



AUDIT COMMITTEE AGENDA
Tuesday, February 12, 2019 - 10:30 AM
Conference Room A, Newport City Hall, 169 SW Coast Highway

The meeting location is accessible to persons with disabilities. A request for an interpreter for the DEAF AND HARD OF HEARING, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Peggy Hawker, City Recorder at 541.574.0613.

The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

1. CALL TO ORDER
2. REVIEW AND ADOPT AUDIT COMMITTEE MASTER CALENDAR
 - 2.A Master Calendar
[DRAFT MASTER CALENDAR.pdf](#)
3. REVIEW AND ADOPT AUDIT COMMITTEE GOALS
 - 3.A Audit Committee Goals
[FY19-20 Committee Goals.docx](#)
4. REVIEW AND APPROVE DRAFT FEDERAL WRITTEN PROCEDURES FOR ALLOWABLE COST OF FEDERAL GRANTS, SUBRECIPIENT MONITORING, AND ADMINISTRATION AND DEFINITIONS

4.A Federal Award Policies

[5.5.1 Federal Awards - Administration and Definitions Policy.docx](#)

[5.5.1.A Federal Awards - Allowable Costs Policy.docx](#)

[5.5.1.B Federal Awards - Subrecipient Monitoring Policy.docx](#)

5. ROOM TAX AUDITING PROGRAM/PROPOSAL

The Room Tax Audit will need to be put on hold at this time; due to other pressing needs, staff is not currently able to put all of the pieces together. However, we are going to add this as a goal of the Audit Committee, which may be the better direction to take so staff can review and possibly modify the Room Tax ordinance. Staff believes the Room Tax audits will be beneficial to both City staff and the hotels, but as a precursory step it may be wise to look at the ordinance first and then put together a program of potential audits of the hotels in the City of Newport.

6. REVIEW AND APPROVE ACTION PLAN FOR AUDIT

7. ASSIGNMENT OF AUDIT SECTIONS TO COMMITTEE FOR PRESENTATION TO CITY COUNCIL - AUDIT & FINANCIAL REPORT FOR YEAR ENDED JUNE 30, 2018

8. COMMITTEE COMMENTS

9. PUBLIC COMMENT

10. ADJOURNMENT