



South Florida Water Management District

Governing Board Audit and Finance Committee MEETING MINUTES

October 13, 2010

10:00 AM

District Headquarters - B-1 Auditorium
3301 Gun Club Road
West Palm Beach, FL 33406

Members Present:

Eric Buermann

Joe Collins

Charles Dauray

Glenn Waldman

1. **Call to Order** - Charles Dauray, Chair

Chair Dauray called the meeting to order at 10:07 a.m.

Governing Board members Sandy Batchelor, Kevin Powers, Joe Collins and Jerry Montgomery were in attendance at the meeting.

Note: Governing Board member Shannon Estenoz arrived at the meeting at 10:20 a.m.

2. **Approval of Minutes**

Approval of the Minutes for the April 14, 2010, Audit & Finance Committee meeting held in West Palm Beach, Florida

Motion made by Joe Collins, seconded by Glenn Waldman, to approve the Audit & Finance Committee meeting minutes from April 14, 2010. Vote called. Voting yes: Joe Collins, Charles Dauray and Glenn Waldmann. Not present: Eric Buermann
Motion passed.

3. **Changes to Agenda** - Annette Carter, Director, Office of Governing Board & Executive Services

There were no changes to the agenda.

4. Inspector General's Activity Report - John Williams, Inspector General (ext. 6128)

Tim Beirnes, Director of Auditing, presented the Inspector General's Activity Report.

Mr. Beirnes provided an update on the status of various audits and investigations being undertaken by the Office of Inspector General.

Tim Beirnes also presented six audit reports for the Committee's approval:
Audit of the Districts SAP Solutions Center
Audit of Land Acquisition and Management Processes
Audit of the Districts Integrated Real Estate Information System (IRIS)
Audit of Vegetation Management Program
Audit of Operations and Maintenances Inventory Processes and Procedures
Audit of Operations and Maintenances Equipment Leasing

Motion made by Joe Collins, seconded by Glenn Waldman to accept and approve each report and to present the reports to the full Governing Board for approval. Vote called. Voting yes: Eric Buermann, Joe Collins, Charles Dauray, Glenn Waldman. Motion passed.

5. Approval of Budget for Office of Inspector General - John Williams, Inspector General (ext. 6128)

Mr. Beirnes presented the Office of Inspector Generals budget for Fiscal Year 2011 to the Committee for approval. Such review and approval is required by the Audit and Finance Committee Charter.

Motion made by Joe Collins, seconded by Eric Buermann, to approve the budget for the Office of Inspector General. Vote called. Voting yes: Eric Buermann, Joe Collins, Charles Dauray and Glenn Waldman. Motion passed.

6. Proposed Audit Plan for FY 2011 - John Williams, Inspector General, and Tim Beirnes, Director of Auditing (ext. 6128 and 6398)

Mr. Beirnes presented the proposed FY2011 Audit Plan. The plan includes audits of:

- compliance with construction management procedures
- monitoring of U.S. Sugar lease provisions,
- surplus land identification and disposal process,
- Nubbin Slough Stormwater Treatment Area(STA) project,
- Water Quality Program,
- E-Permitting System, and
- Lake Belt Mitigation Fund

Mr. Buermann asked for a briefing on the statutory responsibilities and authority for dispersement of the Lake Belt Mitigation Funds.

Mr. Beirnes also reported on the proposed audit of the Information Technology Resource Approval Process, audit of the PC lease contract, and the audit for affiliated small business enterprise (SBE) companies.

Mr. Montgomery also requested an analysis of business needs and operational efficiencies in the IT audit and not just the cost savings.

Mr. Waldman asked about the inventory process for the computers.

Sharon Trost, IT Department Director, provided an explanation of how staff perform the inventory process.

Mr. Dauray said the Committee is thoroughly briefed on the audits.

Motion made by Joe Collins, seconded by Eric Buermann to accept and approve the FY2011 Audit Plan. Voting called. Voting yes: Eric Buermann, Joe Collins, Charles Dauray and Glenn Waldman. Motion passed.

7. Banking Service Request for Proposal (RFP) - Paul E. Dumars, Sr., Chief Financial Officer, Executive Office, (ext. 6212)

Paul Dumars, Chief Financial Officer, described the plan to initiate a full RFP solicitation for banking services. The current 5-year contract expires in October and an agreement is in place to extend the current contract with SunTrust bank for one year to allow for a full solicitation, contract negotiation and implementation if a new bank is awarded the business. The Scope of Work will include; a full range of banking services, adequate controls and loss prevention, custodial services, a high level of customer service, experience working with local governments, and the ability to provide emergency services.

Ms. Estenoz commented on the selection process.

Mr. Buermann also commented on the process and measures to take due to the changes in the banking industry.

8. Year-End Highlights: Accounting & Financial Services - Aaron M. Basinger, Director, Department of Finance and Administration (ext. 6660)

Aaron Basinger, Director, Department of Finance and Administration, concluded the meeting with a year-end review of financial highlights. He reviewed efficiency and productivity measures associated with invoice processing and check requests; current asset to liability ratios; and reviewed other financial achievements and recognition received by the agency during FY2010.

Mr. Dauray commented on the Board's fiduciary responsibility and commended staff for fiscal discipline in the declining economy.

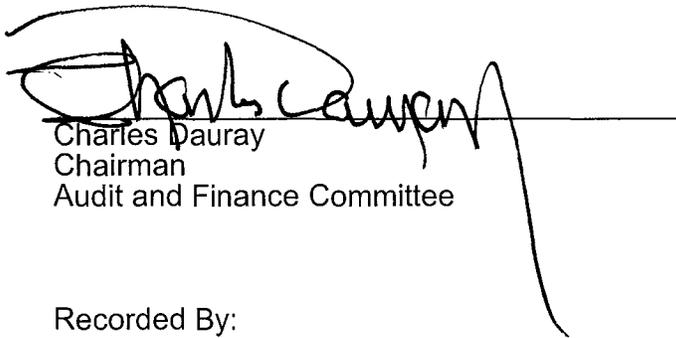
9. **Public Comment**

There was no public comment.

10. **Adjourn**

Chair Dauray adjourned the meeting 10:59 a.m.

Motion made by Eric Buermann, seconded by Joe Collins, to adjourn the meeting. Vote called. Voting yes: Eric Buermann, Joe Collins, Charles Dauray and Glenn Waldman. Motion passed.



Charles Dauray
Chairman
Audit and Finance Committee

Recorded By:

Cathy Widness
Administrative Assistant Senior
Governing Board and Executive Services
SFWMD