

City of Live Oak
Audit Selection Committee Meeting Minutes
August 14, 2024

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The City of Live Oak Audit Selection Committee met Wednesday, August 14, 2024 at 4:30 p.m. in City Hall located at 101 SE White Ave., Live Oak, Florida 32064 for an Audit Selection Committee meeting. The following members were present: City Council President Matt Campbell, Mrs. Lynda Brown Owens, and Parks & Recreation Director Jason Furry. Also present, City Clerk John Gill and Finance Director Joanne Luther.

Committee Chairman Campbell called the meeting to order

Mrs. Lynda Brown Owens led the invocation, which was followed by the Pledge of Allegiance to the Flag.

Committee Chairman Campbell proceeded with discussion with possible committee action on selection of the Auditor request for proposal (RFP) evaluation criteria. It was noted that per FS218.391 cost cannot be the sole or predominant factor used to evaluate proposals. Finance Director Joanne Luther handed out 3 examples that the committee can chose from or they would be able to come up with their own criteria. After reviewing the proposed examples and discussion by the members, Committee member Furry made a motion to use the 5 criteria listed in example C with the scoring in example A on the scale from 0 to 10, which Committee Member Owens seconded. The motion carried unanimously.

Committee Chairman Campbell proceeded with discussion with possibles committee action to authorize an RFP timeline or authorize the Committee chair to approve a timeline developed by city staff. Committee member Ownes made a motion that the chair person would approve the timeline, which Committee Member Furry second. The motion carried unanimously.

The next meeting is scheduled for September 25, 2024 at 4:30 pm in City Hall.

With there being no further business, the meeting was adjourned.

Councilmember Matt Campbell
Committee Chairman

Attest:
Mr. John Gill
City Clerk