



CITY OF LONE TREE  
Audit Committee Minutes  
March 5, 2014

A meeting of the City of Lone Tree's Audit Committee was held on Wednesday, March 5, 2014, at 9:00 a.m. at the City of Lone Tree Municipal Office, 9220 Kimmer Drive, Suite 100.

The following Committee members were present:

Chair Don Rogers, Lone Tree Resident  
Vice Chair Chris Howson, CPA, Lone Tree Resident  
Kim Monson, Council Member  
Seth Hoffman, City Manager  
Kristin Baumgartner, CPA, Finance Director

Committee Member Andrew Dodgen was absent.

Also present:

Heather Lunde, Accountant

Chair Rogers called the meeting to order at 9:05 a.m.

**Review and Approval of September 5, 2013 Minutes**

No corrections were received after the minutes were sent for review after the meeting. There were no corrections noted. Chair Rogers moved, Vice Chair Howson seconded, to approve the September 5, 2013 Minutes. The motion passed unanimously.

**Update on 2013 Audit**

Kristin Baumgartner provided an update on the audit timeline for 2013. Additional information on the new GASB 68 standard, which will have to be implemented for the City's 2015 audit, was also discussed. The City's pension plan providers, PERA and FPPA, are diligently working towards understanding this new standard and how it will affect their organizations and their participants. PERA has begun to offer seminars and will continue to do so throughout this transition period, which the City is attending.

**2013 / 2014 Auditor Selection Process**

Kristin Baumgartner presented an overview of the auditor engagement letter for 2013 and the approval from City Council to re-engage the current auditor, Wagner, Barnes & Griggs PC, for the 2013 audit. The cost for the 2013 audit increased by \$6,800, due to the transition from CliftonLarsonAllen to City staff for accounting and finance functions, and the related change in internal controls. Additionally, the City will be applying for Tier II grant funding from SCFD in 2014, which requires an audit of the operating income of the LTAC as well as a review of the qualifying paid attendance. The auditor is proposing a not to exceed estimate of \$7,500 for these additional services. The auditor has agreed to maintain their fees for the subsequent audits of 2014 and 2015, should they be selected. The option to go out to RFP this year for the 2014 audit was provided to the Committee and it was unanimously decided to postpone going out to bid until next year, 2015.

**Next Meeting Date**

Discussion was held concerning the next meeting date which is scheduled for June 12, 2014 at 9:00am.

**Other Business**

Chair Rogers asked questions regarding the 12/31/2013 draft financial statements and year-end results. Discussion was held.

**Adjournment**

Chair Rogers moved, Vice Chair Howson seconded, to adjourn at 09:55 a.m. The motion passed unanimously.

Respectfully Submitted,



---

Kristin Baumgartner, CPA  
Finance Director