

AUDITOR SELECTION COMMITTEE MEETING OF JULY 27, 1998

MINUTES
TOWN OF OCEAN RIDGE
AUDITOR SELECTION COMMITTEE
JULY 27, 1998 - 8:00 A.M.

The meeting was called to order by Town Clerk Hancsak. Mrs. Hancsak summarized a memorandum prepared by staff which stated that pursuant to 11.45 F.S. (subparagraph 5), the town did establish an auditor selection committee by the adoption of Resolution No. 97-40 on Dec. 1, 1997. The members include Comm Digby Bridges, Town Manager Lanker, and Town Clerk Karen Hancsak. This section also requires that this committee establish competitive auditor selection procedures.

She further advised that it is the recommendation of staff that the town adopt a procedure that would provide that the current auditor, Rives and Company, be retained for a period not to exceed five years, provided the services are satisfactory. After such time the auditing services shall be advertised out to bid and a company retained for up to a five year period based on satisfactory performance.

Comm Bridges commented that he has always been satisfied with Mr. Rives and concurred with the recommendation and felt no need to go out to bid at this time. Town Manager Lanker stated he has always found Mr. Rives to be congenial and helpful.

Town Clerk Hancsak commented that when the time does arise for the bidding process it will be necessary to advertise and interview at least three firms and make a recommendation to the Town Commission.

Comm Bridges moved that Rives & Company be retained for a period not to exceed five years, provided the services are satisfactory and after such time the auditing services shall be advertised out to bid and a company retained for up to a five year period provided the town is satisfied with the services provided, seconded by Town Manager Lanker.

Motion carried – Yea 3.

The committee also recommended that the engagement letter submitted by Mr. Rives be presented to the Town Commission for approval of the audit services for FY 1997/98 and was so moved by Comm Bridges. The motion was seconded by Town Manager Lanker.

Motion carried – Yea 3.

B. Adjourn

The meeting was adjourned at approximately 8:15 A.M.

Town Clerk

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