

# INDIAN SHORES

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## AUDITOR SELECTION COMMITTEE MEETING MINUTES TUESDAY, MAY 10, 2022, BEGAN AT 11:00 A.M. INDIAN SHORES MUNICIPAL CENTER, 4<sup>th</sup> FLOOR

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**The Meeting convened at 11:00 A.M.**

**Those present:** Vice Mayor and Committee Madam Chair Diantha Schear, Citizen Members; Noelle Daniel, Mark McKee, Michael Howard, Dr. Candiss Rinker, and Town Attorney Regina Kardash.

**Also present:** Councilor Mike Hackerson, Town Administrator Bonnie Dhonau, Finance and Personnel Director Susan Scrogham, and Town Clerk Freddie Lozano.

**Those absent:** None

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### ITEM # AGENDA ITEM

#### 1.0 Consideration of approving the Auditor Selection Committee Meeting agenda for May 10, 2022.

**Motion** by **Mr. Howard** – seconded by **Dr. Rinker** to approve the Auditor Selection Committee Meeting agenda for May 10, 2022. **All ayes. Motion carried 5-0.**

#### 2.0 Comments from the public on any agenda item. None.

#### 3.0 Interviews with top ranked auditing firms.

Patrick C. Soranno  
Mayor

Bonnie Dhonau  
Town Administrator

Diantha Schear  
Vice Mayor

Richard (Rick) Swann  
Chief of Police

Mike Hackerson  
Councilor

Susan L. Scrogham  
Director of Finance  
and Personnel

Michael (Mike) Petruccelli  
Councilor

Freddie G. Lozano  
Town Clerk

William F. (Bill) Smith  
Councilor

Regina Kardash, Esq.  
Town Attorney

**The interview with CS&L CPAs began at 11:15 A.M.** with Mr. Jeff Gerhard, CPA, CFE, and Ms. Jennifer Ruffino-Cook, CPA.

**Mr. Gerhard** gave his presentation beginning with some background on the firm. Their clients are all Florida-based. He mentioned that principal associates are always available to help.

**Ms. Ruffino-Cook** mentioned that all their team members have experience in government audits. They have a deadline-oriented auditing approach and will work to comfortably meet the Town's September 30 deadline.

The presentation ended. The question-and-answer session began with the Committee's questions and Dr. Rinker's prepared questions to CS&L CPAs regarding a list of clients they have serviced during the last three years, their approach on auditing information systems, the approach they would take if the Town does not have an established Generally Accepted Auditing Standards (GAAP), and audit fees.

CS&L does not have an Information Technology (IT) specialist. their cybersecurity relies on their cloud-based encrypted network. If selected, they can begin work immediately.

**The interview ended at 11:15 A.M.**

**Madam Chair Schear** mentioned receiving a letter from Saltmarsh that stated that they were unable to provide representation for the interview due to scheduling conflicts. They appreciated being considered for the opportunity and would like to continue as the Town auditors.

**The interview for James Moore began at 11:19 A.M.**

**Mr. James Halloran**, CPA, was present for the interview. He is the Engagement Consulting Partner for James Moore. He mentioned that although Engagement Lead Partner, Zach Chalifour, CPA, was not able to attend the interview, he assured the Committee that there will be always someone available.

He gave his presentation beginning with the firm's background and noted that they were named one of America's top tax and accounting firms for the past two years by Forbes. The firm uses a risk-based auditing approach. They have a dedicated Certified Information

Systems Auditor who would help with the Town's financial related software application controls and data extractions for analysis. They employ I.T. managers, network engineers and network administrators that can be utilized for cybersecurity.

**Mr. Halloran** answered the Committee's and Dr. Rinker's prepared questions. With regards to meeting the September 30 audit deadline, he stated that they can begin work by the end of May if they are selected. He clarified that the proposed \$24,000 is for the financial audit. An additional \$3,000 (\$27,000 total) will be added if the Town is subject to a federal or state single audit.

**The interview ended at 11:49 A.M.**

Discussion ensued on the two interviews.

**Attorney Kardash** will prepare the official questionnaire form for the Town Clerk to distribute to the Committee members. The completed form must be returned to the Town Clerk to include in the May 17 meeting agendas, along with the engagement letters she received from the firms. The final selection of the auditing firm will be recommended for Council consideration at the May 17 Special Town Council meeting.

**4.0 Citizens' comments on any subject.** None.

**5.0 Committee Members' comments on any subject.** None.

**6.0 Meeting adjournment. 12:05 P.M.**



Freddie Lozano  
Town Clerk