

**CITY OF SURPRISE**  
**Audit Committee Meeting**  
**16000 North Civic Center Plaza**  
**Surprise, AZ 85374**  
**Wednesday, August 6, 2025 – 4:15 p.m.**

**CALL TO ORDER**

Vice Chair Connie Bowers called the Audit Committee Meeting to order at 4:15 p.m. on Wednesday, August 6, 2025, at Surprise City Hall, Lobby Conference Room N1-150, 16000 North Civic Center Plaza Surprise, Arizona 85374.

**ROLL CALL**

Chair Tatiana Young (absent), Vice Chair Connie Bowers, Councilmember Chris Judd, Councilmember Earle Greenberg, Assistant City Manager Andrea Davis (arrived at 4:17 p.m.), and Parks and Recreation Director Holly Osborn (arrived at 4:21 p.m.).

**PLEDGE OF ALLEGIANCE**

**CURRENT EVENTS AND REPORTS**

None.

**STAFF REPORTS**

None.

**STAFF PRESENT**

City Auditor Carol Holley, Internal Auditor Angela Hanson, Internal Auditor Sr. Melissa Moreno, Assistant Director of Finance Erick Martin, Finance Director Sandy Simmons, and Director of Sports and Tourism Kendra Pettis.

**CALL TO THE PUBLIC**

None.

**REGULAR AGENDA ITEM**

- 1. Consideration and action pertaining to the Audit Committee meeting minutes of April 9, 2025.**

Councilmember Judd moved to approve the April 9, 2025, Audit Committee meeting minutes. Councilmember Greenberg seconded. Motion approved 3-0.

- 2. Presentation, discussion, and possible action pertaining to the Special Events and Facility Rentals Audit Report.**

Melissa Moreno provided an overview of the Special Events and Facility Rentals Audit Report, which was then discussed by the committee members and the staff members present.

Finance and Sports and Tourism staff discussed what actions have been taken to prevent future special events billing errors.

Parks and Recreation staff discussed the Parks and Recreation system upgrade and how it impacted their migration of documents.

Councilmember Judd moved to approve and distribute the Special Events and Facility Rentals Audit Report, Councilmember Greenberg seconded. Motion approved 3-0.

**3. Presentation, discussion, and possible action pertaining to the FY2025-2026 Annual Audit Plan.**

Carol Holley provided an overview of the FY2025-2026 Annual Audit Plan to the Audit Committee.

A brief discussion ensued related to the FY2025-2026 Annual Audit Plan.

Councilmember Judd moved to approve and distribute the FY2025-2026 Annual Audit Plan, Councilmember Greenberg seconded. Motion approved 3-0.

**OTHER BUSINESS AND FUTURE AGENDA ITEMS**

The next Audit Committee Meeting will be held on **October 22, 2025**, at 4:15 p.m.

**EXECUTIVE SESSION**

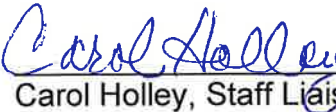
**ADJOURNMENT**

Vice Chair Bowers moved to adjourn the meeting. The meeting was adjourned at 4:43 p.m.

**ATTEST:**



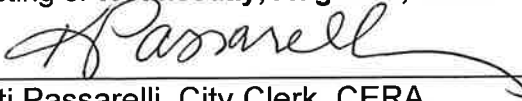
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Connie Bowers, Vice Chair



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Carol Holley, Staff Liaison

**CERTIFICATION:**

I, Kristi Passarelli, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Audit Committee Meeting of **Wednesday, August 6, 2025**.



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Kristi Passarelli, City Clerk, CERA