

# **City of Gainesville**

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



## **Meeting Minutes**

**Thursday, January 27, 2011**

**1:00 PM**

**City Hall, Room 16**

## **Audit, Finance and Legislative Committee**

*Mayor Craig Lowe, Chair  
Mayor-Commissioner Pro Tem Jeanna Mastrodicasa, 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 - 1:05 PM

## ROLL CALL

Present: Craig Lowe and Jeanna Mastrodicasa

## ADOPTION OF THE AGENDA

*The agenda was adopted by consensus.*

## APPROVAL OF MINUTES

*There were no minutes submitted at this meeting. The minutes from November 30, 2010 and from this meeting will be submitted at the next regularly scheduled Audit, Finance and Legislative Committee Meeting.*

## DISCUSSION OF PENDING REFERRALS

### 100185.

#### **Charter Officer Evaluations (B)**

*City Auditor Brent Godshalk and Human Resources Director Sandy Barnard gave presentations.*

*NOTE: The Audit, Finance and Legislative Committee recommended the City Commission approve a modified process for evaluating the performance of Charter Officers utilizing a written performance evaluation form, modeled after that used by Alachua County for its Charter Officers.*

**RECOMMENDATION**      *The Audit, Finance and Legislative Committee discuss and approve a process for evaluating the performance of Charter Officers.*

#### **Recommended for Approval**

100185\_Charter Officer Eval\_20110127.PDF

100185\_attachments\_20110127.pdf

100185\_Template\_COG\_20110217.PDF

### 100392.

#### **Structure and Supervision of City Commission Support Staff (B)**

*Human Resources Director Sandy Barnard and Assistant City Attorney Stephanie Marchman gave presentations.*

*The Audit, Finance and Legislative Committee agreed on an approach which would authorize Charter Officers to hire regular employees in specific positions for a specified length of time with the understanding that the individuals may no longer be hired in those specific positions at the end of the specified time period. The employee selected for such a position shall sign an acknowledgement of said understanding.*

*This authorization would apply to the existing and newly created job classifications and pay grades and would require a competitive process.*

*NOTE: The Audit, Finance and Legislative Committee recommended the City Commission direct staff to return to the City Commission with recommended Human Resources Policy revisions and any other documents necessary to implement this approach.*

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

**Recommended for Approval**

100392\_final Information from UF\_20110127.PDF  
100392\_sample letter&lang\_20110217.pdf

**100507.**

**Update on Funding Regional Transit System (RTS) Routes and Associated Americans with Disabilities Act (ADA) Service Outside Gainesville City Limits (B)**

**This item is an update on funding Regional Transit System (RTS) Routes and Associated Americans with Disabilities Act (ADA) service outside Gainesville City Limits as requested by the Audit, Finance and Legislative Committee.**

*RTS Director Jesus Gomez gave a presentation.*

**RECOMMENDATION**      *The Audit, Finance and Legislative Committee: 1) accept the updated recommended criteria for establishing transit service rates for fixed rate service outside the Gainesville City limits; and 2) forward the proposed policy to the City Commission for final approval.*

**Recommended for Approval**

100507\_RTS Proposed Policy\_20101130.PDF  
100507\_Revised Formula\_20110127.pdf  
100507\_spreadsheets\_20110217.pdf  
100507\_Service Rate Policy\_20110217.PDF  
100507\_FinalRecommendedServiceRates\_20110404.pdf  
100507\_MOD\_Presentation\_20110505.pdf

**100533.**

**Review of GRUCom Revenues (B)**

*City Auditor Brent Godshalk and Senior Auditor Brecka Anderson gave presentations.*

**RECOMMENDATION**      *The Audit, Finance and Legislative Committee recommend that the City Commission: 1) Accept the City Auditor's report and the response from the General Manager for Utilities; and 2) instruct the City Auditor to conduct a follow-up review on recommendations made and report the results to the Audit, Finance and Legislative Committee.*

**Recommended for Approval**

100533\_grucom\_audit report\_20110127.pdf

**080475.**

**Status Update on the City Commission Strategic Initiative to Increase Opportunities for Civic Engagement (B)**

**This item is to discuss City Commission Strategic Initiative 4.3: Increase opportunities for civic engagement. The item includes an update to the AFL Committee and seeks direction for civic engagement activities in fiscal year 2011 and beyond.**

*Senior Strategic Planner Lila Stewart gave a presentation.*

**RECOMMENDATION**

*The Audit, Finance and Legislative Committee discuss Strategic Initiative 4.3: Increase opportunities for civic engagement and provide staff with feedback and guidance for civic engagement activities for FY 2011 and beyond.*

**Discussed**

080475\_Report\_20090105.pdf

080475\_FY11-12\_CCOM\_Strategic\_Plan\_20110127.pdf

**MEMBER COMMENT**

**CITIZEN COMMENT**

**NEXT MEETING DATE**

**ADJOURNMENT - 2:14 PM**