

Agenda Report

DATE: MARCH 19, 2001

TO: CITY COUNCIL
THROUGH: AUDIT COMMITTEE
FROM: CITY MANAGER
SUBJECT: 2ND QTR FY 2001 INTERNAL AUDIT REPORTS
(Information Only)

RECOMMENDATION:

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

- Rose Bowl Operating Company (RBOC) Audit Report
- Petty Cash 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.

Rose Bowl Operating Company (RBOC) Audit Report

In accordance with the transition agreement dated February 3, 1999, the City's internal auditor evaluated the RBOC system of internal controls for all financial and accounting activities. An initial evaluation was also performed at the time the financial functions of the RBOC transitioned from the City to the RBOC.

Petty Cash Internal Audit Report

An audit was performed on petty cash accounts in the City totaling \$206,000. The purpose of the audits was to evaluate whether each petty cash custodian is ensuring that the cash is properly safeguarded, funds are accounted for, both transactions and replenishment requests have supporting documentation, and expenses are appropriate.

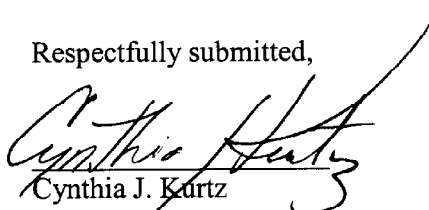
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FISCAL IMPACT:


There is no fiscal impact as result of this report.

Respectfully submitted,



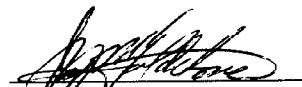
Cynthia J. Kurtz
City Manager

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