



# City of Santa Clara

## Meeting Minutes

### Audit Committee

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03/04/2020

3:30 PM

CMO Staff Conference Room

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#### **CALL TO ORDER AND ROLL CALL**

**Chair Gillmor** called the meeting to order at 3:32 P.M.

**Present** 3 - Chair Lisa M. Gillmor, Member Kathy Watanabe, and Member Karen Hardy

#### **CONSENT CALENDAR**

1. [20-266](#) Audit Committee Minutes

**Recommendation:** Approve the Audit Committee minutes of December 9, 2019.

**A motion was made by Committee Member Hardy, seconded by Committee Member Watanabe, to approve staff recommendation.**

**Aye:** 3 - Chair Gillmor, Member Watanabe, and Member Hardy

#### **PUBLIC PRESENTATIONS**

#### **GENERAL BUSINESS**

2. [20-230](#) Overview of the Draft Single Audit Report for Fiscal Year Ended June 30, 2019

**Recommendation:** Accept the Single Audit Report for Fiscal Year Ended June 30, 2019 and recommend that the reports are forwarded for note and file to the full Council at the March 17, 2020 Council and Authorities Concurrent meeting.

**A motion was made by Committee Member Hardy, seconded by Committee Member Watanabe, to approve staff recommendation.**

**Aye:** 3 - Chair Gillmor, Member Watanabe, and Member Hardy

3. [20-306](#) Overview of the City Auditor's Office Semi-Annual Status Report as of December 31, 2019 and the Contract Audit of the Public Affairs and Media Relation Services

**Recommendation:** Accept the City Auditor's Office Semi-Annual Status Report as of December 31, 2019 and the Contract Audit of the Public Affairs and Media Relation Services and recommend that the reports are forwarded for note and file to the full Council at the March 17, 2020 Council and Authorities Concurrent meeting.

**A motion was made by Committee Member Watanabe, seconded by Committee Member Hardy, to approve staff recommendation.**

#### **STAFF REPORT**

#### **COMMITTEE REPORT**

#### **ADJOURNMENT**

**Chair Gillmor** adjourned the meeting at 3:59 P.M.

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