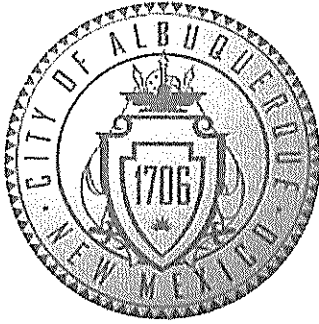


EC-21-321




Mayor Timothy M. Keller

CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

INTER-OFFICE MEMORANDUM

March 26, 2021

TO: Cynthia Borrego, President, City Council

FROM: Timothy M. Keller, Mayor 


SUBJECT: Approval of FY20 Audit

Audit Presentation to Governing Body Section 2.2.2.10M.(4) NMAC of the Audit Rule states in part "Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable. This requirement only applies to agencies with a governing authority, such as a board of directors, board of county commissioners, or city council, which is subject to the Open Meetings Act..." Furthermore, Section 2.2.2.10M.(1) NMAC states in part "The IPA shall hold an exit conference with representatives of the agency's governing authority and top management..." Audit Resolution Requirement: Pursuant to the Office of the State Auditor requirements noted above, the LGD requires a copy of the governing body's resolution acknowledging and accepting the Fiscal Year 2020 audit findings and management's responses for correcting the findings.

TITLE/SUBJECT OF LITIGATION*** *Same as subject line on last page)*

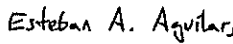
Approved:

Approved as to Legal Form:



Sarita Nair Date
Chief Administrative Officer


4/9/21

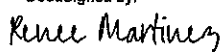
DocuSigned by:


Esteban A. Aguilar, Jr. Date
City Attorney

4/5/2021 | 12:12 PM MDT

Recommended:

DS


DocuSigned by:


Renee Martinez Date
Director

4/5/2021 | 10:08 AM PDT

Cover Analysis

1. What is it?

Acceptance & Approval of FY20 Audit

2. What will this piece of legislation do?

Record the council's approval of the FY20 audit

3. Why is this project needed?

n/a

4. How much will it cost and what is the funding source?

n/a

5. Is there a revenue source associated with this contract? If so, what level of income is projected?

n/a

6. What will happen if the project is not approved?

The City will be able to comply with DFA Local Government Division: Audit Presentation to Governing Body Section 2.2.2.10M.(4) NMAC of the Audit Rule states in part "Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable. This requirement only applies to agencies with a governing authority, such as a board of directors, board of county commissioners, or city council, which is subject to the Open Meetings Act..."

Furthermore, Section 2.2.2.10M.(1) NMAC states in part "The IPA shall hold an exit conference with representatives of the agency's governing authority and top management..." Audit Resolution Requirement: Pursuant to the Office of the State Auditor requirements noted above, the LGD requires a copy of the governing body's resolution acknowledging and accepting the Fiscal Year 2020 audit findings and management's responses for correcting the findings.

7. Is this service already provided by another entity?

n/a

MICHELLE LUJAN GRISHAM
GOVERNOR



DEBORAH K. ROMERO
CABINET SECRETARY

DONNIE J. QUINTANA
DIRECTOR

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION
Bataan Memorial Building ♦ 407 Galisteo St. ♦ Suite 202 ♦ Santa Fe, NM 87501
PHONE (505) 827-4950 ♦ FAX (505) 827-4948

March 15, 2021

The Honorable Tim Keller
City of Albuquerque
Via Email
PO Box 1293
Albuquerque, NM 87103

Dear Mayor Keller:

The Department of Finance and Administration (DFA), Local Government Division (LGD) has completed a preliminary review of your published audit report for Fiscal Year 2020 (FY20). Based on the review, in order for LGD to obtain the most concise financial status of your local government, the following items are required:

1. Backup documentation to substantiate the corrective action that has been completed or the status of the progress made in completing the corrective action on the following findings:
 - a. Equipment Tracking (Significant Deficiency in Internal Control over Compliance and Instance of Noncompliance (Repeated/Modified)): Audit Finding #2020-002 (2019-005 & 2014-006)
 - b. Special Test and Provisions (Significant Deficiency in Internal Control Over Compliance & Instance of Noncompliance (Repeated)): Audit Finding #2020-003 (2019-002)
 - c. Procurement and Suspension and Debarment (Significant Deficiency in Internal Control over Compliance and Instance of Noncompliance: Audit Finding #2020-004
 - d. Activities Allowed or Unallowed, Period of Performance: Significant Deficiency in Internal Control Over Compliance and Instance of Noncompliance: Audit Finding #2020-005
 - e. Employee Time and Effort (Significant Deficiency in Internal Control over Compliance and Instance of Noncompliance) : Audit Finding #2020-006
 - f. Timely Cash Deposits (Other Noncompliance): Audit Finding #2020-001
2. Reasons why repeat findings have not been addressed and the progress made on the corrective actions to be taken to address these findings.
3. Copy of the governing body approved resolution showing acceptance and approval of the FY20 audit. For resolution requirement reference Memorandum #BFB-21-01 dated 12/09/2020 found here: <https://www.nmdfa.state.nm.us/local-government/budget-finance-bureau/budget-memos/>

We ask that you submit the information requested above within the two weeks from the date of this letter.

Additionally, further information may be required upon LGD receipt and review of your entity's interim budget documentation for FY 2021-2022.

If you have any questions regarding this matter, please call **Anita Medina** of my staff at **505-469-2541**.

Sincerely,

A handwritten signature in blue ink that reads "Brenda L. Suazo-Giles".

Brenda L. Suazo-Giles, Budget & Finance Bureau Chief
Local Government Division

xc: file