

**City of Hyattsville  
Audit Committee  
Minutes of July 22, 2025**

**Committee Attendees:** Colin Eustis, Nancy Hammond, Daniel Lange, Stanislaw Rzeznik, Glenn Robelen

**City Council:** Emily Strab, Kareem Redmond

**City Staff:** Ronald Brooks, Treasurer; Natally Palma, Deputy Finance Manager

Four members of the public were in attendance.

Chairman Lange called the meeting to order at 6:04pm.

**1. Minutes of July 15, 2025**

Lange moved to adopt the minutes as presented, Rzeznik seconded, and the vote in the affirmative was unanimous.

**2. Scope--discussion**

The committee's mission statement and deliverables were discussed.

- The current focus for the committee is the work required to meet a timeline of September 5, 2025 for completion of a report on the 2023 audited financial statements.
- Administrative details of the report may be discussed offline; however, substantive discussions of content must take place in an open meeting in compliance with Maryland's Open Meetings Act.
- It may be desirable to widen the committee's scope beyond September 5.
- The audited financial statements, financial policies, and control environment are within the committee's scope. The budget and budget presentation are outside scope.

**3. Public comment**

No public comment had been received at meeting time via the committee's email address: [auditcommittee@hyattsville.org](mailto:auditcommittee@hyattsville.org). Members of the public may use this email address to submit public comment.

**4. Questions and answers—action**

Lange moved that a document with written questions from committee members and written responses from Treasurer Brooks, be included in the minutes. Hammond seconded, and the vote in the affirmative was unanimous. The document is attached to these minutes.

5. **Questions and answers—discussion**

Topics discussed included:

- Capital projects and the negative capital funds balance
- The city's new enterprise resource planning (ERP) software, Priority, currently in implementation
- Financial policies-the committee requested a copy of the city's financial policies. Treasurer Brooks agreed to provide written policies to the committee

Some questions were submitted too late for a response by meeting time. The committee and Treasurer Brooks agreed to a one-week turnaround time for responses.

6. **Next meeting**

The next meeting of the Hyattsville Audit Committee is scheduled for Tuesday, July 29 at 6:00pm via Zoom.

7. **Adjournment**

Lange moved to adjourn, Eustis seconded, and the vote was unanimous. The meeting ended at 7:34pm.