



LAFCO - San Luis Obispo - Local Agency Formation Commission
SLO LAFCO - Serving the Area of San Luis Obispo County

COMMISSIONERS

Chairman
ED WAAGE
City Member

Vice-Chair
LYNN COMPTON
County Member

DEBBIE ARNOLD
County Member

ROBERT ENNS
Special District Member

ROBERTA FONZI
City Member

TOM MURRAY
Public Member

MARSHALL OCHYLSKI
Special District Member

ALTERNATES

ED EBY
Special District Member

ADAM HILL
County Member

JAMIE L. IRONS
City Member

HEATHER JENSEN
Public Member

STAFF

DAVID CHURCH
Executive Officer

RAYMOND A. BIERING
Legal Counsel

MIKE PRATER
Deputy Executive Officer

DONNA J. BLOYD
Commission Clerk

TO: MEMBERS, FORMATION COMMISSION

FROM: DAVID CHURCH, EXECUTIVE OFFICER (DC)

DATE: JULY 19, 2018

SUBJECT: STATUS REPORT - BIENNIAL AUDIT FOR FY 2017-2018-PREPARED BY BROWN AND ARMSTRONG

Recommendation. It is respectfully recommended that the Commission receive and file this report.

Summary. At the May 2018 LAFCO meeting the Commission authorized the preparation of an audit by Brown and Armstrong for fiscal year 2017-18. Since that time the following activities are underway:

- LAFCO Staff met with the County Auditor's Office regarding the information to be submitted to the Brown and Armstrong, CPAs.
- Compile information with the help of the County Auditor's Office, including; Cash Disbursements, Journal Entries Listing FY 17-18, LAFCO Trail Balance FY 16-17 and FY 17-18, Chart of Accounts, Expenses Detail, and Revenue Detail.
- Compile internal processing procedures for draw warrant, payroll, journal entries and other transactions.
- Submit a letter from Legal Counsel regarding liabilities and potential exposure to liabilities. The letter has been prepared.

Brown and Armstrong will use the above data to prepare an Audit of LAFCO's transactions and financial processes. The information will be submitted to Brown and Armstrong along with today's year end budget report. The Audit should be ready for LAFCO's consideration in the next two months. The cost of the audit is estimated to be \$7,500-\$8,500.