



# Great Lakes Water Authority

735 Randolph Street  
Detroit, Michigan 48226  
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## Meeting Minutes - Draft

### Audit Committee

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Friday, October 18, 2019

8:00 AM

Water Board Building 5th Floor

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#### 1. Call To Order

Chairman Baker called the meeting to order at 8:06 a.m.

#### 2. Quorum Call

**Present:** 2 - Director Brian Baker, and Director Gary Brown

#### 3. Approval of Agenda

Nicolette Bateson, Chief Financial Officer/Treasurer noted Item 7F. (Audit Firm Staffing) has been added to the Agenda.

Chairman Baker requested a Motion to approve the Agenda as amended.

**Motion By:** Brian Baker

**Support By:** Gary Brown

**Action:** Approved as Amended

The motion carried by a unanimous vote.

#### 4. Approval of Minutes

##### A. [2019-344](#) Approval of Minutes of July 19, 2019

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [July 19, 2019 Audit Committee Meeting Minutes](#)

Chairman Baker requested a Motion to approve the July 19, 2019 Audit Committee Meeting Minutes.

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Approved

The motion carried by a unanimous vote.

#### 5. Public Comment

There were no public comments.

## 6. Old Business

### A. [2019-345](#) Update: Potential Refunding Transactions

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [Update Potential Refunding Transactions 10.18.19.pdf](#)  
[6A 2 - PFM Refunding Update Presentation for 10.18.19 Audit Committee.pdf](#)

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Recommended for Approval to the Board of Directors  
Agenda of October 31, 2019

The motion carried by a unanimous vote.

## 7. New Business

### A. [2019-346](#) Charges Rollout Update

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [Audit Committee Communication - FY 2021 Charges Rollout Update.pdf](#)

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Received and Filed

The motion carried by a unanimous vote.

### B. [2019-353](#) Annual Financial Audit Update

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [FY 2019 Annual Financial Audit Update 10.10.19.pdf](#)  
[FY 2019 Annual Financial Audit Update\\_BT Timeline.pdf](#)

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Received and Filed

The motion carried by a unanimous vote.

**C.**     [2019-354](#)     Industrial Pretreatment Program Financial Analysis & Charges

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [IPP Financial Analysis & Charges cover memo.pdf](#)  
[7C 2 IPP One-Pager draft.pdf](#)

**Chairman Baker made a Motion to Receive and File, subject to an update to make the cost neutral for loss of revenue.**

**Motion By: Brian Baker**  
**Support By: Gary Brown**  
**Action: Received and Filed**  
**The motion carried by a unanimous vote.**

**D.**     [2019-356](#)     Ten Year Financial Forecast Discussion Draft

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [Ten Year Financial Forecast Discussion Draft Cover Memo.pdf](#)  
[Ten Year Financial Forecast Discussion Draft.pdf](#)

**Motion By: Gary Brown**  
**Support By: Brian Baker**  
**Action: Received and Filed**  
**The motion carried by a unanimous vote.**

**E.**     [2019-357](#)     Proposed Audit Committee Meeting Schedule

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [7E 1 Proposed Audit Committee Meeting Schedule Updates.pdf](#)

**Chairman Baker requested a Motion to schedule a Special Audit Committee Meeting on Thursday, October 31, 2019 at 12:00 p.m.**

**Motion By: Gary Brown**  
**Support By: Brian Baker**  
**Action: Approved**  
**The motion carried by a unanimous vote.**

**F.**     [2019-382](#)     Audit Firm Staffing

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [Audit Firm Staffing](#)

Director Brown made a Motion, Supported by Chairman Baker, to have Baker Tilley make a recommendation to staff as to how they're going to resolve the perceived conflict and the elimination of any overlap of the other staff assigned, to address the security badging issue.

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Recommended for Approval to the Board of Directors

**Agenda of October 31, 2019**

The motion carried by a unanimous vote.

**8. Reports****A.**     [2019-358](#)     Monthly Financial Report for July 2019

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** 8A Monthly Financial Report July 2019.pdf

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Received and Filed

The motion carried by a unanimous vote.

**B.**     [2019-359](#)     Water Residential Assistance Program Update

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [Quarterly WRAP Report as of 6.30.2019.pdf](#)

**Motion By:** Gary Brown

**Support By:** Brian Baker

**Action:** Received and Filed

The motion carried by a unanimous vote.

C. [2019-380](#) August Audit Committee Binder

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [GLWA Audit Committee Binder 9.20.2019 Cover Memo.pdf](#)  
[GLWA Audit Committee Binder 8.16.2019 .pdf](#)

**Motion By: Gary Brown**  
**Support By: Brian Baker**  
**Action: Received and Filed**  
**The motion carried by a unanimous vote.**

D. [2019-381](#) September Audit Committee Binder

**Sponsors:** Nicolette Bateson

**Indexes:** Finance

**Attachments:** [GLWA Audit Committee Binder 9.20.2019 Cover Memo.pdf](#)  
[GLWA Audit Committee Binder 9.20.19.pdf](#)

**Motion By: Gary Brown**  
**Support By: Brian Baker**  
**Action: Received and Filed**  
**The motion carried by a unanimous vote.**

**9. CFO Update (Verbal)**

Nicolette Bateson, Chief Financial Officer/Treasurer, stated that Kim Garland is President of the Michigan Government Finance Officers Association (GFOA); Deirdre Henry and Team received notification that GLWA’s Investment Policy received the Certificate of Excellence Award; and Sonya Collins is rolling out the working draft of GLWA’s Procurement Manual to be formalized in January 2020.

**10. Look Ahead**

The next Audit Committee Meetings are as follows:

Special Meeting October 31, 2019 12:00 p.m.  
Regular Meeting November 15, 2019 at 8:00 a.m.

**11. Information**

None

**12. Other Matters**

None

### 13. Adjournment

Chairman Baker requested a Motion to adjourn.

Motion By: Gary Brown

Support By: Brian Baker

Action: Approved

The motion carried by a unanimous vote.

There being no further business, the meeting was adjourned at 10:30 a.m.