



CITY OF FORT LAUDERDALE  
**AUDIT ADVISORY BOARD MEETING**

**Thursday, January 30, 2025 - 5:00 PM**  
101 N.E. 3<sup>rd</sup> Avenue, Fort Lauderdale, FL 33301  
11th Floor Conference Room

**CHAIR**

Joey Epstein  
District III  
Term expires 9/30/2025

**VICE CHAIR**

Eric Soh  
Mayor Appointee  
Term Expires 9/30/2025

**MEMBERS**

Stephen Emery  
District I  
Term Expires 9/30/2025

Linroy Duffus  
District II  
Term Expires 9/30/2025

Bill Livek  
District IV  
Term Expires 9/30/2025

**EX-OFFICIO**

Susan Grant  
Acting City Manager  
City of Fort Lauderdale, FL  
(954) 828-5145  
Email: SuGrant@fortlauderdale.gov

Linda Short, CGFO, CPM  
Director of Finance  
City of Fort Lauderdale, FL  
(954) 828-5267  
Email: LShort@fortlauderdale.gov

Alicia Sheffield  
Acting Controller  
City of Fort Lauderdale, FL  
(954) 828-5361  
Email: ASheffield@fortlauderdale.gov

**LIAISON**

Debra Conyers  
Assistant to the Director  
City of Fort Lauderdale, FL  
(954) 828-5167  
Email: DConyers@fortlauderdale.gov

## A G E N D A

1. Call to Order
  - o Roll Call
2. Floor Open for Public Input
3. Quarterly Audit Compliance Report- December 2024
4. Annual Audit Work Plan Update
  - o RSM
5. CRA Audit Work Plan Update
  - o Anthony Brunson
6. Action to appoint a representative to the Revenue Estimating Conference
7. Other Business
  - o Confirm Special Meeting- February 27<sup>th</sup>, 2025 at 5pm
8. Communication to the City Commission
9. Adjournment

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**PLEASE NOTE THAT AS MEMBERS OF THE AUDIT ADVISORY BOARD, TWO-WAY COMMUNICATION BETWEEN MEMBERS IS PROHIBITED BY SUNSHINE LAW. DO NOT REPLY TO ANY BOARD OR COMMITTEE MEMBER. DISCUSSION SHOULD TAKE PLACE AT THE SCHEDULED BOARD MEETING.**

**PURPOSE:** To advise the city commission regarding appointment, compensation and retention of the independent auditor selected by the City to prepare or issue an audit report or perform other audits or attesting services for the city and to oversee such services; evaluate annually the independent auditor's qualifications, performance and independence taking into consideration the opinion of city management and the internal audit director; review the draft annual audited financial statements, including management's discussion and analysis of financial condition and results of operations and discuss with management and the independent auditor prior to the filing of the comprehensive annual financial report; review the independent auditor's annual management letter recommendations on internal control and accounting procedures and make recommendations to the city manager and city commission regarding appropriate response and resources to address audit findings; review the reports of the internal audit director with responses from management and annual and interim planned work activities and advise city commission regarding adequacy of staffing and other resources to accomplish the overall scope and plans for internal audits; review City's compliance with legal and regulatory requirements related to revenues, expenditures, assets, liabilities and any other financial matters; review City's major financial risk, exposures and steps taken to monitor and control such exposures.

**Note:** Two or more City Commissioners and/or Advisory Board members may be present at this meeting. If any person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. If you desire auxiliary services to assist in viewing or hearing the meetings, or reading meeting agendas and minutes, please contact the City Clerk's Office at 954-828-5002 at least two days prior to the meeting, and arrangements will be made to provide those services for you.

Florida has a very broad public records law. Most written communications to or from city officials regarding City business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.