



# City of Doral Citizens Audit Advisory Board Meeting Minutes

---

Wednesday, August 4, 2021  
6:00 p.m.  
Doral Government Center  
1<sup>st</sup> Floor Multipurpose Room  
8401 N.W. 53<sup>rd</sup> Terrace  
Doral, FL 33166

1. **Call to Order**

Meeting was called to order at 6:05 PM.

2. **Roll Call of Board Members**

Juan Carlos Davila, Chair	Present
Alexander Giraldo, Vice Chair	Present
Caleb Johnston, Secretary	Present
Manuel Torres, Board Member	Present

**Also present were:**

Matilde Menendez, Finance Director

3. **Pledge of Allegiance**

4. **Public Comments**

There were no comments made during public comments.

5. **Approval of Minutes**

• **June 2<sup>nd</sup>, 2021**

**Motion to approve the June 2<sup>nd</sup>, 2021 meeting minutes** made by board member **Caleb Johnston** and seconded by board member **Alexander Giraldo**. By consensus, motion passes unanimously.

6. **Discussion Items:**

a. **Discussion: Current Budget and 5-year Budget**

- A general discussion was had with regards to the FY 2020-2021 Adopted Budget and the 5-year Budget.
- Matilde Menendez answered questions posed regarding: 1) where specific "FY 2020-21 Budget Highlights" will be paid from and which City department initiated

said budget requests; 2) what the City's 3.2% Debt Service represents and where it is generated from; 3) the reason why the City's principal fund's budget (General Fund) decreased by 1.3% from FY 2020 adopted budget to FY 2021 (and an explanation of the process of balancing the budget to preserve reserves); 4) how the City taxes businesses and if a change in the business tax process would help the City's economy; and 5) whether or not the COVID-19 pandemic has impacted any of the City's vendor contracts with ongoing construction projects (i.e., cost of materials has increased so contracts were revised and/or work order changes processed).

- The Board discussed the current budget with an eye towards economic development, impacts on median family income, and unemployment rate; and the need to review the FY 2021-2022 Proposed Budget (not yet available) with regards to the City's Planning and Zoning Department's proposed budget.

**b. Discussion: Next Meeting**

- The Board discussed what its next steps should be in light of the City's upcoming August 10<sup>th</sup> Budget Workshop and September 8<sup>th</sup> and 22<sup>nd</sup> City Council Meetings - Budget Hearings.
- At the next meeting the Board will go over its review of the FY 2021-2022 Proposed Budget and recommendations to the City Council, and either prepare a report for the City Council or prepare comments for the City Council.
- Manuel Torres motioned, and Juan Carlos Davila seconded the motion, to have Matilde Menendez request a representative from the City of Doral – Planning and Zoning Department at the next meeting Board meeting for questions.

**c. Open Discussion**

- Regarding the FY 2021-2022 Proposed Budget (not yet publicly available), the Board agreed that all members need to review the Proposed Budget and make individual recommendations prior to its next meeting, September 1<sup>st</sup>.
- The Board discussed who will present its recommendations to the City Council. Manuel Torres motioned for Juan Carlos Davila to present the Board's recommendations (if necessary) at the September 8<sup>th</sup> City Council meeting, Alexander Giraldo seconded the motion, and the motion passed with unanimous consensus. Manuel Torres motioned for Juan Carlos Davila to present the Board's recommendations (if necessary) at the September 22<sup>nd</sup> City Council meeting, Juan Carlos Davila seconded the motion, and the motion passed with unanimous consensus.
- Regarding the upcoming August 10<sup>th</sup>, Budget Workshop, the Board agreed that all members should either attend the Workshop (either in person or via Doral TV) or watch the on-demand replay after the Workshop.
- Regarding the upcoming September 8<sup>th</sup> and 22<sup>nd</sup> City Council Meetings - Budget Hearings, the Board agreed that all members should try to attend the meetings in person if possible.

**7. Future Meeting Date:** Wednesday, September 1, 2021 at 6:00 p.m.

**8. Adjournment:** Meeting adjourns at 6:53 PM.

Respectfully submitted,

/s/ Caleb S. Johnston  
Caleb Johnston, Secretary

Motion to approve the minutes of the August 4th, 2021 Citizens Audit Advisory Board Meeting made by Board Member Caleb Johnston and seconded by Board Member Manuel Torres.

Juan Carlos Davila, Chair  
Alexander Giraldo, Vice Chair  
Caleb Johnston, Secretary  
Manuel Torres, Board Member

JCD  
AG  
CJ  
MT

APPROVED and ADOPTED this 1st day of September 2021.

  
\_\_\_\_\_  
Juan Carlos Davila, Chair