

Memo

To: Great Lakes Water Authority Audit Committee

From: Gwen Zech, Manager (Baker Tilly)

c.c. Jodi Dobson, Partner (Baker Tilly), Sara Schnelle, Senior Associate (Baker Tilly)

Date: July 10, 2020

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

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 CAFR. The schedule below summarizes expected milestone dates to meet a deadline of issuance on December 18, 2020.

	Due Date Friday, December 18, 2020
All audit workpapers uploaded to portal for audit	Friday, October 2, 2020
End of Fieldwork (Including first review)	Friday, October 16, 2020
Manager level financial statement review	Friday, October 23, 2020
Draft to Jodi Dobson, Partner	Monday, October 26, 2020
Draft to concurring partner for technical review	Monday, October 26, 2020
Comments returned from GLWA management to Baker Tilly*	Friday, November 6, 2020
Draft back from detail check by Baker Tilly	Wednesday, November 11, 2020
Presentation of draft to Audit Committee	Friday, November 20, 2020
Preparation of separate CAFRs'	Monday, November 30, 2020
Presentation of draft to full Board of Directors	Thursday, December 17, 2020
Issuance of the CAFRs'	Friday, December 18, 2020

* - 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.