



THE AUSTIN CITY COUNCIL **AUDIT AND FINANCE COMMITTEE** CONVENED IN A REGULAR MEETING ON WEDNESDAY, OCTOBER 23, 2013 AT 10:01 A.M. IN THE BOARDS & COMMISSIONS ROOM, FIRST FLOOR, ROOM 1101, CITY HALL, 301 W. 2<sup>nd</sup> STREET.

Chair Sheryl Cole called meeting to order at 10:01 a.m. In attendance were Council Member Kathie Tovo, and Council Member Laura Morrison. Council Member Bill Spelman was absent.

**Agenda Item #1:** Citizen Communication

*Carol Biedzrycki spoke about issues in Austin Energy's billing and contributions program.*

**Agenda Item #2:** Approval of September 25, 2013 minutes

*The minutes of the September 25, 2013 meeting of the Audit & Finance Committee were approved on a motion from Mayor Pro Tem Cole, seconded by Council Member Morrison, with a 3-0 vote. Council Member Spelman was off the dais.*

**Agenda Item #3:** An update regarding actions taken to establish a Citywide real estate database as requested by the Audit and Finance Committee following presentation of the April 2013 Real Estate Asset Management Audit (Office of Real Estate Services)

*Lauraine Rizer, Real Estate Officer, and Rob Byrd, Chief Enterprise Architect, presented actions taken toward establishing a Citywide real estate database. Rizer and Byrd answered questions from Council. No action was taken. Council member Spelman joined the meeting during this presentation.*

**Agenda Item #8:** Information Technology (IT): Governance and Planning Audit which determined if the Communications and Technology Management department's planning and governance practices comply with IT best practices and standards (Office of the City Auditor)

*Walt Persons, Assistant City Auditor, presented the results of the audit, which was led by Robert Elizondo. Persons, Ken Mory, City Auditor, and Stephen Elkins, Chief Information Officer, answered questions from Council. The audit was accepted on a motion by Council Member Spelman, seconded by Council Member Tovo, with a 3-0 vote. Council Member Morrison was off the dais.*

**Agenda Item #7:** Public Safety Vehicle Repair Audit which evaluated the responsiveness, effectiveness, and efficiency of public safety vehicle repairs conducted by Fleet Services (Office of the City Auditor)

*Niki Raggi, Assistant City Auditor, presented the results of the audit, which was led by Henry Katumwa. Raggi, Gerry Calk, Fleet Officer, Harry Evans, Chief of Staff for Austin Fire Department, and Brian Manley, Assistant Chief for Austin Police Department answered questions from Council. The audit was accepted on a motion by Council Member Tovo, seconded by Council Member Spelman, with a 3-0 vote. Council Member Morrison was off the dais.*

**Agenda Item #4:** Proposed bylaws amendments for Library Commission related to meetings schedule (Office of the City Clerk)

***The City Clerk no longer needed to present so the item was taken off the agenda.***

**Agenda Item #5:** The Fiscal Year 2013 Hotel Occupancy Tax Revenue Audit (Report 2 of 2) which determined whether three hotels reported hotel occupancy tax exemptions to the City Controller in accordance with City and State laws (Office of the City Auditor)

***This item was postponed by Mayor Pro Tem Cole without objection.***

**Agenda Item #6:** Procure to Pay Process Audit which determine whether procurement of goods and services is processed in compliance with the City's established procure to pay policies and procedures (Office of the City Auditor)

***This item was postponed by Mayor Pro Tem Cole without objection.***

**Adjourn – Mayor Pro Tem Cole adjourned the meeting without objection at 11:48 a.m.**