



**AGENDA  
CITY OF CREVE COEUR  
AUDIT COMMITTEE  
ONLINE MEETING  
AUGUST 22, 2024  
3:30 PM**

**ZOOM MEETING INFORMATION**

<https://us02web.zoom.us/j/88400322771?pwd=KPDQwL7wA2LRxFxfipzEQIs8i3aKmb.1>

Meeting ID: 884 0032 2771

Passcode: 228766

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

Approval of December 11, 2023 minutes

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Election of Chair and Vice Chair

Pre-Audit Discussion with Sikich

**BUSINESS FROM STAFF**

**PUBLIC COMMENTS**

**ADJOURNMENT**

Posted by: Krista Akers,  
Accounting  
Associate

Date/Time posted: 8/20/2024 1:00 pm



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ONLINE MEETING  
AUGUST 22, 2024  
3:30 PM**

***If you need special accommodations to attend a meeting, services may be arranged by contacting the Office of the City Administrator in advance.***



**MINUTES**  
**CITY OF CREVE COEUR**  
**AUDIT COMMITTEE**  
**300 N NEW BALLAS ROAD**  
**CREVE COEUR, MO 63141**  
**MAYOR'S CONFERENCE ROOM**  
**DECEMBER 11, 2023**  
**10:00 AM**

**CALL TO ORDER**

The meeting was called to order at 11:00 a.m.

**ROLL CALL**

David Hoffman	Chair	
	Council Liaison Ward 3	
Nicole Greer	Vice Chair	
	Council Liaison Ward 2	
Dan Tierney	Committee Member	
	Council Liaison Ward 4	
Stephen Keyser	Committee Member	
David Sentnor	Committee Member	
Tammy Alsop	CPA, CFE, Partner	Sikich
Victoria Dailey	CPA, Director	Sikich
Mark Perkins	City Administrator	
Lori Obermoeller	Director of Finance	
Tracy Brothers	Senior Accounting Associate	
Krista Akers	Accounting Associate	
	Recording Secretary	

**APPROVAL OF MINUTES**

**Approval of September 26, 2023 Minutes**

The committee approved the minutes from the September 26, 2023 meeting.

Mover: Dan Tierney

Seconder: Nicole Greer

All present voted Aye.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Review of the Fiscal Year 2023 Audit**



**MINUTES  
CITY OF CREVE COEUR  
AUDIT COMMITTEE  
300 N NEW BALLAS ROAD  
CREVE COEUR, MO 63141  
MAYOR'S CONFERENCE ROOM  
DECEMBER 11, 2023  
10:00 AM**

The committee approved the proposed audit report and associated documents.  
Mover: Dan Tierney  
Secunder: Stephen Keyser  
All present voted Aye.

**FY23 ACFR (Annual Comprehensive Financial Report) - Draft**

**FY23 Single Audit - Draft**

**FY23 Auditor's Communication - Draft**

**BUSINESS FROM STAFF**

**PUBLIC COMMENTS**

**ADJOURNMENT**

The meeting adjourned at 11:31 a.m.  
Mover: Dan Tierney  
Secunder: Stephen Keyser  
All present voted Aye.

12655 Olive Blvd, Suite 200  
St. Louis, MO 63141  
314-275.7277

**SIKICH.COM**

### **City of Creve Coeur—August 22, 2024 Meeting with External Auditor**

Attendees:

City of Creve Coeur Audit Committee

External Audit Team Member:

Victoria Dailey, CPA, Principal

Discussion of:

1. Significant risks – During our planning stage of the audit, we have deemed the following two risks of the City which are management override of controls and improper revenue recognition. Do you think there are any other risks that we should be aware of?
2. Areas of concern – We have considered credit card testing to be an area of concern with many governments and will test those during the audit. Do you think there are any other areas that we should consider to test during the audit? Any remote cash locations that you are concerned about?
3. Noncompliance – Was there any noncompliance with laws and regulations?
4. Related parties – Are there any related party transactions that you're aware of?
5. Lawsuits - Was the City involved in any lawsuits or threatened lawsuits?
6. New accounting pronouncements – The GASB has issued various statements that are effective for fiscal year ending June 30, 2024.

**GASB Statement No. 99, Omnibus 2022**, addresses a variety of topics including: Classification and reporting of derivative instruments within the scope of Statement No. 53, Accounting and Financial Reporting for Derivative Instruments, that do not meet the definition of either an investment derivative instrument or a hedging derivative instrument; clarification of provisions in Statement No. 87, Leases, as amended, related to the determination of the lease term, classification of a lease as a short-term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives; clarification of provisions in Statement No. 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements, related to (a) the determination of the public-private and public-public partnership (PPP) term and (b) recognition and measurement of installment payments and the transfer of the underlying PPP asset; clarification of provisions in Statement No. 96, Subscription-Based Information Technology Arrangements, related to the subscription-based information technology arrangement (SBITA) term, classification of a SBITA as a short-term SBITA, and recognition and measurement of a subscription liability; extension of the period during which the London Interbank Offered Rate (LIBOR) is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that

hedges the interest rate risk of taxable debt; accounting for the distribution of benefits as part of the Supplemental Nutrition Assistance Program (SNAP); disclosures related to nonmonetary transactions; pledges of future revenues when resources are not received by the pledging government; clarification of provisions in Statement No. 34, Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments, as amended, related to the focus of the government-wide financial statements; terminology updates related to certain provisions of Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position; and terminology used in Statement 53 to refer to resource flows statements. This statement is effective upon issuance for requirements related to the extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement 34, as amended, and terminology updates related to Statement 53 and Statement 63. The effective date for the requirements related to leases, PPPs, and SBITAs was the fiscal year ending June 30, 2023 and was implemented. The effective date for the requirement related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 is the fiscal year ending June 30, 2024.

**GASB Statement No. 100, *Accounting Changes and Error Corrections*.** The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. The requirements of this Statement are effective for accounting changes and error corrections made in for the fiscal year ended June 30, 2024.

#### 7. Audit process –

Planning Stage - We complete the risk assessment of the City and determine the City’s risks. This meeting is part of that stage where we meet with representatives of the City and discuss the audit approach and ask if there are any areas of concern that we should consider.

Preliminary fieldwork where we develop an understanding of the City’s accounting and administrative controls using its accounting procedures manual and by discussing with staff. We then complete walkthroughs, in which we perform testing of those controls by sampling a few cash receipts, disbursements, and payroll. We develop our planning materiality and complete a preliminary analytical review of the City’s accounts. In addition, we review all minutes from the Board meetings, review debt and other agreements, and perform fraud interviews in accordance with Statement on Auditing Standards (SAS) No. 99.

Fieldwork - we would complete all of our substantive testing of the account balances and prepare the draft of the City’s financial statements with a rough draft of the financial statements provided to the City at the conclusion of field work. We would also prepare the draft of the management report. In addition, an exit conference would be held with officials from the City to discuss the preliminary results of the fieldwork, review any proposed audit adjustments, final adjusted trial balances that agree to the financial statements and any significant findings.

Workpaper Review and Report Production – the workpapers, drafts of all financial reports and the management letter will be reviewed to ensure that all necessary information is compiled during this phase to avoid imposing upon the City’s staff after fieldwork has been completed.

Drafts to the City - We will deliver a preliminary draft of the Annual Comprehensive Financial Report as noted below in the audit timeline. fieldwork. A revised draft, if necessary, will be delivered to the City.

Audit Completion - Upon approval of the drafts by the City, we will present the signed, bound copies of the annual comprehensive financial report, the management letter and the additional reports described in this proposal. The engagement director will be available for meetings with representatives of the City

including the City, the City Council and management for formal presentations of the reports.

8. Audit Timeline:

July/August 2024 -- Planning/confirmations, preliminary fieldwork

August 22, 2024 – Audit Committee meeting

September 30, 2024 -- Fieldwork commences

October 4, 2024 -- Adjusting journal entries to City for approval, exit conference

November 15, 2024 – Draft of audit, board report, and management letter

November 22, 2024 – Return to Sikich with revisions

November 29, 2024 – Final audit report, board report, and management letter