

# **City of Gainesville**

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



## **Meeting Minutes**

**Tuesday, April 3, 2012**

**2:00 PM**

**City Hall, Room 16**

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

*Mayor Craig Lowe, Chair  
Mayor-Commissioner Pro Tem Thomas Hawkins, 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 - 2:08 PM

## ROLL CALL

*NOTE: Commissioner Bottcher and Commissioner Wells were present for this meeting.*

Present: Craig Lowe and Thomas Hawkins

## ADOPTION OF THE AGENDA

*The agenda was adopted.*

## APPROVAL OF MINUTES

### 110872.

#### **Audit, Finance and Legislative Committee (AFLC) Minutes (B)**

##### RECOMMENDATION

*The Audit, Finance and Legislative Committee approve the minutes of November 14, 2011, as circulated.*

**A motion was made by Member Hawkins, seconded by Chair Lowe, that this matter be Approved as Recommended. The motion carried by the following vote:**

**Votes:** Aye: Thomas Hawkins and Craig Lowe

110872 - Audit, Finance and Legislative Committee Minutes of 11-14-2011.pdf

## DISCUSSION ITEMS

### 110850.

#### **City of Gainesville Fiscal Year 2011 Comprehensive Annual Financial Report, Audited Financial Statements, Auditors' Reports, Auditors' Management Letters and Single Audit Reports, and Management's Written Response (B)**

*City Auditor Brent Godshalk; Alan Nast of Carr, Riggs and Ingram; and Mike Patillo of Ernst and Young gave presentations.*

##### RECOMMENDATION

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

**A motion was made by Member Hawkins, seconded by Chair Lowe, that this matter be Recommended for Approval. The motion carried by the following vote:**

**Votes:** Aye: Thomas Hawkins and Craig Lowe

110850-3 - Wild Space and Public Places Financial Statements - FY 2011.pdf  
110850-4 - Employees Pension Fund Financial Statements - FY 2011.pdf  
110850-5 - Consolidated Police Officers and Firefighters Pension Plan Financial Statements - F  
110850-6 - Disability Pension Fund Financial Statements - FY 2011.pdf  
110850-7 - Other Postemployment Benefits Fund Financial Statements - FY 2011.pdf  
110850-2 - GRU Financial Statements - FY2011.pdf  
110850 City Auditor's Transmittal of FY 2011 Audited Financial Statements.pdf  
110850 - A Summary of FY2011 GG Audit Results.pdf  
110850-1 Comprehensive Annual Financial Report (CAFR) - FY2011.pdf  
110850 - B Summary of FY2011 GRU Audit Results.pdf

**110659.****City of Gainesville Elections - Expanded Examination of Several Issues (B)**

*City Auditor Brent Godshalk, Assistant City Attorney Elizabeth Waratuke and City Attorney Marion Radson gave presentations.*

*Mayor Lowe recognized Dave Ferrell, Tom McIntosh, Mitch Glaeser and Bob Wilson who spoke to the matter.*

*NOTE: The Audit, Finance and Legislative Committee had an in depth discussion regarding election issues and agreed to retain this item in Committee.*

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

**Retained in Committee**

110659-1 City Attorney Memo to City Commission Regarding Previous Charter Review Process  
110659-2 October 10, 2005 Charter Review Committee Final Report.pdf  
110659-3 Possible Transition Plan for 4 Year Terms with Fall Elections.pdf  
110659\_Mayor's handout\_20120521.pdf

**110498.****Re-establishment of an Economic Development Officer Position (B)**

*City Auditor Brent Godshalk gave a presentation.*

*NOTE: On April 3, 2012, the Audit, Finance and Legislative Committee discussed this referral and concurred with the actions previously taken and recommended that this item be removed from the Audit, Finance and Legislative Committee Referral List.*

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

**Approved, as shown above**

110498\_Memo to EDUCC Chair\_20120221.pdf  
110498\_Memo\_City Manager To EDUCC\_20120315.pdf

**110851.****Review of GRU Information Technology Disaster Recovery (B)**

*City Auditor Brent Godshalk gave a presentation.*

**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**

110851 Review of GRU Information Technology Disaster Recovery.pdf

**110855.****Quarterly Financial Report - Gainesville Regional Utilities (B)**

*GRU Financial Analysis and Compliance Manager Kevin Crawford gave a presentation.*

**RECOMMENDATION**

*The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the GRU Quarterly Financial Report as of December 31, 2011.*

**Recommended for Approval**

110855- GRU FY12 First Quarter Financial Report.pdf

**110780.****Regional Transit System (RTS) Driver-Operators Overtime (B)**

*RTS Operations Manager Eustache Mine and Assistant City Manager Paul Folkers gave presentations.*

*MOTION: A motion was made by Commissioner Hawkins to recommend that the City Commission authorize the City Manager to propose additional RTS Driver-Operator positions in the Fiscal Year 2012 Operating Budget with implementation details to be provided to the City Commission by the City Manager.*

**RECOMMENDATION**

*The Audit, Finance and Legislative Committee hear a presentation from RTS staff regarding this issue and take appropriate action.*

**Recommended for Approval, as shown above**

110780 RTS Overtime Analysis.PDF

**110854.****External Quality Control Review of the City Auditor's Office for the period October 2008 through September 2011 (B)**

*City Auditor Brent Godshalk gave a presentation.*

**RECOMMENDATION**

*The Audit, Finance and Legislative Committee recommend that the City Commission accept the External Quality Control Review report prepared by the Association of Local Government Auditors Review Team and the City Auditor's response.*

**Recommended for Approval**

110854 Peer Review Report for 2008 through 2011.pdf

**110856.****First Amendment to the FY2011-2012 General Government Financial and Operating Plan (B)**

*Assistant Finance Director April Shuping gave a presentation.*

**RECOMMENDATION**

*The Audit, Finance and Legislative Committee:*

*1) Review the proposed amendatory budget resolution; and if acceptable,*

*2) recommend that the City Commission adopt the proposed resolution.*

**Recommended for Approval**

110856-1 FY12 1st Amendatory Budget Resolution.pdf

110856 - Attachment A From FY12 1st Amendatory Budget Resolution.pdf

110856\_resolution\_20120419.pdf

**110857.****Fiscal Year 2012 Operating Funds Quarterly Monitoring Report - Quarter Ending December 31, 2011 (B)**

*Finance Director Mark Benton gave a presentation.*

**RECOMMENDATION**

*The Audit, Finance and Legislative Committee review and recommend that the City Commission receive the quarterly budget monitoring report for the quarter ended December 31, 2011.*

**Recommended for Approval**

110857 - GG FY12 First Quarter Monitoring Report.pdf

**MEMBER COMMENT****CITIZEN COMMENT****ADJOURNMENT - 4:18 PM**

