

APPROVED
AUDIT ADVISORY BOARD MEETING
CITY OF FORT LAUDERDALE
City Hall 8th Floor Conference Room
Thursday, July 28, 2022 - 5:00 PM

| <u>Board Member</u> | <u>Attendance</u> | <u>Cumulative Attendance</u> | |
|---------------------|-------------------|------------------------------|---------------|
| | | <u>Present</u> | <u>Absent</u> |
| Keith Cobb | P | 5 | 1 |
| Joey Epstein | P | 6 | 0 |
| Thomas Bradley | A | 4 | 2 |
| Lane Hacker | A | 3 | 3 |
| David Brown* | A | 2 | 1 |

*Term started on March 15, 2022

Staff Present

Susan Grant, Director, Finance
Linda Short, Deputy Director, Finance
Patrick Reilly, City Auditor
Laura Garcia, Controller, Finance
Laura Reece, Director, Office Management & Budget
Debra Conyers, Board Liaison

Other Attendees

Brett Friedman, RSM US, LLP
Sardou Mertilus, RSM US, LLP
Anthony Brunson, ABPA

Call to Order

Chairman Keith Cobb called the meeting to order at 5:04 PM.

Roll Call

At the time of roll call, two appointed members to the Board were present, not allowing for a quorum.

Review of Meeting Minutes for Approval

Chairman Cobb directed the review of the previous meeting minutes.

Chairman Cobb deferred the approval of meeting minutes of the April 28th, 2022 and May 25, 2022 meeting, since there was no quorum present.

Floor Open for Public Input

Chairman Cobb opened the floor for public input. No members of the public came forward.

Quarterly Audit Compliance Report- June 2022

Linda Short stated at the next meeting, there will be a presentation from the Community Enhancement Division where they will discuss outstanding fines and liens report.

Linda Short explained that P-Card charges will be incorporated into the ERP system, from its current location. She also explained that receipts and other pertinent information will be attached directly within the ERP system, to prevent duplicate transactions. Ms. Short noted these duplicate transactions occur on small ticket items, as a result of having a PO in the system that is paid on an individual P-Card.

Susan Grant further explained that invoices are sometimes sent to Accounts Payable, without any knowledge of that charge being on the P-Card. These discrepancies are being addressed and are expected to be corrected as soon as possible.

Further discussion ensued between Board Members and City Staff.

Communication of FY2023 Proposed Budget and Revenue Estimates

Laura Reece skipped past the revenue estimates and spoke in detail regarding the FY2023 proposed budget. Ms. Reece stated the proposed budget is a billion dollars. She discussed one key highlight which was valorum tax revenue property values, which is the largest revenue source with over 40% of revenue contributing to the general fund, bringing in approximately twenty-two million dollars more in revenue. Ms. Reece stated another increase in revenue highlight was the FPL franchise fees and utility tax revenues bringing in close to five million dollars.

Further discussion ensued between City Staff and the Board Members.

FY2023 Financial Audit Tentative Timeline

Brett Friedman (RSM Audit Partner), Sardou Mertilus (RSM Audit Manager), and Anthony Brunson (ABPA handling Single Audit) introduced themselves to the board as our new contracted Auditors.

Mr. Friedman discussed their audit timeline and expected issuance dates (see handout). They intend to present their detailed plan at the next board meeting.

Further discussion ensued between RSM LLC, Board members, and City staff. (see attached handout)

City Auditor Update

Pat Reilly said that he promised a response regarding the Fort Lauderdale airport leasing contracts, but the responses received were not what he was looking for and he would provide the responses at the next Audit Advisory Board meeting.

Other Business

N/A

Communication to the City Commission

N/A

Adjournment

The next regularly scheduled Audit Advisory Board meeting will be October 27th, 2022, at 5:00 PM.

The meeting adjourned at 5:33 PM

[Minutes prepared by Debra Conyers, Board Liaison]