

City of Gainesville

*City Hall
200 East University Avenue
Gainesville, Florida 32601*



Meeting Agenda

June 06, 2005

3:00 PM

City Hall, Room 16

Audit and Finance Committee

*Mayor Pegeen Hanrahan, Chair
Mayor-Commissioner Pro Tem Chuck Chestnut, Member*

Persons with disabilities who require assistance to participate in this meeting are requested to notify the Equal Opportunity Department at 334-5051 or call the TDD phone line at 334-2069 at least two business days in advance.

CALL TO ORDER**ROLL CALL****ADOPTION OF THE AGENDA****APPROVAL OF MINUTES****041193 Audit and Finance Committee Minutes of March 21, 2005 and April 18, 2005**

RECOMMENDATION *The Committee approve the minutes as circulated.*

DISCUSSION OF PENDING REFERRALS**050062 Review of General Government Cellular Telephones (B)**

Explanation: In accordance with our FY 2005 Annual Audit Plan, we have completed a review of General Government Cellular Telephones. Our report and the Interim City Manager's response are attached.

We request that the Committee recommend the City Commission accept our report and the Interim City Manager's response. Also, in accordance with City Commission Resolution 970187, Section 10, Responsibilities for Follow-up on Audits, we request that the Committee recommend the City Commission instruct the City Auditor to conduct a follow-up review on recommendations made and report the results to the Audit and Finance Committee.

RECOMMENDATION *The Audit and Finance Committee recommend that the City Commission: 1) Accept the City Auditor's report and the Interim City Manager's response; and 2) Instruct the City Auditor to conduct a follow-up review on recommendations made and report the results to the Audit and Finance Committee.*

050061 Semi-Annual Report on the Status of Outstanding Audit Recommendations for June 2005 (B)

Explanation: In accordance with our Fiscal Year 2004-2005 Annual Audit Plan, we have completed a Review on the Status of Outstanding Audit Recommendations. The review was conducted in accordance with Government Auditing Standards issued by the Comptroller General of the United States. Our procedures were designed to provide reasonable assurance that management has adequately implemented recommendations previously made by the City Auditor's Office and

approved by the City Commission. Generally, our procedures consisted of preparing a detailed listing of recommendations outstanding and obtaining and verifying evidence of corrective actions taken by management for each outstanding recommendation.

The attached Report on the Status of Outstanding Audit Recommendations for June 2005 summarizes the results of our review. We would like to express our thanks to the Interim City Manager, General Manager for Utilities and the various departments participating in this review process.

Conclusion

Based on our review, 9 of the prior period 23 recommendations were implemented, leaving 14 recommendations outstanding. While progress was made in implementing audit recommendations, further efforts are needed to ensure that open recommendations are implemented within a reasonable period. Although recommendations were previously approved by the City Commission and agreed to by management, some recommendations have been outstanding for more than five years. We believe that timely implementation results in direct improvements in efficiency, effectiveness and accountability.

RECOMMENDATION *The Audit and Finance Committee recommend the City Commission accept the City Auditor's report.*

050060

Fiscal Year 2005 Operating Funds Quarterly Monitoring Report-Quarter Ending March 31, 2005 (B)

Explanation: The City's General Government Budget Policy require staff to prepare and submit a quarterly budget compliance report in substantially the same form as the final budget document, for all major operating funds, including the status of General Fund fund balances, to the Audit and Finance Committee.

RECOMMENDATION *The Audit and Finance Committee review and recommend that the City Commission receive the quarterly budget monitoring report for the quarter ended March 31, 2005.*

050059

Second Amendment to the FY 2005 General Government Financial and Operating Plan (B)

Explanation: The purpose of this amendment is to accurately reflect and incorporate into the City's FY 2005 General Government budget those transactions and activities that were not anticipated during the budget process.

Fiscal Note: All of the recommended changes are funded either by increases in revenue budgets, decreases in expenditure budgets, or decreases in appropriate fund balances.

RECOMMENDATION *The Audit and Finance Committee review the proposed amendatory budget resolution; and if acceptable,*

recommend that the City Commission adopt the proposed resolution.

050063 Quarterly Financial Report - Gainesville Regional Utilities (B)

RECOMMENDATION *The Audit and Finance Committee review and recommend that the City Commission receive the GRU Quarterly Financial Report as of March 31, 2005.*

040291 Reserve Funds Policies (Referral of August 5, 2004) (NB)

RECOMMENDATION *The Audit and Finance Committee hear a presentation.*

Legislative History

8/5/04	City Commission	Referred (7 - 0)	Audit and Finance Committee
11/1/04	Audit and Finance Committee	Recommended for Approval	
1/31/05	Audit and Finance Committee	Heard	
2/21/05	Audit and Finance Committee	Continued	
3/21/05	Audit and Finance Committee	Heard	

ADJOURNMENT