AGENDA

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

August 4, 2008 | **7:30 PM**
Aldermen, Sullivan, Lopez, | **Aldermanic Chambers**
DeVries, M. Roy, Ouellette | **City Hall (3rd Floor)**

1. Chairman Sullivan calls the meeting to order.

2. The Clerk calls the roll.

3. Department travel/conference summary reports submitted as follows:

   - Stephen J. Adams, Jr., (Airport) AAAE Annual Conference in New Orleans, LA.
     (June 6-12, 2008)

   - Mark Longley, (Information Systems) Microsoft Training Camp in Plano, TX.
     (June 6-16, 2008)

   - Mark Brewer, (Airport) AAAE Conference and Exhibition in New Orleans, LA.
     (June 8-11, 2008)

   - Rick Linder, (Information Systems) HTE Users Group Conference in Orlando, FL.
     (June 9-12, 2008)

   - Sharon Wickens and Kristy Blanchette, (Finance) HTE Users Group Conference in Orlando, FL.
     (June 9-12, 2008)

   - Thomas J. Malafronte, (Airport) Airports Council International Conference in Pittsburgh, PA.
     (June 22-24, 2008)

Department travel/conference summary reports continued:

- John Hagopian, (Airport) AAAE/Great Lakes Chapter 17th Annual National Aviation Environmental Management Conference in Milwaukee, WI.
  (June 22-24, 2008)

Ladies and Gentlemen, what is your pleasure?

4. Communication from Joan Porter, Tax Collector, requesting the use of credit cards for the collection of Real Estate property tax, delinquent Wastewater and Central Business District tax.
   Ladies and Gentlemen, what is your pleasure?

5. Communication from Joan Porter, Tax Collector, requesting the acceptance of one check payable to the City of Manchester for auto registration, eliminating the need for two separate checks for the City and State.
   Ladies and Gentlemen, what is your pleasure?

TABLED ITEMS

A motion is in order to remove any item from the table.

6. Communication from Kevin Buckley, Independent City Auditor, submitting an audit of the VISTA program and updating the committee on the status of pending and future audits.
   (Note: Tabled 2/4/08 Copies of the audit and supporting documentation previously sent to the BMA and Committee members; Remained tabled 3/4/08; Updated communication between Kevin Buckley, Internal Auditor, and Janice Lopilato, State Program Specialist of the Corporation for National & Community Services attach; Tabled 3/11/08; Internal Auditor to present the attached Business Expense Policy as amended.)
   On file for viewing with Office of the City Clerk, One City Hall Plaza.

7. Communication from Kevin Buckley, Independent City Auditor, listing audit observations and recommendations from all internal audits since (*Tabled 3/11/08; Retabled 7/07/08*)
   On file for viewing with Office of the City Clerk, One City Hall Plaza.

8. Copy of a communication from Alderman Lopez to Committee on Community Improvement requesting the BMA to ask the Finance Officer, City Solicitor and Bond Counsel (if needed) to review the possibility of using Rooms and Meals Tax money in the future for Storm Water Utility/Sidewalks/Streets.
(Tabled 09/25/2007 pending further information from the Finance Department. Retabled 7/07/08)

9. There being no further business, a motion is in order to adjourn.