

City of Delray Beach

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Minutes - Draft

Tuesday, April 1, 2025

3:00 PM

Special Meeting at 3:00 PM

Delray Beach City Hall or Watch on YouTube:

<https://www.youtube.com/channel/UCc2j0JhnR8Hx0Hj13RhCJag/s>
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City Commission

Mayor Thomas F. Carney, Jr.

Vice Mayor Rob Long

Deputy Vice Mayor Angela Burns

Commissioner Tom Markert

Commissioner Juli Casale

Pursuant to Section 3.12 of the Charter of the City of Delray Beach the Mayor has instructed me to announce a Special Meeting of the City Commission to be held for the following purposes:

SP.1. REQUEST THE SELECTION OF CANDIDATE TO FILL INTERNAL AUDITOR POSITION

Sponsors: Human Resources Department

Attachments: [Agenda Cover Report](#)
[Internal Auditor Recruitment Brochure](#)
[Job Bulletin Internal Auditor posting](#)
[Recruitment Plan - Internal Auditor](#)
[Candidate resumes](#)

The April 1, 2025, Special Meeting was called to order at 3:00 p.m. City Clerk, Alexis Givings called the role, and the following were present:

Present: 4 - Mayor Thomas F. Carney, Jr., Deputy Vice Mayor Angela Burns, Commissioner Tom Markert, Commissioner Juli Casale.

Absent: 1 - Vice Mayor Rob Long.

Others present were:

Terrence Moore - City Manager
Lynn Gelin - City Attorney

Duane D'Andrea, Human Resources Director, began the meeting by announcing that the final two Internal Auditor candidates were present for in-person interviews with the Commission. Before proceeding, he introduced Anne Lewis and Serena Wright Black, representatives from Raftelis Financial Consultants, Inc., whom the City hired to provide professional consulting services for this executive search.

David Medrano, CPA,CFA,CIA,CISA,CFE,CCEP,FRM,CTP

Thanked the Commission for the privilege of selecting him for an in-person interview.

Each Commissioner participated in a brief discussion with Mr. Medrano regarding how his skills could assist the City in defining the requirements for the internal auditor position. Mr. Medrano provided several examples of innovative initiatives he had developed in his previous roles, including implementing best practices for compliance and internal controls across departments and managing investigations into cases reported to a whistleblower hotline that he established. Mr. Medrano stated that if

selected, his priorities for the first six (6) months would be to educate the departments on the role of an internal auditor, provide guidance on what would be expected, and establish positive working relationships.

The Commission engaged in a discussion and asked Mr. Medrano to elaborate on his philosophies and procedural practices.

Mayor Carney thanked Mr. Medrano for his time and for making the trip from Texas.

Mr. D'Andrea led Mr. Medrano into the conference room, bringing in the next candidate.

Elena Georgiev, CPA, CGMA, CIA, CISA, CRMA

Thanked the Commission for the opportunity to interview for the internal auditor position and thanked the staff and recruiters for their seamless assistance.

Ms. Georgiev noted that most of her career has been in municipal government. She provided several examples of her achievements for each of her employers. She noted that she is interested in obtaining her license as a Certified Fraud Examiner (CFE).

The Commission engaged in a discussion with Ms. Georgiev about her methodology. She discussed her creation of a city-wide risk assessment plan, which was later adopted as the model for that municipality's annual audit. Furthermore, she shared her findings from an audit of a municipality's purchasing cards (P-Cards) and made several recommendations that generated significant savings. Ms. Georgiev noted that while reviewing the City's Annual Comprehensive Financial Report (ACFR) from 2023, she discovered an outstanding finding from a previous year. She stated that if selected for the position, a priority would be to assist the City's external auditor in resolving this issue so that it may be closed out. Additionally, she outlined her strategies for fostering positive relationships with department heads to enhance problem-solving when issues arise. Mayor Carney thanked Ms. Georgiev for her time.

Vice Mayor Casale mentioned that if selected, she would like to make it a condition of her employment that Ms. Georgiev obtain her Certified Fraud Examiners (CFE) License. Ms. Gelin indicated that if Ms. Georgiev is selected, obtaining her CFE certification could be included in her contract. She suggested adding this item to the agenda for approval on April 22, 2025.

The Commission discussed the presentations made by both candidates.

All agreed that both candidates were impressive and would bring the high-level skills the City is seeking. They recognized that Ms. Georgiev had several innovative strategies that could benefit the City in ways they had not previously considered.

A motion was made by Commissioner Casale, seconded by Deputy Vice Mayor Burns, to select Elena Georgiev and to allow Human Resources to negotiate within the salary range already provided.

all were in favor

There being no further business to discuss, Mayor Carney adjourned the meeting at 4:32 p.m.

The City shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of a service, program, or activity conducted by the City. Please contact the Human Resources Department at (561) 243-7125 at least 24 hours prior to the program or activity for the City to reasonably accommodate your request. Adaptive listening devices are available for meetings in the Commission Chambers.