

# Update of the Work Plan from the 2014 Audit

**Policy #:** EL-2D Financial Condition & Activities

**Date:** March 22, 2016

The finance Section continues to make progress in closing Fiscal Year 2015.

As of Tuesday March 22, 2016 the following has been accomplished:

- January and February have been closed and work is progressing on March and April of 2015.
- We have completed closing of 177 Work Orders with a value of \$25,171,046
- We have held regular teleconferences with our Audit Team with Baker Tilly and our next scheduled call is Thursday March 24th. A Baker Tilly staff person is scheduled to visit on Friday March 25th to discuss the proper handling of retainages on Public works contracts and the new Payroll Payables that have been added as a result of the Tyler Munis software.
- We continue to work with City Finance staff to get information for direct charges made by other departments to our fund and accounts without our knowledge. We need to replicate all of the activity affecting our fund balance in the Tyler Munis software in our own Microsoft Dynamics SL software.
- I have had discussions with PSC staff regarding an extension of our April 1st deadline for the Annual Report. I have requested an extension of 30 days, or until Monday May 2nd.