

**AUDITOR SELECTION COMMITTEE MEETING  
SEMINOLE CITY COUNCIL  
June 28, 2022**

---

The Auditor Selection Committee Meeting was held on Tuesday, June 28, 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, Assistant City Attorney Nancy Meyer, and City Clerk Ann Marie Mancuso. Not Present: City Attorney Jay Daigneault

**CALL TO ORDER**

Chairperson Councilor Roger Edelman called the meeting to order at 7:22 p.m.

**1. CONSENT AGENDA**

**A. BUSINESS MEETING MINUTES: APRIL 26, 2022.**

Motion made by Councilor Burke, seconded by Councilor Springer to approve the April 26, 2022, business meeting minutes.

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

**2. DISCUSSION**

**A. REQUEST FOR PROPOSAL (RFP) NO. 22-0601: ANNUAL FINANCIAL AUDITING SERVICES PRESENTATIONS AND RANKING.**

Finance Director Allison Broihier stated that the City received RFP'S from three (3) qualified firms. Staff reviewed the RFP'S beforehand to confirm that all requirements and criteria of the RFP had been met. Copies of all three RFP'S were distributed to the Auditor Selection Committee on June 14, 2022. The Auditor Selection Committee were advised that they would have presentations from the three (3) different firms, and at the conclusion, would rank the firms in order of preference. They will then forward a recommendation to the City Council. Ms. Broihier distributed ranking sheets to each committee member, along with hard copies of the presentations.

### **3. INTERVIEW AUDIT FIRMS**

- A. CARR, RIGGS, & INGRAM, LLC
- B. MAULDIN & JENKINS
- C. WELLS, HOUSER & SCHATZEL, P.A.

A presentation of twenty-five minutes was given by each firm; Carr, Riggs, & Ingram, LLC, Mauldin & Jenkins, and Wells, Houser & Schatzel. Each firm gave a brief summary of services and qualifications of members of their respective firm.

The Auditor Selection Committee had an opportunity to ask questions of each of the firms at the conclusion of each presentation.

### **4. RANK FIRMS AND RECOMMEND IN ORDER OF PREFERENCE.**

The committee was given time to rank the firms and recommend order of preference. Finance Director Allison Broihier and Senior Accountant Sandy Scott received the ranking sheets and tallied them.

Chairperson Councilor Edelman read the results as follows: (The lowest number of points represented the “highest” ranked firm)

Wells, Houser & Schatzel, P. A. – 35 points.

Carr, Riggs, & Ingram, LLC – 58 points.

Mauldin & Jenkins – 67 points.

Motion made by Councilor Barnhorn, seconded by Councilor Christy to accept the results as presented and present it to Council for a vote.

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

**5. CONSIDER A MOTION FOR ADJOURNMENT.**

There being no further business on the agenda, Chairperson Councilor Roger Edelman adjourned the meeting at 9:08 P.M.

Date Approved: July 12, 2022

Ann Marie Mancuso

Minutes prepared by City Clerk  
Ann Marie Mancuso, CMC

Roger Edelman  
Roger Edelman, Committee Chair