

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Curtis Hawk, City Manager
Date: April 2, 2013
Subject: 2012 Comprehensive Annual Financial Report

City Council Action Requested:

Accept 2012 Comprehensive Annual Financial Report as presented by Chris Pruitt, CPA, Partner, with Pattillo, Brown & Hill, LLP.

Background Information:

The Richland Hills City Charter requires an annual audit by an independent certified public accountant. Pattillo, Brown & Hill, L.L.P., a firm of licensed certified public accountants, was selected by the City Council to audit the City's financial statements. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation.

Field work for the audit was completed during the month of January, 2013. Mr. Pruitt will have presented and reported on the Comprehensive Annual Financial Report (CAFR) of the City of Richland Hills, Texas, for the fiscal year ended September 30, 2012, during the presentation portion of the agenda. Copies will be disseminated to Mayor and Council at the meeting and a copy will be incorporated as an attachment to this agenda item. Should Council not accept the report, or wish to discuss this item

further, it will be removed from the Consent Agenda and considered in its normal sequence.

The purpose of the CAFR is to provide the City Council, management, staff, the citizens and other interested parties with detailed information reflecting the City's financial condition. After the CAFR has been accepted by Council it will be placed on the City's web site, a copy will be placed in the Richland Hills Public Library, and it will be available for public inspection at City Hall. An original copy will be kept as a permanent record of the City in the City Secretary's office.

Board/Citizen Input:

N/A

Financial Impact:

N/A

Staff Contacts:

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Attachments:

2012 Comprehensive Annual Financial Report