

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

**Day:** Tuesday  
**Date:** June 22, 2021  
**Time:** Beginning at 1:30 pm  
**Location:** Robert "Bob" Crowell Board Room  
851 East William Street  
Carson City, Nevada

**AGENDA**

**NOTICE TO THE PUBLIC:**

The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the applicable Directives issued under authority of the Governor's Declaration of Emergency, including Directive 045, and subject to any potential changes in state or federal mandates or guidelines, face coverings are no longer required to be worn when attending this meeting in person if you have been fully vaccinated against COVID-19, you are not currently experiencing symptoms of illness and you have not tested positive for COVID-19 within 10 days prior to the date of this meeting. If you do not meet all of the foregoing requirements, you must wear a face covering when attending this meeting in person.

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Audit Committee meeting at [www.carson.org/granicus](http://www.carson.org/granicus) and by clicking on "In progress" next to the meeting date.

The public may provide public comment in advance of a meeting by written submission to the following email address: [publiccomment@carson.org](mailto:publiccomment@carson.org). For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

Join by phone:  
Phone Number: +1-408-418-9388  
Meeting Number: 146 555 5373

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment:**

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 -**

4.A March 9, 2021

4.B March 30, 2021

#### **5. Agenda Items**

5.A For Possible Action: Discussion and possible action regarding the Revenue and Accounts Receivable internal audit and recommendations. (Sheri Russell, [srussell@carson.org](mailto:srussell@carson.org))

Staff Summary: Eide Bailly, LLP completed the Revenue and Accounts Receivable internal audit from the FY21 Audit Work Program. Briefing will address internal audit findings, recommendations and agency response(s).

5.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 providing a recommendation to the Board of Supervisors to close completed findings and/or recommendations. (Sheri Russell, [SRussell@carson.org](mailto:SRussell@carson.org))

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

5.C For Presentation Only: Discussion regarding FY 21 audit work program update and Hotline activity. ([SRussell@Carson.org](mailto:SRussell@Carson.org))

Staff Summary: Representatives from Eide Bailey, LLP will be discussing the progress of the FY 21 audit work program as well as any items received through the Fraud, Waste & Abuse Hotline.

5.D For Possible Action: Discussion and possible action to identify, discuss, and provide recommendations to the Board of Supervisors on projects to be performed by the Internal Auditor for the period ending June 30, 2022.

Staff Summary: Eide Bailly will provide an updated risk assessment and recommendations for future internal audits for the period ending June 30, 2022.

5.E For Possible Action: Discussion and possible action regarding the review of agreed upon procedures suggested by Eide Bailly regarding Payroll, if selected as part of the FY 2022 audit work program. (Sheri Russell, [SRussell@carson.org](mailto:SRussell@carson.org))

Staff Summary: Representatives from Eide Bailly, LLP will be discussing and taking direction from the Audit Committee regarding the Payroll agreed upon procedures. Staff and Eide Bailly will bring the remaining agreed upon procedures for the items selected for the FY 2022 Audit Work Program to the next Audit Committee meeting.

**6. For Information Only: Future Meeting Date**

Discussion and consideration of dates of the next meeting

**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**

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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.

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 Finance Department. 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 Finance Department in writing at 201 North Carson Street Ste 3, Carson City, NV, 89701, or by calling (775) 887-2133 at least 24 hours in advance.

To request a copy of the supporting materials for this meeting contact Maria Diaz at [mdiaz@carson.org](mailto:mdiaz@carson.org) or call (775) 887-2133.

This agenda and backup information are available on the City's website at [www.carson.org](http://www.carson.org), and at the Finance Office - City Hall, 201 N. Carson Street, Ste 3, Carson City, Nevada (775) 887-2133.

In accordance with NRS 241.020, this notice has been posted before 9:00 a.m. three working days before the day of the meeting at the following locations:

Carson City Library 900 North Roop Street  
City Hall 201 North Carson Street  
Community Center 851 East William Street  
Community Development Permit Center 108 East Proctor Street  
<https://notice.nv.gov>  
[www.carson.org/agendas](http://www.carson.org/agendas)