

City of Gainesville

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



Meeting Agenda

September 08, 2008

3:00 PM

City Hall, Room 16

Audit, Finance and Legislative Committee

Mayor Pegeen Hanrahan (Chair)

Mayor-Commissioner Pro Tem Jack Donovan (Vice Chair)

Persons with disabilities who require assistance to participate in this meeting are requested to notify the Office of Equal Opportunity at 334-5051 or call the TDD phone line at 334-2069 at least two business days in advance.

CALL TO ORDER**ROLL CALL****ADOPTION OF THE AGENDA****APPROVAL OF MINUTES****080344.****Audit, Finance and Legislative Committee Minutes (B)****RECOMMENDATION**

The Audit, Finance and Legislative Committee approve the minutes of June 10, 2008, as circulated.

080344_min_20080908.pdf

DISCUSSION ITEMS**080338.****Issuance of Request for Proposals for Professional Auditing Services (B)**

Explanation: Florida Statutes section 218.39 and Gainesville Code of Ordinances section 2-433 require the City Commission to employ an independent certified public accountant, not connected with the government of the City, to audit the accounts maintained and the financial statements prepared by the City for each fiscal year. The City's current contract for professional auditing services expires after completion of all reports associated with the financial audit for the fiscal year ending September 30, 2008.

RECOMMENDATION

The Audit, Finance and Legislative 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.

080338_rev_rfp_20080908.pdf

080331.**2009 State Legislative Agenda (B)**

Explanation: Annually, the City Commission adopts a State Legislative Agenda for presentation to the Alachua County Legislative Delegation. The Legislative Agenda is a compilation of the City's priority needs for the upcoming Legislative Session and provides delegation members with comprehensive information in order for them to focus their efforts on specific legislative priorities and initiatives related to the City. The statement includes funding requests as well as tier one and tier two initiatives. Project funding requests and tier one initiatives are listed in priority order as recommended by staff.

Fiscal Note: Requesting \$3,925,000 in State funds for projects. If funds are not received the City will rely on other sources including other state, federal, and local support.

RECOMMENDATION

The Audit, Finance and Legislative Committee 1) review the proposed 2009 State Legislative Statement and make any changes, additions, or deletions as deemed appropriate, and 2) report the committee's recommendation to the City Commission for approval.

080331_report_20080908.pdf

080340.

GRU Quarterly Financial Report as of June 30, 2008 (B)

RECOMMENDATION

The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the GRU Quarterly Financial Report as of June 30, 2008.

080340_statements_20080908.pdf

080341.

Fiscal Year 2008 Operating Funds Quarterly Monitoring Report - Quarter Ending June 30, 2008 (B)

Explanation: The City's General Government Budget Policy requires staff to prepare and submit a quarterly Budget compliance report in substantially the same form as the final budget document, for all major operating funds, including the status of General Fund fund balances to the Audit, Finance and Legislative Committee.

RECOMMENDATION

The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the quarterly budget monitoring report for the quarter ended June 30, 2008.

080341_Report_20080908.pdf

080342.

Second Amendment to the FY 2008 General Government Financial and Operating Plan (B)

Explanation: The purpose of this amendment is to accurately reflect and incorporate into the City's FY 2008 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.

080342_res_20080908.pdf

080342_attachment A_20080908.pdf

080228.

City Commission Contingency Funds Disbursement Guidelines Referral (B)

Explanation: On July 28, 2008, the City Commission referred the issue of disbursement guidelines for City Commission Contingency Funds for non-profit and private organizations to the Audit, Finance and Legislative Committee. As a starting point for the Committee's discussion of this issue, attached is the current City Commission Contingency Funding Allocation Policy from Legislative File #050167. This policy was developed within the Personnel & Organizational Structure Committee and approved by the City Commission on October 9, 2006.

RECOMMENDATION

The Audit, Finance and Legislative Committee discuss this referral and develop a recommendation to the City Commission.

Legislative History

7/28/08	City Commission	Referred (5 - 0 - 2 Absent)	Audit, Finance and Legislative Committee
---------	-----------------	-----------------------------	---

080228_cont.policy_20080908.pdf

MEMBER COMMENT

CITIZEN COMMENT

ADJOURNMENT