

City Council Regular Meeting

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: May 6, 2024

SUBJECT:

Consider approval of a two-year professional service agreement extension in the amount of \$143,150 with Weaver LLC for audit services. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

SUMMARY:

The city charter requires an annual independent audit and the submission of an annual financial report. Per the Financial Policy, the City does not require auditor rotation but will request proposals for audit services at least every five years. The current contract with Weaver LLC was executed in June 2021 for three years with two one-year extension options; therefore, a request for proposal is not needed at this time.

Staff would like to exercise both one-year extension options at this time. The cost for the two years will not exceed \$143,150.

Maximum, Not-to-Exceed Price, Initial Term

Year	Total Fees (Includes Comprehensive Annual Financial Report)
2021	\$64,000
2022	\$66,000
2023	\$68,500
2024	\$70,500
2025	\$72,650

RECOMMENDATION:

Consider approval of a two-year professional service agreement extension in the amount of \$143,150 with Weaver LLC for audit services.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

On June 21, 2021, the City Council approved a three-year professional services agreement in the amount of \$198,500 with Weaver, LLC for audit services.

REFERENCE:

CSO#1795-06-2021

FISCAL IMPACT:

Audit services will be allocated among several operating funds in the City's annual audit. The funds that will be audited include but are not limited to the following:

- General Fund
- Water & Sewer Fund
- 4A Fund
- Parks Performance Fund
- Golf Fund
- Hotel Motel Fund
- TIF #2

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651