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**Memorandum**

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CITY SECRETAR  
DALLAS, TEXAS



CITY OF DALLAS

DATE: September 15, 2011

TO: Honorable Members of the Budget, Finance & Audit Committee: Tennell Atkins (Vice Chair),  
Monica R. Alonzo, Scott Griggs, Ann Margolin

SUBJECT: Budget, Finance & Audit Committee Meeting

**Tuesday, September 20, 2011, 1:00 p.m.**

Dallas City Hall - 6ES, 1500 Marilla St., Dallas, TX 75201

The agenda for the meeting is as follows:

1. Approval of June 13, 2011 minutes
2. DFW International Airport Board Amendment to 47<sup>th</sup> Supplemental Bond Ordinance  
Mike Phemister, Vice President - Treasury Management
3. Office of the City Auditor's Proposed Fiscal Year 2012 Audit Plan  
Craig D. Kinton, City Auditor
4. Financial Management Performance Criteria Changes  
Edward Scott, City Controller & Abby Neil, Manager of Financial Reporting
5. FY 2011-12 Proposed Budget: Reserve Levels  
Jack Ireland, Director & Shelia Robinson, Assistant Director, Office of Financial Services

**FYI:**

6. July 2011 Financial Forecast Report

Please let me know if you have any questions.

A handwritten signature in cursive script, appearing to read "Jerry R. Allen".

Jerry R. Allen, Chair  
Budget, Finance & Audit Committee

**cc:** Honorable Mayor and Members of the City Council  
Mary K. Suhm, City Manager  
Rosa A. Rios, Acting City Secretary  
Thomas P. Perkins, Jr., City Attorney  
Craig D. Kinton, City Auditor  
A.C. Gonzalez, First Assistant City Manager  
Ryan S. Evans, Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager  
Forest E. Turner, Assistant City Manager  
Joey Zapata, Interim Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Edward Scott, City Controller

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.