**CLAY COUNTY DEVELOPMENT AUTHORITY**

**AUDITOR SELECTION COMMITTEE**

**MINUTES**

 **July 17, 2017**

**Present:** Marge Hutton, Russell Buck, Mike Davidson

**Staff:** Josh Cockrell, Taylor Mejia, April Scott

**Guest:** Tim Coleman

**Call to Order: Marge Hutton** called the Clay County Development Authority (“CCDA”) Auditor Selection Committee Meeting to order at 4:16 PM.

**Comments from the Public:** None.

**Approval of February 15, 2017 Minutes: Russell Buck** made a motion to approve the minutes. Motion was seconded and passed unanimously.

**Auditor Selection Process:**

**Review of Selection Process & Statutory Requirements – Josh Cockrell** reviewed the auditor selection process guidelines and statutory requirements. He informed the committee that after rebidding the RFP, three responses were received.

**Response Evaluation Matrix for Review & Approval – Josh Cockrell** provided the updated evaluation matrix to the committee. The committee asked if the most recent firm (Magers & Associates) was statutorily allowed to be considered, staff confirmed that Magers & Associates was eligible.

**Russell Buck** made a motion to approve the updated evaluation matrix. Motion seconded and passed unanimously.

**Evaluation of Responses & Recommendation –** The committee discussed their initial thoughts after reviewing the three proposed bids. The committee members individually scored the bids/firms. Scores were recorded by staff. Staff reported the overall preference (as determined by the scoring matrix) would be James Moore CPA’s (most preferential), Magers & Associates (second preference), Carr, Riggs & Ingram CPA’s (third preference).

**Committee Comments:** The committee will recommend James Moore to the full Board.

**Adjourned: 5:20 PM.**