

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: November 17, 2020

DEPARTMENT: Financial Services

TITLE:

Ratification of Contract Expenditures for CliftonLarsonAllen LLP and Robert Busch in FY 2019 -2020

SUMMARY:

Ratification of the additional contract expenditures from FY 2019-2020 is sought for financial consultants who were engaged to assist the City's Financial Services Department during the audit preparation.

BACKGROUND AND JUSTIFICATION:

The City entered into the agreements with CliftonLarsonAllen LLP and Robert Busch to provide qualified senior financial consulting services to assist the Financial Services Department in preparation of financial statements for closing of the fiscal year FY 2019 - 2020. Services included performing reconciliation to support the balances in the year-end trial balance, preparing the financial schedules, performing analytical reviews of year-end balances within the trial balance and other pre-audit activities. These services were necessary and required to cover staffing gaps in Financial Services Department.

Since the Financial Services Department exceeded the authorized cost thresholds in the agreements with CliftonLarsonAllen LLP and Robert Busch, the additional expenditures require ratification by the City Commission.

MOTION:

Move to approve to approve/disapprove additional contract expenditures for CliftonLarsonAllen LLP in the total amount of \$123,631.16 and Robert Busch in total amount of \$59,118.75.

ATTACHMENT(S):

Fiscal Analysis – N/A
Engagement letter with CliftonLarsonAllen LLP
Independent Contractor Agreement with Robert Busch