



City of Richmond  
Audit Committee Meeting  
Tuesday, December 12, 2023, @2:00 p.m.  
City Hall – **2<sup>nd</sup> Floor Large Conference Room**  
AGENDA

**HYBRID meeting:**

This is an in-person meeting for Audit Committee Members. It is also requested that key staff from the Administration that will be responding to the audits, be available in person.

**For those that will join virtually, see the instructions below:**

- Join on your computer or mobile app [Click here to join the meeting](#)
- You may also listen to the meeting audio from your phone by dialing \*67-804-316-9457 and when prompted, enter conference ID 928 445 371#.

*There will be no opportunities for public comment at this meeting.*

1. Meeting Call to Order – Roll Call
2. Welcome - New Audit Staff
3. Approval of Minutes
  - September 19, 2023
4. External Audit Update - *Mr. Sean Walker, CLA*
  - FY23 Audit Update
5. Audit Reports
  - **2024-05** Annual Follow-up Review – *Bret Lewis / Leigh Ann Castro*
  - **2024-06** Individual Motor Vehicle Personal Property Tax Assessment and Collections – *B. Lewis / J. Harvell*
6. Inspector General Update - *Mr. James Osuna*
7. Old Business
  - FY24 Audit Plan Status – *Bret Lewis*
8. New Business
9. Adjourn

**Next Audit Committee Meeting – Tuesday, March 12, 2024, @ 2 PM**