

Agenda Report

DATE: NOVEMBER 20, 2000

TO: CITY COUNCIL
THROUGH: AUDIT COMMITTEE
FROM: CITY MANAGER
SUBJECT: 1ST QTR FY 2001 INTERNAL AUDIT REPORTS
(Information Only)

RECOMMENDATION:

It is recommended that the following reports for the first quarter of fiscal year ending June 30, 2001 be received by the City Council:

- Report on Audit of Complete Count Committee Census 2000 Outreach Services
- Summer Camp Refund Internal Audit Report

BACKGROUND:

Chapter 2.05.160 of the Pasadena Municipal Code requires the Finance Committee of the City Council to perform the functions of an audit committee and convene as such at least three times each year. As stipulated in the Internal Audit Policy, audit reports will be distributed to the Audit Committee members.

Report on Audit of Complete Count Committee Census 2000 Outreach Services

In accordance with the County of Los Angeles agreement, the City shall submit a final program audit of the Pasadena Complete Count Committee Census 2000 Outreach Services prepared in accordance with government auditing standards for financial and compliance audits.

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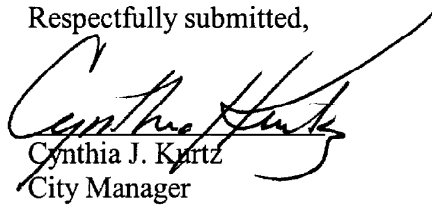
Summer Camp Refund Internal Audit Report

A review was made of refund requests for the Victory Park summer day camp program. The reason for the review was to verify that an appropriate refund process has been established.

FISCAL IMPACT:


There is no fiscal impact as result of this report.

Respectfully submitted,



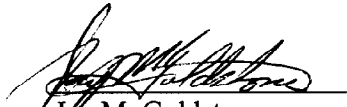
Cynthia J. Kirtz
City Manager

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