

**CITY OF CLEWISTON**  
**Special Commission Meeting**  
**February 27, 2020**

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The Clewiston City Commission held a special meeting in the City Hall Commission Chambers Thursday, February 27, 2020. The meeting was called to order at 5:00 p.m. by Mayor Gardner. The audience joined in reciting the Lord's Prayer and the Pledge of Allegiance.

**Commissioners Present:** Mayor Mali Gardner, Vice Mayor Michael Atkinson, Commissioner Melanie McGahee, Commissioner Kristine Petersen and Commissioner Julio Rodriguez.

**Personnel Present:** City Manager Randy Martin, Interim City Clerk Kathy Combass, Finance Director Shari Howell, Police Chief Aaron Angell, Utilities Director Danny Williams, Public Works Director Sean Scheffler, Community Development Director Travis Reese, Code Enforcement Officer Debbie McNeil, Chelsea Strawser and City Attorney Gary Brandenburg via telephone.

**Visitors Present:** Jerry Cochrane, Harry Patel, Mo Patel, Mike Patel, Ramon Iglesias and Laura Smith.

**Additions/Deletions/Changes and Approval of the Agenda -none**

**Public Comments - none**

- 1. Consideration of Auditor Selection** – An Auditor Selection Committee was appointed by the City Commission at the November 13, 2019 City Commission Workshop. The committee met on January 24, 2020 to discuss their duties and to establish evaluation factors and ranking method to be used. Utilizing input received from the committee, the City requested proposals for professional auditing services on January 29, 2020. Four proposals were received and opened on February 20, 2020. The Auditor Selection Committee met on February 21, 2020 to evaluate and rank the proposals and recommended the City Commission follow the committee's rankings of the firms to award a contract for professional auditing services for the fiscal year ended September 30, 2019 and fiscal years ending September 30, 2020 and 2021.

Manager Martin expressed his thanks and appreciation to everyone who participated in the auditor selection process. He stated the Auditor Selection Committee met and developed the request for proposals that was advertised. The Committee met as noted to evaluate and rank the four proposals received and make a recommendation to the Commission. He stated the letter of engagement or contract for professional auditing services would need to be provided by the selected auditing firm and reviewed by Attorney Brandenburg. He also stated that we want to move the audit process along as quickly as possible to meet the June 30, 2020 deadline. He then reviewed in detail the factors that were used by the Committee in ranking the proposals. Mayor Gardner thanked Commissioner McGahee, Mark Deitz, Pepe Lopez, Jeff Smith and Elaine Wood for their involvement in serving on the Auditor Selection Committee. Manager Martin noted that the audio of the Auditor Selection Committee Meeting was provided to the Commission and should give the Commissioners a good feeling that it was a healthy discussion regarding the ranking of the proposals. He stated he was very pleased with the Committee's ranking and based upon his review would have made the same ranking.

**Vice Mayor Atkinson made a motion, seconded by Commissioner Petersen, to follow the Committee's rankings of the firms to award a contract for professional auditing services to Mauldin & Jenkins for fiscal year ended September 30, 2019 and fiscal years ending September 30, 2020 and 2021. Vote 5 yeas, 0 nays.**

Manager Martin agreed to notify the firms of the award and ask the firm of Mauldin & Jenkins to submit a proposed contract for Attorney Brandenburg's review. He also thanked Attorney Brandenburg for his guidance in bringing the new statutory requirements for the City auditor selection process to the staff's attention. He then stated that he is very pleased

that, due to the efforts of Finance Director Shari Howell, the City is going to be well prepared in terms of having the information ready to facilitate timely completion of the audit this year. He noted that it was his goal to improve upon our financial position and timely reporting to the Commission on a regular basis and stated that going forward staff will be presenting monthly statements to the board that will give an unaudited view of City financials. He also stated that management is working to provide additional staffing support so that Director Howell can delegate more of her duties. Mayor Gardner thanked Manager Martin for his leadership and guidance in this process.

### **Adjournment**

The meeting adjourned at 5:14 p.m.

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Mali Gardner, Mayor

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Mary K. Combass, Interim City Clerk