



Ogden City

City Council Meeting Agenda

December 15, 2015 at 6:00 p.m.

City Council Chambers

Municipal Building – Third Floor

2549 Washington Boulevard, Ogden, Utah 84401

1. Roll Call.
2. Pledge of Allegiance.
3. Moment of Silence.
4. Request to be on the Agenda:
 - a. State Legislators from Northern Utah have been invited to share their priorities for the 2016 Legislative Session.
5. **Approval of Minutes** (*voice vote*):
 - a. Regular Meeting of September 15, 2015 – *Council member Gochnour*
 - b. Regular Meeting of October 6, 2015 – *Council member Stephens*
 - c. Work Session of October 6, 2015 – *Council member Wicks*
 - d. Regular Meeting of October 20, 2015 – *Council member Garner*
 - e. Work Session of October 20, 2015 – *Council member Blair*
6. Reports from the Administration:
 - a. **FY2015 Comprehensive Annual Financial Report and Audit Report.** Presentation of the Comprehensive Annual Financial Report (CAFR) and Audit Report for Fiscal Year 2015. (*Accept/not accept report for review – voice vote*)
7. Public Comments: This is an opportunity to address the Council regarding your concerns or ideas. Please state your name and address for the record, and limit your comments to three minutes.
8. Comments:
 - a. Mayor
 - b. Council members
9. Adjournment.

REMINDERS: A Special Redevelopment Agency meeting will be held immediately following the regular Council meeting in the Council Chambers.

A City Council work session will be held immediately following the Special Redevelopment Agency meeting in the Council work room. The purpose of the work session includes presentations and discussions regarding:

- **Bicycle Master Plan,**
- **Council-Mayor Discussion,**
- **Capital Improvement Plan Quarterly Report, and**
- **Council Business.**

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A Redevelopment Agency work session will be held immediately following the City Council work session in the Council work room. The purpose of the work session is to discuss proposed tax increment refunding bonds and Board Business.

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In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact the Management Services Department at 629-8701 (TDD# 629-8949) or by email: [ADACompliance@ci.ogden.ut.us](mailto:ADACompliance@ci.ogden.ut.us) at least 48 hours in advance of the meeting.

#### CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and/or agenda was posted in three public places within the Ogden City Limits on this 11<sup>th</sup> day of December, 2015. These public places being: 1) City Recorder's Office on the 2nd floor of the Municipal Building; 2) 2nd floor foyer of the Municipal Building; and 3) the Weber County Library. A copy was posted to the Utah State Public Notice Website and the Ogden City Website, as well as provided to the Standard-Examiner.

TRACY HANSEN, MMC  
OGDEN CITY RECORDER

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# City Council Meeting COUNCIL STAFF REVIEW

## COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FY2015

## FINANCIAL AUDIT REPORT FY2015

**DETERMINATION:** **Accept or Not Accept for Review**

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### *Executive*

#### *Summary*

The Council will consider accepting for review the FY2015 CAFR and Financial Audit Report. A work session to review and discuss the CAFR and audit will be held in February 2016.

#### *Background*

Section 10-6-150 of the Utah Code requires that the City prepare an annual financial report and have an independent auditor complete an audit report. The independent auditor has the responsibility for auditing and reporting on, among other things, the following:

- Risk Assessment
- GASB 54 Compliance
- Bond Covenant Compliance
- Debt Limit Compliance
- Federal Program Compliance
- Purchase and Expenditures
- Inventory Review

The auditor also determines whether the City's financial statements conformed with generally accepted accounting principles (GAAP).

Upon completion, copies of the Comprehensive Annual Financial Report (CAFR) and the independent auditor's report are filed with the Utah State Auditor's office. Copies are also retained in the office of the City Recorder.



# City Council Meeting COUNCIL STAFF REVIEW

## **May 14, 2013**

The City Council approved Resolution 2013-15, authorizing a five (5) year contract with Hansen, Barnett, & Maxwell, P.C. to provide financial audit services.

## **September 1, 2013**

Hansen, Barnett, & Maxwell, P.C. joined the regional firm of Eide Bailly.

## **December 15, 2015**

A representative from the City's Comptroller's Office will present the FY2015 Comprehensive Financial Report. Representatives of Eide Bailly will present the A-133 audit report for FY2015.

## **February 2, 2016 (Tentative)**

A work session has been tentatively scheduled to discuss the FY2015 Audit Report and CAFR.

## **Comprehensive Financial Annual Report**

**(To be presented at the meeting and made available on the City's website by 12:00 p.m. December 16, 2015)**

The Comprehensive Annual Financial Report (CAFR) is prepared by the City Administration each year as part of the fiscal year-end budget process. The CAFR provides an overall picture of the City's funds, investments, assets, and debt--additional information over and above the regular annual budget. The City's budget provides a plan for revenues and expenditures, while the CAFR provides an overview of the prior year's financial activity.

The CAFR is divided in three major sections:

1. **Introductory Section:** The Introductory Section includes a letter of transmittal to the Mayor and City Council from the Management Services Director and the city's Comptroller describing the City's current financial picture.
2. **Financial Section:** The Financial Section makes up the bulk of the CAFR. The financial information provides a general description of the City's finances with supplementary information and notes providing additional detail. This is the section audited by the



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independent auditors. Note that the auditor's report is included at the beginning of this section.

3. **Statistical Information:** The statistical information provides detailed historical information which puts the current financial statements in historical context. It contains tables and information regarding financial trends, revenue capacity, debt capacity, demographic and economic information, and operating information. This section is not audited by the auditors.

### **Financial Auditor's Report**

**(To be presented at the meeting and made available on the City's website by 12:00 p.m. December 16, 2015)**

The Auditor's report is a summary of the auditor's review and findings regarding the City's overall financial situation. Representatives from Eide Bailly provided a verbal reported to the Audit Committee on December 11, 2015. The audit did uncover a few minor internal control issues which will be identified in the audit letter. The Audit Report will show one significant deficiency relating to the posting of a receivable on July 1 which should have been adjusted to June 30.

The issues identified by the Eide Bailly audit team will be reviewed briefly during the Council meeting. An in-depth discussion will be held during the Council's work session in February 2016.

### ***Proposal***

The Administration will review and submit the CAFR. A representative from Eide Bailly, the City's auditing firm, will review and submit the Audit Report for the Council to accept for review.

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**Council Staff Contact: Janene Eller-Smith, (801)629-8165**