



## City of Hallandale Beach City Commission Agenda Cover Memo

<b>Meeting Date:</b>	April 19, 2017		<b>Item Type:</b> <small>(Enter X in box)</small>	<b>Resolution</b>  X	<b>Ordinance</b>	<b>Other</b>
<b>Fiscal Impact:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b> <small>(Enter X in box)</small>	<b>1<sup>st</sup> Reading</b> X		<b>2<sup>nd</sup> Reading</b>
	X			<b>Public Hearing:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b> X
<b>Funding Source:</b>	Various Funds being Audited		<b>Advertising Requirement:</b> <small>(Enter X in box)</small>		<b>Yes</b>	
<b>Account Balance:</b>	Available			<b>Quasi Judicial:</b> <small>(Enter X in box)</small>	<b>Yes</b>	
<b>Project Number :</b>	N/A		<b>RFP/RFQ/Bid Number:</b>		Florida Statute 218.391 Audit Selection Procedures	
<b>Contract/P.O. Required:</b> <small>(Enter X in box)</small>	<b>Yes</b>	<b>No</b>	<b>Strategic Plan Priority Area:</b> <small>(Enter X in box)</small>  <b>Safety</b> <span style="float: right;"><input type="checkbox"/></span> <b>Quality</b> <span style="float: right;"><input checked="" type="checkbox"/></span> <b>Vibrant Appeal</b> <span style="float: right;"><input type="checkbox"/></span>			
		X				
<b>Sponsor Name:</b>	Roger M. Carlton		<b>Department:</b> City Manager's Office			

**Short Title:**

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, APPOINTING MEMBERS OF AUDIT COMMITTEE IN ACCORDANCE WITH FLORIDA STATUTE 218.391; AND PROVIDING AN EFFECTIVE DATE.

**Staff Summary:**

**Background:**

According to Florida Statute 218.391 Audit Selection Procedures section (2), *“The governing body of a charter county, municipality, special district, district school board, charter school, or charter technical career center shall establish an audit committee.”* The audit committee’s primary purpose is to assist the governing body in selecting an auditor for the annual financial audit. The audit committee is required to establish factors to use in the evaluation of audit services, publicly solicit services, evaluate proposals, and rank and recommend the top three proposers to the governing body

**Current Situation:**

The City must engage an auditor for the City and Hallandale Beach Community Redevelopment Agency (HBCRA) audits for FY17-FY19.

In accordance with Florida Statute 218.391 Audit Selection Procedures, the City Commission shall establish the Audit Committee which shall develop criteria for the Request for proposals.

**Why Action is Necessary:**

Pursuant Florida Statute 218.391 Audit Selection Procedures section (2), *“The governing body of a charter county, municipality, special district, district school board, charter school, or charter technical career center shall establish an audit committee.”*

**Proposed Action:**

City Manager is recommends that the Audit Selection Committee for the City and HBCRA Audit include: Deputy City Manager Nydia Rafols, Finance Director Celeste Lucia, Chief Information Officer Greg Chavarria, Budget Manager Maggie Gouin and Fire Rescue Special Projects Coordinator Stephanie Delgado. The City Commission approval of the members of the Audit Selection Committee will comply with the Florida Statute governing this process.

**Attachment(s):**

Exhibit 1 – Resolution

Exhibit 2 - Florida Statute 218.391 Audit Selection Procedures

A handwritten signature in blue ink, appearing to be 'TS' with a large flourish underneath.

---

Prepared by: Tom Camaj, Contracts Coordinator