

CITY OF WEST COVINA

AUDIT COMMITTEE

AGENDA

MONDAY, APRIL 11, 2016, 6:30 PM
REGULAR MEETING

WEST COVINA CITY HALL
COUNCIL CHAMBERS, 1ST FLOOR
WEST COVINA, CALIFORNIA 91790

Mayor Pro Tem Corey Warshaw
Councilman Mike Spence
Colleen Rozatti, City Treasurer
Chris Freeland, City Manager
Christa Buhagiar, Finance Director
Kenneth Kasamatsu, Community Member
Darrell Myrick, Community Member

AMERICANS WITH DISABILITIES ACT

The Committee complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Committee Meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8:00 a.m. to 5:00 p.m. Monday through Thursday, at least 48 hours prior to the meeting to make arrangements.

AGENDA MATERIAL

Agenda material is available for review at the West Covina City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South and at www.westcovina.org. Any writings or documents regarding any item on this agenda not exempt from public disclosure, provided to a majority of the Committee that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall during normal business hours.

PUBLIC COMMENTS

ADDRESSING THE AUDIT COMMITTEE MEMBERS

Any person wishing to address the Committee on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance and submit the card to the Committee Secretary.

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to three (3) minutes per speaker.

April 11, 2016

AGENDA

**CITY OF WEST COVINA
AUDIT COMMITTEE**

MONDAY, APRIL 11, 2016, 6:30 PM
REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER

ROLL CALL

ORAL COMMUNICATIONS - Three (3) minutes per speaker

Please state your name and city of residence for the record.

1. AUDIT COMMITTEE NOMINATIONS

RECOMMENDATION:

It is recommended that the Audit Committee make the following appointments:

- 1) Nomination of Chair
- 2) Nomination of Vice-Chair

1. NOMINATION OF CHAIR

Motion by _____, second by _____
To elect _____ for the Chair.
Motion carried by a vote of _____.

2. NOMINATION OF VICE-CHAIR

Motion by _____, second by _____
To elect _____ for the Vice-Chair.
Motion carried by a vote of _____.

2. AWARD OF AUDIT SERVICES CONTRACT

RECOMMENDATION:

It is recommended that the Audit Committee recommend an audit firm to the City Council for a three (3) year Professional Services Agreement with two (2) one-year renewal options.

Motion by _____, second by _____
to approve the Award of Audit Services Contract.
Motion carried by a vote of _____.

3. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND OTHER RELATED REPORTS FOR THE YEAR ENDED JUNE 30, 2015

RECOMMENDATION:

It is recommended that the Audit Committee submit to the City Council the following letters and financial reports for the year ended June 30, 2015:

- Comprehensive Annual Financial Report for the Year Ended June 30, 2015;
- Government Auditing Standards Letter;
- Management Letter;
- Audit Communication Letter;
- Single Audit of Federally Assisted Grant Programs;
- Air Quality Improvement Fund Financial Statements; and
- Agreed-Upon Procedures related to the City's calculation of the GANN Limit.

Motion by _____, second by _____
to approve the CAFR and other related reports for the year ended June 30, 2015.
Motion carried by a vote of _____.

ADJOURNMENT

Motion by _____, second by _____
to adjourn the meeting at _____.
Motion carried by a vote of _____.