

MINUTES

COUNCIL FINANCE & HUMAN RESOURCES COMMITTEE

Wednesday, January 15, 2020 – 9:00 AM
City Hall Administrative Conference Room

Members Present: Geraldine Dinkins, Chair, Council Member
Mac Morrow, Vice Chair, Council Member
Jim Fatland, City Manager

Absent: Kelley Craig, Human Resources Director

Staff Present: Tom Whitlock, Deputy Finance Director & Tax Collector
Denise Hodsdon, Executive Assistant

Guests: Dan Mullinix, Gould Killian CPA Group, P.A.

A. Welcome & Call to Order

Committee Chair Geraldine Dinkins called the meeting to order at 9:05 AM.

B. Certification of Quorum

Quorum was certified by Executive Assistant Denise Hodsdon.

C. Approval of Minutes of January 8, 2020 Meeting

Motion by Mr. Fatland, seconded by Mr. Morrow, to approve the January 8, 2020 meeting minutes as presented. Motion carried unanimously.

D. Audit Report for Year-Ended June 30, 2019

Mr. Fatland introduced Dan Mullinix from Gould Killian CPA Group. Mr. Mullinix gave an overview of the auditing process and the services which Gould Killian CPA Group have and will provide for the City of Brevard. He thanked the Committee and Mr. Fatland for the opportunity to serve as the City's auditors.

Mr. Mullinix provided copies of the draft audit report. He reviewed each of the three parts of the audit: 1) Annual Financial Report; 2) Audit Wrap Up; and 3) Financial Statement and noted the following:

- The City of Brevard is required to have a Yellow Book Audit and there are more audit standards with that. A new standard for 2019 was the requirement to hire a separate outside accountant to look at final trial balances, certain audit work papers, fixed assets, etc.

- Issued clean opinion on the June 30, 2019 financial statements
- Reported no material weaknesses in internal control
- Encumbrances system is working correctly and there is good control of expenses
- As of June 30, 2019 the Unassigned Fund Balance for the General Fund was \$2,843,382. This represents approximately 35% of the total General Fund expenditures and is above the City's 30% minimum fund balance policy threshold.

Mr. Mullinix will present the audit report to the full City Council on January 21st. A copy of the full audit is available for review at City Hall.

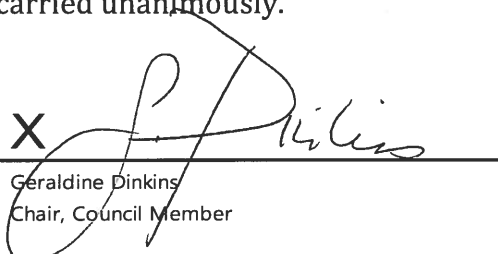
E. Set Date for Next Meeting

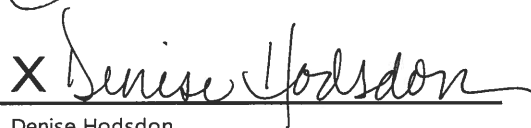
It was decided that the Committee would meet again when needed.

F. Adjourn

There being no further business, Mr. Fatland moved and Mr. Morrow seconded to adjourn the meeting at 10:42 AM. The motion carried unanimously.

Minutes Approved: February 25, 2020

X 
Geraldine Dinkins
Chair, Council Member

X 
Denise Hodsdon
Executive Assistant