

# Minutes

## Sacramento Suburban Water District Finance and Audit Committee

Tuesday, October 5, 2021

### Location:

3701 Marconi Avenue, Suite 100, Sacramento, CA 95821, and Audio Conference at 1-669-900-6833, and Video Conference using Zoom at Meeting Id #880 0688 0677.

### Call to Order – Videoconference/Audioconference Meeting

Chair Thomas called the meeting to order at 4:00 p.m.

### Roll Call

Directors Present: Kevin Thomas and Dave Jones.

Directors Absent: None.

Staff Present: General Manager Dan York, Assistant General Manager Matt Underwood, Director of Finance and Administration Jeff Ott, and Heather Hernandez-Fort.

Public Present: David Alvey, Robert Wichert, and Craig Locke.

### Announcements

None.

### Public Comment

None.

### Consent Items

1. **Minutes of the August 2, 2021 Finance and Audit Committee Meeting**

The Finance and Audit Committee unanimously approved the minutes of the August 2, 2021, Finance and Audit Committee meeting.

AYES:	Jones and Thomas.	ABSTAINED:	
NOES:		RECUSED:	
ABSENT:			

### Items for Discussion and/or Action

2. **2021 Audit Engagement Letter and Contract**

Jeff Ott (Mr. Ott) presented the staff report and answered clarifying questions.

The Committee requested to bring this item to the next regular Board meeting as a Consent Item with support for approval.

David Alvey (Mr. Alvey) with Maze and Associates Accountancy Corporation provided a summary of the audit timing, the scope of the audit, the Management Letter, the Representation Letter, and the fraud identification process.

3. **Engagement of Auditor Policy (PL – Fin 001)**

Mr. Ott presented the staff report and answered clarifying questions.

The Committee requested to bring this item to the next regular Board meeting as a Consent Item with support for approval.

**Adjournment**

Chair Thomas adjourned the meeting at 4:14 p.m.

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Dan York  
General Manager/Secretary  
Sacramento Suburban Water District