From: Hoeft, Nicholas (SAO)
To: Gipson, Tyler (SAO)
Subject: FW: Hilton Audit/COV extension
Date: Thursday, June 2, 2022 10:34:00 AM
Attachments: image001.png
image002.png
PRJ100437 COV - Account Inquiry - 2021 YTD as of 12.31.21.xlsx

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Hi Tyler just a reminder this is the contact for the CDBG grant. See below, I'm assuming that is who you were working with in the interim.

Josh is telling me you may need some work soon (maybe 6/14). So not a bad idea to follow up on your interim requests and get it lined up.

From: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>
Sent: Wednesday, June 1, 2022 7:39 AM
To: Hoeft, Nicholas (SAO) <hoeftn@sao.wa.gov>; Cyndi Turner <Cyndi.Turner@cityofvancouver.us>
Cc: Steiner-Weigel, LaVonne <lavonne.steiner-weigel@cityofvancouver.us>
Subject: RE: Hilton Audit/COV extension

External Email

Samantha Whitley Samantha.Whitley@cityofvancouver.us is who I would recommend you start with for CDBG and HOME

LaVonne would be contact for SLRF. I think I have found the support for SLRF eligible costs (we received the funds upfront so I don't think there is a reimbursement request exactly). LaVonne can let you know but attached is what I think will help you tie out what is reported on the SEFA.

Jordan Sherman, Internal Auditor
City of Vancouver
Financial and Management Services
(360) 487-8463

From: Hoeft, Nicholas (SAO) <hoeftn@sao.wa.gov>
Sent: Tuesday, May 31, 2022 3:41 PM
To: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>; Cyndi Turner <Cyndi.Turner@cityofvancouver.us>
Subject: FW: Hilton Audit/COV extension

Hi Jordan and Cyndi,

Financial Audit:
I realized I never clarified the email below; by the second week of June. Are we thinking statements by the start of the second week, Monday June 6th or Monday June 13th?

Single Audit:
Also Jordan, I took a quick look and I can tell right away we will be auditing (*at a minimum, hopefully no more though*):

- 14.218 CDBG
- 14.239 Home
- 21.027 SLFRF

Would HOME and CDBG have the same audit liaison?
Who would be a good contract for 21.027 SLFRF? I have Katie Hall who could start on 21.027 tomorrow.

Single Audit Reimbursement Requests:

- 21.027, Coronavirus SLFRF (1st priority as we can start auditing this week if possible)
- 14.218, CDBG
- 14.239, Home
- 20.106, Federal Aviation
- 20.205, Highway construction
- 97.036, FEMA Disasters
- 97.044, FEMA Firefighters

I realize I've emailed you a lot today Jordan, but thank you for all your help

Nicholas Hoeft
Assistant Audit Manager
Office of the Washington State Auditor
(360) 984-4802 | www.sao.wa.gov

From: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>
Sent: Tuesday, May 10, 2022 7:43 AM
To: Osborne, Lindsay (SAO) <osbornel@sao.wa.gov>; Hoeft, Nicholas (SAO) <hoeftn@sao.wa.gov>
Cc: Cyndi Turner <Cyndi.Turner@cityofvancouver.us>
Subject: RE: Hilton Audit/COV extension

External Email

Thanks for the discussion the other day. After evaluating what we have left to do we are planning to have the SEFA to you by the end of this month, and financial statements ready for you to audit the second week of June.

Not quite the ideal timeline, but that seems like what we can feasibly accomplish at this point.

Thanks and let us know if you have any questions.

Jordan Sherman, Internal Auditor
City of Vancouver
Financial and Management Services
(360) 487-8463

From: Osborne, Lindsay (SAO) <osbornel@sao.wa.gov>
Sent: Wednesday, May 4, 2022 11:12 AM
To: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>
Subject: RE: Hilton Audit/COV extension

Hi Jordan,

I think it would be best to set up a meeting to discuss the audit schedule with both you and Cyndi. Can you email me some times that work for you both and I can coordinate schedules.

Thanks,

Lindsay

From: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>
Sent: Wednesday, May 4, 2022 11:10 AM
To: Osborne, Lindsay (SAO) <osbornel@sao.wa.gov>
Subject: RE: Hilton Audit/COV extension

External Email

Hey Lindsay,

After speaking with Cyndi it seems their intention is to request an extension to 8/31/22.
Cyndi also wanted to see about delaying when your auditors start on the COV audit as a result. She has proposed starting onsite 7/25/22.

Please let me know any concerns or other questions you have with this.

Thank you for all your help and your consistent patience was we work through these challenges.

Jordan Sherman, Internal Auditor
City of Vancouver
Financial and Management Services
(360) 487-8463

From: Osborne, Lindsay (SAO) <osbornel@sao.wa.gov>

Sent: Wednesday, April 27, 2022 10:54 AM
To: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>
Subject: RE: Hilton Audit

CAUTION: This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks Jordan for the information. Just to clarify one item – I am assuming we are trying for an August 30 deadline on your ACFR then?

Thanks,

Lindsay

From: Sherman, Jordan <Jordan.Sherman@cityofvancouver.us>
Sent: Tuesday, April 26, 2022 7:47 AM
To: Osborne, Lindsay (SAO) <osbornel@sao.wa.gov>
Subject: Hilton Audit

External Email

Hey Lindsay, hope you are doing well.

Thank you for your recommendation of Perkins and Co. It looks like they will be performing the audit for the Hilton. However, they were unable to accommodate having things ready for the June 30 deadline so we will be filing for an extension on our ACFR. Perkins has indicated that they will be able to wrap up their audit by the end of July.

I am trying to keep you in the loop, let me know if you have any questions.

Thanks, and have a great day

Jordan Sherman, Internal Auditor

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