



# City of Muscatine

ITEM NUMBER 2025-0020

## AGENDA ITEM SUMMARY

DATE: 1/16/2025

### STAFF

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Nancy Lueck, Finance Director

### SUBJECT

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Request to Approve the Proposal for Audit Services from Bohnsack & Frommelt LLP for Audit Services for Fiscal Years 2024/2025 through 2028/2029.

### EXECUTIVE SUMMARY

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The Audit Committee met on January 9, 2025 to review the proposal from Bohnsack and Frommelt LLP to provide audit services for the 2024/2025 through 2028/2029 fiscal years. The fees for the next five years under the proposed new agreement are: \$48,900, \$50,068, \$51,050, \$52,150, and \$53,600, respectively, which totals to \$255,768. The Audit Committee reviewed and discussed this proposal and voted unanimously to recommend its approval to the full City Council. The Audit Proposal from Bohnsack & Frommelt LLP is attached to this agenda item.

### STAFF RECOMMENDATION

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The Audit Committee, Finance Director, and City Administrator recommend approval of this agreement.

### BACKGROUND/DISCUSSION

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In December of 2019, the City entered into an agreement with Bohnsack & Frommelt LLP for audit services for a five-year period for fiscal years 2019/2020 through 2023/2024. The recently completed audit was the last of the five years under that agreement.

The City's Audit Committee met with Sarah Bohnsack of Bohnsack & Frommelt on December 2, 2024 to review the results of the fiscal year 2023/2024 City audit. After discussion of the audit report, the Committee discussed how to proceed with the selection of the auditing firm for future year audits. After that discussion, the Committee asked the Finance Director to contact Bohnsack & Frommelt to request a proposal for extending the current agreement.

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fees for the next five years under the proposed new agreement are: \$48,900, \$50,068, \$51,050, \$52,150, and \$53,600, which totals to \$255,768. The Audit Committee reviewed this proposal and voted unanimously to recommend its approval to the full City Council. The Audit Proposal from Bohnsack & Frommelt LLP is attached to this agenda item.

#### **CITY FINANCIAL IMPACT**

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The City is required to have an annual audit and funds are budgeted each year for this service.

#### **ATTACHMENTS**

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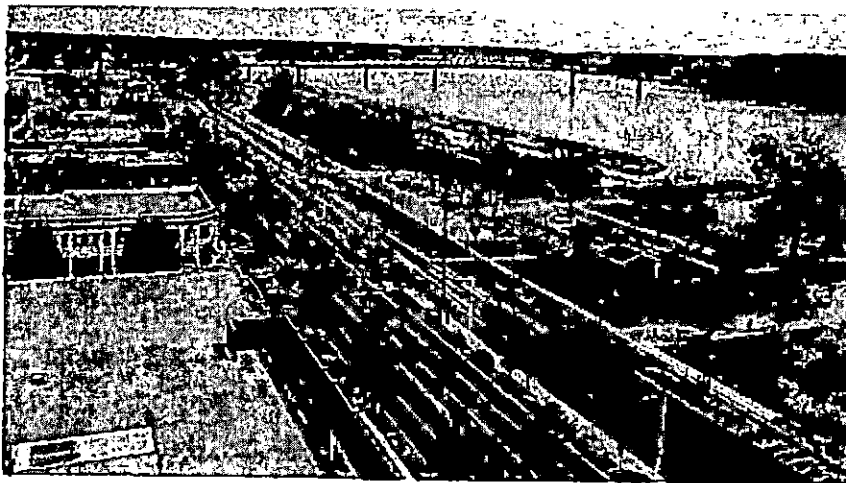
1. Audit Services Proposal

# **Proposal for Audit Services Years Ending June 30, 2025-2029**

**Presented to:**

**City of Muscatine, Iowa**

**December 13, 2024**



**Bohnsack & Frommelt LLP**  
Certified Public Accountants

**1500 River Drive, Suite 200  
Moline, Illinois 61265**

**Sarah Bohnsack, Partner**  
**563.343.9595**  
**Sarah@bohnsackfrommelt.com**

**Mia Frommelt, Partner**  
**563.549.9932**  
**Mia@bohnsackfrommelt.com**

## Submitted by: Bohnsack & Frommelt, LLP

Sarah Bohnsack is entitled to represent Bohnsack & Frommelt LLP, empowered to submit the bid and authorized to sign an agreement with City of Muscatine, Iowa for the proposed audit services for fiscal years 2025 through 2029.

## Fees and Compensation

At Bohnsack & Frommelt LLP our goal is to offer our clients expertise and the ability to effectively and efficiently apply the auditing standards in order to provide high-value service at a reasonable cost. Our goal is to exceed your expectations. We recognize that engaging an independent CPA Firm is an important investment. We work side by side with our clients to resolve issues as they arise and encourage our clients to contact us frequently throughout the year with any questions that they may have. We consider this time an investment in the relationship and do not bill for routine calls and questions throughout the year.

## Total All-inclusive Maximum Cost for the Following Fiscal Years:

Employee Classification	FYE 6/30/25		FYE 6/30/26		FYE 6/30/27		FYE 6/30/28		FYE 6/30/29	
	Audit Cost		Audit Cost		Audit Cost		Audit Cost		Audit Cost	
	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount
Partner	150	16,700	150	17,034	150	17,375	150	17,700	150	18,200
Partner	150	16,700	150	17,034	150	17,375	150	17,700	150	18,200
Manager	150	11,200	150	11,500	150	11,800	150	12,000	150	12,300
Staff	100	4,300	100	4,500	100	4,500	100	4,750	100	4,900
	550	48,900	550	50,068	550	51,050	550	52,150	550	53,600

## Partner Level Field Team

The Partners are on-site performing the audit procedures, resolving issues, and providing immediate audit conclusions. The City will work directly with a team of over 60 years of combined service in auditing cities and who dedicated their firm solely to governmental entities. The City will receive answers and audit conclusions as the audit is being performed, not at the end of the process.

Bohnsack & Frommelt LLP will deliver superior, timely service and cutting-edge expertise to City Muscatine, Iowa through a dedicated certified public accounting practice that focuses solely on the governmental industry. We look forward to working with you to meet your accounting needs. If you have questions regarding this proposal, please contact us. This proposal is a firm and irrevocable for 90 days. Sarah Bohnsack and Mia Frommelt are authorized to make representations for Bohnsack & Frommelt LLP. The audit will be performed out of the Quad City Office, 1500 River Drive, Suite 200, Moline, IL 61265. The contact person will be Sarah Bohnsack, Partner 563.343.9595.

Sincerely,

Bohnsack & Frommelt LLP

Sarah Bohnsack, Partner

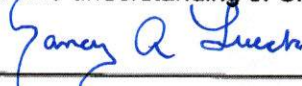
Mia Frommelt, Partner

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RESPONSE:

This letter correctly sets forth the understanding of City of Muscatine, Iowa.

Management signature: \_\_\_\_\_

  
Finance Director

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

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

1-22-25

Governance signature : \_\_\_\_\_



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

Mayor

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

1-22-25