



The CITY OF DAYTONA BEACH

“THE WORLD’S MOST FAMOUS BEACH”

Date: January 14, 2019
To: James V. Chisholm, City Manager
From: Patricia Bliss, Chief Financial Officer *P. Bliss*
Subject: Audit Selection Committee

Request: City Commission establish the 2019 Audit Selection Committee as required by Florida Statute 218.391 for the purpose of selection of an external auditor.

Considerations: The contract for external audit services with Carr, Riggs and Ingram, LLC expires with the conclusion of the fiscal year 2018 audit.

Florida Statute 218.391 requires an audit selection committee be established by the City Commission with the primary purpose of assisting the governing body in selecting an auditor to conduct the annual financial audit including establishing factors to use for the evaluation of audit services.

The composition of the committee is not specified in the law. According to the Florida Auditor General’s website, it is a recommended practice that all committee members have financial experience and possess a basic understanding of governmental financial reporting and auditing.

Prior committee members Mr. Tom Cox, CPA, Brown & Brown; Mr. Dan Bolerjack, CPA, Bolerjack, Halsema, Bowling & White, P.A.; and Mr. Robert Goldberg, retired Internal Auditor; have expressed an interest in serving on the 2019 Committee. Prior committee members have an understanding of audit committee functions, experience with communication with Commissioners and an understanding of the government environment. The Commission can re-appoint the prior committee members or select a new committee.

With City Commission approval of this resolution, the Audit Selection Committee will establish the evaluation factors for the audit firms, issue the external audit services RFP, evaluate the proposals, rank the external audit services proposals received, and provide a recommendation to the City Commission for approval.