



Cover Memorandum/Staff Report

File #: 18-0608 CRA

Agenda Date: 6/23/2020

Item #: 8B.

TO: CRA Board of Commissioners
FROM: Renée A. Jadusingh, Esq., Executive Director
DATE: June 23, 2020

AMENDMENT TO CRA ACCOUNTING POLICIES AND PROCEDURES MANUAL

Recommended Action:

Approve the proposed amendments to “Accounting Policies and Procedures Manual” for the Delray Beach Community Redevelopment Agency.

Background:

Revisions to the CRA Accounting Policies and Procedures Manual were last approved by the CRA Board on July 9, 2019 (“Policy”). This Policy provides Staff with guidance on the CRA’s accounting systems and processes.

During the financial audit for fiscal year 2018-2019, our auditors, Caler, Donten, Levine, Cohen, Porter, & Veil, PA made recommendations in Compliance Report and Management Letter on how to improve the CRA internal controls and financial management. CRA Staff prepared a response to the (“Letter”) which addressed each recommendation. In order to assist Staff with implementing the recommendations, the Policy was updated accordingly.

Staff recommends that the CRA Board approve the amended CRA Accounting Policies and Procedures Manual.

Attachment(s): Exhibit A - CRA Accounting Policies and Procedures Manual (redline version)