



TOWN OF ELIZABETH

PATRICK G. DAVIDSON, TOWN ADMINISTRATOR

TO: Honorable Mayor, Mayor Pro Tem, and Board of Trustees
FROM: Patrick Davidson, Town Administrator
DATED: November 21, 2024
SUBJECT: Auditor Engagement Letter for 2024

BACKGROUND

The Town of Elizabeth has been provided with a new engagement letter with The Adams Group, LLC for the upcoming audit season. The current agreement expires on December 31, 2024. The proposed agreement largely mirrors last year's agreement subject to any revisions required by GASB.

STAFF RECOMMENDATION

Staff recommends the Town continue its relationship with The Adams Group, LLC for the upcoming fiscal year of 2025 [audit year 2024].

BUDGET CONSIDERATIONS

The Board's draft budget for FY2025 included in account number 10-41-2500 a total of \$28,500 for the 2024 Audit. The proposed engagement letter from The Adams Group, LLC establishes a "not to exceed" price of \$28,500. There are no other budget considerations at this time.

ATTACHMENTS

Engagement Letter dated October 31, 2024

A Resolution Authorizing the Mayor to Execute a Letter Agreement with The Adams Group, LLC to Provide Audit Services for Fiscal Year 2024.