

City of Gainesville

City Hall
200 East University Avenue
Gainesville, Florida 32601



Minutes - Final

Monday, November 26, 2012

4:00 PM

City Hall, Room 16

Audit, Finance and Legislative Committee

*Mayor Craig Lowe, Chair
Mayor-Commissioner Pro Tem Lauren Poe, 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

Agenda was adopted with the modification to move Item #110858, Solid Waste - Can Sizes and Fees before Item #110489, Road Maintenance Costs Associated with Providing Residential Solid Waste Collection Services.

APPROVAL OF MINUTES

[120501.](#)

Audit, Finance and Legislative Committee Minutes of October 2, 2012 (B)

RECOMMENDATION

The Audit, Finance and Legislative Committee approve the minutes of October 2, as circulated.

Approved as Recommended

[120567.](#)

Audit, Finance and Legislative Committee Minutes of October 23, 2012 (B)

RECOMMENDATION

The Audit, Finance and Legislative Committee approve the minutes of October 23, as circulated.

Approved as Recommended

[120538](#)

Audit, Finance and Legislative Committee Minutes of October 30, 2012 (B)

RECOMMENDATION

The Audit, Finance and Legislative Committee approve the minutes of October 30, as circulated.

Approved as Recommended

DISCUSSION ITEMS

[120584.](#)

Final Amendment to the FY 2011-2012 General Government Financial and Operating Plan (B)

Recommendation approved and item will be forwarded to the City Commission for adoption of the proposed resolution.

RECOMMENDATION

The Audit, Finance and Legislative Committee:

- (1) Review the proposed amendatory budget resolutions; and if acceptable*
- (2) Recommend that the City Commission adopt the proposed resolution.*

[120581.](#)

Review of General Fund Forecasted Revenues and Other Sources of Funds for the Fiscal Year Ending September 30, 2013 (B)

City Auditor Brent Godshalk gave a presentation on the review process and differences in forecasted revenues. Commissioner Poe proposed the recommendation be approved as presented.

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

Recommended for Approval

[110489.](#)

Road Maintenance Costs Associated With Providing Residential Solid Waste Collection Services (B)

A brief history of the item and the audit report was provided by City Auditor Brent Godshalk. Public Works Director Teresa Scott provided information on the methodology used for cost calculations for road maintenance. Commissioner Poe proposed the Committee recommend that the City phase in over a three year period the total cost of roadway pavement management for the Solid Waste Program, beginning with Fiscal Year 2014. The Committee also recommended that management implement a process of periodically adjusting the solid waste rates after the 3 year transition to keep up with identified costs. The item was retained in Committee so that staff can provide additional information on the 3 year phase in for cost increases by can size.

RECOMMENDATION *The Audit, Finance and Legislative Committee discuss the issue and take appropriate action.*

Retained in Committee

[110858.](#)

Solid Waste - Can Sizes and Fees (B)

Solid Waste Manager Steve Joplin gave a presentation on the solid waste rate structure and the relationship of can sizes to solid waste rates. The item was retained in committee with a request for staff to review other cities of similar size and compare their fee schedule structures to that of the City of Gainesville and return with possible modified rate structures which provide greater incentives for customers to utilize smaller can sizes.

RECOMMENDATION *The Audit, Finance and Legislative Committee discuss this item and take appropriate action.*

Retained in Committee

[110658.](#)

Advisory Board Attendance Appeals (B)

A presentation was provided by City Auditor Brent Godshalk on the Advisory Board attendance requirements, appeals process and staff recommendations for enhancing this process. Commissioner Poe proposed the Committee recommend that the City Commission direct the City Attorney to draft ordinance changes based on staff's recommendations. It was also recommended that this item be removed from the referral list.

RECOMMENDATION *The Audit, Finance and Legislative Committee discuss this issue and take appropriate action.*

Recommended for Approval, as amended

[120201.](#)

Community Grant Program Requirements (B)

Neighborhood Planning Coordinator John Wachtel reviewed the application and award process for the Community Grant Program of \$2,500/year per organization, as well as recommended enhancements to the review process. There was discussion regarding changing the maximum allocation amount from \$2,500/year to \$3,000/year per organization and the fact that some organizations do not presently use the \$2,500 allocated to them. Housing & Community Development Manager Jacquelin Richardson suggested the SHIP Affordable Housing Advisory Committee have guidelines established to assist in the applicant review process. Requests must address a need in the community and public education services must be fact-based. Commissioner Poe requested the item be retained in Committee for further review and for staff to develop language for application screening for use by the Affordable Housing Advisory Committee.

RECOMMENDATION *The Audit, Finance and Legislative Committee discuss this issue and take action deemed appropriate.*

Retained in Committee

[120573.](#)

Report on the Status of Outstanding Audit Recommendations for November 2012 (B)

City Auditor Brent Godshalk gave presentation to Board on the outstanding audit recommendations and the current status on those recommendations. Commissioner Poe proposed the recommendation be approved as presented.

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

Recommended for Approval

[120574.](#)

Proposed Fiscal Year 2013 Annual Audit Plan (B)

City Auditor Brent Godshalk reviewed the proposed Fiscal Year 2013 Audit Plan. Commissioner Poe moved to approve as recommended.

RECOMMENDATION *The Audit, Finance and Legislative Committee submit the City Auditor's Proposed Fiscal Year 2013 Annual Audit Plan to the City Commission for approval by resolution.*

Recommended for Approval

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

ADJOURNMENT

Meeting adjourned at 6:02 PM