



## FINANCE

**To: Mayor and Town Council**

**From: Bob Scott, Executive Director of Administrative Services**

**Through: Ron K. Patterson, Interim Town Manager**

**Re: External Auditors**

**Town Council Meeting – October 25, 2022**

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**Agenda Item:**

Consider appointment of Weaver and Tidwell, L.L.P. for a five-year term as external auditors for the Town's annual audited financial statements for the fiscal year ending September 30, 2022, through 2026, and authorizing the Interim Town Manager to approve the annual engagement letter.

**Description of Agenda Item:**

With the significant turnover of Finance Department staff, Town Council authorized conversion of the final year of Pattillo, Brown & Hill, L.L.P. five-year contract into consulting services to assist staff with year-end closing and preparation of the financial statements and related schedules used in the annual audit at the September 27, 2022, Council meeting. As a result, the Town issued a Request for Proposal for Audit Services with the following firms responding:

Firm	Location	2022 Fees including Single Audit
Whitley Penn	Dallas	\$60,950
Jaramillo Accounting Group	Albuquerque	\$46,000
Eide Bailey	Abilene	\$61,000
Weaver and Tidwell	Dallas	\$60,750

A staff committee reviewed the proposals based on set criteria of Organization, Qualifications, Audit Approach, and Fees to determine two finalists for the Finance Sub-Committee to interview on October 13, 2022. Following the interviews, the Finance sub-committee recommendation is to appoint Weaver and Tidwell, L.L.P. to serve as the Town's external auditors for the fiscal years 2022-2026.

**Budget Impact:**

First year fees are \$60,750 with modest adjustments for inflation thereafter. This amount will be included in a budget amendment in November as the amount was not known during budget adoption.

**Legal Obligations and Review:**

Terrence Welch of Brown & Hoffmeister has reviewed the proposed award to form and legality.

**Town Staff Recommendation:**

Town staff defers to the Finance sub-committee recommendation of appointing Weaver and Tidwell, L.L.P. for a five-year term as external auditors for the Town's annual audited financial statements for the fiscal year ending September 30, 2022, through 2026, and authorizing the Interim Town Manager to approve the annual engagement letter.

**Proposed Motion:**

I move to appoint Weaver and Tidwell, L.L.P. for a five-year term as external auditors for the Town's annual audited financial statements for the fiscal year ending September 30, 2022, through 2026, and authorizing the Interim Town Manager to approve the annual engagement letter.