

CITY OF CORAL GABLES BUDGET/AUDIT ADVISORY BOARD

Workshop

Wednesday, April 15, 2020 10:00 a.m.

City Hall, First Floor Conference Room
405 Biltmore Way, Coral Gables, FL 33134

WORKSHOP MINUTES

MEMBERS		M	J	J	A	S	O	N	D	J	F	M	A	APPOINTED BY:
		19	19	19	19	19	19	19	19	20	20	20	20	
Rosa Bravo		-	P	P	P	P	E	-	P	P	P	-	P	Mayor Valdes-Fauli
Alex Menendez		-	E	P	P	E	E	-	E	P	P	-	P	Vice Mayor Vince Lago
Carmen Olazabal		-	P	P	P	P	P	-	P	A	E	-	P	Commissioner Jorge L. Fors
Carmen Sabater		-	P	P	P	P	P	-	E	P	P	-	E	Commissioner Pat Keon
Francisco Paredes		-	P	P	P	P	P	-	P	P	P	-	P	Commissioner Mena

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

^- New Member
 #- Special meeting
 **- Resigned Member
 P - Present
 A - Absent
 E - Excused

City Staff:

Diana Gomez, Finance Director
 Sally Ola Ola, Assistant Finance Director for Reporting and Operations
 Keith Kleiman, Assistant Finance Director for Management, Budget & Compliance
 Anil Harris, Senior Manager with RSM
 Brett Friedman, Partner with RSM

Call to Order:

The workshop was facilitated by Diana Gomez, Finance Director due to the Zoom teleconference platform. The meeting was called to order at 8:10 AM. The roll was taken, and a quorum was present.

Meeting Minutes Approval:

As this meeting is a workshop, no action was taken on the Minutes of the February meeting.

Presentations/Discussions:

- **Discussion: Comprehensive Annual Financial Report**

The auditors from RSM provided a review of the audited financial statements for the fiscal year ended September 30, 2019. The audited financial statements were issued on March 30, 2020.

The auditors indicated that three new accounting statements this year, GASB 83, GASB 88 and GASB 89, however none of them had a material impact to the financial statements. The auditors indicated that there were no significant or unusual transactions, there were no audit adjustments and no uncorrected misstatements. The Auditors did not encounter any disagreements with management, no consultations with other auditors. There is a new disclosure in the financials to state that COVID 19 will impact the City, but it cannot be determined at this point. The auditor reported that there were no difficulties in performing the audit.

The auditors issued an unmodified opinion on the financial statements which means it is a clean opinion, and there were no management letter comments/findings reported.

As this meeting is a workshop, no action was taken on this item.

- **Discussion Items** - *This time is for informal discussion among the Board members and the City.*

Frank Paredes inquired as to the affects of the Coronavirus pandemic.

Ms. Gomez provided an update. The City has identified a \$9-\$10M shortfall in revenues and we have implemented a hiring and expenditure freeze to identify savings to cover the shortfalls. We are also in the process of developing the FY2021 budget estimate and will factor in revenue shortfalls for next year.

Alex Menendez inquired about any increase in expenditures due to COVID19?

Ms. Gomez advised that while we do expect an increase in COVID related expenditures, those expenditures are expected to be reimbursed by FEMA. The City is tracking all additional expenditures related to the pandemic and will submit for reimbursement as applicable.

Carmen Olazabal inquired as to City issuing PPE to construction sites and employees and as to the number of cases in the City.

Ms. Gomez advised that construction sites are required to provide their own PPE. For City Employees the City is providing PPE and looking at using reusable and washable cloth masks for the employees. Police and Fire have always had their own supply of PPE but that supply is being replenished as necessary. There have been some positive cases in the City and those individuals are being advised to stay home until free from symptoms and/or have a negative test result. The City has developed procedures for protocols to come to work or if they get sick as well as contact tracing where possible.

Rosa Bravo inquired about the Pension funds and the recent market drop.

Ms. Gomez advised that the pension board has been affected by the stock market experiencing fluctuations. Through February the pension funds were still in a positive position. The pension fund has a 5-year smoothing that will spread the gain or loss over that period and we have some gains from previous years that will help offset.

Scheduling:

The next meeting is scheduled for May 27, 2020 at 8:00AM.

Adjournment:

Meeting Adjourned at 8:51 AM