

Item 25



Travis County Commissioners Court Agenda Request

Meeting Date: March 5, 2013

Prepared By/Phone Number: Cameron Van Noy – 854-9240

Elected/Appointed Official/Dept. Head: Nicki Riley, County Auditor

Commissioners Court Sponsor: Samuel T. Biscoe, County Judge

AGENDA LANGUAGE: Consider and take appropriate action on Management Representation Letter to be provided to Atchley & Associates, LLP regarding the fiscal year 2012 County-wide annual financial audit.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS: A Management Representation Letter is required by accounting standards for each year's external financial statement audit. Once Commissioners Court approves of the language, hard copies will be provided.

STAFF RECOMMENDATIONS: N/A

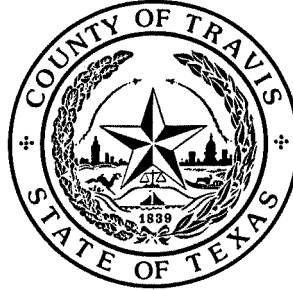
ISSUES AND OPPORTUNITIES: N/A

FISCAL IMPACT AND SOURCE OF FUNDING: N/A

REQUIRED AUTHORIZATIONS: N/A

TRAVIS COUNTY
AUDITOR'S OFFICE

NICKI RILEY, CPA
COUNTY AUDITOR



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To: Sam Biscoe, County Judge

From: Nicki Riley, County Auditor

Date: February 26, 2013

Re: Agenda Item - Management Representation Letter to Atchley & Associates, LLP

We are requesting an agenda item for the County's Management Representation Letter to be provided to Atchley & Associates, LLP regarding the fiscal year 2012 County-wide annual financial audit. We have previously distributed a draft of this letter to each member of the Commissioners' Court and asked for their comments by Thursday, February 28, 2013.

Therefore, at this time, we have not attached a copy of the letter, since it is still a draft. On Friday, March 1, 2013, after we have received final comments, we will forward to your office the required eight copies of the final letter plus two originals for signatures of each member of the Commissioners' Court. When the letters are signed, please have your office notify Jackie Casias at ext. 49133, and she will pick up the copy that needs to be sent to Atchley & Associates, LLP.

If you have any questions, please do not hesitate to contact me at ext. 43227.