

City of Creswell  
Special City Council Meeting Minutes  
June 8, 2015

Council Present:

Adam Pelatt  
Omar Bowles  
Richard Heyman

Jane Vincent  
Holly Campbell  
Ted Romoser

Staff Present:

Michelle Amberg  
Roberta Tharp  
Jim Piper

City Administrator  
City Recorder  
Interim Finance  
Director

Council Absent: Mayor Stram - Excused

Press: 0

Audience: 2

The Special City Council meeting was called to order by Council President Adam Pelatt at 5:30 PM and the Pledge of Allegiance was given.

The purpose of this meeting is for the Council to interview Auditing Firms to provide services to the City of Creswell. The Council will make their selection at the regular meeting following this Special Meeting. Councilor Pelatt turned the meeting over the Councilor Romoser, Chair of the Finance Committee. Mr. Romoser went over the interview process.

The Council interviewed:

Paul Neilsen from Isler & Company  
Glenn Kearns and Kory Sarrett from Accuity

Questions asked to both audit firms:

1. How will your firm deal with any items discovered during the audit that may be less than material? Would your firm communicate with the Finance Committee about such items?
2. What is your firm's intention regarding communication with the Finance Committee while planning the audit work?
3. How would your firm approach charging additional for additional time should difficulties arise during the audit process?
4. How much time will manager and partner level auditors commit to involvement in audit fieldwork?
5. Did your firm ask for an extension last year from the Secretary of State Audits Division for any of your clients? If so, what were the circumstances?

Added questions for each firm:

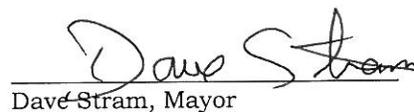
Isler: If your firm found that a former employee is doing finance work for the City of Creswell, how would you handle that?

Accuity: Can your firm commit to finishing the audit in time to meet with the Finance Committee before submitting the audit to the Secretary of State?

**Adjournment**

Council President Adam Pelatt adjourned the Special meeting at 6:01 pm.

  
Roberta J Tharp, City Recorder

  
Dave Stram, Mayor