

COUNTY OF MARIN
OFFICE OF THE ADMINISTRATOR

3501 CIVIC CENTER DRIVE, SUITE 325, SAN RAFAEL, CA 94903

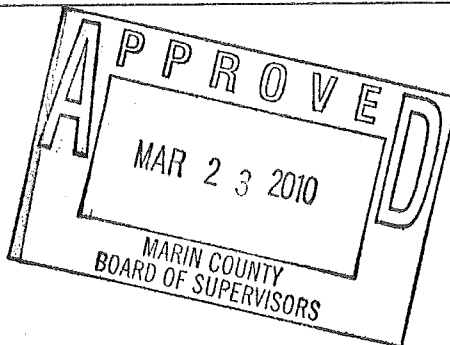
415/499-6358 - FAX 415/507-4104

Matthew H. Hymel
County Administrator

Mona Miyasato
Chief Assistant
County Administrator

March 23, 2010

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, California 94903



SUBJECT: Creation of Financial Audit Advisory Committee

Dear Board Members:

RECOMMENDATION: Create committee and begin recruitment process

SUMMARY:

On August 5, 2008, your Board approved a resolution placing "The Fiscal Management Consolidation Act" (Measure B) on the November 2008 ballot, which asked voters to establish an appointed Director of Finance position that consolidates the elected Auditor-Controller and Treasurer-Tax Collector positions. Following passage of Measure B, the County has subsequently created and filled the Director of Finance position to lead the newly-created Department of Finance, which will be consolidated with the Treasurer-Tax Collector's Office in January 2011.

In addition to placing Measure B on the ballot, your Board's resolution authorized the creation of a Financial Audit Advisory Committee (FAAC) to ensure independent financial oversight with an appointed Director of Finance. The County would now like to create the FAAC in order to have the committee begin meeting by the end of this fiscal year. The FAAC would be an advisory committee to your Board with the purpose of reviewing the annual independent audit of the County's financial records and encouraging business practices in the County that are in accordance with generally accepted accounting principles.

The membership of the FAAC would be comprised of nine members appointed by your Board representing the following categories:

- Board of Supervisors (2 members)
- County staff (2 members)
- County residents at-large (2 members)
- Schools (1 member)
- Cities and towns (1 member)
- Special districts (1 member)

With the exception of the appointment of your Board members, each appointment shall be made by your Board through your standard application, interview, and selection process. Each member shall serve a three-year term, though terms of initial members will vary to create staggered terms. The committee will meet at least annually with additional meetings called as needed by the Chair or a majority of the FAAC. The FAAC will be staffed by the Director of Finance or his/her designee.

In addition to formally creating the FAAC, your Board is asked to approve the attached committee bylaws which are consistent with bylaws of other County boards and commissions. If your Board approves these actions, staff will initiate the recruitment process for filling the committee seats and schedule interviews with your Board for May. The committee would tentatively hold its first meeting in June prior to the end of the current fiscal year. Other related committees currently in existence, including the Independent Audit Advisory Committee, Treasury Oversight Committee and Deferred Compensation Committee, would continue to meet given their different roles from the FAAC.

FISCAL IMPACT:

There is no budget impact to creating this committee, though there would be a workload impact from staffing the committee.

Please let me know if you have any questions.

REVIEWED BY:	<input checked="" type="checkbox"/>	Department of Finance	<input type="checkbox"/>	N/A
	<input checked="" type="checkbox"/>	County Counsel	<input type="checkbox"/>	N/A
	<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Respectfully submitted,



Matthew H. Hymel
County Administrator

Attachment