

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
AUDIT COMMITTEE**

Day: Monday
Date: January 6, 2020
Time: Beginning at 1:00 pm
Location: Community Center, Sierra Room, 851 East William Street, Carson City, Nevada

AGENDA

1. Call to Order

2. Roll Call

3. Public Comments and Discussion:

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of, the Carson City Audit Committee. In order for members of the public to participate in the Committee's consideration of an agenda item, the Committee strongly encourages members of the public to comment on an agenda item during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

4. For Possible Action: Approval of Minutes - September 9, 2019.

5. For Possible Action: Adoption of Agenda

6. Meeting Items

6.A For Possible Action: Discussion and possible action regarding the release and acceptance of internal audits and the recommendations made in the audits to Carson City departments. (Sheri Russell, srussell@carson.org)

Staff Summary: Eide Bailly, LLP completed three internal audits from the FY 20 Audit Work Program. The completed audits were the Cash Handling, HR Benefits, and Social Media audits. Briefing will address internal audit findings, recommendations and agency response(s).

6.B For Possible Action: Discussion and possible action regarding the monitoring, review and closure of internal audit findings and/or recommendations included in the Audit Findings Tracking Report and provide a recommendation to the Board of Supervisors to close completed findings and/or recommendations. (Sheri Russell, SRussell@carson.org)

Staff Summary: City staff will discuss the monitoring, review and closure of the previous internal auditor findings and/or recommendations included in the Audit Findings Tracking Report.

6.C For Possible Action: Discussion and possible action regarding agreed upon procedures established by Eide Bailly and Staff regarding the FY 20 Audit Work Program. (Sheri Russell, SRussell@carson.org)

Staff Summary: Representatives from Eide Bailly, LLP and City staff will be discussing and taking direction from the Audit Committee regarding the agreed upon procedures for the items agreed to as part of the FY 20 Audit Work Program. Eide Bailly will present suggested agreed upon procedures for the Citywide Revenue & Accounts Receivable and the Citywide Budget Monitoring audits.

6.D For Discussion Only: Update and discussion on the status of Fee Structure Review for Parks & Recreation and Community Development. (Sheri Russell, SRussell@carson.org)

Staff Summary: Representatives from Eide Bailly, LLP will be providing an update regarding the Parks & Recreation and Community Development Fee Structure Review.

6.E For Discussion Only: Discussion regarding dates for the next meeting of the Audit Committee.

7. Public Comment:

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

8. For Possible Action: To Adjourn

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775) 887-2100 at least 24 hours in advance.

To request a copy of the supporting materials for this meeting contact Omattie Luedtke at oluedtke@carson.org or call (775) 887-2133. This agenda and backup information are available on the City's website at www.carson.org, and at the Finance Office - City Hall, 201 N. Carson Street, Ste 3, Carson City, Nevada (775) 887-2133.

This notice has been posted at the following locations:

Community Center 851 East William Street

City Hall 201 North Carson Street

Carson City Library 900 North Roop Street

Community Development Permit Center 108 Proctor Street

<http://notice.nv.gov>