



**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - AGENDA MEMO**

DATE: January 11, 2024	ITEM NO.	SUBJECT: Resolution to Authorize a Letter of Understanding for Audit Services, Green & Associates LLC
Presented by: Town Administrator		

Background

As requested annually, a letter of understanding is required for audit services of the prior year financials. Green & Associates LLC will conduct audit services of the Town of Palmer Lake 2023 financials. The fee is a not to exceed amount of \$17,800 and audit preparation will begin late spring.

Recommended Action

Approve the resolution for audit services with Green & Associates as laid forth in the letter of understanding.