



City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager *NB*

DATE: April 30, 2025

RE: APPROVAL OF LAUTERBACK & AMEN PROPOSAL

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the Lauterback & Amen proposal for accounting services.

DISCUSSION:

The city staff met with Lauterback & Amen (L&A) after receiving a letter from the Department of the Treasury requesting a deficiency plan. Joe with L&A has been working off and on with the treasury department for a year. I contacted Joe for his immediate assistance in assisting the treasurer with reconciling the city's unbalanced accounts. The treasurer has been trying to balance the account for over a year. Joe's support in balancing the accounts will free up time for the treasurer to continue with day-to-day duties. Joe started working on reconciling the accounts several weeks ago so that we could address the findings from the audit.

RECOMMENDATION:

The City of Hartford approves Lauterback & Amen's proposal for \$3,000 in accounting services not to exceed 16 hours and gives the city manager approval to execute the agreement.