

City of Marco Island Florida

*51 Bald Eagle Drive
Marco Island, Florida
cityofmarcoisland.com*



Meeting Minutes - Draft

Thursday, April 25, 2024

9:00 AM

Community Room

Audit Advisory Committee

Chair: William Rogers

Vice-Chair: TBD

Committee Members:

Michael Carr, Maureen Craig,

Jeremy Dixon, Deb Henry,

Elena McFann, Eugene Siegel

City Staff: Guillermo Polanco

(1) CALL TO ORDER

Committee Member Siegel called the meeting to order at 9:00 A.M.

(2) ROLL CALL

Present: 5 - Member Carr, Member Craig, Member Dixon, Member Henry and Member Siegel

Absent: 2 - Member McFann and Chair Rogers

Also Present:

Guillermo Polanco, Finance Director

Daniel Anderson, Audit Partner, Mauldin & Jenkins CPA & Advisors, via Zoom teleconference connection

Martin Luna, Audio Visual Technician

(3) PLEDGE OF ALLEGIANCE

Led by Member Siegel.

(4) APPROVAL OF THE AGENDA

MOTION by Member Craig, seconded by Member Carr, that the Agenda be Approved. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:

Yes: 5 - Member Carr, Member Craig, Member Dixon, Member Henry and Member Siegel

(5) APPROVAL OF THE MINUTES

[ID 24-3585](#) Approval of the Audit Advisory Minutes of February 29, 2024.

Attachments: [Meeting Minutes February 29, 2024](#)

MOTION by Member Craig, seconded by Member Carr, that the Audit Advisory Committee Minutes of February 29, 2024, be Approved. MOTION CARRIED BY THE FOLLOWING VOICE VOTE:

Yes: 5 - Member Carr, Member Craig, Member Dixon, Member Henry and Member Siegel

(6) OLD BUSINESS

None.

(7) NEW BUSINESS

[ID 24-3586](#) Final ACFR review by Finance Director and Audit Update by Mauldin & Jenkins

Marco Island Finance Director Guillermo Polanco asked new Committee member Maureen Craig to briefly introduce herself prior to inviting Mr. Daniel Anderson, Partner-in-Charge, Mauldin & Jenkins CPA & Advisors, to address the Committee via Zoom teleconference connection.

Mr. Anderson provided a brief update of the financial statements and where they stand. He reported that they are getting close to the end and that testing of the capital assets has been completed by the team,

and once he completes that review, he will review the draft of the ACFR. He would like to receive feedback from the Committee and Mr. Polanco today so that he can schedule the concurrent review which is a review by a separate partner independent of the engagement for quality assurance. He said that the City does not have a Federal or State single audit that they are going to have to undergo due to having not spent more than \$750,000 in Federal or State awards.

Mr. Polanco commented that in regards to SEFA (Schedule of Expenditure of Federal Awards), the City has spent less than \$750,000. He explained that the grant for the Fruit Farm project was rather large and kicking us over the threshold, but that because we were acting as a vendor, we were not a recipient of the funds.

Mr. Polanco highlighted and went over some of the numbers in the management discussion and analysis that to him were the most significant items in terms of the financial statements for the City. He reported that other than hits from hurricanes, the financials are very sound.

Mr. Polanco also noted that we had two significant subsequent events that were included in the footnotes that occurred which were not related to FY23. The first event occurred on October 2nd when the 2020 bonds for the Utilities were refinanced. The 2020 bonds included a Cinderella clause that enabled exercising a lower interest rate in future years to 1.6%. The second event was the purchase of the North Marco Utility on December 15, 2023 for \$1.8 million that came out of the utility reserves. He stated that it doesn't affect the numbers in the financial statements for 2023, but was included as a subsequent event note.

MOTION by Member Carr, second by Member Craig, approving the ACFR (Annual Comprehensive Financial Report).

Yes: 5 - Member Carr, Member Craig, Member Dixon, Member Henry and Member Siegel

(8) STAFF COMMUNICATIONS

None.

(9) PUBLIC COMMENT

There were no members of the public present to comment.

(10) NEXT MEETING: CONFIRMATION & ATTENDANCE

Finance Director Polanco commented that he will advise the Committee of the next meeting date.

(11) ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned.