

RESOLUTION NO. 10-2025

Introduced by: Mark Claus

A RESOLUTION AUTHORIZING AND DIRECTING CHARLES E. HARRIS & ASSOCIATES TO COMMENCE THE GAAP CONVERSION FOR THE CITY OF HURON, OHIO AT A TOTAL COST OF FIFTY-FOUR THOUSAND SEVEN HUNDRED FIFTY AND xx/100 DOLLARS (\$54,750.00) FOR THE FISCAL PERIOD OF JANUARY 1, 2024 THROUGH DECEMBER 31, 2026.

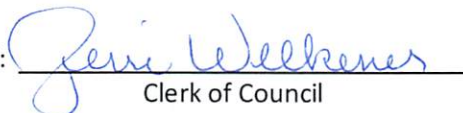
BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1: The Finance Director is hereby authorized to work in conjunction with Charles E. Harris & Associates for the purpose of providing the required Generally Accepted Accounting Practices (GAAP) Conversion services, said work to be substantially in the form of Exhibit "A" attached hereto and made a part hereof.

SECTION 2: That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.


SECTION 3: This Resolution shall be in full force and effect from and immediately following its adoption.

ATTEST:


Clerk of Council

ADOPTED:

14 JAN 2025


Monty Tapp, Mayor
Mark Claus, Vice-Mayor

January 7, 2025

City of Huron
ATTN: Matt Lasko, City Manager
417 Main Street
Huron, Ohio 44839

Dear Mr. Lasko:

You have requested that we prepare the GAAP conversion for the City of Huron (the City), in accordance with Generally Accepted Accounting Principles for the years ended December 31, 2024 through 2026. We are pleased to confirm our acceptance and understanding of this engagement to prepare the GAAP conversion for the City by means of this letter.

Our Responsibilities

The objective of our engagement is to prepare the conversion based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion, or provide any assurance on the conversion.

Our engagement cannot be relied upon to identify or disclose all financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Mike Lennon will be the point of contact for nearly all communications, although you may contact me also at any time with any questions or concerns. I will be performing the secondary review of the workpapers and report.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is the preparation of the financial statements. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare the financial statements in accordance with SSARs:

- a. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error
- b. The prevention and detection of fraud
- c. To ensure that the City complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare the financial statements
- e. To provide us with:
 - Documentation, and other related information that is relevant to the preparation of the financial statements.
 - Additional information that may be requested for the purpose of the preparation of the financial statements, and
 - Unrestricted access to personnel within your entity to whom we determine necessary to communicate.

As part of our engagement, we will issue a disclaimer that will state that the financial statements were not subjected to an audit, review or compilation engagement by us and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

Our fees for these services will not exceed:

December 31, 2024	\$17,500
December 31, 2025	\$18,250
December 31, 2026	\$19,000

This estimate is based on our conversations and the assumption that unexpected circumstances will not be encountered. If significant additional time is necessary, we will discuss the circumstances with you and arrive at a new fee structure before we incur additional costs.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

All documents provided to us in connection with our services including financial records and reports, payroll records, employee rosters, health and medical records, tax records, etc. must be redacted of any personal information before submission. Personal information is defined as social security numbers, drivers' license numbers or financial institution account numbers associated with an individual. The City shall fully black out all personal information from records and electronic records before they are transmitted to us. If personal information cannot be redacted from records or documents, the City must identify these records to us prior to their submission.

All work papers prepared by our office will remain the property of Charles E. Harris & Associates, Inc. Accordingly, we are responsible for their care and custody. At the conclusion of the project, we will provide copies of any of the work papers you would like to have for your records and provide to your auditors. However, the work papers should not be regarded as a part of, or a substitute for, your accounting records.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our engagement to prepare the financial statements described herein, and our respective responsibilities.

Sincerely yours,



John J. Phillips, VP/Shareholder
Charles E. Harris & Associates, Inc.

It is hereby certified that the above amount required to meet the contract, agreement, obligations, payment or expenditure for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process or collection to the credit of the funds of the City Council free from any obligation or certification now standing.

City of Huron



Matt Lasko, City Manager
Contract for years ended December 31, 2024 through 2026

Date

1-16-2024