



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

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Pulluam, City Manager *NP*

DATE: October 3, 2025

RE: **APPROVAL OF HUNGERFORD PROPOSAL FOR ACCOUNTING
ASSESSMENT AND ACCOUNTING SERVICES**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve the Hungerford proposal for accounting assessment and accounting services for support in the treasury department.

DISCUSSION:

The city is seeking a Treasurer as per the city charter. The city manager is requesting that the commission support the search by approving the Hungerford proposal. The proposal consists of an accounting assessment of the treasury department. Secondly, to continue with the accounting and treasury support. The support includes Accounts Payable, Payroll, journal entries, and all other accounting functions to maintain consistency within the city treasury department. The city manager will post the job for the treasurer and assess if Hungerford is the right support staff until we hire a treasurer or decide to outsource some of the treasurer's duties. This will address the immediate need in the treasury department.

RECOMMENDATION:

The city commission approves the Hungerford proposal for accounting assessment and accounting services to support the treasury department. The fees consist of \$6,500 for the assessment and \$1,250 weekly for accounting services in the treasury department. Authorize the city manager to execute the agreement.