## Minnehaha Creek Watershed District

REQUEST FOR BOARD ACTION

	MEETING DATE:	November 8, 2018							
	TITLE: Selection	of Vendor and Authori	zation to E	inter into	o a Contract	t for Audit Services			
	RESOLUTION NUMBER: 18-114								
	PREPARED BY:	Cathy Reynolds							
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	REVIEWED BY:	☐Administrator ☐ Board Committee			•	n Mgr. (Name):	_		
WORKSHOP ACTION:									
	☐ Advance to B	soard mtg. Consent Age	nda.	☐ Adva	ance to Boa	ard meeting for discussion prior to action	١.		
	☐ Refer to a future workshop (date):			☐ Refer to taskforce or committee (date):					
				☐ No further action requested.					
	Other (specify)	☑ Other (specify): Final Action on November 8, 2018							

# **PURPOSE or ACTION REQUESTED:**

The District is requesting the Board to approve selection of the audit vendor for the 2018 and 2019 audits and authorize the District Administrator to enter into a contract with the selected vendor, subject to counsel review and approval.

#### PROJECT/PROGRAM COST:

The operations budget for accounting services in 2019 is \$85,000. This includes general accounting services and the conduct of the audit.

## **PAST BOARD ACTIONS:**

The Board authorized the District to solicit proposals for audit services at the September 13, 2018 Board meeting.

### **SUMMARY:**

Pursuant to Minnesota Statute 103B.227 a watershed district is required to solicit interest proposals for legal, professional, or technical consultant services at least every two years. MCWD's audit services are subject to this requirement. Pursuant to resolution 18-088 the District solicited proposals for audit services. The Request for Proposals was posted on the District, State and League of Minnesota Cities websites. In addition notice of the proposal was sent to companies that had expressed an interest in competing for our audit services.

Responses to the Request for Proposals were due on October 26, 2018. The District received responses from six qualified vendors. Reviews of proposals have been completed and staff recommends that the Board select Abdo, Eick & Meyers LLP as the Districts auditor for 2018 and 2019.

Staff further recommends that the Board authorize the District Administrator to enter into a contract with Abdo Eick & Meyers, LLP for the completion of the 2018 and 2019 audits with the review and assistance of legal counsel.

# **RESOLUTION**

RESOLUTION NUMBER. 10-114						
TITLE:	Selection of Vendor and Authorization to Enter into a Contract for Audit Services					
WHEREAS,	pursuant to Minnesota Statutes 103B.227 at least every two years watershed districts are required to solicit responses for professional services before retaining the services of a consultant; and					
WHEREAS,	The Board authorized the solicitation of proposals for audit services on September 13, 2018; and					
WHEREAS,	The District has solicited and reviewed response from qualified businesses and provided their recommendations to the Board; and					
NOW, THEREFORE, BE IT RESOLVED, the Minnehaha Creek Watershed District, Board of Managers hereby selects Abdo, Eick & Meyers, LLP as the audit provider for 2018 and 2019;						
AND BE IT FURTHER RESOLVED, that the Minnehaha Creek Watershed District, Board of Managers directs the District Administrator to negotiate and enter into a contract with Abdo, Eick and Meyer, LLP with the review and assistance of legal counsel.						
Resolution Nu	umber 18-088 was moved by Manager, seconded by Manager					
iviotion to ado	pt the resolution ayes, nays,abstentions. Date:					
	Date:					

Secretary