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MEETING NOTICE

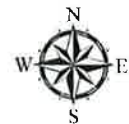
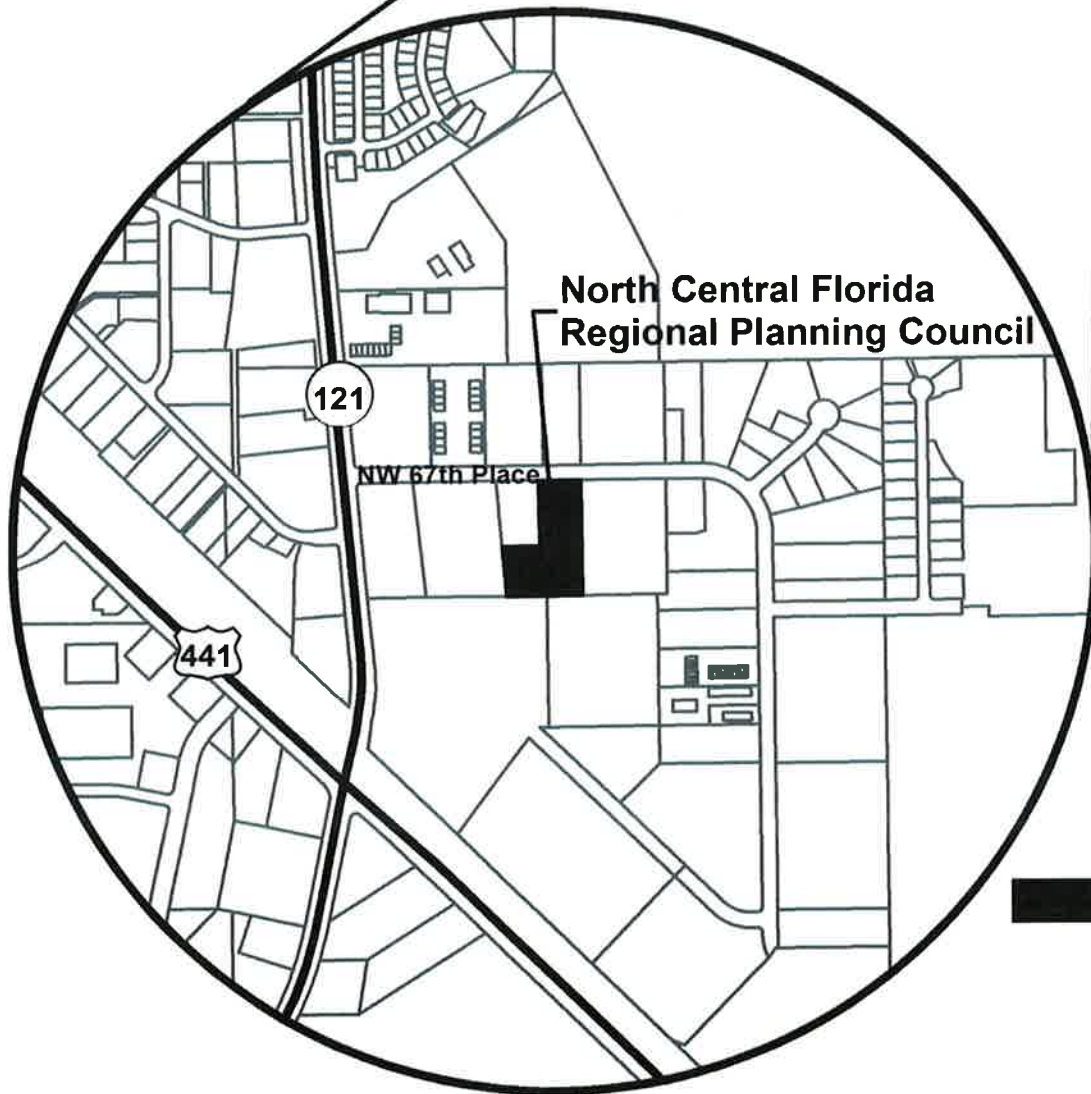
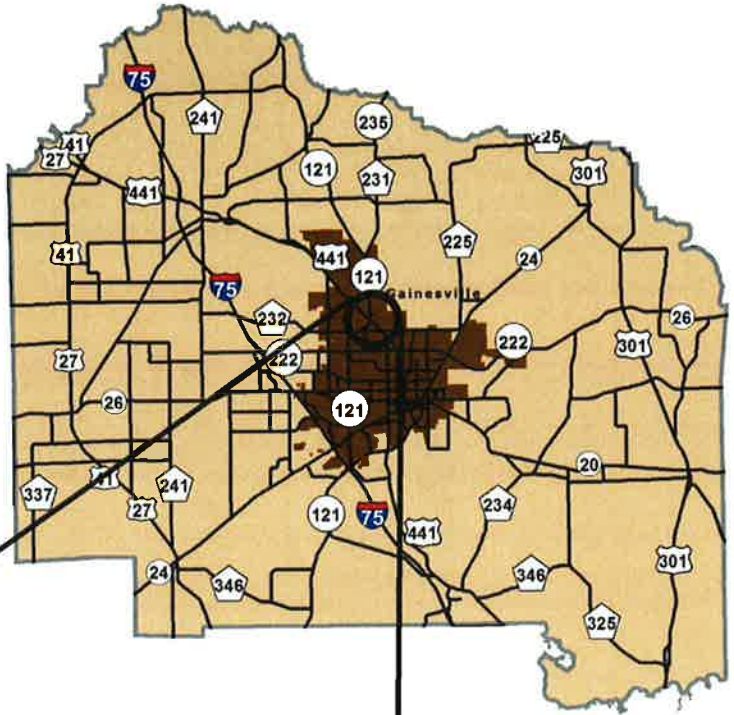
AUDIT COMMITTEE

There will be a meeting of the Audit Committee of the North Central Florida Regional Planning Council on August 13, 2013. The meeting will be held at the North Central Florida Regional Planning Council, 2009 Northwest 67th Place, Gainesville, Florida at 12:30 p.m.

(Location Map on Back)

North Central Florida Regional Planning Council 2009 NW 67th Place Gainesville, FL 32653-1603

Directions: From the intersection of State Road 121 (also known as Northwest 34th Street) and U.S. Highway 441 (also known as Northwest 13th Street) in the City of Gainesville head North onto State Road 121 (also known as Northwest 22nd Street), travel approximately 1,000 feet to NW 67th Place, turn right (East) onto NW 67th Place, travel approximately 1,000 feet and the North Central Florida Regional Planning Council is on the right.



1 inch = 1,000 feet

 North Central Florida Regional Planning Council





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AGENDA

AUDIT COMMITTEE

North Central Florida Regional Planning Council
Gainesville, Florida

August 13, 2013
12:30 p.m.

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* I. APPROVAL OF MINUTES - July 25, 2013	5
* II. INTERVIEW WITH POWELL & JONES, CERTIFIED PUBLIC ACCOUNTANTS TO NEGOTIATE FEE FOR AUDIT SERVICES	7

* See Attachments

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Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

AUDIT COMMITTEE
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

July 25, 2013
5:30 p.m.

MEMBERS PRESENT

Rick Davis
Garth Nobles, Jr., Chair
Daniel Riddick
Carolyn Spooner
Lorene Thomas

MEMBERS ABSENT

Lauren Poe

STAFF PRESENT

Scott R. Koons

The meeting was called to order by Chair Garth Nobles, Jr. at 5:47 p.m.

I. APPROVAL OF MINUTES - June 20, 2013

ACTION: Ms. Thomas made the motion, with a second by Commissioner Davis, to approve the minutes of the June 20, 2013 Audit Committee meeting. The motion carried unanimously.

II. REVIEW QUALIFICATIONS OF AUDITING FIRM

Committee members reviewed the qualifications and experience of Powell & Jones, Certified Public Accountants who submitted a proposal to provide auditing services for the Council and the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for Fiscal Years 2012-13, 2013-14 and 2014-15 in response to a Request for Statements of Qualifications.

ACTION: Commissioner Davis made the motion, with a second by Commissioner Riddick, to invite Powell & Jones, Certified Public Accountants to attend the next Committee meeting on August 13, 2013 for an interview to negotiate a fee for auditing services. The motion carried unanimously.

Chair Nobles stated that the next meeting of the Audit Committee will be held in the North Central Florida Regional Planning Council office on August 13, 2013 at 12:30 p.m.

The meeting was adjourned at 5:58 p.m.

Garth Nobles, Jr., Chair

8/13/13

Date



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August 6, 2013

TO: Audit Committee
 Rick Davis
 Garth Nobles, Jr.
 Lauren Poe
 Daniel Riddick
 Carolyn Spooner
 Lorene Thomas

FROM: Scott R. Koons, AICP, Executive Director *SK*

SUBJECT: Interview with Top Ranked Auditing Firm

RECOMMENDATION:

Audit Committee interview the auditing firm, Powell & Jones Certified Public Accountants, to negotiate a fee for auditing services for Fiscal Years 2012-13, 2013-14 and 2014-15 and to recommend the selected firm and fees to the Council and Metropolitan Transportation Planning Organization for approval.

BACKGROUND:

The Audit Committee met on July 25, 2013 to review the proposal submitted by the auditing firm, Powell & Jones Certified Public Accountants

Committee Chair Garth Nobles has called a meeting for August 13, 2013 for the purpose of interviewing the above-named firm to negotiate fees for auditing services (see attached fee proposals). A final decision, based upon the recommendation of the Committee, will be made by the Planning Council on August 22, 2013 for its auditor selection. The Metropolitan Transportation Planning Organization will be asked to make a final decision on September 30, 2013, based upon the recommendation of the Committee.

For Committee members who cannot attend the meeting in person, we will provide access to the meeting via a conference call. If you have any questions concerning this matter, please do not hesitate to call.

Attachments

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by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

**POWELL AND JONES, CPAs
NORTH CENTRAL FLORIDA REGIONAL
PLANNING COUNCIL
AUDIT AND ACCOUNTING SERVICES
FEE PROPOSAL**

A. AUDIT AND ACCOUNTING SERVICES

1. Annual audit of North Central Florida Regional Planning Council (NCFRPC), including Employee Pension Trust Fund in accordance with applicable auditing standards and regulations; specifically including the following services:

- A. Annual audit of NCFRPC.
- B. Routine telephone consultation to NCFRPC Board, Executive and financial staff.
- C. Audit of all grants received by NCFRPC. If any audit fee is provided for any grant, the fee will be refunded to the NCFRPC.

2. Compensation for services:

	Fiscal Year Ending		
	09-30-13	09-30-14	09-30-15
Lump sum fee for services described in Section A, including all costs.	\$ 14,500	*	*

*Prior year fee adjusted by the change in CPI-U, not to exceed 3%.

B. CONSULTING SERVICES

As specifically authorized from time-to-time during our contract period, and as allowed by professional standards, we will provide consulting and management advisory services to NCFRPC, at the following hourly rates:

Firm partner	\$105 per hour
Other CPA	\$ 95 per hour
Accountant	\$ 85 per hour
Technician	\$ 50 per hour

Any associated travel would be billed at State of Florida rates.

These rates will not be increased throughout the duration of our audit contract.

C. RENEWAL AND TERMINATION

This contract is binding on our firm but is specifically renewable on the part of NCFRPC on a year-by-year basis.

I am authorized to submit this fee proposal on behalf of Powell and Jones, CPAs.


Richard C. Powell, CPA


Date

**POWELL AND JONES, CPAs
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA
AUDIT AND ACCOUNTING SERVICES
FEE PROPOSAL**

A. AUDIT AND ACCOUNTING SERVICES

1. Annual audit of Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) in accordance with applicable auditing standards and regulations; specifically including the following services:

- A. Annual audit of MTPO.
- B. Routine telephone consultation to MTPO Board, Executive and financial staff.
- C. Audit of all grants received by MTPO. If any audit fee is provided for any grant, the fee will be refunded to the MTPO.

2. Compensation for services:

	Fiscal Year Ending		
	09-30-13	09-30-14	09-30-15
Lump sum fee for services described in Section A, including all costs.	\$ 6,150	*	*

*Prior year fee adjusted by the change in CPI-U, not to exceed 3%.

B. CONSULTING SERVICES

As specifically authorized from time-to-time during our contract period, and as allowed by professional standards, we will provide consulting and management advisory services to MTPO, at the following hourly rates:

Firm partner	\$105 per hour
Other CPA	\$ 95 per hour
Accountant	\$ 85 per hour
Technician	\$ 50 per hour

Any associated travel would be billed at State of Florida rates.

These rates will not be increased throughout the duration of our audit contract.

C. RENEWAL AND TERMINATION

This contract is binding on our firm but is specifically renewable on the part of MTPO on a year-by-year basis.

I am authorized to submit this fee proposal on behalf of Powell and Jones, CPAs.

Richard C. Powell 5/22/13
Richard C. Powell, CPA Date

