City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** July 29, 2025

2. **Primary contact person and Department requesting agenda item:** Lauren Brune, Finance

3. **Requested Council meeting date:** August 26, 2025

4. **Subject:** CDBG-DR Internal Audit Contract

5. **Action Requested:** Resolution authorizing the City Manager to execute a contract with CliftonLarsonAllen LLP for internal audit services for CDBG-DR compliance for a term of six years at a cost not to exceed $1,002,575, until project completion.

6. **Note if time sensitive, and why:** Staff would like this contract to be presented to Council at the same time as the CDBG-DR implementation contract, which is scheduled for consideration at the August 26th meeting.

7. **Potential fiscal impact(s) - if known by staff at time of request:** None - the funding for this contract will be covered under the administrative categorization of CDBG-DR recovery funding.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE):** N/A - this contract is federally funded using CDBG-DR funds.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    - The City of Asheville, NC is proposing to enter into a contract with CliftonLarsonAllen LLP to provide internal audit services for CDBG-DR funding compliance for a term of six years at a cost not to exceed $1,002,575, until project completion.
    - It is a requirement of receiving CDBG-DR funding to have an internal auditor.
    - Requesting adoption of a resolution authorizing the City Manager to enter into a general services contract with CliftonLarsonAllen LLP for CDBG-DR Internal Audit, for a term of six years or until project completion, with total costs not to exceed $1,002,575 over the duration of the contract.