

City of Hyattsville Audit Committee
Tuesday, August 19, 2025: 6:00 PM
Virtual

AGENDA

Please register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_YQXPX6LkReWcPZQmruX_dA

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

- 1) Call to Order.
- 2) Approval of 8/7 Audit Committee Minutes.
- 3) Discussion over COH Internal Control Policy, COH Controls Walkthrough, and Procurement, and COH Procurement Form, Instructions, and Grid documents.
- 4) Q&A with Treasurer Brooks.
- 5) Draft Report Discussion.
- 6) Open Discussion.
- 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)
 - Identified Material Issues
 - Documents in review are available to the public at <https://www.hyattsville.org/922/Finance>