

**MINUTES OF SPECIAL MEETING
CITY COUNCIL OF THE
CITY OF LAKE BUENA VISTA
April 29, 2021
9:15 A.M.**

A special meeting of the City Council for the City of Lake Buena Vista was called to order on Thursday, April 29, 2021 at 9:15 A.M., at 1900 Hotel Plaza Boulevard, Lake Buena Vista, Florida.

Those present were Mayor Renee Raper, Council Members, Gretchen Sterner, Angie Sola; Andrea Fay and Tom Nedorost constituting a Council. Others present were Ann Blakeslee, City Manager; Mike Crikis, Assistant City Manager; Susan Higginbotham, City Auditor; Tina Graham, City Clerk; John Classe, City Manager of Bay Lake and Chris Quinn, RCID Finance Director.

The Clerk presented proof of publication of the meeting notice. **(Exhibit A)**

This special meeting was called to form an Audit Committee to represent the City. Ms. Higginbotham explained the details of the position. This is a new law pursuant to Section 218.391 of the Florida Statutes, which establishes required procedures for the selection of auditors to perform financial audits. Three positions need to be filled, Chair, Committee Member and Financial Expert. Renee Raper and Andrea Fay volunteered to serve on the committee with Council Member Raper volunteering for the Chair position. Council appointed Chris Quinn to serve as the Financial Expert for the City. A motion for approval was made by Tom Nedorost, duly seconded by Gretchen Sterner and approved by all council members.

A motion for approval of Resolution No. 178 to establish an Auditor Selection Committee for the purpose of assisting Lake Buena Vista in selecting an auditor to conduct the annual financial audit requirements was made by Angie Sola, duly seconded by Andrea Fay, and approved by all attending Council members.

RESOLUTION NUMBER 178

A RESOLUTION OF THE CITY OF LAKE BUENA VISTA ("LBV"), ESTABLISHING AN AUDITOR SELECTION COMMITTEE (THE "COMMITTEE"), FOR THE PRIMARY PURPOSE OF ASSISTING LBV IN SELECTING AN AUDITOR TO CONDUCT THE ANNUAL FINANCIAL AUDIT REQUIRED IN SECTION 218.39, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

WHEREAS, Section 218.391, Florida Statutes, commonly referred to as the "Auditor Selection Procedures Law", establishes required procedures for the selection of external auditors to perform the financial audits required by section 218.39, Florida Statutes; and

WHEREAS, Section 218.391, Florida Statutes, requires the City Council of LBV (the "Council") to establish the Committee and sets forth requirements for the Committee's composition and responsibilities; and

WHEREAS, Section 218.391, Florida Statutes, requires the Committee to consist of at least three members, and furthermore requires one member of the Committee be a member of the Council who shall serve as the chair of the Committee; and

WHEREAS, Section 218.391, Florida Statutes, prohibits LBV employees, the City Manager, or the City Auditor from serving on the Committee, but allows them to serve in an advisory capacity; and

WHEREAS, LBV desires to establish the Committee to comply with the requirements of Section 218.391, Florida Statutes, with the primary purpose of the Committee being to evaluate and recommend to the Council an auditor to conduct the annual financial audit required in Section 218.39, Florida Statutes, and the Committee shall also perform such other responsibilities as directed by the Council from time to time (collectively, the "Duties"); and

WHEREAS, in order to serve such primary purpose, the Committee shall perform those duties set forth in Sections 218.391(3) and 218.391(6), Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY LAKE BUENA VISTA:

Section 1. Recitals. Each "WHEREAS" clause set forth is true and correct and herein incorporated by this reference.

Section 2. Appointments. In accordance with section 218.391, Florida Statutes, the Council hereby establishes the Committee, which shall be comprised of no less than two individuals from time-to-time duly elected to the Council, together with an appointed financial expert, with the chair of the Committee being one of the Council members. Notwithstanding the foregoing, the composition of the Committee shall accord with rules and guidance of the Auditor General of the State of Florida and with Section 218.391, Florida Statutes.

Section 3. Duties. The Committee shall at all times carry out the Duties in accordance with rules and guidance of the Auditor General of the State of Florida and with Section 218.391, Florida Statutes, and perform all functions described therein.

Section 4. Conflict. Any previous actions approved by the Council, including, but not limited to, resolutions or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Severability. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Resolution.

Section 6. Effective Date. This Resolution shall become effective immediately upon its passage.

There being no further business to come before the Council, a motion was made by Gretchen Sterner to adjourn the meeting; it being duly seconded by Tom Nedorost, the meeting was adjourned.

CITY OF LAKE BUENA VISTA

BY:


Tina Graham, City Clerk

APPROVED:


Ann G. Blakeslee, City Manager