

CITY OF SURPRISE
Audit Committee Meeting
16000 North Civic Center Plaza
Surprise, AZ 85374
Monday, October 20, 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 Monday, October 20, 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, Finance Director Sandy Simmons, and Parks and Recreation Director Holly Osborn (absent).

PLEDGE OF ALLEGIANCE

CURRENT EVENTS AND REPORTS

None.

STAFF REPORTS

None.

STAFF PRESENT

City Auditor Carol Holley, Internal Auditor Sr. Melissa Moreno, and Assistant Director of Finance Erick Martin.

CALL TO THE PUBLIC

None.

REGULAR AGENDA ITEM

1. Consideration and action pertaining to the Audit Committee meeting minutes of August 6, 2025.

Councilmember Judd moved to approve the August 6, 2025, Audit Committee meeting minutes. Councilmember Greenberg seconded. Motion approved 3-0.

2. Presentation, discussion, and possible action pertaining to Capital Improvement Plan Audit Report.

Carol Holley provided an overview of the Capital Improvement Plan Audit Report, which was then discussed by the committee members and the staff members present.

Councilmember Judd had some questions about the management response for the second observation in the audit report. Finance provided some additional clarification about what they plan to do, which was not included in the management response. The committee suggested that the management response be updated to include this and that the audit be tabled until the next audit committee meeting, allowing them to review the updates.

Councilmember Judd moved to table the Capital Improvement Plan Audit Report until the next audit committee meeting, Councilmember Greenberg seconded. Motion approved 3-0.

3. Presentation, discussion, and possible action pertaining to the Audit Recommendations Status Report.

Carol Holley provided an overview of the Audit Recommendation Status Report covering the period from July 1, 2025, through October 7, 2025, to the Audit Committee.

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

Councilmember Judd moved to approve and distribute the Audit Recommendation Status Report, Councilmember Greenberg seconded. Motion approved 3-0.

OTHER BUSINESS AND FUTURE AGENDA ITEMS

The next Audit Committee Meeting will be held on **February 11, 2025**, at 4:15 p.m.

EXECUTIVE SESSION


ADJOURNMENT

Vice Chair Bowers moved to adjourn the meeting. The meeting was adjourned at 4:47 p.m.

ATTEST:



Connie Bowers, Vice Chair



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 **Monday, October 20, 2025**.

Kristi Passarelli, City Clerk, CERA