

City of Fort Lauderdale
Audit Advisory Board
November 8, 2004

Attendance:	<u>Absent/Present</u>	<u>Cumulative from 02/12/04</u>	
		(P)	(A)
Kevin Blair	P	6	1
Mark Burnam	P	5	2
Thomas F. Jordan	P	7	0
Harry Sweeney, Chairperson	P	7	0
Norman W. Thabit, Vice Chairperson	P	6	1

Ex-officio Members

Terry Sharp, Director of Finance
Joanne Rizi, City Controller

Others

Allyson Love, Director of the Office of Management and Budget
Tom Bradley, Ernst & Young

Chairperson Sweeney called the meeting to order at 4:35 pm. A roll call confirmed that a quorum was present. Mr. Sharp indicated that through a staff mixup, the agenda for this meeting was not posted for the required three days in advance. Therefore, no official action can be taken. The Board proceeded to review the draft minutes. Mr. Jordan identified a typographical error on the August 2 minutes, which will be corrected before the minutes are approved at the next meeting.

Chairperson Sweeney introduced the discussion about the City Manager's Audit Status Report. This is the product that the Board recommended to the City Manager at the August meeting. Chairperson Sweeney expressed concern about the number of auditor recommendations not implemented to date. Ms. Love responded that the report was new and the City Manager had recently assigned responsibility to an Assistant City Manager for follow-up actions with the appropriate departments.

Mr. Blair arrived at 4:55 p.m.

Mr. Burnam expressed concern about the tone of the audit of the General Employees Retirement System. He said that he had served on the Board for eight years and felt that overall the Board had done a good job with investments. Vice Chair Thabit said that he would advocate a change in the pension ordinance to ensure proper internal controls.

There was an extended discussion among Board members and a general consensus that staff responses to audits need to be reviewed by the City Manager and the status implementation of changes be updated for each Board meeting.

Mr. Sharp reported on the status of the independent audit. The Board discussed the process for reviewing the management letter. Mr. Bradley explained that they prepare a draft management letter for the City Manager and the Finance Department to review and to provide management comment. The letter would become public record as soon as the City

receives the letter. The Board agreed to review the management letter with management comments at its next meeting on January 31, 2005. In addition to the management letter and financial statements, the Board requested an update on the recently approved fire general obligation bonds and the new Commission auditor.

The meeting was adjourned at 6:00 p.m.

Prepared by:

Terry Sharp