

**This guide is provided in accordance with Chapter 11.6(7) of the Code of Iowa. Use of this guide in your practice requires a proper implementation of professional standards. This guide is not a substitute for an understanding of the applicable professional standards. While this guide has been reviewed internally by CPAs within the Auditor of State's Office and is subject to outside peer review every three years, the guide has not undergone an external Quality Control Material Review or Examination.**

## 2021 Compliance Guides CITY

### 2021 COMPLIANCE GUIDE SUPPLEMENT

Purpose: To document new or revised compliance items to be tested and/or document testing.

Source: Workpapers as referenced.

Scope: Compliance items tested each year are based on risk assessment.

Conclusion: Compliance selections and/or testing is documented per Compliance Guide and workpapers.

2021 Compliance Guides **CITY COMPLIANCE GUIDE**

In addition to the updated City Compliance Guide, we have made available this 2021 City Compliance Guide Supplement which details all changes made to the prior year City Compliance Guide. This Supplement may be used to update the prior year Compliance Guide in lieu of completing a new guide each year.

	Category	Non-compliance Noted / FY	FY21				FY22				FY23			
			Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks
			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
<b>INVESTMENTS:</b>														
5. (21) Public funds investment standards:														
	a.	Determine the allowability of any sweep accounts.	3											
	b.	Determine the underlying collateral of repurchase agreements consists of authorized investments and the District has taken delivery of the collateral either directly or through an authorized custodian as provided in Chapter 12B.10(5)(a)(5) of the Code of Iowa.	3											

	Cate- gory	Non-compl iance Noted / FY	FY21				FY22				FY23			
			Sele- cted	Done By	WP Ref	Remarks	Sele- cted	Done By	WP Ref	Remarks	Sele- cted	Done By	WP Ref	Remarks
			<b>RISK</b>				<b>RISK</b>				<b>RISK</b>			
			<b>H</b>	<b>M</b>	<b>L</b>		<b>H</b>	<b>M</b>	<b>L</b>		<b>H</b>	<b>M</b>	<b>L</b>	
<b>RECEIPTS/REVENUES</b>														
10. Restricted Donor Activity under Chapter 68B:														
a. Determine the existence of restricted donor activity, such as: vendors taking officials out for meals, vendors offering trips or vacations, providing free clothing samples, gift baskets, holiday gifts, etc. Inquiry of various departments may be required.														
b. Documentation should include all restricted donor activity received during the period, the official involved, and a description of each transaction														



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			Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks
			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
<b>BUDGETS:</b>														
2.	(21) Determine hearings were held and publications were made in accordance with Chapter 384.16(3) of the Code of Iowa, for the following: (Notice of public hearing on the budget must be published not less than ten nor more than twenty days before the hearing.)	2												
a.	Maximum levy notice.	2												
b.	City budget	2												
c.	Adopted budget by March 31 <sup>st</sup> (Per Governor's Emergency Proclamations April 30 <sup>th</sup> for FY2021 budgets).	2												
3.	(21) Determine the maximum levy amounts were adopted by resolution	2												
4.	(21) If the maximum levy amount increased more than 2% over the current year, determine the resolution was adopted by a supermajority (2/3 vote), which should be evident in the roll call vote listed on the resolution	2												