

Town of Sylva
CONSENT AGENDA
February 22, 2024

1- BUDGET AMENDMENT:

#22 10-660-0600 Contingency	\$ 14,850 C
10-510-7400 PD Capital	14,850 D

REF: To appropriate contingency monies into the Police Department budget to upgrade the recording system in the interview rooms.

2- OTHER:

Auditor Recommendation Summary:

- Number of Request for Proposal submitted ~3 – Note: All RFP’s were evaluated under UG Compliance in order to meet Federal Grant requirements.

- Finance Officer, Lynn Bryant recommends that we accept **Shiela Gahagan, CPA located at 229 Penland Street ~ Clyde NC 28721** proposal for auditing services starting with fiscal year end June 30, 2024. Ms. Gahagan’s bid for the Audit and Financial Statements was \$20,600 and \$3,900 for State Single Audit (which is a requirement of the SCIF Grant funding) ~ **Total \$24,500**. Ms. Gahagan met all the requirements of the RFP, her bid was the lowest, and she received excellent references from current clients.

- The Board will officially approve the annual audit contract with Shiela Gahagan, CPA on March 14, 2024.