

SPONSORED BY: \_\_\_\_\_  
INTRODUCED BY: \_\_\_\_\_

RESOLUTION NO. 01-18-2023C

**A RESOLUTION OF THE CITY OF ELLISVILLE, MISSOURI  
AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF  
ELLISVILLE, MISSOURI AND STOPP & VANHOY, CPAS AND  
BUSINESS ADVISORS, LLC, FOR THE PERFORMANCE OF  
INDEPENDENT AUDITS OF ALL CITY ACCOUNTS**

**WHEREAS**, Section 3.12 of the Home Rule Charter of the City of Ellisville, Missouri requires that the Council shall provide for an independent audit of all City accounts at least annually, to be performed by a certified public accountant or firm; and

**WHEREAS**, such annual audits have been performed by Botz, Deal & Company, P.C., for the previous four years; and

**WHEREAS**, Section 3.12 of the Home Rule Charter provides that such annual audits may not be conducted by the same firm for more than four consecutive years; and

**WHEREAS**, professional services are not subject to the competitive bidding process, pursuant to Section 140.090(I) of the Code of the City of Ellisville, Missouri; and

**WHEREAS**, the City of Ellisville has received a proposal to perform the required services from Stopp & VanHoy, CPAs and Business Advisors, LLC; and

**WHEREAS**, a copy of this Resolution has been provided for public inspection prior to consideration by the Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF  
ELLISVILLE, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:**

**SECTION 1:** Mayor Roemerman is hereby authorized and directed to enter into an agreement with Stopp & VanHoy, CPAs and Business Advisors, LLC for auditing services for all city accounts of the City of Ellisville for fiscal year ending December 31, 2023, and providing for three extensions for the fiscal years ending December 31, 2024, 2025, and 2026, at the option of the City.

**SECTION 2:** The Agreement approved by this Resolution shall contain terms which are substantially similar to the Response to the Request for Professional Auditing Services submitted to the City by Stopp & VanHoy, CPAs and Business Advisors, LLC on or about December 23, 2022, attached hereto as Exhibit A and incorporated by reference.

**SECTION 3:** This Resolution shall be in full force and effect from and after its passage and approval by the Council.

THIS RESOLUTION, \_\_\_\_\_, IS ADOPTED BY THE COUNCIL OF THE CITY OF ELLISVILLE, ST. LOUIS COUNTY, MISSOURI, ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

	AYE	NAY	ABSTAIN
McGRATH	_____	_____	_____
COMPTON	_____	_____	_____
CAHILL	_____	_____	_____
SANBORN	_____	_____	_____
DUFFY	_____	_____	_____
BOGGS	_____	_____	_____
ROEMERMAN	_____	_____	_____

ATTEST:

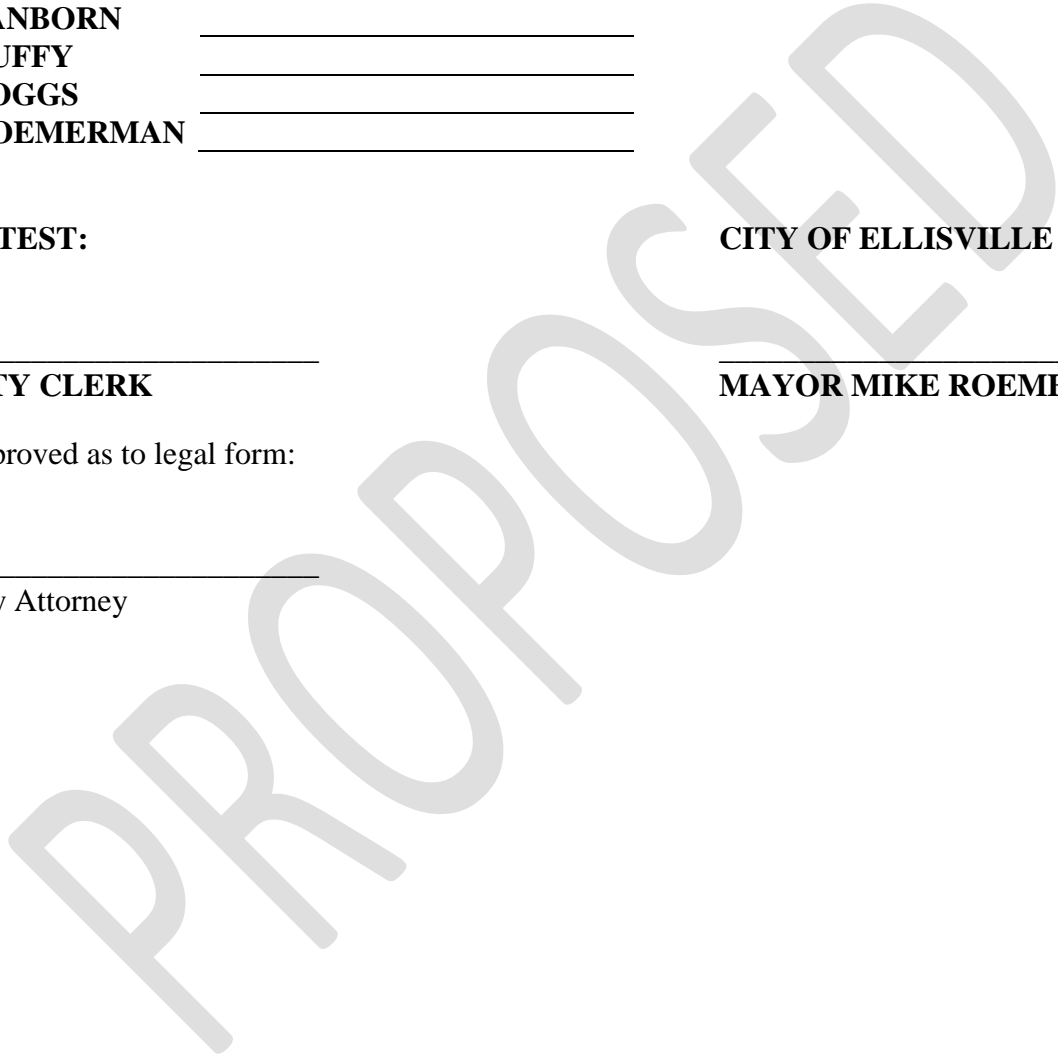
CITY OF ELLISVILLE

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR MIKE ROEMERMAN

Approved as to legal form:

\_\_\_\_\_  
City Attorney



**Exhibit A**

[ *insert Stopp & VanHoy Response to the Request for Professional Auditing Services* ]

PROPOSED

RESPONSE TO THE REQUEST FOR PROFESSIONAL  
AUDITING SERVICES

BY

Stopp & VanHoy, CPAs and Business Advisors, LLC

Response Due Date: December 23, 2022



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December 22, 2022

Donald Guilfooy  
Administrative Services Director  
City of Ellisville  
1 Weis Ave.  
Ellisville, Missouri 63011

Dear Mr. Guilfooy,

Enclosed is our proposal to provide auditing services in response to the request for proposal for professional auditing services by the City of Ellisville, Missouri. The proposal covers the City's financial statement years ending December 31, 2022, 2023, 2024, and 2025. The audit will be performed in accordance with generally accepted auditing standards and *Government Auditing Standards* to express an opinion on the fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.

Our proposal outlines the strengths of our accounting firm and the services we provide. It discusses our experience and reliability in providing quality audit services while working within fieldwork and reporting deadlines. In addition, we strive to provide a value-added service to our clients through guidance on new accounting pronouncements and recommendations for organizational improvements.

Mollie Malone is the partner contact for this proposal. As a member of Stopp & VanHoy, CPAs and Business Advisors, LLC, Mollie is authorized to represent Stopp & VanHoy, CPAs and Business Advisors, LLC and empowered to accept the bid and authorized to sign a contract with Ellisville, Missouri. You may contact Mollie at (314) 569-3800 or at molliem@stoppvanhoy.com. This proposal is an irrevocable offer for 90 calendar days from the proposal due date.

Sincerely,



Mollie Malone, CPA, CGFM  
Partner  
Stopp & VanHoy, CPAs and Business Advisors, LLC

## **Firm Information and Experience**

Stopp & VanHoy, CPAs and Business Advisors, LLC, is a regional full-service CPA firm providing taxation, attestation, and consulting services to individuals, businesses, and the public sector since 1989. Our firm provides not-for-profit and governmental auditing and attestation services to organizations throughout the region. We have three partners and approximately twenty-five employees of which eighteen work as auditors in the public sector. We have auditors located in St. Louis, Missouri, Jefferson City, Missouri, and Springfield, Illinois. The work for this project will be performed from the St. Louis office. The firm and all assigned key professional staff are properly licensed to practice in the State(s) of Missouri and Illinois.

Governmental auditing is a substantial portion of the firm's attestation engagements, and the firm provides audits and other attestation engagements to a variety of governmental entities such as counties, cities, and political subdivisions.

Stopp & VanHoy provides auditing services to clients throughout the States of Missouri and Illinois. Our experience includes both the performance of financial statement audits in accordance with *Government Auditing Standards* and single audits in accordance with the Uniform Guidance (formally OMB Circular A-133). We have audited and assisted in the preparation of Annual Comprehensive Financial Reports (ACFR) for both cities and counties. Our firm has an excellent record in meeting deadlines and providing a professional work product.

The partners of Stopp & VanHoy, Keith VanHoy, Carl "Eric" Stopp, and Mollie Malone are members of the Government Finance Officers Association and the American Institute of Certified Public Accountants (AICPA), and the firm is a member of the Government Audit Quality Center (GAQC). Through the AICPA and other professional organizations, our firm remains updated in the latest non-profit and governmental accounting and auditing standards. Our firm invests heavily in certified professional education and our professional education and certifications are audited as part of our peer review process.

CPA firms that provide audits to governmental organizations are required by *Government Auditing Standards* to make their most recent peer review report available. This review is required for licensing and for firms who provide audits and other attestation services; it is a review of our audit work performed by another independent CPA. Our quality control review includes a review of specific government engagements. Stopp & VanHoy has outstanding marks on their peer report which we have attached with our proposal.

The City of Ellisville, Missouri requires an accounting firm that understands its organization and provides outstanding customer service. Based on our knowledge of your organization, we believe there are several important criteria that you will require from your accounting firm. We have summarized these items below and throughout the proposal as well as our approach toward providing accounting and financial services solutions.

### **Key Issues for Missouri Cities**

Based upon our monitoring of regional and national trends as well as discussions with clients, here are some of the more common issues facing municipalities in your state. These are areas that we are prepared to assist you with:

- Increasing regulation/oversight
- Demonstrating/managing accountability and transparency
- Shifts in revenue sources or levels
- Budgeting
- Increased dependence on non-professional staff
- Managing cash flows
- Increasing management responsibilities

- Effective allocation of scarce resources
- Meeting increased audit requirements
- Shrinking available revenue sources
- Outsourcing of services
- Full utilization of software and managing technology investments
- Monitoring changing accounting regulations
- Effective management of expenses

### **Governmental Services**

Our governmental practice provides a complete package of accounting, taxation, and consulting services. Key services provided include:

- Audit, Review, and Compilation
- Compliance audits on grantor requirements or government regulation
- Accounting systems assistance
- IT and Technology consulting
- Consulting on GASB pronouncements

### **Engagement Team and Experience**

We will assign one engagement partners, two staff auditors, and one administrative assistant to this engagement for the duration of the engagement. Because of the commitment we make to our staff’s education and growth within the firm, we expect the same key personnel to be assigned to your engagement for the length of the contract. Each person listed below has served extensively on government auditing engagements and will be able to significantly contribute to the auditing process. Shown below are the personnel who will be assigned to this engagement:



**Mollie Malone, CPA, CGFM**  
**Audit Partner**

**Specific Role:** Mollie will be involved in the planning, fieldwork, and reporting stages of the audit. She will oversee the entrance conference, planning the audit, performing specific areas of fieldwork, reviewing staff workpapers, and preparing the financial statements and related notes. She will also perform the Single Audit for the City, if required. She will be the main point of contact with the City of Ellisville’s staff and management and will also perform the exit conference and present to the City of Ellisville’s Council.

**Education:** Bachelor’s Degree in Business Administration with a major in Accounting – McKendree University, Master’s Degree in Business Administration – McKendree University

**Experience:** Mollie has served as an audit partner, audit manager, and staff auditor on many of our governmental and non-profit audits for the last twelve years, including all the ones listed as references on this proposal. Her experience is entirely in governmental and non-profit accounting and auditing, and she has planned and performed audits for numerous governmental agencies including cities, schools, counties, water districts, and other organizations such as non-profits and political subdivisions.

**CPE:** Because of her extensive involvement with planning and performing governmental audits, Mollie receives a minimum of 40 hours of education in accounting and auditing, with an emphasis in governmental accounting and auditing, as required by *Government Auditing Standards*. Mollie attends the national AICPA Governmental & Non-Profit Training Program annually as part of her continuing education. She has served as past Chairperson of the



Governmental Accounting Committee for the MOCPA and as part of her committee responsibilities, she had an instrumental role in planning the annual *Governmental Accounting Conference* for the State of Missouri; she has also served as Master of Ceremonies for the entire conference.



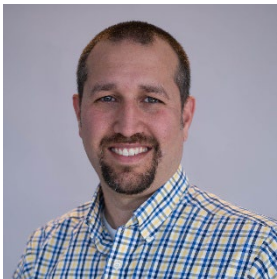
**Candis Ferguson**  
**Staff Auditor**

**Specific Role:** Candis will be involved in the fieldwork and reporting stages of the audit. She will be assigned certain sections to complete during fieldwork and will be involved in preparing the financial statements and notes to the financial statements.

**Education:** Bachelor’s Degree in Accounting – Southern New Hampshire University, Master’s Degree in Accounting – Southern New Hampshire University

**Experience:** Candis has served as a staff auditor on many of our governmental and non-profit audits for the last year. Her experience is entirely in governmental and non-profit accounting and auditing.

**CPE:** We require Candis to receive a minimum of 40 hours of education in governmental and nonprofit accounting and auditing annually.



**J. Aaron Young**  
**Staff Auditor**

**Specific Role:** Aaron will be involved in the fieldwork and reporting stages of the audit. He will be assigned certain sections to complete during fieldwork and will be involved in preparing the financial statements and notes to the financial statements.

**Education:** Bachelor’s Degree in Music Education – Quincy University, Master’s Degree in Accounting – Maryville University (In Progress)

**Experience:** Aaron has served as a staff auditor on many of our governmental and non-profit audits for the last year. His experience is entirely in governmental and non-profit accounting and auditing.

**CPE:** We require Aaron to receive a minimum of 40 hours of education in governmental and nonprofit accounting and auditing annually.



**Katie Worth**  
**Client Support Coordinator**

**Specific Role:** Katie will be assigned administrative sections of the audit including coordinating and mailing confirmations and documenting responses, and proofreading, printing, assembling, and binding all final reports.

By closely coordinating efforts, all personnel on this engagement will work toward providing efficient, cohesive, and effective services. We believe that by staffing our engagements with experienced and trained professionals, our work will be completed faster, more efficiently and with less disruption to your day-to-day operations.

## **City of Ellisville, Missouri's Involvement**

The City of Ellisville, Missouri will be expected to play an integral part in the audit process by making available key members of its staff during preliminary planning and/or fieldwork procedures. We will also need the assistance of the appropriate staff in preparing necessary audit schedules, reconciliations, confirmations, and pulling supporting documents for accounts and/or transactions selected for test work during fieldwork.

## **Audit Philosophy, Scheduling and Communications with Clients**

### **Audit Philosophy**

Our audit philosophy is based on a risk-based approach, meaning we focus our efforts on those areas that matter the most. This risk-based approach not only leads to a more efficient and effective audit process, but it also creates capacity for our team to focus on areas that add value to the audit process. We go beyond just providing a rubber stamp opinion on your financial statements, but partner with you to bring additional value such as IT assessments, benchmarking, and communication of best practice recommendations.

### **Scheduling of Engagements**

We will work with you to determine deadlines for reporting and work backwards from those dates to ensure a timely completion of your audit and Single Audit. We never miss deadlines. See the next section for a proposed timeline.

### **Communications of Deficiencies and Best Practice Recommendations**

We never want there to be surprises when it comes to communication of internal control deficiencies. Any deficiencies and other matters identified during the audit are discussed thoroughly with management prior to submission to the audit committee to ensure that facts and circumstances documented are an accurate depiction of the issues noted. We encourage management to provide us with verbal and/or written feedback with respect to our comments so that we may incorporate your comments into our communications. Our approach is to maintain interaction by assisting with issues throughout the year so that we are up-to-date and prepared for the next year's audit.

Letters to management and those charged with governance on internal controls and best practice recommendations are one of our principal means of communicating the results of our annual audits with our clients. The overriding goal of our letters is to assist management and the City Council in reaching its internal control objectives and to provide suggestions and other guidance on operational and financial matters. Our comments are never nit-picky, and our recommendations are specifically tailored towards the unique facts and circumstances of each deficiency or comment identified.

The letters we will issue at the conclusion of the audit are as follows:

- Required Communications Letter (addressed to the City Council or Audit Committee and contains standard, required language)
- Material Weakness and Significant Deficiencies Letter or No Material Weaknesses Letter (if material weaknesses or significant deficiencies are identified then a separate letter will be issued and addressed to the City Council or Audit Committee, otherwise a No Material Weakness Letter will be issued)
- Other Matters and Recommendations Letter (addressed to Management and contains observations and best practice recommendations)

Communications are discussed thoroughly with management prior to submission to the City Council or audit committee to ensure that the facts and circumstances documented are an accurate depiction of the issues noted. We encourage management to provide us with verbal and/or written feedback with respect to our comments so that we may incorporate your comments into our communications.

## **Audit Approach**

This section describes Stopp & VanHoy's general audit approach and the techniques we employ in meeting the needs of the City of Ellisville, Missouri. We will tailor the general approach outlined in this section based upon our risk assessment, which will include input from senior management and the Audit Committee.

Our audit approach will be customized to fit the City of Ellisville, Missouri's needs and has four phases:

- Orientation
- Planning
- Interim Procedures
- Fieldwork Procedures

### **Orientation**

Our experience with municipalities like the City of Ellisville, Missouri provides us with a solid foundation to plan our audit procedures. However, we must acquaint ourselves with specific aspects of your city's operations to ensure that our procedures are both comprehensive and efficient.

Before beginning fieldwork, our team will schedule a meeting with you and members of your accounting staff. The goal of this meeting is to gain a deeper understanding of your city and its needs. In this meeting, we will introduce key members of the engagement team, as well as jointly develop a clear understanding of expectations of each other. Such discussions will help us to garner a better understanding of your operational processes and internal controls before we begin planning the audit.

### **Planning**

The planning phase of the engagement will lay the foundation for the direction of our audit and is the key to cost-effective completion.

Our planning will:

- Focus on generating a more detailed understanding of the City's operations
- Include discussions with management and the City Council or Audit Committee to identify any areas of internal concern
- Identify significant issues and perform overall risk assessment
- Help us design efficient audit procedures, and
- Identify financial information to be supplied by the City of Ellisville, Missouri.

We will highlight areas to be emphasized during our audit and then define the engagement objectives, concentrating on the identified areas of concern or risk and areas we know are of importance to the City of Ellisville, Missouri management. As part of the planning phase, we will also perform a review of the prior workpapers and meet with the City of Ellisville, Missouri representatives to schedule our on-site work both for the interim phase as well as year-end fieldwork timing.

## Interim

In this phase we will:

- Complete our audit planning processes
- Evaluate accounting internal control processes and determine and perform any applicable testing of such
- Evaluate IT processes and perform evaluations of IT general controls.
- Determine specific application controls that will be conducive to internal control testing
- Perform interim test work on accounts conducive to interim evaluation including:
  - Revenue recognition and related accounts receivable
  - Expenditures and related accounts payable
  - Government grants and contracts compliance in accordance with the Uniform Guidance (previously OMB Circular A-133)
  - Best practice recommendations

## Fieldwork Procedures

In this final phase of the process, we will:

- Test recorded balance sheet and income statement amounts through a combination of substantive and analytical procedures. Major accounts for which significant work would be performed includes:
  - Cash and investment accounts
  - Long-term liabilities and pension liabilities
  - Property, income, and sales tax revenue and receivables
  - Fixed assets and corresponding depreciation expense
  - Prepaid expenses, including prepaid insurance
  - Government grants and contracts compliance in accordance with the Uniform Guidance (previously OMB Circular A-133)
  - Best practice recommendations
- Complete evaluation of revenue recognition issues, as applicable
- Update government grants and contracts compliance testing in accordance with the Uniform Guidance (previously OMB Circular A-133), from interim status
- Ensure proper cut-off of transactions
- Complete evaluation of related party transactions
- Coordinate our quality control processes with management’s efforts to ensure the timely completion of the financial statement process

## Financial Reporting

After the completion of audit fieldwork, we will work with the City of Ellisville, Missouri to ensure the timely completion of the financial statement process, including a thorough engagement and technical partner review for compliance with technical reporting standards and requirements.

## Audit Timeline

We structure our audit scheduling working back from the required delivery dates for the audit thereby ensuring that all critical timelines requirements are met.

<u>Services for the fiscal year ending December 31, 2022</u>	<u>Proposed timing</u>
Orientation, Planning, and Interim	February 2023
Communication of Audit Plan	February 2023
Fieldwork (including Single Audit)	March 2023

Presentation of Draft Report	By May 31, 2023
Audit Issuance	By June 15, 2023

**Audit Technology**

- We employ ProSystem fx Engagement auditing software, a paperless system that heightens our analytical ability and increases our auditing efficiency.
- We employ Onvio as our cloud-based document exchange platform. This clearly communicates what has been requested from the client and the status of that request, increasing efficiency for both the client and auditor.

**Coordination of GAAP and Single Audits to Ensure Timely Completion**

We will coordinate and complete the GAAP and Single Audit under Uniform Guidance (previously OMB A-133) simultaneously. Our approach is to leverage the work we perform on the Single Audit to the maximum extent possible to achieve optimal efficiency and effectiveness. For instance, the Single Audit will require us to test a sample of federal expenditures, internal controls over compliance, and cash receipts. We will utilize the testing performed on these areas to reduce the amount of testing we perform on the GAAP financial statement audit.

**Uniform Guidance (previously OMB Circular A-133)**

Stopp & VanHoy has been performing single audits for many years. We are highly knowledgeable on the requirements of *Government Auditing Standards* (Yellow Book) and Uniform Guidance (previously OMB Circular A-133). All members of the firm working on Yellow Book and single audits receive continual training throughout the year to stay up to speed with the ever-changing requirements. We are confident that our professional team has the requisite qualifications to perform audits in accordance with Yellow Book and Uniform Guidance (previously OMB Circular A-133) standards. We have included brief bios on our engagement team as part of our proposal.

The single audit process is summarized below:

- Read grant agreements and meet with you and your team to gain a thorough understanding of the program and grant provisions
- Test a sample of costs charged to the grant
- Perform other tests of compliance and internal controls over compliance
- Assist with the preparation of the Schedule of Expenditures of Federal Awards
- Discuss the audit report with you
- Assist with the preparation and filing of the Data Collection Form and reporting package to the Federal Audit Clearinghouse

**Fee Structure**

While fees should not be the sole factor in the selection process, you should expect your audit professionals to be cost-conscious while providing you with first-rate service. Our professional fees are based on a number of factors including the time spent, the complexity of the work performed, and the experience level of the staff required to bring the appropriate level of experience to the project.

We enter all proposal opportunities with the intent of building a long-term relationship in which we are more than just your audit service provider. We are committed to providing outstanding service at a reasonable, competitive fee. Our firm does not add additional fees for the first-year engagement and views such costs as an investment in the long-term relationship with your organization.

We expect to establish a professional but personal relationship that allows your organization the ability to reach out to us throughout the year for routine questions and conversations without worrying about whether you are going to be charged for the call or email. We do not believe in the "nickel and dime" billing theory when it comes to taking care of our clients throughout the year.

We do not submit additional billing for routine phone calls and minor research. However, any significant changes to the scope of the work that is described in the request for proposal or changes to the Organization’s operations will impact our fees. If significant changes occur, we will work with management to agree on revised fees.

Our billing rates for classes of professional personnel are as follows:

<u>Staff Level</u>	<u>Billing Rates</u>
Partner	\$175
Staff Accountant	\$125

Detailed fees for professional services for the following fiscal years, assuming no significant regulatory and scope changes, are as follows:

<b>Year ended December 31,</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Financial Statement Audit	\$22,500	\$22,500	\$22,500	\$22,500
Single Audit (if required)	\$4,000	\$4,000	\$4,000	\$4,000
Meetings and Letters to Management, Board, or Audit Committee	Included	Included	Included	Included
Year-round access to Stopp & VanHoy audit professionals	Included	Included	Included	Included
<b>Total Maximum Fee</b>	<b>\$26,500</b>	<b>\$26,500</b>	<b>\$26,500</b>	<b>\$26,500</b>

**Quality Control and Procedures**

It is the firm’s policy to evaluate all engagements against criteria established by the firm to determine whether an engagement quality control review should be performed, and to perform an engagement quality control review for all engagements that meet the criteria. Engagement quality control reviews are completed before the report is released.

Performing an engagement quality control review includes the following procedures—

- a) Having a discussion with the engagement partner about significant findings and issues.
- b) Reading the financial statements or other subject matter information and the proposed report.
- c) Reviewing selected engagement documentation relating to the significant judgments of the engagement team and the conclusions reached.
- d) Performing an evaluation of the conclusions reached in formulating the report and considering whether the proposed report is appropriate.
- e) Reviewing for appropriateness the resolution and conclusions reached regarding differences of opinion and matters requiring consultation.
- f) Considering the engagement team’s evaluation of the firm’s independence in relation to the specific engagement.

## **Other Information**

Stopp & VanHoy, CPAs and Business Advisors, LLC, has not had any federal or state desk reviews of audits during the past 5 years, and there has not been any disciplinary action taken or pending by the AICPA, SEC, State Board, or State Society in the past 5 years.

Stopp & VanHoy, CPAs and Business Advisors, LLC, and its employees do not currently have nor will have in the future, any conflict with the City of Ellisville, Missouri.

## **References**

1. City of Festus, Missouri  
711 W. Main St.  
Festus, Missouri 63028  
Phone: (636) 937-4694 ext. 305  
Contact: Stephanie Cunningham, Finance Director  
Email: festusfinance@cityoffestus.org

Scope of Work: Our firm performed the September 30, 2021, 2020, and 2019, annual audits of the city, including a Single Audit under Uniform Guidance.

2. City of Manchester, Missouri  
14318 Manchester Rd.  
Manchester, Missouri 63011  
Phone: (636) 227-1385 ext. 103  
Contact: Donald Yucuis, Finance Director  
Email: dyucuis@manchestermo.gov

Scope of Work: Our firm performed the December 31, 2021, 2020, and 2019 audits of the City's annual comprehensive financial report, including a Single Audit under Uniform Guidance

3. City of Hazelwood, Missouri  
415 Elm Grove Ln.  
Hazelwood, Missouri 63042  
Phone: (314) 839-3700  
Contact: David Tuberty, Assistant City Manager – Finance  
Email: dltuberty@hazelwoodmo.org

Scope of Work: Our firm performed the June 30, 2022, and 2021, audit of the City's annual comprehensive financial report, including a Single Audit under Uniform Guidance

# CROUCH, FARLEY & HEURING, PC

Certified Public Accountants

TERRY L. HEURING, CPA, CMA, CFM  
MICHAEL P. O'SHEA, CPA  
ROBERT D. MATHES, CPA  
RICK L. HEURING, EA  
SARAH E. LAND, CPA  
TAYLOR L. BONE, CPA  
AMY A. BAGWELL, CPA



Financial Measurement, Analysis  
and Communication

LAUREL SUNDHAUSEN, CPA  
ANITA SKAGGS, CPA  
VICKY A. KERBY, CPA  
BARBARA R. HALTER, CPA  
JANICE M. NEUBRAND, CPA  
LOUIS J. NAEGER, CPA  
THOMAS U. VOSS, CPA  
BRIAN E. BURCHAM, CPA

JOHN R. CROUCH (1947-2019)

## Report on the Firm's System of Quality Control

May 12, 2021

To Stopp & VanHoy CPAs and Business Advisors, LLC  
and the Peer Review Committee of the  
Missouri Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Stopp & VanHoy CPAs and Business Advisors, LLC (the firm) in effect for the year ended November 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, and a compliance audit under the Single Audit Act.



As a part of our review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

**Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Stopp & VanHoy CPAs and Business Advisors, LLC in effect for the year ended November 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Stopp & VanHoy CPAs and Business Advisors, LLC has received a peer review rating of *pass*.

  
Crouch, Farley & Hering, PC