

City of Gainesville

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



Meeting Agenda - Final

August 19, 2014

5:00 PM

City Hall, Room 16

Audit, Finance and Legislative Committee

*Mayor Ed Braddy, Chair
Mayor-Commissioner Pro Tem Todd Chase, 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

CALL TO ORDER

ROLL CALL

ADOPTION OF THE AGENDA

APPROVAL OF MINUTES

[140224.](#)

Audit, Finance and Legislative Committee Meeting Minutes of July 1, 2014 (B)

RECOMMENDATION

The Audit, Finance and Legislative Committee approve the minutes of July 1, 2014 as circulated.

[140224 - AFLC Meeting Minutes of 7-1-2014.pdf](#)

DISCUSSION ITEMS

[130654.](#)

Foreclosed and Vacant Property Registry (B)

Explanation: The City Commission referred the discussion of the implementation of a foreclosed and vacant property registry to the Audit, Finance and Legislative Committee. Foreclosed and vacant property registries have been used by cities and counties to monitor properties and improve the effectiveness of enforcement of the jurisdiction's ordinances when violations occur. Registries are enacted by the adoption of an ordinance which includes the framework for the registration, registration requirements, and the responsibilities of registrants. Properties that require registration generally include those that have foreclosure action pending, a foreclosure has been completed and the mortgagee has obtained control, and other cases in which default has occurred and the property has become vacant and not sold to a new owner. In most cases the registrant agrees to maintain the property including ensuring it remains free of local ordinance violations and will be responsible if enforcement action is taken for not maintaining the property. Other benefits include the local jurisdiction being provided with contact information for a person or agency that will be responsible for the property.

Registration programs follow a similar model statewide. They can be maintained using staff if there is adequate staff available or a private service can be used that may provide a registration website, database maintenance, fee collection, etc. The fee structure is determined by the local jurisdiction. Registration fees vary in Florida from \$0 - \$250 and may be collected annually or are a one-time registration fee. If a private

registry firm is used the firm will usually collect the fee and provide a portion of the fee to the jurisdiction.

The Audit, Finance and Legislative Committee received presentations and discussed this item on March 31, 2014 and retained the item in committee to provide management and the City Attorney time to return with implementation options.

Fiscal Note: None at this time.

RECOMMENDATION

The Audit, Finance and Legislative Committee hear a presentation from staff on foreclosed and vacant property registries.

Legislative History

1/16/14	City Commission	Referred to the Audit, Finance and Legislative Committee
3/31/14	Audit, Finance and Legislative Committee	Retained in Committee

[130654A_Vacant Property Registry PPT_20140331.pdf](#)

[130654B_FtLauderdale FL Ordinance_20140331.pdf](#)

[130654C_FtMyers Ordinance_20140331.pdf](#)

[130654D_August 19 AF&L vacant property registry.pdf](#)

[130654E_GACAR Letter to Mayor.pdf](#)

140219.

GRU Issues at Separate Meetings (NB)

Explanation: On December 19, 2013, the City Commission received the Gainesville Chamber Energy Competitiveness Report (Legistar item #130585). After discussion, a two part motion was made by Commissioner Bottcher and seconded by Mayor-Commissioner Pro-Tem Randy Wells to:

- 1. Refer to the Audit, Finance and Legislative Committee whether to and a process by which the City Commission would meet as a GRU Board separate from regular City Commission meetings; and*
- 2. Refer to the Regional Utilities Committee (RUC) the Energy Study Report for further consideration of its recommendations.*

The motion carried unanimously.

The RUC met and discussed Part 2 of the referral on January 21, 2014 and are scheduled to meet again on August 14, 2014 to further discuss the issue.

RECOMMENDATION

The Audit, Finance and Legislative Committee discuss whether to and a process by which the

City Commission would meet as a GRU Board separate from regular City Commission meetings and take appropriate action.

[140220.](#)

Review of CDBG/Home Funds (B)

Explanation: In accordance with our Annual Audit Plan, the City Auditor's Office has completed a Review of CDBG/HOME Funds. The primary objective of our audit was to evaluate the system of management control over the CDBG/HOME funding process to ensure these funds are adequately monitored and regulations complied with. During our review we interviewed key personnel, analyzed operating data and evaluated management controls.

Based on the results of our review, we believe the Housing & Community Development Division has strong management controls in place over the CDBG/HOME funding process. The attached report provides five recommendations which we believe will help to strengthen management controls related to monitoring recipients and obtaining adequate documentation related to compliance and reporting.

We request that the Committee recommend the City Commission accept our report and management'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, Finance and Legislative Committee.

RECOMMENDATION

*The Audit, Finance and Legislative Committee recommend the City Commission:
Accept the City Auditor's report and the response from the City Manager; and
Instruct the City Auditor to conduct a follow-up review on recommendations made and report the results to the Audit, Finance and Legislative Committee.*

[140220_CDBG-HOME Funds Final Audit Report with attachments_20140819.p](#)

[140221.](#)

GRU Interim Financial Statements (B)

RECOMMENDATION

The Audit, Finance and Legislative Committee:

- a. Receive a report on the GRU Interim Financial Statements for the period ended June 30, 2014.*
- b. Recommend that the City Commission accept the GRU Interim Financial Statements for the period ended June 30, 2014.*

c. Direct GRU staff to separate the information contained in the GRU Interim Financial Statements into two reports in future reporting periods:

1. GRU Interim Financial Statements
2. GRU Supplementary Operating Information

[140221 June Interim Financial Statements 20140819](#)

[140222.](#)

Fiscal Year 2014 Operating Funds Quarterly Monitoring Report - Quarter Ending June 30, 2014 (B)

Explanation: The City's General Government Budget Policy requires 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, Finance and Legislative Committee.

RECOMMENDATION

The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the quarterly budget monitoring report for the quarter ended June 30, 2014.

[140222 3rd Qtr Report-Final 20140819.pdf](#)

[140223.](#)

Second Amendment to the FY 2013-2014 General Government Financial and Operating Plan (B)

Explanation: The purpose of this amendment is to accurately reflect and incorporate into the City's FY 2013-2014 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, Finance and Legislative Committee: (1) Review the proposed amendatory budget resolution; and if acceptable, (2) recommend that the City Commission adopt the proposed resolution.

[140223A FY14 Second Amendatory 20140819.pdf](#)

[140223B FY14 Second Amendatory Budget Resolution 20140819.pdf](#)

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

ADJOURNMENT