

TO: City Council  
FROM: Troy Niemeyer, Finance Director  
DATE: September 19, 2023  
SUBJECT: Audit Examination Engagement Letter with the State Auditor's Office

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1) Recommended Action:

Authorize the Mayor to sign the attached Audit Examination Engagement Letter (Attachment "A") between the City and the State Auditor's Office.

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2) Background:

The City receives annual audits from the State Auditor's Office (SAO). These audits are required by state law. The audit examination covered with this engagement letter is for audit examination procedures of our ARPA funds.

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3) Policy Support:

Be fiscally responsible and develop sustainable financial strategies.

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4) Alternatives:

- ☐ Do not authorize the Mayor to sign the agreement. However, these audits are required by state law.
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5) Fiscal Notes:

The cost of the audit examination in this engagement letter is \$7,700. The estimated cost is included in the biennial budget.

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6) Attachments:

- A. Audit Examination Engagement Letter with the State Auditor's Office.