



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Robert Fisher, Acting City Manager

**PREPARED BY:** Barbara Mason, Chief Procurement Officer  
Michelle Green, Acting Administrative Services Director

**MEETING DATE:** April 22, 2025

**SUBJECT:** Consideration of Resolution 2025-50, Approving Amendment #3 to Eide Bailly Year-End Close Services Contract to Increase Total Not-To-Exceed Amount from \$125,000 to \$200,000

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### **RECOMMENDATION:**

Adopt Resolution 2025-50.

### **BACKGROUND:**

City Council approved a contract with Eide Bailly to assist staff with year-end close services in the amount of \$75,000. The original contract was to allow the Administrative Services Director time to perform the Council assigned Citywide Forensic Investigation. On January 28, 2025, staff requested an Amendment No.1 in the amount \$50,000 to the not-to-exceed amount as the Finance Department was short-staffed.

### **JUSTIFICATION:**

The Finance Department now has added staff shortages and this contract has helped offset the productivity needed to help ensure that errors identified in the prior year's financial statement audit are corrected and that all balance sheet accounts are reconciled properly. The services provided help to give confidence in the accuracy of the City's financial position and should allow for an efficient external audit.

### **FISCAL IMPACT:**

This amendment will be funded from salary savings from our vacant Budget & Financial Analyst position (001-1900-412.10-10). We are actively recruiting for that position, but it will be at least two months to onboard and the position has been vacant for three months.

### **ALTERNATIVES:**

Do not approve Resolution 2025-50 and provide alternative direction.

### **BUDGETED?:**

Yes

### **CONTRACT/AGREEMENT:**

Yes

**ATTACHMENTS:**

1. [CC Resolution No. 2024-073.pdf](#)
2. [CC Resolution No. 2025-011.pdf](#)
3. [Amendment No.3 PSA \(C001019\) Eide Bailley PSA for Year End Closing Processes.docx](#)
4. [RESOLUTION\\_2025-50-Amend 3 - Year End Close and Advisory Services Contract with Eide Bailly.docx](#)