

**AUDITOR SELECTION COMMITTEE MEETING  
SEMINOLE CITY COUNCIL  
April 26, 2022**

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The Auditor Selection Committee Meeting was held on Tuesday, April 26, 2022, at 8:00 p.m., in the City Hall, City Council Chambers, 9199 - 113th Street North, Seminole, Florida.

**PRESENT**

Mayor Leslie Waters, Vice Mayor Jim Olliver, Councilor Thom Barnhorn, Councilor Chris Burke, Councilor Tom Christy, Councilor Roger Edelman Councilor Trish Springer. City Manager Ann Toney-Deal, City Attorney Jay Daigneault, and City Clerk Ann Marie Mancuso.

**1. CALL TO ORDER**

Mayor Waters called the meeting to order at 8:02 p.m.

**2. DISCUSSION**

**A. ELECT A CHAIR OF THE AUDITOR SELECTION COMMITTEE.**

Councilor Thom Barnhorn self-nominated.  
Councilor Roger Edelman self-nominated.

Mayor Waters asked for a show of hands in support of Councilor Barnhorn.  
Mayor Waters, Councilor Barnhorn, and Councilor Christy all voted in support of Councilor Barnhorn.

Mayor Waters asked for a show of hands in support of Councilor Edelman.  
Vice Mayor Olliver, Councilor Burke, Councilor Edelman, and Councilor Springer all voted in support of Councilor Edelman.

Councilor Edelman is the newly elected Chair of the Auditor Selection Committee.

**B. ESTABLISH THE CRITERIA FOR EVALUATION FOR RFP NO. 22-0601: ANNUAL FINANCIAL AUDITING SERVICES.**

Finance Director, Allison Broihier explained the purpose of the Auditor Selection Committee, and also explained that according to *Florida Statute*, Section 218.391 the Committee must establish the factors to use for the evaluation of Auditor firms.

Motion made by Vice Mayor Olliver, seconded by Mayor Waters to establish the four (4) equal factors to serve as criteria for evaluation of RFP No. 22-0601 as technical ability of personnel, experience, ability to furnish the required services, and cost.

Discussion ensued.

**ALL IN FAVOR. MOTION PASSED UNANIMOUSLY.**

**C. PUBLICLY ANNOUNCE RFP. NO. 22-0601: ANNUAL FINANCIAL AUDITING SERVICES.**

Finance Director, Allison Broihier stated that according to *Florida Statute 218.391*, the Auditor Selection Committee must publicly announce the Request for Proposals. Staff is recommending beginning May 4, 2022, and closing the solicitation on June 1, 2022, at 11:00 a.m.

Motion made by Vice Mayor Olliver, seconded by Councilor Burke to announce and advertise RFP No. 22-0601 for Annual Financial Auditing Services beginning May 4, 2022, and closing the solicitation on June 1, 2022, at 11:00 a.m.

Discussion ensued.

**ALL IN FAVOR. MOTION PASSED UNANIMOUSLY.**

**3. ADJOURNMENT**

Chairperson Councilor Roger Edelman adjourned the meeting at 8:27 P.M.

Date Approved:

June 28, 2022

Ann Marie Mancuso

Minutes prepared by City Clerk  
Ann Marie Mancuso, CMC

Roger Edelman  
Roger Edelman, Committee Chair