

City of Hyattsville Audit Committee
Tuesday, July 22, 2025: 6:00 PM
Virtual

AGENDA

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_qkeINLuNT8aITjbT-nCRVg

Please note that there will not be time allotted during this meeting for public comment. If you have a public comment, please email it to **auditcommittee@hyattsville.org**

- 1) Call to Order.
- 2) Approval of 7/15 Audit Committee Minutes.
- 3) Objective of Audit Committee (see Appendix for Mission Statement and Deliverable).
- 4) Audit Committee Meeting Deliverable Timeline for Deliberation.

Item	Date Occurred/ Tentative Date
Audit Committee Meeting	Monday, July 7, 2025
Q&A related to audit findings	Monday, July 7, 2025
Audit Committee Meeting	Tuesday, July 15, 2025
Q&A related to FY23 Financial Statements	Tuesday, July 15, 2025
Audit Committee Meeting	Tuesday, July 22, 2025
1st round of submitted Q&A Review	Tuesday, July 22, 2025
1st Draft Report	Tuesday, August 19, 2025
2nd Draft Report	Tuesday, August 26, 2025
Final Draft Report	Tuesday, September 2, 2025
Final Report Due for FY23 Audit	Friday, September 5, 2025

- 5) Q&A of items submitted to the Treasurer
 - Public comment submitted to auditcommittee@hyattsville.org addressed as applicable.
- 6) Solicitation of future agenda topics.
- 7) Adjournment.

Appendix:

Mission Statement from the Audit Committee Worksheet

Mission Statement: The Audit Committee serves to ensure that the City of Hyattsville fulfills its responsibilities for accountability to the local community, and that meets the expectations of partners, regulators, and other stakeholders. The Committee will review completed audits with the City's auditor of record and City Treasurer or their designee and provide recommendations if needed on matters relating to the audit conclusions of the City's internal control policies and practices. The Audit Committee will seek to encourage continuous improvement of and foster adherence to City policies, procedures, and practices to safeguard the integrity of the City's financial statements.

Deliverable from the Audit Committee Worksheet

The committee shall issue a report to the City Council within 60 days of the first committee meeting to review a completed audit report. The report should include recommendations on policies and procedures related to audit findings, and information on any new or pending developments in accounting or reporting standards that may impact the City.

Documents in Review

1. FY23 Audit Report and associated Financial Statements dated March 19, 2025.
2. Report on Internal Controls (SAS 115)
3. Those Charged with Governance (SAS 114)
4. Identified Material Issues (none noted by Lindsey + Associates per review of the above documents)
 - Documents in review are available to the public at <https://www.hyattsville.org/922/Finance>