



City of San Antonio

Agenda Memorandum

Agenda Item Number: 5

Agenda Date: November 15, 2021

In Control: Audit and Accountability Committee Meeting

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Required Communications with the Audit and Accountability Committee for the Fiscal Year 2021 External Audit

SUMMARY:

Annual Communications to the Audit and Accountability Committee as required by the American Institute of Certified Public Accountants (AICPA).

BACKGROUND INFORMATION:

On June 10, 2021, Ordinance Number 2021-06-10-0436 was passed executing the second and final renewal of the audit services contract with BKD, LLP (BKD) to provide external independent audit services for the fiscal year ending September 30, 2021.

We are requesting an item be placed on the November 15th agenda of the Audit and Accountability Committee to present and discuss required communications between BKD and the Committee for the fiscal year 2021 external audit. BKD began the financial audit for the City of San Antonio on August 7, 2020.

The communications by BKD to the Audit and Accountability Committee is required by the American Institute of Certified Public Accountants (AICPA) include:

The auditor's responsibility under generally accepted auditing standards (GAAS).

1. An overview of the planned scope and timing for the fiscal year 2021 audit.
2. Significant findings from the audit (to be provided upon completion).
3. Inquiry of the Audit and Accountability Committee as to their knowledge of fraud, suspicion of fraud, and views of fraud risk.

If you should have any questions or require additional information, please feel free to contact me at (210) 207-8604.

ISSUE:

Annual communications required by regulatory entity.

FISCAL IMPACT:

No Fiscal Impact – Committee Communication

ALTERNATIVES:

Instead of a presentation, BKD could submit the required communication to the Audit Committee through a letter. This alternative does not allow for interactive discussion and questions between the Committee and external auditors as BKD prepares for their annual audit.

RECOMMENDATION:

No action is required.