



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#22-0064

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: January 18, 2022

TITLE: Resolutions Establishing the Audit Advisory Board as the Auditor Selection Committee and Appointing a Member of the City Commission of the City of Fort Lauderdale to Serve as Chairperson - **(Commission Districts 1, 2, 3 and 4)**

Recommendation

Staff recommends that the City Commission adopt resolutions establishing an Auditor Selection Committee and appointing an elected official to serve as chairperson.

Background

In accordance with the Uniform Local Government Financial Management and Reporting Act ("the Act"), the City is required to establish an Auditor Selection Committee (ASC) for the primary purpose of assisting the city commission in selecting an auditor to conduct the annual financial audit required in Florida Statutes 218.39. The ASC must consist of at least three members and include one member of the governing body who will serve as the chair of the committee.

On June 2, 2004, the City adopted Ordinance C-04-30 amending Ordinance C-03-46 to revise the purpose and duties of the Audit Advisory Board (AuAB) to add among other changes the duty to advise the City Commission regarding the appointment, compensation and retention (oversight or the work) of the independent auditor selected by the City. Staff recommends that AuAB be the ASC and that a member of the city commission be appointed as its chair when the AuAB is functioning in that capacity pursuant to Section 218.391, Florida Statutes.

The City's current audit contract will expire on May 15, 2022, after completion of the Annual Comprehensive Financial Report for Fiscal Year Ending 2021. In order to have a new audit contract in place to meet the new requirements of the Florida Statutes, the ASC will have to begin meeting shortly after inception. The tentative timeline for the ASC is as follows:

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| 1. First ASC Meeting to establish factors to
be used for evaluation of audit services | January 27, 2022 |
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| 2. Issuance of the Request for Proposals by Finance | February 7, 2022 |
| 3. ASC Meeting to review and rank proposals | March 24, 2022 |
| 4. ASC Meeting for vendor presentations and final rankings (if needed) | April 4-8, 2022 |
| 5. Award of the Audit Services Contract | May 3, 2022 |

Resource Impact

There will be no fiscal impact associated with this item.

Strategic Connections

This item supports the *Press Play Fort Lauderdale 2024* Strategic Plan, specifically advancing:

- The Internal Support Focus Area
- Goal 8: Build a leading government organization that manages all resources wisely and sustainably.
- Objective: Maintain financial integrity through sound budgeting practices, prudent fiscal management, cost effective operations, and long-term planning.

This item advances the *Fast Forward Fort Lauderdale 2035* Vision Plan: We Are United.

Attachments

Exhibit 1 – Resolution A (Designating AuAB as the ASC)
Exhibit 2 – Resolution B (Appointment of chair for the ASC)

Prepared by: Linda Short, Deputy Director, Finance

Department Director: Susan Grant, Finance