

CHUCK ENGELKEN, CHAIR  
Councilmember, District 2

VACANT  
Councilmember

JAY MARTIN  
Councilmember, District 5



DOTTIE KAMINSKI  
At-Large B  
Alternate

## CITY OF LA PORTE FISCAL AFFAIRS COMMITTEE MEETING AGENDA

Notice is hereby given of a meeting of the City of La Porte Fiscal Affairs Committee to be held on June 13, 2018, in the City Hall Council Chambers, 604 W. Fairmont Parkway, La Porte, Texas, beginning at 2:00 PM regarding the items of business according to the agenda listed below:

1. Call to order
2. Consider approval or other action regarding minutes of the Fiscal Affairs Committee held on May 14, 2018 - P. Fogarty
3. Discussion and possible action regarding the Fiscal Affairs Committee's choice for recommendation to City Council on engagement of an auditing firm for independent auditor services for the City of La Porte - Chairman Engelken
4. Set date for next meeting — M. Dolby
5. Administrative Reports — C. Alexander
6. Committee Comments regarding matters appearing on agenda. Committee members Engelken Martin and Kaminski
7. Adjourn

**In compliance with the Americans with Disabilities Act, the City of La Porte will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meetings. Please contact Patrice Fogarty, City Secretary, at 281.470.5019.**

### CERTIFICATION

I certify that a copy of the June 13, 2018 , agenda of items to be considered by the Fiscal Affairs Committee was placed on the City Hall Bulletin Board on June 5, 2018.

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Patrice Fogarty, City Secretary

**CHUCK ENGELKEN, CHAIR**  
Councilmember District 2

**DARYL LEONARD**  
Councilmember District 3



**JAY MARTIN**  
Councilmember District 5

**DOTTIE KAMINSKI**  
Councilmember At Large B  
Alternate Member

## **MINUTES OF MEETING OF FISCAL AFFAIRS COMMITTEE MAY 14, 2018**

The Fiscal Affairs Committee met on **May 14, 2018, at 5:00 p.m.**, in the La Porte City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, to consider the following items of business:

### **1. Call to Order**

Chairman Chuck Engelken called the meeting to order at 5:02 p.m. Also present were: Committee Member Jay Martin and Leonard. Also present: City Secretary Patrice Fogarty, City Manager Corby Alexander and Finance Director Michael Dolby.

### **2. Consider approval or other action regarding minutes of the March 12, 2018, meeting of the Fiscal Affairs Committee – S. Harris**

Committee Member Leonard moved to approve the minutes of the March 12, 2018, meeting. Committee Member Martin seconded. **MOTION PASSED UNANIMOUSLY 3/0.**

### **3. Receive and review Second Quarter (FY2018) Investment Report – M. Dolby**

Treasurer Shelley Wolny presented the Second Quarter (FY2018) Investment Report.

### **4. Receive and review months of December (FY2017) and January-February (FY2018) Purchasing Card Expenditures – M. Dolby**

Purchasing Manager Cherell Daeumer presented the December (FY2017) and January-February (FY2018) Purchasing Card Expenditures. There were no questions.

### **5. Set date for next meeting – M. Dolby**

Finance Director Michael Dolby asked the committee to decide a date to conduct interviews for recommendation to City Council of an auditing firm for independent auditor services for the City of La Porte.

### **6. Administrative Reports – C. Alexander**

There were no administrative reports.

### **7. Committee Comments – Matters appearing on agenda; Recognition of community members, city employees, and upcoming events; Inquiry of staff regarding specific factual information or existing policy.**

Chairman Engelken thanked Councilmember Leonard for his services to the City of La Porte.

**8. Adjourn**

There being no further business, Committee Member Leonard moved to adjourn the meeting at 5:19 p.m. Committee Member Martin seconded. **MOTION PASSED UNANIMOUSLY 3/0.**

Respectfully submitted,

\_\_\_\_\_  
Patrice Fogarty, City Secretary

Passed and approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Chairman Chuck Engelken

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: June 13, 2018  
Requested By Michael Dolby, Finance Director  
Department: Finance  
Report: xx Resolution:      Ordinance:     

Exhibits: Evaluation Summary

Exhibits:     

Exhibits:     

Appropriation  
Source of Funds:       
Account Number:       
Amount Budgeted:       
Amount Requested:     
Budgeted Item:      YES      NO     

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**SUMMARY & RECOMMENDATION**

The Finance staff published a Request for Proposals (RFP) for auditing services for the years 2018, 2019, 2020. The RFPs were opened on May 22, 2018, five proposals were received. An evaluation committee reviewed the proposals and selected three firms for the fiscal affairs committee to interview. The firms are Patillo Brown & Hill, Weaver & Tidwell and Whitley Penn.

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Action Required by Fiscal Affairs:

Conduct interviews and make a selection.

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Approved for City Council Agenda

\_\_\_\_\_  
Corby Alexander, City Manager

\_\_\_\_\_  
Date

**RFP 18503- PROFESSIONAL AUDITING SERVICES  
EVALUATION SUMMARY**

<b>Criteria</b>	<b>McConnell &amp; Jones</b>	<b>Patillo Brown &amp; Hill</b>	<b>Postlethwaite &amp; Netterville</b>	<b>Weaver &amp; Tidwell</b>	<b>Whitley Penn</b>
Demonstrated technical expertise and experience	8.4	8.4	7.2	9.6	10.0
Adequacy of staffing, sampling techniques, analytical procedures, etc.	6.0	6.6	5.7	6.6	7.2
References and qualifications	3.6	4.6	3.0	4.4	4.8
Completeness and conformity of the reply of the RFP	2.5	2.1	1.8	2.2	2.4
<b>Final Scores</b>	<b>20.5</b>	<b>21.7</b>	<b>17.7</b>	<b>22.8</b>	<b>24.4</b>