



Midpeninsula Regional
Open Space District

R-13-30
Meeting 13-06
February 27, 2013

AGENDA ITEM 4

AGENDA ITEM

Appointment of District Auditor for Fiscal Year 2012-13

CONTROLLER'S RECOMMENDATION

A handwritten signature in black ink, appearing to be "JLD", is written over the end of the "CONTROLLER'S RECOMMENDATION" heading.

Appoint Vavrinek, Trine, Day & Co., as the District's auditor for Fiscal Year 2012-13 and authorize the General Manager to execute an engagement letter agreement in the amount of \$18,781.

DISCUSSION

In 2011, the District entered into a three-year agreement with Vavrinek, Trine, Day & Co., (Vavrinek) to serve as the District's auditor. In the first two years of their contract, Vavrinek's services were fully satisfactory. The Controller recommends retaining Vavrinek for the Fiscal Year (FY) 2012-13 year-end audit, which will commence in May 2013. Vavrinek's audit fee would, by prior agreement, be \$18,781. This is the same fee charged last year.

BOARD COMMITTEE REVIEW

Board Committee review of this item is not needed.

FISCAL IMPACT

The District's required financial audit is an ongoing, annual cost. The Controller's recommendation represents a \$5,944 incremental reduction from the amount paid to the prior District auditors in FY2009-10. The proposed amount, \$18,781, is included in the Administration Department's FY2013-14 proposed budget.

PUBLIC NOTICE

Notice was provided pursuant to the Brown Act. No additional notice is necessary.

CEQA COMPLIANCE

This agenda item is not a project under the California Environmental Quality Act (CEQA) and no environmental review is required.

NEXT STEPS

If approved by the Board, staff will contact Vavrinek, Trine, Day & Co., to request an engagement letter and will set up a purchase order to retain their audit services.

Responsible Manager:
Steve Abbors, General Manager

Prepared by:
Michael Foster, Controller

Contact person:
Same as above