



**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** December 2, 2020  
**PREPARED BY:** Lydia Collins, Director of Finance  
**DEPARTMENT:** Finance

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion and possible action on an agreement and engagement letter for accounting services with Atchley & Associates.

**BACKGROUND/SUMMARY:**

Atchley & Associates to conduct an external Audit for FY 2019-2020

**LEGAL REVIEW:** Not Applicable  
**FISCAL IMPACT:** No  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Agreement Letter
- Engagement Letter Accounting Services

**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the City Council approve and authorize the City Manager and Director of Finance to execute the agreement and engagement letters for auditing accounting services with Atchley & Associates for FY 2019-2020.

**PLANNING & ZONING COMMISSION:**      **Recommend Approval**      **Disapproval**      **None**

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