



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

Day: Monday
Date: March 9, 2015
Time: Beginning at 1:00 p.m.
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 - August 12, 2014 & November 19, 2014.**
5. **For Possible Action: Adoption of Agenda**
6. Discussion Only: Regarding audit findings from the June 30, 2014 Comprehensive Annual Financial Report (CAFR).

Summary: City staff will be discussing audit findings from the June 30, 2014 CAFR and corrective actions that have been done.
7. For Possible Action: Regarding the Audit Committee's role to review the City's Comprehensive Annual Financial Report (CAFR) and to make possible recommendations to the Board of Supervisors.

Summary: Carson City Municipal Code, Section 1: Title 2, Chapter 2.14, Section 2.14.040 states "1. The Carson City audit committee will review and make recommendations to the board of supervisors regarding the annual financial audit,..."

8. For Possible Action: Approve the Finance Review and Selection Committee’s (consisting of the City Manager, a member of the Audit Committee, and staff from the Finance Department including the Finance Director, the Deputy Finance Director and an Accounting Manager) recommendation for contract award to Eide Bailly LLP for the Carson City External Audit Function and authorize staff to prepare a Contract and Board Action Form for Board of Supervisors approval.

Summary: Carson City received sealed Statement of Qualifications (SOQ) to perform the City’s Audit function on February 6, 2015 at 11:00 a.m. The SOQ was e-mailed to Certified Public Accountants that performed Municipal Audits, published in the Nevada Appeal and posted on Carson City’s website on January 9, 2015. The SOQ’s were opened at approximately 11:10 a.m. on February 6, at 201 North Carson Street, Carson City, Nevada 89701, and sent for review by the Finance Review and Selection Committee. Final selection will be made by the Carson City Board of Supervisors and is tentatively set for Thursday, March 19, 2015.

9. For Possible Action: Discussion and possible action to discuss the Audit Work Program Update.

Summary: Staff would like to discuss and get direction from the Audit Committee regarding the Audit Work Program.

10. For Possible Action: Discussion and possible action regarding monitoring of the Audit Findings Response Tracking Report and possible direction to the internal auditor to report and discuss the monitoring with the Board of Supervisors.

Summary: Representatives from Moss Adams and city staff will discuss Audit Findings Monitoring.

11. For Possible Action: To schedule the next meeting of the Carson City Audit Committee.

12. **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.

13. For Possible Action: To Adjourn

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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.
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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.
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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.
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This meeting can be viewed on Channel 226. For specific dates and times - www.bactv.org.
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*To request a copy of the supporting materials for this meeting contact
Rachael Porcari at rporcari@carson.org or call (775) 887-2100.*
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*This agenda and backup information are available on the City’s website at www.carson.org,
and at the City Manager’s Office - City Hall, 201 N. Carson Street, Ste 2, (775) 887-2100.*

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This notice has been posted at the following locations:
Community Center 851 East William Street
Public Safety Complex 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street
Business Resource & Innovation Center (BRIC) 108 East Proctor Street

Date: March 3, 2015