



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL** **DATE: JULY 16, 2019**  
**FROM: FINANCE DEPARTMENT** **WARDS: ALL**  
**SUBJECT: REQUIRED ANNUAL COMMUNICATION FROM CITY'S INDEPENDENT AUDITOR**

## **ISSUE:**

Receive and file the required annual external auditor communication letter.

## **RECOMMENDATION:**

That the City Council receive and file the required annual external auditor communication letter.

## **COMMITTEE RECOMMENDATION:**

On June 12, 2019, following discussion and without formal motion, the Finance Committee, with Chair Adams and Member Soubirous present, unanimously received and ordered filed the Lance, Soll & Lunghard, LLP, annual external auditor communication letter and presentation.

## **BACKGROUND:**

Professional auditing standards require that the City's external auditors, Lance, Soll & Lunghard, LLP, provide the governing body, through the Finance Committee, with information each year about their responsibilities under Generally Accepted Auditing Standards, as well as certain information related to the planned scope and timing of the Fiscal Year 2018-2019 audit.

## **DISCUSSION:**

For City Council consideration, the external auditor communication letter and the presentation prepared for the Finance Committee on June 12, 2019 by the City's external auditors, Lance, Soll & Lunghard, LLP, are attached.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Nancy Garcia, Controller  
Certified as to availability  
of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Carlie Myers, Deputy City Manager  
Approved as to form: Gary Geuss, City Attorney

Concurs with:

A handwritten signature in cursive script, appearing to read "Steve Adams", is written over a horizontal line.

Steve Adams, Chair  
Finance Committee

Attachments:

1. Planning Letter
2. Presentation