

**CITY OF FRUITLAND PARK AUDIT COMMITTEE
PRE-PROPOSAL MEETING**

January 11, 2017

City Hall Conference Room

506 W. Berckman Street

Fruitland Park FL 34731

2:00 p.m.

An audit committee meeting was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Wednesday, January 11, 2017 at 2:00 p.m. to evaluate and rank the proposals for auditor services.

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

1. Call to Order

Chairperson Michaud-Racine called the meeting to order at 2:04 p.m.

2. Roll Call

Ms. Coulson called the roll where a quorum was present.

3. Approval of Meeting Minutes

On motion of Commissioner Lewis, seconded by Ms. Coulson and unanimously carried, the committee approved the December 6 and December 16, 2016 meeting minutes and January 6, 2017 Bid Opening as submitted.

4. RFP Auditing Services – Evaluation and Final Ranking of Proposals

The committee members reviewed the proposals and submitted the scores for ranking.

After much discussion and upon the Chair's recommendation, the committee, **by unanimous consent, recessed the meeting at 2:32 p.m. for final tallying and distribution of the score sheets and reconvened at 2:35 p.m.**

Following further discussion, and **on motion of Commissioner Lewis, seconded by Ms. Coulson and unanimously carried, the committee approved the evaluation and final ranking of the proposals for auditing services and recommended to the city commission to select and approve McDirmit Davis, CPA, as the highest-ranked qualified firm with the request to authorize the city treasurer and the city attorney to work with McDirmit Davis to expeditiously negotiate a contract for consideration before the city commission at its January 28, 2017 regular meeting.**

4. Member 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 2:45 p.m.