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CITY COUNCIL MEETING AGENDA ITEM REPORT

DATE: October 8, 2025

SUBMITTED BY: Heidi Warnemunde, Finance

ITEM TYPE: Agreement

AGENDA SECTION: CONSENT AGENDA

SUBJECT: CS&L Annual Audit Engagement Letter Addendum

SUGGESTED ACTION: Approval

Is this item Quasi-Judicial?

No

Does this item require a public hearing?

No

EXPLANATION:

CS&L performs the City's annual external audit. The original engagement letter authorizing them to move forward with the September 30, 2025, audit process was approved by Council at the September 24, 2025, meeting. The addendum to the engagement letter adds the preparation of the City's annual comprehensive financial report. This is a one-time expense as the finance department transitions to a new reporting software.

FINANCIAL IMPACT:

Expenses are expected to be approximately \$12,500.

ATTORNEY REVIEW/RECOMMENDATION:

Reviewed by the City Attorney.

SUGGESTED MOTION:

Motion to approve the CS&L Annual Audit Engagement Letter Addendum.

ATTACHMENTS:

[CS&L Annual Audit Engagement Letter Addendum](#)