

# DRAFT



**MINUTES  
AUDIT COMMITTEE  
GLENDALE MUNICIPAL AIRPORT  
2ND FLOOR CONFERENCE ROOM  
6801 N. GLEN HARBOR BLVD, AZ 85307  
MARCH 13, 2024  
2:00 P.M.**

**1. CALL TO ORDER**

**The meeting was called to order by Councilmember Aldama at 2:00 p.m.**

**Note:** As Councilmember Malnar had an excused absence, Councilmember Aldama performed chairperson duties in his stead.

**2. ROLL CALL**

**PRESENT - Jamie Aldama, Councilmember**

**PRESENT - Ian Hugh, Vice Mayor**

**PRESENT - Irene Avalos, Member**

**PRESENT - Kevin Phelps, City Manager**

**PRESENT - Levi Gibson, Budget & Finance Director**

**ABSENT - Raymond Malnar, Councilmember and Chairperson**

**VACANT - At-large member**

**3. CITIZEN COMMENTS**

**No comments were received.**

4. **APPROVAL OF THE MINUTES**  
A motion was made by Vice Mayor Hugh and seconded by Member Avalos with a vote of 3 - 0 to approve the minutes of the December 13, 2023, Audit Committee meeting.
  - a. Audit Committee Minutes of December 13, 2023.
5. **MOTION TO CALL FOR AND ENTER INTO EXECUTIVE SESSION**  
A motion was made at 2:01 p.m. by Vice Mayor Hugh and seconded by Member Avalos with a vote of 3 - 0 to enter into executive session.
6. **EXECUTIVE SESSION**  
Session was held.
7. **MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION**  
A motion was made at 2:16 p.m. by Vice Mayor Hugh and seconded by Member Avalos with a vote of 3 - 0 to adjourn executive session and reconvene in open session.
8. **CONSIDERATION/POSSIBLE VOTE ON EXECUTIVE SESSION ITEMS**  
A motion was made by Vice Mayor Hugh and seconded by Member Avalos with a vote of 3 - 0 to approve the Revitalization Compliance and Performance Assessment audit report.
9. **UPDATE ON COMMITTEE GOALS**  
For information and discussion only; this item was not on the agenda for action.
10. **UPDATE ON FY23 & FY24 AUDIT PLANS**  
For information and discussion only; this item was not on the agenda for action.
11. **UPDATE ON RISK ASSESSMENT AND IIAP POLICY MANUAL**  
For information and discussion only; this item was not on the agenda for action.
12. **COMMITTEE COMMENTS AND SUGGESTIONS**  
For information and discussion only; this item was not on the agenda for action.
13. **NEXT MEETING**  
The next regular meeting of the Audit Committee will be held on June 5, 2024, at 2:00 p.m., at a location to be determined.

14.

**ADJOURNMENT**

**With no further business, Councilmember Aldama adjourned the meeting at 2:26 p.m.**

The Audit Committee meeting minutes of March 13, 2024, were submitted and approved this 5th day of June, 2024.

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Michael Kingery  
Internal Audit Program Manager