  
Mr. Mark Zielinski, County Treasurer / Finance Director  
3195 Main Street  
Barnstable, MA 02630

Re: Request for financial documents from Cape Light Compact and Cape & Vineyard Electric Cooperative

Dear Mr. Zielinski:

At the January 16, 2013 meeting of the Assembly of Delegates a motion was unanimously approved that a request be made to the County Treasurer / Finance Director for various financial documents related to the above mentioned organizations.

On behalf of the Assembly I am making this request and ask that these documents be submitted to the Assembly Clerk within 7 business days of your receipt of this communication via email or copied to a CD, USB flash drive or other storage media in the formats specified below.

Documents requested as follows....

**Standard Financial Reports for Cape Light Compact (CLC)**

1. Chart of Accounts – Format I
2. Chart of Accounts – Format II
3. Account Trail Balance Report for CLC
4. Account Trail Balance Report for CLC Power Supply Reserve Fund (Acct 8046)
5. Account Trail Balance report for CLC Operating Fund (Acct 8074)
6. Account Trail balance Report for CLC Energy Efficiency Reserve Fund (Acct 8038)
7. Account Trail Balance Report for CLC Energy Fund (Acct 0027)
8. Balance Sheet and Income Statement from MUNIS for each of the above accounts for each Fiscal Year (or calendar year, if appropriate, for the Energy Fund) beginning with FY2006 and including statements for FY2013 YTD.
9. The account numbers refer to the account numbers provided in the CLC Board packet for the meeting of November 14, 2012 and which presumably are the sub-account numbers by which these accounts are designated within the Barnstable County accounting system.

*For the Account Trail Balance reports, please provide all data from the earliest possible point in time for which electronic records for CLC are accessible in the MUNIS system (including any data imported to MUNIS from another source) up to the date of the creation of the reports.*

*Please provide copies of the Account Trail Balance Reports in both the "Detail" version (showing all individual transactions posted in chronological order) and in "Summary" form.*

*Please export all reports to both MS Excel and PDF format and provide the reports in both versions in electronic form.*

**Standard Financial Reports for the Cape & Vineyard Electric Cooperative (CVEC)**

1. Chart of Accounts – Format I
2. Chart of Accounts – Format II
3. Account Trail Balance Report for CVEC
4. Account Trail Balance report for any CVEC *subaccounts*, or *segregated funds* received, or managed, by CVEC that are significant to understanding the finances of CVEC, particularly if any of these funds are not recorded in the Account Trail Balance Report for the main CVEC entity.
5. Balance Sheet and Income Statement from MUNIS for each of the above accounts for each Fiscal Year since inception, including statements for FY2013 YTD.

*For the Account Trail balance reports, please provide all data from the inception of CVEC through the date of the creation of the reports.*

*Please forward copies of the Account Trial Balance Reports in both the "Detail" version (showing all individual transactions posted in chronological order) and in "Summary" form.*

*Please export all reports to both MS Excel and PDF format and provide the reports in both versions in electronic form.*

I would appreciate your prompt attention to this important request. If you have any questions please feel free to contact myself or the Assembly Clerk.

Respectfully submitted:



Ronald Bergstrom, Speaker  
Assembly of Delegates