

City of Gainesville

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



Minutes - Draft

May 31, 2016

5:00 PM

City Hall, Room 16

Audit and Finance Committee

*Mayor Lauren Poe, Chair
Mayor-Commissioner Pro Tem Helen Warren, Member*

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CALL TO ORDER

Mayor Poe called the meeting to order at 5:00 PM.

ADOPTION OF THE AGENDA

Mayor Poe moved to adopt the Audit and Finance Committee agenda for May 31, 2016. The motion was seconded by Commissioner Warren.

Adopted

APPROVAL OF MINUTES

[160025.](#) **Minutes of the Audit and Finance Committee Meeting of March 29, 2016 (B)**

Attachments: [160025 March 29, 2016 Minutes 20160531.pdf](#)

Mayor Poe moved to accept the Audit and Finance Committee minutes from March 29, 2016. The motion was seconded by Commissioner Warren.

RECOMMENDATION *The Audit and Finance Committee approve the minutes of March 29, 2016 as circulated.*

Approved as Recommended

DISCUSSION

[160037.](#) **Fiscal Year 2016 Quarterly Monitoring Report and Fund Review Update - Quarter Ending March 31, 2016 (B)**

Attachments: [160037A FY16 2nd Qtr All Funds Monitoring Report 20160531.pdf](#)
[160037B FY16 2nd Qtrly Rpt 6 months ending 3-31-16 20160531.pdf](#)

City Auditor Carlos Holt introduced the item. Budget Manager Amy Spitzer presented the item. Citizen comment was made by Mr. Donald Shepherd.

RECOMMENDATION *The Audit and Finance Committee review and recommend that the City Commission receive the quarterly budget monitoring report and the fund review update for the quarter ended March 31, 2016.*

Approved as Recommended

[160024.](#) **Second Quarter Amendment through March 31, 2016 to the FY 2015-2016 General Government Financial and Operating Plan (B)**

Attachments: [160024A Resolution - FY16 2nd Qtr Budget Amendment 20160531.pdf](#)
[160024B Attachment A - FY16 2nd Qtr Amendatory 20160531.pdf](#)
[160024_Second Budget Amendment_20160616.pdf](#)
[160024 Resolution 20160616.pdf](#)

City Auditor Carlos Holt introduced the item. Senior Budget Analyst Karen Fiore presented the item.

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.

Approved as Recommended

[160035.](#)

Gainesville Regional Utilities Unaudited Internally Prepared Financial Statements for the Period Ended March 31, 2016 (B)

Attachments: [160035 GRU Unaudited Interim Financial Statements PE 5-31-16 20160531.160035 ppt 20160616.pdf](#)

City Auditor Carlos Holt Introduced the item. Utilities Chief Financial Officer Justin Locke presented the item.

RECOMMENDATION The Audit and Finance Committee review and recommend the City Commission accept the GRU Unaudited Internally Prepared Financial Statements for the period ended March 31, 2016.

Approved as Recommended

[160026.](#)

Gainesville Regional Utilities Internally Prepared Supplementary Data for the Period Ended March 31, 2016 (B)

Attachments: [160026 2nd Qtr FY16 Supplementary Data 20160531.pdf](#)

City Auditor Carlos Holt introduced the item. Rates and Economics Analysis Manager Diane Wilson presented the item.

RECOMMENDATION The Audit and Finance Committee review and recommend the City Commission accept the GRU Internally Prepared Supplementary Data for the period ended March 31, 2016.

Approved as Recommended

[160034.](#)

Audit of Historic Preservation Board Processes and Practices (B)

Attachments: [160034 Audit of Historic Preservation Board 20160531.pdf](#)

City Auditor Carlos Holt introduced the item. Senior Auditor Brecka Anderson presented the item.

RECOMMENDATION The Audit and Finance Committee recommends that the City Commission accept the City Auditor's report and the City Manager's response.

Approved as Recommended

[160047.](#)

Issuance of Request for Proposals for Professional Auditing Services (NB)

City Auditor Carlos Holt introduced and presented the item along with Assistant City Auditor Eileen Marzak.

RECOMMENDATION The Audit and Finance Committee recommend the City

Commission authorize the issuance of a Request for Proposals (RFP) for professional auditing services utilizing the proposed methodology and selection factors.

Approved as Recommended

MEMBER COMMENT

CITIZEN COMMENT

Mr. Donald Shepherd made comment.

NEXT MEETING DATE

August 23, 2016

ADJOURNMENT

Mayor Poe adjourned the meeting at 6:55 PM.