



CITY OF FORT LAUDERDALE

## AUDIT ADVISORY BOARD MEETING

Thursday, April 25th, 2024 - 5:00 PM

1 E. Broward Boulevard Suite 444, Fort Lauderdale, FL 33301  
4<sup>th</sup> Floor Commission Conference Room

### A G E N D A

#### CHAIR

Joey Epstein  
District III  
Term expires 9/30/2025

#### VICE CHAIR

Eric Soh  
Mayor Appointee  
Term Expires 9/30/2025

#### MEMBERS

David Brown  
District II  
Term expires 9/30/2024

Stephen Emery  
District I  
Term Expires 9/30/2024

#### EX-OFFICIO

Greg Chavarria  
City Manager  
City of Fort Lauderdale, FL  
(954) 828-5959  
Email: GChavarria@fortlauderdale.gov

Linda Short, CGFO, CPM  
Director of Finance  
City of Fort Lauderdale, FL  
(954) 828-5267  
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Laura Garcia, CGFO  
Controller  
City of Fort Lauderdale, FL  
(954) 828-5181  
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#### LIAISON

Debra Conyers  
Assistant to the Director  
City of Fort Lauderdale, FL  
(954) 828-5167  
Email: DConyers@fortlauderdale.gov

#### 1. Call to Order

- Roll Call

#### 2. Review of Meeting minutes for Approval

- August 9, 2023
- October 26, 2023
- February 1, 2024
- February 28, 2024

#### 3. Floor Open for Public Input

#### 4. Quarterly Audit Compliance Report – March 2024

- FXE

#### 5. FY2023 Financial Update

#### 6. Special Meeting June 27<sup>th</sup>, 2024 Accept ACFR – Motion Required

#### 7. Other Business

#### 8. Communication to the City Commission

#### 9. Adjournment

**PLEASE NOTE THAT AS MEMBERS OF THE AUDIT ADVISORY BOARD, TWO-WAY COMMUNICATION BETWEEN MEMBERS IS PROHIBITED BY SUNSHINE LAW. DO NOT REPLY TO ANY BOARD OR COMMITTEE MEMBER. DISCUSSION SHOULD TAKE PLACE AT THE SCHEDULED BOARD MEETING.**

**PURPOSE:** To advise the city commission regarding appointment, compensation and retention of the independent auditor selected by the City to prepare or issue an audit report or perform other audits or attesting services for the city and to oversee such services; evaluate annually the independent auditor's qualifications, performance and independence taking into consideration the opinion of city management and the internal audit director; review the draft annual audited financial statements, including management's discussion and analysis of financial condition and results of operations and discuss with management and the independent auditor prior to the filing of the comprehensive annual financial report; review the independent auditor's annual management letter recommendations on internal control and accounting procedures and make recommendations to the city manager and city commission regarding appropriate response and resources to address audit findings; review the reports of the internal audit director with responses from management and annual and interim planned work activities and advise city commission regarding adequacy of staffing and other resources to accomplish the overall scope and plans for internal audits; review City's compliance with legal and regulatory requirements related to revenues, expenditures, assets, liabilities and any other financial matters; review City's major financial risk, exposures and steps taken to monitor and control such exposures.

**Note:** Two or more City Commissioners and/or Advisory Board members may be present at this meeting. If any person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. If you desire auxiliary services to assist in viewing or hearing the meetings, or reading meeting agendas and minutes, please contact the City Clerk's Office at 954-828-5002 at least two days prior to the meeting, and arrangements will be made to provide those services for you.

Florida has a very broad public records law. Most written communications to or from city officials regarding City business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.