

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

Minutes of April 28, 2010, 8:00 a.m.

Office of the City Manager

405 Biltmore Way, Coral Gables, Florida

Budget Audit Advisory Board Meeting Minutes

MEMBERS:	M	J	J	A	S	O	N	D	J	F	M	A	APPOINTED BY:
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Luis Hernandez ^	-	-	P	P	-	P	-	P	A	-	P	P	Mayor Donald D. Slesnick, II
Roland Sanchez	P	-	P	P	-	P	-	A	P	-	E	A	Vice Mayor William H. Kerdyk, Jr.
John Holian ^	-	-	P	P	-	P	-	P	A	-	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	-	P	P	-	E	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

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 MARCH 31, 2010 MEETING MINUTES:

Mr. Hernandez made a motion to approve the minutes of the March 31, 2010 meeting as written. Ms. Fernandez seconded the motion, which passed unanimously.

UNDERCOVER QUARTERLY REVIEW OF BANK RECONCILIATIONS (ending March 31, 2010):

Ms. St. John reported that the quarterly bank reconciliation review of police undercover operations revealed continued proper performance conducted on a timely basis by appropriate staff members with required approval signatures.

OVERTIME FOR SECOND QUARTER:

Referencing second quarter budget/overtime comparison data for FY2008/2009 and FY2009/2010, Ms. McElroy reviewed the second quarter report. Issues raised by Board members were addressed by Mr. Salerno.

2ND QUARTER FINANCIAL REPORT:

Mr. Nelson reviewed a financial report for six months ending March 31, 2010, detailing critical budget indicators. During discussion, Ms. Fernandez requested percentage comparisons between FY2008/2009 and FY 2009/2010. Mr. Salerno advised that this year's budget will provide a more realistic benchmark going forward. The next financial report will show predictable trend items.

There being no further business to come before the meeting, adjournment occurred at 9:25 a.m.

Next Meeting: May 26, 2010, 8:00 a.m., Office of the City Manager

Respectfully submitted,

Patrick G. Salerno

City Manager, Secretary to the Board