



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Susan Calderon, Assistant Finance Director/Controller  
**VIA:** Andy Cherullo, Finance Director  
**COPY:** Government Performance and Finance Committee – Audit Advisory Board  
**SUBJECT:** SAO 2016 Exit Conference- Accountability audit and 2017 Entrance Conference  
**DATE:** March 20, 2018

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**SUMMARY:**

The Audit Advisory Board meets as needed to review communications from the external auditors. At the March 20, 2018 meeting, the State Auditor’s Office (SAO) will conduct a 2017 audit entrance conference with the Board. The Audit Advisory Board should receive the reports, discuss any matters of interest with the external auditors, and provide the auditors or staff with direction regarding upcoming audit work.

**BACKGROUND:**

Council Resolution 36620 (August 16, 2005) established the Audit Advisory Board and charged it with, among other things, “...ensuring coordination of audit needs of the City Council and the work of independent auditors retained by the City to audit City programs, functions, and activities; making audit management recommendations to the City Council...”.

**ISSUE:**

SAO has completed the 2016 accountability audit for the City of Tacoma and will conduct the audit exit conference. Information provided will include 1) the findings and 2) other required communications with governance.

The SAO is preparing for 2017 audit work for the City and will conduct the audit entrance conference. Information provided will include 1) the scope and audit process, 2) new reporting requirements and 3) other required communications. SAO will inquire about areas of concern from the committee and answer any questions.

**ALTERNATIVES:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

The Audit Advisory Board should conduct the audit exit and entrance conference with SAO and provide the auditors or staff with direction regarding upcoming audit work.