



## Agenda Item Summary Sheet

Item No: **E-6**  
Meeting Date: **January 3, 2024**

**Item Title:** Consideration of FY 2023/2024 Audit Contract with Potter & Company

**Item Summary:**

At the February 2, 2022 Board of Commissioners meeting, a contract with Potter & Company for audit services for the next five (5) years was approved with the understanding that the contract is to be submitted for Board approval each year. An approximate annual 4% inflation increase was also approved.

Number of Attachments: 1

---

**Specific Action Requested:**

Annual Audit contract attached for Board approval.

Submitted By: Administration

Date: December 28, 2023

---

**Finance Officer Comment:**

Request Board approval of attached contract with Potter & Company for FY 23/24 audit services.

Signature: Amy Miller

Date: December 28, 2023

---

**Town Attorney Comment:**

N/A

Signature: John Leidy

Date: December 28, 2023

---

**Town Manager Comment and/or Recommendation:**

Request approval of the contract renewal.

Signature: Andy Garman

Date: December 28, 2023