

# **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**

090897\_nov302009\_minutes.pdf

## 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**

090898\_City Auditor's Transmittal Memo for FY2009 Financial Statements.pdf  
090898\_Summary of FY 2009 Audit Results - General Government.pdf  
090898\_1 City-Wide CAFR FY2009.pdf  
090898\_2 GRU FY2009 Financial Statements.pdf  
090898\_3 WSPP FY2009 Financial Statements.pdf  
090898\_4 Employees Pension Fund FY2009 Financial Statements.pdf  
090898\_5 Consolidated Pension Fund FY2009 Financial Statements.pdf  
090898\_6 Disability Pension Fund FY 2009 Financial Statements.pdf  
090898\_7 Other Postemployment Benefits Fund FY2009 Financial Statements.pdf  
090898\_GRU Audit Results\_FINAL\_20100329.pdf

**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**

090759\_LPP\_ORD\_20100329.pdf  
090759\_Poe\_Handout\_20100329.pdf

**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**

090902\_Holiday\_Policy\_20100329.pdf

**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**

090899\_CityAuditor's Review of Affirmative Action Program with EO Response.pdf

**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**

090900\_GRU\_Quarterly\_20100329.pdf

**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**

090901\_GG\_QTR\_MONITORING REPORT.pdf

**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**

090903\_FY10-1ST-AMEND-BGT-RESOLUTION and Backup.pdf  
090903\_resolution\_20100415.pdf

**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**

090456\_Payment Methods of Fees and Licenses\_20091130.pdf

**MEMBER COMMENT**

**CITIZEN COMMENT**

**NEXT MEETING DATE**

*June 29, 2010*

**ADJOURNMENT - 5:15 PM**