



August 4, 2026

Proposal to provide professional
recurring outsourcing services services to:

City of Meridian Employee Benefits Plan Trust

Prepared by:

Scott Klitsch, CPA, Principal

scott.klitsch@claconnect.com

Direct 208-387-6440

CLAconnect.com

CPAS | CONSULTANTS | WEALTH ADVISORS

CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See [CLAglobal.com/disclaimer](https://claglobal.com/disclaimer).

Securities and investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor, member FINRA/SIPC.





August 4, 2026

Reba White
City of Meridian Employee Benefits Plan Trust
33 E. Broadway Avenue
Meridian, ID 83642

Dear Reba White:

Thank you for inviting us to propose. We appreciate the opportunity to continue our relationship and share our approach to help City of Meridian Employee Benefits Plan Trust (Meridian Benefits Trust) meet its professional service needs.

During our recent discussions, you highlighted your key challenges, specifically:

- Internal capacity to timely reconcile and perform all bookkeeping functions
- Changes to roles and responsibilities of internal staff

Addressing these challenges before they become more significant can help build a promising future. As you know, at CLA, we exist to create opportunities for our clients, our people, and our communities. The industry-specialized guidance you have come to rely on — whether through financial statement services, preparation of tax returns, or advisory services — will continue to be shared with the overarching goals of helping you **reduce risk, enhance value, protect your legacy, and prepare for the future.**

Our ongoing collaboration has allowed us to understand your specific needs and challenges better. We value our conversations and the insights we gain from listening to you. This is the CLA promise, expressed in the values that drive our behavior: curious, collaborative, transparent, inclusive, and reliable. It's simply how we do business.

We have the qualifications to deliver quality, timely work using clear lines of communication and continuity. This proposal will take you on a journey outlining how we'll continue to work together — and the added value you can expect.

Please contact me if I can provide additional information on our firm or our proposal.

Sincerely,

CliftonLarsonAllen LLP

Scott Klitsch, CPA
Principal
208-387-6440
scott.klitsch@claconnect.com

Table of Contents

Imagine Your New Reality With CLA	4
Work with people whose values match your own	4
Understanding Your Needs.....	5
Summary of needs	5
Understanding Your Industry.....	6
Employee benefit plan experience	6
Your Investment.....	7
No surprises	7
Your Service Team	8
Firm Overview	9
Client Accounting and Advisory Services.....	10



Imagine Your New Reality With CLA

Pave the way for a stronger future. Working with CLA's knowledgeable and passionate team brings valuable insight and advice you can use to propel your organization toward sustainable growth.

Visualize an experience where you may:

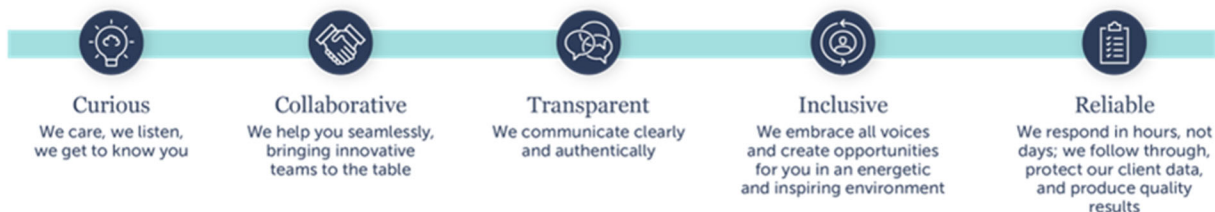
- Make sound decisions based on good information from timely, high-quality services
- Build better collaboration and efficiencies with clear, concise, and constant communication
- Implement sustainable improvements with consistent team members who have built a deep understanding of your operations, systems, risks, and needs over time
- Improve efficiency and your overall success by automating processes so you can focus on value-added tasks
- Experience efficiency and tailored advice when you build a meaningful relationship with your service team from year to year

Work with people whose values match your own

Our values drive our behavior and lead to service delivery that exceeds expectations and provides you with the [CLA client experience](#).

What does that mean?

It means you'll work with a team with the resources to support the whole of your organization. You can count on industry-specialized professionals who bring relevant and actionable ideas and strategies. Quite simply, you'll encounter value beyond the expected.



Your time is valuable: We know how to deliver quality, timely work, and we take care of the details so you can focus on what really matters: the important decisions that drive your success.



Understanding Your Needs

Summary of needs

Our engagement provides you access to the accumulated wisdom of the firm through professionals with substantial experience working directly with your trust who can help your organization enhance its future and achieve its business goals.

CLA will provide the following services under the direction of the senior leadership team with specific responsibilities including:

Ongoing finance and accounting services

Outsourced accounting functions:

- Enter accounts payable for management's approval and issuance of checks/ACH payments
- Prepare billings, record billings, and enter cash receipts
- Reconcile balance sheet accounts monthly and prepare journal entries
- Prepare financial statement reporting packages monthly
- Prepare quarterly state of Idaho DOI reporting packages

Consulting and advisory services:

- Assist management in preparation for annual financial statement audit
- Gather information necessary and prepare the entity's federal annual tax return on Form 720
- Gather information necessary and prepare the entity's State of Idaho Department of Insurance annual filing
- Prepare federal Form 1099 and Form 1096 from information provided by you and transmit federal Form 1099 to federal and state taxing authorities on your behalf



Understanding Your Industry

Employee benefit plan experience

The Department of Labor (DOL) has ranked CLA as ***one of the leading providers of employee benefit plan audits*** nationally.

CLA conducts more than 3,400 employee benefit audits annually, total assets for these plans are approximately \$390 billion. Our employee benefit plan practice includes a full range of plan types, and our professionals are leaders in the American Institute of Certified Public Accountants (AICPA), Employee Benefit Plan Audit Quality Center (EBPAQC), and the Employee Benefit Plan Expert Panel.

Serving as a fiduciary for an employee benefit plan is a significant responsibility, and keeping up with all regulatory requirements for operating the plan can be challenging. With more than 200 dedicated employee benefit plan industry professionals, CLA can help you navigate:

- Constantly changing regulatory environment
- Increased scrutiny from the regulators
- Increasing cost of benefit plans
- The expectations of a workforce that counts on employer-sponsored benefit plans
- Evaluating and monitoring your service providers
- Facilitating an efficient and effective plan audit



200+
DEDICATED INDUSTRY
PROFESSIONALS

3,400+
AUDIT CLIENTS

1,600+
TAX CLIENTS

70+
YEARS OF EXPERIENCE

OUR TEAM RELIES ON DEEP INDUSTRY TECHNICAL
KNOWLEDGE TO IDENTIFY FINANCIAL, TAX, OPERATIONAL,
AND STRATEGIC OPPORTUNITIES FOCUSED ON INCREASING
VALUE

Your Investment

Having upfront conversations builds relationships.

The value we can provide your organization goes beyond meeting your compliance needs. We can help you discover opportunities to enhance your performance and achieve your strategic goals. Our insights and strategies are tailored to your specific situation and represent a return on your investment.

Based on our understanding of your requirements, we propose the following estimated fees:

Professional Accounting Services	Annual Fee	Monthly Fee	Total Annual Fee
Monthly accounting services (ongoing)	N/A	\$2,400	\$28,800
Tax services (federal and state filings)	\$1,500	N/A	\$1,500
Total estimated fees			\$30,300

All invoiced services will include a 7% technology and client support fee which supports our continuous investment in technology and innovation to enhance your experience and protect your data.

Our fee quote is designed with an understanding that:

- Your personnel will provide documents and information requested in a timely fashion.
- The operations of Meridian Benefits Trust do not change significantly and do not include any future acquisitions or significant changes in your business operations.
- There are no significant changes to the scope, including auditing, accounting, or reporting requirements.

No surprises

Our clients don't like fee surprises. Neither do we. If changes or complexities occur — or any "out-of-scope" work is required — we'll discuss a revised fee proposal with you first.

It's not our policy or practice to bill our clients every time we receive a phone call or email. We're invested in our relationships and strongly encourage intentional and frequent communication. Contact us year-round as changes or questions arise.

Our last word on fees: we're committed to serving you and creating a long-standing relationship. If fees are a deciding factor in your selection of a professional services firm, give us a call and let's discuss.

Transparent: Clear, authentic communication and market-based fees.



Your Service Team

The true value in working with our team is developing a relationship with leaders who understand your industry, challenges, and opportunities — with the full support of an entire CLA family behind them.

Meet your service team below.



Scott Klitsch

Principal | Engagement leader

[Meet Scott.](#)



Ryan Potter

CAAS Staff | Engagement in-charge

[Meet Ryan.](#)

Additional staff – We will assign additional staff to your engagement based on your needs and their experience providing services to similar clients.

Collaborative: Support from a responsive local team complemented by national resources. We consider the whole of your organization, bringing innovative teams to the table.



Firm Overview

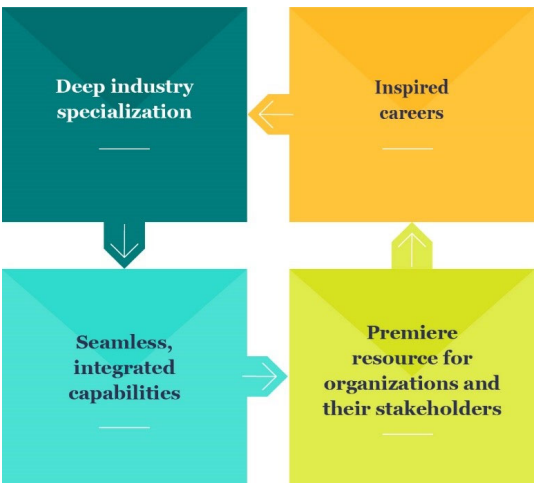
Right there with you.

At CLA, we work alongside you through decisions that shape your work and your life. Big or small, personal or professional, we're here to support what matters now and what's ahead.



As a professional services firm, we exist to create opportunities ... for you, our people, and our communities through industry-focused wealth advisory, digital, audit, tax, consulting, and outsourcing services. We do this when we live the CLA Promise — a promise to know you and help you.

Opportunities for you



You'll find resources you would expect in the largest firms, with the personal touch of people who live and work in your community.

You'll access leaders and professionals in communities across the country, rather than from one central headquarters. We work together to look at your organization holistically, and then help you address challenges by offering support where you need it, from traditional audit and tax to outsourcing and wealth advisory.

As you navigate opportunities and challenges in a competitive and constantly changing environment, we'll embrace change, learn from it, and design processes to make interactions easier, more transparent, and seamless.



Opportunities for our people

At CLA, people find meaningful work in a fun, compelling, and energizing culture. Our people design their own customized careers through our inspired careers strategic advantage. In 2025 our total headcount was relatively the same as in 2024, and we continue to witness a remarkable retention rate of 88%. Inspired by their careers, our family members develop client relationships that bring deeper knowledge and help you shine. We're one family, working together to create opportunities.

What's more, CLA is building a culture of [connection and belonging](#) that welcomes different beliefs and perspectives. We want to represent the communities we serve and foster an environment of inclusion and belonging, resulting in enhanced value for our clients, our communities, and each other.

Inclusive: *We embrace all voices and create opportunities by removing barriers and helping our people build inspired careers.*

Opportunities for our community

CLA's community impact team unifies the work of connection, belonging and the CLA Foundation with a laser focus on advancing education, employment, and entrepreneurship within CLA and throughout our society.

Since 2015, our [CLA Foundation](#) has granted more than \$16.5 million from nominations made by and funds raised from CLA family members. Each grant recipient's work aligns with the foundation's mission to create career opportunities through education, employment, and entrepreneurship by connecting networks inclusive of all genders and races, veterans, and the disability community.

Read more in CLA's annual [Promise Report](#).

Client Accounting and Advisory Services

Our Client Accounting and Advisory Services (CAAS) practice provides tailored approaches to clients' business needs, whether it's assessing and identifying workflow demands, completing a large-scale project, serving in a vital interim financial role, or providing a fully outsourced accounting function to manage ongoing accounting and finance needs.

Our outsourced accounting services are designed to streamline your financial operations, enhance your financial reporting, and provide strategic insights that drive your business forward. Whether you need assistance with routine accounting tasks, in-depth financial analysis, or strategic growth planning, we are here to support you every step of the way.

