



City of Santa Clara

Meeting Minutes

Audit Committee

03/30/2023

1:00 PM

Hybrid Meeting
Council Conference Room/Virtual
City Hall - East Wing
1500 Warburton Avenue
Santa Clara, CA 95050

The City of Santa Clara is conducting the Audit Committee meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: <https://santaclaraca.zoom.us/j/99199624617>

Webinar ID: 991 9962 4617

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CALL TO ORDER AND ROLL CALL

Chair Park called the meeting to order at 1:15 PM.

Present 3 - Kevin Park, Suds Jain, and Kathy Watanabe

CONSENT CALENDAR

1. [23-163](#) Audit Committee Minutes

Recommendation: Approve the Audit Committee minutes of November 30, 2022 and February 3, 2023.

A motion was made by Committee Member Watanabe, seconded by Committee Member Jain to approve the Audit Committee Minutes of November 30, 2022 and February 3, 2023.

Aye: 3 - Park, Jain, and Watanabe

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [23-162](#) Overview of the Single Audit Report for Fiscal Year Ended June 30, 2022

Recommendation: Accept the Single Audit Report for Fiscal Year Ended June 30, 2022 and recommend that the reports are forwarded to note and file to the full Council at the April 4, 2023 Council and Authorities Concurrent meeting.

Auditor Amy Meyer, Maze & Associates, gave a PowerPoint presentation.

Committee Members' questions and comments followed.

Auditor Meyer addressed the Committee Members' questions and comments.

A motion was made by Committee Member Jain, seconded by Committee Member Watanabe, to accept the Single Audit Report for Fiscal Year Ended June 30, 2022 and recommend that the reports are forwarded to note and file to the full Council at the April 4, 2023 Council and Authorities meeting.

Aye: 3 - Park, Jain, and Watanabe

3. [23-350](#) Overview and Continuing Discussion of the Proposed 2023-2024 Audit Work Plan

Recommendation: Approve the proposed 2023-2024 audit work plan and recommend that the citywide risk assessment and prioritized audit workplan be forwarded for note and file to the full Council at a future Joint Council and Authorities Concurrent and Stadium Authority Meeting.

Audit Manager, David Noce, gave a PowerPoint presentation.

Committee Members' questions and comments followed.

Audit Manager Noce and Chief Assistant City Attorney Sujata Reuter addressed the Committee Members' questions and comments.

Audit Manager Noce would like to present the results of a Stadium Authority Audit at the next meeting and expects to give a status report sometime in May that would encompass the status on the previous plan and progress made in starting the new audits presented.

Committee Member Watanabe proposed meeting every other month in order to assess the status of Auditor's Office and Baker Tilly and determine if additional projects can be added to the plan.

Committee Members' questions and comments followed.

Audit Manager Noce addressed the Committee Members' questions and comments.

A motion was made by Committee Member Jain, seconded by Committee Member Watanabe, to approve the proposed Baker Tilly 2023-2024 audit work plan, recognizing that the items can be juggled between 2023 and 2024 based on staff/committee recommendations, and that plan be forwarded for note and file to the full Council at a future Joint Council and Authorities Concurrent and Stadium Authority Meeting.

Aye: 3 - Park, Jain, and Watanabe

ADJOURNMENT

Chair Park adjourned the meeting at 2:29 PM.

A motion was made by Committee Member Jain, seconded by Committee Member Watanabe, to adjourn the meeting.

Aye: 3 - Park, Jain, and Watanabe

Future Audit Committee meetings will be scheduled at a later date.

MEETING DISCLOSURES

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