

RESOLUTION NO. 2020-35

**RESOLUTION APPOINTING THE CITY AUDITOR
FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

WHEREAS, State law requires the City's financial statements to be audited by a qualified independent auditor; and

WHEREAS, State law requires the City's financial and budget practices be audited to verify conformance with local budget laws in Oregon; and

WHEREAS, the Forest Grove City Charter specifies the City Auditor shall be appointed by the City Council; and

WHEREAS, the City staff did a request for proposal which three qualified firms including the City's current auditor, Boldt, Carlisle & Smith, LLC, submitted proposals; and

WHEREAS, due to the effects of the COVID-19 virus, staff is recommending that the current auditor, Boldt, Carlisle & Smith, LLC be appointed to a one-year term; and

WHEREAS, the firm of Boldt, Carlisle & Smith, LLC is willing to be the City's independent auditor for another year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1: The City Council appoints Boldt, Carlisle & Smith, LLC as the City Auditor for the fiscal year ending June 30, 2020.

Section 2: The City Council authorizes the City Manager or designee to sign a contract for services to perform the City's annual audit to comply with State law.

Section 3: This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 13th day of April, 2020.



Anna D. Ruggles, City Recorder

APPROVED by the Mayor this 13th day of April, 2020.



Peter B. Truax, Mayor



A place where families and businesses thrive.

CITY RECORDER USE ONLY:

AGENDA ITEM #: Item 8.

MEETING DATE: 04/13/2020

FINAL ACTION: RESO 2020-35

CITY COUNCIL STAFF REPORT

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *April 13, 2020*

PROJECT TEAM: *Paul Downey, Director of Administrative Services*

SUBJECT TITLE: *Resolution to Appoint City Auditor*

ACTION REQUESTED:

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	Ordinance	Order	Resolution	Motion	Informational

X all that apply

ISSUE STATEMENT: The Forest Grove City Charter specifies the City Council appoint the City Auditor. The City’s current auditor, Boldt, Carlisle, & Smith, LLC, (BCS) has completed its third three-year contract for audit services. Staff released a request for proposal (RFP) for audit services and received three proposals including one from its current auditors. Due to the uncertainty surrounding the COVID-19 virus, staff is recommending to Council that BCS be appointed for one more year to perform the audit of the fiscal year ending June 30, 2020.

BACKGROUND: As stated above, staff did release an RFP and received responses from three qualified firms including the current auditor, BCS. The next step would have been to schedule interviews with a small committee of Councilors and myself at which the Councilors would decide which firm to recommend to the entire Council. If a new firm was appointed, staff would meet with that firm to discuss the audit and the new firm would come to the City to perform interim audit testing to get an understanding of the City’s accounting system and controls. This work is typically done in May or June by a new firm. With the uncertainty surrounding COVID-19 and when the new auditors could come into do the interim testing, staff is recommending reappointing the current auditors for one more year as the current auditors already understand the City’s accounting system and controls. A new RFP would be issued next year. Staff told the other firms of its recommendation and one responded that was probably best given the current situation.

FISCAL IMPACT: None, as the current auditor’s fees were slightly lower than the other two.

STAFF RECOMMENDATION: Staff recommends the City Council approve the attached resolution appointing the City Auditor for the fiscal year ending June 30, 2020.

ATTACHMENT(s): Resolution Appointing the City Auditor for Fiscal Year Ending June 30, 2020