



AGENDA
Audit Committee
Tuesday, April 7, 2026
Largo Public Library@ 5:00 p.m.

Page

CALL TO ORDER

A. APPROVAL OF AGENDA/MINUTES

- 1. Approval Of Agenda
- 2. Approval Of Prior Meeting Minutes 3 - 6
[Audit Committee - 03 Mar 2026 - Minutes - Html](#)
[Audit Committee - 03 Mar 2026 - Minutes - Pdf](#)

B. PUBLIC COMMENT

C. MEETING TASKS

- 3. Review Auditor Letters
- 4. Discuss adequacy of government organization's internal controls including computerized information system controls and security
- 5. Review any significant finding responses (if any) with both the Auditors and Finance Department and City Management
- 6. Review effect of any regulatory changes and/or accounting initiatives with Auditors and Finance Department and City Management
- 7. Review plans for subsequent presentation to City Commission
- 8. Identify strengths, weaknesses, and evaluate effectiveness of Committee
- 9. Agree upon changes for the next year based on evaluation of Committee and update policies and procedures as needed

D. ANY OTHER AUDIT RELATED TOPICS

- 10. Discussion of audit contract renewal option 7 - 8
[City of Largo - Renewal of Financial Statement Audit Services](#)

E. NEXT MEETING DATE

F. ADJOURNMENT

Largo
Audit Committee Minutes
Tuesday, March 3, 2026 @ 5:00 PM

PRESENT: Seat 1 Christopher Johnson, Seat 2 Donna Holck, and Seat 3 Curtis Holmes

ABSENT:

STAFF/AUDITORS PRESENT: John B. Houser, CPA, Performance & Budget Manager Jared Campbell, CRI, Audit Partner John Brielmaier, Executive Assistant Jocelyn Streets, OPB Director Kristina Messenger, and Finance Director Rebecca Spuhler

Call to Order

Commissioner Johnson called the Regular Meeting to order at 5:00 pm.

A. Approval of Agenda/Minutes

1. Approval Of Agenda
Moved by Curtis Holmes, seconded by Donna Holck, I move to approve the agenda. Motion carried 3-0
2. Approval Of Prior Meeting Minutes
Moved by Curtis Holmes, seconded by Donna Holck, I move to approve minutes as written. Motion carried. 3-0

B. Public Comment

No public present.

C. Meeting Tasks

3. Discuss progress of audit plan and confirm schedule for completion of the audit

John Brielmaier states that the firm is working through Audit and it is moving through the review process. March 31 is the mandatory end date for issuing the plan.

Commissioner Holmes asks what items the audit are looking at. J Brielmaier states that the sections are assets, liabilities, revenues, and expense. There are subcategories in each that list what is material and not material.

4. Discuss any new risk exposures that have been identified

No findings at this point. Testing is complete and no restatements. Clean opinion.

Commissioner Holmes asks what risks are we looking for? J Brielmaier states that the audit is looking for fraud risk, inherent risk, and they test internal controls in certain areas. Commissioner Holmes further asks if the audit would have caught employee fraud that happened a number of years ago. J Brielmaier states that sample selection would have picked up the fraud on an audit, but the City caught it through that employee's supervisor. Rebecca Spuhler says that Finance is internal audit and that there is a secondary review within each Division of the Department for verification.

5. Discuss new regulations or laws

There is a new standard that we are implementing- GASB 101 for compensated absences. We will need to restate the beginning balance because of this.

Agenda Item #2.

Commissioner Holmes asks if the auditor look at pensions? J Brielmaier explains that the Largo Police Department and Fire Rescue use Saltmarsh, Cleaveland & Gund to do a separate audit for that. Rebecca Spuhler reports that the pension board just received the opinion and there will be work session with Commissioners soon to go over results.

Commissioner Johnson asks if any indications that we are expecting? Rebecca Spuhler says that the plan uses smoothing, and because of the overall activity, the plan continues to be underfunded. This year the City will report a liability of 31 million compared to 55 million reported last year.

6. Discuss issues or findings, if any, that have been identified

None found. Timing is going well. City Staff is getting information to the auditors quickly and it is thorough.

In addition to the full audit, we have a single audit this year; SHIP and HOME funds. Nothing of note there.

7. Discuss any formal written complaints the City has received regarding financial matters (if any)

There has been none.

8. Review draft of auditor letters, if available

They are not available at this time. They will be available after testing concludes.

D. Any other audit related topics

E. Next Meeting Date

April 7th, 2026

F. ADJOURNMENT

Commissioner Johnson adjourns the meeting at 5:14pm.

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CARR, RIGGS & INGRAM, L.L.C.

Carr, Riggs & Ingram, L.L.C.

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April 7, 2026
Audit Committee
City of Largo

Renewal of Financial Statement Audit Services – Five-Year Extension Option Under RFP 21 -P-724

The purpose of this memorandum is to formally present the five-year renewal option available under RFP 21-P-724, originally issued for the financial statement audit of the fiscal year ended September 30, 2021. As awarded under that procurement process, the Audit Committee retains the right to extend our engagement for an additional five (5) fiscal years, beginning with the audit of the fiscal year ending September 30, 2026, and continuing through the fiscal year ending September 30, 2030.

The services to be provided under the renewal period will remain consistent with those required under the original RFP, including:

- Conduct a financial and compliance audit of the City's financial statements for the fiscal years ending September 30, 2026, through September 30, 2030.
- A separate attestation shall be performed of the financial operations for the Largo Emergency Medical Service (EMS) and Fire Service Programs, as presently defined in the Fire and EMS financial rules for Pinellas County. This separate attestation will be included in the financial statements in a manner approved by the Pinellas County Fire & EMS Division.
- A separate audit shall be performed of the financial operations for the City's Community Redevelopment Agency (CRA) as required by State statutes. This separate audit will be issued in a manner specified by State of Florida Statutes.
- A financial and compliance audit, "single audit," of Federal, State and Local Government Grants shall also be performed, as defined in the most recent edition of the General Accounting Office's Government Auditing Standards, the provisions of the Single Audit Act and the Office of Performance and Budget's Uniform Guidance and the State of Florida, rules of the Auditor General.

Agenda Item #10.

Below are our proposed fees:

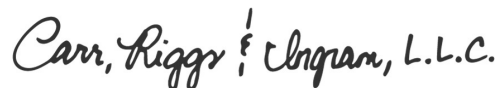
Fiscal Year Ended	City's Financial Statement and Single Audit Fee	CRA Financial Statement Audit Fee	EMS Attestation Fee*	Total Fees
September 30, 2026	\$ 72,000	\$ 4,000	\$ 3,000	\$ 79,000
September 30, 2027	\$ 75,200	\$ 4,000	\$ 3,000	\$ 82,200
September 30, 2028	\$ 78,000	\$ 4,500	\$ 3,000	\$ 85,500
September 30, 2029	\$ 81,400	\$ 4,500	\$ 3,000	\$ 88,900
September 30, 2030	\$ 84,500	\$ 5,000	\$ 3,000	\$ 92,500

**Beginning fiscal year 2026 the City will require an EMS Financial Information Attestation Forms for the City of Largo and Belleair Bluffs Fire to be certified by Carr, Riggs & Ingram, L.L.C. The fee listed above is \$1,500 per form.*

We appreciate the Audit Committee's continued confidence in our firm. We remain committed to providing high-quality, timely, and proactive audit services. Please let us know if you require any additional information or would like to discuss the proposed renewal terms further.

We look forward to the opportunity to continue serving you.

Sincerely,



Carr, Riggs & Ingram, L.L.C.

Clearwater, FL