

City of Gainesville

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



Meeting Minutes

Monday, March 29, 2010

3:00 PM

City Hall, Room 16

Audit, Finance and Legislative Committee

*Mayor Pegeen Hanrahan, Chair
Mayor-Commissioner Pro Tem Scherwin Henry (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 - 3:05 PM**ROLL CALL**

NOTE: Commissioner Lauren Poe was also present for the meeting.

Present: Pegeen Hanrahan and Scherwin Henry

ADOPTION OF THE AGENDA

The agenda was adopted by consensus.

APPROVAL OF MINUTES**090897. Audit, Finance and Legislative Committee Minutes (B)**

RECOMMENDATION *The Audit, Finance and Legislative Committee approve the minutes as circulated.*

Approved as Recommended

DISCUSSION ITEMS**090898. City of Gainesville Fiscal Year 2009 Comprehensive Annual Financial Report, Audited Financial Statements, Auditors' Reports, Auditors' Management Letters and Single Audit Reports, and Management's Written Response (B)**

City Auditor Brent Godshalk, Harold Monk of Carr, Riggs and Ingram (formerly Davis Monk and Company) and Mike Patillo of Ernst & Young gave presentations.

RECOMMENDATION *The Audit, Finance and Legislative Committee recommend that the City Commission accept the subject financial report, financial statements, auditors' reports, management letters and single audit reports; and accept management's written response.*

Recommended for Approval

090759. Local Preference Policies in Relation to the City's Procurement Procedures (B)

NOTE: The Audit, Finance and Legislative Committee (AFLC) directed staff to come back with a report at the next AFLC meeting. Commissioner Poe distributed a handout.

RECOMMENDATION *Discuss this issue and take any action deemed appropriate.*

Discussed**090902. Human Resources Holiday Policy (B)**

The Charter Officers seek direction on an amendment to the Human Resources Holiday Policy for non-represented employees.

City Auditor Brent Godshalk, City Attorney Marion Radson and City Manager Russ Blackburn gave presentations.

RECOMMENDATION *The Audit, Finance & Legislative Committee hear a presentation on the Human Resources Policy by staff and the City Attorney and adopt the Human Resources Holiday Policy (L-6) outlined in Exhibit "A"*

Recommended for Approval**090899. Review of Affirmative Action Program (B)**

City Auditor Brent Godshalk and Equal Opportunity Director Cecil Howard gave presentations.

RECOMMENDATION *The Audit, Finance and Legislative Committee recommend the City Commission:*

- 1) Accept the City Auditor's report and response from the Equal Opportunity Director, and*
- 2) Instruct the City Auditor to conduct a follow-up review on recommendations made and report the results to the Audit, Finance and Legislative Committee.*

Recommended for Approval**090900. Quarterly Financial Report - Gainesville Regional Utilities (B)**

GRU Financial Analysis and Compliance Manager Kevin Crawford gave a presentation.

RECOMMENDATION *The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the GRU Quarterly Financial Report as of December 31, 2009.*

Recommended for Approval**090901. Fiscal Year 2010 Operating Funds Quarterly Monitoring Report - Quarter Ending December 31, 2009 (B)**

City Auditor Brent Godshalk gave a presentation.

RECOMMENDATION *The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the quarterly budget monitoring report for the quarter ended December 31, 2009.*

Recommended for Approval

090903. First Amendment to the FY 2009-2010 General Government Financial and Operating Plan (B)

City Controller April Shuping gave a presentation.

RECOMMENDATION *The Audit and Finance Committee: (1) Review the proposed amendatory budget resolution; and if acceptable, (2) recommend that the City Commission adopt the proposed resolution.*

Recommended for Approval

090456. Payment Methods of City Fees and Licenses (B)

This item is to discuss the issue of traditional options of payment for City fees and licenses versus online payments.

RECOMMENDATION *Discuss the issue and take any action deemed appropriate.*

Continued

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

June 29, 2010

ADJOURNMENT - 5:15 PM