

# Memo

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To: Great Lakes Water Authority Audit Committee

From: Gwen Zech, Senior Manager (Baker Tilly)

c.c. Jodi Dobson, Partner (Baker Tilly)

Date: July 25, 2022

Subject: Great Lakes Water Authority Audit Status and Annual Comprehensive Financial Report (ACFR)

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We have prepared this memo to communicate to the audit committee our expectations regarding the timing of fieldwork, review, draft reports and issuance of the ACFR. The schedule below summarizes expected milestone dates to meet a deadline of issuance on December 16, 2022.

	<b>Due Date</b> <b>Friday, December 16, 2022</b>
All audit workpapers uploaded to portal for audit	<b>Friday, September 30, 2022</b>
End of Fieldwork (Including first review)	<b>Friday, October 14, 2022</b>
Senior Manager level financial statement review	<b>Friday, October 21, 2022</b>
Draft to Jodi Dobson, Partner	<b>Monday, October 24, 2022</b>
Draft to concurring partner for technical review	<b>Tuesday, October 25, 2022</b>
Comments returned from GLWA management to Baker Tilly*	<b>Friday, November 4, 2022</b>
Draft back from detail check by Baker Tilly	<b>Wednesday, November 9, 2022</b>
Presentation of draft to Audit Committee	<b>Friday, November 18, 2022</b>
Preparation of separate ACFRs'	<b>Friday, December 2, 2022</b>
Presentation of draft to full Board of Directors	<b>Wednesday, December 14, 2022</b>
Issuance of the ACFRs'	<b>Friday, December 16, 2022</b>

\* - Comments should include everyone on team in addition to various third parties (i.e. attorneys, bond advisors, etc.). Ideally, all changes would be accumulated into one file and given to us.