

CITY OF WEST COVINA

AUDIT COMMITTEE

MINUTES

REGULAR MEETING

WEDNESDAY, JULY 23, 2026, 6:00 p.m.

The meeting of the Audit Committee was called to order at 6:02 p.m. Committee Member Lin led the Pledge of Allegiance.

ROLL CALL

Present: Chair Marsha Solorio
Vice-Chair Deanna Stanley
Committee/Mayor Pro Tem, Council Ollie Cantos (arrived at 6:03 p.m.)
Committee Member Jim Grivich (arrived at 6:03 p.m.)
Committee/Council Member Brian Gutierrez (arrived at 6:06 p.m.)
Committee Member David Lin
Committee Member/City Treasurer Colleen Rozatti

Absent: Committee Member Rafael Castellon

Staff Present: Finance Director Karen Ogawa, Senior Administrative Assistant Valerie Gonzales, City Manager Milan Mrakich

ORAL COMMUNICATIONS

N/A

--- End of Public Comment

1. APPROVAL OF APRIL 29, 2026, AUDIT COMMITTEE MINUTES

It is recommended that the Audit Committee receive and file the Minutes of the Audit Committee Meeting on April 29, 2026.

A Motion was made by Committee Member Lin and seconded by Vice-Chair Stanley to receive and file the Audit Committee minutes of the April 29, 2026 meeting.

Motion carried by a vote of: 4-0; 1 absent

REPORTS

2. PURCHASING ORDINANCE UPDATE

It is recommended that the Audit Committee receive and file this report.

A Motion was made by Committee Member Lin and seconded by Chair Solorio to look into adopting a contract calendar.

Motion carried by a vote of: 4-0; 1 absent

A Motion was made by Chair Solorio and seconded by Committee Member Grivich to request staff to develop a plan to potentially move from a decentralized to centralized contract system and to be brought back to the Audit Committee for review and consideration to the City Council.

Motion carried by a vote of: 3-1; 1 absent

A Motion was made by Committee Member Grivich and seconded by Chair Solorio for staff to review and bring back proposed changes to Ordinance for section 2-335 and to add a section regarding training of staff on the purchasing ordinance and put a monitoring component to ensure a competitive process whenever possible for review by the Audit Committee for potential adoption by the City Council.

Motion carried by a vote of: 4-0; 1 absent

A Motion was made by Chair Solorio and seconded by Vice-Chair Stanley to receive and file the report.

Motion carried by a vote of: 4-0; 1 absent

3. PURCHASING POLICY VIOLATION LOG

It is recommended that the Audit Committee receive and file the Purchasing Violation Log for Fiscal Year 2025-26.

A Motion was made by Committee Member Lin and seconded by Vice-Chair Stanley to receive and file the Purchasing Policy Violation Log.

Motion carried by a vote of: 4-0

NEXT PROPOSED MEETING DATE

- Special Meeting August 12, 2026

- Discuss ACFR & Single Audit

ADJOURNMENT

Chair Solorio adjourned the meeting at 7:23 p.m.

Valerie Gonzales
Audit Committee Secretary

DRAFT