



# CITY OF ATWATER

## REGULAR MEETING AUDIT AND FINANCE COMMITTEE

### ACTION MINUTES

**April 27, 2020**

CALL TO ORDER:

*The City of Atwater Audit and Finance Committee met in Regular Session this date at 4:35 PM in the City Council Chambers located at the Atwater Civic Center, 750 Bellevue Road, Atwater, California; Committee Chair Vierra presiding.*

PLEDGE OF ALLEGIANCE TO THE FLAG: *Deferred to Regular Council Meeting*

ROLL CALL:

**Present:** Committee Member Heller, Committee Vice Chair Ambriz (via teleconferencing), Committee Chair Vierra (via teleconferencing)

**Absent:** None

**Staff Present:** Finance Director Jacobs-Hunter, City Manager Waterman

SUBSEQUENT NEED ITEMS:

*None to report.*

APPROVAL OF AGENDA AS POSTED OR AS AMENDED:

**MOTION:** *Committee Chair Vierra moved to approve Agenda as posted or as amended. The motion was seconded by Vice Chair Ambriz and the vote was: Ayes: Heller, Ambriz, Vierra; Noes: None; Absent: None. The motion passed.*

MINUTES:

February 24, 2020 – Regular Meeting

**MOTION: Committee Member Heller moved to approve the minutes as listed. The motion was seconded by Committee Chair Vierra and the vote was: Ayes: Heller, Ambriz, Vierra; Noes: None; Absent: None. The motion passed.**

FUNDING AND BUDGET MATTERS:

Treasurer's Report for months ending February 29, 2020 and March 31, 2020. (City Treasurer Heller)

**MOTION: Vice Chair Ambriz moved to approve the Treasurer's Report for the months ending February 29, 2020 and March 31, 2020 as listed. The motion was seconded by Committee Chair Vierra and the vote was: Ayes: Ambriz, Vierra; Noes: None; Absent: None; Abstain: Heller. The motion passed.**

REPORTS AND PRESENTATIONS FROM STAFF:

Report summarizing Proposals received from City of Atwater RFP (Request for Proposal) of Professional Auditing Services, final filing date of 3/31/20, and recommending that an additional one-year agreement be issued to JJACPA due to submitting the lowest cost proposal and other extenuating factors. (Finance Director Jacobs-Hunter)

***Finance Director Jacobs-Hunter provided an overview of the RFP process and summarized the Proposals received as outlined in the agenda report.***

**MOTION: Committee Chair Vierra moved to recommend that the City Council seek an additional one-year agreement with JJACPA for audit services for Fiscal Year 2019/20 accounting period. The motion was seconded by Vice Chair Ambriz and the vote was: Ayes: Heller, Ambriz, Vierra; Noes: None; Absent: None. The motion passed.**

COMMENTS FROM THE PUBLIC:

***No one came forward to speak.***

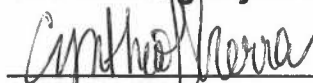
COMMITTEE MEMBER COMMENTS:

***None***

ADJOURNMENT:

**MOTION: Committee Chair Vierra moved to adjourn meeting.**

***The meeting adjourned at 4:47 PM.***

  
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CINDY VIERRA  
COMMITTEE CHAIR

By: Kellie Jacobs-Hunter  
Finance Director