

City of Gainesville

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



Minutes - Draft

Wednesday, November 20, 2013

5:00 PM

City Hall, Room 16

Audit, Finance and Legislative Committee

*Mayor Ed Braddy, Chair
Mayor-Commissioner Pro Tem Randy Wells, 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

ROLL CALL

ADOPTION OF THE AGENDA

The agenda was adopted as recommended.

Adopted

APPROVAL OF MINUTES

- 130464.** Audit, Finance and Legislative Committee Minutes of September 25, 2013
(B)

The minutes of the Audit, Finance and Legislative Committee meeting of September 25, 2013 were approved as circulated.

RECOMMENDATION *The Audit, Finance and Legislative Committee approve the minutes of September 25, 2013 as circulated.*

Approved as Recommended

DISCUSSION OF ITEMS

- 120587.** City Commission Emails on the Internet Referral (B)

This item presents options for making Commissioner emails available on the internet

Administrative Services Director Becky Rountree and IT Infrastructure and Administration Manager David Darus gave presentations. Discussion was focused on implementation processes, logistics and a transitional testing phase. The Audit, Finance and Legislative Committee recommended the City Commission: 1) approve moving forward with Option #2 to provide public access to City Commissioner emails and 2) direct staff to conduct a test phase of the process to ensure that proper steps are taken to remove any confidential information from emails before they are made accessible. Staff agreed to return to the Audit, Finance and Legislative Committee after a 60 day testing period.

RECOMMENDATION *Staff recommends option 1 as the best short-term solution. No additional cost will be incurred through 2016 and no change required. We recommend re-evaluating options in the second half of FY15 to validate the best long-term solution.*

Retained in Committee

- 120044.** Early Voting Site on the University of Florida (UF) Campus (B)

Clerk of the Commission Kurt Lannon and City Attorney Nicolle Shalley provided updates on their progress with this item. After discussion, the Audit, Finance and Legislative Committee recommended that the City Commission authorize the Mayor to draft a letter to the Alachua County Library District and the University of Florida requesting access to the Millhopper Branch Library and the Reitz Union or an allowable alternative for early voting sites for municipal elections beginning in spring 2014.

RECOMMENDATION The Audit, Finance and Legislative Committee discuss this item and take appropriate action.

Approved as Recommended

130170. Gainesville Chamber of Commerce Recommendations for Small Business (B)

Economic Development and Innovation Director Erik Bredfeldt gave a brief presentation regarding progress on the recommendations. Chamber of Commerce Vice President of Public Policy Kamal Latham made comments. The Committee urged that momentum be maintained through the task force and work groups with reports to be provided periodically to the Audit, Finance and Legislative Committee.

RECOMMENDATION The Audit, Finance and Legislative Committee: 1) hear a brief presentation from staff; 2) take action as deemed appropriate.

Retained in Committee

130468. **FINAL AMENDMENT TO THE FY 2012-2013 GENERAL GOVERNMENT FINANCIAL AND OPERATING PLAN (B)**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF GAINESVILLE, FLORIDA; RELATING TO ITS GENERAL GOVERNMENT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012 AND ENDING SEPTEMBER 30, 2013; AMENDING RESOLUTION NO. 120271 AS AMENDED BY RESOLUTION NO. 120758, 130100 AND 130254, BY MAKING CERTAIN ADJUSTMENTS TO THE GENERAL OPERATING AND FINANCIAL PLAN BUDGET; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

A brief presentation was provided by Budget Coordinator Amy Spitzer. After discussion, the Audit, Finance and Legislative Committee recommended the City Commission adopt the resolution.

RECOMMENDATION The City Commission adopt the proposed resolution.

Approved as Recommended.

130467. Review of General Fund Forecasted Revenues and Other Sources of Funds for the Fiscal Year Ending September 30, 2014 (B)

After a brief presentation by City Auditor Brent Godshalk, the Audit, Finance and Legislative Committee recommended that the City Commission accept the City Auditor's report.

RECOMMENDATION The Audit, Finance and Legislative Committee recommend

that the City Commission accept the City Auditor's report.

Approved as Recommended

130466. Report on the Status of Outstanding Audit Recommendations for November 2013 (B)

City Auditor Brent Godshalk presented the report. After discussion, the Audit, Finance and Legislative Committee recommended that the City Commission accept the City Auditor's report.

RECOMMENDATION *The City Commission accept the City Auditor's report.*

Approved as Recommended

130465. Proposed Fiscal Year 2014 Annual Audit Plan (B)

After a brief presentation by City Auditor Brent Godshalk, the Audit, Finance and Legislative Committee recommended that the City Commission adopt the proposed resolution.

RECOMMENDATION *The Audit, Finance and Legislative Committee submit the City Auditor's Proposed Fiscal Year 2014 Annual Audit Plan to the City Commission for approval by resolution.*

Approved as Recommended

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

ADJOURNMENT

The Audit, Finance and Legislative Committee meeting adjourned at 7:03 PM