

**CITY COUNCIL AUDIT COMMITTEE AGENDA
REGULAR MEETING
WEDNESDAY, JUNE 19, 2017
ROOM 416
CITY HALL
18 NORTH JACKSON STREET
JANESVILLE, WISCONSIN
8:00 am**

1. Call to Order.
2. Approve minutes from November 2 meeting
3. Review draft IT letter.
4. Review draft Communication to Those Charged with Governance and Management.
5. Review draft statistical section.
6. Review of draft of City of Janesville, Wisconsin financial statements as of and for the year ended December 31, 2016
7. Set Next Meeting Date.
8. Adjournment.

Please call Tim Allen (755-3094, allent@ci.janesville.wi.us) if you are unable to attend the meeting.

Meeting of the City Council Audit Committee held in City Hall, Building & Planning conference room on November 2, 2016

Committee Members present: Jens Jorgensen, Doug Marklein, Doug Thorp

Committee Member absent: Sam Liebert

Staff present: Tim Allen, Ryan McCue, Mandy Price

Auditors present: Amanda Blomberg, Jodi Dobson, Cassie Ballweg

Agenda Items

Roll Call

The meeting began at 8:09 am with the majority of members present.

Approve Minutes

Minutes of the June 20 meeting were approved by motion by Marklein, seconded by Thorp, and carried 3-0.

External Audit Process

There was a review of deliverables – Opinion, Required Communication, Single Audit, REAC Report.

Audit Timing

The auditors reviewed audit planning, prelim and final fieldwork, deliverables, presentation to Audit Committee and Council, and the anticipated timing of each.

Draft CAFR and IC Report

There was a general discussion of the auditors' report, financial statements, internal control points, and required communications.

- June 20 question if Sanitation should be displayed as a major fund in the future was addressed – no change to how it is currently presented because other options would reduce the visibility of the Fund

Audit Committee Announcements

none

Next Meetings

The Committee will meet again in the Spring with a date TBD with auditors but anticipated to be around late May / early June.

Adjournment

A motion to adjourn was made by Marklein, seconded by Jorgensen, and carried 3-0. The meeting finished at approximately 8:31 am.

These minutes are not official until approved by the City Council Audit Committee.

Tim Allen, Finance Director