



MEMORANDUM

DATE: February 18, 2021
TO: City Manager
FROM: Anita Fuller, Finance Director
SUBJECT: Audit progress

STAFF REPORT

FY2020 audit was scheduled for the week of October 26, 2020. Audit was scheduled for one week. Due to COVID auditors worked remotely. Audit work continued in November. With a shortage of staff due to open positions and quarantine requirements and other finance department demands such as IRS tax reporting audit work was put on hold starting November and through January. Audit is considered delayed and has raised a concern to the auditors. Considerable work was accomplished in February. Remaining audit items are:

- CARES grant payroll testwork
 - Revenue questions for Harbor, E-911
 - Expense questions for General Fund electricity, heating and computer hardware
 - Capital project planning fund 7140
 - Public Safety CARES funding question
 - Southern Region EMS grant question
 - Test work questions remaining = 3
 - Balance sheet questions remaining = 5
 - General Fund remaining questions = 1
 - JE required for apartment rented for contractor
 - Budget revision support
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