

AGENDA

**INVESTMENT AND FINANCE COMMITTEE MEETING
LEUCADIA WASTEWATER DISTRICT**

February 22, 2022 – 10:30 a.m.

Via Teleconference

Pursuant to the State of California Executive Order N-29-20, and in the interest of public health, the District is temporarily taking actions to mitigate the COVID-19 pandemic by holding meetings by teleconference. The general public may not attend this meeting at the District's office due to social distancing requirements.


Members of the public attending via teleconference will be provided with an opportunity to comment on each agenda item prior to Committee discussion.

**To join this meeting via Teleconference please dial: (669) 900-6833
Meeting ID: 899 4093 6578 Password: 432386**

-
1. **Call to Order**
 2. **Roll Call**
 3. **Public Comment**
 4. **New Business**
 - A. Review of the Received Proposals for Auditing Services (Page 2)
 5. **Information Items**

None.
 6. **Directors' Comments**
 7. **General Manager's Comments**
 8. **Adjournment**

MEMORANDUM

DATE: February 17, 2022
TO: Investment and Finance Committee
FROM: Paul J. Bushee, General Manager 
SUBJECT: Review of the Received Proposals for Auditing Services

RECOMMENDATION:

Staff requests that the Investment and Finance Committee (IFC):

1. Review and discuss the Auditing Service proposals rating results.
2. Determine a short-list of auditing firms for interviews and further evaluation.

DISCUSSION:

The Leucadia Wastewater District (LWD) has used Davis Farr, LLP to conduct its independent annual financial statement audits for the past 6 years. Although their services have been excellent, it is prudent to periodically change auditors to bring a fresh perspective to the financial auditing process. In order to procure auditing firm services, staff sent Request for Proposals (RFP) to 15 Certified Public Accounting (CPA) firms throughout California, advertised in the San Diego Union Tribune, and posted a notice of the RFP on the California Society of Municipal Finance Officers (CSMFO) website, all during the month of January 2022. Staff also held a pre-proposal conference on January 26, 2022 to review the RFP and to answer any questions from prospective CPA firms. As a result, six auditing service proposals were received by the February 3, 2022 deadline.

A team consisting of LWD's Investment and Finance Committee members, the General Manager, the Director of Finance and Administration, and the Administrative Services Supervisor were provided with a copy of each proposal and a professional services rating form. The RFPs were reviewed and the rating forms completed by February 16, 2022. The results of the ratings will be presented at the upcoming meeting.

The purpose of this meeting is to determine the short-list of firms to be interviewed and further evaluated at the March 1, 2022 IFC meeting.

reg:PJB