

**MINUTES
TOWN OF JUPITER
AUDIT / SURTAX COMMITTEE
COUNCIL CHAMBERS
TUESDAY, APRIL 19, 2022**

The meeting was called to order at 4:05 P.M.

Roll Call: Mr. Paul Drahnak, Mr. Peter Rene, Ms. Susan C. Present; Mr. Joseph Lario, Mr. Robert Reynolds; Mr. Mike Villella, and Finance Director, Mr. Scott Reynolds.

MINUTES

1. April 22, 2021 Audit/Surtax Committee Meeting Minutes.

Mr. Drahnak** moved to approve the April 22, 2021, Audit/Surtax Committee Meeting Minutes; seconded by Mr. Rene**; motion passed.

Drahnak	Rene	Chair Present	Lario	Reynolds
Yes	Yes	Yes	Yes	Yes

2. FYE 2021 Audit Presentation and Discussion, Findings – Mr. Moises Ariza, CPA Presenting.

Mr. Ariza introduced himself and the audit team from Marcum. Mr. Ariza discussed the changing of the name of the annual financial report from “Certified Annual Financial Report (CAFR)” to “Annual Certified Financial Report (ACFR).

Mr. Ariza gave an overview of the Independent Auditors Report for September 30, 2021 that states the auditors had a clean or unmodified opinion which means the financial statements are fairly presented in accordance with U.S. generally accepted accounting principles.

Mr. Ariza gave an overview of the Management Discussion and Analysis (MD&A) that is put together by Town staff to give the reader a comprehensive comparison between FY2020 and FY2021 financial activity and is unaudited and no opinion is rendered on the MD&A.

Mr. Ariza discussed the Town’s financial statements which included assets, liabilities and net position of the Town. Mr. Ariza highlighted the amount of unrestricted fund balance within each of the Town’s Governmental funds to the members.

Mr. Ariza highlighted that the Town had received its first tranche of \$3.7 million in American Rescue Plan Act Funding (ARPA) from the Department of Treasury.

Mr. Ariza then summarized the statement of revenues, expenses and change in net position of the Enterprise funds of the Town.

Mr. Ariza highlighted to the members the statement of fiduciary net position relating to the investment portfolio of the police pension trust fund that are not audited by his firm.

Mr. Ariza highlighted the notes section of the report and highlighted the Town had implemented GASB statements 84, 90, 95 and 98 during fiscal year end 2021.

Mr. Ariza highlighted to the members the General Obligation bond refinancing that occurred in September of 2021 and the positive interest rate obtained which produced a savings of \$169,761 for the Town.

Mr. Reynolds and Mr. Villella highlighted to the members the additional General Obligation debt service taken on at the same time as the refinancing which was part of a voter referendum to purchase conservation land.

Mr. Ariza discussed the independent auditors report on internal controls with the members where he highlighted that no material weaknesses and no noncompliance issues were found that would require reporting under the governmental auditing standards.

Mr. Ariza discussed the additional audit performed for the Community Redevelopment Agency (CRA) and they as well had a clean or unmodified opinion.

Mr. Ariza reviewed with the members the governance letter given to the Town which includes proposed year-end audit adjustments.

3. FYE 2021 Infrastructure Sales Tax Annual Report – Mr. Scott Reynolds presenting. Mr. Reynolds reviewed the FYE2021 Infrastructure Surtax report with the members and how the balance sheet ties out to what was reported in the FYE 2021 audit document.

Mr. Lario** moved to approve the FYE 2021 Infrastructure Surtax Report; seconded by Mr. Rene**; motion passed.

Drahnak	Rene	Chair Present	Lario	Reynolds
Yes	Yes	Yes	Yes	Yes

4. Audit Services RFP Process – Mr. Reynolds and Mr. Villella indicated to the members that they will be soliciting for a new auditing firm that should be completed in June of 2022 and submitted to the Town Council for recommendation in July.

5. Member Comments – None

NEXT MEETING

No date scheduled.

ADJOURNMENT – 5:15 P.M.

Scott Reynolds, Staff Liaison

Susan Present, Chair