

**CITY OF STILLWATER AUDIT COMMITTEE
DECEMBER 14, 2015 MINUTES
723 S. LEWIS, STILLWATER, OK
ROOM 1112B
12:00 P.M.**

MEMBERS PRESENT: CHAIR KELLY COX, ROD GOODNER, JERRY FRANKLIN

MEMBERS ABSENT: JOHN KILLAM

STAFF PRESENT: MELISSA REAMES, TAMMY BROWN, ANDREW HARRELSON

AUDIT STAFF: KAREN LINN, STACEY HAMMOND BY TELECONFERENCE

I. CALL TO ORDER

THE MEETING WAS CALLED TO ORDER BY CHAIRMAN KELLY COX AT 12:02PM. INTRODUCTIONS WERE WAIVED.

II. APPROVAL OF MINUTES FROM THE OCTOBER 26, 2015 MEETING

MOTION BY FRANKLIN, SECOND BY GOODNER, TO APPROVE THE MINUTES OF THE OCTOBER 26, 2015 MEETING. AYE - FRANKLIN, GOODNER, COX; NAY – NONE. MOTION CARRIED WITH THREE AYE VOTES.

III. CONSIDER RECOMMENDATION TO THE CITY COUNCIL TO APPROVE THE COMPREHENSIVE ANNUAL FINANCIAL STATEMENT FOR THE CITY OF STILLWATER FOR THE FISCAL YEAR ENDED JUNE 30, 2015 AND THE SINGLE AUDIT OF GRANT PROGRAMS FOR FISCAL YEAR ENDED JUNE 30, 2015.

MOTION BY FRANKLIN, SECOND BY GOODNER, TO RECOMMEND APPROVAL OF THE FINANCIAL REPORT BY THE STILLWATER CITY COUNCIL FOR THE FISCAL YEAR ENDED JUNE 30, 2015 AND THE SINGLE AUDIT OF GRANT PROGRAMS FOR FISCAL YEAR ENDED JUNE 30,2015. AYE - FRANKLIN, GOODNER, COX; NAY – NONE. MOTION CARRIED WITH THREE AYE VOTES.

IV. DISCUSSION OF THE AUDITORS REPORT TO MANAGEMENT AND CITY STAFF RESPONSE.

KAREN LINN AND STACEY HAMMOND REVIEWED THE REPORT TO THE CITY COUNCIL WITH THE AUDIT COMMITTEE. AREAS OF INTEREST WERE THE ADOPTION OF GASB 68 ACCOUNTING AND FINANCIAL REPORTING FOR PENSIONS, USE OF ACCOUNTING ESTIMATES BY MANAGEMENT AND ADJUSTMENTS MADE BY THE AUDITORS AT THE REQUEST OF MANAGEMENT. COX QUESTIONED THE INCLUSION OF THE ESTIMATES USED IN THE SUA AUDIT REPORT IN THE CAFR. LINN REPLIED THAT TO THE CITY AS A WHOLE THESE ESTIMATES WERE NOT MATERIAL.

V. DISCUSSION AND RECOMMENDATION TO COUNCIL OF EXTERNAL AUDITOR SELECTION FOR THE 2015-16 FISCAL YEAR AUDIT.

MOTION BY GOODNER, SECOND BY FRANKLIN TO RECOMMEND THAT THE CITY COUNCIL RETAIN BERBERICH, TRAHAN & CO FOR THE FY15-16 AUDIT.

VI. MEMBER COMMENT

GOODNER EXPRESSED HIS ADMIRATION FOR THE WORK PERFORMED BY STAFF. FRANKLIN AND COX SECONDED THESE COMMENTS.

VII. STAFF COMMENT

FINANCE DIRECTOR TAMMY BROWN THANKED THE FINANCE DEPARTMENT FOR THEIR DEDICATION TO THE CITY AND THE WORK OF THE FINANCE DEPARTMENT AND COMMUNICATIONS DEPARTMENT WHICH RESULTS IN THE ANNUAL CAFR.

VIII. ADJOURN

THE MEETING ADJOURNED AT 12:32PM.

Respectfully Submitted,

Melissa Reames