

Date: March 1, 2021

To: Greg Harrison, City Manager

From: Andrew Jean-Pierre, Finance Director

**Re: Audit Selection Evaluation Committee**

Chapter 218.391 of Florida Statutes, *Auditor Selection Procedures*, requires that the City Commission approve the members of the audit selection evaluation committee to be charged with evaluating formal proposals for an independent certified public accountant (CPA) firm to conduct an audit of the City's financial statements, in accordance with applicable accounting and auditing standards, as well as applicable state regulations. Among other things, the Committee shall:

- 1) Consist of at least 3 members, at least one of which shall be a member of the governing board of the municipality who shall serve as Chair of the Committee.
- 2) An employee, a chief executive officer, or a chief financial officer of the municipality may not serve on the Committee. These individuals may, however, serve in an advisory capacity.
- 3) Establish factors to be used for the evaluation of audit services to be provided by a licensed CPA firm.

The following committee members are being recommended:

Rex Hardin, Mayor, City of Pompano Beach - Voting Member and Committee Chair  
Frank L. DiPaolo, Finance Director, City of Dania Beach - Voting Member  
Susan A. Gooding-Liburd, Chief Financial Officer, City of Miramar - Voting Member  
Duane A. Mathis, Controller, Miami-Dade, Department of Transportation - Voting Member  
Andrew Jean-Pierre, Finance Director, City of Pompano Beach - Non-voting Member  
Allison Feurtado, Controller, City of Pompano Beach - Alternate Non-voting Member  
Carla Byrd, General Services Director, City of Pompano Beach - Non-voting Member  
Jeffery English, Purchasing Agent, City of Pompano Beach - Non-voting Member

Committee members selected based on their education and experience, specifically possessing 1) an understanding of generally accepted accounting principles and financial statements; 2) experience in preparing or auditing financial statements of comparable entities; 3) experience in applying such principles in connection with the accounting for estimates, accruals, and reserves; 4) experience with internal accounting controls; and 5) an understanding of audit selection evaluation committee functions.

City staff will prepare a Request for Proposals for Independent Auditing Services for an audit of the City's financial statements for fiscal years 2021 through 2025, which will be reviewed by the Committee members prior to issuance.