



CITY OF BEVERLY HILLS
455 North Rexford Drive
Beverly Hills, CA 90210
Virtual/Teleconference

The Beverly Hills City Council Liaison / Audit Committee

SPECIAL MEETING HIGHLIGHTS

Tuesday, July 7, 2020
5:00PM

MEETING CALLED TO ORDER

Date / Time: July 7, 2020 / 5:02pm

IN ATTENDANCE: Vice Mayor Lester Friedman, Councilmember Robert Wunderlich, City Manager George Chavez, Deputy City Manager Gabriella Yap, City Auditor Eduardo Luna, Principal Performance Auditor Shawneé Pickney, Principal Performance Auditor Abbey Tenn, and Executive Assistant Evelin Garcia.

1) PUBLIC COMMENT

Members of the public were given the opportunity to directly address the Committee on any item listed on the agenda.

Due to the virtual nature of the Committee meeting, two comments were submitted in response to the agenda.

Mark Elliott supports delaying the Rodeo Drive and Take-Home Vehicles Audit, and stated he would like to see the completion of the Conference and Visitors Bureau audit. He suggested the following audit priorities: Effective Teleworking, Use of Non-Sworn Personnel, and Community Development Block Grant. He proposed a Rent Stabilization Office Audit for FY 2021/22.

Steve Mayer supports completing the Conference and Visitors Bureau audit, and recommended the following: COVID-19 Residential and Business Surveys, any COVID-19 related audit, and an ongoing survey of all recovery money available to the City.

2) Annual Audit Work Plan for FY 2020/21

Due to COVID-19, four audits were temporarily suspended to aid the City in its response as one of two Principal Performance Auditors was asked to join the Emergency Operations Center until the State of Emergency is lifted.

- The Performance Audit of the Internal Controls Over the City's Real Estate Portfolio and Property Management was released at the end of June.



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- Conference and Visitors Bureau Audit is in the report writing stage.
- A discussion as to continuing or dropping the City Take-Home Vehicles and the Rodeo Drive Committee audits lead to the Liaisons and the City Manager agreeing that both could be reviewed at a later time.

A six-month audit work plan for FY 2020/21 is being proposed due to the uncertainty of the pandemic and its impact to City operations. At mid-fiscal year, an updated work plan for the remainder of the fiscal year can be reassessed.

The Office of the City Auditor has 4,400 available audit hours to conduct performance audits, monitor outside audit engagements, and oversee the Trust & Innovation Portal. The City Auditor plans to perform all audit work **in-house** and not rely on any external auditors or consultants.

The Liaisons agreed the best course of action would be to review audits in the following categories:

- **Operational Efficiencies** – reviewing if the City is delivering services in the most cost-efficient manner possible, such as tele-working and zero based budgeting
- **High Dollar Exposure** – reviewing departments, services, programs, projects, etc. with high expenditures and determining if the outcomes are worth the investments; and
- **Enforcement** – reviewing enforcement efforts around City regulations such as code compliance and traffic enforcement.

Other potential audits discussed related to police reform in the context of use of force and conducting a detailed zero based budget review of a department. The Committee was focused on improving City operations and service delivery during and after the COVID-19 pandemic.

3) ADJOURNMENT

Date / Time: July 7, 2020 / 6:06PM