



TO: Hyun Kim, Interim City Manager
FROM: Susan Calderon, Assistance Finance Director/Controller
VIA: Andy Cherullo, Finance Director
COPY: Government Performance and Finance Committee; Audit Advisory Board; Chantra Real, Office Manager
PRESENTER: Wendy Choy, State Auditor's Office Assistant Director, Judy Ly, State Auditor's Office Assistant Audit Manager, Jason Starr, State Auditor's Office Assistant Auditor
SUBJECT: State Auditor's Office - 2024 Entrance Conference for Federal audit
DATE: July 15, 2025

PRESENTATION TYPE:
Informational Briefing

SUMMARY:

The Government Performance and Finance Committee and Audit Advisory Board meets as needed to review communications from external auditors. At the July 15, 2025, meeting, the State Auditor's Office will provide the 2024 Federal (Single) audit entrance conference information. The Government Performance and Finance Committee and Audit Advisory Board should receive the reports, discuss any matters of interest with the external auditors, and provide the auditors or staff with direction regarding upcoming audit work.

BACKGROUND:

The Audit Advisory Board supports the Government Performance and Finance Committee in carrying out its audit advisory, oversight and liaison functions. These functions include: ensuring coordination of audit needs and working with the independent auditors; making audit management recommendations; and acting as liaison between the City Council and the City Manager's Office with regard to the audits of programs, functions, and activities.

ISSUE:

An audit entrance conference is an opportunity for the auditor to present their audit plan and seek feedback. SAO is preparing for the City's 2024 federal audit work and will conduct the audit entrance conference. Information will include (1) the scope and audit process, (2) new reporting requirements, (3) levels of reporting, and (4) other required communications. SAO will inquire about areas of concern from the committee and answer any questions.

ALTERNATIVES:

This is an information briefing only. There are no alternatives presented.

FISCAL IMPACT:

This is an information briefing only. There is no fiscal impact.

RECOMMENDATION:

This is an information briefing only. There is no recommendation.