



**Council Audit and Finance Committee Meeting
Tuesday, February 22, 2011
MINUTES**

THE **AUSTIN CITY COUNCIL AUDIT AND FINANCE COMMITTEE** CONVENED ON TUESDAY, FEBRUARY 22, 2011 AT 10:00 A.M. IN THE CITY HALL BOARDS AND COMMISSIONS ROOM, FIRST FLOOR, ROOM 1101, CITY HALL, 301 W. 2nd STREET.

The meeting was called to order at 10:05 a.m. by Chair Cole. In attendance were Mayor Pro Tem Mike Martinez; Council Member Bill Spelman; Council Member Randi Shade; and Council Member Laura Morrison.

Agenda Item #1: Citizen Communication

No action necessary.

Agenda Item #2: Approval of the January 25, 2011 and February 3, 2011 minutes

The January 25, 2011 and February 3, 2011 minutes were approved by Council Member Morrison's motion; second by Council Member Spelman with a 3-0 vote, Mayor Pro Tem Martinez and Council Member Shade off the dais.

Agenda Item #3: Approval of standard board bylaws and discussion and possible action on requested bylaw amendments (Office of the City Clerk).

Candy Parham, Administrative Specialist with the Office of the City Clerk, presented the requested bylaw amendments.

The staff recommendation to deny the proposed bylaw amendments for the Austin Airport Advisory Commission was approved by Council Member Spelman's motion; second by Chair Cole with a 5-0 vote.

The amendments and bylaws for the Community Development Commission were approved by Council Member Spelman's motion; second by Chair Cole with a 5-0 vote.

The staff recommendation to deny the proposed bylaw amendments for the MBE/WBE and Small Business Procurement Program Advisory Committee was approved by Mayor Pro Tem Martinez's motion; second by Chair Cole with a 5-0 vote.

The motion to adopt the standard bylaws for the following boards was approved on Council Member Spelman's motion, Chair Cole's second on a 5-0 vote. The boards were: the African American Resource Advisory Commission; Animal Advisory Commission; Austin Community Technology and Telecommunications Commission; Building and Fire Code Board of Appeals; Commission on Immigrant Affairs; Construction Advisory Committee; Downtown Austin Community Court Advisory

Committee; Downtown Commission; Early Childhood Council; Electric Board; Mechanical, Plumbing and Solar Board; Parks and Recreation Board; Public Safety Commission; Robert Mueller Municipal Airport Plan Implementation Advisory Commission; Urban Transportation Commission; and Water and Wastewater Commission.

Agenda Item #4: Presentation on the status of the Traffic Signal Synchronization and Security Audit (City Auditor's Office)

Ken Mory, City Auditor presented the status of the Traffic Signal Synchronization and Security Audit. No action necessary.

Agenda Item #5: Presentation and acceptance of the Construction Advisory Committee Audit (City Auditor's Office)

Rachel Snell, Assistant City Auditor, presented the Construction Advisory Committee audit report. The report was approved by Council Member Spelman's motion; second by Chair Cole with a 5-0 vote.

An item regarding policies and procedures for communication between City Council and City boards will be placed on a future Audit and Finance Committee agenda.

Agenda Item #6: Presentation and acceptance of the Hotel Occupancy Tax: Short-term Vacation Rental Audit (City Auditor's Office)

Russell Needler, Assistant City Auditor, presented the Hotel Occupancy Tax: Short-term Vacation Rental audit report. The report was approved by Council Member Spelman's motion; second by Chair Cole with a 5-0 vote.

An item regarding short-term rental identification and taxation and peer city comparison, with participation from the Planning and Development Review Department, will be placed on a future Audit and Finance Committee agenda.

Agenda Item #7: Presentation and acceptance of the American Recovery and Reinvestment Act (ARRA) Compliance Audit: Jobs Created Reporting (City Auditor's Office)

Rachel Snell, Assistant City Auditor, presented the American Recovery and Reinvestment Act (ARRA) Compliance audit report. The report was approved by Council Member Morrison's motion; second by Chair Cole with a 4-0 vote, Council Member Spelman off the dais.

Agenda Item #8: Presentation and action on the mitigation for parkland known as the Upper Bull Creek Greenbelt for the WTP4 Jollyville Water Transmission Main Project (Parks and Recreation Department)

Ricardo Soliz, Division Manager with the Parks and Recreation Department, and Junie Plummer, Real Estate Services Agent with the Contract and Land Management Department, presented on the Upper Bull Creek Greenbelt mitigation. The presentation was approved by Council Member Shade's motion; second by Council Member Spelman with a 5-0 vote.

Agenda Item #9: Presentation of the Six-Month Reported Status of Audit
Recommendations (Financial and Administrative Services Department)

*Diana Thomas, Controller, presented the Six-Month Reported Status of Audit
Recommendations. No action needed.*

The meeting was adjourned at 11:46 a.m.