

CITY OF CORAL GABLES BUDGET/AUDIT ADVISORY BOARD

Wednesday, February 23rd, 2022, 8:00 a.m.

Location: City Hall Commission Chambers

405 Biltmore Way, 2nd Floor, Coral Gables, FL 33134

Public via Zoom: Meeting ID: 814 3489 7118

MEETING MINUTES

| MEMBERS | M | A | M | J | J | A | S | O | N | D | J | F | APPOINTED BY: |
|-------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------------------|
| | 21 | 21 | 21 | 21 | 21 | 21 | 21 | 21 | 21 | 21 | 22 | 22 | |
| John Holian | - | - | - | - | - | - | P | P | P | - | A | P | Vince Lago |
| Francisco Paredes | P | - | - | - | E | - | P | P | P | - | P | P | Vice Mayor Michael Mena |
| Javier Banos | - | - | - | - | P | - | P | P | P | - | P | P | Rhonda Anderson |
| Matt Martinez | - | - | - | - | - | - | P | P | P | - | E | P | Jorge Fors |
| Carmen Sabater | M | - | - | - | E | - | P | E | P | - | P | A | Kirk Menendez |

(Dash indicates no meeting; blank space indicates member not yet serving.)

^ New Member

#- Special meeting

**- Resigned Member

PVC – Present Via Video Call

P – Present

A – Absent

E - Excused

City Staff:

Diana Gomez, Finance Director

Keith Kleiman, Assistant Finance Director for Management, Budget & Compliance

Call to Order:

The meeting was called to order at 8:10 AM by Frank Paredes. The roll was taken and there was an in-person quorum of four members. The meeting was also available on Zoom for public access.

Meeting Minutes:

A motion was made by Javier Banos to approve the minutes of January 24th, 2022, and second by John Holian after corrections and additions were made by the BAB Chair Frank Paredes. The motion was voted upon and passed unanimously.

Presentations/Discussions:

- **Discussion: (Old Business/Update) - Internal & External Penetration Testing and Cybersecurity Assessment**

The panel revisited the results of the IT audit by citing its 23 findings, highlighting the immediate remediation of 13 issues, and working the remaining observations which of the ten, four were tagged as high risks. Despite the results, the outcome as compared to our peers was considered above average, i.e., better than our peers.

- **Discussion: (Old Business/Update) - Best Practices/Permission from Crowe Auditors on Sharing Results of IT Audit**

Keith Kleiman gave an update on the request made by Carmen Sabater on soliciting “Best Practices” from our auditors with regards to sharing the results of the audit. They did not recommend it. But, if the Board insists, it will have to be done in a closed setting which would violate Sunshine laws. A request was also extended to our City Clerk, Billy Urquia, to validate this directive and he too agreed, that it would be an infringement on the rules that govern our meetings.

Director Gomez further explained that the details are unnecessary and would put the city at

risk. Public access would expose hackers to potential problems that would ultimately create a threat to the IT environment and the City. City Compliance staff will track the correction of the results and report the status to the Board on a quarterly basis.

- **Discussion: (Old Business/Update) - City Manager's Opinion on Sharing IT Audit Results**

The City Manager was briefed on the audit findings in the same format presented to this board. He is against sharing the detailed findings of the audit.

- **Discussion: (Old Business/Update) – Internal Audit RFP Process**

The city will be soliciting RFPs to initiate more thorough Staffing Analysis by department. The staffing analysis performed by the current internal auditor does not meet the needs of the City. The City Manager is still reviewing the current audits and has not released them at this time.

Although this is an initiative strongly supported by Mayor Lago, its inherent cost will run between \$30-\$45K per department. Since two-thirds of every department is staffing, performing these analyses should satisfy the audit priority of the Mayor. Staff will discuss this priority with the City Manager and provide an update on the RFP at our next scheduled meeting.

- **Discussion: (Old Business/Update) - Ride Along (Waste/Recycling)**

The city does not offer a Ride Along Program for Waste/Recycling. Additionally, a visit by this board to the Waste Management Recycling facility would have to be treated as a regular board meeting, allowing for public participation in order to comply with Sunshine Laws. However, this type of large scale visit to the site is not allowed by Waste Management. The Public Works department remains available to present any information to the Board as was done at the BAB meeting held on 01/24/22.

- **Discussion: (New Business) - City Board Parking Privileges**

Javier Banos discussed the possibility of introducing a Resolution, which would provide current board members the option to exercise no cost citywide parking privileges in lieu of the Park and Recreation amenities currently offered. This pilot program would make use of an identifiable Medallion affixed to their designated vehicle. Mr. Banos felt that this option would be considered more of a true benefit since the vast majority of the City's board members do not take advantage of the current amenity package.

Director Gomez informed the board that this issue had been previously considered however its cost was estimated to range between \$300K - \$1.1 million and would be difficult and time consuming to measure its financial impact.

Matt Martinez did not support the measure citing that the BAB board cannot advocate for a benefit that would benefit its own members. The measure was brought to a vote, and it was rejected three to one.

- **Discussion: (Open/Recurring Items) - FEMA Receivable**

Director Gomez had no updates since the previous report as of the date of this meeting.

- **Public Comment**

No public comments were made.

Scheduling:

The next meeting is scheduled for Wednesday, March 30, 2022, at 8:00 AM.

Adjournment:

Meeting Adjourned at 8:49 AM.