

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

Minutes of September 8, 2010, 8:00 a.m.

Conference Room, First Floor, City Hall, 405 Biltmore Way, Coral Gables, Florida

**Budget Audit Advisory Board Meeting Minutes**

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

**Guests:** Anil Harris, McGladrey & Pullen; Moises Ariza, Marcumrachlin; Rafael S, Enterprise Risk Management

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

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**PROCEEDINGS:** The meeting was called to order by Mr. Lindsey at 8:10 a.m.

**APPROVAL OF JULY 28, 2010 MEETING MINUTES:**

Ms. Fernandez made a motion to approve the minutes of the July 28, 2010 meeting as written. Mr.

Hernandez seconded the motion, which passed unanimously.

**AUDITING SERVICES RFP:**

Board members, who received proposals for external auditing services prior to the meeting, were advised by Mr. Salerno that they would determine at this meeting the structure, date and duration of proposer interviews, with proposal evaluations and ranking occurring thereafter. Discussion ensued and all issues related to the process were clarified. Cone of silence guidelines were reviewed. The Board will interview proposers on Thursday, September 16, 2010 from 8 to 10:30 a.m.

**POLICE PROPERTY AND EVIDENCE AUDIT:**

Ms. McElroy presented and reviewed the results of the annual audit of internal control systems safeguarding the assets and accuracy of police records related to property and evidence in accordance with police accreditation requirements. Audit findings and recommendations were reviewed and discussed. A status update on the recommendations will be given at a future Board meeting.

There being no further business to come before the meeting, the meeting adjourned at 9:15 a.m.

**Next Meeting: October 27, 2010, 8:00 a.m., City Hall Conference Room (first floor)**

Respectfully submitted,

Patrick G. Salerno

City Manager, Secretary to the Board