



AGENDA ITEM SUMMARY

District Impacted

- 1 = Anzollitto
- 2 = Woolard
- 3 = Tye
- 4 = Cisneros
- 5 = Handren
- X All

AGENDA DATE	<i>October 9, 2018</i>
DESCRIPTION	CONSIDER RESOLUTION NO. 2018-R84; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AGREEMENT BETWEEN THE CITY OF BOERNE, TEXAS AND ABIP, PC FOR AUDITING THE CITY OF BOERNE’S FINANCIAL STATEMENTS FOR THE YEAR ENDING SEPTEMBER 30, 2018.
STAFF’S RECOMMENDED ACTION (be specific)	Approve Resolution No. 2018-R84; Entering into an agreement with ABIP, PC for the audit of the FY 2018 financial statements for a total not to exceed \$55,940.00.
CONTACT PERSON	Sandy Mattick, Finance Director
SUMMARY	<p>In April 2017, the Finance Department went out for proposals for the FY 2017 through FY 2021 audit of the City’s financial statements. ABIP, PC was selected from the six (6) proposals we received. The Local Government Code requires that providers of professional services be selected based on qualifications. The proposals were first evaluated based on a list of criteria to ensure that the firm had the necessary expertise and experience auditing similar size municipal governments with additional weight given to those that had experience auditing cities that operated their own Electric Utility. We also evaluated the firms based on their knowledge and experience with the review and preparation of Comprehensive Annual Financial Reports that met the qualifications of the Government Finance Officers of America’s (GFOA’s) Certificate of Achievement for Excellence in Financial Reporting.</p> <p>ABIP, PC is a regional firm with offices in San Antonio and Houston and provide services to various industries. ABIP’s San Antonio office is primarily focused on performing audit and tax services for governmental and nonprofit entities. Janet Pitman and Michael Del Toro, both audit partners, are assigned to our audit team. Janet is the lead partner. She has over 25 years of experience in auditing and accounting for governmental entities. Michael, as concurring partner, provides a technical review of the audit. Michael has over 20 years of experience in auditing and accounting for governmental entities. Both Janet and Michael are members of the Special Review Committee for the GFOA’s certificate program and are knowledgeable of the certificate of award requirements.</p>

	<p>ABIP currently provides professional audit services for City of San Marcos, Guadalupe-Blanco River Authority, City of Live Oak, San Antonio River Authority and City of Alamo Heights, among others.</p> <p>The City has received the Government Finance Officers Association’s Certificate of Achievement for Excellence in Financial Reporting for the past 30 years.</p> <p>We have received grant funds in excess of \$750,000 in FY 2018 from TX DOT for the Trails project and therefore must have a Single Audit of that program.</p>
COST	<p>For the audit of the City’s various funds: FY 2018 - \$47,240 For the Single Audit: FY 2018 – \$4,200 Also, to prepare and print the City’s CAFR, the fees would be \$4,500. We plan to prepare the CAFR in-house but ABIP will assist if needed.</p>
SOURCE OF FUNDS	General Fund and Utility Funds
ADDITIONAL INFORMATION	

This summary is not meant to be all inclusive. Supporting documentation is attached.