



Cover Memorandum/Staff Report

File #: 24-1501

Agenda Date: 11/4/2024

Item #: 6.D.

TO: Mayor and Commissioners
FROM: Terrence R. Moore, ICMA-CM
DATE: November 4, 2024

RESOLUTION NO. 231-24 APPROVING LETTER OF ENGAGEMENT WITH CITRIN COOPERMAN ADVISORS, LLC FOR THE PROVISION OF PROCESS AND INTERNAL CONTROL ASSESSMENT SERVICES.

Recommended Action:

Consider approval of Resolution No. 231-24 Approving Letter of Engagement with Citrin Cooperman Advisors, LLC for the Provision of Process and Internal Control Assessment Services in an amount not to exceed \$60,000.

Background:

This item is a companion action to a discussion regarding this engagement with Citrin Cooperman Advisory, LLC to take place earlier in the Commission meeting during which this approval item is scheduled.

During the September 3, 2024 regular Commission meeting, the City Commission obtained consensus to hire an external auditor to review process improvements within City Departments. In accordance with further direction given by the City Commission at the October 15, 2024 regular meeting, representatives of Citrin Cooperman Advisors have been invited to attend the November 4, 2024 regular City Commission. This discussion to cover the possible engagement, the scope of the work to be performed and other aspects of the engagement is scheduled to happen earlier on the agenda on which this item appears at the November 4, 2024 meeting. If the City Commission chooses to continue forward with this agreement and in order to facilitate a timely implementation of these services, this item is put forth to formally approve the agreement with Citrin Cooperman Advisors, LLC.

City Attorney Review:

The document is approved as to form and legal sufficiency.

Funding Source/Financial Impact

Not to exceed \$60,000 without additional Cit Commission approval.

Funds to come from Acct # 001-90-900-519-99.03 City Manager - Non-Operating Contingency

Timing of Request:

The City Commission has indicated they would like to utilize these services immediately.