

# Memo

To: Village Board

Fr: Clara Pickett

Re: Approval of Auditing Services Contract with Schenck

Date: November 3, 2015

Our auditing services contract with Schenck is up for a three-year extension for audit years 2015 through 2017. The fees represent a 1.5% decrease from the prior year, provided the preparation of financial statements occurs in-house. The Village has a long standing relationship with Schenck and wishes to continue contracting our auditing services with them.

Village Board is asked to approve the contract.



October 6, 2015

Clara Pickett  
Village of Allouez  
1900 Libal St.  
Green Bay, WI 54301

Dear Clara:

In accordance with our discussion, set forth below are proposed fees for a three-year extension of our auditing services contract. This extension will extend to the Village of Allouez and Schenck SC the same conditions and requirements included in our original proposal for audit services.

**Proposed Fees for Auditing Services**

	Audit Year		
	2015	2016	2017
Audit of Basic Statements and Supplemental Information	\$13,000	\$13,300	\$13,600
Preparation of financial statements; including government-wide conversion entries (if requested)	\$1,500	\$1,500	\$1,500

If our proposal is accepted, Schenck SC would submit annual engagement letters to the Village to detail the scope of the audit and to outline the responsibilities of each party.

We sincerely appreciate the opportunity to continue our relationship with the Village of Allouez. We currently provide auditing services to over 300 Wisconsin municipalities. Because of our experience and extensive background with municipal government, we believe the auditing services we deliver to our municipal clients provide benefits that exceed those provided by other CPA firms.

If you have any questions or desire any additional information, please don't hesitate to contact us.

Sincerely,

Michael W. Konecny, CPA

The above proposed fees are accepted to extend the auditing services contract to the 2015, 2016 and 2017 audits.

VILLAGE OF ALLOUEZ

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

