

Town of Fort Myers Beach  
Agenda Item Summary

Blue Sheet Number: 2011-132

**1. Requested Motion:**

**Meeting Date:** Nov 7, 2011

A motion to appoint Daniel Hughes to the Town of Fort Myers Beach Audit Committee, as governed by Ordinance 11-06.

**Why the action is necessary:**

F.S. 218.391 requires the formation of an audit committee to assist in the selection of an auditor to conduct the annual financial audit as required by Section 218.39, Florida Statutes. The duties of the audit committee shall include the establishment of factors to be used for the evaluation of audit services to be provided by the audit firm.

**What the action accomplishes:**

**2. Agenda:**

Consent  
 Administrative

**3. Requirement/Purpose:**

Resolution  
 Ordinance  
 Other

**4. Submitter of Information:**

Council  
 Town Staff  
 Town Attorney

**5. Background:**

The Town adopted ordinance 11-06, Audit Committee on August 15, 2011 and on October 3, 2011 appointed three individuals to the newly formed audit committee. The ordinance states that there shall be five (5) members. We have since received a letter of interest from Daniel Hughes seeking appointment to the Audit Committee. That letter is attached.

**6. Alternative Action:**

Do not make an appointment at this time.

**7. Management Recommendations:**

**8. Recommended Approval:**

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Cultural Resources Director	Town Clerk
						

**9. Council Action:**

Approved     Denied     Deferred     Other

## Michelle Mayher

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**From:** Cristin Finnigan [cfinnigan@hughes-law.net]  
**Sent:** Wednesday, October 19, 2011 5:16 PM  
**To:** Michelle Mayher  
**Subject:** From Daniel Hughes: Audit Committee

To: Ft. Myers Beach Town Council  
c/o: Michelle Mayher, Town Clerk  
From: Daniel Hughes  
Date: 10-19-11

Subject: Audit Committee

I understand three members have been appointed. If any of the other two positions are available, I would like to be considered for service on your new Audit Committee.

Through education and experience, I possess a basic understanding of governmental financial reporting and auditing, as required by Ordinance No. 11-06. Specifically, this includes:

Yale University, B.A. – basic accounting courses

Northwestern University Graduate School of Commerce – advanced accounting courses

Northwestern University School of Law, J.D.

Attorney for several years in Office of General Counsel, FDIC, Washington, D.C.

Attorney for municipalities in Illinois for many years

Illinois bank president, director and general counsel

Colonial Bank Local Advisory Board member

Ft. Myers Beach Town Council and Mayor

If you have any questions or need further information, please contact me. I am currently out of town, but can be reached at the locations listed on the attached itinerary.

Sincerely,

Daniel Hughes

Wednesday afternoon, October 12 through Saturday Oct. 22:

c/o Michael Hughes, Flossmoor, IL

Tel: 708-799-3700 (office)

708-798-9551 (residence)

Fax: 708-799-3729

Email: [mhughes@hughes-law.net](mailto:mhughes@hughes-law.net)

Sunday, October 23 through Friday, October 28:

c/o Cap Estate St. Lucia, Ltd.

Tel: 758-450-8522 or 8523

Fax: 758-450-8317

Email: [capestate@candw.le](mailto:capestate@candw.le)

Saturday, October 29 through Monday, October 31:

c/o Phillip Hughes, Big Pine Key, FL

Tel: 305-606-3559

My cell phone: 239-240-5821

My home phone: 239-765-0198

Cristin M. Finnigan, Assistant

Hughes & Associates, P.C.

19815 Governors Hwy., Suite 11

Flossmoor, IL 60422

708-799-3700

708-799-3729 (fax)

[cfinnigan@hughes-law.net](mailto:cfinnigan@hughes-law.net)

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