



Date: October 28, 2024

To: Board of Trustees

From: Heike Fawkes, Treasurer

RE: Engagement Letter with Dazzio & Associates, PC

Dazzio & Associates, PC has submitted a letter of engagement outlining the terms and objectives as well as the nature and limitation of services to be provided in connection with the 2024 audit. The fee for the 2024 audit engagement is set not to exceed \$17,000. This pricing is based on the assumption that no unexpected circumstances will be encountered during the audit that would require significant additional time. Out-of-pocket expenses are included in this not to exceed amount.

Staff recommends the Board of Trustees authorize the Mayor to sign the Engagement Letter with Dazzio & Associates, PC for the 2024 audit.