

MILLCREEK, UTAH
RESOLUTION NO. 22-26

**A RESOLUTION ACKNOWLEDGING RECEIPT AND ACCEPTANCE OF THE
MILLCREEK FISCAL YEAR 2021-22 FRAUD RISK ASSESSMENT AND DIRECTION
TO FILE IT WITH THE STATE AUDITOR**

WHEREAS, the Millcreek Council (“*Council*”) met in regular session on August 22, 2022, to consider, among other things, acknowledging receipt and acceptance of the Millcreek FY 2021-22 Fraud Risk Assessment (“*Assessment*”) and direction to file it with the State Auditor; and

WHEREAS, the office of the State Auditor of the State of Utah requires local municipalities to complete a fraud risk assessment as outlined by the State Auditor’s Office; and

WHEREAS, the Millcreek Finance Department has completed an Assessment for FY 2021-22, a copy of which is attached here to; and

WHEREAS, the Council acknowledges receipt of the Assessment and has reviewed the Assessment.

NOW, THEREFORE, BE IT RESOLVED that the Council accepts and approves the Assessment.

BE IT FURTHER RESOLVED that the Finance Director, under the direction of the City Manager, is directed to submit the Assessment to the State Auditor of the State of Utah.

This Resolution assigned No. 22-26 shall take effect immediately upon passage and acceptance as provided herein.

PASSED AND APPROVED this 22nd day of August, 2022.

MILLCREEK

By: _____
Jeff Silvestrini, Mayor

ATTEST:


Elyse Sullivan, City Recorder

Roll Call Vote:		
Silvestrini	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Jackson	Yes	No
Uipi	Yes	No



Memo

To: Mayor & Council

From: Laurie Johnson – HR/Finance Director 

cc: Mike Winder – City Manager

Date: August 15, 2022

Re: Resolution to Accept the FY 2021-22 Fraud Risk Assessment

Per requirements of the Utah State Auditor, Millcreek is required to complete a “Fraud Risk Assessment” which is attached to this memo. This assessment was completed as of the end of fiscal year 2022 and Millcreek continues to fall within the “Very Low Risk” category. This assessment will be presented at the regular council meeting on August 22, 2022.

Thank you,

Millcreek Fraud Risk Assessment

Total Points Earned

355

Risk Level:	Very Low	Low	Moderate	High	Very High		
	>355	316-355	276-315	200-275	<200	Yes	Points
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the Basic Separation of Duties Questionnaire?						200	200
2. Does the entity have written policies in the following areas:							
a. Conflict of interest (<i>Employee Handbook Section 4-01-2</i>)						5	5
b. Procurement? (<i>Employee Handbook Section 5-01-1</i>)						5	5
c. Ethical behavior? (<i>Employee Handbook Section 4-01-3a</i>)						5	5
d. Reporting fraud and abuse? (<i>Employee Handbook Section 4-01-3b</i>)						5	5
e. Travel? (<i>Employee Handbook Section 5-02</i>)						5	5
f. Credit/Purchasing cards (where applicable)? (<i>Employee Handbook Section 5-01-2</i>)						5	5
g. Personal use of entity assets? (<i>Employee Handbook Section 4-01-9</i>)						5	5
h. IT and computer security? (<i>Employee Handbook Section 4-01-10</i>)						5	5
i. Cash receipting and deposits?						5	5
3. Does the entity have a licensed or certified expert as part of its management team? (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO)							20
a. Do any members of the management team have at least a bachelor's degree in accounting?						10	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior? (<i>Employee Handbook Section 4-01-2</i>)						20	20
5. Have all of the board members completed the State Auditor online training at least once in the last four years? (<i>For this group it would be the "Open & Public Meetings Act Training"</i>)						20	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?							20
7. Does the entity have promote a fraud hotline? (<i>Employee Handbook Section 4-01-3b</i>)						20	20
8. Does the entity have a formal internal audit function? (<i>Resolution 20-13</i>)						20	20
9. Does the entity have a formal audit committee? (<i>Resolution 20-13</i>)						20	20

Entity Name: Millcreek

Completed for Fiscal Year Ending: June 30, 2022

Completion Date: June 30, 2022

City Manager Mike Winder

CFO Name: Laurie Johnson

CAO Signature:  _____

CFO Signature:  _____