

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

Meeting Minutes: February 26, 2014, 8:00 a.m.

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

MEMBERS:	M	A	M	J	J	A	S	O	N	D	J	F		APPOINTED BY:
Jose E. Smith^	-					P	-	P	-	-	P	P		Mayor Jim Cason
Roland Sanchez	-	P	P	P	P	P	-	P	-	-	P	P		Vice Mayor William H. Kerdyk, Jr.
Alex Menendez^	-					P	-	P	-	-	P	P		Commissioner Vince Lago
Ramon Oyarzun	-	E	P	P	P	P	-	P	-	-	E	P		Commissioner Frank C. Quesada
Cheryl Goldstein^	-					A	-	P	-	-	P	P		Commissioner Pat Keon

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

^ = New Member
= Special Meeting

Staff:

Patrick G. Salerno, City Manager

Lori St. John, Chief Compliance Officer

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

PROCEEDINGS:

The meeting was called to order by Mr. Sanchez at 8:25 a.m.

MINUTES – JANUARY 29, 2014 MEETING:

Mr. Menendez made a motion to approve the minutes of the January 29, 2014 meeting as presented. Ms. Goldstein seconded the motion, which passed unanimously.

AUDIT PLAN / FISCAL YEAR 2013-2014 COVER LETTER:

Ms. St. John reviewed the mission statement, purpose, methodology and audit factors weighed in audit plan development and execution. She and Mr. Salerno responded to Board questions.

AUDIT PLAN / FISCAL YEAR 2013-2014:

Ms. St. John reviewed the audit plan, including specific audit services, special projects, non-audit services and year end work (as of 9/30/13, completed October 2013).

FISCAL YEAR 14 / FIRST QUARTER:

The quarterly salary and benefits versus overtime reimbursement report for first quarter FY 2014 was reviewed, during which time Ms. St. John, Mr. Salerno and Board members discussed the report and its function, as well as providing additional information on the form.

DISCUSSION ITEMS:

Informal discussion was held between the Board and City Manager about issues of interest to the Board.

The meeting adjourned at 9:00 a.m.

Next Meeting: Wednesday, March 26, 2014, 8:15 a.m. City Hall First Floor Conference Room.

Respectfully submitted,



Patrick G. Salerno
City Manager, Secretary to the Board