

City of Gainesville

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



Meeting Minutes

Monday, January 31, 2005

10:00 AM

City Hall, Room 16

Audit and Finance Committee

*Mayor Pegeen Hanrahan, Chair
Mayor-Commissioner Pro Tem Tony Domenech, 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 - 10:10 AM

Present: Pegeen Hanrahan and Tony Domenech

ROLL CALL**ADOPTION OF THE AGENDA**

The Agenda was adopted.

APPROVAL OF MINUTES**040904 Audit and Finance Committee Minutes of November 1, 2004**

RECOMMENDATION *The Committee approve the minutes as circulated.*

Recommended for Approval

DISCUSSION OF PENDING REFERRALS**040291 Reserve Funds Policies (Referral of August 5, 2004)**

City Auditor Brent Godshalk introduced the item and Administrative Services Director Glenda Currie and Finance Director Mark Benton gave presentations.

Economic Development Director Erik Bredfeldt made comments.

RECOMMENDATION *The Audit and Finance Committee hear a presentation.*

Heard

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040906 Review of the Gainesville Regional Utilities Purchasing Bid Process (B)

City Auditor Brent Godshalk introduced the item and Staff Auditor Michelle Torma gave a presentation.

Gainesville Regional Utilities Assistant General Manager for Customer Service Karen Johnson made comments.

RECOMMENDATION *The Audit and Finance Committee recommend that the City Commission: 1) Accept the City Auditor's report and the*

General Manager's response; and 2) Instruct the City Auditor to conduct a follow-up review on recommendations made and report the results to the Audit and Finance Committee.

Recommended for Approval

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040907

Proposed Reorganization of the City Auditor's Office (B)

City Auditor Brent Godshalk gave a presentation.

Human Resources Director Tom Motes, Gainesville Regional Utilities Assistant General Manager for Customer Service and Administration Karen Johnson, Clerk of the Commission Kurt Lannon, Assistant City Auditor Eileen Marzak and Citizen Walter Willard made comments.

Commissioner Chuck Chestnut also made comments.

NOTE: Chair Hanrahan and Member Domenech indicated they supported the City Auditor's recommendation but agreed that this referral should go to the Personnel and Organizational Structure Committee for further review. They requested this process be expedited.

RECOMMENDATION

The Audit and Finance Committee recommend the City Commission approve the following proposed reorganization of the City Auditor's Office:

- 1) Replacing the budgeted vacant Assistant City Auditor position with two entry-level Staff Auditor positions,*
- 2) Upgrading the current budgeted Staff Auditor to a Senior Auditor position, and*
- 3) Reclassifying the current Staff Assistant II to an Executive Assistant position.*

Recommended for Approval, as shown above

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NEW REFERRALS

ADJOURNMENT - 11:42 AM