

SPECIAL P.M. CITY COUNCIL WORKSHOP OF THE CITY OF REDMOND WAS HELD JANUARY 20, 2015, IN THE CITY COUNCIL CHAMBERS.

COUNCIL MEMBERS PRESENT: Tory Allman – Joe Centanni – Anne Graham – Camden King – Jay Patrick

COUNCIL MEMBERS EXCUSED: George Endicott – Ginny McPherson

STAFF PRESENT: City Manager Keith Witcosky – City Attorney Steve Bryant – Interim Airport Director Bob Noble – Police Lieutenant Keith Knight – Public Works Director Bill Duerden – City Recorder Kelly Morse – Community Development Director Heather Richards – CIS Administrator Sheri Cleveland – Deputy Director of Central Services Jason Neff – Deputy Director of Central Services Jodi Burch – Utility Billing Supervisor Molly Mansfield – Accountant Wendy England – Airport Director Jeff Tripp

MEDIA PRESENT: None

Council President Patrick called the workshop to order at 6:30 p.m.

PRESENTATIONS

A. Staff Presentation of FY 2013/2014 Audit, Jodi Burch

Deputy Director of Central Services Jodi Burch provided the Council with an audit presentation in an effort to increase their understanding of the audit scope and Comprehensive Annual Financial Report (CAFR). Ms. Burch reviewed audit requirements, the annual audit process, and the CAFR noting that its primary components are:

1. Independent Auditor's Report
2. Management's Discussion and Analysis
3. Basic Financial Statements
4. Supplemental Information
5. Statistical Section
6. Reports of Independent Certified Public Accountants

Ms. Burch described the City's findings of substantial compliance, strong internal controls, and the City's compliance with Federal funds to which there were two minor deficiencies. The Auditor's management letter suggested two areas where the City could improve upon:

1. Utility Billing – Suggests a secondary review over the monthly billing and over annual calculation of sewer and stormwater charges.
2. Capital Outlay – Suggests maintaining a separate capital asset listing for assets purchased with Federal funds. Also suggest reviewing coding of costs as there were several instances where items were coded to capital outlay expenses, but should have been considered materials and services and vice versa.

The auditors commended the City for adding additional monitoring procedures during the year to address concerns identified in the prior year management letter.

Ms. Burch thanked the Leadership Team and their staff for a smooth process and clean audit then addressed questions from the Council.

OTHER BUSINESS

The Council and staff briefly discussed the need for an update on affordable housing.

There being no further business, the workshop was adjourned at 7:01 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 27th day of January, 2015.

 /s/ George Endicott
George Endicott, Mayor

ATTEST:

 /s/ Kelly Morse
Kelly Morse, City Recorder