

City of Gainesville

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



Meeting Agenda - Final

March 29, 2016

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**[150814.](#)**Minutes of the Audit and Finance Committee Meeting of January 26, 2016 (B)****RECOMMENDATION**

The Audit and Finance Committee approve the minutes of January 26, 2016 as circulated.

[150814 January 26 Minutes 20160329](#)

DISCUSSION[150816.](#)**City of Gainesville Fiscal Year 2015 Comprehensive Annual Financial Report, Audited Financial Statements, Auditors' Reports, Auditors' Management Letters and Single Audit Reports (B)**

Explanation: In accordance with the City's contracts for external auditing services with Carr, Riggs & Ingram, LLC and Purvis, Gray and Company, LLP, the following reports are presented for review by the Audit and Finance Committee:

- 1. The Basic Financial Statements, Supplemental Information and Independent Auditors' Report, Management Letters and Single Audit Reports of the City of Gainesville, Florida for the Fiscal Year Ended September 30, 2015; which are presented in the attached Comprehensive Annual Financial Report;*
- 2. The Financial Statements, Supplemental Information and Independent Auditors' Report of Gainesville Regional Utilities for the Fiscal Year Ended September 30, 2015;*
- 3. The Financial Statements and Independent Auditors' Report on the Wild Spaces and Public Places (WSPP) Funds of the City of Gainesville, Florida for the Fiscal Year Ended September 30, 2015;*
- 4. The Financial Statements and Independent Auditors' Report on the Community Redevelopment Agency (CRA) Funds of the City of Gainesville, Florida for the Fiscal Year Ended September 30, 2015;*
- 5. The Financial Statements and Independent Auditors' Report on the Employees' Pension Fund of the City of Gainesville, Florida for the Fiscal Year Ended September 30, 2015;*
- 6. The Financial Statements and Independent Auditors' Report on the Consolidated Police Officers and Firefighters Retirement Plan of the City*

of Gainesville, Florida for the Fiscal Year Ended September 30, 2015;
7. *The Financial Statements and Independent Auditors' Report on the Other Postemployment Benefits Fund of the City of Gainesville, Florida for the Fiscal Year Ended September 30, 2015.*

In the opinion of the independent auditors, the financial statements referred to in items 1 through 4 above present fairly, in all material respects, the financial position and changes in financial position of the City, GRU, and the City's WSPP and CRA Funds for the year ended September 30, 2015, in accordance with accounting principles generally accepted in the United States of America.

In the independent auditors' opinion, the financial statements referred to in items 5 through 7 above present fairly, in all material respects, the net position of Plan assets restricted or held in trust for benefits, and the respective changes in fiduciary net position restricted or held in trust, for the year ended September 30, 2015, in accordance with accounting principles generally accepted in the United States of America.

As part of the audit process the independent auditors issue "management letter comments" along with several other reports related to internal control structure; compliance with certain provisions of laws, regulations, contracts and grants, and internal control structure and certain requirements applicable to federal and state financial assistance programs. These reports are presented within item 1 above under the heading of "Single Audit Section."

The auditors' management letters and internal control reports over financial reporting related to General Government and Gainesville Regional Utilities both indicate that there were no recommendations in the current year. The auditors' also reported no recommendations related to their review of the City's federal grant programs.

In accordance with Section 8(b) of Resolution 150127, City Auditor Responsibilities and Administrative Procedures, the City Auditor has reviewed the attached statements and reports to ensure that contractual terms have been fulfilled and transmits these reports with a recommendation for City Commission acceptance.

RECOMMENDATION

The Audit and Finance Committee recommends that the City Commission accept the subject financial report, financial statements, auditors' reports, management letters and single audit reports; and management's written response.

[150816A COG FY15 Comprehensive Annual Financial Rpt 20160329.pdf](#)
[150816A1 CRI COG FY15 Req'd Communications 20160329.pdf](#)
[150816B GRU FY15 Audited Financial Stmt 20160329.pdf](#)
[150816B1 Purvis Gray GRU FY15 Req'd Communications 20160329.pdf](#)
[150816C Wild Spaces Public Places FY15 Audited Fin Stmt 20160329.pdf](#)
[150816D CRA FY15 Audited Financial Stmt 20160329.pdf](#)
[150816E Employees Pension Fund FY15 Audited Financial Stmt.pdf](#)
[150816F Consolidated Police & Fire FY15 Audited Financial Stmt 20160329.pdf](#)
[150816G Other Postemployment Benefits Fund FY15 Audited Fin Stmt 20160329.pdf](#)

[150846.](#)

Fiscal year 2016 Quarterly Monitoring Report and Fund Review Update - Quarter Ending December 31, 2015 (B)

Explanation: The City's General Government Budget Policy requires staff to prepare and submit a quarterly budget monitoring report for all major operating funds, including the status of General Fund fund balances to the Audit and Finance Committee. Along with this report, staff is providing the quarterly update of the available fund status for all General Government funds report.

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 December 31, 2015.

[150846A FY16 1st Qtr All Funds Monitoring Report 20160329.pdf](#)

[150846B FY16 Qtrly Report 3 months ending Dec 31, 2015 20160329.pdf](#)

[150744.](#)

First Quarter Amendment through December 31, 2015 to the FY 2015-2016 General Government Financial and Operating Plan (B)

Explanation: The purpose of this amendment is to accurately reflect and incorporate into the City's FY 2015-2016 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 and Finance Committee: (1) Review the proposed amendatory budget resolution; and if acceptable, (2) recommend that the City Commission adopt the proposed resolution.

[150744A Resolution - FY16 1st Budget Amendment 20160329.pdf](#)

[150744B FY16 Amendatory 1st Quarter 20160329.pdf](#)

[150819.](#)

**Gainesville Regional Utilities Unaudited Internally Prepared
Financial Statements for the Period Ended December 31, 2015 (B)**

Explanation: The following item is presented for review: Unaudited Financial Statements for the period ended December 31, 2015, internally prepared including management's discussion and analysis.

RECOMMENDATION *The Audit and Finance Committee review and recommend the City Commission accept the GRU Unaudited Internally Prepared Financial Statements for the period ended December 31, 2015.*

[150819 GRU Unaudited Internally Prep'd Finc'l Stmts - PE 12-31-15 20160329.](#)

[150850.](#)

**Gainesville Regional Utilities Internally Prepared Supplementary
Data for the Period Ended December 31, 2015 (B)**

Explanation: The following item is presented for review: Supplementary Data for the period ended December 31, 2015, internally prepared.

RECOMMENDATION *The Audit and Finance Committee review and recommend the City Commission accept the GRU Internally Prepared Supplementary Data for the period ended December 31, 2015.*

[150850 1st Qtr FY16 Supplementary Data 20160329.pdf](#)

[150847.](#)

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

Explanation: The Audit and Finance Committee receives referrals from the City Commission on a regular basis. A periodic review is conducted to insure all items are still valid and require the attention of the Audit and Finance Committee.

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

[150847 AFC Auditor Referrals Update 20160329](#)

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

4/26/2016

ADJOURNMENT