



MEMORANDUM

TO: Audit and Finance Committee

FROM: Corrie Stokes, City Auditor 

DATE: July 20, 2021

SUBJECT: Clarification Memo Audit and Finance Committee Item #1

The Audit and Finance Committee agenda for July 21, 2021, includes **agenda item #1**, the approval of the minutes of the Audit and Finance Committee meeting for June 21, 2021. The posting language for item 1 was entered and posted in error.

Currently the July 21, 2021 agenda reads:

Approval of the minutes of the Audit and Finance Committee meeting for **June 21, 2021**.

Staff would like to correct and replace language to read as follows:

Approval of the minutes of the Audit and Finance Committee meeting for **June 16, 2021**.

Due to time constraints, we will request to have the June 16, 2021 minutes placed on the August 18, 2021 Audit and Finance Committee agenda for approval.

Please feel free to contact me at (512) 974-2468 or corrie.stokes@austintexas.gov should you have any questions.