

CITY OF CUPERTINO - AUDIT COMMITTEE 2024 SCHEDULE AND WORK PLAN

January 29, 2024 Regular Meeting	March 21, 2024 Special Meeting	April 22, 2024 Regular Meeting	June 24, 2024 Special Meeting	July 22, 2024 Regular Meeting	October 28, 2024 Regular Meeting	October 31, 2024 Special Meeting	December 16, 2024 (Tentative) Special Meeting	
	Appoint Audit Committee Chair and Vice Chair	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes		Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	
	Receive the committee's roles and responsibilities (CMC 2.88.100)	OPEB & Pension Trust Performance Report for Quarter Ending December 31, 2023 and March 31, 2024	FY 2022-23 ACFR and Supplemental Reports Review	OPEB & Pension Trust Performance Report for Quarter Ending June 30, 2024		OPEB & Pension Trust Performance Report for Quarter Ending September 30, 2024	Review of FY 2023-24 ACFR and Supplemental Reports (tentative)	
CANCELLED	Receive PARS Presentation	Quarterly Treasurer's Investment Report for Quarter Ending December 31, 2023 and March 31, 2024	Moss Adams - Enterprise Risk Assessment Report	Quarterly Treasurer's Investment Report for Quarter Ending June 30, 2024	CANCELLED	Quarterly Treasurer's Investment Report for Quarter Ending September 30, 2024	Budget Format Review	
	Receive Chandler Investments Presentation	Internal Audit and Fraud, Waste, and Abuse Programs Update	Internal Audit Program	Internal Audit and Fraud, Waste, and Abuse Program Update		Internal Audit and Fraud, Waste, and Abuse Program Update	Agreed Upon Procedures (AUP) Review - GANN Limit, Investment Policy, Storm Drain	
	Receive The Pun Group Presentation	Annual Review of City Investment Policy				Internal Audit - Citywide Policy Review	Discuss Agreed Upon Procedures (AUP) - Credit Card	
	Receive Moss Adams Presentation	Review of FY 2022-23 ACFR and Supplemental Reports (tentative)				Annual Review of OPEB and Pension Trust Investment Policies		
	Receive Budget Feedback on the City's current recommended Service Level Reductions (SLRs)					Agreed Upon Procedures (AUP) Review - GANN Limit, Investment Policy, Storm Drain		
	Budget Format Review					Discuss Agreed Upon Procedures (AUP) - Credit Card		
	Receive the proposed Audit Committee 2024 Schedule and Workplan						Fiscal Year 2023-24 ACFR Update	

**Summary of Duties – Powers – Responsibilities of
Cupertino Audit Committee**

Source: Cupertino, CA Municipal Code, Chapter 2.88.100: Audit Committee

The powers and functions of the Audit Committee shall be as follows:

- A: To review the annual audit report and management letter;
- B: To recommend appointment of auditors;
- C: To review the quarterly Treasurer's Investment report;
- D: To recommend a budget format;
- E: To review City investment policies and internal controls of such policies.
- F: To recommend appointment of internal auditors;
- G: To review internal audit reports.
- H: To review quarterly Fraud, Waste, and Abuse Program reports. (Ord. 22-2243 § 1, 2023; Ord. 20-2208, § 1, 2020; Ord. 1679, § 1 (part), 1995)