

# City of Gainesville

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



## **Minutes - Final**

**Tuesday, September 15, 2015**

**5:00 PM**

**City Hall, Room 16**

## **Audit and Finance Committee**

*Mayor Ed Braddy, Chair  
Mayor-Commissioner Pro Tem Craig Carter, 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.*

**CALL TO ORDER**

**ROLL CALL**

**ADOPTION OF THE AGENDA**

**APPROVAL OF MINUTES**

[150292.](#) Minutes of the Audit and Finance Committee Meeting of July 29, 2015 (B)

**Attachments:** [150292 July 29 Minutes 20150915.pdf](#)

*The minutes of the Audit and Finance Committee meeting of July 29, 2015 were approved as circulated.*

**RECOMMENDATION** *The Audit and Finance Committee approve the minutes of July 29, 2015 as circulated.*

**Approved as Recommended**

**DISCUSSION OF ITEMS**

[150318.](#) **Fiscal year 2015 Quarterly Monitoring Report and Fund Review Update - Quarter Ending June 30, 2015 (B)**

**Attachments:** [150318A FY15 3rd Qtr Report-Final 20150915.pdf](#)  
[150318B FY15 3rd Qtr All Funds Qtrly Report 20150915.pdf](#)

*City Auditor Carlos Holt introduced the item. Assistant Finance Director April Shuping and Budget Manager Amy Spitzer gave a brief overview of the 3rd Quarter Monitoring reports and status of the general fund accounts. The Committee approved the recommendation to forward the items to the City Commission for approval.*

**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 June 30, 2015.*

**Approved as Recommended**

[150293.](#) **THIRD BUDGET AMENDMENT THROUGH JUNE 30, 2015 TO THE FY 2014-2015 GENERAL GOVERNMENT FINANCIAL AND OPERATING PLAN (B)**

**Attachments:** [150293A 3rd Budget Amendment 20150915.pdf](#)  
[150293B FY15 Amendatory 3rd Quarter - Attachment A 20150915.pdf](#)  
[150293 Resolution 20150917.pdf](#)

Budget Manager Amy Spitzer summarized the General Fund Report and the requested fund transfers. The Committee approved the recommendation for the Third Budget Amendment to be submitted to the City Commission for adoption by resolution.

**RECOMMENDATION**            The Audit and Finance Committee review and recommend the City Commission adopt the proposed amendatory budget resolution.

**Approved as Recommended**

[150299.](#)

Audit of Gainesville Police Department - Property and Evidence Section (B)

**Attachments:**            [150299 Audit of GPD Property and Evidence Section 20150915.pdf](#)

City Auditor Carlos Holt introduced the item and Assistant City Auditor Eileen Marzak provided the Committee with information pertaining to the audit recommendations and management's response to the audit findings. GPD Lieutenant Whitney Stout also answered questions from the Committee and public. The Committee accepted the Audit Report and City Manager's response as presented and request City Commission approval of the report.

**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**

[150310.](#)

Audit of Gainesville Regional Utilities Invoice Processing - Biomass Energy (B)

**Attachments:**            [150310 Audit of GRU Invoice Processing - Biomass Energy 20150915.pdf](#)

City Auditor Carlos Holt introduced the item and provided the Committee with information pertaining to the audit recommendations and management's response to the audit findings. The Committee accepted the Audit Report and General Manager's response as presented and request City Commission approval of the report.

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

**Approved as Recommended**

[150336.](#)

**Gainesville Regional Utilities Internally Prepared Financial Statements and Supplementary Data for the Period Ended June 30, 2015 (B)**

**Attachments:**            [150336A Unaudited Interim Financial Statements for the Period Ended June 30, 2015.pdf](#)  
[150336B Third Quarter Supplementary Data 20150915.pdf](#)

City Auditor Carlos Holt introduced the item. GRU Interim CFO Dave Richardson gave a brief overview of the GRU 3rd Quarter Financial Statement and Supplementary Data. The Committee approved the recommendation to forward the items to the City Commission for approval.

**RECOMMENDATION**            The Audit and Finance Committee review and recommend the City Commission accept the GRU Interim Financial Statements and Supplementary Data for the period ended June 30, 2015.

**Approved as Recommended**

[150309.](#)

Review and Discussion of Audit and Finance Committee Referral Listing (B)

**Attachments:**     [150309 AFC City Auditor Referrals Update 09152015.pdf](#)

*The Committee discussed the items on the Referral List:*

*Referral Item 140294: Controller Claudia Rasnick reported that the GRU Purchasing staff recently contacted Mr. Gerry. Mr. Gerry was informed that GRU does not incur fees on credit card charges and was advised to register his business on the GRU website so that he would be contacted if a bid is issued for this service in the future. The Committee recommends removal of this item from the Audit and Finance Referral List.*

*The following items will be placed on the next regularly scheduled Audit and Finance Committee meeting agenda Referral #130642; Referral #130547; Referral #150133 and Referral #150148.*

**RECOMMENDATION**     *The Audit and Finance Committee review the referral listing and update as needed.*

**Approved as Recommended**

**MEMBER COMMENT**

**CITIZEN COMMENT**

**NEXT MEETING DATE**

**ADJOURNMENT**