



## FINANCE AND AUDIT COMMITTEE MEETING

550 E. 6th Street, Beaumont, CA

Monday, January 06, 2020 - 6:00 PM

### AGENDA

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Materials related to an item on this agenda submitted to the Planning Commission after distribution of the agenda packets are available for public inspection in the City Clerk's office at 550 E. 6th Street during normal business hours.

Any person with a disability who requires accommodations in order to participate in this meeting should telephone the City Clerk's office at 951 769 8520, at least 48 hours prior to the meeting in order to make a request for a disability related modification or accommodation

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### REGULAR SESSION

6:00 PM

#### CALL TO ORDER

Action of any requests for Excused Absence:

Pledge of Allegiance:

Approval/Adjustments to Agenda:

Conflict of Interest Disclosure:

#### **PUBLIC COMMENT PERIOD (ITEMS NOT ON THE AGENDA):**

*Any one person may address the Committee on any matter not on this agenda. If you wish to speak, please fill out a "Public Comment Form" provided at the back table and give it to the Committee Chair or Secretary. There is a three (3) minute limit on public comments. There will be no sharing or passing of time to another person. State Law prohibits the Committee from discussing or taking actions brought up by your comments.*

#### **ACTION ITEMS / PUBLIC HEARINGS / REQUESTS**

##### **1. Approval of Minutes**

FAC Minutes 12.02.19

##### **2. November Financial Reports**

Receive and file.

##### **3. List of Council Assigned Tasks:**

- 1. Develop a CFD Training Program for Local Realtors and Develop a CFD Frequently Asked Question (FAQ) Document to Post on the City's Website,**
- 2. Assist with the Request for Proposal (RFP) Process for Independent Financial Audit Services,**
- 3. Evaluate the City of Beaumont Investment and Financial Policies,**
- 4. Evaluate the Security of the City of Beaumont's Telecommunications System(s),**
- 5. Develop a Process for Grant Reporting, and**
- 6. Develop a Financial Training Program for the General Public.**

## **TOPICS FOR FUTURE AGENDAS**

## **ADJOURNMENT**

The next regular meeting of the Finance and Audit Committee Meeting is scheduled for Monday, February 3, 2020, at 6:00 p.m.

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**Item Attachment Documents:**

**1. Approval of Minutes**

FAC Minutes 12.02.19



**MINUTES**  
**Finance and Audit Committee Meeting**  
**Monday, December 2, 2019**  
**Council Chambers**  
**550 E 6th St. Beaumont, Ca**  
**Regular Session: 6:00 PM**

**REGULAR MEETING**

**CALL TO ORDER at 6:01 p.m.**

**Present:** Committee Members: Council Member Carroll, Treasurer Baron Ginnetti, Chair Steve Cooley, Vice Chair Thomas LeMasters, Member Richard Bennecke, Member Ana Olvera, Member Billiath Bengesa

**Absent:** Mayor Martinez and Andrew Forster

Action on any requests for excused absence: City Manager Parton, Mayor Martinez  
 Pledge of Allegiance

Approval/Adjustments to Agenda: **None**

Conflict of Interest Disclosure: **None**

**PUBLIC COMMENT PERIOD (ITEMS NOT ON THE AGENDA):**

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**ACTION ITEMS/PUBLIC HEARINGS/REQUESTS**

1. Adoption of Minutes

**Moved by Treasurer Ginnetti**  
**Second by Vice Chair LeMasters**  
**To approve the minutes from November 4, 2019.**  
**Approved by a unanimous vote.**

2. Policy Regarding Removal of a Committee Member

**Moved by Treasurer Ginnetti**  
**Second by Council Member Carroll**  
**To remove Alternate Member Andrew Forster from the committee.**  
**Approved by a unanimous vote.**

3. October Financial Reports

**Motion by Member Bennecke  
Second by Vice Chair LeMasters  
To receive and file.  
Approved by a unanimous vote.**

4. List of Council Assigned Tasks:

1. Develop a CFD Training Program for Local Realtors and Develop a CFD Frequently Asked Question (FAQ) Document to Post on the City's Website,
2. Assist with the Request for Proposal (RFP) Process for Independent Financial Audit Services,
3. Evaluate the City of Beaumont Investment and Financial Policies,
4. Evaluate the Security of the City of Beaumont's Telecommunications System(s),
5. Develop a Process for Grant Reporting, and
6. Develop a Financial Training Program for the General Public.

1. Next step is to make contact with the realtors and set up a meeting.
2. Next step is to start the RFP in early January.
3. The Finance Dept. has started drafting a policy.
4. Hold on this item.
5. Hold on this item.
6. Discussion on various communication methods.

**Approved by a unanimous vote.**

5. Future Agenda Items

- **Review of List of Financial Reports**
- **Draft Audit**

6. Finance Director's Comments

***Announcement of new Budget Analyst in the Finance Dept.***

7. Meeting Review - Treasurer's Monthly Finance and Audit Committee Report to Council

**ADJOURNMENT**

**Adjournment of the Finance and Audit Committee of the December 2, 2019 Meeting at 7:09 p.m.**

The next regular meeting of the Finance and Audit Committee Meeting is scheduled for Monday, January 6, 2019 at 6:00 p.m.

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