



Midpeninsula Regional  
Open Space District

R-16-13  
Meeting 16-04  
February 24, 2016

### AGENDA ITEM 3

#### AGENDA ITEM

Appointment of District Auditor for FY2015-16

#### CONTROLLER'S RECOMMENDATION

Appoint Chavan & Associates as the District's auditor for FY2015-16 and authorize the General Manager to execute an engagement letter agreement in the amount of \$16,500.

#### DISCUSSION

In 2014, the District entered into a three-year agreement with Chavan & Associates to serve as the District's auditor. In the first two years of their contract, Chavan's services were fully satisfactory. Staff recommends the District continue to retain Chavan for the FY2015-16 year-end audit, which will commence in July 2016. Chavan's audit fee will, by prior agreement, be \$16,500. This is the same fee charged last year.

#### FISCAL IMPACT

The District's required financial audit is an ongoing, annual cost. The proposed amount, \$16,500, is included in the Administration Department's FY2016-17 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 and no environmental review is required.

#### NEXT STEPS

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

Prepared by:  
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