

**MINUTES  
FORT MYERS BEACH  
AUDIT COMMITTEE  
Town Hall  
2525 Estero Boulevard  
Fort Myers Beach, FL 33931**

**Tuesday, June 14, 2016**

**I. CALL TO ORDER**

Meeting was called to order at 2:00 p.m. by Chair Rodwell. Members present: Dick Cote, Edward Lombard and James Rodwell.

Absent: Dan Hughes

Staff Liaison: Maureen Rischitelli and Lisa Kolar.

Council Liaison: Rexann Hosafros

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENT**

Bruce Butcher, resident, questioned whether the audit committee reviewed cash flow forecasts in addition to selecting a Town auditor. Chair Rodwell replied that, by ordinance, the audit committee selected an auditor. For other issues, they were required to ask Council for permission to do something or Council directed the Audit Committee to do something.

**IV. APPROVAL OF MINUTES of May 9, 2016**

**MOTION:** Mr. Lombard moved to approve the minutes as amended; second by Mr. Cote.

**VOTE:** Motion passed unanimously.

Change the following sentences to read:

- Chair Rodwell will meet with Town Manager Stilwell to discuss the unpaid invoices.

Discussion was held regarding ~~creation~~ the inclusion of the debt management policy, investment policy, wire transfer policy and check writing policy.

**V. CURRENT ITEMS**

- Draft Budget

Mr. Cote questioned zero in the State Revenue Sharing line. Ms. Rischitelli indicated that if the Town charged 3 mills or above, the Town was eligible for state revenue sharing. The Charter amendment removed that provision. The Town Attorney was in touch with the Attorney General and was waiting to hear how to remedy the situation. Mr. Cote questioned the Bond Proceeds number in last year's water utility. Ms. Rischitelli explained that the number was the carry from 2014, which was the original proposal for the project. Discussion was held regarding the IT contract with Softrim, \$50,000 to replace two servers, \$50,000 for a new accounting system, and

\$90,000 for a town consultant regarding Grand Resorts. Mr. Lombard questioned whether any item in the budget was expendable at the discretion of the Town Manager. Ms. Hosafros replied that the Town Manager was limited to not spending anything that was not listed on the budget, but he could make expenditures under \$25,000.

Chair Rodwell clarified stormwater user fee and maintenance and water and capital reserves. Ms. Rischitelli explained what has been spent on the water distribution project.

- Town of Fort Myers Beach Fiscal Policies and Procedures

Ms. Rischitelli indicated that Interim Town Manager Steele would provide a draft by the July meeting.

**VI. MEMBER ITEMS AND REPORTS**

Mr. Lombard questioned what transpired during the meeting between Chair Rodwell and the former Town Manager. Chair Rodwell replied that it was not pleasant, but two days later, the former Town Manager solved the problem at no cost to the Town. The cause of the problem has not been resolved.

**VII. SET AGENDA FOR NEXT MEETING - July 11, 2016 at 9:00 a.m.**

**VIII. PUBLIC COMMENT**

Bruce Butcher, resident, commented on transfers between funds, intergovernmental loans, cash flow, fixed and variable expenses and matching expenses to the revenue source.

**IX. ADJOURNMENT**

**MOTION:** Mr. Cote moved to adjourn; second by Mr. Lombard.

**VOTE:** Motion passed unanimously.

Meeting adjourned at 2:40 p.m.

Adopted 4-0 <sup>6/14/2016</sup> with/without changes. Motion by COTE  
(DATE)

Vote: 4-0 Signature: James U. Rodwell

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