



## AGENDA MEMORANDUM

*Finance Department*

**City Council Regular Meeting Date: October 3, 2023**

**To:** City Council  
**From:** Steve C. Chaipel, Deputy City Manager/CFO  
**Date:** September 21, 2023

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**SUBJECT:** Approval of audit contract with CliftonLarsonAllen LLP

**BACKGROUND:** The City Council approved Resolution 23-021 on March 21, 2023 creating a volunteer Auditor Selection Committee to assist the City Council with the selection of the City's external auditing firm beginning for fiscal year 2023. This committee was comprised of Vice Mayor Mike Miller and 3 citizen volunteers – 2 voting members and 1 alternate member.

Over several meetings the committee made a recommendation to the full City Council at its July 18, 2023 meeting to select CliftonLarsonAllen LLP (CLA) as the City's external auditing firm. The City Council unanimously approved the selection of CLA and directed Staff to negotiate the fees for execution of a contract. The details of the meetings of the committee can be found by clicking [here](#) and selecting "Auditor Selection Committee" from the drop down calendar.

Staff has worked with CLA to reduce the proposed fees from \$105,500 to \$95,000 for the fiscal year 2023 audit. Staff feels this is an appropriate amount given the additional work in the coming year relating to an unprecedented amount of grants the City has received (and will be received) and the requirement to adopt a new accounting standard for subscription based technology agreements.

The audit contract includes fiscal years 2023 through 2025, with the option to extend for two one-year periods. A Statement of Work (SOW) from CLA is also included and covers only the services related to the fiscal year 2023 audit. A SOW will be received annually for approval by the City Council pursuant to the audit contract.

**FUNDING SOURCE:** The fees for these services are included in the proposed fiscal year 2024 budget.

**RECOMMENDED ACTION:** Approve the contract and SOW's with CLA.

*Sanibel is and shall remain a barrier island sanctuary*