

AUDIT AND FINANCE COMMITTEE MEETING MINUTES – WEDNESDAY, SEPTEMBER 23, 2015



THE AUSTIN CITY COUNCIL **AUDIT AND FINANCE COMMITTEE** CONVENED IN A REGULAR MEETING ON WEDNESDAY, SEPTEMBER 23, 2015 AT 9:07 AM, AUSTIN CITY HALL, 301 W. 2nd STREET, AUSTIN, TEXAS.

Council Member Troxclair called meeting to order at 9:07 AM. In attendance were Council Member Renteria and Council Member Pool. Mayor Pro Tem Tovo was not in attendance.

Agenda Item #1: Approve the minutes of the Audit and Finance Committee meeting of August 26, 2015

The minutes of the Audit and Finance Committee meetings of August 26, 2015 meeting were approved on Council Member Pool's motion (with correction), Council Member Renteria's second, on a 3-0 vote. Mayor Pro Tem Kathie Tovo was off the dais.

Agenda Item #2: A maximum of five speakers signed up before the meeting is called to order will each be allowed three minutes to address topics not posted for committee action

No citizens signed up for the general communication.

Agenda Item #4: The Fiscal Year 2014 Single Audit Report by Deloitte & Touche LLP, the City's External Auditor, which reports on their audit of the City's Schedule of Expenditures of Federal Awards as well as the City's compliance with federal and state grant requirements (Financial Services)

Richard Scheel, Deputy Controller, Tracey Cooley and Blake Rogers, external auditors from Deloitte & Touche, presented the results of the FY 2014 Single Audit Report. No action taken. Council Member Don Zimmerman joined the dais.

Agenda Item #3: Briefing on the Campaign Finance Initiative in response to Resolution No. 20150625-022 (City Clerk)

Jannette Goodall, City Clerk, and Bob Guz, Office of the City Clerk's Records Manager, and Divya Rathnalal, Communication and Technology Management Department, gave presentation on the Campaign Finance Initiative. No action taken. Mayor Pro Tem Tovo Kathie Tovo joined the dais at 9:54.

Agenda Item #5: The City of Austin's Fiscal Year 2015-16 Investment Policy (Financial Services)
Art Alfaro, City Treasurer, and Belinda Erwin, Assistant Treasurer, presented the proposed investment policy for the fiscal year 2015-2016. The proposed policy was forwarded to the full City Council with the recommendation to approve it. The motion to forward the proposed policy to the full Council with a recommendation to approve the policy passed on Council Members Pool's motion, Vice Chair Troxclair's second on a 4-0 vote.

Agenda Item #6: Procurement Card Usage Audit which evaluated CTM's usage of procurement cards as compared to City policies and best practices (City Auditor)
Assistant City Auditor Walt Persons presented the results of the Procurement Card Usage Audit of the Communication and Technology Department. Steve Stenton, Purchasing Manager, and Stephen Elkins, Chief Information Officer, answers questions. The audit was accepted unanimously, 4-0, with a motion from Mayor Pro Tem Tovo, seconded by Council Member Pool.

Agenda Item #10: Proposed guidelines for Council special request projects from the Office of the City Auditor (City Auditor)
City Auditor Corrie Stokes discussed guidelines for Council special request projects from the Office of the City Auditor. The motion to accept the proposed guidelines passed unanimously, 4-0, with a motion from Council Member Renteria, seconded by Council Member Troxclair.

Agenda Item #9: Office of the City Auditor Fiscal Year 2016 Audit Plan, which identified projects the City Auditor, intends to conduct for the fiscal year, along with their rationale and required resources (City Auditor)
City Auditor Corrie Stokes presented the Fiscal Year 2016 Audit Plan for the Office of the City Auditor. The motion to forward the plan for approval of full Council passed unanimously, 4-0, with a motion from Council Member Troxclair and seconded by Council Member Pool. The Audit Plan was forwarded to the full City Council with the recommendation to approve it.

Agenda Item #11: Draft resolution regarding lobbyist reform, including proposed changes to City Code, Chapter 4-8 pertaining to regulation of lobbyists, and City Code, Chapter 2-7 pertaining to the Ethics Review Commission (Committee)
Brian Thompson provided update report on the Ethic Review Commission public hearing. No action taken. Gift policy was requested to be forwarded to the Ethics Review Commission.

Agenda Item #7: Request to approve outside legal counsel services related to the Municipal Civil Service Commission hearings (Mayor)
Rebecca Kennedy, Chief Administrator Officer for Human Resources, and Mark Washington, Human Resources Director, discusses the request for outside council related to the Municipal Civil Service Commission. The motion to forward the proposed request to the full Council with a recommendation to approve the policy passed on Council Members Pool's motion, Vice Chair Troxclair's second on a 4-0 vote. An amendment to the motion to establish a cap of \$34,500 for the legal services passed on Council Members Renteria's motion, Vice Chair Troxclair's second on a 4-0 vote.

Agenda Item #8: Compensation for Municipal Civil Service Commissioners (Mayor)
Rebecca Kennedy, Chief Administrator Officer for Human Resources, discusses the compensation for Municipal Civil Service Commissioners. Citizen Adam Kahn spoke in favor of the resolution. Citizen Jean Van Cleve spoke against resolution. Citizen David King spoke in favor resolution. A motion to forward the proposed request to the full Council without a recommendation passed on Chair Tovo's motion, Council Members Pool's second on a 3-1 vote (Council Member Troxclair voted in favor and Council Member Renteria voted against).

Agenda Item #13: Discussion of future agenda items.

No discussion.

Adjourn – Mayor Pro Tem Tovo adjourned the meeting without objections at 12:15 PM.

The minutes were approved on the 28 day of October 2015 on Council Member Pool's motion, Council Member Troxclair's second on a 4-0 vote.