

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 17, 2023

Topic:

Approve an agreement with Weaver & Tidwell, LLP for payroll reconciliation services, for an amount not to exceed \$50,000, authorize the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the expenditure. This amount is included in the FY 2022-2023 budget.

Background:

Due to the cyber incident, payroll was processed manually from December 20, 2022 – March 17, 2023. With the inherit risk associated with processing payroll manually, Staff recommends utilizing third-party services to perform a reconciliation of all affected payrolls. This includes the review of earnings, deductions, and taxes for all employee paychecks issued during the identified time period.

Origination: Finance Director

Recommendation:

Staff recommends approving the payroll reconciliation services contract with Weaver & Tidwell, LLP as appropriated in the Fiscal Year 2022-2023 Budget.

Party(ies) responsible for placing this item on agenda: _____

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No: _____

If yes, specify Account Number: # 100-119-6304

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Katherine Tapscott 7/12/2023 **Approved by:** _____
Staff Member Date City Manager Date