

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

Minutes of July 28, 2010, 8:00 a.m.
Conference Room, First Floor, City Hall
405 Biltmore Way, Coral Gables, Florida

Budget Audit Advisory Board Meeting Minutes

MEMBERS:	A	S	O	N	D	J	F	M	A	M	J	J	APPOINTED BY:
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Luis Hernandez ^	P	-	P	-	P	A	-	P	P	-	-	A	Mayor Donald D. Slesnick, II
Roland Sanchez	P	-	P	-	A	P	-	E	A	P	-	A	Vice Mayor William H. Kerdyk, Jr.
John Holian ^	P	-	P	-	P	A	-	P	P	-	-	P	Comm. Rafael "Ralph" Cabrera, Jr.
John Lindsey	P	-	P	-	P	P	-	P	P	P	-	P	Comm. Wayne "Chip" Withers
Ofelia Fernandez	P	-	P	-	P	P	-	E	P	P	-	P	Comm. Maria Anderson

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

^ = New Member

= Special Meeting

Staff:

Patrick G. Salerno, City Manager
Don Nelson, Director of Finance
Michael Pounds, Procurement Officer
Lori St. John, Chief Compliance Officer, Internal Audit Division
Carolina McElroy, Internal Auditor

Recording and Minutes Preparation Secretary: Nancy C. Morgan, Coral Gables Services, Inc.

PROCEEDINGS:

The meeting was called to order by Chair Lindsey at 8:10 a.m.

APPROVAL OF APRIL 28, 2010 MEETING MINUTES:

Ms. Fernandez made a motion to approve the minutes of the April 28, 2010 meeting as written. Mr. Holian seconded the motion, which passed unanimously.

APPROVAL OF AUDITING SERVICES RFP:

Mr. Nelson reviewed the external auditor RFP process and concluded by recommending acceptance of the document as presented, adding that Mr. Pounds would address technical issues. Mr. Salerno explained that the RFP was noticed and described the timetable for submitting responses and the Board's role in evaluating, ranking and interviewing firms. He will provide evaluation methodology.

Mr. Holian made a motion to accept the Auditing Services RFP as presented. Ms. Fernandez seconded the motion, which passed unanimously.

DISCUSSION REGARDING FY2010/2011 PROPOSED BUDGET:

Referring to budget documents previously issued to Board members, Mr. Salerno gave an overview of factors that affected the budget, responded to Board questions, and indicated the importance of the Board's input to the City Commission.

OVERTIME FOR 3RD QUARTER:

Ms. McElroy reviewed third quarter budget/overtime comparison data for FY2008/2009 and FY2009/2010, after which issues raised by Board members were addressed.

STATUS OF RECOMMENDATIONS:

Ms. McElroy reviewed the status of audit recommendations and responded to Board questions.

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There being no further business to come before the meeting, adjournment occurred at 9:45 a.m.

Next Meeting: August 25, 2010, 8:00 a.m., City Hall Conference Room (first floor)

Respectfully submitted,



Patrick G. Salerno
City Manager, Secretary to the Board