

**The Minutes of the City Audit Advisory Board held
Wednesday, January 9, 2013 at 1:00p.m.**

Call to Order

The meeting of the Audit Advisory Board was called to order by Michael Justus, Board Chair, at 1pm. This meeting was held in Conference Room 106, which is located on the first floor of the City/County Building.

Attendance

Present: Peggy Tharnish, City Controller; Janice Folkner, Assistant to Steve Hubka; Marcee Brownlee, Assistant City Attorney; Board Chair: Michael Justus; Board Members: Barbara Arendt, Gerry Finnegan and Jason Christenson. Jim Mastera arrived late.

Absent: Todd Blome

Note Open Meetings Law

Michael made note of the Open Meetings Act posted on the wall of the conference room.

I. Approval of August 8th Board minutes

After noting one correction in the minutes, Michael asked for approval of the August 8th meeting minutes. Gerry moved approval, which was seconded by Barb. AYES: Barbara, Jason, Gerry and Mike. NAYS: None. Motion carried, 4-0.

II. Discussion on Engineering Services Audit

Peggy reported that there were no new developments on this subject and asked the group if they wanted to continue to put it on the Agenda. It was decided to communicate with the Council that pursuant to this resolution we have concluded all that we can at this point in time without further clarification. It was agreed this item will be tabled until the next meeting.

III. Review Proposed City Code Revisions

The group discussed their suggestions of City Code Revisions. Marcee will make the changes and present a draft in legislative form to the Board at the next meeting. Marcee further explained they would need to have someone from the Mayor's office or a City Council member introduce these final revisions for legislative purposes, so it would be best to have one of them come to the next meeting to explain why these particular revisions are necessary. Marcee said she will visit with the Mayor's office regarding this. Discussion will continue at the next meeting.

IV. Set the next Audit Advisory Board meeting

The next board meeting is scheduled for the second Wednesday of the month, which is February 13th at 2pm in Conference Room 303.

V. Adjournment

Michael called for a motion to adjourn. Barb moved approval, which was seconded by Gerry. AYES: Jason, Gerry, Barb, Michael, and Jim. NAYS: None. Motion carried, 5-0.

The meeting was adjourned at 1:40pm.

Minutes submitted by: Janice Folkner