

# **Budget, Finance & Audit Committee**

## **Meeting Record (Draft)**

**Meeting Date:** 10-3-2011

**Convened:** 1:03 p.m.

**Adjourned:** 2:35 p.m.

**Committee Members Present:**

Jerry R. Allen, Chair  
Tennell Atkins, Vice-Chair  
Monica Alonzo  
Scott Griggs  
Ann Margolin

**Presenters:**

Ben Kohnle, Engagement Partner – Grant Thornton  
Dan Barron, Manager – Grant Thornton  
Kirt Steale, Principal – Grant Thornton  
Mike Frosch, Interim Director of Business Development & Procurement Services

**Staff Present:**

Jeanne Chipperfield, Jack Ireland, Edward Scott, Lance Sehorn, Ben Collins, Carolyn Bray, Craig Kinton, Rocky Vaz, Bill Finch

**AGENDA:**

1. **Approval of the September 20, 2011 minutes**

**Presenter(s):**

**Information Only:** \_\_\_\_\_

**Action Taken/Committee Recommendation(s):**

Motion to approve the September 20, 2011 minutes.

Motion made by: Monica Alonzo

Motion seconded by: Ann Margolin

2. **Communications Related to the FY 2010 and FY 2011 Audits**

**Presenter(s):** Ben Kohnle, Kirt Steale, and Dan Barron

**Information Only:** \_\_\_\_\_

**Action Taken/Committee Recommendation(s):**

The briefing presented an audit timeline, separate reports issued, results of audits performed in 2009-2010, current year internal control findings (CAFR), status of prior year CAFR's, and Key Focus Areas.

A motion was made to approve the supplemental agreement at the October 10, 2011 council agenda meeting.

Motion made by: Tennell Atkins

Motion seconded by: Ann Margolin

3. **Purchasing Process Overview**

**Presenter(s):** Mike Frosch

**Information Only:**  X

**Action Taken/Committee Recommendation(s):**

The purpose of the briefing was to provide a high level overview of the City's procurement process, history of the Good Faith Effort policy, discuss current Business Inclusion and Development (BID) plans, and discuss the current BID Program Administration and outreach efforts.

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Jerry R. Allen, Chair

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