

SUISUN FAIRFIELD ROCKVILLE CEMETERY DISTRICT

Rockville Cemetery
4219 Suisun Valley Road
Fairfield, CA 94534
Office: 707-864-2421
Fax: 707-864-3894



Suisun Fairfield Cemetery
P.O. Box 3314
Fairfield, CA 94533
Office: 707-425-1622
Fax: 707-399-7754

September 17, 2012

RECEIVED

MAR 05 2013

SOLANO
COUNTY COUNSEL

Board of Directors

Jim Campi
Chairman

Simona Padilla-Scholtens, Auditor-Controller
Solano County Auditor Controller's Office
675 Texas St., Suite 2800
Fairfield, CA. 94533

♦♦♦

Mary Ellsworth
Trustee

Re: Request To Continue a Biennial Audit Cycle

♦♦♦

Dear Simona:

Dot Little
Trustee

I am writing on behalf of the Suisun Fairfield Rockville Cemetery District Board of Trustees to request the Auditor's office to continue to perform the district audits on a biennial audit cycle.

♦♦♦

James Robinson
Trustee

The last 5 years have proven the biennial audit cycle to be economically beneficial as well as reducing the time and effort to compile the necessary documentation to perform the audits.

♦♦♦

Enclosed please find Resolution 12-0002 adopted by the Board of Trustees at the September 10, 2012 business meeting to update the Biennial Audit Policy for the reorganized Suisun Fairfield Rockville Cemetery District.

John Estes
Trustee

♦♦♦

It has been a pleasure to work with Melinda Ingram and Ian Goldberg in the Internal Audit Division. The auditors and district staff have developed a working relationship over the years, which has created an open door of communication and joint effort in the process of performing the biennial audit.

Earl Kilmer
Trustee

♦♦♦

Thank you in advance for your consideration.

Wayne Engell
Trustee

Sincerely,

Doris Goodrich
General Manager

Doris Goodrich,
General Manager

♦♦♦

Ron Pienovi
Operations Manager

Enclosure: Resolution 12-0002

Cc: Don Gall
Internal Audit Division

Attachment A

SUISUN FAIRFIELD ROCKVILLE CEMETERY DISTRICT

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RESOLUTION 12-0002

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE
SUISUN FAIRFIELD ROCKVILLE CEMETERY DISTRICT

Board of Directors

BIENNIAL AUDIT

Jim Campi
Chairman

♦♦♦

WHEREAS, the Suisun Fairfield Rockville Cemetery District Board of Trustees, reviewed the Audit Policy and determined to take action to update the current policy; and

Mary Ellsworth
Trustee

♦♦♦

WHEREAS, the Suisun Fairfield Rockville Cemetery District has an annual audit of its' operations performed by the Solano County Internal Auditor's Office; and

Dot Little
Trustee

♦♦♦

WHEREAS, in order to reduce expenditures it would be beneficial to the Suisun Fairfield Rockville Cemetery District to continue with the policy of biennial audits as provided under Section 26909 of the Government Code;

James Robinson
Trustee

♦♦♦

NOW THEREFORE BE IT RESOLVED, that this action will supersede any and all audit policies of the District.

WHEREFORE, this resolution was passed and adopted this 10th day of September 2012, by the following vote:

John Estes
Trustee

AYES: 6 Board Members - Jim Robinson, Dorothy Little, Mary Ellsworth, John Estes, Earl Kilmer and Wayne Engell.
NOES: _____

♦♦♦

Earl Kilmer
Trustee

ABSENTION: _____

♦♦♦

ABSENT: 1 Board Member Jim Campi

Wayne Engell
Trustee

Vice-Chairman of the Board

Doris Goodrich
General Manager

Attest:

♦♦♦

Secretary of the Board

Ron Plenovi
Operations Manager