

**AGENDA**

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

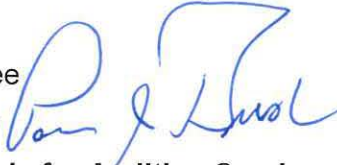
March 1, 2016 – 9:00 a.m.  
1960 La Costa Avenue, Carlsbad, CA 92009

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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 25, 2016  
**TO:** Investment and Finance Committee  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Review of the Received Proposals for Auditing Services**

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**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 White Nelson Diehl Evans, LLP to conduct its year end independent 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 a new auditing firm, staff sent Request for Proposals (RFP) to 27 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 2016. Staff also held a pre-proposal conference on January 26, 2016 to review the RFP and to answer any questions from prospective CPA firms. As a result, twelve auditing service proposals were received by the February 11, 2016 deadline.

A team consisting of LWD's Investment & Finance Committee members, the Administrative Services Manager, the Administrative Services Supervisor, and the Accounting Technician were all provided with a copy of each proposal and a professional services rating form. The RFPs are to be reviewed and the rating forms completed by February 26, 2016. The results of the ratings will be presented at the upcoming meeting.

The purpose of this meeting is to determine a short list of firms for interviews and further evaluation.

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