



# Memo

**To:** Board of Commissioners  
**From:** Doug Coutts, Director  
**Date:** 4/13/22  
**Re:** VII-a-Annual Accounting Reports RFP

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Each year, we have an accounting firm compile our annual reports for us. This year, the accounting firm we had previously contracted with, let us know that they are unable to accommodate us. We have issued an RFP (Request for Proposals) for the production of our Annual Accounting reports for this year and an additional two years to follow. We will bring the proposals and a recommendation to the board for discussion and approval at the board meeting.