

**Due Date** 

## Memo

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)

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.

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

<sup>\* -</sup> 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.

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