



City of Newberry

City Commission Agenda Item

Meeting Date:	May 29, 2018
Title:	Resolution 2018-16 Audit Committee Appointment
Agenda Section:	IX. B.
Department:	Finance
Presented By:	Dallas Lee, Director of Finance & Administration
Recommended Action:	Adopt Resolution 2018-16

Summary: Per Florida State Statutes the City of Newberry must provide for an annual audit of its Financial Statements. The audit must be conducted in accordance with the Government Auditing Standards and the rules of the State of Florida Auditor General and must be performed by an independent certified public accountant. Purvis Gray and Company has served as the city's auditor for the last five years and the term of their contract has expired. Therefore the City should request proposals and solicit audit firms' qualifications.

State Statues (section 218.391) also requires the establishment of an audit committee and the use of a competitive request for proposals (RFP). The audit committee serves the following functions:

- Establishes factors for evaluation of audit firms
- Approve the RFP and publicize the request
- Evaluates responses from firms and rank for recommendation to the board

The attached resolution establishes the City's audit committee as the Mayor, or his designee, the City Manager, and the Director of Finance & Administration.

Attachments:

- 1.) Resolution 2018-16

RESOLUTION NO 2018 - 16
CITY OF NEWBERRY, FLORIDA

A RESOLUTION OF THE CITY OF NEWBERRY, FLORIDA, CREATING AN AUDIT COMMITTEE TO IMPLEMENT CONTROLLING STAT LAW; PROVIDING FOR THE COMMITTEE'S PURPOSE, MEMBERSHIP, DUTIES, RESPONSIBILITIES, AND MEETINGS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 218, Part III, Florida Statutes, contains the Uniform Local Government Financial Management and Report Act; and

WHEREAS, Section 218.391, Florida Statutes, provides that each local government shall establish an audit committee to assist the governing body in selecting an auditor to conduct the annual financial audit required by Section 218.39, Florida Statutes; and

WHEREAS, the City of Newberry must select a firm of qualified certified public accountants to conduct its financial statement audits; and

NOW, THEREFORE, BE IT RESOLVED BY THE PEOPLE OF THE CITY OF NEWBERRY, FLORIDA AS FOLLOWS:

SECTION ONE: Creation of City Audit Committee; Purpose.

(a) There is hereby established a City of Newberry Audit Committee to be composed of members as appointed by this resolution.

(b) The purpose of the Audit Committee is to serve in an advisory capacity to the City Commission in the selection of an auditor to conduct the City's annual financial audit and for other purposes as directed by the City Commission.

SECTION TWO: Membership.

(a) The audit committee shall consist of the following three (3) members who shall serve until a vacancy exists or the City Commission creates a new audit committee, by the adoption of a new resolution:

1. The Mayor, or designee
2. The City Manager
3. The Director of Finance & Administration

(b) The Director of Finance & Administration shall serve as the Chair of the committee.

SECTION THREE. Duties and Responsibilities.

(a) The audit committee shall assist the City Commission in selecting an auditor, in accordance with the provisions of Section 218.391, Florida Statutes, to conduct the City's annual financial audit as required by Section 218.39, Florida Statutes.

(b) The audit committee shall perform such other duties and responsibilities as assigned by the City Commission from time-to-time by adoption of a resolution.

(c) The audit committee shall meet as often as necessary in order to accomplish its duties.

SECTION FOUR: Severability. If any word, phrase, clause, paragraph, section or provision of this Resolution or the application hereof to any person or circumstances is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the resolution which can be given without the valid or unconstitutional provisions or application, and to this end the provisions of this Resolution are declared severable.

SECTION FIVE: Savings. All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION SIX: Effective Date. This Resolution shall become effective immediately upon final adoption.

ADOPTED, by an affirmative vote of a majority of a quorum present of the City Commission of the City of Newberry, Florida, at a regular meeting, this 29th day of May, 2018.

BY THE MAYOR OF THE CITY OF NEWBERRY, FLORIDA:

Honorable Jordan Marlowe, Mayor

ATTEST, BY THE CLERK OF THE
CITY COMMISSION OF THE CITY OF
NEWBERRY, FLORIDA:

Judy S. Rice, City Clerk

APPROVED AS TO FORM AND
LEGALITY:

S. Scott Walker, City Attorney