



FINANCE AND AUDIT COMMITTEE MEETING

550 E. 6th Street, Beaumont, CA

Monday, February 03, 2020 - 6:00 PM

AGENDA

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

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

Recommended Action:

Approve minutes dated January 6, 2020.

2. Annual Reorganization of the Committee

Recommended Action:

Appointment of chair and vice-chair.

3. Presentation from the Information Technology Department

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.**

TOPICS FOR FUTURE AGENDAS

ADJOURNMENT

The next regular meeting of the Finance and Audit Committee Meeting is scheduled for Monday, March 2, 2020, at 6:00 p.m.

Beaumont City Hall – Online www.BeaumontCa.gov



MINUTES
Finance and Audit Committee Meeting
Monday, January 6, 2020
Council Chambers
550 E 6th St. Beaumont, Ca
Regular Session: 6:00 PM

REGULAR MEETING

CALL TO ORDER at 6:00 p.m.

Present: Committee Members: Council Member Carroll, Treasurer Baron Ginnetti, Chair Steve Cooley, Vice Chair Thomas LeMasters, Member Richard Bennecke, Member Billiath Bengesa, and Alternate Member *vacant*, Council Member Martinez was present at 6:03 p.m.

Absent: Member Ana Olvera

Action on any requests for excused absence: Ana Olvera is excused

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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No speakers

ACTION ITEMS/PUBLIC HEARINGS/REQUESTS

- 1. Adoption of Minutes

Motion by Bennecke

Second by Ginnetti

To approve the minutes dated December 2, 2019.

Approved by a unanimous vote.

- 2. November Financial Reports

Motion by Ginnetti

Second by Bengesa

To receive and file.

Approved by a unanimous vote.

- 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.

Discussion and updates of the status of tasks.

4. Future Agenda Items
 - **Report Out of Committee Review of Internal Processes**
 - **Reorganization of Committee**
 - **Review of Sub-Committee Members and Process**
 - **Consideration of Adjustment of Meeting Date**
5. Finance Director's Comments

Status of current audit and the request for a sub-committee to review the audit prior to presentation to the full committee.

Gave an update to on-going training processes with staff.

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

ADJOURNMENT

Adjournment of the Finance and Audit Committee of the January 6, 2020 Meeting at 6:52 p.m.

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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