

RESOLUTION NO. 2021-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VENICE, SARASOTA COUNTY, FLORIDA, CREATING AN AUDITOR SELECTION COMMITTEE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 218.391 Florida Statutes, establishes required procedures for the selection of auditors to perform the financial audit required by Section 218.39, Florida Statutes.

WHEREAS, city council wishes to establish an auditor selection committee to assist in selecting an auditor to conduct the financial audit.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VENICE, FLORIDA, as follows:

SECTION 1. The above Whereas clauses are ratified and confirmed as true and correct.

SECTION 2. Established. There is hereby established an Auditor Selection Committee. City council shall appoint one member, the Municipal Firefighters' Pension Board of Trustees shall appoint one member, and the Municipal Police Officers' Pension Board of Trustees shall appoint one member.

SECTION 3. Membership. There shall be at least three members. One member must be a member of city council, who shall serve as the chair of the committee. One member must be from the Municipal Firefighters' Pension Board of Trustees and one member must be from the Municipal Police Officers' Pension Board of Trustees. Employees of the city may not serve as a member of the committee; however, employees may serve in an advisory capacity.

SECTION 4. Duties and Responsibilities. The Auditor Selection Committee ("Committee") shall:

- (a) Establish factors to use for the evaluation of audit services to be provided by a certified public accounting firm qualified to conduct audits in accordance with government auditing standards. Such factors shall include, but are not limited to, ability of personnel, experience, ability to furnish the required services, and such other factors as may be determined by the Committee to be applicable to its particular requirements.
- (b) Publicly announce requests for proposals. Public announcements must include, at a minimum, a brief description of the audit and indicate how interested firms can apply for consideration.
- (c) Provide interested firms with a request for proposal. The request for proposal shall

include information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal.

- (d) Evaluate proposals provided by qualified firms. If compensation is one of the factors established pursuant to paragraph (a), it shall not be the sole or predominant factor used to evaluate proposals.
- (e) Rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to paragraph (a). If fewer than three firms respond to the request for proposal, the Committee shall recommend such firms as it deems to be the mostly highly qualified.

SECTION 5. Compensation. Members shall receive no compensation for their service on the committee.

SECTION 6. Meetings. Meetings shall be called and scheduled by the chair, utilizing the city's procurement manager in an advisory capacity. The Committee shall comply with all applicable requirements of Florida's Sunshine Law, Public Records laws, the Code of Ethics and all city policies for public representatives. Members shall use city email accounts for all city related business.

SECTION 7. Removal. Members serve at the pleasure of city council and may be removed from the Committee by city council at any time with or without cause.

SECTION 8. This Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED AT A REGULAR MEETING OF THE VENICE CITY COUNCIL HELD ON THE 9TH DAY OF FEBRUARY 2021.

Ron Feinsod, Mayor

ATTEST

Lori Stelzer, MMC, City Clerk

I, Lori Stelzer, MMC, City Clerk of the City of Venice, Florida, a municipal corporation in Sarasota County, Florida, do hereby certify that the foregoing is a full and complete, true and correct copy of a Resolution duly adopted by the City Council of the City of Venice, Florida, at a meeting thereof duly convened and held on the 9th day of February 2021, a quorum being present.

WITNESS my hand and official seal of said City this 9th day of February 2021.

Lori Stelzer, MMC, City Clerk

(S E A L)

Approved as to form:

Kelly Fernandez, City Attorney