

CITY OF FRUITLAND PARK AUDIT COMMITTEE MEETING

December 6, 2016

City Hall Conference Room

506 W. Berckman Street

Fruitland Park FL 34731

11:00 a.m.

An Audit Committee Meeting was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Tuesday, December 6, 2016 at 11:00 a.m. to review the qualification criteria for auditor services.

Members Present: City Treasurer Jeannine Racine-Michaud, Chair; Commissioner Ray Lewis, and City Clerk Esther B. Coulson.

Chairperson Michaud-Racine called the meeting to order at 11:00 a.m.

1. Roll Call

Chairperson Michaud-Racine called the roll where a quorum was present.

2. RFP

After discussion, and by **unanimous consent, the committee agreed to housekeeping changes in the RFP; namely, the timeline for public notices; proposer's receipt, submittals and communication requirements.**

3. Evaluation Score-Sheet Approval

Following discussion and by **unanimous consent, the committee approved the evaluation score sheet for audit proposals as corrected.**

4. Comments

There were no other comments to address before the committee.

5. Public Comments

No one from the public appeared before the committee.

6. Adjournment

There was no other business to come before the committee at this time, the meeting adjourned at 11:49 a.m.

The minutes were approved at the January 11, 2017 meeting.

Signed 
City Clerk Esther B. Coulson

Signed 
City Treasurer Jeannine Racine-Michaud, Chair