

**CITY OF CORAL GABLES  
BUDGET/AUDIT ADVISORY BOARD**

Minutes of February 14, 2008  
Office of the City Manager  
405 Biltmore Way, Coral Gables, Florida

<b>MEMBERS:</b>	<b>M</b>	<b>A</b>	<b>M*</b>	<b>M</b>	<b>J</b>	<b>J*</b>	<b>J</b>	<b>J*</b>	<b>A</b>	<b>S</b>	<b>O</b>	<b>N</b>	<b>D</b>	<b>J</b>	<b>F</b>	<b>APPOINTED BY:</b>
Jorge Villacampa	P	P	A	P	P	P	P	P	E	P	P	P	P	A	E	Mayor Donald D. Slesnick, II
Roland Sanchez^	-	-	P	P	A	P	P	P	P	P	P	P	P	P	P	Vice Mayor William H. Kerdyk, Jr.
Alfredo Balsera	P	P	P	P	P	E	E	P	E	E	P	P	A	P	A	Comm. Rafael "Ralph" Cabrera, Jr.
John Lindsey	P	P	P**	P	P	P	P	E	P	P	A	P	P	P	P	Comm. Wayne "Chip" Withers
Ofelia Fernandez^	-	-	-	-	P	A	P	P	P	P	P	P	A	P	P	Comm. Maria Anderson

(Dash indicates either no meeting or board member not yet serving)

**Staff:**

David L. Brown, City Manager  
Maria Alberro-Jimenez, Assistant City Manager  
Catherine Swanson Rivenbark, Development Director  
Vickie Siegel, Senior Internal Auditor  
Carolina McElroy, Internal Auditor

\* = Special Meeting

^ = New Member

\*\* = Present via Telephone

**Recording Secretary:** Nancy C. Morgan, Coral Gables Services, Inc.

---

**PROCEEDINGS:**

The meeting was called to order at 8:09 a.m. by Mr. Lindsey.

**APPROVAL OF JANUARY 10, 2008 MEETING MINUTES:**

**Mr. Sanchez made a motion to approve the January 10, 2008 meeting minutes as written. Ms. Fernandez seconded the motion, which passed unanimously.**

**ART CINEMA LEASE:**

Development Director Cathy Rivenbark explained that, as part of the Procurement Code, specific City boards review leases of certain sizes, including those over 10 years. Ms. Rivenbark's purpose at today's meeting was to brief the Board about the terms and conditions of the proposed lease to better prepare the Board to vote on it at the March meeting. She distributed copies of the proposed lease and the Procurement Code.

During and after the comprehensive review of the Art Cinema project, the physical facility, the competitive process, the need for cultural space, programming, funding/grant and donation considerations, provisions of the lease, tenant negotiations, the background and credentials of the proposer, and applicable Code provisions, Ms. Rivenbark responded to Board questions and comments.

**QUESTIONS FOR PROCUREMENT CODE:**

Explaining the need to update the City's Procurement Code to reform Board questions that better apply to information the City seeks when considering proposals for property to buy/sell/lease for over 10 years, Mr. Brown stated the goal of crafting three Code questions to this Board's areas of concern and expertise. He explained that the Property Advisory and Economic Development boards would also develop questions, seven department directors would also add questions, all of which would be compiled and reviewed by the City Manager's office to prepare recommendations to the City Commission.

After discussion, the following questions were developed:

1. Is the purchase or sale price consistent with the property appraisal?

2. What is the immediate impact on the current fiscal budget, and what is the long term effect on future budgets?
3. What is the long term effect on the City?
4. Considering the City's mission statement, are there other alternatives to entering into the proposed transaction?

**Mr. Sanchez made a motion to approve the four questions as written. Ms. Fernandez seconded the motion, which passed unanimously.**

**MEETING ATTENDANCE:**

**Mr. Sanchez made a motion to excuse the meeting absence of Mr. Villacampa. Ms. Fernandez seconded the motion, which passed unanimously.**

**ADDITIONAL BUSINESS:**

In response to an inquiry about potential effects on the City budget due to State passage of Amendment One, Mr. Brown reviewed the possible outcome of \$1.4 to \$2 million in reduced revenues, depending on the effects of the percentage cap provisions of the amendment. To proactively prepare for change, he reported that budget work has already begun, and department directors are already preparing for additional reductions to programs and services in every department. During discussion, Mr. Lindsey recommended, for which there was agreement, that the Board adopt a more proactive, assertive stance on budget recommendations.

**ADJOURNMENT:**

**Mr. Sanchez made a motion to adjourn. Ms. Fernandez seconded the motion, which passed unanimously.**

The meeting adjourned at 9:09 a.m.

**NEXT MEETING: Thursday, March 13, 2008, 8:00 a.m.**

Respectfully submitted,

David L. Brown  
City Manager