



Cover Memorandum/Staff Report

File #: 24-1420

Agenda Date: 11/4/2024

Item #: 5.A.1.

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

DISCUSSION REGARDING POTENTIAL ENGAGEMENT WITH CITRIN COOPERMAN ADVISORS, LLC FOR THE PROVISION OF PROCESS AND INTERNAL CONTROL ASSESSMENT SERVICES

Recommended Action:

The City Commission is asked to discuss the potential engagement for the Provision of Process and Internal Control Assessment Services with representatives of Citrin Copperman Advisors, LLC. Should the Commission choose to proceed with the engagement, this is an opportunity for the Consultant and the City Commission to discuss the approach and scope of the engagement, as well as the anticipated deliverable(s) and any other relevant issues.

Background:

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 meeting to discuss the possible engagement, the scope of the work to be performed and other aspects of the engagement to ensure that all parties are on the same page moving forward.

In order to facilitate getting this work done as soon as possible, an item to approve the letter of engagement will be placed on this same November 4, 2024 agenda. Should the Commission choose not to proceed with this engagement the separate item will need to be removed from the agenda.

City Attorney Review:

N/A

Funding Source/Financial Impact:

N/A

Timing of Request:

N/A