

**CITY OF CUPERTINO - AUDIT COMMITTEE 2022 SCHEDULE AND WORK PLAN**

January 24, 2022	February 24, 2022	March 28, 2022	April 25, 2022	May 23, 2022	June 27, 2022	July 25, 2022	August 22, 2022	September 26, 2022	October 24, 2022	November 28, 2022	December 12, 2022
Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes	Approve Prior Meeting Minutes
Treasurer's Report for Quarter Ending December 31, 2021	Internal Audit Update	Monthly Treasurer's Report for January and February 2022	Monthly Treasurer's Report for March 2022	Internal Audit Update	Monthly Treasurer's Report for May 2022	Monthly Treasurer's Report for June 2022	Internal Audit Update	Monthly Treasurer's Report for August 2022	Monthly Treasurer's Report for September 2022	Internal Audit Update	Monthly Treasurer's Report for November 2022
OPEB & Pension Section 115 Trust Performance Report for Quarter Ending December 31, 2021	Budget Format Review		OPEB & Pension Section 115 Trust Performance Report for Quarter Ending March 31, 2022	Budget Format Review	Monthly Treasurer's Investment Report for May 2022	OPEB & Pension Section 115 Trust Performance Report for Quarter Ending June 30, 2022	External Audit Subcommittee and RFP Kickoff	Monthly Treasurer's Investment Report for August 2022	OPEB & Pension Section 115 Trust Performance Report for Quarter Ending September 30, 2022	ACFR and AUP Draft Review/Update	Monthly Treasurer's Investment Report for November 2022
Review of FY 2020-21 ACFR and Supplemental Reports			Annual Review of City Investment Policy	Monthly Treasurer's Report for April 2022	Budget Format Review of Committed, Unassigned Fund Balance, and Use of One-Time Funds Policy	Monthly Treasurer's Investment Report for June 2022	Monthly Treasurer's Report for July 2022		Annual Review of Pension and OPEB Trust Investment Policy	Monthly Treasurer's Report for October 2022	
			Committee Input to Independent Auditor on Interim Audit and AUP Engagements	Monthly Treasurer's Investment Report for April 2022	Budget Format Review of OpenGov Data Sources	Proposed FY 2022-23 Internal Audit Work Plan	Monthly Treasurer's Investment Report for July 2022		Monthly Treasurer's Investment Report for September 2022	Monthly Treasurer's Investment Report for October 2022	
			Follow-up on Previous Fiscal Year Management Letter Items and Management Responses								

**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 monthly Treasurer's 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. (Ord. 20-2208, § 1, 2020; Ord. 1679, § 1 (part), 1995)