



CITY OF HARRISONBURG
**FINANCE
& PURCHASING**

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TO: Ande Banks, City Manager
FROM: Larry L. Propst, Director of Finance
DATE: April 18, 2024
RE: Selection of City's External Auditor

Summary: Consider the selection of the city's external auditor.

Background: The current audit contract expired with the audit of the Fiscal Year 2023 financial statements. Proposals were recently solicited from qualified certified public accounting firms. A committee of three reviewed the proposals. The committee is recommending that Brown Edwards & Company, L.L.P. be retained to provide audit services for the City and for staff to enter into a 3-year contract with the option to renew for 3 additional 1-year terms.

Key Issues: State Code requires that all localities be audited annually by an independent certified public accountant in accordance with specifications furnished by the Virginia Auditor of Public Accounts. Also pursuant to Section 45 of the City Charter, City Council shall designate the external auditor.

Environmental Impact: None

Fiscal Impact: Funds are annually budgeted in the City and School Board budgets to pay for the audit services.

Prior Actions: None

Alternatives: None

Community Engagement: None

Recommendation: Staff recommends designating Brown Edwards & Company as the city's external auditors.

Attachments: None

Review:

The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.

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