

**AUDIT AND FINANCE COMMITTEE MEETING MINUTES – WEDNESDAY, December 5, 2018**



THE AUSTIN CITY COUNCIL **AUDIT AND FINANCE COMMITTEE** CONVENED IN A REGULAR MEETING ON Wednesday, December 5, 2018 AT 1:33 PM, AUSTIN CITY HALL, 301 W. 2<sup>nd</sup> STREET, AUSTIN, TEXAS.

**Mayor Pro Tem Tovo called the meeting to order at 1:33 PM. In attendance were Council Member Pool, and Council Member Alter. Mayor Adler and Council Member Troxclair were absent.**

**Agenda Item #1:** Approve the minutes of the Audit and Finance Committee meeting of October 24, 2018.

***The minutes of the October 24<sup>th</sup> 2018 Audit and Finance Committee meetings were approved on Council Member Pool's motion, Council Member Alter's second, on a 3-0 vote. Council Member Troxclair and Mayor Adler off the dais.***

**Agenda Item #6:** The fourth audit in a Homelessness Assistance Audit Series, which analyzed the outcomes of current efforts to serve the city's homeless population. (City Auditor's Office)  
[Notes: SPONSOR: Council Member Ellen Troxclair, and Mayor Pro Tem Kathie Tovo]

***Item was postponed to next scheduled meeting on Council Member Pool's motion, Council Member Alter's second on a 3-0 vote. Council Member Troxclair and Mayor Adler off the dais.***

**Agenda Item #2:** Speakers signed up prior to the meeting being called to order will each be allowed three minutes to address their concerns regarding items not posted on the agenda.

***No Speakers.***

**Agenda Item #3:** **Approval of Audit and Finance Committee Dates 2019. (City Auditor's Office)**  
[Notes: SPONSOR: Council Member Ellen Troxclair, CO 1: Mayor Pro Tem Kathie Tovo]

***The 2019 Audit and Finance Committee Dates were approved on Council Member Alter's motion, Council Member Pool's second, on a 3-0 vote. Council Member Troxclair and Mayor Adler off the dais.***

**Agenda Item #4:** Audit of City Coordination in the Right of Way, which looked at whether the City is effectively coordinating in the right of way to minimize traffic disruptions and maximize traffic flow. (City Auditor's Office)  
[Notes: SPONSOR: Council Member Ellen Troxclair, and Mayor Pro Tem Kathie Tovo]

**Agenda Item #5:** Audit of Austin Transportation Department Cash Handling Practices, which examined risks identified by City Auditor staff. (City Auditor's Office)  
Notes: SPONSOR: Council Member Ellen Troxclair, and 1: Mayor Pro Tem Kathie Tovo]

***Kathie Harrison, Supervising Senior Auditor, presented agenda items 4 and 5: audits of City Coordination in the Right of Way and Austin Transportation Department Cash Handling Practices. Katie Houston, Assistant City Auditor, Rob Spillar, Transportation Director, and Peggy McCallem, Chief Administrative Officer, answered questions from the Committee members. Direction was given to forward to the Audit and Finance committee members a copy of the Memorandum of Understanding between Transportation and Development Services departments and the standard operating procedures, when finalized.***

***Both audits were accepted on Council Member Alter's motion, Council Member Pool's second on a 3-0 vote. Council Member Troxclair and Mayor Adler off the dais.***

**Agenda Item #7:** Audit of the Home Repair Programs, which examined the effectiveness and coordination of home repair programs for low-income residents. (City Auditor's Office)  
[Notes: SPONSOR: Council Member Ellen Troxclair, and 1: Mayor Pro Tem Kathie Tovo]

***Andrew Keegan, Assistant City Manager, presented on the audit of the Home Repair Programs. Program participants Janis Walker, Suzanne Janel, and Irene Atkinson spoke. Rosie Truelove, Director of Neighborhood Housing Department, Mandy DeMayo, Community Development Administrator, and Keegan answered questions from the Committee members. The audit was accepted on Council Member Alter's motion, Council Member Pool's second, on a 3-0 vote. Council Member Troxclair and Mayor Adler off the dais.***

**Agenda Item #9:** Presentation of the Paper Census initiative that is aimed at identifying opportunities for the City of Austin to transition to paperless systems (Austin Tech Alliance) Identify items to discuss at future meetings.  
[Notes: SPONSOR: Mayor Steve Adler, and 1: Council Member Ellen Troxclair]

***Sarah Ortiz Shields presented on the Paper Census initiative. No action was taken.***

**Agenda Item #8:** City Attorney's Quarterly Report regarding enforcement of Lobbyist Regulations, Chapter 4-8 of the City Code. (Law Department)  
[Notes: SPONSOR: Council Member Ellen Troxclair, and 1: Council Member Leslie Pool]

***Heather Lockhart, Assistant City Attorney, presented a quarterly report of the enforcement of Lobbyist Regulations. No action was taken.***

**Adjourn: Mayor Pro Tem Tovo adjourned the meeting without objections at 3:37PM.**